

Regular Meeting of Council

Minutes

Date: Tuesday, December 10, 2024
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 Misk-Evans
Director Legislative Services & Clerk, Robert Auger
Director Public Works & Engineering Services, Phil Bartnik
Director Community Safety & Fire Chief, Wade Bondy
Director People & Culture, Michelle Drouillard
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
Deputy Treasurer & Manager Revenue, Vanessa DaDalt
Manager Water Services, Brad Dupuis
Deputy Clerk - Clerks Services & Policy Advisor, Christina Hebert
Manager Planning Services & Local Economic Development,
Chad Jeffery

A. Roll Call

B. Order

The Mayor calls the meeting to order at 7:13 pm.

C. Report Out of Closed Meeting

A closed meeting of Council as the Personnel Committee was held at 5:45 pm in accordance with and as permitted with Section 239 (2) (b) and (d) of the

Municipal Act, 2001, which states that a meeting or part of a meeting may be closed to the public if the subject matter relates to:

(b) personnel matters about an identifiable individual, including municipal or local board employees;

(d) labour relations or employee negotiations.

At this meeting, Council received an update and provided direction on various personnel matters.

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, Leni 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

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

H. Minutes

1. Regular Council Meeting - November 26, 2024

Motion: RCM - 288/24

Moved by Councillor Rick Tonial
Seconded by Deputy Mayor Joe Bachetti

That the November 26, 2024 minutes of the Regular Council Meeting as were delivered to the members, **be adopted**.

Carried

I. Supplementary Agenda Adoption

Motion: RCM - 289/24

Moved by Councillor Brian Houston
Seconded by Councillor Tania Jobin

That the supplementary items added to the Regular Meeting agenda regarding the 2025 Business Plan and Operating Budget presentation, **be approved.**

Carried

J. Consent Agenda Items

1. **PWES-2024-63 Appointment of Drainage Engineer - Grondin Drain**
2. **PWES-2024-61 Source Protection Plan, Part IV Enforcement Transfer Agreement 2025**
3. **FS-2024-19 Administrative Fees and Charges 2025**
4. **DS-2024-44 Tecumseh Transit Service, Execution of Purchase Agreement for Electric Busses**

Motion: RCM - 290/24

Moved by Councillor Brian Houston
Seconded by Councillor Rick Tonial

That Reports PWES-2024-63 Appointment of Drainage Engineer Grondin Drain, PWES-2024-61 Source Protection Plan Part IV Enforcement Transfer Agreement 2025, FS-2024-19 Administrative Fees and Charges 2025, and DS-2024-44 Tecumseh Transit Service, Execution of Purchase Agreement for Electric Busses **be received and that the respective recommendations noted in the reports, be approved.**

Carried

K. Delegations

1. Local Government Week Winners

1st Place Essay Contest Winner - Lucia Li

2nd Place Essay Contest Winner - Melanie Ruhungo

Artwork Contest Winner - Mia DiCocco

The Local Government Week contest winners present their submissions and are congratulated by the Members of Council.

2. Recognition of Service

Re: Christopher Hales, Member, Essex County OPP Detachment Board – North and Former Chair, Tecumseh Police Services Board

The Members of Council express gratitude and appreciation for Christopher Hales service the past 14 years of service on the Tecumseh's Police Services Board.

3. Tecumseh Business Improvement Area Board of Management - 2025 Operating Budget

Re: Leo Demarce, Chair, and Sandra Zanet, Treasurer

The BIA Chair Leo Demarce is joined by Vice Chair Laura Carcelen to present the 2025 Operating budget as appended on the agenda. A video is played highlighting the 2024 BIA initiatives completed throughout the year. Mr. Demarce explains on the budget increase for 2025 includes an additional employee to assist with marketing, social media and business engagement. Mrs. Carcelen advises on beautification plans and upcoming business engagement initiatives for the upcoming year.

Motion: RCM - 291/24

Moved by Councillor James Dorner
Seconded by Councillor Rick Tonial

That the Tecumseh Business Improvement Area Board of Management - 2025 Operating Budget as presented **be approved**.

Carried

4. Essex County OPP Detachment Board North- 2025 Operating Budget

Re: Paul Sweet, Chair

The Chair of the Essex County OPP Detachment Board North, Paul Sweet presents the 2025 Operating Budget and responds to questions from the members.

Motion: RCM - 292/24

Moved by Councillor Rick Tonial
Seconded by Deputy Mayor Joe Bachetti

That the Essex County OPP Detachment Board North 2025 Operating Budget **be received**.

Carried

5. 2025 Business Plan and Operating Budget

Tom Kitsos, Director Financial Services and Chief Financial Officer, Marg Misek-Evans, Chief Administrative Officer, and Vanessa DaDalt, Deputy Treasurer and Manager Revenue Services

*Supplementary Item for Presentation

View the 2025 Business Plan and Operating Budget [here](#).

Motion: RCM - 293/24

Moved by Councillor Brian Houston

Seconded by Deputy Mayor Joe Bachetti

That the 2025 Proposed Budget and Business Plan **be received and tabled** for discussion to the Special Council Meeting on Tuesday, January 14, 2025.

Carried

6. Housing Accelerator Fund Items

Re: Larry Silani, MillerSilani

The Director Development Services, Brian Hillman and Larry Silani outline the two reports on Housing Accelerator Fund Initiative 5,6, and 7 as appended on the agenda and responds to questions from the Members.

- a. DS-2024-40 Tecumseh Housing Accelerator Fund, Initiative 5

Motion: RCM - 294/24

Moved by Councillor Rick Tonial

Seconded by Councillor Alicia Higgison

That Report DS-2024-40, entitled “Expanding Housing Choices and Improving Affordability, Housing Accelerator Fund (HAF), Initiative 5 – Scheduling of Public Meeting to Amend Tecumseh Road Main Street CIP: New CIP Grants for Affordable Housing and Expand CIP Area” **be received**;

And that the scheduling of a public meeting, to be held in the first quarter of 2025, in accordance with the Planning Act for the purpose of seeking public and stakeholder input on a proposed amendment to the Tecumseh Road Main Street Community Improvement Plan (“Main Street CIP”) in order to introduce an Affordable Rental Housing Grant Program, to reintroduce the Building and Property Improvement Grant Program for eligible new affordable housing rental units, and to expand the Main Street CIP Area, **be authorized**.

Carried

- b. DS-2024-41 Tecumseh Housing Accelerator Fund Initiative 6 and 7 Update

Motion: RCM - 295/24

Moved by Councillor Alicia Higgison
Seconded by Councillor Rick Tonial

That Report DS-2024-41, entitled “Expanding Housing Choices and Improving Affordability, Housing Accelerator Fund: Initiative 6 - Additional Residential Unit (ARU) Guideline, Initiative 7 - Elimination of Building Permit Fees for ARUs” **be received;**

And that the document titled “Additional Residential Unit (ARU) Guideline, Town of Tecumseh”, dated December 10, 2024, **be received and endorsed;**

And that By-Law 2024-096 which will eliminate building permit fees for Additional Residential Units (ARUs) from January 1, 2025 to December 31, 2027, or until such time that associated HAF funding is exhausted, **be approved.**

Carried

7. Parkland Dedication By-Law

Re: Daryl Abbs, Watson & Associates Economists Ltd.

Mr. Daryl Abbs presents the Parkland Designation By-Law PowerPoint presentation as appended on the agenda. He advises that municipalities can impose a parkland dedication requirement under the *Planning Act* to ensure the municipality's parks systems can grow along with the community's population. The *Planning Act* recently has some amendments regarding parkland dedication through [Bill 23: More Homes Built Faster Act](#), which have reduced the municipality's ability to recover parkland dedication and development charges. Mr. Abbs highlights the by-law provisions for parkland dedication as appended on the agenda and responds to questions from the Members.

- a. DS-2024-42 New Parkland Dedication By-Law for Dedication of Parkland or Payment in Lieu

Motion: RCM - 296/24

Moved by Councillor Brian Houston
Seconded by Councillor Rick Tonial

That Report DS-2024-42 titled “New Parkland Dedication or Payment-In-Lieu By-law”, **be received;**

And that Parkland Dedication or Payment-In-Lieu By-Law 2024-108 which establishes parkland dedication or payment cash-in-lieu rates for residential and non-residential development, in accordance with DS-2024-42, **be adopted.**

Carried

L. Communications

1. For Information:

- a. Municipality of Durham dated November 28, 2024
Re: Redistribution of the Provincial Land Transfer Tax and GST to Municipalities for Sustainable Infrastructure Funding
- b. Ministry of Municipal Affairs and Housing dated November 28, 2024
Re: Changes to the Planning Act for additional residential units.
- c. City of Guelph dated November 29, 2024
Re: Enable Municipalities to Charge Fees for use of Municipal Property by Gas Utilities
- d. Lanark Highlands dated November 29, 2024
Re: Support for Provincial Absorption of OPP Costs
- e. Town of Kearney dated December 2, 2024
Re: Critical Infrastructure

Motion: RCM - 297/24

Moved by Councillor Rick Tonial
Seconded by Deputy Mayor Joe Bachetti

That Communications - For Information A through E as listed on the Tuesday, December 10, 2024 Regular Council Agenda, **be received.**

Carried

2. For Action:

There are no Action items.

M. Update from County Council and Boards

Essex County Council

The Mayor advised that Essex County Council has approved the 2025 Operating [Budget](#) with a levy increase of 3.76 per cent.

Tecumseh Business Improvement Area

A Member advised that the Tecumseh BIA held their Annual General Meeting on December 5, 2024.

N. Committee Minutes

1. Policies and Priorities Committee - November 26, 2024

Motion: RCM - 298/24

Moved by Councillor Alicia Higgison
Seconded by Councillor Brian Houston

That the November 26, 2024 minutes of the Policies & Priorities Committee meeting as were delivered to the Members **be adopted;**

And that the attached new or revised Polices be adopted: No. 38 Flag Protocol Policy, No. 134 Asset Retirement Obligations Policy and No. 14 Travel Policy - Municipal Employees and No. 127 Travel Policy - Council and Board Members;

And further that the flagpole locations of Carling Park and St. Mary's Park continued to be maintained in the Town's flagpole inventory and the remaining flagpole locations identified for removal in Attachment 2 **be approved;**

And further that the revisions to the Parks By-law 2009-13 be recommended for approval and incorporated into a new by-law (By-Law 2024-107) to be considered for first, second, third and final readings at the December 10 Regular Council Meeting.

Carried

O. Reports

1. Chief Administrative Officer - People & Culture

a. CAO-2024-09 Alarm Registration and False Alarm Fees

Motion: RCM - 299/24

Moved by Deputy Mayor Joe Bachetti
Seconded by Councillor Rick Tonial

That Report CAO-2024-09 entitled "Alarm Registration and False Alarm Fees" **be received;**

And that Option 4 outlined in Report CAO-2024-09 **be approved** as follows:

- Increase the false alarm rate to \$375 per call for Police Services for greater cost recovery;
- Maintain the two (2) at fault false alarms to any registered premises with an alarm during each calendar year without charge to the premises;
- Unregistered premises be charged \$375 per call from first occurrence for false alarm calls to Police Services.

Carried

2. Development Services

a. DS-2024-43 Old Castle Heights Residential Subdivision

Motion: RCM - 300/24

Moved by Councillor Rick Tonial

Seconded by Deputy Mayor Joe Bachetti

That Report DS-2024-43 titled “Old Castle Heights Residential Subdivision – Phase 1, Placing of Services on Maintenance/Release of Building Permits and Part Lot Control Exemption for Lots 1-6 and Blocks 71-89 on Plan 12M-709 for Creation of Individual Lots for Semi-detached and Townhouse Units”, **be received**;

And that Council **authorize the placement** of the municipal services on maintenance and **the release** of building permits for Phase 1 of the Old Castle Heights Residential Subdivision, in accordance with the requirements of the registered Oldcastle Heights Inc. Development Agreement;

And further that By-Law 2024-101, having the effect of removing certain parcels of lands, more particularly described as Lots 1-6 and Blocks 71-89 on Plan 12M-709, as registered in the Registry Office for the Registry Division of Essex (12), from the provisions of part lot control under Section 50(5) of the *Planning Act*, which By-law shall expire three years from its date of adoption, and in accordance with Section 50(7.3) of the *Planning Act*, **be adopted**;

And further that By-Law 2024-101 **be forwarded** to the County of Essex, the Approval Authority, for its consideration and final approval, in accordance with Section 50(7.1) of the *Planning Act*;

And further that upon approval of By-Law 2024-101 by the County of Essex, that it **be registered** on title in accordance with Section 50(28) of the *Planning Act*.

Carried

3. Legislative & Clerk Services

- a. LCS-2024-20 Dog By-Law Exemption

Motion: RCM - 301/24

Moved by Councillor Rick Tonial
Seconded by Councillor Brian Houston

That Report LCS-2024-20 entitled “Dog Licensing and Control By-Law Exemption”, **be received**;

And that an exemption from the provisions of Section 9.2, 9.3 and 9.4 of the Dog Licensing and Control By-Law **be approved**;

And further that that direction **be given** to alternatively provide for this Owner’s appeal of the Dangerous Dog designation to be heard by way of written submissions, with such written submissions to be provided to Council by the relevant parties pursuant to the notice and upon such other terms to be specified by Administration.

Carried

4. Public Works & Engineering Services

- a. PWES-2024-60 2024 Asset Management Plan Update Final Adoption

Motion: RCM - 302/24

Moved by Deputy Mayor Joe Bachetti
Seconded by Councillor Rick Tonial

That Report PWES-2024-60 2024 Asset Management Plan Update (version 4), Final Adoption, **be received**;

And that the 2024 Asset Management Plan Update (version 4) as presented to Council at the November 26, 2024 Regular Meeting of Council, **be adopted**.

Carried

- b. PWES-2024-62 Sewer Use By-Law

Motion: RCM - 303/24

Moved by Councillor Brian Houston
Seconded by Councillor James Dorner

That Report PWES-2024-62 Sewer Use By-Law Amendment **be received**;

And that the recommended changes to By-Law 2003-80 as summarized within Report PWES-2024-62 **be approved** through the adoption of an Amending By-Law 2024-104;

Carried

P. By-Laws

1. By-Law 2024-096 Amendment to By-Law 2023-037 Building Fees Schedule 3

Being a by-law to amend by-law 2023-037, being a by-law respecting the issuance of various permits and performing of inspections for construction, demolition, change of use permits and related matters.

2. By-Law 2024-097 Administrative Fees and Charges for 2025

Being a by-law to prescribe a tariff of administrative fees and charges for the Town of Tecumseh for 2025

3. By-Law 2024-100 Water and Wastewater Rates for 2025 - Third and Final Readings

Being a by-law to establish the water and wastewater rates for the year 2025

4. By-Law 2024-101 Old Castle Heights Residential Subdivision Part Lot Control

Being a by-law to provide that part lot control shall not apply to certain parcels of lands, more particularly described as Lots 1-6 and Blocks 71-89 on Registered Plan of Subdivision 12M-709, as registered in the Registry Office for the Registry Division of Essex (12)

5. By-Law 2024-105 Interim Tax Rate

Being a by-law to provide for the Interim Tax Rate for the year 2025

6. By-Law 2024-106 Late Payments 2025

Being a by-law to impose late payment charges for non-payment of taxes or any installment of taxes by due date.

7. By-Law 2024-107 Parks By-Law

A by-law to regulate municipal Parks in the Municipality of Tecumseh

8. By-Law 2024-108 Parkland Dedication By-law

Being a by-law to provide for the dedication of parkland or the payment in lieu thereof for all development or redevelopment in the Town

9. By-Law 2024-109 Holding Zone (H) Removal for all of Phase 1 of Oldcastle Residential Subdivision

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 (Removal of Holding (H) Zone Symbol affecting Phase 1 of Oldcastle Heights Residential Subdivision).

10. By-Law 2024-110 Amending By-Law to By-Law 2024-048 AMPS Schedules

Being a by-law to amend By-Law 2024-048, a by-law to establish a comprehensive system of administrative monetary penalties on the Town of Tecumseh.

11. By-Law 2024-111 Source Protection Plan Part IV Transfer Agreement No. 3

Being a by-law to authorize the execution of an Agreement with the Essex Region Conservation Authority to provide the delivery of Risk Management Services as part of the Essex Region Source Protection.

12. By-Law 2024-113 Amendment to By-Law 2023-80 Sewer By-Law

Being a by-law to amend By-Law 2003-80 being a by-law to prohibit, regulate, and inspect the discharge of sewage into the municipal sewage system of the Corporation of the Town of Tecumseh

Motion: RCM - 304/24

Moved by Councillor Alicia Higgison
Seconded by Councillor James Dorner

That By-Law 2024-096 being a by-law to amend by-Law 2023-037, being a by-law respecting the issuance of various permits and performing of inspections for construction, demolition, change of use permits and related matters;

That By-Law 2024-097 being a by-law to prescribe a tariff of administrative fees and charges for the Town of Tecumseh for 2025;

That By-Law 2024-101 being a by-law to provide that part lot control shall not apply to certain parcels of lands, more particularly described as Blocks 1-6 and Blocks 71-89 on Registered Plan of Subdivision 12M-709, as registered in the Registry Office for the Registry Division of Essex (12);

That By-Law 2024-105 being a by-law to provide for an Interim Tax Rate for the Year 2025;

That By-Law 2024-106 being a by-law to impose late payment charges for non-payment of taxes or any installment of taxes by due date;

That By-Law 2024-107 being a by-law to regulate municipal Parks in the Municipality of Tecumseh;

That By-Law 2024-108 being a by-law to provide for the dedication of parkland or the payment in lieu thereof for all development or redevelopment in the Town;

That By-Law 2024-109 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 (Removal of Holding (H) Zone Symbol affecting Phase 1 of Oldcastle Heights Residential Subdivision);

That By-Law 2024-110 being a by-law to amend By-Law 2024-048, a by-law to establish a comprehensive system of administrative monetary penalties on the Town of Tecumseh;

That By-Law 2024-111 being a by-law to authorize the execution of an Agreement with the Essex Region Conservation Authority to provide the delivery of Risk Management Services as part of the Essex Region Source Protection Plan;

That By-Law 2024-112 being a by-law to authorize the execution of an Agreement with The Corporation of the Town of Tecumseh and Damera Bus Sales Canada Corp for the purchase for Electric Busses and Charging Infrastructure;

That By-Law 2024-113 being a by-law to amend By-Law 2003-80, being a by-law to prohibit, regulate, and inspect the discharge of sewage into the municipal sewage system of the Corporation of the Town of Tecumseh.

Be given first and second reading.

Carried

Motion: RCM - 305/24

Moved by Councillor Rick Tonial

Seconded by Councillor Tania Jobin

That By-Law 2024-096 being a by-law to amend by-Law 2023-037, being a by-law respecting the issuance of various permits and performing of inspections for construction, demolition, change of use permits and related matters;

That By-Law 2024-097 being a by-law to prescribe a tariff of administrative fees and charges for the Town of Tecumseh for 2025;

That By-Law 2024-100 being a by-law to establish the water and wastewater rates for the year 2025;

That By-Law 2024-101 being a by-law to provide that part lot control shall not apply to certain parcels of lands, more particularly described as Blocks 1-6 and Blocks 71-89 on Registered Plan of Subdivision 12M-709, as registered in the Registry Office for the Registry Division of Essex (12);

That By-Law 2024-105 being a by-law to provide for an Interim Tax Rate for the Year 2025;

That By-Law 2024-106 being a by-law to impose late payment charges for non-payment of taxes or any installment of taxes by due date;

That By-Law 2024-107 being a by-law to regulate municipal Parks in the Municipality of Tecumseh;

That By-Law 2024-108 being a by-law to provide for the dedication of parkland or the payment in lieu thereof for all development or redevelopment in the Town;

That By-Law 2024-109 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 (Removal of Holding (H) Zone Symbol affecting Phase 1 of Oldcastle Heights Residential Subdivision);

That By-Law 2024-110 being a by-law to amend By-Law 2024-048, a by-law to establish a comprehensive system of administrative monetary penalties on the Town of Tecumseh;

That By-Law 2024-111 being a by-law to authorize the execution of an Agreement with the Essex Region Conservation Authority to provide the delivery of Risk Management Services as part of the Essex Region Source Protection Plan;

That By-Law 2024-112 being a by-law to authorize the execution of an Agreement with The Corporation of the Town of Tecumseh and Damera Bus Sales Canada Corp for the purchase for Electric Busses and Charging Infrastructure;

That By-Law 2024-113 being a by-law to amend By-Law 2003-80, being a by-law to prohibit, regulate, and inspect the discharge of sewage into the municipal sewage system of the Corporation of the Town of Tecumseh.

Be given third and final reading.

Carried

Q. Unfinished Business

1. December 10, 2024

The Members receive the Unfinished Business listing for Tuesday, December 10, 2024.

R. New Business

County Road 22 Speeding (Banwell and Manning Roads)

A Member raised resident concerns with speeding vehicles on County Road 22. A request for Administration to contact the OPP for increased patrol and enforcement for vehicles speeding on this road.

Tecumseh Road CIP

A Member advised that there are a few housekeeping matters in the Tecumseh CIP area that require some Administration follow up with for rent signs still erect with buildings rented, poles with no signs on them and mailboxes not in working order.

Happy Holidays

The Members of Council wishes staff and residents a Happy Holiday season.

S. Motions

1. Confirmatory By-Law 2024-114

Motion: RCM - 306/24

Moved by Councillor Tania Jobin
Seconded by Councillor Rick Tonial

That By-Law 2024-114 being a by-law to confirm the proceedings of the Tuesday, December 10, 2024, regular meeting of the Council of The Corporation of the Town of Tecumseh **be given** first, second, third and final reading.

Carried

T. Notices of Motion

There are no Notices of Motion presented to Council.

U. Next Meeting

Tuesday January 14, 2024

4:00 pm Special Council Meeting - 2025 Business Plan and Operating Budget

Tuesday January 28, 2024

6:30 pm Public Council Meeting - 11th Concession and East McPherson Drains

7:00 pm Regular Council Meeting

V. Adjournment

Motion: RCM - 307/24

Moved by Councillor Alicia Higgison
Seconded by Councillor Rick Toniai

That there being no further business, the Tuesday, December 10, 2024 meeting of the Regular Council **be adjourned** at 10:49 pm.

Carried

Gary McNamara, Mayor

Robert Auger, Clerk