

## **Regular Meeting of Council**

### **Minutes**

Date: Tuesday, September 22, 2020  
Time: 7:00 pm  
Location: Electronic meeting - Closed to the Public

#### **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 Fire Services & Fire Chief, Wade Bondy  
Director Information & Communication Services, Shaun Fuerth  
Director Planning & Building Services, Brian Hillman  
Director Financial Services & Chief Financial Officer, Tom Kitsos  
Director Corporate Services & Clerk, Laura Moy  
Deputy Clerk & Manager Legislative Services, Jennifer Alexander  
Manager Strategic Initiatives, Lesley Reeves  
Deputy Treasurer & Tax Collector, Zora Visekruna

#### **A. Roll Call**

#### **B. Order**

The Mayor calls the meeting to order at 7:00 pm.

#### **C. Report Out of Closed Meeting**

There was no closed meeting scheduled.

#### **D. Moment of Silence**

The moment of silence is waived in light of the electronic holding of this meeting.

**E. National Anthem**

The national anthem is waived in light of the electronic holding of this meeting.

**F. Disclosure of Pecuniary Interest**

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

**G. Minutes**

**1. Regular Council Meeting - September 15, 2020**

**2. Public Council Meeting - September 8, 2020**

**Motion: RCM - 276/20**

Moved by Councillor Rick Tonial

Seconded by Deputy Mayor Joe Bachetti

**That** the September 15, 2020 minutes of the Regular Council meeting, and the September 8, 2020 minutes of the Public Council meeting, as were duplicated and delivered to the members, **be adopted**.

Carried

**H. Supplementary Agenda Adoption**

There are no supplementary agenda items.

**I. Delegations**

**1. Tom Kitsos, Director Financial Services & Chief Financial Officer**

Re: 2021 Pre Budget Council Consultation

The Director Financial Services & Chief Financial Officer presents the 2021 Pre Budget Council Consultation; the official kick-off to the 2021 budget season. This presentation is an opportunity for the Members to provide additional direction into budget development. The Director advises that the budget timelines are delayed due to the ongoing declared emergencies of the COVID-19 Pandemic, Flood Emergency and the various vacancies within the last year in the Financial Services department. The annual budget survey will be available on the Town's website from September 24 through to October 16 for residents to participate and comment.

The pressures and drivers for the 2021 Budget are explained including the continued threat of inland flooding, COVID-19 Pandemic measures and Municipal Property Assessment Corporation re-assessment cycle in 2021 being postponed by one year.

A summary of staff enhancements will be presented during budget presentations offering further details, including how the enhancements will improve operations and service delivery.

Lifecycle and Capital expenditures are expected to increase due to future improvements for the new Multiuse SportsPlex, Storm Drainage Master Plan, and Community Improvement Plan (CIP) streetscape improvements.

Water and wastewater rates are explained as they relate to budget impacts, as well as sanitary rates. The 2015 study will be used to recommend rates for 2021. The Town's rates are relatively low compared to surrounding municipalities. The drivers continue to be the watermain replacement program, Cathodic protection program, and property study and design for Oldcastle Hamlet water tower and booster station to improve water pressure in the south end.

**Motion: RCM - 277/20**

Moved by Councillor Brian Houston

Seconded by Councillor Rick Tonial

**That** the 2021 Pre Budget Consultation Presentation, **be received.**

Carried

**J. Communications - For Information**

**1. Township of Puslinch dated September 7, 2020**

Re: COVID-19 Funding Support

**2. Debbie France, Resident of Norfolk County dated September 13, 2020**

Re: Stop Illicit Cannabis Grow Operations

**3. Township of North Glengarry dated September 14, 2020**

Re: Long Term Care Homes

**4. County of Essex dated September 16, 2020**

Re: Notice of Decision for Gateway Towers

**5. Township of Wollaston dated September 16, 2020**

Re: Resolution requesting Changes to Municipal Elections Act

**6. Town of Gravenhurst dated September 16, 2020**

Re: Emancipation Day in Canada

**Motion: RCM - 278/20**

Moved by Councillor Andrew Dowie

Seconded by Councillor Tania Jobin

**That** Communications - For Information 1 through 6 as listed on the Tuesday, September 22, 2020 Regular Council Agenda, **be received.**

Carried

**K. Communications - Action Required**

There are no communications-action required items presented to Council.

**L. Committee Minutes**

There are no committee minutes presented to Council.

**M. Reports**

**1. Parks & Recreation Services**

**a. PRS-2020-23 Summer Recreation Overview**

**Motion: RCM - 279/20**

Moved by Councillor Andrew Dowie

Seconded by Councillor Bill Altenhof

**That** Report PRS-2020-23 respecting the Summer Recreation Overview, **be received.**

Carried

**b. PRS-2020-24 Recreation Software Upgrade**

**Motion: RCM - 280/20**

Moved by Deputy Mayor Joe Bachetti

Seconded by Councillor Brian Houston

**That** Report PRS-2020-24 regarding Recreation Software Upgrade, **be received;**

**And that** Administration **be approved** to proceed with upgrading the recreation software system, at a onetime cost of \$15,484 for implementation to be funded from the ICS Lifecycle Reserve;

**And further that** Administration **incorporate** annual operating service fees for Application Programming Interface Configuration and digital signage into the 2021 operating budget.

Carried

## 2. Planning & Building Services

### a. PBS-2020-32 CWATS Projects 2021

#### **Motion: RCM - 281/20**

Moved by Councillor Andrew Dowie

Seconded by Councillor Bill Altenhof

**That** PBS-2020-32 County Wide Active Transportation System (CWATS), Town of Tecumseh 2021 Proposed Projects, Study for Facility Enhancement for Crossing at Pike Creek/Tecumseh Road; and Municipal Partnership Program (MPP) Bike Valet and Bike Rodeo for 2021 Tecumseh Corn Festival and Children's One-Week Bike Camp, **be received;**

**And that** with respect to Proposed 2021 CWATS Project – Facility Enhancement for LAK-28: Study to Determine Preferred Facility Type, Pike Creek Bridge:

- The total estimated cost of the study of \$20,000 (excluding H.S.T.), of which the Town of Tecumseh and the Town of Lakeshore would provide a contribution of \$6,000 each, for a total of \$12,000 (60%), with the County's share being \$8,000 (40%), in accordance with the CWATS cost-sharing arrangement, **be endorsed;**
- An application "Form B – CWATS Facility Enhancement" **be submitted** to the CWATS Implementation Committee for its consideration; and
- Funding for this project from the Infrastructure Reserve (Attachment 5), **be approved.**

**And further that** with respect to Proposed 2021 Municipal Partnership Program (MPP) - Bike Valet and Bike Rodeo for 2021 Tecumseh Corn Festival and Children's One-Week Bike Camp:

- The total estimated cost of the Bike Valet, Bike Rodeo and Bike Camp of \$3,350 (excluding H.S.T.), with Tecumseh's share being \$1,675 (50%) and the County's share being \$1,675 (50%), in accordance with the MPP cost-sharing arrangement, **be endorsed;**
- An application "Form D – Municipal Partnership Program" **be submitted** to the CWATS Implementation Committee for its consideration; and
- Funding for this project from the Infrastructure Reserve (Attachment 5), **be approved.**

Carried

- b. PBS-2020-33 CIP Grant, 11865 Tecumseh Road

**Motion: RCM - 282/20**

Moved by Councillor Andrew Dowie

Seconded by Councillor Brian Houston

**That** the Grant Application for the Tecumseh Road Main Street Community Improvement Plan (CIP) Financial Incentive Program, for the property located at 11865 Tecumseh Road (Roll No. 374402000000200), **be deemed eligible and approved** for the Planning, Design and Architectural Grant Program in the amount of \$3,000 in relation to the preparation of drawings for the building façade and parking lot improvements proposed for the subject property, all of which is in accordance with Section 11.3 (5) of the CIP and with PBS-2020-33.

Carried

**3. Public Works & Environmental Services**

- a. PWES-2020-30 Request for Approval by Resolution for Drainage Apportionment Agreements

**Motion: RCM - 283/20**

Moved by Councillor Brian Houston

Seconded by Councillor Rick Tonial

**That** Report PWES-2020-30 Request for Approval by Resolution for Drainage Apportionment Agreement, **be received**;

**And that** the Drainage Apportionment Agreements for the parcels listed in Appendix A and B **be approved**;

**And further that** By-Law 2020-62 being a by-Law to authorize the apportionment of the assessments for the drains and respective parcels listed in Appendix A and B **be adopted**.

Carried

- b. PWES-2020-31 Request to Levy 2019 Municipal Drain Maintenance Costs

**Motion: RCM - 284/20**

Moved by Councillor Rick Tonial

Seconded by Councillor Brian Houston

**That** Report PWES-2020-31 Request to Levy 2019 Municipal Drain Maintenance Costs, **be received**;

**And that** By-Law 2020-61 to levy maintenance costs for the drains attached in Appendix A, **be adopted**.

Carried

c. PWES-2020-32 2020 Supply of Various Vehicles Tender Award

In response to an inquiry, the Director Public Works & Environmental Services indicated how the Town notifies the public when a tender is available.

The Mayor suggests that the time of year should be reviewed to either earlier or later in the year to encourage more local dealerships to bid on these tenders.

**Motion: RCM - 285/20**

Moved by Councillor Brian Houston

Seconded by Councillor Andrew Dowie

**That** the following purchases **be awarded** to Finch Chevrolet Cadillac Buick GMC Ltd.:

- One (1) 1500 Regular Cab Pickup Truck, in the amount of \$30,886 plus HST plus outfitting costs;
- One (1) 1500 Regular Cab Pickup Truck, in the amount of \$31,450 plus HST plus outfitting costs; and
- One (1) 3500 Regular Cab Dump Body, in the amount of \$65,013 plus HST plus outfitting costs.

**And that** the total cost including approved budget allocation deficit of \$4,733 **be funded** from the Lifecycle Fleet Reserve.

Carried

**N. By-Laws**

**1. By-Law 2020-61**

A By-law to amend drainage assessments estimated in engineer reports based on actual costs incurred for the constructing of various drains.

**2. By-law 2020-62**

Being a by-law to approve Drainage Apportionment Assessment Agreements

**Motion: RCM - 286/20**

Moved by Councillor Rick Tonial

Seconded by Councillor Bill Altenhof

**That** By-law 2020-61 being a by-law to amend drainage assessments estimated in engineer reports based on actual costs incurred for the constructing of various drains.

**That** By-law 2020-62 being a by-law to approve Drainage Apportionment Assessments Agreements.

**Be given** first and second reading.

Carried

**Motion: RCM - 287/20**

Moved by Councillor Rick Tonial

Seconded by Councillor Brian Houston

**That** By-law 2020-61 being a by-law to amend drainage assessments estimated in engineer reports based on actual costs incurred for the constructing of various drains.

**That** By-law 2020-62 being a by-law to approve Drainage Apportionment Assessments Agreements.

**Be given** third and final reading.

Carried

**O. Unfinished Business**

**1. September 22, 2020**

The Members receive the Unfinished Business listing for Tuesday, September 22, 2020.

**P. New Business**

**Airbnb**

A Member extends gratitude to Administration on the prompt action taken to this matter.

**Rise of Residential Break-Ins**

A concern raised by residents experiencing an increase in break-ins and crime in the community.

**School Crossing Guard**

A Member requested to have a school crossing guard located at Clapp Street and Lesperance Road, as well as Cranbrook Crescent and County Road 42



along with reducing the speed limit; and to review the locations and equitable funding of crossing guards with the school boards.

### **Boundary Agreement with Essex County**

Gratitude is expressed to Administration and Members of Council on the report regarding the Boundary Agreement report presented at County Council with an unanimous decision by County Council. The realignment of County Road 43 and 42 will occur in 2023.

## **Q. Motions**

### **1. Confirmatory by-law**

#### **a. By-Law 2020-63**

Being a by-law to confirm the proceedings of the September 22, 2020 regular meeting of the Council of The Corporation of the Town of Tecumseh.

#### **Motion: RCM - 288/20**

Moved by Councillor Bill Altenhof

Seconded by Councillor Rick Tonial

**That** By-Law 2020-63 being a by-law to confirm the proceedings of the Tuesday, September 22, 2020, regular meeting of the Council of The Corporation of the Town of Tecumseh **be given** first, second, third and final reading.

Carried

## **R. Notices of Motion**

Deputy Mayor raised a notice of motion to reduce the speed limit on County Road 34 near St. May's Church and Park for County Council consideration.

**S. Next Meeting**

Tuesday, October 13, 2020

5:00 pm Public Council Meeting - Housekeeping Amendment to Sandwich South Zoning By-law

7:00 pm Regular Council Meeting

**T. Adjournment**

**Motion: RCM - 289/20**

Moved by Councillor Andrew Dowie

Seconded by Councillor Bill Altenhof

**That** there being no further business, the Tuesday, September 22, 2020 meeting of the Regular Council **be adjourned** at 8:18 pm.

Carried

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Gary McNamara, Mayor

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Laura Moy, Clerk