Regular Council Meeting
AGENDA

Tuesday, May 14, 2019, 7:00 pm
Tecumseh Town Hall
www.tecumseh.ca

		Pages
1.	**Order**	
2.	**Moment of Silence**	
3.	**National Anthem**	
4.	**Roll Call**	
5.	**Disclosure of Pecuniary Interest**	
6.	**Minutes**	
	a. Regular Council Meeting - April 23, 2019	4 - 11
	b. Public Council Meeting - April 23, 2019	12 - 14
7.	**Supplementary Agenda Adoption**	
8.	**Delegations**	
	a. Gordon Orr, CEO, and Lynette Bain, Vice President, Tourism Programs and Development Re: Tourism Windsor Essex Pelee Island's Program Overview for 2019	15 - 52
	b. Tim Byrne, Director, Watershed Management Services, Essex Region Conservation Authority Re: Great Lakes Water Levels Current Conditions and Outlook	
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	c. Greater Essex County District School Board dated April 23, 2019 Re: Notice of the Passing of Education Development Charges By-Laws by the Greater Essex County District School Board	56 - 57
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	e. Town of Mono Letter dated May 2, 2019 Re: Ontario Municipal Partnership Fund (OMPF)	59 - 60
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g. Ministry of Community Safety and Correctional Services dated May 6, 2019 — 64 - 65

Re: Fire Marshal Notification to Fire Chiefs on Health Canada's request to advise on matters related to infrared saunas

h. Township of McKellar Letter dated May 7, 2019 — 66 - 69

Re: Ford Government Funding Cuts to Southern Ontario Library Service and Ontario Library Service North

i. Township of Mulmur Letter dated May 8, 2019 — 70 - 70

Re: Ford Government Funding Cuts to Southern Ontario Library Service and Ontario Library Service North

j. Township of Mulmur Letter dated May 8, 2019 — 71 - 72

Re: Aggregate Extraction and Proper Management of Aggregate Resources

10. Communications - Action Required

11. Committee Minutes

a. Court of Revision - April 23, 2019 - Dawson Drain and South Talbot Drain — 73 - 76

b. Joint Health and Safety Advisory Committee - April 30, 2019 — 77 - 81

c. Town of Tecumseh Business Improvement Area - March 13, 2019 — 82 - 90

d. Police Service Board - April 10, 2019 — 91 - 94

e. Cultural and Arts Advisory Committee - March 18, 2019 and April 15, 2019 — 95 - 99

f. Youth Advisory Committee - April 15, 2019 — 100 - 102

g. Senior Advisory Committee - March 28, 2019 and April 25, 2019 — 103 - 108

12. Reports

a. Corporate Services & Clerk

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2. CS-2019-10 Webcasting and Closed Captioning Services for Council Meetings — 115 - 121

b. Planning & Building Services

1. PBS-2019-10 D19 MATOS, South Side North Talbot, Result of Public Consultation, Final Recommendation — 122 - 133

2. PBS-2019-12 L07 SYL, Land Conveyance to Town, Sylvestre-Westlake Extension — 134 - 144

3. PBS-2019-13, ICIP Transit Stream Funding — 145 - 152

c. Public Works & Environmental Services

1. PWES-2019-29 Larviciding for the 2019 West Nile Virus Program — 153 - 158

13. By-Laws

a. By-Law 2019-22 159 - 254

Being a by-law to provide for the repair and improvements to the Dawson Drain.

b. By-Law 2019-25 255 - 316

Being a by-law to provide for the repair and improvements to the South Talbot Drain.

c. By-Law 2019-38 317 - 319

Being a by-law to amend By-law 85-18, the Town's Comprehensive Zoning By-law for those lands in the former Township of Sandwich South.
(D19 MATOS – SCWI Enterprises, South Side of North Talbot Road)

d. By-Law 2019-39

Being a by-law to authorize the execution of a Farm Lease Agreement between The Corporation of the Town of Tecumseh and John Nostadt.

14. Unfinished Business

a. Tuesday, May 14, 2019 320 - 320

15. New Business

16. Motions

a. In-Camera Meeting

b. Confirmatory By-law

1. By-Law 2019-40 321 - 321

Being a by-law to confirm the proceedings of the May 14, 2019 regular meeting of the Council of The Corporation of the Town of Tecumseh.

17. Notices of Motion

18. Next Meeting

Tuesday, May 28, 2019

4:30 pm Public Council Meeting - DelDuca Post OMB Hearing ZBA & OPA

5:15 pm Public Council Meeting - LaChance Drain

5:30 pm Special Council Meeting - 2018 Water Audit and Water Base

6:30 pm Public Council Meeting - ZBA 6930 8th Concession Road

7:00 pm Regular Council Meeting

19. Adjournment

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

Tecumseh Council meets in regular public session on Tuesday, April 23, 2019 in the Council Chambers, 917 Lesperance Road, Tecumseh, Ontario at 7:00 pm.

1. Order

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

2. Moment of Silence

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

3. National Anthem

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

4. Roll Call

Present:

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

Also Present:

Chief Administrative Officer	Margaret Misek-Evans
Director Parks & Recreation Services	Paul Anthony
Director Public Works & Environmental Services	Phil Bartnik
Director Information & Communication Services	Shaun Fuerth
Director Financial Services & Treasurer	Luc Gagnon
Director Planning & Building Services	Brian Hillman
Director Fire Services & Fire Chief	Doug Pitre
Deputy Clerk & Manager Legislative Services	Jennifer Alexander
Manager Water & Wastewater	Denis Berthiaume
Manager Engineering Services	John Henderson
Manager Planning Services	Chad Jeffery
Manager Building Services & Chief Building Official	Mike Voegeli
Development Officer	Rick Wellwood
Administrative Assistant to the Director Corporate Service & Clerk	Sue White

5. Disclosure of Pecuniary Interest

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

6. Minutes

Motion: RCM - 106/19

Moved by Deputy Mayor Joe Bachetti
Seconded by Councillor Brian Houston

That the minutes of the April 9, 2019 Regular Meeting of Council and the minutes of the April 9, 2019 Public Meeting of Council, as were duplicated and delivered to the members, are adopted.

Carried

7. Supplementary Agenda Adoption

There are no supplementary agenda items.

8. Delegations

a. Steven Jelich, Director, Southwest Region Operations, Enbridge Gas Inc.

Re: Windsor Pipeline Replacement Project

Mr. Steven Jelich provides a company overview to the Members. The Windsor Pipeline Project will provide safe and reliable services of natural gas. Currently, the project is subject to approval from the Ontario Energy Board. The anticipated start date is the end of 2020.

A request is made for a resolution of support from Council to the Ontario Energy Board for this project to be submitted along with their application.

Motion: RCM - 107/19

Moved by Councillor Andrew Dowie
Seconded by Councillor Tania Jobin

That the Town of Tecumseh support Enbridge Gas Inc. application to the Ontario Energy Board regarding the proposed Windsor Pipeline Replacement Project.

Carried

b. Luc Gagnon, Director Financial Services & Treasurer and Rick Wellwood, Development Officer

Re: Retirement Recognition

The Members provide gratitude and congratulations on the retirements of the Luc Gagnon - Town's Director Financial Services & Treasurer and Rick Wellwood - Development Officer for their years of public service.

9. Communications - For Information

a. Ministry of Infrastructure and Communities dated March 27, 2019

Re: Provision of an additional $2.2 billion to the Gas Tax Fund

b. Township of Tudor and Cashel dated April 2, 2019

Re: Cost for service delivery for hydro.

c. City of Windsor dated April 15, 2019

Re: Notice of Complete Application for 1920 Grove Ave.

d. City of Brantford dated April 16, 2019

Re: Single Use Plastic Straws

e. Greater Essex County District School Board dated April 18, 2019

Re: Education Development Charge Rate Change

Motion: RCM - 108/19

Moved by Councillor Brian Houston
Seconded by Councillor Rick Tonial

That Communications - For Information A through E as listed on the Tuesday, April 23, 2019 Regular Council Agenda are received.

Carried

10. Communications - Action Required

a. Town of Saugeen Shores dated February 11, 2019 and Municipality of Brockton dated March 26, 2019

Re: Investing in Canada Infrastructure Program

Motion: RCM - 109/19

Moved by Councillor Bill Altenhof
Seconded by Councillor Andrew Dowie

Whereas The Town of Tecumseh believes that building modern infrastructure is important, and that good quality infrastructure supports job creation and helps attract businesses and residents to our community and communities across the Province of Ontario; and

Whereas Recreation Infrastructure is one of the most important core investments that can be made into the prosperity, health and security of urban and rural communities; and

Whereas the need for infrastructure renewal projects far exceed the capital investments in municipalities for investment in Recreational Infrastructure; and

Whereas Recreation Infrastructure is often put to the bottom of the list, as other infrastructure takes priority; in fact, there has not been a meaningful Recreation Infrastructure program since 2008; and

Whereas the Province of Ontario places long term borrowing restrictions on Municipalities; and

Whereas the Town of Tecumseh does not have the borrowing capacity to fund these large scale projects; and

Whereas some Municipalities do have the capacity to fundraise and borrow to 1/3 of projected costs but rely on other levels of Government for remaining partnership funding; and

Whereas, while the Town of Tecumseh welcomes the inclusion of Recreation Infrastructure funds through the Gas Tax Funds, it is apparent that Gas Tax Funds alone are not sufficient to support large scale Recreation Infrastructure projects; and

Whereas the Town of Tecumseh agrees with both Parks and Recreation Ontario and with the Association of Municipalities of Ontario that the infrastructure gap will continue to grow, especially once all of the municipal asset management plans are completed; and

Whereas both Federal and Provincial Governments could leave a positive and lasting impact on rural communities by helping municipalities to renovate or build new recreation facilities, and in the process create cost savings to our health system. After all, health is a Provincial expense, and as citizens live healthier lifestyles and maintain healthy bodies, this leads to less frequent visits to doctors' offices, hospital emergency departments and rehabilitation centres, and consequently less costs towards medical costs; and

Whereas the 2016 Federation of Canadian Municipalities study found that nearly half of all types of sport and recreation facilities in Canada are in fair or poor condition, with a replacement value of $23 billion across Canada; and

Whereas in Ontario, the replacement value for aging pools, arenas, and community centres in fair or poor condition in Ontario is estimated to be $6 billion (Parks and Recreation Ontario) and;

Whereas the Province of Ontario has endorsed the Framework of Recreation in Canada 2015: Pathways to Wellbeing; and that the vision for the Framework is "a Canada where everyone is engaged in meaningful, accessible recreation experiences..." and that the goal of the Framework

is that governments should enable participation in physically active recreation, and

Whereas the Framework of Recreation in Canada has a priority of 4.3 as follows: “Enable communities to renew Recreational Infrastructure as required and to meet the need for green spaces by securing dedicated government funding at all levels...for the necessary development, renewal and rehabilitation of facilities and outdoor spaces"; and

Whereas through the Investing in Canada Plan, the Government of Canada is investing over $180 billion over 12 years in infrastructure projects across Canada with these investments being made by 14 Federal Departments and Agencies; and

Whereas the Government of Canada and Ontario signed a bilateral agreement on March 14, 2017 and created the "Investing in Canada Infrastructure Plan"; and be it resolved that the Council of the Town of Tecumseh requests that the Government of Canada and the Province of Ontario move forward with accepting applications for funding agreed to by the Governments of Canada and Province of Ontario under the "Investing in Canada Infrastructure Program" to help address the Recreation and Culture Capital Infrastructure deficit that currently exists across Canada.

Further, that this resolution and background Council Report be forwarded to all Ontario Municipalities, Provincial and Federal Government’s, local MP’s and MPP’s, Parks and Recreation Ontario, and the Association of Municipalities of Ontario requesting their support.

Carried

b. Business Improvement Area dated April 15, 2019

Re: Exceptions to the Town's Noise By-Law and Sign By-Law for the Night Market Events dated June 21 and July 19, 2019

Motion: RCM - 110/19

Moved by Councillor Rick Tonial
Seconded by Councillor Bill Altenhof

That the Town of Tecumseh Business Improvement Area be granted an exemption to the Town's Noise By-Law and Sign By-Law for their Night Market Events to be held on June 21, and July 19, 2019, as requested in their letter dated April 15, 2019.

Carried

11. Committee Minutes

a. Tecumseh Accessibility Advisory Committee - March 27, 2019

Motion: RCM - 111/19

Moved by Councillor Tania Jobin
Seconded by Councillor Brian Houston

That the March 27, 2019 minutes of the Tecumseh Accessibility Advisory Committee, as were duplicated and delivered to the Members of Council, are accepted.

Carried

12. Reports

a. Corporate Services & Clerk

1. CS-2019-11 Checker Flag Storyboard

Motion: RCM - 112/19

Moved by Councillor Tania Jobin
Seconded by Councillor Brian Houston

That Report CS-2019-11 regarding a Storyboard about the former Checker Flag Speedway be received;

And that the placement of the Checker Flag Speedway Storyboard, which recognizes its physical attributes and historical timeline in the community, be approved and located within Cranbrook Park.

Carried

b. Fire & Emergency Services

1. FIRE-2019-02 Tecumseh Fire Services Q1 Update

Motion: RCM - 113/19

Moved by Councillor Bill Altenhof
Seconded by Deputy Mayor Joe Bachetti

That Report FIRE-2019-02 regarding Tecumseh Fire Services Q1 2019 update be received.

Carried

c. Planning & Building Services

1. PBS-2019-09, D19 69308TH, Zoning By-law Amendment, 6930 8th Concession

Motion: RCM - 114/19

Moved by Councillor Rick Tonial
Seconded by Councillor Tania Jobin

That the scheduling of a public meeting, to be held on Tuesday, May 28, 2019, at 6:00 p.m., for the application submitted by Mr. Craig Gemus, to amend Sandwich South Zoning By-law 85-18 to:

1. Rezone an approximate 1.4 hectare (3.4 acre) non-farm related residential lot situated on the east side of 8th Concession (6930 8th Concession), approximately one kilometre north of its intersection with County Road 8, from “Agricultural Zone (A)” to a site specific “Agricultural Zone (A-31)” in order to establish a maximum lot area of 1.4 hectares; and
2. Rezone an approximate 18.0 hectare (44.4 acre) agricultural parcel situated on the east side of 8th Concession (6930 8th Concession), approximately one kilometre north of its intersection with County Road 8, from “Agricultural Zone (A)” to a site specific “Agricultural Zone (A-32)” in order to prohibit a residential dwelling from being constructed on the agricultural parcel, establish a minimum lot frontage of 62 metres (205 feet) and to establish a minimum lot area of 18.0 hectares (44.4 acres) all of which is in accordance with Condition No. 7 of Severance Application B-12/18, be authorized.

Carried

d. Public Works & Environmental Services

1. PWES-2019-21 2018 Tecumseh Distribution System - Ministry of the Environment, Conservation and Parks Inspection Report

Motion: RCM - 115/19

Moved by Deputy Mayor Joe Bachetti
Seconded by Councillor Bill Altenhof

That the Ministry of the Environment, Conservation and Parks inspection report for the Tecumseh Distribution System, dated February 28, 2019, be received.

Carried

2. PWES-2019-22 2018 Bridge and Culvert Needs Study

Motion: RCM - 116/19

Moved by Councillor Andrew Dowie
Seconded by Councillor Brian Houston

That Report No. PWES-2019-22 2018 Bridge & Culvert Needs Study (Structures with Spans > 3.0m) be received;

And that the recommendations contained within the 2018 Bridge & Culvert Needs Study (Structures with Spans > 3.0m) form the basis for prioritizing projects when completing the annual Public Works & Environmental Services Capital Works Plan.

Carried

3. PWES-2019-24 Investing in Canada Infrastructure Program Rural and Northern Communities Funding Stream 2019 Intake

The Deputy Mayor inquired on the design features and the flexibility to amend the project with the removal of the boulevard. He supports the overall project but opposes the boulevard design.

The Director Public Works and Environmental Services explains the Municipal Class Environmental Assessment (MCEA) and the preferred solution. The first phase of this project was completed in 2014. The addendum process to reopen a Municipal Class Environmental Assessment would cost upwards of $40,000. He notes that the project could go to tender within a week.

Discussion ensues over the competitive situation with the Town's upcoming projects, which are all seeking provincial funding. The Chief Administrative Officer explains the options available to the Members.

It is requested that Administration hold a Public Information Centre (PIC) on Manning Road Phase 2 and 3.

Motion: RCM - 117/19

Moved by Councillor Brian Houston
Seconded by Councillor Rick Tonial

That Administration be authorized to submit an application to the federal government for funding under the Investing in Canada Infrastructure Program (ICIP): Rural and Northern Communities Funding Stream – 2019 Intake for a future commitment to the Manning Road Improvement Project Phases 2 and 3 to be completed in 2021-2022;

And that Administration be authorized to complete any business case(s), application(s) and/or to provide all information/documentation as required in order to constitute an application under ICIP;

And further that the Treasurer be authorized to sign any required documents necessary to complete the application and the subsequent documentation to ICIP;

And furthermore that the Mayor and Clerk be authorized to sign any documents/agreements (if required) for the application submissions and documentation to ICIP, in a form satisfactory to the Town's Solicitor, financial content satisfactory to the Town's Treasurer and technical content to the Town's Engineer;

And further moreover that Administration be authorized to withdraw the application for the ICIP for Manning Road Phases 2 and 3 if the Town of Tecumseh is successful with the application submitted to the Disaster Mitigation and Adaptation Fund.

Carried

4. PWES-2019-25 Internal Lining Replacement of the Town of Tecumseh Elevated Water Tank

A member inquires on the sole sourcing of this tender and if the projected work can be subcontracted out to another company. The Director Public Works and Environmental Services indicates the successful company will be doing all the proposed work on the elevated water tank.

In response to a query, the Director Public Works and Environmental Services explains that the replacement of the internal liner is specialized work. In this industry, two main companies can complete this work. He notes that if this tender reopens to solicit another bid, the delay could postpone the work to next year and deterioration will continue.

A suggestion is made to promote an open tendering process in the future.

Motion: RCM - 118/19

Moved by Councillor Bill Altenhof
Seconded by Councillor Brian Houston

That pursuant to the Town's Purchasing Policy Section 3.3 Single/Sole Sourcing (By-law 2017-63), Landmark Municipal Services (Landmark) be retained to sandblast and re-line the interior of the Town of Tecumseh's elevated water tank in the amount of $448,365 excluding HST;

And that the Mayor and Clerk be authorized to execute an agreement, satisfactory in form to the Town's Solicitor, with Landmark.

Carried

5. PWES-2019-26 Arlington Boulevard Petition

Motion: RCM - 119/19

Moved by Councillor Andrew Dowie
Seconded by Deputy Mayor Joe Bachetti

That Report No. PWES-2019-26 Arlington Boulevard Petition be received.

Carried

13. By-Laws

There are no by-laws presented to Council.

14. Unfinished Business

The Members receive the Unfinished Business listing for Tuesday, April 23, 2019.

15. New Business

There are no new business items

16. Motions

There are no motions presented to Council.

a. In-Camera Meeting

b. Confirmatory By-law

Motion: RCM - 120/19

Moved by Councillor Tania Jobin
Seconded by Councillor Brian Houston

That By-Law 2019-37 being a by-law to confirm the proceedings of the Tuesday, April 23, 2019, regular meeting of the Council of The Corporation of the Town of Tecumseh be given first, second, third and final reading.

Carried

17. Notices of Motion

There are no notices of motion presented to Council.

18. Next Meeting

Tuesday, May 14, 2019

5:00 pm Public Council Meeting - ZBA 13214 Riverside Drive

6:00 pm Court of Revision - East Town Line Drain (St. Clair Outlet)

7:00 pm Regular Council Meeting

19. Adjournment

Motion: RCM - 121/19

Moved by Councillor Bill Altenhof
Seconded by Councillor Rick Tonial

That there being no further business, the Tuesday, April 23, 2019 meeting of the Regular Council now adjourn at 8:45 pm.

Carried

_____

Gary McNamara, Mayor

_____

Jennifer Alexander, Deputy Clerk

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

Tecumseh Council meets in public session on Tuesday, April 23, 2019, in the Council Chambers, 917 Lesperance Road, Tecumseh, Ontario at 5:00 pm.

1. Call to Order

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

2. Roll Call

Present:

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

Also Present:

Chief Administrative Officer	Margaret Misek-Evans
Director Parks & Recreation Services	Paul Anthony
Director Public Works & Environmental Services	Phil Bartnik
Director Planning & Building Services	Brian Hillman
Director Fire Services & Fire Chief	Doug Pitre
Deputy Clerk & Manager Legislative Services	Jennifer Alexander
Manager Engineering Services	John Henderson
Manager Planning Services	Chad Jeffery
Administrative Assistant to the Director Corporate Service & Clerk	Sue White

3. Disclosure of Pecuniary Interest

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

4. Introduction and Purpose of Meeting

The purpose of the meeting is to hear public comment and provide Council with an update on the works completed on the Tecumseh Road Main Street CIP – Streetscape Plan and Design Project since the last update in October 2017.

5. Delegations

1. Gail Shilingford, Dialog Project Manager, and Laura Herlehy, P.Eng., Project Coordinator, Dillion Consulting Ltd.

Re: Tecumseh Road Main Street Detailed Streetscape Design

Manger Engineering Services provides that since the last meeting, the Town has had significant dialog with the affected property owners and has reviewed costs and potential cost saving alternatives for this project. Administration is seeking some direction with some of the potential cost saving alternatives to proceed with the final design phase of the project. Following this meeting, Administration will prepare a future report to council later with a recommendation.

Ms. Gail Shilingford, Dialog Project Manager, presents a PowerPoint presentation on their activity since the last Council update in October 2017.

She notes one of the key objectives of this meeting is to receive feedback and direction from Council and to move forward with the Streetscape Plan.

Ms. Shilingford reviews the purpose of this project, which is to build an identity and community within the downtown core, and make Tecumseh a destination. She explains the streetscape design features including a mixed-use and residential development in a land urban context, and the opportunities to bring synergies with other developments within the Town.

A series of consultations with the affected property owners were initiated regarding street access and plan implementation. There is a need identified to expedite the Tecumseh Road sanitary sewer to accommodate development proposals.

Ms. Laura Herlehy, Dillion Consulting Inc., indicates they have reviewed the project costs and alternatives specifically with the need to relocate the existing utilities underground. She explains the various utilities options and states this revised plan will save 2.48 million dollars on the overall project costs.

A member raised concern that the implementation of phase one will increase traffic between McNorton Road and Arbour Street as motorists will avoid Tecumseh Road traffic. Ms. Herlehy comments that they did assume that there would be some diversion of traffic in this area but mostly to County Road 22.

The County is planning to improve capacity at the intersection at County Road 22 and Lesperance Road. The Town is trying to move commuters off Tecumseh Road onto County Road 22. A Member notes that traffic is the number one concern with this initiative and this proposed work will make traffic worse. A concern is raised over the Town’s plan for traffic diversion, which appears to be in conflict with the County plans for County Road 22.

Director Planning and Building Services explains the ongoing communications with the County on the Town's initiative with this project. The Town's perspective is to have this corridor safe and efficient with on street parking. This initiative will slow down traffic in this area. He notes that the County will need to recognize the need for these improvements. Administration will review and provide a quantifiable answer to this question.

Discussion ensues about communicating with the public regarding the plan’s costs. In response to a query, it is suggested that the Consultant review the financial impacts and risks associated with this type of project by analyzing other projects of similar municipal size.

A Member inquires if there is any other opportunities for the utilities to be relocated other than underground. The Consultant has worked closely with the utility company to move these routes to other locations and determined it significantly increases the costs. Options to partially bury utilities and keep utilities aerial are reviewed.

The Mayor opens the floor for questions.

Mr. Brian Chillman, Lawyer for Dionne Orthodontist

Mr. Brian Chillman raises a procedural question regarding the public notice for this meeting. The Mayor confirms that Council wants input from the public on this plan. A Public Information Centre regarding the Streetscape Plan will be held as an opportunity for public input and address any concerns.

The Director Planning and Building Services advised that formal public notice had not been given for this meeting as it’s original purpose was to provide an update to Council and further that it was intended to hold a public meeting with proper notice at a later date.

Mr. Steve Columbo, 163 Arlington Blvd.

Mr. Columbo comments that Lesperance Road is better suited for this development than Tecumseh Road. He has lived in two cities, Sault Ste. Marie and Thunder Bay that tried to implement a downtown revitalization plan and failed. He recommends that Administration contact these municipalities and review the reasons why these plans did not work.

The Director Planning and Building Services reviewed how this streetscape design project is just one of the components of the Tecumseh Road Main Street Community Improvement Plan which was previously adopted by Council after a very lengthy and thorough public consultation process.

6. Communications

There are no communications presented to Council.

7. Reports

1. PWES-2019-28 Tecumseh Road Main Street CIP - Streetscape Plan and Design Project Update - April 2019

Motion: PCM - 25/19

Moved By	Deputy Mayor Joe Bachetti
Seconded By	Councillor Brian Houston

That Report No. PWES-2019-28 titled Tecumseh Road Main Street CIP – Streetscape Plan and Design Project Update - April 2019 be received;

And that based on the feedback received during the April 23, 2019 Public Meeting of Council, Administration bring forward a future report to Council recommending the direction forward for this project.

Carried

8. Adjournment

Motion: PCM - 26/19

Moved By	Councillor Bill Altenhof
Seconded By	Councillor Brian Houston

That there being no further business, the Tuesday, April 23, 2019 meeting of the Public Council Meeting now adjourn at 6:27 pm.

Carried

_____

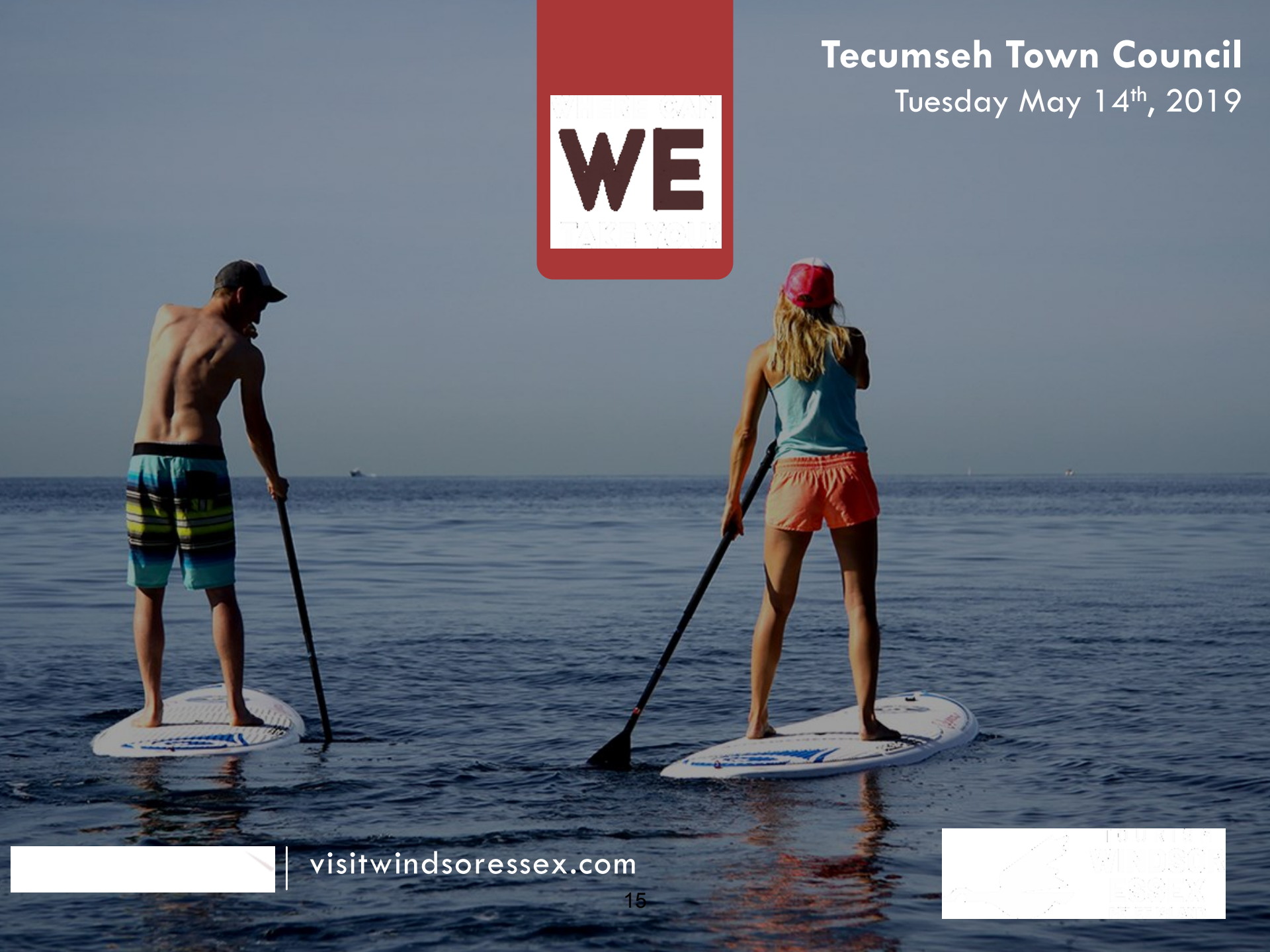
Gary McNamara, Mayor

_____

Jennifer Alexander, Deputy Clerk

Tecumseh Town Council

Tuesday May 14th, 2019



visitwindsoressex.com

Windsor Essex Pelee Island will be a top of mind regional tourism destination in Ontario offering authentic and diverse visitor experiences.

We are a tourism industry collaborative committed to enhancing the region's economy and quality of life through:

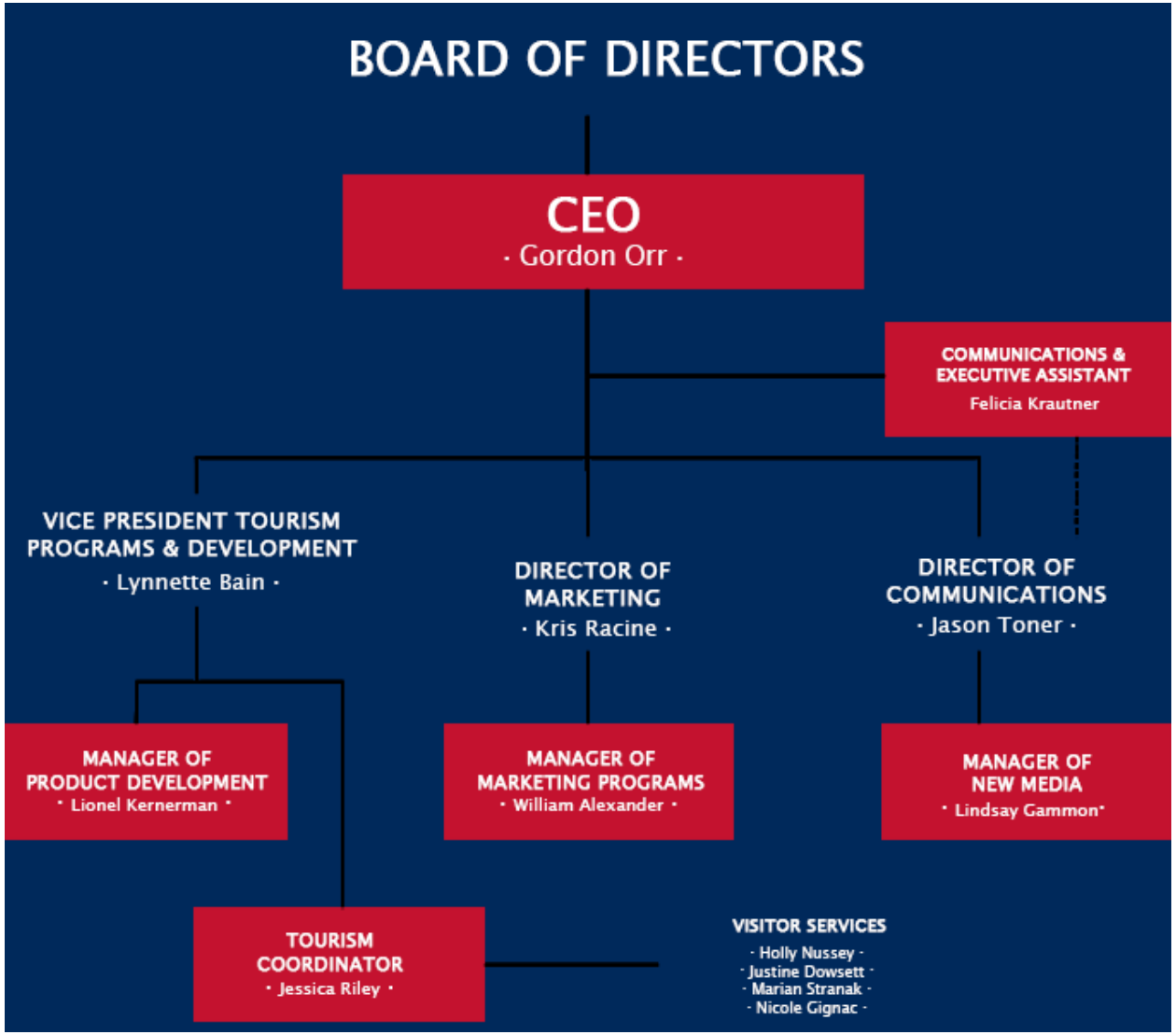
- Supporting industry development and individual operators
- Effectively marketing our destination
- Actively facilitating partner engagement

MISSION

The core functions of Tourism Windsor Essex Pelee Island in building a united tourism industry are:

- Marketing & Communications
- Visitor Services
- Event Attraction
- Product & Program Development

MANDATE



ORGANIZATIONAL CHART

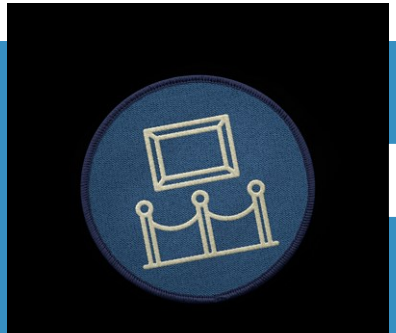
EXECUTIVE

- Mayor Nelson Santos - Chair
- Councilor Irek Kusmierczyk - Vice-Chair
- Danielle Stuebing – ERCA, Director-At-Large
- Gordon Orr - Secretary/Treasurer*

DIRECTORS

- Mayor Drew Dilkens - City of Windsor
- Warden Gary McNamara - County of Essex
- Mayor Ray Durocher - Township of Pelee
- Deputy Mayor Crystal Meloche - Town of LaSalle
- Councilor Jo-Anne Gignac - City of Windsor
- Natalie Lepine - Senior Manager Resort & Hotel Sales, Caesars Windsor
- Tom O'Brien – Partner, Cooper's Hawk Vineyards
- Chris Savard - General Manager, Devonshire Mall

*non-voting member



BOARD OF DIRECTORS

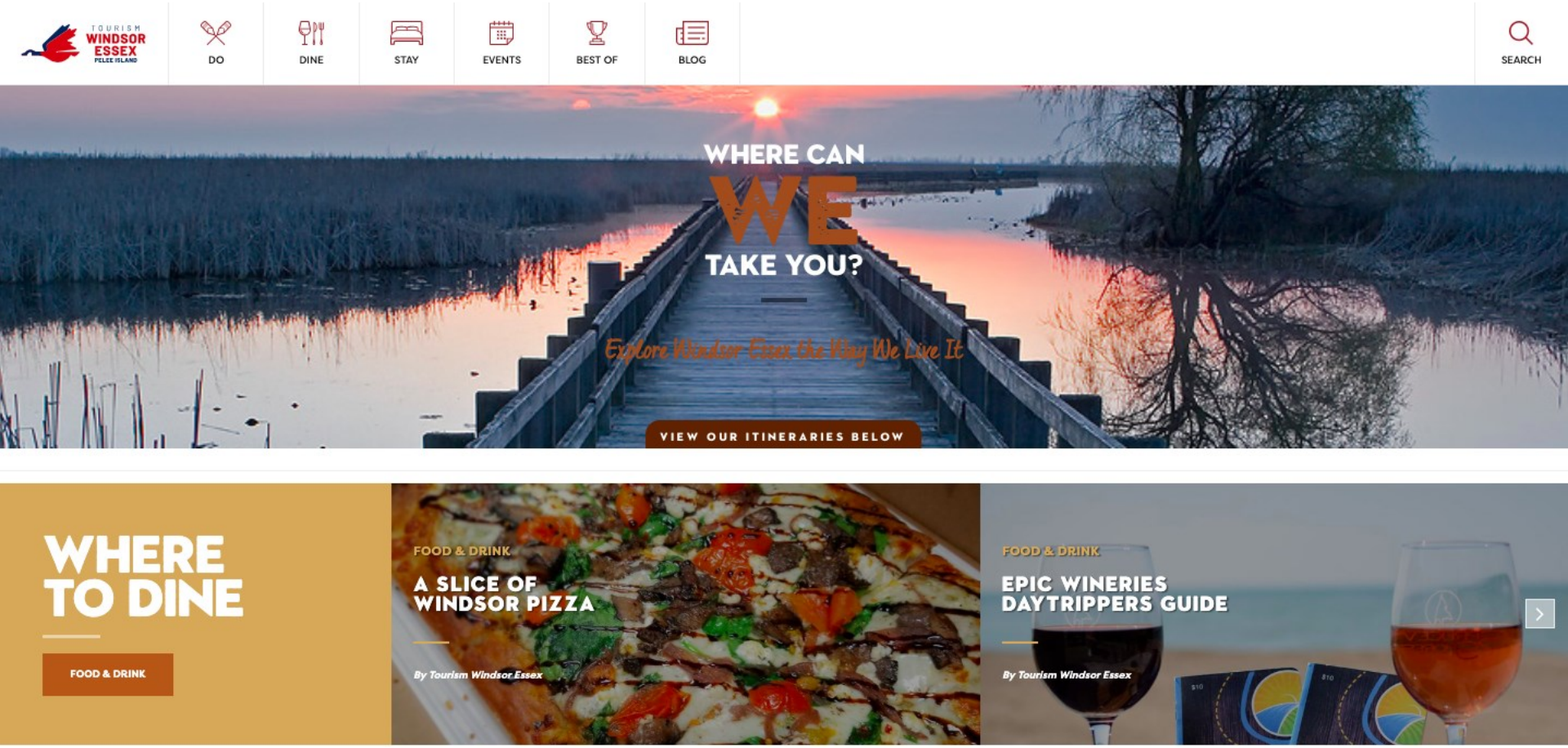
WHERE CAN WE TAKE YOU?

2018 YEAR IN REVIEW

TOURISM
WINDSOR
ESSEX
PELEE ISLAND

NEW MARKETING CAMPAIGN

NEW MARKETING CAMPAIGN



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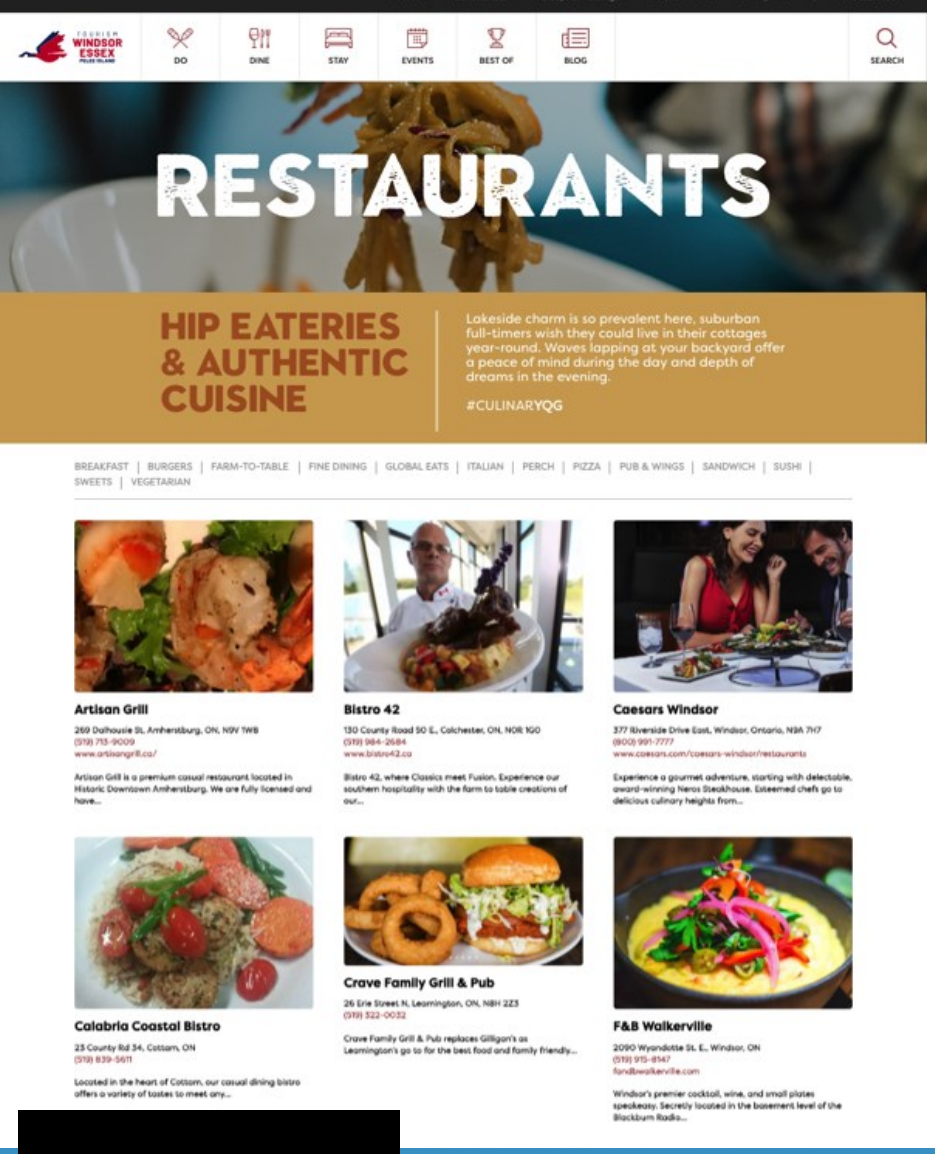

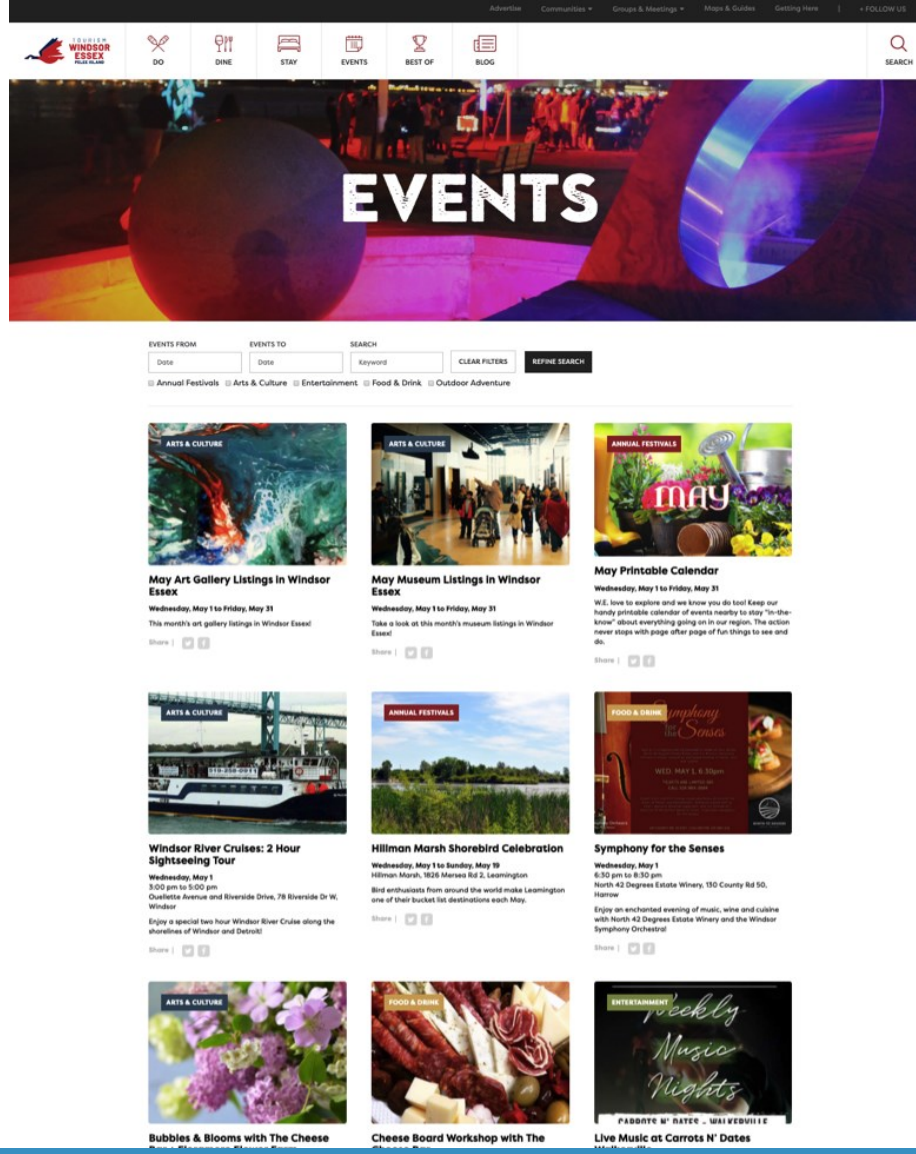

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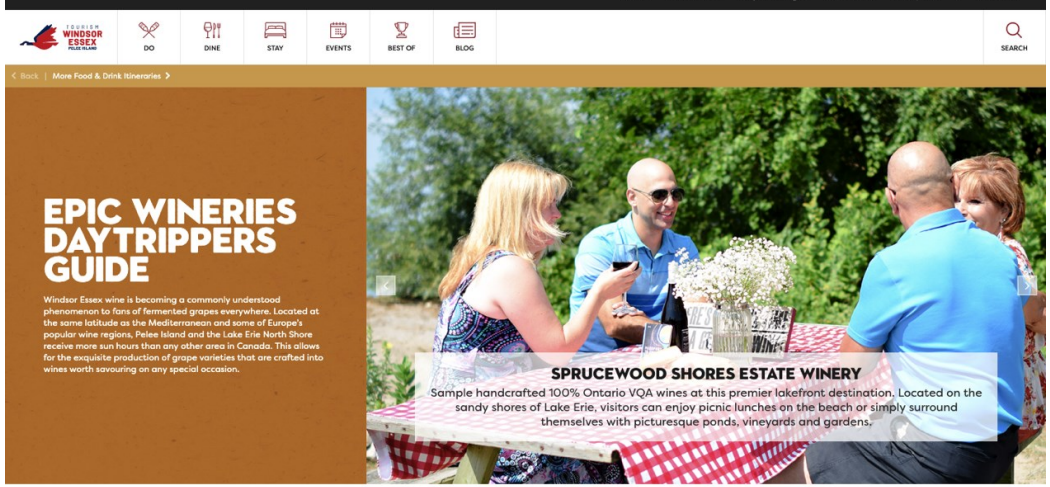

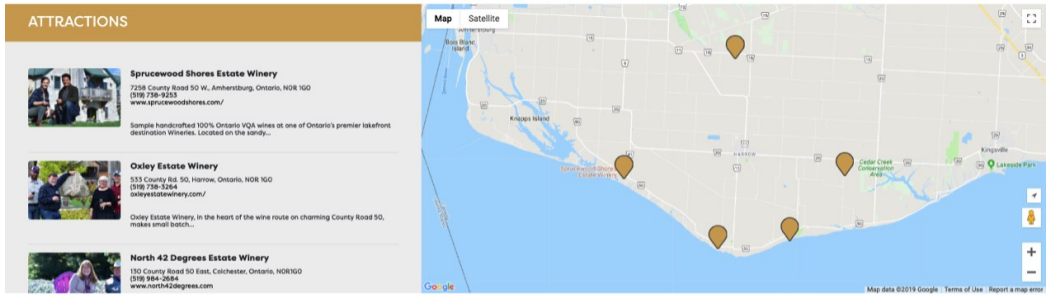

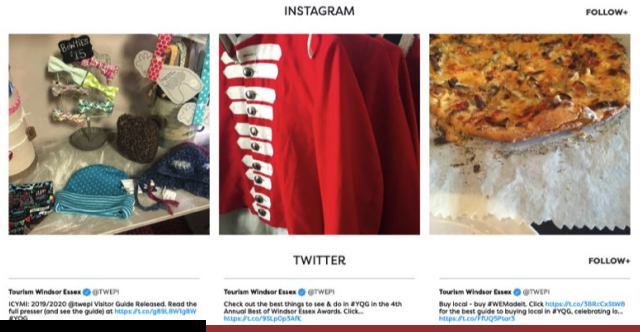

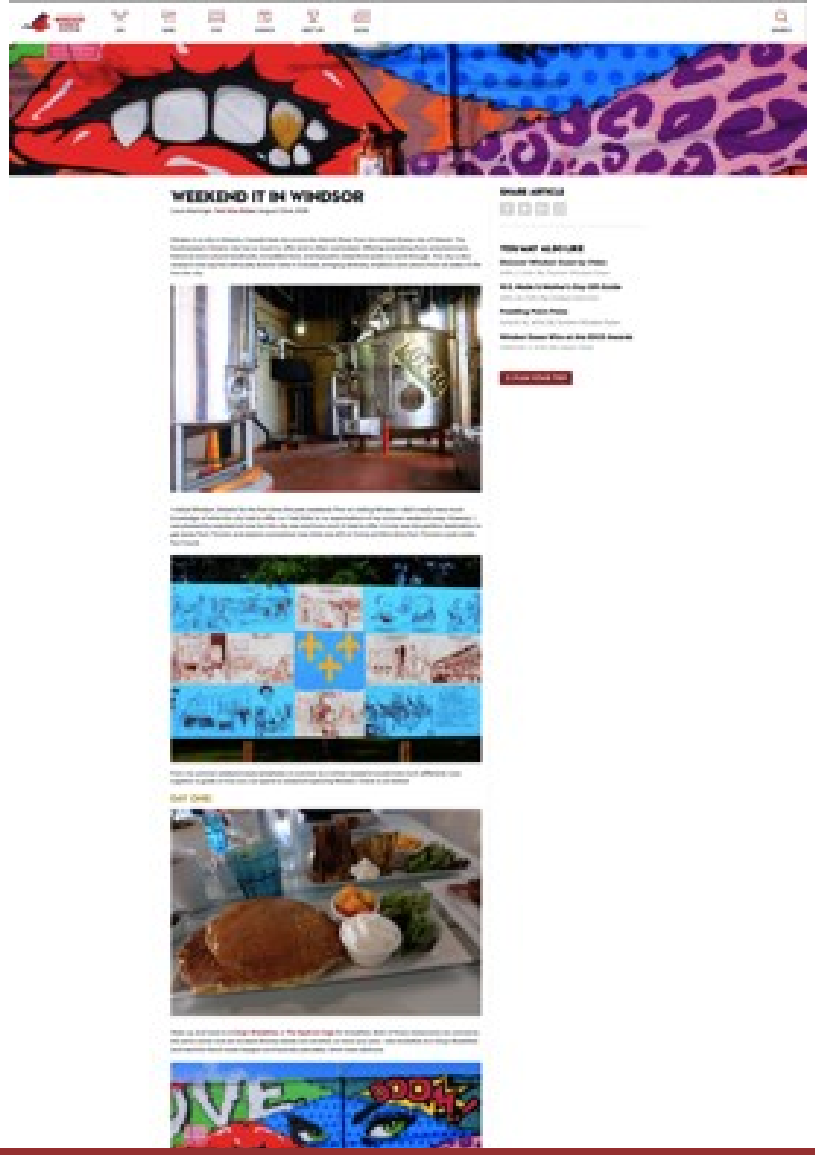

WHERE CAN WE TAKE YOU?

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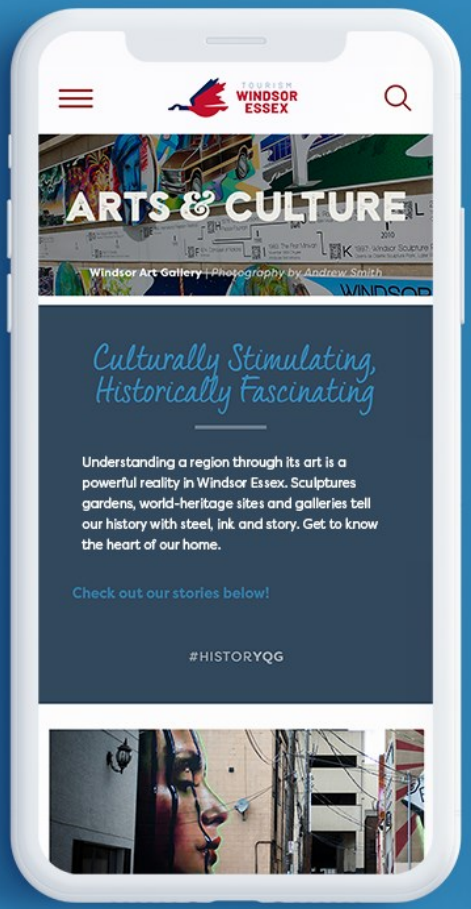
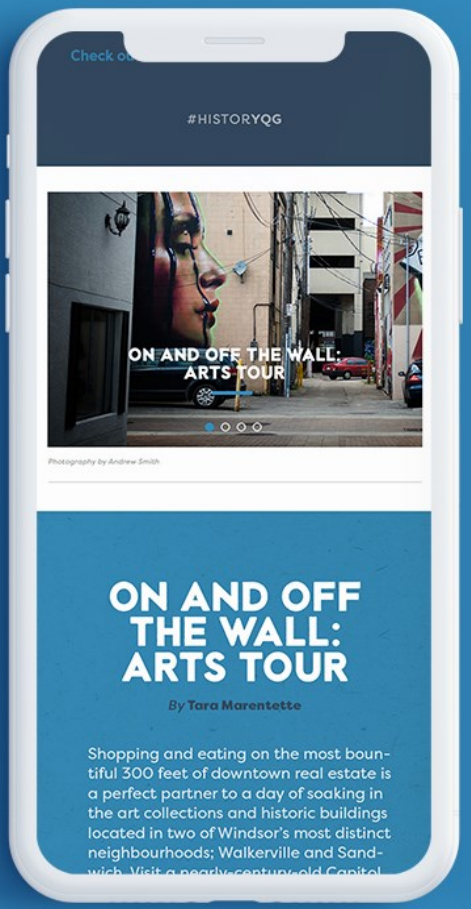
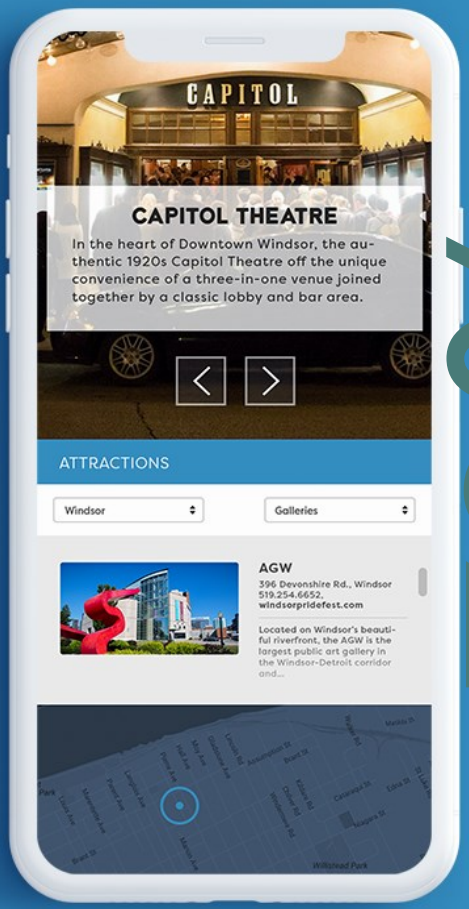






70%

of current site traffic is from mobile platforms

MOBILE WEBSITE

4th annual

BEST OF WINDSOR ESSEX AWARDS

BEST OF WINDSOR ESSEX AWARDS

TOURISM WINDSOR ESSEX

46 awards

–

42% increase in votes

4th annual

BEST OF WINDSOR ESSEX AWARDS

BARREL TRAIL
Pour & Explore

COFFEE TRAIL
Full of Perks

EPIC WINERIES
EPIC Wine Route

WE HEART LOCAL
Local Tastes Better

TOURISM PROGRAMS

WINDSOR ESSEX
W.E. MADE IT
#YQG
EXPLORE & SHOP THE
MAKERS & ARTISANS
OF WINDSOR ESSEX

W.E. MADE IT

OCCUPANCY RATE 65.66% up 3.50%

AVERAGE DAILY ROOM RATE $125.35 up $7.63

REVENUE PER AVAILABLE ROOM $82.61 up $9.12

KEY PERFORMANCE INDICATORS

HOTELS YEAR OVER YEAR

SOCIAL MEDIA

45,527	27,119	33,877	46,883
ENGAGEMENTS	ENGAGEMENTS	ENGAGEMENTS	VIEWS
15,609	4,392	7,909	
TOTAL FOLLOWERS	TOTAL FOLLOWERS	TOTAL FOLLOWERS	

153k engagements (9.5% over 2017)

Y PERFORMANCE INDICATORS

IGITAL YEAR OVER YEAR

MARKETING DATABASE

Subscribers:	18,142
Opens:	97,850
Clicks:	47,373

STAKEHOLDER DATABASE

Subscribers:	1,453
Opens:	15,730
Clicks:	3,786

113k

Engagements

(26.9% increase over 2017)

KEY PERFORMANCE INDICATORS

DIGITAL YEAR OVER YEAR

WINDSOR
AMHERSTBURG
ESSEX
LAKESHORE
LASALLE
LEAMINGTON
KINGSVILLE
PELEE ISLAND
TECUMSEH

ONE REGION. COUNTLESS STORIES.

PROVINCE OF ONTARIO

$34.1 billion in annual receipts

4.3% of GDP

PROVINCE OF ONTARIO

$34.1 billion in annual receipts

4.3% of GDP

WINDSOR & ESSEX COUNTY

16k employees

$1/2 BILLION economic benefit

#TOURISMMATTERS

What's NEW What's NEXT

2019/2020

DESTINATION DEVELOPMENT & MARKETING PLAN

OUTDOOR ADVENTURE

- Two Wheeled Adventures
- Waterfront

FOOD & DRINK

- Culinary & Wine
- Beverage Discovery Trails

ENTERTAINMENT

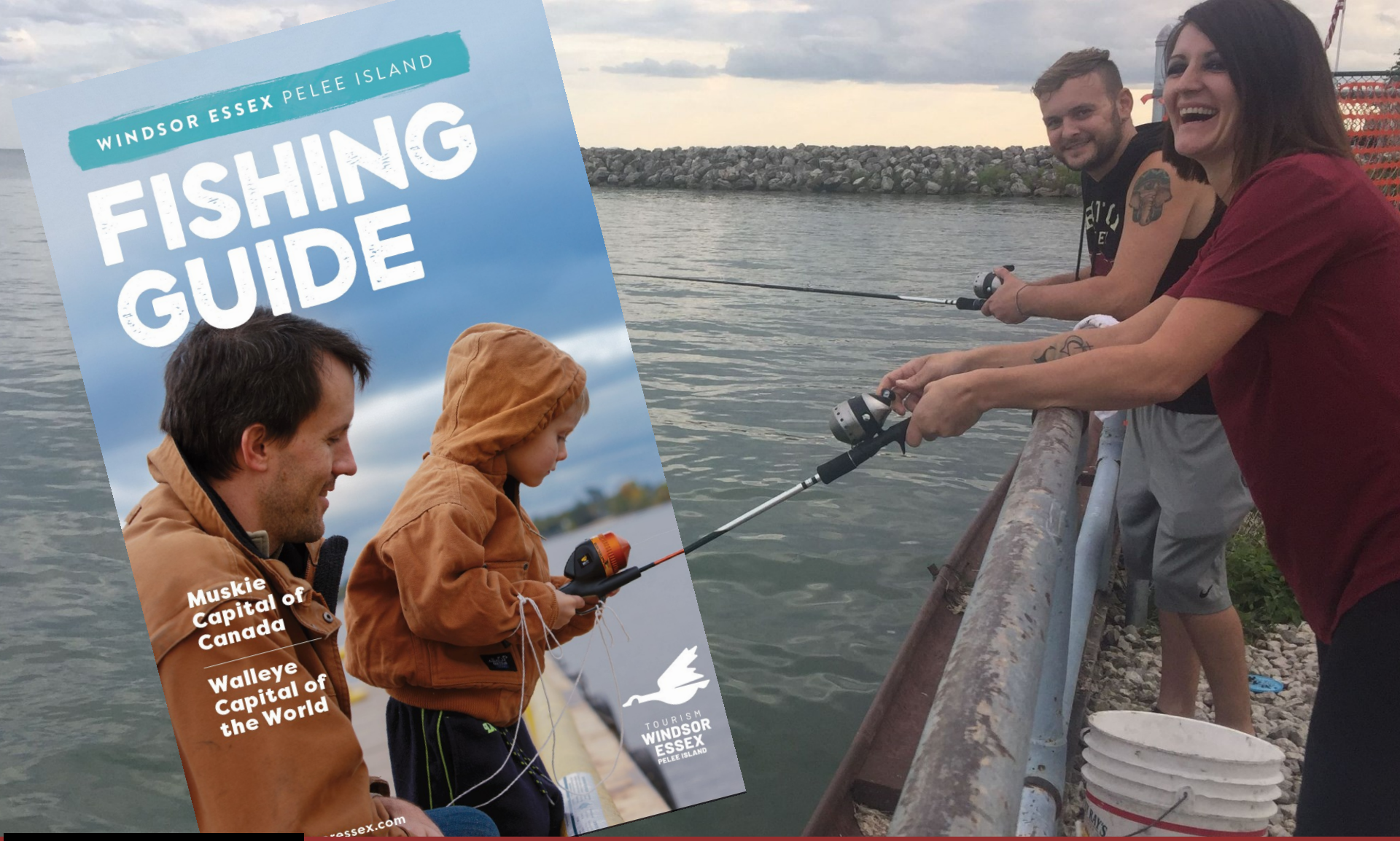
- Gaming
- Events
- Shopping

ARTS & CULTURE

- Cultural Districts
- Arts Initiatives

AREAS OF FOCUS

CYCLE TOURISM MAP



WHERE CAN WE TAKE YOU?

FISHING GUIDE

85k distributed across Ontario and into Ohio & Michigan

2019/2020

OFFICIAL VISITOR GUIDE

TOURISM WINDSOR ESSEX PELEE ISLAND

ANNUAL GENERAL MEETING

THURSDAY JUNE 13TH | 11AM

AT

Canadian Historical Aircraft Association

AGM • LUNCH • EXPLORE & POUR

EARLY BIRD TICKETS: $35

Early Bird ends May 23rd

visitwindsoressex.com

2019

ANNUAL GENERAL MEETING

Program Pop-Ups

- Pelee Island in the City (May 28th) in Ford City
- WE Heart Local (June 6th) in LaSalle
- Ontario Craft Beer Week (June 12th) in Windsor
- Ontario Wine Week (June 21st & 22nd) in Devonsh

Media Events

- Cycle Tourism Map launch
- Barrels Bottles & Brews Flight Log and Video
- 2019 Annual General Meeting
- WE Heart Local Map launch
- Wine Route Map launch

Events

- Chamber of Commerce June Social @ Cooper's Hawk

JUNE IS TOURISM MONTH

OUR TEAM

CWATS CELEBRATIONS

W.E. MADE IT PROGRAM

Tourism Windsor Essex
Published by Sprout Social [?] · August 21, 2018 ·

This weekend join us in Tecumseh for fun, rides, music & more - it's the Tecumseh Corn Festival 2018!

Click http://bit.ly/2OokEHD for more details.

Summer isn't over until it's Corn Festival weekend - delicious corn-on-the-cob farm fresh from Windsor Essex, the biggest small town parade, live entertainment & so much more!

Bring the family for games, ride, mini golf, pony rides and so much more!

And don't forget - load up on all the sweet delicious farm fresh corn!

Tourism Windsor Essex
Published by Jason Toner [?] · June 17, 2016 ·

There is never an excuse to say 'I'm bored' when you live in #WindsorEssex - every weekend is another great festival or event to check out!

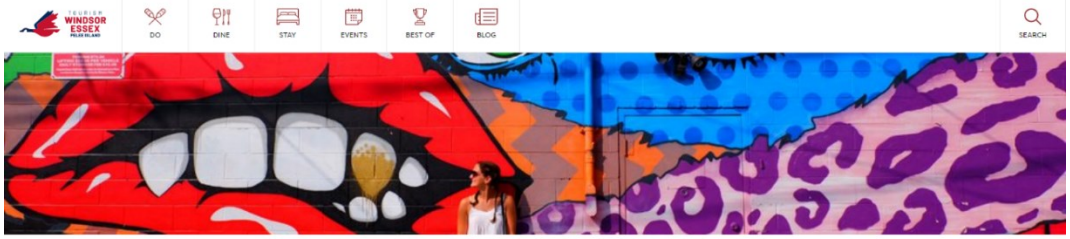
Trying to plan your summer out? Click http://bit.ly/1QfGNAC and check out our festival & event guide to check out what's happening & where. Like this weekend you can experience:

- Carrousel of the Nations all across Windsor
- Leamington Fair
- Amherstburg Garden Stroll
- Taste of Tecumseh
- Windsor Summer Fest...and so much more!

Tourism Windsor Essex
@TWEPI

It's Tecumseh Cornfest weekend - join us today for the last day! Join us for fun for all ages - games, rides, live music & more. And delicious corn-on-the-cob. Click bit.ly/2OokEHD for more details #YQG

EVENT SUPPORT, PROMOTION & VISITOR SERVICES

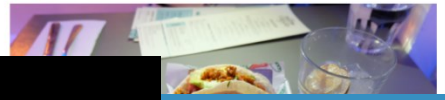


WEEKEND IT IN WINDSOR

Laura Marinigh, **Twirl the Globe** | August 22nd, 2018

After you've picked yourself up a pizza and indulged in it, head to **Urban Surf** for the rest of your day/evening. Urban Surf is located in Tecumseh, Ontario, about 20 minutes from Windsor's city centre, and offers stand-up paddleboarding, kayak rentals and classes. This is a great way to explore Lake St. Clair by the water. My friend and I did the Sunset Paddle that takes place every night in the summer at 7:30pm for only $25 CAD. Unfortunately there wasn't much of a sunset the night we went but it was still beautiful to get out on the water.

Urban Surf owners also just recently launched their own AirBnb in their sailboat that's docked on the grounds. For $150 CAD a night you can stay on board the sailboat for the night and also get two free rentals, plus two free smoothies from their smoothie shack. I'm always down for unique experiences, especially when it comes to where you're staying, and this was definitely a cool one. The boat also has its own little deck with Muskoka chairs, a bonfire pit and an outdoor shower!



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YOU MAY ALSO LIKE

New Tourism Windsor Essex Pelee Island Brand & Campaign Announced
APRIL 18, 2018 | By Jason Toner

An Unplugged Getaway
APRIL 2, 2018 | By Tourism Windsor Essex

Surprising Leamington
JULY 15, 2018 | By Jim Byers

Ultimate Guide to Windsor Essex
FEBRUARY 27, 2019 | By Lindsay Gammon

PLAN YOUR TRIP

twirltheglobe • Follow

twirltheglobe The weather is freezing today and I am not okay with it so I'm posting this picture of much better and warmer times in #Windsor this summer at @urbansurfco
.
.
.
.
#BBCtravel #Wanderlust #GoTravelGirls #DameTraveler #Blogger #SidewalkerDaily #GirlVsGlobe #NatGeoTravelPic #LiveTravelChannel #GuardianTravelSnaps #GirlsLoveTravel #TravelBlogging #TwirlTheGlobe #TravelHolic #InspireToWander #TLpics #PassionPassport #ForbesTravelGuide

Liked by urbansurfco and 93 others

OCTOBER 16, 2018

Add a comment... Post

TRAVEL WRITERS & SOCIAL MEDIA INFLUENCERS

WHERE CAN WE TAKE YOU?

Epione Remedios

Phone: 519 737 6548
Fax: 519 737 7357

info@epioneremedios.com
www.epioneremedios.com

6673 8th Concession
Oldcastle, ON N0R 1L0

April 15, 2019

RECEIVED APR 24 2019

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

ATT: Gary McNamara, Mayor

Dear Mr. McNamara

RE: Cannabis Production

Pursuant to Part 2, Section 7(1) of the Cannabis Regulations, this letter is notice advising that Epione Remedios Inc. is applying to become a Licensed Producer under the Cannabis Act, for the following site address:

2085 Highway 3, Oldcastle, ON, N0R1L0, Canada

The application is proposed to be submitted to Health Canada on April 30, 2019 for the licence class (subclass) of:

Cultivation (Standard Cultivation): Licenced activities at this site will include production of dried cannabis, fresh cannabis, cannabis plants, cannabis plant seeds by cultivation, propagation and harvest. This licence will also allow for the alteration of the chemical or physical properties of cannabis for the purpose of testing, and the sale of cannabis to authorized parties.

If you require anything further, please feel free to contact me at your convenience.

Best regards,

Mike Colasanti
519-796-0721
mcolasanti@epioneremedios.com

Minister of Rural
Economic Development

Ministre du Développement
économique rural

Ottawa, Canada K1P 0B6

RECEIVED A 26 2019

APR 23 2019

His Worship Gary McNamara
Mayor
Corporation of the Town of Tecumseh
917 Lesperance Road
Tecumseh, Ontario N8N 1W9

Dear Mr. Mayor:

Thank you for your letter of January 28, 2019, congratulating me on my appointment as Minister of Rural Economic Development and regarding broadband access for rural, northern and remote communities.

It is an honour for me to assume this new role. I am committed to fulfilling the responsibilities entrusted to me in this portfolio, to work with Canadians and champion economic opportunity and quality of life in rural Canada.

As Minister of Rural Economic Development, I am developing a whole-of-government strategy that will capitalize on the opportunity that vibrant rural economies and communities represent to enhance economic growth for Canada. I am also pleased to lead the rollout of infrastructure and broadband investments in rural Canada, and to work with other federal ministers to advance important priorities benefitting rural Canada.

Canadians know high-speed Internet access is no longer a luxury – it is a necessity for success. Students, families and businesses require reliable high-speed Internet to participate in today's economy. Too many Canadians, especially those living in rural and remote communities, do not have the connectivity they need to grow their business, access government services, pursue online education, or connect with family and friends.

Since Budget 2016, the Government of Canada has been making major investments in broadband infrastructure. Through the successful Connect to Innovate program, over 900 Canadian communities will gain access to faster internet speeds.

...2

Canada

In Budget 2019, our government is making an ambitious new commitment to ensure every single household and business in Canada, no matter how rural and remote, has access to high-speed internet (50 Mbps download and 10 Mbps upload) by 2030.

Efforts to strengthen and capitalize on rural Canada's enormous potential will require governments, businesses and communities to collaborate. I anticipate that this will be an important theme of the Canadian Rural Economic Development Strategy.

Thank you again for your kind words and for your interest in Canada's rural communities.

Sincerely,

The Honourable Bernadette Jordan, P.C., M.P.
Minister of Rural Economic Development

RECEIVED
APR 30 2019
Town of Tecumseh

GREATER ESSEX COUNTY DISTRICT SCHOOL BOARD

BY - LAW NO. 34 (April 2019 – W)
BY - LAW NO. 35 (April 2019 – E)
EDUCATION DEVELOPMENT CHARGES for
The City of Windsor and County of Essex and Township of Pelee

NOTICE OF THE PASSING OF EDUCATION DEVELOPMENT CHARGES BY-LAWS BY THE GREATER ESSEX COUNTY DISTRICT SCHOOL BOARD

TAKE NOTICE that the Greater Essex County District School Board passed two Education Development Charges By-laws on the 16th day of April, 2019, under Section 257.54 of the *Education Act.* By-law No. 34 (April 2019 – W) applies to the residential development of land in the City of Windsor and By-law No. 35 (April 2019 – E) applies to the residential development of land in the County of Essex and the Township of Pelee.

AND TAKE NOTICE that any person or organization may appeal one or both of the By-laws to the Local Planning Appeal Tribunal (formerly the Ontario Municipal Board) under Section 257.65 of the Act by filing with the Secretary of the Greater Essex County District School Board on or before the 27th day of May, 2019, a notice of appeal setting out the objection to the By-law(s) and the reasons supporting the objection together with the required fee payable to the Ministry of Finance in respect of each appeal.

By-law Nos. 34 and 35 come into force on April 22, 2019.

By-law No. 34 (April 2019 – W), which applies to the residential development of land in the City of Windsor, imposes an education development charge per dwelling unit in the following amounts for the periods set out below:

i) April 22, 2019 to April 21, 2020 - $605.00;

ii) April 22, 2020 to April 21, 2021 - $905.00;

iii) April 22, 2021 to April 21, 2022 - $1,205.00;

iv) April 22, 2022 to April 21, 2024 - $1,455.00.

By-law No. 35 (April 2019 – E), which applies to the residential development of land in the County of Essex and the Township of Pelee, imposes an education development charge per dwelling unit in the following amounts for the periods set out below:

i) April 22, 2019 to April 21, 2020 - $605.00;

ii) April 22, 2020 to April 21, 2024 - $682.00.

Subject to limited exemptions, education development charges are imposed on all residential development of lands in the City of Windsor, and the County of Essex and the Township of

Pelee. Accordingly, a key map showing the location of the lands subject to the By-laws is not provided as part of this notice.

Copies of the complete By-laws are available for examination in the offices of the Board located at 451 Park Street West, Windsor, Ontario, N9A 6K1, during regular office hours or on the Board's website at www.publicboard.ca

Notice of a proposed by-law amending the education development charges by-law or the passage of such an amending by-law is not required to be given to any person or organization, other than to certain clerks of municipalities or secretaries of school boards, unless the person or organization gives the secretary of the Board a written request for notice of any amendments to the education development charges by-law and has provided a return address.

Dated at the City of Windsor this 23 day of April, 2019

Erin Kelly
Director of Education and Secretary to the Board

The Corporation of the Town of Tecumseh
Office of the Mayor

Mayor Gary McNamara

May 2, 2019

Ministry of Environment & Climate Change
Southwestern Region
733 Exeter Road
London, ON N6E 1L3

Attention: Regional Pesticide Specialist

To Whom It May Concern:

Re: West Nile Virus – Application of Larvicides

The Town of Tecumseh supports local action by the Windsor-Essex County Health Unit to reduce the risk of West Nile virus. As a result, the Town of Tecumseh authorizes any permit application for West Nile virus control submitted to the Ministry of the Environment & Climate Change from an appropriately licensed exterminator to apply a larvicide into the catch basins or surface water:

- Located within and owned by the Town of Tecumseh; and,
- Located on municipal and private land that drain into storm drain systems or waterways located within the Town of Tecumseh.

Sincerely,

Gary McNamara
Mayor, Town of Tecumseh

TOWN OF
MONO

May 2, 2019

Hon. Victor Fedeli
Minister of Finance
Frost Bldg S 7th Flr, 7 Queen's Park Cres
Toronto, ON M7A 1Y7

Dear Mr. Fedeli:

Re: Ontario Municipal Partnership Fund (OMPF)

The Ontario Municipal Partnership Fund (OMPF) is the Province's main general assistance grant to municipalities. The program, that primarily supports northern and rural municipalities, is a critical component of the provincial-municipal fiscal relationship. Since 2012, grant allocations have decreased from $598M to $505M in 2019.

The government has committed to consult with municipalities in 2019 regarding the future of the OMPF. The goal of this review is to ensure that the program remains sustainable and focused on the northern and rural municipalities that need this funding the most. Reductions in the funding have a significant impact on municipal finances, with the loss of revenue typically being made up through increased tax levies. This has the potential of adversely affecting housing affordability in the affected municipalities and is contrary to the Province's stated goal of improving housing affordability.

The Town of Mono recommends that the OMPF be maintained at not less than its current funding level.

I look forward to an earnest dialogue with the Province that recognizes the importance to municipalities of maintaining this program and the potential impact that reductions to funding will have.

Regards,

TOWN OF MONO

Laura Ryan
Mayor

P: 519.941.3599
F: 519.941.9490
E: info@townofmono.com
W: townofmono.com
347209 Mono Centre Road
Mono, ON L9W 6S3

CC: Hon. Sylvia Jones, Solicitor General, MPP, Dufferin-Caledon
All Ontario municipalities

La version française suit.

Ministry of Municipal Affairs and Housing

Office of the Minister

777 Bay Street, 17th Floor
Toronto ON M5G 2E5
Tel.: 416 585-7000
Fax: 416 585-6470

Ministère des Affaires municipales et du Logement

Bureau du ministre

777, rue Bay, 17e étage
Toronto ON M5G 2E5
Tél. : 416 585-7000
Téléc. : 416 585-6470

19-002850

Dear Head of Council:

Ontario's Government for the People is committed to building more housing and bringing down costs for the people of Ontario. To help fulfill this commitment, we have developed a broad-based action plan to address the barriers getting in the way of new ownership and rental housing.

More Homes, More Choice (the action plan) outlines our government's plan to tackle Ontario's housing crisis, while encouraging our partners to do their part. We are taking steps to make it faster and easier for municipalities, non-profits and private firms to build the right types of housing in the right places, to meet the needs of people in every part of Ontario.

As part of the action plan, we are proposing changes that would streamline the complex development approvals process to remove unnecessary duplication and barriers, while making costs and timelines more predictable. We are also proposing changes that would make it easier to build certain types of priority housing such as second units.

On May 2, 2019, the government introduced Bill 108 (the bill), the proposed More Homes, More Choice Act, 2019, in the Ontario Legislature. While the bill contains initiatives from various ministries, I would like to share some details regarding initiatives led by the Ministry of Municipal Affairs and Housing.

Planning Act

Schedule 12 of the bill proposes changes to the Planning Act that would help make the planning system more efficient and effective, increase housing supply in Ontario, and streamline planning approvals.

If passed, the proposed changes would:

- Streamline development approvals processes and facilitate faster decisions,
- Increase the certainty and predictability of the planning system,
- Support a range and mix of housing options, and boost housing supply,
- Make charges for community benefits more predictable, and
- Make other complementary amendments to implement the proposed reforms, including how the proposed changes would affect planning matters that are in-process.

Amendments to the Planning Act are also proposed to address concerns about the land use planning appeal system. Proposed changes would broaden the Local Planning Appeal Tribunal's jurisdiction over major land use planning matters (e.g., official plan amendments and zoning by-law amendments) and give the Tribunal the authority to make a final determination on appeals of these matters. The Ministry of the Attorney General is also proposing changes to the Local Planning Appeal Tribunal Act, 2017 to complement these changes (see Schedule 9 of the bill).

Development Charges Act

Schedule 3 of the bill proposes changes to the Development Charges Act that would make housing more attainable by reducing costs to build certain types of housing and would increase the certainty of costs to improve the likelihood of developers proceeding with cost sensitive projects, such as rental housing.

If passed, the proposed changes would:

- Make it easier for municipalities to recover costs for waste diversion,
- Increase the certainty of development costs in specific circumstances and for certain types of developments,
- Make housing more attainable by reducing costs to build certain types of homes, and
- Make other complementary amendments to implement the proposed reforms.

Further consultation on the Planning Act and Development Charges Act

We are interested in receiving any comments you may have on the proposed changes to the Planning Act and the Development Charges Act. Comments on these proposed measures can be made through the Environmental Registry of Ontario as follows:

- Planning Act: posting number 019-0016
- Development Charges Act: posting number 019-0017

The Environmental Registry postings provide additional details regarding the proposed changes.

A Place to Grow: Growth Plan for the Greater Golden Horseshoe

A Place to Grow: Growth Plan for the Greater Golden Horseshoe is an important part of the action plan that addresses the needs of the growing population, the diversity of the region and its people, and the local priorities. With A Place to Grow, we will make it faster and easier to build housing so that the growing number of people who live and work in the Greater Golden Horseshoe can find a home.

We recognize that different parts of Ontario need different solutions, including Northern and rural Ontario. While the Growth Plan for Northern Ontario continues to guide long-term economic growth in the North, our government is taking steps right now to support this growth by reducing red tape and burdens in Ontario's Northern and rural communities with **More Homes, More Choice**.

Taken together, the actions outlined in **More Homes, More Choice** - including the proposed changes detailed above - will make it easier to build the right types of housing in the right places, make housing more affordable and help taxpayers keep more of their hard-earned dollars. Building more housing will make the province more attractive for employers and investors, proving that Ontario is truly Open for Business.

This action plan is complemented by our recently announced **Community Housing Renewal Strategy**, which will help sustain, repair and grow our community housing system. Together these two plans will ensure that all Ontarians can find a home that meets their needs.

At the same time, **More Homes, More Choice** underscores our commitment to maintain Ontario's vibrant agricultural sector and employment lands, protect sensitive areas like the Greenbelt, and preserve cultural heritage. Our plan will ensure that every community can build in response to local interests and demand while accommodating diverse needs.

Our government recognizes the key role that municipalities will play in implementing the action plan, and we know that you share our desire to bring more housing to the people of Ontario. I look forward to working with you as we implement **More Homes, More Choice**.

Sincerely,

Steve Clark

Minister

c:

Chief Administrative Officer

Clerk

From: Sahar, Zalma (MCSCS) [mailto:Zalma.Sahar@ontario.ca] **On Behalf Of** Pegg, Jon (MCSCS)
Sent: May 6, 2019 12:12 PM
To: OFM Subscribers (MCSCS) <OFM.Subscribers@ontario.ca>
Subject: Fire Marshal Notification to Fire Chiefs - Health Canada Notification - Illegal Marketing of Infrared Saunas to Fire Departments with False Cancer Claims

Dear Mayor and Members of Council and Fire Chiefs:

Reference: Request from Health Canada to advise on matters related to infrared saunas.

I am writing to provide for your consideration a copy of correspondence I received from Health Canada - Marketed Health Products Directorate. If you have any questions, or require additional information, you may wish to contact Health Canada directly.

Yours truly,

Jon

Attachment: Health Canada Letter – File 19-101504-117

Jon Pegg
Fire Marshal and Chief, Emergency Management
Office of the Fire Marshal and Emergency Management
Ministry of the Solicitor General
Forensic Services and Coroner's Complex
25 Morton Shulman Avenue
Toronto, ON, M3M 0B1
Telephone: 647-329-1239

Health Canada | Santé Canada

Health Products and Food Branch | Direction générale des produits de santé et des aliments

Marketed Health Products Directorate
A.L. 1912C
OTTAWA, Ontario
K1A 0K9

File: 19-101504-117

May 2, 2019

Dear Fire Marshals,

Re: Illegal Marketing of Infrared Saunas to Fire Departments with False Cancer Prevention Claims

Health Canada would like to alert you to the illegal sale and marketing of infrared saunas to fire departments for unproven and false medical claims such as prevention of cancer amongst fire fighters and detoxification of fire fighters. Health Canada has discovered that at least two Canadian fire departments have acquired them for the aforementioned purposes. We are also concerned that the issue may be more widespread.

Health Canada assesses devices for their safety, quality and effectiveness before issuing a licence. Devices that are not licensed have not been assessed. Health Canada requests that you inform the fire departments in your province that Health Canada has **not** authorized for sale any infrared saunas as medical devices. Health Canada also invites fire departments to report any marketing of infrared saunas for medical purposes that they may encounter at drug-device-marketing@canada.ca.

Please do not hesitate to contact us if you have any questions, or if you wish to confirm the authorized uses for any device that has been marketed to you for medical purposes.

Sincerely,

Alain G. Musende, PhD
Manager, Section for Transparency and Advertising
Regulatory Surveillance
Marketed Health Products Directorate
Tel: (613) 954-6780 Fax: (613) 948-7996

Canada

Township of McKellar

701 Hwy #124, P.O. Box 69, McKellar, Ontario POG 1C0 Phone: (705) 389-2842
Fax: (705) 389-1244

May 7, 2019

Anne Potocnik, Chairperson
McKellar Public Library Board
P.O. Box 10
McKellar, ON P0G 1C0

Dear Ms. Potocnik

Re: Resolution 19-263 - Ford Government funding cuts to Southern Ontario Library Service and Ontario Library Service North

---

Please be advised that at its regular meeting held, Monday May 6, 2019 the Council of the Township of McKellar passed the following resolution:

19-263 **WHEREAS** the Ontario government has reduced by 50% the funding to Southern Ontario Library Service and Ontario Library Service North, resulting in the suspension of interlibrary loan service and postage subsidy, with further service cuts yet to be announced;

AND WHEREAS the users of small northern libraries such as the McKellar Public Library will be significantly negatively impacted by the loss of equitable access to materials and information;

AND WHEREAS the resulting increased costs of postage will not have been considered in the budget preparation for the current fiscal year and will require lending libraries to carefully consider whether to fill an interlibrary loan request;

NOW THEREFORE be it resolved that the Council of the Corporation of the Township of McKellar strongly urges the Ontario government to restore the funding to Ontario Library Service North and Southern Ontario Library Service *at a minimum* to the previous 2018 funding level;

AND FURTHER that this resolution be forwarded to the Michael Tibollo, Minister of Culture, Recreation and Sport; Norm Miller, MPP; Doug Ford, Premier; Association of Municipalities of Ontario and all Ontario municipalities.

Your consideration on the matter is appreciated.

Sincerely,

Ina Watkinson
Administrative/Treasury Assistant
Township of McKellar

cc Honourable Doug ford, Premier of Ontario
Honourable Mike Tobollo, Minister of Culture, Recreation & Sport
Norm Miller, M.P.P., Parry Sound - Muskoka
Association of Municipalities of Ontario
Municipalities of Ontario

Premier Doug Ford
Michael Tibollo, Minister of Culture Recreation and Sport
Norm Miller, MPP , Parry Sound Muskoka

The recently announced budget cut to SOLS and OLS North has so far resulted in the suspension of interlibrary loans, courier service and subsidies for postage for interlibrary loan. The full impact of this outrageous funding reduction is not yet known, however the loss of readily accessible interlibrary loan service will have a significant impact on the users of small northern libraries such as McKellar Public Library. Larger libraries have substantially larger materials budgets and are more likely to own the resources required by their patrons. Small northern libraries rely on interlibrary loan service to provide their users with materials they do not have. The loss of this vital service leaves northern residents at a distinct disadvantage without readily available and equitable access to the range of materials and information they previously enjoyed. Electronic formats may be seen as a substitute however high speed broadband internet service is also not as readily available in northern or remote areas and not everyone owns a computer.

The Ontario Library Services also provide staff and trustee training and coordination of other services proving economies of scale and resource sharing.

We the board of the McKellar Public Library strongly urge the Ontario government to reverse this disastrous and short sighted funding reduction and to restore *at a minimum* the funding level provided to SOLS and OLS North in 2018.

Anne Potocnick, Chair, McKellar Public Library Board

TOWNSHIP OF MCKELLAR

DATE: May 6, 2019 **RESOLUTION No. 19-** 263

Moved by

Seconded by

WHEREAS the Ontario government has reduced by 50% the funding to Southern Ontario Library Service and Ontario Library Service North, resulting in the suspension of interlibrary loan service and postage subsidy, with further service cuts yet to be announced;

AND WHEREAS the users of small northern libraries such as the McKellar Public Library will be significantly negatively impacted by the loss of equitable access to materials and information;

AND WHEREAS the resulting increased costs of postage will not have been considered in the budget preparation for the current fiscal year and will require lending libraries to carefully consider whether to fill an interlibrary loan request;

NOW THEREFORE be it resolved that the Council of the Corporation of the Township of McKellar strongly urges the Ontario government to restore the funding to Ontario Library Service North and Southern Ontario Library Service *at a minimum* to the previous 2018 funding level;

AND FURTHER that this resolution be forwarded to the Michael Tibollo, Minister of Culture, Recreation and Sport; Norm Miller, MPP; Doug Ford, Premier; Association of Municipalities of Ontario and all Ontario municipalities.

Carried ✓ Defeated_____

Peter Hopkins, Mayor

DIVISION VOTE

	YEA	NAY
Councillor Marco Ancinelli	____	____
Councillor Don Carmichael	____	____
Councillor Morley Haskim	____	____
Councillor Mike Kekkonen	____	____
Mayor Peter Hopkins	____	____

From: Adam Hicks <ahicks@mulmur.ca>
Sent: May 08, 2019 3:37 PM
To: Subject: Mulmur Library Motion

Hello,

The Township of Mulmur passed the following motion at the Council meeting on May 1, 2019.

Motion #83-19 Boxem-Cufaro: WHEREAS, Mulmur Township Council considers public libraries as a vital service to community well-being especially in a rural community such as ours;
AND WHEREAS, public libraries offer much needed support to the very vulnerable members of our society - the children, the seniors, recent immigrants, and the low-income citizens;
AND WHEREAS, the Provincial Government has cut the budget for Ontario Library Services by 50%;
AND WHEREAS, this funding will end the Interlibrary Loan Service to libraries;
AND WHEREAS, due to limited resources available to some libraries, the Interlibrary Loan Service is of great importance to its patrons;
NOW THEREFORE, Mulmur Township Council respectfully requests that the Province reconsiders the 50% budget cut for Ontario Library Services and finds some other means to fund necessary library services.
Carried.

Have a nice day,

Adam Hicks | Administrative Assistant
Township of Mulmur | 758070 2nd Line East | Mulmur, Ontario L9V 0G8
Phone 705-466-3341 ext. 234 | Fax 705-466-2922 | ahicks@mulmur.ca

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From: Adam Hicks <ahicks@mulmur.ca>

Sent: May 08, 2019 3:37 PM

Subject: Mulmur - Aggregate Motion

Hello,

The Township of Mulmur passed the following motion at the Council meeting on May 1, 2019.

Deputy Mayor Hawkins requested a recorded vote on the following motion:

Motion #78-19 Hawkins-Clark: THAT The Township of Mulmur recognizes the importance of aggregate extraction and the proper management of aggregate resources, including recycling aggregates;

AND WHEREAS, Mulmur owns and operates a gravel pit;

AND WHEREAS, the inappropriate extraction of aggregate can impact host communities, including, but not limited to: risk to surface and underground water supplies stress placed on local infrastructure; road safety; air and noise pollution; loss of farmland; encroachment on residential communities; interference with natural heritage systems;

AND WHEREAS, the Ontario Government commenced a detailed review of the Aggregate Resources Act in 2016;

AND WHEREAS, the Ministry of Natural Resources hosted a summit on Aggregate Reform on March 29, 2019, and did not include municipal government as stakeholders;

AND WHEREAS, the Township supports the recommendations to allow policy interpretation for accessing material under Road Allowances;

NOW THEREFORE BE IT RESOLVED THAT:

1) The Township of Mulmur hereby requests the following:
    a) the Provincial Government provide for municipal representation at future meetings related to the Aggregate Reform;
    b) Municipalities be provided authority to regulate hours of operation and haul routes within municipal boundaries;
    c) If the Provincial level is accepted as a single level for applications, Municipalities be provided a process through which to provide comments on aggregate extraction activities proposed within or in the vicinity of their boundaries;
    d) The comments on "Cutting the Red Tape" provided by the Ontario Sand and Gravel Association be evaluated from the perspective of the local host community and ensure that there are mechanisms/processes in place to address impacts.
    e) That land unavailable for extraction due to changes on the rules to endangered and threatened species and other policies within the Natural Heritage System continue to be protected.

Shirley Boxem - yea
Patricia Clark - yea
Ken Cufaro - yea
Earl Hawkins - yea
Janet Horner - yea
Carried.

Have a nice day,

Adam Hicks | Administrative Assistant
Township of Mulmur | 758070 2nd Line East | Mulmur, Ontario L9V 0G8
Phone 705-466-3341 ext. 234 | Fax 705-466-2922 | ahicks@mulmur.ca

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Minutes of the Court of Revision Meeting
for the Dawson Drain

A meeting of the Court of Revision for the Dawson Drain was held on Tuesday April 23, 2019, in the Council Chambers, 917 Lesperance Road, Tecumseh, Ontario at 6:00 pm

1. Call to Order

The Mayor calls the meeting to order at 6:30 pm.

2. Roll Call

Present:

Mayor	Gary McNamara
Deputy Mayor	Joe Bachetti
Councillor	Andrew Dowie
Councillor	Brian Houston
Councillor	Tania Jobin

Also Present:

Chief Administrative Officer	Margaret Misek-Evans
Deputy Clerk & Manager Legislative Services	Jennifer Alexander
Manager Engineering Services	John Henderson
Drainage Superintendent /Engineering Technologist	Sam Paglia
Administrative Assistant to the Director Corporate Service & Clerk	Sue White

3. Disclosure of Pecuniary Interest

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

4. Introduction and Purpose of Meeting

The purpose of the meeting is to hear from any affected owner who wishes to appeal his/her assessment or any part thereof as set out in the Drainage Report, prepared by Mr. Gerard Rood of Rood Engineering Inc., dated February 4, 2019.

5. Delegations

There are no delegations presented to Council.

6. Communications

a. Notice of First Sitting dated April 2, 2019 Re: Dawson Drain

b. Essex Region Conservation Authority dated April 11, 2019

Re: Acknowledging receipt of the application for permit for work to the Dawson Drain as per Rood Engineering Inc. Drainage Report

c. By-Law 2019-22

Being a by-law to provide for the repair and improvements to the Dawson Drain.

Motion: CR - 01/19

Moved By Councillor Tania Jobin
Seconded By Councillor Andrew Dowie

That Communications - For Information A through C as listed on the April 23, 2019 Court of Revision Agenda are received.

Carried

7. Reports

a. PWES-2019-10 Dawson Drain - Report to Consider Engineer's Report

Motion: CR - 02/19

Moved By Councillor Andrew Dowie
Seconded By Councillor Brian Houston

That the Drainage Report and Specifications for the Dawson Drain as prepared by Mr. Gerard Rood of Rood Engineering Inc., dated February 4, 2019, be received.

Carried

8. Adjournment

Motion: CR - 03/19

Moved By Councillor Andrew Dowie
Seconded By Deputy Mayor Joe Bachetti

That there being no further business, the April 23, 2019 meeting of the Court of Revision now adjourn at 6:32 pm.

Carried

Gary McNamara, Mayor

Jennifer Alexander, Deputy Clerk

Minutes for the Court of Revision Meeting
for the South Talbot Drain

A meeting of the Court of Revision for the South Talbot Drain was held on Tuesday, April 23, 2019, in the Council Chambers, 917 Lesperance Road, Tecumseh, Ontario at 6:30 pm.

1. Call to Order

The Mayor calls the meeting to order at 6:35 pm.

2. Roll Call

Present:

Mayor	Gary McNamara
Deputy Mayor	Joe Bachetti
Councillor	Andrew Dowie
Councillor	Brian Houston
Councillor	Tania Jobin

Also Present:

Chief Administrative Officer	Margaret Misek-Evans
Deputy Clerk & Manager Legislative Services	Jennifer Alexander
Manager Engineering Services	John Henderson
Drainage Superintendent/Engineering Technologist	Sam Paglia
Administrative Assistant to the Director Corporate Service & Clerk	Sue White

3. Disclosure of Pecuniary Interest

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

4. Introduction and Purpose of Meeting

The purpose of the meeting is to hear from any affected owner who wishes to appeal his/her assessment or any part thereof as set out in the South Talbot Drainage Report, prepared by Mr. Mark Hernandez, P. Eng., of Dillon Consulting Ltd., dated March 11, 2019.

5. Delegations

There are no delegations present.

6. Communications

a. Notice of First Sitting dated April 2, 2019

Re: South Talbot Drain

b. Essex Region Conservation Authority dated April 10, 2019

Re: Acknowledge receipt of the Notice of First Sitting of the Court of Revision for the repair and improvement to the South Talbot Drain.

c. By-Law 2019-25

Being a bylaw to provide for the repair and improvements to the South Talbot Drain.

Motion: CR - 04/19

Moved By Deputy Mayor Joe Bachetti
Seconded By Councillor Tania Jobin

That Communications - For Information A through C as listed on the April 23, 2019 Court of Revision Agenda are received.

Carried

7. Reports

a. PWES-2019-12 Request to Consider Engineer's Report - South Talbot Drain

Motion: CR - 05/19

Moved By Councillor Andrew Dowie
Seconded By Councillor Brian Houston

That the Drainage Report and Specifications for the South Talbot Drain as prepared by Mr. Mark Hernandez, P. Eng., of Dillon Consulting Ltd., dated March 11, be received.

Carried

8. Adjournment

Motion: CR - 06/19

Moved By Councillor Brian Houston
Seconded By Deputy Mayor Joe Bachetti

That there being no further business, the April 23, 2019 meeting of the Court of Revision now adjourn at 6:39 pm.

Carried

_____

Gary McNamara, Mayor

_____

Jennifer Alexander, Deputy Clerk

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

A meeting of the Joint Health and Safety Advisory Committee (JHSAC) for the Town of Tecumseh was held on Tuesday, April 30, 2019 in the Tecumseh Meeting Room at Town Hall, 917 Lesperance Rd., Tecumseh at 2:00 pm.

1. Call to Order

2. Roll Call

Present:

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

Absent:

Manager Facilities	Ray Hammond
Water Employee	Shaun LaPorte

Also Present:

Director Corporate Services & Clerk	Sue White

3. Disclosure of Pecuniary Interest

There was no disclosure of pecuniary interest.

4. Communications

a. Minutes - February 19, 2019

Mr. Paglia noted that page 2 of the February 19, 2019 minutes of the Joint Health and Safety Advisory Committee (JHSC), 4th paragraph should be amended as follows:

> "The Committee agreed that the policy...as well as to strengthen the **internal responsibility system** (IRS) with the JHSC."

In addition, the paragraph beginning with "It was suggested that instead of the heading..." be removed.

Ms. Doetzel advised that the Senior Management Team would be provided with a copy of the suggested wording for Policy No. 68 - Violence and Harassment in the Workplace and that the Management Team would review the Policy at their next meeting.

Motion: JHSAC - 10/19

Moved By Denis Berthiaume
Seconded By Scott Willoughby

That as per **Motion JHSAC - 3/19** the JHSC will submit the wording changes to Policy 68 - Violence and Harassment in the Workplace at the next meeting of the Committee.

Carried

Motion: JHSAC - 11/19

Moved By Casey Colthurst
Seconded By Scott Willoughby

That the minutes of the February 19, 2019 meeting of the Joint Health and Safety Advisory Committee as were duplicated and delivered to the Committee members, are accepted, as amended.

Carried

b. Communications - For Information

1. Electronic MSDS Sheets

The Committee is advised that VelocityEHS has offered to manage the Town's SDS documents (formerly MSDS) electronically and comply with the WHMIS 2015 transition automatically while mitigating costs and duplicated efforts required to maintain safety and compliance. Ms. Doetzel advised that she would contact the County of Essex regarding this program and perhaps provide a demo of the product.

2. Positive Workplace Program

Ms. Doetzel noted that this item had not been placed on the agenda. It was noted that some individuals in the Parks & Recreation Department, who did not have email access, did not know about the Part 1 training which took place on April 30, 2019. Ms. Doetzel stated that she would ensure that all workers receive the PowerPoint presentation on the training if provided to the Town.

Mr. Paglia questioned how the Joint Health and Safety Advisory Committee could become more involved and provide input on positive workplace reform. Ms. Doetzel suggested that the Committee could be a champion in the modules and the activities that result from the program training. She also stated that when she receives any information on the Positive Workplace Program she will forward it to the Committee as soon as possible. It was also noted that the Committee members should encourage individuals from their respective departments to participate in the training and evaluation surveys. Ms. Doetzel noted that Part II of the training would tentatively be taking place on May 21, 2019.

Motion: JHSAC - 12/19

Moved By Denis Berthiaume
Seconded By Scott Willoughby

That the Communication - for Information, items 4.b)i) and 4.b)ii) as listed on the April 30, 2019 Joint Health and Safety Advisory Committee agenda, are received.

Carried

c. Communications - Requiring Action

Motion: JHSAC - 13/19

Moved By Scott Willoughby
Seconded By Denis Laforet

That staff look into the possibility of providing a demonstration of the VelocityEHS System which manages SDS documents (formerly MSDS) electronically and complies with the WHMIS 2015 transition automatically while mitigating costs and duplicated efforts required to maintain safety and compliance

And that the Committee receive communications regarding the Positive Workplace Program training prior to the training taking place.

Carried

d. Workplace Inspections

1. Arena, 12021 McNorton
2. Community Centre, 13731 St. Gregory
3. Parks, 300 Manning
4. Town Hall, 917 Lesperance
5. Public Works, 1189 Lacasse
6. Public Works, 2495 McCord
7. Water, 1189 Lacasse
8. Fire & Rescue Services, Fire Station #2, 5520 Walker Road

Motion: JHSAC - 14/19

Moved By Denis Berthiaume
Seconded By Casey Colthurst

That the Workplace Inspections as listed on the April 30, 2019 Joint Health and Safety Advisory Committee (JHSC) Agenda be received.

Carried

e. Monthly Maintenance Packages

Motion: JHSAC - 15/19

Moved By Denis Laforet
Seconded By Scott Willoughby

That the Maintenance Packages as listed on the April 30, 2019 Joint Health and Safety Advisory Committee Agenda for the months of February, March and April 2019 be received.

Carried

Ms. Doetzel advised that she would remind Directors/Managers to forward the maintenance packages for sign-off to their employees.

5. Reports

a. Incident Reports

Motion: JHSAC - 16/19

Moved By Denis Berthiaume
Seconded By Sam Paglia

That Incident Reports 1) through 3) as listed on the April 30, 2019 Joint Health and Safety Advisory Committee (JHSC) Agenda be received.

Carried

6. Unfinished Business

7. New Business

a) Policy No. 68 - Violence and Harassment in the Workplace

Mr. Paglia asked that **Motion: JHSAC - 3/19** from the February 19, 2019 JHSAC meeting dealing with Policy No. 68 - Violence and Harassment in the Workplace be carried over to the next meeting of the Committee.

b) Communications Policy

Committee members were advised a resident had named an employee on Facebook regarding a Town issue. The post was taken down as per the request of the Director. Mr. Paglia noted that the employee had basically been harassed by a resident and felt that there should be some policy on how to handle issues such as this when they occur.

Motion: JHSAC - 17/19

Moved By Denis Laforet
Seconded By Scott Willoughby

That the Committee be provided with a copy of the Town's current communications policy and if there is none available, one be prepared and presented to the Committee.

Carried

8. Next Meeting

The next Joint Health and Safety Advisory Committee meeting will be held at 2:00 pm on Tuesday, August 6, 2019.

9. Adjournment

Motion: JHSAC - 18/19

Moved By Melissa Doetzel
Seconded By Denis Berthiaume

That there being no further business, the April 30, 2019 meeting of the Joint Health and Safety Advisory Committee now adjourn at 3:00 pm.

Carried

Sam Paglia, Co-Chair

Melissa Doetzel, Human Resources Officer

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

A Regular General Meeting of the Town of Tecumseh BIA (TOTBIA) Members held as of Wednesday, ***March 13, 2019*** at 1189 Lacasse Blvd., Tecumseh, ON, at the hour of 6:00 PM.

(TOTBBM-1-3)
CALL TO ORDER

The meeting was called to order at 6:07 p.m. by Candice Dennis, Chair

(TOTBBM –2-3)
ROLL CALL

	Chair	Candice Dennis
	Treasurer	Paul Bistany
	Director	Linda Proctor
	Director	Scott Harris
	Director	Michael Kennedy
	Director	Joseph Fratangeli
	Director	Elisa Braccio
	Councillor	Andrew Dowie
Regrets:	Director	Jules Champoux
	Director	Brian Houston
Minute Taker:	Coordinator	Paula Rorai

(TOTBBM – 3-3)
DISCLOSURE OF PECUNIARY INTEREST - No disclosures were declared.

(TOTBBM – 4-3)
DELEGATIONS – No delegations at this meeting.

(TOTBBM – 5-3)
EXECUTIVE BOARD NOMINATIONS

Deferred to next regular board meeting on April 10, 2019.

(TOTBBM – 6-3)
COMMUNICATIONS

6.1 TOTBIA Board of Management Meeting Minutes

Motion: (BBM-14/19) Moved by: L. Proctor
Second by: P. Bistany

THAT the minutes of the Town of Tecumseh TOTBIA Regular Board of Management Meeting held on February 13, 2019 be approved as distributed.
APPROVED.
CARRIED.

Motion: (BBM-15/19) Moved by: E. Braccio
Second by: L. Proctor

THAT the minutes of the Town of Tecumseh TOTBIA Special Board of Management Meeting held on March 4, 2019 be approved as distributed.
APPROVED.
CARRIED.

6.2 LETTERS FROM – None currently.

(TOTBBM – 7-3)
REPORTS

7.1 CHAIR REPORT – C. Dennis informs that along with herself, P. Bistany, P. Rorai and L. Proctor attended the March 12th regular council meeting and is happy to report Council approved the 2019 Budget. C. Dennis also asked when will a BIA Member who has submitted their application to be on the Board and was informed by the Clerk that this on the March 26, 2019 regular council meeting agenda for appointment to the Board. C. Dennis also informed the Board regarding the BIA looking for new office space; that Councillor Jobin suggested to have meetings each month in a different Member's establishment.

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

7.2.1 Month End Financial Report as of January 31, 2019

Treasurer's Report for the period ending:			January 31, 2019
BIA Operating Account (8111130)	Bank Balance stands at:	$	34,509.92
Outstanding Payables	see detail page	$	1,179.82
BIA Ledger Balance stands at:		$	33,330.10
BIA **Reserve Account -**	Balance last month	$	34,136.18
	Interest	$	86.97
	Transfer from Operating (see **NOTE**)	$	-
		$	34,223.15
BIA Petty Cash stands at:		$	357.98
~~**Tecumseh Dollars**~~	~~**Current Inventory**~~	~~**Value**~~	
	~~$10.00 value~~	~~$~~	~~16,920.00~~
	~~$5.00 Value~~	~~$~~	~~5,325.00~~
	~~**Total Tecumseh Dollars inventory value**~~	~~$~~	~~22,245.00~~
Total BIA Current Assets :		~~$~~	~~90,156.23~~
		$	**67,911.23**
Tecumseh Dollars	**Current Outstanding**		
	2019	$	400.00
	2018 issued $10	$	5,360.00
	2018 issued $5	$	245.00
	2017 issued $10	$	1,530.00
	2017 issued $5	$	265.00
	2016 issued	$	970.00
	2015 issued	$	1,400.00
	2014 Issued	$	910.00
	2013 Issued	$	490.00
	Winter "Special" 2011	$	180.00
	2011-12 Regular	$	1,020.00
	Total Outstanding	**$**	**12,770.00**
Total BIA Liabilities and Equity :	December 31, 2018	~~$~~	~~87,317.36~~
		$	**72,533.02**
Year To Date Levy Tax Requistion:	1st Quarter @ March 31		
for 2018	2nd Quarter @ June 30		
	3rd Quarter @ September 30		
	4th Quarter @ December 31		
Total Levy received to Date;		$	-

	Outstanding Payments			
1919	31-Dec-18	Kelcom	Oct & Nov 2018	82.98
1921	31-Jan	Paula Rorai	PPE 26/1/2019	1,096.84
				$ 1,179.82
	Outstanding Receivables			
				$ -

Ledger for Operating Account		(Invoices paid in this the month)		
Date	**Reference**	**Detail**	**DR**	**CR**
2-Jan-19	OBIAA	2019 Membership	249.53	
2-Jan-19	Zehr's	Tecumseh Dollars	215.00	
4-Jan-19	Cogeco phones **(on-line payment)**		90.28	
8-Jan-19	Receiver General **(on-line payment)**	For December 2018	851.42	
15-Jan-19	Deposit	Tecumseh Dollars Sold - 2018		584.00
15-Jan-19	Deposit	Tecumseh Dollars Sold - Jan. 9, 2019		160.00
17-Jan-19	Paula Rorai	PPE 12/1/2019	1,096.84	
31-Jan-19	Paula Rorai	PPE 26/1/2019	1,096.84	
31-Jan-19	**INTEREST**			96.55
	Total		3,599.91	840.55
Ledger for Petty Cash				
1-Jan-19	Shoppers	Tecumseh Dollars	50.00	
2019-01-09	ShopEco	Tecumseh Dollars	25.00	
2019-01-09	Shoppers	Candy, Snacks for Board Meeting	47.77	
2019-01-08	Shoppers	Book of stamps	9.61	
2019-01-15	Jenn's Place	Tecumseh Dollars	50.00	
2019-01-15	Sobey's	Flowers for Cookie - no receipt	39.54	
2019-01-29	Canada Post	stamps - AGM	30.51	
	Total Expenses Paid out		$ 252.43	

Motion: (BBM-16/19) Moved by: S. Harris
Second by: L. Proctor

THAT the Month End Treasurer's Report as of January 31, 2019 be amended to show after removing Tecumseh Dollar Inventory total of $22,245.00 be removed, the correct TOTAL BIA CURRENT ASSETS is $67, 911.23 be accepted and approved as distributed and filed for audit.

CARRIED.

APPROVED.

There was discussion on the Tecumseh Dollar Current Inventory listed on the Month End Financial report; this amount should not be included in the current assets total as this amount should be reflected on the Tecumseh Dollar Report issued each month by the Membership Committee.

It was also noted that the TOTAL BIA LIABILITIES AND EQUITY AMOUNT is not current; $72,533.02 is the total as of December 31, 2018; no 2019 transactions have been entered in the BIA accounting application. The March 31, 2019 Month End Report will have all assets, liabilities and equity totals current and up to date.

Treasurer's Report for the period ending: February 28, 2019

BIA Operating Account (8111130)	Bank Balance stands at:	$	28,364.98
Outstanding Payables	see detail page	$	3,438.63
BIA Ledger Balance stands at:		$	24,926.35
BIA Reserve Account -	Balance last month	$	34,223.15
	Interest	$	78.75
	Transfer from Operating (see **NOTE**)		
		$	34,301.90
BIA Petty Cash	stands at:	$	272.98
~~**Tecumseh Dollars**~~	~~**Current Inventory**~~	~~**Value**~~	
	~~$10.00 value~~	~~$~~	~~16,920.00~~
	~~$5.00 value~~	~~$~~	~~5,325.00~~
	~~**Total Tecumseh Dollars inventory value**~~	~~$~~	~~22,245.00~~
~~**Total BIA Current Assets :**~~		~~$~~	~~81,746.23~~
		$	**59,501.23**
Tecumseh Dollars	**Current Outstanding**		
	2019	$	400.00
	2018 issued $10	$	5,360.00
	2018 issued $5	$	245.00
	2017 issued $10	$	1,530.00
	2017 issued $5	$	265.00
	2016 issued	$	970.00
	2015 issued	$	1,400.00
	2014 Issued	$	910.00
	2013 Issued	$	490.00
	Winter "Special" 2011	$	180.00
	2011-12 Regular	$	1,020.00
	Total Outstanding	**$**	**12,770.00**
~~**Total BIA Liabilities and Equity :**~~	December 31, 2018	~~$~~	~~87,317.36~~
NOTE: This is the Liabilities and Equity amount current to December 2018.		**$**	**72,533.02**
The updated amount will be reflected on the next report, once year end has been completed.			
Year To Date Levy Tax Requistion:	1st Quarter @ March 31	$	-
for 2019	2nd Quarter @ June 30	$	-
	3rd Quarter @ September 30	$	-
	4th Quarter @ December 31	$	-
Total Levy received to Date;		$	-

BIA Operating Account - # 8111130				28-Feb-19
Outstanding Payments				
14-Feb-19	Paula Rorai	PPE 2019-02-09		1,096.84
28-Feb-19	Paula Rorai	PPE 2019/2/23		1,096.84
28-Feb-19	Anne Rigo	PPE 2019/2/23		468.11
28-Feb-19	Paula Rorai	Adobe & Microsoft Office subscriptions		400.63
28-Feb-19	Flowers by Phil	arrangement - Late Mrs. Turner		75.00
8-Feb-19	Shoreline	2019 AGM notice & 2018 Christmas draw winners		301.21
				$ 3,438.63
Outstanding Receivables				
				$ -

Current Ledger for Operating Account		(Invoices paid in this the month)		
Date	Reference	Detail	DR	CR
15-Feb-19	OBIAA	Conference - Ottawa - Mar 31 - Apr 3/ 2019	865.02	
6-Feb-19	Paula Rorai	OBIAA conf., FLIGHT & GoDaddy renewal	526.81	
8-Feb-19	Town of Tecumseh	Cell - Dec 2018 & Jan 2019, Dell Inv new computers	2,426.64	
8-Feb-19	Shoreline	2019 AGM notice & 2018 Christmas draw winners	301.21	
11-Feb-19	TNM - E TR	Cori McLean - Sweetlegs		80.00
11-Feb-19	Receiver General **(on-line payment)**	2019 January - Payroll Ded	745.82	
4-Feb-19	Cogeco phones **(on-line payment)**		90.28	
14-Feb-19	Paula Rorai	PPE 2019-02-09	1,096.84	
14-Feb-19	Anne Rigo	PPE 2019-02-09	340.94	
15-Feb-19	Kelcom	Dec 2018 & Jan 2019	121.66	
28-Feb-19	Paula Rorai	PPE 2019/2/23	1,096.84	
28-Feb-19	Anne Rigo	PPE 2019/2/23	468.11	
28-Feb-19	Paula Rorai	Adobe & Microsoft Office subscriptions	400.63	
28-Feb-19	Flowers by Phil	arrangement - Late Mrs. Turner	75.00	
28-Feb-19	**INTEREST**			72.05
	Total		8,555.80	152.05
Ledger for Petty Cash				
2019-02-25	Basha Schwarma	Tecumseh Dollars	85.00	
2019-02-28	Jenn's Place	Tecumseh Dollars	50.00	
2019-02-28	Big Al - By Sandy	Returned payment - Home Depot purchase	-68.50	
	Total		66.50	

Motion: (BBM-17/19) Moved by: J. Fratangeli
Second by: E. Braccio

THAT the Month End Treasurer's Report as of February 28, 2019 be amended to show after removing Tecumseh Dollar Inventory total of $22,245.00 be removed, the correct TOTAL BIA CURRENT ASSETS is $59, 501.23 be accepted and approved as distributed and filed for audit.

CARRIED.
APPROVED.

7.3 COORDINATOR REPORT – P. Rorai reports

7.3.1 Membership Statistics –

- New businesses in the BIA area:
  - Bayshore Home Health 1695 Manning Rd.
  - Kimber Lash Extensions 13039 Tecumseh Rd E.
  - Salon Savoir Fhair 12062 Tecumseh Rd E.

- Members closed/moved/new owners/names: none currently.
  - The Broken Egg 12058 Tecumseh Rd E. – New Owner
  - Little Mae's Design Studio 12218 Riverside Dr. E. - Closed

- Total Number of Members currently open/established for business in the Tecumseh BIA:
  - Open – 398
  - Empty Units/Bldgs./Lots/– 62
  - Property Owners – 136
  - Grand Total - 596

7.3.2 Welcome Wagon – defer to next meeting.

7.3.3 Home Base Business Report – nothing at this time.

7.4 COUNCIL REPORT - Councilor Dowie reports on some of the items on the March 12, 2019 Council's meeting:

- Town Hall Expansion. Administration is proposing that $3.15M be invested into Town Hall for expansion to accommodate all customer-facing staff, to address a shortage of consultation and meeting space, and to improve access to Council Chambers. Funding would be from past surpluses (Tax Rate Stabilization Reserve $1.25M) and from a portion of the New Infrastructure Reserve revenues ($1.90M).
- Ste. Marguerite d'Youville Elementary, Site Plan Control. Administration is recommending approval of a Site Plan Agreement for Ste. Marguerite d'Youville school. An 390 sq m expansion is proposed for the existing Day Care facility at the northwest corner of the building together with a new 16-space parking area at the north-western portion of the school, and on-site works, including new sidewalks and landscaping.
- Representatives of the Tecumseh Business Improvement Association Board of Management, including Candice Dennis, Chair; Paul Bistany, Treasurer; and Paula Rorai, Coordinator. Were delegates regarding the Board's 2019 Budget which was approved.
- Town of Tecumseh Parks and Recreational Services Department. Staff presented the 2018 Tecumseh Corn Festival Named a Top 100 Festival by Festival and Events Ontario
- Rotary Club Fish Fry. Administration recommended that the Rotary Club of Essex be authorized to sell and serve alcoholic beverages at Lakewood Park on Friday, July 19, 2019 between 4pm and 8pm. A Noise By-law exemption was also requested.
- Taste of Tecumseh Festival 2019. Administration recommends that the Optimist Club of St. Clair Beach be authorized to sell and serve alcoholic beverages at Lakewood Park from Friday, June 14, 2019 through to and including Saturday, June 15, 2019. A Noise By-law exemption was also requested.
- Optimist Club's Victoria Day Weekend Fireworks 2019. Administration recommends that the rental fees associated with use of the St. Clair Beach Community Centre and Optimist Park for the Optimist Club of St. Clair Beach's 2019 Victoria Day Fireworks Display, at a cost of $201 be waived; and that the fees associated with the fireworks permit as regulated under By-law Number 2013-50, a by-law to regulate the sale and use of fireworks, at a cost of $50 be waived.
- Extension of the One-Year Moratorium on Building Permit Fees was approved.
- Village of St. Clair Beach Official Plan, 14328 and 14346 Tecumseh Road. Essex County has approved the Official Plan amendments required for the Harbour Club Condominium Building at the former Pud's Place Marina and no appeals were received.
- Enbridge Gas Inc. has applied to raise its natural gas rates effective April 1, 2019 to recover costs associated with the Federal Greenhouse Gas Pollution Pricing Act. There would be an increase of $86.21 for each account.

7.5 COMMITTEE REPORTS

7.5.1 Communications – Tecumseh Dollar Program – J. Champoux reports that there will be a marketing plan and promotion to purchase Tecumseh Dollars within the first quarter of 2019 and the following Tecumseh Dollar sales:

7.5.1.1 2019 Tecumseh Dollar Report

Value	Discount	Budget ($5K) Balance
$200	$40.00	$4,960

7.5.2 Tecumseh Night Market & Fall into Health Day – Currently there are 15 vendors who have committed to this year's events. Waiting to meet with plaza restaurant owners, plaza owners and AGCO to discuss the option of apply for a Special Occasion Permit to fence in the event area to allow guests to purchase wine/beer at established alcohol licenses restaurants and walk around enclosed area for each night market.

(TOTBBM – 8-3)

UNFINISHED BUSINESS

8.1 Associated Membership – A draft program was distributed to the Board for review and discussion.

Motion: (BBM- 18/19) Moved by: L. Proctor
Second by: E. Braccio

THAT the Town of Tecumseh Business Improvement Area Associate Membership Program initiative be effective immediately as of March 13, 2019 be approved.
CARRIED.
APPROVED.

8.2 Bike Racks – Several Members have contacted the BIA and Town Hall inquiring about bike racks being installed on sidewalks and store fronts. Coordinator to present the bike rack costs from last year that was presented to the Board to next meeting.

8.3 Municipal Rental Fees – Differed to next meeting.

(TOTBBM – 9-3)

NEW BUSINESS

9.1 **BIA Office Relocation** – Inquires are being conducted on various empty units within the area on size, cost and availability. The Chair and Treasurer want to visit specific empty units and ask the Coordinator to schedule a visit with the property owner/manager.

9.2 **Business District Signage** – It was suggested to contact Ontario TODS, TWEPI or Town Public Works for information on what the procedure and costs are to obtain directional signage for the business district.

9.3 **General Membership Information** – MPAC has informed the Town that property owners' information cannot be shared with the BIA as per their interpretation of the Privacy Act. A request to OBIAA and the Town Clerk for additional information and clarification will be sent based on the Municipal Act, 2001 S.O. 2001, Chapter 25, section 206; providing notice to membership.

9.4 **Areas of Responsibility** – C. Dennis reviews the areas of responsibility that by identifying the many mandated aspects of the Tecumseh BIA, an assessment has been made on the demand, complexity and resource requirements to fulfil them. Many of the areas are being handled by the Coordinator. However, to increase effectiveness and efficiency, it has been proposed and approved that Areas of Responsibility are identified and that members of the Board of Management are given the opportunity to take on these responsibilities as a Committee Chair. The Committee Chairs will be responsible for the planning, implementing and reporting to the Board, on their respective areas. Committee Chairs will be involved in the discussions as well as make recommendations to the Board for the Board's approval. Directors volunteered to be on the following TOTBIA AoR:

- Marketing Committee – C. Dennis
- Membership Committee – M. Kennedy, J. Champoux, S. Harris, P. Bistany
- Streetscaping/Beautification Committee – L. Proctor, P. Bistany
- Events Committee – J. Fratangeli, L. Proctor, E. Braccio

(TOTBBM – 10-3)
NEXT MEETING

The TOTBIA Annual General Meeting is scheduled on **Wednesday, April 10, 2019 at** 6:00 PM in Lacasse Conference Room, 1189 Lacasse Blvd., Tecumseh, ON

(TOTBBM – 11-3)
ADJOURNMENT

Motion: (BBM- 19/19) Moved by: P. Bistany
Second by: M. Kennedy

THAT there being no further business, the March 13, 2019 regular general meeting of the TOTBIA Board of Management be adjourned at 8:16 PM.
CARRIED.
APPROVED.

Candice Dennis, Chair

Paula Rorai, Coordinator

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

The Police Services Board of the Town of Tecumseh convened in regular session on Wednesday, April 10, 2019 at 4:00 p.m. at the Tecumseh Town Hall, 917 Lesperance Road, Tecumseh, Ontario.

1. Order

Chair Christopher Hales called the meeting to order at 4:04 p.m.

2. Roll Call

Present:	Chair	Christopher Hales
	Member	Mayor Gary McNamara
	Member	Deputy Mayor Joe Bachetti
Also Present	OPP	Staff Sgt. Brad Sakalo
	OPP	Staff Sgt. Jamie Smith
	CAO	Margaret Misek-Evans
	Recording Secretary	Ellen Preuschat

3. Disclosure of Pecuniary Interest

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

4. Appointment of Board Secretary

Motion: PSB 12/19

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

That Margaret Misek-Evans, Chief Administrative Officer for the Town of Tecumseh, be appointed as Secretary for the Tecumseh Police Services Board for the period of April 10 to December 31, 2019.

Carried

5. Approval of the Agenda

Motion: PSB 13/19

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

That the Agenda for the Police Services Board Meeting dated April 10, 2019, as duplicated and delivered to the members thereof, be accepted.

Carried

6. Approval of the Previous Minutes

Motion: PSB 14/19

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

That the Regular Minutes of the February 14, 2019 Police Services Board Meeting, as duplicated and delivered to the members thereof, be adopted.

Carried

7. Delegations

There were no delegations presented to the board.

8. OPP Monthly Report

Staff Sgt. Brad Sakalo introduced Staff Sgt. Jamie Smith as the new Operations Manager for the Towns of Tecumseh and Lakeshore.

There was discussion regarding the high number of false alarm calls in Town and the need to better educate the public on the costs associated with the police response. Suggestions were made for communications in this regard, including social media, newsletter, and/or notice included with the alarm registration form. Staff Sgt. Sakalo noted that incidents in the Oldcastle industrial area are a contributing factor.

Mayor McNamara reported that Council just approved the addition of "911 MADD" signs on Town and County roads at municipal boundary points, encouraging drivers to call 911 if they see other drivers exhibiting signs of impairment.

Motion: PSB 15/19

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

That the OPP Report for the month of February 2019 be received.

Carried

9. Reports

a. Report by Chair Christopher Hales
Re: Report of Visit – Wellington County Police Services Board – March 13, 2019

The board considered the report's recommendation to schedule a meeting of Essex County mayors with the Wellington County delegation at the upcoming OAPSB Spring Conference, to discuss their amalgamation experience. However, with legislative changes not confirmed at this point, the consensus was to consider the issue locally first at the next joint Essex County PSB meeting. Chair Hales will send a note to the Wellington County PSB Chair to this effect.

Motion: PSB 16/19

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

That the report by Chair Christopher Hales titled "Report of Visit – Wellington County Police Services Board – March 13, 2019" be received.

Carried

10. Communications – Action Required

a. Letter from Mike Fenchak, Chair, Lakeshore Police Services Board – date February 1, 2019
Re: PSBs to Contribute to 2019 OAPSB Spring Conference

It was noted that "silver donation" in the letter from the Lakeshore PSB should read "platinum donation".

Motion: PSB 17/19

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

That the Town of Tecumseh Police Services Board contribute $1,000.00 towards sponsorship of the 2019 OAPSB Spring Conference, with the goal of achieving a platinum level sponsorship in partnership with the PSBs of Essex, Kingsville, Lakeshore and Leamington.

Carried

b. Notice of Meeting – Ontario Association of Chiefs of Police and Ontario Association of Police Services Boards
Re: OACP/OAPSB Zone 6 Meeting – April 17, 2019, St. Thomas, ON

There are no members of the board available to attend this zone meeting. Chair Hales will email Mr. Russ Bain, the Section 10 OPP South-West representative on the OAPSB Board, to ask him to request follow up by Mr. Tom Gervais, the board's Ministry Municipal Advisor, on the status of the two current provincial vacancies.

c. Letter from the Honourable Sylvia Jones, Minister of Community Safety and Correctional Services (email) – dated February 25, 2019
Re: Community Safety and Well-Being Planning Process

The Recording Secretary will coordinate registration in the webinars being offered by the Ministry to introduce the Community Safety and Well-Being Planning process.

11. Communications – For Information

There were no Communications – For Information.

12. Old Business

a. Board Membership – Status of Provincial Appointments

The board is continuing to operate with three members. Two provincial vacancies are currently posted on the Ontario Public Appointments Secretariat website.

13. New Business

a. OAPSB Spring Conference and AGM – Attendance by Essex County OPP Inspector

Motion: PSB 18/19

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

That the Recording Secretary be authorized to contact the Police Services Boards of Essex, Kingsville, Lakeshore and Leamington to propose a cost sharing arrangement to cover the registration fee for the Essex County OPP Inspector to attend the 2019 OAPSB Spring Conference and AGM.

Carried

b. Other New Business

A member requested an update on bike patrols (start date and areas covered), as there have been complaints regarding Lakewood Park. The OPP will provide a report at the next board meeting.

The Leamington PSB has requested board availability in June for a Joint Essex County Police Services Board Meeting (breakfast). The members indicated a preference for the last week in June, and topics of interest will be forwarded at a future date.

14. Next Meeting

A change in the scheduled meeting date was required in order to achieve quorum.

Motion: PSB 19/19

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

That the date of the next meeting of the Tecumseh Police Services Board be changed from June 13, 2019 at 4:30 p.m. to June 5, 2019 at 4:00 p.m.

Carried

15. Adjournment

Motion: PSB 20/2019

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

That there being no further business to discuss, the April 10, 2019 meeting of the Tecumseh Police Services Board adjourn at 4:56 p.m.

Carried

_____
Christopher Hales, Chair

_____
Margaret Misek-Evans, Secretary

Minutes of the Cultural and Arts Advisory Committee
for the Corporation of The Town of Tecumseh

A meeting of the Cultural & Arts Advisory Committee for the Town of Tecumseh was scheduled to be held on March 18, 2019, in the Sandwich South Meeting Room at Town Hall, 917 Lesperance Road, Tecumseh at 7:00 pm.

1. Call to Order

The Chairperson calls the meeting to order at 7:12 pm.

2. Roll Call

Present:

Councillor	Bill Altenhof
Member	Marian Drouillard
Chair	Rhonda Dupuis
Vice-Chair	Charles Gray
Member	Christopher McNamara
Member	Rita Ossington
Member	Kyrsten Solcz

Also Present:

Manager of Committee & Community Services	Christina Hebert

Absent:

Member	Dwayne Ellis

3. Disclosure of Pecuniary Interest

None reported.

4. Delegations

a. Melanie Paul Tanovich, Director, Orchestra Breva Re: Laura Secord Sesquicentennial Concert

Ms. Melanie Paul Tanovich provides an overview of Orchestra Breva and the upcoming Laura Secord Sesquicentennial concert series. The Tecumseh concert will take place on May 26 at St. Anne's Church. The Tecumseh Area Historical Society, together with St. Anne's Church are community partners for this project initiative.

She explains the concert series will honour Ms. Laura Secord's contributions by highlighting her heroic acts and life's journey, illustrated through music significant to her time and circumstance. The concert will feature classical musicians, Indigenous artists, local historians and Beethoven's Eroica Symphony.

In response to a query, Ms. Tanovich advises while she was unsuccessful, she has applied for grant funding to support this initiative. The Members suggest alternative funding opportunities should Ms. Tanovich wish to explore, such as the Arts Council Windsor & Region.

The Chair reiterates Administration's previous offer to help promote the concert series on the Town's social media, displaying a promotional flyer, sharing on the community calendar and the like. The Manager Committee & Community Services also suggests Ms. Tanovich may wish to consider performing at the Soirée Coffee House on May 10 as a further option to help promote the concert series. Additionally, the Summer Concert Series held at Lakewood Park is another venue for Orchestra Breva to showcase their concerts.

The Members express appreciation to Ms. Tanovich for her presentation this evening.

5. Communications

a. Cultural and Arts Advisory Committee Minutes - January 21, 2019

b. Cultural and Arts Advisory Committee Minutes - February 25, 2019

Motion: CAAC - 6/19

Moved By Member Marian Drouillard
Seconded By Member Rita Ossington

That the minutes of the January 21, 2019 and February 25, 2019 meeting of the Cultural and Arts Advisory Committee as were duplicated and delivered to the Committee members, are accepted.

Carried

6. Reports

None.

7. Unfinished Business

a. Soirée Coffee House

The Manager Committee & Community Services reviews the Event Matrix and provides updates respecting the Soirée Coffee House.

She advises a meeting is being scheduled with l'Essor to discuss the event particulars.

Applications are currently being received and interested performers will need to submit a completed Registration Form by Friday, April 5, 2019.

The Members are encouraged to share the information with persons who may be interested in performing and help promote the event.

Advertising

- Notices were placed in the Shoreline Week and Essex Free Press, as well as promotion on the Town's social media.
- Information relating to the event details will be prepared and circulated closer to the date.
- Member Marian Drouillard will contact Snapd to advise of the event.

Performers

- In keeping with last year's practice, the performers will be asked to submit a brief biography to assist the MC's when introducing each performance.
- l'Essor is making arrangements with the Sound/Lighting technician and live streaming.

Refreshments

- Refreshments and pastries will be provided by the Committee.
- The Committee will again arrange for the paper tablecloths and crayons for artistic doodling.
- Details respecting the hors d'oeuvres and centrepieces will be discussed with the l'Essor representatives.

b. 2019 Project Planning

1. Culture Days

Further to the delegation heard earlier in the Agenda, a suggestion is made to research area municipalities who offer cultural/arts grants to non-for-profit organizations to support project assistance funding.

It is noted, municipal funding support is often a criteria when not-for-profit organizations are making application for provincial/federal funding opportunities.

The Members will continue to brainstorm ideas for this year's Culture Days.

8. New Business

a. WindsorEssex Community Foundation Vital Signs Report

Member Kyrsten Solcz shares the WindsorEssex Community Foundation Vital Signs Report for the Committee's interest and awareness. She advises the 2019 survey will be released shortly and will share same for the Members to help promote and encourage residents to complete the survey. The 2019 survey will also be shared on the Town's social media, once available.

b. Volunteer Appreciation Night

A friendly reminder is provided to RSVP for the annual Volunteer Appreciation Night which takes place on Thursday, April 11 at Torino Plaza & Banquet Hall.

9. Next Meeting

The next meeting of the Cultural & Arts Advisory Committee will be held on April 15, 2019.

10. Adjournment

Motion: CAAC - 7/19

Moved By Member Kyrsten Solcz
Seconded By Vice-Chair Charles Gray

That there being no further business, the March 18, 2019 meeting of the Cultural and Arts Advisory Committee now adjourn at 8:25 pm.

Carried

_____

Rhonda Dupuis, Chair

_____

Charles Gray, Vice-Chair

Minutes of the Cultural and Arts Advisory Committee
for the Corporation of The Town of Tecumseh

A meeting of the Cultural & Arts Advisory Committee for the Town of Tecumseh was scheduled to be held on April 15, 2019, in the Sandwich South Meeting Room at Town Hall, 917 Lesperance Road, Tecumseh at 7:00 pm.

1. Call to Order

The meeting was adjourned at 7:15 pm due to a lack of quorum. No discussion was held and no decisions were made.

2. Roll Call

Present:

Member	Marian Drouillard
Chair	Rhonda Dupuis
Vice-Chair	Charles Gray
Member	Rita Ossington

Also Present:

Manager of Committee & Community Services	Christina Hebert

Absent:

Councillor	Bill Altenhof
Member	Dwayne Ellis
Member	Christopher McNamara
Member	Kyrsten Solcz

3. Disclosure of Pecuniary Interest

4. Delegations

5. Communications

6. Reports

7. Unfinished Business

a. Soirée Coffee House

b. 2019 Project Planning

1. Culture Days

8. New Business

9. Next Meeting

The next meeting of the Cultural & Arts Advisory Committee will be held on May 27, 2019.

10. Adjournment

Motion: CAAC - 8/19

That there being no further business, the April 15, 2019 meeting of the Cultural and Arts Advisory Committee now adjourn at _____ pm.

_____

Rhonda Dupuis, Chair

_____

Charles Gray, Vice-Chair

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

A meeting of the Youth Advisory Committee for the Town of Tecumseh was scheduled to be held on April 15, 2019, in the Sandwich South Meeting Room at Town Hall, 917 Lesperance Road, Tecumseh at 4:30 pm.

1. Call to Order

The Chairperson calls the meeting to order at 4:33 pm.

2. Roll Call

Present:

Councillor	Rick Tonial
Member	Jacob Altenhof
Treasurer	Michael Altenhof
Chair	Brendan Froese
Secretary	Tamsyn King
Treasurer	Kristi Koutros
Member	Kurtis Hengl Lachance
Secretary	Ava Ruuth
Vice-Chair	Suzie Sawicki

Also Present:

Manager Committee & Community Services	Christina Hebert

Absent:

Member	Tia-Lynne McCann
Member	Cameron Skinner

3. Disclosure of Pecuniary Interest

None reported.

4. Delegations

None.

5. Communications

a. Youth Advisory Committee Minutes - February 25, 2019

b. Youth Advisory Committee Minutes - March 18, 2019

Motion: YAC - 11/19

Moved By Member Kurtis Hengl Lachance
Seconded By Member Jacob Altenhof

That the minutes of the February 25, 2019 and March 18, 2019 meeting of the Youth Advisory Committee as were duplicated and delivered to the Committee members, are accepted.

Carried

6. Reports

None.

7. Unfinished Business

a. Family Game Nights

The March 22 Family Game Night (FGN) concluded the scheduled FGNs for the winter season.

The Fall and Winter FGNs for 2018 – 2019 were attended by approximately 300 persons. Based on the success, the Committee concurs with continuing the programming initiative for the Fall 2019 and Winter 2020 season.

Dates will be reviewed with the Recreation Department and planning will commence in late summer.

b. Local Government Week

The Members are apprised the school correspondence packages, including details respecting the Local Government Week Tours and Contests are being mailed to area elementary and secondary schools.

Appreciation is extended to the Committee for their contest ideas. As previously discussed, the contest theme this year is centred around the Town of Tecumseh's 20th Anniversary.

The Committee's assistance in promoting the activities on social media and at their respective schools is greatly appreciated.

c. 2019 Project Planning

1. Manager Recreation Programs and Events, Email dated December 4, 2018 Re: Youth Advisory Committee

The Members are reminded of the upcoming Earth Day Celebration taking place at Lakewood Park on April 18 for anyone who is able to attend the weekday event.

The Manager Committee & Community Services reviews the dates for the Outdoor Movie Nights which have been scheduled for July 20 and August 17 at the Town Centre Park and Weston Park, respectively. Appreciation in marking calendars for the July 20 night to assist with distribution of popcorn, etc., is expressed.

The Members will review their calendars prior to the next meeting in regards to sponsoring/assisting with an activity at the Tecumseh Corn Festival.

8. New Business

a. Volunteer Canada

The Manager Committee & Community Services highlights the Volunteer Canada website for the Members interest and awareness. Volunteer Canada provides national leadership and expertise on volunteerism to increase participation, quality, and diversity of volunteer experiences.

b. Soirée Coffee House

The Manager Committee & Community Services advises the Tecumseh Cultural & Arts Advisory Committee, in partnership with l'Essor High School, will be hosting the annual 'Soirée Coffee House' event on Friday, May 10, 2019, from 7:00 pm to 10:00 pm. The Soirée Coffee House will take place in the Tecumseh – l'Essor Arts Centre.

The Committee is excited to be hosting this community event for individuals to share their stage talents with area residents in a coffee house setting. A diverse range of local talent, – vocals, bands, instrumental, etc. – will be showcased during the evening.

The Members are encouraged to help promote the event, including on the YAC social media.

c. Sportsplex Fundraising

Councillor Rick Tonial apprises he would like to organize a fundraising campaign for the Tecumseh Multi-Use Sportsplex with the area schools to support the Town's share of the project costs. Similar in nature to previous OPP youth events, students would participate in an obstacle course as part of the fundraising initiative.

The Members are asked to start brainstorming ideas for the obstacle course that would be suitable for all students to participate.

d. Youth of the Year Award

The Treasurer puts forth a suggestion for an annual 'Youth of the Year' Award similar in nature to the 'Senior of the Year' Award. She will research municipalities who may have a comparable award, including eligibility criteria and bring it back to the Committee for review and further discussion prior to making recommendation to Council.

e. Town Hall Bike Rack

The Chair notes the bike rack at the front of Town Hall is in need of repair. The Manager Committee & Community Services will advise the Manager Parks & Horticulture of same.

9. Next Meeting

The next meeting of the Youth Advisory Committee will be held on May 27, 2019.

10. Adjournment

Motion: YAC - 12/19

Moved By	Treasurer Kristi Koutros
Seconded By	Secretary Tamsyn King

That there being no further business, the April 15, 2019 meeting of the Youth Advisory Committee now adjourn at 5:14 pm.

Carried

_____

Brendan Froese, Chair

_____

Suzie Sawicki, Vice-Chair

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

A meeting of the Senior Advisory Committee for the Town of Tecumseh was scheduled to be held on March 28, 2019, in the Council Chambers at Town Hall, 917 Lesperance Road, Tecumseh at 6:00 pm.

1. Call to Order

The Chairperson calls the meeting to order at 6:01 pm.

2. Roll Call

Present:

Member	Suzanne Beneteau
Vice-Chair	Gabrielle McMillan
Chair	Paul Morand
Member	Dorothy Nagy
Member	Dara Pfeifer O'Connor
Member	Nancy Tennant

Also Present:

Manager Committee & Community Services	Christina Hebert

Absent:

Councillor	Rick Tonial
Member	Loretta Stoyka Henderson

3. Disclosure of Pecuniary Interest

None reported.

4. Delegations

None.

5. Communications

a. Senior Advisory Committee - February 28, 2019

Motion: SAC- 8/19

Moved By Member Nancy Tennant
Seconded By Vice Chair Gabrielle McMillan

That the minutes of the February 28, 2019 meeting of the Senior Advisory Committee as were duplicated and delivered to the Committee members, are accepted.

Carried

6. Reports

None.

7. Unfinished Business

a. Senior Fitness Around Town Program

Further to the success of the 'giveaway' for the three (3) month Pool & Fitness Memberships purchased under the remaining Ontario Sport & Recreation Communities Fund and following discussion at the last meeting, the Zumba Punch Cards will be made available in early April. Interested persons, Tecumseh residents (55+), may submit their interest and the passes will be issued by a random draw.

Notices for this giveaway opportunity will be placed in the Shoreline Week and Essex Free Press, along with the Town's website/social media.

The Members continued assistance in promoting this unique opportunity is appreciated.

b. Elder Abuse Workshop

The Manager Committee & Community Services confirms the 'Its Not Right Campaign', presented by Elder Abuse Ontario (EAO), is scheduled for Thursday, April 25, at the Golden Age Club.

The presentation is approximately one (1) hour in length with an opportunity for questions following the presentation.

The promotional flyer is being finalized and will be circulated to the Members to help promote the event details, as well, a notice will be placed in the local newspapers, Town's website/social media and shared with community partners. A reminder is provided that EAO requires a minimum of ten (10) participants.

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

Member Nancy Tennant suggests another workshop topic, medical aid while dying, may be of interest and references several recent articles regarding the topic.

c. SAC Logo

Further to the Members suggestion to explore creating a committee logo, similar to the Youth Advisory Committee, a cost estimate, in the amount of approximately $650, was received from the Town's branding service provider.

Discussion ensues regarding alternative options to creating a logo, such as contests or engaging a graphic design student from St. Clair College. The Members are reminded the logo would need to be in keeping with the Town's branding requirements. The Manager Committee & Community Services will inquire with the Information Systems Department if they previously had experiences with graphic design students as an alternative option.

8. New Business

a. Soirée Coffee House

The Manager Committee & Community Services advises the Tecumseh Cultural & Arts Advisory Committee, in partnership with l'Essor High School, will be hosting the annual 'Soirée Coffee House' event on Friday, May 10, 2019, from 7:00 pm to 10:00 pm. The Soirée Coffee House will take place in the Tecumseh – l'Essor Arts Centre.

The Committee is excited to be hosting this community event for individuals to share their stage talents with area residents in a coffee house setting. All ages are welcome and the Committee is looking for a

diverse range of talent – vocals, instrumental, dance, readings, theatrical groups, etc. – to showcase and celebrate local talent.

Interested performers will need to submit a completed Registration Form by Friday, April 5, 2019.

The Members are encouraged to share the information with persons who may be interested in performing and help promote the event.

b. Windsor-Essex Compassion Care Community

Further to the details sent via email, the Windsor-Essex Compassion Care Community (WECCC) is hosting various workshops relating to 'Loneliness', two of which were held at the Golden Age Club on March 18 and March 25.

WECCC advises they would be pleased to provide another workshop on the topic of loneliness in the later part of the year should the Committee be interested.

WECCC strives to engage people, community groups, volunteers, programs, and services, to assist individuals and caregivers to identify and meet their goals, enhance naturally occurring supportive networks, and link to community resources to live their best possible life.

c. Volunteer Appreciation Night

A friendly reminder is provided to RSVP for the annual Volunteer Appreciation Night which takes place on Thursday, April 11 at Torino Plaza & Banquet Hall.

9. Next Meeting

The next meeting of the Senior Advisory Committee will be held on April 25, 2019.

10. Adjournment

Motion: SAC- 9/19

Moved By Member Nancy Tennant
Seconded By Member Suzanne Beneteau

That there being no further business, the March 28, 2019 meeting of the Senior Advisory Committee now adjourn at 6:43 pm.

Carried

_____

Paul Morand, Chair

_____

Gabrielle McMillan, Vice-Chair

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

A meeting of the Senior Advisory Committee for the Town of Tecumseh was scheduled to be held on April 25, 2019, in the Council Chambers at Town Hall, 917 Lesperance Road, Tecumseh at 6:00 pm.

1. Call to Order

The Chairperson calls the meeting to order at 6:01 pm.

2. Roll Call

Present:

Councillor	Rick Tonial
Member	Loretta Stoyka Henderson
Chair	Paul Morand
Member	Dorothy Nagy
Member	Dara Pfeifer O'Connor
Member	Nancy Tennant

Also Present:

Manager Committee & Community Services	Christina Hebert

Absent:

Member	Suzanne Beneteau
Vice-Chair	Gabrielle McMillan

3. Disclosure of Pecuniary Interest

None reported.

4. Delegations

None.

5. Communications

None.

6. Reports

None.

7. Unfinished Business

a. Senior Fitness Around Town Program

The Manager Committee & Community Services apprises the twenty (20) Zumba Punch Cards, good for ten (10) classes each have been distributed to persons selected by random draw, held on April 15. A number of persons submitted their interest and several inquiries were received regarding potential future physical programming opportunities.

The fifty (50) Aquatic Memberships to the Tecumseh Leisure Pool will be made available in late May, following the same ‘lottery’ process, including media communications, as the Zumba Punch Cards.

The Aquatic Memberships will conclude the recreational programming opportunities made available under the grant funding.

b. Elder Abuse Workshop

As previously conveyed via email, the 'Its Not Right Campaign', presented by Elder Abuse Ontario (EAO), scheduled for today will be rescheduled due to low registration.

The Manager Committee & Community Services will coordinate a fall date with EAO.

Discussion ensues regarding how best to engage seniors and encourage attendance at the education workshops. Member Nancy Tennant references a recent article regarding large attendance at a VON Canada event and suggests reaching out to VON Canada to inquire methods used to encourage attendance.

In light of the EAO workshop being rescheduled, the Members concur with scheduling a workshop in late spring/early summer relating to Powers of Attorney and the Inheritance Tax. Councillor Tonial will inquire with a local lawyer if willing to present on the topic.

c. SAC Logo

The Manager Committee & Community Services advises the Town has not used a graphic design student previously, further to the Members inquiry at the last meeting.

It is noted the Town's branding service provider is familiar with the Town's requirements and would be able to provide a professional logo within the branding criteria. The Committee would be provided a few draft options to review and provide comment.

Motion: SAC- 10/19

Moved By Member Dara Pfeifer O'Connor
Seconded By Member Dorothy Nagy

That the Senior Advisory Committee engage the services of Generator Design to design a subsidiary Committee logo, at an approximate cost of $650.

Carried

8. New Business

a. Soirée Coffee House

The Manager Committee & Community Services provides a friendly reminder of the upcoming annual 'Soirée Coffee House' event on Friday, May 10, 2019, from 7:00 pm to 10:00 pm. The Soirée Coffee House will take place in the Tecumseh – l'Essor Arts Centre.

A diverse range of local talent, – vocals, bands, instrumental, etc. – will be showcased during the evening. Admission is free. The Members are encouraged to help promote the event.

b. Fall Prevention Clinic

Following the success of the previous Fall Prevention Clinics, the Windsor Essex County Health Unit has requested another clinic to be scheduled.

Arrangements have been made to host the next clinic on Thursday, November 7 at the Golden Age Club. The half-day session, will take place from approximately 9:00 am – 12:00 pm.

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

c. Tecumseh Corn Festival

Member Dorothy Nagy suggests the Committee consider having a booth at the Tecumseh Corn Festival to promote the Committee and engage seniors on what education topics, as well as other senior initiatives that are of interest.

The Manager Committee & Community Services suggests targeting 'Seniors Day' and will coordinate same with the Manager Recreation Programs & Events.

9. Next Meeting

The next meeting of the Senior Advisory Committee will be held on May 23, 2019.

10. Adjournment

Motion: SAC- 11/19

Moved By Member Nancy Tennant
Seconded By Member Loretta Stoyka Henderson

That there being no further business, the April 25, 2019 meeting of the Senior Advisory Committee now adjourn at 6:57 pm.

Carried

_____

Paul Morand, Chair

_____

Christina Hebert, Manager Committee & Community Services

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: May 14, 2019

Report Number: CS-2019-12

Subject: Farm Lease Agreement - Tyler Nostadt
2019 Crop Year

Recommendations

It is recommended:

That The Corporation of the Town of Tecumseh (Town) enter into a one-year term Lease Agreement with Tyler Nostadt, of Nostadt Stock Farms (Nostadt), to farm the Town's 18 acres of farmland located on the south side of Baseline Road at a rate of $238.13 plus HST per acre **be approved**;

And that the Mayor and the Clerk **be authorized** to execute a Farm Lease Agreement between the Town and Nostadt for the 2019 Crop Year.

Background

The Town is the owner of approximately 18 acres of farmable lands located on the south side of Baseline Road, west of Manning Road (Farmlands).

The Farmlands, along with Fairplay Woods, were retained by the Town following the settlement of the litigation with 424805 Ontario Limited/Ice Track Corporation (424). All of the lands retained by the Town are legally known as Part 2 on Plan 12R-25526. **Appendix 1** is a map of the Town's Lands.

Following the settlement, 424 entered into a Farm Lease Agreement with Nostadt to farm the lands which it acquired from the Town (424 Lands). The 424 Lands are shown as Part 1 on Appendix 1. The lease payment to 424 in 2018 was $233.00 per acre, plus HST.

The Town also entered into a lease agreement with Nostadt with respect to its Farmlands.

Comments

Prior to the settlement with 424, the Town received Request for Proposals (RFP) to farm its lands in accordance with the Town's Purchasing Policy No. 17 (Policy).

The Farmlands are located on the south side of Baseline Road with no direct access from the road. The Farmlands may only be accessed from the 424 Lands which are currently being leased to Nostadt for farming purposes. As Nostadt can only access the Farmlands from the 424 Lands, the Town is unable to use the regular RFP process.

The Policy provides the following in Section 3.9 a) ii) and iii):

> "3.9 Non-Competitive Purchases
>
> a) The requirement for competitive bid solicitation for goods, services and construction may be waived under joint authority of the appropriate Department Director and the Purchasing Coordinator and replaced with negotiations by the Department Director under the following circumstances:
>
> i) …
>
> ii) where only one source of supply would be acceptable and cost effective;
>
> iii) where there is an absence of competition for technical or other reasons and the goods, services or construction can only be supplied by a particular supplier and no alternative exists;…"

Section 3.9 b) of the Purchasing Policy further states that:

> "When a Department Director intends to select a supplier to provide goods, services or construction pursuant to subsection 3.9 a), a written report indicating the compelling rationale that warrants a non-competitive selection will be submitted by the Department Director to Town Council for approval."

This report has been prepared in accordance with Section 3.9 b) of the Policy to recommend the Town enter into a Farm Lease Agreement with Nostadt for the 2019 Crop Year at the rate of $238.13 per acre, plus HST.

The rate of $238.13 is in keeping with the rate to be paid by Nostadt to 424 in 2019. It is greater than the 2018 per acre lease payment received by the Town of $233.00 per acre plus HST, based on a 2.2% increase in the Consumer Price Index.

The Farm Lease Agreement for the 2019 Crop Year has been prepared in keeping with the same provisions of previous agreements. The payment installments have been split 50/50 effective June 1, 2019 and October 1, 2019. In brief summary, Nostadt will be responsible for:

- growing crops and such ancillary tasks necessary to grow the crops;

- all labour, materials and equipment, including the cost of same, for the purpose of the Lease;
- providing to the Ontario Ministry of Agriculture, Food and Rural Affairs a valid Farm Business Registration number to maintain the farm property class rate for the 2019 taxation year;
- giving evidence of public liability and property damage insurance of not less than Two Million Dollars ($2,000,000) naming the Town as an additional insured on the Farmer's policy of insurance;
- leaving the Farm in good condition in accordance with proper farm husbandry and ready for the next farm crop year; and
- payment of rent in the annual amount of $4,286.27 plus HST, as applicable.

The Farm Lease Agreement cannot be assigned or sublet without the prior written approval of the Town and the Town may reduce or eliminate acreage of the Farmlands upon notice to the Farmer.

Consultations

Financial Services

Financial Implications

The lease payment to the Town for the 2019 Crop Year under the Farm Lease Agreement is due in two (2) instalments:

- June 1, 2019 $2,143.14 plus HST
- October 1, 2019 $2,143.13 plus HST

The total lease payment for the 2019 Crop Year is $4,286.27 plus HST, as applicable.

Link to Strategic Priorities

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

Communications

Not applicable ☒

Website ☐ Social Media ☐ News Release ☐ Local Newspaper ☐

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

Prepared by:

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

Reviewed by:

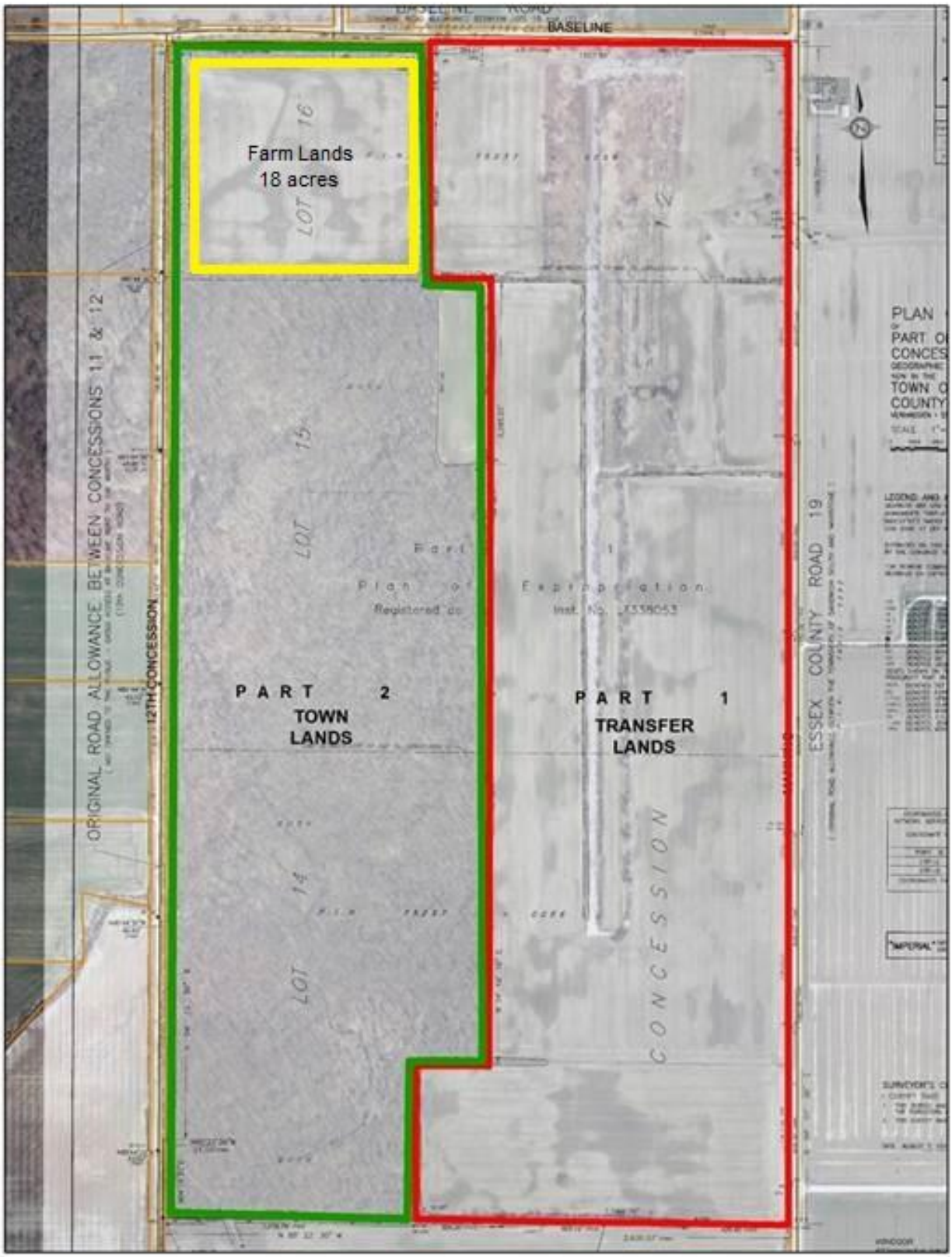
Tom Kitsos, CPA, CMA, BComm
Deputy Treasurer & Tax Collector

Recommended by:

Margaret Misek-Evans, MCIP, RPP
Chief Administrative Officer

Attachment Number	**Attachment Name**
1	Map of Town Lands

Appendix 1


BASELINE
Farm Lands
18 acres
LOT 16
LOT 15
LOT 14
ORIGINAL ROAD ALLOWANCE BETWEEN CONCESSIONS 11 & 12
12TH CONCESSION
PART 2
TOWN
LANDS
PART 1
TRANSFER
LANDS
CONCESSION
ESSEX COUNTY ROAD 19

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: May 14, 2019

Report Number: CS-2019-10

Subject: Webcasting and Closed Captioning Services for Council Meetings

Recommendations

It is recommended:

That the Webcasting and Closed Captioning Modules offered by eSCRIBE **be approved in principle**;

And that direction **be provided** on the single or multi-camera view;

And further that the 2019 pro-rated cost for the Webcasting and Closed Captioning Modules, as well as the cost for implementation and purchase of the cameras and the 2020 annual support and maintenance **be considered** for funding from the Municipal Modernization Fund when a report is presented to Council on the proposed use of this Fund.

Background

On January 16, 2008, Administration presented a report to Council on the feasibility and costs associated with broadcasting Council meetings online through a webcasting service. At the time, Council did not proceed with webcasting services, as it was cost prohibitive, requiring a substantial investment of $75,000.00 in hardware equipment.

Currently, the Town records audio of all Council meetings through a digital recorder. These recordings assist with ensuring the accuracy, accountability and documentation of motions in Council minutes. The set-up time required for these recordings is minimal for staff prior to each meeting. These recordings are not posted on the Town's website; however, residents can obtain a copy for a nominal fee as set out in the Town's annual Fees and Charges By-law.

These audio recordings are a valuable staff resource for clarification and obtaining context on issues discussed during Council meetings.

Comments

Tecumseh Council and Committee meeting agendas have been prepared and made available to the public in an electronic format since 2002. Tecumseh was one of the first municipalities in Essex County to implement an electronic agenda.

In 2016, the Corporate Services Department implemented the eSCRIBE Agenda Management Software (eSCRIBE) to prepare and publish electronic agendas for Council and Committee Meetings. In 2018, eSCRIBE services and modules were expanded for administrative efficiencies to include electronic preparation of administrative reports and meeting minutes.

eSCRIBE also offers Webcasting and Closed Captioning Modules. These Modules bolster transparency initiatives while simplifying web video workflows. The Webcasting Module provides a fully managed, end-to-end solution for capturing archival video and streaming it live online. It features unlimited storage and live streaming of audio and video. The Module can be combined with the Minute Module to automatically index the meeting's agenda and minutes for both live and archived web viewing. Automated Closed Captioning (CC) is available as an option.

Key Features of the Webcasting Module include:

- Unlimited storage and streaming of audio or video content from meetings
- Automatically detects device used to view the video stream, and loads a suitable video player
- Allows for smart (hyper) tags of video to the meeting's agenda items and minutes
- Allows users to view entire meeting or jump to specific agenda item sections with a single tap
- Access to reporting and metrics of viewership (number of viewers, etc.)
- Video feed can be provided by any video capture source, even from a cable company.

The *Municipal Act, 2001,* in Section 228(c) and (d) stipulates that the Clerk's duty is to record, without note or comment, all resolutions and decisions of Council, and to keep records of Council meetings and proceedings. The Webcasting Module is not intended to replace permanent records of Council meetings, rather it would enhance the Town's transparency and accessibility. It would also foster engagement and open communications with the public and in so doing, foster better customer service.

The video and audio recordings of Council meetings could be made available on the Town's website, alongside the agenda and minutes of each meeting.

Acquiring the Closed Captioning Module would also be necessary to meet legislated accessibility requirements.

Any webcasting service must comply with the *Accessibility for Ontarians with Disabilities Act, 2005,* (AODA) Regulation 191/11 Integrated Accessibility Standards (IASR). The Town is required to meet WCAG 2.0 Level A standard when posting pre-recorded videos to the Town's website, as well as any commercially available web application or social media site such as YouTube or Facebook. The IASR requires designated public sector organizations to caption pre-recorded audio and video information if the content is made available through any website after January 1, 2014. This regulation is only required for post-production video and not during livestreaming of meetings. This requirement would be satisfied through eSCRIBE's Closed Captioning Module.

Closed Captioning of each video can be completed within 48 hours of each live broadcast and then uploaded to the Town's website. In addition, eSCRIBE's Closed Captioning module has the feature to provide transcripts of all recorded meetings.

An environmental scan of webcasting and video recording of Council meetings by the area municipalities of Essex County was undertaken. The findings are summarized in the table below and indicate half of the area municipalities provide webcasting and/or video recordings of their Council meetings. Only the County of Essex provides Closed Captioning with their live broadcast.

Municipality	**Video**	**CC**	**Annual Cost**
Town of Lakeshore	Swagit	No	$8,000.00
Town of Essex	CFTV	No	$22,000.00
Municipality of Leamington	CFTV	No	$22,000.00
County of Essex	Cogeco	Yes *	$120.00 /hour
Town of Kingsville	No	No	n/a
Town of LaSalle	No	No	n/a
Town of Amherstburg	No	No	n/a
Town of Tecumseh	No	No	n/a

*National Captioning Canada

Lakeshore has an agreement with Swagit, an American company, which provides webcasting services live and on-demand.

Both Essex and Leamington contract out their webcasting of live Council Meetings to a broadcast provider in partnership with CFTV to film their Council meetings. In Essex, CFTV provides a digital copy of the recording which is thereafter uploaded onto their YouTube channel. Leamington has CFTV upload their video to their municipal YouTube channel. In consultation with these municipalities, the process of uploading a Council meeting video is not instantaneous; rather, the process usually occurs within a few weeks or months after the meeting. Their webcast is not available in closed captioning. CFTV does not offer its services in the Tecumseh area.

The County of Essex (County) has a partnership with Cogeco to live broadcast County Council meetings on Cogeco's local community channel called YourTV Windsor (YourTV). The Canadian Radio and Telecommunication Commission (CRTC) regulates YourTV through the authority of the *Broadcasting Act, 1996*. This Federal legislation requires YourTV to provide airtime for local content as a provision to their CRTC broadcasting licence. Currently, YourTV broadcasts the City of Windsor and the County of Essex Council meetings.

The County contracts National Captioning Canada at an hourly rate of $120.00 to close caption the live broadcast. This cost is unpredictable and unquantifiable since the fee is subject to the duration of each Council meeting. Cogeco later provides a video recording of the meeting to the County, however it does not capture the closed captions.

As a result, the County has also expressed an interest in eSCRIBE's Webcasting and Closed Captioning Modules.

YourTV advises there is insufficient airtime available in their regular scheduled programming to offer services to Tecumseh.

Some of the area municipalities that are eSCRIBE clients have expressed an interest in obtaining the Webcasting and Closed Captioning Modules (Towns of Kingsville, Amherstburg, LaSalle and the County of Essex). At this writing, they have not yet subscribed.

In order to implement the Webcasting and Closed Captioning Modules, installation of a video camera in the Council Chambers would be necessary. A single fixed camera could be installed that provides a wide shot of the Council Chambers. Although this would not provide viewers with a close-up view, it would provide viewers the convenience of watching the meeting live, or at a later time. This option is for standard broadcasting quality with minimal equipment and staff resources. An example of a single camera video recording from the Town of Newmarket can be viewed at Newmarket Council Webcast.

Alternatively, the option of a multi-camera experience could be delivered. This would require additional staff resources to manage the streaming and switching of cameras based on the discussion during the meeting. The multi-camera experience gives viewers a more effective and closer visual. This option is a more sophisticated video production. An example of a multi-camera video can be viewed on the City of Hamilton website at Hamilton Council Webcast.

Both a single camera and multi-camera webcast and video recording will require staff training and software upgrades to ensure the quality of video posted to the Town's website.

Consultations

Information & Communication Services
Financial Services
Area Municipalities

Financial Implications

Webcasting and Closed Captioning of Council meetings was not included in the 2019 Budget. Based on the quote received from eSCRIBE, the cost of these Modules for one area municipality eSCRIBE client is itemized below. These costs could be reduced by $750.00 per Module if two or more area municipalities also subscribe to the Modules:

One time costs Webcasting – 2019	**Single**	**Multiple**
Fixed single camera	$2,400.00	N/A
Multi-camera	N/A	$10,000.00
Webcasting Module Implementation	$2,025.00	$2,025.00
Webcasting Support/Maintenance*	$4,975.00	$4,975.00
Total Webcasting cost for 2019	$9,400.00	$17,000.00
One time costs Closed Captioning – 2019		
Closed Captioning Module Implementation	$2,700.00	$2,700.00
Closed Captioning Support/Maintenance*	$4,487.50	$4,487.50
Total Closed Captioning cost for 2019	$7,187.50	$7,187.50
Total Investment – 2019	**$16,587.50**	**$24,187.50**

***** based on 6 months (July – December 2019)

The cost for annual support and maintenance of the Webcasting and Closed Captioning Modules from eSCRIBE would be pro-rated in 2019. For example, if implemented July 1, 2019, these costs would be $9,462.50. In addition to the support and maintenance costs in 2019, there would be the implementation fees of $4,725.00 (Webcasting $2,025.00 and Closed Captioning $2,700.00) and the cost of the camera(s).

Direction is requested from Council on a single fixed camera view or the multi-camera closer visual for the webcast and video recording.

It is recommended that consideration be given to funding both the 2019 costs and the 2020 annual support and maintenance costs of $9,950.00 for Webcasting and $8,975.00 for Closed Captioning from the one-time Municipal Modernization Fund.

A separate report will be provided on the recommended use of the Municipal Modernization Fund allocation to the Town in the amount of $620,201.00. The Province has allocated these funds to municipalities to assist them in becoming more efficient, reduce expenditure growth in the longer term, and to help modernize service delivery.

In the alternative, the 2019 costs could be funded from the One-time Lifecycle Reserve. The annual support and maintenance costs starting thereafter in 2020 would be included in the annual Corporate Services Budget under Computer Support/Software.

The foregoing costs and funding options are summarized in the following Table:

Source	2019 Single	2019 Multiple	2020	2021 and Beyond
Recommended: Municipal Modernization Fund	$16,587.50	$24,187.50	$18,925.00	$0
Alternative: One-time Life Cycle	$16,587.00	$24,287.00	$0	$0
Corporate Services – Computer Software / Support	$0	$0	$18,925.00	$18,925.00

Link to Strategic Priorities

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

Communications

Not applicable ☒

Website ☐ Social Media ☐ News Release ☐ Local Newspaper ☐

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

Prepared by:

Jennifer Alexander, MPA
Deputy Clerk & Manager Legislative Services

Reviewed by:

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

Reviewed by:

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

Reviewed by:

Shaun Fuerth, BCS
Director Information & Communication Services

Recommended by:

Margaret Misek-Evans, MCIP, RPP
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: May 14, 2019

Report Number: PBS-2019-10

Subject: Zoning By-law Amendment
South Side of North Talbot Road
SCWI Enterprises
Condition of Consent Application (B-04/19)
Summary of Public Consultation Process and Final Recommendation
OUR FILE: D19 MATOS

Recommendations

It is recommended:

1. **That** a by-law having the effect of amending the Sandwich South Zoning By-law 85-18 for 1.18 hectare (2.9 acre) property situated on the south side of North Talbot Road, approximately 95 metres east of its intersection with Walker Road, from "Neighbourhood Commercial Zone (C2-5)" to "Business Park Zone (BP-4)" in order to permit the future development of the lands for a range of light industrial and commercial uses, in order to satisfy Condition No. 8 of severance application B-04/19, **be adopted**.

Background

On April 9, 2019, Council held a public meeting in accordance with the provisions of the *Planning Act* to hear comments on an application to amend the Sandwich South Zoning By-law for a 1.18 hectare (2.9 acre) property situated on the south side of North Talbot Road, approximately 95 metres east of its intersection with Walker Road (see Attachment 1). The proposed amendment would accommodate the future development of the lands for a range of light industrial and commercial uses.

The rezoning is required in order to satisfy Condition No. 8 of severance application B-04/19 which was granted by the Committee of Adjustment on February 11, 2019. The effect of that

decision was to give provisional consent to sever the vacant 1.18 hectare (2.9 acre) subject land from the commercial land located at the south-east corner of the Walker Road/North Talbot Road intersection. The proposed retained parcel is currently occupied by a Tim Hortons restaurant. SCWI Enterprises Inc. ("the Applicant") has entered into an agreement to purchase the proposed severed parcel from the TDL Group ('the Owner").

The purpose of this Report is to summarize the nature of the comments received and recommend a course of action with respect to the proposed Zoning By-law amendment.

Comments

Comments Received for the April 9, 2019 Public Meeting

Written comments both in favour of and in opposition to the proposed application were received by Council by way of inclusion on the Public Meeting Agenda and being verbally delivered at the April 9, 2019 statutory public meeting.

The Owner provided written correspondence advising that over the past approximately 20 years they had experienced no demand for the range of commercial uses permitted by the current C2-5 zoning on the property that is the subject of the current application. The Owner also advised that they have no intention of developing the subject property in the future within the framework of the current C2-5 zoning.

In addition, the Applicant advised that his current group of local companies require land for expansion and that the proposed development is based on the current business demands in the local area. This property in particular was quite suitable for the applicant as it abutted one of his current land holdings to the immediate east.

Ms. Judy Wellwood-Robson provided verbal and written correspondence outlining a number of concerns regarding the proposed application. The key issues raised by Ms. Wellwood-Robson are summarized below and are followed by an Administrative response.

Issue No. 1 – Application is premature until Secondary Plan is completed

Without a Secondary Plan being completed for the entire Oldcastle Hamlet, there is no way to determine the future need for commercial space and the establishment of residential areas. Therefore, until a Secondary Plan is completed, the proposed application is premature.

Response

With respect to the concern that a Secondary Plan is required for the entire Oldcastle Hamlet, the following is provided:

- Secondary Plans address issues related to land use in broad geographic areas by providing specific policies for these areas where more detailed direction is needed for matters beyond the general framework provided by the Official Plan. The land use for these areas has usually not been established (i.e. the lands are typically vacant and/or farmed) and development barriers such as municipal servicing constraints, transportation/road network constraints or environmental constraints may exist, necessitating further, more detailed study. Secondary Plans are typically not undertaken for lands that are already designated for development, largely developed and fully serviced such as the area in which the subject property is located.

- The Oldcastle Hamlet urban area encompasses an area totalling approximately 756 hectares (1,868 acres). Of this area, 83.5% (631 hectares) are designated for urban land uses, the majority of which are developed. Only 16.5% of the Oldcastle Hamlet (125 hectares) are not identified/designated for a specific urban land use at this time and these lands are designated “Hamlet Development”.

- Of these 125 hectares, approximately 20.5 hectares are currently part of an alternative development concept contemplated as part of a recent Ontario Municipal Board (OMB) decision (the “Del Duca” lands). These lands are situated at the northeast corner of the 8th Concession Road and North Talbot Road intersection. Therefore, of the total Oldcastle Hamlet urban area, only 105 hectares of land (13.8%) are not specifically designated for urban development at this time. These lands require further study to determine appropriate land use designations.

- A Secondary Plan is not required prior to considering development proposals on lands that are currently designated for development such as the subject application, which is designated Business Park in the Official Plan. The subject application is requesting that the lands be zoned in the Zoning By-law to a Business Park zone, permitting industrial and commercial uses, consistent with the Official Plan designation. The existing zoning only permits commercial uses.

- It remains the commitment of the Town that the new Town Official Plan will contain policies establishing the future undertaking of a special planning study to determine the preferred long-term use of lands identified as “Hamlet Development” within the existing Oldcastle Hamlet urban area. Upon completion of such a study, it is intended that the new Official Plan would be amended to place these lands in appropriate land use designations establishing the type and form of development to be permitted.

- Based on the foregoing, Town Administration does not believe a Secondary Plan is required in the context of the subject application nor that the application is premature. The zoning by-law amendment application is in conformity with the existing Business Park designation policies of the Official Plan.

With respect to the need to evaluate if the Oldcastle Hamlet requires additional commercial land to meet its future needs, Town Administration offers the following:

- Even with the removal of the subject property from a commercial zoning, the Oldcastle Hamlet will continue to have approximately 28.3 hectares (70 acres) of commercially zoned land. Of that, 10.5 hectares (26 acres) are currently vacant or underutilized. This total also does not include three other properties that provide commercial related services (i.e. restaurants) that are located on lands not currently zoned commercial. It is further noted that 0.4 hectare (1.0 acre) of vacant C2-5 zoned land will be retained by TDL Group and remain available for future commercial development immediately north of the current Tim Hortons site.

- In addition, the total above does not include the 0.75 hectare (1.85 acre) commercial area proposed as part of the alternative development concept contemplated for the Del Duca lands situated at the northeast corner of the 8th Concession Road and North Talbot Road intersection. This alternative development concept identifies uses such as retail stores, eating establishments, financial institutions, day nurseries and general and professional offices.

- The proposed re-zoning does not remove the ability for the subject lands to be used for commercial purposes. The proposed Business Park (BP-4) Zone will permit a wide range of light-industrial and commercial uses, consistent with the Business Park Official Plan policies. The proposed rezoning will accommodate commercial tenants in the future if market forces dictate their need and the Applicant has a desire to accommodate their introduction on the property.

- As a reference, a total of 10.5 hectares (5.09 hectares existing and 5.42 hectares to be designated) of commercial land was identified through the Maidstone Hamlet Secondary Plan process for the Maidstone Hamlet urban area. These 10.5 hectares (26 acres) of commercial land were determined sufficient to support the Hamlet's existing population and the potential residential development of an additional 900 dwelling units. In total, the 10.5 hectares of commercial land were deemed sufficient for a build-out population of 3,310 residents.

Administration continues to be of the opinion that the Zoning By-law Amendment application proposing that the lands be used for a range of light industrial and commercial uses, on full municipal services, will result in appropriate development that is suitable and compatible with surrounding existing and proposed uses and will result in orderly development.

Issue No. 2 – Current Industrial Land Supply

There are ample vacant or undeveloped properties that are currently designated and zoned for industrial purposes. The subject property does not need to be rezoned.

Response

Based on the analysis contained in "Tecumseh New Official Plan Process, Employment Lands Discussion Paper", additional industrially designated land is required in the Oldcastle Business Park in order to ensure an adequate supply of land is available for new industrial development.

It should also be noted that the industrial land supply inventory presented to Council at the Public Meeting by Ms. Wellwood-Robson identifies many properties and associated land areas that:

- are not designated in the Official Plan for industrial uses;
- are not zoned in the Zoning By-law for industrial uses (i.e. zoned Agricultural);
- are not located within the Oldcastle Hamlet settlement area identified in the Official Plan;
- are lands identified in the Employment Lands Discussion Paper as having high-constraints for development (i.e. have physical and/or servicing characteristics that make their development highly unlikely without significant investment by the owner or the Town);
- have existing buildings located on the property that are for sale/lease, but may not have the building attributes required for the uses proposed by the proposed BP-4 zone.

It should also be reiterated that the proposed rezoning does not facilitate the development of the lands for industrial uses only. The proposed Business Park (BP-4) Zone will permit a wide range of light-industrial and commercial uses.

Town Administration continues to believe there is a need for additional industrial land and that this proposal has the potential to assist in meeting that demand.

Issue No. 3 – Non-consistency of the application to applicable planning documents

The application is not consistent with the Provincial Policy Statement, the County of Essex Official Plan and the Sandwich South Official Plan.

Response

It is Administration's opinion that the proposed rezoning is consistent with the PPS, the County of Essex Official Plan and the Sandwich South Official Plan. A more detailed response on this issue is provided in the Planning Analysis section of this Report below.

Issue No. 4 – Field Assessment/Screening in relation to *Endangered Species Act*

Concern was expressed that the environmental screening in relation to the *Endangered Species Act* is being conducted by a biologist that has been retained by the applicant.

Response

The professional retained by the applicant is a qualified professional biologist who is governed by legislation to complete the screening in accordance with the process prescribed by the Ministry of Natural Resources and Forestry (MNRF). The field assessment/screening on the lands to ensure that the proposed development of the property will not contravene the *Endangered Species Act, 2007* (ESA 2007) has been completed and submitted to MNRF for its review and clearance.

Issue No. 5 – Traffic Conflicts/Pedestrian Safety

The future access driveway for the proposed uses will be located next to the existing commercial development (Tim Hortons) driveway access. This condition will result in traffic issues related to pedestrian and cyclist safety.

Response

Any future development of the lands will require the execution of a site plan control agreement. Through the site plan review process, site design and layout will be reviewed and the appropriateness of the location of the driveway access will be assessed.

It should be noted that the vast majority of businesses on North Talbot Road have driveway access directly onto North Talbot and that the introduction of a driveway to support the proposed use is a normal condition. In addition, it is acknowledged that regardless of the zoning on the property, a driveway access onto North Talbot Road would be anticipated.

Planning Analysis

A detailed planning analysis addressing the policies contained within the Provincial Policy Statement, the County of Essex Official Plan and the Sandwich South Official Plan was provided by way of PBS-2019-05. This Report was received and reviewed by Council at its March 12, 2019 Regular Council Meeting and at the subsequent Public Meeting on April 9, 2019.

A summary of the previously provided analysis is provided below:

Provincial Policy Statement (PPS)

Planning authorities shall promote economic development and competitiveness by providing for an appropriate mix and range of employment uses to meet long-term needs of a municipality. In addition, they should provide opportunities for a diversified economic base, including maintaining a range and choice of suitable sites for employment uses which support a wide range of economic activities and ancillary uses, and take into account the needs of existing and future businesses. The PPS contemplates the types of uses being proposed by the application within identified urban areas, particularly those areas identified for employment land purposes, subject to establishing the suitability of the proposed uses for the area.

In addition, the PPS specifically identifies the need to protect employment areas for current needs (as identified by the Applicant above) and future uses. The proposed BP-4 zone will offer a wide range of light industrial and commercial uses that will support the current and future needs of the area as identified by the noted directive of the PPS.

Accordingly, it continues to be our opinion that the proposed rezoning is consistent with the relevant policies of the PPS.

County of Essex 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 subject lands are within an identified Primary Settlement Area of the County Official Plan. The goals and policies of the County of Essex Official Plan are very similar in nature to those found in the PPS insofar as they encourage a range of urban development within identified settlement areas, such as the Oldcastle Hamlet within the Town of Tecumseh.

The County Official Plan specifically acknowledges the uniqueness of the Oldcastle Hamlet as compared to other Primary Settlement Areas due to its role in the region as a significant regional employment district. The County Official Plan notes that the Oldcastle Hamlet has historically been the focus of manufacturing and establishes that it “shall be primarily developed with employment uses.” The proposed application would broaden the list of permitted uses beyond those currently permitted and this would further enhance the ability of the property to be developed for employment uses, as contemplated by the County Official Plan.

Accordingly, it continues to be our opinion that the proposed rezoning conforms to the goals and policies of the County of Essex Official Plan.

Sandwich South Official Plan

The subject property is designated “Business Park” on Schedule “A-2” of the Sandwich South Official Plan (see Attachment 2). It is proposed to be rezoned from a more restrictive commercial zoning to a broader Business Park (BP-4) zone that permits both light industrial and commercial uses consistent with the Official Plan. The policies for the Business Park

designation specifically encourage and permit the land uses proposed through the subject rezoning.

Accordingly, it is our opinion that the proposed rezoning is in conformity with the relevant policies of the Official Plan.

Sandwich South Zoning By-law 85-18

It should be noted that prior to the subject property being rezoned to the current "Neighbourhood Commercial Zone (C2-5)" in December of 2000, it was zoned "Industrial Zone (M1)" which permitted a wide range of industrial-related uses. Since that time, the subject property has been vacant despite attempts to market it commercially. Accordingly, the Owner has indicated the lands subject to the current application are deemed surplus to its needs.

In addition, as noted above, the proposed re-zoning in no way removes the ability of the subject lands to be used for commercial purposes. The proposed Business Park (BP-4) Zone will permit a wide range of light-industrial and commercial uses. In addition, the zoning will establish various zone requirements (minimum lot area and frontage, building setbacks, parking requirements, etc.) to ensure the subject property is ultimately developed in an appropriate manner.

Site Plan Control

The subject property is subject to site plan control. A site plan control agreement, approved by Council, will be required prior to any development taking place on the lands. This will enable the Town to use the site plan control process to adequately address all servicing and site design issues prior to any new developments occurring.

Conclusion

In summary, it is the opinion of the writer, along with Town Administration, that the concerns/issues raised by those in attendance at the public meeting and through written correspondence to the Town have been adequately addressed. Administration continues to support the proposed development and believes that it provides for the logical infill of the existing land uses within this area of Oldcastle. Detailed site design issues will be addressed through a future site plan control agreement that will be finalized and recommended for execution by Council at a future date.

On the basis of all of the foregoing, it is the opinion of the writer that the proposed Zoning By-law Amendment is consistent with the Provincial Policy Statement, conforms to the County of Essex Official Plan and Sandwich South Official Plan policies and will result in appropriate development based on sound land use planning principles.

Accordingly, Town Administration recommends that Council pass a by-law having the effect of amending the Sandwich South Zoning By-law 85-15 in order to facilitate the development of

the subject lands for a range of light industrial and commercial uses, in order to satisfy Condition No. 8 of severance application B-04/19.

Consultations

None

Financial Implications

None

Link to Strategic Priorities

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

Communications

Not applicable ☒

Website ☐ Social Media ☐ News Release ☐ Local Newspaper ☐

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

Prepared by:

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

Reviewed by:

Chad Jeffery, MA, MCIP, RPP
Manager Planning Services

Reviewed by:

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

Recommended by:

Margaret Misek-Evans, MCIP, RPP
Chief Administrative Officer

Attachment Number	**Attachment Name**
1	Property Location Map
2	Official Plan Map

Prepared By:
Tecumseh Planning and Building Services Department

Legend:

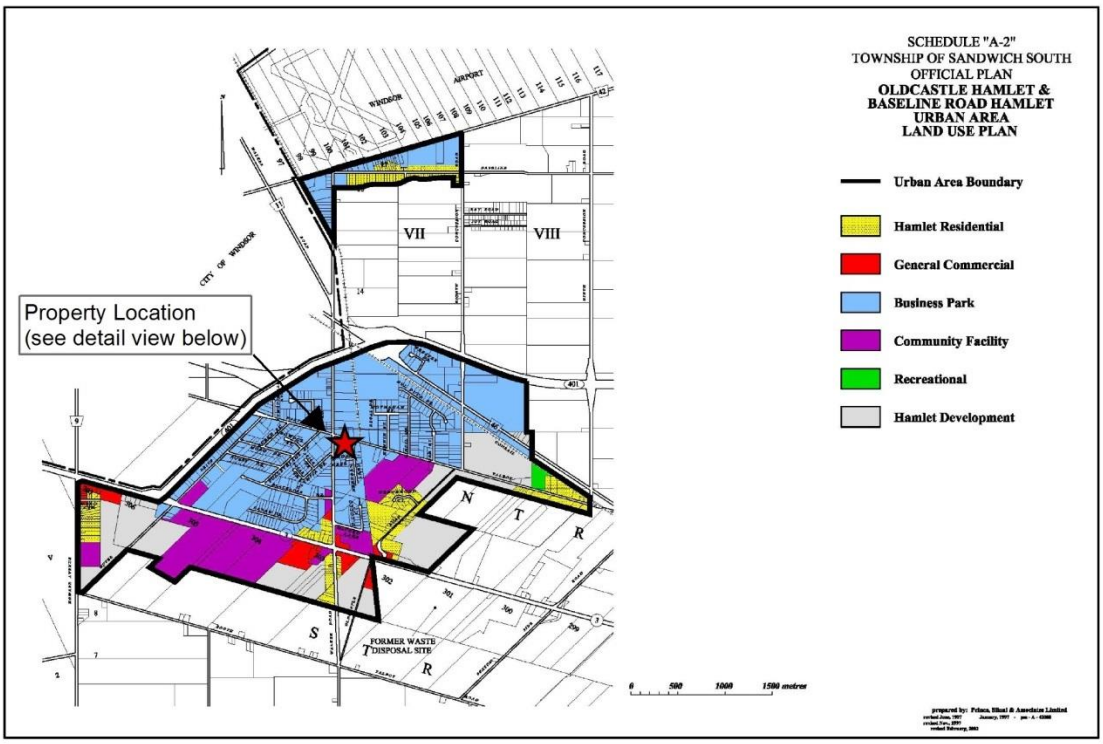
Lands Granted Provisional Consent Subject to Zoning By-law Amedment

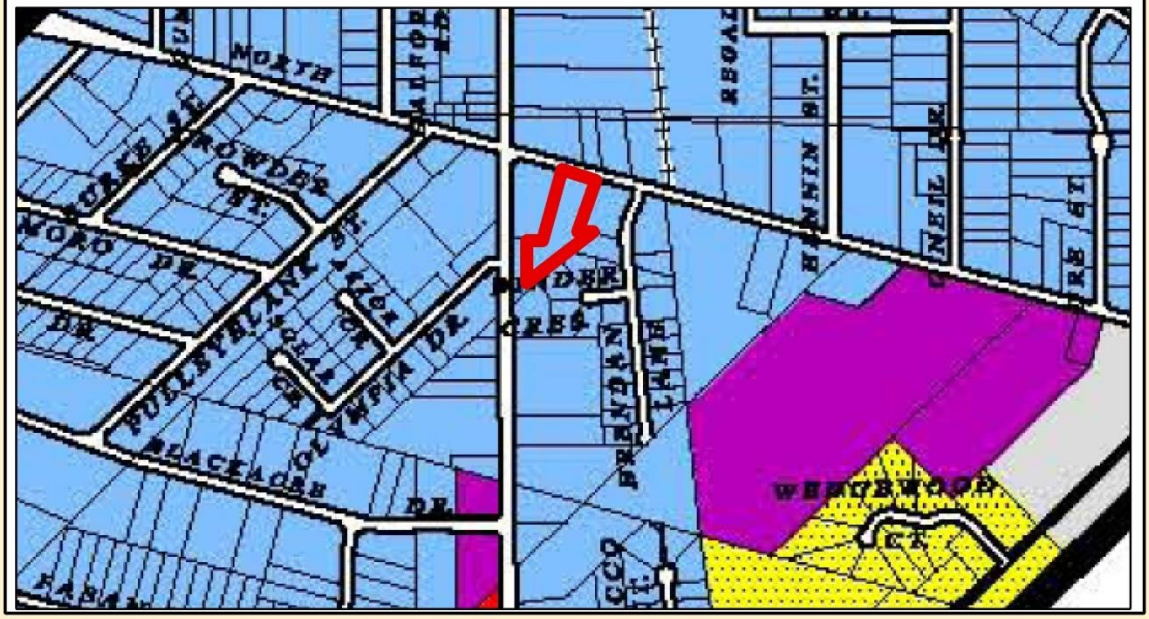
Lands Proposed to be Retained by TDL Group (Tim Hortons)

0 15 30 60
Metres

N

Attachment 1
Zoning By-law Amendment
SCWI Enterprises Inc.
South Side of North Talbot Road
Property Location





Prepared By:
Tecumseh Planning and
Building Services Department

Legend:

Subject Property

Attachment 2
Zoning By-law Amendment
SCWI Enterprises Inc.
South Side of North Talbot Road
Official Plan

The Corporation of the Town of Tecumseh

Planning & Building Services

To: Mayor and Members of Council

From: Brian Hillman, Director Planning & Building Services

Date to Council: May 14, 2019

Report Number: PBS-2019-12

Subject: James Sylvestre Developments Ltd./Jamsyl Group Inc.
Land Conveyance to Town for Future Sylvestre Drive/Westlake Drive Extension
Parts 5, 6 and 7, Plan 12R-20993
OUR FILE: L07 SYL

Recommendations

It is recommended:

1. **That** a by-law authorizing the execution of the agreement of purchase and sale between James Sylvestre Developments Ltd./Jamsyl Group Inc. and the Corporation of the Town of Tecumseh, for the conveyance of Parts 5, 6 and 7 on Plan 12R-20993, **be adopted**, subject to the Owner's execution of the agreement of purchase and sale.

2. **And that** the execution of such further documents as are called for by the agreement of purchase and sale approved above, by the Mayor and Clerk, **be authorized.**

Background

James Sylvestre Developments Ltd./Jamsyl Group Inc. "the Owner", owns an irregular-shaped 4.77-hectare (11.78-acre) vacant parcel of land located on both the north and south sides of Sylvestre Drive at its intersection with the Sylvestre Fly-off within the Sylvestre Business Park. The western terminus of Sylvestre Drive currently abuts the subject property in the form of a cul-de-sac. A 773 square metre (8,321 square foot) portion of the subject property abutting the cul-de-sac has been identified as part of the future westerly extension of Sylvestre Drive (see Attachment 1). This land area has a width of 20.1 metres (66 feet) and a length of approximately 36.5 metres (120 feet). This portion of the subject property is legally described as Parts 5, 6 and 7 on Plan 12R-20993.

In April of 2019, the Owner approached Town Administration formally offering, at no cost, a transfer to the Town of Parts 5, 6 and 7 on 12R-20993 for use as a future right-of-way for the westerly extension of Sylvestre Drive. This extension would ultimately connect to the current terminus of Westlake Drive further to the west. This conveyance would result in a natural land severance, resulting in the creation of two separate vacant lots - one to the north of the conveyed parcel and one to the south (see Attachment 1). Both of the proposed lots would comply with the current Highway and Service Commercial (C3) Zone that applies to the property.

Comments

Proposed Land Conveyance

Town Administration and the Town Solicitor have reviewed the proposed land conveyance and believe that it is appropriate to accept, as it offers the following benefits (see Attachment 2):

i) it provides land that the Town and County of Essex will require for the future westerly extension of Sylvestre Drive. This extension provides an important connection to the future road network that has been identified in the Manning Road Secondary Plan area. More specifically, it facilitates the connection of Sylvestre Drive to Westlake Drive, which is not only an important transportation corridor but also a vital servicing corridor essential to the future development of lands in the Manning Road Secondary Plan Area;

ii) it is of a width and alignment consistent with the Town's needs, as more specifically identified in the Tecumseh Transportation Master Plan, dated June 2017; and

iii) it facilitates the County's proposed interim and permanent improvements to the Sylvestre Drive fly-off and its extension/connection to the Westlake Drive/Lesperance Road intersection farther to the west. This extension/connection is identified in the County Road 19/County Road 22 Improvements Environmental Assessment.

The County Engineering Department has reviewed the proposed land transfer and has no concerns at this time. The County has noted, however, that additional land may be needed to accommodate any potential modifications to the alignment or width of the future road right-of-way that will eventually connect to Westlake Drive. The potential need for additional lands will be identified as part of a detailed design exercise which the County anticipates undertaking this year. The County further advises that it is currently projecting the construction of the interim improvements to the Sylvestre Fly-off and extension of Sylvestre Drive to Westlake Drive in 2020.

Agreement of Purchase and Sale

To facilitate the proposed land conveyance, an agreement of purchase and sale has been prepared by the Town Solicitor (see Attachment 3). All costs incurred for the transfer (including costs for the preparation of the agreement) are to be paid by the Owner.

Summary

In summary, it is the opinion of the writer, along with Town Administration and Town Solicitor, that the proposed land conveyance is appropriate at this time and will provide the ability to extend Sylvestre Drive westerly with the final goal of connecting it to Westlake Drive. This connection has been contemplated by both the Manning Road Secondary Plan and the County Road 19/County Road 22 Improvements Environmental Assessment and is based on sound land use planning principles.

Town Administration has reviewed the proposed agreement of purchase and sale and is prepared to recommend approval of the document as prepared by the Town Solicitor, subject to the Owner executing the proposed agreement.

Consultations

Planning & Building Services
Public Works & Environmental Services
Corporate Services & Clerk
Town Solicitor
County of Essex Engineering Department

Financial Implications

None

Link to Strategic Priorities

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

Communications

Not applicable ☒

Website ☐ Social Media ☐ News Release ☐ Local Newspaper ☐

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

Prepared by:

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

Reviewed by:

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

Reviewed by:

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

Reviewed by:

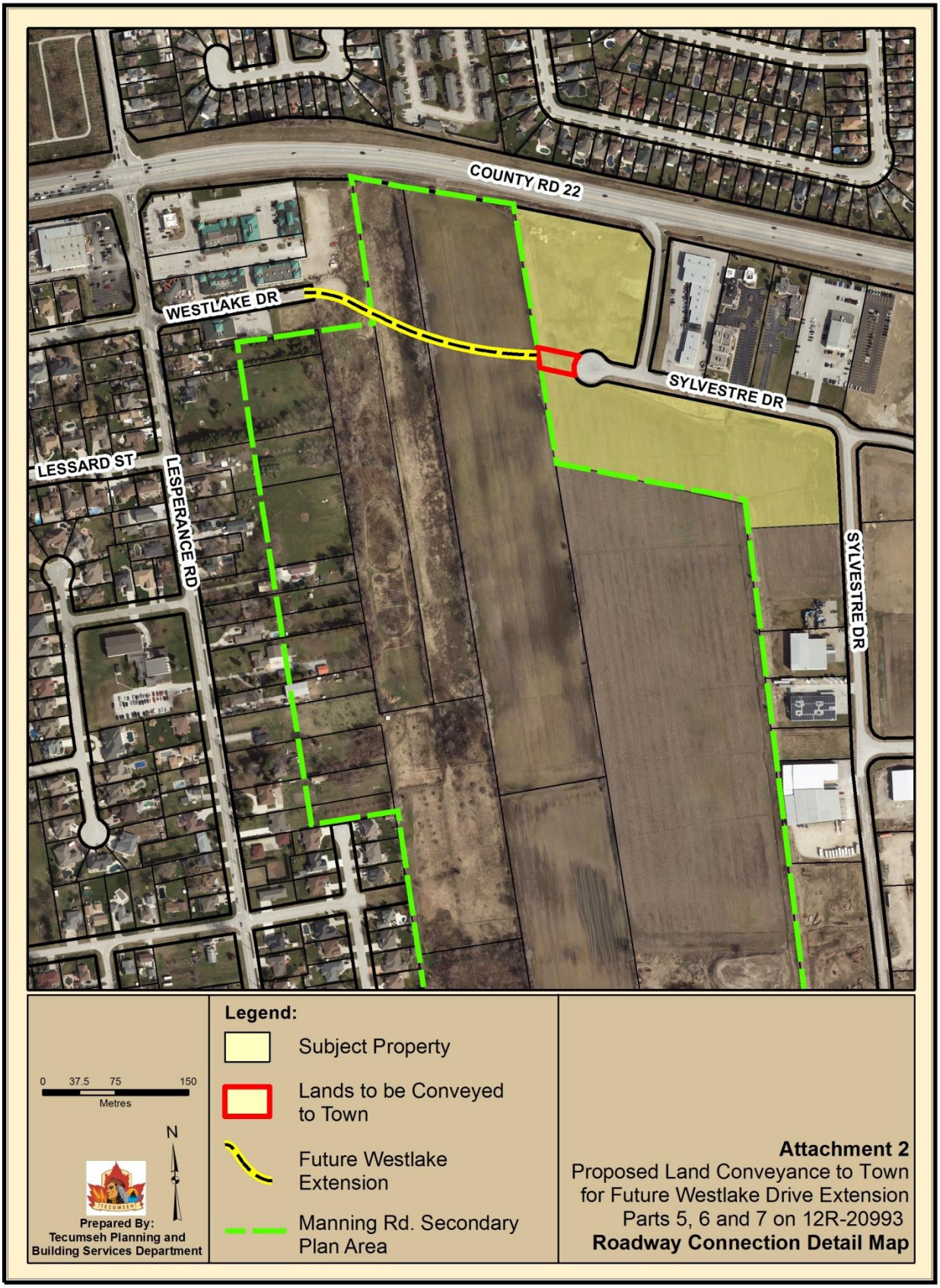
Laura Moy, Dipl. M.M., CMMIII HR Professional
Director Corporate Services & Clerk

Recommended by:

Margaret Misek-Evans, MCIP, RPP
Chief Administrative Officer

Attachment Number	**Attachment Name**
1	Subject Property Map
2	Roadway Connection Detail Map
3	Draft Agreement of Purchase and Sale

COUNTY RD 22
Future Lot 1
SYLVESTRE DR
Future Lot 2
0 15 30 60
Metres
N
Prepared By:
Tecumseh Planning and
Building Services Department
Legend:
Subject Property
Lands to be Conveyed
to Town
Future Lots
Attachment 1
Proposed Land Conveyance to Town
for Future Westlake Drive Extension
Parts 5, 6 and 7 on 12R-20993
Subject Property


COUNTY RD 22
WESTLAKE DR
SYLVESTRE DR
LESSARD ST
LESPERANCE RD
SYLVESTRE DR
0 37.5 75 150
Metres
N
Prepared By:
Tecumseh Planning and
Building Services Department
Legend:
Subject Property
Lands to be Conveyed to Town
Future Westlake Extension
Manning Rd. Secondary Plan Area
Attachment 2
Proposed Land Conveyance to Town
for Future Westlake Drive Extension
Parts 5, 6 and 7 on 12R-20993
Roadway Connection Detail Map

AGREEMENT OF PURCHASE AND SALE
(FOR USE IN THE PROVINCE OF ONTARIO)

PURCHASER,……THE CORPORATION OF THE TOWN OF TECUMSEH……..agrees to purchase from
(Full legal name of all Purchasers)

VENDOR,…… JAMES SYLVESTRE DEVELOPMENTS LTD. and JAMSYL GROUP INC. ……, the following
(Full legal names of all Vendors)

REAL PROPERTY:
legally described as
PT LTS 154 & 155 (AKA CON 2) SANDWICH EAST PTS 5,6 & 7, 12R-20993 being part of PIN 75244-0471……subject to an easement in favour of the Purchaser which shall merge on closing by operation of law and subject to easement in favour of Bell Canada over the westerly 15.83' (Part 5, 12R-20993). The Purchaser accepts title subject to the Bell Canada easement……..……(the "property").
(Legal description of land including easements)

PURCHASE PRICE:……One Dollar…… Dollars (CDN$…1.00……)
DEPOSIT: Purchaser submits (……Herewith..)……..Dollars (CDN$……1.00……..)
(Herewith/Upon acceptance)
cash or negotiable cheque payable to ……Baker Busch, In trust. to be held in trust pending the completion or other termination of this Agreement and to be credited toward the Purchase Price on completion.

Vendor acknowledges and agrees that:

1) Purchaser is acquiring the Real Property for a future road extension and servicing corridor to facilitate the development of various lands within what is known as the Manning Road Secondary Plan area, the timing of which is uncertain and without any commitment or assurance provided by the Purchaser respecting same. Acceptance of title to the Real Property by the Purchaser shall not oblige the Purchaser to pay for the future anticipated improvements on the Real Property;
2) The transfer of the Real Property to the Purchaser will result in a severance of the balance of the lands held by the Vendor (i.e. the balance of those lands identified in PIN 75244-0471) into two separate parcels and that this severance is of value to the Vendor and forms part of other good and valuable consideration for the transfer of the Real Property;
3) The Vendor acknowledges that the Purchaser has not fettered its discretion or given any commitment or assurance with regards to approving any other permits, approvals, or applications (including, without limitation, site plan approval) that may be required to develop either of the two parcels created following the completion of the transaction;
4) The Vendor agrees to pay the reasonable legal costs of both parties with respect to the preparation and/or review of the agreement of purchase and sale and completion of the transactions contemplated thereby. Purchaser's lawyer shall itemize the Purchaser's legal costs prior to completion which shall be paid by the Vendor on the Completion Date on or before closing.

SCHEDULE(S)……A……attached hereto form(s) part of this Agreement.

1. **CHATTELS INCLUDED:**……n/a……

2. **FIXTURES EXCLUDED:**……n/a……

3. **RENTAL ITEMS:** The following equipment is rented and **not** included in the Purchase Price. The Purchaser agrees to assume the rental contract(s), if assumable:……n/a……

4. **IRREVOCABILITY:** This Offer shall be irrevocable by……Vendor……until 4:30……..p.m. on the…15th..day of……May…., 2019……..,
(Vendor/Purchaser)
after which time, if not accepted, this Offer shall be null and void and the deposit shall be returned to the Purchaser in full without interest.

5. **COMPLETION DATE:** This agreement shall be completed by no later than 6:00 p.m. . on the…31st……..day of…May…., 2019……..
Upon completion, vacant possession of the property shall be given to the Purchaser unless otherwise provided for in this Agreement.

6. **HST:** If the sale of the property (Real Property as described above) is subject to Harmonized Sales Tax (H.S.T.), then such tax shall be……included in…….... the Purchase Price. The foregoing warranties shall not merge but shall survive the completion of the transaction.

7. **TITLE SEARCH:** Purchaser shall be allowed until 6:00 p.m. on the …one day prior to the Completion Date.. (Requisition Date) to examine the title to the property at his own expense and until the earlier of: (I) thirty days from the later of the Requisition Date or the date on which the conditions in this agreement are fulfilled or otherwise waived or; (II) five days prior to completion , to satisfy himself that there are no outstanding work orders or deficiency notices affecting the property, that its present use (……vacant land without restrictions or easements……) may be lawfully continued. Vendor hereby consents to the municipality or other governmental agencies releasing to Purchaser details of all outstanding work orders affecting the property, and Vendor agrees to execute and deliver such further authorizations in this regard as Purchaser may reasonably require.

8. **FUTURE USE:** Vendor and Purchaser agree that there is no representation or warranty of any kind that the future intended use of the property by Purchaser is or will be lawful except as may be specifically provided for in this agreement.

9. **TITLE:** Provided that the title to the property is good and free from all registered restrictions, charges, liens, and encumbrances except as otherwise specifically provided in this Agreement and save except for (a) ~~any registered restrictions or covenants that run with the land providing that such are complied with~~; (b) any registered municipal agreements ~~and registered agreements with publicly regulated utilities~~ providing that such are complied with, or security has been posted to ensure compliance and completion, as evidenced by a letter from the relevant municipality or regulated utility; (~~c) any minor easements for the supply of domestic utility or telephone services to the property or adjacent properties; and (d) any easements for drainage, storm or sanitary sewers, public utility lines, telephone lines, cable television lines or other services which do not materially affect the present use of the property~~. If within the specified times referred to in paragraph 7 any valid objection to title or to any outstanding work order of deficiency notice, or to the fact the said present use may not lawfully be continued, or that the principal building may not be insured against risk of fire is made in writing to Vendor and which Vendor is unable or unwilling to remove, remedy or satisfy and which Purchaser will not waive, this Agreement notwithstanding any intermediate acts or negotiations in respect of such objections, shall be at end and all monies paid shall be returned without interest or deduction and Vendor, ~~Listing Broker and Co-operating Broker~~ shall not be liable for any costs or damages. Save as to any valid objection so made by such day and except for any objection going to the root of the title, Purchaser shall be conclusively deemed to have accepted Vendor's title to the property.
10. **DOCUMENTS AND DISCHARGE:** Purchaser shall not call for the production of any title deed, abstract, survey or other evidence of title to the property except such as are in the possession or control of Vendor. If requested by Purchaser, Vendor will deliver any sketch or survey or the property within Vendor's control to Purchaser as soon as possible and prior to the Requisition Date. If a discharge of any Charge/Mortgage held by a corporation incorporated pursuant to the Loan Companies Act (Canada), Charted Bank, Trust Company, Credit union, Caisse Populaire or Insurance Company and which is not to be assumed by Purchaser on completion, is not available in registrable form on completion, Purchaser agrees to accept Vendor's lawyer's personal undertaking to obtain, out of the closing funds, a discharge in registrable form and to register same on title within a reasonable period of time after completion, provided that on or before completion Vendor shall provide to Purchaser a mortgage statement prepared by the mortgagee setting out the balance required to obtain the discharge, together with a direction executed by Vendor directing payment to the mortgagee of the amount required to obtain the discharge out of the balance due on completion.
11. **INSPECTION: Purchaser acknowledges having had the opportunity to inspect the property prior to submitting this offer and understands that upon acceptance of this Offer there shall be a binding agreement of purchase and sale between Purchaser and Vendor.**
12. **PLANNING ACT:** This Agreement shall be effective to create an interest in the property only if Vendor complies with the subdivision control provisions of the Planning Act by completion and Vendor covenants to proceed diligently at his expense to obtain any necessary consent by completion.
13. **DOCUMENT PREPARATION:** The Transfer/Deed shall, save for the Land Transfer Tax Affidavit, be prepared in registrable form at the expense of Vendor, and any Charge/Mortgage to be given back by the Purchaser to Vendor at the expense of the Purchaser. If requested by Purchaser, Vendor, covenants that the Transfer/Deed to be delivered on completion shall contain the statements contemplated by Section 50(22) of the Planning Act, R.S.O. 1990.
14. **RESIDENCY:** Purchaser shall be credited towards the Purchase Price with the amount, if any, necessary for Purchaser to pay to the Minister of National Revenue to satisfy Purchaser's liability in respect of tax payable Vendor under the non-residency provisions of the Income Tax Act by reason of this sale. Purchaser shall not claim such credit if Vendor delivers on completion the prescribed certificate or a statutory declaration that Vendor is not then a non-resident of Canada.
15. **ADJUSTMENTS:** Any rents, mortgage interest, realty taxes including local improvement rates and unmetered public or private utility charges and unmetered cost of fuel, as applicable, shall be apportioned and allowed to the day of completion, the day of completion itself to be apportioned to Purchaser.
16. **TIME LIMITS:** Time shall in all respects be of the essence hereof provided that the time for doing of completing of any matter provided that the time for doing of completing of any matter provided for herein may be extended or abridged by an agreement in writing signed by Vendor and Purchaser or by their respective lawyers who may be specifically authorized in that regard.
17. **TENDER:** Any tender of documents or money hereunder may be made upon Vendor or Purchaser or their respective lawyers on the day set for completion. Money may be tendered by bank draft or cheque certified by a Charted Bank, Trust Company, Province of Ontario Savings Office, Credit Union or Caisse Populaire.
18. **CONSUMER REPORTS: The purchaser is hereby notified that a consumer report containing credit and/or personal information may be referred to in connection with this transactions.**
19. **AGREEMENT IN WRITING:** If there is conflict between any provision written or typed in this agreement (including any Schedule attached hereto) and any provision in the printed portion hereof, the written or typed provision shall supersede the printed provision to the extent of such conflict. This Agreement including any Schedule attached hereto, shall constitute the entire Agreement between Purchaser and Vendor. There is no representation, warranty, collateral agreement or condition, which affects this Agreement other than as expressed herein. This Agreement shall be read with all changes of gender or number required by the context.
20. **SUCCESSORS AND ASSIGNS:** The heirs, executors, administrators, successors and assigns of the undersigned are bound by the terms herein.
21. **ELECTROINIC EXECUTION AND BY COUNTERPARTS:** This offer or any counter-offer may be executed in counterparts by Telefax, electronically scanned copy or similar system reproducing the original with necessary signatures and initials, each of which so executed shall be deemed to be an original, such counterparts together shall constitute on and the same instrument and shall be binding on all parties. The parties hereto consent and agree to the use of electronic signature pursuant to the Electronic Commerce Act 2000 S.O. 2000, C.17 as amended from time to time with respect to this Agreement and any other documents respecting this transaction.

*** see next page for signing

22. **E-REG CLOSING ARRANGEMENTS:** Where each of the Vendor and Purchaser retain a lawyer to complete the Agreement of Purchase and Sale of the Property, and where the transaction will be completed by electronic registration pursuant to Part III of the Land Registration Reform Act, R.S.O. 1990, Chapter L4 and the Electronic Registration Act, S.O. 1991, Chapter 44, and any amendments thereto, the Vendor and Purchaser acknowledge and agree that the exchange of closing funds, non-registrable documents and other items (the "Requisite Deliveries") and the release thereof to the Vendor and Purchaser will (a) not occur at the same time as the registration of the transfer/deed (and any other documents intended to be registered in connection with the completion of this transaction) and (b) be subject to conditions whereby the lawyer(s) receiving any of the Requisite Deliveries will be required to hold same in trust and not release same except in accordance with the terms of a document registration agreement between the said lawyers, the form of which is as recommended from time to time by the Law Society of Upper Canada. Unless otherwise agreed to by the lawyers, such exchange of the Requisite Deliveries will occur in the applicable Land Titles Office or such other location agreeable to both lawyers.

DATED at ……Tecumseh, ON……this……day of ……May……2019……..…
SIGNED, SEALED AND DELIVERED in the presence of: IN WITNESS whereof I have hereunto set my hand and seal:

CORPORATION OF THE TOWN OF TECUMSEH

…… ……
***DATE**…… Gary McNamara, Mayor
(Witness)
…… ……
***DATE**…… Laura Moy, Clerk
(Witness) (Purchaser)

DATED at ……this……day of ……May……2019……..…
SIGNED, SEALED AND DELIVERED in the presence of: IN WITNESS whereof I have hereunto set my hand and seal:

JAMES SYLVESTRE DEVELOPMENTS LTD.

…… ……
***DATE**…… , Pres.
(Witness) (Vendor)

JAMSYL GROUP INC

…… ……
***DATE**…… , Pres.
(Witness) (Vendor)

CONFIRMATION OF EXECUTION: Notwithstanding anything contained herein to the contrary, I confirm this Agreement with all changes both typed and written was

finally executed by all parties……..…a.m./p.m. this…..……day of……..……20……..…
……..

(Signature of Vendor or Purchaser)

ACKNOWLEDGEMENT

I acknowledge receipt of my signed copy of this accepted Agreement of Purchase and Sale and I authorize the Agent to forward a copy to my lawyer.

……DATE……..
(Purchaser)

……DATE……..
(Purchaser)

Address for Service:……

……Tel No.(……)……
.
Purchaser's Lawyer……Ed Hooker……

(……)……(……)……
Tel No. FAX No.

I acknowledge receipt of my signed copy of this accepted Agreement of Purchase and Sale and I authorize the Agent to forward a copy to my lawyer

……DATE……..
(Vendor)

……DATE……..
(Vendor)

Address for Service:……

……Tel No.(……)……
Vendor's Lawyer…Jeff Baker……

(……)……(……)……
Tel No. FAX No.

law1:\192nd\tec sylvestre pts 5,6,7 12R-20993.doc

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: May 14, 2019

Report Number: PBS-2019-13

Subject: Investing in Canada Infrastructure Program
2019 Intake of the Public Transit Funding Stream
Lesperance Road Multi-Purpose Pathway - Cty Rd 22 to Cty Rd 42

Recommendations

It is recommended:

That Report No. PBS-2019-13 titled Investing in Canada Infrastructure Program 2019 Intake of the Public Transit Funding Stream Lesperance Road Multi-Purpose Pathway – Cty Rd 22 to Cty Rd 42 **be received;**

And that, based on the feedback received during the May 14, 2019 Regular Meeting of Council, Administration **bring forward** a future report to Council on May 28, 2019 recommending the direction forward for this project.

Background

The purpose of this Report is to propose to Council a candidate project for funding through the Investing in Canada Infrastructure Program (ICIP). The ICIP is a cost-shared infrastructure program designed to create long-term economic growth, build inclusive, sustainable and resilient communities and support a low-carbon economy. This program will result in up to $30 billion in combined federal, provincial and municipal infrastructure funding to cost-share projects under the following four streams:

- **Public Transit**
- Green Infrastructure
- Community, Culture and Recreation
- Rural and Northern Communities

The Public Transit stream of ICIP will assist in building new and enhancing existing urban transit networks and service extensions. The program is cost-shared amongst federal, provincial and municipal governments with the federal and provincial governments providing $8.3 billion and $7.3 billion, respectively. This funding could ultimately support transit projects in Ontario for up to 96 municipalities and Metrolinx.

The Public Transit stream funding is allocated based on ridership to every municipality that receives Provincial Gas Tax funding and has reported ridership data to the Canadian Urban Transit Association (CUTA) for 2015. Since the inception of a public transit service in 2009, the Town has reported ridership data to CUTA and is therefore eligible for ICIP funding.

The **first intake** for the **Public Transit stream** opened on April 2, 2019 and has the potential to provide up to $1.63 billion for 85 municipalities located outside of the Greater Toronto and Hamilton Area (GTHA). The Town of Tecumseh is one of the 85 municipalities that could benefit from the first intake.

The maximum cost share allocations from the federal and provincial governments to the Town of Tecumseh for the first intake of the Public Transit stream are as follows:

Federal Allocation (Max)	$254,579
Provincial Allocation (Max)	$212,128

To receive the foregoing maximum amounts, the Town would have to contribute a minimum of $169,741 toward the eligible project.

Eligibility

Eligible projects must include one of the following outcomes:

- Improved capacity of public transit infrastructure;
- Improved quality and/or safety of existing or future transit systems; and
- **Improved access to a public transit system**.

Funding can be directed to new construction, rehabilitation or replacement of eligible transit infrastructure projects. This infrastructure includes:

- Rolling stock assets;
- Fixed assets;
- Transit exclusive infrastructure; and
- **Active transportation directly connected to the public transit system**.

Timelines

Applications and all supporting documentation must be submitted through Grants Ontario by **May 28, 2019**.

It is estimated that applicants will be notified if their project has been selected for nomination to the federal government for review and approval in summer 2019 and applicants will be notified of the federal funding decision in summer/fall of 2019.

Projects must be completed by **March 31, 2027**.

Eligible Costs

Eligible project costs are those considered to be direct and necessary for the successful implementation of an eligible project including capital costs, design/engineering and planning.

Project costs are eligible only if incurred **after** federal approval and contracts must be awarded **after** federal approval of funding.

Comments

As noted earlier in this Report, one of the requisite outcomes of the ICIP is improved access to a transit system. This improved access can include **active transportation directly connected to the public transit system.** In its Transportation Master Plan (TMP), the Town has identified an off-road, multipurpose pathway extending from County Road 42 to County Road 22 as part of its Active Transportation Network (see Attachment 1). This network has been coordinated with plans and recommendations from the County Wide Active Transportation Study (CWATS) and the City of Windsor Bicycle Use Master Plan (BUMP). The expansion of the Active Transportation Network is a municipal focus for several reasons, including: it promotes environmental sustainability, personal health and equity in transportation service. Lesperance Road is an important north-south transportation corridor that is the only Town-controlled crossing of County Road 22.

This project is identified in the Town's Capital Works Program for 2021-22 and is more specifically described as follows:

- A 2.4 metre asphalt trail on the west side of Lesperance Road extending from County Road 22 to County Road 42 (approximately 3.0 km);
- The trail will tie into the existing path at the CPR Rail Crossing with no changes to the pedestrian maze and pavement within the CPR Rail Right-of-Way;
- The trail will extend through existing driveways;
- There will be an allowance for driveway and landscape restoration;
- The pathway elevation will match existing grades.

In addition to promoting active transportation, this multipurpose pathway has the potential to better connect residents within the Tecumseh Hamlet to the Tecumseh Transit Service (TTS). Although the TTS does not currently directly serve the neighbourhoods of the Tecumseh Hamlet, it does include a bus stop located at Lesperance/Renaud intersection (see Attachment 1). This stop is within one block of northerly terminus of the proposed Lesperance Road multi-

purpose pathway. It is believed that the construction of the multipurpose pathway from County Road 42 to County Road 22 will contribute to improving access to the TTS thereby meeting the ICIP criteria noted above.

If the Town is successful in securing funding for the proposed multipurpose pathway project, it may want to consider reinstating transit service to the south side of County Road 22. This stop was removed as a result of a review of the TTS in 2018 which concluded that the low ridership at this stop did not warrant its continuation due the time delays experienced in crossing the signalized intersection at County Road 22 and Lesperance Road. Further analysis would be provided in order to fully and appropriately consider this adjustment.

In accordance with the foregoing, Administration recommends:

That Report No. PBS-2019-13 titled Investing in Canada Infrastructure Program 2019 Intake of the Public Transit Funding Stream Lesperance Road Multi-Purpose Pathway – Cty Rd 22 to Cty Rd 42 **be received;**

And that, based on the feedback received during the May 14, 2019 Regular Meeting of Council, Administration **bring forward** a future report to Council on May 28, 2019 recommending the direction forward for this project.

Consultations

Public Works & Environmental Services
Financial Services

Financial Implications

Dillon Consulting has provided the Town with the following preliminary construction cost estimate:

Detail	**Cost**
Total Estimated Construction Costs	$885,058
Engineering – Design	$44,253
Engineering – Contract Admin/Construction Observation	$88,506
Geotech Investigation (During Construction)	$8,000
Total Project Costs	**$1,025,817**

Should the Application for funding be successful, the following financial implications arise:

Detail	**Cost**
Total project cost:	**$ 1,025,817**
Federal cost share (max):	$ 254,579
Provincial cost share (max):	$ 212,128
Amount to be funded by Town:	**$ 559,110**

The $559,110 municipal share of the project costs is to be funded through:

- Lifecycle Roads Reserve – approximately 25%
- New Infrastructure Reserve – approximately 75%

Lifecycle Roads Reserve will fund that portion of the project cost that replaces existing sidewalk/path. New Infrastructure Reserve will fund that portion of the project cost that is considered new and/or enhanced trail.

It should be noted that this project has been identified in the Town's Capital Works Program for 2021 – 2022 at a cost of $864,500.

Link to Strategic Priorities

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

Communications

Not applicable ☐

Website ☐ Social Media ☐ News Release ☐ Local Newspaper ☐

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

Prepared by:

Chad Jeffery, MA, MCIP, RPP
Manager Planning Services

Reviewed by:

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

Reviewed by:

John Henderson, P.Eng.
Manager Engineering Services

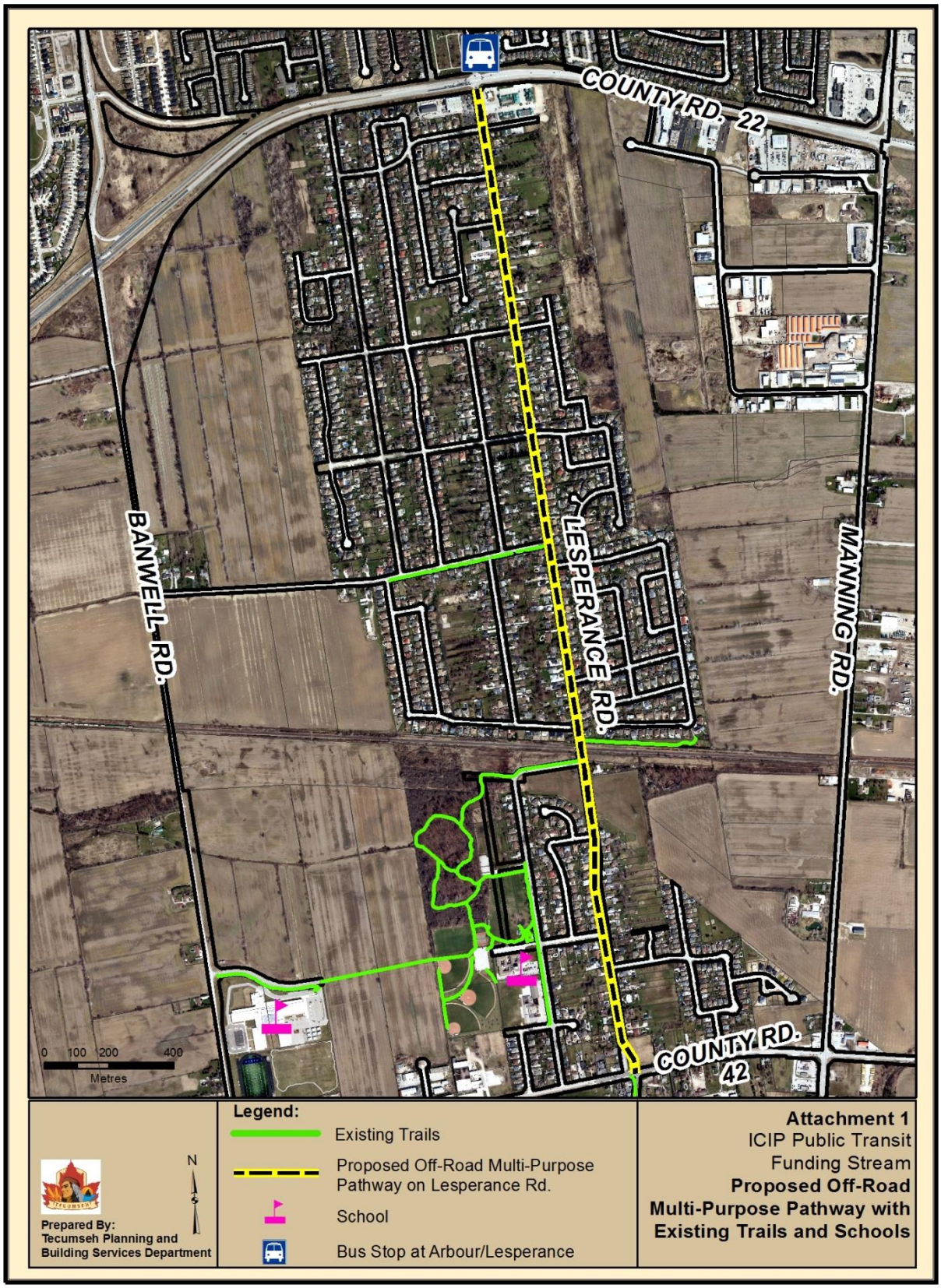
Reviewed by:

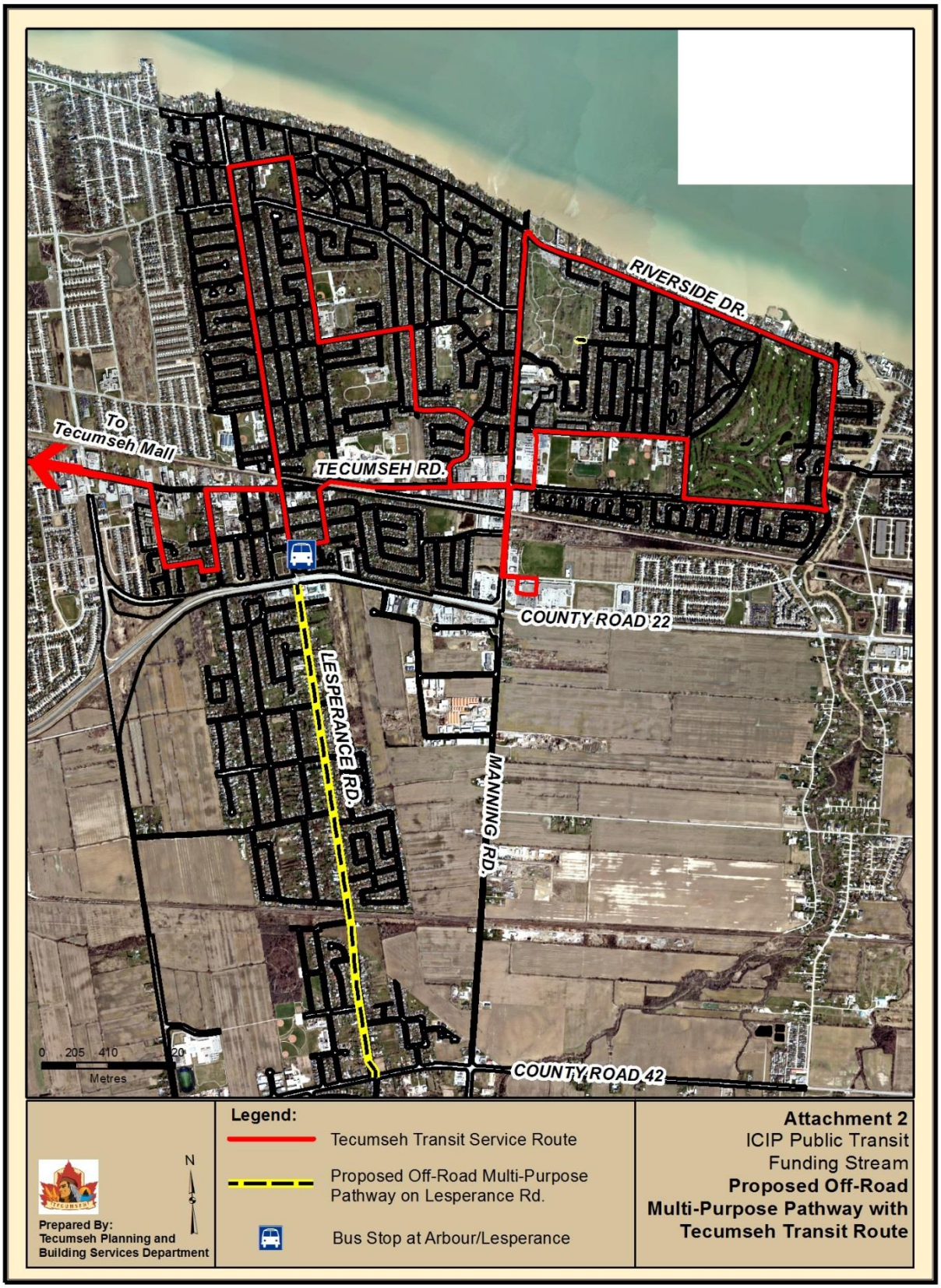
Tom Kitsos, CPA, CMA, BComm
Deputy Treasurer & Tax Collector

Recommended by:

Margaret Misek-Evans, MCIP, RPP
Chief Administrative Officer

Attachment Number	**Attachment Name**
1	Proposed Multi-Purpose Pathway with Existing Trails and Schools Map
2	Proposed Multi-Purpose Pathway with Tecumseh Transit Route Map


COUNTY RD. 22
BANWELL RD.
LESPERANCE RD.
MANNING RD.
COUNTY RD. 42
0 100 200 400
Metres
N
Prepared By:
Tecumseh Planning and
Building Services Department
Legend:
Existing Trails
Proposed Off-Road Multi-Purpose Pathway on Lesperance Rd.
School
Bus Stop at Arbour/Lesperance
Attachment 1
ICIP Public Transit
Funding Stream
Proposed Off-Road
Multi-Purpose Pathway with
Existing Trails and Schools


RIVERSIDE DR.
To Tecumseh Mall
TECUMSEH RD.
COUNTY ROAD 22
LESPERANCE RD.
MANNING RD.
COUNTY ROAD 42
0 205 410 820
Metres
N
Prepared By:
Tecumseh Planning and
Building Services Department
Legend:
Tecumseh Transit Service Route
Proposed Off-Road Multi-Purpose Pathway on Lesperance Rd.
Bus Stop at Arbour/Lesperance
Attachment 2
ICIP Public Transit Funding Stream
Proposed Off-Road Multi-Purpose Pathway with Tecumseh Transit Route

The Corporation of the Town of Tecumseh

Public Works & Environmental Services

To: Mayor and Members of Council

From: Kirby McArdle, Manager Roads & Fleet

Date to Council: May 14, 2019

Report Number: PWES-2019-29

Subject: Larviciding for the 2019 West Nile Virus Program

Recommendations

It is recommended:

That correspondence to the Ministry of Environment, Conservation and Parks and Pestalto Environmental Health Services Inc., authorizing the application of larvicides in water bodies in the Town of Tecumseh such as catch basins or ditches found to contain mosquito species known to transmit the West Nile Virus, **be received**;

And that the Town's share of West Nile Virus Program costs **be funded** from an existing budget allowance for this purpose in the 2019 Public Works Operating Budget.

Background

Ontario Regulation 199/03: Control of West Nile Virus was filed in May 2003 under the *Health Protection and Promotion Act, R.S.O. 1990, c.H.7* and requires the Medical Officer of Health to make a determination based on local risk assessment whether action is required by municipalities to decrease the risk of West Nile Virus (WNV).

The Windsor-Essex County Health Unit (WECHU) conducted a comprehensive WNV surveillance program from 2003 through 2018. Attachment No. 1 lists the number of cases of WNV illness in humans in Windsor-Essex County. Ten percent of the total number of cases in Ontario from 2005 to 2018 have been reported in Windsor-Essex County.

Comments

In accordance with Ontario Regulation 199/03, the WECHU Medical Officer of Health has effected a formal Notice of Action dated April 25, 2019 to decrease the risk of WNV to persons in Windsor-Essex.

It has been determined that WNV continues to be found in the mosquito population and it is the opinion of the WECHU Medical Officer of Health that the application of larvicide to potential breeding sites within two kilometers of an urban area (i.e. catch basins and standing/surface water) is required.

Said Notice of Action mandates action by the municipalities for lands under their jurisdiction and supports applications to the Ministry of Environment, Conservation and Parks (MECP) for the application of larvicide on private lands.

Pestalto Environmental Health Services Inc. (Pestalto) has been selected by WECHU as the Consultant/Provider for the 2019 WNV Larviciding Program for Windsor-Essex.

Correspondence to the MECP and Pestalto authorizing the application of larvicides in water bodies such as catch basins and ditches found to contain mosquito species known to transmit the WNV within the Town of Tecumseh was returned in accordance with the Medical Officer of Health's request.

Consultations

Financial Services
Windsor Essex County Health Unit

Financial Implications

Municipalities will be required to pay for the entire program up front. Once the program funding/budget is formally approved, the WECHU will reimburse municipalities for their share of the provincial contribution.

Similar to past practice, the WECHU will coordinate this program and invoice each municipality for their share of costs.

The 2019 Public Works Operating Budget includes $6,000 to maintain the risk management program to help combat the WNV, which historically has been sufficient to fund the Town's share of program costs.

The budget was set at $6,000 based on the historic 75% - 25% cost sharing between the province and municipality respectively. WECHU has indicated that this year's program is expected to have a cost sharing of 70% - 30% between the province and municipalities. This change is not expected to significantly affect funding allocated in the 2019 Public Works Operating Budget.

Link to Strategic Priorities

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

Communications

Not applicable ☒

Website ☐ Social Media ☐ News Release ☐ Local Newspaper ☐

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

Prepared by:

Cheryl Curran, BES
Clerk I Administrative Clerk

Reviewed by:

Kirby McArdle, P.Eng.
Manager Roads & Fleet

Reviewed by:

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

Reviewed by:

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

Recommended by:

Margaret Misek-Evans, MCIP, RPP
Chief Administrative Officer

Attachment Number	**Attachment Name**
1	Appendix A – Cases of West Nile Virus Illness in Humans in Windsor-Essex County (2005-2018)

APPENDIX A

Confirmed and probable cases of West Nile virus illness in humans in Windsor-Essex County, Ontario, and Canada (2005-2018).

Year	Number of cases in Windsor-Essex	Number of cases in Ontario	Number of cases in Canada
2005	23	101	225
2006	6	43	151
2007	3	18	2,215
2008	0	10	36
2009	2	4	13
2010	1	9	5
2011	6	81	101
2012	22	271	428
2013	5	57	115
2014	1	13	21
2015	1	34	80
2016	4	54	104
2017	20	159	197
2018	13	138	367
Total	**107**	**994**	**4061**

Note (1): National WNV data make no distinction between confirmed and probable case count. Since 2002, both confirmed and probable cases have been included in analyses of WNV in Ontario.

Note (2): In addition to clinical cases, provincial analyses include asymptomatic infections. For comparability, the national counts reported here also include asymptomatic infections. National counts have been ascertained from the various sources listed below.

Source (Windsor-Essex and Ontario): Public Health Ontario. Query: Windsor-Essex County Health Unit: Counts and crude rates by public health unit and year of confirmed and probable cases of West Nile Virus. Toronto, ON: Ontario Agency for Health Protection and Promotion; 2019 Apr 25 [cited 2018 Apr 25].

Source (Canada-2005 to 2018): Public Health Agency of Canada: Surveillance of West Nile virus. Last updated Dec 24, 2018. Accessed Apr 24, 2019.

The Corporation of the Town of Tecumseh

By-Law Number 2019 -22

Being a bylaw to provide for the repair and improvements to the Dawson Drain

Whereas the Council of The Corporation of the Town of Tecumseh (hereafter "Town") has been requested to provide for the repair and improvement of the Dawson Drain;

And Whereas the Town procured a Drainage Report for the Dawson Drain and specifications from the consulting engineering firm of Rood Engineering Inc., dated February 4, 2019 (hereafter "Drainage Report");

And Whereas notice of a Public Meeting to hear comments from the affected property owners was given on February 12, 2019;

And Whereas a Public Meeting of Council was held on Tuesday, March 26, 2019, at 6:00 pm to hear from any affected property owners on the Drainage Report;

And Whereas the Council of The Corporation of the Town of Tecumseh is of the opinion that the repair and improvement of the Dawson Drain is desirable;

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

1. **That** the Drainage Report providing for the repair and improvement of the Dawson Drain, dated February 4, 2019, as prepared by the consulting engineering firm Rood Engineering Inc. and attached hereto as Schedule "A" to this by-law, is hereby adopted and the drainage works as therein indicated and set forth is hereby approved and shall be completed in accordance therewith.

2. **That** the Treasurer, subject to the approval of Council, may agree with any bank or person for temporary advances of money to meet the costs of construction pending the completion of the drain and grants and computed payments are received.

3. **That** the Town may issue debentures for the amount borrowed and the amount of such debentures shall be reduced to the total amount of:

   a) Grants received under Section 85 of the said Act;

   b) Commuted payments made in respect of land and roads assessed.

4. **That** such debentures shall be made payable within five (5) years from the date of the debenture and shall bear interest at a rate as approved by resolution of Council.

5. **That** the specifications and General Specifications as established are adopted as set out in the Drainage Report which forms part of this by-law.

6. **That** the Mayor and Clerk are authorized to cause a contract for the construction of the works to be made and entered into with some person or persons, firm or corporations, subject to the approval of the Council to be declared by resolution.

7. **That** this by-law shall come into force upon and after the final passing thereof.

Read a first and second time this 26th day of March, 2019.

Gary McNamara, Mayor

Laura Moy, Clerk

Read a third and final time this _____ day of _____ 2019.

Gary McNamara, Mayor

Laura Moy, Clerk

DAWSON DRAIN

E09DA(20)

Geographic Township of Sandwich South

TOWN OF TECUMSEH

Town of Tecumseh
917 Lesperance Road
Tecumseh, Ontario N8N 1W9
519-735-2184

Rood Engineering Inc.
Consulting Engineers
9 Nelson Street
Leamington, Ontario N8H 1G6
519-322-1621

REI Project 2017D017
February 4th, 2019

February 4th, 2019

Mayor and Municipal Council
Corporation of the Town of Tecumseh
917 Lesperance Road
Tecumseh, Ontario
N8N 1W9

Mayor McNamara and Members of Council:

DAWSON DRAIN E09DA(20)
Geographic Twp. of Sandwich South
Project REI2017D017
Town of Tecumseh, County of Essex

I. INTRODUCTION

In accordance with the instructions provided at your June 27th, 2017 meeting and received from the Town by letter dated July 10th, 2017, from Laura Moy, your Director Corporate Services & Clerk, we have prepared the following report that provides for repair and improvements of the open drain, along with bridge and enclosure repairs and improvements along the drain together with ancillary work. The Dawson Drain comprises of an open drain generally located on the north road right-of-way parallel to South Talbot Road and conveys water both easterly to the Malden Road West Drain and westerly to the West Branch Delisle Drain, along with a covered drain outlet north to the East Branch Delisle Drain near the midpoint of the drain, in the geographic township of Sandwich South, Town of Tecumseh. A plan showing the Dawson Drain, as well as the general location of the bridges and enclosures along the drain, is included herein as part of the report.

Our appointment and the works relative to the repair and improvements to the Dawson Drain, proposed under this report, is in accordance with Section 78 of the "Drainage Act, R.S.O. 1990, Chapter D.17, as amended 2010". We have performed all of the necessary survey, investigations, etcetera, for the proposed repairs and improvements to the bridges, pipes and drain, and we report thereon as follows.

II. BACKGROUND

From our review of the information provided from the Town's drainage files we have established the following reports that we utilized as reference for carrying out this project:

1)	January 29th, 1962	Dawson Drain	C.G.R. Armstrong, P.Eng.
2)	November 29th, 2007	Dawson Outlet Drain	Tim Oliver, P.Eng.

The 1962 report by C.G.R. Armstrong, P.Eng. provided for general repairs and improvements to the entire length of the drain and provides a profile for the grading of the drain.

We arranged with the Town to provide us with the updated assessment roll information for the affected parcels. We also reviewed reports for the abutting drains and spoke to the owners to help in establishing the current watershed limit for the Dawson Drain.

III. PRELIMINARY EXAMINATION AND ON-SITE MEETING

After reviewing all of the drainage information provided by the Town, we arranged with the Town Drainage Superintendent Sam Paglia, P.Eng., to schedule an on-site meeting for November 5th, 2017. The following people were in attendance at said meeting: John Deehan, Paul Gignac, Charles McLean, Pat McCloskey, Mark Fishleigh (County of Essex), Sam Paglia (Town Drainage Superintendent), and Gerard Rood (Rood Engineering).

Details of the drain were discussed and the primary concern was some serious sediment accumulation in the drain and frequent ponding and flooding in some areas. An owner mentioned that there was flooding last week near the intersection of Malden Road and South Talbot Road. It was discussed that the bridges along the drain would be inspected and owners of the bridges would be contacted if there were concerns with any of the structures. Once the work scope is confirmed, a final report is then prepared and submitted to Council and goes through the Drainage Act process of a Consideration meeting and Court of Revision meeting.

Mr. Rood asked the Town and owners to provide information on any drainage changes that they might be aware of. The last report assessed most of the area immediately around the drain. Climate change was discussed and the changes in standards that are occurring. Mr. Paglia noted that the standard design is for a 2 year storm, and higher flows are expected to cause temporary flooding. He described Special Benefit, Benefit and Outlet Liability definitions, along with appeal avenues available under the Drainage Act. All bridges and pipe enclosures in the drain will be made part of the system to ensure that the Town can carry out maintenance of the works when required. Allowances will be paid for land taken for buffer areas.

It was discussed that all trees within the drain cross section from top of bank to top of bank will be removed to prevent obstruction of drainage. The north side of the drain will be basically cleared for access to carry out the work and dispose of material; however, some mature trees may be able to be saved if the Contractor can work around them. Material excavated along lawn areas will be done from the road side and will be trucked away. It was clarified that owners pay a portion of the cost if adjacent to the work area or upstream of the work. The Town wants to restore the drain to an adequate capacity and wants a more accurate and fair assessment schedule for drain maintenance. Mr. Paglia mentioned phosphorus control and use of grass buffers to enhance water quality. Including the buffers in the drainage report allows enforcement of keeping the buffers in place.

Cost sharing of work to the bridges was discussed. The Town expects to hold a Public Information Centre meeting with the owners to review the Draft report and get their input and address their questions on the project. It was discussed that owners may debenture the cost for the drainage work over a 5 year period to reduce the immediate cost burden of their assessment for the work if their assessments are over $5,000.00. There were some general discussions about private

ditches such as those used to drain agricultural lands and options that are available to the owners.

IV. FIELD SURVEY AND INVESTIGATIONS

Subsequent to the on-site meeting we arranged for a topographic survey of the drain and bridges to be completed. We further arranged to get updated assessment roll information from the Town, and obtained information on the tax class of each of the properties affected by the Municipal Drain.

The Town made initial submissions to the Essex Region Conservation Authority (E.R.C.A.) regarding their requirements or any D.F.O. (Department of Fisheries and Oceans) requirements for work that would be proposed to be carried out on the Dawson Drain. A response from the Conservation Authority was received by email on May 16th, 2017 and indicated that the Town must apply for a permit and follow standard mitigation requirements. We also reviewed the Town maps for fish and mussel species at risk and find that there are no species indicated in the vicinity of this project. A copy of the concerns and requirements to satisfy E.R.C.A. and D.F.O. is included in **Appendix "REI-A"** of this report. In the interest of fish habitat and migration, D.F.O. requires that the invert of a new bridge culvert be embedded below the lower of the design or existing bottom of the drain a minimum of 10% of the pipe height to ensure a continued path for fish migration through the bridge culvert. Therefore, based on this, we have made provisions to set the invert of the proposed pipe culvert required for any pipe and bridge installations at 10% of its diameter below the drain bottom design grade. Any D.F.O. project requirements established by them will be included or added into **Appendix "REI-A"** for the construction of the bridges and drain improvements.

We also arranged to review the Ministry of Natural Resources & Forestry (M.N.R.F.) Species at Risk (S.A.R.) Mitigation Plan for Drainage Works (March 2018-17-4938) that the Town has prepared to address the Endangered Species Act, 2007. Section 6.0 of the Mitigation Plan indicates that snake species are a concern for this work area and although turtles are not indicated, they are mobile and could be encountered. The Mitigation Plan includes measures to be followed as outlined in "Section 7.0 Mitigation Measures" of the document and a copy of same as it relates to turtles and snakes is included in **Appendix "REI-B"**. Providing mitigation requirements are implemented, it was concluded that present wildlife Species at Risk will be protected from negative impacts and the works will not contravene Section 9 (species protection) or Section 10 (habitat protection) of the Endangered Species Act, 2007. Based on this information we find that the Town can proceed with the eligible repairs, maintenance and improvements to the drain as they are exempt under Sections 9 and 10 of the Act, provided that they follow the rules within Ontario Regulation 242/08 and the Mitigation Measures in their S.A.R. Mitigation Plan. To address these requirements the Town has established comprehensive mitigation measures as well as species identification guides for reference. Copies of the measures and guides shall be provided to the successful Tenderer for use during construction, and these documents are available for viewing by any interested parties at the Town office.

V. BRIDGES REVIEW

As part of our investigations, we made detailed inspections of all of the bridges along the open drain. The majority of the pipes appear to be quite old and therefore it will be impractical to

relocate them to the new centre of open drain alignment required to achieve the required drain depth while avoiding utilities in the boulevard. Their condition and proposed work, if any, is summarized as follows:

1. This bridge and lawn enclosure serves parcel 460-00690 owned by Michael & Deborah Bissonnette. It was found to be in poor condition with a mix of pipe materials and a settlement at the downstream end and will be replaced to bring it up to date with the new drainage works.
2. This bridge serves parcel 460-00690 owned by Michael & Deborah Bissonnette as a secondary access. The bridge is concrete pipe in fair condition but no longer required and will be abandoned and removed to prevent obstructions to flows in the drain.
3. This bridge serves the newer severed parcel 460-00619 owned by Kevin Broadfoot & Antonio Spidalieri as a primary access. The bridge comprises corrugated steel pipe (C.S.P.) and will be replaced to bring it up to date with the new drainage works and drain alignment.
4. The existing bridge serves parcel 460-00600 owned by Charles McLean & Carol McKeegan and is located at the east limit of the parcel. The structure comprises corrugated steel pipe and is in fair condition. In discussions with Mr. McLean, it was established that the bridge should be located westerly near the midpoint of the parcel to enhance access to the parcel since it would be replaced to accommodate the shift in alignment needed to restore the original open drain depth.
5. This bridge serves parcel 460-00500 owned by Patrick & Jenny McCloskey. The bridge is in fair condition with poor concrete headwalls that are collapsing. The bridge comprises C.S.P. material and will be replaced to bring it up to date with the new drainage works and drain alignment.
6. This access serves parcel 460-00400 owned by John & Catherine Lafferty. During a site meeting just prior to the P.I.C. meeting, the access was reviewed with the owner Mr. Lafferty and Town Drainage Superintendent Sam Paglia. The access was created by filling in the original drain channel with granular fill. Through discussions it was established that Mr. Lafferty wanted to keep the access and would be willing to bear the cost for the installation of a secondary access bridge and the future maintenance of same.
7. This bridge serves parcel 460-00400 owned by John & Catherine Lafferty. The bridge is in poor condition and comprises C.S.P. with no end treatment on the west end and connected to a ditch inlet catch basin (D.I.C.B.) at the east end. During the site meeting with Mr. Lafferty and Sam Paglia just prior to the P.I.C. meeting, the pipe was inspected again and found to be rotted through at the haunches. The bridge will be replaced to bring it up to date with the new drainage works and drain alignment.
8. This bridge enclosure serves parcel 460-00310 owned by John & Jann Deehan. The H.D.P.E. enclosure pipe is relatively new and will remain in service. A sinkhole near the west side of the easterly driveway will be investigated and repaired.
9. This bridge serves parcel 460-00300 owned by Paul & Sarah Gignac. The bridge pipe ends are buried under rock. The bridge will be replaced to bring it up to date with the new drainage works and drain alignment.
10. This bridge serves parcel 460-00200 owned by Spencer & Elena Revenberg. The existing C.S.P. bridge is in poor condition and the owner wishes it to be relocated easterly as shown and detailed on the plans.
11. This bridge serves parcel 460-00101 owned by Trail Riders Saddle Club & Lorraine Soulliere. The C.S.P. bridge pipe is in poor condition with a failed extension on the east. The bridge will be replaced to bring it up to date with the new drainage works and drain alignment.

12. This bridge serves parcel 460-00100 owned by John & Brenda Hayes. The C.S.P. bridge is in fair condition. The bridge will be replaced to bring it up to date with the new drainage works and drain alignment.
13. This bridge serves parcel 460-05000 owned by Gellert & Zsuzsa Bodor. The C.S.P. bridge pipe shows significant rusting. The bridge will be replaced to bring it up to date with the new drainage works and drain alignment.

VI. PUBLIC INFORMATION CENTRE AND THE DRAINAGE ACT

Arrangements were made to meet at the Town Hall with the Drainage Superintendent, Drainage Engineer and interested owners to discuss the Draft drainage report dated December 5th, 2018 for this project. The Public Information Centre (P.I.C.) meeting is not a requirement under the Drainage Act but the Town holds these meetings to address questions and concerns and to solicit comments from the affected owners. The meeting was well attended with the following people present: Charles McLean, Mike Bissonnette, Chad Mactier (Trail Riders Saddle Club), John Hayes, Paul Gignac, Sam Paglia (Town Drainage Superintendent), Cam Hedges (Assistant Drainage Superintendent), Kory Snelgrove (Rood Engineering) and Gerard Rood (Rood Engineering).

The procedures under the Drainage Act were reviewed and the next steps were detailed. There is Town contribution to cost for this project because the project is a Municipal drain and there are Town roads or lands that are affected. The owners mentioned concerns with constant flooding during the on-site meeting and at the P.I.C. meeting, and the Drainage Act allows this to be addressed by improving the drain. The proposed grass buffer will help protect the drain along the cultivated field portions to minimize the risk of the open channel being filled in and improving water quality of surface runoff from the abutting lands into the drain. Owners were advised that the report for the Dawson Drain was expected to come out in January 2019, but was eventually delayed by investigations of the McLean parcel. Owners expressed concerns about the costs for the drainage projects. Mr. Paglia advised them that there is the opportunity to debenture the costs for 5 years and pay the assessment with their taxes. Owners were advised that they only pay a share of the cost for work adjacent to their lands and for downstream sections of the drain to their outlet. The owners were advised that there has been a cumulative effect on drainage works as once the Town is aware of concerns they are obliged to act in accordance with the requirements of the Drainage Act.

Benefit and Outlet liability assessments were discussed as defined below. Establishment of pipe lengths is based on the minimum standard top width of 6.1m (20’), the depth of the drain and the type of end treatment provided. The cost of additional top width requested by an owner is fully borne by that owner. The owners were reminded that the drainage report provides estimates of costs and the owners will only pay the actual cost shared on the basis of the assessment schedule. Lands eligible for the farm property class tax rate will be eligible for a grant from O.M.A.F.R.A. in the amount of 1/3 of their total cost assessment.

The Town hopes to have the project approved by March. If the work is started before March 15th, it will likely be completed in the spring. If any delay occurs, the fish protection timing window from March 15 to June 30th will come into effect and the work may have to be done after June 30th. Bridge cost sharing was reviewed with the owners during the on-site meeting. It was discussed that existing pipes are normally cleaned by flushing them with a high pressure nozzle and the material is removed at the end of the pipe. The owners were advised that they can have their tile ends repaired by a qualified contractor. Mr. Rood told the owners that the tiles

are inspected during the course of the work and only those in disrepair will be fixed up as part of the work.

Owners were reminded that they have the opportunity to present their concerns to Council regarding the report details at the Consideration meeting and assessment questions at the Court of Revision meeting, along with appeal rights to the Ontario Agriculture, Food and Rural Affairs Appeal Tribunal (ON.A.F.R.A.A.T.) and to the Drainage Referee as provided for in the Drainage Act.

The Drainage Act definitions and applicable clarifications are as follows:

"Benefit" means the advantages to any lands, roads, buildings or other structures from the construction, improvement, repair or maintenance of a drainage works such as will result in a higher market value or increased crop production or improved appearance or better control of surface or subsurface water, or any other advantages relating to the betterment of lands, roads, buildings or other structures.

"Outlet liability" means the part of the cost of the construction, improvement or maintenance of a drainage works that is required to provide such outlet or improved outlet. Lands and roads that use a drainage works as an outlet, or for which, when the drainage works is constructed or improved, an improved outlet is provided either directly or indirectly through the medium of any other drainage works or of a swale, ravine, creek or watercourse, may be assessed for outlet liability. The assessment for outlet liability shall be based upon the volume and rate of flow of the water artificially caused to flow upon the injured land or road or into the drainage works from the lands and roads liable for such assessments. Every drainage works constructed under this Act shall be continued to a sufficient outlet.

Owners were advised that they have a legal responsibility to convey their drainage to a sufficient outlet. For this reason they have a share in the cost for upkeep of the drain downstream of their lands and this obligation is reflected in the assessment for Outlet Liability. Lands further removed from the outlet (further upstream) are assessed a higher rate per acre for Outlet Liability. Property size and use also affects the amount of runoff and thereby affects the rate per acre for Outlet Liability. Owners are reminded that the responsibility for carrying out maintenance on a Municipal drain rests with the Town as set out in the Drainage Act. Any owner can notify the Town that the drain requires maintenance and the Town has to take action pursuant to the Act. This system is generally reactive and requires the property owners to raise their concerns and issues to the Town. Owners are reminded that keeping brush clear along their portion of the drain and having buffer strips provides them with a direct benefit of improved crop yield and preservation of topsoil on their lands. Owners have an Outlet Liability for the downstream portion of the drain. The owners are reminded that Municipal drainage is a communal project and basically a user pay system. Owners are advised of the 1/3 grant available to agricultural lands that qualify for the Farm Property Class Tax Rate and should be aware that the Town administers the grant process and reflects any available grant on the final billing to each qualified owner.

Owners may appeal their assessment as set out in the drainage report. They were advised that they should submit their appeal to the Court of Revision 10 days before the scheduled date of the meeting; however, the Court of Revision can agree to hear appeals presented at the meeting. If owners are still dissatisfied with the report after that meeting, they may submit an appeal to

the ON.A.F.R.A. Appeal Tribunal through the Town Clerk within 21 days of the closing of the Court of Revision pursuant to Section 54 of the Drainage Act.

The cost sharing for bridges is based on the location of same along the overall length of the drainage system, top width and a number of other factors. Each owner has the right for one access across each Municipal drain. The owner generally pays 100% of the cost for the first bridge installation and it becomes part of the drain when included in an engineer's report and is then to be maintained by the drain with costs shared as set out in the drainage report.

Owners should be aware that existing grass buffers and accesses will be protected and maintained as set out in the report specifications. Allowances as set out in the report are to pay for land taken for grass buffers and to offset damages to lands from the construction work and excavated material disposal. Owners are advised that the Contractor is responsible to remove any sticks and rocks (cobbles) etcetera from the spread materials and the Contractor is responsible to guarantee the work performed on the drain with a maintenance period of one year from the date of substantial completion.

VII. FINDINGS AND RECOMMENDATIONS

We find that the profile included in the 1962 report plans by engineer C.G.R. Armstrong provides a good fit to the existing profile of the drain. Said report provided for improvements to the drain that still appear to suit the current conditions of the watershed.

Based on our detailed survey, investigations, examinations, and discussions with the affected Owners and governing Authorities, we would recommend that drain repair and improvement works be carried out as follows:

a) We recommend that all drain improvements, be carried out in accordance with the requirements established by E.R.C.A. and D.F.O. as set out in the documents within **Appendix "REI-A"** attached to this report. We reviewed the E.R.C.A. and D.F.O. Species at Risk mapping for fish and mussels and the Town submitted a notice to E.R.C.A. and D.F.O. for review and comment and no concerns have been raised.

b) As this is an existing Municipal drain, and conditions have not changed and there is no information to indicate any new species concerns, the repair and improvement can be carried out based on the provisions included within the Species at Risk (S.A.R.) Mitigation Plan for Drainage Works (March 2018-17-4938) that the Town has prepared to address the Endangered Species Act, 2007. Section 6.0 of the Mitigation Plan indicates that snake species are a concern for this work area and although turtles are not indicated, they are mobile and could be encountered. The Mitigation Plan includes measures to be followed as outlined in "Section 7.0 Mitigation Measures" of the document and a copy of same as it relates to turtles and snakes is included in **Appendix "REI-B"**. Providing mitigation requirements are implemented, it was concluded that present wildlife Species at Risk will be protected from negative impacts and the works will not contravene Section 9 (species protection) or Section 10 (habitat protection) of the Endangered Species Act, 2007. We recommend that any work being completed shall be carried out in accordance with the **Mitigation Plan** as included in **Appendix "REI-B"** for reference by the land owners, the Town of Tecumseh, and the Contractor who will be conducting the works. The former M.N.R.F. agreements are replaced with new provisions under Ontario Regulation 242/08,

Section 23.9, which allows repairs, maintenance and improvements to be conducted by the Municipality within existing municipal drains. These works are exempt from Sections 9 and 10 of the Endangered Species Act provided that the rules in the regulations are followed. When eligible, the new regulations allow Municipalities to give notice to M.N.R.F. by registering their drainage activities through an online registry system.

c) We find that portions of the open drain have significant accumulation of silt and debris and we recommend that these be cleaned out and that the drain be restored to its original depth and be widened for stable slopes as set out further in this report and on the plans.

d) As provided for by Section 18 of the Drainage Act we recommend that the bridges and enclosures along the drain be repaired and improved as outlined further in this report including the specifications and the plans that form part of the report, and that Bridge 2 be abandoned in accordance with Section 19 of the Drainage Act and be removed from the drain. The replacement pipes were generally sized to the standard 450mm diameter minimum to reduce risk of blockage and allow for standard maintenance and flushing to be readily carried out. The drainage system is designed to provide for a typical minimum 1:5 year storm capacity to help address climate change and more intense storm events that are now being experienced.

e) The existing drain has some buffer strips and grass areas along the municipal drain that reduce the amount of erosion and the sediment entering the drain, and enhance water quality. We recommend that the existing grass areas and buffer strips be protected as part of this project and we have provided for new 1 metre wide buffer strips to be constructed to protect the drain in all areas where no current grass buffer exists.

We recommend that the Dawson Drain be repaired and improved in accordance with this report, the attached specifications and the accompanying drawings, and that all works associated with same be carried out pursuant to Section 78 of the "Drainage Act, R.S.O. 1990, Chapter D.17 as amended 2010".

VIII. ALLOWANCES

We have provided that all of the work will generally be completed from the north side of the drain in open field areas. The Contractor will be required to restore any existing grassed buffer and driveway areas damaged by the work and construct new buffers where shown and specified. We recommend that any materials removed from the open drain or existing bridges, be spread on the adjacent lands to the north of the drain for disposal by the Contractor, beyond the limits of any existing grass buffer or driveway access. Based on all of the above we find that allowances for land taken for new buffers and damages for access and disposal are payable pursuant to Sections 29 and 30 of the Drainage Act.

We find that the provision of access along the north bank of the drain and disposal of excavated material on the abutting farm and non-residential lands requires payment for the land necessary to carry out same. We therefore recommend that the following owners be compensated for all work areas that will be impacted, including for the access to the drain and for damages to lands and crops, if any, and the grass buffer being provided as follows, namely:

			Damages	Land Taken	Total
1)	Gellert & Zsuzsa Bodor, (460-05000),	Part of Lot 294, S.T.R. Concession,	$ 484.00	$ 217.00	$ 701.00
2)	John & Brenda Hayes, (460-00100),	Part of Lot 294, S.T.R. Concession,		$ 352.00	$ 352.00
3)	Trail Riders Saddle Club & Lorraine Soulliere, (460-00101),	Part of Lot 294, S.T.R. Concession,		$ 237.00	$ 237.00
4)	Spencer & Elena Revenberg, (460-00200),	Part of Lot 294, S.T.R. Concession,	$ 517.00	$ 614.00	$ 1,131.00
5)	Paul & Sarah Gignac, (460-00300),	Part of Lot 294, S.T.R. Concession		$ 389.00	$ 389.00
6)	John & Jann Deehan, (460-00310),	Part of Lot 294, S.T.R. Concession		$ 413.00	$ 413.00
7)	John & Catherine Lafferty, (460-00400),	Part of Lot 295, S.T.R. Concession	$ 806.00	$ 576.00	$ 1,382.00
8)	Patrick & Jenny McCloskey, (460-00500),	Part of Lot 295, S.T.R. Concession		$ 482.00	$ 482.00
9)	Charles McLean & Carol McKeegan, (460-00600),	Part of Lot 295, S.T.R. Concession	$ 930.00	$ 461.00	$ 1,391.00
10)	Kevin Broadfoot & Antonio Spidalieri, (460-00619),	Part of Lot 295, S.T.R. Concession		$ 391.00	$ 391.00
11)	Michael & Deborah Bissonnette, (460-00690),	Part of Lot 295, S.T.R. Concession		$ 436.00	$ 436.00
	TOTAL FOR ALLOWANCES				**$ 7,305.00**

These values for allowances and damages are based on a strip of land parallel to and immediately adjacent to the drain or grassed buffer and driveway, for the parcels abutting the north side of the

Municipal drain, and are based on a value of $1,227.00 per acre ($3,032.00 per hectare) for the affected lands and crops, if any. These allowances provide for a spread depth of 100mm and are calculated using a rate per acre of $700.00 for year one, $350.00 for year two and $175.00 for the third year. The impact after 3 years is considered negligible. Allowances for land taken for the grass buffers is based on a 1.0 metre width adjacent to the north bank of the drain. The values used are $8,740.00 per acre ($21,597.00 per hectare) for agricultural land taken, and $24,000.00 per acre ($59,305.00 per hectare) for residential land taken.

We have provided for this in our estimate as is provided for under Sections 29 and 30 of the "Drainage Act, R.S.O. 1990, Chapter D.17, as amended 2010".

IX. ESTIMATE OF COST

Our estimate of the Total Cost of this work, including all incidental expenses, is the sum of **ONE HUNDRED SEVENTY FOUR THOUSAND TWO HUNDRED DOLLARS ($174,200.00),** made up as follows:

CONSTRUCTION

Item 1)	**Station 0+000 to Station 1+390.5**; Carry out excavation of the drain to remove accumulated sediment and restore the drain to the profile grade and cross sections shown on the plans, including all disposal, hauling and leveling of material, approximately 1390.5 metres (approximately 1300 cubic metres).	Lump Sum	$	18,000.00
Item 2)	**Bridge Enclosure No. 1, Station 1+347.2 to Station 1+391.2**; Provide 44 lineal metres of 450mm diameter, 320 kPa H.D.P.E. smooth wall plastic pipe with wrap couplers and sloped ends with 305mm thick quarried limestone rip rap on filter cloth end protection, including excavation, removal and disposal of existing corrugated steel pipe and deleterious material, native backfill in grass areas; granular backfill at driveway, Granular 'A' driveway top course, and compaction; topsoil placement, seeding and mulching, and restoration and clean up, complete. (Michael & Deborah Bissonnette)	Lump Sum	$	16,300.00
Item 3)	**Bridge No. 2, Station 1+315.8 to Station 1+320.8**; Completely remove and dispose of existing 400mm diameter concrete pipe and all deleterious material; excavate drain channel to the profile and cross sections shown on the plans including topsoil placement, seeding and mulching, complete. (Michael & Deborah Bissonnette)	Lump Sum	$	750.00
Item 4)	**Bridge No. 3, Station 1+283.5 to Station 1+297.5**; Provide 14 lineal metres of 450mm diameter, 320 kPa H.D.P.E. smooth wall plastic pipe with wrap couplers and sloped ends with 305mm thick quarried limestone rip rap on filter			

	cloth end protection, including excavation, removal and disposal of existing corrugated steel pipe and deleterious material, granular backfill, Granular 'A' driveway, and compaction; topsoil placement, seeding and mulching, and restoration and clean up, complete. (Kevin Broadfoot & Antonio Spidalieri)	Lump Sum	$	7,700.00
Item 5)	**Bridge No. 4 Existing, Station 1+042.0 to Station 1+050.9**; Completely remove and dispose of existing 400mm diameter corrugated steel pipe and all deleterious material, excavate drain channel to the profile and cross sections shown on the plans including topsoil placement, seeding and mulching, complete. (Charles McLean & Carol McKeegan)	Lump Sum	$	750.00
Item 6)	**Bridge No. 4, Station 1+159.9 to Station 1+170.9**; Provide 11 lineal metres of 450mm diameter, 320 kPa H.D.P.E. smooth wall plastic pipe with wrap couplers and sloped ends with 305mm thick quarried limestone rip rap on filter cloth end protection, including excavation, removal and disposal of deleterious material, granular backfill, Granular 'A' driveway, and compaction; topsoil placement, seeding and mulching, and restoration and clean up, complete. (Charles McLean & Carol McKeegan)	Lump Sum	$	6,400.00
Item 7)	**Bridge No. 5, Station 0+970.8 to Station 0+981.8**; Provide 11 lineal metres of 450mm diameter, 320 kPa H.D.P.E. smooth wall plastic pipe with wrap couplers and sloped ends with 305mm thick quarried limestone rip rap on filter cloth end protection, including excavation, removal and disposal of existing corrugated steel pipe and deleterious material, granular backfill, Granular 'A' driveway, and compaction; topsoil placement, seeding and mulching, and restoration and clean up, complete. (Patrick & Jenny McCloskey)	Lump Sum	$	6,100.00
Item 8)	**Bridge No. 6, Station 0+864.2 to Station 0+894.2**; Provide 10 lineal metres of 450mm diameter, 320 kPa H.D.P.E. smooth wall plastic pipe with wrap couplers and sloped ends with 305mm thick quarried limestone rip rap on filter cloth end protection, including excavation, removal and disposal of existing deleterious material, salvage existing granular for backfill and Granular 'A' driveway, including compaction; topsoil placement, seeding and mulching, and restoration and clean up, complete. (John & Catherine Lafferty)	Lump Sum	$	4,200.00

Item 9)	**Bridge No. 7, Station 0+695.4 to Station 0+706.4**; Provide 11 lineal metres of 450mm diameter, 320 kPa H.D.P.E. smooth wall plastic pipe with wrap couplers and sloped ends with 305mm thick quarried limestone rip rap on filter cloth end protection and basin connection, including excavation, removal and disposal of existing corrugated steel pipe and deleterious material, granular backfill, Granular 'A' driveway, and compaction; topsoil placement, seeding and mulching, and restoration and clean up, complete. (John & Catherine Lafferty)	Lump Sum	$	7,700.00
Item 10)	**Bridge Enclosure No. 8, Station 0+644.9 to Station 0+695.4**; Provide all materials, labour and equipment to repair sinkhole on 450mm diameter 320 kPa H.D.P.E. smooth wall plastic pipe west of east driveway with wrap couplers and provide sloped east end with 305mm thick quarried limestone on filter cloth sloped end protection; including excavation, removal and disposal of deleterious material, granular backfill, Granular 'A' driveway enhancement, compaction, topsoil placement, seeding and mulching, and restoration and clean up, complete. (John & Jann Deehan)	Lump Sum	$	800.00
Item 11)	**Bridge No. 9, Station 0+589.2 to Station 0+599.2**; Provide 10 lineal metres of 450mm diameter, 320 kPa H.D.P.E. smooth wall plastic pipe with wrap couplers and sloped ends with 305mm thick quarried limestone rip rap on filter cloth end protection, including excavation, removal and disposal of existing corrugated steel pipe and deleterious material, granular backfill, Granular 'A' driveway, and compaction; topsoil placement, seeding and mulching, and restoration and clean up, complete. (Paul & Sarah Gignac)	Lump Sum	$	4,700.00
Item 12)	**Bridge No. 10 Existing, Station 0+546.9 to Station 0+540.2**; Completely remove and dispose of existing 450mm diameter corrugated steel pipe and all deleterious material, excavate drain channel to the profile and cross sections shown on the plans including topsoil placement, seeding and mulching, complete. (Spencer & Elena Revenberg)	Lump Sum	$	750.00
Item 13)	**Bridge No. 10, Station 0+403.3 to Station 0+416.3**; Provide 13 lineal metres of 450mm diameter, 320 kPa H.D.P.E. smooth wall plastic pipe with wrap couplers and sloped ends with 305mm thick quarried limestone rip rap on filter cloth end protection, including excavation, removal and disposal of existing deleterious material, granular backfill, Granular 'A' driveway, and compaction;			

	topsoil placement, seeding and mulching, and restoration and clean up, complete. (Spencer & Elena Revenberg)	Lump Sum	$	5,700.00
Item 14)	**Bridge No. 11, Station 0+254.3 to Station 0+265.3**; Provide 11 lineal metres of 450mm diameter, 320 kPa H.D.P.E. smooth wall plastic pipe with wrap couplers and sloped ends with 305mm thick quarried limestone rip rap on filter cloth end protection, including excavation, removal and disposal of existing corrugated steel pipe and deleterious material, granular backfill, Granular 'A' driveway, and compaction; topsoil placement, seeding and mulching, and restoration and clean up, complete. (Trail Riders Saddle Club & Lorraine Soulliere)	Lump Sum	$	5,400.00
Item 15)	**Bridge No. 12, Station 0+138.7 to Station 0+150.7**; Provide 12 lineal metres of 450mm diameter, 320 kPa H.D.P.E. smooth wall plastic pipe with wrap couplers and sloped ends with 305mm thick quarried limestone rip rap on filter cloth end protection, including excavation, removal and disposal of existing corrugated steel pipe and deleterious material, granular backfill, Granular 'A' driveway, and compaction; topsoil placement, seeding and mulching, and restoration and clean up, complete. (John & Brenda Hayes)	Lump Sum	$	6,000.00
Item 16)	**Bridge No. 13, Station 0+017.4 to Station 0+028.4**; Provide 11 lineal metres of 450mm diameter, 320 kPa H.D.P.E. smooth wall plastic pipe with wrap couplers and sloped ends with 305mm thick quarried limestone rip rap on filter cloth end protection, including excavation, removal and disposal of existing corrugated steel pipe and deleterious material, granular backfill, Granular 'A' driveway, and compaction; topsoil placement, seeding and mulching, and restoration and clean up, complete. (Gellert & Zsuzsa Bodor)	Lump Sum	$	6,000.00
Item 17)	**Station 0+000 to Station 1+390.5;** Supply and install approximately 20 tonnes of quarried limestone rip rap for rock chute spillways and general erosion protection, complete at $60.00 per tonne.		$	1,200.00
Item 18)	**Station 0+000 to Station 1+390.5;** Supply and install approximately 40 square metres of synthetic filter mat for rock chute spillways and general erosion protection, complete at $5.00 per square metre.		$	200.00

Item 19)	Brushing and grubbing including all disposal and clean up (approximately 1390 lineal metres), removing and replacing fences, complete.	Lump Sum	$	4,880.00
Item 20)	Prepare 1.0 metre wide buffer strip along north bank and carry out topsoil placement and carry out seeding and mulching on all areas (approximately 765 square metres), complete.	Lump Sum	$	3,825.00
Item 21)	Spread scavenged topsoil; carry out seeding and mulching on all newly excavated side slopes and damaged grass areas including all harrowing, raking, preparation and clean up, (approximately 4,600 square metres), complete.	Lump Sum	$	9,200.00
Item 22)	Estimated net Harmonized Sales Tax (1.76% H.S.T.) on construction items above.	Lump Sum	$	1977.00
Item 23)	Contingency amount for construction.	Lump Sum	$	668.00
	TOTAL FOR CONSTRUCTION		**$**	**119,200.00**

INCIDENTALS

1)	Report, Estimate, & Specifications	$	12,500.00
2)	Survey, Assistants, Expenses, and Drawings	$	18,500.00
3)	Duplication Cost of Report and Drawings	$	1,000.00
4)	Estimated Cost of Letting Contract	$	1,200.00
5)	Estimated Cost of Layout and Staking	$	1,000.00
6)	Estimated Cost of Part-Time Supervision and Inspection During Construction (based on 12 day duration)	$	9,660.00
7)	Net H.S.T. on Incidental Items Above (1.76%)	$	772.00
8)	Estimated Cost of Interim Financing	$	700.00
9)	Estimated Cost of E.R.C.A. Permit	$	150.00

10)	Contingency Allowance	$	2,213.00
	TOTAL FOR INCIDENTALS	**$**	**47,695.00**
	TOTAL FOR ALLOWANCES (brought forward)	**$**	**7,305.00**
	TOTAL FOR CONSTRUCTION (brought forward)	**$**	**119,200.00**
	TOTAL ESTIMATE	**$**	**174,200.00**

X. DRAWINGS AND SPECIFICATIONS

As part of this report, we have attached design drawings for the construction of the drain improvements. The design drawings show the subject improvement locations and the details of the work, as well as the approximate location within the watershed area. The drain design drawings are attached to the back of this report and are labelled **Appendix "REI-E"**.

Also attached, we have prepared Specifications which set out the required construction details for the drain repair and improvements, which also include Standard Specifications labelled therein as **Appendix "REI-C".**

XI. SCHEDULE OF ASSESSMENT

We would recommend that the Total Cost for construction of this project, including incidental costs, be charged against the lands and roads affected in accordance with the attached Schedule of Assessment. The cost per metre for the installation of each bridge and enclosure is affected by the pipe length, drain depth, quantity of backfill materials and required size and quantity of end wall treatments on the pipe. On September 22nd, 2005, the Ontario Ministry of Agriculture, Food and Rural Affairs (O.M.A.F.R.A.) issued Administrative Policies for the Agricultural Drainage Infrastructure Program (A.D.I.P.). This program has re-instated financial assistance for eligible costs and assessed lands pursuant to the Drainage Act. Sections 85 to 90 of the Drainage Act allow the Minister to provide grants for various activities under said Act. Sections 85 and 87 make it very clear that grants are provided at the discretion of the Minister.

Based on the current A.D.I.P., "lands used for agricultural purposes" may be eligible for a grant in the amount of 1/3 of their total assessment. The new policies define "lands used for agricultural purposes" as those lands eligible for the "Farm Property Class Tax Rate". The Town provides this information to the Engineer from the current property tax roll. Properties that do not meet the criteria are not eligible for grants. In accordance with same we expect that this project will be qualified for the grant normally available for agricultural lands. The ADIP Policies include the following exceptions on costs eligible for grants:

1. Except for the equivalent cost of an access crossing, the cost of lawn piping is not eligible for grant
2. For every drain, every agricultural property is entitled to one drain crossing. Any additional crossing on this property will not be eligible for grant
3. Notwithstanding 2 above, any new crossing required as a result of any lot severance that occurred after July 28, 2004 is not eligible for grant
4. Any special feature on a crossing (e.g. decorative headwalls, surface pavement, etcetera) is not eligible for grant
5. Any crossing located on a residential property but shared with an adjoining agricultural property is eligible for grant only if the agricultural property has an agreement for use that has been registered on property title. A copy of the agreement must accompany the grant application. If the agreement is subsequently nullified and a crossing is required for the agricultural land, the cost of the crossing is not eligible for grant
6. A crossing constructed on agricultural land for the purpose of utility access (e.g. Hydro One, gas lines, etcetera) is not eligible for grant
7. Where a crossing is proposed on agricultural land that has received an allowance for loss of access (Drainage Act Section 33) within the previous 30 years, the original allowance amount should be assessed to the affected property and is not eligible for grant
8. Since the Drainage Act requires the engineer to specify the required work, any optional features provided in an engineer's report are not eligible for grant

The Ministry however, is continually reviewing their policy for grants, and we recommend that the Town monitor the policies, and make application to the Ministry for any grant should same become available through the A.D.I.P. program or other available funds.

Where a bridge structure has increased top width beyond the standard 6.10 metre (20.0 ft.) top width, all of the increased costs resulting from same are assessed 100% to the Owner, as provided for in the cost sharing set out in the attached Schedule of Assessment.

XII. FUTURE MAINTENANCE

When maintenance work is carried out in the future on the open drain portion, the cost for said future maintenance shall be assessed in accordance with the attached Schedule of Assessment excluding any Special Benefit. When future maintenance work is carried out, the assessment to the affected Owners shall be based on the actual future maintenance cost shared on a pro-rata basis with the values shown in this assessment schedule.

When maintenance work is carried out on any bridges and enclosures in the future, we recommend that part of the cost be assessed as a Benefit to the abutting parcel served by the access bridge, and the remainder shall be assessed to the upstream lands and roads based on their affected area and outlet assessments as set out in the attached Schedule of Assessment. The share for Benefit and Outlet Liability shall be as set out in the Bridge Cost Sharing table below.

BRIDGE COST SHARING

Bridge/ Enclosure	Owners	Benefit to Owner	Outlet Upstream
1	Michael & Deborah Bissonnette, (460-00690)	77.9%	22.1%
2	Michael & Deborah Bissonnette, (460-00690)	Abandoned	Abandoned
3	Kevin Broadfoot & Antonio Spidalieri, (460-00619)	54.5%	45.5%
4	Charles McLean & Carol McKeegan, (460-00600)	50.0%	50.0%
5	Patrick & Jenny McCloskey, (460-00500)	56.6%	43.4%
6	John & Catherine Lafferty, (460-00400)	100.0%	100.0%
7	John & Catherine Lafferty, (460-00400)	54.5%	45.5%
8	John & Jann Deehan, (460-00310)	79.9%	20.1%
9	Paul & Sarah Gignac, (460-00300)	50.0%	50.0%
10	Spencer & Elena Revenberg, (460-09200)	55.3%	44.7%
11	Trail Riders Saddle Club & Lorraine Soulliere, (460-00101)	50.0%	50.0%
12	John & Brenda Hayes, (460-00100)	50.8%	49.2%
13	Gellert & Zsuzsa Bodor, (460-05000)	50.0%	50.0%

We recommend that the bridge and enclosure structures as identified herein, be maintained in the future as part of the drainage works. We would also recommend that the bridge or enclosure, for which the maintenance costs are to be shared with the upstream lands and roads within the watershed, be maintained by the Town and that said maintenance would include works to the

bridge culvert, bedding, backfill and end treatment. Should concrete, asphalt, or other decorative driveway surfaces over these bridge culverts or enclosures require removal as part of the maintenance works, these surfaces shall also be repaired or replaced as part of the works. Likewise, if any fencing, gate, decorative walls, guardrails, or other special features exist that will be impacted by the maintenance work, they are also to be removed and restored or replaced as part of the bridge or enclosure maintenance work. However, the cost of the supply and installation of any surface materials other than Granular “A” material and the cost of removal and restoration or replacement, if necessary, of any special features, shall be totally assessed to the benefiting adjoining Owner(s) served by said access bridge or enclosure.

We further recommend that the maintenance cost sharing as set out above shall remain as aforesaid until otherwise determined and re-established under the provisions of the “Drainage Act, R.S.O. 1990, Chapter D.17 as amended 2010".

All of which is respectfully submitted.

***R**ood **E**ngineering **I**nc.*

Gerard Rood

Gerard Rood, P.Eng.

REGISTERED PROFESSIONAL ENGINEER
G.ROOD
2019-02-04
PROVINCE OF ONTARIO

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att.

***R**ood **E**ngineering **I**nc.*
Consulting Engineers
9 Nelson Street
LEAMINGTON, Ontario N8H 1G6

SCHEDULE OF ASSESSMENT

DAWSON DRAIN

Town of Tecumseh

3. MUNICIPAL LANDS:

Tax Roll No.	Con. or Plan No.	Lot or Part of Lot	Acres Owned	Acres Afft'd	Hectares Afft'd	Owner's Name	Value of Benefit	Value of Outlet	Value of Special Benefit	TOTAL VALUE
		South Talbot Road		3.44	1.391	Town of Tecumseh	$ 5,623.00	$ 17,718.00	$ -	$ 23,341.00
		Total on Municipal Lands					**$ 5,623.00**	**$ 17,718.00**	**$ -**	**$ 23,341.00**

4. PRIVATELY OWNED - NON-AGRICULTURAL LANDS:

Tax Roll No.	Con. or Plan No.	Lot or Part of Lot	Acres Owned	Acres Afft'd	Hectares Afft'd	Owner's Name	Value of Benefit	Value of Outlet	Value of Special Benefit	TOTAL VALUE
460-00100	STR	294	1.84	1.84	0.745	John & Brenda Hayes	$ 3,011.00	$ 3,967.00	$ 3,883.00	$ 10,861.00
460-00101	STR	294	8.17	2.22	0.900	Trail Riders Saddle Club c/o Lorraine Soulliere	$ 3,639.00	$ 2,293.00	$ 3,439.00	$ 9,371.00
460-00300	STR	294	2.94	1.40	0.566	Paul & Sarah Gignac	$ 2,289.00	$ 2,753.00	$ 2,993.00	$ 8,035.00
460-00310	STR	294	1.07	1.07	0.433	John & Jann Deehan	$ 1,751.00	$ 2,909.00	$ 814.00	$ 5,474.00
460-00500	STR	295	1	1.00	0.405	Patrick & Jenny McCloskey	$ 1,636.00	$ 2,812.00	$ 4,398.00	$ 8,846.00
460-00619	STR	295	0.96	0.40	0.162	Antonio Spidalieri & Kevin Broadfoot	$ 655.00	$ 1,125.00	$ 5,345.00	$ 7,125.00
460-00690	STR	295	1.152	0.10	0.040	Michael & Deborah Bissonnette	$ 164.00	$ 272.00	$ 16,174.00	$ 16,610.00
460-05000	STR	294	5	2.43	0.983	Gellert & Zsuzsa Bodor	$ 3,975.00	$ 3,644.00	$ 3,821.00	$ 11,440.00
		Total on Privately Owned - Non-Agricultural Lands					**$ 17,120.00**	**$ 19,775.00**	**$ 40,867.00**	**$ 77,762.00**

5. PRIVATELY OWNED - AGRICULTURAL LANDS (grantable):

460-00200	STR	294	20.9	8.97	3.630	Spencer & Elena Revenberg	$ 14,678.00	$ 8,409.00	$ 4,015.00	$ 27,102.00
460-00400	STR	295	49.38	7.98	3.230	John & Catherine Lafferty	$ 13,061.00	$ 7,482.00	$ 5,345.00	$ 25,888.00

Tax Roll No.	Con. or Plan No.	Lot or Part of Lot	Acres Owned	Acres Afft'd	Hectares Afft'd	Owner's Name	Value of Benefit	Value of Outlet	Value of Special Benefit	TOTAL VALUE
460-00600	STR	295	50.87	4.15	1.679	Charles McLean & Carol McKeegan	$ 6,791.00	$ 3,890.00	$ 4,076.00	$ 14,757.00
		Total on Privately Owned - Agricultural Lands (grantable)					**$ 34,530.00**	**$ 19,781.00**	**$ 13,436.00**	**$ 67,747.00**

5. PRIVATELY OWNED - AGRICULTURAL LANDS (non-grantable):

460-00400	STR	295	49.38	7.98	3.230	John & Catherine Lafferty	$ -	$ -	$ 5,350.00	$ 5,350.00
		Total on Privately Owned - Agricultural Lands (non-grantable)					**$ -**	**$ -**	**$ 5,350.00**	**$ 5,350.00**
		TOTAL ASSESSMENT		42.98	17.39		**$ 57,273.00**	**$ 57,274.00**	**$ 59,653.00**	**$ 174,200.00**

1 Hectare = 2.471 Acres
Project No.REI2017D017
February 4th, 2019

SPECIFICATIONS

DAWSON DRAIN

Geographic Township of Sandwich South

TOWN OF TECUMSEH

I. GENERAL SCOPE OF WORK

The Dawson Drain currently comprises of an open Municipal drain generally located on the north road right-of-way parallel to South Talbot Road and conveys water both easterly to the Malden Road West Drain and westerly to the West Branch Delisle Drain, along with the central portion outletting to the East Branch Delisle Drain, in the geographic township of Sandwich South, Town of Tecumseh. The work under this project generally comprises of repair and improvements to the entire length of the drain, bridge and enclosure repairs and improvements, grass buffer, and auxiliary work.

All work shall be carried out in accordance with these specifications, the plans forming part of this drainage project, as well as the Standard Details included in **Appendix "REI-C"**. The drain and bridge repair and improvements shall be of the size, type, depth, etcetera, as is shown in the accompanying drawings, as determined from the Bench Marks. All work carried out under this project shall be completed to the full satisfaction of the Town Drainage Superintendent and the Consulting Engineer.

II. E.R.C.A. AND D.F.O. CONSIDERATIONS

The Contractor will be required to implement stringent erosion and sedimentation controls during the course of the work to help minimize the amount of silt and sediment being carried downstream into the Malden Road West Drain and the East and West Branch Delisle Drains. It is intended that work on this project be carried out during relatively dry weather to ensure proper site and drain conditions and to avoid conflicts with sediment being deposited into the outlet drainage system. All disturbed areas shall be restored as quickly as possible with grass seeding and mulching installed to ensure a protective cover and to minimize any erosion from the work sites subsequent to construction. The Contractor may be required to provide temporary silt fencing and straw bales as outlined further in these specifications.

All of the work shall be carried out in accordance with any permits or authorizations issued by the Essex Region Conservation Authority (E.R.C.A.) or the Department of Fisheries and Oceans (D.F.O.), copies of which will be provided, if available, and the notes in **Appendix "REI-A"**. The Contractor is advised that no work may be carried out in the existing drain from March 15th to June 30th of any given year because the drain is directly connected to a downstream area that is classified as sensitive to impacts on aquatic life and habitat by E.R.C.A. and D.F.O.

As part of its work, the Contractor will implement the following measures that will ensure that any potential adverse effects on fish and fish habitat will be mitigated:

a) As per standard requirements, work will not be conducted at times when flows in the drain are elevated due to local rain events, storms, or seasonal floods. Work will be done in the dry.

b) All disturbed soils on the drain banks and within the channel, including spoil, must be stabilized immediately upon completion of work. The restoration of the site must be completed to a like or better condition to what existed prior to the works. The spoil material must be hauled away and disposed of at a suitable site, or spread an appropriate distance from the top of the drain bank to ensure that it is not washed back into the drain.

c) To prevent sediment entry into the Drain, in the event of an unexpected rainfall, silt barriers and/or traps must be placed in the channel during the works and until the site has been stabilized. All sediment and erosion control measures are to be in accordance with related Ontario Provincial Standards. It is incumbent on the proponent and their Contractors to ensure that sediment and erosion control measures are functioning properly and are maintained and upgraded as required.

d) Silt or sand accumulated in the barrier traps must be removed and stabilized on land once the site is stabilized.

e) All activities including maintenance procedures should be controlled to prevent the entry of petroleum products, debris, rubble, concrete, or other deleterious substances into the water. Vehicular refuelling and maintenance should be conducted away from the water.

III. M.N.R.F. CONSIDERATIONS

The Contractor is to note that this project has gone through the Ministry of Natural Resources and Forestry (M.N.R.F.) screening process by way of a Species at Risk (S.A.R.) review of the Mitigation Plan for Drainage Works (March 2018-17-4938) that the Town has prepared to address the Endangered Species Act, 2007. Section 6.0 of the Mitigation Plan indicates that snake species are a concern for this work area and although turtles are not indicated, they are mobile and could be encountered. The Mitigation Plan includes measures to be followed as outlined in "Section 7.0 Mitigation Measures" of the document and a copy of same as it relates to turtles and snakes is included in **Appendix "REI-B"**. Providing mitigation requirements are implemented, it was concluded that present wildlife Species at Risk will be protected from negative impacts and the works will not contravene Section 9 (species protection) or Section 10 (habitat protection) of the Endangered Species Act, 2007. Based on this information we find that the Town can proceed with the eligible repairs, maintenance and improvements to the drain as they are exempt under Sections 9 and 10 of the Act, provided that they follow the rules within Ontario Regulation 242/08 and the Mitigation Measures in their S.A.R. Mitigation Plan. To address these requirements the Town has established comprehensive mitigation measures as well as species identification guides for reference. The results of the review will be provided to the Contractor and copies of the mitigation measures, habitat protection and identification sheets will be included within **Appendix "REI-B"**.

The Contractor is to review **Appendix "REI-B"** in detail and is required to comply, in all regards, with the contents of said M.N.R.F. information, or any future requirements, and follow the special requirements therein included, during construction. The Drainage Superintendent has reviewed the endangered species maps and any concerns will be provided in **Appendix "REI-B"**. Certain species such as turtles and snakes are mobile and may be encountered during construction.

Therefore, the Mitigation Measures in Section 7.0 of the Town Plan has been included in **Appendix "REI-B"** in its entirety along with timing window charts for further information and use by the Contractor.

The Contractor shall contact the Drainage Superintendent if an endangered species is encountered during construction. The Contractor shall be responsible for providing the necessary equipment and materials outlined in the "**MITIGATION PLAN"** to address the handling of any endangered species encountered during the course of the construction work. The Contractor shall cooperate fully and assist the Drainage Superintendent or M.N.R.F. staff in the proper handling of the endangered species as outlined in the "**MITIGATION PLAN"**, and as may be further directed by the Drainage Superintendent or the M.N.R.F., and shall govern all its operations accordingly.

IV. ACCESS TO WORK

The Contractor is advised that the majority of the work to be carried out on this project extends along the north side of South Talbot Road. The Contractor shall have access for the full width of the roadway abutting the proposed drainage works. The Contractor may utilize the right-of-way as necessary, to permit the completion of all of the work required to be carried out for this project. The Contractor shall also have access for a minimum width of 6 metres along the agricultural fields abutting the drain and into the driveways as necessary to carry out the removal of the existing access bridges or enclosures and to construct the new replacement access bridges or enclosures, as set out on the plans and in these specifications, along with a sufficient area in the vicinity of the bridges and enclosures to carry out the required construction of the removal and new structure installation and ancillary work.

The Contractor shall ensure that the traveling public is protected at all times while utilizing the roadway for its access. The Contractor shall provide traffic control, including flag persons when required. Should the Contractor have to close South Talbot Road for the proposed works, it shall obtain the permission of the Town Drainage Superintendent or Consulting Engineer and arrange to provide the necessary notification of detours around the site. The Contractor shall also ensure that all emergency services, school bus companies, etcetera are contacted about the disruption to access at least 48 hours in advance of same. All detour routes shall be established in consultation with the Tecumseh Works Department.

Throughout the course of the work it is imperative that the Contractor protect as much landscaping and vegetation as possible when accessing along the drain. This will be of particular concern along the lawn areas of residential properties. Due to the extent of the work and the area for carrying out the work, the Contractor will be required to carry out all of the necessary steps to direct traffic and provide temporary diversion of traffic around work sites, including provision of all lights, signs, flag persons, and barricades required to protect the safety of the traveling public. Any accesses or areas used in carrying out the works are to be fully restored to their original conditions by the Contractor at its cost, including topsoil placement and lawn restoration as directed by the Town Drainage Superintendent and the Consulting Engineer. Restoration shall include but not be limited to all necessary levelling, grading, shaping, topsoil, seeding, mulching, and granular placement required to make good any damage caused.

V. REMOVAL OF BRUSH, TREES AND RUBBISH

Where there is any brush, trees or rubbish along the course of the drainage works, including the full width of the work access, all such brush, trees or rubbish shall be close cut and grubbed out, and the whole shall be chipped up for recycling, burned or otherwise satisfactorily disposed of by the Contractor. The brush and trees removed along the course of the work are to be put into piles by the Contractor in locations where they can be safely chipped and disposed of, or burned by it, or hauled away and disposed of by the Contractor to a site to be obtained by it at its expense. Prior to and during the course of any burning operations, the Contractor shall comply with the guidelines prepared by the Air Quality Branch of the Ontario Ministry of the Environment, and shall ensure that the Environmental Protection Act is not violated. The Contractor will be required to notify the local fire authorities to obtain any permits and co-operate with them in the carrying out of any work, as set out in the Appendices forming part of these specifications. The removal of brush and trees shall be carried out in close consultation with the Town Drainage Superintendent or Consulting Engineer to ensure that no decorative trees or shrubs are disturbed by the operations of the Contractor that can be saved. It is the intent of this project to save as many trees and bushes as practical within the roadway allowances and on private lands. Where decorative trees or shrubs are located directly over drainage pipes, the Contractor shall carefully extract same and turn them over to the Owner when requested to do so, and shall cooperate with the Owner in the reinstallation of same if required.

The Contractor shall protect all other trees, bushes, and shrubs located along the length of the drainage works except for those trees that are established, in consultation with the Town Drainage Superintendent, the Consulting Engineer, and the Owners, to be removed as part of the works. The Contractor shall note that protecting and saving the trees may require the Contractor to carry out hand work around the trees, bushes, and shrubs to complete the necessary final site grading and restoration.

Following the completion of the work, the Contractor is to trim up any broken or damaged limbs on trees which are to remain standing, and it shall dispose of said branches along with other brush, thus leaving the trees in a neat and tidy condition.

The Contractor shall remove all deleterious materials and rubbish along the course of the open drain in the location of the work areas and any such materials located in the bridge culverts and enclosures while carrying out its cleaning of same. All such deleterious materials and rubbish shall be loaded up and hauled away by the Contractor to a site to be obtained by it at its cost.

VI. FENCING

Where it is necessary to take down any fence to proceed with the work, the same shall be done by the Contractor across or along that portion of the work where such fence is located. The Contractor will be required to exercise extreme care in the removal of any fencing so as to cause a minimum of damage to same. The Contractor will be required to replace any fence that is taken down in order to proceed with the work, and the fence shall be replaced in a neat and workmanlike manner. The Contractor will not be required to procure any new materials for rebuilding the fence provided that it has used reasonable care in the removal and replacement of same. When any fence is removed by the Contractor, and the Owner thereof deems it advisable and procures new material for replacing the fence so removed, the Contractor shall replace the fence using the new materials and the materials from the present fence shall remain the property of the Owner.

VII. DETAILS OF OPEN DRAIN WORK

The open drain shall be excavated to the lines, levels, grades and cross-sections as shown on the accompanying drawings, or as may be further established by the Town Drainage Superintendent or the Engineer at the time of the work. The drain shall be carefully excavated so as not to disturb the existing banks, rock protection and vegetation, except for those portions of the drain where widening or restoration of a stable drain bank configuration is required. The bottom width of the drain and the sideslopes of the excavation shall conform to the dimensions given on the drawings.

The drain shall be of the size, type, depth, etcetera as shown on the accompanying drawings. When completed, the drain shall have a uniform and even bottom and in no case shall such bottom project above the grade line, as shown on the accompanying drawings, and as determined from the Bench Marks. The finished side slopes of the drain shall be 2.0 metres horizontal to 1.0 metre vertical.

The excavated material to be cast onto the adjoining agricultural lands shall be well and evenly spread over a sufficient area so that no portion of the excavated earth is more than 100mm in depth. The material shall be kept at least 1.2 metres clear from the finished edge of the drain, care being taken not to fill up any existing tiles, ditches, furrows or drains with the excavated material. The excavated material to be spread upon the lands shall be free from rocks, cobbles, boulders, stumps, rubble, rubbish or other similar material and these materials, if encountered, shall be hauled away by the Contractor and disposed of at a site to be obtained by it at its expense.

Where the drain crosses any lawn, garden, orchard, roadway or driveway, etcetera, the excavated material for the full width of the above-mentioned areas shall be hauled away by the Contractor and disposed of to a site to be obtained by the Contractor at its expense. All work at the disposal site shall be established between the Contractor and the site owner. The Contractor shall be responsible for any permits required and shall provide copies of same to the Town and Consulting Engineer when requested.

Where there is any brush or rubbish in the course of the drain, including both side slopes of the drain, all such brush or rubbish shall be close cut and grubbed out. Where there is any brush or rubbish where the earth is to be spread, or on that strip of land between where the earth is to be spread and the edge of the drain, all such brush or rubbish shall be close cut and grubbed out. The whole is to be burned, chipped or otherwise satisfactorily disposed of by the Contractor.

VIII. DETAILS OF BRIDGE WORK

The Contractor shall provide all material, labour and equipment to repair and improve the existing access bridges and enclosures in the Dawson Drain requiring work, along with endwall repairs and other improvements as noted.

The new access bridge and enclosure installations shall comprise of smooth wall H.D.P.E. (high density polyethylene) pipe with a minimum strength of 320 kPa. All piping sections shall be connected by the use wrap couplers installed around the complete circumference of the pipe in accordance with the manufacturer's recommendation. Each coupler shall be wrapped in filter

cloth material around the complete circumference to ensure that there will be no soil migration through the joints and into the pipe through said connections. All exposed plastic pipe ends shall be anchored down by the Contractor to prevent flotation and deflection from the design grade.

The culvert pipe and enclosure replacements and new pipe and enclosure installations on this project shall be set to the grades as shown on the plans or as otherwise established herein and the Town Drainage Superintendent or the Consulting Engineer may make minor changes to the bridge alignment as they deem necessary to suit the site conditions. All work shall be carried out in general accordance with the items in the **"STANDARD SPECIFICATIONS FOR ACCESS BRIDGE CONSTRUCTION"** attached to this report and labelled **Appendix "REI-C"**.

IX. H.D.P.E. PIPE INSTALLATION

The new H.D.P.E. pipe to be installed on this project is required to be provided in the longest lengths that are available and shall not be less than 2.0 metres. Where the overall access pipe length exceeds the standard pipe lengths, the Contractor shall connect the pipe sections together by use of a manufactured wrap coupler installed in accordance with the manufacturer's recommendations. All coupler joints shall be wrapped with a layer of filter cloth around the complete circumference so that it extends a minimum of 100mm beyond the coupler on each end, to ensure a positive seal against soil migration through the joints.

The Contractor shall note that the placement of any new culvert pipe shall be performed totally in the dry and it shall be prepared to take whatever steps are necessary to ensure same, all to the full satisfaction of the Town Drainage Superintendent or the Consulting Engineer. As part of the work, the Contractor will be required to clean out the drain along the full length of the pipe and for a distance of 3.05 metres (10 ft.) upstream and downstream of the pipe. The Contractor shall note that the pipe inverts are set at least 10% of the pipe diameter (or the pipe rise) below the lower of the existing or design drain bottom to provide the embedment required by E.R.C.A. and D.F.O. and to meet the minimum cover requirements for the pipe.

The installation of the complete length of the new culvert pipe, including all appurtenances, shall be completely inspected by the Town Drainage Superintendent or the Consulting Engineer's Inspector prior to backfilling any portions of same. Under no circumstance shall the Contractor commence the construction or backfill of the new culvert pipe without the site presence of the Town Drainage Superintendent or the Consulting Engineer's Inspector to inspect and approve said installation. The Contractor shall provide a minimum of two (2) working days' notice to the Town Drainage Superintendent or the Consulting Engineer prior to commencement of the work. The installation of the new culvert structure is to be performed during normal working hours of the Town Drainage Superintendent and the Consulting Engineer from Monday to Friday unless written authorization is provided by them to amend said working hours.

For the access bridge and enclosure pipe installations, once the new H.D.P.E. smooth wall corrugated pipe has been satisfactorily set in place, the Contractor shall completely backfill same with granular material M.T.O. Type "B" O.P.S.S. Form 1010 with the following exception. The top 305mm (12") of the backfill material for the full top width of the access, and the full top width of the drain or the excavated trench, and any approaches to the south and transitions to the north shall be granular material M.T.O. Type "A" O.P.S.S. Form 1010. All of the driveway approach areas extending from the Town roadway to the south face of the new bridge culvert shall be backfilled with compacted granular material M.T.O. Type "A" O.P.S.S. Form 1010, but only after all topsoil material has been completely removed and disposed of, and the minimum thickness of this

granular material shall be 305mm (12”). All areas outside of the access driveway shall be backfilled with native material compacted to 95% of Standard Proctor Density and topped with a minimum of 50mm of topsoil, and shall be seeded and mulched. At the new Bridge 6 location, the Contractor shall scavenge the existing granular materials at the site that were used to fill in the drain and use said material for the new pipe installation.

For hard surface driveway crossings, the top 305mm (12”) of the backfill over the pipe below the hard surface treatment shall comprise granular material M.T.O. Type “A” O.P.S.S. Form 1010 compacted to a minimum of 100% Standard Proctor Density. The Contractor shall at all times be very careful when performing its backfilling and compaction operations so that no damage is caused to the pipe. To ensure that no damage is caused to the proposed pipe, alternative methods of achieving the required backfill compaction shall be submitted to the Consulting Engineer or the Town Drainage Superintendent for their approval prior to the commencement of this work. The Contractor shall restore the asphalt surface by placing a minimum of the existing thickness or a 90mm minimum thickness of Type HL-4 hot mix asphalt. The asphalt shall be supplied and placed in two (2) approximately equal lifts compacted to a value ranging from 92% to 96% of maximum relative density as per O.P.S.S. 310. For existing concrete driveways, the Contractor shall carefully remove the concrete to the nearest expansion joint. The concrete driveway shall be restored to the original length and width that was removed and include 150mm thick, 30mPa concrete, with 6% ±1% air entrainment and 6x6-6/6 welded wire fabric reinforcing installed at the midpoint of the slab. All slab surfaces shall be finished to provide an appearance approximating the finish on the existing concrete driveway abutting the replacement.

The Contractor will be responsible to restore any damage caused to the roadways at its cost. All damaged hard surface roadway areas shall be neatly saw cut and the damaged materials removed and disposed of by the Contractor prior to carrying out any restoration work. The extent of the repairs shall be established in consultation with the Town Drainage Superintendent, the Road Authority, and the Consulting Engineer and the repairs shall be completed to their full satisfaction.

The Contractor is to note that any intercepted pipes or tiles along the length of the proposed culvert are to be extended and connected at its cost to the open drain at the end of the new culvert unless otherwise noted in the accompanying drawings.

The Contractor shall also note that the placing of the new access bridge culvert shall be completed so that it totally complies with the parameters established and noted in the Bridge Details and Tables for the culvert replacement. The culvert shall be set on an even grade and the placement shall be performed totally in the dry, and the Contractor should be prepared to take whatever steps are necessary to ensure same, all to the full satisfaction of the Town Drainage Superintendent or the Consulting Engineer. The Contractor shall also be required to supply a minimum of 100mm (4”) of 20mm (3/4”) clear stone bedding underneath the culvert pipe extending from the bottom of the drain to the culvert invert grade, all to the full satisfaction of the Town Drainage Superintendent or the Consulting Engineer. Furthermore, if an unsound base is encountered, it must be removed and replaced with 20mm (3/4”) clear stone satisfactorily compacted in place to the full satisfaction of the Town Drainage Superintendent or the Consulting Engineer. The Contractor is to note that when replacing an access bridge or enclosure culvert, it shall be required to excavate a trench having a width not less than the new pipe outside diameter plus a 600mm working width on both sides of the new pipe to allow for proper installation of granular backfill and compaction of same. The Contractor shall also note that all culvert pipe installations are to be carried out with a minimum of 10% of their diameter or rise embedded below the drain design bottom, as shown and noted on the plan for each of the access bridge installations.

X. REMOVALS

Where existing access bridges and enclosures are to be completely removed and replaced, the Contractor shall be required to excavate and completely extract the existing concrete structure or culvert pipe and the existing endwalls in their entirety, as well as any other deleterious materials that may be encountered in removing same, excluding poured concrete headwalls that are to be reused. The Contractor shall neatly saw cut any concrete or asphalt surfaces over the pipes for a sufficient width to allow for the safe removal of same or go to the nearest expansion joint panel of the concrete driveways. The Contractor shall also be required to completely dispose of all removed materials to a site to be obtained by it at its own expense. The Contractor shall note that when headwalls are shown to be left in place, the Contractor shall protect same and carry out its work for the pipe replacement as noted above and dispose of any debris resulting from the work.

All unsuitable and deleterious materials from the excavation and removal of the existing bridge and enclosure culverts and drain cleaning shall be hauled away and disposed of by the Contractor to a site to be obtained by it at its expense. Likewise, any material excavated to allow for the granular approaches to the bridge, driveway transitions, or installation of new headwalls shall also be hauled away and disposed of by the Contractor.

XI. CONCRETE FILLED JUTE BAG HEADWALL AND SLOPED END PROTECTION

Unless otherwise shown or noted, the Contractor is to provide new concrete filled jute bag headwalls or sloped quarried limestone on non-woven filter cloth end protection for the access bridges and enclosures being replaced or constructed under this project.

The concrete filled jute bags are to be provided and laid out as is shown and detailed in the accompanying drawings and as is noted in the Standard Specifications in **Appendix "REI-C"**. In all cases, the concrete filled jute bag headwalls shall be topped with a minimum 100mm (4") thick continuous concrete cap for the entire length of the headwalls. The headwalls shall be installed on an inward batter to be not less than 1 horizontal to 5 vertical, and under no circumstances shall this batter, which is measured from the top of the headwall to the projection of the end of the pipe, be less than 305mm (12"). From the midpoint of the pipe height down to the concrete footing, the wall shall be a double concrete filled jute bag installation. On the road side the walls shall be deflected as shown to provide daylighting and a better approach across the new bridge.

The installation of the concrete filled jute bag headwalls, unless otherwise specified, shall be provided in total compliance with the Items 1, 3, and 4 included in the **"STANDARD SPECIFICATIONS FOR ACCESS BRIDGE CONSTRUCTION".** These are attached to the back of this report and labelled **Appendix "REI-C"**. The Contractor shall comply in all respects with the General Conditions included in Item 4 and the **"Typical Concrete Filled Jute Bag Headwall End Protection"** detail also shown therein.

Where sloped end protection is specified, the top 305mm (12") of backfill material over the ends of the access pipe, from the invert of said pipe to the top of the driveway elevation of the access bridge or enclosure, shall be quarried limestone. The quarried limestone shall be provided as shown and detailed on the plans or as indicated in the Standard Specifications in **Appendix "C"** and shall be graded in size from a minimum of 100mm (4") to a maximum of 250mm (10"). The

quarried limestone to be placed on the sloped ends of an access bridge or enclosure shall be underlain with a synthetic **non-woven** geotextile filter fabric. The sloped quarried limestone protection is to be rounded as shown on the plan details and shall also extend along the drain side slopes to a point directly in line with the ends of the culvert pipe. The road side approach to the entrance shall be provided with a minimum 5.0m radius at each end of the driveway entrance. All work shall be completed to the full satisfaction of the Town Drainage Superintendent or the Consulting Engineer.

The installation of the sloped quarried limestone end protection, unless otherwise specified herein, shall be provided in total compliance with Item 2, Item 3, and Item 4 of the "**STANDARD SPECIFICATIONS FOR ACCESS BRIDGE CONSTRUCTION".** These are attached to the back of these specifications and labelled **Appendix "C"**. The Contractor shall comply in all respects with the General Conditions included in Item 4 and the "**Typical Quarried Limestone End Protection Detail"** also in **Appendix "C".**

The quarried limestone erosion protection shall be embedded into the sideslopes of the drain a minimum thickness of 305mm and shall be underlain in all cases with non-woven synthetic filter mat. The filter mat shall not only be laid along the flat portion of the erosion protection, but also contoured to the exterior limits of the quarried limestone and the unprotected slope. The width of the erosion protection shall be as established in the accompanying drawings or as otherwise directed by the Town Drainage Superintendent or the Consulting Engineer during construction. In placing the erosion protection, the Contractor shall carefully tamp the quarried limestone pieces into place with the use of the excavator bucket so that the erosion protection when completed will be consistent, uniform and tightly laid. In no instance shall the quarried limestone protrude beyond the exterior contour of the unprotected drain sideslopes along either side of said protection. The synthetic filter mat to be used shall be non-woven geotextile GMN160 conforming to O.P.S.S. 1860 Class I, as available from Armtec Construction Products, or equal. The quarried limestone to be used shall be graded in size from a minimum of 100mm to a maximum of 250mm, and is available from Walker Aggregates Amherst Quarries, in Amherstburg, Ontario, or equal.

XII. GENERAL QUARRIED LIMESTONE EROSION PROTECTION

At any of the swale and furrow locations entering the drain, it is required that general quarried limestone erosion protection and rock chutes be provided on the drain slopes, at any locations indicated, and to the widths generally shown within the details and notes included in the accompanying drawings. The rock chutes shall be v-shaped and constructed to direct all flows through the centre portion of the rock chute. Where the drain banks are showing erosion or slumping and distress including at the head of the drain, the Contractor shall provide quarried limestone on filter cloth general erosion protection as outlined below. Protection locations shall be as established in consultation with the Town Drainage Superintendent and the Engineer and shall include any areas noted on the profile.

The quarried limestone erosion protection shall be embedded into the sideslopes of the drain a minimum thickness of 305mm and shall be underlain in all cases with non-woven synthetic filter mat. The filter mat shall not only be laid along the flat portion of the erosion protection, but also contoured to the exterior limits of the quarried limestone and the unprotected slope. The width of the general erosion protection shall be as established in the accompanying drawings or as otherwise directed by the Town Drainage Superintendent or the Engineer during construction. In placing the erosion protection the Contractor shall carefully tamp the quarried limestone pieces

into place with the use of the equipment bucket so that the erosion protection when completed will be consistent, uniform and tightly laid. In no instance shall the quarried limestone protrude beyond the exterior contour of the unprotected drain sideslopes along either side of said protection. The synthetic filter mat to be used shall be non-woven geotextile GMN160 conforming to O.P.S.S. 1860 Class I, as available from Armtec Construction Products, or equal. The quarried limestone to be used shall be graded in size from a minimum of 100mm to a maximum of 250mm, and is available from Walker Industries Amherstburg Quarry, in Amherstburg, Ontario, or equal.

XIII. BENCH MARKS

Also, for use by the Contractor, we have established Bench Marks along the course of the work and especially at the locations where existing access bridges or enclosures are being replaced or new bridges or enclosures are being constructed.

For each of the bridge and enclosure replacements and new bridges and enclosures, the plans include details illustrating the work to be carried out. For each bridge detail a Bench Mark has been indicated and the Elevation has been shown and may be utilized by the Contractor in carrying out its work. The Contractor shall note that in each case a specific design elevation grade has been provided for the invert at each end of the pipe in the table accompanying each detail. The table also sets out the pipe size, materials, and other requirements relative to the installation of the culvert structure. In all cases, the Contractor is to utilize the specified drain grade to set any new pipe installation. The Contractor shall ensure that it takes note of the direction of flow and sets all pipes to assure that all grades flow to match the direction of flow within the drain as shown on the profile plan. The Contractor's attention is drawn to the fact that the pipe invert grades established herein provide for the pipes to be set at least 10% of their diameter or pipe rise below the existing drain bottom or the design grade of the drain, whichever is lower.

XIV. ANCILLARY WORK

During the course of any work to the bridges and enclosures along the length of the project, the Contractor will be required to protect or extend any existing tile ends or swales and connect them to the drainage works to maintain the drainage from the adjacent lands. All existing tiles shall be extended utilizing solid Big 'O' "standard tile ends" or equal plastic pipe of the same diameter as the existing tile and shall be installed in accordance with the **"Standard Lateral Tile Detail"** included in the plans, unless otherwise noted. Connections shall be made using a manufacturer's coupling where possible. Wherever possible, tiles shall be extended to outlet beyond the end of any access culverts or enclosures. When required, openings into new pipes shall be neatly bored, saw cut or burned with a torch to the satisfaction of the Town Drainage Superintendent or the Consulting Engineer. All cuts to steel pipes shall be touched up with a thick coat of zinc rich paint (Galvicon or equal) in accordance with the manufacturer's recommendations. For other connections, the Contractor shall utilize a grouted connection. Grouted mortar joints shall be composed of three (3) parts of clean, sharp sand to one (1) part of Portland cement with just sufficient water added to provide a stiff plastic mix, and the mortar connection shall be performed to the full satisfaction of the Town Drainage Superintendent or the Consulting Engineer. The mortar joint shall be of a sufficient mass around the full circumference of the joint on the exterior side to ensure a tight, solid seal. The Contractor is to note that any intercepted pipes along the length of the existing culverts and enclosures are to be extended and connected to the open drain unless otherwise noted in the accompanying drawings.

Where the bridge or enclosure installation interferes with the discharge of an existing swale, the Contractor shall re-grade the existing swales to allow for the surface flows to freely enter the drain. Any disturbed grass areas shall be fully restored with topsoil, seed and mulch.

All granular backfill for the bridge and enclosure installations shall be satisfactorily compacted in place to a minimum Standard Proctor Density of 98% by means of mechanical compaction equipment. All other good, clean, native fill material or topsoil to be utilized, where applicable, shall be compacted in place to a minimum Standard Proctor Density of 95%. All of the backfill material, equipment used, and method of compacting the backfill material shall be provided and performed to the full satisfaction of the Town Drainage Superintendent or Consulting Engineer.

Where the Contractor removes concrete or asphalt hard surfaces over the pipes, the Contractor shall restore the hard surfaces as previously outlined. The Contractor will be responsible to restore any damage caused to these driveways at its cost. All damaged hard surface driveway areas shall be neatly saw cut and the damaged materials removed and disposed of by the Contractor prior to carrying out any restoration work.

The new H.D.P.E. plastic pipes for these installations are to be provided with a minimum depth of cover measured from the top of the pipe of 305mm (12") for a round pipe and 500mm for a pipe arch. If the bridge culvert pipes are placed at their proper elevations, same should be achieved. If the Contractor finds that the minimum cover is not being met, they shall notify the Town Drainage Superintendent and the Consulting Engineer immediately so that steps can be taken to rectify the condition prior to the placement of any backfill. The minimum cover requirement is **critical** and must be attained. In order for these new access bridge culverts to properly fit the channel parameters, **all of the design grade elevations must be strictly adhered to**.

As a check, all of the above access bridge and enclosure culvert design grade elevations should be confirmed before commencing to the next stage of the access bridge or enclosure installation. The Contractor is also to check that the pipe invert grades are correct by referencing the Bench Mark.

Although it is anticipated that the culvert installation at each site shall be undertaken in the dry, the Contractor shall supply and install a temporary straw bale or silt curtain check dam in the drain bottom immediately downstream of each culvert site during the time of construction. The straw bale or silt curtain check dam shall be to the satisfaction of the Town Drainage Superintendent or Consulting Engineer and must be removed upon completion of the construction. The check dam materials may be reused at each site subject to their condition. All costs associated with the supply and installation of this straw bale or silt curtain check dam shall be included in the cost bid for the bridge replacements.

XV. TOPSOIL, SEED AND MULCH

The Contractor shall be required to construct a 1 metre wide grass buffer strip along the north top of drain bank and restore all existing grassed areas and drain side slopes damaged by the structure replacements, construction or cutting of the drain cross section, by placing topsoil, and then seed and mulch over said areas including any specific areas noted on the bridge details. The Contractor shall be required to provide all the material and to cover the above mentioned surfaces with approximately 50mm of good, clean, dry topsoil on slopes and 100mm of good, clean, dry topsoil on horizontal surfaces, fine graded and spread in place ready for seeding and

mulching. The placing and grading of any topsoil shall be carefully and meticulously carried out in accordance with Ontario Provincial Standard Specifications, Form 802 dated November 2010, or as subsequently amended, or as amended by these specifications and be readied for the seeding and mulching process. The seeding and mulching of all of the above mentioned areas shall comply in all regards to Ontario Provincial Standard Specifications, Form 803 dated November 2010 and Form 804, dated November 2013, or as subsequently amended, or as amended by these specifications. The seeding mixture shall be the Standard Roadside Mix (Canada No. 1 Lawn Grass Seed Mixture) as set out in O.P.S.S. 804. All cleanup and restoration work shall be performed to the full satisfaction of the Town Drainage Superintendent or Engineer. The Contractor may consider use of a seed drill to construct the grass buffers adjacent to the drain.

When all of the work for this installation has been completed, the Contractor shall ensure that positive drainage is provided to all areas, and shall ensure that the site is left in a neat and workmanlike manner, all to the full satisfaction of the Town Drainage Superintendent or Engineer.

XVI. GENERAL CONDITIONS

a) The Town Drainage Superintendent or Consulting Engineer shall have authority to carry out minor changes to the work where such changes do not lessen the efficiency of the work.

b) The Contractor shall satisfy itself as to the exact location, nature and extent of any existing structure, utility or other object which it may encounter during the course of the work. The Contractor shall indemnify and save harmless the Town of Tecumseh and the Consulting Engineer and their representatives for any damages which it may cause or sustain during the progress of the work. It shall not hold the Town of Tecumseh or the Consulting Engineer liable for any legal action arising out of any claims brought about by such damage caused by it.

c) The Contractor shall provide a sufficient number of layout stakes and grade points so that the Drainage Superintendent and Consulting Engineer can review same and check that the work will generally conform to the design and project intent.

d) The Contractor will be responsible for any damage caused by it to any portion of the Town road system, especially to the travelled portion. When excavation work is being carried out and the excavation equipment is placed on the travelled portion of the road, the travelled portion shall be protected by having the excavation equipment placed on satisfactory timber planks or timber pads. If any part of the travelled portion of the road is damaged by the Contractor, the Town shall have the right to have the necessary repair work done by its' employees and the cost of all labour and materials used to carry out the repair work shall be deducted from the Contractor's contract and credited to the Town. The Contractor, upon completing the works, shall clean all debris and junk, etc., from the roadside of the drain, and leave the site in a neat and workmanlike manner. The Contractor shall be responsible for keeping all public roadways utilized for hauling materials free and clear of mud and debris.

e) The Contractor shall provide all necessary lights, signs, and barricades to protect the public. All work shall be carried out in accordance with the requirements of the Occupational Health and Safety Act, and latest amendments thereto. If traffic control is required on this project,

signing is to comply with the M.T.O. Manual of Uniform Traffic Control Devices (M.U.T.C.D.) for Roadway Work Operations and Ontario Traffic Manual Book 7.

f) During the course of the work the Contractor shall be required to connect existing drainage pipes to the Municipal Drain. In the event that polluted flows are discovered, the Contractor shall delay the connection of the pipe and leave the end exposed and alert the Town, the Drainage Superintendent and the Consulting Engineer so that steps can be taken by the Town to address the concern with the owner and the appropriate authorities. Where necessary the Contractor shall cooperate with the Town in providing temporary measures to divert the drain or safely barricade same. Should the connection be found acceptable by the authorities, the Contractor shall complete the connection of the drain as provided for in the specifications, at no extra cost to the project.

g) Following the completion of the work, the Contractor is to trim up any broken or damaged limbs on trees which are to remain standing, and it shall dispose of said branches along with other brush, thus leaving the trees in a neat and tidy condition.

h) The whole of the work shall be satisfactorily cleaned up, and during the course of the construction, no work shall be left in any untidy or incomplete state before subsequent portions are undertaken.

i) All driveways, laneways and access bridges, or any other means of access on to the job site shall be fully restored to their former condition at the Contractor's expense. Before authorizing Final Payment, the Town Drainage Superintendent and the Consulting Engineer shall inspect the work in order to be sure that the proper restoration has been performed. In the event that the Contractor fails to satisfactorily clean up any portion of these accesses, the Consulting Engineer shall order such cleanup to be carried out by others and the cost of same be deducted from any monies owing to the Contractor.

j) The Contractor will be required to submit to the Town, a Certificate of Good Standing from the Workplace Safety and Insurance Board prior to the commencement of the work and the Contractor will be required to submit to the Town, a Certificate of Clearance for the project from the Workplace Safety and Insurance Board before Final Payment is made to the Contractor.

k) The Contractor shall furnish a Performance and Maintenance Bond along with a separate Labour and Material Payment Bond within ten (10) days after notification of the execution of the Agreement by the Owner. One copy of said bonds shall be bound into each of the executed sets of the Contract. Each Performance and Maintenance Bond and Labour and Material Payment Bond shall be in the amount of 100% of the total Tender Price. All Bonds shall be executed under corporate seal by the Contractor and a surety company, authorized by law to carry out business in the Province of Ontario. The Bonds shall be acceptable to the Owner in every way and shall guarantee faithful performance of the contract during the period of the contract, including the period of guaranteed maintenance which will be in effect for twelve (12) months after substantial completion of the works.

The Tenderer shall include the cost of bonds in the unit price of the Tender items as no additional payment will be made in this regard.

l) The Contractor shall be required, as part of this Contract, to provide Comprehensive Liability Insurance coverage for not less than $5,000,000.00 on this project, and shall name the Town

of Tecumseh and its' officials and the Consulting Engineer and their staff as additional insured under the policy. The Contractor must submit a copy of this policy to both the Town Clerk and the Consulting Engineer prior to the commencement of work.

m) Monthly progress orders for payment shall be furnished the Contractor by the Town Drainage Superintendent. Said orders shall be for not more than 90% of the value of the work done and the materials furnished on the site. The paying of the full 90% does not imply that any portion of the work has been accepted. The remaining 10% will be paid 60 days after the final acceptance and completion of the work and payment shall not be authorized until the Contractor provides the following:

i) a Certificate of Clearance for the project from the Workplace Safety and Insurance Board

ii) proof of advertising

iii) a Statutory Declaration, in a form satisfactory to the Consulting Engineer and the Town, that all liabilities incurred by the Contractor and its Sub-Contractors in carrying out the Contract have been discharged and that all liens in respect of the Contract and Sub-Contracts thereunder have expired or have been satisfied, discharged or provided for by payment into Court.

The Contractor shall satisfy the Consulting Engineer or Town that there are no liens or claims against the work and that all of the requirements as per the Construction Act, 2018 and its' subsequent amendments have been adhered to by the Contractor.

n) In the event that the Specifications, Information to Tenderers, or the Form of Agreement do not apply to a specific condition or circumstance with respect to this project, the applicable section or sections from the Canadian Construction Documents Committee C.C.D.C.2 shall govern and be used to establish the requirements of the work.

APPENDIX “REI-A”

STANDARD E.R.C.A. AND D.F.O. MITIGATION REQUIREMENTS

As part of its work, the Contractor will implement the following measures that will ensure that any potential adverse effects on fish and fish habitat will be mitigated:

- Work will not be conducted at times when flows are elevated due to local rain events, storms or seasonal floods. In-water works will not be undertaken between March 15th and June 30th.
- New culverts are to be installed with a minimum 10 % embedment below the existing bottom or design bottom of the drain (whichever is lower).
- All new culverts must provide for fish passage. Typically, culvert lengths that do not exceed 15.0 metres do not create an obstruction to fish passage. Depending on the proposed culvert diameter, however, longer lengths may be allowed. Concerns with longer culverts relate to velocity, loss of riparian habitat, etc. (Note: IF longer culvert lengths are proposed, we recommend that they be reviewed with this office prior to finalizing the engineer’s report. Ultimately, it is the proponent’s responsibility to undertake the necessary studies to confirm that the proposed length will not be a barrier to fish passage.)
- All disturbed soils on both banks and within the channel, including spoil, must be stabilized immediately upon completion of work. The restoration of the site must be completed to a like or better condition to what existed prior to the works. The spoil material must be spread an appropriate distance from the top of the drain bank to ensure that it is not washed back into the drain.
- To prevent sediment entry into the drain, in the event of an unexpected rainfall, silt barriers and/or traps must be placed in the channel during the works and until the site has been stabilized. All sediment and erosion control measures are to be in accordance with related Ontario Provincial Standards. It is incumbent on the proponent and his/her contractors to ensure that sediment and erosion control measures are functioning properly and are maintained/upgraded as required.
- Silt or sand accumulated in the barriers/traps must be removed and stabilized on land once the site is stabilized.
- All activities, including maintenance procedures, should be controlled to prevent the entry of petroleum products, debris, rubble, concrete or other deleterious substances into the water. Vehicular refueling and maintenance should be conducted away from the water.

Measures to Avoid Causing Harm to Fish and Fish Habitat

If you are conducting a project near water, it is your responsibility to ensure you avoid causing serious harm to fish in compliance with the *Fisheries Act*. The following advice will help you avoid causing harm and comply with the *Act*.

PLEASE NOTE: This advice applies to all project types and replaces all "Operational Statements" previously produced by DFO for different project types in all regions.

Measures

- Time work in water to respect timing windows to protect fish, including their eggs, juveniles, spawning adults and/or the organisms upon which they feed.
- Minimize duration of in-water work.
- Conduct instream work during periods of low flow, or at low tide, to further reduce the risk to fish and their habitat or to allow work in water to be isolated from flows.
- Schedule work to avoid wet, windy and rainy periods that may increase erosion and sedimentation.

- Design and plan activities and works in waterbody such that loss or disturbance to aquatic habitat is minimized and sensitive spawning habitats are avoided.
- Design and construct approaches to the waterbody such that they are perpendicular to the watercourse to minimize loss or disturbance to riparian vegetation.
- Avoid building structures on meander bends, braided streams, alluvial fans, active floodplains or any other area that is inherently unstable and may result in erosion and scouring of the stream bed or the built structures.
- Undertake all instream activities in isolation of open or flowing water to maintain the natural flow of water downstream and avoid introducing sediment into the watercourse.

- Plan activities near water such that materials such as paint, primers, blasting abrasives, rust solvents, degreasers, grout, or other chemicals do not enter the watercourse.
- Develop a response plan that is to be implemented immediately in the event of a sediment release or spill of a deleterious substance and keep an emergency spill kit on site.
- Ensure that building material used in a watercourse has been handled and treated in a manner to prevent the release or leaching of substances into the water that may be deleterious to fish.

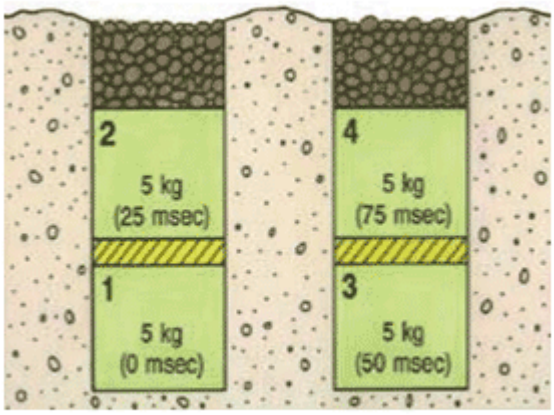
- Develop and implement an Erosion and Sediment Control Plan for the site that minimizes risk of sedimentation of the waterbody during all phases of the project. Erosion and sediment control measures should be maintained until all disturbed ground has been permanently stabilized, suspended sediment has resettled to the bed of the waterbody or settling basin and runoff water is clear. The plan should, where applicable, include:
    - Installation of effective erosion and sediment control measures before starting work to prevent sediment from entering the water body.
    - Measures for managing water flowing onto the site, as well as water being pumped/diverted from the site such that sediment is filtered out prior to the water entering a waterbody. For example, pumping/diversion of water to a vegetated area, construction of a settling basin or other filtration system.
    - Site isolation measures (e.g., silt boom or silt curtain) for containing suspended sediment where in-water work is required (e.g., dredging, underwater cable installation).
    - Measures for containing and stabilizing waste material (e.g., dredging spoils, construction waste and materials, commercial logging waste, uprooted or cut aquatic plants, accumulated debris) above the high water mark of nearby waterbodies to prevent re-entry.
    - Regular inspection and maintenance of erosion and sediment control measures and structures during the course of construction.
    - Repairs to erosion and sediment control measures and structures if damage occurs.
    - Removal of non-biodegradable erosion and sediment control materials once site is stabilized.

- Clearing of riparian vegetation should be kept to a minimum: use existing trails, roads or cut lines wherever possible to avoid disturbance to the riparian vegetation and prevent soil compaction. When practicable, prune or top the vegetation instead of grubbing/uprooting.
- Minimize the removal of natural woody debris, rocks, sand or other materials from the banks, the shoreline or the bed of the waterbody below the ordinary high water mark. If material is removed from the waterbody, set it aside and return it to the original location once construction activities are completed.
- Immediately stabilize shoreline or banks disturbed by any activity associated with the project to prevent erosion and/or sedimentation, preferably through re-vegetation with native species suitable for the site.
- Restore bed and banks of the waterbody to their original contour and gradient; if the original gradient cannot be restored due to instability, a stable gradient that does not obstruct fish passage should be restored.
- If replacement rock reinforcement/armouring is required to stabilize eroding or exposed areas, then ensure that appropriately-sized, clean rock is used; and that rock is installed at a similar slope to maintain a uniform bank/shoreline and natural stream/shoreline alignment.
- Remove all construction materials from site upon project completion.

- Ensure that all in-water activities, or associated in-water structures, do not interfere with fish passage, constrict the channel width, or reduce flows.
- Retain a qualified environmental professional to ensure applicable permits for relocating fish are obtained and to capture any fish trapped within an isolated/enclosed area at the work site and safely relocate them to an appropriate location in the same waters. Fish may need to be relocated again, should flooding occur on the site.
- Screen any water intakes or outlet pipes to prevent entrainment or impingement of fish. Entrainment occurs when a fish is drawn into a water intake and cannot escape. Impingement occurs when an entrapped fish is held in contact with the intake screen and is unable to free itself.
    - In freshwater, follow these measures for design and installation of intake end of pipe fish screens to protect fish where water is extracted from fish-bearing waters:
        - Screens should be located in areas and depths of water with low concentrations of fish throughout the year.
        - Screens should be located away from natural or artificial structures that may attract fish that are migrating, spawning, or in rearing habitat.
        - The screen face should be oriented in the same direction as the flow.
        - Ensure openings in the guides and seals are less than the opening criteria to make “fish tight”.
        - Screens should be located a minimum of 300 mm (12 in.) above the bottom of the watercourse to prevent entrainment of sediment and aquatic organisms associated with the bottom area.
        - Structural support should be provided to the screen panels to prevent sagging and collapse of the screen.
        - Large cylindrical and box-type screens should have a manifold installed in them to ensure even water velocity distribution across the screen surface. The ends of the structure should be made out of solid materials and the end of the manifold capped.
        - Heavier cages or trash racks can be fabricated out of bar or grating to protect the finer fish screen, especially where there is debris loading (woody material, leaves, algae mats, etc.). A 150 mm (6 in.) spacing between bars is typical.
        - Provision should be made for the removal, inspection, and cleaning of screens.
        - Ensure regular maintenance and repair of cleaning apparatus, seals, and screens is carried out to prevent debris-fouling and impingement of fish.
        - Pumps should be shut down when fish screens are removed for inspection and cleaning.
- Avoid using explosives in or near water. Use of explosives in or near water produces shock waves that can damage a fish swim bladder and rupture internal organs. Blasting vibrations may also kill or damage fish eggs or larvae.
    - If explosives are required as part of a project (e.g., removal of structures such as piers, pilings, footings; removal of obstructions such as beaver dams; or preparation of a river or lake bottom for installation of a structure such as a dam or water intake), the potential for impacts to fish and fish habitat should be minimized by implementing the following measures:

- Time in-water work requiring the use of explosives to prevent disruption of vulnerable fish life stages, including eggs and larvae, by adhering to appropriate fisheries timing windows.
- Isolate the work site to exclude fish from within the blast area by using bubble/air curtains (i.e., a column of bubbled water extending from the substrate to the water surface as generated by forcing large volumes of air through a perforated pipe/hose), cofferdams or aquadams.
- Remove any fish trapped within the isolated area and release unharmed beyond the blast area prior to initiating blasting
- Minimize blast charge weights used and subdivide each charge into a series of smaller charges in blast holes (i.e., decking) with a minimum 25 millisecond (1/1000 seconds) delay between charge detonations (see Figure 1).
- Back-fill blast holes (stemmed) with sand or gravel to grade or to streambed/water interface to confine the blast.
- Place blasting mats over top of holes to minimize scattering of blast debris around the area.
- Do not use ammonium nitrate based explosives in or near water due to the production of toxic by-products.
- Remove all blasting debris and other associated equipment/products from the blast area.

Figure 1: Sample Blasting Arrangement



Per Fig. 1: 20 kg total weight of charge; 25 msecs delay between charges and blast holes; and decking of charges within holes.

- Ensure that machinery arrives on site in a clean condition and is maintained free of fluid leaks, invasive species and noxious weeds.

- Whenever possible, operate machinery on land above the high water mark, on ice, or from a floating barge in a manner that minimizes disturbance to the banks and bed of the waterbody.
- Limit machinery fording of the watercourse to a one-time event (i.e., over and back), and only if no alternative crossing method is available. If repeated crossings of the watercourse are required, construct a temporary crossing structure.
- Use temporary crossing structures or other practices to cross streams or waterbodies with steep and highly erodible (e.g., dominated by organic materials and silts) banks and beds. For fording equipment without a temporary crossing structure, use stream bank and bed protection methods (e.g., swamp mats, pads) if minor rutting is likely to occur during fording.
- Wash, refuel and service machinery and store fuel and other materials for the machinery in such a way as to prevent any deleterious substances from entering the water.

Date modified:
2013-11-25

APPENDIX “REI-B”

5.0 Location

Located along the southern shores of Lake St. Clair in Essex County and in the Essex Region Watershed, the Town of Tecumseh (Study Area) encompasses a geographic area of 9,538.60 hectares (ha) that is bordered by the City of Windsor and the Town of LaSalle on its western side and the Town of Lakeshore to the east and shown on **Figure 1** (Essex Region Conservation Authority (ERCA), 2013). There are four (4) subwatersheds (total area): Pike Creek subwatershed (8,993 ha), Canard River subwatershed (34,776 ha), Tecumseh Area Drainage subwatershed (1,150 ha), Turkey Creek subwatershed (6,112 ha), and Little River subwatershed (6,490 ha) that traverse the lands within the Town's boundaries (ERCA, 2011). Approximately 95.15% (9,079.38 ha) of the landscape consists of anthropogenic features (residential, commercial, agricultural, etc.) while the remaining 4.81% (459.22 ha) is made up of natural areas (terrestrial (4.49%) and other terrestrial (0.32%)) (ERCA, 2013).

There are one hundred and twenty (120) municipal drains measuring 221 kilometers (km) within the Town of Tecumseh (Town of Tecumseh, 2014). Through our background review we identified 3 dominant habitat types surrounding/within the drains that have potential to provide habitat for SAR. Habitats consist of:

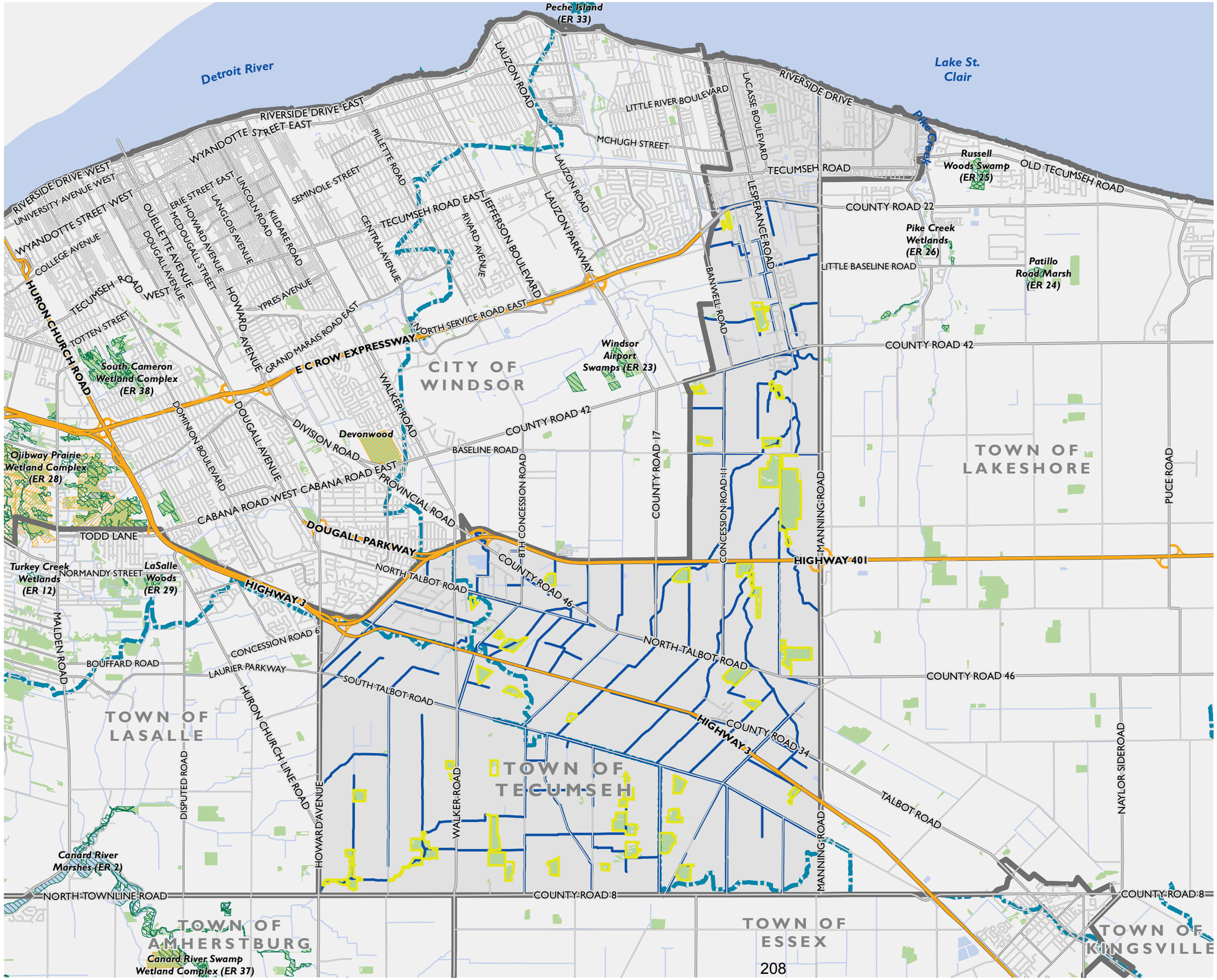
Existing Natural Features:

- Forest

Existing Anthropogenic Features:

- Urban (residential, commercial, recreational, right-of-ways)
- Agricultural (row crop, hayfield, old abandoned fields)

Within the Town, there are no forest patches greater than 100 ha in size with the largest being Fairplay Woods (an Environmentally Significant Area (ESA)) which spans a total area of 52.9 ha (ERCA, 2013). There are 2 forest patches that contain 200 m interior forest and 16 patches that contain 100 m interior forest (ERCA, 2013). In accordance with subparagraph i, of paragraph 2, of subsection 6 under Section 23.9 of O.Reg. 242/08, **Drainage Maps** have been prepared that show drain locations, surrounding land use types, proximity to sensitive natural features (e.g. Forest) and potential SAR habitat that exists within the Town's jurisdiction (see ***Appendix B***). A list of all the drains and adjacent habitat type(s) has been provided in ***Appendix B*** following the Drainage Maps. In addition, a **Tecumseh Drain Database** (provided electronically) contains the drain names, adjacent habitat types, and relevant information found during our background review from the MNRF and ERCA.



TOWN OF TECUMSEH

NATURAL FEATURES

FIGURE 1

- Mainland
- Provincially Significant Wetland
- ANSI, Life Science
- Natural Heritage System
- Municipal Drain
- Quaternary Watershed
- Water Body
- Woodland

1:75,000

0 0.5 1 2 km

N W E S

MAP DRAWING INFORMATION:
DATA PROVIDED BY MNRF, TOWN OF TECUMSEH

MAP CREATED BY: GM
MAP CHECKED BY: KM/AB
MAP PROJECTION: NAD 1983 UTM Zone 17N

DILLON CONSULTING

PROJECT: 174938

STATUS: FINAL

DATE: 2017-12-08

FILE LOCATION: I:\GIS\174938 - Tecumseh Drain\mxd\Figure 1 Natural Features.mxd

6.0 Species at Risk

A review of secondary source information, including the expired MNRF Agreement[1], Natural Heritage Information Centre (NHIC) GIS Database records (i.e. 1 km squares that overlap the Study Area) were reviewed to gather a list of the SAR that have the potential to occur within the Town's boundaries. A total of sixty-six (66) species listed as either endangered or threatened on the SARO list (O.Reg. 230/08) were identified to occur within the Study Area (see ***Appendix C***). One Restricted Species Record was also identified in 1988 (NHIC 1 km Square 17LG4478).

The habitat requirements for each of the sixty-six species was crossed referenced with habitats identified within the Study Area. A total of Nineteen (19) species listed as endangered or threatened were identified as having potential habitat within the Study Area drains, consisting of Turtles (2 species), Snakes (2 species), Fishes (2 species), Birds (3 species), and Plants (10 species). **Table 2** lists the SAR, preferred habitat type(s) (Forest, Agricultural, Urban or All), need for water presence (requirement for some species), and the dates during the year when the species is likely to be carrying out sensitive life processes, referred to herein as the Restricted Activity Period (RAP).

Four (4) species listed in Table 1, subsection 2, Section 23.9 of O. Reg. 242/08 were identified as having the potential to occur within the Town of Tecumseh drains, these species include: Pugnose Minnow (*Opsopoeodus emiliae*) (1 fish species), False Hop Sedge (*Carex lupuliformis*), Heart-leaved Plantain (*Plantago cordata*) and Scarlet Ammannia (*Ammannia robusta*) (3 plant species). Since these species are listed in Table 1, subsection 2, Section 23.9 of O. Reg. 242/08, this mitigation plan cannot be used for these species and as such, they have not been included in **Table 2** below. Permitting related to these species may be required when working in specific drains. More information on these species, their habitat preferences, known distribution within the area and steps that need to be taken to determine whether a permit is required are outlined in ***Appendix D***.

Table 2: Species at Risk with Potential to Occur within the Study Area

Scientific Name	Common Name	ESA[1]	Preferred Habitat Type[2]	Restricted Activity Period
Turtles (2 species)				
Emydoidea blandingii	Blanding's Turtle	THR	Forest, Water is present	November 1 to April 30 ***Important to Note: Activities that require water level reduction cannot occur in areas when and where turtles are hibernating (paragraph 6, subsection 13, under Section 23.9 of O.Reg. 242/08).***
Apalone spinifera	Spiny Softshell	THR	Forest, Water is present	

[1] Agreement under Section 23 of O.Reg. 242/08 made under the *ESA*, 2007 (File # AY-23D-010-10)

Scientific Name	Common Name	ESA[1]	Preferred Habitat Type[2]	Restricted Activity Period
Snakes (2 species)				
Pantherophis gloydi	Eastern Foxsnake (Carolinian population)	END	All[3]	September 20 to May 31
Thamnophis butleri	Butler's Gartersnake	END	All[3]	
Fishes (2 species)				
Notropis anogenus	Pugnose Shiner	END	Water is present	March 15 to June 30
Lepisosteus oculatus	Spotted Gar	THR		
Birds (3 species)				
Dolichonyx oryzivorus	Bobolink	THR	Agricultural	May 1 to July 15
Sturnella magna	Eastern Meadowlark	THR	Agricultural	
Hirundo rustica	Barn Swallow	THR	All[3]	
Vascular Plants (10 species)				
Gymnocladus dioicus	Kentucky Coffee-tree	THR	Forest	Not Applicable
Liparis liliifolia	Purple Twayblade	THR	Forest	
Cornus florida	Eastern Flowering Dogwood	END	Forest	
Castanea dentata	American Chestnut	END	Forest	
Juglans cinerea	Butternut	END	Forest	
Morus rubra	Red Mulberry	END	Forest	
Aletris farinosa	Colicroot	THR	Agricultural, Forest	
Smilax rotundifolia	Round-leaved Greenbrier (Great Lakes Plains population)	THR	Forest	
Liatris spicata	Dense Blazing Star	THR	Agricultural	
Symphyotrichum praealtum	Willowleaf Aster	THR	Forest	

[1]Endangered Species Act – status as defined by O.Reg. 242/08 as of April 27, 2017; [2]Preferred Habitat Types – The habitat types listed are areas where a SAR has the potential to occur. It should be noted that species have the potential to occur outside of these habitats; [3]All – Structures such as culverts and bridges may provide suitable habitat for nesting Barn Swallow. Culverts, rip rap and gabion baskets also have the potential to provide nesting and/or hibernaculum for snake species.

7.0 Mitigation Measures

Based on the types of drainage work activities outlined above (in Section 2.0) and the potential for SAR and SAR habitat within and adjacent to the drainage features, the following best practices and mitigation measures are recommended when conducting drainage works. Prior to starting drainage works, the following steps are recommended to help determine the appropriate mitigation/management measures:

Step 1
- Determine Drainage Work Activity and Timing of Works.

Step 2
- Review **Drainage Maps** ***(Appendix B)*** and/or **KMZ File** to confirm habitat(s) the activity may impact.

Step 3
- Cross-reference **Habitat Type(s)** (determined in **Step 2**) with **Table 2** (in **Section 6.0**) to confirm which species may be impacted by activity and their RAP to determine most appropriate time to conduct activity.

Step 4
- Conduct **Site Visit** to verify Habitat Type(s). Identify potential SAR Habitat/Sensitive Natural Features and distance from activities. Confirm the presence/absence of water flow.

Step 5
- Implement recommended Mitigation Measures. Review Tecumseh Checklist (***Appendix E***) and provide **Contractor Information Package** (***Appendix F***) with Species Specific Mitigation Measures (**Section 7.2**), ID cards and Activity and SAR Observation Forms (***Appendix F***).

Step 6
- Upon completion of each Drainage Work Activity collect Observation/Reporting Form from Contractors and record activity in log form (***Appendix E***) for annual reporting to MNRF.

7.1 General Mitigation Measures

The following mitigation measures are recommended to avoid or minimize impacts to the natural environment when conducting drainage works. Following this section species specific mitigation measures are provided.

When planning for drainage works, activities should be planned outside of sensitive timing windows for all wildlife species wherever possible. **Table 2** in Section 6.0 indicates the Restricted Activity Periods for the different SAR having the potential to occur within the Study Area. **Table 3** indicates sensitive timing windows for various types of wildlife (including SAR) based on habitat types.

This information can be used to determine what time(s) of year may be sensitive at a particular site, based on which types of habitat and wildlife are present.

Where possible, activities are recommended to be planned outside of these sensitive time(s); otherwise additional species specific mitigation measures are recommended and/or consultation with the MNRF.

Table 3: Sensitive Timing Windows for other Wildlife Species (including SAR)

Habitat Type	Wildlife	Sensitive Timing Windows
Agricultural (Hayfields and pastures)	Migratory Birds	March through July (breeding season for most species)
Waterbodies	Migratory Birds (including waterfowl)	March through Mid-August
	Turtles and Amphibians	March through Mid-August; and Mid-October through March (for overwintering wildlife, including turtles).
	Mammals	March through mid-August; and Mid-October through March (overwintering wildlife)
	Fish	In-water timing restriction for warmwater fishes March 15 to June 30.
Forest	Migratory Birds	March through mid-August
	Mammals	March through mid-August; and Mid-October through March (overwintering wildlife)
	Snakes	March through mid-August; and Mid-October through March (overwintering wildlife)
Urban	Snakes	March through mid-August; and October through March (overwintering wildlife)
	Mammals	

The following list provides general measures that are recommended when conducting any drainage work activities:

- **Bats**: The work associated with drainage maintenance covered under this management plan would typically not include the removal of trees. As such, the potential for drainage work activities to impact bat SAR is low. However, if a tree that exhibits a diameter at breast height of 25 cm or greater or a tree that exhibits loose shaggy bark requires removal for drainage works, removal should be completed between November 1 and March 1, outside of the active season for bats. If the tree removal needs to occur during the active season, removal should be completed after dusk.
- Review species specific seasonal timing windows to avoid sensitive periods for species
- Where possible, abide by regulatory timing windows and setback distances and avoid regulated habitat features
- Minimize duration of in-water work (where applicable)

- Any in-stream work should be conducted during periods of low flow
- Schedule work to avoid wet, windy and rainy periods that may increase erosion and sedimentation
- Conduct wildlife sweeps prior to the commencement of drainage work activities to determine if SAR (or other wildlife) are present at the site and engaged in critical life processes (e.g. nesting, etc.)
- Following the wildlife sweep, the area of activity is to be isolated with silt fencing to keep SAR and other wildlife from entering the work space area.
- Develop and implement an erosion and sediment control plan for the site that minimizes the risk of sedimentation to the drain during all phases of an activity. Erosion and sediment control measures should be maintained until all disturbed ground has been permanently stabilized, suspended sediment has resettled to the bed of the drain of settling basin and runoff water is clear. Following the DFO's Measures to Avoid Harm (as outlined on DFO's website: http://www.dfo-mpo.gc.ca/pnw-ppe/measures-mesures/measures-mesures-eng.html), an erosion and sediment control plan, where applicable, is to include the following:
    - Installation of effective erosion and sediment control measures before starting work to prevent sediment from entering the drain
    - Measures for managing water flowing onto the site, as well as water being pumped/diverted from the site such that sediment is filtered out prior to the water entering the drain
    - Site isolation measures, where required, to contain suspended sediment
    - Measures for containing and stabilizing waste materials generated from activities are stored away from any water bodies and prevent materials from re-entering water bodies
    - Erosion and sediment control measures are inspected and maintained on a regular basis during drainage works
    - Any damages to erosion and control measures are to be repaired immediately
    - Removal of non-biodegradable erosion and sediment control materials once site has been stabilized

- ***Phragmites*** is a non-native perennial grass species that has been observed throughout much of the province and Tecumseh, developing tall dense stands that degrade wetlands and other features by outcompeting native vegetation and changing habitat. To further prevent the spread and introduction of this unwanted species in the province, the provincial government has regulated invasive *Phragmites* as restricted under the *Invasive Species Act*, 2015. Restricted species under the Act, prohibits i) the transport of species into any provincial park and conservation reserve and ii) the deposit or release of species in Ontario. For further information on the *Invasive Species Act*, 2015 please visit: www.ontario.ca/invasionON. It is recommended that care be taken when working in areas with *Phragmites* and efforts be taken to prevent further spread of species through equipment transfer. Methods to prevent the spread of *Phragmites* while conducting drainage works should include:
    - Inspection of vehicles, equipment and heavy machinery thoroughly inside and out for accumulation of dirt, plant material or snow/ice, including the underside of vehicles, radiators, spare tires, foot wells and bumpers before entering onto a site. Remove any guards, covers, plates or other easy to remove external equipment;

- Inspections should be completed when: moving vehicles out of local area of operation; moving machinery between properties or sites within the same property where invasive species may be present or known to occur; and using machinery along roadsides, in ditches and along watercourses.
- Vehicles, equipment and heavy machinery should be cleaned: before moving out of local area where invasive species has been identified or known to occur; and when accumulations of dirt, plant material or snow/ice has been observed.
- Clean vehicles, equipment and heavy machinery in an area where risk of contamination is low, ideally on a mud free hard surface, at least 30 m away from any watercourse, waterbody, wetland or other natural area, if possible. Where risk of runoff is high, cleaning stations should be contained by sediment fence as per standard erosion and sediment control specifications.
- Remove large accumulations of dirt, using a compressed air device, high pressure hose or other device as necessary. Clean the vehicle starting at the top and working down, with particular attention to the undersides, wheels, wheel arches, guards, chassis, engine bays, grills and other attachments.
- Clean inside vehicles by sweeping, vacuuming or using compressed air device including floor, foot wells, pedals, seats and under the seats.

Additional details on cleaning equipment and/or managing invasive species can be found in the Clean Equipment Protocol for Industry (J. Halloran, et al., 2013) and online at the Government of Ontario's website: https://www.ontario.ca/page/stop-spread-invasive-species.

7.2 Species Specific Mitigation Plans

In the event a SAR or SAR habitat has been identified within the proposed area for drainage work activity, the following information should be clearly conveyed to the on-site staff as part of the drainage works protocol, via notes or plans and on-site briefings with construction/personnel:

- Schedule for pre-construction activities such as wildlife inspections, silt fencing installation and contractor briefing.
- Description of wildlife mitigation measured to be used during drainage work activities, including:
  - Placement and specifications of required protection measures (e.g. fencing, signage)
  - Phasing and direction of site clearing activities
  - Any recommendations regarding access routes for equipment, vehicle parking, materials, stockpiling, etc.
- Guidance on what to do in the event of a wildlife encounter, including SAR and arrangements for dealing with injured or orphaned animals (as indicated in **Table 5** and ***Appendix F***). This guidance should be summarized in a handout suitable for quick reference by on-site staff.
- SAR awareness training should be provided to all on-site staff, including truck drivers.

In the Contractor Information Package (***Appendix F***) Dillon has provided SAR identification sheets for SAR with the potential to occur within the Study Area.

7.2.1 Species Specific Mitigation Measures for Snake Species

Snake species can be found in a variety of habitat types and most of the drainage work activities have the potential to encounter snakes. Particular attention should be given when conducting works on catch basins, culverts, rip rap and crossing structures, as snakes carry out sensitive life processes in structures such as these. **Table 4** shows the sensitive timing windows for snake species when carrying out life processes related to hibernation and staging.

Table 4: Sensitive Timing Windows for Snake Species

Month	Jan			Feb			Mar			Apr			May			Jun			Jul			Aug			Sep			Oct			Nov			Dec		
Date Codes[1]	E	M	L	E	M	L	E	M	L	E	M	L	E	M	L	E	M	L	E	M	L	E	M	L	E	M	L	E	M	L	E	M	L	E	M	L
Hibernation																																				
Staging																																				

[1]Monthly intervals: E = Early (days 1-10); M = Middle (days 11-20); L = Late (days 21-31). Adapted from the Seasonal Timing Windows Chart in the MNRF Agreement under Section 23 of O.Reg. 242/08 made under ESA, 2007 (File #: AY-23D-010-10).

Table 5 below outlines the recommended mitigation measures to avoid impacts to snake species during and outside of RAP. Photographs of habitat observed within and adjacent to drains that have the potential to support SAR snakes, have been included in ***Appendix G*** (Photographs #1 - 4).

Table 5: Mitigation Measures for Snake Species

Common Name	Recommended Mitigation Measures to Avoid Impacts to SAR Snakes in Study Area

Eastern Foxsnake (Carolinian population)
 	
and
 	
Butler's Gartersnake
	• Preconstruction planning that includes review for potential habitat.
	• During site visit, verify if attributes of regulated habitat occur and delineate where possible.
	• Establish constraints for activities, where possible, that abide by timing windows and setback distances and avoid regulated habitat features
	• Narrow construction footprint if possible.
	• Flag or fence off environmentally sensitive areas prior to drainage work activity. Bury fencing a minimum of 10 – 20 cm and vertical height of at least 60 cm. Note, stakes should be installed on the activity side to prevent snake use of stakes to climb fence.
	• Complete wildlife sweep within the exclusion area following fence installation to ensure no trapped wildlife.
	• Staff/workers conducting drainage works should be trained in snake species identification and procedures if encountered (review and sign off form in Contractor Information Package)
	• One staff member/worker or qualified biologist should be trained in proper snake handling procedures and protocols outlined in Section 2 of the Ontario Species at Risk Handling Manual: For Endangered Species Act Authorization Holders (Included in the Contractor Information Package). This person should be onsite at all times (when required) for the potential capture, temporary holding, transfer and release of any snakes encountered during construction. A minimum of two holding tubs and cotton sacks should be onsite at all times.
	• Prior to commencement of daily drainage work activity, the area should be cleared of snakes through machinery inspections (e.g. wheels, engine compartment) each morning and after machinery is left idle for more than one (1) hour if left on site during the snake active season.
	• If a nest is uncovered during drainage work activity:
	  ○ Collect any displaced or damaged eggs and transfer them to a holding tub
	  ○ Capture and transfer all injured dispersing juveniles of that species into a light-coloured drawstring cotton sack
	  ○ Place all cotton sacks with the captured injured individuals into a holding tub out of direct sunlight
	  ○ Immediately contact the MNRF to seek direction and to arrange for transfer of the injured individuals
	  ○ Immediately stop any disturbance to the next site and loosely cover exposed portions with soil or organic material to protect the integrity of the remaining individuals
	  ○ Do not drive over the nest site or conduct any activities within 5 m of the nest site
	  ○ Do not place any dredged materials removed from drainage works on top of the nest site
	  ○ Mark out the physical location of the nest site but not by any means that might increase the susceptibility of the nest to predation or poaching
	  ○ Where there are no collected eggs or captured individuals, contact the MNRF within 24 hours to provide information on the location of the nest
	• Any injured captured snakes should be stored outside of direct sunlight and the MNRF should immediately be contacted to seek direction and to arrange for transfer. MNRF may require transfer to the nearest MNRF authorized Wildlife Rehabilitator. Contact Information for Authorized Wildlife Rehabilitator can be found in SAR Information Sheets (***Appendix F***).
	• If conducting drainage works during a species sensitive timing window and one or more individuals belonging to a snake species is encountered or active hibernacula is discovered:
	  ○ Trained staff/worker or qualified biologist shall capture and transfer all injured and uninjured individual snakes of that species into individual light-coloured, drawstring cotton sacks
	  ○ Place cotton sacks into a holding tub
	  ○ Ensure that the holding tub with captured individuals is stored at a cool temperature to protect snakes from freezing until the individuals can be retrieved or transferred
	  ○ If an active hibernacula is uncovered cease all work and immediately, contact MNRF to seek advice and arrange for transfer and/or removal
	• If conducting drainage works outside of a species sensitive timing window and one or more individuals belonging to a snake species is encountered:
	  ○ Briefly stop the activity for a reasonable period of time to allow any uninjured individual snakes of that species to leave the work area
	  ○ If the individuals do not leave the work area after the activity is briefly stopped, trained staff/worker or qualified biologist shall capture all uninjured individuals and release them in accordance with the methods outlined below
	  ○ Where circumstances do not allow for the immediate release of captured uninjured individuals, they may be transferred into individual, light-coloured, drawstring cotton sacks before placing them into a holding tub which shall be stored out of direct sunlight for a maximum of 24 hours before releasing them in accordance with the methods outlined below
	  ○ Capture and transfer any individuals injured as a result of conducting drainage works into a holding tub separate from any holding tub containing uninjured individuals
	  ○ Store all captured injured individuals out of direct sunlight and immediately contact the MNRF to seek direction and to arrange their transfer
	• Uninjured individuals captured during drainage works, are to be released within 24 hours of capture, in an area immediately adjacent to the drainage works with natural vegetation cover within 50 m and out of harm's way (as per subsections 2.3 and 2.4 of Handling Manual included in the Contractor Information Package; ***Appendix F***).

Common Name	Recommended Mitigation Measures to Avoid Impacts to SAR Snakes in Study Area

	• Uninjured individuals captured during drainage works, are to be released within 24 hours of capture, in an area immediately adjacent to the drainage works with natural vegetation cover within 50 m and out of harm's way (as per subsections 2.3 and 2.4 of Handling Manual included in the Contractor Information Package; ***Appendix F***).
	• Where one or more individuals belonging to a snake species is killed as a result of drainage work activity, or a person finds a deceased individual of a snake species, the following measures should be followed:
	  ○ Collect and transfer any dead individuals into a holding tub outside of direct sunlight; and,
	  ○ Contact the MNRF within 72 hours to seek direction and to arrange for the transfer of the carcasses of the dead individuals.
	• If the methods of handling snakes outlined in subsection 2.3 and 2.4 of the Handling Manuals are not applicable due to a snake's injuries, use a shovel or flat object to pick up the snake, ensuring that injured areas are supported and place in a large plastic bin or bucket with a lid with air holes. Immediately transport the turtle to an MNRF authorized veterinarian or wildlife rehabilitator and contact the MNRF. Contact Information for Authorized Wildlife Rehabilitator can be found in **Appendix F** and on SAR Information Sheets (***Appendix F***).
	• Complete a SAR Encounter Reporting Form included in Contractor Information Package (***Appendix F***)**.**

7.2.2 Species Specific Mitigation Measures for Turtle Species

Turtles can generally be found associated with large slow moving water features that have logs or stumps for basking. For nesting, turtles prefer moist well drained, loose soils for digging and on a gradual typically south facing slope. Species such as Blanding's Turtle and Spiny Softshell hibernate underwater in permanent waterbodies. Sensitive timing windows for turtle species includes the nesting period and has been provided in **Table 6.**

When conducting drainage works where there is potential for turtle species to be hibernating, water level **cannot be reduced** as per Paragraph 6 of subsection 13 of Section 23.9 of O.Reg. 242/08.

Table 6: Restricted Activity Period for Turtle Species

Month	Jan			Feb			Mar			Apr			May			Jun			Jul			Aug			Sep			Oct			Nov			Dec		
Date Codes[1]	E	M	L	E	M	L	E	M	L	E	M	L	E	M	L	E	M	L	E	M	L	E	M	L	E	M	L	E	M	L	E	M	L	E	M	L
Hibernation																																				

[1]Monthly intervals: E = Early (days 1-10); M = Middle (days 11-20); L = Late (days 21-31). Adapted from the Seasonal Timing Windows Chart in the MNRF Agreement under Section 23 of O.Reg. 242/08 made under ESA, 2007 (File #: AY-23D-010-10).

In **Table 7** below, the recommended mitigation measures to avoid impacts to turtle species during and outside sensitive timing windows and what to do when turtles or turtle nests are encountered is provided. Photographs of habitat observed within and adjacent to drains that have the potential to support SAR Turtles, have been included in ***Appendix G*** (Photographs #5 - 6).

Table 7: Mitigation Measures for Turtle Species

Common Name	Recommended Mitigation Measures to Avoid Impacts to SAR Turtles within the Study Area
Blanding's Turtle	• Preconstruction planning that includes review for potential habitat. • During site visit, verify if attributes of regulated habitat occur and delineate where possible. • Establish constraints for activities, where possible, that abide by timing windows, setback distances and avoid regulated habitat features. • Narrow construction footprint if possible. • Flag or fence off environmentally sensitive areas prior to drainage work activity. Bury fencing a minimum of 10 – 20cm and vertical height of at least 60 cm. • Complete wildlife sweep within the exclusion/construction area following fence installation to ensure no trapped wildlife. • Staff/workers conducting drainage works should be trained in turtle species identification and procedures if encountered (Review and sign off form in the Contractor Information Package; ***Appendix F***). • One staff member/worker or qualified biologist should be trained in proper turtle handling procedures and protocols outlined in Section 1 of the Ontario Species at Risk Handling Manual: For Endangered Species Act Authorization Holders (provided in the Contractor Information Package; ***Appendix F***). This person should be onsite at all times (when required) for the potential capture, temporary holding, transfer and release of any turtles encountered during construction. A minimum of two holding tubs and cotton sacks should be onsite at all times. • If construction is planned to commence during the turtle nesting period, prior to site preparation a turtle nesting search should be completed to identify turtle nests. If nests are encountered, the MNRF must be consulted immediately. Nests should be relocated to an appropriate facility for incubation with MNRF approval. Contact information for MNRF Authorized Wildlife Rehabilitator can be found in SAR Information Sheets (***Appendix F***). • Drainage work activity related to excavation of sediment or disturbance to banks should be avoided during the sensitive timing windows for turtles. • During turtle hibernation periods, water in drains or ditches cannot be reduced. • Prior to commencement of daily activity, the area should be cleared of turtles and turtle nests by a specially trained staff member or qualified biologist.

Spiny Softshell	• Do not disturb a turtle encountered laying eggs and do not conduct activities within 20 m of the turtle while it is laying eggs.
	• If conducting drainage works during a species sensitive timing window and one or more individuals belonging to a turtle species is encountered:
	  ○ Trained staff/worker or qualified biologist shall capture and transfer all injured and uninjured individuals of that species to a holding tub
	  ○ Capture and transfer all individuals injured as a result of the drainage work activity into a holding tub separate from any holding tub containing uninjured individuals
	  ○ Ensure that the holding tub with captured individuals is stored at a cool temperature until the individuals can be retrieved or transferred
	  ○ Contact the MNRF immediately to seek advice and arrange for transfer and/or removal
	• If a nest is uncovered during construction, immediately stop all activity near the nest. Cover the nest with soil or organic material. Do not drive within 5 m of the nest and contact the MNRF within 24 hours if no eggs or individuals were captured/collected.
	• Isolate material stockpile areas with fencing.
	• Any injured captured turtles should be stored outside of direct sunlight and the MNRF should immediately be contacted to seek direction and to arrange for transfer.
	• Machinery should be inspected each morning (e.g. under vehicles) for presence of turtles.
	• Uninjured individuals captured during drainage works, are to be released within 1 hour of capture, out of harm's way no more than 125 m of where it was found, unless absolutely necessary. If it is not possible to relocate the turtle within 125 m of the capture location, contact the MNRF for further direction. MNRF may require transport of turtle(s) to MNRF Authorized Wildlife Rehabilitator or Veterinarian. Contact information can be found in ***Appendix F***.
	• If the methods of handling turtles outlined in subsection 1.3 of the Handing Protocol are not possible due to a turtle's injuries, use a shovel or flat object to pick up the turtle, ensuring that injured areas are supported and place in a large plastic bin or bucket with a lid with air holes. Immediately transport the turtle to an MNRF Authorized Wildlife Rehabilitator or Veterinarian and contact the MNRF. Contact Information for Authorized Wildlife Rehabilitator can be found in ***Appendix F*** and on SAR Information Sheets (***Appendix F***). See subsection 1.7 of the Handling Manual (included in the Contractor Information Package; ***Appendix F***) for more details.
	• **Complete a SAR Encounter Reporting Form included in the Contractor Information Package** (***Appendix F***).

7.2.3 Species Specific Mitigation Measures for Aquatic Species

Review of background information including, DFO's Aquatic SAR Mapping (Map 29 of 33), NHIC and MNRF Agreement[2] identified 10 fish and 10 mollusc species listed as endangered or threatened under the *ESA*, 2007 with occurrence records within and/or adjacent to the Study Area. Of the 20 aquatic SAR identified only two fish species have been included in the Plan based on the presence of suitable habitat within the Study Area drains.

Although suitable habitat for SAR mussel species was not identified during our background review and site visits, if at any time a mussel species (of any type) are encountered, stop work and contact DFO for direction on how to proceed. A SAR Information Sheet for mussels species found during the background review has been provided in ***Appendix F***.

Watercourses and drains identified during the background review and subsequent field investigations found all features to be of warm water thermal regime and to support warm water fish species. **Table 8** below indicates the in-water timing window restriction for warm water fish species. **Table 9** provides a list of recommended measures to follow to avoid impacts to fish species. As previously mentioned, activities that affect a species listed in Table 1, subsection 2, Section 23.9 of O. Reg. 242/08 still require a permit to conduct drainage works (see ***Appendix D*** for details). DFO's *Guidance for Maintaining and Repairing Municipal Drains in Ontario version 1.0* (2017) document should be consulted when conducting all drainage works.

Table 8: In-water Timing Window Restriction for Warm Water Fish Species

Month	Jan			Feb			Mar			Apr			May			Jun			Jul			Aug			Sep			Oct			Nov			Dec		
Date Codes[1]	E	M	L	E	M	L	E	M	L	E	M	L	E	M	L	E	M	L	E	M	L	E	M	L	E	M	L	E	M	L	E	M	L	E	M	L
In-water Restriction																																				

[1]Monthly intervals: E = Early (days 1-10); M = Middle (days 11-20); L = Late (days 21-31). Adapted from the Seasonal Timing Windows Chart in the MNRF Agreement under Section 23 of O.Reg. 242/08 made under ESA, 2007 (File #: AY-23D-010-10).

[2] Agreement under Section 23 of O.Reg. 242/08 made under the *ESA*, 2007 (File # AY-23D-010-10).

Table 9: Mitigation Measures for Aquatic Species

Common Name	Recommended Mitigation Measures to Avoid Impacts to SAR Aquatic Species within the Study Area
Pugnose Shiner Spotted Gar	• Consult with MNRF if in-water timing window restrictions cannot be adhered to. • Allow for fish salvage within the isolated work area prior to dewatering. • Limit duration of in-water work as much as possible. • Conduct in-stream work during periods of low flow to reduce the risk to fish and their habitat and to allow work in-water to be isolated from flows. • Schedule work to avoid wet, windy, and rainy periods that may increase erosion and sedimentation. Suspend in-stream work immediately if sedimentation is detected. • Implement water quality monitoring if required. • Ensure equipment is clean and free of leaks. Wash, refuel and service machinery and store fuel and other materials for the machinery in such a way as to prevent any deleterious substances from entering the water. • Alter activities to reduce disturbance to species and habitat and follow current DFO Measures to Avoid Harm • If federally listed SAR fish are encountered or have the potential to be present, contact the DFO to review next steps. • If SAR encountered, complete a SAR Encounter Reporting Form that will be included in the annual reporting.

7.2.4 Species Specific Mitigation Measures for Bird Species

Environment and Climate Change Canada (ECCC) identifies general nesting periods for migratory birds in Canada. Essex County is located within nesting zone C1, **Table 10** provides the RAPs for two habitat types: open field habitat and forest habitat. The RAPs provided are based on 61-100% of the migratory bird species predicted to be nesting during the identified time period (as indicated on the ECCC C1 nesting zone table).

Table 10: Restricted Activity Period for Bird Species

Month	Jan			Feb			Mar			Apr			May			Jun			Jul			Aug			Sep			Oct			Nov			Dec		
Date Codes[1]	E	M	L	E	M	L	E	M	L	E	M	L	E	M	L	E	M	L	E	M	L	E	M	L	E	M	L	E	M	L	E	M	L	E	M	L
Open																																				
Forest																																				

[1]Monthly intervals: E = Early (days 1-10); M = Middle (days 11-20); L = Late (days 21-31). Adapted from the Seasonal Timing Windows Chart in the MNRF Agreement under Section 23 of O.Reg. 242/08 made under *ESA*, 2007 (File #: AY-23D-010-10).

Based on our review of potential SAR birds to occur within the Study Area, the following mitigation measures are recommended while conducting drainage work activities:

Table 11: Mitigation Measures for Bird Species

Common Name	Recommended Mitigation Measures to Avoid Impacts to SAR Birds within the Study Area
Bobolink Eastern Meadowlark	• Planning activities should include review of area for potential habitat (including box culverts and bridges for Barn Swallow nests). • Limit construction footprint where possible. • Conduct work outside of the RAP for birds where possible. • Pre-construction activities should include bird nest sweeps if activities occur during migratory bird sensitive timing window identified in **Table 10**, above. • Protect active nests by flagging or fencing off an appropriate setback distance. • Suspend activity if active habitat is discovered that cannot be adequately setback from.
Barn Swallow	• Maintain habitat connections where possible during activities. • Implement measures to restore lost habitat/ habitat connections. • If sensitive habitat is on site, a qualified biologist should be on site daily. • If SAR encountered, complete a SAR Encounter Reporting Form that will be included in the annual submission to the MNRF.

7.2.5 Species Specific Mitigation Measures for Vegetation Communities

Potential impacts to plant SAR may include trampling by personnel or equipment, alteration of growing conditions (e.g. soil compaction, sunlight availability, and moisture regime), disturbance to localized seed bank and introduction of invasive species. Mitigation measures that will be incorporated during drainage work activities to minimize the impacts to adjacent forest communities and SAR vegetation include:

- Planning activities should include review of area for identification of potential SAR vegetation.
- Limit construction footprint where possible to minimize the disturbance to plant species.
- Installing temporary erosion and sediment control measures prior to activity, and maintaining them throughout activity, including routinely inspecting and repairing them, as required. Enhanced sediment and erosion control measures will be implemented for sensitive areas where SAR habitat has been identified within and abutting the work site.
- Vegetation that does not require removal for the purposes of construction will be protected through the installation and maintenance of temporary vegetation protection fencing (e.g. snow fencing or erosion sediment control fencing). This includes protection of any SAR trees identified.
- Equipment, materials and other construction activities will not be permitted in zones delineated for protection.
- If drainage work activity cannot be undertaken without disturbing a SAR plant(s), the Town should contact the MNRF for additional site-specific measures.
- Operational procedures and Best Management Practices for handling material and excess material, and spill prevention will be implements. Vehicular and equipment maintenance and refuelling will be carried out in a controlled manner, and where applicable, at designated maintenance areas. Refuelling will not be permitted within 30 m of any forest, or watercourse.
- Stabilize and re-vegetate exposed soil surfaces as soon as possible following activities, using native groundcover seed mixes and plantings.

APPENDIX “REI-C”

STANDARD SPECIFICATIONS
FOR ACCESS BRIDGE CONSTRUCTION

1. PRECAST CONCRETE BLOCK & CONCRETE FILLED JUTE BAG HEADWALLS

After the Contractor has set the endwall foundations and the new pipe in place, it shall completely backfill same and install new precast concrete blocks or concrete filled jute bag headwalls at the locations and parameters indicated on the drawing. All concrete used for headwalls shall be a minimum of 30 mPa at 28 days and include 6% +/- 1% air entrainment.

Precast concrete blocks shall be interlocking and have a minimum size of 600mmX600mmX1200mm. Half blocks shall be used to offset vertical joints. Cap blocks shall be a minimum of 300mm thick. A foundation comprising minimum 300mm thick poured concrete or precast blocks the depth of the wall and the full bottom width of the drain plus 450mm embedment into each drain bank shall be provided and placed on a firm foundation as noted below. The Contractor shall provide a levelling course comprising a minimum thickness of 150mm Granular “A” compacted to 100% Standard Proctor Density or 20mm clear stone, or a lean concrete as the base for the foundation. The base shall be constructed level and flat to improve the speed of installation. Equipment shall be provided as required and recommended by the block supplier for placing the blocks such as a swift lift device for the blocks and a 75mm eye bolt to place the concrete caps,. The headwall shall extend a minimum of 150mm below the invert of the access bridge culvert with the top of the headwall set to match the finished driveway grade, unless a 150mm high curb is specified at the edge of the driveway. To achieve the required top elevation, the bottom course of blocks and footing may require additional embedment into the drain bottom. The Contractor shall provide shop drawings of the proposed wall for approval by the Drainage Superintendent or Engineer prior to construction.

Blocks shall be placed so that all vertical joints are staggered. Excavation voids on the ends of each block course shall be backfilled with 20mm clear stone to support the next course of blocks above. Walls that are more than 3 courses in height shall be battered a minimum of 1 unit horizontal for every 5 units of vertical height. The batter shall be achieved by careful grading of the footing and foundation base, or use of pre-battered base course blocks. Filter cloth as specified below shall be placed behind the blocks to prevent the migration of any fill material through the joints. Backfill material shall be granular as specified below. Where the wall height exceeds 1.8 metres in height, a uni-axial geogrid SG350 or equivalent shall be used to tie back the walls and be installed in accordance with the manufacturer’s recommendations. The wall face shall not extend beyond the end of the access bridge pipe. Non-shrink grout shall be used to fill any gaps between the blocks and the access bridge pipe for the full depth of the wall. The grout face shall be finished to match the precast concrete block walls as closely as possible.

When constructing the concrete filled jute bag headwalls, the Contractor shall place the bags so that the completed headwall will have a slope inward from the bottom of the pipe to the top of the finished headwall. The slope of the headwall shall be one unit horizontal to five units vertical. The Contractor shall completely backfill behind the new concrete filled jute bag headwalls with Granular "B" and Granular "A" material as per O.P.S.S. Form 1010 and the granular material shall be compacted in place to a Standard Proctor Density of 100%. The placing of the jute bag headwalls and the backfilling shall be performed in lifts simultaneously. The granular backfill shall be placed and compacted in lifts not to exceed 305mm (12") in thickness.

The concrete filled jute bag headwalls shall be constructed by filling jute bags with concrete. All concrete used to fill the jute bags shall have a minimum compressive strength of 25 MPa in 28 days and shall be provided and placed only as a wet mix. Under no circumstance shall the concrete to be used for filling the jute bags be placed as a dry mix. The jute bags, before being filled with concrete, shall have a dimension of 460mm (18") x 660mm (26"). The jute bags shall be filled with concrete so that when they are laid flat, they will be approximately 100mm (4") thick, 305mm (12") to 380mm (15") wide and 460mm (18") long.

The concrete jute bag headwall to be provided at the end of the bridge pipe shall be a single or double bag wall construction as set out in the specifications. The concrete filled bags shall be laid so that the 460mm (18") dimension is parallel with the length of the new pipe. The concrete filled jute bags shall be laid on a footing of plain concrete being 460mm (18") wide, and extending for the full length of the wall, and 305mm (12") thick extending below the bottom of the culvert pipe.

All concrete used for the footing, cap and bags shall have a minimum compressive strength of 30 mPa at 28 days and shall include 6% ± 1% air entrainment.

Upon completion of the jute bag headwall the Contractor shall cap the top row of concrete filled bags with a layer of plain concrete, minimum 100mm (4”) thick, and hand trowelled to obtain a pleasing appearance. If the cap is made more than 100mm thick, the Contractor shall provide two (2) continuous 15M reinforcing bars set at mid-depth and equally spaced in

the cap. The Contractor shall fill all voids between the concrete filled jute bags and the corrugated steel pipe with concrete, particular care being taken underneath the pipe haunches to fill all voids.

The completed jute bag headwalls shall be securely embedded into the drain bank a minimum of 450mm (18") measured perpendicular to the sideslopes of the drain.

As an alternate to constructing a concrete filled jute bag headwall, the Contractor may construct a grouted concrete rip rap headwall. The specifications for the installation of a concrete filled jute bag headwall shall be followed with the exception that broken pieces of concrete may be substituted for the jute bags. The concrete rip rap shall be approximately 460mm (18") square and 100mm (4") thick and shall have two (2) flat parallel sides. The concrete rip rap shall be fully mortared in place using a mixture composed of three (3) parts of clean sharp sand and one (1) part of Portland cement.

The complete placement and backfilling of the headwalls shall be performed to the full satisfaction of the Drainage Superintendent and the Engineer.

2. QUARRIED LIMESTONE ENDWALLS

The backfill over the ends of the corrugated steel pipe shall be set on a slope of 1-½ units horizontal to 1 unit vertical from the bottom of the corrugated steel pipe to the top of each end slope and between the drain banks. The top 305mm (12") in thickness of the backfill over the ends of the corrugated steel pipe shall be quarried limestone. The quarried limestone shall also be placed on a slope of 1-½ units horizontal to 1 unit vertical from the bottom of the corrugated steel pipe to the top of each bank of the drain adjacent each end slope. The quarried limestone shall have a minimum dimension of 100mm (4") and a maximum dimension of 250mm (10"). The end slope protection shall be placed with the quarried limestone pieces carefully tamped into place with the use of a shovel bucket so that, when complete, the end protection shall be consistent, uniform, and tightly laid in place.

Prior to placing the quarried limestone end protection over the granular backfill and on the drain banks, the Contractor shall lay non-woven geotextile filter fabric "GMN160" conforming to O.P.S.S. 1860 Class I or approved equal. The geotextile filter fabric shall extend from the bottom of the corrugated steel pipe to the top of each end slope of the bridge and along both banks of the drain to a point opposite the ends of the pipe.

The Contractor shall take extreme care not to damage the geotextile filter fabric when placing the quarried limestone on top of the filter fabric.

3. BRIDGE BACKFILL

After the corrugated steel pipe has been set in place, the Contractor shall backfill the pipe with Granular "B" material, O.P.S.S. Form 1010 with the exception of the top 305mm (12") of the backfill. The top 305mm (12") of the backfill for the full width of the excavated area (between each bank of the drain) and for the top width of the driveway, shall be Granular "A" material, O.P.S.S. Form 1010. The granular backfill shall be compacted in place to a Standard Proctor Density of 100% by means of mechanical compactors. All of the backfill material, equipment used, and method of compacting the backfill material shall be inspected and approved and meet with the full satisfaction of the Drainage Superintendent and Engineer.

4. GENERAL

Prior to the work commencing, the Drainage Superintendent and Engineer must be notified, and under no circumstances shall work begin without one of them being at the site. Furthermore, the grade setting of the pipe must be checked, confirmed, and approved by the Drainage Superintendent or Engineer prior to continuing on with the bridge installation.

The alignment of the new bridge culvert pipe shall be in the centreline of the existing drain, and the placing of same must be performed totally in the dry.

Prior to the installation of the new access bridge culvert, the existing sediment build-up in the drain bottom must be excavated and completely removed. This must be done not only along the drain where the bridge culvert pipe is to be installed, but also for a distance of 3.05 metres (10 ft.) both upstream and downstream of said new access bridge culvert. When setting the new bridge culvert pipe in place it must be founded on a good undisturbed base. If unsound soil is encountered, it must be totally removed and replaced with 20mm (3/4") clear stone, satisfactorily compacted in place.

When doing the excavation work or any other portion of the work relative to the bridge installation, care should be taken not to interfere with, plug up, or damage any existing surface drains, swales, and lateral or main tile ends. Where damage is encountered, repairs to correct same must be performed immediately as part of the work.

The Contractor and/or landowner performing the bridge installation shall satisfy themselves as to the exact location, nature and extent of any existing structure, utility or other object that they may encounter during the course of the work. The Contractor shall indemnify and save harmless the Town, or the Municipality, the Engineer, and their staff from any damages which it may cause or sustain during the progress of the work. It shall not hold them liable for any legal action arising out of any claims brought about by such damage caused by it.

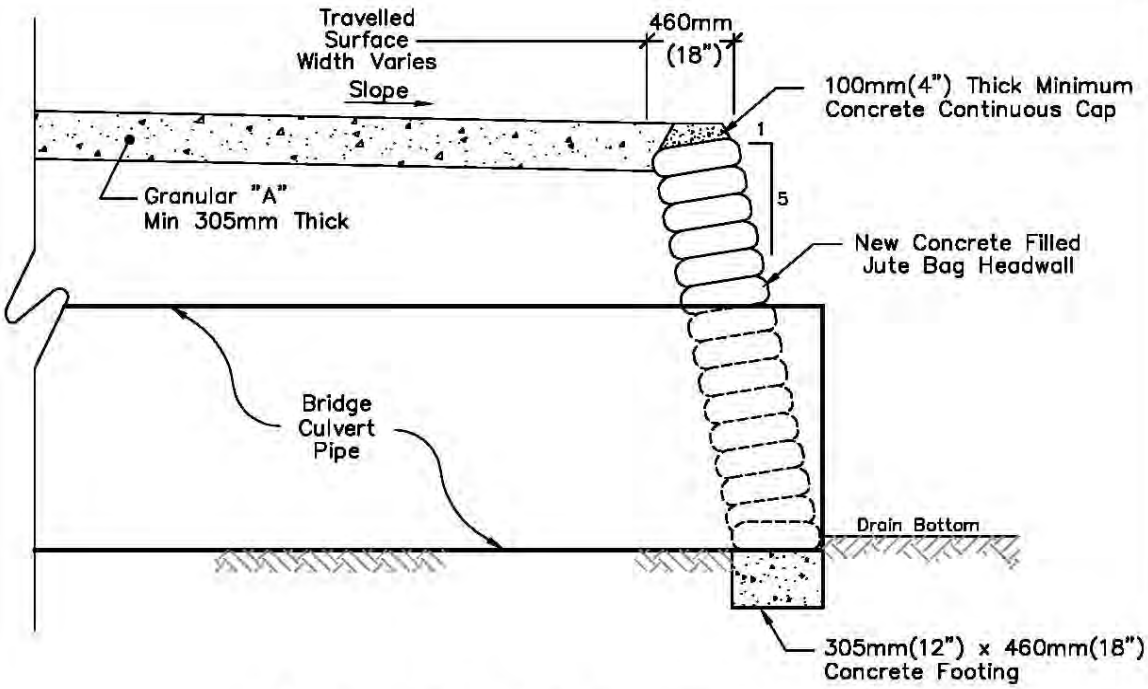
Where applicable, the Contractor and/or landowner constructing the new bridge shall be responsible for any damage caused by them to any portion of the Town road right-of-way. They shall take whatever precautions are necessary to cause a minimum of damage to same and must restore the roadway to its original condition upon completion of the works.

When working along a municipal roadway, the Contractor shall provide all necessary lights, signs, barricades and flagpersons as required to protect the public. All work shall be carried out in accordance with the requirements of the Occupational Health and Safety Act, and latest amendments thereto. If traffic control is required on this project, it is to comply with the M.T.O. Traffic Control Manual for Roadway Work Operations and Ontario Traffic Manual Book 7.

Once the bridge installation has been completed, the drain sideslopes directly adjacent the new headwalls and/or endwalls are to be completely restored including revegetation, where necessary.

All of the work required towards the installation of the bridge shall be performed in a neat and workmanlike manner. The general site shall be restored to its' original condition, and the general area shall be cleaned of all debris and junk, etc. caused by the work

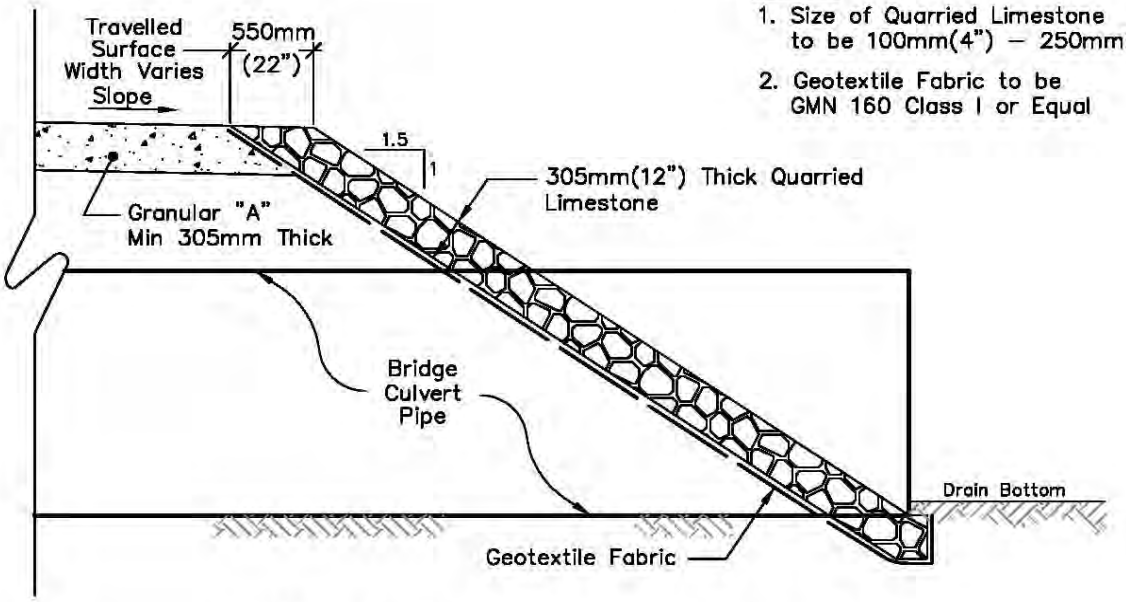
All of the excavation, installation procedures, and parameters as above mentioned are to be carried out and performed to the full satisfaction of the Drainage Superintendent and Engineer.



Typical Jute Bag Headwall

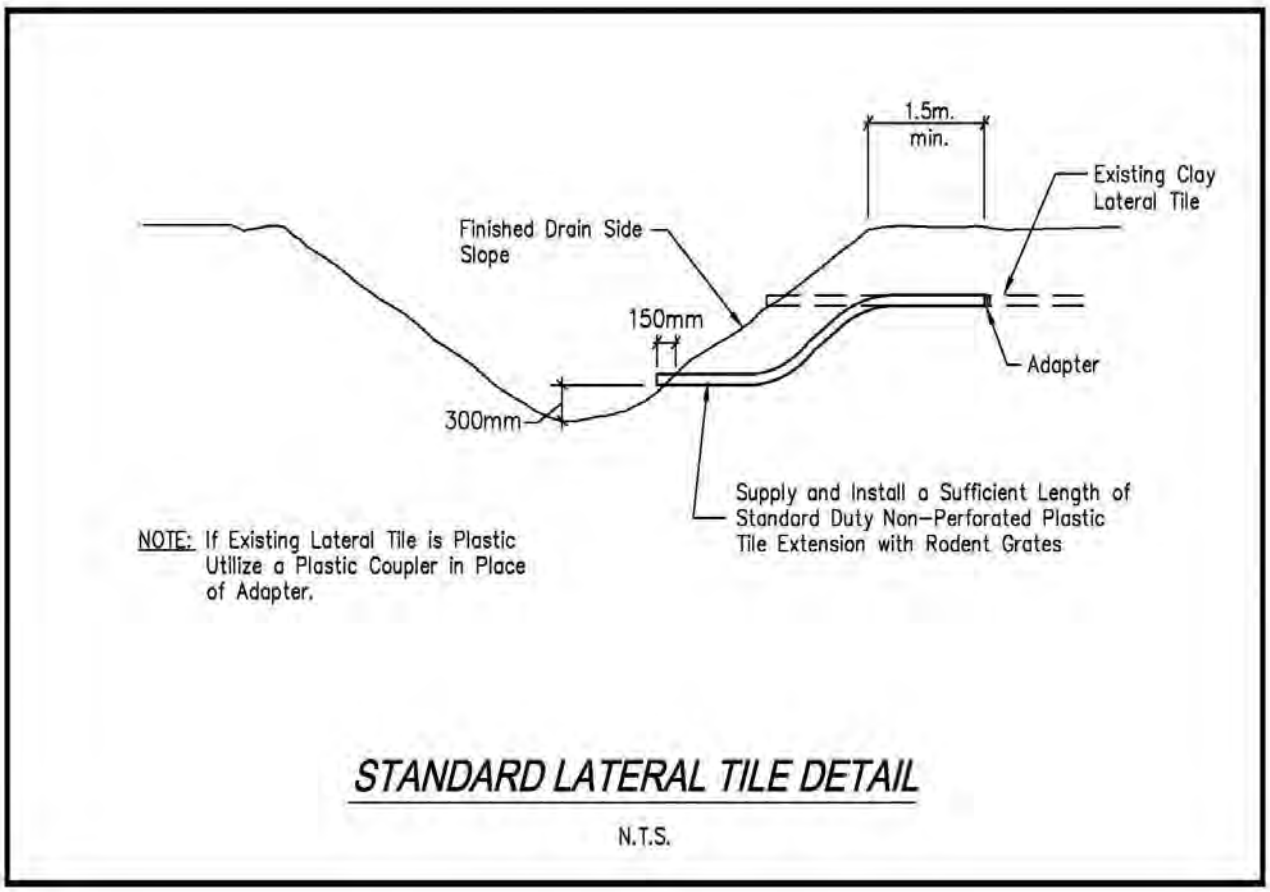
NOTE:

1. Size of Quarried Limestone to be 100mm(4") – 250mm(10")
2. Geotextile Fabric to be GMN 160 Class I or Equal



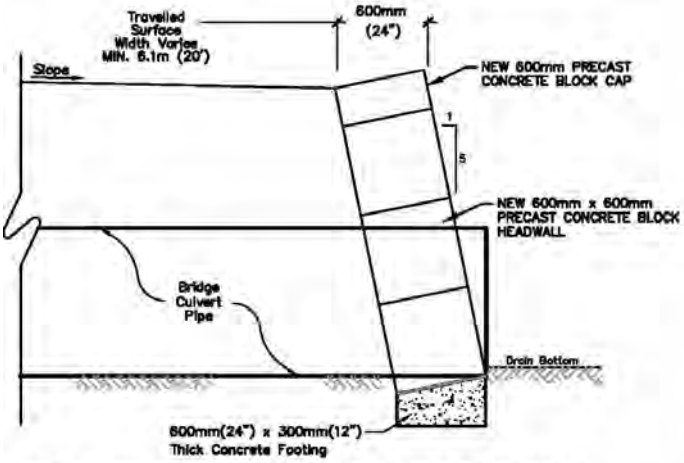
Typical Quarried Limestone End Protection

Rood Engineering Inc.
Consulting Engineers
9 Nelson Street
Leamington, Ontario N8H 1G6
519-322-1621



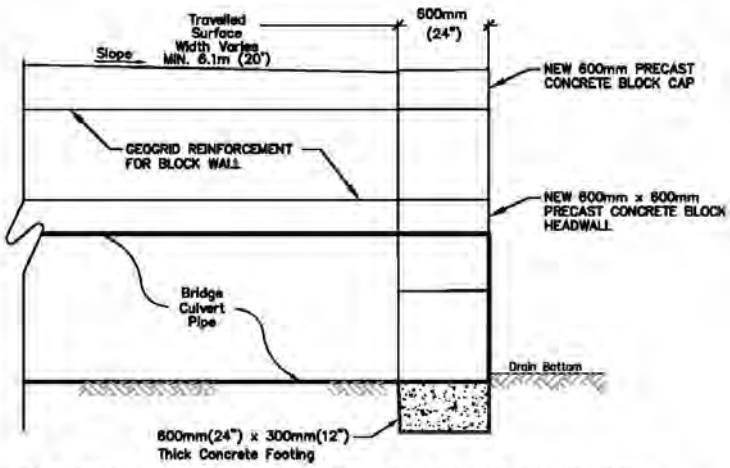
STANDARD LATERAL TILE DETAIL

N.T.S.



TYPICAL PRECAST CONCRETE BLOCK END PROTECTION

Scale = N.T.S.



TYPICAL VERTICAL PRECAST CONCRETE BLOCK END PROTECTION

Scale = N.T.S.

APPENDIX “REI-D”

THE CORPORATION OF THE TOWN OF TECUMSEH

BY-LAW NO. 2007-51

Being a by-law to amend By-law No. 2007-41 to regulate the setting of open air fires and identify the precautions and conditions to be observed for such fires within The Corporation of the Town of Tecumseh.

WHEREAS Council considers excessive smoke, smell, airborne sparks or embers to be or could become or cause public nuisances by creating negative health effects on neighbouring residents, increasing fire exposure hazards, infringing the enjoyment of the use of neighbouring properties and generating false or nuisance alarms;

AND WHEREAS Council is empowered under Section 128 of the *Municipal Act* 2001, S.O. 2001, c. 25 as amended, to pass by-laws to prohibit and regulate public nuisances, including matters that, in the opinion of Council are, or could become or cause public nuisances;

AND WHEREAS in accordance with Section 425 of the *Municipal Act* 2001, S.O. 2001, c. 25 as amended, a municipality may pass by-laws providing that a person who contravenes a by-law of the municipality passed under this Act is guilty of an offence;

AND WHEREAS Section 444 of the *Municipal Act* 2001, c. 25 states if a municipality is satisfied that a contravention of a by-law of the municipality passed under this Act has occurred, the municipality may make an order requiring the person who contravened the by-law or who caused or permitted the contravention or the owner or occupier of the land on which the contravention occurred to discontinue the contravening activity;

AND WHEREAS the Council of The Corporation of the Town of Tecumseh enacted By-law No. 2007-41 on the 26th day of June, 2007 to regulate the setting of open air fires and identify the precautions and conditions to be observed for such fires within The Corporation of the Town of Tecumseh;

AND WHEREAS the Council of The Corporation of the Town of Tecumseh is desirous of amending By-law No. 2007-41;

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

1. **That** paragraph 4.9 be deleted and replaced with the following paragraph:

   4.9 Permitted fires, except those described in Section 4.4, shall,

   a) be kept to manageable size that shall not be greater than one (1) square metre with flames no higher than one (1) metre in height; and,
   b) in residentially zoned areas, be completely extinguished by 2:00 a.m.

2. **That** paragraph 5.2 be deleted and replaced with the following paragraph:

   5.2 An application for a Permit must be completed on the form/forms provided by the Tecumseh Fire/Rescue Services.

3. **That** paragraph 5.3 be deleted and replaced with the following paragraph:

   5.3 An application must be filed with the Chief Fire Official of the Tecumseh Fire/Rescue Services. Approved permits must be retained and presented to an attending fire official in the event that there is a need for a fire official to attend at the burn location due to complaint.

4. **That** this by-law shall take full force and effect on the third and final reading.

READ a first, second, third time and finally passed this 11th day of September, 2007.

Gary McNamara, Mayor

Laura Moy, Clerk

THE CORPORATION OF THE TOWN OF TECUMSEH

BY-LAW NUMBER 2007-41

A by-law to regulate the setting of open air fires and identify the precautions and conditions to be observed for such fires within The Corporation of the Town of Tecumseh.

WHEREAS Council considers excessive smoke, smell, airborne sparks or embers to be or could become or cause public nuisances by creating negative health effects on neighbouring residents, increasing fire exposure hazards, infringing on the enjoyment of the use of neighbouring properties and generating false or nuisance alarms;

AND WHEREAS Council is empowered under Section 128 of the *Municipal Act* 2001, S.O. 2001, c. 25 as amended, to pass bylaws to prohibit and regulate public nuisances, including matters that, in the opinion of Council are, or could become or cause public nuisances;

AND WHEREAS in accordance with Section 425 of the *Municipal Act 2001*, S.O. 2001, c. 25 as amended, a municipality may pass by-laws providing that a person who contravenes a by-law of the municipality passed under this Act is guilty of an offence;

AND WHEREAS Section 444 of the *Municipal Act* 2001 c. 25 states if a municipality is satisfied that a contravention of a by-law of the municipality passed under this Act has occurred, the municipality may make an order requiring the person who contravened the by-law or who caused or permitted the contravention or the owner or occupier of the land on which the contravention occurred to discontinue the contravening activity;

AND WHEREAS Section 446(1) of the *Municipal Act* 2001 c.25 states that if a municipality has the authority under this or any other Act or under a by-law under this or any other Act to direct or require a person to do a matter or thing, the municipality may:

- provide that, in default of it being done by the person directed or required to do it, the matter or thing shall be done at the person's expense;
- enter upon land at any reasonable time;
- recover the costs of doing a matter or thing from the person directed or required to do it by action or by adding the costs to the tax roll and collecting them in the same manner as property taxes; and
- that costs include interest calculated at a rate of 15 per cent or such lesser rate as may be determined by the municipality, calculated for the period commencing on the day the municipality incurs the costs;
- the costs, including interest, constitutes a lien on the land upon the registration in the proper land registry office of a notice of lien;

AND WHEREAS Section 390 of the *Municipal Act* 2001 c.25 provides that a "person" includes a municipality and a local board and the Crown;

AND WHEREAS Section 426 of the *Municipal Act* 2001 c. 25 provides that no person shall hinder or obstruct, or attempt to hinder or obstruct any person exercising a power or performing a duty under this Act or a by-law under this Act and that any person who contravenes subsection (1) is guilty of an offence;

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

1. **DEFINITIONS**

In this By-law:

1.1 "Burning Appliance" means any device designed or engineered to have a fire set within a contained area and totally enclosed by various means of screening and/or other methods.

1.2 "By-law Enforcement Officer" means the municipal person appointed by the Town of Tecumseh who shall be responsible for the enforcement of the provisions of this by-law.

1.3 "Chief Fire Official" means the Fire Chief of the Tecumseh Fire/ Rescue Services or designate.

1.4 "Competent Adult" means any person (18 years of age or older) who, in the opinion of those charged with enforcement of this By-Law, is capable of exercising the required judgement and capable of performing the necessary actions to control and prevent its unwanted spread.

1.5 "Farmer" means the owner or operator of an agricultural operation within an area zoned for agricultural pursuant to the *Farming & Food Protection Act*, 1998.

1.6 "Farmlands" means land designated "agricultural".

1.7 "Firefighter" means any person or any rank of person employed in, or appointed to the Tecumseh Fire/Rescue Services and assigned to undertake fire protection or fire prevention services.

1.8 "Full Cost Recovery Basis" has the meaning as described in Schedule "A" attached hereto.

1.9 "Open Air" means any open place, yard, field, lot, part lot or construction area which is not enclosed by a building or structure.

1.10 "Open Air Burning" means any fire set in the Open Air.

1.11 "Owner" means the registered owner or any person, firm or corporation having control over, or possession, of any portion of the building or property under consideration and includes the persons in the building or on the property.

1.12 "Permit" means a permit issued by the Chief Fire Official to set a fire in the Open Air for a specified date and period of time.

1.13 "Person" means an individual, business, a partnership or a corporation.

1.14 "Pit" means an area dug into the ground and/or surrounded by materials designed to contain the fire and prevent its spread to areas beyond the Pit.

1.15 "Police Officer" means any member of the Ontario Provincial Police.

1.16 "Tenant" means the occupant having possession or Person having control of a property or premises.

1.17 "Town" means The Corporation of the Town of Tecumseh.

2. ADMINISTRATION AND ENFORCEMENT

2.1 The Chief Fire Official shall be responsible for the administration of this by-law.

2.2 Enforcement of this by-law is the responsibility of the Chief Fire Official, any Fire-fighter, any Police Officer or any By-law Enforcement Officer.

2.3 The Chief Fire Official may refuse to issue a Permit or revoke any or all issued Permits.

2.4 The Fire Chief, Firefighters or Police Officers may, at all times enter and inspect any property or premises in order to ascertain whether the provisions of this by-law are complied with and to enforce or carry into effect the by-law.

2.5 Any person who fails to comply with the provisions of this by-law or fails to extinguish a fire once notification to do so has been given to him by the Chief Fire Official, a Police Officer or a Firefighter shall, in addition to any penalty provided herein, be liable to the municipality for all expenses incurred for the purposes of controlling and extinguishing of any fire so set or left to burn and such expenses may be recovered by court action or in a like manner as municipal taxes.

3. ENVIRONMENT

3.1 All Open Air Burning shall comply with the provisions of the *Environmental Protection Act*, R.S.O. 1990. c. E19.

3.2 No Open Air Burning shall be permitted when a smog alert has been issued for the region of Essex County, which includes the Town.

3.3 No Open Fire shall be started or maintained when wind condition is in such direction or intensity so as to cause any or all of the following:

(a) decrease in visibility on any highway or roadway;

(b) threaten a rapid spread of fire through a grass or brush area;

(c) smoke which causes annoyance or irritation to adjacent persons, properties or premises.

4. GENERAL PROVISIONS

4.1 No Person being the Owner or Tenant in possession of lands within the Town shall allow a fire to be set or burn on such lands unless a Permit has been obtained.

4.2 No Person shall allow a fire to be set or burned exceeding the requirements of Sections 4.8 and 4.9.

4.3 Notwithstanding any provisions herein, no Person shall set or maintain a fire,

(a) in contravention of the *Ontario Fire Code*, the *Environmental Protection Act* or any other statutory requirements of the Province of Ontario or the Government of Canada;

(b) where the consumption of material or size and area of the fire will exceed the limits set by the Chief Fire Official and/or listed within this by-law in Sections 4.8 and 4.9.

4.4 (a) No Permit shall be required for domestic barbeques or permanent outdoor fireplaces used solely for the cooking of food on a grill and extinguished immediately upon completion of the cooking process or any Burning Appliance, or a Pit or open area where the requirements of Sections 4.8 and 4.9 are not exceeded;

(b) installation and location of Burning Appliances must meet the manufacturer's specifications.

4.5 (a) A farmer who intends to set or maintain a fire in the Open Air on a specified day for disposal of vegetable matter or vegetation on Farmlands which is normal and incidental for farming purposes shall obtain a Permit to cover the period of the proposed Open Air fire, and will be required to notify the Tecumseh Fire/Rescue Services for each day that the proposed Open Air fire will take place;

(b) an Open Air fire shall be supervised by a Competent Adult equipped with sufficient equipment to control and contain the Open Air fire to prevent the spread of the Open Air fire that would endanger or put at risk other properties or premises;

(c) an Open Air fire shall be restricted to daylight hours only;

(d) an Open Air fire shall be surrounded by a tilled area wide enough to prevent an Open Air fire from jumping across the tilled area and to maintain the area of the burn to be no greater then one (1) hectare in size;

(e) the leading edge of the flame of an Open Air fire shall not exceed thirty (30) metres in length.

4.6 No Person shall set any fire in the Open Air to burn asphalt products, tires, treated wood, construction materials or rubble, kitchen garbage or any garbage or trash, rubber plastics and like items.

4.7 No Person shall set any fire in the Open Air except where permitted and only in the presence of a Competent Adult. The Competent Adult shall not leave the burning operation until such time as the fire has been completely extinguished and there is no threat of re-ignition or spreading of the fire.

4.8 Every Person that starts a fire in the Open Air shall ensure that there are adequate tools and/or water on hand to contain or extinguish the fire.

4.9 Permitted fires, except those described in Section 4.4, shall be kept to manageable size that shall not be greater then one (1) square metre with flames no higher than one (1) metre in height.

4.10 Every Person who sets an Open Air fire in the Town of Tecumseh shall be:

(a) responsible and liable for any damage to property or injury to person occasioned by said fire;

(b) liable for all costs incurred by the Town of Tecumseh, including but not limited to, the Fire/Rescue Services, including personnel and other agencies called to control and extinguish said fire on a Full Cost Recovery Basis. All fees and charges to be paid under this subsection shall be payable in the manner and subject any interest and penalties set forth in paragraph 5 and 6 of the Administrative Fees and Charges By-law 2007-12, as may be amended or repealed from time to time;

(c) the fees and charges under this section shall not be payable by that class of persons which have obtained a permit for an Open Air fire and complied with the terms of such permit.

4.11 Notwithstanding the aforementioned sections listed herein, the Fire Chief may issue a Permit upon application and approve the setting of any fire subject to the fire being adequately supervised and controlled through special conditions addressed by the Chief Fire Official.

4.12 No fire shall be set to dispose of commercial, industrial or construction waste or other like materials in areas zoned for commercial or industrial occupancies and such aforementioned materials shall not be transported to residential or agricultural areas for burning purposes.

4.13 No fires shall be set at construction and/or demolition sites for the purpose of disposing of waste, building material or rubble.

5. FIRES REQUIRING PERMITS

5.1 Except as provided in section 4.3 of this by-law, no Person shall set, maintain or cause to be set or maintained, a fire in the Open Air unless a Permit has been issued by the Chief Fire Official.

5.2 An application for a Permit must be completed on the form/forms provided by the Tecumseh Fire/Rescue Services. Such forms are available to fill out by telephone call to Tecumseh Fire Station No. 1, Monday to Friday from 08:30 hr to 16:30 hr.

5.3 Each completed application for a Permit must be filed with the Chief Fire Official of the Tecumseh Fire/Rescue Services, at the administration offices located at 985 Lesperance Road, Tecumseh, Ontario.

5.4 In issuing a Permit under this part for Open Air Burning, the Chief Fire Official may impose any additional requirements or conditions as may be deemed necessary.

6. OFFENCES

6.1 (a) Any person who contravenes any of the provisions of this by-law is guilty of an Offence;

(b) any person who hinders or obstructs a person lawfully carrying out the enforcement of this by-law is guilty of an Offence.

7. FINES

7.1 Every Person who is convicted of an Offence is liable to a Fine of not more than Five Thousand ($5,000.00) Dollars as provided for in the *Provincial Offences Act*, R. S.O. 1990, Chap. P.33.

8. SEVERABILITY

8.1 If any section or sections of this by-law or parts thereof are found in any court to be illegal or beyond the power of Council to enact, such section or sections or parts thereof shall be deemed severable and all other sections or parts of this by-law shall be deemed separate and independent there from and enacted as such.

9. **SHORT TITLE**

9.1 The short title of this by-law shall be TECUMSEH OPEN AIR BURNING BY-LAW.

10. **EFFECTIVE DATE**

10.1 This by-law shall come into full force and take effect on the 1st day of July, 2007.

11 **REPEAL**

11.1 By-law No. 2005-57 is hereby repealed.

READ a first, second, third time and finally passed this 26th day of June, 2007.

Gary McNamara, Mayor

Laura Moy, Clerk

SCHEDULE "A"
By-law Number 2007-41

THE CORPORATION OF THE TOWN OF TECUMSEH
TECUMSEH FIRE/RESCUE SERVICES EQUIPMENT SERVICES RATES

"Full Cost Recovery Basis" includes any and all charges and costs howsoever incurred by the Town directly or indirectly in controlling and extinguishing the Open Air fire and shall include without limitations:

Emergency Services Rendered:

(a) $350.00 first hour or part thereof per piece of equipment;

(b) $175.00 each additional half-hour or part thereof per piece of equipment;

(c) $42.00 first hour or part thereof per firefighter who responds to the call;

(d) $27.50 for each additional hour or part thereof per firefighter until all equipment is cleaned, checked and returned to service;

(e) the cost of all extinguishing agents required to extinguish the fire.

No Emergency Services Rendered:

(a) $350.00 flat rate per piece of equipment where services are not required nor provided;

(b) $42.00 flat rate per firefighter who responds to the call for service.

APPENDIX “REI-E”

WATERSHED PLAN, PROFILE AND SECTIONS

OF THE

DAWSON DRAIN

(Geographic Township of Sandwich South)

IN THE

TOWN OF TECUMSEH

IN THE

COUNTY OF ESSEX • ONTARIO

Gerard Rood
GERARD ROOD, P.ENG.

REGISTERED PROFESSIONAL ENGINEER G.ROOD 2019-02-04 PROVINCE OF ONTARIO

ROOD ENGINEERING INC.
CONSULTING ENGINEERS
Leamington, Ontario
519-322-1621

DATE: FEBRUARY 4th, 2019

TOWN OF TECUMSEH

MAYOR: Gary McNamara
CLERK: Laura Moy
DRAINAGE SUPERINTENDENT: Sam Paglia, P.Eng.

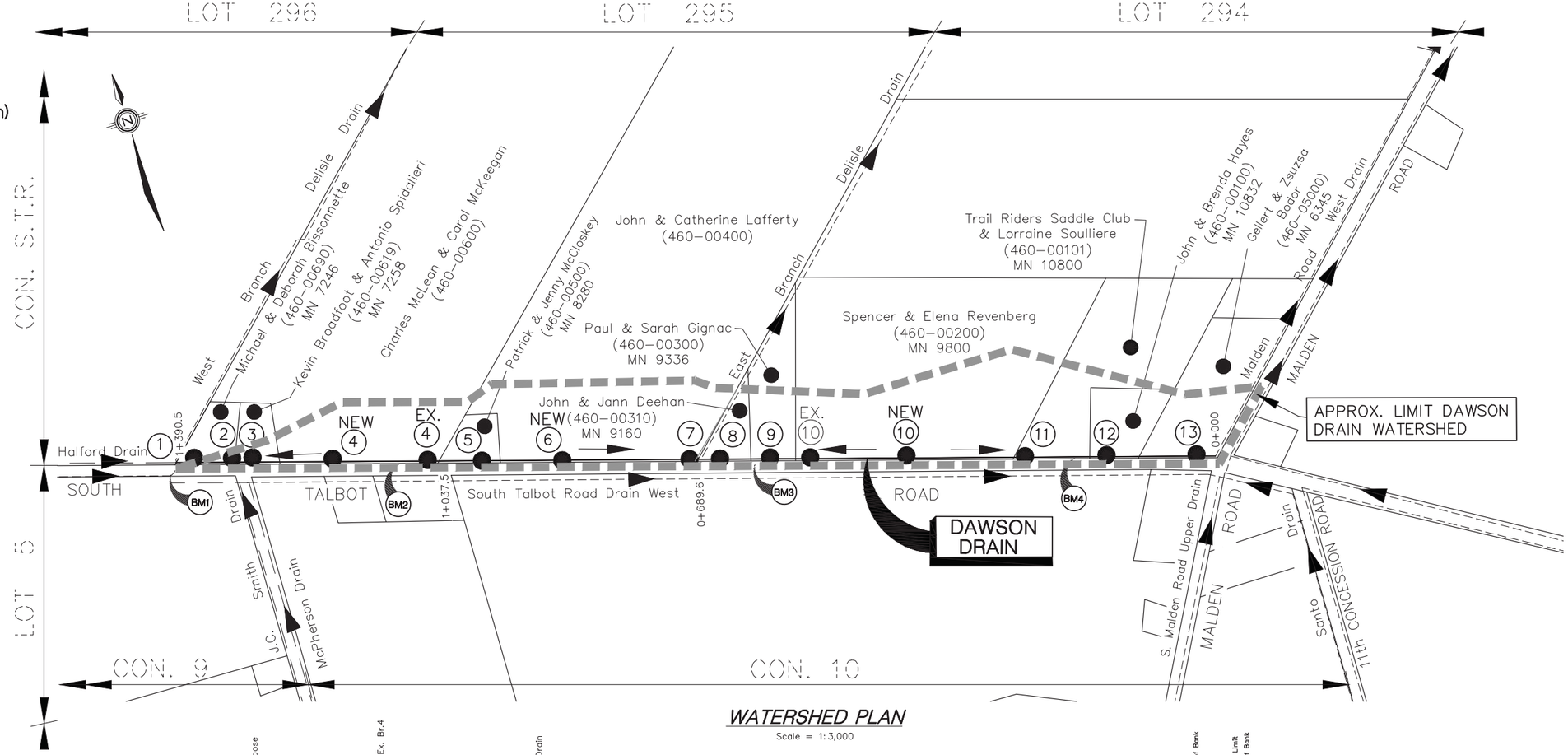
BENCHMARKS:

1. CENTER CONC. HEADWALL SOUTH SIDE OF SOUTH TALBOT RD. ACROSS FROM MN:7246
ELEV: 191.812m

2. TOP NUT OF FH ON NORTH SIDE OF SOUTH TALBOT ROAD APROX. 50M WEST OF MN. 8280
ELEV: 192.360m

3. TOP NUT OF FH ON NORTH SIDE OF SOUTH TALBOT ROAD BETWEEN MN. 9160 AND MN. 9336
ELEV: 192.119m

4. TOP NUT OF FH ON NORTH SIDE OF SOUTH TALBOT ROAD IN FRONT OF TRAIL RIDERS SADDLE CLUB AND APROX. 50M WEST OF MN. 10832
ELEV: 192.197m



WATERSHED PLAN

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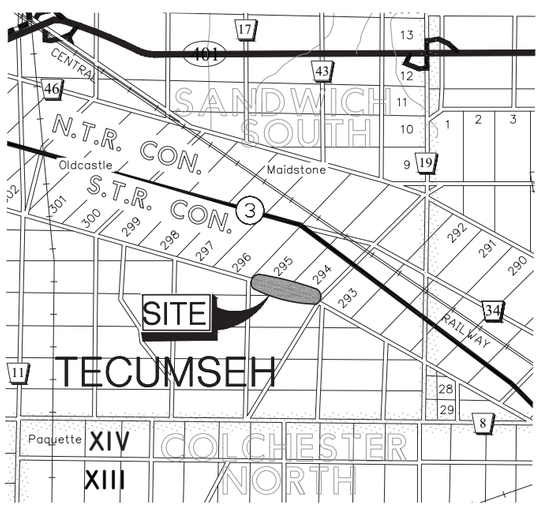

KEY PLAN

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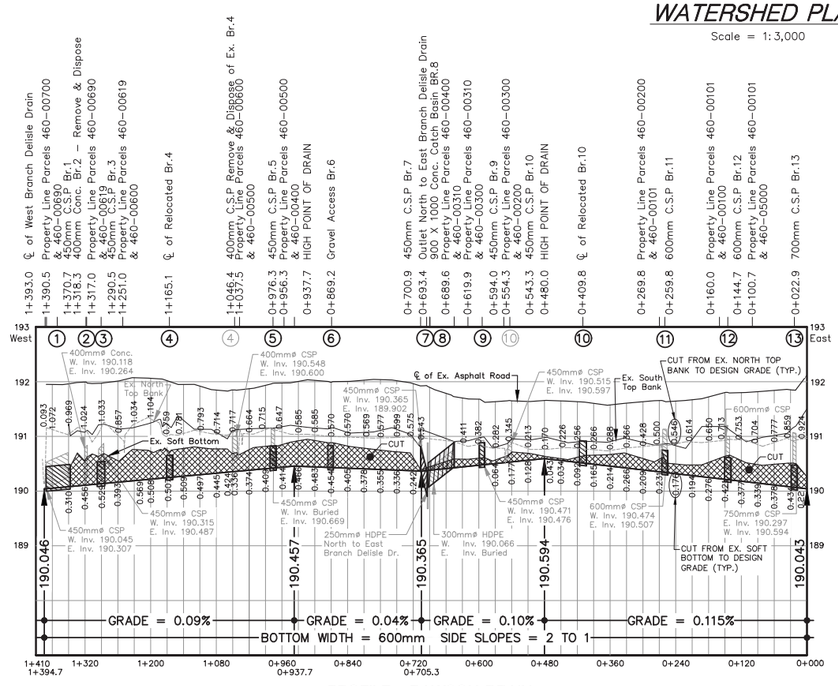

PROFILE - DAWSON DRAIN

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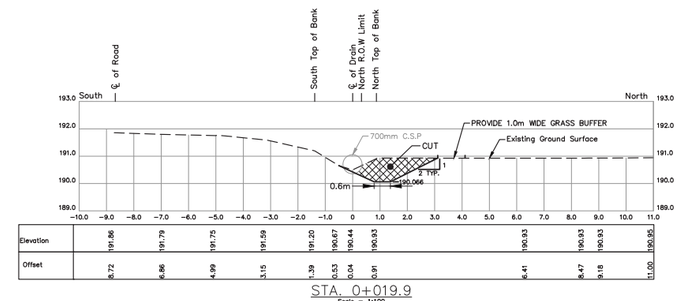

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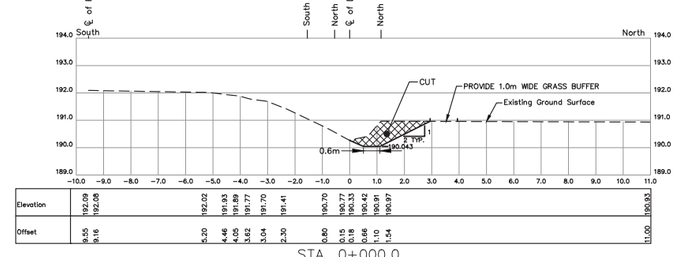

STA. 0+000.0
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THESE PLANS HAVE BEEN REDUCED AND THE SCALE THEREFORE VARIES. FULL SCALE PLANS MAY BE VIEWED AT THE MUNICIPAL OFFICE.

DRAWN BY: L.V.
PLOT CODE: 1:1
COMPUTER FILE: REI2017D017.DWG

FILE No.: REI2017D017 E09DA(20)

SHEET No.: 1 OF 8

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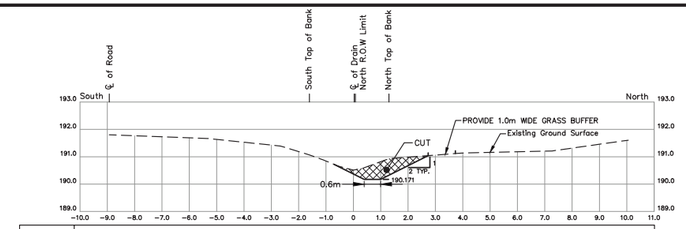

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Offset	8.93	5.34	2.68	1.61	1.18	0.52	0.31	0.23	0.22	0.25	0.28	0.29	1.05	1.30	4.03	5.19	7.27	9.82	10.06

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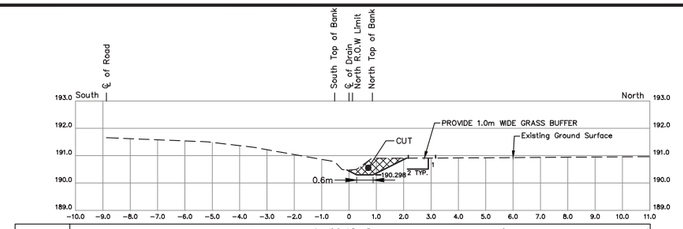

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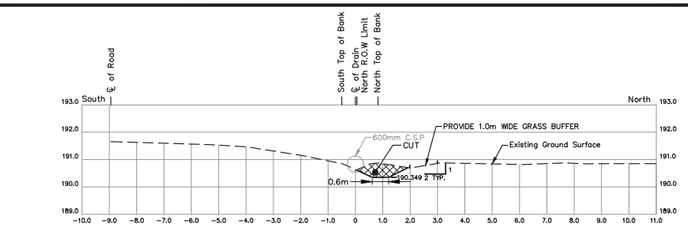

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Offset	8.94	5.26	4.77	3.97	1.94	0.58	0.05	0.03	0.03	0.83	2.00	3.12	6.13	7.62	8.40	9.53	10.04	11.00

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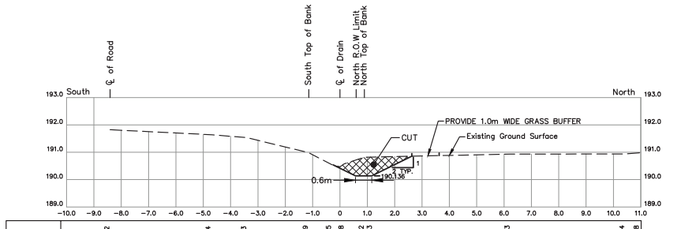

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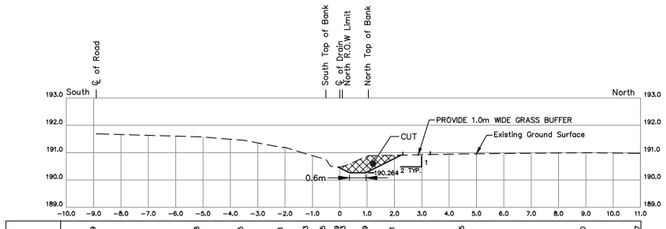

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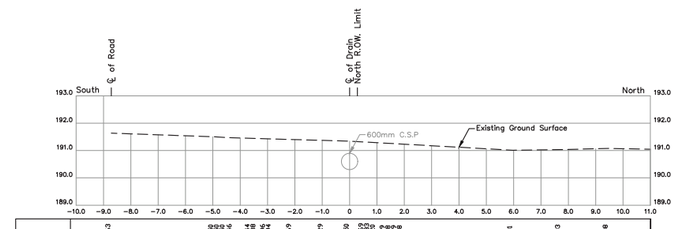

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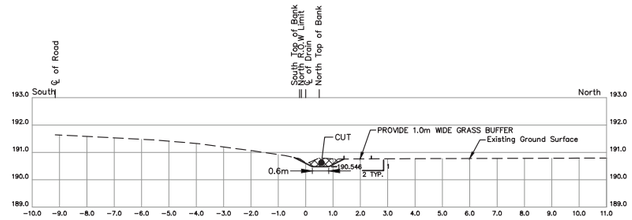

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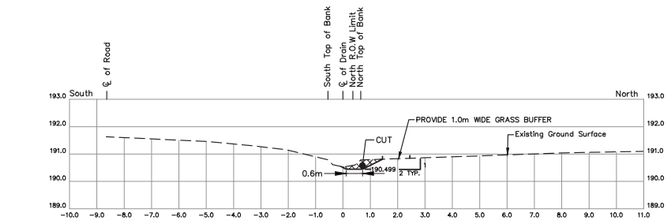

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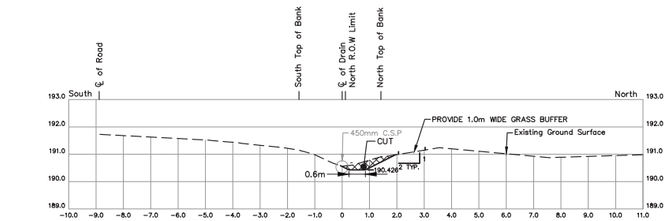

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Offset	8.86	8.38	4.84	4.08	3.79	2.64	2.15	1.58	1.04	0.32	0.01	0.23	1.42	3.55	7.55	11.00

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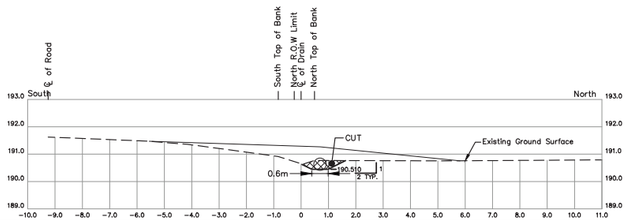

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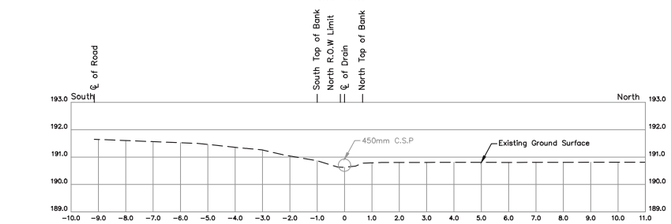

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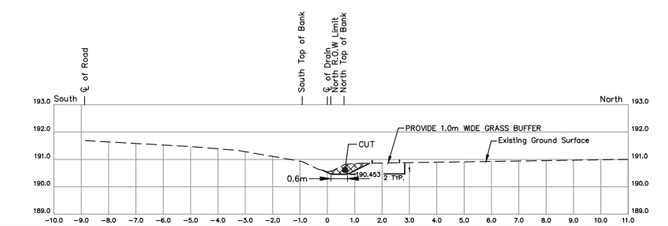

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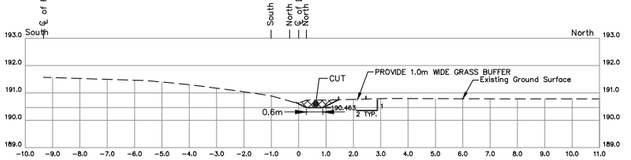

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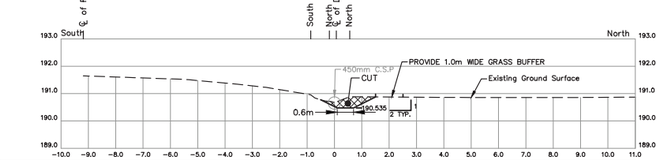
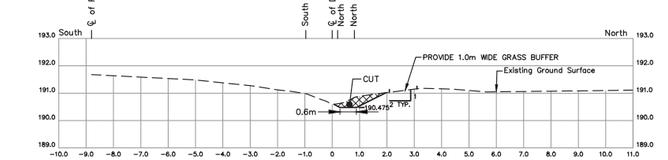


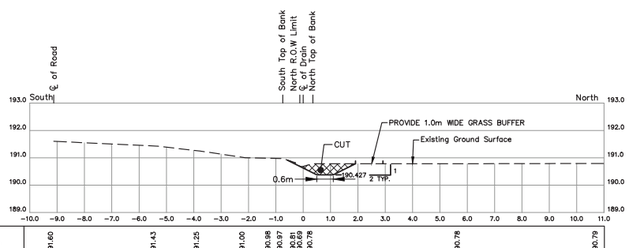
Elevation	191.65	191.52	191.34	191.23	190.97	190.82	190.73	190.75	190.88	190.86	190.86	190.87
Offset	9.19	5.53	3.55	2.50	0.92	0.65	0.04	0.07	0.56	4.38	8.76	11.00

STA. 0+539.3
Scale = 1:100



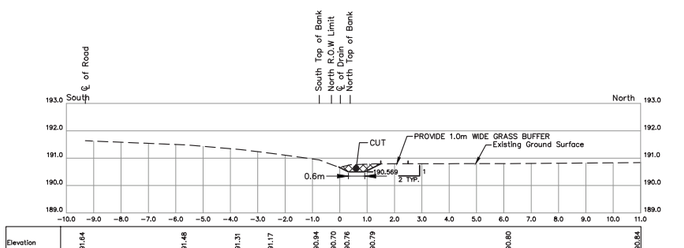
Elevation	191.68	191.49	191.32	191.28	191.12	191.07	190.98	190.82	190.70	190.65	190.65	190.85	190.95	191.18	191.15	191.05	191.10	191.10	191.11
Offset	8.80	5.02	3.46	3.07	2.00	1.53	0.93	0.53	0.21	0.03	0.41	0.83	1.41	3.26	4.34	5.65	9.93	10.33	11.00

STA. 0+597.7
Scale = 1:100



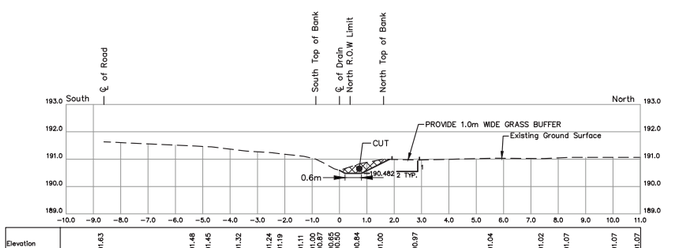
Elevation	191.60	191.43	191.25	191.00	190.98	190.97	190.81	190.69	190.75	190.78	190.78	190.79
Offset	9.12	5.37	3.79	2.12	1.18	0.75	0.26	0.03	0.38	5.75	10.79

STA. 0+333.6
Scale = 1:100



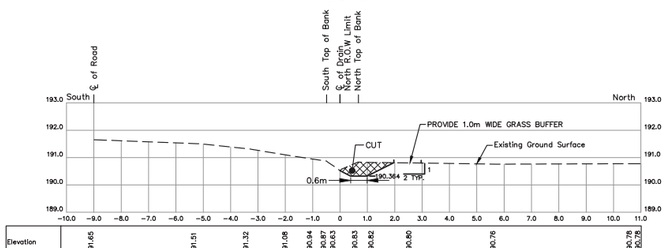
Elevation	191.64	191.48	191.31	191.17	190.94	190.70	190.76	190.79	190.80	190.84
Offset	9.31	5.58	3.82	2.42	0.75	0.12	0.38	1.31	6.28	11.00

STA. 0+506.0
Scale = 1:100



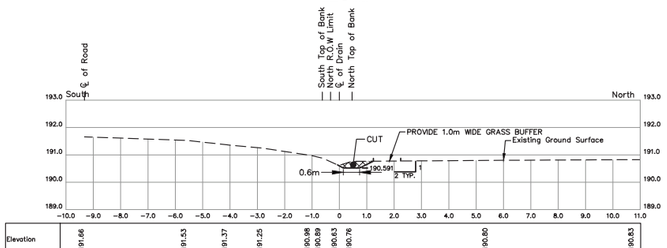
Elevation	191.63	191.48	191.45	191.32	191.24	191.19	191.11	191.00	190.90	190.85	190.84	191.00	190.97	191.04	191.02	191.07	191.07	191.07
Offset	8.61	5.27	4.69	3.58	2.46	2.06	1.30	0.86	0.60	0.19	0.04	0.75	1.61	2.88	5.63	7.48	8.42	10.17	11.00

STA. 0+590.7
Scale = 1:100



Elevation	191.65	191.51	191.32	191.08	190.94	190.83	190.82	190.80	190.76	190.78	190.78
Offset	9.00	5.23	3.33	1.90	1.00	0.49	0.66	1.25	2.63	5.70	10.69	11.00

STA. 0+278.9
Scale = 1:100



Elevation	191.66	191.53	191.37	191.25	190.98	190.89	190.63	190.76	190.80	190.83
Offset	9.32	5.58	4.09	2.80	1.06	0.67	0.07	0.47	5.44	10.78

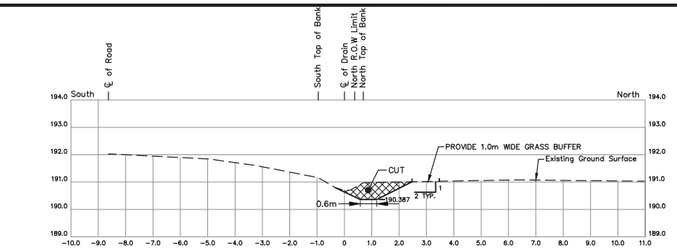
STA. 0+476.2
Scale = 1:100

THESE PLANS HAVE BEEN REDUCED AND THE SCALE THEREFORE VARIES. FULL SCALE PLANS MAY BE VIEWED AT THE MUNICIPAL OFFICE.

DRAWN BY: L.V.
PLOT CODE: 1:1
COMPUTER FILE: REI2017D017.DWG

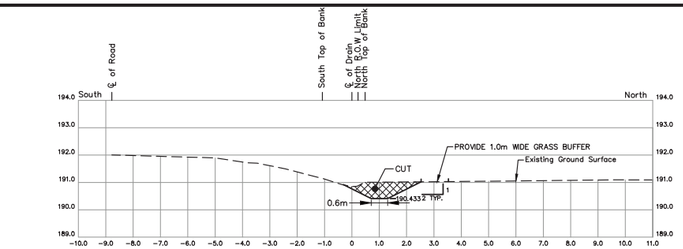
FILE No.:	SHEET No.:
REI2017D017 E09DA(20)	3 OF 8

\\SERVER\Data Files\REI Data Server\DRAFTING\PROJECTS\Projects 2017\REI2017D017 - Dawson Drain E09DA(20).dwg 2017-12-08\REI2017D017 DAWSON DR 2019-01-10.dwg 2019-02-04



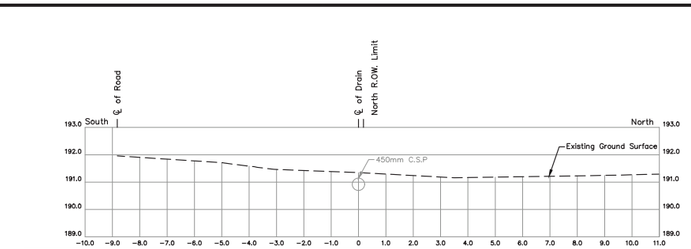
Elevation	192.03	191.84	191.61	191.16	190.79	190.53	190.98	191.08	191.03
Offset	8.63	4.96	3.28	0.96	0.32	0.01	0.69	6.21	11.00

STA. 0+758.9
Scale = 1:100



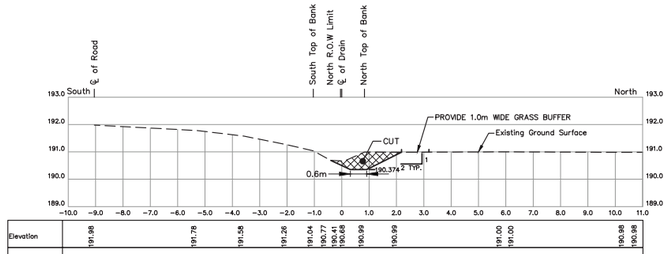
Elevation	192.01	191.90	191.72 191.68	191.50	191.15 191.06	190.86 190.84	190.79 190.78	191.05	191.05	191.09	191.09
Offset	8.78	4.99	3.81 3.54	2.44	1.08 0.79	0.76 0.69	0.48 0.48	5.09	5.53	9.56	11.00

STA. 0+875.7
Scale = 1:100



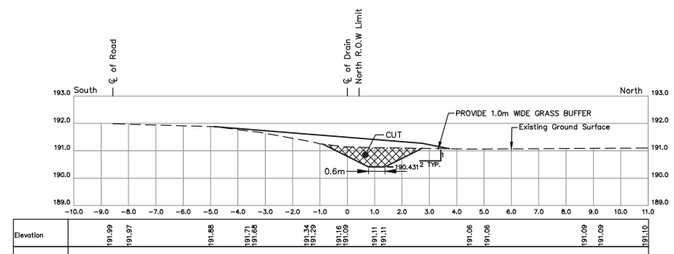
Elevation	191.96	191.71 190.76	191.59 191.54	191.47	191.36	191.17 191.15	190.79 190.83	190.79 190.78	191.18	191.16	191.22	191.26 191.27
Offset	-8.82	-4.97 -4.93	-4.68 -3.97	-3.10	-2.39	-1.89 -1.85	-1.20 -0.78	0.00 0.02	1.78	3.50	7.75	9.64 10.13

STA. 0+975.8
Scale = 1:100



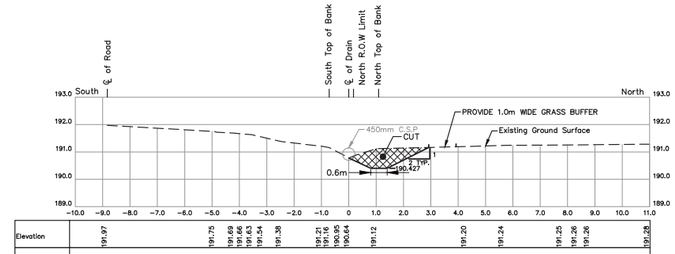
Elevation	191.88	191.78	191.58	191.26	191.04	190.77	190.41 190.48	190.99	190.99	191.00 191.00	190.98 190.98
Offset	9.05	5.29	3.58	2.00	1.04	0.55	0.18 0.13	0.83	2.04	5.87 6.30	10.34 10.81

STA. 0+725.2
Scale = 1:100



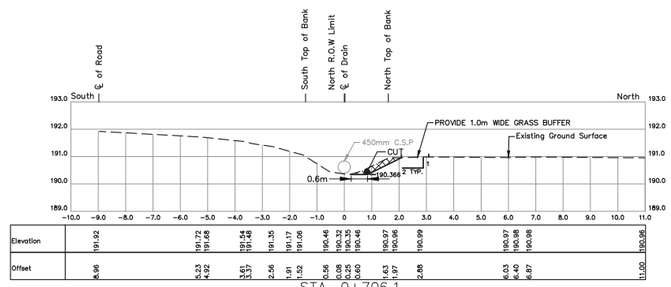
Elevation	191.99	191.97	191.88	191.71 191.68	191.34 191.29	191.16 191.05	191.11 191.11	191.06	191.06	191.09	191.09	191.10
Offset	8.57	7.86	4.87	3.54 3.28	1.37 1.13	0.18 0.16	1.11 1.44	4.59	5.23	8.78	9.38	11.00

STA. 0+870.0
Scale = 1:100



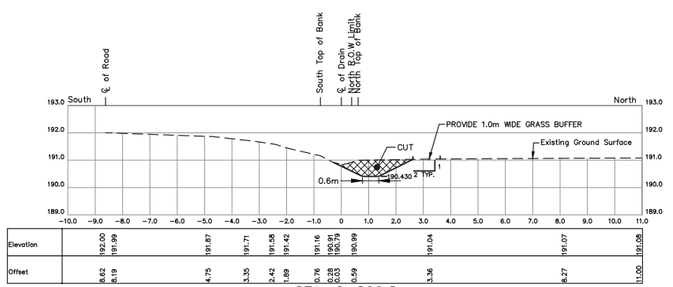
Elevation	191.97	191.75	191.69 191.68	191.63	191.54	191.38	191.21 191.20	190.95 190.64	191.12	191.20	191.24	191.25 191.26	191.28
Offset	8.83	4.90	4.21 3.81	3.53	3.14	2.46	0.99 0.72	0.32 0.03	1.02	4.32	5.67	7.80 8.35 8.80	11.00

STA. 0+972.7
Scale = 1:100



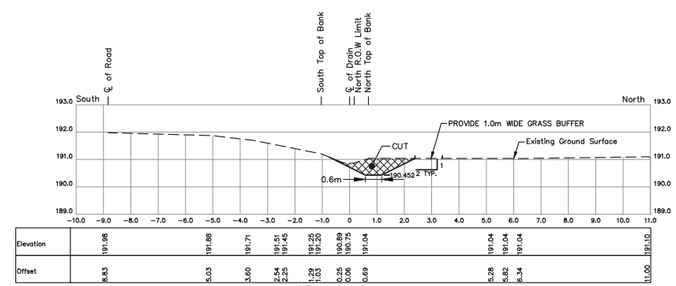
Elevation	191.92	191.72 191.68	191.54 191.48	191.35	191.17 191.06	190.46	190.32 190.35	190.45	190.97 190.96	190.99	190.97 190.98	190.98	190.96
Offset	8.96	5.23 4.92	3.61 3.37	2.56	1.91 1.52	0.56	0.08 0.25	0.60	1.63 1.97	2.88	6.03 6.40	6.87	11.00

STA. 0+706.1
Scale = 1:100



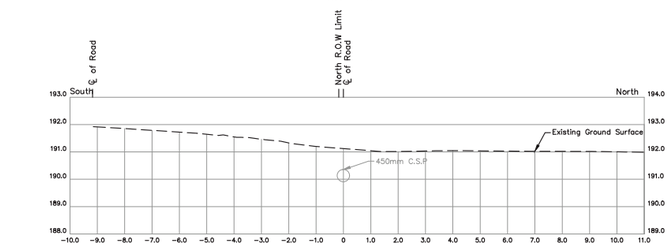
Elevation	192.00 191.99	191.87	191.71	191.58 191.42	191.16	190.91 190.79	190.99	191.04	191.07	191.08
Offset	8.62 8.19	4.75	3.35	2.42 1.89	0.76	0.28 0.03	0.59	3.36	8.27	11.00

STA. 0+866.8
Scale = 1:100



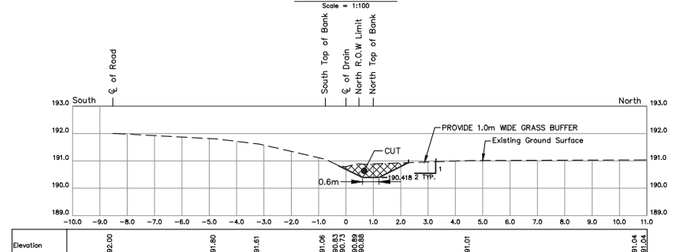
Elevation	191.98	191.88	191.71	191.51 191.45	191.25 191.20	190.89 190.75	191.04	191.04 191.04	191.10
Offset	8.83	5.03	3.60	2.54 2.25	1.29 1.03	0.25 0.06	0.69	5.28 5.82	11.00

STA. 0+944.4
Scale = 1:100



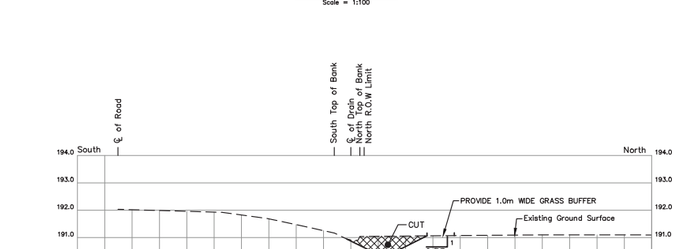
Elevation	191.93	191.86	191.68	191.60	191.53	191.45	191.39 191.31	191.20 190.88	190.67 190.70	190.84	191.01	191.01	191.04	191.05	191.02	191.02	190.99
Offset	9.15	8.12	5.35	4.57	3.90 3.46	2.87	2.28 1.83	1.05 0.80	0.54 0.28	0.20 0.46	1.39	1.99	3.37	4.14	6.41	9.09	11.00

STA. 0+695.2
Scale = 1:100



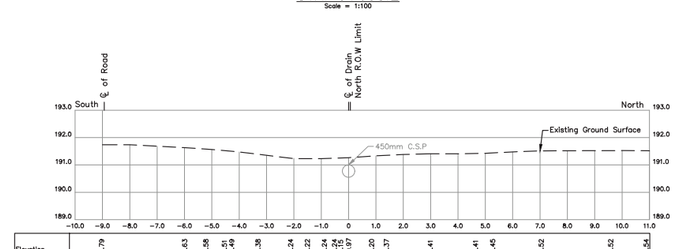
Elevation	192.00	191.80	191.61	191.06	190.83 190.73	190.89 190.88	191.01	191.04 191.04
Offset	8.53	4.74	3.15	0.75 0.25	0.03 0.02	0.43 0.47	4.55	10.67 11.00

STA. 0+836.7
Scale = 1:100



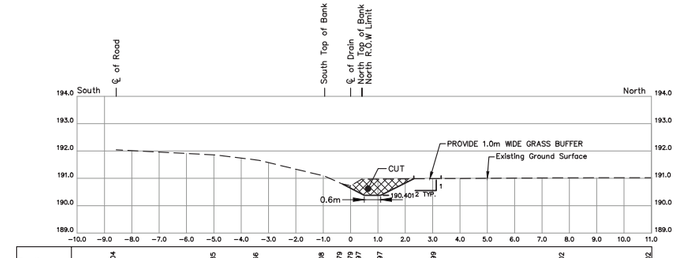
Elevation	192.03	191.92	191.71	191.46	191.17	190.95 190.81	190.84 191.04	191.07	191.10 191.10	191.10
Offset	8.52	4.72	3.10	1.93	0.61	0.15 0.03	0.28 0.48	3.35	7.08 7.40	11.00

STA. 0+913.6
Scale = 1:100



Elevation	191.79	191.63	191.58	191.51 191.49	191.38	191.24	191.22	191.24 191.14 191.15	190.97	191.20	191.37	191.41	191.41	191.45	191.52	191.52	191.54
Offset	8.91	5.87	5.10	4.42 4.15	3.19	2.00	1.39	0.77 0.45 0.12	0.12	0.86	1.50	3.11	4.78	5.39	7.16	9.70	11.00

STA. 0+660.0
Scale = 1:100



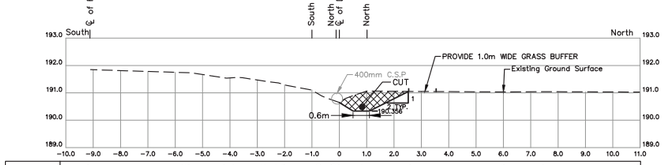
Elevation	192.04	191.85	191.66	191.08	190.79 190.70	190.97 190.97	190.97	190.99	191.02	191.02
Offset	8.57	4.91	3.35	0.95 0.29	0.11 0.40	1.19	1.19	3.15	7.83	11.00

STA. 0+792.6
Scale = 1:100

THESE PLANS HAVE BEEN REDUCED AND THE SCALE THEREFORE VARIES. FULL SCALE PLANS MAY BE VIEWED AT THE MUNICIPAL OFFICE.

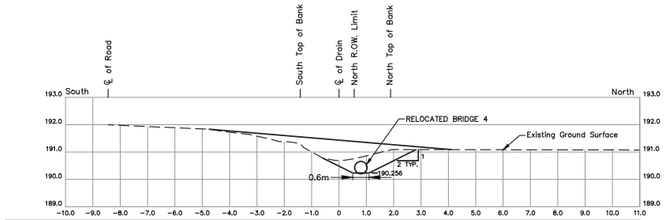
DRAWN BY: L.V.
PLOT CODE: 1:1
COMPUTER FILE: REI2017D017.DWG

FILE No.:	SHEET No.:
REI2017D017 E09DA(20)	4 OF 8



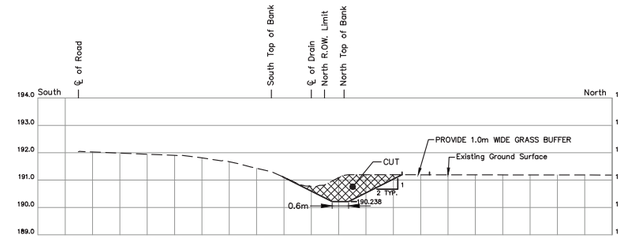
Elevation	191.85	191.74 191.73	191.54	191.57	191.42	191.36 191.28	191.11	190.89	190.53 190.67	190.61	191.07	191.05	191.03	191.04	191.03
Offset	9.10	5.66 5.42	4.12	3.69	2.69	2.23 1.94	1.04	0.64	0.12 0.12	0.02	1.01	2.68	6.11	7.54	11.00

STA. 1+051.2
Scale = 1:100



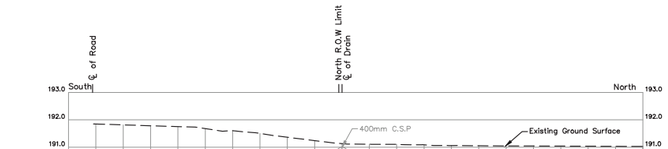
Elevation	192.00	191.83	191.68 191.65	191.51 191.38	191.36 191.37	191.31	190.78	190.60	190.60	191.07	191.07
Offset	8.45	4.75	3.53 3.30	2.48 2.18	1.78 1.76	1.42	0.60	0.15	0.44	1.88	10.98

STA. 1+162.7
Scale = 1:100



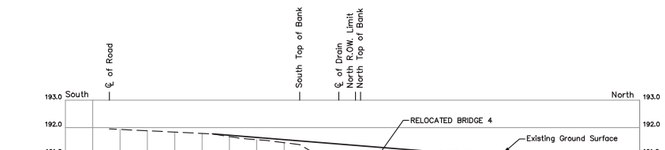
Elevation	192.04	191.91 191.89	191.82	191.71	191.59	191.48	191.31 191.19	190.83 190.64 190.45	190.60	191.19	191.20	191.20	191.18 191.08
Offset	8.52	5.07 4.77	4.06	3.38	2.62	2.22	1.46 1.19	0.39 0.11 0.11	0.47	1.31	1.75	3.01	10.71 10.92

STA. 1+181.8
Scale = 1:100



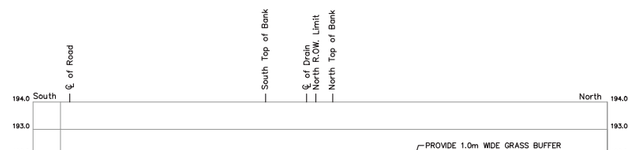
Elevation	191.85	191.76	191.73	191.58 191.61	191.56 191.53	191.42	191.21	191.15 190.45	191.11 191.11	191.10 191.10	191.09 191.09	191.06 190.66	191.06 191.06	191.05	191.04	191.03
Offset	9.08	6.40	5.37	4.37 4.04	3.64 3.16	2.48	0.77	0.22 0.02	1.03 1.41	1.92 2.28	2.62 2.91	3.22	3.86 4.20	4.97	6.48	11.00

STA. 1+050.0
Scale = 1:100



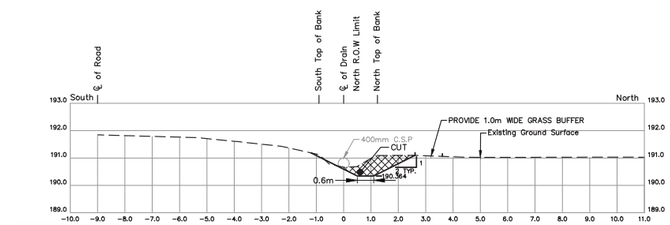
Elevation	191.95	191.77	191.65	191.58	191.53	191.39	190.38	190.77	191.13	191.05	191.05	191.08
Offset	8.39	4.62	3.80	3.29	2.62	1.50	0.00	0.67	2.14	6.55	7.14	11.00

STA. 1+150.3
Scale = 1:100



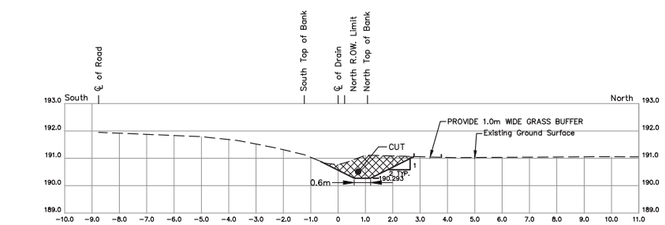
Elevation	192.04	191.92	191.90	191.76 191.67	191.67 191.59	191.44	191.29 191.23	190.81 190.76 190.44	190.81	191.04 191.04	191.06	191.14	191.16 191.16 191.16	191.16
Offset	8.66	5.51	4.93	3.82 3.54	3.24 2.87	2.53	1.73 1.50	0.54 0.29 0.00	0.35	0.81 0.88	1.41	3.43	9.32 10.00 10.71	11.00

STA. 1+177.9
Scale = 1:100



Elevation	191.85	191.74	191.62 191.59	191.43	191.13	190.78	190.42	190.88	191.09	191.10	191.06	191.03	191.02	191.03	191.03
Offset	8.99	5.31	4.07 3.79	2.27	0.94	0.52	0.14	0.49	1.17	2.59	3.69	4.42	5.37	9.92	11.00

STA. 1+041.9
Scale = 1:100



Elevation	191.95	191.79	191.65	191.38	191.13	190.82	190.58	190.85	191.11	191.02	191.06	191.05
Offset	8.76	5.04	3.66	2.27	1.23	0.47	0.06	0.32	1.00	4.23	9.57	11.00

STA. 1+120.6
Scale = 1:100

Elevation	192.03	192.00	191.89	191.74 191.70	191.42	191.29 191.25	190.83 190.64 190.64	190.66	191.09	191.08	191.15	191.14 191.14
Offset	8.65	8.08	4.91	3.78 3.51	2.36	1.86 1.55	0.47 0.19 0.37	0.33 0.03	1.08	3.07	9.74	10.39 11.00

STA. 1+174.7
Scale = 1:100

Elevation	191.88	191.75	191.59	191.49	191.14	190.80 190.57	190.79	191.04	191.08	191.11	191.12	191.11 191.18
Offset	8.71	5.08	3.51	1.97	0.95	0.33 0.25	0.25	1.05	3.23	5.22	8.63	10.27 11.00

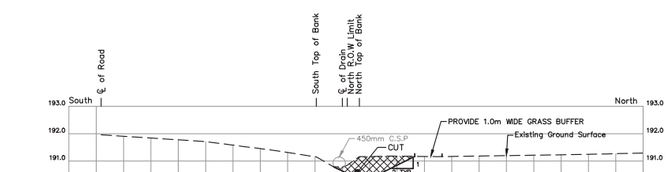
STA. 1+012.3
Scale = 1:100

Elevation	191.86	191.68	191.50	191.39	191.13	190.80	190.80	190.84	191.05	191.02 191.02	191.00	191.01
Offset	8.79	5.19	3.45	1.96	1.04	0.58	0.03	0.03	0.13	3.19 3.43	8.24	11.00

STA. 1+089.3
Scale = 1:100

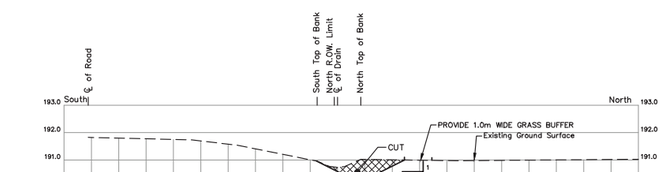
Elevation	192.01	191.86	191.75 191.71 191.68	191.36	191.36	190.81 190.84 190.47	190.80	191.00	191.05	191.09	191.10
Offset	8.83	5.05	4.06 3.78 3.53	2.24	1.65	0.62 0.37 0.08	0.35	0.82	5.92	9.57	11.00

STA. 1+171.7
Scale = 1:100



Elevation	191.96	191.71	191.59 191.52	191.47	191.36	191.17	190.79 190.61 190.83	191.16	191.18	191.16	191.22	191.26 191.27	191.29
Offset	8.52	4.97	4.08 3.82	3.10	2.30	1.09	0.32 0.06 0.15	0.62	1.78	3.50	7.75	9.64 10.13	11.00

STA. 0+979.8
Scale = 1:100



Elevation	191.83	191.73	191.55	190.96	190.76	190.55	191.02	191.02	190.97	191.03
Offset	9.12	5.33	3.72	0.75	0.29	0.09	0.85	1.25	4.30	11.00

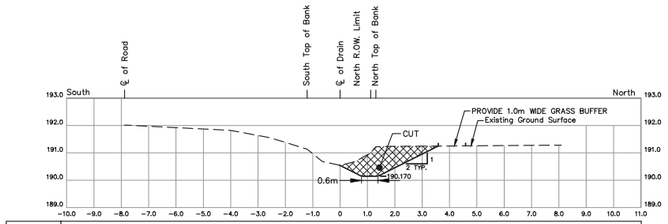
STA. 1+059.2
Scale = 1:100

THESE PLANS HAVE BEEN REDUCED AND THE SCALE THEREFORE VARIES. FULL SCALE PLANS MAY BE VIEWED AT THE MUNICIPAL OFFICE.

DRAWN BY: L.V.
PLOT CODE: 1:1
COMPUTER FILE: REI2017D017.DWG

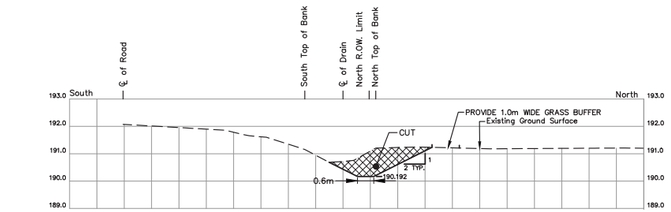
FILE No.: REI2017D017 E09DA(20)

SHEET No.: 5 OF 8



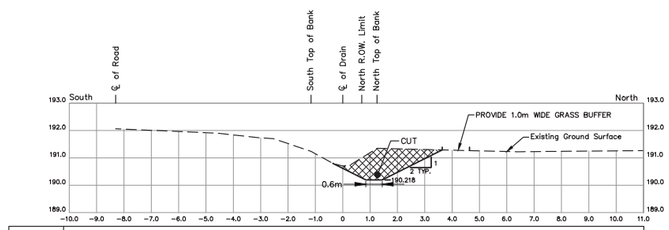
Elevation	192.02	191.82	191.57	191.38	191.24	191.14	190.69	190.47	190.46	190.68	191.00	191.23	191.28
Offset	7.88	4.02	2.66	2.00	1.45	1.00	0.66	0.16	0.26	0.55	1.11	1.57	8.08

STA. 1+257.9
Scale = 1:100



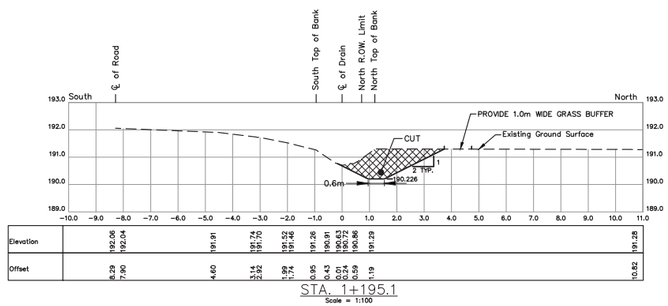
Elevation	192.07	191.86	191.68	191.60	192.04	191.94	191.16	190.69	190.60	190.76	191.21	191.25	191.18	191.20	191.21	191.20
Offset	8.04	4.31	3.56	2.80	2.49	2.14	1.40	0.51	0.06	0.39	1.20	2.72	5.37	9.20	10.32	11.00

STA. 1+233.5
Scale = 1:100



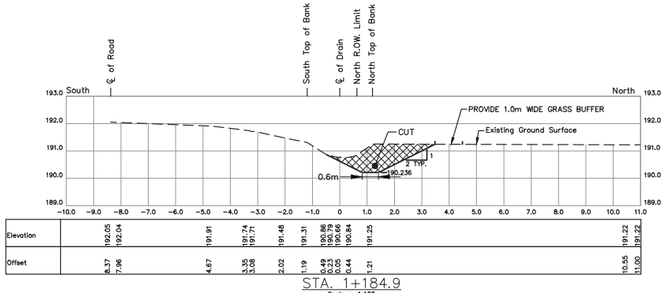
Elevation	192.06	191.90	191.74	191.70	191.24	190.80	190.60	190.73	191.35	191.22	191.27
Offset	8.31	4.61	3.06	2.52	1.15	0.36	0.22	0.27	1.25	6.36	11.00

STA. 1+204.7
Scale = 1:100



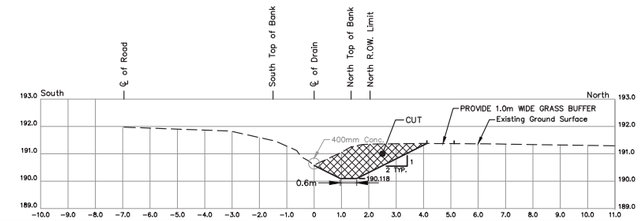
Elevation	192.06	192.04	191.91	191.74	191.70	191.52	191.49	191.26	190.91	190.62	190.73	190.86	191.29	191.28
Offset	8.29	7.90	4.60	3.14	2.92	1.99	1.74	0.95	0.43	0.21	0.50	0.59	1.19	10.82

STA. 1+195.1
Scale = 1:100



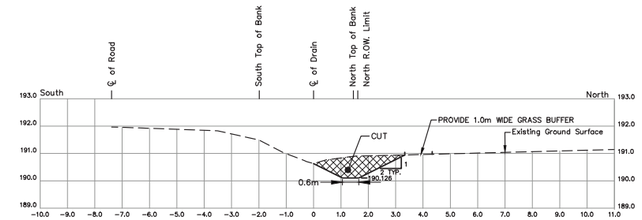
Elevation	192.05	192.04	191.91	191.74	191.71	191.48	191.31	190.89	190.70	190.96	190.64	191.23	191.22	191.22
Offset	8.37	7.96	4.67	3.35	3.08	2.02	1.19	0.49	0.23	0.05	0.44	1.21	10.55	11.00

STA. 1+184.9
Scale = 1:100



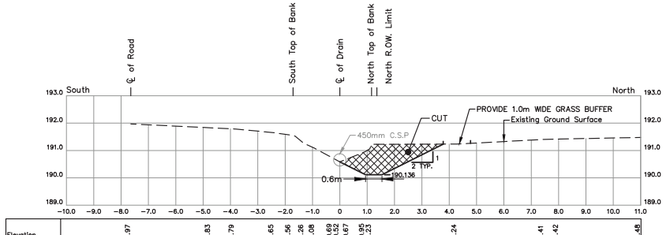
Elevation	191.97	191.83	191.50	191.18	191.08	190.98	190.77	191.06	191.25	191.33	191.35	191.38	191.36	191.29
Offset	6.95	3.06	1.57	0.78	0.23	0.06	0.39	1.01	1.35	1.74	1.88	3.89	6.30	11.00

STA. 1+316.0
Scale = 1:100



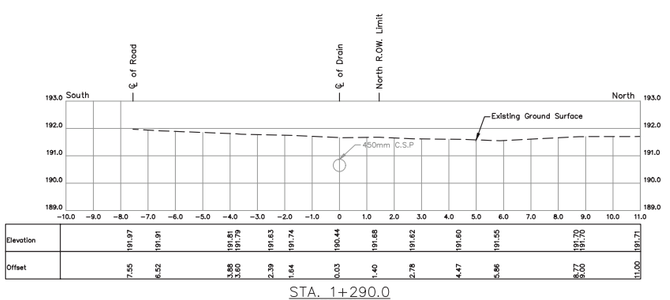
Elevation	191.97	191.95	191.83	191.50	191.04	190.74	190.76	190.82	190.90	190.94	191.14
Offset	7.39	6.91	3.57	2.02	1.12	0.34	0.46	0.85	1.45	3.05	11.00

STA. 1+306.9
Scale = 1:100



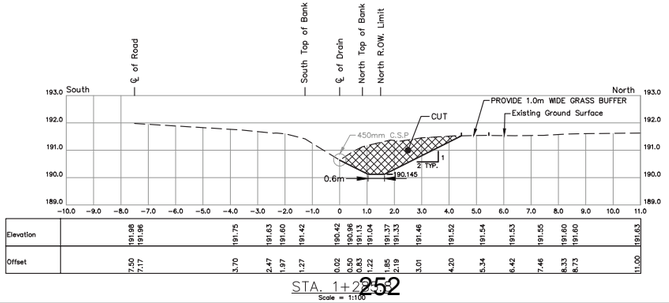
Elevation	191.97	191.83	191.79	191.65	191.56	191.26	191.08	190.69	190.67	190.67	191.23	191.24	191.41	191.42	191.48
Offset	7.65	4.72	3.85	2.41	1.79	1.31	0.92	0.25	0.33	0.33	0.91	1.16	4.29	7.46	8.00	11.00

STA. 1+295.5
Scale = 1:100



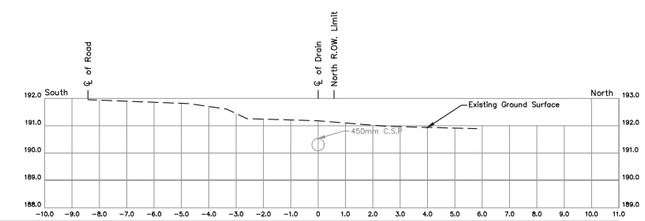
Elevation	191.97	191.91	191.81	191.79	191.63	191.74	190.44	191.68	191.62	191.60	191.55	191.70	191.70	191.71
Offset	7.55	6.52	3.88	3.60	2.39	1.64	0.03	1.40	2.78	4.47	5.86	8.77	9.00	11.00

STA. 1+290.0
Scale = 1:100



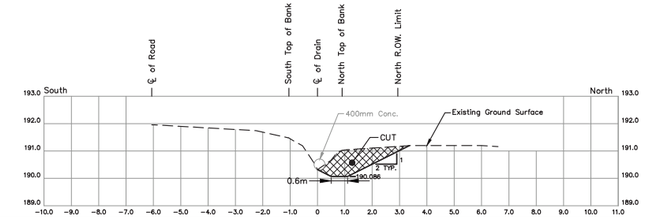
Elevation	191.98	191.86	191.75	191.63	191.60	191.42	190.42	190.98	191.13	191.04	191.37	191.33	191.48	191.52	191.54	191.53	191.55	191.60	191.60	191.63
Offset	7.50	7.17	3.70	2.47	1.97	1.27	0.02	0.50	0.83	1.22	1.57	1.85	2.19	3.01	4.20	5.34	6.42	7.46	8.33	8.73	11.00

STA. 1+2[illegible]
Scale = 1:100



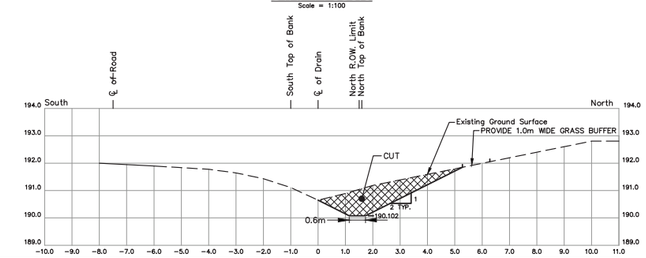
Elevation	189.65	189.62	189.55	189.52
Offset	10.32	10.71	11.00	11.00

STA. 1+392.7
Scale = 1:100



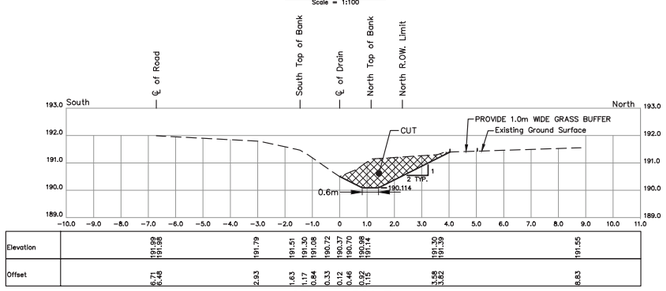
Elevation	191.95	191.74	191.48	191.19	190.48	190.67	190.95	191.04	191.20	191.32	191.20	191.16
Offset	6.06	2.25	1.08	0.55	0.07	0.34	0.72	1.06	3.41	5.72	5.99	6.61

STA. 1+350.9
Scale = 1:100



Elevation	191.99	191.76	191.50	191.11	190.74	190.50	190.69	191.16	191.16	193.81
Offset	7.50	3.69	2.20	1.01	0.46	0.03	0.53	1.60	1.89	10.96

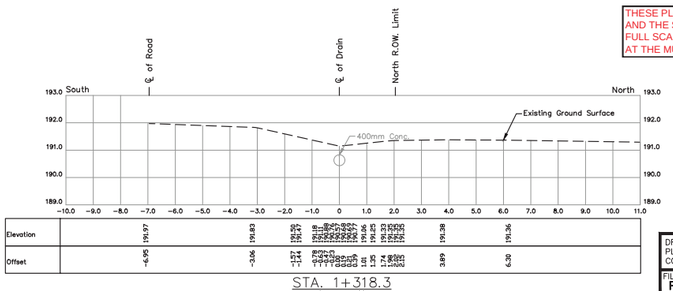
STA. 1+333.8
Scale = 1:100



Elevation	191.89	191.86	191.79	191.51	191.30	191.08	190.72	190.37	190.70	190.89	191.14	191.30	191.30	191.55
Offset	8.71	8.48	2.93	1.63	1.17	0.84	0.33	0.12	0.46	0.80	1.15	3.52	3.82	8.83

STA. 1+320.7
Scale = 1:100

THESE PLANS HAVE BEEN REDUCED AND THE SCALE THEREFORE VARIES. FULL SCALE PLANS MAY BE VIEWED AT THE MUNICIPAL OFFICE.



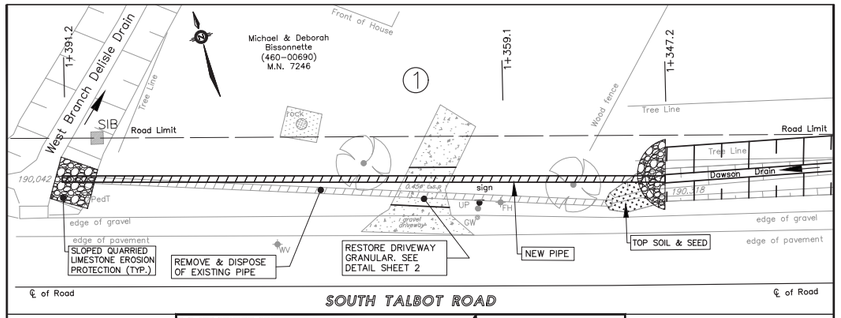
Elevation	191.97	191.83	191.55	191.52	191.38	191.36
Offset	-6.95	-3.06	-1.57	-1.44	3.89	6.30

STA. 1+318.3
Scale = 1:100

DRAWN BY: L.V.
PLOT CODE: 1:1
COMPUTER FILE: REI2017D017.DWG

FILE No.: REI2017D017 E09DA(20)

SHEET No.: 6 OF 8



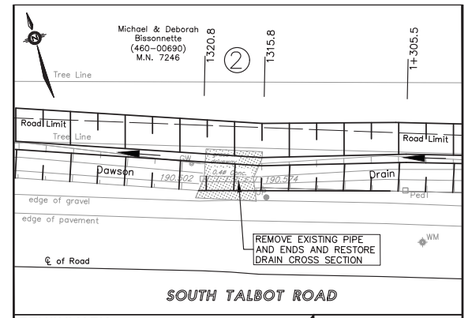
BENCHMARK: CENTER CONC. HEADWALL SOUTH SIDE OF SOUTH TALBOT RD. ACROSS FROM MN. 7246 — ELEV. = 191.812m

FOR CONSTRUCTION

PIPE SIZE:	PIPE LENGTH:	PIPE GAUGE:	CORRUGATIONS:	TYPE OF PIPE:	PIPE INVERT ELEVATIONS:
450mm	44m (144.4 FT.)	320 kPa	STANDARD	H.D.P.E	UPSTREAM INV.(E)=190.038m DOWNSTREAM INV.(W)=189.998m ℄ OF DRIVEWAY =191.588m

BRIDGE #1 PLAN

SCALE = 1:200



BENCHMARK: CENTER CONC. HEADWALL SOUTH SIDE OF SOUTH TALBOT RD. ACROSS FROM MN. 7246 — ELEV. = 191.812m

REMOVE & ABANDON

PIPE SIZE:	PIPE LENGTH:	PIPE GAUGE:	CORRUGATIONS:	TYPE OF PIPE:	PIPE INVERT ELEVATIONS:
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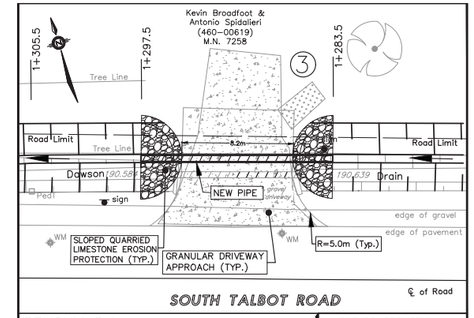
BRIDGE #2 REMOVAL PLAN

SCALE = 1:200



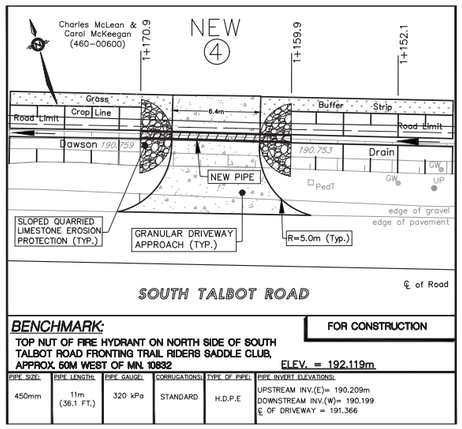
BENCHMARK: CENTER CONC. HEADWALL SOUTH SIDE OF SOUTH TALBOT RD. ACROSS FROM MN. 7246 — ELEV. = 191.812m

FOR CONSTRUCTION

PIPE SIZE:	PIPE LENGTH:	PIPE GAUGE:	CORRUGATIONS:	TYPE OF PIPE:	PIPE INVERT ELEVATIONS:
450mm	14.1m (45.9 FT.)	320 KPA	STANDARD	HDPE	UPSTREAM INV.(E)= 190.070m DOWNSTREAM INV.(W)= 190.058 ℄ OF DRIVEWAY = 191.667

BRIDGE #3 PLAN

SCALE = 1:200



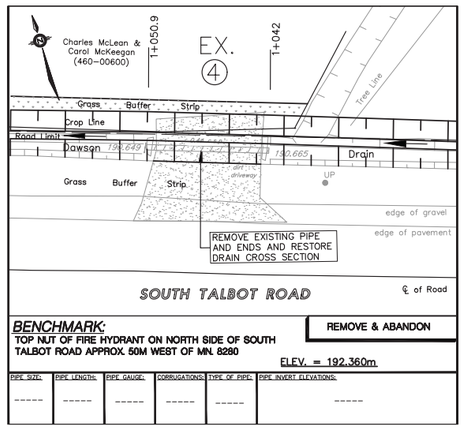
BENCHMARK: TOP NUT OF FIRE HYDRANT ON NORTH SIDE OF SOUTH TALBOT ROAD FRONTING TRAIL RIDERS SADDLE CLUB, APPROX. 50M WEST OF MN. 10832 — ELEV. = 192.119m

FOR CONSTRUCTION

PIPE SIZE:	PIPE LENGTH:	PIPE GAUGE:	CORRUGATIONS:	TYPE OF PIPE:	PIPE INVERT ELEVATIONS:
450mm	11m (36.1 FT.)	320 kPa	STANDARD	H.D.P.E	UPSTREAM INV.(E)= 190.209m DOWNSTREAM INV.(W)= 190.199 ℄ OF DRIVEWAY = 191.366

BRIDGE #4 RELOCATION PLAN

SCALE = 1:200



BENCHMARK: TOP NUT OF FIRE HYDRANT ON NORTH SIDE OF SOUTH TALBOT ROAD APPROX. 50M WEST OF MN. 8280 — ELEV. = 192.360m

REMOVE & ABANDON

PIPE SIZE:	PIPE LENGTH:	PIPE GAUGE:	CORRUGATIONS:	TYPE OF PIPE:	PIPE INVERT ELEVATIONS:
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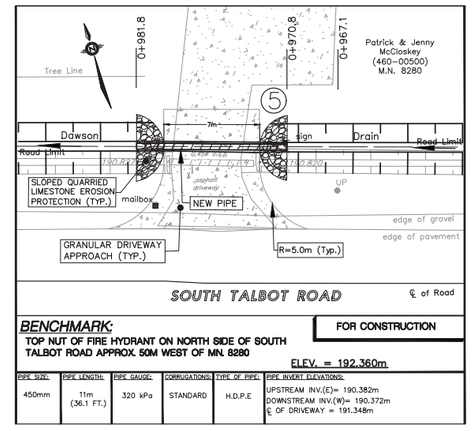
BRIDGE #4 REMOVAL PLAN

SCALE = 1:200



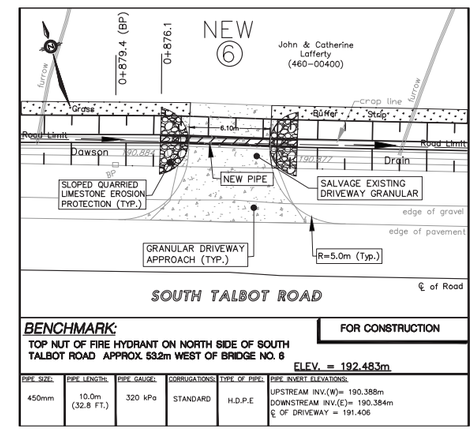
BENCHMARK: TOP NUT OF FIRE HYDRANT ON NORTH SIDE OF SOUTH TALBOT ROAD APPROX. 50M WEST OF MN. 8280 — ELEV. = 192.360m

FOR CONSTRUCTION

PIPE SIZE:	PIPE LENGTH:	PIPE GAUGE:	CORRUGATIONS:	TYPE OF PIPE:	PIPE INVERT ELEVATIONS:
450mm	11m (36.1 FT.)	320 kPa	STANDARD	H.D.P.E	UPSTREAM INV.(E)= 190.382m DOWNSTREAM INV.(W)= 190.372m ℄ OF DRIVEWAY = 191.348m

BRIDGE #5 PLAN

SCALE = 1:200



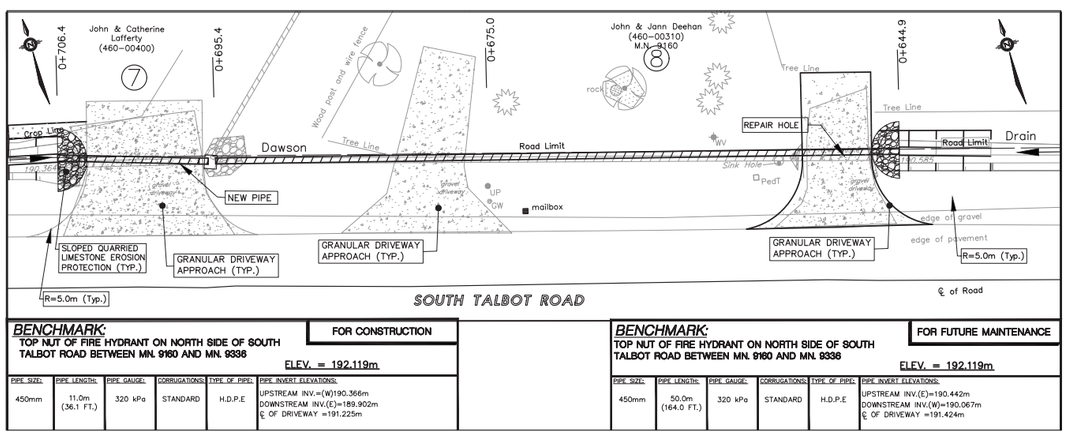
BENCHMARK: TOP NUT OF FIRE HYDRANT ON NORTH SIDE OF SOUTH TALBOT ROAD APPROX. 53.2m WEST OF BRIDGE NO. 6 — ELEV. = 192.483m

FOR CONSTRUCTION

PIPE SIZE:	PIPE LENGTH:	PIPE GAUGE:	CORRUGATIONS:	TYPE OF PIPE:	PIPE INVERT ELEVATIONS:
450mm	10.0m (32.8 FT.)	320 kPa	STANDARD	H.D.P.E	UPSTREAM INV.(W)= 190.388m DOWNSTREAM INV.(E)= 190.384m ℄ OF DRIVEWAY = 191.406

BRIDGE #6 NEW PLAN

SCALE = 1:200



BENCHMARK: TOP NUT OF FIRE HYDRANT ON NORTH SIDE OF SOUTH TALBOT ROAD BETWEEN MN. 9160 AND MN. 9336 — ELEV. = 192.119m

FOR CONSTRUCTION

PIPE SIZE:	PIPE LENGTH:	PIPE GAUGE:	CORRUGATIONS:	TYPE OF PIPE:	PIPE INVERT ELEVATIONS:
450mm	11.0m (36.1 FT.)	320 kPa	STANDARD	H.D.P.E	UPSTREAM INV.=(W)190.366m DOWNSTREAM INV.(E)=189.902m ℄ OF DRIVEWAY =191.225m

BRIDGE #7 PLAN

SCALE = 1:200

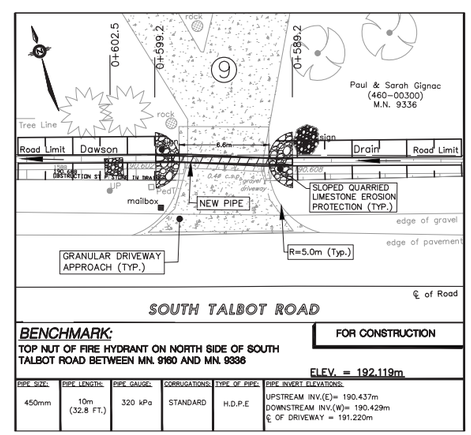
BENCHMARK: TOP NUT OF FIRE HYDRANT ON NORTH SIDE OF SOUTH TALBOT ROAD BETWEEN MN. 9160 AND MN. 9336 — ELEV. = 192.119m

FOR FUTURE MAINTENANCE

PIPE SIZE:	PIPE LENGTH:	PIPE GAUGE:	CORRUGATIONS:	TYPE OF PIPE:	PIPE INVERT ELEVATIONS:
450mm	50.0m (164.0 FT.)	320 kPa	STANDARD	H.D.P.E	UPSTREAM INV.(E)=190.442m DOWNSTREAM INV.(W)=190.067m ℄ OF DRIVEWAY =191.424m

BRIDGE #8 PLAN

SCALE = 1:200



BENCHMARK: TOP NUT OF FIRE HYDRANT ON NORTH SIDE OF SOUTH TALBOT ROAD BETWEEN MN. 9160 AND MN. 9336 — ELEV. = 192.119m

FOR CONSTRUCTION

PIPE SIZE:	PIPE LENGTH:	PIPE GAUGE:	CORRUGATIONS:	TYPE OF PIPE:	PIPE INVERT ELEVATIONS:
450mm	10m (32.8 FT.)	320 kPa	STANDARD	H.D.P.E	UPSTREAM INV.(E)= 190.437m DOWNSTREAM INV.(W)= 190.429m ℄ OF DRIVEWAY = 191.220m

BRIDGE #9 PLAN

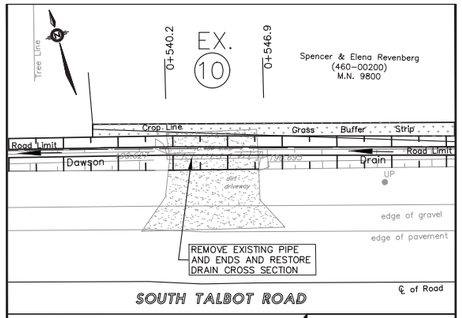
SCALE = 1:200

THESE PLANS HAVE BEEN REDUCED AND THE SCALE THEREFORE VARIES. FULL SCALE PLANS MAY BE VIEWED AT THE MUNICIPAL OFFICE.

DRAWN BY: L.V
PLOT CODE: 1:1
COMPUTER FILE: 2017D017.DWG

E09DA(20)

FILE No.: 2017D017 | SHEET No.: 7 OF 8



BENCHMARK:
TOP NUT OF FIRE HYDRANT ON NORTH SIDE OF SOUTH TALBOT ROAD BETWEEN MN. 9160 AND MN. 9336

ELEV. = 192.119m

REMOVE & ABANDON

PIPE SIZE:	PIPE LENGTH:	PIPE GAUGE:	CORRUGATIONS:	TYPE OF PIPE:	PIPE INVERT ELEVATIONS:
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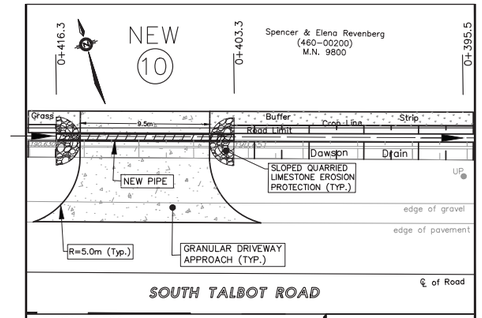
BRIDGE #10 REMOVAL PLAN
SCALE = 1:200



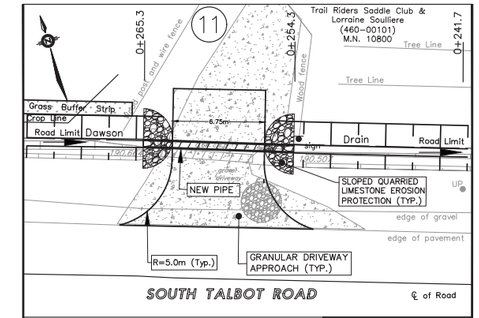
BENCHMARK:
TOP NUT OF FIRE HYDRANT ON NORTH SIDE OF SOUTH TALBOT ROAD BETWEEN MN. 9160 AND MN. 9336

ELEV. = 192.119m

FOR CONATRUCTION

PIPE SIZE:	PIPE LENGTH:	PIPE GAUGE:	CORRUGATIONS:	TYPE OF PIPE:	PIPE INVERT ELEVATIONS:
450mm	13m (42.7 FT.)	320 kPa	STANDARD	H.D.P.E	UPSTREAM INV.(W)= 190.475m DOWNSTREAM INV.(E)= 190.462m ℄ OF ROADWAY = 191.295m

BRIDGE #10 RELOCATION PLAN
SCALE = 1:200



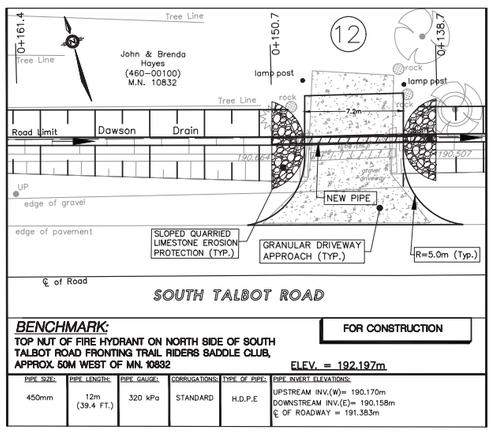
BENCHMARK:
TOP NUT OF FIRE HYDRANT ON NORTH SIDE OF SOUTH TALBOT ROAD FRONTING TRAIL RIDERS SADDLE CLUB, APPROX. 50M WEST OF MN. 10832

ELEV. = 192.197m

FOR CONSTRUCTION

PIPE SIZE:	PIPE LENGTH:	PIPE GAUGE:	CORRUGATIONS:	TYPE OF PIPE:	PIPE INVERT ELEVATIONS:
450mm	11m (36.1 FT.)	320 kPa	STANDARD	H.D.P.E	UPSTREAM INV.(W)= 190.302m DOWNSTREAM INV.(E)= 190.291m ℄ OF ROADWAY = 191.342m

BRIDGE #11 PLAN
SCALE = 1:200



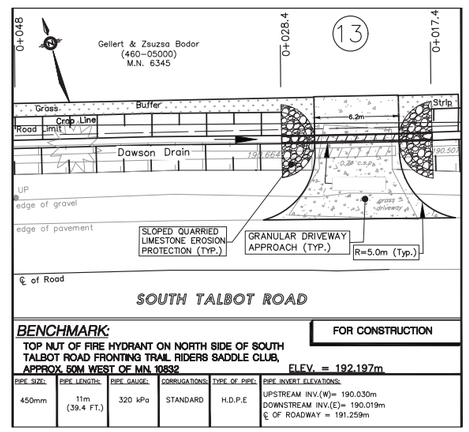
BENCHMARK:
TOP NUT OF FIRE HYDRANT ON NORTH SIDE OF SOUTH TALBOT ROAD FRONTING TRAIL RIDERS SADDLE CLUB, APPROX. 50M WEST OF MN. 10832

ELEV. = 192.197m

FOR CONSTRUCTION

PIPE SIZE:	PIPE LENGTH:	PIPE GAUGE:	CORRUGATIONS:	TYPE OF PIPE:	PIPE INVERT ELEVATIONS:
450mm	12m (39.4 FT.)	320 kPa	STANDARD	H.D.P.E	UPSTREAM INV.(W)= 190.170m DOWNSTREAM INV.(E)= 190.158m ℄ OF ROADWAY = 191.383m

BRIDGE #12 PLAN
SCALE = 1:200



BENCHMARK:
TOP NUT OF FIRE HYDRANT ON NORTH SIDE OF SOUTH TALBOT ROAD FRONTING TRAIL RIDERS SADDLE CLUB, APPROX. 50M WEST OF MN. 10832

ELEV. = 192.197m

FOR CONSTRUCTION

PIPE SIZE:	PIPE LENGTH:	PIPE GAUGE:	CORRUGATIONS:	TYPE OF PIPE:	PIPE INVERT ELEVATIONS:
450mm	11m (39.4 FT.)	320 kPa	STANDARD	H.D.P.E	UPSTREAM INV.(W)= 190.030m DOWNSTREAM INV.(E)= 190.019m ℄ OF ROADWAY = 191.259m

BRIDGE #13 PLAN
SCALE = 1:200

THESE PLANS HAVE BEEN REDUCED AND THE SCALE THEREFORE VARIES. FULL SCALE PLANS MAY BE VIEWED AT THE MUNICIPAL OFFICE.

DRAWN BY: L.V
PLOT CODE: 1:1
COMPUTER FILE: 2017D017.DWG

FILE No.: 2017D017
SHEET No.: 8 OF 8

E09DA(20)

\\SERVER\Data Files\RED Data Server\DRAFTING\PROJECTS\Projects 2017\RED2017D017 - Dawson Drain\E09DA(20)\dwg 2017-12-08\RED2017D017 DAWSON DR 2019-01-10.dwg
2019-09-04

The Corporation of the Town of Tecumseh

By-Law Number 2019-25

Being a bylaw to provide for the repair and improvements to the South Talbot Drain.

Whereas the Council of The Corporation of the Town of Tecumseh (hereafter "Town") has been requested to provide for the repair and improvement of the South Talbot Drain;

And Whereas the Town procured a Drainage Report for the South Talbot Drain and specifications from the consulting engineering firm of Dillon Consulting, dated March 11, 2019 (hereafter "Drainage Report");

And Whereas notice of a Public Meeting to hear comments from the affected property owners was given on March 12, 2019;

And Whereas a Public Meeting of Council was held on Tuesday, March 26, 2019, at 6:30 pm to hear from any affected property owners on the Drainage Report;

And Whereas the Council of The Corporation of the Town of Tecumseh is of the opinion that the repair and improvement of the South Talbot Drain is desirable;

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

1. **That** the Drainage Report providing for the repair and improvement of the South Talbot Drain, dated March 11, 2019, as prepared by the consulting engineering firm Dillon Consulting and attached hereto as Schedule "A" to this by-law, is hereby adopted and the drainage works as therein indicated and set forth is hereby approved and shall be completed in accordance therewith.

2. **That** the Treasurer, subject to the approval of Council, may agree with any bank or person for temporary advances of money to meet the costs of construction pending the completion of the drain and grants and computed payments are received.

3. **That** the Town may issue debentures for the amount borrowed and the amount of such debentures shall be reduced to the total amount of:

   a) Grants received under Section 85 of the said Act;

   b) Commuted payments made in respect of land and roads assessed.

4. **That** such debentures shall be made payable within five (5) years from the date of the debenture and shall bear interest at a rate as approved by resolution of Council.

5. **That** the specifications and General Specifications as established are adopted as set out in the Drainage Report which forms part of this by-law.

6. **That** the Mayor and Clerk are authorized to cause a contract for the construction of the works to be made and entered into with some person or persons, firm or corporations, subject to the approval of the Council to be declared by resolution.

7. **That** this by-law shall come into force upon and after the final passing thereof.

Read a first and second time this 26th day of March, 2019.

Gary McNamara, Mayor

Laura Moy, Clerk

Read a third and final time this ____ day of _____ 2019.

Gary McNamara, Mayor

Laura Moy, Clerk

DRAINAGE REPORT
FOR

NEW ACCESS BRIDGES & SOUTH TALBOT ROAD BRIDGE REPLACEMENT ON THE SOUTH TALBOT DRAIN

TOWN OF TECUMSEH

DILLON CONSULTING

(FINAL)

11 MARCH 2019

MARK D. HERNANDEZ, P.ENG

FILE No. 17-5749

Tecumseh File No. E095O(96)

File No. 17-5749

Mayor and Council
The Corporation of the Town of Tecumseh
917 Lesperance Road
Tecumseh, Ontario
N8N 1W9

DILLON CONSULTING

10 Fifth Street South
Chatham, Ontario
Canada
N7M 4V4
Telephone
519.354.7802
Fax
519.354.2050

Drainage Report for New Access Bridges & South Talbot Road Bridge Replacement on the SOUTH TALBOT DRAIN Town of Tecumseh

Mayor and Council:

Instructions

The Municipality received a request for a new access bridge serving Pt. Lot 303, South Talbot Road Concession (Roll No. 470-00700) over the South Talbot Drain that was filed at the Municipal Office on 6 March 2017. The request for the new culvert results from a request of severance where the severed agricultural zoned parcel requires its own access. Council accepted the request under Section 78 of the Drainage Act and on 2 May 2017 appointed Dillon Consulting Limited to prepare a report.

Watershed Description

The South Talbot Drain is located entirely within the Municipality of Tecumseh. The upper end starts at a point approximately 59 metres (195 feet) south of the southerly limit of King's Highway No. 3 on the west side of Oldcastle Road. The drain proceeds southerly along the west side of Oldcastle Road to Walker Road where the drain turns west and crosses Walker Road. The drain then turns southerly to run on the westerly side of Walker Road to South Talbot Road. The drain then flows westerly along the north side of South Talbot Road to Holden Road where it then turns south to run on the easterly side of Holden Road and outlets into the Holden Outlet Drain on the west side of Holden Road.

Drain History

The recent history of Engineers' reports for the South Talbot and Holden Outlet Drain follows:

- **16 May 2007 by Tim Oliver, P.Eng.:** The report recommended the replacement and extension of Bridge No. 5 as a joint-use bridge under By-law No. 2009-40.
- **26 April 2006 by Tim Oliver, P.Eng.:** The recommended work included the brushing and cleaning of the South Talbot Drain from Walker Road to its outlet into the Holden Outlet Drain. The report also recommended the removal of an existing access culvert and the lowering and extension of an existing culvert.

- **3 November 1978 by Maurice Armstrong, P.Eng.:** The recommended work included the entire South Talbot Drain and the portion of the Holden Outlet Drain east of Howard Avenue and west of Holden Road being brushed and the drain bottom cleaned. Work also included the repair and improvement of a number of private access culverts on the drain.

On-Site Meeting

An on-site meeting was held on 12 June 2017. A record of the meeting is provided in Schedule 'A', which is appended hereto.

Survey

Our survey and examination of the South Talbot Drain was carried out on the 13th day of June 2017. A portion of the drain was surveyed both upstream and downstream of the proposed site for the new access bridge. Additional survey was carried out on the July 17th, 2017 for a new bridge installed for the Chrysler Greenway Trail system. A portion of the drain was surveyed both upstream and downstream of the new bridge.

Existing Conditions and Recommendations

The bridge numbers correspond with the 26 April 2006 report prepared by Tim Oliver, P.Eng.

Specific bridge numbers have been designated for ease of reference between the specifications and the drawings. The locations, dimensions, condition and use of each bridge are as follows:

Bridge No. 1A: Roll No. Chrysler Greenway Trail System Access Bridge

A recently constructed 16 m long, 1200 mm diameter corrugated steel pipe with stone rip-rap end protection provides access for a new trail system as part of the Chrysler Canada Greenway Oldcastle Extension.

We recommend that this bridge be incorporated as part of the drain under this report.

Bridge No. 5: Roll No. 470-00800 Ronald R. & Melanie L. Gosselin

This access bridge was installed under the 2007 report as a joint-use (farm and residential) bridge replacement. With this land severance, this bridge will no longer provide access to the farm (Roll No. 470-00700) and will serve only the residential property. The top width exceeds the standard for a single use access bridge therefore the landowner will be assessed a larger portion of the maintenance costs. For these reasons, an amended Schedule of Assessment for assessment purposes is required. We recommend that for future repair and maintenance works on this bridge, Schedule 'E' shall be used for assessment purposes. The specifications for Bridge No. 5 in the 2007 report (By-law 2009-40) shall govern.

Bridge No. 5A: Roll No. 470-00700 1185604 Ontario Inc.

A new farm access bridge is required for access across South Talbot Drain serving Roll No. 470-00700. We recommend a new 19 m long, 1200 mm diameter aluminized corrugated steel pipe with stone rip-rap end protection providing a 12.2 m (40 ft.) driveable top width be installed under this report.

Bridge No. 8: Station 1+487 (South Talbot Road)

An 11.4 m long, 2.0 m span concrete culvert provides a road crossing at the intersection of South Talbot Road and Holden Road. A culvert was shown at this location on the profile in the 2006 report which references the bridge as Bridge No. 8. The municipality will be undertaking the reconstruction of South Talbot Road. It is understood that the replacement of this culvert will take place as part of the road reconstruction.

We recommend that this culvert be replaced with a new 22.4 m long, 2200 mm span x 1900 mm rise concrete box culvert complete with concrete block and sloped stone end walls.

Design Considerations

The Design and Construction Guidelines published by the Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA) recommends that open drainage systems and farm crossings serving farmlands be designed to effectively contain and convey the peak runoff generated from a storm event having a frequency of occurrence of 1 in 2 years. Based on discussion with the Essex Region Conservation Authority, the road culvert has been designed to maintain the 100 year surface water elevation when compared to existing conditions. This will provide for a higher level of service for the roadway.

We believe that these design standards should provide a reasonable level of service, but it should be clearly understood that runoff generated from large storms or fast snow melts may sometimes exceed the capacity of the proposed systems and result in surface ponding for short periods of time.

Allowances

In accordance with Sections 29 and 30 of the Drainage Act, we do not anticipate any agricultural lands being damaged or taken as a result of the proposed drainage works. Any damage to existing grassed areas shall be restored to original conditions as part of the work. Therefore, 'Schedule B' for Allowances has not been included in this report.

Recommendations and Cost Estimate

Based on our review of the history, the information obtained during the site meeting, and our examination and analysis of the survey data, we recommend that the South Talbot Drain be repaired and improved as described below:

Item	Description	Amount
1.	New access bridge works, as follows:	
	a) Bridge No. 5A (Roll No. 470-00700) - Supply and place a new 19 m long, 1200 mm diameter aluminized corrugated steel pipe (CSP) culvert with 125 mm x 25 mm corrugations and 2.8 mm thickness including coupler and hardware (see Specifications), clear stone bedding with filter fabric overlay (approximately 15 tonnes), full Granular 'B' backfill (approximately 70 tonnes), native material to construct the 0.50 m wide native buffer strips (approximately 20 m^3), Granular 'A' driveway surface material (approximately 45 tonnes) and sloping stone end walls (approximately 25 m^2). All surplus native materials resulting from the culvert installation are to be trucked away to an approved dumping site at the Contractor's expense.	$18,700.00
	SUB-TOTAL – EXCLUDING SECTION 26 COSTS	$18,700.00
2.	Site meeting, drain survey, design, assessments and report preparation including expenses and incidentals and final inspection.	$5,000.00
3.	ERCA application review and permit fee	$800.00
	TOTAL – EXCLUDING SECTION 26 COSTS	**$24,500.00**
	SECTION 26 NON PRO-RATABLE COSTS	
4.	Road bridge replacement works, as follows:	
	a) Bridge No. 8 (South Talbot Road) – Removal and off-site disposal of existing 12 m long concrete box culvert, existing end walls and backfill that is not suitable for use as native backfill. Supply and installation of a new 2200 mm span x 1900 mm rise precast concrete box culvert, 22.4 m long with concrete block and sloped stone end walls (approximately 200 m^2) including Granular 'A' levelling base (approximately 35 tonnes) and compacted Granular 'A' backfill (approximately 800 tonnes). The work shall include cut-off walls, dowels, cast in place distribution slab, deck waterproofing membrane, protection board, concrete sealer, cable concrete mat, rigid insulation, 150 mm diameter Big 'O' subdrains with rodent gates, extensions to existing culverts, rip rap ,delineators and object markers.	$315,000.00
	SUB-TOTAL – SECTION 26 NON PRO-RATABLE COSTS	$315,000.00

Item	Description	Amount
5.	Bridge No. 8 engineering cost apportionment	$35,000.00
6.	Bridge No. 1A engineering cost apportionment	$1,500.00
	TOTAL – SECTION 26 NON PRO-RATABLE COSTS	**$351,500.00**
	OVERALL TOTAL ESTIMATE – SOUTH TALBOT DRAIN (Excluding Applicable Taxes)	**$376,000.00**

The estimate provided in this report was prepared according to current materials and installation prices as of the date of this report. In the event of delays from the time of filing of the report by the Engineer to the time of tendering the work, it is understood that the estimate of cost is subject to inflation. The rate of inflation shall be calculated using the Consumer Price Index applied to the cost of construction from the date of the report to the date of tendering.

Should the Road Authority elect to construct the drainage works across their road right-of-ways (Section 26.0 increased cost items) with their own forces, as per Section 69 of the Drainage Act, R.S.O., 1990, the Road Authority shall remain responsible for their allotment of costs for the preparation of this report as outlined in our estimate. Should the Road Authority elect not to undertake this work, the work items, as noted under Section 26 above, should be kept separate when tendering out the entire drainage works. Special Provisions for full detailed specifications for the South Talbot Road Bridge are appended to this report following the General Specifications.

Assessment of Costs

The individual assessments are comprised of three (3) assessment components:

i. Benefit *(advantages relating to the betterment of lands, roads, buildings, or other structures resulting from the improvement to the drain).*

ii. Outlet Liability *(part of cost required to provide outlet for lands and roads).*

iii. Special Benefit *(additional work or feature that may not affect function of the drain).*

We have assessed the estimated costs against the affected lands and roads as listed in Schedule 'C' under "Value of Special Benefit," "Value of Benefit" and "Value of Outlet." Details of the Value of Special Benefit listed in Schedule 'C' are provided in Schedule 'D.'

All costs are pro-ratable unless specifically noted otherwise.

Assessment Rationale

Special Benefit assessment shown in Schedule 'C' and detailed in Schedule 'D' were derived as follows:

1. An engineering cost portion of $1,500.00 for the design provisions on the future replacement of Bridge No. 1A has been assessed 100% against Town of Tecumseh under Section 26 of the Drainage Act and shall be a non-proratable assessment.

2. Costs for the new access bridge (Bridge No. 5A) has been assessed 100% to adjoining property Roll No. 470-00700 as listed under "Value of Special Benefit."
3. Costs for the new road crossing (Bridge No. 8) has been assessed 100% to Town of Tecumseh Road Authority under Section 26 of the Drainage Act and shall be a non-proratable assessment.

Utilities

It may become necessary to temporarily or permanently relocate utilities that may conflict with the construction recommended under this report. In accordance with Section 26 of the Drainage Act, we assess any relocation cost against the public utility having jurisdiction. Under Section 69 of the Drainage Act, the public utility is at liberty to do the work with its own forces, but if it should not exercise this option within a reasonable time, the Municipality will arrange to have this work completed and the costs will be charged to the appropriate public utility.

Future Maintenance

We recommend that future work of repair and maintenance of the South Talbot Drain access bridges (Bridge Nos. 1A, 5 and 5a) be carried out by the Town of Tecumseh at the expense of the property or properties accessed by the bridge and of the lands and roads in the same relative proportions as shown in Schedule 'E,' but only to those properties located upstream of each bridge. The specifications for the future maintenance of Bridge Nos. 1A and 5A are provided within this report.

Part of the maintenance cost of each bridge will be assessed as a Special Benefit assessment against the property or properties served by the bridge. The remainder of the maintenance cost will be assessed as Outlet assessment only to the lands and roads upstream of each bridge prorated to the assessments shown in Schedule 'E.'

Schedule 'E' represents all the lands and roads upstream of Bridge No. 5 and is applicable to the other primary access bridge (Bridge No. 5A) located further upstream by including only those properties that are upstream of the said bridge. The outlet assessment portion is based on an arbitrary amount of $10,000.00 of future access bridge maintenance costs. As for the distribution of assessment for future maintenance of the other upstream access bridges (Bridge Nos. 1, 2, 3, 4, 6 and 7) no provisions have been provided under this report.

The division between Special Benefit and Outlet assessment for future maintenance costs of each bridge shall be as follows:

Bridge No.	Type	Owner(s)	Special Benefit	Outlet
1A	Public Utility	Town of Tecumseh (Section 26)	100%	0%
5	Primary (Residential)	Roll No. 470-00800	65%	35%
5A	Primary (Farm)	Roll No. 470-00700	50%	50%
8	Road	Town of Tecumseh (Section 26)	100%	0%

Drawings and Specifications

Attached to this report is "Schedule F," which contain specifications setting out the details of the recommended works, and "Schedule G," which represents the following drawings that are also attached to this report:

Page 1 of 7:	**Watershed Plan**
Page 2 of 7:	**Plan 2**
Page 3 of 7:	**Bridge No. 1A Details**
Page 4 of 7:	**Bridge No. 5A Details & Design Table**
Page 5 of 7:	**Bridge No. 8 Details S-1**
Page 6 of 7:	**Bridge No. 8 Details S-2**
Page 7 of 7:	**Bridge No. 8 Details S-3**

Approvals

The construction and/or improvement to a drainage works, including repair and maintenance activities, and all operations connected therewith are subject to the approval, inspection, by-laws and regulations of all Municipal, Provincial, Federal and other authorities having jurisdiction in respect to any matters embraced by the proposed works. Prior to any construction or maintenance works, the Municipality or proponent designated on the Municipality's behalf shall obtain all required approvals/permits and confirm any construction limitations including timing windows, mitigation/off-setting measures, standard practices or any other limitations related to in-stream works.

Grants

In accordance with the provisions of Sections 85, 86 and 87 of the Drainage Act, a grant in the amount of 33–1/3 percent of the assessment eligible for a grant may be made in respect to the assessment made under this report upon privately owned lands used for agricultural purposes. The assessments levied against privately owned agricultural land must also satisfy all other eligibility criteria set out in the Agricultural Drainage Infrastructure Program policies. Most of the privately owned lands are used for agricultural purposes and are eligible under the A.D.I.P. policies. We are not aware of any lateral drains involved in this work that would not be eligible for a grant. We recommend that application be made to the Ontario Ministry of Agriculture, Food and Rural Affairs in accordance with Section 88 of the Drainage Act, for this grant, as well as for all other grants for which this work may be eligible.

Respectfully submitted,

LICENSED PROFESSIONAL ENGINEER
M. D. HERNANDEZ
100078099
March 8/19
PROVINCE OF ONTARIO

DILLON CONSULTING LIMITED

Mark D. Hernandez, P.Eng.
MDH:wlb:ges

SCHEDULE 'A

SOUTH TALBOT DRAIN – SITE MEETING

JUNE 12, 2017

Location: 1364 South Talbot Road

In Attendance (see sign-in sheet attached)

Melanie & Ron Gosselin
Marlene O'Neil
Randal and Celeste O'Neil
Rick and Laurie Raymond
Kerry Hric
Frank and Donna O'Neil
Sam Paglia – Town of Tecumseh
Mark Hernandez – Dillon Consulting Limited
Vishwa Thakkar – Dillon Consulting Limited

Mr. Paglia introduced himself as the Drainage Superintendent for the Town of Tecumseh and Mr. Hernandez and Ms. Thakkar of Dillon Consulting as the drainage engineers for the project. Mr. Paglia explained that the meeting is a formal meeting under the Drainage Act and that the South Talbot Holden Outlet Drain is a Municipal Drain having status under the Act. Further it was noted that Drainage Act is a provincial Act falling under the purview of the Ontario Ministry of Agriculture, Food and Rural Affairs but is administered by the local municipalities.

It was discussed that the Town received a formal request from 1364 South Talbot Road the requirement for a new culvert to access their farm property. In addition, the Town received concerns regarding blockage in road side ditch and it was determined by the Town that the blockage concern in the ditch belongs to the county. Therefore, the Town will advise the County of the concerns.

It was discussed that the cost of the culvert will be paid by the owner and the reason for inviting everyone to the site meeting was to make them aware that they are in the drain watershed and will have to contribute for future maintenance of this culvert. This meeting was also for residents to express any concern regarding the drain and culvert.
It was confirmed that the watershed design established in the previous report will be reviewed to determine whether or not it is sufficient or if it should be modified.

No concerns were raised with respect to the addition of the culvert.
Following this meeting the next steps include: a topographical survey of the area and preparation of a draft report. The draft report will be circulated to the landowners and a public meeting will be held to discuss the contents of the draft report. In particular feedback will be requested if there are any revisions to the watershed boundaries, ownership changes, or similar concerns. The public meeting will be an opportunity to discuss the report and answer questions prior to the formal board meetings. Following the public meeting, the report will be finalized.

The Drainage Act mandates that two meetings be held in front of council. The first is the Meeting to Consider which addresses the technical aspects of the report. The second is the Court of Revision which considers assessments. If there are no appeals, Council passes the report into bylaw and the Town can proceed to tender the project. Notices are sent out in advance to advice of the meeting dates. A current copy of the report is provided with the notice.

There is a grant program available through OMAFRA, whereby properties that have the farm class tax rate are eligible for a one-third grant. The municipality applies for the grant on behalf of the landowners and bills the landowners the net cost of their assessment after grant. Further, the municipality can work with qualifying landowners to debenture costs.

Minutes taken by Vishwa Thakkar, Dillon Consulting Ltd.

TOWN OF Tecumseh ONTARIO · CANADA

SIGN IN SHEET – South Talbot Holden Outlet Drain. – SITE MEETING

June 12, 2017

NAME	ADDRESS	PHONE	EMAIL
Melanie & Ron Gosselin	1364 South Talbot Rd	519 7372694	redstripe@rogers.com
Marlene O'Neil	11578 ARVILLA ST. Windsor	519-739-1417	hugmar12@cogeco.ca
Dawn & CELESTE O'NEIL	1914 SOUTH TALBOT	519 737-7871	randokeleste@yahoo.ca
RICK & LAURIE RAYMOND	5670 WALKER RD.	519-737-9690	laurie_elegant@yahoo.ca
Kerry Hric	5680 walker Rd	5198187206	
FRANK & DONNA O'NEIL	1826 SOUTH TALBOT	519737-6886	[illegible]

"SCHEDULE C"
SCHEDULE OF ASSESSMENT
SOUTH TALBOT DRAIN
TOWN OF TECUMSEH

PRIVATELY-OWNED - AGRICULTURAL LANDS (GRANTABLE)

Roll No.	Con.	Description	Area Affected (Acres)	Area Affected (Ha.)	Owner	Special Benefit	Benefit	Outlet	Total Assessment
470-00700	STR	Lot 303	99.08	40.10	1185604 Ontario Inc.	$24,500.00	$0.00	$0.00	$24,500.00
Total on Privately-Owned - Agricultural Lands						$24,500.00	$0.00	$0.00	$24,500.00

SECTION 26 INCREASED COSTS - NON PRO-RATABLE

Description	Owner	Special Benefit	Benefit	Outlet	Total Assessment
South Talbot Road	Town of Tecumseh Road Authority	$350,000.00	$0.00	$0.00	$350,000.00
Chrysler Canada Greenway Oldcastle Extension	Town of Tecumseh	$1,500.00	$0.00	$0.00	$1,500.00
Total Section 26 Increased Costs (Non Pro-ratable)		$351,500.00	$0.00	$0.00	$351,500.00
TOTAL ASSESSMENT		**$376,000.00**	**$0.00**	**$0.00**	**$376,000.00**

	(Acres)	(Ha.)
Total Area:	**99.08**	**40.10**

"SCHEDULE D"
DETAILS OF SPECIAL BENEFIT
SOUTH TALBOT DRAIN
TOWN OF TECUMSEH

SPECIAL BENEFIT ASSESSMENT
(AGRICULTURAL LANDS)

Roll No.	Owner	Item Description	Estimated Cost	Cost of Report	Special Benefit
470-00700	1185604 Ontario Inc.	Bridge No. 5A-Supply and place a new 19 m long, 1200 mm diameter aluminized corrugated steel pipe (CSP) culvert. (100%)	$18,700.00	$5,800.00	$24,500.00
Total Special Benefit Assessment (Excl. Non Pro-Ratable Costs)			$18,700.00	$5,800.00	$24,500.00

SPECIAL BENEFIT ASSESSMENT
(SECTION 26 - NON PRO-RATABLE COSTS)

	Owner	Item Description	Estimated Cost	Cost of Report	Special Benefit
South Talbot Road	Town of Tecumseh Road Authority	Bridge No. 8-Supply and place a new 27 m long, 1900 x 1900 mm precast concrete box culvert under South Talbot Road.	$315,000.00	$35,000.00	$350,000.00
	Town of Tecumseh	Bridge No. 1A-(Future Replacement) (100%)	$0.00	$1,500.00	$1,500.00
Total Special Benefit Assessment (Non Pro-Ratable Costs)			$315,000.00	$36,500.00	$351,500.00

OVERALL TOTAL SPECIAL BENEFIT ASSESSMENT **$376,000.00**

"SCHEDULE E"

SCHEDULE OF ASSESSMENT FOR FUTURE MAINTENANCE OF BRIDGE NO. 5

SOUTH TALBOT DRAIN

TOWN OF TECUMSEH

ONTARIO LANDS:

Description	Area Affected (Acres)	(Ha.)	Owner	Special Benefit	Benefit	Outlet	Total Assessment
King's Highway No. 3	0.37	0.15	Province of Ontario	$0.00	$0.00	$70.00	$70.00
Total on Ontario Lands				$0.00	$0.00	$70.00	$70.00

MUNICIPAL LANDS:

Description	Area Affected (Acres)	(Ha.)	Owner	Special Benefit	Benefit	Outlet	Total Assessment
South Talbot Road	5.90	2.39	Town of Tecumseh	$0.00	$0.00	$1,083.00	$1,083.00
Oldcastle Road	2.77	1.12	Town of Tecumseh	$0.00	$0.00	$507.00	$507.00
Walker Road (County Road No. 11)	9.27	3.75	County of Essex	$0.00	$0.00	$1,699.00	$1,699.00
Chrysler Canada Greenway Oldcastle Extension	1.17	0.47	Town of Tecumseh	$0.00	$0.00	$128.00	$128.00
Total on Municipal Lands				$0.00	$0.00	$3,417.00	$3,417.00

PRIVATELY-OWNED - NON-AGRICULTURAL LANDS:

Roll No.	Con.	Description	Area Affected (Acres)	(Ha.)	Owner	Special Benefit	Benefit	Outlet	Total Assessment
470-08400	STR	N. Pt. Lot 303	0.26	0.11	John M. Monaghan	$0.00	$0.00	$30.00	$30.00
470-08300	STR	N. Pt. Lot 303	0.31	0.13	Robert E. Harrison	$0.00	$0.00	$35.00	$35.00
470-08200	STR	N. Pt. Lot 303	0.31	0.13	Andre J. Masse	$0.00	$0.00	$35.00	$35.00
470-08100	STR	N. Pt. Lot 303	0.31	0.13	Donald F. & Cheryl McIninch	$0.00	$0.00	$35.00	$35.00
470-08000	STR	N. Pt. Lot 303 RP 12R16257 Pt. 2	0.31	0.13	Stephen Martin	$0.00	$0.00	$35.00	$35.00
470-07900	STR	N. Pt. Lot 303	0.31	0.13	Stephen Martin	$0.00	$0.00	$35.00	$35.00
470-07820	STR	Lot 303 RP 12R22456 Pt. 2	0.31	0.13	Richard L. Raymond	$0.00	$0.00	$35.00	$35.00
470-07800	STR	Lot 303 RP 12R22456 Pt. 1	0.28	0.11	Lorne Clarke & Christine M. Soanes	$0.00	$0.00	$30.00	$30.00
470-07600	STR	N. Pt. Lot 303	0.29	0.12	Kerry Hric	$0.00	$0.00	$33.00	$33.00
470-07500	STR	N. Pt. Lot 303	0.44	0.18	Mark S. Stephen	$0.00	$0.00	$49.00	$49.00
470-07200	STR	Pt. Lot 302 RP 12R1335 Pt. 1	1.04	0.42	Simon T. & Tammy L. Wicks	$0.00	$0.00	$75.00	$75.00
470-07201	STR	N. Pt. Lot 302 RP 12R4318 Pt. 2	0.73	0.30	George & Helen Dobrich	$0.00	$0.00	$68.00	$68.00
470-07202	STR	Pt. Lot 302 RP 1213926 Pt. 4	1.08	0.44	Vinko & Jelena Paulic	$0.00	$0.00	$77.00	$77.00
470-07203	STR	Pt. Lot 302 RP 12R13962 Pt. of Pt. 2&3	1.06	0.43	Paul & Danica Kalic	$0.00	$0.00	$76.00	$76.00
470-07300	STR	N. Pt. Lot 302 RP 12R15725 Pts 1&2	1.87	0.76	Ante Kalic	$0.00	$0.00	$90.00	$90.00
470-00800	STR	S. Pt. Lot 303	0.43	0.17	Ronald R. & Melanie L. Gosselin	$0.00	$0.00	$46.00	$46.00
470-00600	STR	S. Pt. Lot 302	1.49	0.60	Frank E. & Donna J. O'Neil	$0.00	$0.00	$83.00	$83.00
470-00400	STR	S. Pt. Lot 302 RP 12R15265 Pts 1&2	2.13	0.86	Randal & Celeste O'Neil	$0.00	$0.00	$95.00	$95.00

Roll No.	Con.	Description	Area Affected (Acres)	Area Affected (Ha.)	Owner	Special Benefit	Benefit	Outlet	Total Assessment
470-00300	STR	S. Pt. Lot 302	0.69	0.28	Raymond J. & Lori M. Simard	$0.00	$0.00	$66.00	$66.00
Total on Privately-Owned - Non-Agricultural Lands						$0.00	$0.00	$1,028.00	$1,028.00

PRIVATELY-OWNED - AGRICULTURAL LANDS

Roll No.	Con.	Description	Area Affected (Acres)	Area Affected (Ha.)	Owner	Special Benefit	Benefit	Outlet	Total Assessment
470-00700	STR	S. Pt. Lot 303	47.00	19.02	1185604 Ontario Inc.	$0.00	$0.00	$1,724.00	$1,724.00
470-00500	STR	S. Pt. Lot 302 RP 12R15074 Pts 1-4	62.73	25.39	1185610 Ontario Inc.	$0.00	$0.00	$2,301.00	$2,301.00
470-07400	STR	S. Pt. Lot 302	11.50	4.65	1185610 Ontario Inc.	$0.00	$0.00	$421.00	$421.00
470-08800	STR	N. Pt. Lot 302 RP 12R16121 Pts. 6 - 11 Pt. Pt. 5	28.35	11.47	Kalminder & Inderjeet Singh	$0.00	$0.00	$1,039.00	$1,039.00
Total on Privately-Owned - Agricultural Lands						$0.00	$0.00	$5,485.00	$5,485.00
TOTAL ASSESSMENT						**$0.00**	**$0.00**	**$10,000.00**	**$10,000.00**

	(Acres)	(Ha.)
Total Area:	**182.71**	**73.97**

"SCHEDULE F"

NEW ACCESS BRIDGES & SOUTH TALBOT ROAD BRIDGE REPLACEMENT ON THE SOUTH TALBOT DRAIN

Town of Tecumseh

SPECIAL PROVISIONS

1.0 GENERAL SPECIFICATIONS

The General Specifications attached hereto is part of "Schedule F." It also forms part of this specification and is to be read with it, but where there is a difference between the requirements of the General Specifications and those of the Special Provisions which follow, the Special Provisions will take precedence.

2.0 DESCRIPTION OF WORK

The work to be carried out under this Contract includes, but is not limited to, the supply of all **labour, equipment and materials** to complete the following items:

- New access bridge works, as follows:
  - Bridge No. 5A (Roll No. 470-00700) - Supply and place a new 19 m long, 1200 mm diameter aluminized corrugated steel pipe (CSP) culvert with 125 mm x 25 mm corrugations and 2.8 mm thickness including coupler and hardware (see Specifications), clear stone bedding with filter fabric overlay (approximately 15 tonnes), full Granular 'B' backfill (approximately 70 tonnes), native material to construct the 0.50 m wide native buffer strips (approximately 20 m^3, Granular 'A' driveway surface material (approximately 45 tonnes) and sloping stone end walls (approximately 25 m^2). All surplus native materials resulting from the culvert installation are to be trucked away to an approved dumping site at the Contractor's expense.
- Temporary Silt Control Measures During Construction
- Road bridge replacement works, as follows:
  - Bridge No. 8 (South Talbot Road) – Removal and off-site disposal of existing 12 m long concrete box culvert, existing end walls and backfill that is not suitable for use as native backfill. Supply and installation of a new 2200 mm span x 1900 mm rise precast concrete box culvert, 22.4 m long with concrete block and sloped stone end walls (approximately 200 m2) including Granular 'A' levelling base (approximately 35 tonnes) and compacted Granular 'A' backfill (approximately 800 tonnes). The work shall include cut-off walls, dowels, cast in place distribution slab, deck waterproofing membrane, protection board, concrete sealer, cable concrete mat, rigid insulation, 150 mm diameter Big 'O' subdrains with rodent gates, extensions to existing culverts, rip rap ,delineators and object markers.

3.0 ACCESS TO THE WORK

Access to the drain for Bridge No. 5A and Bridge No. 8 shall be from South Talbot Road. Access to the drain for Bridge No. 1A shall be from Oldcastle Road. Through traffic must be maintained at all times along municipal roads with the required traffic control as per Section 13.0 in the General Specifications. All construction materials for the bridge are to be placed on the field side of the road side drains. Any damage resulting from the Contractor's access to the bridge site shall be rectified to pre-existing conditions at his expense.

4.0 WORKING AREA

The working area at the bridge site shall be restricted to a radius of 20.0 m from the proposed centre of the new culvert.

Any damages to lands and/or roads from the Contractor's work within the working areas for the bridge sites shall be restored to pre-existing conditions at his/her expense.

5.0 BRIDGE CONSTRUCTION (BRIDGE NO. 5A)

5.1 Location of New Access Bridge

The new bridge structure shall be installed as shown on the drawing attached hereto.

5.2 Materials for New Bridge

Materials shall be as follows:

Culvert Pipe	***Bridge No. 5A**-New 19 m long, 1200 mm diameter aluminized Type II corrugated steel pipe (CSP) wall thickness of 2.8 mm and 125 mm x 25 mm corrugations with rerolled ends.* *New culvert shall be joined with annular aluminized corrugated wide bolt and angle couplers (minimum of 8 corrugation overlap and 2.8 mm wall thickness) and no single pipe less than 6.0 m in length. All pipes connected with couplers shall abut to each other with no more than a 25 mm gap between pipes prior to installation of the coupler and wrapped with filter fabric.*
Pipe Bedding Below Pipe	*20-25 mm clear stone conforming to OPSS Division 10.*
Backfill	*Granular 'B' conforming to OPSS Division 10.*
Driveway Surface	*Granular 'A' made from crushed limestone conforming to OPSS Division 10. Minimum 200 mm thickness.*
Erosion Stone	*All stone to be used for erosion protection shall be 125 - 250 mm clear quarried rock or OPSS 1004, minimum 300 mm thickness.*
Buffer Strips	*Dry native material free of topsoil, organic matter, broken concrete, steel, wood and deleterious substances.*
Filter Fabric	*"Non-Woven" geotextile filter fabric with a minimum strength equal to or greater than Terrafix 270R, Amoco 4546, Mirafi 140NC or approved equivalent.*

5.3 Culvert Installation

Suitable dykes shall be constructed in the drain so that the installation of the pipe can be accomplished in the dry. The drain bottom shall be cleaned, prepared, shaped and compacted to suit the new culvert configuration, as shown on the drawings. Granular materials shall be compacted to 100% of their maximum dry density; imported clean native materials shall be supplied, placed and compacted to 95% of their maximum dry density.

5.4 Sloping Stone End Walls

End walls shall be constructed of quarry stone rip-rap, as specified herein. Each end wall shall extend from the invert of the new culvert to the top of the proposed lane. The end walls shall be sloped 1 vertical to 1.5 horizontal with a filter fabric underlay surrounding the pipe and spanning across the entire width of the drain and wrapping around the drain banks to align with the ends of the new pipe culvert. The minimum thickness requirement of the erosion stone layer is 300 mm with no portion of the filter fabric to be exposed to sunlight.

5.5 Granular 'A' Driveway

The Contractor shall construct the driveway with a maximum 3% cross-fall grade consisting of a minimum 200 mm thickness of compacted Granular 'A' (crushed limestone) surface. The minimum top width of the driveway shall be as shown on the drawings.

5.6 Native Materials

Native materials suitable for use as backfill, as defined under Section 5.2, shall be salvaged from the existing bridge site, as required to complete the work as shown on the drawings, **(Native Backfill Zone only)**. Where there is an insufficient amount of native fill materials for backfilling the culvert, the Contractor may elect to import additional dry native materials or alternatively use Granular 'B' at his/her own expense.

5.7 Lateral Tile Drains

Should the Contractor encounter any lateral tiles within the proposed culvert limits not shown on attached drawings, the Contractor shall re-route the outlet tile drain(s) in consultation with the Drainage Superintendent, as required, to accommodate the new culvert. **Tile drain outlets through the wall of the new culvert pipe will not be permitted.** All costs associated with re-routing lateral tile drains (if any) shall be at the Contractor's expense.

6.0 ROAD BRIDGE CONSTRUCTION (BRIDGE NO. 8)

6.1 Location of New Road Bridge

The new bridge structure shall be installed as shown on the drawing attached hereto.

6.2 Materials for New Road Bridge

Materials shall be as follows:

Culvert	***Bridge No. 8**-New 22.4m long, 2200 mm span x 1900 mm rise precast concrete box culvert as per OPSS 1821*
Pipe Bedding Below Culvert	*20-25 mm clear stone conforming to OPSS Division 10.*
Backfill	*Granular 'B' conforming to OPSS Division 10.*
Concrete Block	*750 mm x 750 mm x 1500 mm precast concrete Lock-Block with Texturlock™ finish*

Erosion Stone	*All stone to be used for erosion protection shall be 125 - 250 mm clear quarried rock or OPSS 1004, minimum 300 mm thickness.*
Filter Fabric	*"Non-Woven" geotextile filter fabric with a minimum strength equal to or greater than Terrafix 270R, Amoco 4546, Mirafi 140NC or approved equivalent.*

6.3 Culvert Installation

Suitable dykes shall be constructed in the drain so that the installation of the culvert can be accomplished in the dry. The drain bottom shall be cleaned, prepared, shaped and compacted to suit the new culvert configuration, as shown on the drawings. Granular materials shall be compacted to 100% of their maximum dry density; imported clean native materials shall be supplied, placed and compacted to 95% of their maximum dry density.

6.4 Sloping Stone End Walls

End walls shall be constructed of quarry stone rip-rap, as specified herein. Each end wall shall extend from the invert of the new culvert to the top of the proposed lane. The end walls shall be sloped 1 vertical to 1.5 horizontal with a filter fabric underlay surrounding the pipe and spanning across the entire width of the drain and wrapping around the drain banks to align with the ends of the new pipe culvert. The minimum thickness requirement of the erosion stone layer is 300 mm with no portion of the filter fabric to be exposed to sunlight.

6.5 Site Clean-up and Restoration

As part of the work and upon completion, the Contractor shall remove and dispose of, off-site any loose timber, logs, stumps, large stones, rubber tires, cinder blocks or other debris from the drain bottom and from the side slopes. Where the construction works cross a lawn, the Contractor shall take extreme care to avoid damaging the lawn, shrubs and trees encountered. Upon completion of the work, the Contractor shall completely restore the area by the placement and fine grading of topsoil and seeding or sodding the area as specified by the Engineer or Drainage Superintendent.

7.0 ACCESS BRIDGE WORK – FUTURE REPLACEMENT (BRIDGE NO. 1A)

7.1 Location of New Bridge

The future replacement Bridge No. 1A shall be constructed in accordance with the specifications and drawings attached hereto. The centerline of the new culvert shall be located to align itself with the existing trail in each case.

7.2 Removal of Existing Culvert

The Contractor shall exercise caution when removing these materials as to minimize damage to the drain banks. Any damage to the drain shall be restored to original conditions at the expense of the Contractor. The removed materials (existing culvert debris and end wall materials) shall be hauled away off-site.

7.3 Materials for New Bridge

Materials shall be as follows:

Culvert Pipe	**Bridge No. 1A:** *New 16 m long, 1200 mm diameter aluminized Type II corrugated steel pipe (CSP), wall thickness of 2.8 mm and 125 mm x 25 mm corrugations with rerolled ends.* *New CSP culverts shall be joined with annular aluminized corrugated wide bolt and angle couplers (minimum of 8 corrugation overlap and 2.8 mm wall thickness) and no single pipe less than 6.0 m in length. All pipes connected with couplers shall abut to each other with no more than a 25 mm gap between pipes prior to installation of the coupler and wrapped with filter fabric.*
Pipe Bedding Below Pipe	*20-25 mm clear stone conforming to OPSS Division 10.*
Backfill	*Granular 'A' conforming to OPSS Division 10.*
Trail Surface	*Limestone screenings surface course. Minimum 100 mm thickness. Granular 'A' conforming to OPSS Division 10 base course. Minimum 200 mm thickness.*
Erosion Stone	*All stone to be used for erosion protection shall be 125 - 250 mm clear quarried rock or OPSS.Muni 1004, minimum 300 mm thickness.*
Driveway Buffer Strips	*Dry native material free of topsoil, organic matter, broken concrete, steel, wood and deleterious substances.*
Filter Fabric	*"Non-Woven" geotextile filter fabric with a minimum strength equal to or greater than Terrafix 270R, Amoco 4546, Mirafi 140NC or approved equivalent.*

7.4 Culvert Installation

Suitable dykes shall be constructed in the drain so that the installation of the pipe can be accomplished in the dry. The drain bottom shall be cleaned, prepared, shaped and compacted to suit the new culvert configuration, as shown on the drawings. Granular materials shall be compacted to 100% of their maximum dry density; imported clean native materials shall be supplied, placed and compacted to 95% of their maximum dry density.

7.5 Sloping Stone End Walls

End walls shall be constructed of quarry stone rip-rap, as specified herein. Each end wall shall extend from the invert of the new culvert to the top of the proposed lane. The end walls shall be sloped 1 vertical to 1.5 horizontal with a filter fabric underlay surrounding the pipe and spanning across the entire width of the drain and wrapping around the drain banks to align with the ends of the new pipe culvert. The minimum thickness requirement of the erosion stone layer is 300 mm with no portion of the filter fabric to be exposed to sunlight.

7.6 Trail Surface

The Contractor shall construct the driveway with a maximum 3% longitudinal grade approach over the new culvert providing a minimum 300 mm cover. This work includes the installation of a minimum 200 mm thickness of compacted Granular 'A' (crushed limestone) base course and 100 mm thick limestone screenings surface course. The minimum top width of the trail shall be as 3.0 m wide.

7.7 Native Materials

Native materials suitable for use as backfill, as defined under Section 7.3, shall be salvaged from the existing bridge site, as required to complete the work as shown on the drawings, (Native Backfill Zone only). Where there is an insufficient amount of native fill materials for backfilling the culvert, the Contractor may elect to import additional dry native materials or alternatively use Granular 'B' at his/her own expense.

7.8 Lateral Tile Drains

Should the Contractor encounter any lateral tiles within the proposed culvert limits not shown on the attached drawings, the Contractor shall re-route the outlet tile drain(s) in consultation with the Drainage Superintendent, as required, to accommodate the new culvert. Tile drain outlets through the wall of the new culvert pipe will not be permitted. All costs associated with re-routing lateral tile drains (if any) shall be at the Contractor's expense.

Care must be taken in handling plastic drain pipe in cold weather to avoid causing damage.

Plastic drain pipe shall be held in position on planned grade immediately after installation by careful placement of backfill material.

7.9 Site Clean-up and Restoration

As part of the work and upon completion, the Contractor shall remove and dispose of, off-site any loose timber, logs, stumps, large stones, rubber tires, cinder blocks or other debris from the drain bottom and from the side slopes. Where the construction works cross a lawn, the Contractor shall take extreme care to avoid damaging the lawn, shrubs and trees encountered. Upon completion of the work, the Contractor shall completely restore the area by the placement and fine grading of topsoil and seeding or sodding the area as specified by the Engineer or Drainage Superintendent.

GENERAL SPECIFICATIONS

1.0 AGREEMENT AND GENERAL CONDITIONS

The part of the Specifications headed "Special Provisions" which is attached hereto forms part of this Specification and is to be read with it. Where there is any difference between the requirements of this General Specification and those of the Special Provisions, the Special Provisions shall govern.

Where the word "Drainage Superintendent" is used in this specification, it shall mean the person or persons appointed by the Council of the Municipality having jurisdiction to superintend the work.

Tenders will be received and contracts awarded only in the form of a lump sum contract for the completion of the whole work or of specified sections thereof. The Tenderer agrees to enter into a formal contract with the Municipality upon acceptance of the tender. The General Conditions of the contract and Form of Agreement shall be those of the Stipulated Price Contract CCDC2-Engineers, 1994 or the most recent revision of this document.

2.0 EXAMINATION OF SITE, PLANS AND SPECIFICATIONS

Each tenderer must visit the site and review the plans and specifications before submitting his/her tender and must satisfy himself/herself as to the extent of the work and local conditions to be met during the construction. Claims made at any time after submission of his/her tender that there was any misunderstanding of the terms and conditions of the contract relating to site conditions, will not be allowed. The Contractor will be at liberty, before bidding to examine any data in the possession of the Municipality or of the Engineer.

The quantities shown or indicated on the drawings or in the report are estimates only and are for the sole purpose of indicating to the tenderers the general magnitude of the work. The tenderer is responsible for checking the quantities for accuracy prior to submitting his/her tender.

3.0 MAINTENANCE PERIOD

The successful Tenderer shall guarantee the work for a period of one (1) year from the date of acceptance thereof from deficiencies that, in the opinion of the Engineer, were caused by faulty workmanship or materials. The successful Tenderer shall, at his/her own expense, make good and repair deficiencies and every part thereof, all to the satisfaction of the Engineer. Should the successful Tenderer for any cause, fail to do so, then the Municipality may do so and employ such other person or persons as the Engineer may deem proper to make such repairs or do such work, and the whole costs, charges and expense so incurred may be deducted from any amount due to the Tenderer or may be collected otherwise by the Municipality from the Tenderer.

4.0 GENERAL CO-ORDINATION

The Contractor shall be responsible for the coordination between the working forces of other organizations and utility companies in connection with this work. The Contractor shall have no cause of action against the Municipality or the Engineer for delays based on the allegation that the site of the work was not made available to him by the Municipality or the Engineer by reason of the acts, omissions, misfeasance or non-feasance of other organizations or utility companies engaged in other work.

5.0 RESPONSIBILITY FOR DAMAGES TO UTILITIES

The Contractor shall note that overhead and underground utilities such as hydro, gas, telephone and water are not necessarily shown on the drawings. It is the Contractor's responsibility to contact utility companies for information regarding utilities, to exercise the necessary care in construction operations and to take other precautions to safeguard the utilities from damage. All work on or

adjacent to any utility, pipeline, railway, etc., is to be carried out in accordance with the requirements of the utility, pipeline, railway, or other, as the case may be, and its specifications for such work are to be followed as if they were part of this specification. The Contractor will be liable for any damage to utilities.

6.0 CONTRACTOR'S LIABILITY

The Contractor, his/her agents and all workmen or persons under his/her control including sub-contractors, shall use due care that no person or property is injured and that no rights are infringed in the prosecution of the work. The Contractor shall be solely responsible for all damages, by whomsoever claimable, in respect to any injury to persons or property of whatever description and in respect of any infringement of any right, privilege or easement whatever, occasioned in the carrying on of the work, or by any neglect on the Contractor's part.

The Contractor, shall indemnify and hold harmless the Municipality and the Engineer, their agents and employees from and against claims, demands, losses, costs, damages, actions, suits, or proceedings arising out of or attributable to the Contractor's performance of the contract.

7.0 PROPERTY BARS AND SURVEY MONUMENTS

The Contractor shall be responsible for marking and protecting all property bars and survey monuments during construction. All missing, disturbed or damaged property bars and survey monuments shall be replaced at the Contractor's expense, by an Ontario Land Surveyor.

8.0 MAINTENANCE OF FLOW

The Contractor shall, at his/her own cost and expense, permanently provide for and maintain the flow of all drains, ditches and water courses that may be encountered during the progress of the work.

9.0 ONTARIO PROVINCIAL STANDARDS

Ontario Provincial Standard Specifications (OPSS) and Ontario Provincial Standard Drawings (OPSD) shall apply and govern at all times unless otherwise amended or extended in these Specifications or on the Drawing. Access to the electronic version of the Ontario Provincial Standards is available online through the MTO website, free of charge to all users. To access the electronic standards on the Web go to http://www.mto.gov.on.ca/english/transrd/. Under the title Technical Manuals is a link to the Ontario Provincial Standards. Users require Adobe Acrobat to view all pdf files.

10.0 APPROVALS, PERMITS AND NOTICES

The construction of the works and all operations connected therewith are subject to the approval, inspection, by-laws and regulations of all Municipal, Provincial, Federal and other authorities having jurisdiction in respect to any matters embraced in this Contract. The Contractor shall obtain all approvals and permits and notify the affected authorities when carrying out work in the vicinity of any public utility, power, underground cables, railways, etc.

11.0 SUBLETTING

The Contractor shall keep the work under his/her personal control, and shall not assign, transfer, or sublet any portion without first obtaining the written consent of the Municipality.

12.0 TIME OF COMPLETION

The Contractor shall complete all work on or before the date fixed at the time of tendering. The Contractor will be held liable for any damages or expenses occasioned by his/her failure to complete the work on time and for any expenses of inspection, superintending, re-tendering or re-surveying, due to their neglect or failure to carry out the work in a timely manner.

13.0 TRAFFIC CONTROL

The Contractor will be required to control vehicular and pedestrian traffic along roads at all times and shall, at his/her own expense, provide for placing and maintaining such barricades, signs, flags, lights and flag persons as may be required to ensure public safety. The Contractor will be solely responsible for controlling traffic and shall appoint a representative to maintain the signs and warning lights at night, on weekends and holidays and at all other times that work is not in progress. All traffic control during construction shall be strictly in accordance with the **Occupational Health and Safety Act** and the current version of the **Ontario Traffic Manuals**. Access to the electronic version of the **Ontario Traffic Manual** is available online through the MTO website, free of charge to all users. To access the electronic standards on the Web go to http://www.mto.gov.on.ca/english/transrd/, click on "Library Catalogue," under the "Title," enter "Ontario Traffic Manual" as the search. Open the applicable "Manual(s)" by choosing the "Access Key," once open look for the "Attachment," click the pdf file. Users require Adobe Acrobat to view all pdf files.

Contractors are reminded of the requirements of the Occupational Health and Safety Act pertaining to Traffic Protection Plans for workers and Traffic Control Plan for Public Safety.

14.0 SITE CLEANUP AND RESTORATION

As part of the work and upon completion, the Contractor shall remove and dispose of, off-site any loose timber, logs, stumps, large stones, rubber tires, cinder blocks or other debris from the drain bottom and from the side slopes. Where the construction works cross a lawn, the Contractor shall take extreme care to avoid damaging the lawn, shrubs and trees encountered. Upon completion of the work, the Contractor shall completely restore the area by the placement and fine grading of topsoil and seeding or sodding the area as specified by the Engineer or Drainage Superintendent.

15.0 UTILITY RELOCATION WORKS

In accordance with Section 26 of the Drainage Act, if utilities are encountered during the installation of the drainage works that conflict with the placement of the new culvert, the operating utility company shall relocate the utility at their own costs. The Contractor however will be responsible to co-ordinate these required relocations (if any) and their co-ordination work shall be considered incidental to the drainage works.

16.0 FINAL INSPECTION

All work shall be carried out to the satisfaction of the Drainage Superintendent for the Municipality, in compliance with the specifications, drawings and the Drainage Act. Upon completion of the project, the work will be inspected by the Engineer and the Drainage Superintendent. Any deficiencies noted during the final inspection shall be immediately rectified by the Contractor.

Final inspection will be made by the Engineer within 20 days after the Drainage Superintendent has received notice in writing from the Contractor that the work is completed, or as soon thereafter as weather conditions permit.

17.0 FISHERIES CONCERNS

Standard practices to be followed to minimize disruption to fish habitat include embedment of the culvert a minimum 10% below grade, constructing the work 'in the dry' and cutting only trees necessary to do the work (no clear-cutting). No in-water work is to occur during the timing window unless otherwise approved by the appropriate authorities.

SPECIFICATIONS

FOR ROAD BRIDGE

SPECIFICATIONS FOR ROAD BRIDGE

INDEX

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1.0 EXCAVATION AND BACKFILLING OF STRUCTURE

OPSS 902 and OPSS.MUNI 206 including Appendix 902-B shall apply and govern except as amended and extended herein.

Amendments to OPSS 902, November 2010

902.09 Measurement for Payment
902.09.01 Actual Measurement

Clause 902.09.01.01 of OPSS 902 is deleted in its entirety and replaced with the following:

902.09.01.01 Excavation for Structure

No measurement shall be made for this work.

All over-excavation shall be backfilled with Granular "B" material compacted to 100% SPMDD.

Amendments to OPSS.MUNI 206, November 2013

206.07 Construction

206.07.03 Earth Excavation, Grading

206.07.03.01 General

Clause 206.07.03.01 of OPSS.MUNI 206 is amended by the addition of the following:

The Contractor shall excavate and remove any and all required existing road base materials as shown on the Contract Drawings or as directed by the Contract Administrator. Grading of the road base materials shall be to the lines and grades as shown on the Contract Drawings.

Re-grading of ditches as shown on the Contract Drawings shall also be considered incidental. This item shall also include the realignment of the drain.

Embankment side slopes shall also be graded as shown on the Contract Drawings. All vegetation shall be stripped prior to placing embankment fill material, and shall be considered incidental.

Granular material for the new road base (if required) shall be paid for separately under the appropriate tender items.

206.09 Measurement for Payment

206.09.01 Actual Measurement

Clause 206.09.01.01 of OPSS.MUNI 206 is deleted in its entirety and replaced with the following:

206.09.01.01 Earth Excavation, Grading

No measurement shall be made for this work. Payment shall be made at the Lump Sum Price bid in the Form of Tender and shall be compensation in full for all labour, equipment and materials required to complete this work.

2.0 REMOVAL OF STRUCTURAL COMPONENTS

OPSS 510 shall apply and govern except as amended and extended herein.

Amendments to OPSS 510, April 2010

510.03 Definitions

Section 510.03 of OPSS 510 is amended by the addition of the following:

Structural Components include the following items:

- Existing concrete bridge including but not limited to concrete culverts, deck, walls, footings, wingwalls, retaining walls and all other components associated with the complete removal of the existing bridge and associated appurtenances.

510.07 Construction
510.07.02 Bridge Work

Subsection 510.07.02 of OPSS 510 is amended by the addition of the following clause:

510.07.02.03 Removal of Structural Components

The Contractor shall excavate behind the existing concrete structures as shown on the Contract Drawings prior to removing any structural components listed in this Special Provision.

The Contractor shall remove and dispose of all components of the existing concrete structures. All removed materials shall become the property of the Contractor, and shall be removed from site. All removed materials shall be transported off site by the end of each day.

Any damage to existing parts of the structure which are to remain as a result of the Contractor's removal activities shall be adequately repaired using an approved method at no additional cost to the Owner.

Removal of asphalt pavement shall be paid for separately under the appropriate Tender item.

510.09 Measurement for Payment
510.09.01 Actual Measurement

Subsection 510.09.01 of OPSS 510 is amended by the addition of the following clause:

510.09.01.25 Removal of Structural Components

No measurement shall be made for this work.

510.10 Basis of Payment

Section 510.10 of OPSS 510 is amended by the addition of the following subsection:

510.10.04 Removal of Structural Components

Payment at the Contract Price for the above Tender item shall be full compensation for all labour, equipment and materials to do the work.

3.0 GRANULAR "A" BEDDING AND BACKFILL OF CULVERTS

General

OPSS 401 and 421 shall apply and govern except as amended and extended herein.

Scope of Work

This work shall include the supply, placing and compaction of new imported Granular "A" required for the bedding and backfill including water for compaction. Recycled material cannot be used for granular bedding and backfill.

Granular materials shall be compacted to 100 percent of the Standard Proctor Maximum Dry Density. Water shall be added as required to aid compaction.

Measurement

Measurement shall be made in tonnes from weigh tickets.

Payment

Payment shall be made at the Unit Price bid in the Form of Tender and shall be compensation in full for all labour, equipment and materials required to complete this work including water for compaction.

4.0 2200 mm x 1900 mm PRECAST CONCRETE BOX CULVERT

Amendment to OPSS 422, April 2004 (Reissued November 2010) and OPSS 1821, May 1993.

422.02 REFERENCES

Section 422.02 of OPSS 422 is amended by the addition of the following:

Ontario Provincial Standard Specifications, Material

OPSS 1359 Unshrinkable Backfill

CSA Standards

G164-M92 (R2003) Hot Dip Galvanizing of Irregularly Shaped Articles

ASTM International

C990-03 Standard Specifications for Joints for Concrete Pipe, Manholes and Precast Box Sections Using Preformed Flexible Joint Sealants.
D75-94 Standard Practice for Random Sampling of Construction Material.
D3665-94 Standard Practice for Sampling Aggregates.

United States Federal Specifications:

SS-S210A Sealing Compound Preformed Plastic for Pipe Joints

422.04 DESIGN AND SUBMISSIONS REQUIREMENTS

Section 422.04 of OPSS 422 is deleted and replaced with the following:

422.04.01 Working Drawings

The Contractor shall submit 3 sets (including a digital version in PDF format) of the box culvert Working Drawings to the Contract Administrator at least 3 weeks prior to commencement of fabrication, for information purposes only. Prior to making a submission, the seals and signatures of a design Engineer and a design-checking

Engineer (2 stamps) shall be affixed on the Working Drawings verifying that the drawings are consistent with the Contract Documents.

Where multi-discipline engineering work is depicted on the same Working Drawing and the design or design checking Engineer or both are unable to seal and sign the Working

Drawing for all aspects of the work, the drawing shall be sealed and signed by as many additional design and design-checking Engineers as necessary.

The Contractor shall coordinate and review all the associated required Working Drawings, including but not limited to the precast boxes and the reinforcing steel drawings for cast in place components, prior to submission to ensure that there is no conflict between various components or the required field work.

The Working Drawings shall include at least the following:

a) Design details

b) Fabrication details

c) Assembly details

d) Site number and date

422.04.02 Certificates of Conformance

422.04.02.01 Interim Inspection after Fabrication of Units

Upon completion of fabrication of units in each structure and prior to shipment from the fabrication facility, the Quality Verification Engineer shall conduct an Interim Inspection of the work to certify that the fabrication has been carried out in general conformance with the sealed and signed Working Drawings and Contract Documents.

422.04.02.02 Certificate of Conformance upon Completion of the Work

Upon completion of delivery and installation of all the units in each structure, the Contractor shall submit to the Contract Administrator a Certificate of Conformance sealed and signed by the Quality Verification Engineer. The Certificate shall state that the work has been carried out in general conformance with the contract documents.

422.05 MATERIALS

422.05.04 Precast Reinforced Concrete Box Units

Section 422.05.04 of OPSS 422 is deleted in its entirety and replaced with the following:

Precast reinforced concrete box units shall be according to the requirements of OPSS 1821 amended as follows:

1821.01 Scope

Section 1821.01 of OPSS 1821 is deleted and replaced with the following:

This specification covers the requirements for materials, design and fabrication of precast reinforced concrete culverts, including the cast-in-place concrete distribution slab.

1821.02 REFERENCES

Section 1821.02 of OPSS 1821 is amended by the addition of the following:

CSA Standards:

CSA S6-14	Canadian Highway Bridge Design Code (CL-625-ONT Live Loading) Including All Associated Supplements

Ministry of Transportation Publications:

Structural Manual (2016) - Division 1 - Exceptions to the Canadian Highway Bridge Design Code.

Other:

Ontario Concrete Pipe Association Publication – Prequalification Requirements for Precast Concrete Drainage Products.

1821.04 SUBMISSION AND DESIGN REQUIREMENTS

1821.04.02 Design Requirements

Subsection 1821.04.02 of OPSS 1821 is deleted and replaced with the following:

Design shall be completed in accordance with the CAN/CSA S6 and the Structural Manual, Division 1 for the appropriate placement under the fills provided for the culvert.

The minimum thickness for walls and slabs shall be 356 mm.

1821.05 MATERIALS

1821.05.03 Steel Reinforcement

Subsection 1821.05.03 of OPSS 1821 is deleted and replaced with the following:

The use of welded wire fabric or welded wire mesh is not permitted.

Steel reinforcing shall conform to OPSS 1440. Welding of reinforcing steel is not permitted unless approved in writing by the Contract Administrator. Haunch reinforcement is required.

1821.05.04 Associated Hardware

Subsection 1821.05.04 of OPSS 1821 is deleted and replaced with the following:

All support systems shall be capable of withstanding the loads to be placed on them. All embedded hardware within 35 mm of exposed faces shall be hot dip galvanized in accordance with CAN/CSA G164 or be of an acceptable non-metallic material.

Any holes or recesses provided in the culvert to suit fabrication or handling, including those required to accommodate lifting lugs or support systems shall be plugged using a cementitious grout.

Tie wire shall be 1.5 mm diameter annealed wire.

1821.07 PRODUCTION

1821.07.01 Prequalification

Subsection 1821.07.01 of OPSS 1821 is amended by the addition of the following:

Precast concrete box units shall be fabricated by a manufacturer certified in conformance to Ontario Concrete Pipe Association Publication – Prequalification Requirements for Precast Concrete Drainage Products.

1821.07.02 Manufacturer's Design Dimensions

1821.07.02.01 Design Tables

Clause 1821.07.02.01, Table 1 and Figure 1 of OPSS 1821 are deleted.

1821.07.02.02 Placement of Reinforcement

Clause 1821.07.02.02 of OPSS 1821 is deleted and replaced with the following:

The clear distance of the end perimeter reinforcement shall be not less than 35 mm or more than 50 mm from the ends of the box unit. The cover to reinforcing bars shall be 50 mm ± 15 mm. Boxes shall be reinforced with steel bars and shall be assembled with single layers of reinforcement in each face in each direction. Splices in the perimeter reinforcement shall be made by lapping and reinforcing steel shall not be lapped in tension zones.

422.05.07 Mortar

Subsection 422.05.07 of OPSS 422 is amended by deleting the first sentence and replacing it with the following:

Mortar for joints shall be according to OPSS 904.

422.05.08 Preformed Gasket

Subsection 422.05.08 is deleted and replaced with the following:

Flexible preformed gaskets shall conform to U.S. Federal Specification SS-S-210. Joint surface preparation, application, connection of sections and finishing shall be in accordance with the manufacturer's recommendations.

422.05.09 Joint Sealing Compound

Subsection 422.05.09 of OPSS 422 is deleted in its entirety and replaced with the following:

Joint sealing compound shall be as specified in the Contract Documents.

422.05.13 Bedding

Subsection 422.05.13 of OPSS 422 and Table 1 is deleted and replaced with the following:

Bedding shall be as specified in the Contract Documents and according to OPSS 902.

Clear stone shall be wrapped in geotextile with minimum overlap of 0.5 m.

422.05.14 Backfill

Subsection 422.05.14 of OPSS 422 is deleted in its entirety and replaced with the following:

Backfill shall be according to OPSS 902.

422.05.15 Cover

Subsection 422.05.15 of OPSS 422 is deleted in its entirety and replaced with the following:

Cover shall be as specified in the Contract Documents.

Section OPSS 422.05 of OPSS 422 is amended by the addition of the following Subsections:

422.05.16 Joints Between Box Units

The joints between adjacent precast box culvert units shall be treated as shown in the Contract Drawings.

422.05.17 Concrete Finishing

Concrete finishing shall be according to OPSS 904 with the exception of the following:

a) Use of a bridge deck finishing machine is not required.

b) The top surface of precast unit, against which new concrete is to be placed, shall be intentionally roughened while it is sufficiently plastic so that the depth of the indentations is at least 5 mm and the spacing not greater than 15 mm. All concrete surfaces against which new concrete is to be placed shall be clean, sound and free from any loose particles and laitance.

The following surface shall be abrasive blast cleaned according to OPSS 929, prior to shipping the unit:

a) Top portion of members against which new concrete is to be placed.

422.05.18 Unshrinkable Fill

Unshrinkable fill shall be according to OPSS 1359.

422.07 CONSTRUCTION

422.07.02 Excavation

Subsection 422.07.02 of OPSS 422 is amended by the addition of the following:

Lateral stability shall be maintained throughout the excavation and box unit installation. Soil cave-in into the excavation hole shall be prevented.

422.07.06 Foundations

Subsection 422.07.06 of OPSS 422 is deleted in its entirety and replaced with the following:

The box units shall be founded on competent in situ soil or compacted backfill with a minimum 150 mm thick tamped and level 9.5 mm dia. clear stone bedding on non-woven geotextile, or as specified in the Contract Documents. Clear stone bedding extending beyond box section shall have top covered additionally with geotextile.

When unsuitable material is encountered during excavation for the box units' foundation, the unsuitable material shall be removed to competent stratum and replaced to the foundation grade with compacted Granular "A" material.

The final founding elevations shall be as specified in the Contract Documents or an elevation approved in writing by the Contract Administrator.

422.07.09 Installing Box Units

422.07.09.01 Box Units

Section 422.07.09.01 of OPSS 422 is amended by deleting the fourth paragraph and replacing it with the following:

All precast box unit joints shall be provided with steel reinforced articulated ends such as bell and spigot. The box units shall be installed to make a continuous line forming a box culvert or box sewer. The gap at the box unit joints shall not exceed 15 mm. End units shall be as specified in the Contract Documents. All other units shall be a minimum of 0.914 m in length.

As part of the work, the contractor shall include fabrication, delivery, and installation of the following:

a) Precast site connections, wall drains, and associated accessories.

b) Construct dowel holes at precast culvert end unit's bottom slab and apron wall for installation of dowels.

c) Precast concrete apron walls, including supply and install of dowel and non-shrink grout to connect the apron wall together with the precast concrete culvert end units.

d) Fill over-excavation behind apron walls and at interface between precast concrete box and apron walls with fully compacted Granular "A".

e) Construct the corbels for the approach slab support as per detail in the Contract Documents and supply and install dowel at top slab.

f) Supply and install dowels for distribution slab as per detail in the Contract Documents, including cast-in-place couplers.

g) Scarify top surface for composite bond with distribution slab overlay.

All shall be as shown on the Contract Drawings.

422.07.09.02 Geotextile at Joints (Not Applicable)

Clause 422.07.09.02 of OPSS 422 is deleted in its entirety and replaced with the following:

Unless otherwise specified in the Contract Documents, a minimum 450 mm wide strip of self-adhering SBS rubbered composite asphalt waterproofing membrane including primer followed by a 900 mm cap sheet and protection board shall be placed to form a continuous barrier centered around the exterior of all buried joints.

422.07.11 Backfill

Subsection 422.07.11 of OPSS 422 is amended by deleting the second paragraph and replacing it with the following:

The Contractor shall be responsible for placing the backfill without any damage to or movement of the box culvert or box sewer. Backfill on each side of the box units shall be completed simultaneously. At no time shall the levels on each side differ by more than 500 mm.

422.07.12 Cover

Subsection 422.07.12 of OPSS 422 is amended by the addition of the following:

A reinforced cast-in-place concrete distribution slab with profiled surface shall be supplied and installed as per details in the Contract Documents. Supply and installation of this concrete shall meet the minimum requirements of OPSS.MUNI.930 for overlays and OPSS.MUNI.904.

422.07.16 Mechanical Couplers (Not Applicable)

The end units of the precast concrete box culvert shall come complete with mechanical couplers cast integral with the units.

422.07.17 Date and Site Identification Figures

All precast concrete box culverts shall be inscribed with one set of date figures and site numbers at the exposed ends of the first and last precast elements as specified in the Contract Documents. The plastic figures and site numbers shall be the responsibility of the Contractor.

422.10 BASIS OF PAYMENT

Subsection 422.10.01 of OPSS 422 is amended by the addition of the following items:

- **2200 x 1900 precast box culvert.**

5.0 PRECAST CONCRETE BLOCK RETAINING WALL

General

OPSS 1352 shall apply and govern except as amended or extended herein.

Scope of Work

The Contractor shall design, supply, and install precast concrete retaining wall system in accordance to the latest CAN/CSA S6, including the required foundation and granular backfill as indicated in the Contract Drawing.

Submission Requirements

Working Drawings

The Contractor shall submit 3 sets (including a digital version in PDF format) of the retaining wall system Working Drawings to the Contract Administrator at least 3 weeks prior to commencement of fabrication, for information purposes only. Prior to making a submission, the seals and signatures of a design Engineer and a design-checking Engineer (2 stamps) shall be affixed on the Working Drawings verifying that the drawings are consistent with the Contract Documents.

Where multi-discipline engineering work is depicted on the same Working Drawing and the design or design checking Engineer or both are unable to seal and sign the Working Drawing for all aspects of the work, the drawing shall be sealed and signed by as many additional design and design-checking Engineers as necessary.

The Contractor shall coordinate and review all the associated required Working Drawings prior to submission to ensure that there is no conflict between various components or the required field work.

The Working Drawings shall include at least the following:

d) Design details

e) Fabrication details

f) Assembly details

d) Site number and date

Certificates of Conformance

Upon completion of fabrication of units in each structure and prior to shipment from the fabrication facility, the Quality Verification Engineer shall conduct an Interim Inspection of the work to certify that the fabrication has been carried out in general conformance with the sealed and signed Working Drawings and Contract Documents.

Upon completion of delivery and installation of all the units in each structure, the Contractor shall submit to the Contract Administrator a Certificate of Conformance sealed and signed by the Quality Verification Engineer. The Certificate shall state that the work has been carried out in general conformance with the contract documents.

Design Requirements

Retaining walls shall be designed in accordance with CAN/CSA S-6 and shall be designed for a minimum of 75 year service life.

Materials

Section 904.05 of OPSS 904 shall apply.

Measurement

No measurement shall be made for this item.

Payment

Payment shall be made at the Lump Sum Price bid in the Form of Tender and shall be compensation in full for all labour, equipment, and materials required to complete this work as shown on the Contract Drawings.

6.0 CONCRETE DISTRIBUTION SLAB OVERLAY

OPSS.MUNI Forms 904 and 930 and 905 shall apply and govern except as amended or extended herein.

Amendments to OPSS.MUNI 904, November 2012

904.04 Design and Submission Requirements

Subsection 904.04.01 of OPSS.MUNI 904 is amended by the addition of the following clause:

904.04.01.06 Concrete Mix Design

The Contractor shall be responsible for the design of all proposed concrete mixes. Proposed mix designs shall be submitted to the Contract Administrator a minimum of two (2) weeks prior to placement of concrete.

The review of the design mixes by the Contract Administrator shall in no way relieve the Contractor of responsibility to provide concrete of the quality as required in the Contract Documents.

904.05 Materials

Subsection 904.05.01 of OPSS.MUNI 904 is amended by the addition of the following paragraph:

904.05.01 Concrete

All concrete shall meet CSA C-1 Exposure Class requirements.

Section 904.05 is amended by the addition of the following subsection:

904.05.15 Admixtures

Concrete admixtures shall be compatible with the concrete mix design and shall be listed in the MTO Designated Sources for Materials (DSM) list.

904.07 Construction
904.07.06 Placing of Concrete

The precast concrete shall be abrasive blasted prior to installation of the distribution overlay slab and OPSS 929 shall apply and govern.

Clause 904.07.06.02 of OPSS.MUNI 904 is amended by the addition of the following paragraphs:

904.07.06.02 Concrete Placing Restrictions

Concrete shall not be placed until all reinforcement and/or formwork has been inspected and approved by the Contract Administrator.

At the end of construction, all embedded hardware in the structures shall be either removed and/or the associated holes filled with an approved non-shrink grout or an approved equivalent material appropriate for this application.

Concrete shall not be placed when the air temperature or existing concrete surface temperature is below 5°C or likely to fall below 5°C, or is above 25°C or likely to rise above 25°C, throughout the duration of the concrete placing operation.

904.09 Measurement for Payment

Section 904.09 of OPSS.MUNI 904 is amended by deleting in its entirety and replacing it with the following:

Measurement

No measurement shall be made for this work.

904.10 Basis of Payment

Subsection 904.10 of OPSS.MUNI 904 is amended by deleting in its entirety and replacing it with the following:

Payment shall be made at the Lump Sum Price bid in the Form of Tender and shall be compensation in full for all labour, equipment, and materials required to complete this work as shown on the Contract Drawings.

7.0 WATERPROOFING MEMBRANE AND PROTECTION BOARD FOR JOINTS

Scope of Work

This specification covers the requirements for the complete preparation, supply and installation of proprietary self-adhering composite rubberized asphalt with high density polyethylene surface film and asphalt protection bond.

Products

Waterproofing to be Blueskin ® WP200 by Henry Company, MEL-ROL by W.R. Meadows or approved equal. Substrate primer and surface preparation shall be as per manufacturer's directions.

Protection board to be 6.4 mm thick VIBRAFLEX PC as manufactured by W.R. Meadows or approved equal.

Measurement

No measurement shall be made for this item.

Payment

Payment shall be made at the Lump Sum Price bid in the Form of Tender and shall be compensation in full for all labour, equipment, and materials required to complete this work as shown on the Contract Drawings.

8.0 CABLE CONCRETE MAT

Scope of Work

This specification covers the requirements for the complete supply, fabrication and installation of proprietary articulated block revetment system on embankment surfaces where depicted on the drawings.

Products

Articulate block revetment system CC 35 as manufactured by Cable Concrete; or approved equal.

Measurement

No measurement shall be made for this work.

Payment

Payment shall be made at the Lump Sum Price bid in the Form of Tender and shall be compensation in full for all labour, equipment and materials required to complete this work.

9.0 RIGID INSULATION

General

OPSS 1605 shall apply and govern except as amended or extended herein.

Scope of Work

Culvert pipe shall be supplied and installed as shown on the Contract Drawings including all joint connection plates and anchors and described herein and as noted on the Contract Drawings.

Materials

Section 1605.05 shall be amended with the following:

The minimum compressive strength shall be 415 kPa (60 psi) tested in accordance with ASTM D1621.

Measurement

No measurement shall be made for this item.

Payment

Payment shall be made at the Lump Sum Price bid in the Form of Tender and shall be compensation in full for all labour, equipment and materials required to complete this work.

10.0 PAVEMENT JOINT

General

OPSS Form 914 shall apply and govern except as amended or extended herein.

Scope of Work

This specification covers the requirements for the forming and filling of pavement joints.

The location and size of joints are shown on the Contract Drawings.

Pavement joints shall be installed within 7 days from final paving.

Pavement Joint

Where hot mix asphaltic concrete is carried directly over expansion and fixed joints and where specified in the Contract Documents, a rectangular groove shall be formed. This groove shall be made either by dry sawing or routing, with vertical sides, and be located directly over the joint for the full length of the joint.

Immediately prior to placing the hot-poured asphaltic sealing compound, the groove shall be dry and clean of any dust or debris using oil-free compressed air.

Cakes of joint sealing compound shall be melted on the job site and shall be continuously agitated in the mechanically agitated heating and mixing kettle. The contents shall be continuously agitated until the material can be drawn free flowing and lump free from the mixing kettle at a temperature within the range recommended by the manufacturer.

Joint sealing compound shall be poured using hand pouring pots, mechanical methods, or any other method that gives satisfactory results.

Shields shall be provided to prevent the compound from being spilled on the concrete curb, barrier or parapet walls, expansion joints, deck drains, and on the newly placed hot mix asphalt.

Sufficient joint sealing compound shall be poured into the groove so that upon completion of the work the surface of the compound is flush with the surface of the pavement. If the compound subsides to a level below the surface of the pavement, a second pouring shall be done. When more than one pouring is required to fill the groove, succeeding pours shall be made immediately.

Damage to the joint sealing compound caused by the Contractor's operation shall be repaired. Traffic shall not be permitted over the joint sealing compound until the compound has cooled to ambient temperature.

Related Ontario Standard Drawings

OPSD 552.010

Measurement

Measurement shall be made in lineal metres.

Payment

Payment shall be made at the Unit Price bid in the Form of Tender and shall be full compensation for all labour, equipment and materials required to complete this work.

11.0 CONCRETE SEALER

Scope of Work

This specification covers the requirements for the complete supply, preparation and installation of proprietary Silane Sealer (100%) on exposed cast-in-place concrete surfaces where depicted on the drawings.

Products

Master Protect H1000 as manufactured by BASF; or Sikagard ® SN100 as manufactured by Sika Canada; or approved equal.

Measurement

No measurement shall be made for this work.

Payment

Payment shall be made at the Lump Sum Price bid in the Form of Tender and shall be compensation in full for all labour, equipment, and materials required to complete this work as shown on the Contract Drawings.

12.0 PRECAST CONCRETE BOX CULVERT AND CUT-OFF WALLS

Amendment to OPSS 422, April 2004 (Reissued November 2010) and OPSS 1821, May 1993.

422.02 REFERENCES

Section 422.02 of OPSS 422 is amended by the addition of the following:

Ontario Provincial Standard Specifications, Material

OPSS 1359 Unshrinkable Backfill

CSA Standards

G164-M92 (R2003) Hot Dip Galvanizing of Irregularly Shaped Articles

ASTM International

C990-03 Standard Specifications for Joints for Concrete Pipe, Manholes and Precast Box Sections Using Preformed Flexible Joint Sealants.
D75-94 Standard Practice for Random Sampling of Construction Material.
D3665-94 Standard Practice for Sampling Aggregates.

United States Federal Specifications:

SS-S210A Sealing Compound Preformed Plastic for Pipe Joints

422.04 DESIGN AND SUBMISSIONS REQUIREMENTS

Section 422.04 of OPSS 422 is deleted and replaced with the following:

422.04.01 Working Drawings

The Contractor shall submit 3 sets (including a digital version in PDF format) of the box culvert and cut-off walls Working Drawings to the Contract Administrator at least 3 weeks prior to commencement of fabrication, for information purposes only. Prior to making a submission, the seals and signatures of a design Engineer and a design-

checking Engineer (2 stamps) shall be affixed on the Working Drawings verifying that the drawings are consistent with the Contract Documents.

Where multi-discipline engineering work is depicted on the same Working Drawing and the design or design checking Engineer or both are unable to seal and sign the Working

Drawing for all aspects of the work, the drawing shall be sealed and signed by as many additional design and design-checking Engineers as necessary.

The Contractor shall coordinate and review all the associated required Working Drawings, including but not limited to the precast boxes and the reinforcing steel drawings for cast in place components, prior to submission to ensure that there is no conflict between various components or the required field work.

The Working Drawings shall include at least the following:

g) Design details

h) Fabrication details

i) Assembly details

d) Site number and date

422.04.02 Certificates of Conformance

422.04.02.01 Interim Inspection after Fabrication of Units

Upon completion of fabrication of units in each structure and prior to shipment from the fabrication facility, the Quality Verification Engineer shall conduct an Interim Inspection of the work to certify that the fabrication has been carried out in general conformance with the sealed and signed Working Drawings and Contract Documents.

422.04.02.02 Certificate of Conformance upon Completion of the Work

Upon completion of delivery and installation of all the units in each structure, the Contractor shall submit to the Contract Administrator a Certificate of Conformance sealed and signed by the Quality Verification Engineer. The Certificate shall state that the work has been carried out in general conformance with the contract documents.

422.05 MATERIALS

422.05.04 Precast Reinforced Concrete Box Units

Section 422.05.04 of OPSS 422 is deleted in its entirety and replaced with the following:

Precast reinforced concrete box units shall be according to the requirements of OPSS 1821 amended as follows:

1821.01 Scope

Section 1821.01 of OPSS 1821 is deleted and replaced with the following:

This specification covers the requirements for materials, design and fabrication of precast reinforced concrete culverts, including the cast-in-place concrete distribution slab.

1821.02 REFERENCES

Section 1821.02 of OPSS 1821 is amended by the addition of the following:

CSA Standards:

CSA S6-14	Canadian Highway Bridge Design Code (CL-625-ONT Live Loading) Including All Associated Supplements

Ministry of Transportation Publications:

Structural Manual (2016) - Division 1 - Exceptions to the Canadian Highway Bridge Design Code.

Other:

Ontario Concrete Pipe Association Publication – Prequalification Requirements for Precast Concrete Drainage Products.

1821.04 SUBMISSION AND DESIGN REQUIREMENTS

1821.04.02 Design Requirements

Subsection 1821.04.02 of OPSS 1821 is deleted and replaced with the following:

Design shall be completed in accordance with the CAN/CSA S6 and the Structural Manual, Division 1 for the appropriate placement under the fills provided for the culvert.

The minimum thickness for walls and slabs shall be 356 mm.

1821.05 MATERIALS

1821.05.03 Steel Reinforcement

Subsection 1821.05.03 of OPSS 1821 is deleted and replaced with the following:

The use of welded wire fabric or welded wire mesh is not permitted.

Steel reinforcing shall conform to OPSS 1440. Welding of reinforcing steel is not permitted unless approved in writing by the Contract Administrator. Haunch reinforcement is required.

1821.05.04 Associated Hardware

Subsection 1821.05.04 of OPSS 1821 is deleted and replaced with the following:

All support systems shall be capable of withstanding the loads to be placed on them. All embedded hardware within 35 mm of exposed faces shall be hot dip galvanized in accordance with CAN/CSA G164 or be of an acceptable non-metallic material.

Any holes or recesses provided in the culvert to suit fabrication or handling, including those required to accommodate lifting lugs or support systems shall be plugged using a cementitious grout.

Tie wire shall be 1.5 mm diameter annealed wire.

1821.07 PRODUCTION

1821.07.01 Prequalification

Subsection 1821.07.01 of OPSS 1821 is amended by the addition of the following:

Precast concrete box units shall be fabricated by a manufacturer certified in conformance to Ontario Concrete Pipe Association Publication – Prequalification Requirements for Precast Concrete Drainage Products.

1821.07.02 Manufacturer's Design Dimensions

1821.07.02.01 Design Tables

Clause 1821.07.02.01, Table 1 and Figure 1 of OPSS 1821 are deleted.

1821.07.02.02 Placement of Reinforcement

Clause 1821.07.02.02 of OPSS 1821 is deleted and replaced with the following:

The clear distance of the end perimeter reinforcement shall be not less than 35 mm or more than 50 mm from the ends of the box unit. The cover to reinforcing bars shall be 50 mm ± 15 mm. Boxes shall be reinforced with steel bars and shall be assembled with single layers of reinforcement in each face in each direction. Splices in the perimeter reinforcement shall be made by lapping and reinforcing steel shall not be lapped in tension zones.

422.05.07 Mortar

Subsection 422.05.07 of OPSS 422 is deleted.

422.05.08 Preformed Gasket

Subsection 422.05.08 is deleted.

422.05.09 Joint Sealing Compound

Subsection 422.05.09 of OPSS 422 is deleted in its entirety and replaced with the following:

Joint sealing compound shall be as specified in the Contract Documents.

422.05.13 Bedding

Subsection 422.05.13 of OPSS 422 and Table 1 is deleted and replaced with the following:

Bedding shall be as specified in the Contract Documents Specification 19.0.

422.05.14 Backfill

Subsection 422.05.14 of OPSS 422 is deleted in its entirety and replaced with the following:

Bedding shall be as specified in the Contract Documents Specification 19.0.

422.05.15 Cover

Subsection 422.05.15 of OPSS 422 is deleted in its entirety and replaced with the following:

Cover shall be as specified in the Contract Documents.

Section OPSS 422.05 of OPSS 422 is amended by the addition of the following Subsections:

422.05.16 Joints Between Box Units

The joints between adjacent precast box culvert units shall be treated as shown in the Contract Drawings.

422.05.17 Concrete Finishing

Concrete finishing shall be according to OPSS 904.

422.05.18 Unshrinkable Fill

Unshrinkable fill shall be according to OPSS 1359.

422.07 CONSTRUCTION

422.07.02 Excavation

Subsection 422.07.02 of OPSS 422 is amended by the addition of the following:

Lateral stability shall be maintained throughout the excavation and box unit installation. Soil cave-in into the excavation hole shall be prevented.

422.07.06 Foundations

When unsuitable material is encountered during excavation for the box units' foundation, the unsuitable material shall be removed to competent stratum and replaced to the foundation grade with compacted Granular "A" material.

The final founding elevations shall be as specified in the Contract Documents or an elevation approved in writing by the Contract Administrator.

422.07.09 Installing Box Units

422.07.09.01 Box Units

Section 422.07.09.01 of OPSS 422 is amended by deleting the fourth paragraph and replacing it with the following:

All precast box unit joints shall be provided with steel reinforced articulated ends such as bell and spigot. The box units shall be installed to make a continuous line forming a box culvert or box sewer. The gap at the box unit joints shall not exceed 15 mm. End units shall be as specified in the Contract Documents. All other units shall be a minimum of 0.914 m in length.

As part of the work, the contractor shall include fabrication, delivery, and installation of the following:

a) Precast site connections, wall drains, and associated accessories.

b) Construct dowel holes at precast culvert end unit's bottom slab and apron wall for installation of dowels.

c) Precast concrete apron walls, including supply and install of dowel and non-shrink grout to connect the apron wall together with the precast concrete culvert end units.

d) Fill over-excavation behind apron walls and at interface between precast concrete box and apron walls with fully compacted Granular "A".

e) Construct the corbels for the approach slab support as per detail in the Contract Documents and supply and install dowel at top slab.

f) Supply and install dowels for distribution slab as per detail in the Contract Documents, including cast-in-place couplers.

g) Scarify top surface for composite bond with distribution slab overlay.

All shall be as shown on the Contract Drawings.

422.07.09.02 Geotextile at Joints

Clause 422.07.09.02 of OPSS 422 is deleted in its entirety.

422.07.11 Backfill

Subsection 422.07.11 of OPSS 422 is amended by deleting the second paragraph and replacing it with the following:

The Contractor shall be responsible for placing the backfill without any damage to or movement of the box culvert or box sewer. Backfill on each side of the box units shall be completed simultaneously. At no time shall the levels on each side differ by more than 500 mm.

422.07.12 Cover

Subsection 422.07.12 of OPSS 422 is amended by the addition of the following:

A reinforced cast-in-place concrete distribution slab with profiled surface shall be supplied and installed as per details in the Contract Documents.

422.07.16 Mechanical Couplers (Not Applicable)

422.07.16 shall be deleted.

422.07.17 Date and Site Identification Figures

All precast concrete box culverts shall be inscribed with one set of date figures and site numbers at the exposed ends of the first and last precast elements as specified in the Contract Documents. The plastic figures and site numbers shall be the responsibility of the Contractor.

422.10 BASIS OF PAYMENT

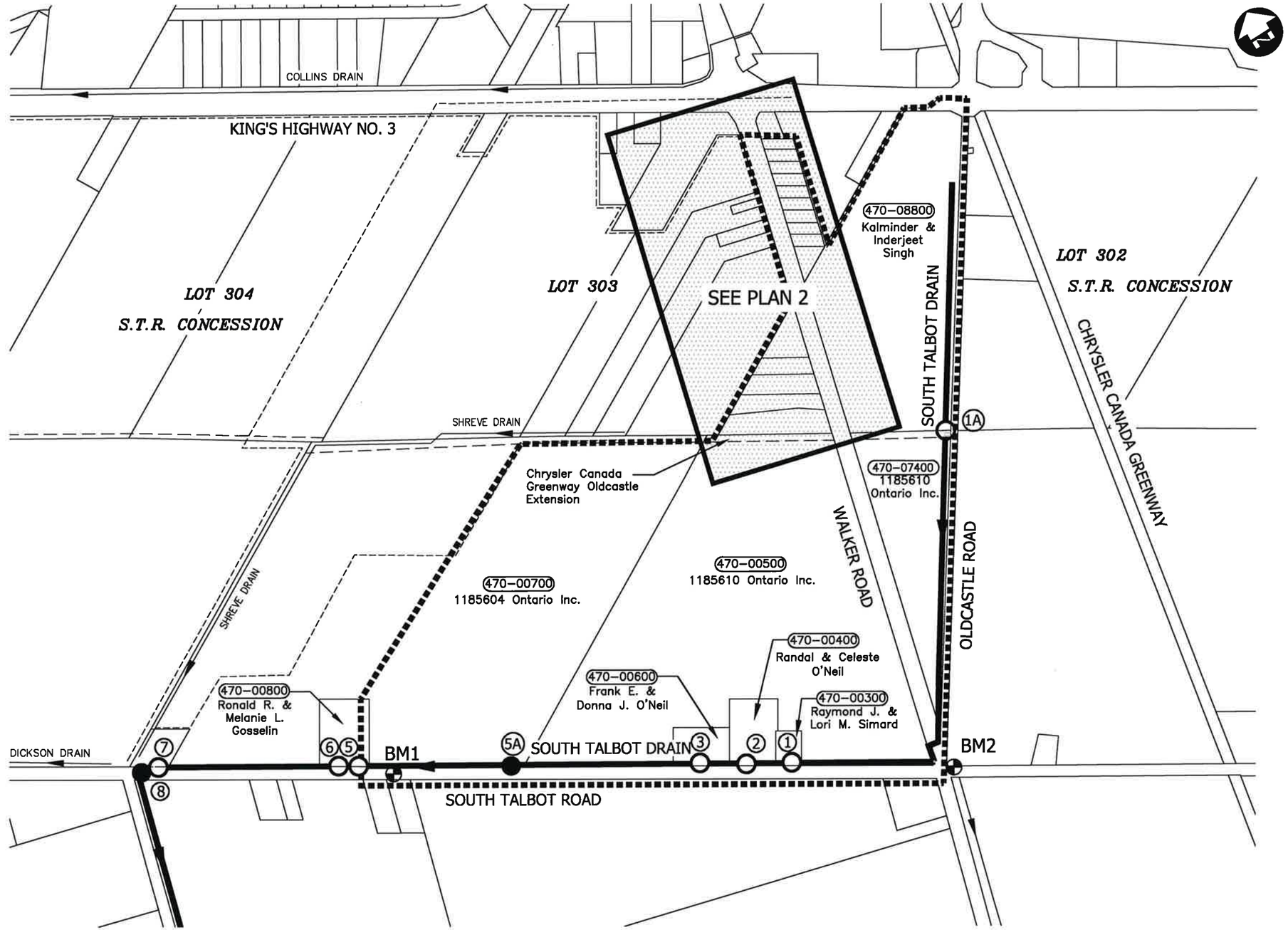
Subsection 422.10.01 of OPSS 422 is amended by the addition of the following items:

Measurement

No measurement shall be made for this work.

Payment

Payment shall be made at the Lump Sum Price bid in the Form of Tender and shall be compensation in full for all labour, equipment and materials required to complete this work as shown on the Contract Drawings.



OVERALL PLAN
SCALE=1:7,500

SITE BENCHMARKS

BM1– BRASS CAP, 23cm BELOW GRADE ON NORTH SHOULDER OF SOUTH TALBOT ROAD APPROXIMATELY 60m SOUTHEAST OF OF BRIDGE NO. 5 ACCESS FOR MUN. NO. 1400.
ELEVATION=188.05m

BM2– TOP OF NORTHWEST CORNER OF CONC. HEADWALL ON NORTHEAST CORNER OF WALKER ROAD & SOUTH TALBOT ROAD INTERSECTION.
ELEVATION=190.07m

NOTE: CONTRACTOR TO VERIFY BENCHMARKS PRIOR TO CONSTRUCTION.

LEGEND

- SOUTH TALBOT DRAIN WATERSHED BOUNDARY
- SOUTH TALBOT DRAIN
- OTHER DRAINS
- EXISTING BRIDGE
- BRIDGE REPLACEMENT/ NEW BRIDGE

LICENSED PROFESSIONAL ENGINEER
M. D. HERNANDEZ
100078099
March 8/19
PROVINCE OF ONTARIO

'SCHEDULE G'

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1	CLIENT REVIEW	OCT. 1/18	MDH

DESIGN MDH	REVIEWED BY FRF
DRAWN WLB	CHECKED BY TRO
DATE MARCH 11, 2019	
SCALE AS SHOWN	

DILLON CONSULTING

PROJECT NO. 17-5749

DRAWING SCALES BASED ON A 11" X 17" SHEET

Drainage Report for the
SOUTH TALBOT DRAIN
Town of Tecumseh

SHEET TITLE OVERALL PLAN

PAGE NO. 1 of 7

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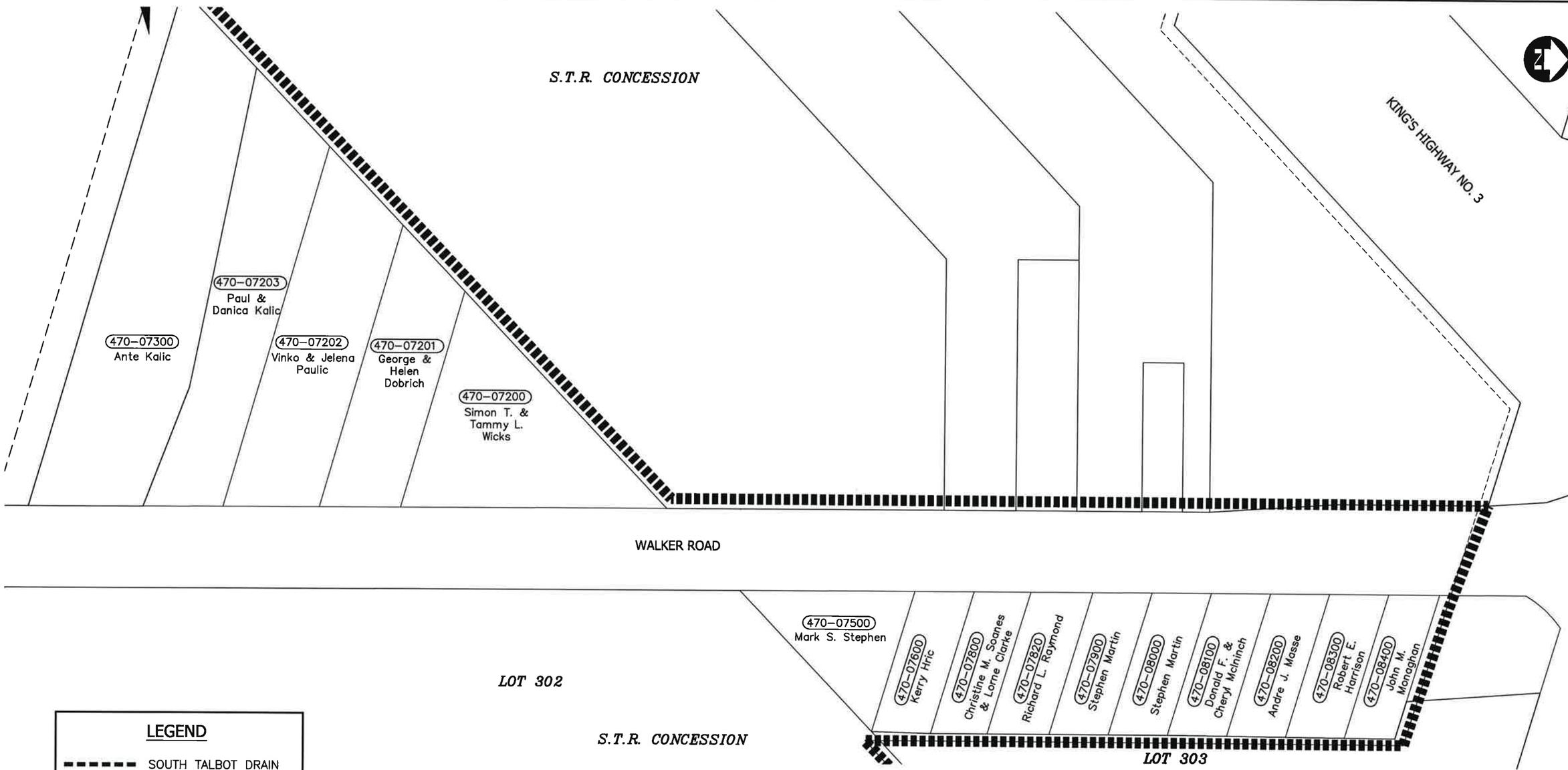

PLAN 2
SCALE=1:1500

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March 8/19
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Town of Tecumseh

SHEET TITLE PLAN 2

PAGE NO. 2 of 7

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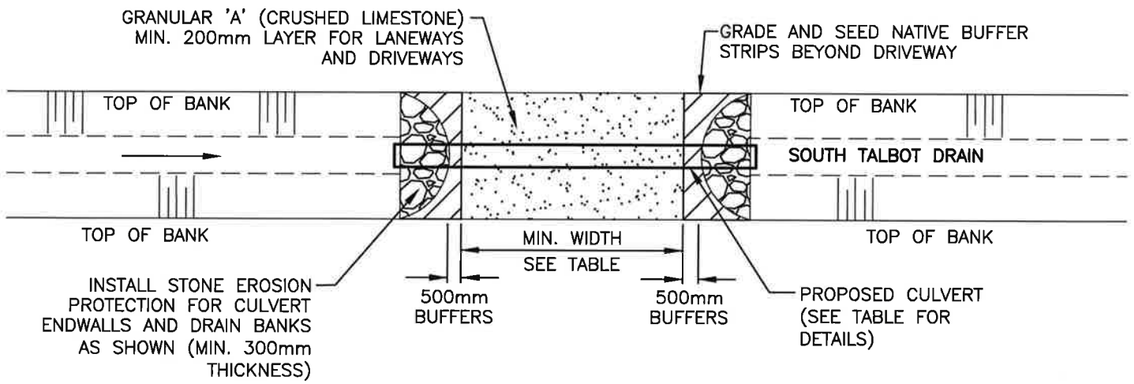
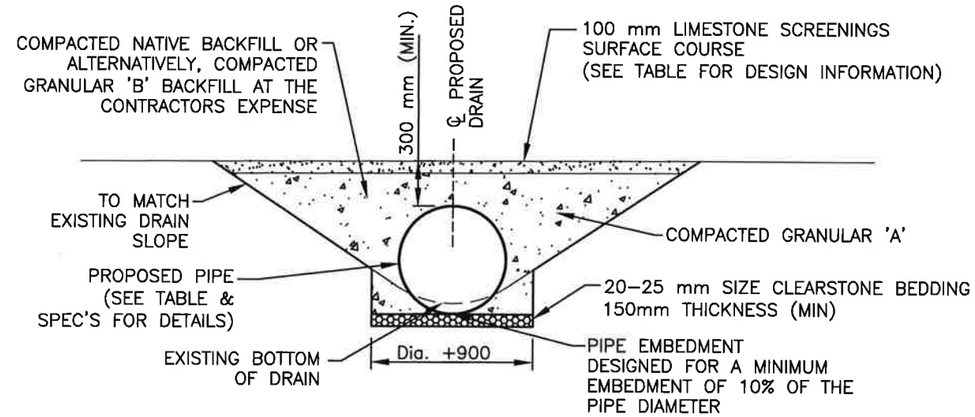


BRIDGE PLAN
N.T.S.



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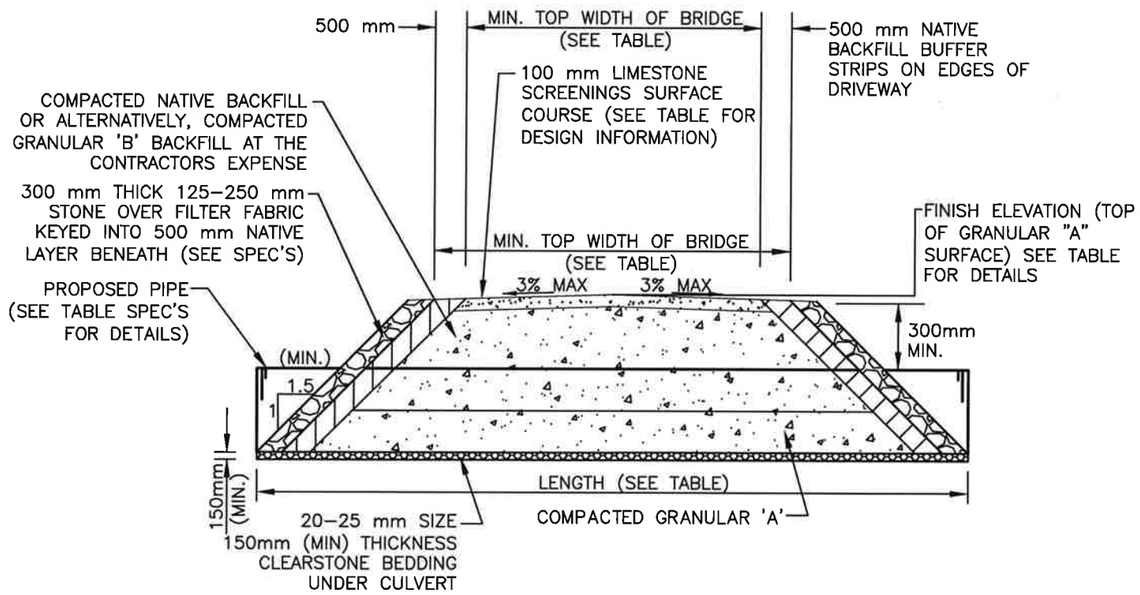

LONGITUDINAL SECTION
N.T.S.

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M. D. HERNANDEZ
100078099
March 8/19
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'SCHEDULE G'

Drainage Report for the
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Town of Tecumseh

SHEET TITLE BRIDGE NO. 1A DETAILS

PAGE NO. 3 of 7

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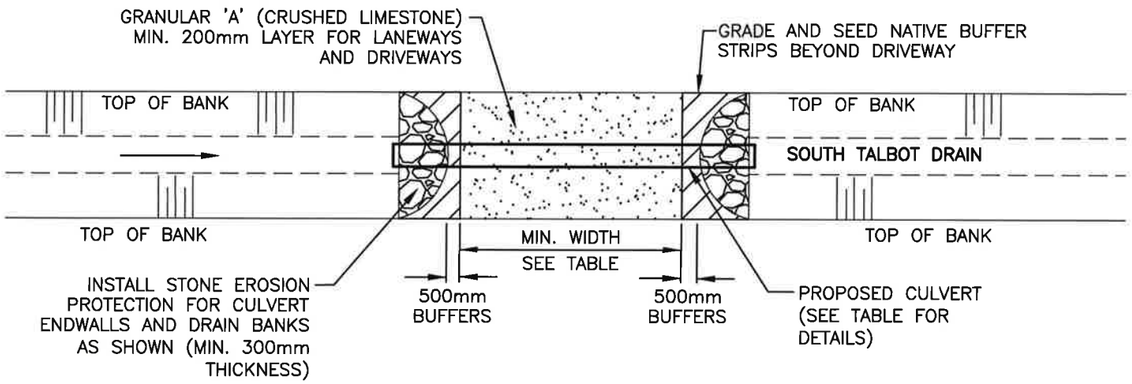
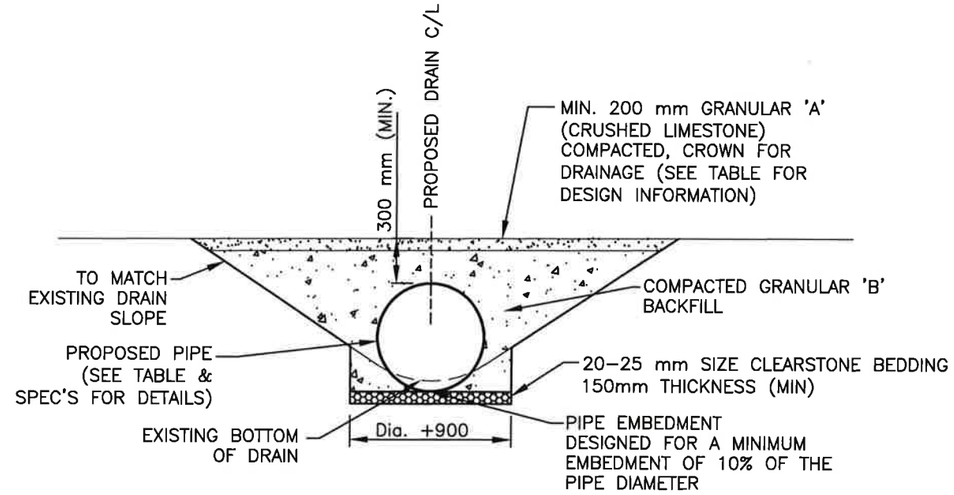


BRIDGE PLAN
N.T.S.



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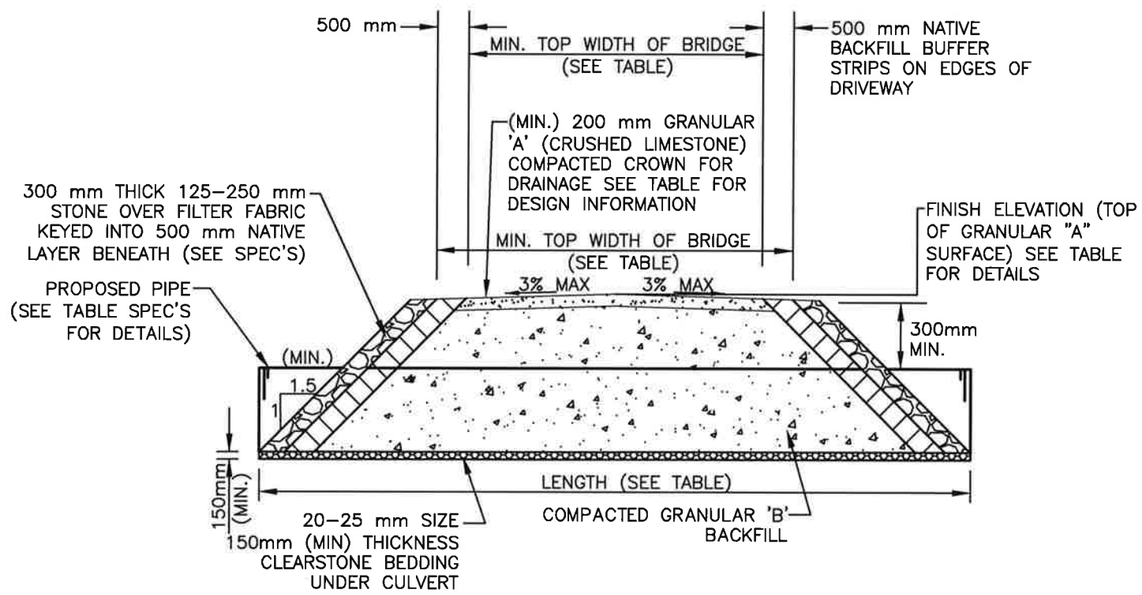

LONGITUDINAL SECTION
N.T.S.

TABLE 1 – DESIGN INFORMATION

DESCRIPTION	BRIDGE NO. 1A (FUTURE)	BRIDGE NO. 5A	BRIDGE NO. 8
PIPE INVERT ELEV. U/S SIDE(m)	188.78	186.96	185.93
PIPE INVERT ELEV. D/S SIDE(m)	188.76	186.94	185.93
TOP OF ℄ DRIVEWAY SURFACE ELEV. (m)	190.90	188.53	188.60
DRAIN BOTTOM (m) (DESIGN) (AT CENTRELINE OF CULVERT)	188.89	187.07	186.24
MIN. TOP WIDTH OF DRIVEWAY (m)	3.0	12.2	8.6
MIN. CULVERT GRADE (%)	0.10	0.10	0.00
CULVERT TYPE	CSP	CSP	BOX
CULVERT MATERIAL	ALUMINIZED	ALUMINIZED	PRECAST CONCRETE
CULVERT LENGTH (m)	16	19	22.4
CULVERT THICKNESS (mm)	2.8	2.8	–
CULVERT CORRUGATIONS (mm)	125 x 25	125 x 25	–
PIPE SIZE (mm)	1200	1200	2200x1900
CULVERT ENDWALL TYPE	SLOPED STONE	SLOPED STONE	CONC. BLOCK (N. END)
			SLOPED STONE (S. END)

LICENSED PROFESSIONAL ENGINEER
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100078099
March 8/19
PROVINCE OF ONTARIO

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DRAWN WLB | CHECKED BY TRO
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SCALE AS SHOWN

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PROJECT NO. 17-5749
DRAWING SCALES BASED ON A 11" X 17" SHEET

'SCHEDULE G'

Drainage Report for the
SOUTH TALBOT DRAIN
Town of Tecumseh

SHEET TITLE BRIDGE NO. 5A DETAILS & DESIGN TABLE

PAGE NO. 4 of 7

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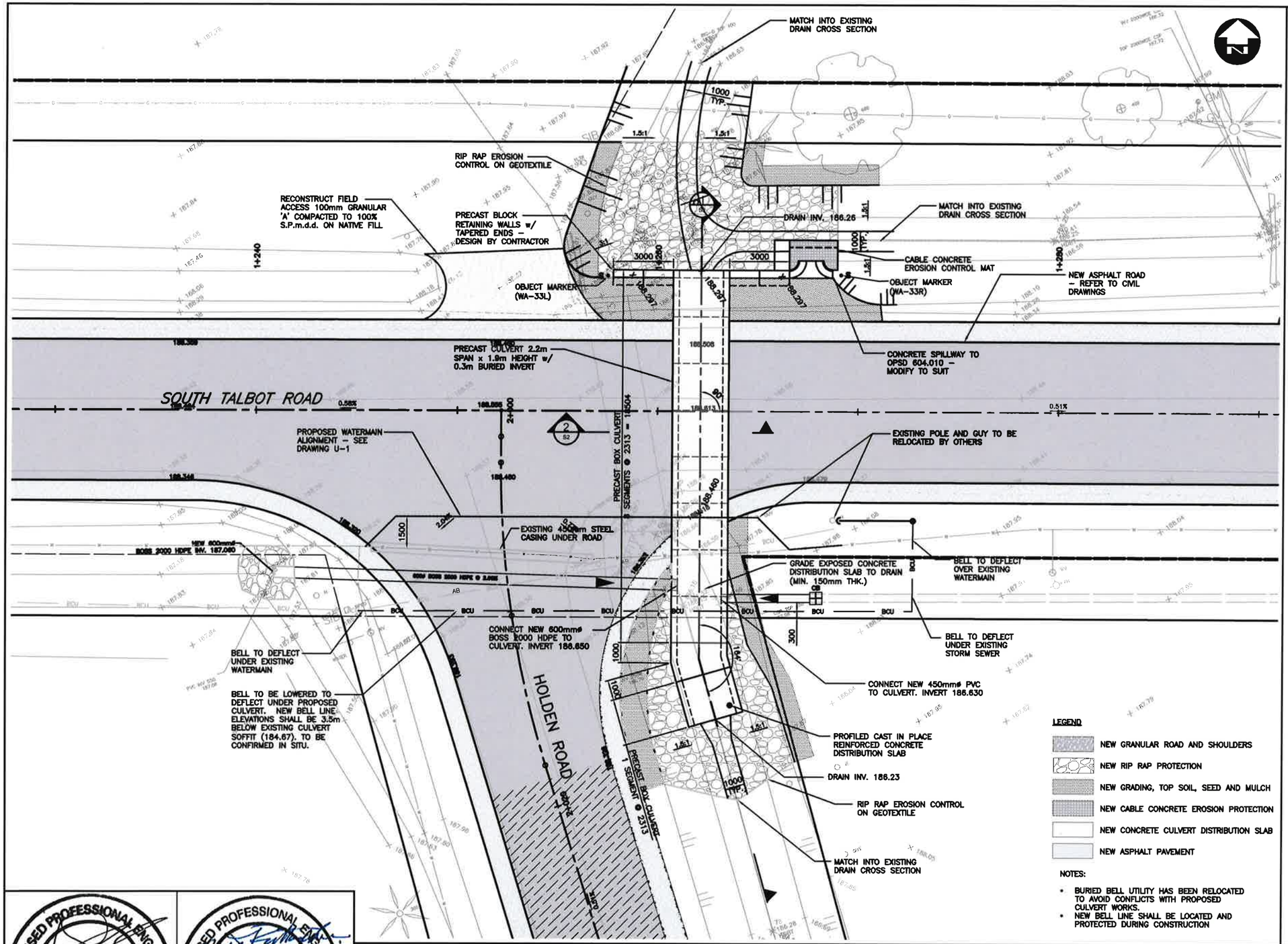

CONSTRUCTION NOTES

1. THE CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND ELEVATIONS OF THE PROPOSED WORK AND ALL DETAILS ON SITE AND REPORT ANY DISCREPANCIES TO THE CONTRACT ADMINISTRATOR PRIOR TO COMMENCEMENT OF CONSTRUCTION.
2. SOUTH TALBOT ROAD AND HOLDEN ROAD TO BE CLOSED DURING CONSTRUCTION. SEE SUGGESTED MINIMUM TRAFFIC DETOUR DRAWING FOR DETAILS.
3. BACKFILL SHALL BE PLACED SIMULTANEOUSLY AND COMPACTED IN LIFTS BEHIND BOTH SIDES OF CULVERT KEEPING THE HEIGHT OF FILL APPROXIMATELY THE SAME. AT NO TIME SHALL THE DIFFERENCE IN ELEVATION BE GREATER THAN 500mm.
4. ALL EXPOSED CONCRETE EDGES TO HAVE 20mm CHAMFER UNLESS NOTED OTHERWISE.
5. SUPPORTS FOR REINFORCING STEEL SHALL BE AS PER OPSD–3929.101 AND OPSD–3329.100 ON FORMED SURFACES. ON NON–FORMED SURFACES, CONCRETE BLOCKS (MIN. 20MPa) SHALL BE USED.
6. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE DESIGN, CERTIFICATION, SUPPLY, AND INSTALLATION OF ALL PRECAST BRIDGE AND RETAINING WALL COMPONENTS. SUBMIT CERTIFIED SHOP DRAWINGS FOR REVIEW AND APPROVAL PRIOR TO CONSTRUCTION. DESIGN FOR CUT OFF WALL BY PRECAST SUPPLIER. REFER TO SPECIFICATIONS FOR FURTHER REQUIREMENTS.
7. THE CONTRACTOR SHALL ENSURE ALL WORK IS COMPLETED IN THE DRY. THE CONTRACTOR SHALL PROVIDE A TEMPORARY WATER CONVEYANCE SYSTEM AS SPECIFIED AND SHALL SUBMIT DESIGN DETAILS INCLUDING THE DEWATERING SCHEME FOR REVIEW AND APPROVAL BY THE ENGINEER AND ERCA PRIOR TO THE COMMENCEMENT OF CONSTRUCTION. THE WORK AREA SHALL BE COMPLETELY ISOLATED FOR WORK IN THE DRY. SHOULD LARGER EXCAVATION BE REQUIRED, INCLUDE ALL ADDED COSTS FOR EXCAVATION AND GRANULAR FILL IN THIS ITEM. THE CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTAINING CREEK AND ROADSIDE DITCH FLOW THROUGH THE WORK AREA THROUGHOUT THE DURATION OF THE CONTRACT. TEMPORARY EARTHEN BERMS SHALL BE CONSTRUCTED TO A MAXIMUM HEIGHT OF 450mm AND PROTECTED AGAINST EROSION TO THE SATISFACTION OF ERCA.
8. CONTRACTOR TO LOCATE AND PROTECT ALL EXISTING UTILITIES WITH A METHOD APPROVED BY THE GOVERNING UTILITY.
9. DESIGN SOILS MINIMUM NET BEARING CAPACITIES MUST BE VERIFIED BY THE GEOTECHNICAL ENGINEER ON SITE IMMEDIATELY FOLLOWING EXCAVATION:
   @ULS = 225 kPa
   @SLS = 150 kPa
   REFER TO GEOTECHNICAL REPORT ENTITLED CULVERT REPLACEMENT (CULVERT NO.46) SOUTH TALBOT ROAD TECUMSEH, ONTARIO – NO. 1787469–R01 AS PREPARED BY GOLDER ASSOCIATES AND DATED NOVEMBER 2017.) PRECAST CULVERT SUPPLIER TO CONFIRM DESIGN BEARING ADEQUACY IN SHOP DRAWING SUBMISSION.
10. CLASS OF CONCRETE
    - 'C1' AS PER CSA A23.1
    - 35MPA (MIN.) UNLESS OTHERWISE NOTED
12. ALL STRUCTURES TO BE DESIGNED BY CONTRACTOR IN ACCORDANCE TO CAN/CSA–S6–14, CL625 (ONT) TRUCK
13. REINFORCING STEEL
    - REINFORCING STEEL SHALL BE GRADE 400W UNLESS OTHERWISE SPECIFIED.
    - UNLESS SHOWN OTHERWISE, TENSION LAP SPLICES SHALL BE CLASS B.
    - STAINLESS REINFORCING STEEL SHALL BE TYPE 316LN OR DUPLEX 2205 AND HAVE A MINIMUM YIELD STRENGTH OF 500MPa UNLESS NOTED OTHERWISE.
    - BAR MARKS WITH PREFIX 'S' DENOTE STAINLESS STEEL BARS.
    - BAR HOOKS SHALL HAVE STANDARD HOOK DIMENSIONS USING MINIMUM BEND DIAMETERS WHILE STIRRUPS AND TIES SHALL HAVE MINIMUM HOOK DIMENSIONS. ALL HOOKS SHALL BE IN ACCORDANCE WITH THE STRUCTURAL STANDARD DRAWING SS12–1 UNLESS INDICATED OTHERWISE.
    - REINFORCING STEEL TO BE PLACED IN PRECAST CONC. HAUNCHES
14. EXPOSED FACE OF PRECAST CULVERT END UNITS SHALL BE CAST WITHOUT BELL OR SPIGOT FOR AESTHETICS WITH EMBOSSED DATE OF CONSTRUCTION.
15. KEY SURFACE FINISH ELEVATIONS HAVE BEEN SHOWN ON THE PLAN. THE CONTRACTOR SHALL BE RESPONSIBLE TO GRADE THE ASPHALT FOR PROPER SURFACE DRAINAGE TO THE SATISFACTION OF THE ENGINEER.
16. LINE PAINTING BY OWNER TO BE COORDINATED BY CONTRACTOR PRIOR TO ROAD OPENING.

LEGEND

- NEW GRANULAR ROAD AND SHOULDERS
- NEW RIP RAP PROTECTION
- NEW GRADING, TOP SOIL, SEED AND MULCH
- NEW CABLE CONCRETE EROSION PROTECTION
- NEW CONCRETE CULVERT DISTRIBUTION SLAB
- NEW ASPHALT PAVEMENT

NOTES:

- BURIED BELL UTILITY HAS BEEN RELOCATED TO AVOID CONFLICTS WITH PROPOSED CULVERT WORKS.
- NEW BELL LINE SHALL BE LOCATED AND PROTECTED DURING CONSTRUCTION

APPLICABLE STANDARD DRAWINGS

OPSD 552.010	CONCRETE PAVEMENT, JOINT DETAILS
OPSD 555.010	CONCRETE PAVEMENT – APPROACH TREATMENT TO HOT MIX AND COMPOSITE PAVEMENTS AND STRUCTURE APPROACHES
OPSD 604.010	90° CONCRETE OUTLET FOR CONCRETE CURB WITH GUTTER
OPSD 3390.100	DECK DRIP CHANNEL

'SCHEDULE G'

LICENSED PROFESSIONAL ENGINEER
D. M. KLASSEN
100191356
March 11, 2019
PROVINCE OF ONTARIO

LICENSED PROFESSIONAL ENGINEER
N. RATTANAWANGCHAROEN
100527903
MARCH 11, 2019
PROVINCE OF ONTARIO

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DESIGN PER	REVIEWED BY DK
DRAWN DRB	CHECKED BY BC
DATE MARCH 11, 2019	
SCALE NOT TO SCALE	

DILLON CONSULTING

PROJECT NO. 17-5749

DRAWING SCALES BASED ON A 11" X 17" SHEET

Drainage Report for the
SOUTH TALBOT DRAIN
Town of Tecumseh

SHEET TITLE BRIDGE NO. 8 DETAILS S-1

PAGE NO. 5 of 7

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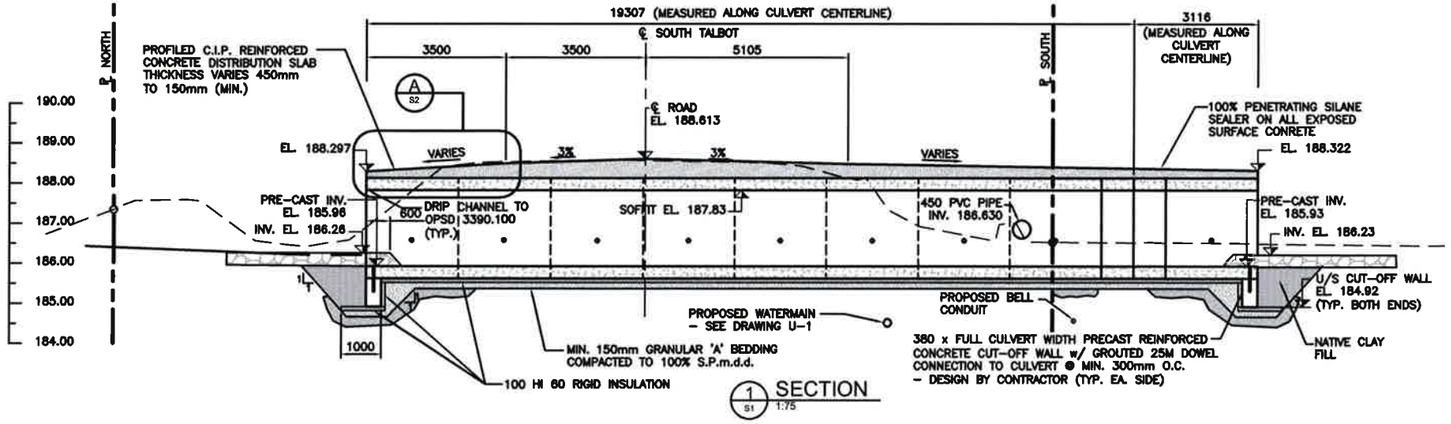
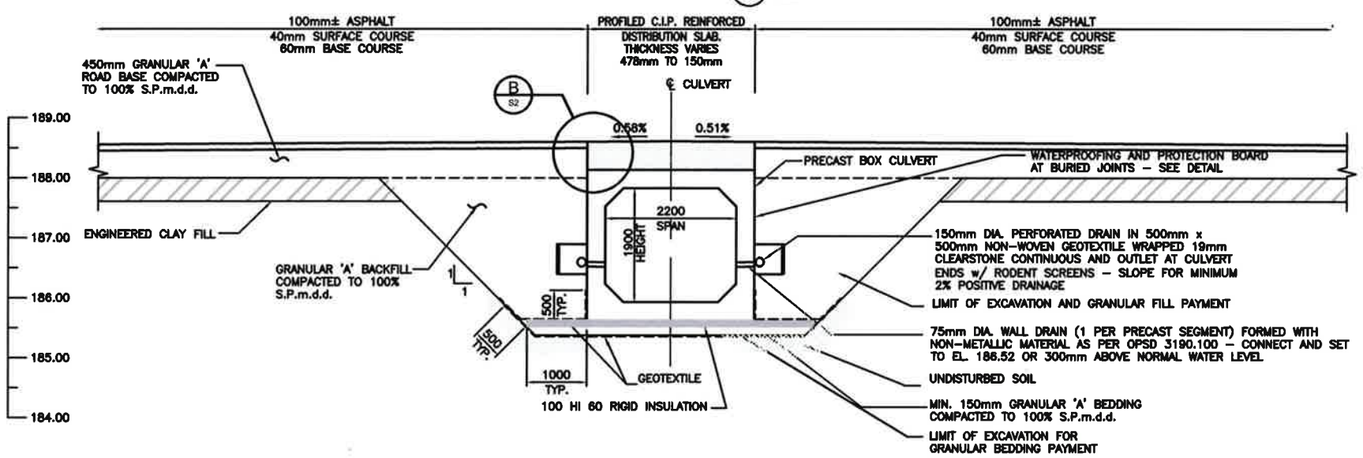


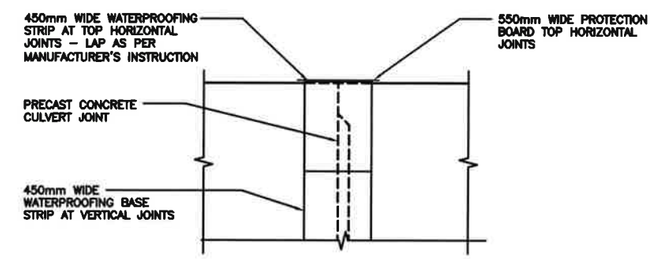
1 S1 SECTION 1:75



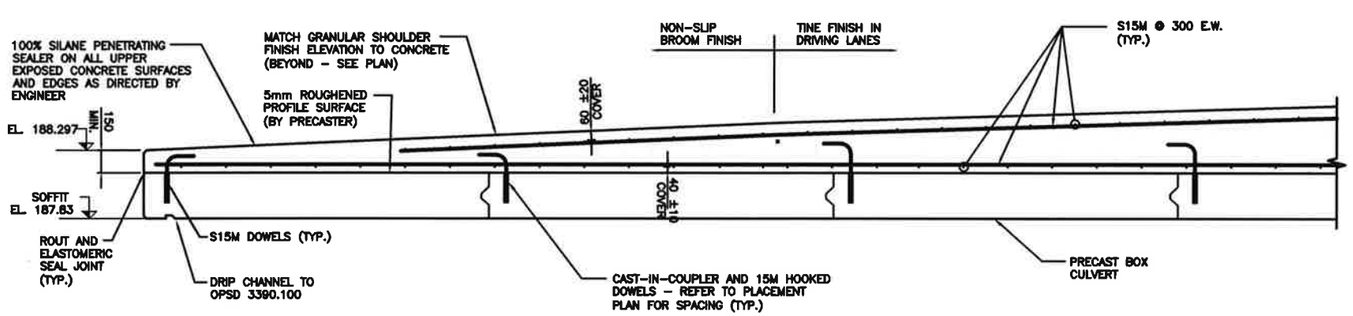
2 S1 SECTION 1:75

EXISTING AND PROPOSED CULVERT #46 INFORMATION

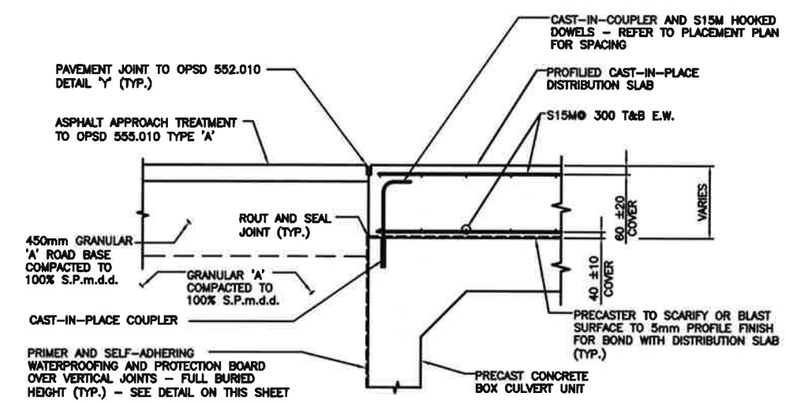
	Existing 1.9m x 1.2m Concrete Box	Proposed 1.9m x 2.2m Concrete Box (0.3m embedment)
Upstream Drain Bottom (m)	186.26	186.26
Downstream Drain Bottom (m)	186.33	186.23
Upstream Culvert Invert (Buried) (m)	186.93	185.96
Downstream Culvert Invert (Buried) (m)	186.97	185.93
Length (m)	10.3	20.0
Slope (%)	-0.39	0.15



JOINT WATERPROOFING DETAIL
1:20



A S2 DETAIL 1:20



B S2 DETAIL 1:20

'SCHEDULE G'

LICENSED PROFESSIONAL ENGINEER
D. M. KLASSEN
100191356
MARCH 11, 2019
PROVINCE OF ONTARIO

LICENSED PROFESSIONAL ENGINEER
N. RATTANAWANGCHAROEN
100527903
MARCH 11, 2019
PROVINCE OF ONTARIO

Conditions of Use

Verify elevations and/or dimensions on drawing prior to use. Report any discrepancies to Dillon Consulting Limited.

Do not scale dimensions from drawing.

Do not modify drawing, re-use it, or use it for purposes other than those intended at the time of its preparation without prior written permission from Dillon Consulting Limited.

No.	ISSUED FOR 315	DATE	BY
3	FINAL REPORT SUBMISSION	MAR. 11/19	MDH
2	PUBLIC INFORMATION CENTRE REVIEW	FEB. 13/19	MDH
1	CLIENT REVIEW	OCT. 1/18	MDH

DESIGN PER	REVIEWED BY DK
DRAWN DRB	CHECKED BY BC
DATE MARCH 11, 2019	
SCALE NOT TO SCALE	

DILLON CONSULTING

PROJECT NO. 17-5749

DRAWING SCALES BASED ON A 11" X 17" SHEET

Drainage Report for the
SOUTH TALBOT DRAIN
Town of Tecumseh

SHEET TITLE BRIDGE NO. 8 DETAILS S-2

PAGE NO. 6 of 7

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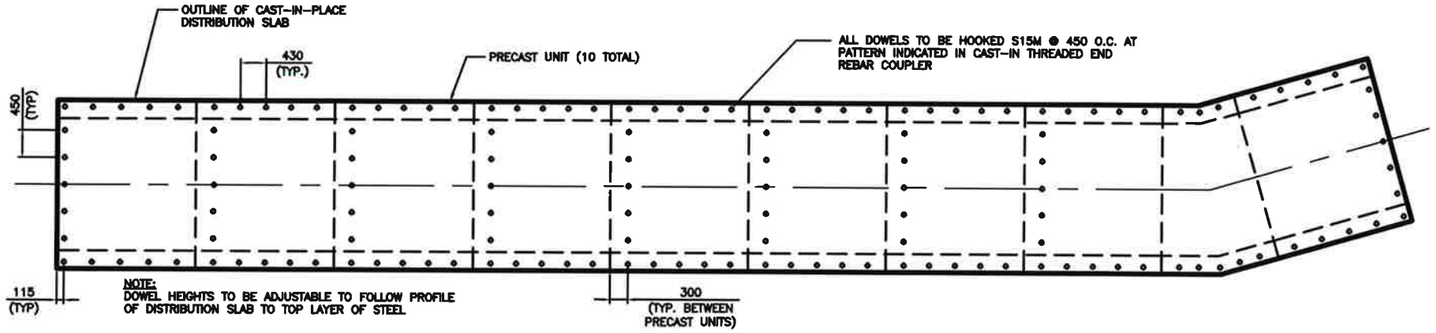
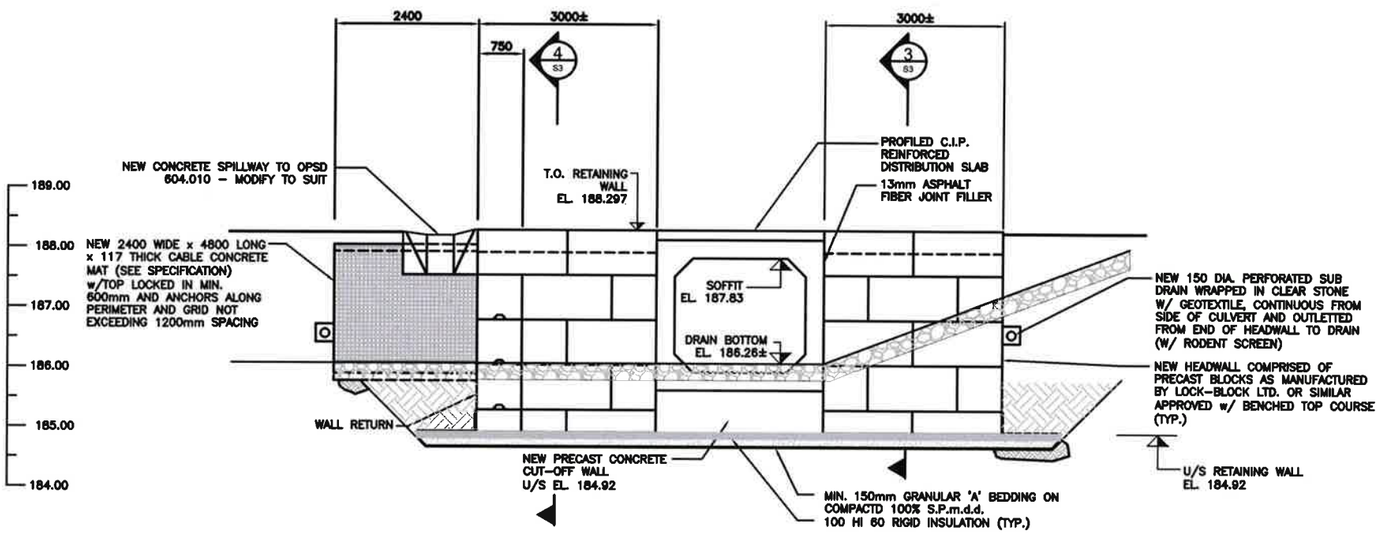


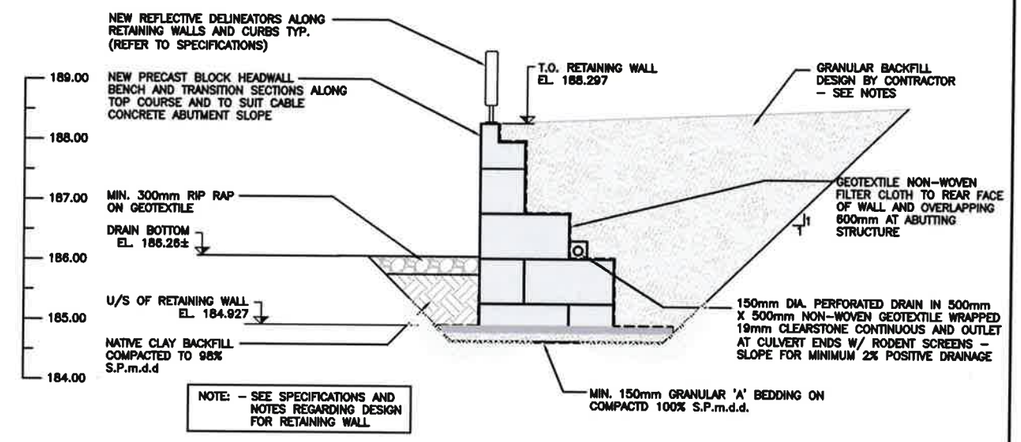
DOWEL PLACEMENT PLAN FOR DISTRIBUTION SLAB
1:50

RETAINING WALL NOTES

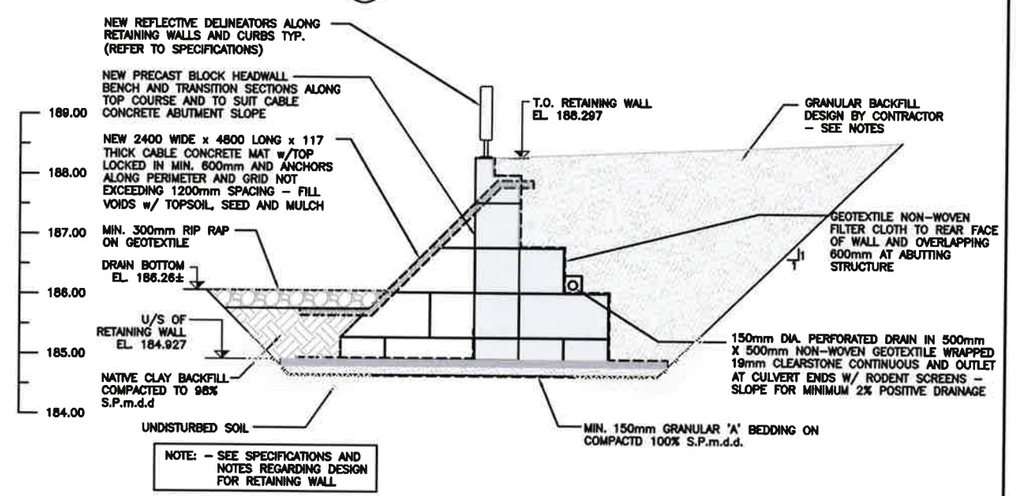
1. RETAINING WALL SHALL BE DESIGNED BY CONTRACTOR IN ACCORDANCE TO CAN/CSA-S6.
2. DESIGN SHALL PROVIDE A 75 YEAR SERVICE LIFE.
3. DESIGN SHALL ADDRESS RETAINING WALL LOCATED WITHIN A WATERCOURSE. BACKFILL SHALL BE DESIGNED BY CONTRACTOR. COARSE BACKFILL WITHOUT FINES, WRAPPED IN GEOTEXTILE. MAY BE USED TO PREVENT LOSS OF BACKFILL.
4. TIED BACK AND REINFORCED EARTH SYSTEMS RETAINING WALLS WILL NOT BE ACCEPTABLE. SATURATED CONDITIONS SHALL BE CONSIDERED AND SATISFIED FOR ALL LOADING CONDITIONS
5. DESIGN SHALL ACCOMMODATE DIFFERENTIAL HYDROSTATIC PRESSURE.
6. PERFORMANCE TOLERANCE FOR THE RETAINING WALL IS 50mm (GLOBAL).



NORTH RETAINING WALL ELEVATION
1:50



3 S3 RETAINING WALL SECTION
1:75



4 S3 RETAINING WALL SECTION
1:75

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2	PUBLIC INFORMATION CENTRE REVIEW	FEB. 13/19	MDH
1	CLIENT REVIEW	OCT. 1/18	MDH

DESIGN PER	REVIEWED BY DK
DRAWN DRB	CHECKED BY BC
DATE MARCH 11, 2019	
SCALE NOT TO SCALE	

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SHEET TITLE BRIDGE NO. 8 DETAILS S-3

PAGE NO. 7 of 7

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The Corporation of the Town of Tecumseh

By-Law Number 2019-38

Being a by-law to amend By-law 85-18, the Town's Comprehensive Zoning By-law for those lands in the former Township of Sandwich South.
(D19 MATOS – SCWI Enterprises, South Side of North Talbot Road)

Whereas By-law No. 85-18 is the Town's comprehensive zoning by-law regulating the use of lands and the character, location and use of buildings and structures within the Town of Tecumseh, for lands situated within the former Township of Sandwich South;

And whereas the Council of the Corporation of the Town of Tecumseh deems it necessary and in the best interest of proper planning to further amend By-law No. 85-18;

And whereas this By-law conforms to the Official Plan in effect for the Town of Tecumseh for lands in the former Township of Sandwich South, as amended;

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

1. **That** Schedule "A", Map 10, to By-law 85-18, as amended, is hereby further amended by changing the zoning classification for those lands as depicted on Schedule "A" attached hereto and forming part of this by-law from "Neighbourhood Commercial Zone (C2-5)" to "Business Park Zone (BP-4)".

2. That By-law 85-18, Section 19, Business Park Zone (BP) Regulations, as amended, is hereby further amended by the addition of a new subsection 19.3.4 to immediately follow subsection 19.3.3 and to read as follows:

"19.3.4 <u>Defined Area BP-4</u> as shown on Schedule "A", Map 10, of this By-Law.

a) <u>Permitted Uses</u>

i) all those uses permitted in subsection 19.1.1 of this By-law;

ii) construction company;

iii) contractor's yard or shop;

iv) service shop;

v) accessory uses.

b) <u>Permitted Building and Structures</u>

i) Buildings and structures for the uses permitted in subsection 19.3.4 a) of this By-law;

ii) Accessory buildings and structures for the uses permitted in subsection 19.3.4 a) of this By-law.

c) Zone Provisions

All lot and building requirements shall be in accordance with subsections 19.1.3 to 19.1.9, inclusive of this By-law, with the exception of the following:

i)	Minimum Lot Area	1.1 hectares (2.7 acres)
ii)	Maximum Lot Coverage	40 percent
iii)	Minimum Landscaped Open Space	10 percent
iv)	Maximum Building Height	10.5 metres (34.40')
v)	Minimum Front Yard Depth	12.0 metres (39.40')
vi)	Minimum Side Yard Width	6.0 metres (19.68')
vii)	Minimum Rear Yard Depth	7.5 metres (24.60')"

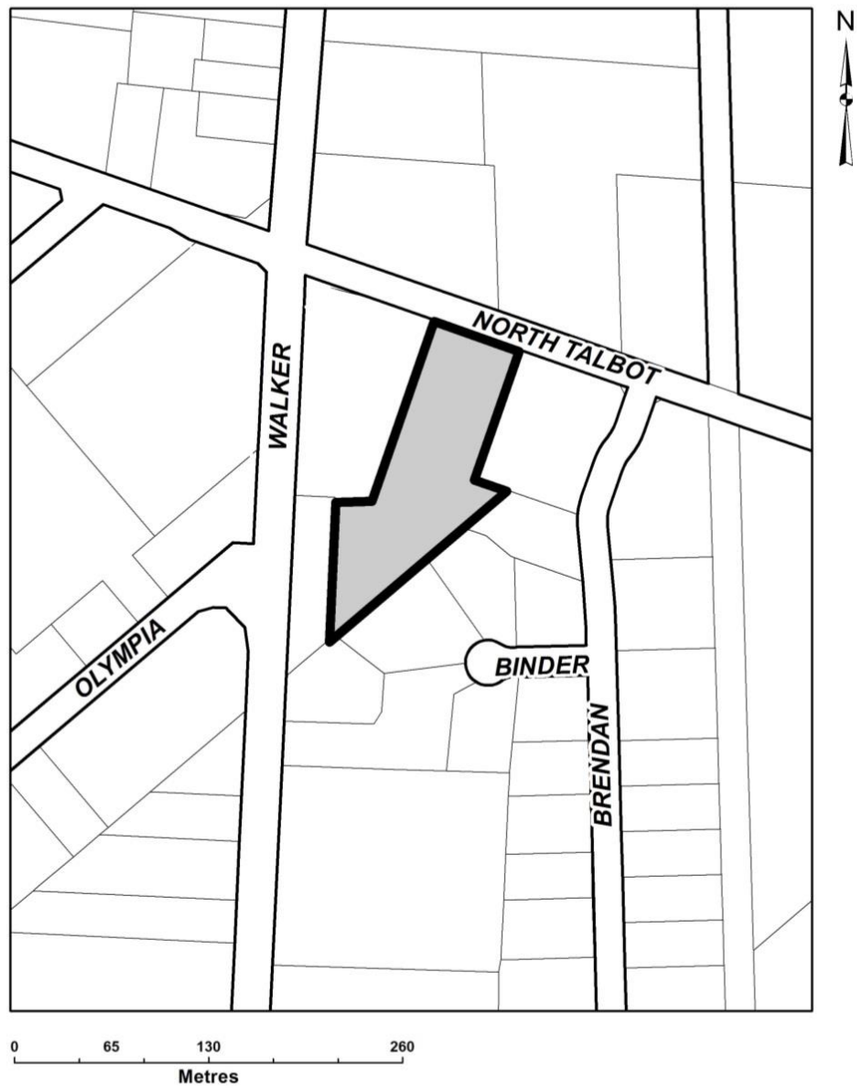
3. This By-law shall take effect from the date of passage by Council and shall come into force in accordance with Section 34 of the *Planning Act, R.S.O. 1990*.

Read a first, second and third time and finally passed this 14th day of May, 2019.

Gary McNamara, Mayor

Laura Moy, Clerk

SCHEDULE "A"
CONCESSION NTR, N PT LOT 304
SOUTH SIDE OF NORTH TALBOT ROAD
TOWN OF TECUMSEH



Change from "C2-5" to "BP-4"

This is Schedule "A" to By-law No. 2019-38.
Passed the 14th day of May, 2019.

Signed

Mayor

Clerk

UNFINISHED REGULAR COUNCIL BUSINESS

	Meeting Date	Resolution	Subject	Action/Direction	Depart.	Status/Action Taken
3/17	Mar 14, 2017		Alley Closing Policy	An alley closing policy is requested to establish a uniform process for closing alleys.	CS	In Progress
1/18	January 30, 2018		Video Surveillance	Administration to follow up on video surveillance and potential grant funding for acquiring a system.	ICS	Grant application is being investigated and met with local expert
18/18	April 24, 2018		Cada Library Renovations	It is directed that Administration provide a report on the Cada Library to include consultations with TAAC, SAC, YAC, CAC, and other stakeholders on the current options proposed to refresh or renovate the current library building.	PRS/CAO	Q2 2019 Report
19/18	May 22, 2018		Property Standards By-law	It is directed that Administration harmonize the by-law regarding disconnected tractor-trailers on residential properties to be consistent within the Town.	PBS	In progress
28/18	September 25, 2018		Municipal Tree Cutting	Administration is asked to look into a tree cutting and trimming policy for municipal trees that includes provisions for residents who wish to cost share in tree maintenance.	PWES/CS	In progress
29/18	November 13, 2018		Customer Service Policy	A request is made for a Customer Service Policy.	CS	In progress
02/19	March 26, 2019		Succession Plan	A request is made for a formal Succession Planning Policy.	CS	Next Policies & Priorities Committee Meeting
03/19	April 23, 2019		Manning Road Phases 2 & 3	A request is made for a Public Information Centre (PIC) for Manning Road Phases 2 & 3.	PWES	

The Corporation of the Town of Tecumseh

By-Law Number 2019 - 40

Being a by-law to confirm the proceedings of the May 14, 2019 regular meeting of the Council of The Corporation of the Town of Tecumseh

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

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

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

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

1. **That** That the actions of the Council of The Corporation of the Town of Tecumseh in respect of all recommendations in reports and minutes of committees, all motions and resolutions and all other action passed and taken by the Council of The Corporation of the Town of Tecumseh, documents and transactions entered into during the May 14, 2019, meeting of Council, are hereby adopted and confirmed, as if the same were expressly embodied in this By-law.

2. **That** the Mayor and proper officials of The Corporation of the Town of Tecumseh are hereby authorized and directed to do all the things necessary to give effect to the action of the Council of The Corporation of the Town of Tecumseh during the said May 14, 2019, meeting referred to in paragraph 1 of this By-law.

3. **That** the Mayor and the Clerk are hereby authorized and directed to execute all documents necessary to the action taken by this Council as described in Section 1 of this By-law and to affix the Corporate Seal of The Corporation of the Town of Tecumseh to all documents referred to in said paragraph 1.

Read a first, second and third time and finally passed this 14th day of May, 2019.

Gary McNamara, Mayor

Laura Moy, Clerk