

Regular Meeting of Council

Minutes

Date: Tuesday, February 28, 2023
Time: 7:00 pm
Location: Tecumseh Town Hall - Council Chambers
917 Lesperance Road
Tecumseh, Ontario N8N 1W9

Present:

Mayor, Gary McNamara
Deputy Mayor, Joe Bachetti
Councillor, James Dorner
Councillor, Alicia Higgison
Councillor, Brian Houston
Councillor, Tania Jobin
Councillor, Rick Tonial

Also Present:

Chief Administrative Officer, Margaret Misek-Evans
Director Legislative Services & Clerk, Robert Auger
Director Public Works & Engineering Services, Phil Bartnik
Director Community Safety & Fire Chief, Wade Bondy
Director Technology & Client Services, Shaun Fuerth
Director Community & Recreation Services, Beth Gignac
Director Development Services, Brian Hillman
Director Financial Services & Chief Financial Officer, Tom Kitsos
Deputy Clerk & Manager Legislative Services, Jennifer Alexander
Manager Water Services, Brad Dupuis
Deputy Clerk - Clerks Services & Policy Advisor, Christina Hebert
Water Quality Compliance/Water Employee, Nicole Bradley

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 Members of Council and Administration observe a moment of silence.

E. National Anthem

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

F. Land Acknowledgement

We acknowledge that we are on land and surrounded by water, originally inhabited by Indigenous Peoples who have travelled this area since time immemorial. This territory is within the lands honoured by the Wampum Treaties; agreements between the Anishinaabe, Haudenosaunee, Lenni Lenape and allied Nations to peacefully share and care for the resources around the Great Lakes. Specifically, we would like to acknowledge the presence of the Three Fires Confederacy Ojibwe, Odawa, Potawatomi and Huron/Wendat Peoples. We are dedicated to honouring Indigenous history and culture while remaining committed to moving forward respectfully with all First Nations, Inuit and Métis.

G. Disclosure of Pecuniary Interest

Councillor Tania Jobin declares a pecuniary interest on By-Law 2023-028 Sullivan Creek Drain as she owns affected property.

H. Minutes

1. Regular Council Meeting, February 14, 2023
2. Public Council Meeting, February 14, 2023, Gouin Drain
3. Public Council Meeting, February 14, 2023, Demonte Branch Drain
4. Special Council Meeting, February 14, 2023, Shoreline Master Plan
5. Special Council Meeting, February 13, 2023 Strategic Priorities

Motion: RCM - 36/23

Moved by Deputy Mayor Joe Bachetti
Seconded by Councillor Brian Houston

That the February 14, 2023 minutes of the Regular Council, the February 14, 2023 Public Council Meetings, and the February 13 and 14, 2023 Special Council Meetings as were duplicated and delivered to the members, **be adopted**.

Carried

I. Supplementary Agenda Adoption

Motion: RCM - 37/23

Moved by Councillor Brian Houston

Seconded by Councillor Rick Tonial

That the supplementary items added to the Regular Meeting agenda regarding the delegation's PowerPoint Presentation and Executive Summary, and the revised Report PWES-2022-22, **be approved.**

Carried

J. Delegations

1. Corporate Records and Information Management Service Review

Imerge Consulting, Paula Lederman

Motion: RCM - 38/23

Moved by Councillor Rick Tonial

Seconded by Councillor James Dorner

That Report LCS-2023-03 Corporate Records and Information Management Review **be brought forward** on the agenda for discussion and consideration.

Carried

The Director Legislative Services & Clerk introduces Paula Lederman of Imerge Consulting (Consultant) who conducted the Corporate Records and Information Management Service Review for the Town. He advises that following the presentation, a report to Council will be forthcoming with recommendations and financial considerations for implementation.

Ms. Lederman presents the PowerPoint presentation entitled "Corporate Records and Information Management Service Review" as appended on the agenda. She provides the current state analysis of the Town's physical and electronic records management systems. The Consultant outlines the scope of the service review and highlights the recommendations in the final report on how to improve records management and information along with an implementation plan.

The Mayor opens the floor for questions from the Members.

In response to an inquiry on financial costs with integrating with Laserfiche cloud based software, the Director Technology & Client Services explains that the software industry is moving to cloud based services. The Town currently has a fee for Laserfiche licenses, and any fees associated with the cloud integration was included in the 2023 operating budget.

- a. LCS-2023-03 Corporate Records and Information Management Review

Motion: RCM - 39/23

Moved by Councillor Brian Houston

Seconded by Councillor Rick Tonial

That Report LCS-2023-03 entitled "Corporate Records and Information Management Review" together with the presentation by Paula Lederman of Imerge Consulting **be received**;

And that the independent third party review final report entitled, "Corporate Records and Information Management Review - Information Management Strategy, February 2023", as prepared by Imerge Consulting **be endorsed** in principle;

And further that Administration report back to Council with its recommendations and implementation framework arising from the Corporate Records and Information Management Review;

And furthermore that the independent third party review final report entitled "Corporate Records and Information Management Review - Information Management Strategy, February 2023", as prepared by Imerge Consulting **be posted** to the Town of Tecumseh website in accordance with the requirements of the funding received from the Municipal Modernization Program – Intake 3.

Carried

K. Communications - For Information

1. Town of Essex dated February 14, 2023

Re: Ontario School Board Elections

Motion: RCM - 40/23

Moved by Councillor Alicia Higgison

Seconded by Councillor Rick Tonial

That Communications - For Information item 1 as listed on the Tuesday, February 28, 2023 Regular Council Agenda, **be received**.

Carried

L. Communications - Action Required

There are no Communications-Action Required items presented to Council.

M. Committee Minutes

1. Court of Revision, February 14, 2023 Antaya Drain

Motion: RCM - 41/23

Moved by Councillor Rick Tonial

Seconded by Councillor James Dorner

That the Tuesday, February 14, 2023 minutes of the Court of Revision for the Antaya Drain as were duplicated and delivered to the members, **be adopted**.

Carried

2. Court of Revision, February 14, 2023, Branch of South Talbot and Holden Outlet Drain – Meo Bridge

Motion: RCM - 42/23

Moved by Councillor Brian Houston

Seconded by Councillor Tania Jobin

That the Tuesday, February 14, 2023 minutes of the Court of Revision for the Branch of South Talbot and Holden Outlet Drain - Meo Bridge as were duplicated and delivered to the members, **be adopted**.

Carried

N. Reports

1. Financial Services
 - a. FS- 2023-02 2021 Development Charge Reserve Fund Statement

Motion: RCM - 43/23

Moved by Councillor Alicia Higgison
Seconded by Deputy Mayor Joe Bachetti

That the 2021 Development Charge Reserve Fund Statement, prepared in accordance with the Development Charges Act, 1997, S.O. 1997, c. 27, s. 43, **be received;**

And that the 2021 Development Charge Reserve Fund Statement **be made available** to the public on the Town's website in accordance with the Development Charges Act, 1997, S.O. 1997, c. 27, s. 43 (2.1); 2015, c. 26, s. 7 (1);

And further that the report **be forwarded upon request** to the Ministry of Municipal Affairs and Housing as per the Development Charges Act, 1997, S.O. 1997, c. 27, s. 43 (3); 2015, c. 26, s. 7 (2).

Carried

2. Legislative & Clerk Services

This report was brought forward on the agenda to Delegations for discussion and consideration.

3. Public Works & Engineering Services

- a. PWES-2023-16 Annual and Summary Reports for Year 2022 Town of Tecumseh Water Distribution System

Deputy Mayor Joe Bachetti leaves the meeting at 7:55 pm.

Motion: RCM - 44/23

Moved by Councillor Alicia Higgison
Seconded by Councillor Rick Tonial

That the 2022 Ministry of the Environment, Conservation and Parks Annual Report and the Summary Report for the Town of Tecumseh Water Distribution System (260004969) for the Year 2022, as prepared in accordance with the Safe Drinking Water Act, O.Reg. 170/03, Section 11 – Annual Reports and Schedule 22 – Summary Reports, **be adopted;**

And that the Annual Report and Summary Report **be made available** for public viewing through the Town of Tecumseh website.

Carried

- b. PWES-2023-17 Tecumseh Water Distribution System MECP January 1, 2022 to December 31, 2022 Inspection Report

Motion: RCM - 45/23

Moved by Councillor Rick Tonial
Seconded by Councillor Brian Houston

That the Ministry of the Environment, Conservation and Parks Inspection Report for the Tecumseh Water Distribution System, dated February 6, 2023, **be received**.

Carried

- c. PWES-2023-18 Drinking Water Quality Management System Operational Plan

Motion: RCM - 46/23

Moved by Councillor Tania Jobin
Seconded by Councillor Brian Houston

That Report PWES-2023-18 Drinking Water Quality Management System Operational Plan **be received**;

And that Tecumseh Town Council **endorse and commit to** the Town of Tecumseh Distribution System, Drinking Water Quality Management System Operational Plan, Revision Date: February 28, 2023.

Carried

- d. PWES-2023-21 Amendment to the 2023-2027 PWES Capital Works Plan, Tecumseh Hamlet Northwest Water and Wastewater Infrastructure

Motion: RCM - 47/23

Moved by Councillor Alicia Higgison
Seconded by Councillor James Dorner

That report PWES-2023-21 Amendment to the 2023-2027 PWES Capital Works Plan, Tecumseh Secondary Plan Area, Northwest Water & Wastewater Infrastructure Project, **be received**;

And that expenditures for the expanded scope and construction costs for the Tecumseh Secondary Plan Area Northwest Water & Wastewater Infrastructure Project, of \$15,598,500, for a total project cost of \$16,618,500, **be authorized and funded from**:

- \$3,885,000 from the Watermain Reserve Fund
- \$6,853,500 from the Wastewater Sewer Reserve Fund
- \$3,510,000 from the Road Lifecycle Reserve

- \$1,350,000 from the Storm Sewer Lifecycle Reserve

Carried

- e. PWES-2023-22 Tecumseh Hamlet Secondary Plan Area Environmental Assessment and Functional Servicing Report

Motion: RCM - 48/23

Moved by Councillor Brian Houston

Seconded by Councillor Tania Jobin

That Dillon Consulting Limited **be retained** for Consulting Services for the Tecumseh Hamlet Secondary Plan Area, Environmental Assessment and Functional Servicing Report in the amount of \$482,800 excluding HST as a Single Source under the Town of Tecumseh Purchasing Policy and Schedule "A" of By-law 2021-60 and as amended by By-law 2021-103;

And that Council **delegate the authority** to the Chief Administrative Officer, the Purchasing Coordinator, and the Director of Public Works & Engineering Services to execute an agreement, satisfactory in form to the Town Solicitor, with Dillon Consulting Limited.

Carried

O. By-Laws

1. By-Law 2023-027 Shuttleworth Drain - First and Second Readings

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

Motion: RCM - 49/23

Moved by Councillor Alicia Higgison

Seconded by Councillor Rick Tonial

That By-Law 2023-027 being a by-law to provide for the repair and improvements to the Shuttleworth Drain.

Be given first and second reading.

Carried

2. By-Law 2023-028 Sullivan Creek Drain - First and Second Readings

Being a by-law to provide for the repair and improvements to the Sullivan Creek Drain

Councillor Jobin having declared an interest on the Sullivan Creek Drain at the Public Council meeting held earlier this evening refrains from voting on this by-law.

Motion: RCM - 50/23

Moved by Councillor Brian Houston
Seconded by Councillor James Dorner

That By-Law 2023-028 being a by-law to provide for the repair and improvements to the Sullivan Creek Drain.

Be given first and second reading.

Carried

P. Unfinished Business

1. February 28, 2023

The Members receive the Unfinished Business listing for Tuesday, February 28, 2023.

Q. New Business

Ice Storm Response

The Mayor and Members of Council extends gratitude to Town staff for the quick response and clean up of debris from the ice storm last week.

R. Motions

1. Confirmatory By-Law 2023-029

Motion: RCM - 51/23

Moved by Councillor Brian Houston
Seconded by Councillor Alicia Higgison

That By-Law 2023-029 being a by-law to confirm the proceedings of the Tuesday, February 28, 2023, regular meeting of the Council of The Corporation of the Town of Tecumseh **be given** first, second, third and final reading.

Carried

S. Notices of Motion

There are no notices of motion presented to Council.

T. Next Meeting

Tuesday, March 14, 2023

4:45 pm Court of Revision - Demonte Drain & Gouin Drain

5:30 pm In-Camera Meeting

6:30 pm Special Council Meeting - Awards

7:00 pm Regular Council Meeting

U. Adjournment

Motion: RCM - 52/23

Moved by Councillor Alicia Higgison

Seconded by Councillor James Dorner

That there being no further business, the Tuesday, February 28, 2023 meeting of the Regular Council **be adjourned** at 8:32 pm.

Carried

Gary McNamara, Mayor

Robert Auger, Clerk