



The Corporation of the Town of Tecumseh

Legislative & Clerk Services

To: Mayor and Members of Council

From: Jennifer Alexander, Acting Clerk

Date to Council: December 13, 2022

Report Number: LCS-2022-41

Subject: Statutory Committee and Board Appointments – 2022 to 2026

Recommendations

It is recommended:

That direction **be provided** on appointments to the Statutory Committee of Adjustment and Property Standards Committee for the term ending November 14, 2026, or until such time as new members are appointed;

And that that the Applications for Appointment to the Tecumseh Accessibility Advisory Committee (TAAC) from Ron Matysek, Ron Doherty, Christine Quaglia, Melissa Bloomfield, Patrick Strong and Tracy Crow **be accepted**;

And further that direction **be provided** on Council Member and lay member appointments to the remaining Statutory Committees and Boards for the term ending November 14, 2026;

And furthermore, that all applicants **be notified** of Council's decision on Committee and Board appointments by the Acting Clerk and that by-laws **be prepared** for Council to adopt and formally appoint members to the 2022 - 2026 Statutory Committees and Boards at their next regular meeting on January 24, 2023.

Background

The [Committee/Local Board Application & Appointment Policy No.4 \(Policy\)](#) establishes timelines for calling and receiving applications for Committees/Local Boards and a process for reviewing the applications, as well as selecting persons to be appointed to the respective Committees/Local Boards.

The Policy requires that Applications for appointments to the Statutory Committee and Local Boards be called in September by the Clerk, in the year of a Municipal Election.

Notice of the call for applications for each of the Statutory Committees and Local Boards are to be posted to the Town's website and social media (Facebook, Instagram and Twitter), and delivered to the then current Committee or Local Board members.

Statutory Committees are permitted or required by Provincial legislation and perform functions as specified in relevant legislation. Examples include:

- Committee of Adjustment;
- Property Standards Committee;
- Tecumseh Accessibility Advisory Committee.

Comments

A notice was placed on the Town's Website along with an online application form and linked to the Tecumseh Facebook page, Twitter and Instagram calling for Applications for each of the above-mentioned Statutory Committees, along with a description of each Committee. In addition, applications were also requested for the Police Services Board and the Town of Tecumseh Business Improvement Area Board. Emails were sent to all current Committee/Board members expressing appreciation for their service and inviting them to apply for appointment to serve in the 2022–2026 term.

The Policy establishes a deadline of October 31st for submitting applications to the Clerk. Due to a low number of applications for some of the Committees/Boards, and in some instances insufficient applicants being received by the deadline, an extension was made to November 14, 2022.

A notice advising of the extension was placed on the Town's Website and social media pages on November 5, 2022.

Applications for each Committee/Board set out eligibility criteria for applying. Eligibility criteria require that applicants:

- Be a resident/owner of lands in the Town,

- Be a Canadian Citizen
- Be at least 18 years old
- Not be an employee of the Town and
- Not be prohibited by law from voting in a municipal election.

Eligibility criteria for the Tecumseh Accessibility Advisory Committee also requires applicants to be a person with a disability.

A brief description of each of the Statutory Committees/Boards is provided in this report with the names of those who have applied. Council was provided with all applicant information in advance of this Special Meeting for their consideration.

Statutory Committees

Committee of Adjustment

The Committee of Adjustment for the Town is comprised of seven (7) members of the public who are appointed for Council's term of office, in accordance with the *Planning Act*. The past practice by Council, has been to appoint at least one member from each Ward. More information on the Committee of Adjustment can be found [here](#).

Committee of Adjustment

2022 Members	2022 - 2026 Applicants
---	Bruno Bertucci
---	Brian Campeau
Chris Carpenter	Chris Carpenter
Lori Chadwick	Lori Chadwick
Tom Fuerth	Tom Fuerth
Daniel Hofgartner	---
---	Aleksandar Ilijoski
Paul Jobin	Paul Jobin
---	Christopher Lanman
Tom Marentette	Tom Marentette
Tony Muscedere	Tony Muscedere
---	Doug Pitre
---	Michael Strong
---	Delia Sulja
---	Anna Vozza

Property Standards Committee

The Town's Property Standards By-law provides for a Property Standards Committee comprised of three (3) members. The members of this Committee are selected by Council from the Committee of Adjustment. The Property Standards Committee considers appeals from orders issued by the Property Standards Officer and meets only when someone appeals such an order.

Property Standards Committee

2022 Members	2022 - 2026 Applicants
Paul Jobin	Paul Jobin
Tom Marentette	Tom Marentette
Tony Muscedere	---
---	Delia Sulja

Tecumseh Accessibility Advisory Committee

The Ontarians with Disabilities Act (ODA) requires municipalities with a population greater than 10,000 to establish an Accessibility Advisory Committee to advise Council in each year about the preparation, implementation and effectiveness of the municipality's Accessibility Plan, in addition to other obligations as established by the ODA. The ODA requires that not less than 50 percent of the Committee's members be persons with disabilities, or such members as Council deems appropriate. The Accessibility Advisory Committee (TAAC) normally meets quarterly.

TAAC Committee:

2022 Members	2022 - 2026 Applicants
Council:	Council
Councillor Tania Jobin	---
Residents:	Residents:
Melissa Bloomfield	Melissa Bloomfield
---	Tracey Crow
Ron Doherty	Ron Doherty
David Golden	---
Ron Matysek	Ron Matysek
---	Christine Quaglia
Catherine Rutherford	---
Linda Stanczak	---
---	Patrick Strong

It is recommended that the applications for appointment to the TAAC from Ron Matysek, Ron Doherty, Christine Quaglia, be accepted, as well as Melissa Bloomfield, Tracy Crow and Patrick Strong.

Heritage Committee

There were nine (9) members appointed to the Heritage Committee for the 2019-2022 term of Council as approved by By-law No. 2019-02. Although there is no set number of members on this committee, the Town received only two applications up to the extended deadline. It is recommended that Administration review the mandate of the Heritage Committee, particularly given the recent legislative amendments to the Heritage Act in *Bill 23, More Homes Built Faster Act, 2022*. A report to Council will follow in the new year.

Dog Pound Committee

The Town of Tecumseh entered into an Agreement with the Towns of Lakeshore, Essex and LaSalle for the joint operation of a Dog Pound. Each of the municipalities provides (1) member of Council representation on the Joint Dog Pound Committee to assist in overseeing the Dog Pound Operations. Meetings of the Committee are scheduled by the Town of Lakeshore.

2018 - 2022 Council Member	2022 - 2026 Applicants
Brian Houston	

Court of Revision

In accordance with Section 97 of the *Drainage Act, R.S.O. 1990 c.D.17* (Drainage Act), a Court of Revision shall consist of three (3) or five (5) members appointed by Council. The members of the Court of Revision shall be persons eligible to be elected a member of council or shall be a member of council.

The purpose of the Court of Revision is set out in Section 52(1) of the *Drainage Act*, which states that an owner of land assessed for the drainage works may appeal to the Court of Revision on any of the following ground:

1. Any land or road has been assessed an amount that is too high or too low;
2. Any land or road that should have been assessed has not been assessed;
3. Due consideration has not been given to the use being made of the land.

The Court of Revision meets as necessary to hear appeals on assessments.

Court of Revision

2022 Members	2022 – 2026 Applicants
Councillors	Councillors
Councillor Gary McNamara	--
Deputy Mayor Joe Bachetti	--
Councillor Andrew Dowie	--
Councillor Brian Houston	--
Councillor Tania Jobin	--

Essex Power Corporation Board of Directors

The Town of Tecumseh, along with the Towns of Amherstburg, LaSalle and the Municipality of Leamington, are the holders of record and the beneficial owners of issued and outstanding common shares in Essex Power Corporation. The municipalities entered into a Unanimous Shareholder Agreement, dated June 1, 2000, regarding certain aspects of the organization of the affairs of Essex Power Corp. and its subsidiaries and their respective rights and obligations to each other.

Article 3 of the Agreement sets out the structure for the Board of Directors and in particular paragraph 3.05 states that each Municipality shall ensure the election, or appointment of Directors, and shall always ensure that one of its nominees is an elected municipal representative and that the other nominee is a non-elected member of the business community.

The Applications for the Essex Power Board non-elected member of the business community, ask that applicants have an accounting and audit, academic, engineering and/or legal background, as well as experience working on a committee or task force.

Essex Power Corporation

2022 Members	2022 - 2026 Applicants
Council:	Council:
Mayor Gary McNamara	--
Non-Elected Member	Non-Elected Member
Tom Burton – term ending December 2024	Tom Burton

Tom Burton was previously appointed to the Board for a term ending December 1, 2024.

Essex Region Conservation Authority Board

The Essex Region Conservation Authority (ERCA) was established in 1973 to manage the natural resources of the Essex Region in partnership with its member municipalities and the Province of Ontario. Its nine member municipalities include the City of Windsor, all municipalities constituting the County of Essex and the Township of Pelee Island.

ERCA is empowered through provincial legislation to further the conservation, restoration, development and management of natural resources other than gas, oil, coal and minerals.

Each of the local municipalities in the County of Essex are required to appoint two (2) elected officials as their representatives on the ERCA Board. The City of Windsor is represented by four (4) elected members and the Township of Pelee is represented by one (1) elected member.

ERCA Board

2018 - 2022 Members	2022 - 2026 Applicants
Deputy Mayor Joe Bachetti	
Councillor Tania Jobin	--

Police Services Board

The *Police Services Act*, R.S.O. 1990, c.P.15 in Section 27 requires there to be a police services board for every municipality that maintains a police force. In accordance with subparagraphs 27(5) and (6) the Tecumseh Police Services Board has been appointed to consist of:

1. (a) the head of the municipal council (or, if the head chooses not to be a member of the board, another member of the council appointed by resolution of the council);
- (b) one member of the council appointed by resolution of the council;
- (c) one person appointed by resolution of the council, who is neither a member of the council nor an employee of the municipality; and
- (d) two persons appointed by the Lieutenant Governor in Council.

Police Services Board

2018 - 2022 Members	2022 - 2026 Applicants
Mayor Gary McNamara	--
Deputy Mayor Joe Bachetti	--
Non-Elected Member	
---	Bruni Bertucci
Christopher Hales	Christopher Hales
---	Francine Herlehy
---	Alycia Sennema

Business Improvement Area Board of Management

This non-profit organization represents and promotes a defined geographic area of the Town as a business or shopping area (north of County Road 22). The Board also oversees the improvement, beautification and maintenance of municipally-owned land, buildings and structures in the area beyond that provided at the expense of the municipality generally.

The BIA is governed by a nine (9) members Board of Management, comprised of two (2) directors appointed by Council and seven (7) directors selected by a vote of the membership of the improvement area. A member of Council will be selected to act as a liaison between the Board and Council.

The budget for promotional activities and events as adopted by the Board of Management is submitted annually to Council for approval as part of the budget process. The Town provides the approved funding to the Board of Management by collection of a special levy applied to commercial properties in the defined geographic area.

2018 - 2022 Council Member	2022 - 2026 Applicants
Brian Houston	Lauren Carcelen
	Jules Champoux
	Leo Demarce
	Travis Dörner
	Eddy Mohamad Hammoud
	Jeffery Huffman
	Josh Shepley
	Sandra Zanet

Essex County Library Board

The Essex County Library operates a system of 14 branch libraries that provide library materials and services to all residents of Essex County. Through its mission statement, the library service offers its patrons' opportunities for lifelong learning through accessible resources, programs and innovative services. The County library service is funded through the County of Essex and the Province of Ontario.

Library facilities are provided by the local municipality with one facility located in each of Amherstburg, LaSalle, Leamington and Tecumseh, three facilities in both Essex and Kingsville, and four in Lakeshore. The hours of operation range from 59 hours a week at the largest branches to 12 at the smallest.

The library Board consists of seven (7) members. Following municipal elections, each local municipality in Essex County forwards to the County Clerk, the names of potential

nominees from their municipality. The Essex County Striking Committee reviews the nominees and makes final recommendations for the Essex County Library Board appointees to County Council for its final approval. The number of County Councillors appointed to the Library Board shall not exceed four (4), in accordance with the *Public Libraries Act* and the remaining three (3) must be lay appointees. The process of how this is accomplished is that each municipality may 'nominate' either their Mayor or Deputy Mayor, and the name of a lay appointee to the Board. If the Mayor or Deputy Mayor are not interested in sitting on the Library Board, then Council need only nominate a lay appointee.

In accordance with the *Public Libraries Act*, applicant eligibility criteria are as follows:

- Resident, owner or tenant of land in Essex County
- Canadian Citizen
- At least 18 years' old
- Not prohibited by law from voting in a municipal election
- Not an employee of the Essex County Library Board, or the Corporation of the County of Essex

Library Board meetings are held once a month (except for July and August) at the Civic Centre in Essex.

Essex County Library Board

2018 - 2022	2022 - 2026 Applicants
Brian Houston Residents --	--- Residents Iris McLean

Consultations

None

Financial Implications

There are no financial implications.

Link to Strategic Priorities

Applicable	2019-22 Strategic Priorities
<input checked="" type="checkbox"/>	Make the Town of Tecumseh an even better place to live, work and invest through a shared vision for our residents and newcomers.
<input checked="" type="checkbox"/>	Ensure that Tecumseh's current and future growth is built upon the principles of sustainability and strategic decision-making.
<input type="checkbox"/>	Integrate the principles of health and wellness into all of Tecumseh's plans and priorities.
<input checked="" type="checkbox"/>	Steward the Town's "continuous improvement" approach to municipal service delivery to residents and businesses.
<input checked="" type="checkbox"/>	Demonstrate the Town's leadership role in the community by promoting good governance and community engagement, by bringing together organizations serving the Town and the region to pursue common goals.

Communications

Not applicable ☒

Website ☐

Social Media ☐

News Release ☐

Local Newspaper ☐

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

Prepared by:

Jennifer Alexander, MPA
Deputy Clerk & Manager Legislative Services

Recommended by:

Margaret Misek-Evans, MCIP, RPP
Chief Administrative Officer

Attachment Number	Attachment Name
None	None