

Regular Council Agenda AGENDA

Tuesday, February 13, 2018, 7:00 PM
Tecumseh Town Hall
www.tecumseh.ca

Pages

1. **Call to Order - Mayor**
2. **Moment of Silence**
3. **National Anthem**
4. **Roll Call and Disclosure of Pecuniary Interest**
5. **Council Minutes**
 - a. **Regular Council Minutes** 4 - 14
January 30, 2018
 - b. **Public Council Meeting** 15 - 16
January 30, 2018
6. **Supplementary Agenda Adoption**
7. **Delegations**
 - a. **Robert Charlton**
Re: Cheque Presentation
8. **Communications Action Required**
 - a. **2018 Ontario Farmland Forum** 17 - 18
That the Mayor and Members of Council **be authorized** to attend the 2018 Farmland Forum on April 5, 2018 in Prince Edward County, subject to the provisions of the Town's Professional Development and Travel Policy.
 - b. **Association of Municipalities of Ontario** 19 - 19
Re: AMO Policy Update - Call to Action - Fire Medic Protection Needed for Municipal Governments
That the resolution from AMO calling for Fire Medic Protection for Municipal Governments be **adopted**, and that a copy of the resolution be sent to the Office of the Premier, Minister of Health and Long Term Care, Minister of Community Safety and Correctional Services, Minister of Labour, Minister of Municipal Affairs, local MPPs and AMO.
9. **Committee Minutes**
 - a. **Senior Advisory Committee** 20 - 23
January 25, 2018
10. **Reports**
 - a. **Chief Administrative Officer**
 1. **CAO-2018-01, Accomplishments 2017** 24 - 46

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3.	CAO-2018-04, Chartwell St. Clair Beach Retirement Residence Lease Agreement	50 - 53
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1.	FIRE-2018-01, Tecumseh Fire Services 2017 Year End Overview	82 - 89
e.	Planning & Building Services	
1.	PBS-2018-02, Tecumseh Transit Service, 2017 Annual Status Report	90 - 108
2.	PBS-2018-03, D19 PETTEC, OPA-ZBA, 13328-14346 Tecumseh Road	109 - 135
f.	Public Works & Environmental Services	
1.	PWES-2018-06, Rossi Drive Sanitary Sewers Extension - Tender Award	136 - 143
11.	By-Laws	
a.	By-Law 2018-09	144 - 145
	Being a by-law to authorize the service of Marriage Licences and Civil Marriage Services	
b.	By-Law 2018-10	146 - 155
	A by-law authorizing the execution of a Lease between the Corporation of the County of Essex and The Corporations of the Towns of Essex, Lakeshore, Lasalle and Tecumseh	
c.	By-Law 2018-11	156 - 158
	Being a by-law to authorize the execution of an Agreement between The Corporation of the Town of Tecumseh and St. Clair Beach Retirement Community	
12.	Unfinished Business	159 - 160
13.	New Business	

14.

Motions

a.

Confirmatory By-law

161 - 161
- By-Law 2018 - Being a by-law to confirm the proceedings of the February 13, 2018 regular meeting of the Council of The Corporation of the Town of Tecumseh.
15.

Notices of Motion
16.

Next Meeting

Tuesday, February 27, 2018

5:00 pm Public Council Meeting Re: ZBA 12334 Arbour Street.

6:00 pm Public Council Meeting Re: Reconsidered 7th Concession Drain Report

7:00 pm Regular Council Meeting
17.

Adjournment

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

Tecumseh Council meets in regular public session on Tuesday, January 30, 2018, in the Council Chambers, 917 Lesperance Road, Tecumseh, Ontario at 7:00 pm.

(RCM 1-1)

ORDER

The Mayor calls the meeting to order at 7:06 pm.

(RCM 1-2)

MOMENT OF SILENCE

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

(RCM 1-3)

NATIONAL ANTHEM

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

(RCM 1-4)

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
	Deputy Clerk & Manager Legislative Services	- Jennifer Alexander
	Manager Engineering Services	- Phil Bartnik
	Manager Planning Services	- Chad Jeffery
	Manager Roads & Fleet	- Kirby McArdle
	Manager Strategic Initiatives	- Lesley Racicot
	Manager Water & Wastewater	- Denis Berthiaume

DISCLOSURE OF PECUNIARY INTEREST

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

(RCM 1-5)

MINUTES

Motion: (RCM-01/18) Moved by Deputy Mayor Joe Bachetti
Seconded by Councillor Tania Jobin

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

Carried

(RCM 1-6)

DELEGATIONS

2017 Citizen Satisfaction Survey

Motion: (RCM-02/18) Moved by Deputy Mayor Joe Bachetti
Seconded by Councillor Brian Houston

That report ICS-2018-02 Re: 2017 Citizen Satisfaction Survey be brought forward in the agenda to be discussed along with the presentation.

Carried

Mary Agnes Welch, Probe Research Inc., presents the results of the Citizen Satisfaction Survey and explains how the survey was conducted. She provides a comparison of results from the surveys conducted in 2014 and 2016 to the 2017. The surveys have consistently indicated that the Town is moving in the right direction.

Motion: (RCM-03/18) 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 Citizen Satisfaction Survey results.

Carried

Flooding and stormwater drainage is a new and significant issue, but this top-of-mind concern has not dramatically changed residents' positive views about the life in Tecumseh or Town services. Overall satisfaction with Town services is 98 percent.

There is 60 percent support for a Sportsplex while 38 percent is opposed.

A summary of results regarding resident interest in online services and e-payments. It is noted that 68 percent were aware of online municipal voting and 60 percent were more likely to vote due to the ability to vote online, indicating strong support for online voting.

Discussion ensues on the survey results, in particular resident satisfaction with contacting the Town. Comments are made on the likely impact of the flooding and introduction of hard-sided containers on resident feedback.

There is dialogue on the questions posed regarding the Sportsplex and the lack of detail given in the question to aid residents making an informed response.

The Mayor thanks Ms. Welch for her presentation and the explanation of the findings.

Motion: (RCM-04/18) Moved by Deputy Mayor Joe Bachetti
Seconded by Councillor Brian Houston

That the Power Point presentation on the results of the 2017 Customer Satisfaction survey presented by Mary Agnes Welch of Probe Research Inc. be received.

Carried

Report No.ICS-2018-02 Re: 2017 Citizen Satisfaction Survey

Motion: (RCM-05/18) Moved by Deputy Mayor Joe Bachetti
 Seconded by Councillor Brian Houston

That the final report from Probe Research Inc. summarizing the results of the 2017 Citizen Satisfaction Survey be received for information;

As recommended by the Director Information & Communication Services under Report No. ICS-2018-02

Carried

Friends of Oldcastle Development

The Friends of Oldcastle Development (F.O.O.D.) is represented by Judy Robson-Wellwood, Suzanne Rau, Marisa Nabbout, Emile Nabbout, Vicki Fortier, and Perry Burford. Ms. Robson-Wellwood begins the presentation and notes to Council that their presentation has not been reviewed by their Planner. Each person reads aloud written comments and questions, which were not submitted to the Clerk for the Agenda as directed in accordance with the Procedural By-law. The delegation indicated that they did not expect members of Council to answer their questions during this meeting.

Mayor thanks Ms. Robson-Wellwood and her fellow representatives. Council has not had a chance to review the Decision from the Ontario Municipal Board. Council did not respond to the questions posed by F.O.O.D. The Mayor requested that copies of the speaking notes and PowerPoint be submitted to the Clerk for the Town's record.

Motion: (RCM-06/18) Moved by Councillor Tania Jobin
 Seconded by Deputy Mayor Joe Bachetti

That the presentation by friends of Oldcastle Development at the January 30, 2018 meeting of Council, regarding the OMB Decision on the Del Duca application, be received.

As recommended by the Director Information & Communication Services under Report No. ICS-2018-02

Carried

In response to a query on the timeline for responding to F.O.O.D.'s questions, the Chief Administrative Officer advises that just having received the presentation this evening and just having recently received the OMB's Decision, Council and Administration will need some time to review.

(RCM 1-7)

COMMUNICATIONS**Communications – For Information**

- A. Ministry of Natural Resources and Forestry Re: Notification of Bill 139, the Building Better Communities and Conserving Watersheds Act, 2017 Receiving Royal Assent
- B. Ernie Hardeman, MPP, PC Critic for Municipal Affairs and Housing Re: Ontario PC Platform - People's Guarantee
- C. Town of Amherstburg Re: Support Correspondence from the Essex County Federation of Agriculture
- D. Town of Amherstburg Re: Letter of Support for Windsor-Essex County Board of Health Resolution
- E. Ministry of Transportation Re: Ontario's support for the County of Essex's application for consideration under the National Trade Fund Corridors Fund (NTCF)
- F. Ontario Municipal Board Decision Re: Proposed Official Plan Amendment No. 14

Motion: (RCM-07/18) Moved by Councillor Andrew Dowie
 Seconded by Councillor Bill Altenhof
That Communications – *for Information A through F* as listed on the
 January 30, 2018 Regular Council Meeting Agenda, be received.
 Carried

There is discussion on Communication Item B, Ontario PC Platform- People's Guarantee. The Mayor advises that he did respond to Ernie Hardeman MPP via email and will follow up with a formal letter. The Association of Municipalities of Ontario is preparing responses to all three parties' platforms that are beneficial to the municipal sector.

G. Essex County Federation of Agriculture Re: Proposed Tax Changes

Motion: (RCM-08/18) Moved by Councillor Rita Ossington
 Seconded by Councillor Brian Houston
That the Essex County Federation of Agriculture letter dated
 December 5, 2017, regarding Proposed Tax Changes, be received.
 Carried

Communications – Action Required

- A. National Trust for Canada Re: Heritage Day 2018
- B. Ontario Good Roads Association Re: Ontario Good Roads Association Requests Support for MCEA Process Reform
- C. Town of Lakeshore Re: Storm Water Management and Drainage Improvements
- D. Community Heritage Ontario Re: Federal Role in Heritage Conservation
- E. Letter to Minister Eric Hoskins from Windsor-Essex County Health Unit Board Chair Re: Proposed changes to the Cannabis Act, (Bill C-45)
- F. National Coalition Against Contraband Tobacco Re: Contraband Tobacco in Ontario

Motion: (RCM-09/18) Moved by Councillor Andrew Dowie
 Seconded by Councillor Rita Ossington
That February 19, 2018 be proclaimed as Heritage Day in the Town of Tecumseh;

Whereas a coalition of the Municipal Engineers Association (MEA) and the Residential and Civil Construction Alliance of Ontario have successfully applied to have a review of the Municipal Class Environmental Assessment (MCEA) process conducted under Part IV (Section 61) of the *Environmental Bill of Rights Act, 1993* (EBR Act);

And whereas impact studies and public meetings required by the MCEA process often take two years or more to complete before construction can commence;

And whereas the MCEA requirements to evaluate alternatives are often not well aligned with prior or municipal land use planning decisions;

And whereas analysis by the Residential and Civil Construction Alliance of Ontario (RCCAO) has demonstrated that the time to complete an EA rose from 19 months to 26.7 months and costs went from an average of \$113,300 to \$386,500;

And whereas the Auditor General of Ontario has tabled recommendations for modernizing the MCEA process;

And whereas in spite of written commitments made by the Ministry of the Environment between 2013-2015, no action has been taken;

And whereas local projects that do not have the necessary approvals could lose out on the next intake of Build Canada funding;

Therefore be it resolved that Town of Tecumseh requests that the Minister of the Environment and Climate Change take immediate steps to expedite the response process for Part II Orders or Bump-Up requests, as part of the s.61 review to improve MCEA process times and reduce study costs;

And further that the Minister of the Environment and Climate Change support changes to better integrate and harmonize the MCEA process with processes defined under the *Planning Act*; **And further** that the Minister of the Environment and Climate Change amend the scope of MCEA reports and studies to reduce duplication with existing public processes and decisions made under municipal Official Plans and provincial legislation.

That the Town of Lakeshore's resolution urging the Government of Canada and the Government of Ontario to immediately allocate infrastructure funding dedicated to municipalities for storm water management and drainage improvements, be supported;

That the recommendations by the Federal House of Commons Standing Committee on Environment and Sustainable Development contained in report 10 regarding the preservation of Canada's heritage, be supported;

That the October 19, 2017, resolution by the Windsor Essex County Health Unit regarding the licensing, planning, and zoning regulations of cannabis retail outlets and the coordinated efforts of Windsor-Essex municipalities in preventing the harms associated with cannabis use, be supported;

Whereas Federal and Provincial governments have invested a great deal of time and money over the last fifty years, in cooperation with stakeholders and industry, to regulate tobacco sales to promote public health and limit the exposure of teenagers and young people to tobacco products;

Whereas a campaign promoted by Ontario retailers and police-affiliated organizations has identified the growing threat posed by increased production and sale of contraband cigarettes operating outside of these rules, making it easier for young people to access cigarettes and tobacco products in this province;

And whereas Local municipalities and authorities in Quebec believe they have succeeded in dramatically cutting contraband sales in that province through action taken under new provincial legislation adopted in 2009, while there is no comparable local strategy to enforce contraband tobacco laws here in Ontario;

Therefore be it resolved that Council request that the Police Services Board consider identifying specific measures to enhance enforcement against the contraband tobacco trade, to estimate the level of contraband activity in the Region, and to report on their findings;

And that by circulation of this resolution if adopted, Council advise local municipalities of the opportunity to address this issue through aggressive enforcement of local license by-laws regulating tobacco sales, and invite municipalities to cooperate in developing a strategy to increase enforcement with a particular focus on schools and retail areas near schools;

And that through correspondence with the Ministry of Finance and other provincial authorities, Staff

- i. confirm that tobacco tax fines, if collected, flow back to the Municipality or; and
 - ii. confirm what discretion is available to local authorities to enforce Tobacco Act statutes and regulations,
- either independently or in cooperation with provincial officials.

Carried

(RCM 1-8)

COMMITTEE MINUTES

Motion: (RCM-10/18) Moved by Councillor Tania Jobin
 Seconded by Deputy Mayor Joe Bachetti
That the December 14, 2017 minutes of the Police Services Board, as was duplicated and delivered to the Members of Council, are accepted.

Carried

Motion: (RCM-11/18) Moved by Councillor Bill Altenhof
 Seconded by Councillor Brian Houston
That the December 13, 2017 minutes of the Town of Tecumseh Business Improvement Area, as was duplicated and delivered to the Members of Council, are accepted.

Carried

Motion: (RCM-12/18) Moved by Councillor Brian Houston
 Seconded by Councillor Rita Ossington
That the November 13, 2017 and January 15, 2018 minutes of the Heritage Committee, as was duplicated and delivered to the Members of Council, are accepted.

Carried

Motion: (RCM-13/18) Moved by Councillor Rita Ossington
 Seconded by Councillor Brian Houston
That the November 13, 2017 and January 15, 2018 minutes of the Cultural & Arts Committee, as was duplicated and delivered to the Members of Council, are accepted.

Carried

Motion: (RCM-14/18) Moved by Councillor Tania Jobin
 Seconded by Councillor Bill Altenhof
That the November 13, 2017 and January 15, 2018 minutes of the Youth Advisory Committee, as was duplicated and delivered to the Members of Council, are accepted.

Carried

A Member of Council requests additional members be recruited for the Youth Advisory Committee and Senior Advisory Committee. The Clerk undertakes to call for Applications.

Motion: (RCM-15/18) Moved by Councillor Andrew Dowie
 Seconded by Councillor Bill Altenhof
That the November 30, 2017 minutes of the Senior Advisory Committee, as was duplicated and delivered to the Members of Council, are accepted.

Carried

(RCM 1-9)

REPORTS

Report No. CAO-2018-02, Union Gas Kingsville Transmission Reinforcement Project

Motion: (RCM-16/18) Moved by Councillor Brian Houston
 Seconded by Deputy Mayor Joe Bachetti
That the Report CAO-2018-02 Union Gas Kingsville Transmission Reinforcement Project be received;
And that the project be endorsed via a letter of support to the Ontario Energy Board.
 As recommended by the Chief Administrative Officer under Report No. CAO-2018-02.

Carried

Report No. ICS-2018-01, 2018 - 2022 ICS Capital Works Plan

Motion: (RCM-17/18) Moved by Councillor Andrew Dowie
Seconded by Councillor Brian Houston

That the 2018 expenditures of \$224,000 be authorized, to be funded from the Information & Communications Services (ICS) Lifecycle reserve, as follows:

	Previously Approved	Requested for 2018	Total Costs
PC Replacements		\$ 20,000	\$ 20,000
Network Upgrades		\$ 30,000	\$ 30,000
Video Surveillance		\$ 6,000	\$ 6,000
A/V Systems	\$ 10,000	\$ 5,000	\$ 15,000
Miscellaneous Software		\$ 8,000	\$ 8,000
Virtual Server Upgrades		\$ 10,000	\$ 10,000
Corporate Website		\$ 25,000	\$ 25,000
Multifunction Copiers		\$ 60,000	\$ 60,000
Arena Sound System		\$ 50,000	\$ 50,000
Records Management	\$ 20,000	\$ 10,000	\$ 30,000
Issue Tracking Software	\$ 30,000		\$ 30,000
	\$ 60,000	\$ 224,000	\$ 284,000

And that Appendix A - Information & Communication Services 2018-2022 Capital Works Plan, be adopted.

As recommended by the Director Information & Communication Services under Report No. ICS-2018-01.

Carried

A member discusses video surveillance and the potential for grant funding. The Director Information & Communication Services undertakes to further explore this matter in consultation with the Director Public Works & Environmental Services.

Report No. PBS-2018-01 Re: Zoning By-Law Amendment, Paul Jr. and Mara Sabelli, 12334 Arbour Street - Proposed Semi-detached Dwelling

Motion: (RCM-18/18) Moved by Councillor Brian Houston
Seconded by Councillor Rita Ossington

That the scheduling of a public meeting, to be held on Tuesday, February 27, 2018 at 5:00 p.m., in accordance with the *Planning Act* for a Zoning By-law Amendment application seeking to amend the former Town of Tecumseh Zoning By-law 1746 by rezoning a 696 square metre (7,500 square foot) parcel of land situated on the north side of Arbour Street, approximately 75 metres east of its intersection with Lesperance Road (12334 Arbour Street), from "Residential Zone 2 (R2)" to a site specific "Residential Zone 2 (R2)" to permit the construction of a new semi-detached residential dwelling on the subject property, be authorized;

As recommended by the Manager Planning Services under Report No. PBS-2018-01

Carried

Report No. PWES-2018-02 Re: Traffic Analysis – Radar Speed Surveys

Motion: (RCM-19/18) Moved by Councillor Andrew Dowie
Seconded by Councillor Brian Houston

That Public Works & Environmental Services Report No. 02/18 titled Traffic Analysis – Radar Speed Surveys be received.

As recommended by the Manager Roads & Fleet under Report No. PWES-2018-02

Carried

In response to a query by a member, the Manager Roads & Fleet advises the results of the surveys are forwarded to the Ontario Provincial Police to aid them with enforcement. He further advises that there is no recommendation to change or increase any speed limits, at this time.

Report No.PWES-2018-03 Re: 2018 Supply of Various Vehicles

Motion: (RCM-20/18) Moved by Deputy Mayor Joe Bachetti

Seconded by Councillor Rita Ossington

That Administration obtain quotations for the 2018 Supply of Various Vehicles as follows:

	DEPARTMENT	VEHICLE	ESTIMATED PRICE
Appendix A	Public Works	PW 02-11 Ext Cab Truck	\$ 35,000
		PW 06-08 4x4 1500 Ext Cab Truck	\$ 32,000
		PW 14-18 4x4 1500 Ext Cab Truck	\$ 30,000
	Parks	P 04-10 4x4 2500 Reg Cab Truck	\$ 35,000
		P 30-13 Jacobson 9016 Tractor	\$ 69,000
		P 40-08 Vermeer VC1500 Chipper	\$ 50,000
		P 25-11 Dump Trailer 5'x10'	\$ 5,200
		P 21-11 Landscape Trailer 20'	\$ 6,000
	Water	W 01-10 Heavy Duty Truck/Service Body	\$ 55,000
	Fire	F 01-10 Tahoe Command	\$ 45,000
		F 02-10 Tahoe Command	\$ 45,000
	Recreation	M 02-08 1500 Ext. Cab Truck	\$ 22,000
		M 03-18 Mini Van	\$ 25,000
	Transit	T 02-10 Kneeling Passenger Bus	\$ 190,000
		Sub total Appendix A	\$ 644,200
Appendix B	Fire		\$ -
		Sub total Appendix B	\$ -
		Total Appendix A + B	\$ 644,200

And that the following equipment be declared surplus and disposed of through Part VI, Disposal of Surplus or Scrap Materials and Equipment of the Town's Purchasing By-law:

DEPARTMENT	VEHICLE	UNIT NUMBER	YEAR PURCHASED
Public Works	PW 02-11 1500 Pickup	PW 02-11	2010
	PW 06-08 1500 Pickup	PW 06-08	2008
Parks	P 04-10 2500 Pickup Truck	P 04-10	2009
	Dump Trailer	P 25-11	2011
	Landscape Trailer	P 21-11	2011
	Jacobson 9016 Mower	P 30-13	2013
	Vermeer VC1500 Chipper	P 40-08	2008
Water	W01-10 Pickup	W 01-10	2010
Fire	Command 1	F 01-10	2010
	Command 2	F 02-10	2010
Recreation	M 02-08 Pickup	M 02-08	2008
Transit	15 Passenger Bus	T 02-10	2010

And further that Appendix 'A' Town of Tecumseh 2018 – 2027 Ten Year Fleet Funding and Replacement Schedules and Appendix 'B' Town of Tecumseh 2018 – 2027 Ten Year Fire and Rescue Services Apparatus Funding and Replacement Schedules attached to Public Works & Environmental Services Report No. 03/18 be adopted as amended and attached;

And furthermore that funding for the purchase of the 2018 Supply of Various Vehicles be funded as follows:

- i. Appendix 'A' vehicles: \$644,200 plus associated costs for outfitting \$26,000 for a total of \$670,200 be funded from the Fleet Lifecycle Reserve.

As recommended by the Manager Roads & Fleet under Report No. PWES-2018-03

Carried

Report No. PWES-2018-04 Re: Annual Summary Report for the Town of Tecumseh

Motion: (RCM-21/18) Moved by Councillor Brian Houston
 Seconded by Councillor Bill Altenhof
That the Annual Summary Report for the Tecumseh Distribution System (260004969) for the Year 2017, as prepared in accordance with the Safe Drinking Water Act, O. Reg. 170/03, Schedule 22 Summary Report, be adopted;
And that the Annual Summary Report be made available for public viewing through the Town of Tecumseh website;
 As recommended by the Manager Water & Wastewater under Report No. PWES-2018-04

Carried

(RCM 1-10)

BY-LAWS

Motion: (RCM-22/18) Moved by Deputy Mayor Joe Bachetti
 Seconded by Councillor Andrew Dowie
That By-Law 2018-01 being a by-law to authorize the execution of a Long Term Financing Agreement with Essex Powerlines Corporation and The Corporation of the Town of Tecumseh;
And that By-Law 2018-02 being a by-law to authorize the execution of Transfer Payment Agreement with Her Majesty the Queen in right of Ontario as represented by the Minister of Transportation for the Province of Ontario and The Corporation of the Town of Tecumseh under the Ontario Municipal Commuter Cycling (OMCC) Program;
And that By-Law 2018-03 being a by-law to authorize the execution of an Agreement between The Corporation of the Town of Tecumseh and Congregation of the order Antonin Maronite in Ontario and AMICO Infrastructures Inc.;
And that By-Law 2018-04 a by-law to amend By-law No. 2003-14 being a by-law to regulate parking on private property for persons displaying Disabled Parking Permits;
And that By-Law 2018-25 being a by-law to authorize the execution of a Letter of Agreement between The Corporation of the Town of Tecumseh and Her Majesty the Queen in Right of Ontario as represented by the Minister of Transportation for Ontario relating to funding under the Dedicated Gas Tax Funds for Public Transportation program;
And that By-Law 2018-06 being a by-law to authorize the execution of a Site Plan Control Amending Agreement between The Corporation of the Town of Tecumseh and TRI-LIUNA Labourers' Local 625 Training Centre;
And that By-Law 2018-07 being a temporary use by-law pertaining to 7035 10th Concession Rd.
 Be given first and second reading.

Carried

Motion: (RCM-23/18) Moved by Councillor Brian Houston
 Seconded by Councillor Andrew Dowie
That By-Law 2018-01 being a by-law to authorize the execution of a Long Term Financing Agreement with Essex Powerlines Corporation and The Corporation of the Town of Tecumseh;
And that By-Law 2018-02 being a by-law to authorize the execution of Transfer Payment Agreement with Her Majesty the Queen in right of Ontario as represented by the Minister of Transportation for the Province of Ontario and The Corporation of the Town of Tecumseh under the Ontario Municipal Commuter Cycling (OMCC) Program;

And that By-Law 2018-03 being a by-law to authorize the execution of an Agreement between The Corporation of the Town of Tecumseh and Congregation of the order Antonin Maronite in Ontario and AMICO Infrastructures Inc.;

And that By-Law 2018-04 a by-law to amend By-law No. 2003-14 being a by-law to regulate parking on private property for persons displaying Disabled Parking Permits;

And that By-Law 2018-25 being a by-law to authorize the execution of a Letter of Agreement between The Corporation of the Town of Tecumseh and Her Majesty the Queen in Right of Ontario as represented by the Minister of Transportation for Ontario relating to funding under the Dedicated Gas Tax Funds for Public Transportation program;

And that By-Law 2018-06 being a by-law to authorize the execution of a Site Plan Control Amending Agreement between The Corporation of the Town of Tecumseh and TRI-LIUNA Labourers' Local 625 Training Centre;

And that By-Law 2018-07 being a temporary use by-law pertaining to 7035 10th Concession Rd.

Be given third and final reading.

Carried

Motion: (RCM-24/18) Moved by Councillor Tania Jobin
Seconded by Councillor Bill Altenhof

That the January 30, 2018 meeting of Council convene in closed session at 8:48 pm to receive legal advice regarding the DelDuca OMB Decision, in accordance with Section 239(2)(e)(f) of the Municipal Act, 2001, which permits a meeting, or part of a meeting of Council, to be closed to the public when the subject matter to be considered is regarding: (e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board; and (f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

Carried

Motion: (RCM-25/18) Moved by Councillor Tania Jobin
Seconded by Councillor Andrew Dowie

That the January 30, 2018 Closed Meeting of Council be adjourned and the public meeting reconvene at 9:18 pm.

Carried

(RCM 1-11)

UNFINISHED BUSINESS

The Members receive the Unfinished Business listing.

(RCM 1-12)

NEW BUSINESS

Rat Poison

A member of Council received a complaint regarding dogs being poisoned from neighbours using poison on their property to control rodents. Council requests a Public Information Centre on wildlife control and prevention.

(RCM 1-13)

MOTIONS

Motion: (RCM-27/18) Moved by Councillor Bill Altenhof
Seconded by Councillor Rita Ossington

That By-law 2018-08 being a by-law to confirm the proceedings of the January 30, 2018, regular meeting of the Council of The Corporation of the Town of Tecumseh be given first, second, third and final reading.

Carried

Motion: (RCM-26/18) Moved by Councillor Rita Ossington
Seconded by Deputy Mayor Joe Bachetti

That Notice of the intent to declare 154 Hayes Avenue surplus, be given on the Town's website in accordance with the Sale of Land By-law;

And that a By-law be prepared for a Regular Meeting of Council to declare 154 Hayes Avenue surplus to the needs of the Corporation;

And that the process for rezoning the lands to Residential Type Two (R2) Zone, be carried out in accordance with the Planning Act, including authorizing holding the public meeting;

And that the surplus lands be sold by way of public tender, as prescribed in the Sale of Land By-law, with a minimum reserved bid of \$190,000 and funds raised be allocated to Sanitary Reserves.

Carried

(RCM 1-14)

NOTICES OF MOTION

None.

(RCM 1-15)

NEXT MEETING

The next Regular Council meeting will be held at 7:00 pm on Tuesday, February 13, 2018.

(RCM 1-16)

ADJOURNMENT

Motion: (RCM-28/18) Moved by Councillor Tania Jobin
Seconded by Councillor Brian Houston

That there being no further business on the January 30, 2018 regular meeting of Council now adjourn at 9:22 pm.

Carried

Gary McNamara, Mayor

Laura Moy, Clerk

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

Tecumseh Council meets in Public Session on Tuesday, January 30, 2018, in the Council Chambers, 917 Lesperance Road, Tecumseh, Ontario at 6:00 pm.

(PCM 1-1)

ORDER

The Mayor calls the meeting to order at 6:07 pm.

(PCM 1-2)

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

Absent:

Also Present:	Chief Administrative Officer	- Tony Haddad
	Director Corporate Services & Clerk	- Laura Moy
	Director Financial Services & Treasurer	- Luc Gagnon
	Director Planning & Building Services	- Brian Hillman
	Deputy Clerk & Manager Legislative Services	- Jennifer Alexander
	Manager Building Services & Chief Building Official	- Mike Voegeli

(PCM 1-3)

DISCLOSURE OF PECUNIARY INTEREST

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

(PCM 1-4)

DELEGATIONS

None.

(PCM 1-5)

COMMUNICATIONS

A. Notice - Public Meeting on January 30, 2018 Re: New Building By-law and Permit Fees

Motion: (PCM 01/18) Moved by Councillor Rita Ossington

Seconded by Councillor Andrew Dowie

That the Communication listed as item A on the January 30, 2018, Public Council Meeting Agenda, be received.

Carried

(PCM 1-6)

REPORTS

Manager Building Services & Chief Building Official, Report No. 38/17 Re: New Building By-law and Permit Fee Report

The Director Planning & Building Services gives an overview of the subject report and the process set out in the Building Code for considering amendments to the Building By-law and Permit Fees.

Discussion is held on a one-year moratorium of the commercial building fees, including hotel development, to help encourage and attract new commerce in the Manning Road corridor and other potential development lands.

Motion: (PCM-02/18) Moved by Deputy Mayor Joe Bachetti
Seconded by Councillor Rita Ossington

That Administration provide a report on an incentive program, such as a one-year moratorium of the commercial building fees, including hotel development, to help encourage and attract new commerce;

And that the report contain potential financial implications.

Carried

(PCM 1-7)

ADJOURNMENT

Motion: (PCM-03/18) Moved by Councillor Brian Houston
Seconded by Councillor Bill Altenhof

That there being no further business to discuss, the January 30, 2018 Public Meeting of the Council of the Town of Tecumseh adjourn at 6:28 pm.

Carried

Motion: (PCM-04/18) Moved by Councillor Brian Houston
Seconded by Councillor Tania Jobin

That the January 30, 2018 closed meeting of Council reconvene in closed session at 6:38 pm in accordance with Section 239(2)(c)(e)(f) of the Municipal Act, 2001, which permits a meeting, or part of a meeting of Council, to be closed to the public when the subject matter to be considered is regarding: (c) a proposed or pending acquisition or disposition of land by the municipality; (e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board; and (f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

Carried

Gary McNamara, Mayor

Laura Moy, Clerk



Building Farmland Viability in Ontario

Thursday, April 5th, 2018

Wellington & District Community Centre, Prince Edward County

Co-hosts: Prince Edward County, Prince Edward Federation of Agriculture, Prince Edward Chamber of Commerce, and the Prince Edward County Winegrowers Association



Program

8:30 am

Registration

(Refreshments and light breakfast provided)

9:00 am

Welcome, Opening Remarks

Kathryn Enders, Executive Director, Ontario Farmland Trust
Bill Roberts, Chair, Community Economic Development Commission
Robert Quaiff, Mayor, Prince Edward County

9:30 am

Keynote Speaker – British Columbia's Experience in Farmland Protection and Viability: Perspectives and Experiences from the Agricultural Land Commission

Kim Grout, RPP, CEO, Agricultural Land Commission

The Agricultural Land Reserve (ALR) is a provincial zone within British Columbia where agriculture is recognized as the priority use. Through the ALR, 4.6 million hectares of agriculturally suitable land is protected across the Province. We will hear from the Agricultural Land Commission, an independent administrative tribunal that administers the ALR, about their experience protecting agricultural land and preserving its viability. This session will provide a valuable opportunity for Ontario land use planners and policy makers to learn more about this unique agricultural land protection model used in British Columbia.

- 10:30 am** **Panel – Planning Strategies and Tools to Preserve and Support Agricultural Viability**
LEAR – A Method for Determining Prime Agricultural Designations in Prince Edward County, Paul Walsh, RPP, Manager of Planning, Prince Edward County
Harvesting the Benefits of Agricultural Advisory Committees: Perspectives from Halton Region, Anna Demarchi-Meyers, Agricultural Liaison Officer, Halton Region
Community Improvement Plans: Aligning fiscal tools, land use regulations, and processes to support rural business and tourism in Haldimand County, Craig Manley, RPP, General Manager Planning & Economic Development, Haldimand County

Facilitator: Margaret Walton, RPP, Ontario Farmland Trust Board Member
- 11:30 am** **Lunch and Networking**
- 12:30 pm** **PLENARY: Provincial Policy Perspectives: How the Ontario Ministry of Agriculture, Food and Rural Affairs is Promoting Integration of Farmland Protection and Viability**
Helma Geerts, RPP, Policy Advisor, Ontario Ministry of Agriculture, Food and Rural Affairs
 OMAFRA will present on how provincial land use policy supports agricultural viability in Ontario. In particular, Helma will discuss how provincial policy and Guidelines on Permitted Uses in Prime Agricultural Areas help to maintain the agricultural land base and support a viable agriculture industry and rural economy. Examples will be provided of how farms are diversifying, particularly in Eastern Ontario. New Agricultural System policies for the Greater Golden Horseshoe and OMAFRA implementation procedures will also be touched on, as a new way of supporting a thriving agri-food sector.
- 1:20 pm** **PLENARY: Success Stories from the Field – How has planning positively influenced these Prince Edward County agricultural businesses?**
The Grange of Prince Edward Estate Vineyard & Winery, Caroline Granger
The Campbell's Orchards, Colin Campbell
Sunset Farms & Cabins, Matt Rabbie

Facilitator: Former Minister of Agriculture Hon. Lyle Vanclief
- 2:05 pm** **Networking and Health Break**
- 2:30 pm** **PLENARY: Viable Farmland: Ontario's Past, Present, and Future**
Sara Epp, PhD Candidate and Sessional Lecturer, University of Guelph

 Ontario farmland viability has morphed and evolved over time. Together, we will travel through the province's history to determine how agriculture viability was supported during Ontario's past and present, as well as its future directions. Examples of current initiatives in support of agriculture from both southern and northern Ontario will be presented.
- 3:15 pm** **Wrap up & Concluding Remarks**
 Bernard Pope, Chair, Ontario Farmland Trust
 Kathryn Enders, Executive Director, Ontario Farmland Trust

A special thanks to our supporters:



WHEREAS Bill 160, the *Strengthening Quality and Accountability for Patients Act* amended the *Ambulance Act* to permit the Ministry of Health and Long Term Care to enable two pilot projects hosted by willing municipal governments to allow fire fighters, certified as paramedics, to treat patients while on duty with a fire department; and

WHEREAS the Government of Ontario is committed to proceeding with the pilots and enabling the fire-medical model despite the absence of objective evidence to show that it would improve patient outcomes or response times; and

WHEREAS the current interest arbitration model, particularly in the fire services sector, allows arbitrators to impose awards on unwilling employers that directly impact the employer's ability to determine how it will deploy its workforce, as evidenced by the experience of many municipalities in regards to the 24-hour shift; and

WHEREAS in the absence of legislative protection, unwilling municipalities may be forced to enter into a pilot or adopt a fire-medical model as a result of interest arbitration; and

WHEREAS the Association of Municipalities of Ontario and its municipal members have called on the Government of Ontario to introduce legislative amendments to the *Fire Protection and Prevention Act, 1997* and the *Ambulance Services Collective Bargaining Act* to preclude arbitrators from expanding the scope of work for fire fighters and paramedics respectively through interest arbitration awards; and

WHEREAS there is precedent for a restriction on the scope of jurisdiction of arbitrators in section 126 of the *Police Services Act* which precludes arbitrators from amending the core duties of police officers; and

WHEREAS the Government of Ontario has committed that no unwilling municipal government will have a fire-medical pilot or program imposed upon them.

NOW THEREFORE be it resolved that:

1. The [insert municipality name] calls on the Government of Ontario to act immediately so that legislative amendments, that will protect unwilling municipalities from being forced by arbitrators to have a fire medical pilot or program, are placed within the upcoming Budget Bill before the Ontario Legislature rises for the provincial election.
2. A copy of this resolution be forwarded to Premier Kathleen Wynne, Office of the Premier; Hon. Dr. Eric Hoskins, Minister of Health and Long Term Care; Hon. Marie-France Lalonde, Minister of Community Safety and Correctional Services; Hon. Kevin Flynn, Minister of Labour, Hon. Bill Mauro, Minister of Municipal Affairs; [local members of provincial parliament]; and the Association of Municipalities of Ontario.

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, January 25, 2018, in the Council Chambers at Town Hall, 917 Lesperance Road, Tecumseh at the hour of 6:00 p.m.

(SAC 1-1)

ORDER

The Manager Committee & Community Services calls the meeting to order at 6:01 p.m.

(SAC 1-2)

ROLL CALL

Members Present:	Member	- Doug Drouillard
	Member	- Dara Pfeifer O'Connor
	Member	- Michelle Philion
	Member	- Paul Morand
	Member	- Nancy Tennant
	Member	- Suzanne Beneteau (6:46 p.m.)

Also Present:	Manager Committee & Community Services	- Christina Hebert
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Election of Chair

The Manager Committee & Community Services opens the floor to nominations for the Chair for the Senior Advisory Committee, for a one (1) year term, ending December 1, 2018.

Motion:(SAC-01/18)	Moved by	Member Paul Morand
	Seconded by	Member Nancy Tennant

That Member Doug Drouillard be appointed Chair of the Senior Advisory Committee for the Town of Tecumseh for a one (1) year term, ending December 1, 2018.

Carried

Election of Vice Chair

The Manager Committee & Community Services opens the floor to nominations for the Vice Chair for the Senior Advisory Committee, for a one (1) year term, ending December 1, 2018.

Motion:(SAC-02/18)	Moved by	Chair Doug Drouillard
	Seconded by	Member Dara Pfeifer O'Connor

That Member Paul Morand be appointed Vice Chair of the Senior Advisory Committee for the Town of Tecumseh for a one (1) year term, ending December 1, 2018.

Carried

(SAC 1-3)

DISCLOSURE OF PECUNIARY INTEREST

None Reported.

(SAC 1-4)

DELEGATIONS

None.

(SAC 1-5)

COMMUNICATIONS

Minutes

A. Senior and Advisory Committee Meeting held November 30, 2017

Motion:(SAC 03/18) Moved by Member Nancy Tennant
 Seconded by Member Dara Pfeifer O'Connor

That the Minutes of the Senior Advisory Committee meeting held November 30, 2017, be approved.

Carried

B. Senior Advisory Committee Terms of Reference

C. Senior Advisory Committee 2018 Budget

Motion: (SAC-04/18) Moved by Member Michelle Phillion
 Seconded by Member Nancy Tennant

That Communication items B and C on the January 25, 2018 Senior Advisory Committee Meeting Agenda, be received.

Carried

(SAC 1-6)

REPORTS

None.

(SAC 1-7)

UNFINISHED BUSINESS**Seniors Community Grant Program**

The Manager Committee & Community Services advises of the upcoming events at Life After Fifty (LAF) for the Members consideration in determining the next social event.

The following events are discussed:

- St. Patrick's Day Luncheon on March 14 will be held at the East Side Centre. The approximate ticket price will be \$10.00 for non-members. There will be lunch and some form of activity to be determined. It is noted there is limited space for this event.
- A Brunch is scheduled for March 22 at the West Side Centre. The cost for the brunch is \$5.00. The Meal Vouchers purchased under the grant could be utilized for this event, together with a day pass to allow participants to experience the programming offered at LAF. It is noted this event would be a full day opportunity.
- Better Living Day, a one-day conference that offers participants a chance to attend four (4) different workshops (i.e. photography, cooking demos, computers, etc.) will take place on June 21 at the West Side Centre. The ticket price is \$15.00 approximately. Confirmation would be needed from the Ministry if the event is permissible under the grant funding as it is scheduled after the grant timelines.

The Members are also reminded that approximately six (6) persons are on the waiting list for LAF memberships, should funds be available.

The Committee selects the Brunch on March 22 for the next social event, along with coordinating transportation to the event. The Members also concur with issuing memberships to persons on the wait list, subject to funding.

Administration will inquire if the Better Living Day is permissible should funds remain after the Brunch event.

Senior Services Directory

Member Nancy Tennant explains the Senior Services Directory project for the benefit of the new member. Information compiled by the Committee has been cross-referenced with the City of Revelstoke directory template to determine what classification of services are lacking.

The Members discuss including information for services and agencies located outside of Tecumseh, such as Canterbury ElderCollege. It is also noted that transportation services should be listed in the directory.

Member Nancy Tennant offers to conduct further research on the areas found to be deficient for inclusion in the Senior Services Directory.

Vice Chair Paul Morand vacates the meeting at 7:05 pm.

(SAC 1-8)

NEW BUSINESS

2018 Project Planning

Discussion ensues respecting project planning and ideas for 2018.

In addition to concluding the Senior Community Grant and finalizing the Senior Services Directory, the Members concur with continuing to host education workshops.

It is noted there may be other potential grant opportunities throughout the year.

The importance of supporting the health and well-being of older residents to lead active lives in the community through age-friendly initiatives is conveyed. A suggestion is made that consideration be given towards developing ways the community can help support seniors to live safely and stay involved.

Chair Doug Drouillard informs he spoke with the Director Parks & Recreation in regards to the proposed Multi-Use Sportsplex and input from the community. The Members express they would like the opportunity to provide input on the needs of seniors. Member Nancy Tennant advises health instructors have conveyed the importance in ensuring the flooring used in the facility is geared towards seniors` health benefits i.e. the walking track and fitness rooms. The Members request that the Director Parks & Recreation be invited to a future meeting to further discuss and share the results of the feasibility study conducted.

Chair Doug Drouillard also advises the Members about `Float Lakeshore`. Flotation therapy is a way of achieving deep relaxation by floating in a solution of Epsom salt and water. He suggests this may be of benefit for seniors as the therapy helps skeletal and muscular relief of pain and tension.

It is noted that `Float Lakeshore` is a privately run business, located at Lakeshore MedArts complex.

Ontario Sport and Recreation Communities Fund.

The Manager Committee & Community Services advises the Town has made application for the Ontario Sport and Recreation Communities Fund (OSRCF) for a `Senior Fitness Around Town` program. Under the proposed initiative, Tecumseh residents would have the opportunity to participate in a variety of fitness programming to increase their physical activity and help them lead engaged, active and healthy lifestyles in a recreational environment. Older adults and seniors would participate in weekly physical activity over a six-week program period.

A survey would be conducted in advance of the fitness programming to determine what specific physical activities seniors are most interested in. Instructors would be scheduled to lead the weekly activities.

Should the Town be successful in receiving the grant funding, Senior Fitness Around Town sessions would commence in May 2018. The Town would offer four (4) six-week sessions over the course of May 2018 through to October 2018.

Registered participants would receive their own fitness equipment related to each weekly activity to eliminate barriers for participation and encourage lifelong physical activity beyond the program.

The Golden Age Club will be partnering with the Town on this initiative by providing the use of the Golden Age Club facility to host some of the activities. The Windsor-Essex County Health Unit (WECHU) will assist in providing community support of the program

by conducting pre and post assessments of the program participants to determine their level of physical activity and wellness prior to the start of the six-week session and post session. WECHU will also provide nutrition education to the participants during each of the six-week sessions.

The goal of the program will be for older adults and seniors to stay actively engaged in the community and thereby prolong physical and mental well-being.

Fall Prevention Clinic

The Manager Committee & Community Services explains the Windsor-Essex County Health Unit (WECHU) has advised of an opportunity to host free fall prevention clinics for older adults. Registered participants would receive an approximately 30 minute screening which would assess the individual on what might be putting them at risk for falling, educate them on how to reduce the risk of falling and connect them with community resources.

The WECHU is looking to host sessions throughout Windsor Essex County. The screening is generally scheduled for either a half or full day session. The WECHU requires a multipurpose room, with tables and chairs, which is accessible to older adults. The WECHU also assists with promotion and registration of the clinic.

The Golden Age Club is proposed as the ideal location to host the screening.

Administration will coordinate scheduling the session with the WECHU and the Golden Age Club.

Seniors Page

The Members are apprised that a webpage dedicated to services available to Tecumseh seniors has been created on the Town's website. The page, available under the 'Residents' tab on the homepage, will be continually updated with information, events, and the like related to seniors.

(SAC 1-9)

NEXT MEETING

The next meeting of the Senior Advisory Committee will be held February 22, 2018.

(SAC 1-10)

ADJOURNMENT

Motion: (SAC-05/18) Moved by Member Michelle Phillion
Seconded by Member Suzanne Beneteau

That there being no further business, the January 25, 2018, meeting of the Senior Advisory Committee be adjourned at 7:43 p.m.

Carried

Doug Drouillard, Chair

Paul Morand, Vice-Chair



The Corporation of the Town of Tecumseh

Chief Administrative Officer

To: Mayor and Members of Council

From: Tony Haddad, Chief Administrative Officer

Date to Council: February 13, 2018

Report Number: CAO-2018-01

Subject: 2017 Accomplishments

Recommendations

It is recommended that:

1. The 2017 accomplishments by the various Town departments **be acknowledged** and CAO Report 2018-01 **be received**.

Background

The annual summary of accomplishments has been developed for 2017 and is provided for the information of Council and the community for accountability, awareness and acknowledgement.

This summary represents the accomplishments achieved through the delivery of the various programs and services approved by Town Council and administered by the Town's departments during the 2017 fiscal year.

Following the 2018 budget approval, departments will once again embark on the delivery of programs, services and projects approved by Council. While programs and services are reviewed as part of the annual budget process, it is also important to recognize and acknowledge the completion of projects at the conclusion of the year. The accomplishments are summarized by department in the next section of this report.

Comments

As each department head carries out the projects and work plans under their respective responsibility, the numbers, complexity and order of magnitude is often not recognized.

This report is intended to summarize the accomplishments achieved by the Town's departments during fiscal 2017, in accordance with the strategic priorities, approved budget and direction provided by Town Council.

Financial Services / Treasurer

1. **Amendment to Purchasing Policy # 17 and Procurement Policies and Procedures By-Law 2006-03** – Administration reviewed the Policy for impacts occurring from changes in legislation and practice since inception of the Policy. Financial Services & Treasurer Report # 09/17 was approved by the Policies and Priorities Committee with the recommended changes proposed in the report. Revisions include: *Accessibility for Ontarians with Disabilities Act*, the addition of the Purchasing Officer position, allowing for electronic purchasing process, adjusting the levels of contract approval authority, clarification regarding an Expression of Interest Letter and the two envelope procurement process.
2. **Budget** – The Town has again received the Government Finance Officers Association (GFOA) Budget Award for excellence in budgeting. 2017 marked the 8th consecutive year receiving this recognition
3. **Budget** – Transformed from a paper version with over 440 pages to an electronic format. Change resulted in reduced costs (staff time, paper, toner) and benefits to the environment.

Fire & Rescue Services

General

1. **Inspections** – The comprehensive building occupancy inspections database was completed. The Fire Prevention Officer will administer the required training.
2. **Compliance with E.M.O.** – Compliance was attained for the municipality with Emergency Management Ontario (E.M.O.) for 2017. Group E.O.C. operations tabletop at the Tecumseh E.O.C. was conducted with neighbouring municipalities.
3. **Compliance with O.F.M.** – Compliance was met with Ontario Fire Marshal's office for 2017. Testing and reviewing emergency plans and evacuations for all vulnerable occupancies within the municipality was achieved. Education of seniors (fire safety) was ongoing.
4. **Simplified Risk and Hazard Incident Risk Analysis** – Simplified Risk and Hazard Incident Risk Analysis was reviewed and updated for our municipality.

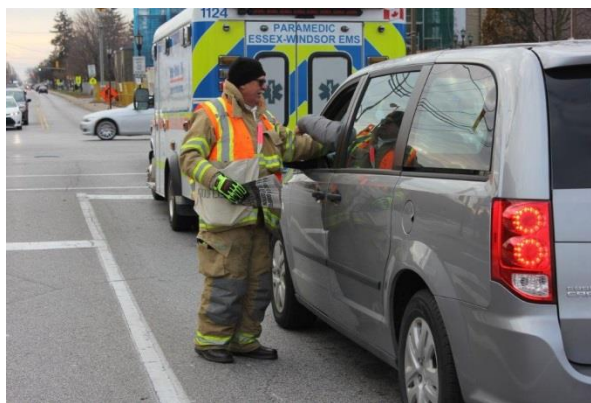
Training

1. **Mutual Training** – Mutual training between departments continued, reducing costs and raising level of training, i.e. Ice and Water, Company Officer, Fire Prevention Officer, Firefighter Level 1.

2. **Critical Incident Stress** – Six senior firefighters and the Fire Department Padre are continuing their education on Critical Incident Stress to assist fellow firefighters with possible counselling or direction for assistance.
3. **First Aid and CPR** – First Aid and CPR training has been upgraded to include combined training with E.M.S. This allows local fire departments in the County to be compatible during emergency medical situations, following the same protocols and having equipment that is consistent. Tecumseh Fire also added two of their own firefighters to their training staff, both who are already on the Tecumseh Fire Department and are also paramedics. Three fire crews will receive 'save pins' to acknowledge their efforts on a medical call saving a life with E.M.C. and fellow workers.
4. **N.F.P.A.** – All National Fire Protection Agency (N.F.P.A.) documentation was completed and sent to the Fire Marshal's office. Tecumseh Fire Department has received confirmation.
5. **Pumper/Rescue Unit #1** – The specifications were completed and the tender was awarded to Fort Garry Firetrucks. The Pumper/Rescue Unit #1 was ordered with an expected delivery date of late summer or fall of 2018.
6. **Confined Space Training Facility** – The Confined Space Training Facility is complete and ready for use as well as rentals.

Community Activities

1. **Annual Toy Drive** – The Tecumseh Fire Department collected \$25,000 worth of toys for the Goodfellows Toy Drive for families. The Fire Department also assisted local volunteers passing out 90 food baskets within the Town.
2. **Goodfellows Paper Drive** – The annual Goodfellows Paper Drive and grocery bagging raised over \$80,000 in 2017.
3. **Public Education** – Fire Department continued to attend area functions, educating area children. 1,500 information pamphlets on fire safety, emergency planning and 2-1-1 have been distributed in the Town. These will continue to be distributed in 2018.
4. **Fire Prevention Week** – Another successful Fire Prevention Week was held with attendance of 1,800 residents at weeklong Open Houses at Fire Station No. 1 and Fire Station No. 2 as well as in-classroom school training for Grade 2's. A Can Food Drive was also conducted during this week, with contributions staying in our community.
5. **ADM Grant** – A grant was received from Archer Daniels Midland. These funds will be used to purchase a confined space external air supply system to allow greater capabilities when conducting confined space training and actual rescues.



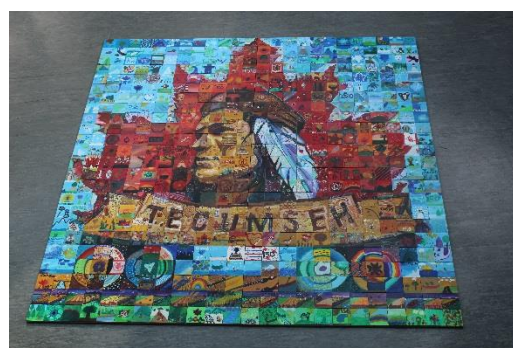
Corporate Services & Clerk

Clerk

1. **Municipal Elections** – The next Municipal and School Board Elections will be held in 2018. Approval was given to conducting the elections using Internet and Telephone Voting. Intelivote Services were retained to provide their services. Policies and Procedures were developed as legislatively required before December 31, 2017.
2. **Council Support** – The Department was responsible for the control and development of 45 Regular, Special and Public Council Meeting agendas and minutes. The collection of information and preparation of the 2018 Council Meeting and Holiday Calendar was completed. There were 95 standard, regulatory and authoritative by-laws prepared in 2017.
3. **Collection Calendar** - The 2017 EWSWA Collection Calendar was prepared and delivered to every household in the municipality, following the finalization of the Waste, Organics and White Goods Collection contract with Windsor Disposal Services Ltd. The 2017 Calendar was updated to include new features respecting Acceptable Garbage Requirements for Urban and Rural residents, Winter Safety, Weed Control, Flood Prevention and Pest Control.
4. **Committee Support** - Recruitment of volunteers to fill vacancies on the Advisory and Statutory Committees and Local Boards for the remaining term of Council was overseen by the Department, in addition to the control and development of agendas and minutes for 56 Council Committee and Standing Committee meetings.

The Committees undertook a number of successful initiatives in 2017 such as receiving grant funding in support of a pilot partnership program with Life After Fifty to offer older adults new ways to participate in the community by engaging in active, healthy and social programming benefits. Education workshops were also hosted for residents on 'Fraud for Seniors' and 'Understanding Powers of Attorney'. A 'Soirée Coffee House' was held showcasing local artists stage talent in a coffee house setting. As well, a street naming recognition program in honour of veterans commenced with Dillon Drive and new street signs with the 'Poppy' symbolizing the recognition.

5. **Canada 150 Mural Mosaic Project** - In Celebration of Canada's 150th birthday, the Town had the privilege of participating in the Canada 150 Mural Mosaic project. Throughout a two-day painting workshop, over 300 area students, members of the community, volunteers and Town staff painted individual 4 inch by 4 inch tiles to create a unified community mural. The mural resides in the Town as a reminder of the 150th anniversary and will serve as a legacy piece for decades to come.



6. **Ontario150 Partnership Program** - The Youth Advisory Committee successfully received funding to support Youth Entrepreneurship under the Ontario150 Partnership

Program. A Youth Job Fair was organized to provide youth a chance to engage with various sectors of employment, learn about educational requirements for their career paths and the skills needed. The Youth Job Fair was held at École secondaire catholique l'Essor and provided area secondary school students an opportunity to network with 17 local leaders and professionals.

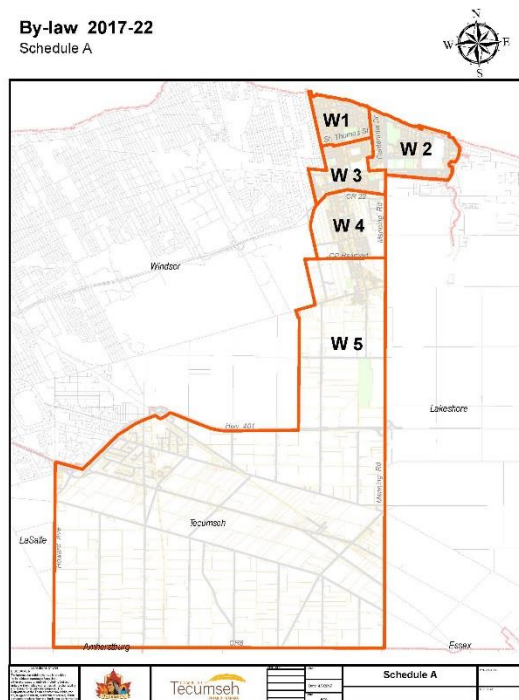
7. **Licensing and Permits** – In 2017 there were 1,041 dog tags/kennel licenses, 220 Lottery Licenses, 21 Taxi Driver Licenses and 12 Taxi Cab Owner Licenses issued. There were also 603 burial permits issued and 9 temporary road closures for various events that were approved. Processing and approvals were given for five liquor licenses and amendments, as well as 17 special occasion liquor license applications.

In 2017, the authorization was given to further enhance licence services to include the issuance of marriage licencing and to offer civil wedding services, commencing in 2018.

8. **Local Government Week** – Events and activities, including elementary and secondary contests, were coordinated and conducted during Local Government Week (LGW), held in partnership with the Ministry of Municipal Affairs and the Association of Municipal Managers and Clerks of Ontario. Tours were provided to six area elementary and secondary schools of the Town Hall, the OPP and Fire Station. Over 300 students, the highest attendance over the years of hosting LGW, participated in this unique learning opportunity. Additionally, an information booth was held at École secondaire catholique l'Essor during LGW to offer students information on local government roles and responsibilities, as well as the services provided to residents, businesses and institutions.

9. **Ward Boundary Review** – The services of StrategyCorp were retained to review the Ward Boundaries and Composition of Council. Public information and consultation sessions were held and a survey was conducted of residents. During the review, research was also carried out on best practices and case law. A final report was presented to Council in January 2017. Following further review and more population analysis, Council approved the recommendation of StrategyCorp to move to a new five (5) Ward system, with one Councillor elected to represent each of the Wards. The Mayor and Deputy Mayor continue to be elected at large. The By-law authorizing the Ward amendments was appealed to the Ontario Municipal Board. The Board ultimately upheld the decision of Council and the amending By-law.

By-law 2017-22
 Schedule A



10. **Meeting Investigator** – Section 239.1 of the *Municipal Act, 2001* (Act) permits a person to request an investigation of whether a municipality or local board has complied with

Section 239 of the Act and/or a procedure by-law enacted in accordance with Section 238 (2) of the Act in respect of a meeting or part of a meeting that was closed to the public. The services of LAS were retained for a further year to act as the Town's Meeting Investigator, effective January 1, 2018.

11. **Policy Development** – New regulations in the *Ontario Society for the Prevention of Cruelty to Animals Act* raise the standard of care and ensures the safety of dogs, which is implemented in the Dog Control By-law. The new amendments include tethering limits of four hours per day and leashes must be a minimum of 3-meters to prevent injury. Outdoor dogs must be protected from extreme weather conditions with a weatherproof and structurally sound shelter. The Procedural by-law received several amendments pursuant to Bill 68, *Modernizing Ontario's Municipal Legislation Act*, 2017. Through the authority of the *Marriage Act*, policies were approved for marriage licences and civil marriage ceremonies, which will commence in 2018. Statutory updates were made to the Health & Safety Policy, as well as the Workplace Violence & Harassment Policy. A Post-Traumatic Stress Plan and Policy was also introduced as legislatively required.
12. **Cat Spay/Neuter Program** – The 2017 program continued to help reduce the feral cat population. Vouchers were made available to low income families and to feral cat caregivers to assist with the cost to spay or neuter cats. This program was in addition to the Cat Intake program which assists residents with the cost of the Windsor Essex County Humane Society (WECHS) taking in stray cats.

Legal Issues

1. **Land Acquisitions/Dispositions** – The closure and sale of the Little River/McColl alley was completed, as well as the sale of part of the Dimu alley. Approval was also given to commence the closure and sale of an alley located between Mason and Coronado streets.
2. **Claims** – There were 12 new claims against the Municipality that were managed by the Department, in addition to the ongoing Lottery Licence Fee Class Action.

Human Resources

1. **Pay Equity for CUPE Locals** – A Pay Equity Plan was established for CUPE Local 702.13 (Outside Part-time Workers). As result, adjustments were made to the Crossing Guard wages.

Maintenance was commenced on the Pay Equity Plan for CUPE Locals 702.1 (Outside Full-time Workers), 702.2 (Inside Full-time Workers) and 702.5 (Inside Part-time Workers).

2. **Labour Relations** – New Collective Agreements were negotiated for four-year terms with each of CUPE Locals 702.1 (Outside Full-time Workers), 702.2 (Inside Full-time Workers) and 702.5 (Inside Part-time Workers). A new Employment Agreement was also negotiated with the Tecumseh Firefighters' Association.

3. **Council Health and Life Insurance** – Health, Dental and Travel Benefits were established for Members of Council, in addition to Life Insurance and Post-retirement Benefits.
4. **Human Rights Complaint** – Managed two complaints to the Human Rights Tribunal of Ontario by two Volunteer Firefighters objecting to the mandatory age 60 retirement provision the Tecumseh Firefighters' Association Agreement and requirement in the *Fire Prevention and Protection Act*.
5. **Wellness** – The Town received its fifth annual Healthy Workplace Award [Diamond] and Bike Friendly Workplace Award [Platinum Plus].
6. **Recruitment and Training** – The Corporate Services & Clerk's Department was restructured and established two new positions: Manager Legislative Services & Deputy Clerk and Manager Committee & Community Events. Additionally, the annual recruitment of summer students [Lifeguards, Summer Camp Counsellors, Parks and Water Maintenance] and various part-time staff vacancies were carried out. The Town hosted two Municipal Interns from the University of Windsor Masters of Political Science Program. The Town also participated in the University of Windsor Job Fair promoting employment opportunities, Town events and program information.
7. **Grants and Student Employees** – Grants from Canada Summer Job Services, Rural and Summer Job Services and Human Resources Development Canada were once again successfully obtained to offset the cost of summer student employees.
8. **Health & Safety** – Ongoing training on the Town's Health and Safety program, policies, practices and procedures was completed in accordance with the new requirements of the *Occupational Health & Safety Act*. Necessary investigations were conducted with respect to workplace incidents and accidents, including reporting and preparing employee return to work plans.

Public Works & Environmental Services

General

1. **Grants** - Applied for grants for the following projects: Sanitary Sewer Rehabilitation (Inflow & Infiltration Removal) (under the OCIF and CWWF Program); and the Tecumseh Storm Drainage Master Plan (under the FCM-MCIP Program). Both projects were successful in receiving grant funding in the amount of **\$3.0 Million**.
2. **Development Manual** - Drafted the Town of Tecumseh Development Manual (Engineering component complete).
3. **Water/Waste Water Master Plan Update**-Made progress in the update to the plan
4. **Budget** - Assisted in the preparation of the 2018 PWES Operations Budget.
5. **PWES 2018 Capital Works Plan**- Assisted in the preparation of the 2018 Capital Works Plan
6. **Reports** - Prepared 59 PWES Council Reports.

7. **Transportation Master Plan** - Transportation Master Plan was completed in early 2017.
8. **Staffing** - Reviewed staffing levels and resource levels to meet Level of Service demands and recommended to Council the addition of the position of Assistant Drainage Superintendent.
9. **Tecumseh Road Community Improvement Plan, Streetscape Plan & Design** – Made progress on the Tecumseh Road CIP Streetscape final design.
10. **Backwater Valve and Foundation Drain Disconnection Subsidy Program** – Council significantly increased the budgeted amount for the Backwater valve and foundation drain disconnection subsidy program.
11. **September 2016 Severe Rainfall Event** – PWES held a PIC to inform the public surrounding the extreme rainfall event of September 2016 and provided information on how to flood proof residences
12. **August 2017 Extreme Rainfall Event** – provided information to Council on the August 2017 rainfall event.
13. **Highway 401 Gateway Signage** – Designed, tendered and constructed the Gateway Signage on Highway No. 401.



Roads & Fleet Division

1. **Asphalting, Tar & Chip Projects** – The 2017 tender was awarded to Coco Paving and included asphalting various streets throughout the Town. The tar & chip tender was awarded to Shepley Road Maintenance Ltd. and the Sexton Sideroad and 8th Concession Rd. were completed. Many road pavement cracks throughout the Town were repaired through a crack sealing process.
2. **Roadside Grass Cutting** – As part of the Town's annual program, Town forces performed all roadside cutting which included all roadsides south of CR 42 to CR 8 and from Manning Road west to the east side of Howard Avenue. Public Works also coordinated cutting of tall grass and overgrowth in the majority of the Town's roadside ditches.
3. **Sidewalk/Pathway Inspection/Construction** – Public Works undertook the annual Sidewalk inspection using the road patrol software. This legislated inspection allows PW staff to inspect and record deficiencies and hazards found throughout the Town. A tender for sidewalk repairs within the Town was awarded to Nasci Construction and completed in the fall of 2017, under Public Works guidance.
4. **Town Fleet** – The Town replaced a snowplow vehicle and two new pickups for the Parks and Water Departments in addition to two new mowers and a new skid steer vehicle. These newly purchased pieces of equipment and vehicles are integral to Public Works, Water and Park maintenance, and are multi-purposed and used year round.

5. **Winter Control Services** – Public Works provided in-house winter control operations throughout a snowy and extremely cold winter. Parks and Maintenance Departments assisted in performing this work by maintaining municipal parking lots and the arena parking lot.
6. **Hard Top Maintenance** – Public Works contracted Essex County Highways to repaint approximately 1/3 of the centerlines in Town as well as lane lines. Public Works forces continued painting stop bars located within the Town. Turn arrows, intersection markings and crosswalks were also painted with Town forces.
7. **Ontario One Call** – Public Works responded to approximately 2600 Ontario One Call locate requests for the year 2017. These locates were addressed by PW staff, in addition to the daily operational requirements completed by Town Public Works forces.
8. **Requests for Service** – Public Works responded to approximately 340 requests for various services from citizens in 2017.
9. **Speed Trailer Deployment** – Placed the Town's speed trailers to monitor and report on complaints of speeding at various locations (11 locations) throughout Town.

Engineering Services Division

1. **Development Reviews** – Reviewed numerous site plan submissions; proposed residential developments; and provided engineering comments in a timely manner.
2. **Town Studies** – Reviewed the Manning Road Secondary Plan Area, Tecumseh Hamlet Secondary Plan Area, Transportation Master Plan, the Upper Little River Stormwater Management Plan, and the Tecumseh Storm Drainage Master Plan.
3. **Oldcastle Hamlet Sanitary Servicing – 8th Concession Road Trunk Sanitary Sewer Outlet, Preliminary Design Report (2017)** – The Town coordinated this study with Dillon Consulting for the preparation of the 8th Concession Road Sanitary Sewer Outlet By-Law. The report was completed in 2017, and the initial public consultation for the cost recovery By-Law commenced in late 2017. It is anticipated the By-Law will be completed in in early 2018.
4. **Pulleyblank Street/Crowder Court/Moro Drive Sanitary Sewer Extension** – The project was awarded to and constructed by D'Amore Construction for the installation of new sanitary sewers and replacement of storm sewers and watermain, and complete road reconstruction on Pulleyblank Street from North Talbot Road to Rossi Drive, on Crowder Court , and on Moro Drive from Pulleyblank Street to Burke Street.
5. **8th Concession Road Trunk Sanitary & Watermain, Phase 1** – The project was awarded to and constructed by Coco Paving for the installation of a trunk sanitary sewer, watermain, and road reconstruction on 8th Concession Road from County Road 46 to North Talbot Road.

6. **Project Close Outs** – Outstanding works (i.e. surface asphalt), deficiencies and final surface restoration was completed on a number of projects that were substantially completed in 2016, and consisted of:
 - Intersection Road Watermain Replacement
 - County Road 42 Watermain Replacement
 - Dumouchelle Street / Outer Drive Sanitary Sewer Extension
 - Shawnee Road/Arbour Street Improvements, Phase 2
 - Pike Creek Bridge at 12th Concession Road (Bridge #1002)
7. **Rossi Drive Sanitary Sewer Extension** – The engineering was completed by Stantec Consulting to install a new sanitary sewer, replacement of existing storm sewers and watermain, and complete road reconstruction on Rossi Drive from Outer Drive to Pulleyblank Street. Construction will be completed in 2018.
8. **County Road 11 (North) Sanitary Sewer Extension** – The engineering was completed by Dillon Consulting to install a new sanitary sewer and multi-use (CWATS) pathway on County Road 11 from North Talbot Road to Highway No.401. Utility relocations and business sign relocations will be completed in 2018, with construction commencing in 2019.
9. **South Talbot Road Reconstruction** – The engineering was completed by Dillon Consulting to reconstruct a section of South Talbot Road between County Road 9 and County Road 11 (a 1.59km section). This project also included the replacement of Culverts No.46 and No.47. It is anticipated that construction will commence in 2019.
10. **Manning Road Improvement Project, Phases 2&3** – The engineering was completed by Dillon Consulting to enclose a section of the East Townline Drain, realign the East Townline Drain into Lakewood Park, installation of a local storm sewer, replacement of the existing watermain, road reconstruction complete with bike lanes, sidewalk and multi-use pathway on Manning Road from Riverside Drive to just north of St. Gregory's Street. It is anticipated that construction of Phase 2 will commence in 2019, and construction of Phase 3 will commence in 2020.
11. **Riverside Drive Trail (Ganatchio Trail Extension)** – The preliminary engineering was completed by Bezaire Partners for the installation of a multi-use pathway on Riverside Drive from the City of Windsor Limit to Manning Road. The final design and construction will be completed in 2018.
12. **Tecumseh Road Community Improvement Plan, Streetscape Plan & Design** – The engineering is still ongoing by Dillon Consulting and Dialog for the completion of the 100% Tender Drawings and Specifications for Phase 1, and the 90% Design Drawings and Specifications for Phase 2. The project limits consist of Tecumseh Road from VIA Rail to the City of Windsor limits, and Lesperance Road from McNorton Street to Arbour Street. The engineering is scheduled to be completed in 2018.

Water Services Division

1. **Various Watermain Improvement Projects** – The engineering was completed by Stantec Consulting to replace existing watermain at the following locations: Mack

Court, Lacasse Park, Tecumseh Road, Alden Crescent, and Highway No.3/Roscon Industrial Drive. Construction will be completed in 2018.

2. **Water and Wastewater Master Plan Update (initiated in 2016)** – The Town coordinated this study to ensure that the Town implements the most cost effective infrastructure servicing strategies required to support new growth and maintain a high level of service into the future. The update to the current Master Plan is being planned in accordance with the Class Environmental Assessment process for water and wastewater projects. The Master Plan Update is anticipated to be completed in 2018.
3. **Internal & External Audit** – A Desktop Audit and an External Audit of the Drinking Water Quality Management System (DWQMS) Operational Plan was completed by the Town's Auditor for the Town's water distribution system. An internal audit of the Emergency Plan, all Standard Operating Procedures and Critical Control Points were reviewed and updated.

Municipal Drains

1. **Municipal Drains Maintenance** – Work continued on Municipal Drains under Sections 4, 74, 76 and 78 of the Drainage Act. Those projects included:
 - Eighth Concession North and Demonte Branch Drain
 - Merrick Creek Drain
 - South McPhee Drain (Phragmites)
 - South McPhee Drain
 - South Talbot Holden Drain (Phragmites)
 - South Talbot Holden Outlet Drain
 - East McPherson Drain
 - East Townline Drain (St. Clair)
 - East Townline Drain (St. Clair) County of Essex
 - East Townline Drain (Pike Creek)
 - Wolfe Drain
 - South Talbot East Drain and 12th Line
 - Colchester Townline (Phragmites)
 - Colchester Townline (Bank Repairs)
 - Santo Drain
 - Banwell Road Drain
 - Webster Drain
 - Quick Drain (Phragmites)
 - Eleventh Concession (Phragmites)
 - Sixth Concession Drain
 - St. Julian Drain
 - South Talbot O'Connell Drain
 - Dawson Drain
 - Webster Drain

- McLean Hergott Drain
- 10th Concession Rd Drain (Phragmites)
- Snake Lane Drain
- Quick Drain (Phragmites)

2. **Engineers Reports on Drains** – A number of Municipal Drains were examined by an Engineer and were (i) being reported; (ii) were initiated; (iii) have received first, second readings by Council; (iv) have received third readings by Council. These included:

- Antaya Drain
- Ballargeon Drain
- Gouin Drain
- Desjardin Drain
- Lachance Drain
- Shreve Drain
- Shuttleworth Drain
- Oldcastle Road and Branch Drain
- JC Smith Drain
- Eighth Concession Drain
- Pike Creek Drain
- Sullivan Drain
- West Townline and Mooney Creek Drain
- Seventh Concession and Extension Drain
- West Branch Delisle Drain
- Gzowski Upper and Lower
- Hurley Relief Drain
- McPherson Drain
- Webster Drain
- Sylvestre Drain
- East Branch of the East Delisle Drain
- Demonte Branch Drain (Section 4)
- O'Keefe Drain
- Branch of the South Talbot and Holden Outlet Drain
- Wellwood Drain
- Burke Drain
- East Townline Drain (St. Clair)
- East Townline Drain (St. Clair) County of Essex
- Collins Hwy No. 3 Drain
- Eleventh Concession Drain

Parks and Recreation

Recreation Programs

1. **Tecumseh Pool** – Programs at the Tecumseh Pool continued to be very successful in 2017 given the competition of three new regional pools. The Tecumseh Leisure Pool continued as a community partner for the Lifesaving Society's Swim To Survive Program that taught local school children in grades 3 and 7 the skills needed to survive an unexpected fall into deep water. Over 8,000 visitors attended the pool for a scheduled Recreational Swim. Administration secured corporate sponsorships to provide a free recreational swim every week throughout the summer. Throughout the summer, Staff provide exceptional learn to swim programs to 1,000 registered swim participants.
2. **Day Camp** – In 2017, the Recreation Department provided a Summer Day Camp program that averaged 45 children per day. The program offered Weekly Specialty Camps in conjunction with the regular camp program. The Department was once again successful in applying for the Focus on Youth program through the Windsor Essex Catholic District School Board that provided access to use the St. Pius X school facility to host the camp for 6 weeks. This partnership provided a larger facility for the camp program to conduct its daily scheduled activities through the use of a gymnasium and four classrooms. The in-kind use of the School Board's facility for the camp program through the Focus on Youth program was valued at \$4,000. Additionally, the Focus on Youth program employed four WECDSD high school students, funded directly through the school board, to compliment the day camp program staff councilors; this employment partnership is valued at \$8,400.
3. **Kids in the Kitchen** – Through the support of funding through the Healthy Kids Community Challenge, the Department conducted a Kids in the Kitchen program that offered 6 weeks of cooking demonstration for children and their families. The program focused on healthy options specific to fruits and vegetables.
4. **Recreation Funding Programs** – The Recreation Department continued to manage financial assistance programs that provide funding for recreational programming registration fees for Tecumseh residents that qualify for the Pathway to Potential Program funding, Canadian Tire Jumpstart Program, and Optimist Club of St. Clair Beach Funding Assistance Program. These programs provided financial assistance for residents to participate in recreation programming such as soccer, hockey, figure skating, swimming, dance, and more. In 2017, 174 individuals, children and adults, received over \$54,000 in funding for recreational programming. In addition, the Recreation Department continued to manage the Essex Power Youth In Community Funding that provided \$10,000 to enhance children's programming. Through the Essex Power YIC Fund, funding was provided to local sport organizations such as soccer, baseball and hockey as well as provided enhanced programming at community events



such as the outdoor movie night, Canada Day celebrations, in motion walk, and Christmas in Tecumseh.

5. **Special Events** – Continued to work with various community groups, organizations and individuals to promote and assist with the planning process to ensure their events were successful, including the Taste of Tecumseh Festival, Safety Patrol Appreciation Day, Hospice Triathlon, Terry Fox Run, and more. Chaired SERT (Special Event Resource Team) Meetings for major events. SERT members include representatives from Parks, Recreation, Public Works, Building, Fire, OPP, Health Unit and AGCO. In addition, the Department directly coordinated a number of special events such as summer concerts, try a sport day, movie night, skateboarding competition and family day. In 2017, the Department coordinated over 50 events, including the 1st annual Earth Day Celebration.
6. **Canada 150 Weekend Celebrations** – In 2017, the Recreation Department coordinated a weekend community celebration to mark Canada's 150th. The weekend celebration included free swimming, fireworks, free family-fun activities and a concert performed by the Windsor Symphony Orchestra.
7. **Summer Concert Series** – In 2017, the Recreation Department continued to offer "Summer Concerts in the Park" that provided free community concerts at Lakewood Park. Residents and visitors enjoyed 9 concerts at Lakewood Park that included the musical talents of local artists and songwriters. In July, an outdoor movie night was scheduled at Weston Park that attracted a large crowd for the viewing. The Summer Concert Series concluded with an evening bonfire and marshmallow roast on the beach at Lakewood Park.
8. **Skate Park** – In 2017, the Recreation Department coordinated events at the Tecumseh Skate Park. On June 21, in partnership with the Tecumseh Community Policing Committee, a celebration of "Go Skateboarding Day" a national event to kick off the summer skateboarding season was held. On September 9, the annual Skateboarding Competition was held that included talented skateboarders competing in events such as Line and Best Trick. In addition, the Department engaged the services of Evolve Camps to provide a weeklong skateboard/scooter camp for children ages 6-13.
9. **Corn Festival "Transition"** – In 2017, the Recreation Department continued to facilitate steps to transition the planning and hosting of the Festival to a community based organization by 2018, this included meeting with local community groups, preparing a RFP and direct negotiations. As there were no interested parties to take over the Festival for 2018, the Department prepared a recommendation for Council's consideration that would allow the Festival to continue in 2018 while reducing risk and liability.
10. **Corn Festival** – In 2017, the Corn Festival celebrated 42 years. The festival was once again named one of the Top 100 Festivals in Ontario and coordinated four days of family entertainment. Over 30,000 visitors attended the festival over the four days.



11. **Christmas in Tecumseh and Santa Parade** – An evening of Christmas in Tecumseh and Santa Parade was held on November 24 and thousands of people lined the streets to see Santa and his friends arrive in Tecumseh. Families that attended the event and enjoyed a variety of activities including free public skating, horse & carriage rides, children's crafts, children's play area, marshmallow roast, Beebo Music, outdoor movie & popcorn and more.
12. **Breakfast with Santa** – A new program was introduced that provided an opportunity to register for a morning event with Santa that included a hot breakfast. The event was filled and the Department received many compliments for the event.
13. **Healthy Kids Community Challenge** – The Recreation Department has continued to actively participate and provide leadership with the HKCC program that included funding to promote physical activity and healthy eating in an effort to reduce the incidence of overweight and obese children. Through the HKCC program, a new water bottle filling station was installed at the Tecumseh Arena.
14. **New Recreational Software Program** – The Department introduced a new recreational software system that includes customer database, program registration processing and facility rental scheduling, and drop-in point of sale. The new software program also included the introduction of an online registration and facility rental search system thus provided an increased level of customer service.
15. **Arena Ice Rentals** – The Department continued to focus on maximizing ice rentals by offering ½ and 1/3 ice rental rates in the summer as well as working with hockey schools and training programs.



Facilities

1. **Continued Green Energy Act Obligations** – In 2017 the Town's compliance with the *Green Energy Act* continued. Additional walkthrough energy audits were completed, and the Energy Management Team took into consideration any conservation measures discovered from these audits. The team targeted the projects that best suited the municipality within the assigned budget. The Energy Committee's Bi-Annual newsletter was developed and distributed to Town personnel.
2. **Arena Air Quality System** – The installation of an air quality system was completed to protect participants and visitors against adverse building gases that could be produced from day to day facility equipment operation.
3. **Arena Parking Lot Lights Changed to LED** – In continuing with reducing the municipality's carbon footprint and reducing energy consumption; and as part of the Energy Management Plan, the Arena parking lot lights have been changed from Metal Halide fixtures to LED fixtures.

4. **Buildings Capital Projects** – All the projects targeted for 2017 were completed. These projects were completed to enhance services, or to upgrade existing infrastructure by modernizing equipment and reducing energy consumption.
5. **Sun Shade Shelters for the Pool** – Sun shade structures were installed at the pool to protect the participants and visitors from the sun's ultraviolet rays.

Parks Programs

1. **Lakewood Improvements** – 2017 marked the completion of all significant improvements to Lakewood with the final installations of sufficient garbage cans and benches. Additional trees were also planted. Parks staff have made the daily maintenance of this park a priority, and this has resulted in significant increases in the number of users in the park.
2. **Disc Golf** – The disc golf course was officially opened in 2017, marking a significant accomplishment for the Town, since this is the only dedicated disc golf course west of London. Disc golfers can be spotted on the course at all times of the day, and even during the coldest winter day. This new amenity has been very welcomed and appreciated.
3. **Rotary Tree Planting at Lakewood** – With a generous donation from the Rotary Club Windsor–St. Clair, 40 Burr Oak trees were planted in Lakewood. The trees are designed to celebrate the 40th anniversary of the Club and will become a significant feature of the park. Once they reach maturity, they will offer a unique closed canopy over the pathway close to the intersection of Hayes and Manning Roads.
4. **Sports Turf Improvements** – Parks staff completed significant improvements to most of the active sports fields in Town, for both soccer and baseball. With the elimination of pesticide spraying, parks staff have switched to cultural practices to maintain and improve the grass within our parks. The fields were treated with top dressing of new soil, new over-seeding, and soil aeration in both the spring and fall. The fields are now some of the best in the region.
5. **Parks Regulation Sign Installation** – Wooden posts with regulation signage have been installed in all 36 parks within the Town. The signs list the name of the park along with the street address, which will allow users critical information if they need to call 911 for assistance. The signs also reference the parks by-law, allowing for enforcement by OPP and Town staff.
6. **Ticonderoga Park Improvements** – Significant improvements were undertaken in Ticonderoga Park. The perimeter chain link was removed making the park appear much more open and inviting from the street. Following a recommendation in the Parks and Recreation Master Plan to make all of our parks open and accessible, this park is the last in a long list of parks to have the unattractive chain link fences removed. As well, new basketball posts and benches were installed, along with new wood chip surfacing under the playset to allow for improved access for users with disabilities.



7. **Decorative Garbage Can Installation** – 2017 marked the significant completion of a three-year program to install decorative garbage cans in all of the parks, allowing for the removal of the less attractive red barrels that were prone to rusting and were easily tipped over. The new cans provide an effective waste management solution for the Town's parks, making them even more attractive for the residents of the Town.
8. **Weston Park Tennis Court Improvements** – The tennis courts were improved with new perimeter fencing and the removal of unneeded interior fencing. Portions of the playing surface were repaved, greatly improving the playing conditions.
9. **Little River Ball Diamond Backstop** – The backstop at the ball diamond in Little River Park was replaced with a new design to provide more coverage of the infield. The new fencing should dramatically reduce the number of foul balls hit into the rear yards of the adjacent residences.

Planning and Building Services

Significant Planning and Building Services Development Approvals

1. **Sumatara Investments (Estates of Lakewood Park)** – Eight of the 87 single unit dwelling lots remain, with the balance occupied or under construction, along with 12 townhome units that are completed.
2. **Official Plan and Zoning By-law Amendments – 11941 and 11957 Tecumseh Road** – Two separate Official Plan and Zoning By-law Amendment applications were reviewed and approved for the proposed development of two five storey, multi-unit residential dwellings (totaling approximately 92 units and two live-work units) on two properties on the south side of Tecumseh Road, within the Tecumseh Road Main Street Community Improvement Plan (CIP) area.
3. **Official Plan and Zoning By-law Amendments – Lakeview Montessori School** – Official Plan and Zoning By-law Amendment applications were reviewed and approved for the proposed development of an auditorium/gymnasium/special event facility expansion to the existing Lakeview Montessori School.
4. **Valente Development Corporation (Carmelita Court – Former St. Anne High School)** – 40 of the 48 dwelling units (comprising townhomes and semi-detached units) were completed, with eight units currently under construction.



5. **Tecumseh Road Main Street Community Improvement Plan (CIP)** – Five CIP Grant Applications were reviewed and approved which included grants towards development charge rebates on residential development and for building façade improvements and outdoor café/patios related to commercial properties.



6. **Inspect X Inc. (Roscon Industrial Drive)** – A Site Plan Control application was approved by Council for a 9,600 square foot addition to an existing industrial building in the Oldcastle Business Park.
7. **Rosati Construction (Roscon Industrial Drive)** – A Site Plan Control application was approved by Council for an 11,415 square foot addition to an existing industrial building in the Oldcastle Business Park.
8. **Home Hardware Building Centre (Lesperance Road)** - A Site Plan Control application was approved by Council for a 22,550 square foot addition to the existing Home Hardware Building Centre on Lesperance Road.
9. **New Commercial Plaza (Brighton Road)** - A Site Plan Control application was approved by Council and a building permit was issued for a new 9,550 square foot commercial plaza at the northeast corner of the Brighton Road/Tecumseh Road intersection.
10. **Major Building Permits** – 41 residential permits were issued, consisting of: 39 single units and 2 multi-unit residential buildings totaling 12 apartment units. In addition, 82 commercial/ industrial/institutional permits for new building/additions/improvements were issued. Overall, 763 permits were issued with an estimated construction value of \$42.8 million.

Significant Planning Studies/Policy Undertakings

1. **New Official Plan Discussion Papers** – With the prior completion and tabling of 11 Discussion Papers, drafting of a new Official Plan, containing both goals, policies and mapping, was undertaken. The expectation is that a draft document will be tabled for Council, public and government agency comment in the first quarter of 2018.
2. **Manning Road Secondary Plan Area-Specific Development Charge** – With the OMB decision denying the Area-Specific DC By-law in mid-2016, discussions commenced with Town engineering, the principle developers, various government agencies and legal counsel to determine the preferred next steps in order for development to proceed in this area.
3. **Tecumseh Road Main Street Community Improvement Plan** – The Tecumseh Road Main Street Community Improvement Plan (“CIP”) was adopted in January 2016. It has a vision to transform the area into a vibrant, walkable and mixed-use destination through the establishment of urban design guidelines, proposed street and

infrastructure improvements and creation of incentives intended to spur private investment.

Incentive Program:

Five CIP Financial Incentive Applications were filed for and approved by Council in 2017, two of which were ultimately paid-out with the other three involving works in-progress.

Streetscape Design Process:

The design process continued, with a focus on detailed dialogue with property owners in Phase 1 regarding potential driveway closures/consolidations.



4. **Tecumseh Hamlet Secondary Plan/Banwell Road Corridor** – The following studies, which support the ultimate finalization of the Secondary Plan, were competed, being the Upper Little River Watershed Master Drainage and SWM Plan and the Tecumseh Hamlet Traffic Study, which was coordinated with the City's Banwell corridor Municipal Class EA.
5. **Tecumseh Transit Service** – Following an RFQ process, a new kneeling-bus was purchased that allows for improved accessibility options for wheelchair riders and other riders with a disability. In addition to improved mobility/accessibility relative to AODA requirements, there will be greater customer safety/security and ultimately improved transit service efficiency and reliability for all users. In addition, a successful application was filed with the Public Transit Infrastructure Fund for assistance with the cost of purchasing this bus.
6. **Building Services Procedures** – A Report was received by Council containing historical analysis rationalizing an increase in permit fees in accordance with provincial legislation. A public meeting to hear input was held January 30, 2018. Several user guides and revised application forms were generated to assist users.
7. **Regional Steering Committee Participation** – There was ongoing municipal representation on committees regarding the following: County Official Plan (Agricultural Lot Size Study Committee); County-Wide Active Transportation System Implementation Committee; Inter-Municipal Planning Consultation Committee; and Sun Parlour Chapter Branch of Ontario Building Officials Association.

Ontario Municipal Board Hearings

1. **Ward Boundary One Day OMB Hearing** – Prepared for and gave opinion evidence at the Hearing regarding the extent and location of growth anticipated in the Town over the next 10 to 20 years along with general evidence in support of the proposed reconfigured ward boundaries. The Board ultimately dismissed the appeal and affirmed Council's decision.

2. **Del Duca Official Plan and Zoning By-law Amendment One Week OMB Hearing** – Prepared for and gave professional land use planning evidence at the Hearing regarding the proposed change in designation and zoning to allow industrial development on the 21.6 hectare subject property situated at the north-east corner of the 8th Concession/North Talbot Road intersection, within Oldcastle Hamlet. The Board's decision was recently delivered, which upheld the appeal while withholding the formal issuance of the Order pending the potential for an alternative use coming forward for consideration on the subject property in consultation with the Town, Del Duca, the FOOD Group and other relevant stakeholders.

Information and Communication Services

1. **New phone system** – Replaced outdated phones with new system providing updated access through internet connectivity. Installation has included working through security issues.
2. **Citizen Satisfaction Survey** – Procurement and oversight for third Citizen Satisfaction Survey launched in November 2017 with results presented to Council in January 2018.
3. **Introduction of new e-services and support** – Provided ongoing support across Town sites for connectivity including upgrading to a fibre optic cabling system; supported the implementation of TecumsehRec.ca which moved registration for summer programs to an online service with an 80% use rate; and, continued to train and support staff on upgrades to new software including the Microsoft Office Suite.
4. **Network improvements** - Network expansion to municipal sites including connections to Green Acres Community Center and McAuliffe Park. As part of the Town's Strategic Plan continue to work with local internet providers and the SWIFT community to advocate for the provision of broadband internet to all Tecumseh residents.
5. **Security Audit** - Took first step in business continuity plan by conducting phase 1 of a network security audit followed by implementation of recommendations.
6. **Geographic Information System** – Assisted finance department with phase 2 of Asset Management Plan, worked with regional partners on acquisition of up to date aerial photography, worked with consultant on up to date street view photography and continued to bring consultant work 'in-house' by utilizing expertise on Town staff.
7. **Security** – Improved video surveillance at several Town-owned sites by replacing equipment and adding new cameras.
8. **Telecommunication Contracts** – Renegotiated contracts with cellular phone provider via the 'Smart Community' for all mobile devices.

Chief Administrative Officer

1. **Strategic Priorities Update** – Worked with Council and Senior Management Team to update Strategic Priorities and implement new objectives for 2017-2018 including pursuit of a new Sportsplex.

2. **Sportsplex** – Continued to move forward with the new Tecumseh Sportsplex concept in conjunction with Parks and Recreation. This included the approval to procure an architect to complete the design of the facility as well as outreach to federal and provincial partners to seek infrastructure grant funding.
3. **Memorial Cup Celebrations** – The 2017 Memorial Cup round robin was held in Windsor at the WFCU Centre with Tecumseh participating, in conjunction with Tourism Windsor Essex Pelee Island, in municipal day recognition through the weeklong tournament. This included organizing a visit by the Memorial Cup to Tecumseh as well as participating in the TWEPI booth at the WFCU during one game.
4. **Communications** – Implemented communications strategies including increased outreach through social media, website and Town App, resulting in increased two-way communications and engagement with residents and businesses. During 2017 our social media engagement realized an increase in followers of over 40%.
5. **Citizen Satisfaction Survey** – Process to conduct the Town's third citizen satisfaction survey commenced in late 2017. Timing considered events and elections in 2018.
6. **Ward Boundary Review** – Initiated process to conduct ward boundary review as directed by Council. This review involved multiple departments as well as community engagement with the assistance of a facilitator. Ultimately, the decision of Council was appealed to the OMB, which ruled in favour of the Town. Implementation will take effect for the 2018 municipal election.
7. **State of the Town** – Prepared presentation and summary of highlights for the Mayor's annual State of the Town address, hosted by the Windsor-Essex Chamber of Commerce Distinguished Speakers Series.



8. **Police Services Board** – Provided input into the Provincial review of the *Police Services Act* through the Ontario Association of Police Services Board [OAPSB], AMO and OPP Discussion Group. In addition, support was provided to the OPP's Community Safety Program, hosting a Distracted Driving Campaign aimed at awareness and education. This highly successful initiative included development of radio spots, decals on Town vehicles, media events and various simulations for students to attempt under the supervision of Emergency Services staff, including hospitals and healthcare workers. Finally, Tecumseh was recognized during the Provincial launch of the *Safe Trade Zone* initiative, established to facilitate safe internet purchase transactions. Tecumseh was the pilot location for this successful project now replicated in other Ontario municipalities.



Consultations

Corporate Services & Clerk
Information & Communication Services
Financial Services
Fire & Emergency Services
Parks & Recreation Services
Planning & Building Services
Public Works & Environmental Services

Financial Implications

None

Link to Strategic Priorities

Applicable	2017-18 Strategic Priorities
<input checked="" type="checkbox"/>	Make the Town of Tecumseh an even better place to live, work and invest through a shared vision for our residents and newcomers.
<input checked="" type="checkbox"/>	Ensure that the Town of Tecumseh's current and future growth is built upon the principles of sustainability and strategic decision-making.
<input checked="" type="checkbox"/>	Integrate the principles of health and wellness into all of the Town of Tecumseh's plans and priorities.
<input checked="" type="checkbox"/>	Steward the Town's "continuous improvement" approach to municipal service delivery to residents and businesses.
<input checked="" type="checkbox"/>	Demonstrate the Town's leadership role in the community by promoting good governance and community engagement, by bringing together organizations serving the Town and the region to pursue common goals.

Communications

Not applicable ☐

Website ☒ Social Media ☒ News Release ☒ Local Newspaper ☐

This report has been reviewed by Senior Administration as indicated below and recommended for submission by the Chief Administrative Officer.

Prepared by:

Lesley Racicot
Manager Strategic Initiatives

Recommended by:

Tony Haddad, MSA, CMO, CPFA
Chief Administrative Officer



The Corporation of the Town of Tecumseh

Chief Administrative Officer

To: Mayor and Members of Council

From: Tony Haddad, Chief Administrative Officer

Date to Council: February 13, 2018

Report Number: CAO-2018-03

Subject: Canada Post Addressing Initiative Tecumseh

Recommendations

It is recommended that:

1. Council Report CAO-2018-03 Canada Post Addressing Initiative Tecumseh **be received.**
2. A resolution of Council **be sent** to Canada Post requesting the Town of Tecumseh be placed in the Addressing Initiative Schedule for Tecumseh to be the single municipal name for postal mail purposes.

Background

With municipal changes through amalgamation, increased development in smaller communities that had rural (RR #) addresses, and the rise in ecommerce/internet shopping, Canada Post has moved to work with local communities to identify their borders and change the mailing addresses to identify the single municipal name - in this case Tecumseh - in their addresses.

In the Town of Tecumseh, many addresses are identified as Windsor, Lakeshore, Oldcastle and Maidstone. Additionally, some addresses in Lakeshore are identified as Tecumseh. Residents and businesses have asked for the change over the years.

Comments

Changing the mailing addresses requires a formal request via Council approval to Canada Post's head office for Tecumseh to be placed in the Addressing Initiative Schedule. Once approval is granted, Canada Post will work with the Town to identify municipal borders and

make changes to its addressing system so that all properties in Tecumseh will have a single municipal location of Tecumseh. The transition process will take up to a year.

Once the change is complete, Canada Post will give customers one year of free mail forwarding to allow time to inform people and businesses of the new addresses. The Town will also conduct an education and awareness plan in conjunction with the work to help residents and business owners understand the change.

Canada Post is currently conducting a similar change in LaSalle.

Financial Implications

There are no financial costs to the Town for this change.

Link to Strategic Priorities

Applicable	2017-18 Strategic Priorities
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Communications

Not applicable ☐

Website ☒ Social Media ☒ News Release ☒ Local Newspaper ☐

This report has been reviewed by Senior Administration as indicated below and recommended for submission by the Chief Administrative Officer.

Prepared by:

Lesley Racicot
Manager Strategic Initiatives

Recommended by:

Tony Haddad, MSA, CMO, CPFA
Chief Administrative Officer



The Corporation of the Town of Tecumseh

Chief Administrative Officer

To: Mayor and Members of Council

From: Tony Haddad, Chief Administrative Officer

Date to Council: February 13, 2018

Report Number: CAO-2018-04

Subject: Chartwell St. Clair Beach Retirement Residence Lease Agreement

Recommendations

It is recommended that:

1. The Mayor and the Clerk **be authorized** to execute an Agreement with Chartwell St. Clair Beach Retirement Residence for the lease of additional parking spaces at the municipal parking lot located at Lakewood Park.

Background

Chartwell St. Clair Beach Retirement Residence (Chartwell) has been in operation since 2013. Chartwell is operating at full capacity and experiencing parking challenges with the volume of visitors and their staff.

Lakewood Park (Park) is located across the street from Chartwell on the south side of Riverside Drive. The municipally owned parking lot at the Park was identified as an alternative location for Chartwell's overflow parking.

A Lease Agreement has been negotiated with Chartwell to formally set out the terms of its limited use of the municipally owned parking lot located at 13451 Riverside Drive.

Comments

In the Lease Agreement, the Town grants Chartwell use of 25 parking spaces in the parking lot at the Park and will continue to be responsible for the regular maintenance of snow and ice removal.

Chartwell acknowledges the Town may schedule special events at the Park from time to time. During these events, the Town will reserve a minimum of 16 parking spaces for Chartwell that will be identified with signage and notify Chartwell four [4] weeks in advance.

Consultations

Corporate Services & Clerk
Financial Services
Parks & Recreation Services

Financial Implications

The Lease Agreement formally sets out the fees paid and to be paid to the Town for use of its parking spaces for each of the years 2013 to 2020. To date, Chartwell has paid the following fees, plus HST, for the years 2013 to 2017, in addition to a one-time \$1,500 Administration Fee. The fees for 2018 to 2020 are to be paid by October 1 each year.

2013 and 2014	\$5,000
2015	\$10,000
2016	\$11,000
2017	\$12,000
2018	\$13,000
2019	\$14,000
2020	\$15,000

These fees are included in the annual budgets approved by Council.

Link to Strategic Priorities

Applicable	2017-18 Strategic Priorities
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<input checked="" type="checkbox"/>	Demonstrate the Town's leadership role in the community by promoting good governance and community engagement, by bringing together organizations serving the Town and the region to pursue common goals.

Communications

Not applicable ☒

Website ☐

Social Media ☐

News Release ☐

Local Newspaper ☐

This report has been reviewed by Senior Administration as indicated below and recommended for submission by the Chief Administrative Officer.

Prepared by:

Jennifer Alexander, MPA
Deputy Clerk & Manager Legislative Services

Reviewed by:

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

Reviewed by:

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

Recommended by:

Tony Haddad, MSA, CMO, CPFA
Chief Administrative Officer

Attachment Number	Attachment Name
None	None



The Corporation of the Town of Tecumseh

Corporate Services & Clerk

To: Mayor and Members of Council

From: Jennifer Alexander, Deputy Clerk & Manager Legislative Services

Date to Council: February 13, 2018

Report Number: CS-2018-02

Subject: Committee and Board Honorariums

Recommendations

It is recommended:

1. That an increase from \$50 to \$100 in the Committee of Adjustment monthly honorarium **be approved** effective January 1, 2018 until the end of 2021; and that
2. A review of the honorariums for Committees and Boards **be carried out** during last year of each term of Council.

Background

The Committee of Adjustment (COA) is required under the *Planning Act* and assists in the execution of decisions for all planning applications relating to consent to sever, minor variance and legal non-conforming uses of property. The COA convenes on the third Monday of every month and is comprised of seven (7) community members.

The Police Services Board (PSB) is required under the *Police Services Act* to facilitate the Town's OPP contract agreement. The PSB embraces a strong and transparent partnership between the Ontario Provincial Police local detachment and the Town in providing adequate and effective police services within the municipality. Its role is to provide civilian oversight of policing in the community, with no involvement in actual operations. The PSB is comprised of five (5) members: two members are provincially appointed, and three members are appointed by the Council. The PSB meets six times in a year to examine a variety of law enforcement oversight issues and initiatives.

Comments

The COA and the PSB are the only Committee and Board members that are paid for their participation.

The current monthly COA member rate is \$50 per meeting and has not been increased since amalgamation.

The PSB members receive \$226 per meeting and the Chair receives \$274.

Compared to surrounding municipalities, the table below indicates the honorariums paid to the COA members is relatively low.

Municipality	COA Meeting Honorarium	PSB Meeting Honorarium	Annual Honorariums
Lakeshore	\$125	\$125	COA and PSB \$1,500
Kingsville	\$175	\$175	COA and PSB \$2,095
LaSalle	\$45 Member *Chair receives an additional \$100 annually	Council Member \$166 Non-Council Member \$200	COA Member \$450 & Chair \$550 PSB Council Member \$2,000; Non-Council Member \$2,400
Leamington	Members \$144 Chair \$180	Members \$144 Chair \$180	COA and PSB Members \$1,732 COA and PSB Chair \$2,165.28
Amherstburg	\$75	\$100	COA \$900 PSB \$1,200
Tecumseh	\$50	Member \$226 Chair \$274	COA \$600 PSB Chair \$3,289 Member \$2,722

The average rate paid to COA members by area municipalities is \$100. It is recommended that the monthly honorarium paid to members of the Town's COA be increased from \$50 to the \$100 monthly average for the years 2018-2021.

Given the Town's PSB honorariums exceed others in the area, no change is recommended.

It is however, further recommended that Committee and Board honorariums be reviewed during the last year of each term of Council.

Consultations

Planning & Building Services
Financial Services
Area municipalities
Chief Administrative Officer

Financial Implications

The recommended increase to the COA honorarium will effectually double the annual cost in the budget for all seven members from \$4,200 to \$8,400. It is recommended that the new COA honorarium be included in the 2019-2021 budgets.

Link to Strategic Priorities

Applicable	2017-18 Strategic Priorities
<input checked="" type="checkbox"/>	Make the Town of Tecumseh an even better place to live, work and invest through a shared vision for our residents and newcomers.
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<input checked="" type="checkbox"/>	Demonstrate the Town's leadership role in the community by promoting good governance and community engagement, by bringing together organizations serving the Town and the region to pursue common goals.

Communications

Not applicable ☒

Website ☐

Social Media ☐

News Release ☐

Local Newspaper ☐

This report has been reviewed by Senior Administration as indicated below and recommended for submission by the Chief Administrative Officer.

Prepared by:

Jennifer Alexander, MPA
Deputy Clerk & Manager Legislative Services

Reviewed by:

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

Reviewed by:

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

Recommended by:

Tony Haddad, MSA, CMO, CPFA
Chief Administrative Officer

Attachment Number	Attachment Name
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None	
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The Corporation of the Town of Tecumseh

Corporate Services & Clerk

To: Mayor and Members of Council

From: Jennifer Alexander, Deputy Clerk & Manager Legislative Services

Date to Council: February 13, 2018

Report Number: CS-2018-03

Subject: Civil Marriage Services and Officiants

Recommendations

It is recommended that:

1. Bylaw No. 2018-09 being a by-law to authorize the service of Civil Marriage Ceremonies, **be adopted**; and that
2. Civil Marriage Ceremonies Policy No. 94, **be amended** to include a rehearsal fee of \$50.00 per hour and mileage to be paid in accordance with Travel Policy No. 14.

Background

At the Policies and Priorities Committee Meeting held on November 28, 2017, Council approved Corporate Services & Clerk Report No. 43-17 regarding Issuance of Marriage Licences and Civil Marriage Ceremonies and to proceed with implementing these services. Council directed Administration to bring forward the relevant by-law authorizing civil marriage service officiants when applicable.

Comments

To move forward with civil marriage services, the Corporate Services & Clerk's Department has undertaken the various measures to ensure compliance under the *Marriage Act* and successful implementation. The policies are in place for staff to deliver and organize, if necessary, the coordination of officiants to provide evening and weekend requests.

A news release on the new marriage services was published on December 20, 2017 to the media. The news sparked interest from three non-denominational officiants in the community

who approached the Town to offer their services. The Director Corporate Services & Clerk, and the Manager Legislative Services & Deputy Clerk, met with all three officiants and have selected them to preform civil marriage services, upon request. The Clerk and Deputy Clerk will also be available to provide this service during regular office hours, if requested.

The Corporate Services & Clerk's Department is prepared to begin offering this service in March. By-law No. 2018-09 has been prepared authorizing the provision of this service and indicating the names of those individuals, as listed in Schedule A, to provide civil marriage services on behalf of the Clerk as designates.

In consultation with the officiants, it is recommended that the Civil Wedding Ceremonies Policy No. 94 be amended to include an additional \$50.00 per hour fee for officiants to attend a rehearsal, if requested by the couple.

Consultations

None

Financial Implications

The fees charged by the Town for this service are \$250.00 plus H.S.T during office hours and \$350.00 plus H.S.T for evenings and weekends. A rehearsal fee of \$50.00 per hour is in addition to the civil marriage fee, if it is requested. Mileage will be calculated in accordance with the Town's Travel Policy, should the couple wish to hold the service outside the Town's boundary. Mileage is calculated to and from the Town's office. All fees will be collected prior to the service being conducted.

The above fees include a \$75.00 fee that will be retained by the Town for its services when a ceremony is performed by an officiant.

Link to Strategic Priorities

Applicable	2017-18 Strategic Priorities
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<input checked="" type="checkbox"/>	Demonstrate the Town's leadership role in the community by promoting good governance and community engagement, by bringing together organizations serving the Town and the region to pursue common goals.

Communications

Not applicable ☐

Website ☒ Social Media ☒ News Release ☒ Local Newspaper ☒

This report has been reviewed by Senior Administration as indicated below and recommended for submission by the Chief Administrative Officer.

Prepared by:

Jennifer Alexander, MPA
Deputy Clerk & Manager Legislative Services

Reviewed by:

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

Recommended by:

Tony Haddad, MSA, CMO, CPFA
Chief Administrative Officer

Attachment Number	Attachment Name
1	Officiants for the Town of Tecumseh

Schedule A: Officiants for the Town of Tecumseh

1. Christopher Gevaert
2. Deanna Reid
3. Sharon Willis-Whitwell



The Corporation of the Town of Tecumseh

Corporate Services & Clerk

To: Mayor and Members of Council

From: Laura Moy, Director Corporate Services & Clerk

Date to Council: February 13, 2018

Report Number: CS-2018-04

Subject: Dog Pound Lease Agreement Renewal

Recommendations

It is recommended:

1. That By-law No. 2018-10 being a by-law to authorize the Mayor and Clerk to execute a 20-year Lease Agreement with the County of Essex and the Towns of Essex, Lakeshore and LaSalle for the use of a portion of the property on part of the closed Landfill No. 3, located at 914 Puce Road in Lakeshore, for the Dog Pound Facility, **be approved.**

Background

In December 1996, the former Town of Tecumseh, Village of St. Clair Beach and Township of Sandwich South, along with 11 other municipalities that existed prior to the Minister of Municipal Affairs Amalgamation Order that came into effect January 1, 1999, entered into a Lease Agreement with the County of Essex (County) to lease a portion of the property which forms part of the closed Landfill No. 3, at 914 Puce Road in Lakeshore (Subject Lands), to operate a regional dog pound. The Lease Agreement, which was for a 20-year term, expired in December 2016.

The current municipal partners in the Dog Pound are the Towns of Essex, LaSalle, Lakeshore and Tecumseh.

Comments

The Dog Pound is operated by a Joint Dog Pound Committee (Committee) comprised of members appointed by each of the participating municipalities. At the Committee's meeting

held September 7, 2016, the members recommended that the option to renew the Lease Agreement be presented to the Essex-Windsor Solid Waste Authority that manages the closed landfill site.

The registered owner of the Subject Lands is the County. The County prepared a New Lease Agreement, which has been reviewed by the administration of each of the municipal partners, as well as legal counsel for the Town of Lakeshore.

A copy of the New Lease Agreement was presented to the Dog Pound Committee on November 15, 2017. At the meeting, the Committee passed the following motion:

“That the Dog Pound Committee recommends to the partnering municipalities the approval of the draft lease agreement with the County of Essex for use of the dog pound facility located at 914 Puce Road, Lakeshore.”

The terms of the New Lease Agreement include:

1. A further 20-year term,
2. The ability by either party to terminate the lease with the provision of six months’ notice,
3. Similar to the expired lease, the municipalities are responsible for the cost of utilities, maintenance of the facility and access road as well as the fence and gates on the Subject Lands.

The New Lease Agreement is being presented to each of the participating municipalities for approval.

The Committee has also expressed a desire to review the vision and mission for the Dog Pound with a focus on updating and renewing an operating agreement that will establish the terms of reference for the administration of the pound, a cost-sharing formula and establish parameters for including additional partner municipalities. A formal name of the Dog Pound is also being considered. A draft operating agreement will be presented to each participating municipality later.

Consultations

Dog Pound Facility
Town of Lakeshore

Financial Implications

There are no financial implications. The cost of the Lease is \$4 per year.

Link to Strategic Priorities

Applicable	2017-18 Strategic Priorities
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Communications

Not applicable ☒

Website ☐

Social Media ☐

News Release ☐

Local Newspaper ☐

This report has been reviewed by Senior Administration as indicated below and recommended for submission by the Chief Administrative Officer.

Prepared by:

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

Recommended by:

Tony Haddad, MSA, CMO, CPFA
Chief Administrative Officer

Attachment Number	Attachment Name
None	None



The Corporation of the Town of Tecumseh

Corporate Services & Clerk

To: Mayor and Members of Council

From: Laura Moy, Director Corporate Services & Clerk

Date to Council: February 13, 2018

Report Number: CS-2018-05

Subject: Restricted Acts of Council after Nomination Day
Lame Duck Provisions

Recommendations

It is recommended:

1. That Corporate Services & Clerk's Report No. CS-2018-05 regarding the restricted acts of Council after Nomination Day (Lame Duck Provisions), **be received**.

Background

The *Municipal Act, 2001*, S.O. 2001 c.25 (Act), under Section 275(1), sets out the actions of Council, which can be restricted after Nomination Day.

Specifically, the Act states:

The council of a local municipality shall not take any action described in subsection (3) after the first day during the election for a new council on which it can be determined that one of the following applies to new council that will take office following the election:

1. If the new council will have the same number of members as the outgoing council, the **new council will include less than three-quarters of the members of the outgoing council...**

The basis for determining the above is found in Section 275(2) which states:

- (2) If a determination under subsection (1) is made,
 - (a) after nomination day but before voting day, the determination shall be based on the nominations to the new council that have been certified and any acclamations made to the new council; or
 - (b) after voting day, the determination shall be based on the declaration of the results of the election including declarations of election by acclamation.

The restricted acts of Council, as determined above are found under Section 275(3), and include:

- a) the appointment or removal from office of any officer of the municipality;
- b) the hiring or dismissal of any employee of the municipality;
- c) the disposition of any real or personal property of the municipality which had a value exceeding \$50,000 at the time of disposal; and
- d) making any expenditures or incurring any other liability which exceeds \$50,000.

It is important to note, subsections (3)(c) and (d) do not apply if the disposition or liability was included in the approved 2018 budget.

Nothing in Section 275 prevents any person or body exercising any authority of a municipality that is delegated to the person or body prior to Nomination Day.

Nothing in this section of the Act prevents a municipality taking any action in the event of an emergency.

Comments

Section 275 of the Act is commonly referred to as the “lame duck” provisions.

Tecumseh Council will be subject to the restrictions set out in Section 275(3) of the Act only when it has become mathematically impossible for three-quarters (75%) of the members of the outgoing Council to be re-elected.

The Ministry of Municipal Affairs and Housing advises the lame duck provisions only apply when it is **absolutely certain** that more than 75% of the members of the outgoing Council will not be returning as members of the incoming Council.

More specifically, these provisions apply if:

- After Nomination Day, but before Election Day, less than 75% of the incumbent members of Council have been certified as candidates in the upcoming election and have not been acclaimed to office; or
- After Election Day, less than 75% of the incumbent members of Council have been declared elected to the incoming Council, either through the declaration of the election results or through declarations of election by acclamation.

There are seven (7) members of Tecumseh Council. In the event two (2) or more positions are contested, after Nomination Day, Friday, July 27, 2018, Tecumseh Council will be restricted from the acts set out in Section 275 of the Act.

On June 9, 2016, Bill 181, *The Municipal Elections Modernization Act, 2016*, (Bill 181) came into force making significant changes to the MEA. The Modernizing Ontario's Municipal Legislation Act, 2017 (Bill 68) received Royal Assent on May 30, 2017, which also amends the Act and *Municipal Elections Act, 1996*. The term of office for the 2018 Council-elect will commence on Monday, December 1, 2018. The term of the 2022 Council-elect will commence November 1, 2022.

Consultations

Legislative Assembly of Ontario
Association of Municipalities of Ontario (AMO)

Financial Implications

If, after Nomination Day, Tecumseh Council is in a lame duck position the members will be unable:

1. to dispose of any real or personal property of the municipality which had a value exceeding \$50,000 at the time of disposal; and/ or
2. to make any expenditures, or incur any other liability which exceeds \$50,000, if the expenditure(s) was not included in the approved 2018 Budget.

Link to Strategic Priorities

Applicable	2017-18 Strategic Priorities
<input checked="" type="checkbox"/>	Make the Town of Tecumseh an even better place to live, work and invest through a shared vision for our residents and newcomers.
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<input type="checkbox"/>	Demonstrate the Town's leadership role in the community by promoting good governance and community engagement, by bringing together organizations serving the Town and the region to pursue common goals.

Communications

Not applicable ☒

Website ☐ Social Media ☐ News Release ☐ Local Newspaper ☐

This report has been reviewed by Senior Administration as indicated below and recommended for submission by the Chief Administrative Officer.

Prepared by:

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

Recommended by:

Tony Haddad, MSA, CMO, CPFA
Chief Administrative Officer

Attachment Number	Attachment Name
None	None



The Corporation of the Town of Tecumseh

Financial Services

To: Mayor and Members of Council

From: Tom Kitsos, Deputy Treasurer & Tax Collector

Date to Council: February 13, 2018

Report Number: FS-2018-01

Subject: Taxes Receivable December 2017

Recommendations

It is recommended that:

1. Financial Services Report No. 2018-01, Taxes Receivable December 2017 **be received.**

Background

An annual report is provided to Council regarding the status of year-end tax arrears.

Tax billings and due dates:

- Interim tax notices are mailed in January for all ratepayers with due dates in February and April
- Final Residential notices are mailed in May with due dates in June and September
- Final Commercial/Industrial notices are mailed when capping calculations are completed with due dates in September and November

Procedures used for collecting tax arrears are as follows:

- Penalty and interest is charged on the first of the month for all accounts in arrears.
- Arrears notices are sent out as reminders of past due taxes five times during the year (March, May, July, October, and year-end).
- In the third year of arrears, letters are mailed in January asking ratepayers to make payment arrangements to avoid tax registration. Payment arrangements include full payment of third year arrears or the establishment of a payment plan.
- A final letter is sent in March informing the ratepayer that we will proceed with tax registration.
- After all collection attempts on outstanding arrears have been exhausted, a tax arrears certificate is registered under the Municipal Act, Section 373 (1).

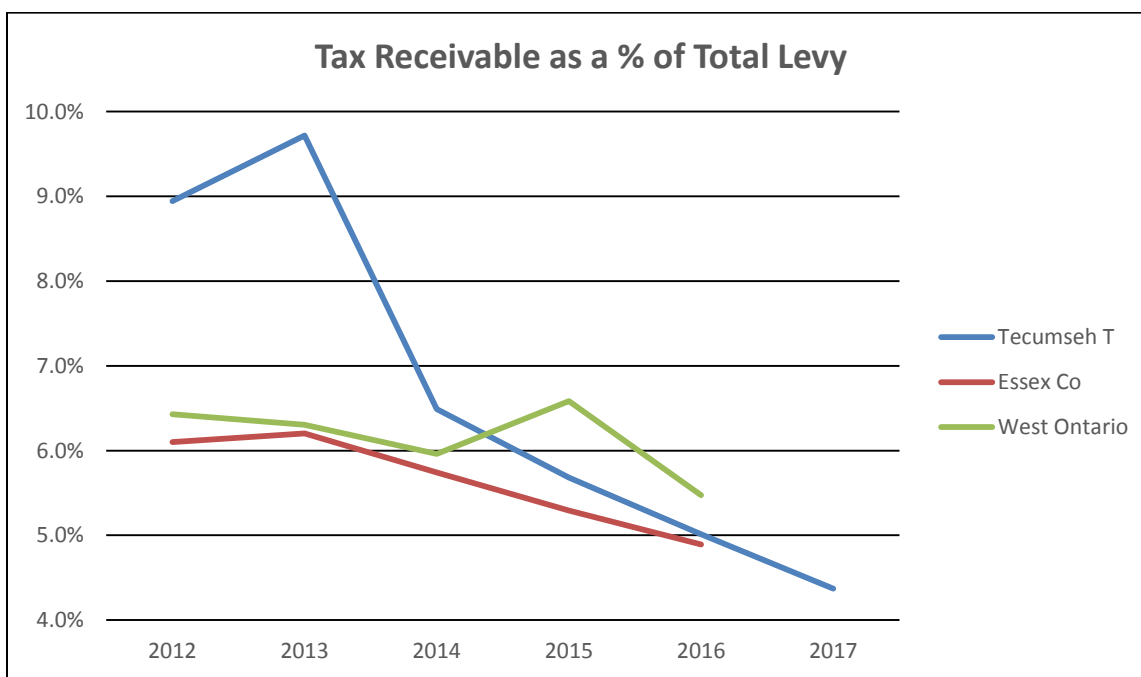
- The ratepayer has one full year after registration to redeem the property; taxes, penalties and interest for all years including current year must be paid in full.
- Should a ratepayer fail to redeem their property by the cancellation date, the property becomes eligible for tax sale.

Comments

Total uncollected property tax as a percentage of total taxes levied (Tax receivable as a percentage of tax levy) is one of several measures used to evaluate the economic health of a municipality. An increasing percentage over time may indicate an overall decline in the municipality's economic health.

Tax receivable as a percentage of tax levy decreased to 4.4% at December 2017. This percentage is below the historical normal range and has come down significantly over the course of the past few years after a period of relatively high percentages during 2009-2013. The Town has historically been in the 6% - 8% range, whereas the historical average for West Ontario has been between 4% - 6%. Credit rating agencies consider a measure greater than 8% a negative factor¹.

The chart below displays year-end tax receivable as a percentage of tax levy with comparative data for Essex County Lower Tier municipalities and West Ontario municipalities. Estimated 2017 data is only currently available for Tecumseh.



Source: Ministry of Municipal Affairs and Housing – Financial Information Report (FIR) data as submitted by municipalities

¹ BMA Municipal Study 2017

The following table illustrates tax receivable outstanding at year-end and number of properties in arrears by major property class groups.

Tax arrears by property class					
	2017	2016	2015	2014	2013
Residential					
No. of properties in arrears	538	492	466	489	435
Total \$ arrears	\$ 1,433,000	\$ 1,589,000	\$ 1,644,000	\$ 1,591,000	\$ 1,545,000
Arrears per property	\$ 2,664	\$ 3,230	\$ 3,528	\$ 3,254	\$ 3,552
Commercial					
No. of properties in arrears	45	62	47	60	80
Total \$ arrears	\$ 295,000	\$ 260,000	\$ 316,000	\$ 641,000	\$ 1,298,000
Arrears per property	\$ 6,556	\$ 4,194	\$ 6,723	\$ 10,683	\$ 16,225
Industrial					
No. of properties in arrears	30	31	24	24	37
Total \$ arrears	\$ 316,000	\$ 411,000	\$ 564,000	\$ 639,000	\$ 1,380,000
Arrears per property	\$ 10,533	\$ 13,258	\$ 23,500	\$ 26,625	\$ 37,297
Total properties	613	585	537	573	552
Total tax arrears	\$ 2,044,000	\$ 2,260,000	\$ 2,524,000	\$ 2,871,000	\$ 4,223,000
Total tax levy	\$ 46,731,000	\$ 45,099,000	\$ 44,418,000	\$ 44,256,000	\$ 42,559,500
Tax registrations	2	4	5	4	7
Tax sales	-	-	-	-	-

Overall, Residential tax arrears account for 70% of total tax arrears in 2017 compared to 37% in 2013, which is primarily a result of the large reductions to Commercial and Industrial arrears.

The total number of properties in arrears has increased despite the drop in total dollar amount owing. This is predominantly due to the number of Residential properties with arrears of less than \$2,000, which increased by 9% year-over-year.

The average amount of arrears per property varies significantly by property class, ranging from \$2,664 for residential properties to \$10,533 for industrial properties. Average arrears per property in 2017 are relatively low when compared to averages over the course of the past five years.

The dollar amount of arrears outstanding tends to fluctuate irrespective of the number of properties in arrears due to periodic redemptions of large balances. Average arrears by property, particularly with respect to Commercial and Industrial properties, can be skewed significantly year-to-year due to a few large individual balances.

The number of tax registrations (tax arrears certificates) compared to the number of properties in arrears is relatively low, as many property owners have stayed the registration process by committing to payment plans designed to eliminate tax arrears. There are approximately 40 active payment plans with the Town. Default of a payment plan would result in tax registration.

Selling properties for arrears is a procedure available to the municipality to collect amounts owing. The Town has not had to resort to this measure for a number of years. The last recorded sale of property for tax arrears was prior to amalgamation.

There are no properties at risk of tax sale for the first half of 2018.

Consultations

None

Financial Implications

All costs incurred by the Town with respect to property registration and tax sale are recoverable except in the event a property is not sold at tax sale.

Link to Strategic Priorities

Applicable	2017-18 Strategic Priorities
<input type="checkbox"/>	Make the Town of Tecumseh an even better place to live, work and invest through a shared vision for our residents and newcomers.
<input checked="" type="checkbox"/>	Ensure that the Town of Tecumseh's current and future growth is built upon the principles of sustainability and strategic decision-making.
<input type="checkbox"/>	Integrate the principles of health and wellness into all of the Town of Tecumseh's plans and priorities.
<input type="checkbox"/>	Steward the Town's "continuous improvement" approach to municipal service delivery to residents and businesses.
<input type="checkbox"/>	Demonstrate the Town's leadership role in the community by promoting good governance and community engagement, by bringing together organizations serving the Town and the region to pursue common goals.

Communications

Not applicable ☒

Website ☐ Social Media ☐ News Release ☐ Local Newspaper ☐

This report has been reviewed by Senior Administration as indicated below and recommended for submission by the Chief Administrative Officer.

Prepared by:

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

Reviewed by:

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

Recommended by:

Tony Haddad, MSA, CMO, CPFA
Chief Administrative Officer

Attachment Number	Attachment Name
None	None



The Corporation of the Town of Tecumseh

Financial Services

To: Mayor and Members of Council

From: Luc Gagnon, Director Financial Services & Treasurer

Date to Council: February 13, 2018

Report Number: FS-2018-02

Subject: Ontario Infrastructure and Lands Corporation (OILC) Borrowing 2018

Recommendations

It is recommended:

1. That borrowing upon 2.82% (estimated) 5 year amortizing debenture in the Principal amount of \$99,200 for the financing of Pulleyblank/Crowder/Moro Sanitary Sewer construction costs for 2018 **be approved.**

Background

Council passed By-law 2011-103 North Talbot Road Outlet Sewer, Charges and Connection Bylaw which imposed a charge upon property owners benefitting from the provision of sanitary sewers in the North Talbot Road Sanitary Sewer Outlet Area.

Subsequently, Council approved borrowing up to \$4,000,000 from the Ontario Infrastructure and Lands Corporation for the financing of the North Talbot Road Sanitary Sewer Outlet Area construction costs for the period 2012 – 2018. (By-law 2012-17)

Property owners will be charged an interest rate of cost of borrowing plus 0.75% for five-year debentures. For those assessed owners where a five-year term would cause undue hardship, the term is extended to 10 years at an interest rate of cost of borrowing plus 1.25%. (RCM-99/12)

Borrowing to date is \$1,254,900 and \$197,000 for five and ten year debentures respectively for a total of \$1,451,900 of the authorized \$4,000,000.

Comments

Total recovery for the Pulleyblank/Crowder/Moro works is \$1,247,200 from twenty (23) property owners. Six (6) of the property owners have requested debenturing a total of \$99,200 over a five (5) year period. This represents 7.95% of the total recovery.

Administration therefore recommends issuing five-year debentures to the OILC in the amount of \$99,200.

Annual Repayment Limit (ARL)

As part of the original OILC applications, the Treasurer advised Council the impact the borrowing would have on the ARL. The updated calculation of the ARL (see attached) shows that the proposed borrowings do not exceed the Updated Limit and continue to be in line with expectations. The approval of the Ontario Municipal Board under the Ontario Municipal Board Act (Ontario), as amended, is not required.

OILC Debentures

Through a review of financing options, Administration has determined the best available rates are through OILC. All debentures issued by the Town since 2005 have been with OILC as their rates have proven to be lower than other available sources.

The current estimated five (5) year debenture rate offered by OILC is 2.82%. The actual rate may vary based on market conditions at the time of issuance.

Consultations

None

Financial Implications

The total amount required for the financing of Pulleyblank/Crowder/Moro Roads Sanitary Sewer Extension construction costs for 2017 is \$99,200.

Net income interest generated over the term of this debt issuance will be used to offset legal and administrative costs. This amount is expected to be \$1,000 for 2017. Total net interest income generated over the term of the five-year debentures is estimated at \$3,000.

Link to Strategic Priorities

Applicable	2017-18 Strategic Priorities
<input type="checkbox"/>	Make the Town of Tecumseh an even better place to live, work and invest through a shared vision for our residents and newcomers.
<input checked="" type="checkbox"/>	Ensure that the Town of Tecumseh's current and future growth is built upon the principles of sustainability and strategic decision-making.
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<input type="checkbox"/>	Demonstrate the Town's leadership role in the community by promoting good governance and community engagement, by bringing together organizations serving the Town and the region to pursue common goals.

Communications

Not applicable ☒

Website ☐

Social Media ☐

News Release ☐

Local Newspaper ☐

This report has been reviewed by Senior Administration as indicated below and recommended for submission by the Chief Administrative Officer.

Prepared by:

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

Recommended by:

Tony Haddad, MSA, CMO, CPFA
Chief Administrative Officer

Attachment Number	Attachment Name
1	Annual Repayment Limit

THE CORPORATION OF THE TOWN OF TECUMSEH
Annual Debt Repayment Limit Update Calculation
(see Ontario Regulation 403/02 Section 4)
As of February 5, 2018

	2018
Repayment limit per most recent MMAH calculation 1.0	\$ 5,520,251
Annual amount payable for long-term debt issued since last fiscal year end	
SS NTR debt issued re Brendan/Binder	\$ 56,039
2.0	\$ 56,039
Annual amount payable for long-term debt discharged since last fiscal year end	
3.0	\$ -
Subtotal 4.0 = 1.0 - 2.0 + 3.0	\$ 5,464,212
Annual amount payable for approved projects to be financed by long-term debt but not yet issued	
2013-2018 Part XII Charges North Talbot Road - 5yr	\$ 368,324
2013-2018 Part XII Charges North Talbot Road - 10yr	\$ 87,465
5.0	\$ 455,789
Estimated annual amount of principal & interest to be payable for debt per S 408 (4)	
6.0	\$ -
Any amount recognized by the treasurer as annually payable for financial obligations	
7.0	\$ -
Updated Debt Repayment Limit 8.0 = 4.0 - 5.0 - 6.0 - 7.0	\$ 5,008,423



I, Luc Gagnon, Treasurer of the Corporation of the Town of Tecumseh do hereby certify this to be the Annual Debt Repayment Limit Update Calculation as at February 5, 2018



The Corporation of the Town of Tecumseh

Fire & Rescue Services

To: Mayor and Members of Council

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

Date to Council: February 13, 2018

Report Number: FIRE-2018-01

Subject: Tecumseh Fire Services 2017 Year End Overview

Recommendations

It is recommended that:

1. The Tecumseh Fire Services 2017 Year End Overview presented in the Fire & Emergency Services Department Report FIRE-2018-01, **be received**.

Background

The purpose of this Fire Services Report is to provide Council with an overview of the Tecumseh Fire Rescue Services for the calendar year 2017.

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

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

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

Comments

Calls for Service – Volume and Type of Response Overview

i) Volume of Calls

Figure 1
 Number of Calls for Service by Month
 2013 to 2017

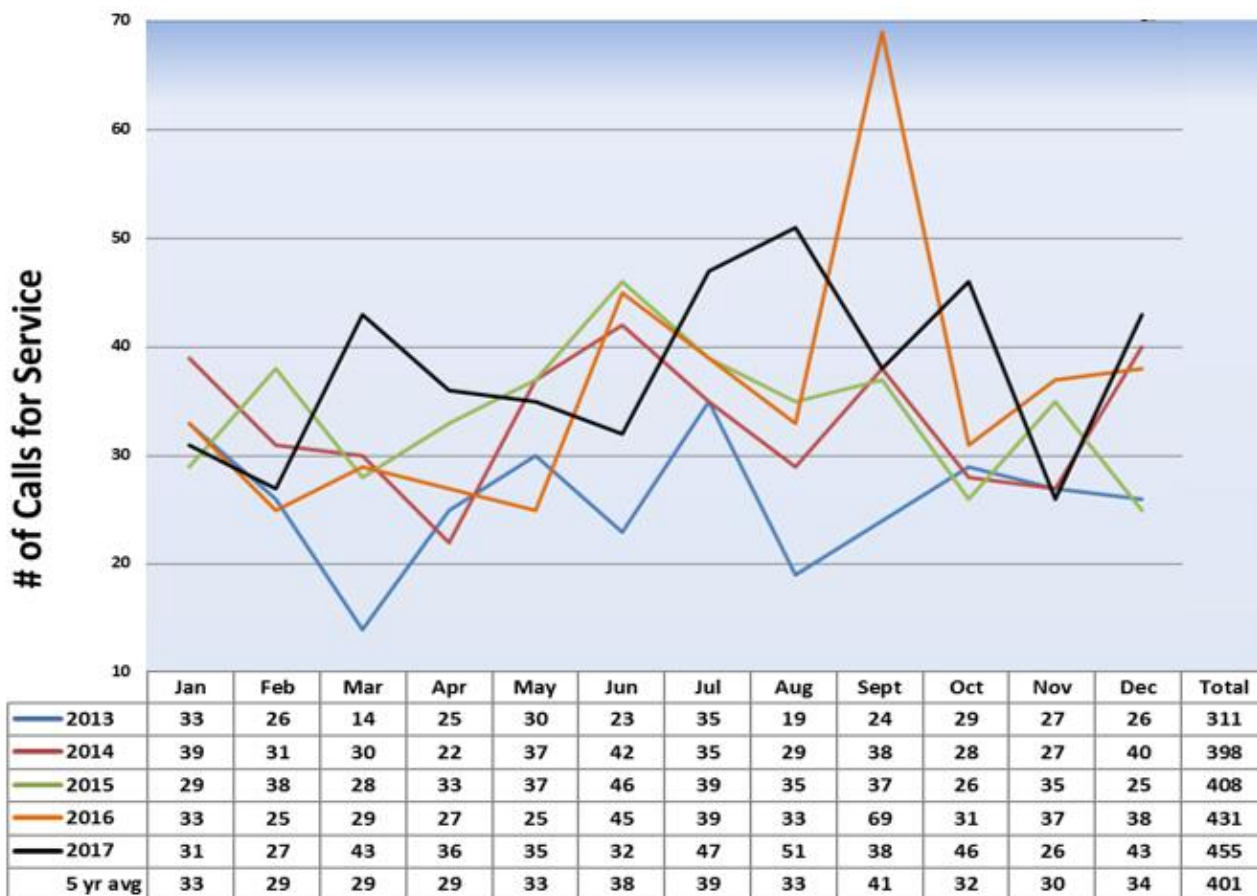
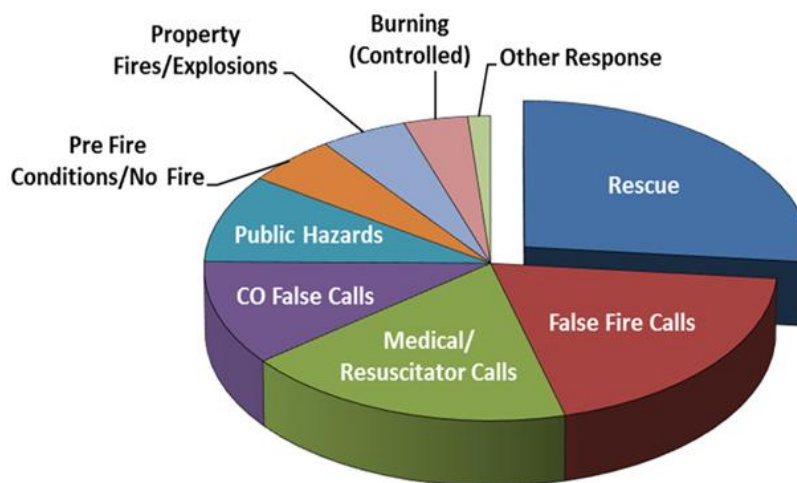


Figure 1 illustrates call volumes for the 5-year period 2013 through 2017 on a monthly basis. An elevated number of calls for service in August 2017 included:

- 18 Rescue (vehicle collisions/extrications)
- 12 False Fire calls (alarm system malfunctions/accidental activations)
- 5 Property Fires
- 5 Medical/Resuscitator
- 5 Public Hazard (eg. Power lines down, gasoline spill, flooding/electrical)
- 2 Pre-fire Conditions (cooking/toasting/smoke/steam)
- 2 Burning – controlled (authorized/complaint, unauthorized)
- 2 CO false alarm (equipment malfunction, no CO present)

ii) 2017 Response Types

Figure 2
Response Type as a Percentage of Total Calls for Service
2017



Response Type	2017		2016		2015		2014		2013	
	%	#	%	#	%	#	%	#	%	#
Rescue	26.6%	121	27.1%	117	22.8%	93	22.1%	88	26.7%	83
False Fire Calls	19.3%	88	14.6%	63	20.1%	82	19.1%	76	21.9%	68
Medical/Resuscitator Calls	18.2%	83	14.6%	63	14.2%	58	15.8%	63	13.5%	42
CO False Calls	11.0%	50	12.8%	55	12.0%	49	9.8%	39	8.0%	25
Public Hazards	9.5%	43	14.8%	64	6.4%	26	8.8%	35	7.4%	23
Pre Fire Conditions/No Fire	5.3%	24	5.6%	24	7.8%	32	7.3%	29	6.8%	21
Property Fires/Explosions	5.1%	23	4.6%	20	7.6%	31	8.8%	35	6.8%	21
Burning (Controlled)	3.7%	17	3.7%	16	5.9%	24	5.0%	20	5.8%	18
Other Response	1.3%	6	2.1%	9	3.2%	13	3.3%	13	3.2%	10
Total:	100.0%	455	100.0%	431	100.0%	408	100.0%	398	100.0%	311

Figure 2 illustrates types of response as a percentage of total calls for service in the calendar year 2017. The accompanying table provides comparable data for the years 2013 through 2017.

Loss fires are defined as fires where an injury, fatality or dollar loss is reported. Both loss fires and no loss fires are included in the category Property Fires/Explosions.

In 2017, loss fires included:

- 4 garage / shed
- 3 vehicle
- 2 kitchen
- 1 structure
- 1 playground equipment

An estimated \$400,000 in damage was caused to playground equipment and composite flooring on the ground in Lacasse Park. Firefighters had to blanket the entire playground with foam to extinguish the flames. Firefighters also responded to a structure fire that broke out in a garage on the back half of a residential property after a vehicle caught fire. The fire started when two men were changing a gas tank for a truck.

Twelve no loss fires were also recorded that included five brush fires, five rubbish/rubbish bin fires, one barbeque and one portable washroom fire.

Figure 3
Number of Calls for Service – Rescue Type Response
2017

Figure 3 illustrates the number of incidents for each category of Rescue Type Response. Rescue was the greatest percentage of all calls for service in 2017 at 26.6%. The largest number of these rescue type response calls involve **vehicle collisions and extrications** at a combined 117 incidents.

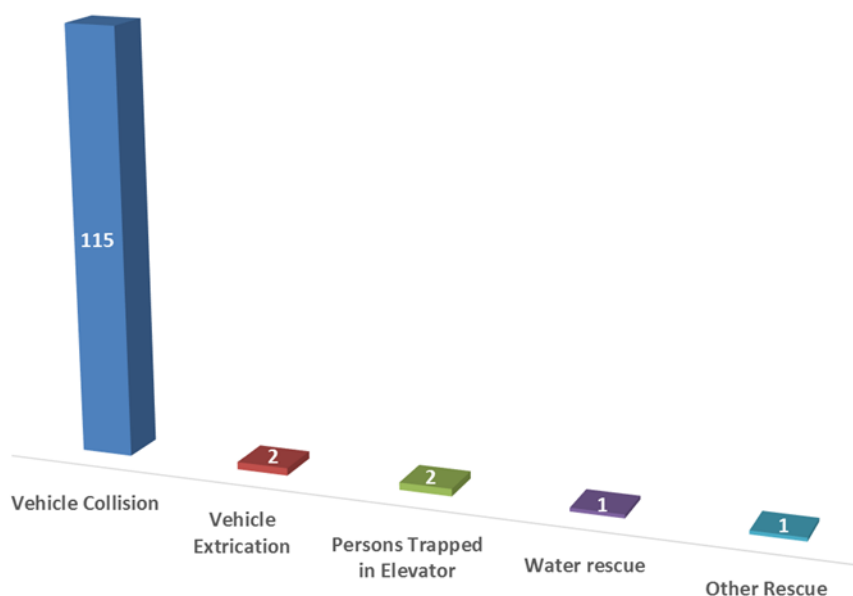


Figure 4
Total Vehicle Collision/Extrication Incidents by Location
2017

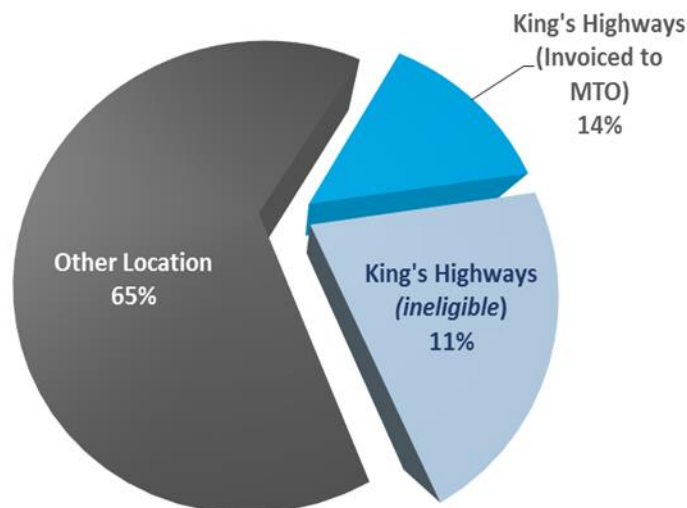


Figure 4 illustrates the number of vehicle collisions/extrications, assistance to police/vehicle fires that occurred on King's Highways in 2017 that were eligible for reimbursement in relation to those occurring on King's Highways but ineligible and occurring in other locations within the municipality. The incidents that occur on provincial highways may be invoiced to the Ministry of Transportation to recover costs. The Ministry's 2017 rate was \$459.45 per hour per apparatus plus reimbursement for absorbent (used to clean up spills). Tecumseh Fire invoiced the Ministry a total of **\$16,088** (28 attending apparatus - \$15,162 and 59 bags of absorbent - \$926) for incidents occurring on King's Highways that met the criteria to be reimbursed in 2017.

Figure 5
Number of Carbon Monoxide Incidents
2017

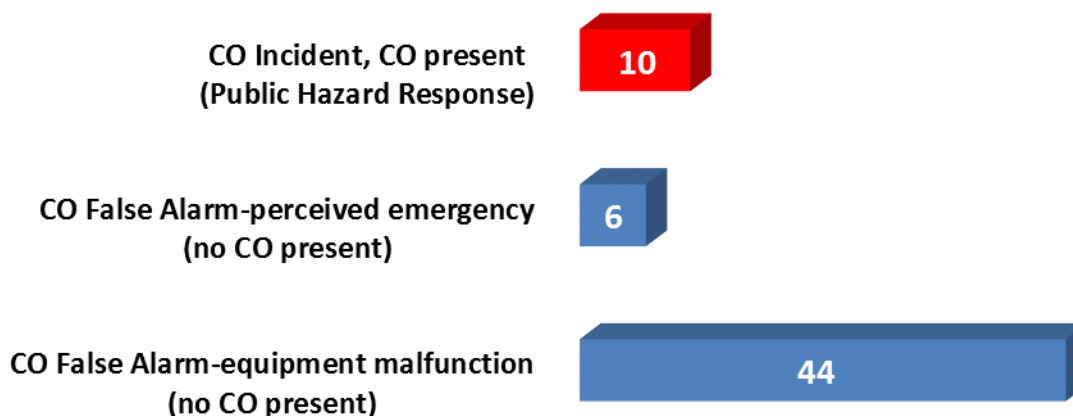


Figure 5 illustrates the number of Carbon Monoxide (CO) incidents where CO has been found to be present and those incidents where CO is not present and the incident is due to an equipment malfunction or another cause.

Carbon Monoxide (CO) is a poisonous gas that has no colour, smell or taste. In the year 2017, 17% of calls for service involving Carbon Monoxide were found to have CO present when readings were taken by TFRS on scene. Sustained CO exposure of 5,000 ppm (parts per million) can result in dizziness, headache and nausea. Asphyxiation can occur at higher levels as CO prevents hemoglobin from carrying oxygen to the tissues, effectively reducing the oxygen-carrying capacity of the blood leading to hypoxia.

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

Q4-2017 Highlights

○ Golden Age Club – Public Access Defibrillator



Captain Nugent at the
Golden Age Club

In November 2017, Tecumseh Fire installed an Automatic External Defibrillator (AED) at the Golden Age Club along with the appropriate training and additional instruction in first aid. This portable lifesaving device, together with CPR, can dramatically increase the survival rate for someone who has suffered cardiac arrest.

○ Goodfellows Newspaper Sales

Tecumseh Goodfellows Team #35 along with Tecumseh Fire and local volunteers raised \$80,000 through Goodfellows newspaper sales and grocery bagging at Zehrs St. Clair Beach and the Walker Road Superstore. Approximately \$20,000 in donated toys and 90 Food baskets were distributed in the area as well.



○ Distribution of Information

During 2017, Tecumseh Fire Department distributed over 1,200 information pamphlets about Fire Safety, Emergency Response, CO & Smoke Detectors and 211. Tecumseh Fire endeavours to increase availability and distribution of this valuable information through other formats and social media.

Consultations

None

Financial Implications

None

Link to Strategic Priorities

Applicable	2017-18 Strategic Priorities
<input checked="" type="checkbox"/>	Make the Town of Tecumseh an even better place to live, work and invest through a shared vision for our residents and newcomers.
<input checked="" type="checkbox"/>	Ensure that the Town of Tecumseh's current and future growth is built upon the principles of sustainability and strategic decision-making.
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<input checked="" type="checkbox"/>	Steward the Town's "continuous improvement" approach to municipal service delivery to residents and businesses.
<input checked="" type="checkbox"/>	Demonstrate the Town's leadership role in the community by promoting good governance and community engagement, by bringing together organizations serving the Town and the region to pursue common goals.

Communications

Not applicable ☒

Website ☐

Social Media ☐

News Release ☐

Local Newspaper ☐

This report has been reviewed by Senior Administration as indicated below and recommended for submission by the Chief Administrative Officer.

Prepared by:

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

Recommended by:

Tony Haddad, MSA, CMO, CPFA
Chief Administrative Officer

Attachment Number	Attachment Name
None	None



The Corporation of the Town of Tecumseh

Planning & Building Services

To: Mayor and Members of Council

From: Chad Jeffery, Manager Planning Services

Date to Council: February 13, 2018

Report Number: PBS-2018-02

Subject: Annual Status Report on the Tecumseh Transit Service for 2017 and
Potential Changes to the Tecumseh Transit Service for 2018
OUR FILE: T03 TTS

Recommendations

It is recommended:

That Planning and Building Services Department Report No. 02/18 **be received**;

And that an Open House to obtain public input on the potential changes to the Tecumseh Transit Service for 2018, as noted in Planning and Building Services Department Report No. 02/18, **be scheduled**;

And further that a 50% reduction in the price of a monthly bus pass for riders on Ontario Works **be authorized**; and

And further that the implementation of June as “Seniors Ride the TTS for Free Month” **be approved**.

Background

The Tecumseh Transit Service (TTS) has now completed its eighth year of operation after being introduced to the northerly urban area of the Town in December of 2009. The TTS operates on a circuitous route with a one-hour headway covering 30 kilometres and 38 stops. The Town manages the service but contracts out the operation and maintenance of the two Town-owned buses to First Student Canada (FSC).

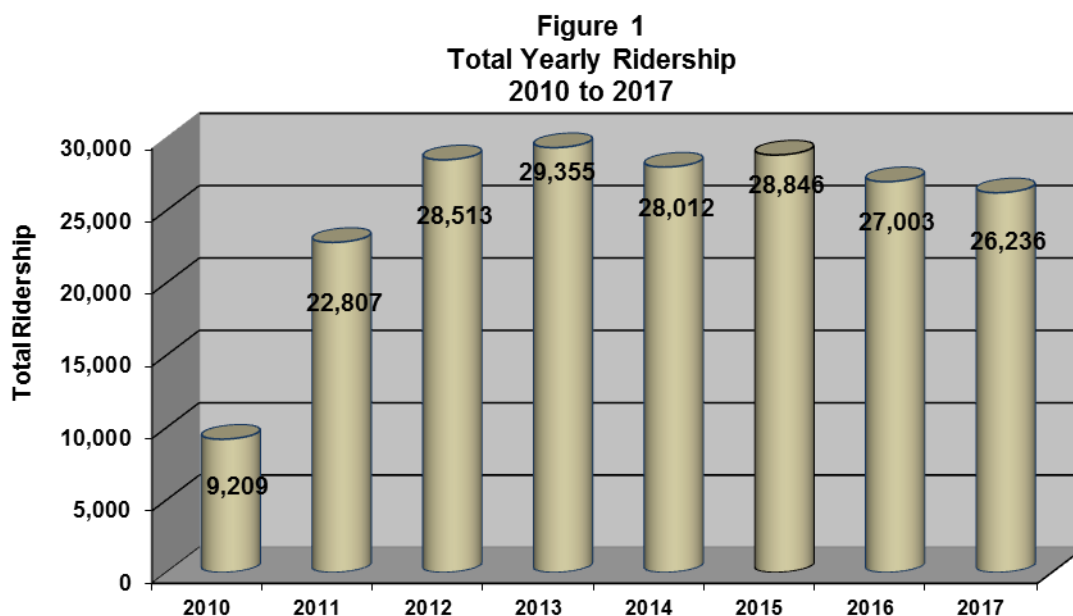
The purpose of this Report is to provide Council with an overview of the TTS for the 2017 calendar year and to review proposed initiatives, including potential changes to the TTS route and schedule, for 2018.

Comments

Ridership Use Analysis

The current route is conveniently accessible to 65 percent of the population of Tecumseh. Accessibility is based on being within a 400-metre walking distance to a bus stop. Within the northerly settlement area (former Tecumseh, former St. Clair Beach and the Tecumseh Hamlet), 72 percent of the population have reasonable access to the service. When only the urban area north of County Road 22 is considered, the route is accessible to nearly 90 percent of the population. Over the past eight years, the TTS has served over 195,000 riders and, in the past six years, has maintained an annual ridership of between 26,000 and 29,000.

Total ridership in 2017 was 26,236 (see Figure 1 below). This figure represents a decrease of 767 passengers from the 2016 total ridership level of 27,003. This decrease equates to approximately two fewer riders using the TTS per day throughout the year and cannot be attributed to a significant drop in any particular bus stop. Based on the statistics over the past eight years, it appears as though the yearly ridership levels have reached a peak and have become stagnated, hovering in the 26,000-29,000 ridership range.



The average daily ridership by month for 2017 was relatively consistent when compared against the 2016 monthly averages (see Figure 2 below). In 2017, the TTS reached a monthly average daily ridership peak of 97 passengers in November. The second highest average daily ridership month was February with 95 passengers. The 2017 overall average annual daily ridership was 86 passengers which was less than the 2016 average of 88 passengers per day.

Figure 2
Average Daily Ridership by Month
2016 and 2017

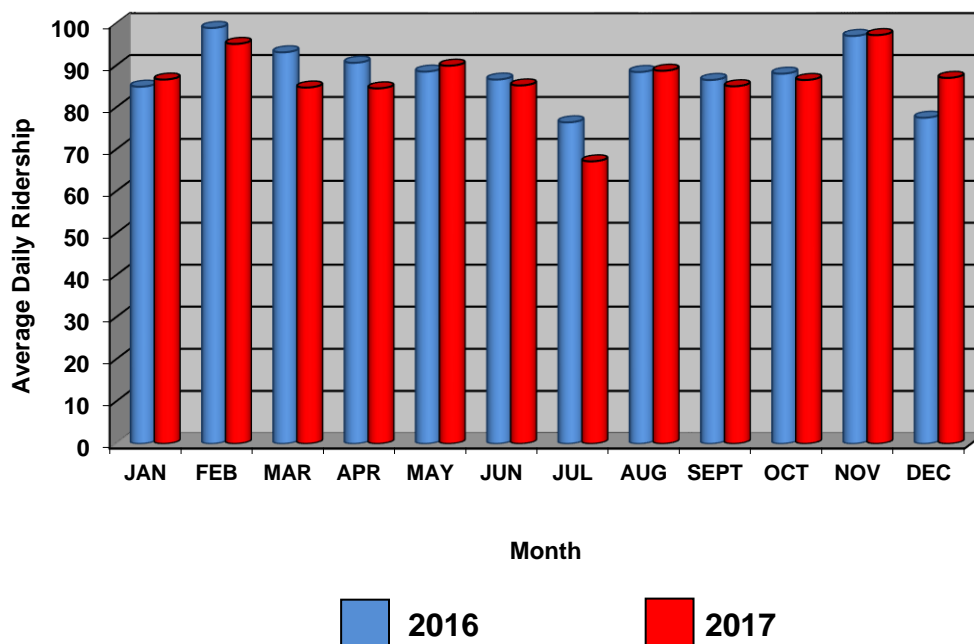


Figure 3 below provides a comparison of total monthly ridership for 2016 and 2017. The 2017 total monthly ridership high of 2,531 occurred in November. It should be noted that the August totals for Figures 2 and 3 include the ridership during the Corn Festival Shuttle Service.

Figure 3
Total Monthly Ridership
2016 and 2017

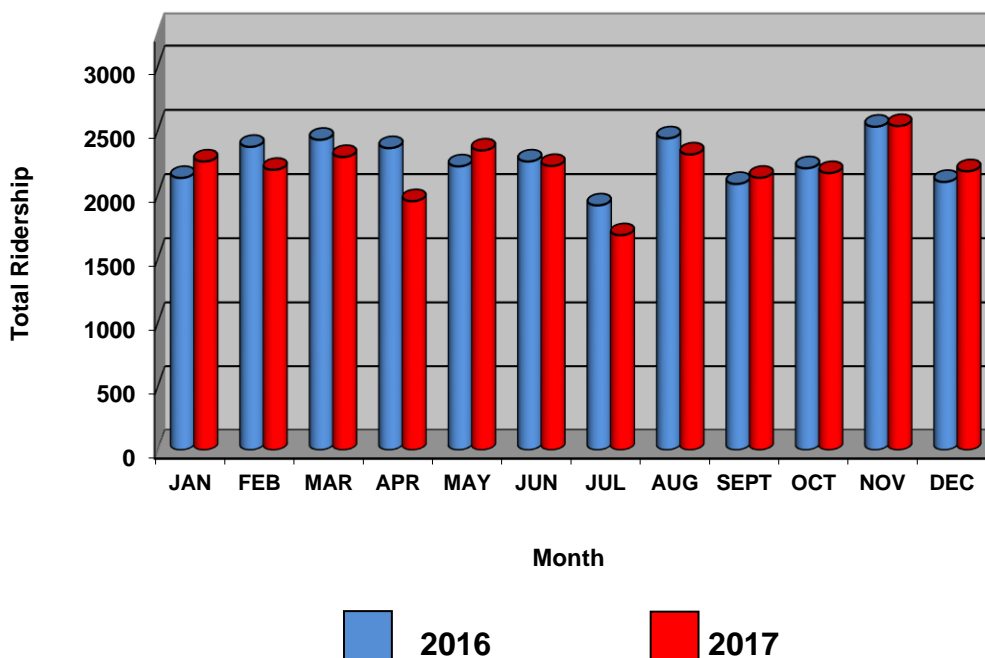
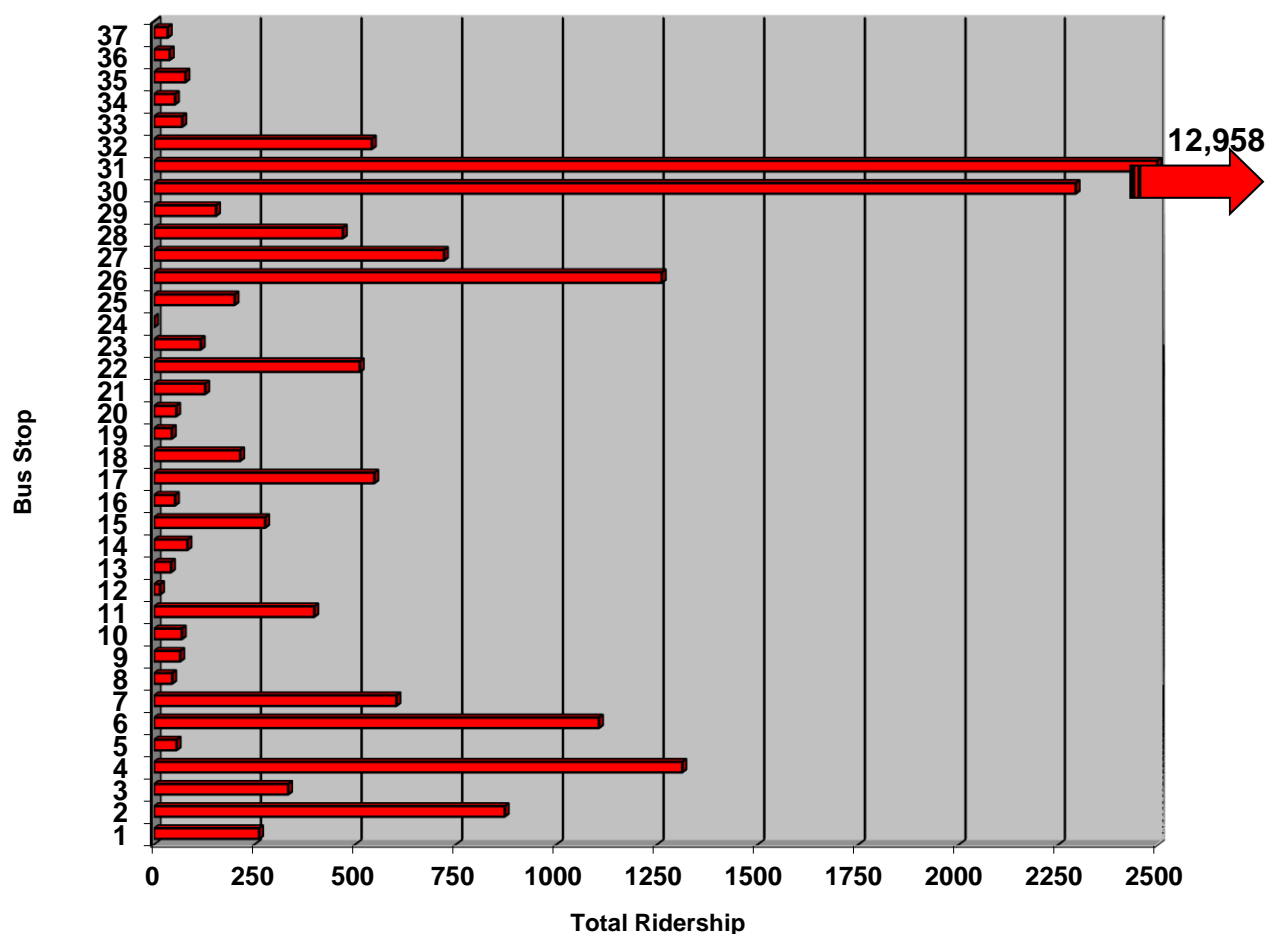


Figure 4 below and Attachment 1 illustrate ridership levels by bus stop for 2017. Ridership levels by bus stop have changed only slightly from previous years. As anticipated, stop 31 at Tecumseh Mall was the most popular stop/destination with 12,958 passengers boarding the TTS bus at this location. This amount accounted for 49.7% of all passengers for the year.

The next most popular stops in 2017 were 30, 4, 26 and 6 with each accounting for between four and nine percent of all passengers. Respectively, these stops are the bus stop immediately preceding the Tecumseh Mall stop at Southfield Drive, the Sobey's plaza in Lakeshore, the municipal parking lot on Tecumseh Road (at St. Anne's Street) and the Zehrs plaza on Manning Road. It is noteworthy to point out that ridership at Stop 4 (Sobey's plaza) has steadily increased from 792 in 2015 to 870 in 2016 to 1,203 in 2017. Other popular bus stops during 2017 included stops 2 (Tecumseh Medical Centre plaza on Tecumseh Road) and 27 (St. Anne's Street at Arbour Street).

Figure 4
Total Ridership by Bus Stop
January to December 2017



As shown on Figure 5 below, the TTS was in highest demand during the morning and afternoon peak periods of 7:00 a.m. to 9:00 a.m. (19% of the total) and 2:00 p.m. to 4:00 p.m. (23% of the total). Ridership appears to be relatively consistent during the other hours of operation, with each hourly segment accounting for between six and eight percent of total ridership.

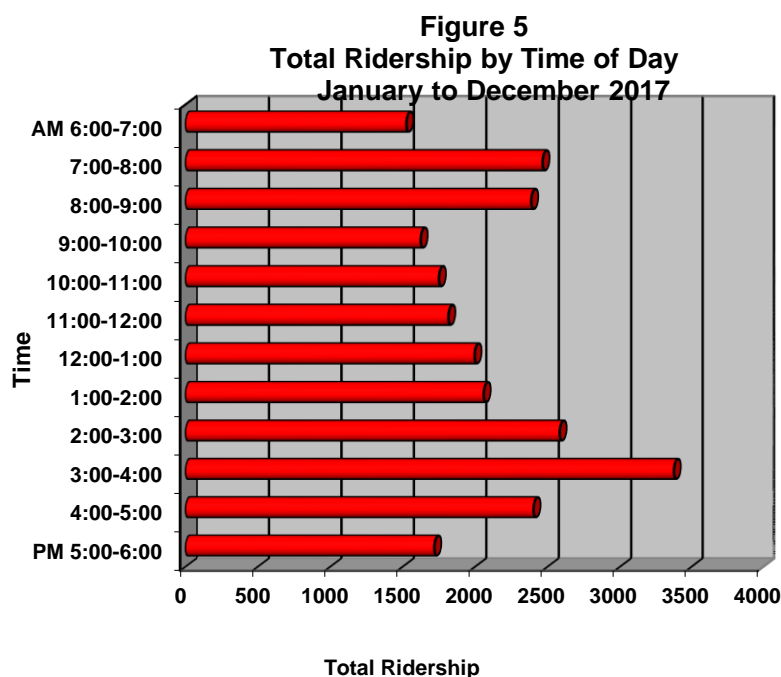
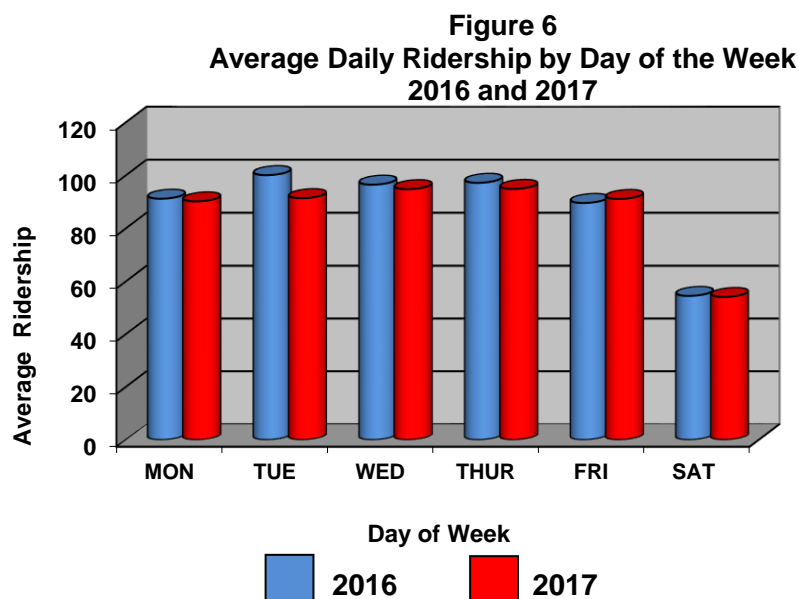


Figure 6 below illustrates that, with the exception of Saturday, there does not seem to be any significant difference amongst the days of the week on which people are using the transit system. Lower ridership on Saturdays is attributed to fewer students using the service on this day and to fewer places of employment being open.



Ridership Revenue Analysis

Figure 7 depicts total annual fare box revenues generated by the TTS from 2010 to 2017. Annual revenues have decreased from the totals experienced from 2012-2016. The 2017 total annual fare box revenues were \$22,794 (compared to \$24,496 for 2016) representing a 6.9% decrease in fare revenue over the previous year.

Part of this decrease in fare box revenue was offset by an increase in revenue generated through the sales of monthly bus passes. A total of \$2,655 was generated through the sale of bus passes in 2017 (compared to \$1,240 for 2016) bringing total revenues generated for 2017 to \$25,449 (compared to \$25,736 for 2016) amounting to a 1.1% decrease in total overall annual revenues for 2017.

Figure 7
Annual Revenues
2010 to 2017

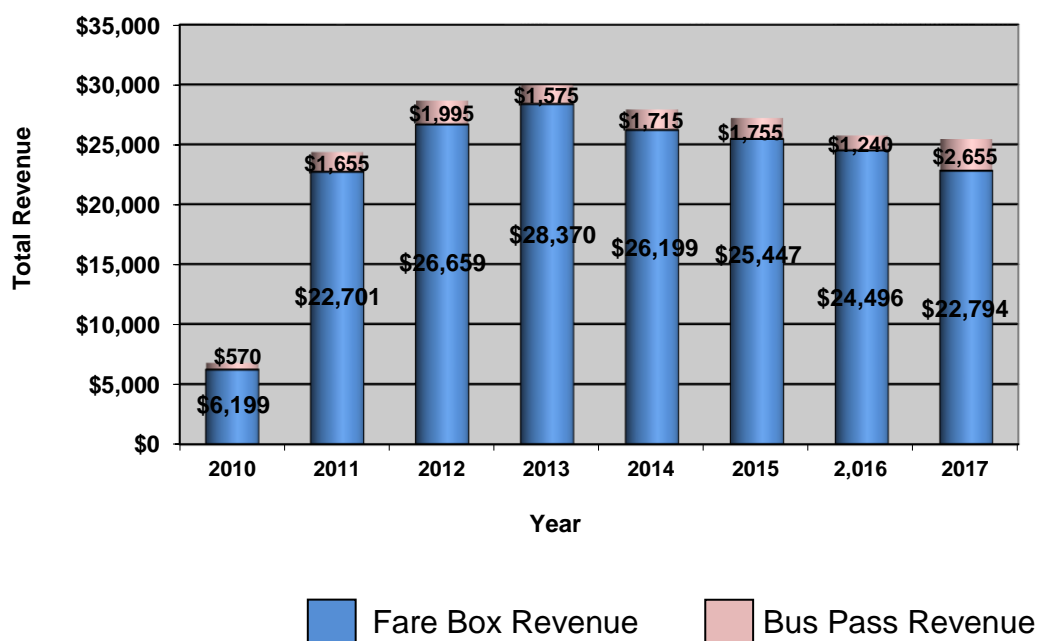
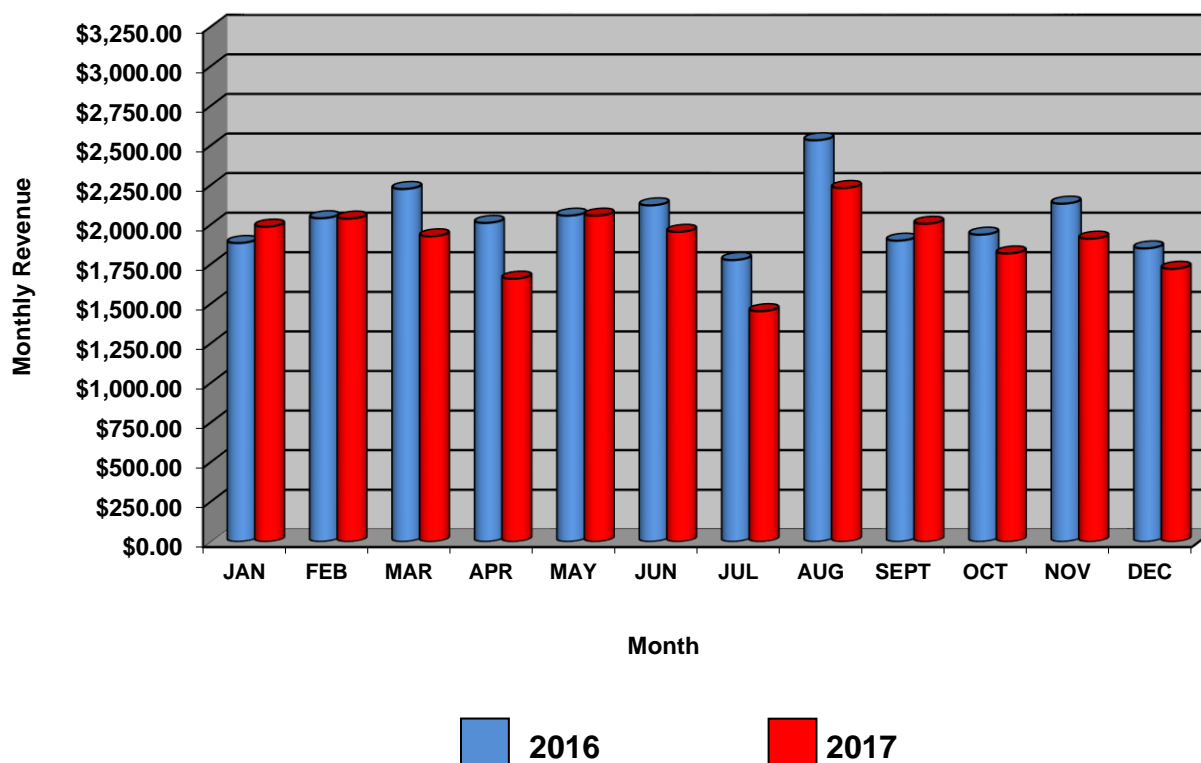


Figure 8 depicts a comparison of monthly total fare box revenues generated by the TTS for 2016 and 2017. The highest total monthly revenue for 2017 (\$2,234) occurred in August. It should be noted that the total for this month included an estimated \$321 generated from the Corn Festival Shuttle Service.

**Figure 8
Total Monthly Fare Box Revenues
2016 and 2017**



Two general boarding options exist for passengers using the bus: cash fare and non-cash fare payment. Non-cash fare includes the following categories:

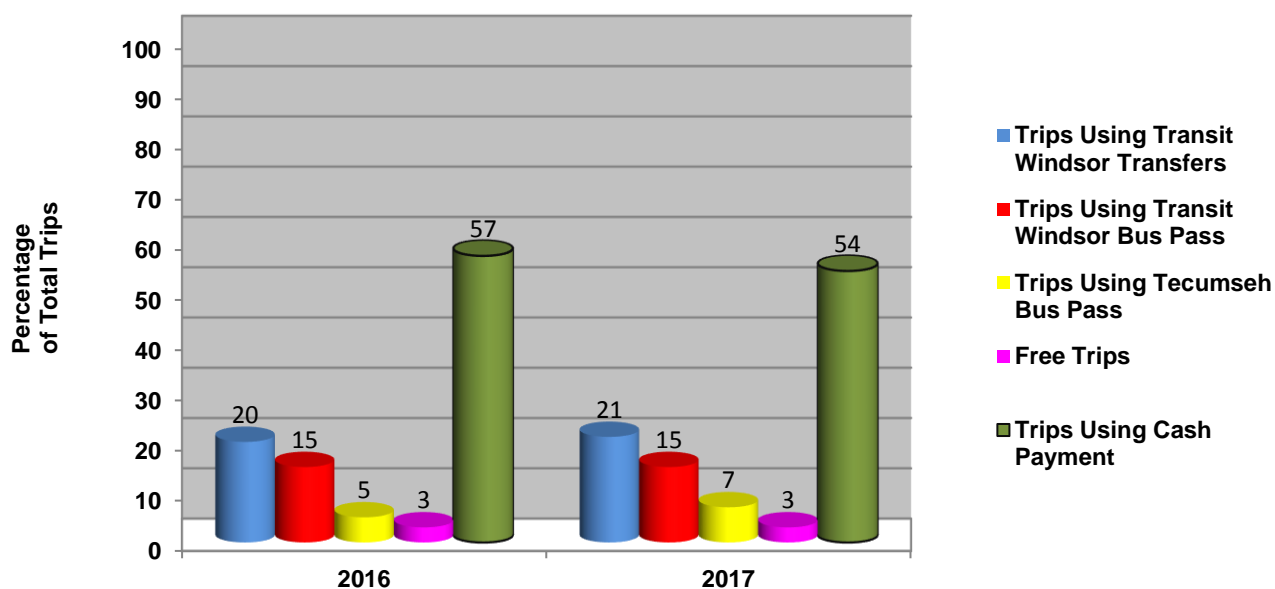
- Transit Windsor transfer (at Tecumseh Mall only);
- Transit Windsor bus pass (at Tecumseh Mall only);
- Tecumseh Transit bus pass; or
- free riders (i.e. child under the age of five, blind persons, veterans and persons assisting a person with a disability)

Figure 9 below identifies the distribution of passengers based on category of fare payment. For 2017, Transit Windsor transfers accounted for 45% of all non-cash fare trips (compared to 47% in 2016) and 21% of total trips (compared to 20% in 2016). These trips are primarily Tecumseh residents who pay an outbound fare (to Tecumseh Mall), continue into Windsor by using the Transit Windsor system, then return to Tecumseh by using the aforementioned transfer stub.

Riders using a Transit Windsor bus pass when boarding the bus at Tecumseh Mall accounted for 33% of all non-cash fare trips (compared to 34% in 2016) and 15% of total trips (same as in 2016). These users are those who board the bus at Tecumseh Mall from the Transit Windsor

system and take the bus into Tecumseh. These riders then pay the required fare when returning to Tecumseh Mall on the outbound trip back into the City of Windsor.

Figure 9
Cash and Non-Cash Fare Trips by Category
2016 and 2017



Passengers using a Tecumseh Transit bus pass, providing access to the system at any stop, accounted for 16% of all non-cash fare trips (compared to 15% in 2016) and 7% of total trips (compared to 5% in 2016). These riders have purchased a monthly bus pass at the Town Municipal Office. Free riders accounted for 3% of all trips in 2016 (same as in 2016).

A total of 43 Tecumseh Transit bus passes were purchased in 2017, up from the 35 purchased in 2016. Adult (18 passes) and Student (13 passes) bus passes accounted for 31 of the 43 bus passes issued respectively, with the other 12 bus passes being senior passes. The majority of the passes (30 of 43) were purchased in one-month increments rather than the multi-month pass option. These riders are primarily Tecumseh residents and students that use the TTS on a daily basis and, in some instances, multiple times per day.

TTS Initiatives Undertaken in 2017 - New Town Bus

The Town took delivery of its new Cutaway Style Low Floor Accessible transit bus on December 19, 2017. This bus was put into service immediately and has remained on the route since that time as the back-up bus awaits necessary repairs. Early feedback from riders has been very positive. The bus was purchased with the assistance of funding from the Public Transit Infrastructure Fund (PTIF) which committed approximately 50% of the \$189,000 cost of the new bus. The new bus will assist with improved accessibility, customer safety and service reliability.



TTS Initiatives Proposed for 2018

i) Proposed Route Changes to the TTS

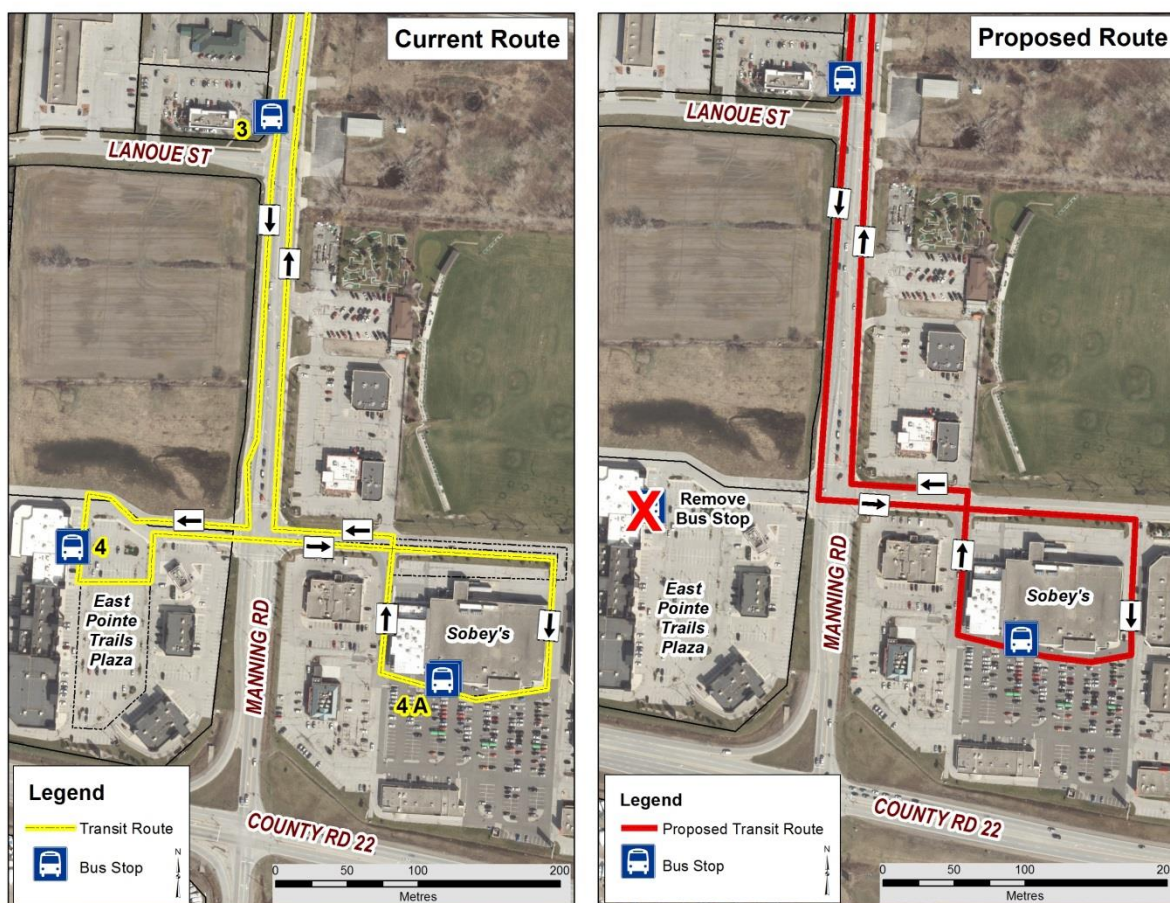
Over the past year, the Town has received an increasing number of complaints regarding the bus being late. It seems at times, particularly during afternoon peak traffic periods, the drivers are having difficulty maintaining the current TTS schedule based on the one-hour headway. It appears that increased traffic congestion in the area and the time involved with the boarding and securing of riders in wheelchairs, are the primary reasons for service delays. If the transit service is not reliable, ridership levels can be negatively affected.

To address this problem and to ensure a higher level of dependability for the TTS, Administration is proposing a number of changes as described below:

Amy Croft/Manning Road

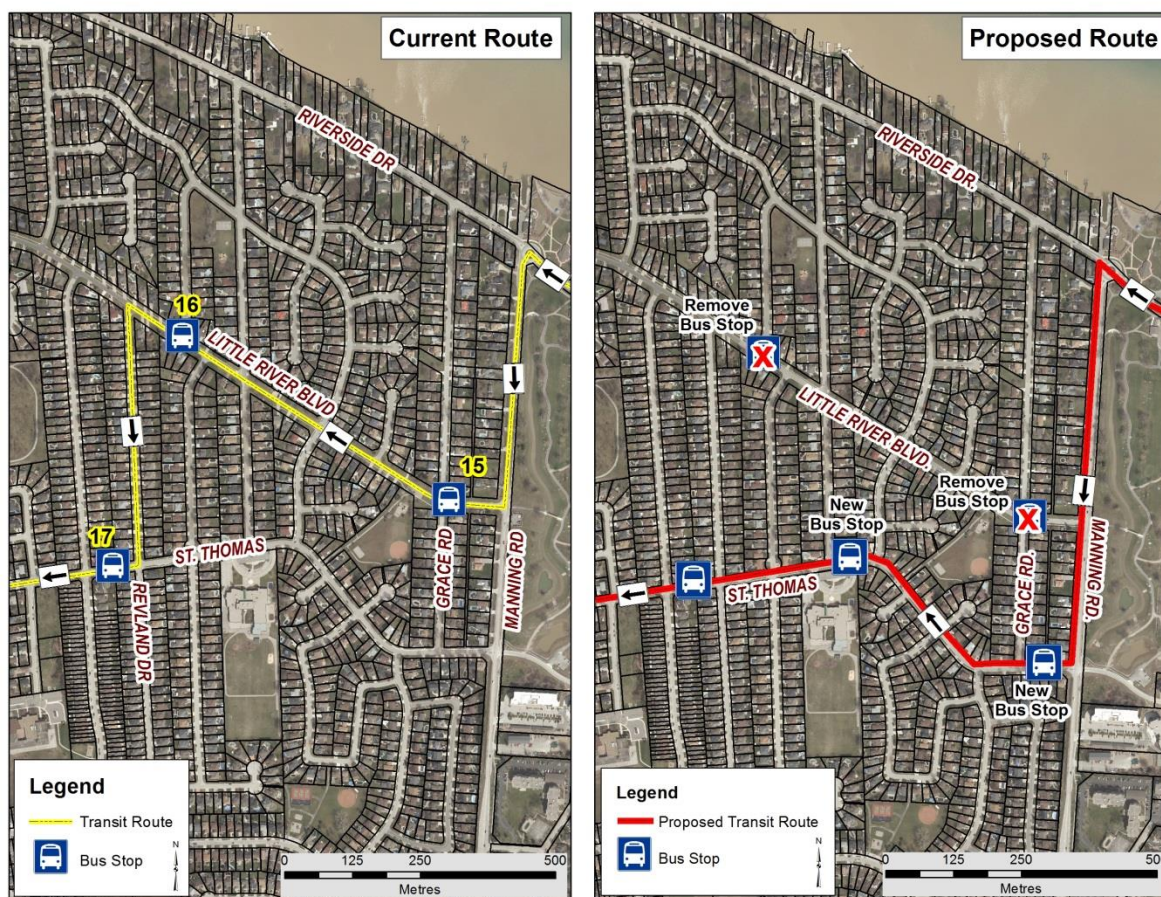
In November of 2014, the TTS extended into the Town of Lakeshore at the Sobeys' Grocery Store located within the St. Clair Shores Shopping Centre for a six-month trial period to gauge ridership interest at this location. Over time, the annual ridership at this stop has grown to over 1,200 making it the third most popular stop on the TTS route in 2017. It is estimated that removing the stop in East Pointe Trails Plaza, thus allowing the bus to turn left from Manning Road onto Amy Croft Drive, thereby negating entering the plaza's parking lot, will save 1-2 minutes depending on signalization timing at Amy Croft Drive and Manning Road. This East

Pointe Trails Plaza stop has very low ridership with only 109 in 2017 (approximately two riders a week). Although direct access to the plaza would be eliminated under this scenario, TTS stops exist within a reasonable walking distance at both Lanoue/Manning and at the Sobeys' grocery store. There is no cost associated with this proposed route modification.



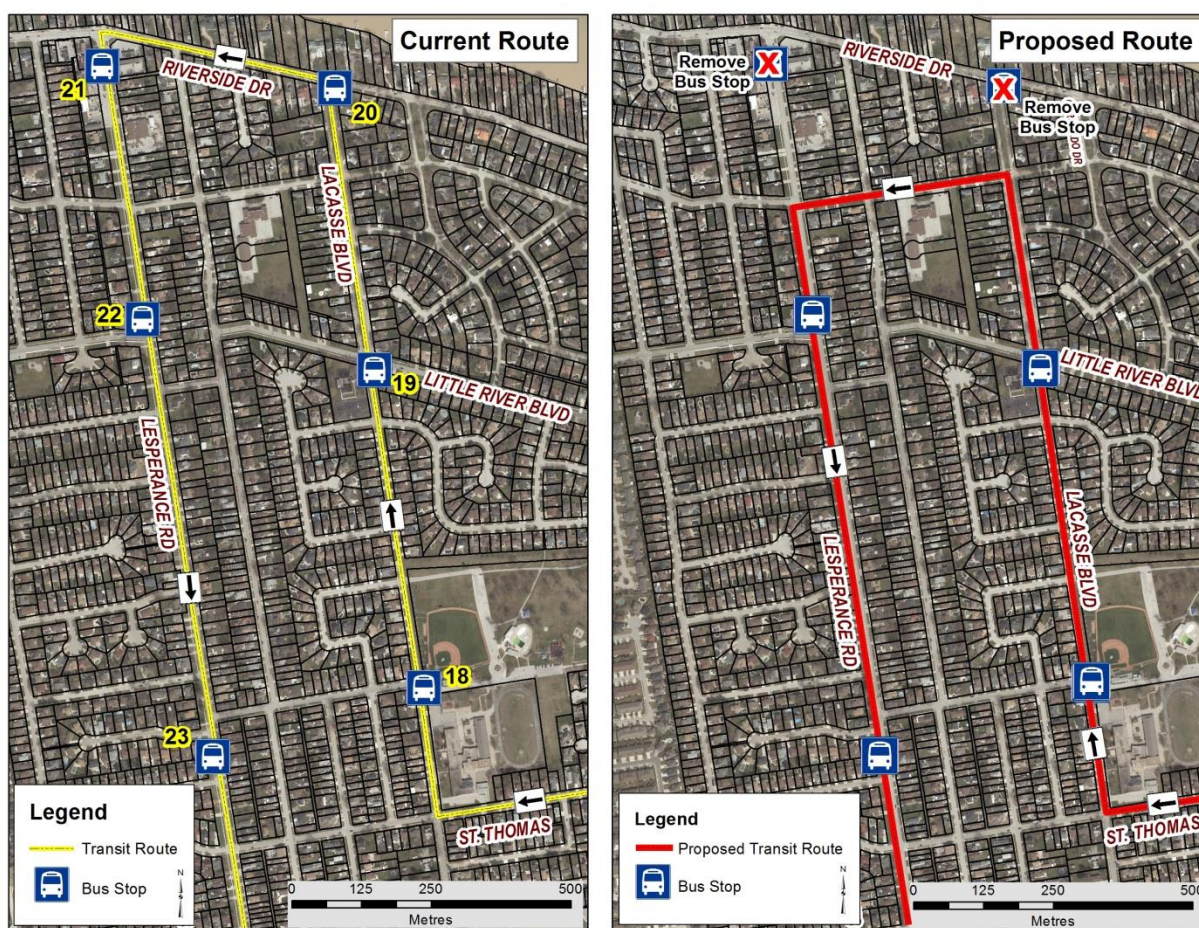
Shifting the TTS Route from Little River to St. Thomas

The rationale for this proposed route revision is to provide a transit stop closer to the high density residential areas and the shopping district on the east side of Manning Road. There is no time impact as a result of this change but it provides a better balance to the residential neighbourhoods west of Manning Rd between Riverside Dr and Tecumseh Rd and will provide a stop directly in front of Ste. Marguerite D'Youville School. The ridership levels at Stops 15 and 16 are low, at 276 and 52, respectively. Further, the proposed relocation of these stops will remain relatively accessible to those boarding at the current locations. There may be marginal costs associated with providing a bus pad and/or short sidewalk extension on St. Thomas.



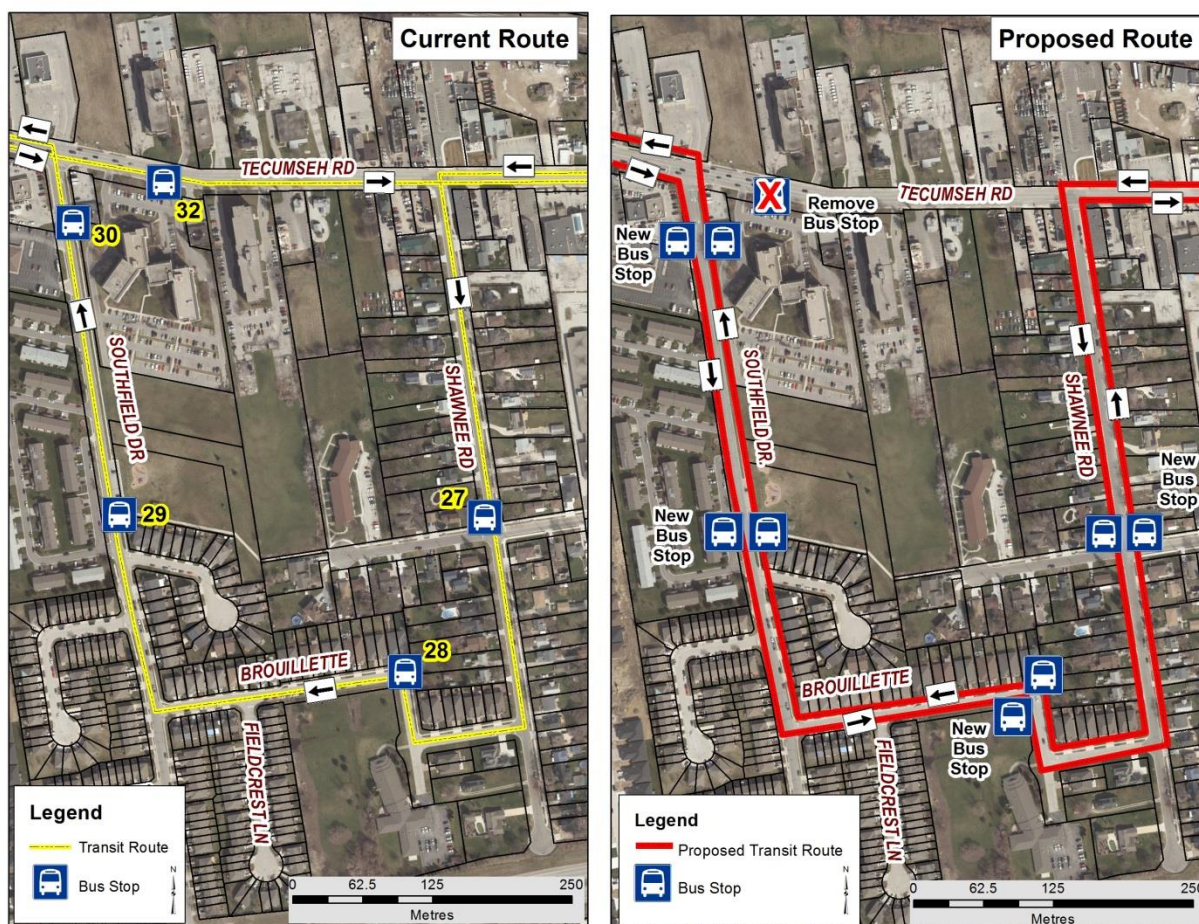
Lacasse–Riverside-Lesperance to Lacasse-Dillon-Lesperance

The removal and/or relocation of Stops 20 and 21 and the revision of the TTS route through Dillon Drive from Lacasse Blvd to Lesperance Rd would result in only a slight reduction in distance (approximately 0.5 km) but would avoid delays associated with turning left onto Riverside Drive from Lacasse and the possibility of having to wait for a red light at Riverside and Lesperance. Stops 20 and 21 have had very low ridership levels over the years with an annual total of only 182 riders in 2017 representing less than one percent of total ridership. There would be no anticipated costs associated with this revision.



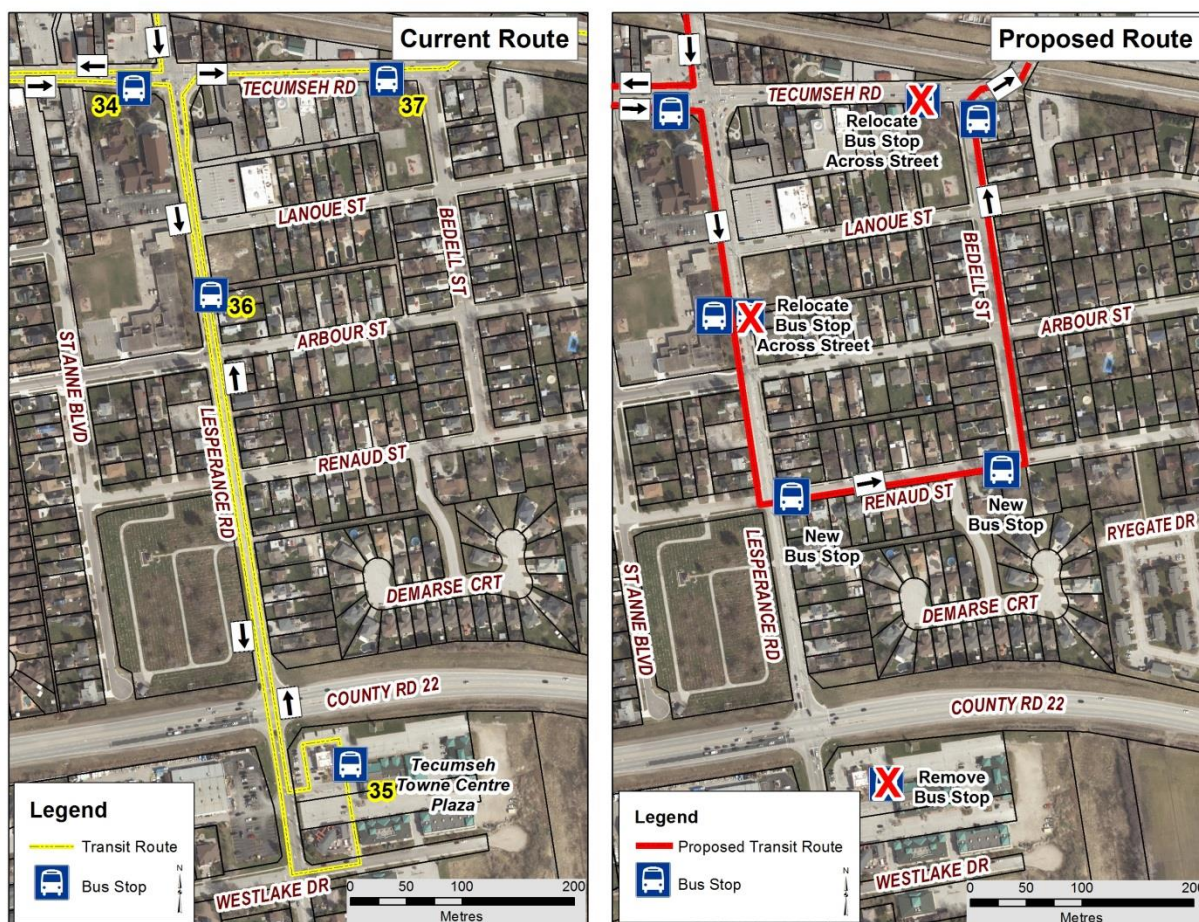
Southfield-Brouillette-Shawnee Eastbound Loop

The neighbourhoods surrounding the Southfield Dr-Brouillette Ct-Shawnee Rd loop are higher density than most neighbourhoods serviced by the TTS thereby lending themselves to higher transit usage which is reflected in the ridership numbers originating from this area. For example, Stops 27 and 28 have ridership levels of 720 and 469, respectively. Although the TTS serves this area westbound on route to Tecumseh Mall in Windsor, it bypasses it on its return to Town eastbound along Tecumseh Road. It is believed that ridership numbers in this area could be increased by providing eastbound service through this neighbourhood. The estimated additional time that would be added to the TTS route to accommodate this proposed revision is approximately two minutes. There would also be some marginal costs associated with providing four new stops along this route.



Tecumseh Town Centre Plaza (Lesperance-Cty Rd 22)

Stop 22, at the Tecumseh Town Centre Plaza, generated only 78 riders in 2017 – an average of less than two riders per week. Due to the traffic signals at County Road 22 and queueing of traffic in front of the access to this plaza at peak times, there can be considerable delays related to accessing this stop. It is estimated that its removal could save three to five minutes depending on the timing of the signalization and the time of the day. Rerouting the TTS easterly on Renaud and adding a stop at Lesperance/Renaud would still enable anyone wishing to access the plaza or Home Hardware to do so with only a very short walk. This revision would also involve the relocation of Stop 36 to the west side of Lesperance Road, a new bus stop at Bedell/Renaud and the relocation of the Ticonderoga Stop to the east side of Bedell Street. This proposed revision would also more directly serve the higher density Ryegate residential development. There would be no anticipated costs associated with this revision.



Proposed Route Modification Summary

The foregoing proposed revisions to the TTS route are intended to improve the reliability of the service, decrease the potential for the bus running late and increase its accessibility to key, transit-supportive areas of the Town. Although the proposed changes result in a reduction of the total route distance by approximately one kilometre (equating to approximately 3,500 kilometres per year), it does not reduce the accessibility to the TTS (based on the 400 metre walking distance). It is recommended that, prior to any final decisions being made on the proposed revisions, they be vetted through an open house and a survey to be administered on the bus (targeting riders that are most directly affected by the proposed changes). The results of the open house and survey will be brought back to Council under a separate report in the near future.

ii) Proposed Service Timing Changes

Currently, the TTS runs from 6:00 a.m. to 6:00 p.m. Over the years, there have been some requests by ridership to extend the service into the evening to allow for additional time to catch the evening run after work. Accordingly, the possibility of changing the timing to 6:30 a.m. – 6:30 p.m. has been reviewed. In discussions with the bus drivers, it was noted that there are very few riders during the first hour of the service and they felt that those who do take it early can be accommodated within the proposed shifted timing.

In addition to the request to extend the evening hours, it was recently brought to our attention that the timing of Stop 7 (the stop nearest L'Essor High School) is approximately 10 minutes prior to the end of the school day. As a consequence, students must wait until 3:07 to take the TTS home from school. Accordingly, by adjusting the route by a half hour, there may be an opportunity to increase the number of students using the service due to the preferred pick-up time.

As with the proposed route changes, before any final decisions are made on the proposed time changes, it is recommended that they be vetted through the open house and on-bus survey.

iii) Request to Change Transit Fare for Ontario Works Recipients

The Town recently received a request to change its fare rates to provide free service to Ontario Works recipients. The inability to access appropriate (and affordable) transportation can have a significant impact on one's ability to obtain and maintain employment.

A review of other transit systems across Ontario revealed that many provide some form of subsidy for riders who receive Ontario Works. Kingston Transit, however, was the only system that provided free service and it was contingent on receiving significant funding through the Ministry of Community and Social Services. Most municipalities provide a discount (i.e. 50 percent reduction) on the monthly pass subject to verification of Ontario Works status. As a TTS Adult Monthly Pass costs \$35, a 50 percent reduction would amount to \$17.50.

Accordingly, Administration is recommending that this reduced TTS Adult Monthly Pass fare be implemented for 2018. It is not anticipated that a significant financial impact will result from implementing this fare reduction. Administration will, however, monitor the operational and financial impacts of this policy and report on it through the next status report.

iv) Seniors Ride for Free Month

In response to Council's direction to better promote the service to seniors, Administration is proposing a promotional campaign whereby all seniors will be permitted to ride the TTS for free for the month of June in 2018 as June is Seniors' Month in Ontario. During this month, the Ministry of Seniors Affairs encourages municipalities to hold Seniors' Month events, including recognition events, socials and seniors' information and active living fairs. Transit can play a supporting role in assisting seniors to live active, healthy lifestyles.

As part of similar initiatives in the past, a flyer was prepared showing the transit route map and schedule, TTS and general transit facts and a list of places that would be of interest to seniors along the TTS route. Promotion of this "free senior's ridership program" and the preparation of related materials will be coordinated with the Manager of Strategic Initiatives.

The principle objective of this initiative will be to help seniors gain a better understanding and appreciation for the TTS and transit in general in hopes that they would feel comfortable using the service on a regular basis.

v) Purchase of a Second Low Floor Accessible Transit Bus

The purchase of another low floor accessible transit bus, similar to the one purchased in 2017 (and delivered in December 2017), is budgeted for in 2018. Prior to issuing the RFQ for the second low floor accessible transit bus, it was believed prudent to provide an opportunity to assess the performance of the recently purchased bus in order to determine whether the specifications for that bus are suitable. After one month of operation, First Student Canada has indicated that the new 2017 bus has operated effectively and recommends no changes to the specifications. Accordingly, an RFQ will be issued shortly for the second new bus.

vi) Advertising Panels on New Bus

It is common for transit systems to generate some revenue through the sale of advertising space on buses. The previous TTS buses were covered in wraps which undermined the ability to place advertising on them. The recently purchased transit bus, however, has an advertising panel on each side. A survey of other transit systems throughout Ontario suggests that the rate for this size of advertising panel ranges from \$120 to \$150 per month. It is believed that given the significant exposure of the TTS, particularly along Tecumseh Road and at Tecumseh Mall, the TTS could command the upper limit of this range. This rate would generate approximately \$300 per month for the TTS. Given the level of ridership on the TTS, it was not deemed worthwhile to promote advertising inside the bus. If the two external advertising panels prove successful, there is the potential to add another advertising panel to the passenger side of the bus. An advertising agreement, based on the one currently used by the arena for rink-board advertising, will be developed for the TTS.

Summary

After peaking in 2013, TTS ridership levels have been marginally diminishing. In an attempt to improve the service a number of initiatives are proposed, including revisions to the route to make it more reliable and the purchase of new, kneeling buses to improve accessibility, safety and comfort for the ridership. The kneeling bus will also provide for more efficient loading of

wheelchair riders as it negates the need for the external lowering of a ramp on the rear of the older bus which takes more time. It is believed that these improvements, along with a promotional effort targeted at seniors as described in this Report, should assist with increasing ridership numbers while providing a more effective and reliable transit service.

Consultations

Financial Services
Parks & Recreation Services
First Student Canada

Financial Implications

None.

Link to Strategic Priorities

Applicable	2017-18 Strategic Priorities
<input checked="" type="checkbox"/>	Make the Town of Tecumseh an even better place to live, work and invest through a shared vision for our residents and newcomers.
<input checked="" type="checkbox"/>	Ensure that the Town of Tecumseh's current and future growth is built upon the principles of sustainability and strategic decision-making.
<input type="checkbox"/>	Integrate the principles of health and wellness into all of the Town of Tecumseh's plans and priorities.
<input checked="" type="checkbox"/>	Steward the Town's "continuous improvement" approach to municipal service delivery to residents and businesses.
<input type="checkbox"/>	Demonstrate the Town's leadership role in the community by promoting good governance and community engagement, by bringing together organizations serving the Town and the region to pursue common goals.

Communications

Not applicable ☒

Website ☐ Social Media ☐ News Release ☐ Local Newspaper ☐

This report has been reviewed by Senior Administration as indicated below and recommended for submission by the Chief Administrative Officer.

Prepared by:

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

Prepared by:

Chad Jeffery, MA, MCIP, RPP
Manager Planning Services

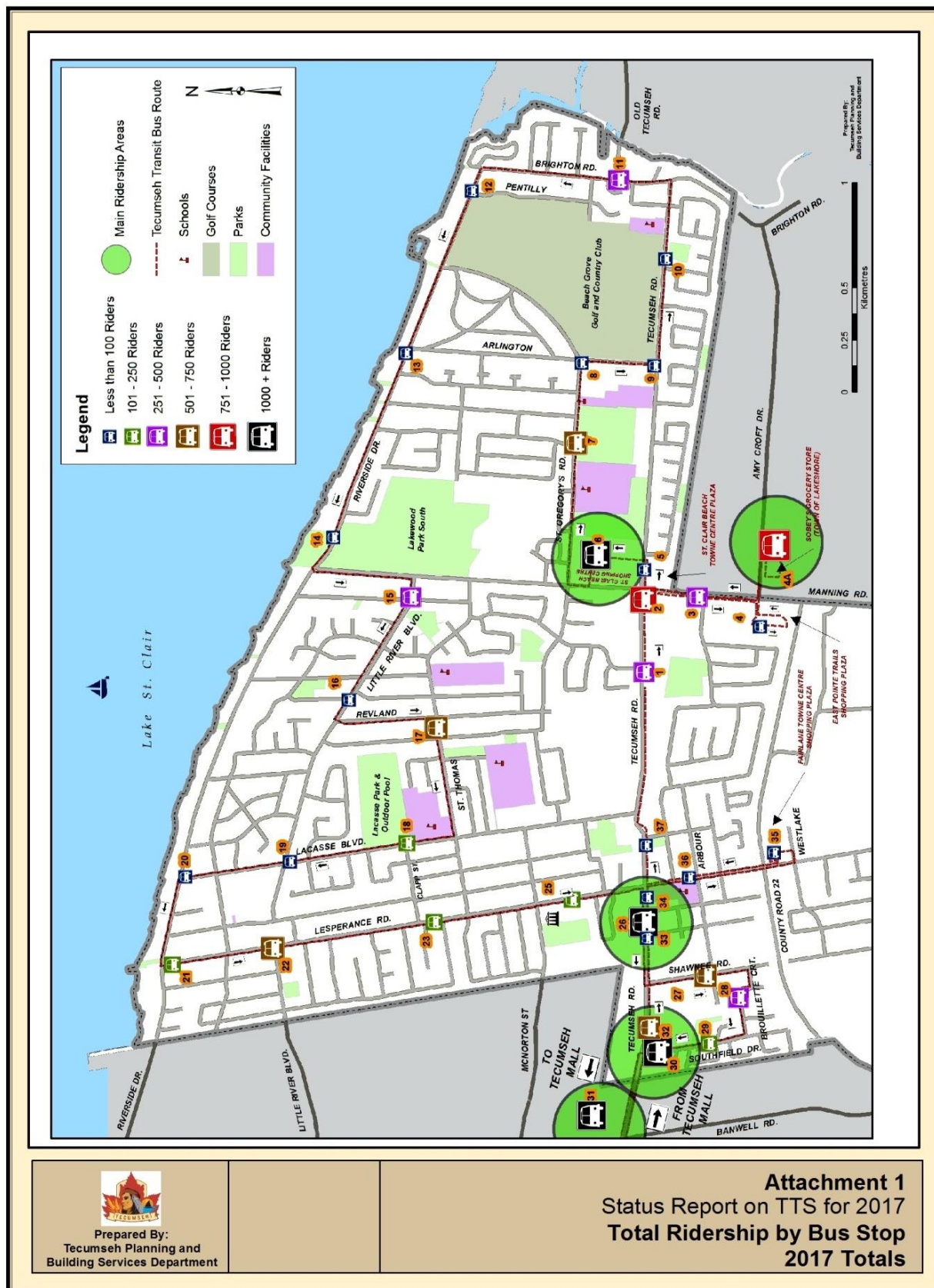
Reviewed by:

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

Recommended by:

Tony Haddad, MSA, CMO, CPFA
Chief Administrative Officer

Attachment Number	Attachment Name
1	2017 Ridership Totals by Bus Stop Map





The Corporation of the Town of Tecumseh

Planning & Building Services

To: Mayor and Members of Council

From: Chad Jeffery, Manager Planning Services

Date to Council: February 13, 2018

Report Number: PBS-2018-03

Subject: Official Plan Amendment and Zoning By-Law Amendment
2593430 Ontario Limited (Petretta Construction)
14328 & 14346 Tecumseh Road (Former Pud's Marina)
Our File: D19 PETTEC

Recommendations

It is recommended:

That the scheduling of a public meeting to be held on Tuesday, March 13, 2018 at 5:30 p.m., for the applications submitted by 2593430 Ontario Limited (Petretta Construction) to amend the St. Clair Beach Official Plan and Zoning By-law 2065 for a 1.4 hectare (3.6 acre) parcel of land located on the north side of Tecumseh Road, approximately 45 metres east of its intersection with Brighton Road (14328 & 14346 Tecumseh Road), from:

i) the current Official Plan designation of "Commercial" to a "Medium Density Residential" designation with a site-specific policy that will establish a maximum density of 51 units per hectare, permit an accessory marina and a limited range of ground floor commercial uses; and

ii) the current "General Commercial Zone (C1-5)" to a site-specific "Residential Type Three Zone (R3-13)"

in order to permit the construction of a five-storey, 71-unit condominium apartment building, accessory marina and limited ground-floor commercial uses, **be authorized.**

Background

Property Location and Surrounding Land Uses

2593430 Ontario Limited (Petretta Construction), "the Applicant", has filed applications with the Town to amend the St. Clair Beach Official Plan and Zoning By-law 2065 for a 1.4 hectare (3.6 acre) parcel of land located on the north side of Tecumseh Road, approximately 45 metres east of its intersection with Brighton Road (14328 & 14346 Tecumseh Road) (see Attachment 1).

The proposed amendments would facilitate the construction of a five-storey, 71-unit condominium apartment building with limited ground-floor commercial uses on the land portion of the subject property. The balance of the property, which is the water-based portion containing the docks associated with the former Pud's Marina, is proposed to be used as a marina accessory to the condominium apartment building. The entire subject property was the location of the former Pud's Marina, which closed in 2017.

The subject property is bordered to the immediate north by a naturalized area that forms the rear yard of a long/narrow single-unit residential property that fronts on Brighton Road. Beyond this property to the north is a canal that provides water access to single-unit residential lots that front on Aloha Drive. Pike Creek forms the easterly boundary of the subject property. The Tecumseh-Lakeshore municipal boundary runs down the middle of this creek. On the east side of Pike Creek, in the Town of Lakeshore, is situated a commercial establishment with associated boat docks, beyond which are multi-unit residential uses. Tecumseh Road forms the southerly boundary of the subject property with a tributary of Pike Creek located on the south side of Tecumseh Road. Farther to the west, on the south-east corner of the Tecumseh Road/Brighton Road intersection, exists a commercial plaza. Abutting the subject property to the west is a newly constructed commercial plaza at the north-east corner of the aforementioned intersection. On the west side of Brighton Road, across from this commercial plaza, are semi-detached and townhouse dwellings fronting on Caritas Court (see Attachment 2).

Public Information Session Held by Applicant

Prior to the formal submission of the proposed Official Plan and Zoning By-law amendment applications to the Town, the applicant organized and held a Public Information Session (PIS) on November 2, 2017. The intent of the PIS was to introduce the proposed development and receive preliminary comments from neighbouring property owners/residents. The applicant and his architects were in attendance to answer questions and gather feedback. Town Administration also attended to review what was being proposed and presented to those in attendance. Primary issues that were identified at the PIS centred on building height and related issues such as obstructed views and rear yard privacy for abutting residents and those along Aloha Drive.

Proposed Development

After the PIS, the applicant made some revisions to the development proposal and formally submitted Official Plan and Zoning By-law amendment applications along with a proposed site plan and architectural renderings (see Attachments 3 and 4) depicting:

- a 71-unit condominium apartment building consisting of two- and three-bedroom units ranging in size from 1,200 to 1,500 square feet;
- 163 on-site parking spaces comprising 81 underground spaces and an 82-space at-grade parking lot to be located along the western side of the subject property abutting the parking lot associated with the existing commercial plaza located at the north-east corner of the Brighton Road/Tecumseh Road intersection;
- one driveway access from Tecumseh Road, located at the westerly end of the property;
- accessory first floor amenities associated with the residential development including a fitness centre, main lobby, lounge and party room;
- a first floor café totalling approximately 2,400 square feet with an associated outdoor patio, to be located along the eastern end of the property, abutting Pike Creek;
- a new boardwalk that will run along the northerly and easterly perimeter of the building, connecting to the existing sidewalk on the north side of Tecumseh Road;
- the creation of 35 new large-format marina boat docks (down from the 72 docks that were once part of the former marina); and
- a large landscaped area along Tecumseh Road in front of the proposed condominium apartment building.

Proposed Planning Applications

In order to permit the proposed development, the applicant is requesting that the subject property be:

- i. redesignated from “Commercial” to “Medium Density Residential” with a site-specific policy establishing a maximum density of 51 units per hectare and permitting a limited range of ground floor commercial uses along with a marina accessory to the residential use; and
- ii. rezoned from “General Commercial Zone (C1-5)” to a site-specific “Residential Type Three Zone (R3-13)”. The R3-13 zone would permit the proposed residential use, accessory marina, a first floor commercial uses (such as a café), along with establishing the maximum number of dwelling units (71) and maximum building height of 5 stories and other lot/building requirements such as yard setbacks, lot coverage, landscaping requirements and minimum number of parking spaces and parking space sizes.

Additional Planning Approvals

In addition to the aforementioned planning applications, it should be noted that the approval of a Draft Plan of Condominium by the County of Essex, along with Council approval of a development and/or site plan control agreement, will be required prior to the proposed development proceeding. The Draft Plan of Condominium approval process will also require a public review process and a statutory public meeting. This approval process will proceed in the event that the current applications are approved.

The applicant has been advised of these requirements and is in the process of finalizing final site plan and Plan of Condominium drawings.

Supporting Documents

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

- i) *Traffic Impact Study, Residences at Bay Harbour Residential & Commercial Development – RC Spencer Associates Inc., December 2017.*

During early discussions regarding potential development of the subject property, Town Administration identified that the preparation of a Traffic Impact Study (TIS) would be required in order to assess the impacts of traffic generated from the site on adjacent roads. Accordingly, the Owner retained the services of RC Spencer Associates Inc. to conduct a TIS.

The study examined the traffic implications of the proposed development on traffic operations in the area, focussing on:

- the portion of Tecumseh Road which abuts the subject property;
- the all-way stop sign-controlled Brighton Road/Tecumseh Road intersection; and
- the north/south stop sign-controlled East Pike Creek Road/Old Tecumseh Road intersection in the Town of Lakeshore.

The study concluded that:

- *the stop-controlled intersections of Brighton Road and East Pike Creek Road with Old Tecumseh Road will continue to operate at a very good level of service under full site development, even with future traffic growth of 10% above existing; and*
- *with respect to the safety of the site-specific traffic operations, it is noted that the driveway access to the proposed facility is approximately 105m west of the crest of the Pike Creek Bridge. Given the complex nature of the existing geometries at this location, intersection sight distance was considered as part of the TAC's geometric design guidelines to ensure that this driveway access is located at a*

sufficient sight distance to allow for safe traffic operations into and out of the proposed facility.

Town Administration has reviewed this study and is satisfied that its analysis and recommendations are sufficient to support consideration of the proposed re-designation and rezoning of the subject property from a transportation perspective.

- ii) *Functional Servicing Study, Residences at Bay Harbour – RC Spencer Associates Inc., January 2018.*

Town Administration also identified the need to address municipal water, sanitary and stormwater management (quantity and quality) services for the proposed development. Accordingly, the Owner retained RC Spencer Associates Inc. to prepare a Functional Servicing Study for the proposed development.

Town Administration has reviewed this study and although some of the assumptions and design criteria used in the study will require further discussion and analysis, sufficient information has been provided to demonstrate that municipal services (water, sanitary and stormwater) are available to the subject property in a manner that gives sufficient information to provide preliminary support for the proposed Official Plan and Zoning By-law amendments. Further discussion and analysis will be sought from the Owner's engineering consultant, which could be provided in the short term or at the time the Owner files formal application for the draft plan of condominium and a more detailed review of the development is undertaken. In the interim, it is our opinion that sufficient analysis has been undertaken to provide preliminary support for the Official Plan and Zoning By-law amendment applications.

Comments

The following planning analysis is provided to assist Council in understanding the scope of the issues and the matters requiring consideration as this proposal advances through the planning process.

Provincial Policy Statement, 2014

The Planning Act establishes that Council, when making decisions that affect a planning matter, "shall be consistent with" the 2014 Provincial Policy Statement ("PPS") issued under *The Planning Act*. The PPS encourages and supports development on lands identified for urban growth in settlement areas. Relevant excerpts include:

"1.1 Managing and Directing Land Use to Achieve Efficient and Resilient Development and Land Use Patterns"

1.1.1 Healthy, liveable and safe communities are sustained by:

- b) accommodating an appropriate range and mix of residential, employment, institutional, recreation, park and open space, and other uses to meet long-term needs;*
- e) promoting cost-effective development patterns and standards to minimize land consumption and servicing costs;*

1.1.3 Settlement Areas

- 1.1.3.1 Settlement areas shall be the focus of growth and development, and their vitality and regeneration shall be promoted.*
- 1.1.3.2 Land use patterns within settlement areas shall be based on:*
 - a) densities and a mix of land uses which:*
 - 1. efficiently use land and resources;*
 - 2. are appropriate for, and efficiently use, the infrastructure and public service facilities which are planned or available, and avoid the need for their unjustified and/or uneconomical expansion;*
 - 4. support active transportation;*
 - 5. are transit-supportive, where transit is planned, exists or may be developed;*
 - b) a range of uses and opportunities for intensification and redevelopment in accordance with the criteria in policy 1.1.3.3, where this can be accommodated.*
- 1.1.3.3 Planning authorities shall identify and promote opportunities for intensification and redevelopment where this can be accommodated taking into account existing building stock or areas ... and the availability of suitable existing or planned infrastructure and public service facilities required to accommodate projected needs.*
- 1.1.3.4 Appropriate development standards should be promoted which facilitate intensification, redevelopment and compact form, while maintaining appropriate levels of public health and safety.*
- 1.1.3.6 New development taking place in designated growth areas should occur adjacent to the existing built-up area and shall have a compact form, mix of uses and densities that allow for the efficient use of land, infrastructure and public service facilities.*

1.4 Housing

1.4.3 Planning authorities shall provide for an appropriate range of housing types and densities to meet projected requirements of current and future residents of the regional market area by:

b) permitting and facilitating:

- 1. All forms of housing required to meet the social, health and well-being requirements of current and future residents, including special needs requirements; and*
- 2. All forms of residential intensification and redevelopment in accordance with policy 1.1.3.3;*

c) directing the development of new housing towards locations where appropriate levels of infrastructure and public service facilities are or will be available to support current and projected needs;

d) promoting densities for new housing which efficiently use land, resources, infrastructure and public service facilities, and support the use of alternative transportation modes and public transit in areas where it exists or is to be developed;

e) establishing development standards for residential intensification, redevelopment and new residential development which minimize the cost of housing and facilitate compact form, while maintaining appropriate levels of public health and safety.

1.8 Energy Conservation, Air Quality and Climate Change

1.8.1 Planning authorities shall support energy conservation and efficiency, improved air quality, reduced greenhouse gas emissions, and climate change adaptation through land use and development patterns which:

- a) promote compact form and a structure of nodes and corridors;*
- b) promote the use of active transportation and transit in and between residential, employment (including commercial and industrial) and institutional uses and other areas;*

6.0 Definitions

Residential intensification: means intensification of a property, site or area which results in a net increase in residential units or accommodation and includes:

- a) redevelopment, including the redevelopment of brownfield sites;*

- b) *the development of vacant or underutilized lots within previously developed areas;*
- c) *infill development”*

The foregoing policies establish that the Town should be supporting and promoting higher density development that results in compact built form and makes more efficient use of existing services while offering a range of housing forms/types to meet expected needs, such as those of the growing senior cohort of the Town's population. The PPS supports the development of a broad range of housing types and tenures. It also encourages residential intensification within identified urban areas and where such areas have appropriate levels of servicing.

In accordance with the foregoing policies, the 71-unit condominium apartment building proposed for the subject lands would be consistent with the PPS. The proposal provides an alternative form of housing type and tenure and at a density that provides for a more compact built form. The proposed development is also a means of achieving intensification in accordance with the definition contained in the PPS. The subject lands are also within the Tecumseh Transit system service area (i.e. within 400 metres or a five-minute walk of a bus stop).

County of Essex Official Plan, 2014

The subject lands are within a Primary Settlement Area of the County Official Plan. Any amendment to a local official plan must be in conformity with the policy direction contained in the County of Essex Official Plan. The goals and policies of the County of Essex Official Plan encourage a range of residential development within identified settlement areas such as the fully serviced urban areas of the Town of Tecumseh. The following goals and policies of the County Official Plan are most relevant in the assessment of the subject proposal:

“3.2.2 Goals

The following goals are established for those lands designated as Settlement Areas on Schedule “A”:

- a) *Support and promote public and private re-investment in the Primary Settlement Areas;*
- b) *To support and promote healthy, diverse and vibrant settlement areas within each of the seven Essex County municipalities where all county residents, including special interest and needs groups can live, work and enjoy recreational opportunities;*
- c) *To promoted development within Primary Settlement Areas that is compact, mixed-use, pedestrian oriented, with a broad range of housing types, services and amenities available for residents from all cultural, social and economic backgrounds;*

- d) *To promote the creation of public places within all neighbourhoods that foster a sense of community pride and well-being and create a sense of place;*
- i) *Promote residential intensification within Primary Settlement Areas;*

3.2.4.1 Policies

The following policies apply to Primary Settlement Areas:

- a) *Primary Settlement Areas shall be the focus of growth and public/private investment in each municipality;*
- b) *Primary Settlement Areas shall have full municipal sewerage services and municipal water services and stormwater management services, a range of land uses and densities, a healthy mixture of housing types including affordable housing options and alternative housing forms for special needs groups, and be designed to be walkable communities with public transit options;*
- c) *Local municipal Official Plans shall establish appropriate land uses in accordance with the policies of this Plan;*
- i) *Cost effective development patterns and those which will minimize land consumption and reduce servicing costs are encouraged. Land use patterns which may cause environmental, heritage preservation or public health and safety concerns shall be avoided;”*

It is noted that the subject property is within a Primary Settlement Area, as designated in the County of Essex Official Plan. In accordance with the aforementioned goals and policies, the proposed applications conform to the County of Essex Official Plan.

St. Clair Beach Official Plan

As noted previously, the subject lands are designated “Commercial” on Schedule “A” of the St. Clair Beach Official Plan (see Attachment 4). An amendment to the Official Plan will be required to designate the subject property into a “Medium Density Residential” designation and to introduce a site-specific policy to permit a total density of 51 units per hectare in order to facilitate the residential component of the development, along with permitting a limited range of ground floor commercial uses to facilitate the proposed café. The site specific policy will also need to permit the marina that is proposed in association with the condominium apartment units.

The goals and policies of the “Medium Density Residential” designation encourage the development of housing types other than single unit dwellings as a means of increasing the supply of affordable housing and offering a variety of ownership options, such as condominium, that can be appropriately integrated with the existing and proposed development pattern.

However, the "Medium Density Residential" designation currently does not permit the density resulting from the proposed 71-unit condominium apartment building. Under subsection 4.2.2 a), it is established that residential uses in this designation shall consist primarily of townhouse and apartment style development not exceeding a maximum density of 25 units per hectare or five storeys in height. As noted previously, the proposed development would result in a site-specific density of 51 units per hectare.

Although the density proposed exceeds the maximum established in the Official Plan, there are mitigating factors that warrant the consideration of an amendment to the Official Plan. Specifically, these mitigating factors include:

- the units within the proposed condominium apartment building are anticipated to have a lower persons-per-household (pph) yield than that which the Official Plan density limits were based on;
- the St. Clair Beach Official Plan, under Section 2.4, Basis of the Plan - Projected Demand for Housing, states that the amount of land remaining within the Village for residential purposes is quite limited. Consequently, this section establishes that in order to accommodate as much residential development within the existing boundaries as possible, the policies of the Plan will encourage the provision of medium density residential housing on those undeveloped parcels that remain.

Based on the foregoing, an amendment to the Official Plan changing the land use designation and establishing an appropriate site specific policy is required. Subsection 8.13 of the Plan, Amendment Procedures, establishes that, when contemplating an amendment to the Official Plan, due regard shall be had to the following matters:

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

The land-based portion of the subject property is relatively flat and typical of those found in this area of the municipality, while the balance of the property comprises the area that had been previously dredged and was the water-based portion of the former Pud's Marina. The lands are deemed suitable for the proposed development. Given its location relative to Pike Creek and the available water access combined with its historical use as a commercial marina, the subject property provides a unique opportunity to integrate a housing development with an accessory marina. Initial preconsultation with the Essex Region Conservation Authority has confirmed that the proposal will require design solutions that protect against potential flooding in relation to the subject property's location adjacent to the Pike Creek along with the property's inclusion in the "Lake St. Clair Floodprone Area" on Schedule "B" of the Official Plan. As a point of reference, this Floodprone Area covers almost half of the lands located in the former Village. Permits will ultimately be required from the Conservation Authority prior to any development proceeding.

ii) the adequacy of municipal and utility services;

As noted above, the applicant has provided a functional servicing study for the proposed development. Public Works and Environmental Services Department has

reviewed the water, sanitary and storm servicing requirements for the proposed development. Public Works and Environmental Services Department has advised that the increase in the number of units presents no servicing capacity concerns for the subject property or to the municipal system, subject to a review of the final engineering analysis.

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

As noted earlier in the Report, the applicant submitted a TIS that concluded the projected traffic volume from the proposed development will not significantly affect the ability of Tecumseh Road, or its intersections with Brighton Road and East Pike Creek Road, to continue to operate at an acceptable level of service.

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

As noted earlier in this report, the surrounding area is a mix of residential and commercial uses. As a general tenet of planning, residential uses are generally deemed to be compatible with other residential uses in so far as the nature of the use of the buildings and properties have similar components and characteristics. Issues may arise, however, when due regard is not given to differences in scale and massing of abutting residential properties. Mitigation of these potential problems commonly occurs in the form of building orientation, building design, site design, buffering, appropriate setbacks and separation between uses.

To assist with assessing the impact of the proposed five-storey dwelling on existing views and rear yard privacy, the applicant's architects prepared renderings from the perspective of a person standing in the rear yard of a number of lots fronting on Aloha Drive (see Attachments 5A to 5D). These renderings demonstrate that the view of the proposed building is somewhat negated by the existing natural vegetation on the finger of land extending easterly towards the Pike Creek combined with the significant distance (approximately 74.6 metres (245 feet) to 110 metres (360 feet) between the proposed building and the homes fronting the south side of Aloha Drive.

The applicant also prepared a shadow study which confirmed that for the vast majority of daylight hours throughout the year, the shadows cast by the proposed development will be contained within the extent of the subject property. Limited shadow casting that would affect structures on abutting lands would occur for brief periods of time (approx. 30-45 minutes) during early morning (9:00 am) and late evening (6:00 pm).

It is important to note that a commercial marina has historically operated at this location. Through the summer months the property was relatively active, while in the winter months it primarily functioned as a dry-land boat storage area. Although the height and scale of the proposed building will be significantly different from that which currently exists, the proposed use will primarily be of a residential nature, which will generally be compatible with surrounding uses. The accessory marina component of this proposal

will be of a reduced scale and activities related thereto should be more compatible than the current operation.

In conclusion, it is the opinion of the writer that subject to addressing any concerns identified through the public review process, the proposed development, through proper design, can be compatible with existing and potential future uses in the surrounding area.

St. Clair Beach Zoning By-law 2065

The lands are currently zoned "General Commercial Zone (C1-5)" on Schedule "A" of the St. Clair Beach Zoning By-law 2065 (see Attachment 5). As noted previously, the C1-5 zone permits a commercial marina, in addition to a wide range of other commercial uses permitted in the general C1 zone. The proposed rezoning will permit an apartment building with a maximum of 71 units and 5 storeys, limited ground-floor commercial uses and an accessory marina. Specific yard and lot provisions will be established as well. .

Subsection 4.2.2 c) of the Official Plan establishes the following items are to be considered when reviewing the appropriateness of applications to amend the Zoning By-law to permit medium density residential uses:

i) *The general compatibility of the proposed use with existing uses in close or adjacent parcels of land:*

Refer to planning comments on compatibility in the "Official Plan" Section earlier in this Report.

ii) *The capacity of the roads affected and their ability to handle the expected increases in traffic;*

Refer to planning comments on traffic impact in the "Supporting Documents" and "Official Plan" Sections earlier in this Report.

iii) *The adequacy of municipal services, including water and sewage capacity as confirmed by the Ministry of the Environment, to serve the proposed development;*

Refer to planning comments on servicing in the "Supporting Documents" and "Official Plan" Sections earlier in this Report.

iv) *The adequacy of off-street parking facilities to serve the proposed development;*

The total number of spaces to be provided as part of the proposed development (163 spaces) exceeds the minimum established in the St. Clair Beach Zoning By-law by 44 spaces. It is believed that sufficient off-street parking will be provided.

v) *The provision of landscaping, buffering and building setbacks adequate to protect the privacy of surrounding residential properties;*

Even though the majority of the land uses immediately adjacent to the property are either commercial in nature or naturalized land (island to the south of Tecumseh Road), particular regard should be had to mitigating potential impacts that the proposed five-storey residential building could have on adjacent residential uses.

With respect to the existing residential dwelling that abuts the property to the north-west (fronting onto Brighton Road), the proposed condominium apartment building will be setback approximately 43 metres (142 feet) from the shared lot line with this residential lot.

With respect to the residential dwellings to the north, located on the south side of Aloha Drive, a small portion of the proposed apartment building (the western portion) will be setback a minimum of 7.6 metres (25 feet) from the subject property's northern lot line, with the majority of the building being setback a distance of approximately 40.5 metres (133 feet) from the northern lot line. In addition, as noted previously, the naturalized rear yard of the residential property on Brighton Road and a waterway/canal are located between the subject property and the residential lots on the south side of Aloha Drive. Accordingly, the total distance of the proposed apartment building to these dwellings will be approximately 74.6 metres (245 feet) to 110 metres (360 feet).

The residential dwellings to the southeast, fronting the west side of East Pike Creek Road in the Town of Lakeshore are separated from the proposed condominium apartment building by a minimum of 140 metres (460 feet). In addition, they are physically separated from the subject property by the Pike Creek and Tecumseh Road, which comprises the bridge structure that crosses Pike Creek.

In summary, there is considerable distance separating the proposed condominium apartment building from adjacent residential uses which will significantly mitigate issues of privacy in relation to these properties.

In addition, site plan control can be used to ensure the integration of appropriate buffering and landscaping details to address concerns identified through the public review process and to ensure that the privacy of current residential areas will be adequately protected.

vi) *The impact the proposed development may have on the Village's long term goal of maintaining the two existing golf courses for golf course use;*

The proposed development will increase the opportunity for residential development intensification in the former Village on other than golf course land.

vii) *The proposal's conformity with the Provincial Policy Statement on Housing (since replaced by the 2014 Provincial Policy Statement)*

As noted above, the policies of the 2014 Provincial Policy Statement support the development of the subject lands for higher density, more compact multi-unit residential development in a fully serviced area with public facilities, transit and significant commercial nodes in close proximity.

Subject to the adequate resolution of any issues identified through the public review process, and given the current policy direction of the PPS, the County Official Plan and the St. Clair Beach Official Plan, the proposed rezoning has merit and, in the opinion of the writer, is appropriate for further consideration through a process of seeking public input.

Summary

In summary, it is the opinion of the writer, along with Town Administration, that the proposal warrants further consideration. A public meeting to consider the proposed official plan and zoning by-law amendments, in accordance with the requirements of the *Planning Act*, will provide an opportunity to hear concerns and comments, if any, of neighbouring owners and other interested stakeholders/agencies. It is important that the concerns and comments of these stakeholders be taken into consideration as part of the full evaluation of the applications.

Consultations

Planning & Building Services
Public Works & Environmental Services
Fire & Emergency Services

Financial Implications

None.

Link to Strategic Priorities

Applicable	2017-18 Strategic Priorities
<input checked="" type="checkbox"/>	Make the Town of Tecumseh an even better place to live, work and invest through a shared vision for our residents and newcomers.
<input checked="" type="checkbox"/>	Ensure that the Town of Tecumseh's current and future growth is built upon the principles of sustainability and strategic decision-making.
<input type="checkbox"/>	Integrate the principles of health and wellness into all of the Town of Tecumseh's plans and priorities.
<input type="checkbox"/>	Steward the Town's "continuous improvement" approach to municipal service delivery to residents and businesses.
<input type="checkbox"/>	Demonstrate the Town's leadership role in the community by promoting good governance and community engagement, by bringing together organizations serving the Town and the region to pursue common goals.

Communications

Not applicable ☐

Website ☒ Social Media ☐ News Release ☐ Local Newspaper ☐

This report has been reviewed by Senior Administration as indicated below and recommended for submission by the Chief Administrative Officer.

Prepared by:

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

Prepared by:

Chad Jeffery, MA, MCIP, RPP
Manager Planning Services

Reviewed by:

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

Reviewed by:

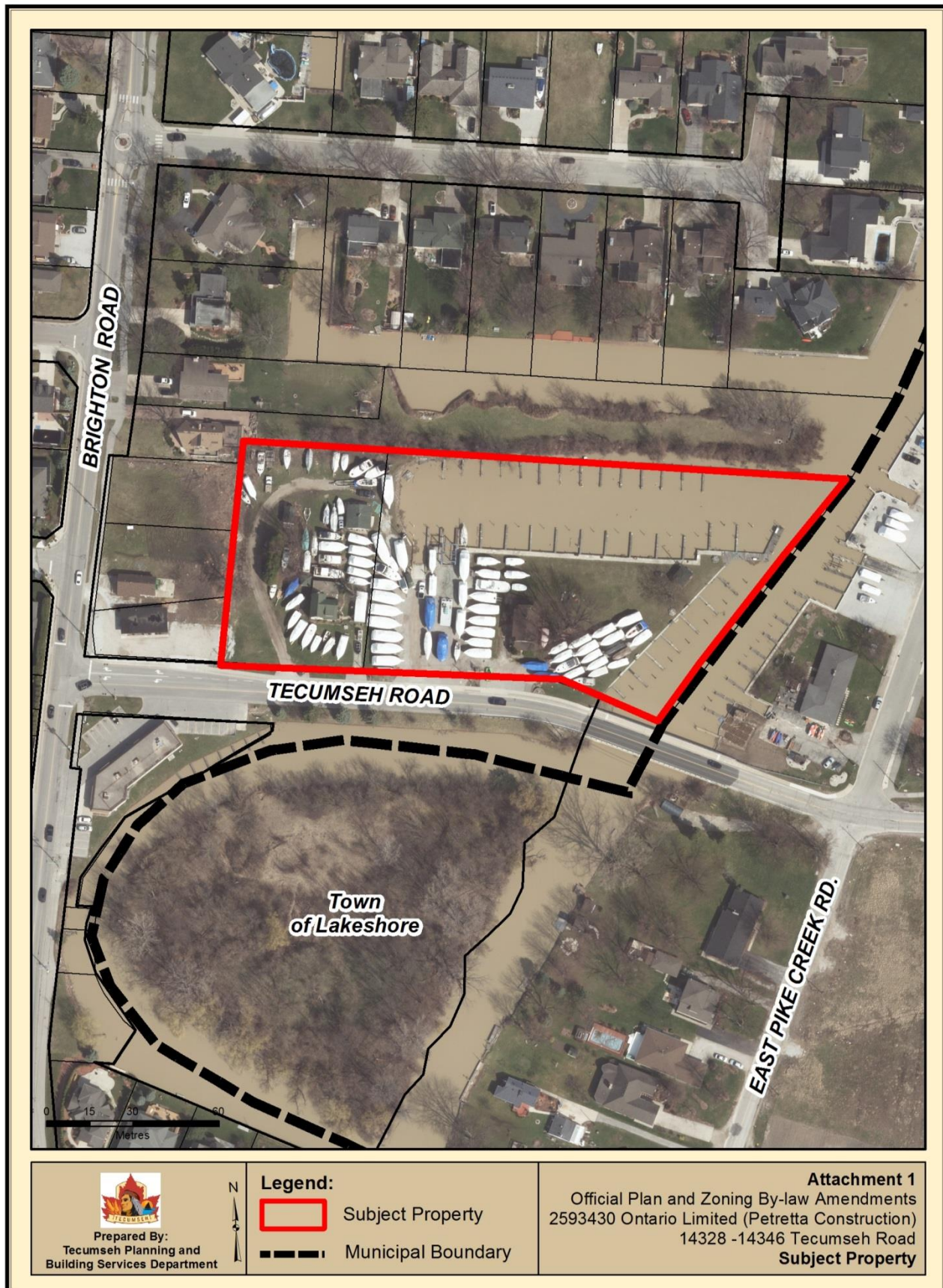
Dan Piescic, P.Eng.
Director Public Works & Environmental Services

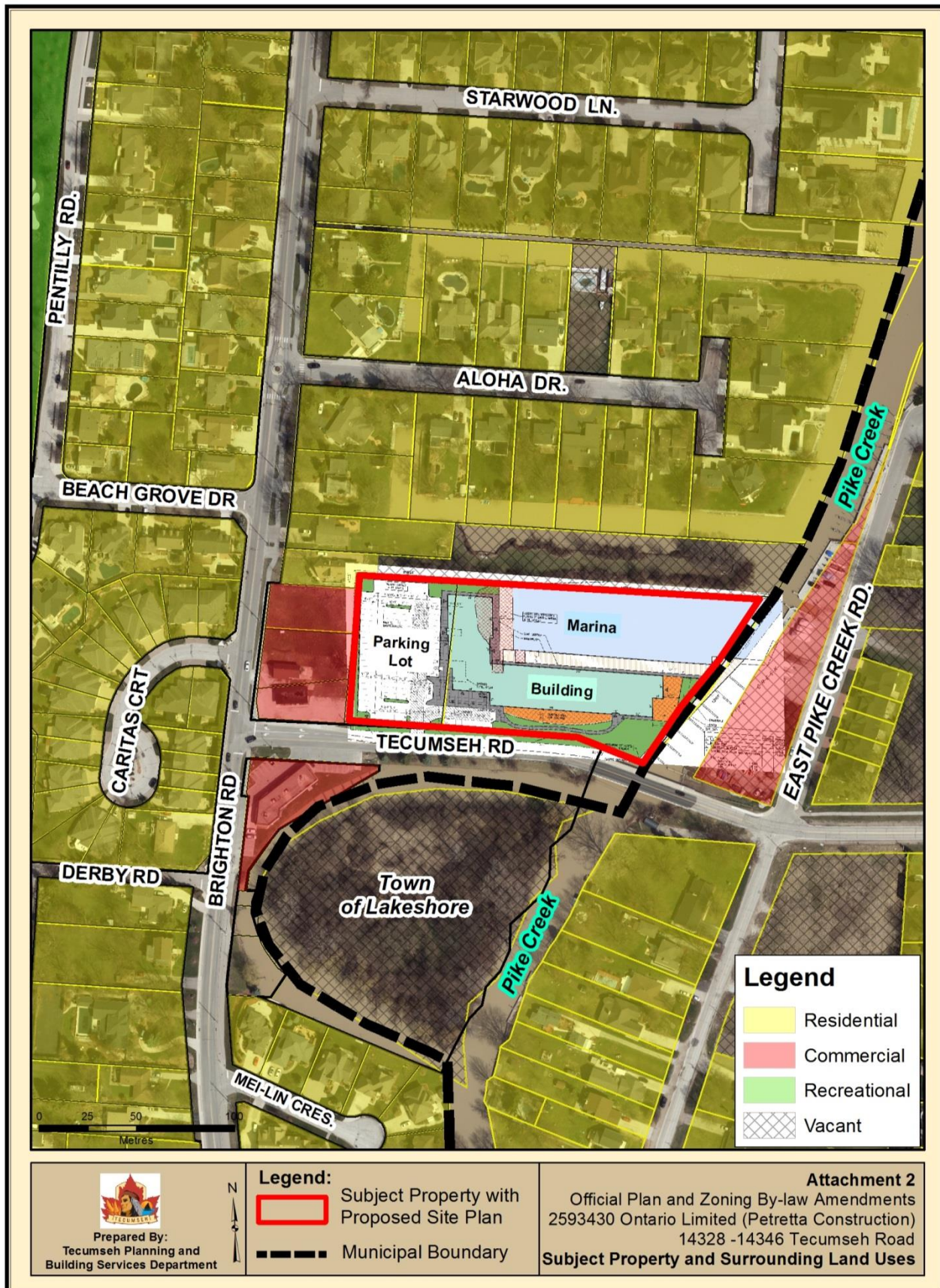
Recommended by:

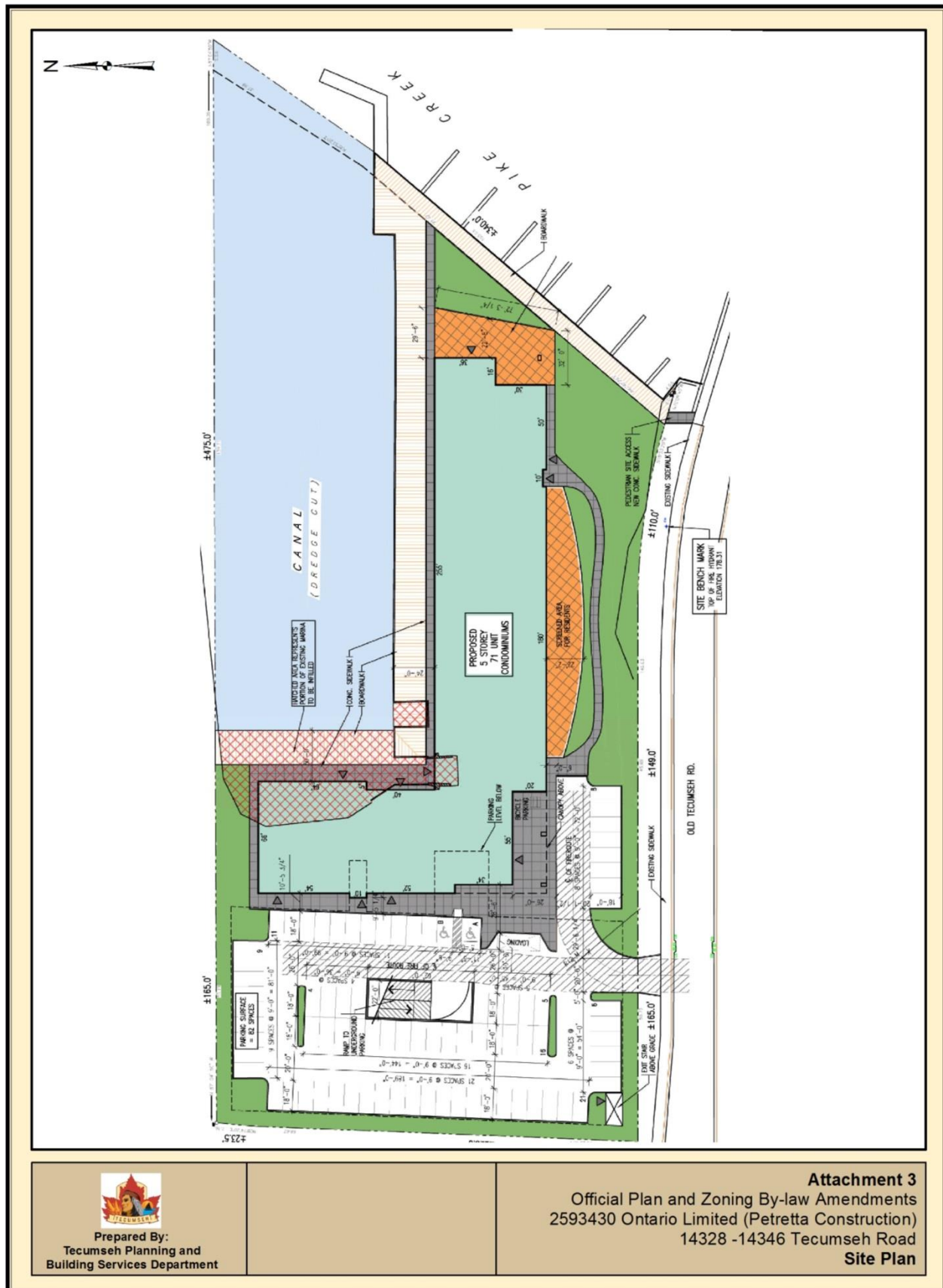
Tony Haddad, MSA, CMO, CPFA
Chief Administrative Officer

Attachment Number	Attachment Name
1	Subject Property Map
2	Subject Property and Surrounding Land Uses Map
3	Site Plan
4	Architectural Renderings
5A	Sight Lines from Aloha Drive 1
5B	Sight Lines from Aloha Drive 2

Attachment Number	Attachment Name
5C	Sight Lines from Aloha Drive 3
5D	Sigh Lines from Aloha Drive 4
6	Official Plan Map
7	Zoning Map









View looking north-east from Tecumseh Road



View looking north-west from Tecumseh Road

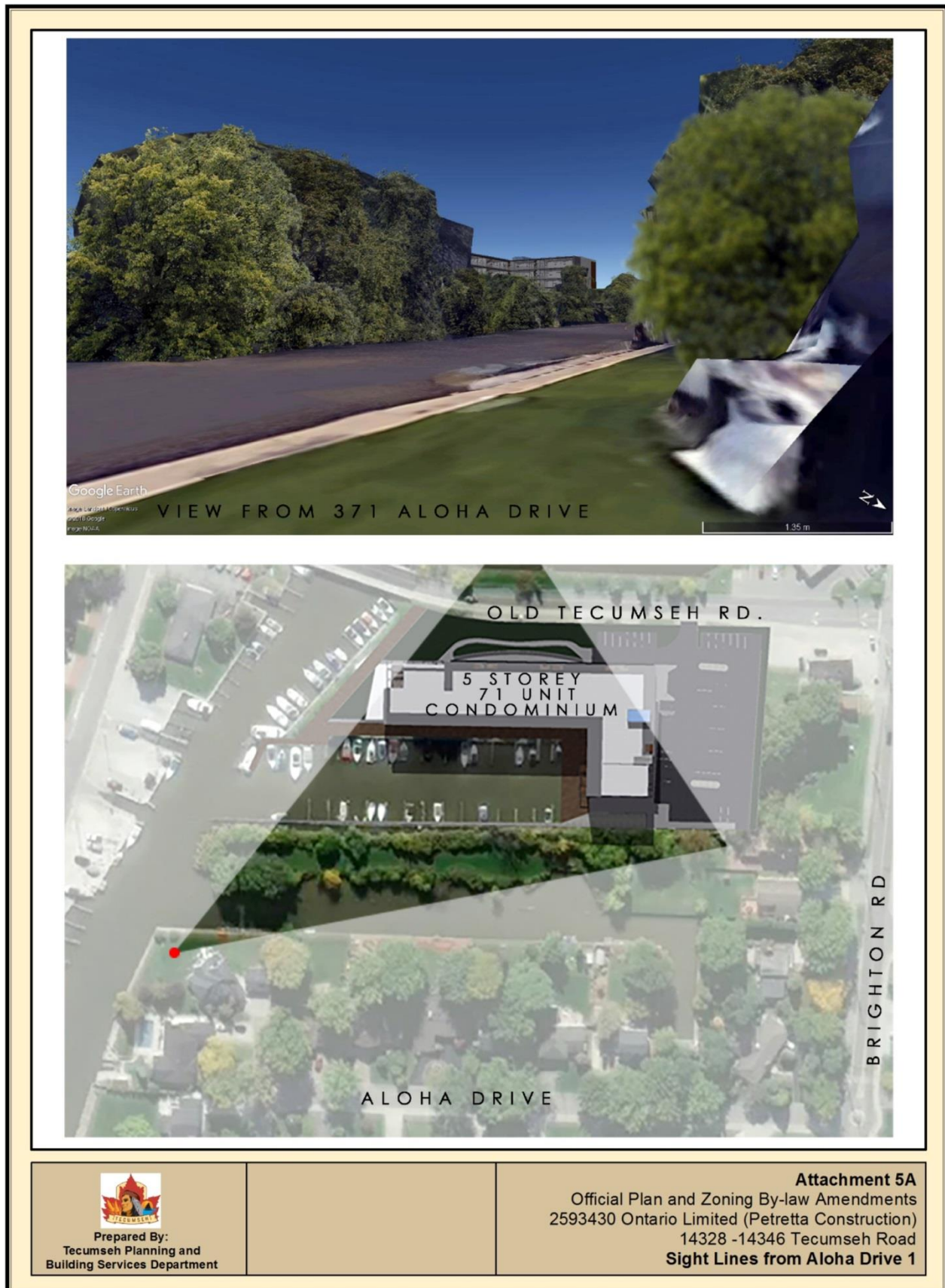


View looking south-east from East Pike Creek Road



Prepared By:
 Tecumseh Planning and
 Building Services Department

Attachment 4
 Official Plan and Zoning By-law Amendments
 2593430 Ontario Limited (Petretta Construction)
 14328 -14346 Tecumseh Road
Architectural Renderings



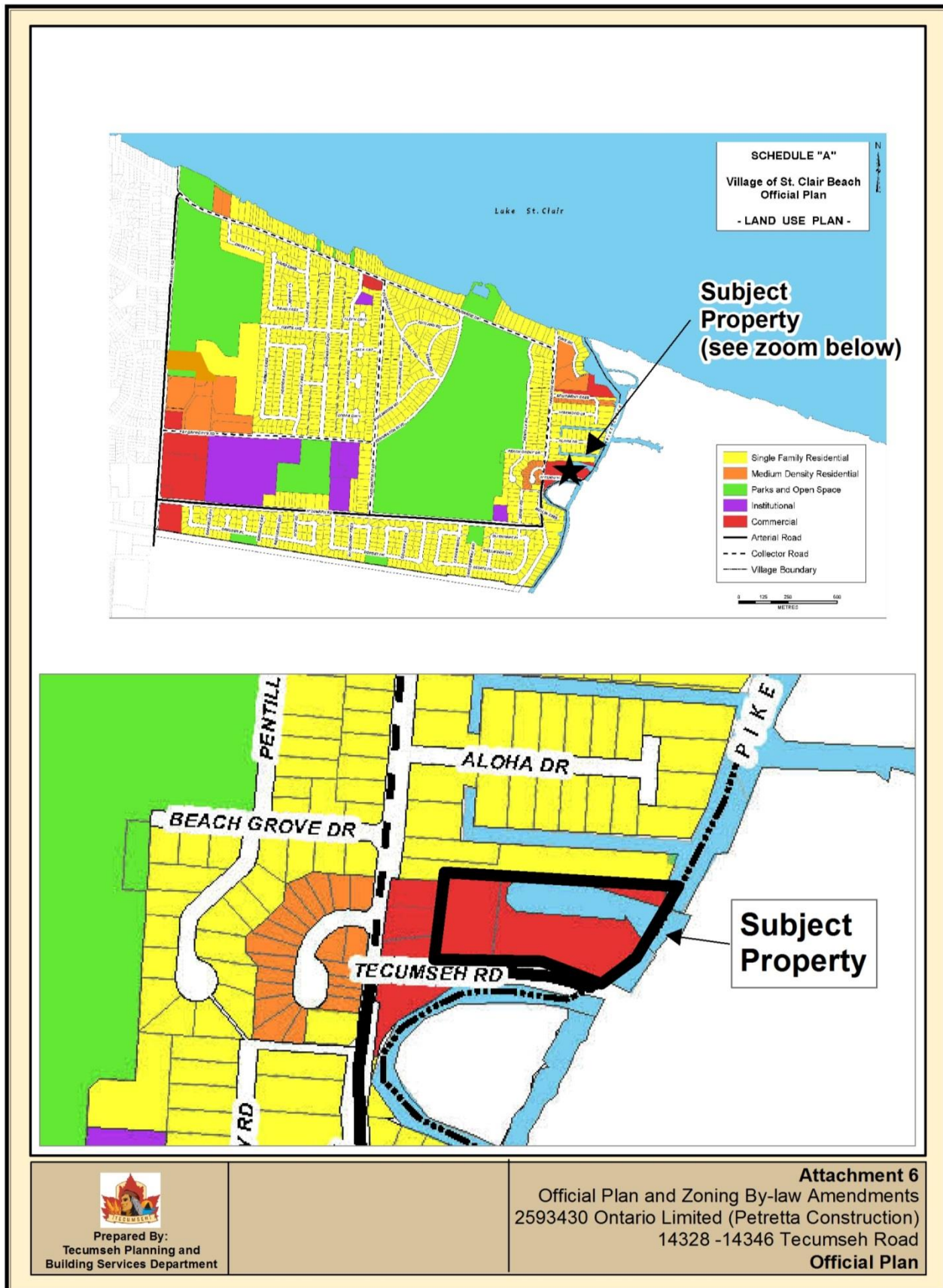


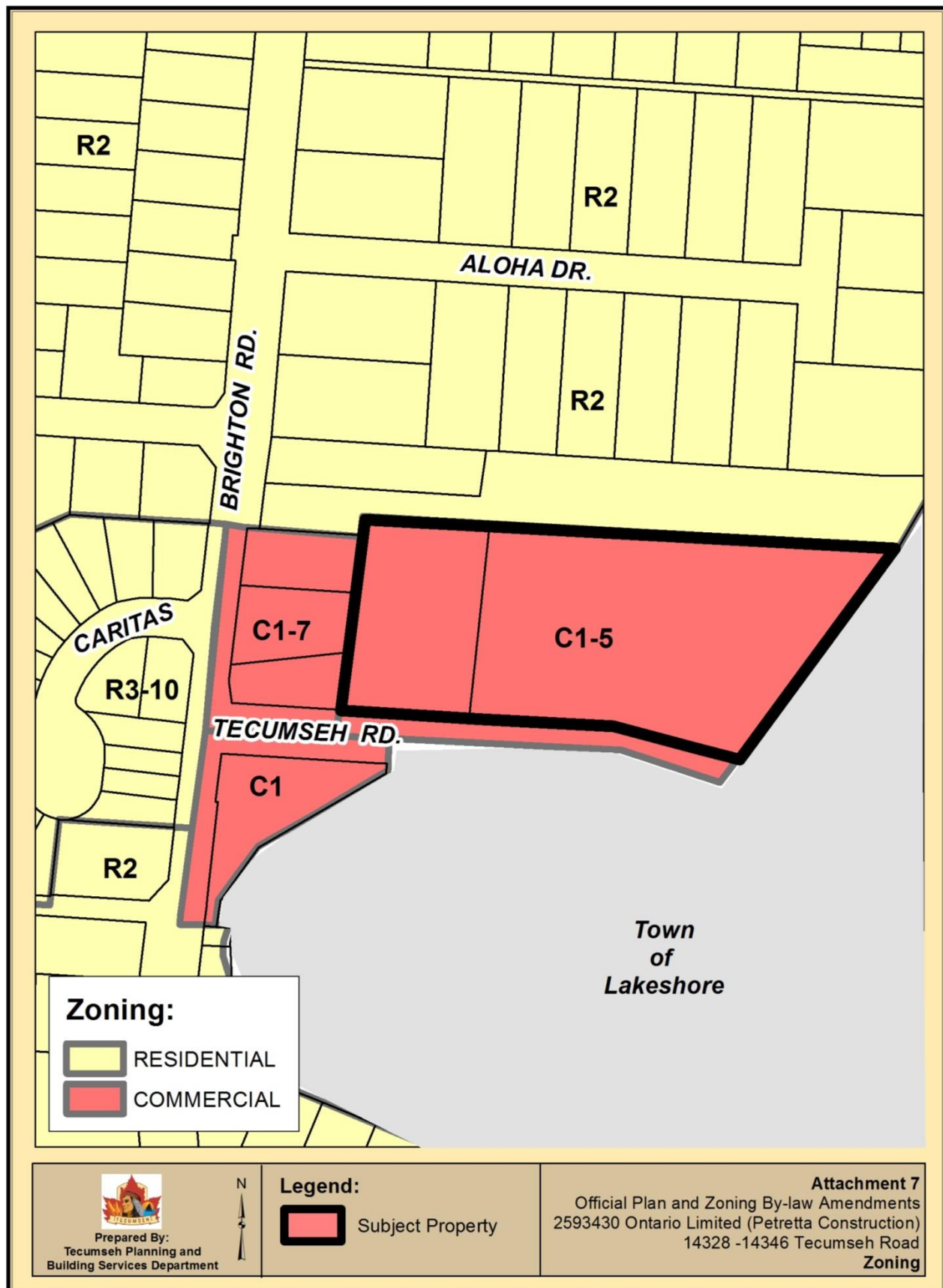
Prepared By:
 Tecumseh Planning and
 Building Services Department

Attachment 5B
 Official Plan and Zoning By-law Amendments
 2593430 Ontario Limited (Petretta Construction)
 14328 -14346 Tecumseh Road
Sight Lines from Aloha Drive 2











The Corporation of the Town of Tecumseh

Public Works & Environmental Services

To: Mayor and Members of Council

From: Phil Bartnik, Manager Engineering Services

Date to Council: February 13, 2018

Report Number: PWES-2018-06

Subject: Rossi Drive Sanitary Sewer Extension – Tender Award

Recommendations

It is recommended that:

1. The tender for the Rossi Drive Sanitary Sewer Extension in the amount of \$1,364,200 excluding HST **be awarded** to Amico Infrastructures Inc. and that the Mayor and Clerk **be authorized** to execute an agreement, satisfactory in form to the Town's Solicitor, with Amico Infrastructures Inc.; and that
2. Project funding allocations, reflecting a \$532,800 decrease, **be adjusted** as follows:
 - Road Lifecycle Reserve – decrease from \$1,152,500 to \$979,400
 - Watermain Reserve Fund – decrease from \$60,000 to \$8,200
 - Wastewater Sewers Reserve Fund – decrease from \$557,500 to \$401,400
 - **Expected landowner recoveries for the Wastewater Sewers Reserve Fund are \$292,965*
 - Storm Sewer Lifecycle – decrease from \$475,800 to \$351,600
 - Bridge Lifecycle Reserve – decrease from \$36,000 to \$8,400

Background

At the December 12, 2017 Regular Meeting of Council, Council approved the recommendations (Motion RCM-441/17) of PWES Report No. 57/17 titled "2018-2022 Public Works & Environmental Services Capital Works Plan" that authorized Administration to proceed with the 2018 capital works projects including the construction of the Rossi Drive Sanitary Sewer Extension.

This project consists of the extension of new sanitary sewers, replacement of existing storm sewers, and full road reconstruction on Rossi Drive from Pulleyblank Street to Outer Drive.

Comments

A Tender call for the Project was advertised in the Shoreline Week and on the Town's website on January 12, 2018, along with direct notification to the Windsor Construction Association. Nine (9) tenders were received by the Purchasing Officer on February 1, 2018. The Tenders were opened publicly in Council Chambers in the presence of Administration.

Tenderer	Total Tender Price (excluding HST)
Amico Infrastructures Inc.	\$1,364,200.00
Shea Rock Construction Group Inc.	\$1,489,916.00
D'Amore Construction (2000) Ltd.	\$1,524,200.00
Sherway Contracting (Windsor) Ltd.	* \$1,560,716.80
Major Construction (2010) Ltd.	\$1,573,218.40
J & J Lepera Infrastructures Inc.	* \$1,597,000.00
SLR Contracting Group Inc.	\$1,689,102.00
Coco Paving Inc.	\$1,785,100.00
Rudak Excavating Inc.	* \$1,946,393.10

**Denotes corrected totals*

There were no major inconsistencies, omissions, or unbalanced pricing found in any of the tenders. Mathematical errors were made in the tenders of Amico Infrastructures Inc., Sherway Contracting (Windsor) Ltd., J&J Lepera Infrastructure Inc. and Rudak Excavating Inc., all of which did not impact the order of the tenders. All Tenderers submitted the required Bid Bond and acknowledged receipt of Addendum No.1.

Based on their low tender submission and subsequent discussions, Administration, in consultation with Stantec, recommends that Council award the tender for Rossi Drive Sanitary Sewer Extension in the amount of \$1,364,200 excluding HST to Amico Infrastructures Inc. and that the Mayor and Clerk be authorized to execute an agreement, satisfactory in form to the Town's Solicitor, with Amico Infrastructures Inc.

The Town received MOE Approval on November 27, 2017 for the Project. Amico Infrastructures Inc. has indicated that upon contract award they will commence construction with a tentative construction start date of March 2018. The project is anticipated to be substantially performed by June 2018.

Consultations

Financial Services
Purchasing Officer
Stantec Consulting Limited

Financial Implications

PWES Report No. 57/17 provided an estimated project cost of \$2,281,800 and funding approval as follows:

Rossi Drive Sanitary Sewer Extension:

• Road Lifecycle Reserve	\$1,152,500
• Watermain Reserve Fund	\$60,000
• Wastewater Sewers Reserve Fund *	\$557,500
• Storm Sewer Lifecycle Reserve	\$475,800
• Bridge Lifecycle Reserve	<u>\$36,000</u>
Total	\$2,281,800

**Expected landowner recoveries for the Wastewater Sewers Reserve Fund are \$292,965, in accordance with By-Laws 2011-103, 2014-85 & 2016-78 for the North Talbot Road Sanitary Sewer Outlet.*

The tendered/projected costs are summarized below:

• Construction (tender)	\$1,364,200
• Engineering	\$315,400
• Topographic & Legal Survey	\$7,800
• MOECC ECA Application Fee	\$1,100
• Tender Advertisement	\$500
• Design Locates & Hydro-vac Excavations	\$9,900
• Geotechnical Quality Assurance	<u>\$20,000</u>
	\$1,718,900
• Non-rebateable HST (1.76%)	<u>\$30,100</u>
Total	\$1,749,000

The total tendered/projected cost is under the \$2,281,800 budget by \$532,800, as detailed in the table below:

Rossi Drive	Project Budget	Tendered / Projected	Change
Road LC	\$1,152,500	\$979,400	-\$173,100
Watermain RF	\$60,000	\$8,200	-\$51,800
Wastewater Sewers RF*	\$557,500	\$401,400	-\$156,100
Storm Sewer LC	\$475,800	\$351,600	-\$124,200
Bridge LC	\$36,000	\$8,400	-\$27,600
Totals:	\$2,281,800	\$1,749,000	-\$532,800

**Expected landowner recoveries for the Wastewater Sewers Reserve Fund are \$292,965, in accordance with By-Laws 2011-103, 2014-85 & 2016-78 for the North Talbot Road Sanitary Sewer Outlet.*

Link to Strategic Priorities

Applicable	2017-18 Strategic Priorities
<input checked="" type="checkbox"/>	Make the Town of Tecumseh an even better place to live, work and invest through a shared vision for our residents and newcomers.
<input checked="" type="checkbox"/>	Ensure that the Town of Tecumseh's current and future growth is built upon the principles of sustainability and strategic decision-making.
<input type="checkbox"/>	Integrate the principles of health and wellness into all of the Town of Tecumseh's plans and priorities.
<input checked="" type="checkbox"/>	Steward the Town's "continuous improvement" approach to municipal service delivery to residents and businesses.
<input type="checkbox"/>	Demonstrate the Town's leadership role in the community by promoting good governance and community engagement, by bringing together organizations serving the Town and the region to pursue common goals.

Communications

Not applicable ☒

Website ☐

Social Media ☐

News Release ☐

Local Newspaper ☐

This report has been reviewed by Senior Administration as indicated below and recommended for submission by the Chief Administrative Officer.

Prepared by:

Phil Bartnik, P.Eng.
Manager Engineering Services

Reviewed by:

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

Reviewed by:

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

Recommended by:

Tony Haddad, MSA, CMO, CPFA
Chief Administrative Officer

**Attachment
Number**

**Attachment
Name**

1	Letter from Stantec Consulting Limited dated February 2, 2018
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Stantec Consulting Ltd.
140 Ouellette Place, Suite 100
Windsor, Ontario N8X 1L9
Tel: (519) 966-2250
Fax: (519) 966-5523

February 2, 2018
File: 165620086

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

Attention: Mr. Phil Bartnik, P. Eng.
Manager of Engineering Services

Dear Sir,

Reference: Tender Report
Rossi Drive Sanitary Sewer Extension

Tenders for the above referenced project were received at the Town of Tecumseh offices until 2:00 p.m. Thursday, February 1, 2018. A total of nine (9) tenders were submitted, with the tenders opened publicly at 2:05 p.m. on that date. The tender amounts are shown below.

<u>CONTRACTOR</u>	<u>TENDER PRICE (Not Including HST)</u>
1. Amico Infrastructures Inc.	\$1,364,200.00
2. SheaRock Construction Group Inc.	\$1,489,916.00
3. D'Amore Construction (2000) Ltd.	\$1,524,200.00
4. Sherway Contracting (Windsor) Ltd.	\$1,560,716.80*
5. Major Construction (2010) Ltd.	\$1,573,218.40
6. J&J Lepera Infrastructures Inc.	\$1,597,000.00*
7. SLR Contracting Group Inc.	\$1,689,102.00
8. Coco Paving	\$1,785,100.00
9. Rudak Excavating Inc.	\$1,951,138.10*

* - Denotes Corrected Totals

One (1) Addendum was issued during tendering. All nine tenderers noted that they had received the one (1) Addendum in their form of tender. All tenderers except Coco Paving submitted a full copy of Addendum 1 with their tender submittal as required. Coco Paving only submitted a copy of the addendum acknowledgement sheet. Since Coco Paving submitted the eighth lowest tender, no further action was taken.



**Reference: Tender Report
Rossi Drive Sanitary Sewer Extension**

The tenders were checked for inconsistencies, omissions, unbalanced pricing and other items that would raise concerns. No major inconsistencies, omissions or unbalanced pricing were found in any of the tenders. Rudak Excavating Inc.'s unit price for item B7a was much higher than the other tenderers and could be a minor unbalanced price or a mistake since their extended price is also the same. Since Rudak Excavating Inc. submitted the highest total tender price, no further action was taken.

Statements "A" to "D" were completed by all tenderers as required.

The tenders were checked for mathematical errors. The following errors were noted:

Amico Infrastructures Inc. filled out the unit prices for Item Nos. C3a and C3b but did not include the total amount for those items. The amount was properly included in the total for Section C, so no changes to the total tender price were made.

Sherway Contracting (Windsor) Ltd. had a multiplication error in Item C18. The amount for this item was revised from \$9,000 to \$900. This changed the total for Section C from \$916,870 to \$908,770 and the total tender price (excluding HST) from \$1,568,816.80 to \$1,560,716.80.

J. & J. Lepera Infrastructure Inc. had an addition error in Section C. This changed the total for Section C from \$861,483 to \$859,483 and the total tender price (excluding HST) from \$1,599,000 to \$1,597,000.

Rudak Excavating Inc. had a multiplication error in Items A1d, A3c, and B7a. The amount for these items were revised from \$75,755 to \$57,555, from \$8,386 to \$8,368, and from \$2,580 to \$25,800 respectively. They also made an addition error in Section C. This changed the total for Section A from \$571,607.80 to \$553,407.80, Section B from \$500,146.30 to \$523,366.30, Section C from \$874,639 to \$874,364 and the total tender price (excluding HST) from \$1,946,393.10 to \$1,951,138.10.

A 10% bid bond was included with all tenders as required.

MOECC approval for the construction of sewers is a requirement for this project. MOECC approval has been received.

The engineer's Pre-Tender opinion of probable cost for this work was \$1,738,542 (plus HST) which was based on historical prices for similar projects.

Amico Infrastructures Inc. was the low bidder for this project. The tender price of \$1,364,200.00 excludes HST and includes a total contingency and cash allowance of \$132,630.00. Amico Infrastructures Inc.'s bid is approximately 21.5 % lower than the engineer's opinion of probable cost, approximately 8.4% lower than the second lowest tenderer and approximately 10.5% lower than the third lowest tenderer. Amico Infrastructures Inc.'s bid is also approximately 30.1 % lower than the highest tenderer, which is considered normal for this type of project. Since the Town was able to tender this project early in the season before other projects were tendered, they likely received very competitive bids as a result.

In our opinion, **Amico Infrastructures Inc.** and their list of proposed subcontractors have the resources and experience to successfully complete this project. We have worked with them on other projects and those projects were completed within budget and on schedule.



February 2, 2018
Mr. Phil Bartnik, P. Eng.
Manager of Engineering Services
Page 3 of 3

**Reference: Tender Report
Rossi Drive Sanitary Sewer Extension**

We recommend the project be awarded to Amico Infrastructures Inc. at the unit prices indicated in the tender.

Feel free to call if you have any questions or require additional information.

Regards,

STANTEC CONSULTING LTD.

Clarence Jubenville, P.Eng.
Sr. Project Engineer
Phone: (519) 966-2250 Ext. 241
Fax: (519) 966-5523
clarence.jubenville@stantec.com

c.

The Corporation of the Town of Tecumseh

By-Law Number 2018-09

Being a by-law to authorize the service of Marriage Licences and Civil Marriage Services

Whereas section 11 of the Marriage Act, R.S.O, 1990, C. M.3 Ontario, states that marriage licences may be issued by the Clerk of every local municipality and, with the approval of the Minister, appoint one or more deputies to also act as issuers of licenses;

And Whereas section 24(1) of the *Marriage Act, R.S.O. 1990, c. M.3* Ontario and section 1.1 of Regulation 738 O. Reg. 285/04, s. 1. provides that a Clerk may solemnize marriages under the authority of a licence;

And Whereas section 228 of the *Municipal Act, 2001, S.O. 2001, c.25* provides that the Clerk may delegate in writing to any person, other than a member of Council, any of the Clerk's powers and duties under that and any other Act and may continue to exercise the delegated powers and duties, despite the delegation;

And Whereas Section 38(4) of the *Vital Statistics Act R.S.O. 1990* provides that a Division Register may with the approval of the Registrar General appoint one or more Deputy Registrants to act for him or her and any such Deputy while so acting has all the powers and duties of the Division Registrar who appointed the Deputy;

And Whereas the Council of The Corporation of the Town of Tecumseh considers it desirable to offer the marriage licensing and solemnization services;

And Whereas Laura Moy has been appointed Clerk and is the Division Registrar for the Town and have received the approval of the Registrar General to appoint Jennifer Alexander and Christina Hebert as Deputy Registrants;

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

1. **That** authorization is given to the issuance of marriage licensing and marriage solemnization.
2. **And that** Laura Moy, Clerk for the Town and Division Registrar, has appointed and delegated authority to the following persons as Deputies to also act as issuers of marriage licences, to solemnize marriages, register births and deaths and to maintain both the marriage and death registers:
 - Jennifer Alexander, Deputy Clerk & Manager Legislative Services; and
 - Christina Hebert, Manager Committee & Community Services;
3. **And that** Laura Moy, Clerk for the Town and Division Registrar, has delegated authority to the following persons to solemnize marriages:
 - Christopher Gevaert
 - Deanna Reid
 - Sharon Willis-Whitwell
4. **And that** the Clerk shall keep a record of every licence issued and the record shall contain any particulars required by the regulations.

5. **And that** this by-law shall come into force and effect January 1, 2018.

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

Gary McNamara, Mayor

Laura Moy, Clerk

The Corporation of the Town of Tecumseh

By-Law Number 2018-10

A by-law authorizing the execution of a Lease between the Corporation of the County of Essex and The Corporations of the Towns of Essex, Lakeshore, Lasalle and Tecumseh

Whereas The Corporation of the County of Essex (County) is the registered owner of the lands described as part of Lots 14 and 15, Concession 4, in the Town of Lakeshore (formerly the Township of Maidstone), known as the closed Landfill No.3;

And Whereas the Essex-Windsor Solid Waste Authority operated and now manages the closed Landfill No. 3 on behalf of the County;

And Whereas The Corporations of the Towns of Essex, Lakeshore, Lasalle and Tecumseh (Municipalities) have been operating a Dog Pound on a portion of the County's property which forms part of the closed Landfill No. 3, pursuant to the provisions of a previous Lease Agreement dated December 18, 1996, for which the Municipalities have requested an extension of that Lease Agreement for a twenty (20) year term;

And Whereas the County deems is appropriate to grant this request;

And Whereas pursuant to the *Municipal Act*, S.O. 2001, c.25 s.5(3), the powers of a municipality shall be exercised by by-law;

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

1. **That** the Mayor and the Clerk be and they are hereby authorized and empowered on behalf of The Corporation of the Town of Tecumseh, to execute a Lease dated the 13th day of February, 2018, between The Corporation of the County of Essex and The Corporations of the Towns of Essex, Lakeshore, Lasalle and Tecumseh, a copy of which Agreement is attached hereto and forms part of this by-law, and to do such further and other acts which may be necessary to implement the said Lease.
2. **That** this by-law shall come into full force and take effect on the date of the third and final reading thereof.

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

Gary McNamara, Mayor

Laura Moy, Clerk

THIS LEASE made this day of ,2018.

BETWEEN:

THE CORPORATION OF THE COUNTY OF ESSEX
(the "Lessor")

-and-

THE CORPORATION OF TOWN OF ESSEX
THE CORPORATION OF THE TOWN OF LAKESHORE
THE CORPORATION OF THE TOWN OF LASALLE
THE CORPORATION OF THE TOWN OF TECUMSEH
(the "Lessees")

WHEREAS the Lessor is the registered owner of the lands described as part of Lots 14 and 15, Concession 4, in the Town of Lakeshore (formerly the Township of Maidstone), known as the closed Landfill No. 3;

AND WHEREAS the Essex-Windsor Solid Waste Authority operated and now manages the closed Landfill No. 3 on behalf of the Lessor;

AND WHEREAS the Lessees have been operating a Dog Pound on a portion of the Lessor's property which forms part of the closed Landfill No. 3, pursuant to the provisions of the previous Lease Agreement dated December 18, 1996, and the Lessees have requested an extension of that Lease for a twenty {20} year term;

AND WHEREAS the Lessor deems it appropriate to grant this request;

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the rents reserved and the covenants and agreements contained herein, and other good and valuable consideration, the parties covenant and agree one with the other as follows:

1. PREMISES

The Lessor hereby leases to the Lessees the buildings and land located on part of Lot 14, Concession 4, in the Town of Lakeshore (formerly the Township of Maidstone) as outlined in red on the Plan attached hereto as **Schedule 1** to this Lease (the "Premises").

2. **LESSEES' COVENANTS**

The Lessees covenant and agree with the Lessor:

(1) **Premises and Term**

(a) To pay rent for the said Premises of four dollars (\$4.00) per year, the first payment to be paid upon the commencement of this Lease, for the purposes of operating and maintaining the existing Dog Pound facility and the access thereto.

(b) This Lease shall come into effect on the date it is signed by the Lessor, and it shall remain in effect for twenty (20) years thereafter, subject to the terms and conditions contained herein.

(2) **Utilities**

To pay as they become due all charges for public utilities, including water, gas, electrical power, energy, steam and hot water used in the Premises, and for all work or services performed by any corporation or commission in connection with the public utilities.

(3) **Maintenance of Premises**

At their own expense to maintain the Premises, including the parking areas, walkways and grounds and every part of them, in good order and condition and promptly make all needed repairs and replacement (reasonable wear and tear excepted) and to keep the premises well-painted, clean and in good condition.

(4) **Access Road**

To maintain and repair the entrance road from Puce Road southerly and easterly to the Premises in a good state of repair, at their expense at all times, and not to install a hard surface on this access road without the prior written consent of the Lessor.

(5) **Fence and Gates**

To maintain, repair and/or replace the existing fence and main gate on the Premises.

(6) **Methane Gas Detection**

To take whatever steps, at their expense, the Lessees deem appropriate to prevent the infiltration of any methane gas from closed Landfill No. 3 into the buildings located on the Premises.

(7) **Heating**

To heat the Premises in a reasonable manner at their own expense.

(8) **Internet Use**

To continue to facilitate, at their own expense, the use of the Lessees' internet connection and power supply from the Premises by the Essex-Windsor Solid Waste Authority for the operation of its weather station currently located on the Premises.

(9) **Condition of Premises**

To keep the Premises and every part of them in a clean and tidy condition and not to permit garbage, ashes, waste or objectionable material to accumulate on them, and at their own expense to keep the access road, driveways, walkways, grounds, sidewalks and curbs forming part of or adjoining the Premises clean and free from snow and ice.

(10) **Inspection and Repair**

To permit the Lessor at all reasonable times to enter the Premises to inspect the condition thereof and when such inspection reveals that repairs are necessary, to repair in a good and workmanlike manner, within three (3) calendar months from the date of delivery of a notice from the Lessor setting out the required repairs.

(11) **Compliance with Laws**

At their expense to comply with the requirements of every applicable by-law, statute, law or ordinance, and with every applicable regulation or order, including the Environmental Compliance Approval issued to the Essex-Windsor Solid Waste Authority by the Ministry of the Environment and Climate Change, and any rules or regulations of the Essex-Windsor Solid Waste Authority with regard to the maintenance of closed Landfill No. 3, and with respect to the condition, equipment, use and occupation of the Premises.

(12) Nuisance or Interference

Not to do or omit to do or permit to be done or omitted anything on or in respect of the Premises, the doing or omission of which shall be or result in a nuisance or shall interfere with the activities being carried out on the adjacent properties which form part of the closed Landfill No. 3 property.

(13) Fire Insurance

To keep the Premises insured during the term of this Lease against loss or damage by fire, lighting, explosion, leakage and standard supplementary perils. The insurance to be carried in an amount of not less than ninety percent (90%) of the replacement value of the Premises with companies acceptable to the Lessor. Premiums for all insurance shall be payable by the Lessees and all loss thereunder shall be payable to the Essex-Windsor Solid Waste Authority.

(14) Liability Insurance

To provide the Lessor with a Certificate of Public Liability Insurance covering the occupation and use of the Premises by the Lessees to the extent of not less than two million dollars (\$2,000,000.00) for all injuries or death to persons or damage to property arising from any one occurrence, with the Lessor and the Essex-Windsor Solid Waste Authority being named as Additional Insureds in the said policy.

(15) Indemnity

To indemnify the Lessor and the Essex-Windsor Solid Waste Authority from liabilities, damages, costs, claims, suits or actions resulting from:

- (a) a breach, violation or non-performance of any covenant or proviso of this Lease on the part of the Lessees; or
- (b) damage to property or injury to any person, including death, resulting from or occasioned by the use or occupation of the Premises, or from being located adjacent to a closed Landfill.

(16) Assignment

3. **LESSOR'S COVENANTS**

The Lessor covenants with the Lessees:

(1) **Quiet Enjoyment**

For quiet enjoyment.

(2) **Alterations by the Lessees**

To permit the Lessees to make, with the consent of the Lessor, such consent not to be unreasonably withheld, alterations, additions and improvements to the Premises that will, in the opinion of the Lessees, better adapt the Premises to the uses for which the Premises are being put by the Lessees; provided, however, that the alterations, additions and improvements shall not impair the structural integrity of the building. All fixtures, improvements, erections or alterations made to the Premises by the Lessees shall be made at their own expense and shall remain the property of the Lessees and upon, or at any time before the termination of this Lease, shall be removed from the Premises by the Lessees; provided further that if any injury or damage is caused to the Premises by removal of the fixtures, the Lessees shall forthwith cause the injury or damage to be repaired at their expense, and if the Lessees do not make the repairs or cause them to be made promptly, they may be made by the Lessor, and the costs thereof may be recovered from the Lessee.

4. **FORFEITURE OF LEASE**

It is agreed between the parties that, if, without the written consent of the Lessor, the Premises remains vacant or not used for a period thirty (30) days, the Lease shall terminate and the term shall immediately become forfeited, in which event the Lessor may re- enter and take possession of the Premises as though the Lessees or any occupant or occupants of the Premises was or were holding over after the expiration of the term without any right.

5. **NON-LIABILITY OF LESSOR**

Neither the Lessor nor the Essex-Windsor Solid Waste Authority shall not be liable or responsible in any way for personal injury or death suffered by the Lessees or any employee of the Lessees or any other person who may be upon the Premises, or for any loss of or damage or injury to property belonging to the Lessees or their employees or to any other

person resulting from the use or occupation of the Premises, or from being located adjacent to a closed landfill, provided however, that this paragraph shall not apply to injuries, damages or death caused directly by the negligent, reckless or willful conduct of the Lessor or the Essex-Windsor Solid Waste Authority, their respective employees, agents or representatives.

6. LESSOR'S RIGHT TO PAY LESSEES' OBLIGATIONS

If the Lessees fail to pay any rates, premiums or charges which it has covenanted to pay in this Lease, the Lessor may pay them and charge the sums paid to the Lessees who shall pay them forthwith on demand; and the Lessor, in addition to other rights, shall have the same remedies and may take the same steps for the recovery of all such sums as if they were rent in arrears. All arrears of rent and monies paid by the Lessor under this Lease shall bear interest at the rate of 1.5% per month from the time the sums become due until paid to the Lessor.

7. BUILDINGS

Subject to the provisions regarding "Alterations by the Lessees", any building placed or erected upon the Premises shall not be removed and shall be subject to all the provisions of this Lease, and no new building shall be erected upon the Premises without prior written consent from the Lessor.

8. STRUCTURES

Whenever in this Lease reference is made to the Premises it shall include all structures, improvements and erections in or upon the Premises or any part of them from time to time.

9. WAIVER OF BREACHES

The failure of the Lessor to insist upon a strict performance of any of the covenants and provisos shall not be deemed a waiver of any rights or remedies that the Lessor may have, or a waiver of any subsequent breach or default.

10. TERMINATION

This Lease may be terminated upon either Party providing the other with six (6) months' notice of termination. Such termination is to take effect on a day that is six (6) months after the date upon which notice was delivered to the Lessor, or in the case of the Lessees, on a date that is six (6) months after the date upon which notice is delivered to the last of the Lessees.

11. **NOTICES**

Any notice, request or demand provided for in the Lease shall be sufficiently given or made if mailed by registered mail, postage prepaid, addressed to the parties at their respective municipal offices, to the attention of the Clerk.

12. **INTERPRETATION**

Words importing the singular number only shall include the plural and vice versa. Words importing the masculine gender shall include the feminine gender and words importing persons shall include firms and corporations.

13. **BINDING EFFECT**

This Lease, and everything contained in it, shall extend to, bind and enure to the benefit of the successors and assigns of each of the Parties to it, subject to the consent of the Lessor being obtained, as provided in this Lease, to any assignment or sub-lease by the Lessees. All covenants contained in this Lease shall be deemed joint and several and all rights and powers reserved to the Lessor may be exercised by either the Lessor or its agents or representatives.

14. **COUNTERPARTS**

This Lease may be signed in counterparts, and each counterpart shall be deemed to be an original. Together, all counterparts form one single document. Facsimile reproductions of signatures shall be deemed to be original.

IN WITNESS WHEREOF the parties hereto have set their corporate seals under the hands of the appropriate officers.

**THE CORPORATION OF
THE COUNTY OF ESSEX**

**THE CORPORATION OF
THE TOWN OF ESSEX**

WARDEN - T. BAIN

MAYOR - R. McDERMOTT

CLERK - M. BIRCH

CLERK - R. AUGER

THE CORPORATION OF
THE TOWN OF LAKESHORE

MAYOR- T. BAIN

CLERK- M. MASSE

THE CORPORATION OF
THE TOWN OF TECUMSEH

MAYOR - G. McNAMARA

CLERK - L. MOY

THE CORPORATION OF
THE TOWN OF LASALLE

MAYOR- K. ANTAYA

CLERK - B. ANDREATTA

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SCHEMATIC 1 - DRAFT



Main Gate

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The Corporation of the Town of Tecumseh

By-Law Number 2018 -11

Being a by-law to authorize the execution of an Agreement between
The Corporation of the Town of Tecumseh and St. Clair Beach
Retirement Community

Whereas the Corporation of the Town of Tecumseh (Town) is the owner of the lands and premises known as the Lakewood Park, located at 13451 Riverside Drive, in the Town of Tecumseh (Park);

And Whereas St. Clair Beach Retirement Community has applied to the Town for permission to use 25 parking spaces in the parking lot located in the Park on south side of Riverside Drive;

And Whereas pursuant to the *Municipal Act*, S.O. 2001, c.25 s.5(3), the powers of a municipality shall be exercised by by-law.

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

- 1. **That** the Mayor and the Clerk be and they are hereby authorized and empowered on behalf of The Corporation of the Town of Tecumseh, to execute an Agreement between The Corporation of the Town of Tecumseh and St. Clair Beach Retirement Community, a copy of which Agreement is attached hereto and forms part of this by-law, and to do such further and other acts which may be necessary to implement the said Agreement.
- 2. **That** this by-law shall come into full force and take effect on the date of the third and final reading thereof.

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

Gary McNamara, Mayor

Laura Moy, Clerk

THIS AGREEMENT made this day of December, 2015.

BETWEEN:

THE CORPORATION OF THE TOWN OF TECUMSEH
hereinafter called the "Corporation"

OF THE FIRST PART

-and-

ST. CLAIR BEACH RETIREMENT COMMUNITY
hereinafter called the "Lessee"

OF THE SECOND PART

WHEREAS the Corporation is the owner of the lands and premises known as the Lakewood Park, located at 13451 Riverside Drive, in the Town of Tecumseh (hereinafter "Park");

AND WHEREAS the Lessee has applied to the Corporation for permission to use 25 parking spaces in the parking lot located in the Park on south side of Riverside Drive;

WITNESSETH that in consideration of the mutual covenants, terms and agreements hereinafter expressed, the parties hereto agree as follows:

THE CORPORATION OWNER COVENANTS AND AGREES:

1. The Corporation hereby grants permission to the Lessee to use 25 parking spaces located in the Park on the south side of Riverside Drive, for the period from the 1st day of January, 2015, to the 31st day of December, 2020.
2. The Corporation shall be responsible for normal maintenance of the parking lot located in the Park, including snow and ice removal in accordance with the Corporation's policies and practices.

THE LESSEE COVENANTS AND AGREES:

3. The Lessee hereby covenants and agrees to pay to the Corporation \$5,000 plus HST for use of the parking spaces for each of the years 2013 and 2014, in addition to a one time Administration Fee of \$1,500 plus HST.
4. The Lessee further hereby convents and agrees to pay to the Corporation on the on the first day of October, annually, during the term of this agreement the following sums, plus HST:

2015	\$10,000	2018	\$13,000
2016	\$11,000	2019	\$14,000
2017	\$12,000	2020	\$15,000

5. The Lessee shall pay to the Corporation all monies owed by the first (1st) day of October annually. Interest at the rate of one and one-half percent (1.5%) shall be charged on all accounts that are thirty (30) days overdue from the date that the payments were due.
6. To indemnify and save harmless the Corporation, absolutely from all liabilities however arising, caused or having to do in any ways with Lessee's lease of the Corporation's parking spaces.
7. To provide the Corporation with proof of liability insurance from the Lessee's insurance carrier of not less than two million (\$2,000,000.00) with the Corporation named as an additional named insured for the term of this agreement.
8. This agreement may not be transferred or assigned by the Lessee, without written approval from the Corporation.

9. It is further understood and agreed that at the Corporation may schedule special events at the Park. During these special events the Corporation will reserve a minimum of 16 designated parking spaces in the Park for the Lessee which will be identified with signage. The Corporation will notify the Lessee at least four (4) weeks in advance of a special event.
10. Notwithstanding paragraph 1, the Corporation may terminate this agreement at any time if the Lessee fails to perform any of its covenants and obligations provided that the Corporation provides at least thirty (30) days notice in writing of termination. If within the thirty (30) day period the Lessee complies with all covenants and obligations contained in this agreement then the notice of termination will become null and void.
11. The Lessee has the option to negotiate renewal terms for an additional five (5) year term, upon providing 120 days notice in writing to the Corporation. If the parties are unable to agree to terms of renewal by October 31, 2020, then this agreement will terminate on December 31, 2020.
12. It is further understood and agreed by and between the parties hereto that all notices, demands and requests which may be or are required to be given by the Corporation to the Lessee or by the Lessee to the Corporation under the provisions of this agreement, shall be in writing and may be mailed or delivered, and shall be addressed:

in the case of the Lessee, to: St. Clair Beach Retirement Community
12000-22 St. Clair Avenue East
Toronto, ON M4T 2S3
Attention: Steve Vallemand

in the case of the Corporation, to: Town of Tecumseh
917 Lesperance Road
Tecumseh, ON N8N 1W9
Attention: Clerk

or to such other address as either party may from time to time designate by written notice to the other.

13. The parties agree that any disputes pursuant to this agreement will be determined pursuant to the *Arbitrations Act*, R.S.O. 1990, Chapter A-24.

IN WITNESS WHEREOF the parties hereunto affixed their signatures and corporate seals, attested to by the hands of their proper officers duly authorized in that behalf.

SIGNED, SEALED & DELIVERED
In the Presence of:

Seal

Witness

Date _____

**THE CORPORATION OF THE
TOWN OF TECUMSEH**

Mayor Gary McNamara

Laura Moy, Clerk

We have authority to bind the Corporation

ST. CLAIR BEACH RETIREMENT COMMUNITY

I have authority to bind the Corporation

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	
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.	PWES	
25/17	November 14, 2017		Tenanted Farm Tax Class	Administration is requested to provide comments regarding the tenanted farm tax properties being reclassified as a residential tax class (for non-tilled land), and not implementing this change. How this could action financially impact municipalities and property owners.	Finance	
26/17	December 12, 2017		Hill at Green Acres Optimist Park	A request for a report on the environmental history of the hill located at Green Acres Optimist Park. The report should include an option to remove the hill to accommodate a soccer field or other sports related field	Parks	
27/17	December 12, 2017		OMB Hearing Costs	A request is made for the financial costs of the OMB Ward Boundary hearing, in addition to the Del Duca and Maidstone Hamlet OMB Hearings.	Finance	

	Meeting Date	Resolution	Subject	Action/Direction	Depart.	Status/Action Taken
1/18	January 30, 2018		Video Surveillance	Administration to follow up on video surveillance and potential grant funding.	ICS	
2/18	January 30, 2018		PIC on Wildlife Control	An educational workshop (PIC) on pesticides and wildlife control.	Clerks	
3/18	January 30, 2018		Moratorium on commercial building fees	That Administration provide a report on an incentive program, such as a one-year moratorium of the commercial building fees, including hotel development, to help encourage and attract new commerce; and further that the report contain potential financial implications.	PBS	

The Corporation of the Town of Tecumseh

By-Law Number 2018 -12

Being a by-law to confirm the proceedings of the **February 13, 2018** regular meeting of the Council of The Corporation of the Town of Tecumseh

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

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

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

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

1. **That** 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 **February 13, 2018, 2018**, meeting of Council, are hereby adopted and confirmed, as if the same were expressly embodied in this By-law.
2. **That** the Mayor and proper officials of The Corporation of the Town of Tecumseh are hereby authorized and directed to do all the things necessary to give effect to the action of the Council of The Corporation of the Town of Tecumseh during the said **February 13, 2018**, meeting referred to in paragraph 1 of this By-law.
3. **That** the Mayor and the Clerk are hereby authorized and directed to execute all documents necessary to the action taken by this Council as described in Section 1 of this By-law and to affix the Corporate Seal of The Corporation of the Town of Tecumseh to all documents referred to in said paragraph 1.

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

Gary McNamara, Mayor

Laura Moy, Clerk