

Policies and Priorities Committee Meeting

Minutes

Date: Tuesday, October 22, 2019
Time: 5:00 pm
Location: Tecumseh Town Hall - Council Chambers
917 Lesperance Road
Tecumseh, Ontario N8N 1W9

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 Misk-Evans
Director Parks & Recreation Services, Paul Anthony
Director Public Works & Environmental Services, Phil Bartnik
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 Committee & Community Services, Christina Hebert
Manager Strategic Initiatives, Lesley Reeves
Deputy Treasurer & Tax Collector, Zora Visekruna

A. Call to Order

The Mayor calls the meeting to order at 5:10 pm.

B. Roll Call

C. Disclosure of Pecuniary Interest

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

D. Delegations

- 1. Municipal Freedom of Information and Protection of Privacy Act and Councillors' Records**

The Director Corporate Services & Clerk provides a brief overview of the legislation and the recent case law regarding Councillors' records.

Motion: PPC - 01/19

Moved By Councillor Tania Jobin

Seconded By Councillor Brian Houston

That the Information and Privacy Commissioner of Ontario (IPC) fact sheet regarding the *Municipal Freedom of Information and Protection of Privacy Act* and Councillors' records **be received**.

Carried

2. iCitizen - Resident Access to Tax Information via the Town's Website

Director Information & Communications Services presents to Council the updated Property Tax Inquiry software called iCitizen. This service is provided to give property owners access to their property tax account. Deputy Treasurer & Tax Collector provides a software demonstration and navigates the various features and information available.

Motion: PPC - 02/19

Moved By Deputy Mayor Joe Bachetti

Seconded By Councillor Brian Houston

That the presentation on iCitizen Resident Access to Tax Information through the Town's website **be received**.

Carried

E. Communications

There are no Communications items presented to Council.

F. Reports

1. CS-2019-30 Customer Service Policy

Council expresses appreciation of the Customer Service Policy and the well-defined timelines and procedures.

Motion: PPC - 03/19

Moved By Councillor Brian Houston

Seconded By Councillor Andrew Dowie

That Report CS-2019-30 Customer Service Policy, **be received**;

And that the Customer Service Policy as appended to Report CS-2019-30, **be adopted**.

Carried

2. CS-2019-31 Public Complaints Policy

Motion: PPC - 04/19

Moved By Deputy Mayor Joe Bachetti

Seconded By Councillor Rick Tonial

That Report CS-2019-31 Public Complaints Policy, **be received**;

And that the Public Complaints Policy as appended to Report CS-2019-31, **be adopted**.

Carried

3. CS-2019-32 Health and Safety Policy No. 7 Annual Review

Motion: PPC - 05/19

Moved By Councillor Bill Altenhof

Seconded By Councillor Tania Jobin

That Health and Safety Policy No. 7, as reviewed for the year 2019, in accordance with Section 25(2)(j) of the *Occupational Health and Safety Act*, **be approved**, as appended to Report CS-2019-32;

And that Health and Safety Policy No. 7 **be posted** in all Municipal Buildings.

Carried

4. CS-2019-33 Violence and Harassment in the Workplace Policy No. 68

Motion: PPC - 06/19

Moved By Deputy Mayor Joe Bachetti

Seconded By Councillor Tania Jobin

That the Violence and Harassment in the Workplace Policy No. 68, as revised and appended to Report CS-2018-17, **be approved**;

And that the approved Violence and Harassment in the Workplace Policy No. 68 **be posted** in all Municipal Buildings.

Carried

5. CS-2019-35 Fire Alarm By-Law

Motion: PPC - 07/19

Moved By Councillor Brian Houston

Seconded By Councillor Andrew Dowie

That the amended Fire Alarm By-law as appended to Report CS-2019-35, **be adopted**;

And that Report CS-2019-35 regarding the Fire Alarm By-law Amendments, **be received**.

Carried

6. CS-2019-36 Urban Hen Licensing Pilot Program

Motion: PPC - 08/19

Moved By Councillor Andrew Dowie

Seconded By Councillor Tania Jobin

That Report CS-2019-36 Urban Hen Licensing Pilot Program, **be received**;

And that a Public Information Centre **be scheduled** to receive public comment in regards to the proposed Urban Hen Licensing Pilot Program (Pilot Program).

Carried

7. CS-2019-37 Alley Closing Policy

Motion: PPC - 09/19

Moved By Councillor Brian Houston

Seconded By Councillor Andrew Dowie

That the proposed Alley Closing Policy as appended to Report CS-2019-37 **be placed** on the Town's website for a 30-day review period;

And that Notice of the 30-day review **be given** on the Town's website, social media and local newspapers;

And that Report CS-2019-37 regarding the Alley Closing Policy, **be received**.

Carried

8. CS-2019-38 Professional Appearance Policy

Motion: PPC - 10/19

Moved By Deputy Mayor Joe Bachetti

Seconded By Councillor Bill Altenhof

That the Professional Appearance Policy No. 96, as appended to Report CS-2019-38, **be approved;**

And that Report CS-2019-38 regarding the Professional Appearance Policy **be received.**

Carried

9. CS-2019-39 Employee Service Recognition

Motion: PPC - 11/19

Moved By Deputy Mayor Joe Bachetti

Seconded By Councillor Brian Houston

That Report CS-2019-39 Employee Service Award Policy - Amendments, **be received;**

And that amendments to the Employee Service Award Policy No. 1 as recommended in Report CS-2019-39, **be adopted.**

Carried

G. Unfinished Business

There are no unfinished business items presented to Council.

H. New Business

Town Logo Use Policy

A member expresses concern with the use of the Town's logo on the Service Line Warranties Canada letters to residents. In the future, it would be preferable for partnership recognition to be acknowledged through communications rather than using the Town's logo.

Administration will take the matter under advisement and will look into refining communications.

I. Next Meeting

The next meeting will be scheduled in Q1 of 2020.

J. Adjournment

Motion: PPC - 12/19

Moved By Deputy Mayor Joe Bachetti

Seconded By Councillor Rick Toniai

That there being no further business, the October 22, 2019 meeting of the Policies and Priorities Committee **be adjourned** at 6:10 pm.

Carried

Gary McNamara, Mayor

Laura Moy, Clerk