Regular Council Meeting
Agenda

Tuesday, December 10, 2019, 7:00 pm
Tecumseh Town Hall - Council Chambers
917 Lesperance Road
Tecumseh, Ontario N8N 1W9

Pages

A. **Order**

B. **Moment of Silence**

C. **National Anthem**

D. **Roll Call**

E. **Disclosure of Pecuniary Interest**

F. **Minutes**

1. Regular Council Minutes - November 26, 2019 — 6 - 12

2. Special Council Meeting - November 26, 2019 - Committee Applications and Award Nominations — 13 - 16

G. **Supplementary Agenda Adoption**

H. **Delegations**

1. Local Government Week Award Winners

   Time Capsule Winner, Maya Wadi

   Essay Winner 1st Place, Allisyn Teti

   Essay Winner, 2nd Place, Alex Acanne

2. Denis Berthiaume, Manager Water and Wastewater

   Re: Retirement

3. Jeff Sylvestre, James Sylvestre Developments Ltd. — 17 - 17

   Re: Sylvestre Drive Sanitary Sewer Extension Class EA and Storm Drainage Master Plan and 2020 Budget

4. Steven Valente, Secretary and Robert Millson, Legal Counsel for 2041235 Ontario Ltd. — 18 - 18

   Re: Storm Drainage Master Plan and 2020 Budget

I. Communications - For Information

1. Minister of Heritage, Sport, Tourism and Cultural Industries dated November 6, 2019 — 19 - 20

   Re: Acknowledgement Letter

2. City of Windsor dated November 18, 2019 — 21 - 23

   Re: City Council Decision on Windsor Essex County Environment Committee - Climate Change Emergency Declaration

3. Municipality of South Huron dated November 18, 2019 — 24 - 24

   Re: Provincial Consultation of the Transformation of Building Services in Ontario

4. Township of Greater Madawaska dated November 18, 2019 — 25 - 25

   Re: Support for ministers to allow for electronic delegation

J. Communications - Action Required

K. Committee Minutes

1. Youth Advisory Committee Minutes - November 25, 2019 — 26 - 27
2. Heritage Committee Minutes - November 25, 2019 — 28 - 29
3. Cultural and Arts Advisory Committee Minutes - November 25, 2019 — 30 - 32
4. Tecumseh Accessibility Advisory Committee Minutes - November 25, 2019 — 33 - 37

L. Reports

1. Chief Administrative Officer
   a. CAO-2019-12 Climate Change Emergency Declaration — 38 - 51
2. Corporate Services & Clerk
   a. CS-2019-43 Urban Hens — 52 - 76
   b. CS-2019-44 Alley Closing Policy, Public Consultation Results — 77 - 88
   c. CS-2019-45 Servicing of Monroe Island - 454 Brighton Road, Lakeshore — 89 - 95
   d. CS-2019-46 Management and Non-union Administrative Support Staff and Council Economic Salary Adjustment for 2020 — 96 - 100
3. Financial Services

a. FS-2019-14 Administrative Fees and Charges 2020 101 - 116

4. Fire & Emergency Services

a. FIRE-2019-08 2020-2024 Fire Equipment Five (5) Year Capital Works Plan 117 - 122

5. Parks & Recreation Services

a. PRS-2019-15 Buildings Five (5) Year Capital Works Plan 123 - 129

b. PRS-2019-18 2020-2024 Parks Five (5) Year Capital Works Plan 130 - 143

6. Planning & Building Services

a. PBS-2019-40 Tecumseh Vista Trail, Extension of Trail Easement Agreement 144 - 159

b. PBS-2019-41 2019 Nine Month Permit Report 160 - 163

7. Public Works & Environmental Services

a. PWES-2019-49 2020-2024 PWES Five Year Capital Works Plan 164 - 232

b. PWES-2019-50 Storm Drainage Master Plan - Final Report 233 - 368

c. PWES-2019-51 Sylvestre Drive Sanitary Sewer Municipal Class EA 369 - 573

d. PWES-2019-52 Investing in Canada Infrastructure Program Green Stream - 2019 Intake 574 - 602

e. PWES-2019-53 Water and Wastewater Rates for 2020 603 - 611

M. By-Laws

1. By-Law 2019-81 612 - 624

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

2. By-Law 2019-82 625 - 630

Being a By-law to provide for the adoption of the estimates of all sums required (budget) for general municipal purposes for the year 2020.

3. By-Law 2019-83 631 - 635

Being a by-law to establish the water and waste water rates for the year 2020

4. By-law 2019-84 636 - 637

Being a by-law to amend By-law No. 2019-01 being a by-law appointing members to the Cultural and Arts Advisory Committee for the term of Council 2019-2022

5. By-Law 2019-85 638 - 639

Being a by-law to amend By-Law No. 2019-29 being a by-law appointing members to the Tecumseh Heritage Committee for the term of Council 2019-2022

6. By-Law 2019-86 640 - 641

Being a by-law to amend By-law No. 2019-60 being a by-law constituting and appointing a Committee of Adjustment and empowering the granting of Minor Variances for the term of Council 2019-2022.

7. By-Law 2019-87 642 - 643

Being a by-law to amend By-Law No. 2019-61 being a by-law delegating the authority for the giving of consents for the term of Council 2019-2022

8. By-Law 2019-88 644 - 671

Being a by-law to authorize the execution of an Agreement with Ontario Lottery and Gaming Corporation and The Corporation of the Town of Tecumseh.

9. By-Law 2019-89 672 - 674

Being a by-law to confirm and appoint certain officers, servants and employees of The Corporation of the Town of Tecumseh

N. Unfinished Business

1. December 10, 2019 675 - 675

O. New Business

P. Motions

1. In-Camera Meeting

2. Confirmatory By-law 676 - 676

Q. Notices of Motion

R. Next Meeting

January 14, 2020 - All Council Meetings will now be held at the Tecumseh Arena in the Horwood Room due to Town Hall renovations.

5:00 pm Public Council Meeting - Hurley Relief Branch Drain & Upper Part of Hurley Relief Drain

5:30 pm Public Council Meeting - West Branch of the East Branch Delisle Drain

6:00 pm Public Council Meeting - Southfield/Tecumseh Apartments OPA/ZBA

7:00 pm Regular Council Meeting

S. Adjournment

Regular Meeting of Council

Minutes

Date:	Tuesday, November 26, 2019
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, 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 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 Planning Services Chad Jeffery
Manager Strategic Initiatives, Lesley Reeves
Director Fire Services & Fire Chief, Wade Bondy

A. Order

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

B. Moment of Silence

The Members of Council and Administration observe a moment of silence.

C. National Anthem

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

D. Roll Call

E. Disclosure of Pecuniary Interest

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

F. Minutes

1. Regular Meeting of Council - November 12, 2019

2. Special Meeting of Council - November 12, 2019 - Brighton Road Traffic Study

3. Special Meeting of Council - November 19, 2019 - 2020 Business Plan and Budget

Motion: RCM - 375/19
Moved by Deputy Mayor Joe Bachetti
Seconded by Councillor Tania Jobin

That the minutes of the November 12, 2019 Regular Meeting of Council, and the November 12, 2019 and November 19, 2019 Special Meetings of Council as were duplicated and delivered to the members, **be adopted**.

Carried

G. Supplementary Agenda Adoption

Motion: RCM - 376/19
Moved by Councillor Brian Houston
Seconded by Councillor Rick Tonial

That the supplementary item added to the Regular Meeting agenda regarding the communication from County of Essex dated November 22, 2019 on the Notice of Design and Construction Public Open House, **be approved.**

Carried

H. Delegations

1. Essex and Kent Scottish Regiment, Joseph Ouellete, Honorary Lieutenant Colonel

Re: Flag of Remembrance and Plaque dedicated to Major Fred Tilston

The Members of Council honour the memory of the late Major Fed Albert Tilston, who received a Victoria Cross for his efforts during the Battle of the Rhineland in WW2. A Flag of Remembrance and plaque is presented to Honorary Lieutenant Colonel, Joseph Oullette, of the Essex and Ken Scottish Regiment.

2. Baron Championship Rings, Drina Baron-Zinyk, Vice President, Co-Owner, Richard Baron, Founder, and Kathy Baron Co-Founder

Re: Toronto Raptors Rings

The Members present a Certificate of Recognition to Barron Championship Rings for the design and creation of the Toronto Raptor's National Basketball Association Championship ring.

I. Communications - For Information

1. County of Essex dated November 8, 2019

Re: Notice of Decision on Official Plan Amendment, 11870 Tecumseh Road

2. Town of Wasaga Beach, November 8, 2019

Re: Resolution from the Township of Springwater - Nottawasaga Valley Conservation Authority Levy

3. Town of Essex, November 7, 2019

Re: More Choice, More Homes Act, 2019 - Bill 108 Proposed Regulations

4. Town of Lakeshore dated November 19, 2019

Re: Shoreline Management Plan Public Consultation Event

5. Township of Larder Lake dated November 12, 2019

Re: Main Street Revitalization Fund

6. County of Essex dated November 22, 2019

Re: Notice of Design and Construction Public Open House

Motion: RCM - 377/19
Moved by Councillor Andrew Dowie
Seconded by Councillor Tania Jobin

That Communications - For Information 1 through 6 as listed on the Tuesday, November 26, 2019 Regular Council Agenda **be received**.

Carried

J. Communications - Action Required

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

K. Committee Minutes

There are no committee minutes presented to Council

L. Reports

1. Chief Administrative Officer

a. CAO-2019-11 Community Safety and Well-Being Plan Development

Motion: RCM - 37819
Moved by Councillor Bill Altenhof
Seconded by Councillor Andrew Dowie

That Report CAO-2019-11 of the Chief Administrative Officer regarding Community Safety and Well-Being Plan development **be received**;

And that the direction set out in Report CAO-2019-11 to partner with the County of Essex, the Area Municipalities and the City of Windsor for the development of a regional Community Safety and Well-Being Plan **be approved**.

Carried

2. Planning & Building Services

a. PBS-2019-39, D19 SKY, Skyline Real Estate Holdings, Official Plan and Zoning By-law Amendment, Scheduling of Public Meeting

Motion: RCM - 379/19
Moved by Councillor Brian Houston
Seconded by Councillor Tania Jobin

That the scheduling of a public meeting, to be held on Tuesday, January 14, 2020 at 6:00 p.m., in accordance with the *Planning Act* for applications submitted by Skyline Real Estate Holdings for a 4.4 hectare (10.9 acre) parcel of land situated at the southeast corner of the Tecumseh Road/Southfield Drive intersection (11873 and 11917 Tecumseh Road), to amend the Tecumseh Official Plan and Tecumseh Zoning By-law 1746 by redesignating the subject property from “Commercial” and “Residential” to “Residential” with a new site-specific policy and rezoning the subject property from “General Commercial Zones (C3) and (C3-1)” and “Residential Zone 2 (R2)” to a site-specific “Residential Zone (R3-16)” in order to:

i. recognize the two existing apartment buildings located on the northern portion of the property and permit accessory commercial uses within their first floors;

ii. permit the development of the southern portion of the lands for an additional two, four-storey apartment buildings totalling 150 units;

iii. establish a total overall lot density of 91 units per hectare for the entirety of the property; and

iv. establish site-specific lot, building and yard provisions,

be authorized.

Carried

M. By-Laws

1. By-Law 2019-78

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

2. By-Law 2019-79

Being a by-law to provide for an Interim Tax Rate for the Year 2020.

Motion: RCM - 380/19
Moved by Councillor Rick Tonial
Seconded by Councillor Andrew Dowie

That By-law 2019-78 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 2019-79 being a by-law to provide for an Interim Tax Rate for the Year 2020.

Be given first and second reading.

Carried

Motion: RCM - 381/19
Moved by Councillor Bill Altenhof
Seconded by Deputy Mayor Joe Bachetti

That By-law 2019-78 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 2019-79 being a by-law to provide for an Interim Tax Rate for the Year 2020.

Be given third and final reading.

Carried

N. Unfinished Business

1. November 26, 2019

The Members receive the Unfinished Business listing for Tuesday, November 26, 2019.

O. New Business

P. Motions

1. Confirmatory By-law

a. By-Law 2019-80

Motion: RCM - 382/19
Moved by Deputy Mayor Joe Bachetti
Seconded by Councillor Bill Altenhof

That By-Law 2019-80 being a by-law to confirm the proceedings of the Tuesday, November 26, 2019, regular meeting of the Council of The Corporation of the Town of Tecumseh **be given** first, second, third and final reading.

Carried

Q. Notices of Motion

There are no notices of motion presented to Council.

R. Next Meeting

Tuesday, December 10, 2019

6:00 pm Special Council Meeting - Water and Wastewater Master Plan

7:00 pm Regular Council Meeting

S. Adjournment

Motion: RCM - 383/19
Moved by Councillor Bill Altenhof
Seconded by Councillor Rick Tonial

That there being no further business, the Tuesday, November 26, 2019 meeting of the Regular Council **be adjourned** at 7:29 pm.

Carried

_____

Gary McNamara, Mayor

_____

Laura Moy, Clerk

Special Meeting of Council

Minutes

Committee Applications & Award Nominations

Date:	Tuesday, November 26, 2019
Time:	6:00 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 Misek-Evans
Director Corporate Services & Clerk, Laura Moy
Deputy Clerk & Manager Legislative Services, Jennifer Alexander
Manager Committee & Community Services, Christina Hebert
Manager Strategic Initiatives, Lesley Reeves

A. Call to Order

The Mayor calls the meeting to order at 6:05 pm.

B. Roll Call

C. Disclosure of Pecuniary Interest

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

D. Delegations

There are no delegations presented to Council.

E. Communications

There are no communications presented to Council.

F. Reports

1. CS-2019-42 Committee Appointment for 2020

Motion: SCM- 29/19
Moved By Councillor Bill Altenhof
Seconded By Councillor Brian Houston

That the applications to the Cultural & Arts Advisory Committee from Betty Lee-Daigle, Manmander Matharu and Jelena Ristic, **be accepted;**

And that the terms of these Committee Appointments be for the remaining term of Council, ending November 14, 2020, or until such time as new members are appointed.

Carried

Motion: SCM- 30/19
Moved By Councillor Bill Altenhof
Seconded By Councillor Tania Jobin

That the applications to the Heritage Committee from Amanda Deshaies and Scott Robinson, **be accepted;**

And that the terms of these Committee Appointments be for the remaining term of Council, ending November 14, 2020, or until such time as new members are appointed.

Carried

Motion: SCM- 31/19
Moved By Councillor Rick Tonial
Seconded By Councillor Tania Jobin

That Administration **review** the requirements the Committee/Local Board Application and Appointment Policy, including a provision that Police Clearances being a requirement for members of the Youth Advisory Committee and Senior Advisory Committee.

Carried

Motion: SCM- 32/19
Moved By Councillor Tania Jobin
Seconded By Councillor Rick Tonial

That the application for the Committee of Adjustment from Julian Villafuerte, **be accepted** to replace Councillor Bill Altenhof;

And that the terms of these Committee Appointments be for the remaining term of Council, ending November 14, 2022, or until such time as new members are appointed.

Carried

2. CS-2019-41 Award Nominations

The Members discuss the Award requirements and the lack of nominations received despite the deadline extension. Concern over the application process is raised. It is suggested that the nomination process be refined and streamlined, and that a rubrics ranking for applications be developed in order to assist in fairly evaluating nominations for each award.

The Youth Advisory Committee is currently developing criteria for a Youth of the Year Award.

Motion: SCM- 33/19
Moved By Councillor Bill Altenhof
Seconded By Councillor Rick Tonial

That Report CS-2019-41 Award Nominations, **be received;**

And that Administration **review** the Awards and Nominations Policy regarding Award requirements including the nomination process and report to Council at a Policies and Priorities Committee meeting in 2020.

Carried

G. Adjournment

Motion: SCM- 34/19
Moved By Councillor Bill Altenhof
Seconded By Councillor Andrew Dowie

That there being no further business, the Tuesday, November 26, 2019 meeting of the Special Council **be adjourned** at 6:50 pm.

Carried

_____

Gary McNamara, Mayor

_____

Laura Moy, Clerk

From: [redacted]
To: Laura Moy; Jennifer Alexander; Sue White
Cc: "Jeff Sylvestre"; [redacted]
Subject: RE: New Response Completed for Delegation Request Form
Date: December-03-19 4:08:15 PM

Hi Laura
An additional request to speak to the 2020 Budget was also submitted.

Please find the following points of discussion provided to meet the prescribed deadline as per your email below. Please be advised that copies of the corresponding Reports to Council were requested however were not available at the time of this submission.

Item 1 – Stormwater Drainage Master Plan

- Meeting Aug 19, 2019 with Administration & study Consultant
- Assured MP study would not affect the ability of the Developers in the MRSPA to implement alternative solutions for the Regional Pond that differ from the EA "preferred alternative"
- The Town agreed to review the stormwater release rate for the Manning Road Secondary Plan Area
- The Study contains 2 alternatives solutions for the existing issues within the Baillargeon Drainage Area.

Item 2 - Sylvestre Drive Sanitary Sewer Extension EA

- Meeting Aug 19, 2019 with Administration & study Consultant – response letter dated Aug 26 and amended on Sept 18 has been received.
- Request a phased approach to Implementation of the EA
    - Delay servicing the properties fronting Manning Road until its reconstruction
- Request consideration for upgrading the reconstructed portions of Sylvestre Drive to an urban cross section

Item 3 – 2020 Budget

- On Nov 12 Council considered Administration Report PWES-2019-55 *Amendment to 2019-2023 PWES Five Year Capital Works Plan, Manning Road Secondary Plan Area, Stormwater Management Facility*.
- The Budget documents on the Town website state p145
  "3. Funding of Storm Infrastructure…"Design and construction of the MRSPA Stormwater Pond is proposed for 2020. As this is development related, costs will ultimately be borne by developers, however the Town will likely advance the funding for this project from reserves that are already depleted."
- p129 **Sylvestre Drive Sanitary Sewer Extension** "The estimated cost, including sanitary road and storm works is $1.9M with $0.8M being recovered from property owners as a sanitary connection charge."

Regards
Josette

From: Laura Moy <lmoy@tecumseh.ca>

2041235 ONTARIO LTD.

Corporation Incorporated by Steven Valente

December 3, 2019

By email: lmoy@tecumseh.ca
By facsimile: 519-735-6712

The Corporation of the Town of Tecumseh
Attention: Laura Moy, A.M.C.T., Clerk
917 Lesperance Road
Tecumseh, Ontario N8N 1W9

Dear Madam:

RE: 2020 Budget
Our File No.: VA1102

Item 1 – Stormwater Drainage Master Plan

- Meeting Aug 19, 2019 with Administration & study Consultant
- Assured MP study would not affect the ability of the Developers in the MRSPA to implement alternative solutions for the Regional Pond that differ from the EA "preferred alternative"
- The Town agreed to review the stormwater release rate for the Manning Road Secondary Plan Area
- The Study contains 2 alternatives solutions for the existing issues within the Baillargeon Drainage Area.

Item 2 – 2020 Budget

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- The Budget documents on the Town website state p145
  "3. Funding of Storm Infrastructure…" Design and construction of the MRSPA Stormwater Pond is proposed for 2020. As this is development related, costs will ultimately be borne by developers, however the Town will likely advance the funding for this project from reserves that are already depleted."
- p129 **Sylvestre Drive Sanitary Sewer Extension** "The estimated cost, including sanitary road and storm works is $1.9M with $0.8M being recovered from property owners as a sanitary connection charge."

Yours truly,
2041235 Ontario Ltd.

Steven Valente

Per: Steven Valente, Secretary
I have authority to bind the Corporation

SV:jj
cc. Robert Millson

25 Amy Croft Drive, Suite 2B, Lakeshore, Ontario N9K 1C7
P: (519) 791-7931 E: Stevenv@valentegroup.com

Ministry of Heritage, Sport, Tourism and Culture Industries

Minister

6th Floor
438 University Avenue
Toronto, ON M5G 2K8
Tel: 416 326-9326

Ministère des Industries du Patrimoine, du Sport, du Tourisme et de la Culture

Ministre

6e étage
438, avenue University
Toronto (Ontario) M5G 2K8
Tél. : 416 326-9326

Ontario

391-2019-524-002

RECEIVED NOV 2 5 2019

November 6, 2019

Mayor Gary McNamara
Town of Tecumseh
917 Lesperance Road
Tecumseh, Ontario N8N 1W9

Dear Mayor McNamara:

It was an honour and a pleasure to meet with you and your Town Council colleagues at your luncheon meeting recently. From this opportunity to learn about your community, I learned a lot about the great work the Town of Tecumseh does for our province.

Ontario is defined and enriched by the diversity of experiences, heritage and traditions of the people who live here. And our province is made stronger by the contributions of organizations like yours. These strengths are what make Ontario truly the best place to live, visit and explore.

In Ontario, you can explore the world in one province, and at my ministry, we are working to welcome the world to our province every single day. Our work — and the work of our many partners — brings people together, showcases the authentic Ontario experience, and supports our diverse and thriving communities.

This work drives billions of dollars in economic activity and creates thousands of jobs. It boosts local economies, helps Ontario's communities succeed and showcases their strengths to the world.

As Minister, I will continue working to advance the goals of my ministry, whether it is through enhancing our tourist attractions, celebrations, events or festivals; providing stable tax credits to the film and media industry; supporting amateur athletes; or enhancing our cultural institutions and organizations.

.../2

If I can be of any further assistance, please feel free to contact my Executive Assistant, Mr. Noah Ng at 416-953-4264 or noah.ng@ontario.ca. Thank you again for giving me the opportunity to learn more about your community.

Kindest regards,

Lisa MacLeod
Minister of Heritage, Sport, Tourism and Culture Industries

THE CITY OF WINDSOR
ONTARIO, CANADA

OFFICE OF THE CITY CLERK
COUNCIL SERVICES

Phone: (519)255-6211

CITY HALL
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WEBSITE: www.citywindsor.ca

City Council
Decision
Monday, November 18, 2019

Moved by: Councillor McKenzie
Seconded by: Councillor Francis

Decision Number: CR570/2019
That report no. 105 of the Windsor Essex County Environment Committee – Climate Change Emergency Declaration indicating:
That the following Climate Change Emergency Declaration prepared by the Air Subcommittee of the Windsor Essex County Environment Committee BE APPROVED:

WHEREAS the most recent report by the UN Intergovernmental Panel on Climate change (IPCC) has indicated that within less than 12 years, in order to keep the global average temperature increase to 1.5 degrees Celsius and maintain a climate compatible with human civilization, there must be a reduction in carbon emissions of about 45% from 2010 levels, reaching net zero carbon emissions by 2050; and

WHEREAS based on current projections of the future impacts of human caused climate change, climate change will adversely impact Windsor-Essex's local economy, damage local infrastructure and property, put a strain on municipal budgets and result in significant economic and health burdens for the constituents of Windsor-Essex, particularly our vulnerable populations; and

WHEREAS climate change will jeopardize the health and survival of many local plant and animal species as well as their natural environments and ecosystems; and

WHEREAS Windsor-Essex is already experiencing large and increase climate change impacts including but not limited to overland flooding, heavy rain event flooding, emergence of invasive species, an increased number of high heat days, the rise of vector borne diseases, the re-emergence of blue-green algae and harmful algal blooms in our lakes and rivers; and

WHEREAS municipalities are understood to produce and/or have regulatory jurisdiction over approximately 50% of carbon emissions in Canada; and

WHEREAS the City of Windsor join the Government of Canada and 444 Canadian municipalities (including Vancouver, Ottawa, Montreal, and 18 other Ontario

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municipalities, among them Chatham-Kent, Sudbury, Sarnia, Guelph, and Kingston) that have declared climate emergencies, some of which are also implementing strategic plans in order to help reduce global carbon emissions and mitigate the impacts of climate change; and

WHEREAS the City of Windsor, the Essex Region Conservation Authority (ERCA) and the Windsor Essex County Health Unit (WECHU) are committed to and currently undertaking city and regional climate change planning, encompassing both mitigation and adaptation, in partnership with others; and

WHEREAS this emergency is an opportunity to bring together County, City and Town governments as well as regional stakeholders to work together on climate change planning and implementation with the aim of protecting our region and contributing to greater national and global climate change response; and

WHEREAS implementing climate action and making a transition to a low-carbon economy also represents a significant opportunity to stimulate economic growth, increase job opportunities and develop new technologies;

THEREFORE BE IT RESOLVED that the City of Windsor declare a Climate Emergency in the knowledge that this is an emergency with no foreseeable conclusion which will require robust and permanent changes in how the City and County conduct their business; and further,

That in response to this emergency, the need to reduce overall emissions from the City of Windsor and the County of Essex as well as continue to prepare for Windsor-Essex County's climate future are deemed to be high priorities when considering budget direction and in all decisions of council; and further,

That the City of Windsor administration BE DIRECTED to prepare reports for consideration by their respective Councils within 90 days containing recommendations for priority actions items, implementation measures, cost requirements to accelerate and urgently work towards the reduction of emissions and preparing for our climate future and include any initiatives that we are aware of by our Detroit neighbours and any other neighbouring municipalities across the border
BE APPROVED; and,

That the County of Essex **BE REQUESTED** to consider adopting the resolution as outlined above.

THE CITY OF WINDSOR
ONTARIO, CANADA

OFFICE OF THE CITY CLERK
COUNCIL SERVICES

Phone: (519)255-6211

CITY HALL
WINDSOR, ONTARIO
N9A 6S1

Fax: (519)255-6868
E-mail: clerks@citywindsor.ca
WEBSITE: www.citywindsor.ca

Carried.

Report Number: SCM 397/2019 & SCM 362/2019
Clerk's File: MB2019 8.30

Anna Ciacelli
Supervisor of Council Services
November 28, 2019

CORPORATION OF THE MUNICIPALITY OF SOUTH HURON
322 Main Street South P.O. Box 759
Exeter Ontario
N0M 1S6
Phone: 519-235-0310 Fax: 519-235-3304
Toll Free: 1-877-204-0747

November 18, 2019

Honourable Doug Ford, Premier
Legislative Building Rm. 281, Queen's Park
Toronto, ON, M7A 1A1

Attention: Honourable Premier Ford

Re: Support for Town of Prescott Resolution on the Transformation of Building Services and creation of a new Delegated Administrative Authority with regard to building service delivery

The following resolution was passed by the Council of the Corporation of the Municipality of South Huron at the Regular Council meeting on November 4, 2019;

554-2019
Moved by: T. Oke
Seconded by: B. Willard

"That South Huron Council support the Town of Prescott Resolution on the Transformation of Building Services and creation of a new Delegated Administrative Authority with regard to building service delivery; and

That this motion is sent to the Honourable Doug Ford, Premier of Ontario, The Honourable Steve Clark, Minister of Municipal Affairs and Housing, The Honourable Jim McDonnell, Parliamentary Assistant for Municipal Affairs and Housing and the Association of Municipalities of Ontario."

Sincerely,

Rebekah Msuya-Collison, Clerk
Municipality of South Huron
519-235-0310 x227
clerk@southhuron.ca

cc: The Honourable Steve Clark, Minister of Municipal Affairs and Housing,
The Honourable Jim McDonnell, Parliamentary Assistant for Municipal Affairs and Housing,
The Association of Municipalities of Ontario

THE TOWNSHIP OF
GREATER MADAWASKA

Council Resolution Form

Date:	18 Nov 2019	No:	Resolution No.261-19
Moved By:	Councillor Rigelhof Seconded by Councillor MacPherson	Disposition:	CARRIED.
		Item No:	9.11.1

Description: Support for ministers to allow for electronic delegation

RESOLUTION:

WHEREAS Council has discussed lobbying the provincial ministers to allow for electronic delegation;

AND WHEREAS Council feel that it is unjust to have to attend expensive conferences to be able to have a delegation with Ministers or the Premier;

AND THEREFORE, Council requests that the Ministers and the Premier offer electronic delegations to small and rural Municipalities that do not have sufficient budget to attend conferences;

FURTHERMORE, that this resolution be sent to all Ontario Municipalities to request their support and sent to the Premier and all the Ministries for their consideration.

Recorded Vote Requested by:

.....

	Yea	Nay
B. Hunt	____	____
L. Perrier	____	____
C. Rigelhof	____	____
J. Frost	____	____
G. MacPherson	____	____

MAYOR

Declaration of Pecuniary Interest:

.....

Disclosed his/her/their interest(s), vacated he/her/their seat(s), abstained from discussion and did not vote

Youth Advisory Committee

Minutes

Date: Monday, November 25, 2019
Time: 4:30 pm
Location: Tecumseh Town Hall - Sandwich South Room

Present:
Member, Jacob Altenhof
Member, Michael Altenhof
Chair, Brendan Froese
Treasurer, Kristi Koutros
Member, Kurtis Hengl Lachance

Also Present:
Manager Committee & Community Services, Christina Hebert

Absent:
Councillor, Rick Tonial
Secretary, Tamsyn King
Member, Tia-Lynne McCann
Member, Ava Ruuth
Vice-Chair, Suzie Sawicki
Member, Cameron Skinner

A. Call to Order

The meeting was adjourned at 4:45 pm due to a lack of quorum. No discussion was held and no decisions were made.

B. Roll Call

C. Disclosure of Pecuniary Interest

D. Delegations

E. Communications

1. Youth Advisory Committee Minutes - October 21, 2019

Motion: YAC - 18/19

That the minutes of the October 21, 2019 meeting of the Youth Advisory Committee as were duplicated and delivered to the members, **be adopted**.

F. Reports

G. Unfinished Business

1. Local Government Week

2. Youth Career Fair

3. Recreation Events

a. Family Game Night

b. Christmas in Tecumseh/Breakfast with Santa

4. RBC Future Launch Community Challenge Grant

H. New Business

I. Next Meeting

The next Youth Advisory Committee meeting will be held on January 20, 2020.

J. Adjournment

Motion: YAC - 19/19

That there being no further business, the Monday, November 25, 2019 meeting of the Youth Advisory Committee **be adjourned** at _____ pm.

_____

Brendan Froese, Chair

_____

Suzie Sawicki, Vice-Chair

Heritage Committee

Minutes

Date: Monday, November 25, 2019
Time: 6:00 pm
Location: Tecumseh Town Hall - Sandwich South Room

Present:
Councillor, Bill Altenhof
Vice-Chair, Marian Drouillard
Member, Charles Gray
Member, Rita Ossington

Also Present:
Manager Committee & Community Services, Christina Hebert

Absent:
Chair, Chris Carpenter
Member, Rhonda Dupuis
Member, Dwayne Ellis
Member, John Levesque

A. Call to Order

The meeting was adjourned at 6:15 pm due to a lack of quorum. No discussion was held and no decisions were made.

B. Roll Call

C. Disclosure of Pecuniary Interest

D. Delegations

E. Communications

1. Heritage Committee Minutes - October 21, 2019

Motion: HC - 25/19

That the minutes of the October 21, 2019 meeting of the Heritage Committee as were duplicated and delivered to the members, **be adopted**.

2. Community Heritage Ontario News

Motion: HC - 26/19

That Communications - For Information Item 2 as listed on the Monday, November 25, 2019 Heritage Committee Agenda **be received**.

F. Reports

G. Unfinished Business

1. Heritage Property Listing

a. 2725 Highway #3

b. St. Mark's Church

c. Lakewood Golf Course

2. Tecumseh Heritage Articles

H. New Business

I. Next Meeting

The next Heritage Committee meeting will be held on January 20, 2020.

J. Adjournment

Motion: HC - 27/19

That there being no further business, the Monday, November 25, 2019 meeting of the Heritage Committee **be adjourned** at _____ pm.

_____

Chris Carpenter, Chair

_____

Marian Drouillard, Vice-Chair

Cultural and Arts Advisory Committee

Minutes

Date: Monday, November 25, 2019
Time: 7:00 pm
Location: Tecumseh Town Hall - Sandwich South Room

Present:
Councillor, Bill Altenhof
Member, Marian Drouillard
Vice-Chair, Charles Gray
Member, Rita Ossington
Member, Kyrsten Solcz

Also Present:
Manager Committee & Community Services, Christina Hebert

Absent:
Chair, Rhonda Dupuis
Member, Dwayne Ellis
Member, Christopher McNamara

A. Call to Order

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

B. Roll Call

C. Disclosure of Pecuniary Interest

None reported.

D. Delegations

None.

E. Communications

1. Cultural and Arts Advisory Committee Minutes - October 21, 2019

Motion: CAAC - 21/19

Moved By	Member Marian Drouillard
Seconded By	Member Rita Ossington

That the minutes of the October 21, 2019 meeting of the Cultural and Arts Advisory Committee as were duplicated and delivered to the members, **be adopted**.

Carried

F. Reports

None.

G. Unfinished Business

1. 2020 Project Initiatives

Discussion ensues regarding the priorities previously identified for 2020 initiatives as follows:

- Conduct a cultural and arts survey to explore community interest. The survey will include questions pertaining to a municipal grant program that would support local funding initiatives to assist the creative community and help determine need for such program;
- Continue with annual Soirée Coffee House which showcases local talent;
- Enhance the Culture Days event with various participating locations and/or more than one day of activities.

Member Marian Drouillard apprises the Committee of the Holiday House Tour she recently attended in Amherstburg. The ticketed event included eleven stops such as historic homes, highly sought after new builds, waterfront properties and more. Professional decorators enhanced the beauty of these homes with holiday décor. Participants also received a 'goodie' bag and a map of the tour locations. Volunteers were stationed at each location to answer questions and guide the participants.

She will inquire further with the Holiday House Tour Committee in respect of details, insurance, logistics and the like for organizing the event.

It is suggested to include questions pertaining to a holiday tour in the cultural and arts survey to ascertain if residents would be interested in a similar activity.

H. New Business

None.

I. Next Meeting

The next meeting of the Cultural and Arts Advisory Committee will be held on January 20, 2020.

J. Adjournment

Motion: CAAC - 22/19

Moved By	Councillor Bill Altenhof
Seconded By	Member Rita Ossington

That there being no further business, the Monday, November 25, 2019 meeting of the Cultural and Arts Advisory Committee **be adjourned** at 8:00 pm.

Carried

_____

Charles Gray, Vice-Chair

_____

Christina Hebert, Manager Committee & Community Services

Tecumseh Accessibility Advisory Committee

Minutes

Date:	Monday, November 25, 2019
Time:	12:00 pm
Location:	Tecumseh Town Hall - Council Chambers 917 Lesperance Road Tecumseh, Ontario N8N 1W9

Present:
Councillor, Tania Jobin
Chair, Ron Matysek
Member, Ron Doherty
Member, David Golden
Member, Linda Stanczak

Absent:
Member, Catherine Rutherford

Also Present:
Director Parks & Recreation Services, Paul Anthony
Director Public Works & Environmental Services, Phil Bartnik
Director Planning & Building Services, Brian Hillman
Manager Planning Services, Chad Jeffery
Manager Roads & Fleet, Kirby McArdle
Deputy Clerk & Manager Legislative Services, Jennifer Alexander

A. Call to Order

The Chairperson calls the meeting to order at 12:15 pm.

B. Roll Call

C. Moment of Silence - Passing of Mary Anne Askin

D. Disclosure of Pecuniary Interest

None reported.

E. Delegations

1. Chad Jeffery, Manager Planning Services

Re: Presentation on Transportation

Manager Planning Services provides a brief overview of the Transit service. He notes adding the stop at Tecumseh Mall has substantially

increased ridership. There is a low floor accessible bus with room for two wheelchairs now in service to accommodate riders.

In response to a query, transfer passes from the Town to Windsor are still not accepted with Windsor buses. Passengers would still have to pay the Windsor transit fare. Administration has had some discussions with the City of Windsor and will continue to raise the issue.

A question is raised on offering a reduced fare for disabled persons. The member explains that if a person is a disability support recipient, they can provide these documents to the Town and receive a pass card to ride the bus at the seniors' rate. Manager Planning Services will further investigate options.

A member inquired on regional transit service and if there is connectivity to the Town of Lakeshore. Manager Planning Services explains that the Town of Lakeshore dose not have transit service at this time.

2. Paul Anthony, Director Parks & Recreation Services

Re: Town Hall Renovations

Director Park & Recreation Services, provides a brief update on the Committee's recommendations on the Town Hall renovations. The recommendations will be incorporated regarding the automatic sliding doors and ramp adjustment at the front entrance. He explains that during construction, there will be some disruptions to service delivery.

3. Paul Anthony, Director Parks & Recreation Services

Re: McAuliffe Park Washrooms and Splash Pad

Director Parks & Recreation Services provides an update on the renovation at McAuliffe Park. The washrooms were fully renovated. McAuliffe splash pad will go out to tender in 2020 for the summer. The pad will be bigger than the one at St. Mary's Park.

The size of the change table is raised and if it will be able to accommodate adults. The Director explains that they are still reviewing options.

In response to an inquiry regarding gender free change rooms, the Director indicates that there is a room available for anyone to use.

F. Communications

1. TAAC Minutes - June 4, 2019

Motion: TAAC - 09/19
Moved By Member Ron Doherty
Seconded By Councillor Tania Jobin

That the minutes of the June 4, 2019 meeting of the Tecumseh Accessibility Advisory Committee as were duplicated and delivered to the members, **be adopted**.

Carried

2. Letter of Support to Ministry of Tourism, Culture and Sport dated October 18, 2019

Re: Support for the Town's proposed multi-use sports plex.

3. Accessibility Advisory Committee Projects Webinar, held September 25, 2019

Link to recording of webinar held September 25, 2019

4. International Day for People with Disabilities

5. National AccessAbility Week, 2020

Link to website on National AccessAbility Week, 2020 - May 21 - June 1, 2020

It is requested that the members bring ideas for the National AccessAbility Week to the next meeting for discussion.

Motion: TAAC - 10/19
Moved By Member Linda Stanczak
Seconded By Councillor Tania Jobin

That Communications - For Information 1 through 5 as listed on the November 25, 2019 Tecumseh Accessibility Advisory Committee Agenda **be received**.

Carried

Motion: TAAC - 11/19
Moved By Member Linda Stanczak
Seconded By Councillor Tania Jobin

That Administration be directed to draft a request for Council to support and proclaim May 21 to June 1, 2020 National AccessAbility Week in the Town.

Carried

G. Reports

There are no reports presented to the Committee.

H. Unfinished Business

There are no unfinished business items presented to the Committee.

I. New Business

1. TAAC Handbook

The Chair has been drafting a handbook for new members joining the committee.

2. 2019 Accessibility Compliance Report

Deputy Clerk & Manager Legislative Services provides an overview of the 2019 Accessibility Compliance report that is completed and filed every two years by the Town.

3. 2019 - 2024 Multi-Year Accessibility Plan

The Members request additional time to review the 2019-2024 Multi-Year Accessibility Plan and to discuss at the next meeting.

4. 2020 Accessibility Plan

The members request additional time to review the Plan and discuss at the next meeting.

5. Social Media Update (Facebook)

There was no update provided at this time.

6. David Lepofsky, County of Essex Accessibility Advisory Workshop

The Chair attended a recent County of Essex Accessibility Advisory Committee workshop featuring David Lepofsky, an accessibility advocate. He presents highlights from the workshop regarding the challenges with accessibility across Ontario and various initiatives that individuals can implement in their community.

J. Next Meeting

Motion: TAAC - 11/19
Moved By Member Linda Stanczak
Seconded By Councillor Tania Jobin

That the next meeting of the Tecumseh Accessibility Advisory Committee **be held** on February 25, 2019 at 12:00 pm in the Council Chambers.

Carried

K. Adjournment

Motion: TAAC - 12/19
Moved By Member Linda Stanczak
Seconded By Councillor Tania Jobin

That there being no further business, the November 25, 2019 meeting of the Tecumseh Accessibility Advisory Committee **be adjourned** at 1:30 pm.

Carried

_____

Ron Matysek, Chairperson

_____

Jennifer Alexander, Deputy Clerk

The Corporation of the
Town of Tecumseh

Chief Administrative Officer

To: Mayor and Members of Council

From: Margaret Misek-Evans, Chief Administrative Officer

Date to Council: December 10, 2019

Report Number: CAO-2019-12

Subject: Climate Change Emergency Declaration

Recommendations

It is recommended:

Whereas the most recent report by the UN Intergovernmental Panel on Climate change (IPCC) has indicated that within less than 12 years, in order to keep the global average temperature increase to 1.5 degrees Celsius and maintain a climate compatible with human civilization, there must be a reduction in carbon emissions of about 45% from 2010 levels, reaching net zero carbon emissions by 2050; and

Whereas based on current projections of the future impacts of human caused climate change, climate change will adversely impact Windsor-Essex's local economy, damage local infrastructure and property, put a strain on municipal budgets and result in significant economic and health burdens for the constituents of Windsor-Essex, particularly our vulnerable populations; and

Whereas climate change will jeopardize the health and survival of many local plant and animal species, as well as their natural environments and ecosystems; and

Whereas Windsor-Essex is already experiencing large and increased climate change impacts, including but not limited to overland flooding, heavy rain event flooding, emergence of invasive species, an increased number of high heat days, the rise of vector borne diseases, the re-emergence of blue-green algae and harmful algal blooms in our lakes and rivers; and

Whereas municipalities are understood to produce and/or have regulatory jurisdiction over approximately 50% of carbon emissions in Canada; and

Whereas the County of Essex joins the Government of Canada and 444 Canadian municipalities (including Vancouver, Ottawa, Montreal, and 18 other Ontario municipalities, among them Chatham-Kent, Sudbury, Sarnia, Guelph, and Kingston) that have declared climate emergencies, some of which are also implementing strategic plans in order to help reduce global carbon emissions and mitigate the impacts of climate change; and

Whereas the City of Windsor, the Essex Region Conservation Authority (ERCA) and the Windsor Essex County Health Unit (WECHU) are committed to and currently undertaking city and regional climate change planning, encompassing both mitigation and adaptation, in partnership with others; and

Whereas the County of Essex, the Essex Region Conservation Authority (ERCA), local municipalities in Essex County, in partnership with other community stakeholders, are undertaking a Regional Community Energy Plan to assist the County of Essex and local municipalities to align with provincial and federal energy policies and programs; and

Whereas this emergency is an opportunity to bring together County, City and Local municipal governments, as well as regional stakeholders to work together on climate change planning and implementation with the aim of protecting our region and contributing to greater national and global climate change response; and

Whereas implementing climate action and making a transition to a low-carbon economy also represents a significant opportunity to stimulate economic growth, increase job opportunities and develop new technologies;

Therefore be it resolved that the Council of the Corporation of the Town of Tecumseh declare a Climate Emergency in the knowledge that this is an emergency with no foreseeable conclusion which will require robust and permanent changes in how municipalities conduct their business;

And further that in response to this emergency, the need to reduce overall emissions from the Town of Tecumseh as well as continue to prepare for Windsor-Essex County's climate future are deemed to be high priorities when considering budget direction and in all decisions of Council;

And further that the Town Administration be directed to identify priority action items, implementation measures and cost requirements for those programs and services it is responsible for, to accelerate and urgently work towards the reduction of emissions and preparing for our climate future.

Background

Recently the Council for the County of Essex passed a Climate Change Emergency Declaration, as attached to this report. In that Declaration, the final paragraph urges the local municipalities in Essex County to adopt a similar declaration, as an endorsement. The City of Windsor made its declaration of climate change emergency on November 18th and the Essex Region Conservation Authority (ERCA) endorsed the resolution at its most recent meeting. Hundreds of Canadian municipalities, including neighbouring Chatham-Kent have passed similar declarations.

Comments

The endorsement of such a declaration is in keeping with Council's strategic priorities to make Tecumseh a better place to live, work and invest, to ensure that the Town's current and future growth is built upon the principles of sustainability, to integrate the principles of health and wellness into all of the Town's plans and priorities and to demonstrate a leadership role in the community.

The recent initiative to partner with the County and the area municipalities and ERCA to co-create a Community Energy Plan is among the primary steps taken by the Town to mitigate climate change, create economic efficiencies and improve energy performance. Policy and program initiatives are already underway to address climate change including a climate action policy framework in the new Official Plan, the new Storm Water Management Standards, the Flood Emergency Preparedness Plan, with associated Action Plan and the Tecumseh Storm Drainage Master Plan. Additional work is planned that aligns with the final paragraph of the resolution directing Administration to identify priority action items, implementation measures and costs to accelerate efforts to prepare for our climate future.

Consultations

Financial Services
Planning & Building Services
Public Works & Environmental Services

Financial Implications

The financial implications associated with studies, plans and the implementation of recommended actions will be provided to Council as part of the annual operating and capital budgeting process. There are no immediate financial implications associated with making the declaration.

Link to Strategic Priorities

Applicable	2019-22 Strategic Priorities
☒	Make the Town of Tecumseh an even better place to live, work and invest through a shared vision for our residents and newcomers.
☒	Ensure that Tecumseh's current and future growth is built upon the principles of sustainability and strategic decision-making.
☒	Integrate the principles of health and wellness into all of Tecumseh's plans and priorities.
☐	Steward the Town's "continuous improvement" approach to municipal service delivery to residents and businesses.
☒	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 prepared by, and is recommended for submission by, the Chief Administrative Officer.

Recommended by:

Margaret Misek-Evans, MCIP, RPP
Chief Administrative Officer

Attachment Number	**Attachment Name**
1	Proposed Essex County Council Climate Change Emergency Declaration
2	Report No 105 of the Windsor-Essex County Environment Committee – Climate Change Emergency Declaration

Proposed Essex County Council Climate Change Emergency Declaration

Whereas the most recent report by the UN Intergovernmental Panel on Climate change (IPCC) has indicated that within less than 12 years, in order to keep the global average temperature increase to 1.5 degrees Celsius and maintain a climate compatible with human civilization, there must be a reduction in carbon emissions of about 45% from 2010 levels, reaching net zero carbon emissions by 2050; and

Whereas based on current projections of the future impacts of human caused climate change, climate change will adversely impact Windsor-Essex's local economy, damage local infrastructure and property, put a strain on municipal budgets and result in significant economic and health burdens for the constituents of Windsor-Essex, particularly our vulnerable populations; and

Whereas climate change will jeopardize the health and survival of many local plant and animal species, as well as their natural environments and ecosystems; and

Whereas Windsor-Essex is already experiencing large and increased climate change impacts, including but not limited to overland flooding, heavy rain event flooding, emergence of invasive species, an increased number of high heat days, the rise of vector borne diseases, the re-emergence of blue-green algae and harmful algal blooms in our lakes and rivers; and

Whereas municipalities are understood to produce and/or have regulatory jurisdiction over approximately 50% of carbon emissions in Canada; and

Whereas the County of Essex joins the Government of Canada and 444 Canadian municipalities (including Vancouver, Ottawa, Montreal, and 18 other Ontario municipalities, among them Chatham-Kent, Sudbury, Sarnia, Guelph, and Kingston) that have declared climate emergencies, some of which are also implementing strategic plans in order to help reduce global carbon emissions and mitigate the impacts of climate change; and

Whereas the City of Windsor, the Essex Region Conservation Authority (ERCA) and the Windsor Essex County Health Unit (WECHU) are committed to and currently undertaking city and regional climate change planning, encompassing both mitigation and adaptation, in partnership with others; and

Whereas the County of Essex, the Essex Region Conservation Authority (ERCA), local municipalities in Essex County, in partnership with other community stakeholders, are undertaking a Regional Community Energy Plan to assist the County of Essex and local municipalities to align with provincial and federal energy policies and programs; and

Whereas this emergency is an opportunity to bring together County, City and Local municipal governments, as well as regional stakeholders to work together on climate change planning and implementation with the aim of protecting our region and contributing to greater national and global climate change response; and

Whereas implementing climate action and making a transition to a low-carbon economy also represents a significant opportunity to stimulate economic growth, increase job opportunities and develop new technologies;

Therefore be it resolved that the Council of the Corporation of the County of Essex declare a Climate Emergency in the knowledge that this is an emergency with no foreseeable conclusion which will require robust and permanent changes in how municipalities conduct their business;

And further that in response to this emergency, the need to reduce overall emissions from the City of Windsor and County of Essex as well as continue to prepare for Windsor-Essex County's climate future are deemed to be high priorities when considering budget direction and in all decisions of council;

And further that the County Administration be directed to identify priority action items, implementation measures and cost requirements for those programs and services it is responsible for, to accelerate and urgently work towards the reduction of emissions and preparing for our climate future;

And further that this declaration be shared with local municipalities in Essex County, who are encouraged to consider endorsing the declaration and identify priority action items, implementation measures, and cost requirements for those programs and services they are responsible for, to accelerate and urgently work towards the reduction of emissions and preparing for our climate future.

THE CITY OF WINDSOR ONTARIO, CANADA

Committee Matters: SCM 397/2019

Subject: Report No. 105 of the Windsor Essex County Environment Committee - Climate Change Emergency Declaration

Moved by: Councillor McKenzie
Seconded by: Councillor Kaschak

Decision Number: **ETPS 715**
THAT report no. 105 of the Windsor Essex County Environment Committee – Climate Change Emergency Declaration indicating:

THAT the following Climate Change Emergency Declaration prepared by the Air Subcommittee of the Windsor Essex County Environment Committee BE APPROVED:

WHEREAS the most recent report by the UN Intergovernmental Panel on Climate change (IPCC) has indicated that within less than 12 years, in order to keep the global average temperature increase to 1.5 degrees Celsius and maintain a climate compatible with human civilization, there must be a reduction in carbon emissions of about 45% from 2010 levels, reaching net zero carbon emissions by 2050; and

WHEREAS based on current projections of the future impacts of human caused climate change, climate change will adversely impact Windsor-Essex's local economy, damage local infrastructure and property, put a strain on municipal budgets and result in significant economic and health burdens for the constituents of Windsor-Essex, particularly our vulnerable populations; and

WHEREAS climate change will jeopardize the health and survival of many local plant and animal species as well as their natural environments and ecosystems; and

WHEREAS Windsor-Essex is already experiencing large and increase climate change impacts including but not limited to overland flooding, heavy rain event flooding, emergence of invasive species, an increased number of high heat days, the rise of vector borne diseases, the re-emergence of blue-green algae and harmful algal blooms in our lakes and rivers; and

WHEREAS municipalities are understood to produce and/or have regulatory jurisdiction over approximately 50% of carbon emissions in Canada; and

WHEREAS the City of Windsor join the Government of Canada and 444 Canadian municipalities (including Vancouver, Ottawa, Montreal, and 18 other Ontario municipalities, among them Chatham-Kent, Sudbury, Sarnia, Guelph, and Kingston)

that have declared climate emergencies, some of which are also implementing strategic plans in order to help reduce global carbon emissions and mitigate the impacts of climate change; and

WHEREAS the City of Windsor, the Essex Region Conservation Authority (ERCA) and the Windsor Essex County Health Unit (WECHU) are committed to and currently undertaking city and regional climate change planning, encompassing both mitigation and adaptation, in partnership with others; and

WHEREAS this emergency is an opportunity to bring together County, City and Town governments as well as regional stakeholders to work together on climate change planning and implementation with the aim of protecting our region and contributing to greater national and global climate change response; and

WHEREAS implementing climate action and making a transition to a low-carbon economy also represents a significant opportunity to stimulate economic growth, increase job opportunities and develop new technologies;

THEREFORE BE IT RESOLVED that the City of Windsor declare a Climate Emergency in the knowledge that this is an emergency with no foreseeable conclusion which will require robust and permanent changes in how the City and County conduct their business; and further,

THAT in response to this emergency, the need to reduce overall emissions from the City of Windsor and the County of Essex as well as continue to prepare for Windsor-Essex County's climate future are deemed to be high priorities when considering budget direction and in all decisions of council; and further,

THAT the City of Windsor administration BE DIRECTED to prepare reports for consideration by their respective Councils within 90 days containing recommendations for priority actions items, implementation measures and cost requirements to accelerate and urgently work towards the reduction of emissions and preparing for our climate future.
BE APPROVED; and further,

THAT the County of Essex **BE REQUESTED** to consider adopting the resolution as outlined above.
Carried.

Report Number: SCM 362/2019
Clerk's File: MB2019

Clerk's Note: the recommendation of the Standing Committee and Advisory Committee are **not** the same.

Committee Matters: SCM 362/2019

Subject: Report No. 105 of the Windsor Essex County Environment Committee - Climate Change Emergency Declaration

REPORT NO. 105
of the
WINDSOR-ESSEX COUNTY ENVIRONMENT COMMITTEE (WECEC)
of its meeting held
September 19, 2019
at 5:00 o'clock p.m.
Lou Romano Reclamation Plant

Members present at the September 19, 2019 meeting:

Councillor Chris Holt, Chair
Councillor Kieran McKenzie
Leo Meloche, Deputy Mayor, Town of Amherstburg
Keri Banar
Derek Coronado
Rosanna Demarco
Michael Schneider
Richard St. Denis
Radwan Tamr
Jerry Zhu

Regrets received from:

Hilda MacDonald, Mayor of Leamington
Katie Kuker

Your Committee submits the following recommendation:

Moved by Councillor McKenzie, seconded by K. Banar,
That the following Climate Change Emergency Declaration prepared by the Air Subcommittee of the Windsor Essex County Environment Committee **BE APPROVED:**

WHEREAS the most recent report by the UN Intergovernmental Panel on Climate change (IPCC) has indicated that within less than 12 years, in order to keep the global average temperature increase to 1.5 degrees Celsius and maintain a climate compatible with human civilization, there must be a reduction in carbon emissions of about 45% from 2010 levels, reaching net zero carbon emissions by 2050; and

WHEREAS based on current projections of the future impacts of human caused climate change, climate change will adversely impact Windsor-Essex's local economy, damage local infrastructure and property, put a strain on municipal budgets and result in significant economic and health burdens for the constituents of Windsor-Essex, particularly our vulnerable populations; and

WHEREAS climate change will jeopardize the health and survival of many local plant and animal species as well as their natural environments and ecosystems; and

WHEREAS Windsor-Essex is already experiencing large and increase climate change impacts including but not limited to overland flooding, heavy rain event flooding, emergence of invasive species, an increased number of high heat days, the rise of vector borne diseases, the re-emergence of blue-green algae and harmful algal blooms in our lakes and rivers; and

WHEREAS municipalities are understood to produce and/or have regulatory jurisdiction over approximately 50% of carbon emissions in Canada; and

WHEREAS the County of Essex and the City of Windsor join the Government of Canada and 444 Canadian municipalities (including Vancouver, Ottawa, Montreal, and 18 other Ontario municipalities, among them Chatham-Kent, Sudbury, Sarnia, Guelph, and Kingston) that have declared climate emergencies, some of which are also implementing strategic plans in order to help reduce global carbon emissions and mitigate the impacts of climate change; and

WHEREAS the City of Windsor, the Essex Region Conservation Authority (ERCA) and the Windsor Essex County Health Unit (WECHU) are committed to and currently undertaking city and regional climate change planning, encompassing both mitigation and adaptation, in partnership with others; and

WHEREAS this emergency is an opportunity to bring together County, City and Town governments as well as regional stakeholders to work together on climate change planning and implementation with the aim of protecting our region and contributing to greater national and global climate change response; and

WHEREAS implementing climate action and making a transition to a low-carbon economy also represents a significant opportunity to stimulate economic growth, increase job opportunities and develop new technologies;

THEREFORE BE IT RESOLVED that both the City of Windsor and the County of Essex declare a Climate Emergency in the knowledge that this is an emergency with no foreseeable conclusion which will require robust and permanent changes in how the City and County conduct their business; and further,

That in response to this emergency, the need to reduce overall emissions from the City of Windsor and the County of Essex as well as continue to prepare for Windsor-Essex County's climate future are deemed to be high priorities when considering budget direction and in all decisions of council; and further,

That the City of Windsor and County of Essex administrations **BE DIRECTED TO PREPARE REPORTS** for consideration by their respective Councils within 90 days containing recommendations for priority actions items, implementation measures and cost requirements to accelerate and urgently work towards the reduction of emissions and preparing for our climate future.

_____
CHAIR

_____
COMMITTEE COORDINATOR

NOTIFICATIONS:		
WECEC Committee	On file	
Mary Birch, County of Essex	mbirch@countyofessex.on.ca	
Anneke Smit, University of Windsor	asmit@uwindsor.ca	
Richard Wyma, ERCA	rwyma@erca.org	
Amandeep Hans, Windsor Essex County Health Unit	ahans@wechu.org	
Brian Lennie, Senior Advisor Enbridge	Brian.lennie@enbridge.com	

admin@erca.org
P.519.776.5209
F.519.776.8688
360 Fairview Avenue West
Suite 311, Essex, ON N8M 1Y6

October 18, 2019

Environment, Transportation & Public Safety Standing Committee
City of Windsor

RE: Report No. 105 of the Windsor-Essex County Environment Committee – Climate Change Emergency Declaration

The Essex Region Conservation Authority strongly supports the proposed climate emergency declaration by the Windsor-Essex County Environment Committee for the City of Windsor and County of Essex.

In 2019 alone, our region has experienced first-hand the impacts of warmer, wetter and wilder effects of climate change. Record high water levels in Lake Erie and Lake St. Clair, which resulted in closures of roads and facilities, parks and conservation areas, placed our region under flood watch for 189 days and caused flooding throughout the region and our shorelines.

These challenges follow successive years of intense rain events in 2016 and 2017 that resulted in over 9,000 reports of flooding and hundreds of millions of dollars in insured losses. Significant spring rainfall severely disrupted crop cycles and associated farm revenues. Changes in weather patterns have resulted in annual reoccurrence of harmful algal blooms in Lake Erie and, more recently, Lake St. Clair. New vector borne diseases are being found in our region.

Both the evidence and the science are very clear that the impacts of climate change are very apparent, perhaps here more than anywhere else in Ontario. Our municipalities are at the front line of much climate damage and are taking steps to address impacts of climate change through mitigation and adaptation – investing in infrastructure, strengthening flood and emergency response plans, undertaking shoreline management and hazard mapping, supporting community energy planning, building active and alternative transportation options, and reviewing planning tools to ensure the reflect provincial policies and local climate realities.

With this declaration, our municipalities recognize that these 'permanent and robust changes' can best be achieved through partnerships and collaboration. The Windsor Essex Climate Change Collaborative, formed earlier this year, commits the Essex Region

Conservation Authority to support our municipalities as they prepare for the future climate and we are looking forward to working with the City, County and municipalities to develop action plans that reflect both the steps we are taking today, and the actions we need to take in the future.

ERCA is dedicated to sustaining and enriching the environment of the Windsor-Essex-Pelee Island region to ensure it continues to be the Place for Life in the face of these immense environmental challenges.

Richard Wyma
General Manager/Secretary-Treasurer

Claire Sanders
Climate Change Specialist

Essex Region Conservation Authority
sustaining the place for life

The Corporation of the
Town of Tecumseh

Corporate Services & Clerk

To: Mayor and Members of Council

From: Laura Moy, Director Corporate Services & Clerk

Date to Council: December 10, 2019

Report Number: CS-2019-43

Subject: Urban Hen Licensing Pilot Program – Public Information Centre

Recommendations

It is recommended:

That Report CS-2019-43 Urban Hen Licensing Pilot Program – Public Information Centre **be received**;

And that subject to approval, a by-law **be prepared** to approve the Urban Hen Licensing Pilot Program for a two-year period.

Background

Report CS-2019-36 Urban Hen Licensing Pilot Program (Pilot Program) was presented at the October 22, 2019 Policies & Priorities Committee Meeting outlining a proposed two-year Pilot Program.

As previously reported, the Pilot Program, if approved, would establish a limit of six (6) female hens, four months or older, for properties under 10,000 square feet. For properties over 10,000 square feet, an additional hen would be permitted per 3,000 square feet up to a maximum of twelve (12) hens.

Owners desirous of keeping urban hens would need to complete the Pilot Program registration form, meet all of the eligibility requirements and submit an annual license fee of $25.00. An on-site inspection of the property to assess and ensure compliance with the terms and conditions outlined in the Pilot Program, and registration form, would be conducted by the Planning and Building Services Department, prior to issuing a license and identification band for each hen.

During the two years, the Pilot Program would be evaluated to determine whether it may continue in future years.

In accordance with the direction at the October 22, 2019 Policies & Priorities Committee Meeting, a Public Information Centre (PIC) was held to receive input from the public on the proposed Pilot Program.

Comments

Public Information Centre

A Public Information Centre (PIC) was held on Wednesday, November 20, 2019 from 3:00 pm to 5:00 pm and from 6:00 pm to 8:00 pm in the Council Chambers at Town Hall.

A notice was placed in the October 31 and November 1 publications of the Essex Free Press and Shoreline Week, respectively, to make residents aware of the proposed Pilot Program and to receive input from the public.

Residents were also provided an opportunity to submit comments on the Pilot Program via an online form available on the Town's website, up until end of business day on Friday, November 22, 2019.

Promotion of the PIC, and opportunity to submit comments online, was also provided on the Town's social media pages.

Local media, such as the Windsor Star and AM800, ran stories about the Pilot Program before and after the PIC.

Persons who attended the PIC received a copy of the Pilot Program Registration Form, Urban Hens Pilot Program Frequently Asked Questions, Windsor Essex County Health Unit Urban Chickens Health and Safety Guidelines and a pest control fact sheet. This information will also be made available on the Town's website, subject to approval of the Pilot Program.

Resident Comments

Following the close of the online comments on Friday, November 22, 47 persons had provided feedback in respect of the Pilot Program, of which 24 are in favour of the Pilot Program and 23 are opposed. A summary of the online comments is provided in Attachment 1.

Six (6) residents attended the PIC; four (4) were in support of the Pilot Program and two (2) expressed concerns.

Common concerns related to the Pilot Program provided at the PIC and online are: noise, odour, and attraction of rodents and other wildlife.

Noise

Noise, defined by the Town under the Pilot Program's Terms and Conditions, means no person shall permit the persistent clucking, calling or other similar persistent noise made by any hens. The Town's Noise By-law further stipulates 'persistent barking, calling or whining or other similar persistent noise making by any domestic pet or any other animal kept or used for any purpose other than agriculture' is prohibited at all times.

Hen is defined in the Pilot Program as a domesticated female chicken that is at least four (4) months old. Prior to four (4) months, it cannot be determined whether the chick is a hen or a rooster. The keeping of roosters is prohibited under the Pilot Program.

Our research shows the stereotypical hen vocalization, technically known as 'cackling' is typically only made by hens when laying eggs. The Pilot Program will afford the opportunity to monitor concerns related to noise.

Odour

In accordance with the Pilot Program's Terms and Conditions, "the Owner shall keep all coops in a clean, dry, odour-free, neat and sanitary condition at all times, and in a manner that will provide healthy living conditions for the hens while minimizing adverse impacts to other residents in the neighbourhood to the satisfaction of the Town."

Further, the Owner will be required to agree to ensuring that all manure and waste is cleaned out regularly and stored in a secured container or composted and disposed of safely from any coop in a timely manner.

To further clarify waste requirements, the regulation was amended under the 'Terms and Conditions' which is denoted in red on the attached Registration Form (Attachment 2). In addition to ensuring that all manure and waste are cleaned out regularly and stored in a secured container or composted and disposed of safely from any coop in a timely manner, the Owner shall also ensure:

a) coop floors are lined with shavings, straw, or other appropriate materials to absorb manure and facilitate cleaning; and

b) coops are deep cleaned at least two times yearly including disinfecting of troughs, perches, and nests to ensure no waste residue.

Rodents

The Town has taken measures to mitigate the rodent population including: continued public education campaigns on ways to discourage rodents (removing clutter, yard maintenance, removing food sources); website and social media posts; two (2) public open houses that allowed residents an opportunity to receive advice from local pest control companies; and the introduction of mandatory hard-sided containers for household garbage.

Additionally, regulations identified under the 'Terms and Conditions' of the Registration Form stipulate:

- The Owner agrees to take necessary action at the Owner's sole cost and expense to reduce the attraction of predators and rodents and the potential infestation of insects and parasites to the satisfaction of the Town.

- The Owner shall ensure that such feed and water shall be protected against and unavailable to rodents, pests, birds and predators. Uneaten or spoiled feed must be removed in a timely manner.

Minor Revisions

To better clarify that hens are permitted in the rear yard only, a rear yard definition was added to the 'Terms and Conditions' and is denoted in red on the attached Registration Form.

As well, the Sample Site Plan depicted on Appendix A of the Registration Form was revised to illustrate a sample site plan for Lots Less than 10,000 Square Feet and Lots Greater than 10,000 Square Feet.

Concerns and/or complaints regarding the keeping of urban hens will be monitored and tracked in Cityworks. The Planning & Building Department will enforce the provisions consistent with property standards.

As noted under Report CS-2019-36, following completion of the two-year Pilot Program, an evaluation of the Pilot Program will be undertaken and a course of action with respect to the continuation of the program, or not, will be recommended to Council.

Consultations

Planning & Building Services

Financial Implications

An annual license fee of $25.00 per registration form is being recommended to cover the cost to acquire identification bands, and nominal recovery for staffing resources to administer, monitor and enforce the Pilot Program.

Expenses relating to the identification bands, in the approximate amount of $100.00 for 500 bands would be funded from the Animal Control Budget.

Additionally, the proposed annual license fee would be included in the 2020 Fees & Charges By-law.

Link to Strategic Priorities

Applicable	2019-22 Strategic Priorities
☒	Make the Town of Tecumseh an even better place to live, work and invest through a shared vision for our residents and newcomers.
☐	Ensure that Tecumseh's current and future growth is built upon the principles of sustainability and strategic decision-making.
☒	Integrate the principles of health and wellness into all of Tecumseh's plans and priorities.
☒	Steward the Town's "continuous improvement" approach to municipal service delivery to residents and businesses.
☐	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:

Christina Hebert, BA (Hons), MA, Dipl. M.A.
Manager Committee & Community Services

Reviewed by:

Mike Voegeli
Manager Building Services & Chief Building Official

Reviewed by:

Chad Jeffery, MA, MCIP, RPP
Manager Planning Services

Reviewed by:

Brian Hillman, MA, MCIP, RPP
Director Planning & Building Services

Reviewed by:

Laura Moy, Dipl. M.M., CMMIII HR Professional
Director Corporate Services & Clerk

Recommended by:

Margaret Misek-Evans, MCIP, RPP
Chief Administrative Officer

Attachment Number	Attachment Name
1	Urban Hens Pilot Program Comments Summary
2	Urban Hens Pilot Program Registration Form

Have you read about the Urban Hens Pilot Program?	Do you agree or disagree with the Pilot Program?	Please provide comments on why you disagree with the Pilot Program.	Comments
Yes	Disagree	There is already a rat problem within the town. And one home owner should not have to deal with close quarters to another's farm animal noise, smell, and anything it may attract, and how they choose to care for it.	
Yes	Agree		
Yes	Agree		Wonderful, progressive decision. It is step in the right direction with the emphasis on local, organic food production.
Yes	Disagree	The Council has approved new urban lots so small that allowing 6 hens would mean the noise, smell, etc might as well be in the neighbours yard. Saying they have to be kept clean and in well designed pens is not enforceable without a team of inspectors checking on a weekly basis. The plan shows lots under 10000 square feet but todays lots are way smaller. In some new subdivisions there are 4' side yards and 2' back yards	See above
Yes	Agree		Great program.
Yes	Agree		I think this will be a great program for Tecumseh and in the future I hope to have chicken of my own for myself and my family.

Yes	Agree		My neighbour recently had bylaws make him get rid of his chickens. So we've lived next to them and never once had an issue with them. The hens never made noise and never smelled. They didn't bother anyone. The rooster apparently bothered other neighbours, but not us. We actually liked the rooster, it was nice hearing him in the mornings. Chickens eat ticks and other bugs. We have found ticks on our dogs and of course lots of other insects and spiders are around. If anything they will help with control of those insects and arachnids. This will help reduce the risk of humans and pets contracting diseases such as Lyme and West Nile, which I personally know people and pets who have had these 2 specific diseases. Above all, they bring people happiness, and a source of food in their eggs and meat (if that's what they enjoy). I personally loved seeing the chickens in my neighbours yard, it was a selling point for me when we were looking to buy our property in Tecumseh. There's always going to be the trolls that love to complain and make others change their lives to suit their own. And unfortunately these people are louder than the ones who don't care about the chickens or that actually enjoy if a neighbour has chickens. Individuality is what makes us all unique and what makes Tecumseh a great town to live in.
Yes	Disagree	Its bad enough we have dogs that bark for hrs . You think we have problems with RATS now, wait and see the problem we we,ll have after we bring chickens in town...Do some research on RATS and chickens.....	N O C H I C K E N S ....
Yes	Disagree	We have already had one experience on our street and it was not favorable. Our neighbors could not open their bedroom window due to the foul smell emanating from the coup next door. In fact the smell could even be detected out on the street. Also, the hens often got loose and ended up 4 doors down.	Not in favor.
Yes	Disagree	Chickens/Hens are a nuisance. They smell very bad, and are often quite noisy. In rural areas, perhaps a small amount - but certainly not in the more developed sections of Tecumseh.	Chickens/Hens are a nuisance. They smell very bad, and are often quite noisy. In rural areas, perhaps a small amount - but certainly not in the more developed sections of Tecumseh.

Yes	Disagree	Well at the current time we have persistently seen a coyote that frequents a stretch along little river road heading east toward the old golf course area off of manning road. We managed to snap a very good photo of said coyote. It's appearance was odd so we inquired with the Ministry of Natural Resources/Wildlife. Turns out said coyote has very bad case of mange. Mange is highly contagious to both humans and domestic animals. They would normally trap such infected animals and treat & release away from communities. Coyotes are opportunistic and they will be attracted to fenced in free-roaming chickens. It is inevitable. Based on this I believe that poses a risk to our pets. Chicken manure also contains organisms which can pass diseases on to humans and so unless the municipality has inspectors which will monitor the cleanliness of the coops this is another concern of mine. I am all for free range chickens being raised in expansive areas in a rural setting	See above section for comments!
Yes	Disagree	Smell, enclosure regulations, enforcement costs,	I do not support.
Yes	Disagree	Some neighbors do not keep their yard in good condition and I certainly do not agree with chicken s or hens being kept in a residential area. Thank you	Same as above! They do not belong in a residential area! Bad idea.
Yes	Agree		You may have seen the article on the T V news the young lady in Amherstburg who moved to A'burg from Windsor. I am a neighbor of her . She has a Doc. note per say to have her chickens. So some hateful neighbor complained, well I have say that is a complete joy to watch her three hen's doing their thing in their back yard, it makes be smile (i do not do that that often). Well the main reason I am writing to you is that one of your rules I fell is way off bass you state that would have to be four months old, I see do sense in that the young lady here in the Burg bought them as chick's ($12 each) and because of that they are like pet's when she reaches down they will lay down on the ground and will let her pet them like a cat or dog it so cool to watch that! Now if they where obtained at four months that might be possible. I will be sending this letter to Mayor De Carlo because I know he is touch with A'burg having a similar system as yours! Thank You.
Yes	Disagree	I'm a resident of Tecumseh and disagree with this proposal. I'm concerned with the rodents and coyotes that this could attract. I could also see this as a deterrent for wanting to purchase a home where neighbors have chickens. Please don't go through with this.	Please see above comments.

Yes	Disagree	This is regarding the new by-law about urban chickens. First I cannot attend the information meeting on Nov. 20th due to employment reasons. I strongly disagree with this project for the following reason: These animals can fly and will disrupt neighbors properties with there presence in there yards, https://www.hgtv.com/outdoors/gardens/animals-and-wildlife/can-chickens-fly . The towns fence by-law is only 6ft and these animals can fly 8+ ft so our fence by-law will not resolve this problem. They will and have attracted rats, possum,raccoons and other animals. We have a major rat problem in this town and still don,t have a solution for that. The smell and mess these animals create are huge and will be almost impossible to enforce. The town has 1 by-law officer for over 20,000 people and I can,t see how one man can enforce complaints in this nature. I,m still waiting from a complaint back in Aug 2018 to be cleared from the town which has given the home owner until the end of Nov 2019 to comply too. This same home owner was given over 10 years to comply to pay there taxes before the town can enforce sale on the property. My point is there is almost zero timely enforcement in this town regarding towns by-laws which who will be enforcing this project. I wish the town would let the tax payers know how long it takes from the first complaint to finish, after appeals and procedures can take years before anything is resolved . I personally been going through over 13 years with the town to enforce by-laws and have dozens of pics and e-mails to back this claim up. If a town takes over 10years to make someone pay there taxes how are they going to enforce a chicken by-law...	This is regarding the new by-law about urban chickens. First I cannot attend the information meeting on Nov. 20th due to employment reasons. I strongly disagree with this project for the following reason: These animals can fly and will disrupt neighbors properties with there presence in there yards, https://www.hgtv.com/outdoors/gardens/animals-and-wildlife/can-chickens-fly . The towns fence by-law is only 6ft and these animals can fly 8+ ft so our fence by-law will not resolve this problem. They will and have attracted rats, possom,raccoons and other animals. We have a major rat problem in this town and still don,t have a solution for that. The smell and mess these animals create are huge and will be almost impossible to enforce. The town has 1 by-law officer for over 20,000 people and I can,t see how one man can enforce complaints in this nature. I,m still waiting from a complaint back in Aug 2018 to be cleared from the town which has given the home owner until the end of Nov 2019 to comply too. This same home owner was given over 10 years to comply to pay there taxes before the town can enforce sale on the property. My point is there is almost zero timely enforcement in this town regarding towns by-laws which who will be enforcing this project. I wish the town would let the tax payers know how long it takes from the first complaint to finish, after appeals and procedures can take years before anything is resolved . I personally been going through over 13 years with the town to enforce by-laws and have dozens of pics and e-mails to back this claim up. If a town takes over 10years to make someone pay there taxes how are they going to enforce a chicken by-law...
Yes	Disagree	We have had issues with a wide variety of rodents in the Cada/St. Gregory's area and I am very much concerned this program will make the problem worse.	We have had issues with a wide variety of rodents in the Cada/St. Gregory's area and I am very much concerned this program will make the problem worse.
Yes	Agree		Can't wait to look into this more. My 7 year old wants to have pet chickens.

Yes	Agree		Agree with the Program, but feel the cost of the license is too high. Perhaps $5 for 1-5 hens and more for greater than 5 hens. Many residents are retired and on a budget. Roosters should be permitted as hard to tell when getting hens as babies if hen or rooster.
Yes	Agree		I think it's a great program . Would like to see this program approved.
Yes	Disagree	Issue with the size of coops are too small, the odor that emanates from the hens, disposal of the waste, the straw, etc. Chickens will lay for approx. 2-3 years, what are residents to do with the hens if not able to kill on property? Property is zoned high density residential, it is not zoned agricultural which chickens are farm animals. The adverse affect it will have on properties that abut property. The trapping and catching of wildlife which is attracted by the hens and will the Town bare the cost to trap the wildlife. What is the Town going to do with the hen waste. The license fee should be per hen similar to dogs.	See above
Yes	Agree		I think this is a wonderful program for the community! The health benefits of free range chickens and eggs from those chickens are well documented. With the parameters in place I don't see a downside!
Yes	Agree		Would like to see the Program approved.
Yes	Disagree	I strongly disagree with this program. I'm not pleased that Council is even considering this. How many people have advocated for this within the town limits in subdivisions?	I've read about the program. I am not supportive of the pilot.
Yes	Disagree	I strongly disagree with this program. I'm not pleased that Council is even considering this. How many people have advocated for this within the town limits in subdivisions?	I've read about the program. I am not supportive of the pilot.

Yes	Agree		It is a good decision to allow urban residents to keep and maintain hens in humane, sheltered pens. This is not simply a 'growing trend', as people have long desired to keep hens. The broadening of Municipal by-laws is the trend. Thank you for allowing this growth in Tecumseh. I kept a small brood of hens in the past. Their care was an excellent responsibility for for my then-young children. Thanks Pleasure living here
Yes	Disagree	Contrary to comments from our council representative I believe they will feed rodents .	Tecumseh has a rat problem that gets very little attention . Not sure where they come from but I've killed 16 in a little over 4 yrs . Now you want to add chicken feed to the mix ? I just got my property clear of them . No interest here but the local foxes do need to eat .
Yes	Agree		I think it's a great idea. My grandmother used to have chickens in her urban yard. At this time I wouldn't keep hens but I would not mind if my neighbours did.
Yes	Disagree	As it is well known by anyone that lives in the Town of Tecumseh there is already a problem with the ongoing rat infestation. This raising of Chickens will not help eliminate this big problem, but it will feed it, food and other discharges from the chickens, nesting area it goes on and on.	I am in total disagreement with this project or program!!
No	Agree		My children and I were thinking about getting a couple hens in the spring. I hope this gets passed so we can have our own fresh eggs and cute pets! Will the license fee of $25 be per chicken or family?
Yes	Agree		Hello again. I previously messaged regarding support of the Hen Project, but neglected to mention one point. The statement "as prior to four (4) months it cannot be determined whether the chick is a hen or a rooster" seems off. Local, professional suppliers of day-old chicks have very high accuracy. Chicks brought into their new home at a very early age easily familiarize themselves with their people and surroundings. By the time the chicks are old enough to be given time out of the coop, they have no difficulty finding the way back. Also, within the first couple weeks the chicks can be trained to come when called. Thanks again

Yes	Agree		I am in favor of allowing residents to control food sources for their families. The program does put into effective controls as to not effect neighbors.
Yes	Agree		We has 6 hens, but were caught so had to relocate them for the time, but regulations should be kept to the state of the bird, the area where they live and are they healthy. its amazing how we can have dogs mistreated/chained up and bark all day but nothing is ever done about this. Our Coop was for 6 hens and was fully automated from Fresh water/Food/Heating/Lighting/Door open,close and a camera system. Our hens gave us the best breakfast and sometimes dinner each and every day, its a shame that tons have to spend time/money to deal with things like this when the resources can be offer else where that actually need it. you have questions, please reach out to me. ill be happy to talk to you
Yes	Disagree	who will be policing these people to make sure they are keeping everything proper. I'm m also concerned about the feces being picked up by the wind and my family having to breathe in the particles. Our houses are too close together for this. The noise is also a concern. It's bad enough there are yappy dogs (i love dogs btw, just not when they bark for 2-3 hours straight for no reason) around making it hard to enjoy the backyard but now we have to worry about hens too? Thank you for reading this. I look forward to your	Let's leave the hens in the county. See reasons above.
Yes	Disagree	The gentleman in the article is cleaning up after his hens on a daily basis. When we had the problem on our street a few years ago, the doors to the coop were kept open day & night allowing rodents & other wildlife access to food & waste products. If hens are allowed, what type of enforcement of the coops will take place. It is fine to say a proper coop will be adhered to but who will enforce this. It does not take long before things get out of hand & there is again a problem. Having 6 hens in your yard is more responsibility than having a dog or cat. It is a daily part of upkeep & is not an undertaking to be taken lightly. These are farm animals & require constant care. I have nothing against chickens. I was raised on a farm, we had poultry & I know the work involved, even though there are only 6 on an average property that will be allowed. Think this through long & hard because the neighbourhoods do not need any more rodents than are already here.	I have no further comments. I know how life is nowadays. Families do not return home after school with mom at home getting dinner ready, having to change into work clothing to go outside to do chores. That included taking care of chickens, doing garden work, shoveling snow in winter. Life is different. I have a difficult time picturing many children getting involved in daily chores such as aforementioned. I wish the town luck if this goes forward. I am past the stage of getting involved in this as i did a few years ago. I am hoping more people get as much info as possible before a final decision is made. Thank you.
Yes	Disagree	I don't think chicken belong in the Town limits. I know I don't want chickens living next to me. Have you ever seen or smelled a chicken hut? They belong on a farm, not in a town.	Please don't let people have chicken in town.

Yes	Agree		I feel it should be allowed as our elderly neighbour was asked to get rid of his chickens in the summer and he was upset. I personally enjoyed them.
Yes	Agree		My concern is...if this is a trial and it does not work out then what will happen to all the chickens (PETS). Because they will be pets.
Yes	Disagree	I had a neighbour that had 6 chickens for 3-4 years across the fence from me and there was always an odour from them also the rats. He got rid of his chickens for those 2 reasons. We have not had a rat in our yard since. My suggestion would be - DO NOT allow them any number in the proper Town Of Tecumseh. By proper i mean Riverside Dr. from Manning to Lesperance from there to the EC Row. The rest of Tecumseh is very rural and that is where they belong. It will only add to a rat problem that is already here.	Same as above.
Yes	Agree		I think it a good idea to allow people to keep chickens. They are no more disruptive that my neighbours barking dogs or the roaming kitties that visit my yard. I believe they will be a lot quieter than the loud music I am subjected to during the summer. We need to encourage people to be more self sufficient and growing your own eggs is a great start
Yes	Agree		Appreciate you getting feedback before deciding
Yes	Disagree	I am totally opposed! We have dogs in our neighbourhood, as I am sure many folks in all areas of Tecumseh do. Their owners do a great job of keeping barking to a minimum, which is greatly appreciated, particularly during the overnight hours. Now, if you have chickens nearby, perhaps even next door, it is a dog's nature to bark, as they would do for any wayward skunks, possums, squirrels, rats, racoons. etc., that would occasionally make their way into the nearby area. With chickens nearby, on a 24 hour basis, barking would be greatly increased at all times of the day. I would not be pleased, and I think others would feel much the same way. Those wanting chickens should consider raising them in rural farm areas...not in urban residential areas. I am not sure that the fresh eggs and the comfort that they might provide to their owners would be worth the complaints to our local councillors.	See the above! If you would like to respond to my comments, I would be interested to hear what you think.
Yes	Agree		Great pilot program. However myself I would only be looking for three chickens not twelve. I'm excited!
Yes	Disagree	Despite best efforts, I feel urban chickens will attract more rats and coyotes to our neighbourhoods	Thank you
Yes	Agree		I find this to be an excellent idea!
Yes	Disagree	No amount of regulstions and monitoting will eliminate issues. As a resident i do not want chickens or coops around my property which are unsightly , smelly and an attraction for vermin,predators snd insects. It is my view it would cause the city more cost as well create animosity between neighbours. I and my family are definitely against allowing chickens in Residential areas	No chicken should be allowed in residential neighborhoods. Thank you
Yes	Agree		Looking forward to this program and think its a good idea.

Summary			
Yes - 46	Agree - 24		
No - 1	Disagree - 23		

Applicant Information

First Name:			
Last Name:			
Permit Street Address (where hens will be housed):			
Town:		Postal Code:	
Phone:		Alternate Phone:	
E-mail:			

Registered Owner Information

***If the Applicant is a Tenant at the above-referenced property, the Owner's information and consent is required to permit hens.**

First Name:			
Last Name:			
Street Address			
Town:		Postal Code:	
Phone:		Alternate Phone:	
E-mail:			

DRAFT

Property Information

Size of the permit property in metric units:	☐ Frontage ☐ Depth ☐ Area
What type of dwelling is the permit property:	☐ Single ☐ Semi ☐ Duplex
Number of Hens to be kept at permit address (Minimum of 2): *if property is less than 10,000 sq feet, max 6 *if property is greater than 10,000 sq feet, for every additional 3,000 sq feet, permitted 1 extra hen to max of 12	_____ _____
If not the Owner, have you attached written consent from the property owner to allow for hens:	☐ Yes ☐ No

Property Lot Size Requirements

Lot Size Less Than 10,000 Sq. Ft.			
No. of Hens	Minimum Coop Area (S.F.)	Minimum Run Area (S.F.)	Maximum Coop & Run Area (S.F.)
2	8	20	120
3	12	30	120
4	16	40	120
5	20	50	120
6	24	60	120
Lot Size Greater Than 10,000 Sq. Ft.			
7	28	70	168
8	32	80	168
9	36	90	168
10	40	100	168
11	44	110	168
12	48	120	168

DRAFT

Hen Coop & Run Information

The total area of all hen coops and runs are less than 11.15 square metres (120 square feet) for properties under 10,000 sq ft; or 15.60 square metres (168 square feet) for properties greater than 10,000 sq ft:	☐ Yes	☐ No
The hen coop and hen run are less than 3 metres (10 feet) in height:	☐ Yes	☐ No
Is there an enclosed hen run:	☐ Yes	☐ No
Do you meet the 0.37 square metres (4 square feet) minimum coop floor area per hen:	☐ Yes	☐ No
Do you meet the 0.92 square metres (10 square feet) minimum hen run per hen:	☐ Yes	☐ No
Do you meet the 1.2 metres (4 feet) setback from the lot lines:	☐ Yes	☐ No
Do you meet the 1.5 metres (5 feet) setback from the main dwelling:	☐ Yes	☐ No
Did you include a site plan illustrating where the hen coop and run will be located on permit property **(Note: must be located in rear yard)**: **See Appendix A for sample illustration**	☐ Yes	☐ No
Are you in compliance with the food and water provisions as outlined in the Terms & Conditions:	☐ Yes	☐ No

*Please note: if answered No to any of the above questions, the Application cannot be accepted.

Applicant's Signature: _____

Date (mm/dd/yyyy): _____

Owner's Signature: _____

Date (mm/dd/yyyy): _____

DRAFT

*Please ensure you have read the Urban Hens Pilot Terms and Conditions and confirm same by signing under the 'Signature' section of this application.

1. Definitions:

"**At Large**" means a hen found at any place other than on the property of the owner of the hen outlined in their Urban Hens Pilot Registration Form.

"**Coop**" means a fully-enclosed weatherproof structure where hens are kept and the interior of which includes nest boxes for egg laying, perches for hens to roost on and food and water containers.

"**Front Yard**" means the area on a lot;
A. Between the front lot line and all front main walls of the building, and
B. Between the front lot line and a line extending parallel to the front lot line across the full width of the lot from the point where the front main wall of the building meets the building's side main walls closest to the respective side lot lines

"**Hen**" means a domesticated female chicken that is at least four months old.

"**Hen Run**" means a covered area typically made of chicken wire or other similar material that allows hens' access to the outdoors.

"Noise" means no person shall permit the persistent clucking, calling or other similar persistent noise made by any hens.

"**Owner**" includes any person who possesses, harbours or keeps a hen.

"Rear Yard" means the area on a lot:
A. Between the rear lot line and all rear main walls of the building, and
B. Between the rear lot line and a line extending parallel to the rear lot line across the full width of the lot from the point where the rear main wall of the building meets the building's side main walls closest to the respective side lot lines

"Town" means the Corporation of the Town of Tecumseh.

"**WECHS**" means the Windsor Essex County Humane Society who shall have the right to enforce the provisions of this program.

2. Eligibility for the Keeping of Hens
The Owner agrees to keep hens only on the property outlined in their Urban Hens Pilot Registration Form.

Only residential properties are permitted to be registered. Neither apartment buildings, condominium buildings, nor properties without sufficient outdoor space to house the hens, as determined by the Planning and Building Department will be permitted.

3. Hens At Large
No Owner shall allow or permit any of his or her hens to be at large at any time.

Where the Town has taken possession of a hen at large, it shall be impounded with the Windsor Essex County Humane Society (WECHS) for 24 hours after the date of its seizure. If the hen was seized on a day when the WECHS is closed, the hen will be held for 24 hours after the time when the

WECHS is next open for business. During the applicable 24 hour time period, the Owner may redeem the hen subject to a fee imposed by the WECHS.

If the hen is not redeemed within the 24 hour time period referred to above, the hen shall become the property of the WECHS and the WECHS may:
a) transfer ownership of the hen; or
b) euthanize the hen which costs will be charged back to the Owner.

4. Number of hens restricted
No Owner shall keep more than the number of hens, as indicated in the Property Lot Size Table, at any eligible residential property within the Town. Only hens, a minimum of two (2) are permitted, no roosters may be kept. All hens must be four (4) months old.

5. Non-Commercial use only
Owners shall keep hens as pets and for personal use only. The Owner agrees not to sell or offer for sale any part of a hen or its eggs or manure or engage in hen breeding or fertilizer production for commercial purposes. No person shall give or provide a hen, a part of a hen, eggs, or manure to any other person or entity.

6. Hen Coops & Runs
a) The Owner agrees that no hen coops are permitted in any front yard.

b) The Owner must ensure that all zoning requirements are followed on their property, including the zoning requirements for minimum setbacks for ancillary structures such as their coop, and comply with all other legal standards and requirements applicable to the coop.

c) The Owner shall ensure each coop has a minimum coop floor area of 0.37m2 (4 sq ft) per each hen kept in the coop.

d) The Owner shall ensure each run has a minimum of at least 0.92 m2 (10 sq ft) of enclosed space per hen kept in the coop.

e) The Owner shall ensure that no hen coop exceeds a height of three (3) metres and a maximum floor area of 9.2 m2 (100 square feet).

   i. If property is greater than 10,000 square feet, the Owner shall ensure that no hen coop exceeds a height of three (3) metres (10 feet) and a maximum floor area of 15.6 m2 (168 square feet)

f) The Owner shall provide and maintain in each coop the following items:
   i) at least 20 cm or (8 inches) perch for each hen; and
   ii) one nest box, of a size and nature that is suitable for the number of hens kept in the coop.

g) The Owner shall ensure all coops are enclosed on all sides and have a roof and doors. Access doors must be able to be shut and locked at night. If there are any windows and vents, they must be predator- and bird-proof.

h) The Owner shall keep all coops in a clean, dry, odour-free, neat and sanitary condition at all times, and in a manner that will provide healthy living conditions for the hens while minimizing adverse impacts to other residents in the neighbourhood to the satisfaction of the Town. The Owner agrees to undertake any repairs directed by the Town at the Owner's sole cost and expense in order to comply with this section.

i) During daylight hours, hens may be allowed outside of their coop in a securely-fenced hen run on the property of the Owner. Hens shall be secured within a locked coop during non-daylight hours [9:00 pm – 6:00 am].

j) The Owner shall ensure the coop is weather-proofed, and the enclosure is insulated with air temperature suitable for the health of the hens. In addition, the Owner shall ensure the coop has adequate ventilation and adequate sun and shade and is impermeable to rodents, birds, and predators, including dogs and cats, to the satisfaction of the Town. The Owner agrees to undertake any repairs directed by the Town at the Owner's sole cost and expense in order to comply with this section.

7. Predators, Rodents, Insects, and Parasites

The Owner agrees to take necessary action at the Owner's sole cost and expense to reduce the attraction of predators and rodents and the potential infestation of insects and parasites to the satisfaction of the Town. Hens found to be infested with insects and parasites that may result in unhealthy conditions to human habitation must receive treatment in consultation with a veterinarian in a timely fashion. Non-compliance with this section may result in notice that the permission to keep hens in the Town is revoked and continued keeping of hens will be an offence under By-Law No. XX/20.

8. Feed and Water

The Owner shall ensure that hens are provided with access to clean water at all times, and shall ensure that:

a) such feed and water shall be protected against and unavailable to rodents, pests, birds and predators; and

b) uneaten or spoiled feed must be removed in a timely manner.

9. Disposal of Hens

The Owner shall ensure that all dead hens are disposed of immediately by the Owner in a sanitary manner at the Owner's sole cost and expense.

10. Waste

The Owner agrees to ensure that all manure and waste are cleaned out regularly and stored in a secured container or composted and disposed of safely from any coop in a timely manner.

The Owner further agrees to ensure:

a) coop floors are lined with shavings, straw, or other appropriate materials to absorb manure and facilitate cleaning; and

b) coops are deep cleaned at least two times yearly including disinfecting of troughs, perches, and nests to ensure no waste residue.

11. Seizure and impoundment

Any hen found at large contrary to the provisions of the terms and conditions, may be seized and impounded by the WECHS in accordance with 'Hens at Large' section and this section.

Seized hens may be released back to the Owner only if the WECHS determines, in its sole discretion, that the issues that warranted the seizure have been resolved and the hen's health and safety are not at risk.

Despite the 'Hens at Large' section 3, where, in the opinion of the WECHS, a hen is injured or ill and should be euthanized without delay for humane reasons or safety to persons, the hen shall be euthanized by the WECHS without permitting any person to reclaim the hen. The Owner understands and agrees to this process, as well as assumes responsibility for all euthanized costs.

12. Pilot Duration
The pilot is for a period of two (2) years, commencing XX, 2020 and ending on XX, 2022. **If the pilot is not continued beyond XX, 2022, the Owner agrees to take all necessary steps to remove the hens from their property and the Town after XX, 2022**. The Owner understands and agrees that upon notice, the Town may revoke the permission to keep hens in the Town during the pilot period, and continued keeping of hens after the date of such a notice shall be an offence under By-Law No. XX/20.

13. Indemnity
The Owner shall save and hold harmless the Town, its servants, agents, successors or assigns, and ensure the same shall not be held liable for any injury, loss or damage, however caused, arising out of the granting of the permissions in these terms and conditions. The Owner further agrees that it will from time to time, and at all times hereafter, truly save, keep harmless and fully indemnify the Town, its servants, agents, successors and assigns from any and all actions, causes of actions, claims and demands whatsoever which may be brought against or made upon the Town, its servants, agents, successors and assigns and against all loss, liability, judgements, costs or expenses which the Town its servants, agents, successors or assigns may sustain, incur or be put to resulting from or arising out of any act or omission on the part of the Owner, its servants, agents, successors or assigns which was done, or purported to have been done, in relation to the granting of the permission to keep hens or the keeping of hens by the Owner.

14. Inspections
The Owner agrees to permit Town staff to attend and inspect their property as deemed necessary by the Town to assess and ensure compliance with these terms and conditions and any applicable by-laws, statutes or regulations. The Town will provide reasonable notice before an inspection.

15. Contact Information and Notice
If the contact information provided in the Urban Hens Pilot Registration Form changes, the Owner will update the Town forthwith. The Owner also understands and agrees that the Town may contact me and provide information or official notices by mail or by email to me at the addresses in the Urban Hens Pilot Registration Form and any notice so made or given shall be deemed to have been duly and properly made or given and received on the day on which it shall have been so delivered or, if mailed, then, in the absence of any interruption in postal service in the Town of Tecumseh affecting the delivery or handling thereof, on the day following three (3) clear business days following the date of mailing.

16. Non-Compliance with Terms and Conditions
Any violation of the provisions of these terms and conditions shall be grounds for a notice by the Town revoking permission for the Owner to keep the hens and ordering the Owner to remove the hens from the Town of Tecumseh. Continued keeping of hens after the date of such a notice will be an offence under By-Law No. XX/20.

Signature

I_____. of_____, in the Town of Tecumseh, do solemnly declare:

That I am the applicant for the grant of a permit authorizing me to keep backyard hens at the above indicated address. I have read and agree to abide by the Urban Hens Pilot Program Terms and Conditions.

I understand that any permit issued pursuant to the said application is subject to revocation.

I understand that should the Pilot Program not continue beyond XX, 2022**,** I agree to take all necessary steps to remove the hens from the property and the Town after XX, 2022.

I have served written notice to the abutting property owner(s) that I have made application for a hen coop and hen run permit. These notices are attached to this application.

The information I have provided is complete and true

Applicant's Signature: _____ Date (mm/dd/yyyy): _____

Owner's Signature: _____ Date (mm/dd/yyyy): _____

Unsigned applications will be returned, unprocessed.

The personal information being collected on this Registration for Hen Coop Permit is being collected for the purpose of determining eligibility under the 2020 Urban Hens Pilot of the Town of Tecumseh. The information collected is under the authority of the *Municipal Act, 2001*, and in accordance with the *Municipal Freedom of Information and Protection of Privacy Act*. Questions regarding the collection, use and disclosure of this personal information may be directed to the Director Corporate Services & Clerk.

17. Submission of Registration

The complete registration form must be submitted in person at the following address:

Town of Tecumseh
917 Lesperance Road
Tecumseh, ON N8N 1W9

Please contact the Corporate Services & Clerk's Department at the Town of Tecumseh at 519-735-2184 Extensions 143 or 116 with any questions regarding the registration process.

For Office Use Only			
Permit Application Number:		Issued By:	
Permit Number(s) Issued:			
Registration Fee Collected:	Yes	No	

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Lot Less Than 10,000 sq. feet
50 ft.
4 ft.
Limits of area in which the Hen Coop/Run could be located
Hen Run Area (96 sq. ft)
Hen Coop (24 sq. ft)
4 ft.
5 ft.
120 ft.
Residential Dwelling
Driveway
Sidewalk
MUNICIPAL STREET
Lot Greater Than 10,000 sq. feet
75 ft.
4 ft.
Hen Run Area (120 sq. ft)
4 ft.
Hen Coop (48 sq. ft)
Limits of area in which the Hen Coop/Run could be located
150 ft.
Residential Dwelling
Driveway
Sidewalk
MUNICIPAL STREET

The Corporation of the Town of Tecumseh

Corporate Services & Clerk

To: Mayor and Members of Council

From: Laura Moy, Director Corporate Services & Clerk

Date to Council: December 10, 2019

Report Number: CS-2019-44

Subject: Alley Closing Policy – Public Consultation Results

Recommendations

It is recommended:

That Report No. CS-2019-44 Alley Closing Policy – Public Consultation Results, **be received**.

And that the proposed Alley Closing Policy, **be approved**.

Background

The Town does not have a policy regarding the closure and sale of municipal streets, alleys or unopened road allowances (hereafter collectively referred to as “Alleys”). The proposed policy in Attachment 1 will formalize the current practice for when a request for alley closure and sale is submitted to the Town by a resident or when Alleys are deemed surplus lands by the Town.

At the October 22, 2019, Policies and Priorities Committee Meeting, Members received Report No. CS-2019-37 Alley Closing Policy, and passed a resolution 09/19, which directed Administration to place the proposed Alley Closing Policy on the Town’s website for a 30-day review, and to provide notice of the 30-day review on the Town’s website, social media and in the local papers.

Comments

The proposed Alley Closing Policy (Policy), along with a survey, was placed on the Town’s website on October 25, 2019 for 30 days. Advertisements were published in the Essex Free Press on October 31, 2019 and Shoreline Week on November 1, 2019, to increase awareness

and to encourage public feedback. During the review period, the Town's social media was utilized on October 31, and November 12, for continued promotion.

The survey comprised two questions, the first question asked if they had read the proposed Policy and the second question asked if they agreed or disagreed with the proposed Policy. Respondents were encouraged to write comments with their submissions. All the respondents' comments are summarized in Attachment 2. In total, 17 residents responded to the survey, 9 disagreed and 8 agreed with the proposed Policy. Two respondents indicated they did not read the Policy, one of whom agreed and the other disagreed.

The respondents that disagreed with the proposed Policy generally commented that Alleys provide access to their backyards and garages, in addition to access for utilities. Those that disagreed also said that Alleys provide opportunity for more green space and separation from neighbouring properties. Some requested more public consultation if there was a request for an Alley closure. Costs were also identified as a concern. Clarification on who may purchase the surplus lands was also noted.

In contrast, respondents that agreed with the Policy indicated that it would reduce crime, such as garage break-ins, in their neighbourhoods.

In response to some of the comments, the following is offered:

Rear Yard Access

The proposed Policy states that a request for an alley or road to be closed must have the full support from the other abutting residents. It also prohibits a closure where the effect of the by-law will deprive a property owner of his or her only means of access to the road.

The utilities and other agencies (i.e. Essex Power, Hydro One, Union Gas, Bell Canada, and Cable) will be notified of a potential alley or road closure and consulted on whether they have any services in the subject alley or road. They will also be given an opportunity to submit any objections to the closure and sale, or their conditions of acceptance (i.e. reservation of an easement).

Consultation

The Policy provides for a public meeting with affected property owners when the Town initiates an alley or road closure, which requires a notice.

When Council accepts a recommendation to proceed with a requested alley or road closure, or Town initiated closure, notice will be given to the abutting property owners, in addition to being advertised in the local papers in accordance with the Sale of Land By-law, and on social media and the website for public awareness.

Cost

All affected property owners will be notified of a decision to commence the process for closing an alley or road and that the agreement of affected owner(s) to acquire the entire lands and to

assume full responsibility for all legal, advertising, surveying and administrative costs, is required to effect the closure and transfer. They will also be informed of the estimated total cost and required to provide $500 deposit. The $500 deposit from each purchasing owner will be deducted from their respective final share of the actual costs.

Who May Purchase

In the case of alleys, the property will first be offered to the property owner whose property is immediately adjacent to the alley. If the property owner is not interested, the property will be offered to the property owner immediately behind. If neither landowner accepts the offer, the process may then be halted.

If the proposed property lines cannot be directly aligned, the process may then be halted.

In the case of road allowances, it will first be determined if the road allowance can become or be converted to a viable buildable lot. If the lot is deemed buildable, the sale will proceed under the Sale of Land By-law. If the road allowance cannot become or be converted to a viable buildable lot, the land shall be offered to the adjacent property owners, only.

Under no circumstances will an alley or road allowance, deemed to be surplus to the needs of the Corporation, be offered to anyone other than the property owner(s) which is abutting the subject alley or road to be closed.

The term property owner is used throughout the Policy so as not to limit to residential or commercial owners.

The intent of the proposed Policy is to formalize the current practice and to establish a fair, transparent and consistent procedure for responding to requests for alley and road closures and the sale of any surplus lands as a result of a closure. Requests for closures are minimal.

Consultations

Financial Services
Public Works & Environmental Services
Planning & Building Services

Financial Implications

There are no financial implications associated with the adoption of this Policy. The costs incurred to close and sell an alley are intended to be fully recovered under this Policy.

Link to Strategic Priorities

Applicable	2019-22 Strategic Priorities
☒	Make the Town of Tecumseh an even better place to live, work and invest through a shared vision for our residents and newcomers.
☒	Ensure that Tecumseh's current and future growth is built upon the principles of sustainability and strategic decision-making.
☐	Integrate the principles of health and wellness into all of Tecumseh's plans and priorities.
☒	Steward the Town's "continuous improvement" approach to municipal service delivery to residents and businesses.
☒	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

Reviewed by:

Laura Moy, Dipl. M.M., CMMIII HR Professional
Director Corporate Services & Clerk

Recommended by:

Margaret Misek-Evans, MCIP, RPP
Chief Administrative Officer

Attachment Number	**Attachment Name**
1	Alley Closing Policy
2	Summary of Public Review

The Corporation of the Town of Tecumseh

Policy Manual

Policy Number: [Keywords]

Effective Date: TBD

Supersedes: N/A

Approval: TBD

Subject: Alley Closing Policy

Purpose

1.0 This policy covers the closing and potential sale of streets, alleys and municipal road allowances within the Town of Tecumseh (Town).

2.0 This policy is prepared in compliance with the *Municipal Act, S.O. 2001*, c.25 (Act), and the Sale of Land By-law No. 2003-09 adopted in accordance with the Act which requires all municipalities to adopt and maintain a policy with respect to its sale and disposition of land.

3.0 This policy will provide consistent, transparent and fair procedures relating to disposal of municipal owned streets, alleys and road allowances deemed surplus to the needs of The Corporation of the Town of Tecumseh (Corporation).

Scope

4.0 The scope includes all municipally owned streets, alleys and road allowances within the Town.

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Policy

5.0 From time to time the Corporation is approached by property owners requesting to purchase alleys or unopened road allowances adjacent to their properties. If the request is favourably considered this would necessitate the legal closure of the alley and/or road.

6.0 In the event a resident comes forward requesting an alley or road to be closed, there must be full support from the other residents abutting the alley for the closure to proceed.

7.0 The Corporation can also initiate the process by declaring an alley or road as surplus. In this instance resident(s) agreement is not necessary. When the Corporation initiates an alley or road to be closed, a public meeting will be held.

8.0 Once a request is received for an alley or road closing, the Director Corporate Services & Clerk shall schedule a meeting with the Director Public Works & Environmental Services and Director Planning & Building Services (Technical Advisory Review Group - TARG) to review the application.

9.0 The Corporate Services Department will contact the utilities and other agencies (i.e. Essex Power, Hydro One, Union Gas, Bell Canada, and Cable) to notify them of the potential closure and to inquire as to whether they have any services in the subject alley or road, and of any objections to the closure and sale, or their conditions of acceptance (i.e. reservation of an easement).

10.0 The TARG shall make a recommendation to Council, in the form of a report, on the closure and sale of an alley or road, if it is in the best interest of the Corporation.

11.0 If the TARG deems that the alley or road should not be closed, the applicant will be notified of the decision and that the decision may be appealed to Council.

12.0 A road or alley closure is prohibited where the effect of the by-law will deprive a property owner of his or her only means of access to the road.

Procedure

13.0 Upon approval by Council that an alley or road closure may proceed, all affected property owners will be notified of the decision and that the agreement of affected owner(s) to acquire the entire lands and to assume full responsibility for all legal, advertising, surveying and administrative costs, is required to effect the closure and transfer. They will also be informed of the estimated total cost and required to provide $500 deposit.

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14.0 In the case of alleys, the property will first be offered to the property owner whose property is immediately adjacent to the alley. If the property owner is not interested, the property will be offered to the property owner immediately behind. If neither land owner accepts the offer, the process may then be halted.

15.0 If the proposed property lines cannot be directly aligned, the process may then be halted.

16.0 In the case of road allowances, the TARG will first determine if the road allowance can become or be converted to a viable buildable lot. If the lot is deemed buildable, the sale will proceed under the Sale of Land By-law.

17.0 If the road allowance cannot become or be converted to a viable buildable lot, the land shall be offered to the adjacent property owners, only.

18.0 Under no circumstances will an alley or road allowance, deemed to be surplus to the needs of the Corporation, be offered to anyone other than the property owner(s) which is abutting the subject alley or road to be closed.

19.0 Prior to Council giving consideration to a by-law to declare an alley or road lands to be surplus to the needs of the Corporation, and to authorize the closure and sale of an alley or road, notice will be given in accordance with Sale of Land By-law and Notice By-law.

20.0 A by-law permanently closing an alley or road does not take effect until a certified copy of the by-law is registered in the proper land registry office.

21.0 The value of the alley or road (surplus lands) shall be determined in accordance with the Sale of Land By-law.

22.0 All abutting property owners that are purchasing a portion of a closed alley or road will be fully responsible for all actual costs incurred by the Corporation, including but not limited to: legal, advertising, surveying, preparation/registration of deed, and land value (where applicable). The $500 deposit from each purchasing owner will be deducted from their respective final share of the actual costs.

Responsibilities

23.0 The Clerk or designate shall be responsible for interpreting and where appropriate administering the Alley Closing Policy.

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Policy Administration

24.0 This Policy shall be administered by the Clerk or designate.

25.0 This Policy will be reviewed as required based on revisions to corporate practices or Provincial legislation.

References

The Municipal Act, 2001 S.O. 2001 c. 25

Town of Tecumseh Sale of Land By-Law No. 2003-09

Town of Tecumseh Notice By-Law No. 2003-06

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Alley Closing Policy Survey

November 25, 2019

Have you read about the proposed Alley Closing Policy?	Do you agree or disagree with the proposed Alley Closing Policy?	Please provide comments on why you disagree with the Alley Closing Policy.	Comments
No	Disagree	The alleys should be left open for the utilities to access the lines back there. I also like that my neighbours yard doesn't back onto mine	
Yes	Disagree	It would be great for the alley to be paved and used for the homeowners. It helps for heavy equipment to come in and out of yards that would not be able to fit in between if needed.	
Yes	Disagree	I like the fact that there is green space between myself and my backing neighbour. Keeps the area private and intact to it's original layout. I'm bias because I grew up in the old part of Toronto, and one of the main reasons I bought this house was the nostalgia it brought me. Worst thing about these new neighbourhoods popping up is that they are sitting on top of each other. Nothing worse than having a neighbour peering in thru the fence. I like the very fact that the OPP do their routine checks through the alleyways. Makes me feel safe. Why change things when they don't need to be fixed??? Let's fix the sewer systems.	See above.
Yes	Agree		What happens in the case that alleys have already been taken? Which is true in my area for over 10 years I might add. I tried to purchase my land several years ago, only because the alley was already 85% taken by residents? Clerk told me that alley was still being used.....which shows that the town either doesn't get out or cares If neither party want their section of alley, what happens then? Example, if neighbors to the north and south, along with their back neighbors buy their section....why do I need to buy mine? The best solution I believe, give the alley away free...owners pay the legal fees....and town is able to increase property tax a fraction. In my case (20 year resident) not once have the town come out to survey the alley, or check how many owners have taken them over.
Yes	Agree		Rather than selling the land, could the city convert alley's into green spaces? A row of hedges and flower beds on both sides of the alley to create new walkways for the public in urban areas. Alternatively, they could also be converted to community gardens to help alleviate the food shortage issue in low income areas.
Yes	Agree		I own 902 Lesperance. We have had kids break into cars and sheds using the unlit alley as a means of entrance and escape. I would like to see the alley closed and would purchase the alley behind my property so that I could fence and maintain it myself. In doing so, I believe that criminals would be less inclined to attempt breaks ins without alley access.
Yes	Agree		We have had things stolen out of our yard theoigh the alley. Its one of the main reasons we want to sell our house. And were diagonally across from the police station. Kids are bold in the alley.
Yes	Agree		Does the reference to/definition of "resident" include businesses in this Policy ? If yes I would like that made clear, and if not I would request that the Policy be amended to include businesses who wish to purchase abutting alleys as well. I would also request a definition of your usage of the word surplus and the factors comprised to lead to such labeling. Thank you
Yes	Disagree	1) The inclusion of a Policy pertaining to those grandfathered roads and alleys that were closed before this new Roads and Alleys Policy by-law that will include public input before they are deemed surplus and offered for sale. 2) I have concerns with 3.3 The declaration of a closed alley or road as surplus without public input. My thoughts on this matter is based on the assumption, after reading the Alley Closing Policy, that roads or alleys after going through the public process of being closed can be deemed as surplus by the corporation and sold without input from the residents. 3) Consulting with residents , before a road is deemed surplus, may be beneficial to the corporation in determining the possibility of the future need of the closed road for long term growth and development.	1) Oldcastle Road South of Hwy. #3 was closed before this policy and therefore a policy pertaining to it as a (Grandfathered Closed Road) should include public input before it is deemed surplus and offered for sale. 2) Public input would allow for a discussion on the future use of this closed road toward the long term growth and development of the properties between the Oldcastle Road and Walker Rd.

Have you read about the proposed Alley Closing Policy?	Do you agree or disagree with the proposed Alley Closing Policy?	Please provide comments on why you disagree with the Alley Closing Policy.	Comments
Yes	Disagree	Just unnecessary	This town has cost that are greatly unnecessary due to giving the Directors 100% say without councils approval. What needs to happen is that needs to change. So they can stop wasting tax payers money on roofing companies that rip off the town or stupid over spending like a 18 grand heating system that does not work knowing it wouldn't or inefficient spending on staff that take naps on our dimes.
Yes	Disagree	The alley is beneficial for many reasons. Most of the lot widths do not accommodate some of the needed access to back yards. Living on Lesperance I need access to my back yard through the alley especially since the road has been reduced to 2 lanes to accomodate bicycle riders during our 4 months or warm weather. I would argue that these needless changes are causing enough inconvenience to our home to make us reconsider living on Lesperance at all.	The alley is beneficial for many reasons. Most of the lot widths do not accommodate some of the needed access to back yards. Living on Lesperance I need access to my back yard through the alley especially since the road has been reduced to 2 lanes to accomodate bicycle riders during our 4 months or warm weather. I would argue that these needless changes are causing enough inconvenience to our home to make us reconsider living on Lesperance at all.
No	Agree		I for the closing of the alley in for sale to owners
Yes	Disagree	I don't know what you are talking about. You haven't defined what the pilot program IS. Then your error message says to advise why I disagree with the Urban Hens Pilot Program. I'm not writing about that. I'm commenting on the Alley closing Policy. I think your website is screwed up.	1. WHAT Pilot Program? I have read the proposed alley policy, but there is no mention of a Pilot Program. I can't agree or disagree to the Pilot program when you haven't defined or explained what the Pilot Program is. Because I cannot submit my comments without an answer on the Pilot program, I have answered 'disagree' but that might not be true because you haven't said what the pilot program is. 2. Your question above says: "Have you read about the proposed Alley Closing Policy?" What does that mean? Again, the language is unclear. Does it mean have I read about the policy somewhere else? Does it mean have I read the Policy itself? It is very unclear. But I can tell you I DID read the draft of the policy. 2. Policy sec. 4.1 You should define "affected persons". People whose property don't abut the alleyway can be affected by the closure. Perhaps it is used as a shortcut to another street. Closing it would be a hardship to people who use it. Closing it would also make the town less walking and biking friendly. Perhaps the surplus road will be purchased by a developer of the adjacent lot and thus be able to have more space to enlarge his proposed development (ie: McColl st). In such a case, all the people in the neighbourhood are affected, especially the property owners who abut the developer's lot(s). They are affected persons. 3. Policy sec. 4.7 re Notice to be given. To WHOM? It doesn't say to whom. It should be given to the entire neighbourhood. I think this section should be re-written along the lines of: When the surplus alley or road to be closed is adjacent to a large parcel that has the potential to be developed for additional residences, multi unit residential, commercial buildings, etc., then specific, written notice must be given to not only the owners whose property abuts the alley/road to be closed, but also to every property owner who abuts the larger lot that has the potential to be developed. This is essential because a change in the neighbourhood affects a larger circle than just the abutting land owners. The McColl closing is the perfect example: The developer buys the road allowance and then wants to increase the size and scope of his development which affects everyone in the neighbourhood. Without the road property, he wouldn't be able to enlarge his plans, which affect everyone. Had all of his property neighbours been notified of a potential closure, then they could have objected in a timely manner. 4. The policy should also include language that prior to offering the property for sale to abutting landowners, the Town must consider green space alternatives for the property. Perhaps it could be a public gardening and beautification space. The alley/road could be outfitted with permeable surfaces to re-direct storm-water into the ground to assist in proper drainage. An alley in the business area might be used for special public events, like art shows, pop up stores, etc. Bigger cities are doing this more and more.

Alley Closing Policy Survey

November 25, 2019

Have you read about the proposed Alley Closing Policy?	Do you agree or disagree with the proposed Alley Closing Policy?	Please provide comments on why you disagree with the Alley Closing Policy.	Comments
Yes	Disagree	My property is only approximately 30 feet wide, the alley is my only access to my garage for my vehicles. I use it very frequently and I'm really concerned that one day I would not be able to use it for my vehicles. If that was the case my property value would also go down.	I take care of mine and my neighbours alley so it's usable and presentable. Really wish that won't change in the future.
Yes	Agree		We are very interested in purchasing the property behind us. My question if both neighbors backing the alley want the alley property will it be divided? If only one person requests to purchase the alley property. Will the other neighbor backing the alley be notified and given a chance to say yes or no?
Yes	Disagree	I would like clarification of 3.8. We purchased our home knowing we had access to the garage from the alley. There is no access from the front. Secondly, are the total costs for closure of the alley or roadway presented to the effected property owners prior to the property owners having to make a decision? Thank You!	I would like clarification of 3.8. We purchased our home knowing we had access to the garage from the alley. There is no access from the front. Secondly, are the total costs for closure of the alley or roadway presented to the effected property owners prior to the property owners having to make a decision? Thank You!
Yes	Agree		Hello, I have a few recommendations for the Policy from my dealings with the Windsor street and alley closing policy. 10.0 - If possible provide greater clarity as to what will be looked at in determining potential for closure. With Windsor we look at whether the alley serves a commercial property, whether it is used as the only access to a garage that received a permit from the municipality (ie can't remove access), and also whether infrastructure is present that would not be sufficiently protected by an easement. 14.0 - A bit unclear if this is referencing half of the width of the alley. Example, north half of alley is offered to abutting owner on the north and south half is offered to abutting owner on the south. In the event one owner doesn't want their half than the full width is conveyed to the one owner. I believe that is what this point is trying to say as that is how Windsor's policy is. However, their is no reference to "width" in point 14 which makes it less clear. 18.0 - This seems to contradict point 16, where a viable buildable road allowance would follow the Sale of Land By-Law. This point states that no road allowance will be sold to anyone but the abutting property owner, which is not true as point 16 would allow buildable road allowance to be sold on the open market under the Sale of Land By-Law. Point 18 should perhaps say "Under no circumstances will an alley or non-buildable road allowance..." The process for determining cost is not addressed in the policy, but that may develop over time. Additionally, a word of caution is that closures should be completed as close to the same time as the conveyance as possible. In Windsor it is common for an alley to be closed and then never conveyed because the abutting owner does not respond to the request, or the ownership changes and the new owner doesn't want it etc. Closure should not happen until a binding agreement is in place with the abutting owners to purchase the alley. Orphaned alleys can quickly become a problem.
Summary			
Yes - 15	**Agree - 8**		
No - 2	**Disagree - 9**		

The Corporation of the Town of Tecumseh

Corporate Services & Clerk

To: Mayor and Members of Council

From: Laura Moy, Director Corporate Services & Clerk

Date to Council: December 10, 2019

Report Number: CS-2019-45

Subject: Servicing of Monroe Island – 454 Brighton Road, Lakeshore

Recommendations

It is recommended:

That CS-2019-45 regarding servicing of Monroe Island – 454 Brighton Road, Lakeshore **be received;**

And that Administration **be authorized** to negotiate the terms of an Agreement, between the Town of Lakeshore and the owner of 454 Brighton Road for road access and municipal services by way of the owner's lands located at 440 Brighton Road, in the Town of Tecumseh;

And further that terms of negotiation for an Agreement **be predicated** as outlined in CS-2019-45;

And furthermore that once an Agreement has been negotiated, that it **be presented** to Council for consideration and adoption by by-law;

And furthermore over that subject to a request from the Town of Lakeshore, the Town of Tecumseh cooperate to undertake a boundary adjustment to bring Monroe Island into the Town of Tecumseh.

Background

The Town of Lakeshore has received a request from the property owner of 454 Brighton Road to build a single detached dwelling on the property. The property, historically known as Monroe Island, is located in the Pike Creek, immediately south of Old Tecumseh Road and

east of Brighton Road in the Town of Lakeshore (Lakeshore), and borders the Town of Tecumseh (Tecumseh).

Additionally, the property owner also has a Tecumseh address of 440 Brighton Road by virtue of a strip of land owned on the west side of the Creek.

A map of the subject property and 440 Brighton Road is attached as **Appendix 1.**

Over the course of 2019, Administration for Lakeshore approached Tecumseh Administration to assist with the servicing of Monroe Island to facilitate development. A meeting was convened between the CAOs and Mayors of the respective municipalities to discuss options for accommodating the proposed development. Two primary options were identified: 1) entering into an agreement for Tecumseh to service the subject property, or 2) modifying the municipal boundary so that the subject property is in Tecumseh.

Both options were reviewed with the Ministry of Municipal Affairs and Housing which had no objection to either arrangement. The first option would be faster and, given that the property owner is ready to develop, this option was more favourable in the short term. Accordingly, the Town of Lakeshore made the request to Tecumseh earlier this fall attached as **Appendix 2.**

For a longer term solution, it is anticipated that a request will be forthcoming to undertake a boundary adjustment to bring Monroe Island into Tecumseh. This would be the best solution over the long term as the property would effectively be getting all of its municipal services from the Town of Tecumseh once it is developed.

Comments

According to Lakeshore, the subject property is currently zoned RW 1, Residential Waterfront - Watercourse and permits a single detached dwelling, with access on a public road and connections to full municipal services, including sanitary and water services.

There is no current road or driveway access to the subject property and it is not connected to full municipal services.

Given the location of the subject property in the Pike Creek, a bridge would be required for driveway access to Brighton Road. Additionally, servicing connections for sanitary and water services would be required to cross through the Creek.

Lakeshore has acknowledged that Lakeshore and Tecumseh would need to agree on certain "terms and conditions" under which road access could be permitted and municipal services provided from Tecumseh by way of an agreement. Municipal services will include sanitary and water services, fire, police, garbage pick-up, and all other municipal services.

The following are the recommended provisions, in general, of an agreement to be entered into, between the Parties, of which would include the property owner, Lakeshore and Tecumseh, in order to confirm the services to be provided by Tecumseh and all related terms and conditions, as well as fees and service costs to be recovered by Tecumseh.

1. The services provided by Tecumseh include the following:

    a. Sanitary sewage;

    b. Potable water;

    c. Access/driveway to Brighton Road;

    d. Fire;

    e. Police;

    f. Garbage pickup and yard waste; and

    g. Other - deemed municipal services.

2. The property owner being responsible for filing for permits, where necessary (i.e.: items 1a, 1b and 1c) and payment of all applicable fees to Tecumseh.

3. All Planning and Building approvals and the processing of related permits, including inspections, being the sole responsibility of Lakeshore.

4. As 454 Brighton Road is an address in Lakeshore, Lakeshore will change it to be consistent/same as the Tecumseh municipal address - 440 Brighton Road - to ensure proper dispatch of emergency services, including ambulance services provided by the County of Essex.

5. Lakeshore will make an annual payment to Tecumseh in the amount equal to the Tecumseh residential tax rate applied to the assessed value of the subject property for payment of the services provided by Tecumseh.

6. Tecumseh will be paid its 2019 Development Charge of $17,472 (or the applicable amount that is in effect at the time of the building permit being issued by Lakeshore) by either Lakeshore or the property owner.

7. All legal and other costs that may be incurred by Tecumseh will be recovered from either Lakeshore or the property owner.

8. The Agreement be binding on the property owner’s heirs, successors, assigns, etc. and registered on the property’s title in the Land Registry Office for the County of Essex.

Consultations

Financial Services
Planning & Building Services
Public Works & Environmental Services

Financial Implications

The cost for providing municipal services, as described above, would be recovered from a payment made annually to Tecumseh equivalent to the Tecumseh residential property tax rate applied to the assessed value of the subject property.

A payment in the amount of the Tecumseh Development Charge in effect at the time of the issuance of a building permit by Lakeshore (being $17,472 in 2019) would also be made, consistent with any new single unit dwelling residential development in the Town.

The owner would be required to pay all applicable permit fees for storm, sanitary and water service connections.

All legal and other costs that may be incurred by Tecumseh would be recovered from either Lakeshore or the property owner.

Link to Strategic Priorities

Applicable	2019-22 Strategic Priorities
☐	Make the Town of Tecumseh an even better place to live, work and invest through a shared vision for our residents and newcomers.
☒	Ensure that Tecumseh's current and future growth is built upon the principles of sustainability and strategic decision-making.
☐	Integrate the principles of health and wellness into all of Tecumseh's plans and priorities.
☒	Steward the Town's "continuous improvement" approach to municipal service delivery to residents and businesses.
☒	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:

Laura Moy, Dipl. M.M., CMMIII HR Professional
Director Corporate Services & Clerk

Reviewed by:

Tom Kitsos, CPA, CMA, BComm
Director Financial Services & Chief Financial Officer

Reviewed by:

Brian Hillman, MA, MCIP, RPP
Director Planning & Building Services

Reviewed by:

Phil Bartnik, P.Eng.
Director Public Works & Environmental Services

Recommended by:

Margaret Misek-Evans, MCIP, RPP
Chief Administrative Officer

Attachment Number	**Attachment Name**
1	Aerial Map of 440 and 445 Brighton Road (Monroe Island)
2	Letter from Town of Lakeshore

Town of Tecumseh Mapping

Legend

- Address
- Tecumseh Assessment (Tax D 2019 / MPAC Data Sept 15, 20
- MPAC Assessment Sept Q3 2(
- Tecumseh Ownership Sept Q3
- Rail Road
- Tecumseh Street Centreline
- Essex County Streets
- Parks

0 33.84 67.7 Meters

1: 2,030 11/27/2019

Notes

Monroe Island - 454 Brighton - Lakeshore

THIS MAP IS NOT TO BE USED FOR NAVIGATION
Copyright the Town of Tecumseh, 2016. Data herein is provided by the Town of Tecumseh on an 'as is' basis. Assessment parcel provided by Teranet Enterprises Inc. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

Lakeshore
OUR COMMUNITIES. OUR HOME.

October 15, 2019

Town of Tecumseh
917 Lesperance Road
Tecumseh, ON N8N 1W9

Attention: Laura Moy, Director of Corporate Services & Clerk

Dear Ms. Moy,

RE: 454 Brighton Road

At their meeting of August 16, 2019 the Council of the Town of Lakeshore duly passed the following resolution number 382-08-2019.

1. **The Town of Lakeshore encourage access and municipal servicing of this parcel, from the Town of Tecumseh, as it is easier to access (*owner owns additional property on the Tecumseh side*) and service this parcel in the Oxbow, than in the main waterbody of the Pike Creek; and**
2. **The Town of Tecumseh be made aware that the Town of Lakeshore would support servicing this parcel from the Town of Lakeshore, if additional approvals from the Province is problematic to bring this parcel into the Town of Tecumseh's Servicing Area.**

Carried Unanimously

Should you require any additional information with respect to the above matter, please contact the undersigned.

Sincerely,

Kristen Newman
per Director of Legislative and Legal Services

KN/bc

Encl. Report to Council re: 454 Brighton Road dated July 30, 2019

The Corporation of the
Town of Tecumseh

Corporate Services & Clerk

To: Mayor and Members of Council

From: Laura Moy, Director Corporate Services & Clerk

Date to Council: December 10, 2019

Report Number: CS-2019-46

Subject: Management and Non-union Administrative Support Staff and Council Economic Salary Adjustment for 2020

Recommendations

It is recommended:

That an **annual economic adjustment** for 2020 of 2.0% **be approved**, effective January 1, 2020, for the Management and Non-union Administrative Support Staff Salary Schedule (Salary Grid), in accordance with the Compensation and Salary Administration Policy No. 67;

And that an **annual economic adjustment** for 2020 **be approved** as follows, in accordance with By-Law No. 2006-84, as amended, being a by-law to provide for the remuneration of Members of Council:

Mayor	2.0%
Deputy Mayor	0.5%
Councillors	1.0%

Background

Compensation and Salary Administration Policy

The Compensation and Salary Administration Policy No. 67 provides the framework for the annual compensation to be paid to the Management and Non-union Administrative Support Staff.

The Policy is comprised of two components:

1. Annual Economic Adjustment – upon approval by Town Council and reflected in the Salary Grid;

2. Advancement within the Salary Grid for the pay grade of the Management and Non-union Administrative Support Staff employees is based upon completion of the Performance Evaluation, which includes achievement of the objectives established for the year and satisfactory performance in the competencies and demonstrated abilities applied by the employee in their duties for the year, as attested by their Director and the Chief Administrative Officer, in the case of Directors.

In each year, an adjustment to the Salary Grid will be made, to be effective January 1st and in doing so shall be made in accordance with:

- "the Director Corporate Services & Clerk, or designate, surveying the ten (10) comparators used in this report to determine the general percentage increase in the market place. The Director Corporate Services & Clerk can request from our firm the "average/median range adjustments for Municipalities/Public Sector employers. McDowall Associates conducts a Public/Not-for-Profit Salary Planning Survey and publishes results for positions typically in the fall of each year. Council can determine the percentage adjustment for the Town of Tecumseh salary ranges having regard to the external pay market, negotiated increases, compression and ability to pay. Any changes to salary ranges will be recommended and approved through the annual Budget process."[1]

Movement through the salary grid by an employee should be based on delivery of successful performance for the year prior. Successful performance, as defined and measured in a performance management program, would provide the employee with a one-step movement.

Comments

Salary Grid

The 2015 Salary Grid for the Non-union Management Group was approved by the Personnel Committee in October 2015. The Salary Grid was approved based on the Gallagher McDowall Associates Report Outlining the Result of a Compensation and Pay Equity Review for Non-

[1] Gallagher McDowall Associates Report Compensation and Pay Equity Review for Non-union Positions, dated October 9, 2015, accepted by Council October 13, 2015

union Positions, dated October 9, 2015 (McDowall Report). The Salary Grid is comprised of ten (10) classification levels, with each of the classifications having five (5) salary steps allowing for a 4.0% increase at each step.

Economic Adjustment

According to Statistics Canada the Ontario CPI increase for September 2019 over September 2018 was 1.9%. OMERS announced that pensions will increase by 1.89%.

The recently negotiated Collective Bargaining Agreements for CUPE Locals 702.1 (Full-time Outside), 702.2 (Full-time Inside) and 702.5 (Part-time Inside) provide for annual increase and benefit enhancements of 2.0% for the union staff in these bargaining units. The current Employment Agreement for Tecumseh Firefighters' Association (TFA) also provides for an annual salary increase of 2.0% in 2020.

The economic increases for the ten comparator municipalities used in the McDowall Report are not yet fully known at this time. The information currently available from the comparators range from 1.5% to 2.0%.

Grid Advancement Based on Performance

Evaluations are being carried out for each Management and Non-Union Administrative Support Staff on their respective achievement of objectives, recognized job performance and productivity in relation to certain established criteria and organizational objectives, in 2019.

Step increases may be recommended by Directors, for their respective management and non-union support staff, and the Chief Administrative Officer, for all Directors, who are not currently at job rate.

Council

By-law No. 2006-84, as amended by By-law No. 2019-62, sets out the annual salary for the Mayor and Members of Council and provides for an annual salary adjustment equal to the economic adjustment awarded to non-union employees of the Corporation and that:

> "The economic adjustment for the Mayor, Deputy Mayor and Councillor positions in 2019, and future years, be varied to normalize the base pay for the three positions in order to be more aligned with the comparator practice and the 65th percentile: 100% of the economic adjustment for the Mayor, 50% for Councillors and 25% for Deputy Mayor."

Consultations

County of Essex
Local Municipalities
OMERS
Director Financial Services & Treasurer

Financial Implications

A 2.0% economic adjustment has been included in the 2020 approved budget.

Link to Strategic Priorities

Applicable	2019-22 Strategic Priorities
☒	Make the Town of Tecumseh an even better place to live, work and invest through a shared vision for our residents and newcomers.
☐	Ensure that Tecumseh's current and future growth is built upon the principles of sustainability and strategic decision-making.
☒	Integrate the principles of health and wellness into all of Tecumseh's plans and priorities.
☒	Steward the Town's "continuous improvement" approach to municipal service delivery to residents and businesses.
☒	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:

Laura Moy, Dipl. M.M., CMMIII HR Professional
Director Corporate Services & Clerk

Reviewed by:

Tom Kitsos, CPA, CMA, BComm
Director Financial Services & Chief Financial Officer

Recommended by:

Margaret Misek-Evans, MCIP, RPP
Chief Administrative Officer

Attachment Number	**Attachment Name**
None	None

The Corporation of the Town of Tecumseh

Financial Services

To: Mayor and Members of Council

From: Tom Kitsos, Director Financial Services & Chief Financial Officer

Date to Council: December 10, 2019

Report Number: FS-2019-14

Subject: Administrative Fees and Charges 2020

Recommendations

It is recommended:

That By-law #2019-81 being a by-law prescribing a tariff of administrative fees and charges for 2020 **be approved**.

Background

Council has annually approved an Administrative Fees and Charges by-law to be charged by departments for various municipal goods, programs and services.

As part of the 2006 budget process Council approved annually increasing fees and charges reflective of the previous year's Consumer Price Index (CPI) increase.

Comments

As per Council's direction, fees and charges are raised annually to reflect the increase in CPI over the course of the year. The CPI increase for September 2019 over September 2018 is 1.9% (2018 over 2017 was 2.2%) based on the Ontario All Items Index.

Administration did review circumstances where an increase or other adjustment not equal to CPI might be considered including where:

- Fees have not changed for a number of years
- The current fee does not cover all municipal costs
- A new fee for service would be appropriate, and

- Fees are not competitive with other service providers

Fees covered by specific legislation, i.e. water, wastewater and building permit fees, are dealt with separately.

A complete list of rates comparing 2020 proposed and 2019 actual rates are attached as schedules “A” to “H” of by-law 2019-81.

Specific changes to the Fees and Charges Schedules are highlighted below, including:

A. Rate changes not equal to the general CPI rate increase, as a result of one of the following:
   - Pricing methodology, i.e. round-dollar increments either before or after applicable taxes to facilitate marketing or cash handling respectively
   - Actual service/product costs
   - Matching competitor rates
   - Rates had not changed for several years

B. New Fees and Charges

Schedule A: General Administration

A. Rate changes not equal to the general CPI rate increase

   Archival Research – Adjusted to reflect hourly labour rate only.

B. New Fees and Charges

   Fees added for Photocopies (colour), Maps, plans on plotter (colour), Refund or Misdirected Payment Fee and By-Law Enforcement Administration Fee.

Schedule B: Fire Department

A. Rate changes not equal to the general CPI rate increase

   Fire assistance for private standby – Adjusted to match Confined Space Rental (c).

B. New Fees and Charges

   False Alarm Registration and At Fault False Alarm fees added to this schedule to coincide with By-law 2019-75, which was recently updated.

Schedule C: Police Services

A. Rate changes not equal to the general CPI rate increase

   Criminal Record Check, Duplicate Copy of Record Check, Occurrence Confirmation Reports, Technical Traffic Collision Report and Reconstruction Report – Adjusted to reflect increase to OPP Fee Schedule.

Schedule D: Planning Department

A. Rate changes not equal to the general CPI rate increase

   All fees increased by inflation then rounded up/down to nearest $25-dollar increment. Fees are generally in line with, or below those of the majority of municipalities in the region.

Schedule E: Public Works

A. Rate changes not equal to the general CPI rate increase

   All fees increased by inflation then rounded up/down to nearest $1 increment.

Schedule F: Parks and Recreation

A. Rate changes not equal to the general CPI rate increase

   Park Pavilion Rental, Parks Commemorative Program, Special Event Lakewood, Lacasse and McAuliffe Parks, Public Swim – Rates maintained at 2019 level.

   All other fees increased by inflation then rounded up/down to round increments to facilitate marketing and/or cash handling.

   Ice Rental Municipal or Municipal Partnership Program Apr – Aug – reduced to zero.

Schedule G: Water Department

A. All fees maintained at 2019 level.

Schedule H: Tecumseh Transit

A. Rate changes not equal to the general CPI rate increase

   Single Fare – Rates increased by $0.25. First rate increase since program inception.

   Monthly Pass – Rates increased by $5. First rate increase since program inception.

Consultations

All Departments

Financial Implications

The net revenue impact from the recommended changes in Administrative Fees and Charges has been included in the 2020 proposed budget.

Link to Strategic Priorities

Applicable	2019-22 Strategic Priorities
☐	Make the Town of Tecumseh an even better place to live, work and invest through a shared vision for our residents and newcomers.
☒	Ensure that Tecumseh's current and future growth is built upon the principles of sustainability and strategic decision-making.
☐	Integrate the principles of health and wellness into all of Tecumseh's plans and priorities.
☒	Steward the Town's "continuous improvement" approach to municipal service delivery to residents and businesses.
☐	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:

Tom Kitsos, CPA, CMA, BComm
Director Financial Services & Chief Financial Officer

Recommended by:

Margaret Misek-Evans, MCIP, RPP
Chief Administrative Officer

Attachment Number	**Attachment Name**
1	Schedule A: General Administration
2	Schedule B: Fire Department
3	Schedule C: Police Services
4	Schedule D: Planning Department
5	Schedule E: Public Works
6	Schedule F: Parks and Recreation
7	Schedule G: Water Department
8	Schedule H: Tecumseh Transit

SCHEDULE A - General Administration

By-Law No. 2019-81

TYPE OF FEE	2020 FEES	2019 FEES	HST
Archival Research - per hour or part thereof with a minimum fee of one hour plus cost of photocopying or plotting	$ 40.00	$ 153.42	Y
Photocopies (per page)	-	-	-
a) 11inch X 17 inch	$ 0.66	$ 0.64	Y
b) 11inch X 17 inch (Colour)	$ 2.65	$ -	Y
c) 8-1/2 inch x 11 inch	$ 0.18	$ 0.33	Y
d) 8-1/2 inch x 11 inch (Colour)	$ 1.33	$ -	Y
e) 8-1/2 inch x 14 inch	$ 0.62	$ 0.58	Y
f) 8-1/2 inch x 14 inch (Colour)	$ 1.77	$ -	Y
g) Bound publications	$ 8.85	$ 6.00	Y
Maps, plans on plotter - per square foot	$ 3.54	$ 3.33	Y
Maps, plans on plotter - per square foot (Colour)	$ 6.20	$ -	
Large Format Scanning - per square foot	$ 4.20	$ 2.34	Y
Geo-referenced data (reference Policy #43)	-	-	-
a) Each Segment (layer)	20% of cost	20% of cost	Y
b) Per parcel/entity	$ 0.20	$ 0.20	Y
c) Data production service fee	$ 55.39	$ 53.38	Y
Digital data on CD/DVD	$ 55.39	$ 53.38	Y
Compliance Reports	-	-	-
a) Building	$ 77.00	$ 76.00	N
b) Fire	$ 67.25	$ 66.00	N
c) Public Works	$ 67.00	$ 66.00	N
d) Tax Certificates	$ 72.00	$ 70.00	N
Municipal Paraphernalia	-	-	-
a) Town pins - each	$ 0.44	$ 0.44	Y
b) Town golf shirts - each	$ 22.79	$ 22.79	Y
c) Fleece Blanket	$ 18.36	$ 18.36	Y
d) Baseball Caps	$ 9.29	$ 9.29	Y
e) Coffee mugs	$ 4.69	$ 4.69	Y
f) Town of Tecumseh flags	$ 33.76	$ 33.76	Y
g) Canadian flags	$ 34.20	$ 34.20	Y
h) Ontario flags	$ 53.54	$ 53.54	Y
Return Cheque	$ 29.00	$ 28.00	N
Burial permit	$ 15.00	$ 15.00	N
Marriage License	$ 130.00	$ 130.00	N
Marriage Solemnization - Weekends & Holidays	$ 350.00	$ 350.00	Y
Marriage Solemnization - Weekdays	$ 250.00	$ 250.00	Y
Marriage Rehearsal	$ 50.00	$ 50.00	Y
Reprint Tax Bills	$ 10.00	$ 10.00	N
Tax Registration administration fee (plus costs)	$ 255.00	$ 250.00	N
Refund or Misdirected Payment Fee	$ 20.00	$ -	N
By-Law Enforcement Administration Fee	-	-	-
Corrective work performed under any Town of Tecumseh By-law	$ 125.00	$ -	N

SCHEDULE B - Fire Department By-law No. 2019-81

Report No.: FS-2019-14

Administrative Fees and Charges 2020

TYPE OF FEE	2020 FEES	2019 FEES	HST
Property Inspection by request; Determination of occupancy; New construction (Ontario Building Code); Licensing (Liquor Licensing Board of Ontario); Change in property use (per inspection)			
a) Sq. Ft from 0 to 2,500	$ 70.06	$ 68.75	Y
b) Sq. Ft from 2,501 to 5,000	$ 102.39	$ 100.48	Y
c) Sq. Ft. from 5,001 to 10,000	$ 150.94	$ 148.13	Y
d) Sq. Ft. from 10,001 to 20,000	$ 269.56	$ 264.53	Y
e) Sq. Ft. from 20,001 and over	$ 404.34	$ 396.80	Y
Fire assistance for private standby beyond normal fire protection at Commercial or industrial premises: Per hour per manned apparatus	$ 465.42	$ 444.41	Y
Risk Safety Management Plan Review Level 1 Propane Facility (per review)	$ 231.79	$ 227.47	Y
Risk Safety Management Plan Review Level 2 Propane Facility **** Note 1** (per review)	$ 1,768.21	$ 1,735.24	
Engineering Peer Review of RSMP Submits	at cost	at cost	
Daycare Inspection License approval (each)	$ 70.06	$ 68.75	Y
Daycare Inspection License Approval follow-up (each)	$ 26.94	$ 26.44	Y
Fire Inspection of apartments, boarding and lodging houses made under retrofit apartments in single family dwelling (per request)			
a) Owner's Request	$ 269.56	$ 264.53	Y
b) From Complaint	$ 404.34	$ 396.80	Y
c) Orders Issued	$ 404.34	$ 396.80	Y
Fire flow testing private hydrants or request for flow test information (per test)	$ 70.06	$ 68.75	Y
Fire Scene photographs on disc (per incident)	$ 9.71	$ 9.53	Y
Room Rental (per day)	$ 145.55	$ 142.84	Y
Training Tower Rental			Y
a) Building Rental (per day)	$ 345.01	$ 338.58	Y
b) Staffing (Other duties rate per hour)	2 FF	2 FF	Y
Smoke House Rental			
a) Building Rental (per day)	$ 452.80	$ 444.36	Y
b) Staffing (Other duties rate per hour)	2 FF	2 FF	Y
c) Materials (per day)	$ 113.18	$ 111.07	Y
Confined Space Rental			
a) Building Rental (per day)	$ 458.23	$ 449.69	Y
b) Staffing (Other duties rate per hour)	2FF	2FF	Y
c) 1Fire Vehicle Standby with 4 Firefighters (per hour)	$ 465.42	$ 467.72	Y
False Alarm			
a) False Alarm Registration	$ 25.00	$ 25.00	N
b) At Fault False Alarm - MTO Rate	$ 465.42	$ 300.00	N

SCHEDULE C - Police Services By-Law No. 2019-81

Report No.: FS-2019-14

Administrative Fees and Charges 2020

TYPE OF FEE	2020 FEES	2019 FEES	HST
Criminal Record, Police Record & Vulnerable Sector Check - Employment	$ 41.00	$ 25.00	N
Duplicate Copy of Criminal and Police Record Check	$ 9.74	$ 4.43	Y
Criminal Record, Police Record & Vulnerable Sector Check - Volunteer	no charge	no charge	n/a
Occurrence Confirmation Reports/Incident Reports	$ 52.21	$ 37.39	Y
Technical Traffic Collision Report	$ 794.69	$ 500.00	Y
Reconstructionist Report	$ 1,527.43	$ 1,000.00	Y
Alarm Registration Fee	$ 25.00	$ 25.00	N
At Fault False Alarm Fee	$ 100.00	$ 100.00	N

SCHEDULE D

By-Law No. 2019-81 - Planning Department

TYPE OF FEE		2020 FEES	2019 FEES	HST
Application for Consent per severed lot **See Note 1**		$ 625.00	$ 600.00	N
Change a Conditional approval		$ 150.00	$ 150.00	N
Special Meeting Fee		$ 625.00	$ 600.00	N
Application Fee Minor Variance		$ 625.00	$ 600.00	N
Application Fee Official Plan Amendment	Fee	$ 2,200.00	$ 2,120.00	N
	Deposit	$ 500.00	$ 500.00	
	Total	**$ 2,700.00**	**$ 2,620.00**	
Application Fee Zoning By-law Amendment Regulation	Fee	$ 2,200.00	$ 2,120.00	N
	Deposit	$ 500.00	$ 500.00	
	Total	**$ 2,700.00**	**$ 2,620.00**	
Application Fee Zoning By-law Amendment Minor **See Note 2**	Fee	$ 1,100.00	$ 1,075.00	N
	Deposit	$ 250.00	$ 250.00	
	Total	**$ 1,350.00**	**$ 1,325.00**	
Application Fee Holding removal By-law		$ 775.00	$ 750.00	N
Application Fee Temporary Use By-law	Fee	$ 1,100.00	$ 1,075.00	N
	Deposit	$ 250.00	$ 250.00	
	Total	**$ 1,350.00**	**$ 1,325.00**	
Application Fee Renewal Temporary Use By-law		$ 775.00	$ 750.00	N
Application Fee Plan of Sub-division/Condominium	Fee	$ 2,200.00	$ 2,120.00	N
	Deposit	$ 500.00	$ 500.00	
	Total	**$ 2,700.00**	**$ 2,620.00**	
Application Fee Part Lot Control By-law		$ 775.00	$ 750.00	N
Application Fee Development Control Agreement New	Fee	$ 2,200.00	$ 2,120.00	N
	Deposit	$ 3,500.00	$ 3,500.00	
	Total	**$ 5,700.00**	**$ 5,620.00**	
Application Fee Development Control Agreement Amendment	Fee	$ 1,100.00	$ 1,075.00	N
	Deposit	$ 500.00	$ 500.00	
	Total	**$ 1,600.00**	**$ 1,575.00**	
Application Fee Site Plan Control Agreement new	Fee	$ 2,200.00	$ 2,120.00	N
	Deposit	$ 500.00	$ 500.00	
	Total	**$ 2,700.00**	**$ 2,620.00**	
Application Fee Site Plan Control Agreement Major	Fee	$ 1,100.00	$ 1,075.00	N
	Deposit	$ 500.00	$ 500.00	
	Total	**$ 1,600.00**	**$ 1,575.00**	
Application Fee Site Plan Control Agreement Minor **See Note 3**	Fee	$ 775.00	$ 750.00	N
	Deposit	$ 500.00	$ 500.00	
	Total	**$ 1,275.00**	**$ 1,250.00**	

Note 1: Where multi-lot development is proceeding by consent, one application and $625.00 fee will be required per each new, individual lot proposed to be created.

Note 2: A minor zoning by-law amendment application is proposed to include the following: For sites currently zoned Agricultural - any addition to the permitted range of users; for sites already zoned - any change to existing regulations.

Note 3: Upon the depletion of the $500.00 deposit amount required to cover the costs for outside technical services (including but not limited to, engineering and legal services), the applicant will be required to submit an additional deposit of $500.00. All costs incurred by the Town for outside technical services over and above the deposit will be reimbursed to the Town by the applicant

SCHEDULE E - Public Works
By-Law No. 2019-81

TYPE OF FEE		2020 FEES	2019 FEES	HST
Sanitary Sewer Inspections		-	-	
a) within road and 5 ft back of curb	Fee	$ 143.00	$ 140.00	N
	Indemnity	$ 2,000.00	$ 2,000.00	
	Total	**$ 2,143.00**	**$ 2,140.00**	
b) beyond 5 ft back of curb	Fee	$ 143.00	$ 140.00	N
	Indemnity	$ 1,000.00	$ 1,000.00	
	Total	**$ 1,143.00**	**$ 1,140.00**	
Storm Sewer Inspections		-	-	
a) within road and 5 ft back of curb	Fee	$ 143.00	$ 140.00	N
	Indemnity	$ 2,000.00	$ 2,000.00	
	Total	**$ 2,143.00**	**$ 2,140.00**	
b) beyond 5 ft back of curb	Fee	$ 143.00	$ 140.00	N
	Indemnity	$ 1,000.00	$ 1,000.00	
	Total	**$ 1,143.00**	**$ 1,140.00**	
Curb Cuts	Fee	$ 72.00	$ 70.00	N
	Indemnity	$ 500.00	$ 500.00	
	Total	**$ 572.00**	**$ 570.00**	
Road Crossings	Fee	$ 281.00	$ 275.00	N
	Indemnity	$ 2,000.00	$ 2,000.00	
	Total	**$ 2,281.00**	**$ 2,275.00**	
Culverts	Fee	$ 143.00	$ 140.00	N
	Indemnity	$ 500.00	$ 500.00	
	Total	**$ 643.00**	**$ 640.00**	
Weed cutting		-	-	
a) minimum charge		$ 345.00	$ 300.00	Y
b) hourly rate		$ 398.00	$ 345.00	Y
Construct a paved driveway entrance	Fee	$ 143.00	$ 140.00	N
	Indemnity	$ 1,000.00	$ 1,000.00	
	Total	**$ 1,143.00**	**$ 1,140.00**	
Construct an unpaved driveway entrance	Fee	$ 143.00	$ 140.00	N
	Indemnity	$ 500.00	$ 500.00	
	Total	**$ 643.00**	**$ 640.00**	
Signs		-	-	
a) Handicap, Fire Route & No Parking		$ 61.00	$ 60.00	N
b) Sign Posts		$ 61.00	$ 60.00	N
General labour charges per hour		$ 76.11	$ 75.00	Y
Drainage Tiles Inspection		$ 66.00	$ 65.00	N
Municipal Drain Apportionment Agreement		$ 185.00	$ 182.00	N

SCHEDULE F - Parks and Recreation
BY-Law No 2019-81

TYPE OF FEE	2020 FEES	2019 FEES	HST
Pavilion Rental			
a) Private Use	$ 119.00	$ 119.00	Y
b) Commercial Corporations	$ 204.00	$ 204.00	Y
c) School Use	$ 60.00	$ 60.00	Y
d) Lacasse Pavillion/Leisure Pool Rental Combo	$ 60.00	$ 60.00	Y
Room Rentals - Arena			
a) Affiliated Comm. Organizations (Local Non-profit) (Flat)	$ 42.00	$ 41.00	Y
b) Private use - Horwood Room (Flat)	$ 140.00	$ 138.00	Y
c) Private use - Horwood Room (Hourly)	$ 28.50	$ 28.50	Y
d) Private use - Centre Ice Room (Flat)	$ 158.00	$ 158.00	Y
e) Private use - Centre Ice Room (Hourly)	$ 33.50	$ 33.50	Y
f) Private use - Centre Ice Room Seasonal Contract (Hourly)	$ 32.00	$ 31.00	Y
g) Private use - Boardroom (Hourly)	$ 15.30	$ 15.00	Y
h) Lobby (Flat)	$ 25.00	$ 25.00	Y
i) Kitchen (Flat)	$ 25.00	$ 25.00	Y
j) Security Deposit for Alcohol Rentals	$ 100.00	$ 100.00	N
k) Facility Staff Set-Up & Clean-Up	$ 31.00	$ 30.00	Y
Audio Visual Equipment			
a) Overhead Projector & screen / DVD Player	$ 25.50	$ 25.00	Y
b) Podium/Sound System	$ 25.50	$ 25.00	Y
c) Movie Screen System (4-hours)	$ 260.00	$ 250.00	Y
Room Rentals - Optimist Club			
a) Affiliated Comm. Organizations (Local Non-profit) (Flat)	$ 42.00	$ 41.00	Y
b) Private use - 1 Room (Flat)	$ 145.00	$ 145.00	Y
c) Kitchen	$ 25.00	$ 25.00	Y
d) Private Use - 1-Room (Hourly)	$ 31.50	$ 31.50	Y
e) Private Use - 2-Room (Hourly)	$ 50.00	$ 50.00	Y
f) Entire Building - All Day Use	$ 265.00	$ 265.00	Y
g) Security Deposit for Alcohol Rentals	$ 100.00	$ 100.00	N
Parks Commemorative Program			
a) Park Bench with new concrete pad	$ 2,000.00	$ 2,000.00	N
b) Park Bench existing	$ 1,600.00	$ 1,600.00	N
c) Tree Planting donation	$ 500.00	$ 500.00	N
Court Keys			
a) Tennis Court	$ 26.50	$ 26.00	Y
b) Tennis Court (1/2 season starting Sept. 1st)	$ 13.25	$ 13.00	Y
c) Pickleball/per person	$ 26.50	$ 26.00	Y
d) Pickleball/per person (1/2 season starting Sept. 1st)	$ 13.25	$ 13.00	Y
e) Tennis/Pickleball Combo Key/per person	$ 42.00	$ 41.00	Y
f) Tennis/Pickleball Combo Key/per person (1/2 season)	$ 21.00	$ 20.50	Y
g) Lost Key Replacement	$ 10.00	$ 10.00	Y
Special Event - Lakewood Park			
Special Event 1 day (Non-Paid Admission Events)*	$ 500.00	$ 500.00	Y
Special Event 1 day	$ 1,000.00	$ 1,000.00	Y
Special Event 2 day	$ 1,750.00	$ 1,750.00	Y
Special Event 3 day	$ 2,250.00	$ 2,250.00	Y
Special Event 4 day	$ 2,750.00	$ 2,750.00	Y
Wedding Ceremonies (Lakewood South)	$ 250.00	$ 250.00	Y
Wedding Receptions (Lakewood South)	$ 750.00	$ 750.00	Y
Special Event - Lacasse Park/McAuliffe Park			
Special Event 1 day (Non-Paid Admission Events)	$ 500.00	$ 500.00	Y
Special Event 1 day	$ 750.00	$ 750.00	Y
Non-profit Triathalon/Cross country/Walkathon Park			
Rental (per hour - maximum 5 hours)	$ 87.50	$ 86.00	Y
School (per hour - maximum 5 hours)	$ 52.00	$ 51.00	Y
Additional Special Event Charges			
Special Event - Hosted in Municipal Parking Lot	$ 200.00	$ 195.00	Y
Building Key Deposit	$ 200.00	$ 200.00	Y
Security Deposit for Noise Bylaw Exemptions	$ 500.00	$ 500.00	N
Mapping services (IT Department) - 3 hours	$ 135.00	$ 135.00	Y

SCHEDULE F - Parks and Recreation
BY-Law No 2019-81

TYPE OF FEE	2020 FEES	2019 FEES	HST
Food/Beverage Sales	$ 260.00	$ 255.00	Y
Greenspace Parking	$ 1,000.00	$ 1,000.00	Y
Greenspace Parking - damage deposit	$ 500.00	$ 500.00	N
Special Event Hydro (Per day)	$ 200.00	$ 200.00	Y
Garbage collection Town Staff (per can/per day)	$ 3.00	$ 3.00	Y
Special Event Set-up & Take down (per day)	$ 320.00	$ 315.00	Y
Special Event Tent rental (15'x15' - 1 - 3 days)	$ 230.00	$ 225.00	Y
Temporary Stage	$ 300.00	$ 300.00	Y
Security Fencing: 8ft high x 6ft wide Panels 4ft high x 7ft wide Panels			
a) Per Panel (1 - 5 day event) delivered only	$ 3.75	$ 3.65	Y
b) Per Panet (1 month) delivered only	$ 7.00	$ 6.75	Y
c) Per Panel (1 - 5 day event) installed	$ 6.00	$ 5.75	Y
d) Per Panel (1 month) installed	$ 9.25	$ 9.00	Y
Sports Fields rental (Max 4 hr block)			
Ball Diamond - Adult	$ 36.28	$ 35.00	Y
Ball Diamond - Youth	$ 21.24	$ 20.50	Y
Ball Diamond with lights - Adult	$ 56.64	$ 55.00	Y
Ball Diamont with lights - Youth	$ 35.40	$ 34.00	Y
Soccer Pitch - Adult	$ 36.28	$ 35.00	Y
Soccer Pitch - Youth	$ 21.24	$ 20.50	Y
User Group: per registrant (Ball/Soccer)	$ 5.00	$ 5.00	N
Ice Rental - hourly			
Ice Rental - Prime Time **(effective April 1)**	$ 172.88	$ 171.50	Y
Ice Rental - Non- Prime Time **(Starting April 1)**	$ 137.48	$ 136.50	Y
1-8 people: Non-Prime 6am-3pm (Party / small group instruction)	$ 118.01	$ 116.50	Y
1/2 Ice: Ice barriers mandatory (max 8 players excluding coaches)	$ 78.03	$ 77.50	Y
Summer Weekend Sat/Sun	$ 118.01	$ 116.50	Y
Tournament/Event booking 35 hrs or more April - Aug	$ 118.01	$ 116.50	Y
Municipal or Municipal partnership program Apr - Aug	$ -	$ 116.50	Y
Lifecycle Hourly Capital Surcharge	$ 5.00	$ 5.00	Y
Lifecycle Hourly Capital Surcharge for 1/3 and 1/2 ice	$ 2.50	$ 2.50	Y
Public Skating			
Open/Parent & Tot/Adult Skate	$ 3.54	$ 3.54	Y
Open/Parent & Tot/Adult Skating Card (10 skates + 5 bonus)	$ 35.40	$ 35.40	Y
Family rate (up to 5)	$ 11.06	$ 11.06	Y
Figure Skating Practice (day use if available)	$ 8.85	$ 8.85	Y
Sponsorship (per hour)	$ 265.49	$ 255.00	Y
Weekend Public Skating - Individual	$ 4.43	$ 4.42	Y
Weekend Public Skating - Family (up tp 5 people)	$ 13.27	$ 13.27	Y
Weekend Public Skating - Individual Season Pass	$ 70.80	$ 70.80	Y
Weekend Public Skating - Family Season Pass	$ 212.39	$ 212.39	Y
Shinny Hockey (per person)	$ 7.08	$ 7.08	Y
Shinny Weekday Card	$ 70.80	$ 70.80	Y
Senior Shinney Hockey	$ 4.43	$ 4.42	Y
Arena Floor (Non ice rentals)			
a) Special Events (Not for Profit per hour)	$ 100.00	$ 97.00	Y
b) Lacross/ball hockey/inline skating etc (per hour)	$ 68.14	$ 67.00	Y
c) Commercial Rental (per day)	$ 1,528.50	$ 1,500.00	Y
d) Multiple Day Rental (to be negotiated)	Negotiated	Negotiated	Y
Program/Rental Administration Fees			
a) Program Transfer/Withdrawal Fee	$ 11.06	$ 10.62	Y
b) Rental Cancellation Fee	$ 26.55	$ 26.00	Y
c) Re-print Receipts	$ 6.77	$ 6.64	Y
Marketing and Advertising			
a) Ice Resurfacer Wrap - 3 year (Fee plus cost of wrap production/installation)	$ 5,100.00	$ 5,000.00	Y
b) In-Ice Advertising	$ 1,000.00	$ 1,000.00	Y

SCHEDULE F - Parks and Recreation
BY-Law No 2019-81

TYPE OF FEE	2020 FEES	2019 FEES	HST
c) Rink Boards	$ 600.00	$ 600.00	Y
d) 2nd Rink Board	$ 500.00	$ 500.00	Y
e) Illuminated Wall Panel 3' X 15'	$ 1,600.00	$ 1,600.00	Y
f) Illuminated Wall Panel 5' x 9'	$ 1,200.00	$ 1,200.00	Y
g) Illuminated Wall Panel 5' x 5' (A-Side) / '4x8' (B-Side)	$ 1,000.00	$ 1,000.00	Y
h) Activity Guide Ad - Full Page Outside Back Cover	$ 500.00	$ 500.00	Y
i) Activity Guide Ad - Full Page Inside	$ 300.00	$ 300.00	Y
j) Activity Guide Ad - 1/2 page	$ 200.00	$ 200.00	Y
k) Activity Guide Ad - 1/4 page	$ 100.00	$ 100.00	Y
l) Activity Guide Ad - Full Page - Inside Cover	$ 400.00	$ 400.00	Y
Pool Rentals			
a) Pool with max 24 persons	$ 70.80	$ 70.00	Y
b) Pool with max 49 persons	$ 115.04	$ 115.00	Y
c) Pool with max 74 persons	$ 141.59	$ 140.00	Y
d) Pool with max 100 persons	$ 176.99	$ 175.00	Y
e) Pool & Slide with max 24 persons	$ 123.89	$ 120.00	Y
f) Pool & Slide with max 49 persons	$ 168.14	$ 165.00	Y
g) Pool & Slide with max 74 persons	$ 194.69	$ 190.00	Y
h) Pool & Slide with max 100 persons	$ 230.09	$ 225.00	Y
i) Pool & Tot Pool with max 24 persons	$ 110.62	$ 110.00	Y
j) Pool & Tot Pool with max 49 persons	$ 154.87	$ 150.00	Y
k) Pool & Tot Pool with max 74 persons	$ 190.27	$ 185.00	Y
l) Pool & Tot Pool with max 100 persons	$ 207.97	$ 205.00	Y
m) Pool, Tot Pool and Slide with max 24 persons	$ 163.72	$ 160.00	Y
n) Pool, Tot Pool & Slide with max 49 persons	$ 203.54	$ 200.00	Y
o) Pool, Tot Pool & Slide with max 74 persons	$ 238.94	$ 235.00	Y
p) Pool, Tot Pool & Slide with max 100 persons	$ 252.21	$ 250.00	Y
q) Pool, Tot Pool & Slide full capacity (224)	$ 309.73	$ 305.00	Y
r) Training Room (Hourly)	$ 29.20	$ 28.50	Y
Leisure Pool Birthday Party Packages (additional fees will be applied for food & beverages)			
a) One Pool with Party Room & Staff	$ 119.47	$ 117.00	Y
b) One Pool & Slide with party Room & Staff	$ 172.57	$ 170.00	Y
c) Two Pools with Party Room & Staff	$ 159.29	$ 155.00	Y
d) Two Pools & Slide with Party Room & Staff	$ 212.39	$ 205.00	Y
e) Recreation Swim with Party Room & Staff	$ 103.54	$ 102.00	Y
f) Recreation Swim & Slide with Party Room & Staff	$ 127.43	$ 125.00	Y
Public Swim			
a) Tot Time - Adult and 1 child	$ 3.98	$ 3.98	Y
b) Tot Time - each additional child	$ 1.77	$ 1.77	Y
c) Open Rec Swim - Individual	$ 3.10	$ 3.10	Y
d) Open Rec Swim - Family (max 5)	$ 9.74	$ 9.74	Y
e) Adult Length	$ 3.98	$ 3.98	Y
f) Aquafit	$ 3.98	$ 3.98	Y
g) Waterslide	$ 1.77	$ 1.77	Y
h) Sponsorship (per hour)	$ 309.73	$ 300.00	Y
Swim Card Passes Access to Recreation Swim Programs (12 ticket entries per card)			
a) Tot Time - Adult and 1 Child	$ 39.82	$ 39.82	Y
b) Open Rec Swim (Individual)	$ 30.97	$ 30.97	Y
c) Open Rec Swim (Family) (max 5)	$ 97.35	$ 97.35	Y
d) Adult Lengths	$ 39.82	$ 39.82	Y
e) Aquafit	$ 39.82	$ 39.82	Y
f) Waterslide	$ 17.70	$ 17.70	Y
Seasonal Swim Passes Access to all Rec Swims for the summer (Tot Time, Adult Length, Aquafit, Open)			
a) Individual Pass	$ 66.37	$ 61.06	Y
b) Individual Pass (1/2 season starting August 1st)	$ 33.19	$ 30.53	Y
c) Family Pass (max 5)	$ 141.59	$ 137.17	Y

SCHEDULE F - Parks and Recreation
BY-Law No 2019-81

TYPE OF FEE	2020 FEES	2019 FEES	HST
d) Family Pass (max 5) (1/2 season starting August 1st)	$ 70.80	$ 68.58	Y
Aquatic Programs - "Learn to Swim" (Fee assumes 10 classes)			
a) Parent & Tot	$ 75.00	$ 72.50	N
b) Preschool	$ 80.00	$ 75.00	N
c) Rookie/Ranger/Star	$ 75.00	$ 72.50	N
d) Swimmer (Swimmer 1-2: 30 min. class)	$ 75.00	$ 72.50	N
e) Swimmer (Swimmer 3-6: 45 min. class)	$ 80.00	$ 75.00	N
f) Swimmer H40 ratio 1:4	$ 100.00	$ 95.00	N
g) Bronze Star	$ 90.27	$ 88.50	Y
h) Bronze Medallion	$ 181.42	$ 181.42	Y
i) Bronze Cross	$ 123.89	$ 119.47	Y
j) Swim Teams	$ 200.00	$ 200.00	N
k) NLS Lifeguard	$ 269.91	$ 265.49	Y
l) Semi-Private Swim Lessons (3 persons, each pay) per 30 min. session	$ 9.73	$ 8.85	Y
m) Semi-Private Swim Lessons (2 persons, each pay) per 30 min. session	$ 13.27	$ 12.39	Y
n) Private Swim Lessons per 30 min. session	$ 24.78	$ 23.89	Y
o) Adult Swim Lessons Level 1	$ 70.80	$ 64.16	Y
p) Adult Swim Lessons - Level 2/3	$ 66.37	$ 66.37	Y
q) Assistant Instructor	$ 119.47	$ 115.04	Y
r) Instructor School	$ 269.91	$ 265.49	Y
Day Camp			
a) Weekly Rate (5 days)	$ 145.00	$ 140.00	N
b) Holiday Week Rate (4 days)	$ 120.00	$ 120.00	N
c) Daily Rate	$ 35.00	$ 35.00	N
d) Field Trip	$ 15.00	$ 15.00	N
e) Specialty Camps (negotiated)	Negotiated	Negotiated	N

SCHEDULE G - Water Department
By-Law No. 2019-81

TYPE OF FEE	2020 FEES	2019 FEES	HST
Unauthorized Hydrant Use	100 + cost	100 + cost	Y
Private Hydrant Maintenance	At cost or $300	At cost or $300	Y
Flow Testing Public Hydrants per call - Regular Hours	$ 70.00	$ 70.00	Y
Flow Testing Public Hydrants per call - After Hours	$ 85.00	$ 85.00	Y
Water meter frozen	At cost	At cost	N
Turn Water On/Off	At cost	At cost	N
After hours callout	At cost	At cost	N
Alterations/Repairs of Distribution System for All Customers (examples include watermain lowering/cut in tee/valave/hydrant	Cost plus burden	Cost plus burden	N
Watermain Tap - 25 mm to 50 mm diameter watermain	Cost plus burden	Cost plus burden	N
Boil Water Advisory per event	$ 750.00	$ 750.00	N
Subdivision Development Fees	-	-	-
a) Subdivision Development	$ 1,200.00	$ 1,200.00	N
b) Service Inspection Fee per water service connection	$ 50.00	$ 50.00	N
Inspection of Private Development - watermains equal to or greater than 100 mm (4")	-	-	-
a) Minimum charge	$ 250.00	$ 250.00	N
b) per metre of service pipe installed	$ 10.00	$ 10.00	N
Water Service Charge	At cost	At cost	N
Abandonment Deposit in concrete	$ 5,000.00	$ 5,000.00	N
Abandonment Deposit in asphalt	$ 3,000.00	$ 3,000.00	N
Abandonment Deposit in the boulevard	$ 1,500.00	$ 1,500.00	N
Service Call regular hours	$ 65.00	$ 65.00	N
Service Call after hours	$ 80.00	$ 80.00	N

SCHEDULE H - Tecumseh Transit
By-Law No. 2019-81

TYPE OF FEE	2020 FEES	2019 FEES	HST
Adult Transit Fare	$ 2.25	$ 2.00	N
Senior Transit Fare	$ 1.75	$ 1.50	N
Student Transit Fare	$ 1.25	$ 1.00	N
Child Transit Fare (under 5)	$ -	$ -	N
Veteran Transit Fare	$ -	$ -	N
Blind Person Transit Fare	$ -	$ -	N
Person Accompanying Disabled Rider Fare	$ -	$ -	N
Adult Monthly Bus Pass	$ 40.00	$ 35.00	N
Adult 6 Month Bus Pass	$ 200.00	$ 175.00	N
Adult 12 Month Bus Pass	$ 400.00	$ 350.00	N
Senior Monthly Bus Pass	$ 35.00	$ 30.00	N
Senior 6 Month Bus Pass	$ 175.00	$ 150.00	N
Senior 12 Month Bus Pass	$ 350.00	$ 300.00	N
Student Monthly Bus Pass	$ 30.00	$ 25.00	N
Student 6 Month Bus Pass	$ 150.00	$ 125.00	N
Student 12 Month Bus Pass	$ 300.00	$ 250.00	N

The Corporation of the
Town of Tecumseh

Fire & Rescue Services

To: Mayor and Members of Council

From: Wade Bondy, Director Fire Services & Fire Chief

Date to Council: December 10, 2019

Report Number: FIRE-2019-08

Subject: 2020 – 2024 Fire Equipment Five (5) Year Capital Works Plan

Recommendations

It is recommended:

That the following equipment purchases for 2020 **be approved**;

		Previously Approved	Requested for 2020	Total Costs
Fire Equipment				
1	4 Swiss Phone pagers		$3,000	$ 3,000
2	8 Firefighter helmets		$4,000	$ 4,000
3	10 Leather boots		$5,000	$ 5,000
4	8 Sets of firefighter bunker gear		$20,800	$ 20,800
				$ -
	Sub-total	**$ -**	**$ 32,800**	**$ 32,800**
				$ -
	Fire Equipment Lifecycle Reserve	**$ -**	**$ 32,800**	**$ 32,800**

And that the equipment purchases **be funded** through the Fire Equipment Lifecycle Reserve;

And further that Appendix A: Town of Tecumseh 2020-2024 Fire Five (5) Year Capital Works Plan **be approved**.

Background

The fire equipment capital works plan program is intended to maintain equipment in peak operating efficiency and maximize firefighter safety. We have an inventory of equipment and generally try to smooth purchases over the expected life of the equipment.

Comments

The Fire Department employs various types of equipment, which require periodic replacement. National Fire Protection Agency (NFPA) standards recommend regular replacement of certain types of fire equipment as they reach the extent of their recommended useful lives. Per Tecumseh Fire asset replacement practices and/or NFPA standards, the following equipment has been identified in the Fire Department Lifecycle Program as requiring replacement, and as required for two new permanent volunteer firefighters in 2020.

1. 4 Swiss phone pagers $ 3,000
   - Replacing existing older models
   - Providing pagers for two new permanent volunteer firefighters
2. 8 Firefighter helmets $ 4,000
   - Replacing existing helmets, which have reached 10-year useful life in accordance with NFPA standards
   - Outfitting two new permanent volunteer firefighters
   - Firefighting helmets are regulated under the NFPA, which states all firefighter helmets must meet a yearly visual inspection and must be replaced after 10 years.
3. 10 pair leather boots $ 5,000
   - Replacing existing boots as necessary
   - Outfitting two new permanent volunteer firefighters.
   - Firefighting boots are regulated under the NFPA, which states all firefighter boots must meet a yearly visual inspection and must be replaced after 10 years.
4. 8 sets Firefighter bunker gear $ 20,800
   - Replacing gear, which has met 10-year useful life in accordance with NFPA standards
   - Outfitting two new permanent volunteer firefighters

2021-2024 Expenditure Forecast

Forecast capital expenditures are detailed in Attachment 1 Appendix A – 2020 Fire Equipment Five (5) Year Capital Works Plan, including routine equipment replacements.

Additionally, Administration will be undertaking a review in 2020 to:

- Develop, cost and implement a SCBA (Self Contained Breathing Apparatus) replacement program, and
- Source and cost replacement of Fire's Communications System

Either of these initiatives may have a financial impact in the 2021-2024 forecast years, dependent on the results of the review.

Consultations

Financial Services

Financial Implications

Administration recommends that the aforementioned equipment for $32,800 be funded from the Fire Equipment Lifecycle Reserve.

The Fire Equipment Lifecycle Reserve funding is adequate for the five-year term based on routine equipment and SCBA gear replacement.

Link to Strategic Priorities

Applicable	2019-22 Strategic Priorities
☐	Make the Town of Tecumseh an even better place to live, work and invest through a shared vision for our residents and newcomers.
☒	Ensure that Tecumseh's current and future growth is built upon the principles of sustainability and strategic decision-making.
☒	Integrate the principles of health and wellness into all of Tecumseh's plans and priorities.
☒	Steward the Town's "continuous improvement" approach to municipal service delivery to residents and businesses.
☐	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:

Kathie Primeau
Clerk II Administrative Clerk

Reviewed by:

Wade Bondy
Director Fire Services & Fire Chief, C.E.M.C.

Reviewed by:

Tom Kitsos, CPA, CMA, BComm
Director Financial Services & Chief Financial Officer

Recommended by:

Margaret Misek-Evans, MCIP, RPP
Chief Administrative Officer

Attachment Number	**Attachment Name**
1	Appendix A – 2020-2024 Fire Five Year Capital Works Plan

APPENDIX A - 2020 Fire Equipment Five (5) Year Capital Works Plan

LC Fire Equipment (1700)

	2020	2021	2022	2023
Opening Balance	$221,350	$233,550	$258,300	$233,050
Budget allocation	$45,000	$45,000	$45,000	$45,000
Transfer from capital reserve				
Funds Available	$266,350	$278,550	$303,300	$278,050
Total Committed	$0	$0	$0	$0
Balance Uncommitted	$266,350	$278,550	$303,300	$278,050
Proposed:				
Swiss Phone Pagers	$3,000	$3,000	$3,000	$3,000
Firefighter Helmets	$4,000	$2,250	$2,250	$2,250
Leather Boots	$5,000	$2,000	$2,000	$2,000
Firefighter Bunker Gear	$20,800	$13,000	$13,000	$13,000
Vehicle Extrication			$50,000	
Total Proposed	$32,800	$20,250	$70,250	$20,250
Balance available	$233,550	$258,300	$233,050	$257,800

The Corporation of the Town of Tecumseh

Parks & Recreation Services

To: Mayor and Members of Council

From: Paul Anthony, Director Parks & Recreation Services

Date to Council: December 10, 2019

Report Number: PRS-2019-15

Subject: 2020 – 2024 Buildings Five (5) Year Capital Works Plan

Recommendations

It is recommended:

That the following renovations and repairs projects to Municipal Buildings and facilities **be approved:**

No.	Buildings	Previously Approved	Requested for 2020	Total Costs
1	Town Hall Environmental Control System	--	$30,000	$30,000
2	Environmental Building Interior Upgrades	--	$15,000	$15,000
3	Environmental Bldg Garage Exhaust System	--	$22,000	$22,000
4	St Clair Beach Community Centre Upgrades	--	$12,000	$12,000
5	Cada Library Architect Contract	--	$60,000	$60,000
6	Town Hall HVAC Replacement (3) Units	--	$30,000	$30,000
7	Town Hall Flooring Replacement	--	$80,000	$80,000
8	Carling Pavilion Replacement	--	$45,000	$45,000
9	St. Mary's Pavilion Roof Replacement	--	$10,000	$10,000
10	McCord Lane PW Salt Shed Roof	--	$50,000	$50,000
11	Fire Hall #1 Concrete Pad Refurbishment	--	$20,000	$20,000
	Sub-total	--	$374,000	$374,000
	Municipal Modernization Fund	--	$30,000	$30,000
	Buildings Lifecycle Reserve	--	$344,000	$344,000

And that Council **adopt** Appendix A the 2020 – 2024 Buildings Five (5) Year Capital Works Plan.

Background

The above noted projects are intended to upgrade existing municipal buildings according to the building lifecycle plan based on expected useful life of major components, including roofing, mechanical systems, flooring, interior and exterior work. The Department completed visual inspections for those building components beyond their expected useful life, to confirm the need for the recommended maintenance.

The Town has a detailed Asset Management Plan (AMP), which includes a facilities category, added in 2018. A review of facility condition assessment will be undertaken starting in 2020 with a goal to have it completed for the 2021 AMP update.

Comments

The following are identified for repairs and or improvements under the proposed Buildings Five (5) Year Capital Works Plan:

Facilities 2020 - 2024

2020

Town Hall Environmental Control System/Building Management System (BMS) $30,000

The Town Hall Expansion project had an allowance for an Environmental Control System/Building Management System (BMS). An RFQ was performed in conjunction with the Arena BMS Project. One system will run both facilities. This project will be funded through the Municipal Modernization Fund (MMF).

Environmental Building (1189 Lacasse) Interior Upgrades $15,000

This facility is in need of refurbishment. The refurbishment would include interior painting, floor replacement, internal hardware and washroom fixture replacement as needed. There have been minor repairs to some of the interior, but a more extensive upgrade is needed.

Environmental Building Garage Exhaust System $22,000

This system will reduce the threat of vehicle fumes entering the interior offices of the building. When vehicles are idling, the possibility of fumes entering the office areas is of great concern to staff working in that building. This system would have sensors that monitor the space of the garage, to ensure proper air quality levels are maintained.

St. Clair Beach Community Centre Interior Upgrades $12,000

The upgrades to this facility would include complete interior repainting, modification to hardware to maintain AODA compliance, and refurbishment of washroom fixtures.

Cada Library Architect Contract $60,000

An RFP will be undertaken to contract the services of an architect to work with Town and Essex County Library administration to hold public input sessions and then complete concept designs to modernize the facility for Council and County approvals. Upon approval of the concept drawings, the project would be tendered for renovation work in 2021.

Town Hall HVAC Replacement (3) Units $30,000

All the HVAC Units of the Town Hall are the same age and are at their expected lifecycle. Administration wants to target three units for replacement that will not be affected by the Town Hall renovation. The units will connect to the building management system. There is potential for lowering energy consumption due to the efficiency rating of the units. The new units would have an 85% operating efficiency rating compared to 60% rating of the existing units.

Town Hall Flooring Replacement $80,000

All the floor covering was due for replacement in 2017. The expansion of the Town Hall was in its discussion period and it was recommended to wait for the final decision for the expansion before the flooring be replaced. As expansion is moving forward, it is recommended that the existing building flooring be replaced. The renovation is going to disrupt operations, and the added work to replace the remainder of the flooring will have minimal added effect if completed at the same time.

Carling Pavilion Replacement $45,000

This pavilion requires major repairs. It is recommended to replace the existing structure with a new pavilion, which will also match the typical design of other pavilion replacements in the Town.

St Mary’s Pavilion Roof Replacement $10,000

There have been substantial improvements to the two buildings of this park over the last few years. The roof replacement of the pavilion will enhance the operation of this park facility. The upgrades will extend the life of this pavilion for another 15 to 20 years.

McCord Lane Public Works Yard Salt Shed Roof Replacement $50,000

A 2019 Inspection of this building’s fabric roof found small tears at key locations. Repairs could not be performed without significantly compromising the entire roof and as such, a full replacement is recommended. The warranty expired in 2016 and the life of this roof is typically 10 to 15 years. This roof is in its ninth year just short of the lower limit of its life cycle. Research into newer materials gives Administration confidence that the replacement roof should perform well and expectations are that it should serve the majority of its lifespan.

Fire Hall #1 Garage Concrete Pad Refurbishment	$20,000

The front concrete pad at Fire Hall # 1 has cracked and deteriorated due to the size and weight of the trucks. The pad is going to be expanded to prevent premature deterioration in the future.

The following future projects are based on equipment life expectancy. The actual replacement projects will be based on condition assessments as part of the updated AMP of 2021 as per O. Reg 588/17.

2021

Town Hall Pavilion Replacement	$45,000
Town Hall HVAC Unit Replacement (3)	$30,000
Cada Library HVAC Unit Replacement (1)	$10,000
Fire Hall #1HVAC Unit Replacement (1)	$10,000
Fire Hall #2 Upgrades	$10,000
Public Works South Building Upgrades	$10,000

2022

Town Hall HVAC Unit Replacement (4)	$40,000
St. Clair Beach Community Centre HVAC Unit Replacement	$10,000
Annual General Building Repairs not to exceed annual budget allocation	$60,000

2023

St. Clair Beach Community Centre HVAC Replacement	$10,000
Annual General Building Repairs not to exceed annual budget allocation	$100,000

2024

Annual General Building Repairs not to exceed annual budget allocation	$110,000

Consultations

Financial Services
Parks & Recreation Services

Financial Implications

Project costs have been outlined throughout the Comments section. The funds required for Buildings are generally funded from Lifecycle (LC) reserves as outlined in the attachment.

Projects proposed for Council consideration are limited by LC balances available. The adequacy of annual LC contributions is reviewed regularly.

The Town Hall BMS has an allocation of $30,000 from the Municipal Modernization Fund.

Administration is currently compiling a comprehensive review of all the municipal buildings in 2020 to ensure the current approved allocations remain sufficient to meet the needs of all facilities.

Upon the completion of the review a report will be presented to Council for their consideration should the current allocation be deemed as insufficient and require adjustment.

Link to Strategic Priorities

Applicable	2019-22 Strategic Priorities
☒	Make the Town of Tecumseh an even better place to live, work and invest through a shared vision for our residents and newcomers.
☒	Ensure that Tecumseh's current and future growth is built upon the principles of sustainability and strategic decision-making.
☒	Integrate the principles of health and wellness into all of Tecumseh's plans and priorities.
☒	Steward the Town's "continuous improvement" approach to municipal service delivery to residents and businesses.
☐	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:

Ray Hammond, RRFO, CARPT
Manager Facilities

Reviewed by:

Tom Kitsos, CPA, CMA, BComm
Director Financial Services & Chief Financial Officer

Reviewed by:

Paul Anthony, RRFA
Director Parks & Recreation Services

Recommended by:

Margaret Misek-Evans, MCIP, RPP
Chief Administrative Officer

Attachment Number	**Attachment Name**
1	Appendix A 2020 – 2024 Buildings Five (5) Year Capital Works Plan

LC Buildings (1540)	2020	2021	2022	2023	2024
Opening Balance	$832,000	$693,000	$783,000	$878,000	$973,000
Budget allocation	$205,000	$205,000	$205,000	$205,000	$205,000
Grand Funding - MMF grant	$30,000	--	--	--	--
Transfer from One-Time Strategic Initiatives	--	--	--	--	--
Funds Available	$1,067,000	$898,000	$988,000	$1,083,000	$1,178,000
Total Committed	$0	$0	$0	$0	$0
Balance Uncommitted	$1,067,000	$898,000	$988,000	$1,083,000	$1,178,000
Proposed - Lifecycle Expenditure	$374,000	$115,000	$110,000	$110,000	$110,000
Balance available	$693,000	$783,000	$878,000	$973,000	$1,068,000
Lifecycle Expenditure Forecast					
Town Hall Environmental Control System (BMS)	$30,000	--	--	--	--
Environmental Building Interior Upgrades	$15,000	--	--	--	--
Environmental Building Garage Exhaust System	$22,000	--	--	--	--
St. Clair Beach Community Centre interior Upgrades	$12,000	--	--	--	--
Cada Library Architectal Services	$60,000	--	--	--	--
Town Hall HVAC Replacement (3) Units	$30,000	--	--	--	--
Town Hall Flooring Replacement	$80,000	--	--	--	--
Carling Pavilion Replacement	$45,000	--	--	--	--
St Mary's Oavilion Roof Replacement	$10,000	--	--	--	--
McCord Lane Salt Shed Roof Replacement	$50,000	--	--	--	--
Fire Hall #1 Concrete Pad Refurbishment	$20,000	--	--	--	--
Town Hall Pavilion Replacement	--	$45,000	--	--	--
Town Hall HVAC Replacement (3) Units	--	$30,000	--	--	--
Cada Library HVAC Repalcement (1) Unit	--	$10,000	--	--	--
Fire Hall #1 HVAC Replacement (1) Unit	--	$10,000	--	--	--
Fire Hall #2 Upgrades	--	$10,000	--	--	--
Public Works South Building Upgrades	--	$10,000	--	--	--
Town Hall HVAC Unit Replacement (4) Units	--	--	$40,000	--	--
St. Clair Beach Comm. Centre HVAC replacement (1)	--	--	$10,000	--	--
Annual General Allocation	--	--	$60,000	$100,000	$110,000
St. Clair Beach Comm. Centre HVAC replacement (1)	--	--	--	$10,000	--
Totals	$374,000	$115,000	$ 110,000	$ 110,000	$ 110,000

The Corporation of the Town of Tecumseh

Parks & Recreation Services

To: Mayor and Members of Council

From: Paul Anthony, Director Parks & Recreation Services

Date to Council: December 10, 2019

Report Number: PRS-2019-18

Subject: 2020-2024 Parks Five (5) Year Capital Works Plan

Recommendations

It is recommended:

That Council **approve** the following park development, reforestation and trail development projects for 2020 with associated funding:

No.	Capital Works Project	Previously Approved	Requested for 2020	Total Costs
1	Lakewood North - historical storyboard installation	$10,000	--	$10,000
2	St Mary's Park - walkway at splash pad	$10,000	--	$10,000
3	Park Sign Replacements - various parks	$15,000	--	$15,000
4	In Ground Recyclable Containers	$20,000	--	$20,000
5	Parks Recreation & Trails Master Plan Update	$45,000	--	$45,000
6	McAuliffe Park Washroom Renovation	$15,000		$15,000
7	Optimist Park - playset replacement	$100,000	--	$100,000
8	Various park bench and garbage can replacement	--	$15,000	$15,000
9	Sports Fields - top dressing over seeding	--	$15,000	$15,000
10	Install Manufactured Wood Chips Under Play Sets	--	$18,000	$18,000
11	Annual Project Allocations TBD	--	$25,000	$25,000
12	McAuliffe Park - bleacher replacements	--	$8,000	$8,000
13	St Mary’s Park - irrigation for infield	--	$8,000	$8,000
43	Lakewood Park - drainage improvements	--	$10,000	$10,000
15	Baseball Infield Clay - various parks	--	$18,000	$18,000

No.	Capital Works Project	Previously Approved	Requested for 2020	Total Costs
16	Buster Reaume - playset replacement	--	$50,000	$50,000
17	Lacasse Grandstand - replacement design	--	$60,000	$60,000
18	Dorset Dresden - playset replacement	--	$70,000	$70,000
19	Lakewood Park - Pier boardwalk repairs	--	$125,000	$125,000
20	Lakewood and McAuliffe Park electronic signs		$130,000	$130,000
20	McAuliffe Park - Splash Pad	--	$250,000	$250,000
	Sub-total	$215,000	$802,000	$1,017,000
	Donations		$30,000	$30,000
	Infrastructure Reserve		$172,500	$172,500
	Transfer from Reserve (MMP Grant)		$130,000	$130,000
	Park Development Lifecycle Reserve	$215,000	$469,500	$684,500
	Reforestation			
1	Tree Planting		$30,000	$30,000
	Reforestation Lifecycle Reserve		$30,000	$30,000
	Trails			
1		--	--	--
	Trails Lifecycle Reserve	--	--	--

And that Council **adopt**:

a) Appendix A Town of Tecumseh 2020 – 2024 Park Development Five (5) Year Capital Project Expenditure Forecast
b) Appendix B Town of Tecumseh 2020 – 2024 Reforestation Five (5) Year Capital Project Expenditure Forecast
c) Appendix C Town of Tecumseh 2020 – 2024 Trails Five (5) Year Capital Project Expenditure Forecast

Background

The above noted projects are intended to upgrade existing parks and to develop playgrounds that are most in need of improvements. The objective is to deliver high quality park amenities at a consistent level throughout the Town. The proposed projects reflect needs identified in the Parks and Recreation Master Plan completed in 2008, as well as through consultations with various individual park users and formal user groups such as Tecumseh Minor Baseball, Tecumseh Minor Soccer, and St. Mary's Athletic Association.

Lakewood North – historical storyboard installation

$10,000 previously approved for this project is requested to be carried over to 2020 as ongoing historical information gathering on Lakewood Golf Course is not complete. It is anticipated this project will be completed by the 3rd quarter of 2020.

St. Mary's Park – walkway at splash pad

$15,000 was previously approved to install a cement walkway for wheel chair accessibility from the Splash Pad to the washrooms at St Mary's Park. This project was not completed due to late season weather not being appropriate to pour cement and will be carried over to 2nd quarter of 2020.

Park Sign Replacements – various parks

$15,000 previously approved to replace various park signage is being carried over to 2020. Some of the signs require replacement due to weathering and this project should be undertaken by the 2nd quarter of 2020.

In Ground Recyclable Containers

$20,000 previously approved for in ground recyclable containers allocated to purchase in 2019 was not undertaken due to required time to install the current inventory. The in-ground recyclable containers will be purchased in the 1st quarter of 2020 and installed by the end of the 2nd quarter 2020.

Parks Recreation and Trails Master Plan Update

The updated Parks, Recreation and Trails Master Plan is carried over into 2020 and carry-over funding is requested in the amount of $45,000 to complete deliverables to this plan.

McAuliffe Park Washroom Renovation

The majority of the McAuliffe Park washroom renovation project was completed in 2019, the only exception was the adult change table. The request to carry over $15,000 to 2020 for this project will allow for the purchase and instillation of an adult change table in the 2nd quarter of 2020.

Optimist Park – playset replacement

$100,000 previously approved to replace the playset in Optimist Park was not undertaken in 2019, and has been carried over to 2020 and will be combined with the 2020 playset replacement tender. The combined tender will be put out in the 1st quarter of 2020, with the goal of having it installed in the 2nd quarter of 2020.

The proposed improvements beyond 2020 will be revisited annually and may be adjusted based on new information becoming available. User groups annually present new requests and field assessments will be undertaken to determine if projects are recommended to be changed. For example, proposed playset replacements on a 20-year cycle will only be implemented if detailed inspections can justify the replacements. If the equipment is still in good repair and does not pose any safety concerns, the replacement will be delayed or alternative improvements will be proposed.

Comments

The following are identified for improvements under the proposed five (5) year Capital Plan:

Parks Development 2020 - 2024

Section 1 – Multi-Year Program Expenditures

Various Park – Park Bench Replacement and Installations - 2020 $15,000

- A number of benches in various parks have reached the end of their useful lives and need to be replaced. This is the last year of a 5 year $70,000 plan ($10,000 in 2016; $15,000 for 2017 to 2020) with all of the required benches to be replaced by 2020. New benches will be installed where necessary. Expect to replace/add up to 70 benches.

Sports Fields Top Dressing and Over Seeding – Annual Ongoing Allocation $15,000

- With the elimination of pesticides for the control of weeds in turf areas, the Town now relies on cultural practices to maintain and enhance the sports fields in Town. The Parks department has acquired additional equipment to carry out these cultural practices such as the application of sand, compost and topsoil to level the fields, as well as over seeding to improve the thickness of the turf. All of the sports fields used by Soccer and Baseball will be treated as required to keep them in excellent playing condition.

Various Park – Install Manufactured Wood Chips under Play Sets $18,000

- At present, 8 of our park playgrounds have pea stone underneath the equipment as the fall protection material. Manufactured wood chips are now the preferred surfacing, they meet current standards, provide the required fall protection, and improve accessibility. Of the 8 sets with pea stone, 4 are slated for retention beyond a 5-year period, and therefore the pea stone should be converted to the manufactured wood chips, ahead of equipment replacement.
- The project was initiated in 2018, with planned replacement occurring over 5 years at a total cost of $75,000.
- Propose an allocation of $18,000 for 2020 for year three of the 5-year project.

Annual Project Allocation $25,000

- The requested funding will allow the parks department to address smaller issues that come up during the course of the year, such as an emergency replacement of a swing set, unforeseen small drainage work, etc. As well, annual inspections may reveal equipment failures.
- Infrastructure/equipment replacements and funding requirements will be reviewed annually and recommendations will be detailed in that year’s annual capital projects report for Council approval.

Section 2 – Periodic Program Expenditures

Park Improvements - 2020

McAuliffe Park – bleacher replacements $8,000

- The bleachers located at the baseball diamonds are the old wooden plank style, and many of the boards are in a state of disrepair. The wooden bleachers should be replaced with new aluminum bleachers, keeping with the standard that has been established at other ball diamonds within the Town.

St. Mary's Park – irrigation for the baseball infield $8,000

- A water source was installed to the baseball diamond as part of the splash pad installation in 2019. With the available water source, a new irrigation system is required to allow for efficient watering of the clay infield during periods of drought. The irrigation will greatly improve the condition of the clay and extend the seasons of play before the infield requires refurbishment.

Lakewood Park – drainage improvements $10,000

- Sections of Lakewood Park are regularly flooded during heavy rain events. Improvements to the drainage system are required to make these sections of the park useable after the storm events.

Baseball Infield Clay – various parks $18,000

- All of the baseball infields within the Town are presently covered with red clay. Over seasons of play, the clay breaks down and requires refurbishment in order to keep the diamond safe and in playable condition.

Buster Reaume Park – playset replacement $50,000

- Two of the play structures have recently failed a detailed inspection and have been removed and require replacement. As well, the pea stone surfacing requires attention to meet fall protection requirements. Replacing the dated equipment would also allow for the replacement of the pea stone surfacing with the preferable manufactured wood chips.

Lacasse Baseball Grandstand – replacement design $60,000

- Council report PRS-2019-08 was approved during the Regular Council Meeting of November 8, 2019, authorizing the engagement of architectural services to undertake a review of the grandstands, including public consultations, concept designs, and costing to replace the grandstands. Once the review is complete, the results will be reported back to Council for further direction.

Dorset and Dresden Parks – playset replacements $70,000

- The playsets in Dorset and Dresden parks have reached the end of their useful lives and require replacement.

Lakewood Park – pier boardwalk repairs $125,000

- The wooden boardwalk along the break wall in Lakewood was installed as part of the original construction of the park in 2012, including a 140-foot pier extending out into the lake. Since that time, a number of the wooden boards have cracked and rotted, posing a tripping hazard. Sections closest to the beach were replaced with poured concrete in 2019, and a similar treatment is proposed for the pier.

McAuliffe Park – splash pad $250,000

- The 2008 Parks Master Plan identified the need for a splash pad at McAuliffe Park. Recreation Report 22/17 was presented and approved by Council with the recommendation of a splash pad and required washrooms/change rooms to be constructed in 2020. The washrooms were completed ahead of schedule, leaving the splash pad to be constructed in 2020. The funding includes a $30,000 contribution from the McAuliffe Sports Association.

Lakewood and McAuliffe Parks – Community Electronic Sign Display $130,000

- Currently there are 3 Community Electronic LED Signs Message Displays at the Arena, Town Hall (both Ward 3) and Fire Hall #2 (Ward 5). In order to more uniformly promote Town activities with the public, staff recommended installation of 2 additional Community Electronic LED Sign Message Displays at Lakewood Park north (Covering Wards 2&3) and McAuliffe Park (covering Ward 4 and the northern portion of Ward 5). The estimated cost of the infrastructure sign base and quality LED sign display is approximately $65,000 per sign.

Funding will come from the Municipal Modernization Fund (MMF) as per Council Report CAO 2019-05.

Parks Improvements – 2021

Sports Fields Top Dressing and Over seeding – Annual Ongoing Allocation $15,000

Various Park – Install Manufactured Wood Chips under Play Sets $15,000

Annual Project Allocation $80,000

- The requested funding will allow the parks department to address smaller issues that come up annually and cannot be projected over the 5-year plan, such as an emergency replacement of a swing set, unforeseen small drainage work, field improvement, etc. as well, annual inspections may reveal equipment failures.

Rocheleau Park – playset replacement $50,000

Shawanoe Park – playset replacement $40,000

Lacasse Park – Pickleball Complex $500,000

- Pickle ball continues to increase in popularity every year. Presently, the only courts provided by the Town are limited to the four courts at Shawanoe Park. A ten-court complex is proposed for Lacasse Park, providing for the ever increasing number of regular pickle ball players, as well as the opportunity to host large tournaments. This complex would be the most extensive within the region. The Town would look to the local pickle ball association to help raise $100,000 for this project.

Partial funding in the amount of $200,000 will come from the Infrastructure Reserve and staff will pursue senior government grant opportunities.

Parks Improvements – 2022

Sports Fields Top Dressing and Over seeding – Annual Ongoing Allocation $15,000

Various Park – Install Manufactured Wood Chips under Play Sets $15,000

Annual Project Allocation $80,000

- The requested funding will allow the parks department to address smaller issues that come up annually and cannot be projected over the 5-year plan, such as an emergency replacement of a swing set, unforeseen small drainage work, field improvement, etc. as well, annual inspections may reveal equipment failures.

Baillargeon Park – playset replacement $50,000

Lakewood – New Pavilion and Patio and Splash Pad $2,085,000

- The design concept for Lakewood was approved by Town Council in 2013. The plan highlighted a number of capital improvements that were raised during the public consultation process. A number of these improvements have been completed as of 2017.

- A community gathering area located in the active zone of the park was the most popular item raised by project participants. This gathering area should include a large pavilion and adjacent patio area to be utilized for larger social gatherings. The pavilion would be actively utilized during formal Town functions, as well as be offered for private use by rental groups. Once constructed, the new pavilion is projected to satisfy the need for pavilion rentals currently filled by the pavilion at the back of Lacasse, which is nearing its life expectancy.

- The 2008 Parks Master Plan identified the need for a splash pad at Lakewood Park. Recreation Report 22/17 was presented and approved by Council with the

recommendation to construct a splash pad in 2022. The forecasts include being able to fundraise $100,000 for the Lakewood project.

- A number of additional improvements are highlighted in the Dialog plan and it is recommended that these amenities be included in the updated Parks and Recreation Master Plan, for future Council consideration. One of the main outstanding amenities will be an amphitheater.

Parks Improvements – 2023

Sports Fields Top Dressing and Over seeding – Annual Ongoing Allocation	$15,000
Carling Park – playset replacement	$50,000
Annual Project Allocation	$80,000

- The requested funding will allow the parks department to address smaller issues that come up annually and cannot be projected over the 5-year plan, such as an emergency replacement of a swing set, unforeseen small drainage work, field improvement, etc. as well, annual inspections may reveal equipment failures.

Parks Improvements – 2024

Sports Fields Top Dressing and Over seeding – Annual Ongoing Allocation	$15,000
Annual Project Allocation	$80,000

- The requested funding will allow the parks department to address smaller issues that come up annually and cannot be projected over the 5-year plan, such as an emergency replacement of a swing set, unforeseen small drainage work, field improvement, etc. as well, annual inspections may reveal equipment failures.

Reforestation – 2020 to 2024

Tree Planting	$30,000

- New trees will be planted to replace all of the trees removed throughout the Town, as well as in response to individual requests from homeowners wishing to have a tree planted on the right-of-way in front of their house. Additional trees will be planted in various parks to expand the available forest cover. This will be an ongoing annual planting program, modified to meet the needs identified in the town-wide tree inventory.

Trails – 2020 to 2024

The Town’s Parks and Recreation Master Plan along with a number of other policy documents identifies a trail network that is proposed to be constructed throughout the Town. At present, the $50,000 annual contribution doesn’t adequately fund the construction of new trails outside of parks as linkages between key destinations, thereby delaying the completion of a trail

network for a protracted period of time. No projects are being presented at this time in order to build up the total reserve amount. Trails have been included as one of the project categories for funding from the New Infrastructure Levy (NIL). In 2020 a Trails Master Plan will be completed and presented to Council for approval. This will include a long range implementation strategy.

Administration is reviewing alternatives to address issues related to trails and pathways including maintenance and funding responsibilities for:

- The construction of existing trail extensions and future connections recommended in the Master Plan for Parks and Recreation Services as the means to achieving a trails foundation or spine;
- Implementation of trail projects included in the County Wide Active Transportation Study (CWATS);
- Existing trail and pathway maintenance and enhancement;
- General expansion of the trail and pathway system; and
- The Master Plan for Parks and Recreation contained a recommendation that there is a need to resolve assignment of responsibility and funding allocation for trail location, design and maintenance between Parks and Recreation Services (where trails are not located in the road right-of-way) and Public Works and Environmental Services (where trails are located in the road right-of-way).

Consultations

Financial Services
Planning & Building Services
Public Works & Environmental Services

Financial Implications

Project costs have been outlined throughout the Comments section. Funding from sources other than lifecycle allocations have been noted in the project write-up. The balance of funds required for Park Development, Reforestation and Trails are generally funded from lifecycle reserves as outlined in the attached Appendices.

The Parks lifecycle allocation includes both new and replacement items. Increased costs associated with new items requires additional funding from the New Infrastructure Lifecycle (NIL). It is recommended that funding be a 50% split between the Parks Lifecycle and the NIL.

The Lakewood Pier Repair has an allocation of $62,500 from the NIL to help offset the cost allocated to the Parks Lifecycle.

The McAuliffe Splash Pad has an allocation of $110,000 from the NIL to help offset the cost allocated to the Parks Lifecycle.

The Community Electronic LED Sign Message Display for Lakewood and McAuliffe Park will come from the MMF in the amount of $130,000.

As indicated above funding for Trails is inadequate for doing anything more than minimal new construction and will be considered for funding as part of the ongoing NIL program.

Based on the works proposed the Park Development Reserve will be in a deficit position of about $976,500 by the end of 2022. Either additional sources of revenue need to be obtained or projects need to be removed or deferred.

Link to Strategic Priorities

Applicable	2019-22 Strategic Priorities
☒	Make the Town of Tecumseh an even better place to live, work and invest through a shared vision for our residents and newcomers.
☐	Ensure that Tecumseh's current and future growth is built upon the principles of sustainability and strategic decision-making.
☐	Integrate the principles of health and wellness into all of Tecumseh's plans and priorities.
☒	Steward the Town's "continuous improvement" approach to municipal service delivery to residents and businesses.
☐	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:

Casey Colthurst, HBScF
Manager Parks & Horticulture

Reviewed by:

Paul Anthony, RRFA
Director Parks & Recreation

Reviewed by:

Tom Kitsos, CPA, CMA, BComm
Director Financial Services & Chief Financial Officer

Recommended by:

Margaret Misek-Evans, MCIP, RPP
Chief Administrative Officer

Attachment Number	**Attachment Name**
1	Appendix A Town of Tecumseh 2020 – 2024 Park Development Five (5) Year Capital Project Expenditure Forecast
2	Appendix B Town of Tecumseh 2020 – 2024 Reforestation Five (5) Year Capital Project Expenditure Forecast
3	Appendix C Town of Tecumseh 2020 – 2024 Trails Five (5) Year Capital Project Expenditure Forecast

APPENDIX A - 2020 - 2024 Park Development Five (5) Year Capital Works Plan

LC Park Development (1600)

	2020	2021	2022	2023	2024
Opening Balance	$1,098,000	$798,500	$783,500	-$976,500	-$736,500
Budget allocation	$365,000	$365,000	$365,000	$365,000	$365,000
DC Reserve Fund re previously unfunded projects	$20,000	$20,000	$20,000	$20,000	$20,000
MMF grant re: community electronic LED signs	$130,000				
Infrastructure Reserve	$172,500	$200,000			
Funds Available	$1,785,500	$1,383,500	$1,168,500	-$591,500	-$351,500
Lakewood North - Historical Storyboard Installation	$10,000				
St Marys Park Walkway at splashpad	$10,000				
Park Sign Replacements various parks	$15,000				
In Ground Garbage Containers	$20,000				
Parks, Recreation & Trails Master Plan Update	$45,000				
McAuliffe Park Washroom Renovation	$15,000				
Optimist Park playset replacement	$100,000				
Total Committed	$215,000	$0	$0	$0	$0
Balance Uncommitted	$1,570,500	$1,383,500	$1,168,500	-$591,500	-$351,500
Proposed - Net Lifecycle funding required	$772,000	$600,000	$2,145,000	$145,000	$95,000
Balance available	$798,500	$783,500	-$976,500	-$736,500	-$446,500

Expenditure Forecast	2020	2021	2022	2023	2024
Various - Park Bench Replacement and Installation	$15,000				
Sports Fields Top Dressing Overseeding	$15,000	$15,000	$15,000	$15,000	$15,000
Install Manufactured Wood Chips under Play Sets	$18,000	$15,000	$15,000		
Annual Project Allocations TBD	$25,000	$80,000	$80,000	$80,000	$80,000
McAuliffe Park - Bleacher Replacement	$8,000				
St Marys park Irrigation for infield	$8,000				
Lakewood Park Drainage	$10,000				
Baseball Infield Clay various parks	$18,000				
Buster Reaum playset replacement	$50,000				
Lacasse Grandstand Replacement design	$60,000				
Dorset Dresden playset replacement	$70,000				
Lakewood Park Pier decking replacement	$125,000				
Community Electronic LED Sign Message Displays	$130,000				
Splash Pad - McAuliffe Park	$250,000				
Rocheleau - Playset Replacement		$50,000			
Shawanoe - Playset Replacement		$40,000			
Pickleball Complex - Lacasse Park		$500,000			
Baillargeon Park playset replacement			$50,000		
Lakewood Park Master Plan Implementation			$2,085,000		
Carling Park playset replacement				$50,000	
	$802,000	$700,000	$2,245,000	$145,000	$95,000

Non Lifecycle Funding

McAuliffe Sports Assoc. - Splash Pad	$30,000				
Fund Raising - Pickleball Complex Lacasse Park		$100,000			
Fund Raising - Lakewood Splash Pad			$100,000		
	$30,000	$100,000	$100,000	$0	$0
Net Lifecycle funding required	$772,000	$600,000	$2,145,000	$145,000	$95,000

APPENDIX B - 2020 - 2024 Reforestation Five (5) Year Capital Works Plan

LC Reforestation (1560)

	2020	2021	2022	2023	2024
Opening Balance	$141,000	$141,000	$141,000	$141,000	$141,000
Budget allocation	$30,000	$30,000	$30,000	$30,000	$30,000
Funds Available	$171,000	$171,000	$171,000	$171,000	$171,000
Tree Inventory CFW					
Total Committed	$0	$0	$0	$0	$0
Balance Uncommitted	$171,000	$171,000	$171,000	$171,000	$171,000
Proposed - Net Lifecycle funding required	$30,000	$30,000	$30,000	$30,000	$30,000
Balance available	$141,000	$141,000	$141,000	$141,000	$141,000

Expenditure Forecast	2020	2021	2022	2023	2024
Tree Planting	$ 30,000	$ 30,000	$ 30,000	$ 30,000	$ 30,000
	$ 30,000	$ 30,000	$ 30,000	$ 30,000	$ 30,000

Non Lifecycle Funding

	$0	$0	$0	$0	$0
Net Lifecycle funding required	$30,000	$30,000	$30,000	$30,000	$30,000

APPENDIX C - 2020 - 2024 Trails Five (5) Year Capital Works Plan

LCTrails (1640)

	2020	2021	2022	2023	2024	2025
Opening Balance	$245,000	$295,000	$345,000	$395,000	$445,000	$495,000
Budget allocation	$50,000	$50,000	$50,000	$50,000	$50,000	$50,000
Funds Available	$295,000	$345,000	$395,000	$445,000	$495,000	$545,000
Total Committed	$0	$0	$0	$0	$0	$0
Balance Uncommitted	$295,000	$345,000	$395,000	$445,000	$495,000	$545,000
Proposed - Net Lifecycle funding required	$0	$0	$0	$0	$0	$0
Balance available	$295,000	$345,000	$395,000	$445,000	$495,000	$545,000

Expenditure Forecast	2020	2021	2022	2023	2024	2025
	$0	$0	$0	$0	$0	$0
Non Lifecycle Funding						
	$0	$0	$0	$0	$0	$0
Net Lifecycle funding required	$0	$0	$0	$0	$0	$0

The Corporation of the Town of Tecumseh

Planning & Building Services

To: Mayor and Members of Council

From: Brian Hillman, Director Planning & Building Services

Date to Council: December 10, 2019

Report Number: PBS-2019-40

Subject: Tecumseh Vista Trail
Five-Year Extension of Trail Easement Agreement
OUR FILE: T05 TECV

Recommendations

It is recommended:

That by-laws authorizing the Mayor and the Clerk to execute Amending Lease Agreements between The Corporation of the Town of Tecumseh and 2041235 Ontario Ltd. (Valente) and Mr. Clement / Mr. Eugene Lachance to extend the easement agreements for a further five-year term each, satisfactory in form to the Town's Solicitor, which allows for the Town's continued use of a 12.19 metre wide easement on lands located immediately east of the Tecumseh Vista Academy school site (Concession 3, S, PT LT 147 and 148), for the purpose of a walking path providing access to the Tecumseh Vista Academy school located on the south side of Shields Street to the existing trail system in McAullife Park, **be prepared**, subject to the Owners executing the Amending Easement Agreements;

And further that all costs associated with the preparation and registration of the agreement, along with the monetary compensation to the Owners for crop yield losses **be allocated** from the Infrastructure Reserve Fund.

Background

In 2013, Council endorsed the construction of a trail extending approximately 480 metres (1,575 feet) from the easterly limit of the trail that runs along the frontage of Tecumseh Vista Academy school (within the Shields Street right-of-way) to the trail system in McAuliffe Park (see Attachment 1). Funding for the trail was allocated equally between the Town's Special

Projects Reserve, the Greater Essex County District School Board and the County Wide Active Transportation System (CWATS) Municipal Partnership Program.

The trail was installed to offer a safe means of access for students walking and biking to and from Tecumseh Vista Academy, along with integrating the existing McAuliffe Park trail to the western portions of the Tecumseh Hamlet urban area.

In order to facilitate the construction/installation of the trail, Council entered into an easement agreement with each of the Owners of the two vacant parcels of land that the trail traverses. The Owners of these properties, 2041235 Ontario Limited (Valente) and Mr. Clement Lachance and Mr. Eugene Lachance (Lachance) consented to the terms of the easement agreement which includes:

- an easement width of 12.19 metres (40 feet);
- a term of five years for the easement agreement, after which any extension to the agreement would be renewed by way of a subsequent amending agreement;
- that farm access to the Owners lands be provided to the north and south across the walking path at a point located at the common lot line between the two properties so that there is no need for cross-access agreements between the two Owners;
- indemnification of the Owners, by the Town, such that they are held harmless should any claims arise surrounding the use of the trail. The Town's insurer is required to carry a $3,000,000 provision naming the Owners as additional insureds as it relates to the easement;
- compensation for loss of crop yields for the five-year period in the form of a one-time, upfront, lump sum payment of $3,976 to each landlord. This amount was determined with the assistance of the Town's Drainage Superintendent as monetary valuations of this nature are commonly done for Drainage Reports when assessing agricultural lands affected by municipal drain improvements. It should be noted that if the agreement is amended to provide for a five-year extension, an additional lump sum crop yield compensation will be required similar to the compensation that occurred five years ago;
- that legal costs incurred by the Owners be paid by the Town to a maximum of $1,000 per Owner.

Comments

The original Lachance easement agreement was registered on title on November 18, 2014, with the expiry date being November 18, 2019. The original Valente easement agreement was registered on November 21, 2014, with the expiry date being November 21, 2019.

Town Administration has discussed with the Owners the need to extend the easement agreement for another five-year period (to expire in 2025). Town Administration supports the extension of the easement agreement in order to continue the existence of the trail linkage and

provide an important active transportation link to the school. The Owners have advised that they are amenable to another five-year extension with the same terms, with the exception that there will be an additional compensation for loss of crop yields in the form of a one-time, upfront, lump sum payment of $7,208.47 to each Owner. As was the case previously, this amount was determined with the assistance of the Town's Drainage Superintendent.

Based on the foregoing, Wolf Hooker Law Firm (Town Solicitor) has drafted the attached sample Amending Easement Agreement (see Attachment 2) which facilitates the extension of each of the easement agreements for an additional five years. It is currently under review by the Valente's solicitor. No significant changes are anticipated. Final signed versions of the Amending Easement Agreements will be attached to the By-law authorizing execution at a future meeting. The items established in the original agreement, as noted above, continue to be in effect in the Amending Easement Agreements, with the exception of a new clause to address the loss of crop yields compensation for the five-year extension. Town Administration has reviewed the proposed Easement Amending Agreement and is prepared to recommend approval.

Consultations

Corporate Services & Clerk
Financial Services
Public Works & Environmental Services
Town Solicitor

Financial Implications

As in the original easement agreement, compensation for crop yields will be provided to each Owner by the Town. The total cost of this compensation $14,416.94 to be divided equally between each Owner, for a total of $7,208.47 per Owner.

In addition, all legal costs associated with the preparation and registration of the agreement will be incurred by the Town and are anticipated to be not greater than $1,000. Legal costs incurred by the Owners are also to be paid by the Town to a maximum of $1,000 per Owner.

Administration recommends funds to cover these expenses be taken from the Infrastructure Reserve Fund.

Link to Strategic Priorities

Applicable	2019-22 Strategic Priorities
☒	Make the Town of Tecumseh an even better place to live, work and invest through a shared vision for our residents and newcomers.
☒	Ensure that Tecumseh's current and future growth is built upon the principles of sustainability and strategic decision-making.
☒	Integrate the principles of health and wellness into all of Tecumseh's plans and priorities.
☒	Steward the Town's "continuous improvement" approach to municipal service delivery to residents and businesses.
☒	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:

Enrico DeCecco, BA (Hons), MCIP, RPP
Junior Planner

Reviewed by:

Laura Moy, Dipl. M.M., CMMIII HR Professional
Director Corporate Services & Clerk

Reviewed by:

Phil Bartnik, P.Eng.
Director Public Works & Environmental Services

Reviewed by:

Tom Kitsos, CPA, CMA, BComm
Director Financial Services & Chief Financial Officer

Reviewed by:

Brian Hillman, MA, MCIP, RPP
Director Planning & Building Services

Recommended by:

Phil Bartnik, P.Eng.
Director Public Works & Environmental Services and
Acting Chief Administrative Officer

Attachment Number	**Attachment Name**
1	Trail Location Map
2	Sample Amending Easement Agreement

BANWELL RD.
SHIELDS ST.
SHIELDS ST.
ST. ALPHONSE ST.
SHIELDS ST.
McAuliffe Park
Tecumseh Vista Academy
COUNTY RD. 42
Prepared By:
Tecumseh Planning and Building Services Department
Legend:
Existing trail subject to easement agreement
N
0 62.5 125 250
Metres
Attachment 1
Tecumseh Vista Trail
Easement Agreement Extension
Location of Tecumseh Vista Trail

Attachment 2
Tecumseh Vista Trail
Sample Amending Easement Agreement

SAMPLE EASEMENT AMEDNING AGREEMENT

THIS AGREEMENT made in triplicate this _____ day of December, 2019.

B E T W E E N:

THE CORPORATION OF THE TOWN OF TECUMSEH,
hereinafter called the **"Municipality" or "Town"**

OF THE FIRST PART

-and-

XXXXX ONTARIO LTD.
hereinafter called **"the Owner"**

OF THE SECOND PART

HEREINAFTER collectively referred to as the "Parties"

RECITALS

WHEREAS THE OWNER, owns certain lands situated within the corporate limits of the Town, said lands being more particularly described in Schedule "A" hereto (the "Lands");

AND WHEREAS THE OWNER granted an easement in gross to the Town registered on title as CE637171 (herein "the Transfer of Easement") over part of the Lands described as PT LOT 148, CON 3 SANDWICH EAST, Town of Tecumseh, County of Essex, Ontario designated as Parts 3 and 4 on Plan 12R-25969 (herein "the Easement Lands");

AND WHEREAS the Town and Owner have agreed to amend the Transfer of Easement in the manner and subject to the terms hereinafter set out so as to amend the Term of the easement and otherwise correct typographical errors within the schedule attached to the Transfer of Easement;

WITNESSETH that in consideration of these presents, and other good and valuable consideration, the Parties hereto mutually covenant, promise and agree as follows:

ARTICLE I
AMENDMENT TO EASEMENT

1.1 REPLACEMENT OF SCHEDULE TO TRANSFER OF EASEMENT

The "Easement Schedule" attached to the Transfer of Easement is hereby deleted and replaced with the Easement Schedule attached hereto as Schedule B. Save and except for this amendment, the Transfer of Easement remains in full force and effect and binding on the parties in accordance with its terms.

ARTICLE 2
THE TOWN AGREES

2.1 THE TOWN COMMITTMENTS

In consideration of the amendment of the terms of the Transfer of Easement as set out in

Article 1.1 the Town covenants and agrees to:

a) Pay to the Owner the additional sum of $7,208.47 being the balance owing in respect of the "Compensation Amount" as such term is defined in Schedule B attached it being acknowledged that the original sum of $3,976.60 was previously paid;
b) Pay to the Owner the sum of $_____ (inclusive of H.S.T.) in respect of the legal costs of the Owner's solicitor in having reviewed and provided legal advice to the Owner respecting the Transfer of Easement and this amending agreement;
c) To observe and perform all covenants of the Town as Transferee under the Transfer of Easement;

ARTICLE 3
MISCELLANEOUS

3.1 COMMUNICATION

Subject to the express provisions of this Agreement, all communications provided for or permitted hereunder shall be in writing, personally delivered to an officer of the addressee or sent by registered and receipted mail, charges prepaid, or by facsimile transmission or other means of recorded telecommunication, charges prepaid, to the applicable address set forth below or to such other address as either party hereto may from time to time designate to the other in such manner.

Communications sent to the Municipality shall be addressed to:
917 Lesperance Road, Tecumseh, Ontario N8N 1W9

Communications sent to the Owner shall be addressed to:
"Owner Address Inserted Here"

Any communication so personally delivered shall be deemed to have been validly and effectively given on the date of such delivery. Communications so sent by registered and receipted mail shall be deemed to have been validly and effectively given on the Business Day next following the day on which it is received, as evidenced by the postal receipt. Communications so sent by facsimile transmission or other means of recorded telecommunication shall be deemed to have been validly and effectively given on the Business Day next following the day on which it is sent. Any party may from time to time change his or its address for service on written notice to the others.

"Business Day" means any day, other than a Saturday, Sunday or any other day on which the principal chartered banks located in the Town are not open for business during normal banking hours

3.2 TIME OF ESSENCE

Time shall be of the essence of this Agreement and of every part thereof.

3.3 WAIVER

No waiver by any part of a breach of any of the covenants, conditions and provisions herein contained shall be effective or binding upon such party unless the same shall be expressed in writing and any waiver so expressed shall not limit or affect such party's rights with respect to any other future breach.

3.4 FURTHER ASSURANCES

Each of the Parties covenants and agrees that he, his heirs, executors, administrators and assigns will sign such further agreements, assurances, waivers and documents, attend such meetings, enact such by-laws or pass such resolutions and exercise such votes and influence, do and perform or cause to be done and performed such further and other acts and things as may be necessary or desirable from time to time in order to give full effect to this Agreement and every part thereof.

3.5 HEADINGS

The headings of the Articles of this Agreement are inserted for convenience only and do not constitute part of this Agreement.

3.6 SUCCESSORS AND ASSIGNS

The covenants hereunder shall run with the land and this Agreement shall be binding upon and enure to the benefit of the parties hereto and their respective heirs, executors, administrators, successors and assigns.

3.7 GENDER

All words and personal pronouns relating thereto shall be read and construed as the number and gender of the party or parties referred to in each case require and the verb shall be construed as agreeing with the required word and pronoun.

3.8 SEVERABILITY

If any covenant or provision contained herein is determined to be in whole or in part, invalid or unenforceable by reason of any rule of law or public policy, such invalidity or unenforceability shall not affect the validity or enforceability of any other covenant or provision contained herein and, in the case of partial invalidity or unenforceability of a covenant or provision, such partial invalidity or unenforceability shall not affect the validity or enforceability of the remainder of such covenant or provision, and such invalid or unenforceable covenant or provision or portion thereof, as the case may be, shall be severable from the remainder of this Agreement.

3.9 ENTIRE AGREEMENT

This Agreement expresses the final agreement among the parties hereto with respect to all matters herein and no representations, inducements, promises or agreements or otherwise among the parties not embodied herein shall be of any force and effect. This Agreement shall not be altered, amended or qualified except by a memorandum in writing, signed by all the parties hereto, and any alteration, amendment or qualification thereof shall be null and void and shall not be binding upon any such party unless made and recorded as aforesaid.

3.10 EXECUTION IN COUNTERPARTS

This Agreement may be executed in one or more counterparts, each of which when so executed shall be deemed to be an original and all of which together shall constitute one and the same instrument.

3.11 JURISDICTION

This Agreement and all other agreements, security and documents to be delivered in connection with this agreement shall be governed by and construed in accordance with the applicable laws of the Province of Ontario and of Canada.

3.12 ASSIGNMENT

Subject to the terms of this agreement, this agreement is not assignable by either party without the consent of the other Party, acting reasonably.

3.13 TRUE COPY

All of the parties hereto acknowledge having received a true copy of this document.

3.14 SCHEDULES

Those Schedules marked as Schedules “B” and “C” have been signed by the parties and are

on file with the Municipality. A reduced copy of those schedules are annexed hereto.

3.15 CONTRA PROFERENTEM RULE NOT APPLICABLE

It is agreed and acknowledged that both parties, directly or through their agents, principals, representatives and/or solicitors, have participated in the preparation and/or negotiation of the provisions of this agreement.

Should any provision of this agreement require judicial interpretation, mediation or arbitration, it is agreed that the court, mediator or arbitrator interpreting or construing the same shall not apply a presumption that the terms thereof shall be more strictly construed against one party or so as to disadvantage any party on the basis that such party and/or its solicitor or agent:

a. *Prepared this agreement or any part of it; or*
b. *Seeks to rely on this agreement or any part of it."*

3.15 INDEPENDENT LEGAL ADVICE

To the extent that the solicitors of Wolf Hooker Professional Corporation has been involved in the preparation of this agreement, such solicitors act solely as solicitors for the Town and with regard to the interests of the Town and not for any other party to this agreement. It is strongly recommended that all other parties to this agreement obtain independent legal advice prior to signing this agreement. Each such party acknowledges:

1) having obtained independent legal advice from his, her, or its' own solicitor with respect to the terms of this Agreement prior to its execution or having otherwise been given a reasonable opportunity to obtain such advice and declined to so;
2) that he *or* she *or* it understands the terms, and his *or* her rights and obligations, under this Agreement.

IN WITNESS WHEREOF the Parties hereto have hereunto set their hands and seals.

SIGNED, SEALED AND DELIVERED }
in the presence of }
}
}
}

SCHEDULE "A"

THE LANDS

PIN: 70622-0275

PT LT 302 CON NORTH TALBOT ROAD SANDWICH EAST; PT BLK A PL 1304 SANDWICH SOUTH (AMENDED BY SS5898) DESIGNATED AS PTS 1 TO 4 INCL.,6, 7, 8 12R17392 EXCEPT PTS 1, 2 ON PLAN OF EXPROPRIATION CE364752; S/T R1476650E; TECUMSEH

SCHEDULE "B"

EASEMENT SCHEDULE

This easement is an easement in gross

Schedule: The Transferors hereby grant to the Corporation of the Town of Tecumseh (hereinafter "Transferee"), its servants, agents and assigns, a free unencumbered and uninterrupted easement on, in, over, under, across, along and through the lands being

PT LOT 148, CON 3 SANDWICH EAST, Town of Tecumseh, County of Essex, Ontario designated as Parts 3 and 4 on Plan 12R-25969;

(hereinafter termed the "Subject Lands" or "Easement Lands" as an easement in gross for the purposes of installing, maintaining, replacing, altering, cleaning, repairing and providing a walking path for pedestrian use, along with associated landscaping, for ingress and egress by the general public at its sole cost and expense. The rights afforded to the general public shall be subject to such regulations and limits as determined by the Transferee from time to time.

The easement shall be effective for a period of ten years from the date of its registration on title (herein "the ten year term") unless extended by an amending agreement executed by the parties and registered on title to the Easement Lands. Provided that the Transferee may at any time elect to terminate and surrender the easement in advance of end of the ten year term. Provided further that the easement shall automatically terminate in advance of the ten year term upon the Transferor and Transferee executing and registering on title a development agreement providing for the development of the lands of the Transferee legally described as PT LT 148 CON 3 SANDWICH EAST PTS 1 & 2 12R1772 EXCEPT PTS 1 TO 16 12R-12127; TECUMSEH, Town of Tecumseh, County of Essex, Ontario being PIN 75240-0074.

Upon termination of the Easement, the Transferee shall electronically delete the easement from title to the Subject Lands, the path will be removed (including, without limitation, pavements and crushed stone) and lands restored (so far as practical) to their original condition at the sole cost and expense of the Transferee.

The Transferee, its servants, agents and assigns, shall have free and unobstructed entry and access to the subject lands at all times for any and all persons, vehicles, supplies, equipment and things necessary for or incidental to the purposes of this easement provided that the right of ingress, egress and access to the general public shall remain pedestrian only.

The Transferor reserves unto itself, its servants, agents and assigns the right for any and all persons, vehicles and equipment to travel across Part 3 on Plan 12R-25969 to maintain access to and from its lands south of the easement lands from and to the lands north of the easement lands.

Compensation for crop loss/damage

The Transferee has paid to the Transferor the sum of $3,976.60 plus $7,208.47 for a total of $11,185.07 ("the Compensation Amount") on account of the loss of opportunity to farm the easement lands during the ten year term of the easement and/or for the loss of and/or damage to crop on the easement lands at the time of construction of the works. Should the easement be terminated earlier in accordance with the provisions of the easement, any Compensation Amount paid as of the date of termination shall be fully earned and no further Compensation Amount shall be payable thereafter.

1. **Insurance**

The Transferee shall, prior to starting work on the Easement Lands, provide and thereafter maintain in full force and effect with the Transferee's insurance carrier and produce to the Transferor a certificate from the carrier, Public liability insurance covering bodily injury, death, personal injury and damage to property with commercially reasonable coverages not less than $3,000,000.00 per occurrence and naming the Transferor as an additional insured, which shall remain in effect during the Term of the Easement.

Indemnity

(a) The Transferee by accepting this easement agrees to and shall indemnify and hold harmless the Transferor against all actions, suits, claims, demands and expenses (including, without limitation, the legal fees and disbursements of the Transferor on a solicitor and client basis) made or suffered by any person or persons, in respect of loss, injury, damage or obligation to compensate, arising out of or in connection with or as a result of:

(i) the negligence or willful misconduct of the Transferee;

(ii) any breach by the Transferee of the terms and conditions of this easement; or

(iii) the works installed on the Easement Lands and the use thereof by the public,

(iv) the exercise by the Transferee of any or all the rights and privileges granted by this easement (excepting damage caused to the property of the Transferor by his own act or that of his servants, agents or contractors)

This indemnity shall include any action or claim against the Transferor that may arise by virtue of the benefit of present or future provisions of statute, regulation, by-law, ordinance or common-law made by the Province of Ontario, Dominion of Canada, municipality, or other applicable governmental body or court of competent jurisdiction provided that the Transferee shall not be liable under this Section to the extent to which such loss, damage or injury is caused or contributed to by the negligence or default of the Transferor, its servants or agents. For greater certainty, the Transferee shall not be liable to the Transferor for the actions of the Transferor, its agents, employees, or representatives who enter upon the Easement Lands.

(b) All undischarged obligations under this Section shall survive the expiration or termination of this easement.

Cost of Improvements and Maintenance

The improvements placed on the Easement Lands shall be installed and maintained by the Transferee at its sole expense.

Obstructions

The Transferor shall not intentionally place buildings or any other structures or obstructions of any kind, including any trees, bushes, fences and other such items and things, and in the event any such item or thing is placed on any of the Subject Lands by the Transferor, the owner or owners of the Subject Lands at that time shall be liable for the costs incurred by the Transferee, its servants, agents or assigns, in the removal of such items.

Restoration

In the event the Transferee performs any works or services on the Subject Lands, the Transferee covenants, at its sole cost and expense, to fill in all excavations and to restore

the surface of the Subject Lands to the same grade level and the same condition as prior to the commencement of any construction or of any other subsequent works performed on the Subject Lands.

Ownership of works

Notwithstanding any rule of law or equity, and even though the works and materials for the municipal and other public services may become affixed to or annexed to the Subject Lands, the title to such works and materials shall nevertheless remain in the Transferee.

Release

The Transferees, in the event that it grants a release of this easement, shall restore the Easement Lands as contemplated above.

Successors and Assigns

This Transfer of Easement, including the rights, privileges and benefits herein contained shall extend to, be binding upon, and enure to the benefit of the parties hereto and their respective heirs, executors, administrators, successors and assigns.

The Corporation of the Town of Tecumseh

Planning & Building Services

To: Mayor and Members of Council

From: Brian Hillman, Director Planning & Building Services

Date to Council: December 10, 2019

Report Number: PBS-2019-41

Subject: 2019 Nine Month Permit Report

Recommendations

It is recommended:

That Planning and Building Services Report No. PBS-2019-41 2019 Nine Month Permit Report **be received**

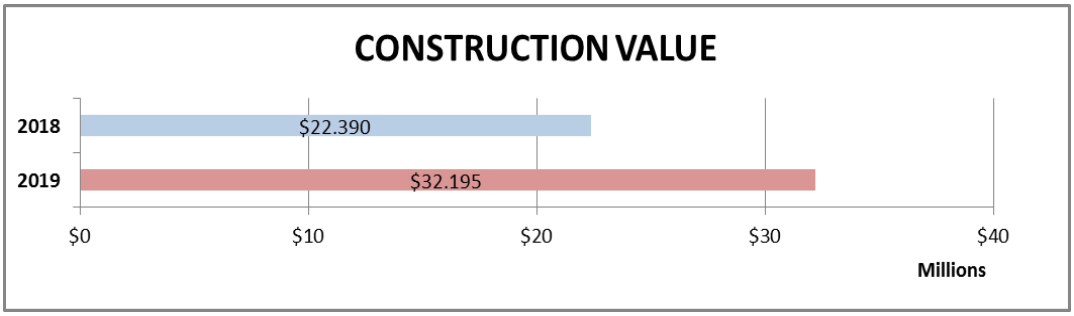
Background

This Report summarizes the permits issued for the year of 2019 (January-September) and compares the values of the same period of the previous year.

Comments

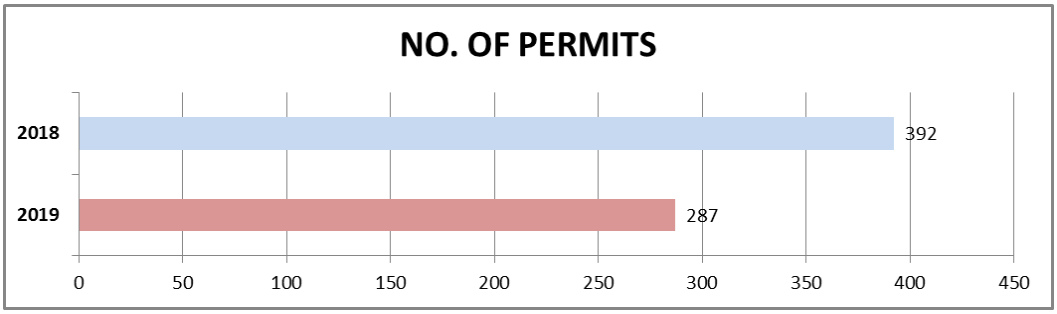
1. Construction Value:

The following chart summarizes the reported construction value of permits for the period. Construction value was reported at $32,194,990, which is up by $9,804,990 or 44 percent over last year. Construction value is the value that is reported by the applicant and may not be the actual value of the project.



2. Number of Permits:

The following chart summarizes the total number of permits issued for the period, including but not limited to new buildings, additions to buildings, accessory structures, grading and fencing. The total number is down by 105 permits or 27 percent. This is due in part to a decrease in residential additions and improvements permits.



3. Permit Types:

The following chart summarizes the number of permits issued by type for the period. A total of 19 new dwelling unit permits were issued, which resulted in 20 new residential units. For the same period last year there were 17 new residential units. In addition to those noted below, there were 22 backwater valve permits issued for the period.

Permit Activity		
Types of Permits	No of Permits	
	2019	2018
New Residential Buildings	18	15
New Multi-Residential Buildings	1(2 units)	1(2 units)
Residential Additions and Improvements	114	174
New Non-Residential Buildings	6	4
Non-Residential Additions and Improvements	40	72
Swimming Pools	34	28
Lot Grading	6	9
Fences	22	35
Signs	4	13
Portable Signs	29	29
Demolitions	13	12
Totals	287	392

Consultations

None

Financial Implications

Total revenue for the period is reported at $278,373 which is 83 percent of the budgeted amount of $334,800.

Link to Strategic Priorities

Applicable	2019-22 Strategic Priorities
☐	Make the Town of Tecumseh an even better place to live, work and invest through a shared vision for our residents and newcomers.
☐	Ensure that Tecumseh's current and future growth is built upon the principles of sustainability and strategic decision-making.
☐	Integrate the principles of health and wellness into all of Tecumseh's plans and priorities.
☒	Steward the Town's "continuous improvement" approach to municipal service delivery to residents and businesses.
☐	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:

Mike Voegeli
Manager Building Services & Chief Building Official

Reviewed by:

Brian Hillman, MA, MCIP, RPP
Director Planning & Building Services

Recommended by:

Margaret Misek-Evans, MCIP, RPP
Chief Administrative Officer

Attachment Number	**Attachment Name**
None	None

The Corporation of the Town of Tecumseh

Public Works & Environmental Services

To: Mayor and Members of Council

From: Phil Bartnik, Director Public Works & Environmental Services

Date to Council: December 10, 2020

Report Number: PWES-2019-49

Subject: 2020-2024 Public Works & Environmental Services Five Year Capital Works Plan

Recommendations

It is recommended:

That the following Public Works and Environmental Services Projects for the 2020 year, and the Capital Project List 2020-2024, **be approved**:

			Previously Approved	Requested for 2020	Future Costs	Total Costs
Sidewalk Projects						
1.	Sidewalk Repair Program - Various Locations		$ -	**$ 69,000**	$ -	$ 69,000
	Sub-Total		$ -	**$ 69,000**	$ -	$ 69,000
	Grants:		$ -	**$ -**	$ -	$ -
	Recoveries:		$ -	**$ -**	$ -	$ -
	Sidewalk Lifecycle Reserve:		$ -	**$ 69,000**	$ -	$ 69,000
New Infrastructure						
1.	Riverside Drive Trail		$ 850,000	**$ -**	$ -	$ 850,000
2.	CR42: CR19 to CR43 (Sidewalks and Bike Lanes)		$ -	**$ 90,000**	$ 618,500	$ 708,500
	Sub-Total:		$ 850,000	$ 90,000	$ 618,500	$ 1,558,500
	Grants:		$ -	**$ -**	$ -	$ -
	Recoveries:		$ -	**$ -**	$ -	$ -
	Infrastructure Reserve:		$ 850,000	**$ 90,000**	$ 618,500	$ 1,558,500

		Previously Approved	Requested for 2020	Future Costs	Total Costs
Road Projects					
1.	Road Paving - Tar & Chip	$ -	**$ 100,000**	$ -	$ 100,000
2.	Road Paving - Asphalting	$ -	**$ 1,100,000**	$ -	$ 1,100,000
3.	Road Paving - Crack Sealing	$ -	**$ 100,000**	$ -	$ 100,000
4.	CR42/43 Const. including 12th&Banwell Watermains	$ -	**$ 22,450**	$ 20,450	$ 42,900
5.	Tecumseh Hamlet SPA EA FSR	$ -	**$ 30,250**	$ 61,250	$ 91,500
6.	Tecumseh Sigange Project	$ -	**$ 16,000**	$ -	$ 16,000
7.	Lesperance/VIA Rail Improvements	$ -	**$ 155,000**	$ 1,129,000	$ 1,284,000
8.	Tecumseh Road CIP - Streetscape Plan & Final Design	$ 1,422,640	**$ -**	$ 27,908,927	$ 29,331,567
9.	Manning Road/ETLD Drain Relocation - Phase 2	$ 50,000	**$ 4,500**	$ 691,400	$ 745,900
10.	Manning Road Reconstruction - Phase 3	$ 180,000	**$ 45,500**	$ 6,239,200	$ 6,464,700
11.	Sylvestre Drive Sanitary Sewer Extension	$ 94,000	**$ -**	$ 983,400	$ 1,077,400
12.	Scully & St. Mark'sStorm PS/Riverside Drive	$ 43,600	**$ -**	$ 1,454,400	$ 1,498,000
13.	Cty Rd 46/Webster/Laval Sanitary Sewer Extension	$ 120,750	**$ -**	$ 1,410,350	$ 1,531,100
14.	Del Duca Drive Sanitary Sewer	$ 92,450	**$ -**	$ 1,018,450	$ 1,110,900
15.	Lanoue Street Improvements	$ -	**$ 363,300**	$ 1,300,700	$ 1,664,000
16.	Tecumseh Road Sanitary Sewer	$ -	**$ 672,600**	$ -	$ 672,600
17.	Tecumseh Road Path - Arlington to DM Eagle	$ -	**$ 100,000**	$ -	$ 100,000
18.	Traffic Signal Controller Update	$ 150,000	**$ -**	$ -	$ 150,000
19.	Expansion/Improvements PW Yard (North)	$ 30,000	**$ -**	$ -	$ 30,000
	Sub-Total	$ 2,183,440	**$ 2,709,600**	$ 42,217,527	$ 47,110,567
	Grants:	$ -	**$ -**	$ 525,000	$ 525,000
	Recoveries:	$ -	**$ -**	$ 2,180,000	$ 2,180,000
	Road Lifecycle Reserve:	$ 2,183,440	**$ 2,709,600**	$ 39,512,527	$ 44,405,567
Bridge Projects					
1.	Bridge & Culvert Needs Study (>3m Span)	$ -	**$ 39,000**	$ -	$ 39,000
2.	Bridge #1013 - Merrick Creek at 8th Concession	$ 250,300	**$ -**	$ -	$ 250,300
	Sub-Total:	$ 250,300	**$ 39,000**	$ -	$ 289,300
	Grants:	$ -	**$ -**	$ -	$ -
	Recoveries:	$ -	**$ -**	$ -	$ -
	Bridges Lifecycle Reserve:	$ 250,300	**$ 39,000**	$ -	$ 289,300
Water Projects					
1.	Tecumseh Road CIP - Streetscape Plan & Final Design	$ 50,250	**$ -**	$ 1,292,686	$ 1,342,936
2.	Manning Road/ETLD Drain Relocation - Phase 2	$ 25,000	**$ 6,000**	$ 914,700	$ 945,700
3.	Hwy#3/County Road 11 Watermain Replacement	$ 134,600	**$ 2,182,100**	$ -	$ 2,316,700
4.	Tecumseh Hamlet SPA EA FSR	$ -	**$ 30,250**	$ 61,250	$ 91,500
5.	Cty Rd 46/Webster Laval Sanitary Sewer Exten.	$ 80,400	**$ -**	$ 1,417,200	$ 1,497,600
6.	Del Duca Drive Sanitary Sewer	$ 5,550	**$ -**	$ 25,750	$ 31,300
7.	CR42/43 Const. including 12th&Banwell Watermains	$ -	**$ 758,600**	$ 811,400	$ 1,570,000
8.	2020 Water and Wastewater Rates Study	$ -	**$ 10,000**	$ -	$ 10,000
	Sub-Total:	$ 295,800	**$ 2,986,950**	$ 4,522,986	$ 7,805,736
	Grants:	$ -	**$ -**	$ -	$ -
	Recoveries:	$ -	**$ -**	$ -	$ -
	Watermain Reserve Fund:	$ 295,800	**$ 2,986,950**	$ 4,522,986	$ 7,805,736

		Previously Approved	Requested for 2020	Future Costs	Total Costs
Wastewater Projects					
1.	Tecumseh Road CIP - Streetscape Plan & Final Design	$ 63,500	**$ -**	$ 1,246,436	$ 1,309,936
2.	Sylvestre Drive Sanitary Sewer Extension	$ 186,800	**$ -**	$ 542,500	$ 729,300
3.	Manhole Restoration Program	$ 50,000	**$ 25,000**	$ -	$ 75,000
4.	Tecumseh Hamlet SPA EA FSR	$ -	**$ 30,250**	$ 61,250	$ 91,500
5.	Cty Rd 46/Webster/Laval Sanitary Sewer Exten.	$ 166,700	**$ -**	$ 1,319,200	$ 1,485,900
6.	Scully & St. Mark's Storm PS/Riverside Drive	$ 20,550	**$ -**	$ 354,150	$ 374,700
7.	Del Duca Drive Sanitary Sewer	$ 148,500	**$ -**	$ 926,100	$ 1,074,600
8.	Sanitary Sewer Model Update & Flow Monitioring	$ 250,000	**$ 45,000**	$ -	$ 295,000
9.	CR42/43 Const. including 12th&Banwell Watermains	$ -	**$ 44,900**	$ 251,900	$ 296,800
10.	Tecumseh Road Sanitary Sewer	$ 150,000	**$ 2,245,100**	$ -	$ 2,395,100
11.	2020 Water and Wastewater Rates Study	$ -	**$ 10,000**	$ -	$ 10,000
	Sub-Total:	$ 1,036,050	**$ 2,400,250**	$ 4,701,536	$ 8,137,836
	Grants:	$ -	**$ -**	$ -	$ -
	Recoveries:	$ -	**$ -**	$ 3,546,300	$ 3,546,300
	Wastewater Sewers Reserve Fund:	$ 1,036,050	**$ 2,400,250**	$ 1,155,236	$ 4,591,536
Stormwater Projects					
1.	Tecumseh Road CIP - Streetscape Plan & Final Design	$ 68,310	**$ -**	$ 701,690	$ 770,000
2.	Manning Road/ETLD Drain Relocation - Phase 2	$ 60,000	**$ 11,000**	$ 1,651,900	$ 1,722,900
3.	Manning Road Reconstruction - Phase 3	$ -	**$ 2,500**	$ 315,600	$ 318,100
4.	Lesperance/VIA Rail Improvements	$ -	**$ 31,000**	$ 219,700	$ 250,700
5.	Sylvestre Drive Sanitary Sewer Extension	$ 4,200	**$ -**	$ 49,000	$ 53,200
6.	Manhole Restoration Program	$ 50,000	**$ 25,000**	$ -	$ 75,000
7.	Oldcastle Storrm Drainage Master Plan	$ 450,000	**$ -**	$ -	$ 450,000
8.	Tecumseh Hamlet SPA EA FSR	$ -	**$ 219,250**	$ 261,250	$ 480,500
9.	Cty Rd 46/Webster/Laval Sanitary Sewer Exten.	$ 2,400	**$ 75,000**	$ 568,800	$ 646,200
10.	Scully & St. Marks Storm PS/Riverside Drive	$ 733,100	**$ -**	$ 13,947,500	$ 14,680,600
11.	MRSPA Pond Design and Construction	$ 40,000	**$ 2,740,000**	$ 9,955,000	$ 12,735,000
12.	Del Duca Drive Sanitary Sewer	$ 50,850	**$ 75,000**	$ 765,350	$ 891,200
13.	Shoreline Management Plan	$ -	**$ 350,000**	$ -	$ 350,000
14.	Stormwater Rate Study	$ -	**$ 45,000**	$ -	$ 45,000
	Sub-Total:	$ 1,458,860	**$ 3,573,750**	$ 28,435,790	$ 33,468,400
	Grants:	$ 175,000	**$ 180,000**	$ 1,800,000	$ 2,155,000
	Recoveries:	$ -	**$ -**	$ 10,156,000	$ 10,156,000
	Storm Sewer Lifecycle Reserve:	$ 1,283,860	**$ 3,393,750**	$ 16,479,790	$ 21,157,400
Municipal Drains					
1.	Manning Road/ETLD Drain Relocation - Phase 2	$ 105,000	**$ 21,500**	$ 3,250,000	$ 3,376,500
	Sub-Total:	$ 105,000	**$ 21,500**	$ 3,250,000	$ 3,376,500
	Grants:	$ -	**$ -**	$ -	$ -
	Recoveries:	$ -	**$ -**	$ -	$ -
	Drains Lifecycle Reserve:	$ 105,000	**$ 21,500**	$ 3,250,000	$ 3,376,500

Background

The above noted projects are intended to upgrade existing infrastructure while also providing for future development. The objective of the 2020 - 2024 Public Works & Environmental

Services (PWES) Capital Works Plan is to maintain a consistently high level of service and strive to improve the Town's infrastructure components through these improvements.

The Town adopted an Asset Management Plan in December 2013, updated in May 2018, which serves as a guide as to what, and when, capital projects should be undertaken. The attached PWES Capital Project List 2020 – 2024 summarizes PWES projects proposed to be undertaken over the 2020 – 2024 period. Recommendations will be made requesting Council approve specific projects which begin in 2020 while adopting the five-year capital plan; this gives authorization to proceed with the 2020 projects while 2021 to 2024 projects will come back to Council in subsequent years for approval to proceed.

Comments

This section provides detailed information for all 2020 projects i.e. both those previously approved and those newly proposed for 2020. Comments are provided by **road, sidewalks and pathways, bridge, water, wastewater, storm sewer** and **municipal drain** categories. Generally, projects will contain expenditures related to all categories; for expediency purposes we have included project discussion on the main driver requiring the project be undertaken.

We have also included a section entitled **2021 to 2024 projects** that provides a higher level discussion on projects being proposed for future years. Some of the future projects are initiatives led by the County of Essex that will require further discussion regarding cost-sharing agreements with the Town. In addition, there are some potential new developments in the Town that, depending on the actual development proposals, may drive the need for improvements to existing Town infrastructure. At this time, it is premature to estimate Town costs related to these potential future projects.

The attached PWES Capital Project List 2020 – 2024 **has been prepared assuming adequate funding is available in all lifecycle categories**. Discussion on those categories that are deficient can be found in the Financial Implications Section.

Certain projects have been proposed to be phased in over a two-year period. Generally, this occurs because either the project scope is too large or costly to be completed in one construction season or would be too disruptive over too large of an area and too long a period of time to the adjacent properties. Projects being phased would be tendered as two separate tender calls.

In addition, all new projects, and infrastructure replacement projects, will be designed to be compliant with the current requirements of the *Accessibility for Ontarians with Disabilities Act* (AODA).

Road Projects

Public Works staff review roads for inclusion in the annual paving program. The Town's Road Needs Study has been used for reference in conjunction with Public Works input and suggestions from Council and residents to form the basis for the recommended annual paving projects. Public Works & Environmental Services investigates and categorizes the needs based on the condition of the roads in comparison with other roads of similar traffic volumes.

The list of roads proposed for tar and chip are based on Public Works staff review of observed conditions of the roads and maintenance needs in conjunction with Pavement Condition Index (PCI) ratings from the Road Needs Study. Based on this information, Administration recommends the installation of new tar and chip surfaces on the 9th Concession Road (CR8 to South Talbot Road) and the 10th Concession Road (CR8 to South Talbot Road). Public Works also suggest earmarking an amount for remedial tar and chip repairs on roads other than those planned for. Every spring Public Works finds areas that require some repair from winter plowing activities, and this would be used to address those concerns.

Administration recommends that as part of the annual paving program, an amount be set aside for crack sealing of Town roads to extend the lifespan of the pavement before more substantial repairs or replacement are required. It is recommended that $100,000 be set aside for crack sealing.

RD 1. Tar & Chip, Asphalting, and Crack Sealing

Work	Budget Allocation	Location of Work	Extent
Tar & Chip	$100,000	9th Concession Rd. 10th Concession Rd.	CR8 to South Talbot Road CR8 to South Talbot Road
Asphalting	$1,100,000	Beachgrove Rd. Pentilly Rd. St. Thomas St. Papineau Crt. Shields St. Odessa Dr. Odessa Dr. Shawnee Rd. Wellwood Crt. Thalthorpe Pl.	Full Extent Beachgrove to Cul de Sac Centennial Dr. to Amberly Cres. Full Extent Lesperance to St. Alphonse Full Extent Cul-de-sac Gouin St. to County Rd. 22 Full Extent Full Extent
Crack Sealing	$100,000	Various locations	To be determined

Administration recommends that the above noted road improvements be completed in 2020. Inspection and project administration will be carried out by Public Works & Environmental Services staff upon award of the Contract by Council. Quality control of the materials will be carried out by a Consulting Geotechnical Engineer.

Funding to be provided from Road Lifecycle Reserve in the amount of $1,300,000.

RD 2. Tecumseh Signage Project

Previously Approved	**Requested for 2020**	Future Costs	Total Project Costs
$0	**$16,000**	$0	$16,000

In response to various Councilor inquiries regarding Town of Tecumseh existing and new signage, Administration completed an inventory of existing signage within the Town. As a result of this inventory, it was confirmed that the existing signage varies greatly in design, branding, size, road classification, location and age. Based on these findings, Administration recommends that a study be undertaken to develop criteria for signage to create consistency in design, branding and location selection. It is further recommended that Generator Design of Canada Inc. be retained to undertake this study based on their previous development of the 2014 Town of Tecumseh Branding Standards.

Funding for this project is to be provided from the Road Lifecycle Reserve in the amount of $16,000.

RD 3. Lesperance/VIA Rail Improvements

Previously Approved	**Requested for 2020**	Future Costs	Total Project Costs
$0	**$186,000**	$1,348,700	$1,534,700

On November 28, 2014, Transport Canada established new regulations for on grade crossings that stated a railway company must assure the conformity of grade crossings within seven years of the new regulations coming into force. VIA inspected all grade crossings over its entire network and identified two rail crossings in the Town of Tecumseh – Lesperance Road north of Tecumseh Road (Mile: 99.31) and Tecumseh Road just west of Lacasse Blvd (Mile: 99.13).

Article 12 of the new regulation stipulated that the road authority must provide the railway company, in writing, certain information regarding each grade crossing under its authority within two years (by 2016). Based on their involvement with the Tecumseh Road Community Improvement Plan (CIP)/Streetscape project, Dillon Consulting Ltd. (Dillon) was retained by the Town to assist with providing the required documentation and design parameters as outlined in VIA's initial letter.

Subsequent to the Town's submission, VIA provided the results of their crossing inspections in a letter dated June 27, 2017. In this correspondence, VIA identified that minor improvements were required, such as faded road paint and consideration for additional safety features, as well as one major item at the crossing at Mile 99.31. VIA determined that the gradient for the road approach at Mile 99.31 exceeds the maximum gradient of 2% within 8 m of the nearest rail and 5% for 10 m beyond. The Town, as the local road authority, is therefore required to regrade the approach by late 2021. Failure to do so may lead Transport Canada to impose measures to address the required improvements.

The project cost of $1,534,700 includes $250,700 for storm sewers and $1,284,000 for road reconstruction.

In order to meet Transport Canada's required improvement timelines, Administration recommends that the detailed design for the required improvements to the Lesperance/VIA Rail crossing be completed in 2020 with construction following in 2021. Administration further recommends that Dillon Consulting Ltd. be retained to complete the design based on their initial work related to the inspection of this crossing and their current involvement in the Tecumseh CIP/Streetscape project.

Funding for this project is to be provided from the following:

- Road Lifecycle Reserve in the amount of $155,000
- Storm Sewer Lifecycle Reserve in the amount of $31,000

RD 4. Lanoue Street Improvements

Previously Approved	**Requested for 2020**	Future Costs	Total Project Costs
$0	**$363,300**	$1,300,700	$1,664,000

The Town of Lakeshore is planning to move forward with the design and construction of Lanoue Street and Commercial Drive to provide a second connection from Manning Road to Amy Croft Drive. These works will include improvements to the Manning Road and Lanoue Street intersection. It is our understanding that the Town of Lakeshore tentatively plans to design and construct this project in late 2019/2020.

The Town of Tecumseh anticipates that Lanoue Street, from Manning Road to approximately 200 metres west of Manning Road, will require improvements when the vacant property at the southwest corner of the Manning Road and Lanoue Street intersection is developed. To accommodate the added traffic from this future development to Lanoue Street, it is anticipated that Lanoue Street will need to be widened to a three-lane cross-section to allow for a center left turning lane. It is also anticipated that the Lanoue Street improvements may require improvements to the Tecumseh side of the Manning Road and Lanoue Street intersection.

As noted above, improvements to Lanoue Street in both Tecumseh and Lakeshore will require improvements to the Manning Road and Lanoue Street intersection. Accordingly, a cost sharing agreement will be required between both municipalities and the County of Essex for the intersection improvements. At this time, it is expected that these intersection improvements will be part of Lakeshore's 2020 design and construction project to which Tecumseh would be a contributing partner in accordance with a cost sharing agreement.

Administration recommends that the design for the Lanoue Street improvements be completed in 2020 with construction tentatively planned for 2021. To achieve potential economies of scale from the Lakeshore project, Administration recommends that the same consultant be used on the Tecumseh project. It is therefore recommended that Stantec Consulting Ltd. be retained to complete the design for the Lanoue Street improvements in 2020. It is further recommended that an allowance of $200,000 be included in the 2020 Capital Works Plan for costs associated with the Town's portion of the Manning Road and Lanoue Street intersection improvements.

The project cost estimate is $1,664,000, all of which is attributable to road improvements.

Funding for this project is to be provided from the Road Lifecycle Reserve in the amount of $363,300.

RD 5. Tecumseh Road Community Improvement Plan (CIP) – Streetscape Plan & Design

Previously Approved	**Requested for 2020**	Future Costs	Total Project Costs
$1,604,700	**$0**	$31,149,740	$32,754,440

At the May 10, 2016 Special Meeting of Council, Council approved the recommendations (Motion SCM-01/16) of Planning & Building Services Report No.10/16 titled “Tecumseh Road Main Street CIP, Streetscape Plan and Detail Design and Utility Lines” that selected the preferred streetscape design that called for the removal of above-ground hydro poles, hydro wires and utility wires placing them underground.

At the July 12, 2016 Regular Meeting of Council, Council approved the recommendations (Motion RCM-257/16) of PWES Report No. 35/16 titled “Streetscape Plan and Design, Revised Scope & Budget Update, July 2016” that included a revised scope for 30% Schematic Design for the full project limits, 100% Tender Drawings and Specifications for Phase 1 and 90% Design Drawings and Specifications for Phase 2.

The tentative phasing and associated project costs are broken up into the five following phases:

- Phase 1: $14,611,300 - Tecumseh Road (St. Anne to VIA) & Lesperance (St. Denis to Arbour)
- Phase 2: $7,716,180 - Tecumseh Road (St. Anne to Shawnee)
- Phase 3: $4,053,262 - Tecumseh Road (Shawnee to Southfield)
- Phase 4: $4,187,530 - Tecumseh/Southfield intersection
- Phase 5: $2,186,168 - Lesperance (McNorton to St. Denis)

Expected recoveries from the County of Essex are anticipated to be $885,000 for a portion of the Tecumseh Road reconstruction (under the Connecting Link Agreement). Administration is still exploring recovery opportunities with some of the Utility companies.

At the April 23, 2019 Public Meeting of Council, Council received (Motion PCM-25/19) PWES Report No. 2019-28 titled “Tecumseh Road Main Street CIP – Streetscape Plan and Design Project Update – April 2019” which provided a project update. General items discussed during the meeting included concerns related to potential traffic impacts, the need for additional public consultation and potential cost savings if existing above ground hydro/utilities are maintained in the Streetscape improvements beyond Phases I and II. Accordingly, additional traffic analyses has been initiated and another Public Information Center is being planned for early 2020 to obtain additional feedback from the public.

A future report will be brought forward to Council with recommendations regarding a path forward for this project.

RD 6. Manning Road Improvement Project, Phase 3

Previously Approved	**Requested for 2020**	Future Costs	Total Project Costs
$180,000	**$48,000**	$6,554,800	$6,782,800

The Town completed a Class Environmental Assessment (EA) in April 2010 for improvements to the East Townline Drain (Manning Road) Storm Pump Station. The proposed upgrades to the pump station and drain enclosure along Manning Road provided an opportunity to improve this portion of Manning Road by constructing an urban cross-section that accommodates pedestrians, cyclists and urban design features to create an aesthetically pleasing gateway into Lakewood Park. The limits of the Class EA included Manning Road from Riverside Drive to St. Gregory's Road.

Construction of Phase 1 was completed in 2014 which included the construction of the storm pump station and associated facilities, and the reconstruction of a section of Riverside Drive (Manning Road to Christy Lane), including the roundabout at the Manning Road/Riverside Drive intersection.

At the December 13, 2016 Regular Meeting of Council, Council approved the recommendation (Motion RCM-442/16) of PWES Report No. 54/16 titled “2017-2021 Public Works & Environmental Services Capital Works Plan” that authorized Administration to retain Dillon Consulting Ltd. to proceed with the engineering design for Phase 3 of this project. Phase 3 generally relates to the road re-construction component of the project from Riverside Drive to St. Gregory’s Road including improvements to an urban cross-section that accommodates pedestrians, cyclists and urban design features to create an aesthetically pleasing gateway into Lakewood Park.

In the last two years, the Town has sought funding for this project under the following government funding programs:

- Disaster Mitigation and Adaptation Fund – 1st Intake
- Investing in Canada Infrastructure Program: Rural and Northern Communities Funding Stream – 2019 Intake

Unfortunately, this project was not selected for funding under either funding program.

The design for this project has proceeded through 2017, 2018 and, most recently, updates related to pedestrian crosswalks at the proposed roundabouts commenced in 2019. The original scope of the project has been expanded to include a new parking lot at Lakewood Park, flood control berming in Lakewood Park, road improvements on Little River Boulevard and the development of existing tree protection mitigation measures. In addition, significant effort has been expended on grant funding applications.

The Phase 3 project cost of $6,782,800 includes $6,464,700 for road works and $318,100 for storm sewers.

Expected recoveries from the County of Essex are anticipated to be $525,000 for a portion of the Bike Lanes (under the CWATS program), and $1,295,000 for a portion of the Manning

Road reconstruction (under the Connecting Link Agreement). The estimated recoveries will be refined once the actual tender costs are known.

Administration recommends updating/finalizing the design drawings/tender documents and obtaining all required approvals in 2020 with construction anticipated to proceed in 2022.

Funding for this project is to be provided from the following:

- Road Lifecycle Reserve in the amount of $45,500
- Storm Sewer Lifecycle Reserve in the amount of $2,500

RD 7. Traffic Signal Controller Upgrade

Previously Approved	**Requested for 2020**	Future Costs	Total Project Costs
$150,000	**$0**	$0	$150,000

As part of the approved 2019-2023 Public Works & Environmental Services Five Year Capital Works Plan, Administration recommended that a yearly program be created to replace traffic signal controller equipment currently in use at the Town's signalized intersections. The Town utilizes electronic equipment that is compatible with the County of Essex highways infrastructure due to the many intersections on shared roads. The equipment currently in use is dated and replacement parts are no longer available. Both the Town and County road departments are transitioning towards the next generation of traffic controller equipment. This program will take multiple years to complete and coordination between both road departments will ensure seamless operation and the potential for integration in the future between the two systems. This project will continue in 2020.

Funding for this project was previously approved from the Road Lifecycle Reserve in the amount of $150,000.

RD 8. Expansion/Improvements to the Public Works Yard (North)

Previously Approved	**Requested for 2020**	Future Costs	Total Project Costs
$30,000	**$0**	$0	$30,000

Additional storage area is required for Public Works equipment and materials. As part of the approved 2019-2023 Public Works & Environmental Services Five Year Capital Works Plan, Administration recommended that the Lacasse Public Works yard be expanded westerly in 2019 to include a portion of the previous Town dog park which was closed approximately 8 years ago. It was recommended that the area be stripped of topsoil and that a treed earth berm be constructed around the perimeter of the site. Site modifications were to include construction of a gravel surface suitable for vehicle traffic and the construction of storage bins with concrete blocks.

Due to Public Works staff demands related to the Town's flood preparedness work, this project was delayed and will be undertaken in 2020.

Funding for this project was previously approved from the Road Lifecycle Reserve in the amount of $30,000.

Sidewalks and Pathway Projects

SW 1. 2020 Sidewalk Repair Projects

Previously Approved	**Requested for 2020**	Future Costs	Total Project Costs
$0	**$69,000**	$0	$69,000

The 2020 sidewalk program will be based on sidewalk conditions determined through the comprehensive sidewalk inspection conducted annually. Currently this inspection is completed by Public Works staff and, along with input from Council and residents, this information is used to develop the annual program for recommended sidewalk repair and replacements. Should this inspection generate large amounts of sidewalk replacement, a Request for Quotation (RFQ) will be issued.

Trip hazards identified throughout the Town will be addressed to keep the Town in compliance with minimum maintenance standards. Currently, a detailed list of sidewalks to be repaired/ replaced has not been generated. The funding requested is for an upset limit to carry out the work. A detailed list of recommended sidewalk replacements will be circulated to Council for their information prior to issuing the RFQ. Inspection and project administration will be carried out by PWES Staff upon award of the Contract.

Funding for this project is to be provided from the Sidewalk Lifecycle Reserve in the amount of $69,000.

SW 2. County Road 42 Sidewalks and Bike Lanes (2020 - CR19/CR42 Roundabout)

Previously Approved	**Requested for 2020**	Future Costs	Total Project Costs
$0	**$90,000**	$618,500	$708,500

As part of the County of Essex 25-year capacity program, County Road 42 and County Road 43 road improvements were identified and the County of Essex engaged Dillon Consulting Ltd. to undertake the detailed design for the following:

- Widening of County Road 42 from the City of Windsor border with the Town of Tecumseh to the Pike Creek located in the Town of Lakeshore.
- Diversion of County Road 43 from Shields Avenue to approximately 250 metres south of County Road 42.

The County of Essex is proposing to complete the County Road 42 improvements in a number of phases. The County's current schedule includes the construction of the County Road 19/42 roundabout and related municipal services in 2020. The County has not finalized the scope of the phases, however, it is anticipated that the remaining watermain and sanitary works may proceed in 2021 with the County Road 42/43 roundabout proceeding in 2022 and the

remaining roadwork proceeding in 2023. Sidewalk and bike lane construction will be included in related phases of this project. These future works are subject to change based on the County's ultimate phasing plan.

Administration recommends that the sidewalks and bike lanes be included in the County of Essex contract drawings and specifications for the County's County Road 42 improvements project and that an allowance for the Town's portion of the sidewalks and bike lanes related to the County Road 19/42 roundabout be included in the Town's 2020 Capital Works Plan. It is anticipated that the ultimate cost to the Town will be based on a future cost sharing agreement. It is further anticipated that a future report will be brought forward to Council regarding cost sharing.

Administration also recommends that Dillon Consulting Ltd. be retained to undertake contract administration and construction inspection for the Town's infrastructure that is to be installed as part of the County project due to their previous involvement with this project and to obtain efficiencies by using the same consultant as the County.

The project cost of $708,500 includes $439,000 for sidewalks and $269,500 for bike lanes.

Funding for this project is to be provided from the Infrastructure Reserve in the amount of $90,000.

SW 3. Tecumseh Road Multi-Use Pathway Re-construction (Arlington to DM Eagle Public School)

Previously Approved	**Requested for 2020**	Future Costs	Total Project Costs
$0	**$100,000**	$0	$100,000

Public Works staff have reviewed the condition of the existing asphalt path located on the north side of Tecumseh Road between Arlington Boulevard and D.M. Eagle Public School. The existing path is approximately 600 metres long and 2.4 metres wide. Based on the path inspection, it has been determined that the existing condition of the path warrants full re-construction.

Administration recommends the full re-construction of this path in 2020. The works will include complete removal of the existing asphalt path/granular base and the construction of a new gravel base, 2.4 metre wide asphalt path and related restoration. Administration will proceed through a tender process to obtain prices to complete the work with a future report being brought forward to Council for tender award.

Funding for this project is to be provided from the Road Lifecycle Reserve in the amount of $100,000.

SW 4. Riverside Drive Trail

Previously Approved	**Requested for 2020**	Future Costs	Total Project Costs
$850,000	**$0**	$0	$850,000

At the October 25, 2016 Regular Meeting of Council, Council approved the recommendations (Motion RCM-372/16) of Planning & Building Services Report No. 32/16 titled “County Wide Active Transportation Study Plan, Town of Tecumseh 2017 Project, Trail on Riverside Drive from Tecumseh/Windsor Municipal Boundary to Manning Road” that endorsed in principle the construction of a 2.4m wide trail having a length of approximately 2.4km as a 2017 CWATS Project, subject to the resolution of a suitable design and determination to which side of the road the trail should be located.

At the December 13, 2016 Regular Meeting of Council, Council approved the recommendations (Motion RCM-442/16) of PWES Report No. 54/16 titled “2017-2021 Public Works & Environmental Services Capital Works Plan” that authorized Administration to proceed with the 2017 capital works projects including the design of the Riverside Drive Trail.

On Wednesday, September 13, 2017, a Public Information Centre was held to share details and gather public input on the Town’s above noted initiative to construct a multi-use recreational trail along Riverside Drive. Options under consideration included constructing the trail in the public right-of-way on the south side of the road or on the north side of the road. Comments received were reviewed by Administration and the Consulting Team. Following consideration of the comments, it was recommended that the preferred location for the trail was within the public right-of-way on the south side of the road.

On Wednesday, June 6, 2018, a second Public Information Centre was held to discuss the detailed analysis that had been completed since the first Public Information Centre and to convey the resulting best design solution for the new multi-use trail. Concept plans showing the multi-use trail on the south side of the road were presented for discussion and to gather public input.

It is currently anticipated that the pathway design and utility relocations will be completed in 2020 upon a final determination of the preferred location of the trail by Council, with construction to follow in 2021. A report will be brought forward to Council in early 2020 with recommendations regarding the path forward for this project.

Funding for this project was previously approved from the Infrastructure Reserve in the amount of $850,000.

Bridge Projects

BR 1. Bridge and Culvert Needs Study (with Spans > 3.0m)

Previously Approved	**Requested for 2020**	Future Costs	Total Project Costs
$0	**$39,000**	$0	$39,000

There are a total of eighteen (18) existing bridges and culverts with a span greater than 3.0 metres that were inspected as part of the Bridge and Culvert Needs Study in 2018. Inspections of the eighteen structures within the Town were completed in accordance with the latest version of the Ontario Structure Inspection Manual (OSIM) published by the Ministry of Transportation of Ontario (MTO).

Inspections of the bridges and culverts are to take place every two years as legislated by Section 2(3) of The Public Transportation and Highway Act: "The structural integrity, safety and condition of every bridge shall be determined through the performance of at least one inspection in every second calendar year under the direction of a professional engineer and in accordance with the Ontario Structure Inspection Manual'. It is now necessary to carry out a new Bridge and Culvert Needs Study in 2020 to comply with the legislation.

Administration recommends retaining Dillon Consulting Ltd. to provide engineering services on this project based on their past completion of the 2003, 2008, 2014, 2016 and 2018 Bridge and Culvert Needs Studies.

Funding for this project is to be provided from the Bridge Lifecycle Reserve in the amount of $39,000.

BR 2. Bridges (with Spans > 3.0m) – Bridges No. 1004, 1013 & 1014

Previously Approved	**Requested for 2020**	Future Costs	Total Project Costs
$760,900	**$0**	$0	$760,900

At the November 8, 2016 Regular Meeting of Council, Council approved the recommendations (Motion RCM-386/16) of PWES Report No. 48/16 titled “2016 Bridge and Culvert Needs Study (Structures with Spans > 3.0m)” that authorized Administration to use the recommendations contained within the report to form the basis of the annual PWES Capital Works Plan. The 2016 Bridge and Culvert Needs Study (Structures with Spans > 3.0m) identified the following Bridges for rehabilitation within a 1-5 year time frame.

- Bridge No.1004 (Pike Creek at 12th Concession Road)
- Bridge No.1013 (Merrick Creek at 8th Concession Road)
- Bridge No.1014 (Colchester Townline Drain at 6th Concession Road)

At the December 11, 2018 Regular Meeting of Council, Council approved the recommendations (Motion RCM-361/18) of PWES Report No. 2018-08 titled “2019-2023 Public Works & Environmental Services 5 Year Capital Works Plan” that authorized Administration to proceed with the 2019 capital works projects which included the rehabilitation of Bridges No. 1004, 1013 & 1014 in 2019 and continuing with Dillon Consulting Ltd. for contract administration and inspection during construction.

All three bridges were combined into a single tender package and five (5) tenders were received by the Town Purchasing Officer on February 7, 2019.

At the February 26, 2019 Regular Meeting of Council, Council approved the recommendations (Motion RCM-53/19) of PWES Report No. 2019-16 titled “Rehabilitation of Bridges No. 1004, 1013 and 1014 – Tender Award” which authorized the award of the contract to South Shore Contracting of Essex County Inc. and that the previously approved project budget be increased from $750,900 to $760,900.

The rehabilitation of Bridges No. 1004 and 1014 are on schedule to be completed in 2019. The rehabilitation of Bridge No. 1013 will commence in spring 2020.

Funding for this project was previously provided from the Bridges Lifecycle Reserve in the amount of $760,900.

Water & Wastewater Projects

Water and wastewater projects are intended to upgrade existing infrastructure while also providing for future development.

The methodology used to provide Council with recommendations for yearly capital projects are:

- a review of the Town of Tecumseh Water & Wastewater Master Plan.
- a review of lifecycle dollars available and possible government funding.
- a review of the Ministry of Environment regulations/guidelines.
- a review of other planned capital projects.
- a review of private land development opportunities.
- a review of possible opportunities to improve/upgrade the existing infrastructure.

Water Projects

WA 1. Highway No.3 / County Road 11 Watermain Replacement

Previously Approved	**Requested for 2020**	Future Costs	Total Project Costs
$134,600	**$2,182,100**	$0	$2,316,700

The Water Division had previously recommended replacement of the existing 200mm diameter ductile iron watermain at the Highway No.3 / County Road 11 intersection. In recent years, the 200mm diameter ductile iron watermain has been failing due to the age and material of the pipe.

The recommended works consist of the following:

- Replacement of approximately 410m of 200mm ductile iron watermain on Highway No.3 from County Road 11 westerly with a new 300mm diameter PVC;
- Replacement of approximately 345m of 200mm ductile iron watermain on County Road 11 from McCord Lane to just south of Highway No.3 with a new 300mm diameter PVC;
- The installation of approximately 430m of 300mm diameter PVC watermain on Highway No.3 from County Road 11 to Oldcastle Road.

At the December 12, 2017 Regular Meeting of Council, Council approved the recommendations (Motion RCM-441/17) of PWES Report No. 57/17 titled “2018-2022 Public Works & Environmental Services Capital Works Plan” that authorized Administration to proceed with the 2018 capital works projects which included retaining Stantec Consulting Ltd. to complete the engineering design for the Highway No.3 / County Road 11 Watermain Replacement project in 2018.

At the December 11, 2018 Regular Meeting of Council, Council approved the recommendations (Motion RCM-361/18) of PWES Report No. 2018-08 titled “2019-2023 Public Works & Environmental Services 5 Year Capital Works Plan” that included an update to this project. Due to on-going discussions with the Ontario Ministry of Transportation (MTO), the project schedule was revised to allow sufficient time to complete the engineering design and obtain approvals in 2019 followed with construction in 2020.

Administration recommends that the Highway No.3 / County Road 11 Watermain Replacement project be constructed in 2020. As Stantec Consulting Ltd. is nearing completion of the engineering design, Administration also recommends continuing with Stantec Consulting Ltd. to undertake tendering, contract administration and construction inspection in 2020.

Funding for this project is to be provided from the Watermain Reserve Fund in the amount of $2,182,100.

WA 2. County Road 42 and County Road 43 Improvements

Previously Approved	**Requested for 2020**	Future Costs	Total Project Costs
$0	**$825,950**	$1,083,750	$1,909,700

As part of the County of Essex 25-year capacity program, County Road 42 and County Road 43 road improvements were identified and the County of Essex engaged Dillon Consulting Ltd. to undertake the detailed design for the following:

- Widening of County Road 42 from the City of Windsor border with the Town of Tecumseh to the Pike Creek located in the Town of Lakeshore.
- Diversion of County Road 43 from Shields Avenue to approximately 250 metres south of County Road 42.

Based on these proposed road improvements, Administration identified municipal services within the project limits that need to be designed and incorporated into the County’s overall project. These municipal services included watermains, sanitary sewers and overland storm water flow routing from existing development located on the north side of County Road 42 to the Pike Creek located to the south of County Road 42.

At the December 11, 2018 Regular Meeting of Council, Council approved the recommendations (Motion RCM-361/18) of PWES Report No. 2018-08 titled “2019-2023 Public Works & Environmental Services 5 Year Capital Works Plan” that included retaining Dillon Consulting Ltd. to complete advanced engineering design for the above noted municipal services to allow this work to be incorporated into the County of Essex contract drawings and specifications for their County Road 42 improvements project.

Based on the advanced engineering completed in 2019, it is recommended that the following Town municipal services be included in the County of Essex County Road 42 improvements project:

- Construction of a new 400 mm diameter trunk watermain on County Road 19 in the vicinity of the proposed County Road 19/42 roundabout.

- Construction of a new 400 mm diameter trunk watermain from the proposed County Road 19/42 roundabout to the 12th Concession Road.
- Replacement of a section of existing 150 mm diameter watermain on the 12th Concession Road with new 150 mm diameter PVC watermain.
- Replacement of a section of the existing 200 mm diameter watermain on County Road 43 with new 200 mm diameter PVC watermain.
- Replacement of existing sanitary connections on County Road 42 with new PVC service connections.
- Installation of landscaping within the proposed roundabouts at County Road 19/42 and County Road 42/43 to enhance the aesthetic nature of the entry points into the Town of Tecumseh.
  (Note: The above noted 400 mm diameter trunk watermains are in accordance with the 2018 Water and Wastewater Master Plan Update and are components of project W-5A (Trunk watermain on Manning Road–CP Railway to CR42) and project W-5B (Trunk watermain on CR42–11th Concession Road to Manning Road).)

The County of Essex is proposing to complete the County Road 42 improvements in a number of phases. The County's current schedule includes the construction of the County Road 19/42 roundabout in 2020. This will include the 400 mm diameter trunk watermain on County Road 19, a portion of the 400 mm diameter trunk watermain on County Road 42, sanitary service connection improvements on a portion of County Road 42 and landscaping within the County Road 19/42 roundabout. The County has not finalized the scope of the phases, however, it is anticipated that the remaining watermain and sanitary works may proceed in 2021 with the County Road 42/43 roundabout proceeding in 2022 and the remaining roadwork proceeding in 2023. These future works are subject to change based on the County's ultimate phasing plan.

Administration recommends that the above noted municipal service improvements be included in the County of Essex contract drawings and specifications for the County's County Road 42 improvements project and that the Town's servicing costs associated with the construction of the County Road 19/42 roundabout be included in the Town's 2020 Capital Works Plan. Once the County's ultimate phasing plan is determined, Administration will confirm the applicable costs for municipal infrastructure in future capital works plans.

Administration also recommends that Dillon Consulting Ltd. be retained to undertake contract administration and construction inspection for the Town's infrastructure that is to be installed as part of the County project due to their previous involvement with advance engineering for this project and to obtain efficiencies by using the same consultant as the County.

The project cost of $1,909,700 includes $42,900 for road works, $1,570,000 for watermains and $296,800 for sanitary sewers.

Funding for this project is to be provided from the following:

- Road Lifecycle Reserve in the amount of $22,450
- Watermain Reserve Fund in the amount of $758,600
- Wastewater Sewers Reserve Fund in the amount of $44,900

WA 3. 2020 Water and Wastewater Rates Study

Previously Approved	**Requested for 2020**	Future Costs	Total Project Costs
$0	**$20,000**	$0	$20,000

The last update to the Town's water and wastewater rates was completed in 2015. It is important to update these rates to ensure full cost recovery for the water and wastewater services provided by the Town. Full cost recovery is the generation of sufficient revenues to cover the cost of providing water and wastewater services which includes operations, capital works and the appropriate reserve contributions necessary for asset lifecycle replacement and growth.

Administration recommends that a study be undertaken in 2020 to update the Town's water and wastewater rates. The results of this study will be used as a guide to set the water and wastewater rates for budget years 2021 to 2025. Administration plans to complete the majority of this study in-house, however, it is recommended that an allowance of $20,000 be included in the 2020 Capital Works budget for potential external consulting assistance and peer review.

Funding for this project is to be provided from the following:

- Watermain Reserve Fund in the amount of $10,000
- Wastewater Sewers Reserve Fund in the amount of $10,000

Wastewater Projects

WW 1. Tecumseh Road Sanitary Sewer – Lesperance to Southfield

Previously Approved	**Requested for 2020**	Future Costs	Total Project Costs
$150,000	**$2,917,700**	$0	$3,067,700

The Tecumseh Road Sanitary Sewer – Lesperance Road and Southfield Drive is located within the Tecumseh Road Community Improvement Plan (CIP) area. The Tecumseh Road CIP area is currently serviced by a sanitary sewer collection system that includes a sub-trunk sewer on Tecumseh Road, which directs sewage flows to the Lesperance Road trunk sewer and ultimately to the Gauthier (Cedarwood) Pump Station. Over time, the Town has implemented several strategies to address sanitary servicing requirements within the Tecumseh Road CIP area as development has progressed.

Part of the original 2013 Tecumseh Road CIP area draft functional servicing investigations included a review of the existing Tecumseh Road sanitary sewer under both existing development conditions and the future full build-out scenario based on future population and building density estimates. Based on these investigations, it was determined that the existing Tecumseh Road sanitary sewer did not have sufficient capacity to accommodate the flows resulting from the full build-out of the Tecumseh Road CIP area based on the conceptual development plan. It was further determined that, when improvements are warranted, the most appropriate solution would be to increase the diameter of the existing sanitary trunk sewer on

Tecumseh Road, from east of Southfield Drive to Lesperance Road. Accordingly, Administration has been monitoring development within this area to determine when upgrades to the existing sanitary sewer system should be initiated.

In 2018, four potential development proposals within the Tecumseh CIP area west of St. Anne Street were presented to the Town which included approximately 216 apartment/condo units and 2,635 m^2 of commercial space. An assessment of the existing sanitary sewer, with the addition of these four potential development proposals, was completed and available capacity was confirmed for same. With these four developments, however, the capacity of the existing sewer is maximized and any further new development will require sewer improvements. More recently in 2019, another property owner near Southfield Drive approached Administration with a conceptual development proposal that included approximately 160 apartment units. This property is also serviced by the existing Tecumseh Road sanitary sewer. If the other four developments proceed, the Tecumseh Road sanitary sewer will need to be upgraded in order for this development to move forward. Based on discussions with this landowner, it is Administration's understanding that, if this development proceeds, sanitary servicing will be required by 2021.

In order to ensure that development opportunities are not adversely impacted by insufficient sanitary sewer capacity, the Tecumseh Road Sanitary Sewer – Lesperance Road and Southfield Drive will need to be upgraded in 2020.

At the June 25, 2019 Regular Meeting of Council, Council approved the recommendations (Motion RCM-187/19) of PWES Report No. 2019-39 titled "Amendment to 2019-2023 PWES Five Year Capital Works Plan - Tecumseh Road Sanitary Sewer - Lesperance Road to Southfield Drive" that authorized the addition of the Tecumseh Road Sanitary Sewer - Lesperance Road and Southfield Drive to the 2019-2023 PWES Five Year Capital Works Plan. This Motion further authorized Administration to retain Dillon Consulting Ltd. to complete the detailed design, plans, specifications and tender documents and to assist with obtaining all required approvals for this project in 2019 with construction anticipated to proceed in 2020.

The project cost of $3,067,700 includes $672,600 for road works and $2,395,100 for sanitary sewers.

Administration recommends that the Tecumseh Road Sanitary Sewer - Lesperance Road to Southfield Drive be constructed in 2020. As Dillon Consulting Ltd. is nearing completion of the engineering design, Administration further recommends continuing with Dillon Consulting Ltd. to assist with tendering and to complete the contract administration and inspection for the construction of the Tecumseh Road Sanitary Sewer - Lesperance Road to Southfield Drive in 2020.

Funding for this project is to be provided from the following:

- Road Lifecycle Reserve in the amount of $672,600
- Wastewater Sewers Reserve Fund in the amount of $2,245,100

WW 2. Sylvestre Drive Sanitary Sewer Extension

Previously Approved	**Requested for 2020**	Future Costs	Total Project Costs
$285,000	**$0**	$1,574,900	$1,859,900

This project consists of the extension of a sanitary sewer on Sylvestre Drive from Sylvestre Drive to County Road 19 (approximately 410-metres), as well as adjacent to the County Road 19 right-of-way through a future easement (approximately 215-metres). It is also proposed to rehabilitate Sylvestre Drive from Jamsyl Drive to County Road 19 (approximately 760-metres). The installation of the sanitary sewers to service the properties identified within the study area is in keeping with Town's Water & Wastewater Master Plan, the Provincial Policy Statement, the County of Essex's Official Plan, and the Town's Official Plan to provide full municipal services to those properties within designated Settlement Areas.

As part of this project, a Schedule B Class Environmental Assessment was required to be undertaken due to the extension of a sanitary sewer through a future easement.

At the December 12, 2017 Regular Meeting of Council, Council approved the recommendations (Motion RCM-441/17) of PWES Report No. 57/17 titled "2018-2022 Public Works & Environmental Services Capital Works Plan" that authorized Administration to proceed with the 2018 capital works projects which included retaining Dillon Consulting Ltd. to complete the engineering design work and the Class Environmental Assessment for the Sylvestre Drive Sanitary Sewer Extension project.

At the July 23, 2019 Regular Meeting of Council, Council approved the recommendations (Motion RCM-232/19) of PWES Report No. 2019-31 titled" Sylvestre Drive Sanitary Sewer Extension Municipal Class Environmental Assessment, Schedule B Filing the Notice of Study Completion" that authorized administration to file the Notice of Study Completion and initiate the mandatory 30-day public and agency review period. Accordingly, the Notice of Study Completion was issued and the 30-day public and agency review period occurred from August 2, 2019 to September 1, 2019. All comments received were satisfactorily addressed and on October 9, 2019 Dillon Consulting Ltd. issued correspondence advising that the Sylvestre Drive Sanitary Sewer Extension Class Environmental Assessment is considered approved under the Municipal Class EA process and may proceed to detailed design and implementation.

Dillon Consulting Ltd. has completed the Class Environmental Assessment and preliminary functional design for this project and will be continuing with the detailed design, obtaining required approvals, tender document preparation, assisting with easement acquisition and utility relocations in 2020. Construction is tentatively planned to proceed in 2021. A future report will be brought forward to Council with recommendations related to easement acquisition.

Estimated recoveries from landowners for the sanitary sewers would be approximately $729,300. Assessments to be calculated by Administration and invoiced back to the landowners by means of a Part XII by-law (*Municipal Act*, s.391). The project cost of $1,859,900 includes $1,077,400 for road works, $729,300 for sanitary sewers and $53,200 for storm sewers.

Funding for this project was previously provided from the following:

- Road Lifecycle Reserve in the amount of $94,000
- Wastewater Sewers Reserve Fund in the amount of $186,800
- Storm Sewer Lifecycle Reserves in the amount of $4,200

WW 3. County Road 46, Webster and Laval Sanitary Sewer Extension

Previously Approved	**Requested for 2020**	Future Costs	Total Project Costs
$370,250	**$75,000**	$4,715,550	$5,160,800

The County Road 46, Webster and Laval Sanitary Sewer Extension is a continuation of the sanitary sewer servicing within the 8th Concession Road sanitary service area. The project includes the extension of a sanitary sewer along County Road 46 from the 8th Concession Road to Webster Drive, as well as on Webster Drive (entire length), and the extension of a sanitary sewer through an easement just south of Highway 401. This project will be coordinated with the County's planned road rehabilitation for County Road 46.

At the December 11, 2018 Regular Meeting of Council, Council approved the recommendations (Motion RCM-361/18) of PWES Report No. 2018-08 titled "2019-2023 Public Works & Environmental Services 5 Year Capital Works Plan" that authorized Administration to retain Dillon Consulting Ltd. to complete the engineering design for the County Road 46, Webster and Laval Sanitary Sewer Extension in 2019 with construction tentatively planned for 2020.

Through detailed design it has been determined that additional storm sewer improvements are required on Webster Drive, that the existing local watermain on County Road 46 requires replacement and that certain utilities need to be relocated to facilitate this project. Based on this information, it is now proposed that the project design, advanced utility relocations, easement acquisition and obtaining all required approvals will continue in 2020 with construction anticipated to proceed in 2021. A future report will be brought forward to Council with recommendations related to easement acquisition.

Estimated recoveries from landowners for the sanitary sewers would be approximately $1,767,000 and will be refined once the By-Law for the 8th Concession Road sanitary service area is completed. The project cost of $5,160,800 includes $1,531,100 for road reconstruction, $646,200 for storm sewers, $1,485,900 sanitary sewers and $1,497,600 for watermains.

Funding for this project is to be provided from the Storm Sewer Lifecycle Reserve in the amount of $75,000.

WW 4. Del Duca Drive Sanitary Sewer Extension

Previously Approved	**Requested for 2020**	Future Costs	Total Project Costs
$297,350	**$75,000**	$2,735,650	$3,108,000

The Del Duca Drive Sanitary Sewer Extension is a continuation of the sanitary sewer servicing within the 8th Concession Road sanitary service area. The project includes the extension of a sanitary sewer along Del Duca Drive.

At the December 11, 2018 Regular Meeting of Council, Council approved the recommendations (Motion RCM-361/18) of PWES Report No. 2018-08 titled “2019-2023 Public Works & Environmental Services 5 Year Capital Works Plan” that authorized Administration to retain Stantec Consulting Ltd. to complete the engineering design for the Del Duca Drive Sanitary Sewer Extension in 2019. At that time, it was anticipated that utility relocations and easement acquisition would occur in 2020 with construction proceeding in 2021.

Preliminary design drawings have been prepared and Stantec Consulting Ltd. is currently investigating the condition of the existing storm sewer outlet and existing utility conflicts. It is proposed that the completion of the project design, advanced utility relocations, easement acquisition and obtaining all required approvals will occur in 2020. Based on competing priorities, it is now anticipated that construction may proceed in 2022. A future report will be brought forward to Council with recommendations related to easement acquisition.

Estimated recoveries from landowners for the sanitary sewers would be approximately $1,050,000 and will be refined once the By-Law for the 8th Concession Road sanitary service area is completed. The project cost of $3,108,000 includes $1,110,900 for road reconstruction, $891,200 for storm sewers, $1,074,600 for sanitary sewers and $31,300 for watermains.

Funding for this project is to be provided from the Storm Sewer Lifecycle Reserve in the amount of $75,000.

WW 5. Sanitary Sewer Model Update and Flow Monitoring

Previously Approved	**Requested for 2020**	Future Costs	Total Project Costs
$250,000	**$45,000**	$0	$295,000

In 2011 Council received the report (Motion RCM-227/11) titled “Town of Tecumseh, Sanitary Sewer Assessment Report, dated May 2011”. The report included a recommendation that the Town update their existing sanitary sewer model every three to four years, as well as carryout a flow monitoring program.

In 2011, Dillon Consulting Ltd. was retained to update the sanitary sewer model for the sanitary sewer infrastructure located north of County Road 22 in order to assess the impacts of a proposed development. The findings of the model update and related assessment led to the preparation of the “Sanitary Sewerage Collection System Improvements Class Environmental Assessment – April 2013 (Dillon) to address the recommended improvements. Following completion of the EA, Dillon Consulting Ltd. was retained to update the sanitary sewer model for the sanitary infrastructure located south of County Road 22 which was completed in late 2013. Both models were then integrated into one model.

At the June 26, 2018 Regular Meeting of Council, Council approved the recommendation (Motion RCM-194/18) of PWES Report No. 2018-17 “Flood Mitigation Strategy” that the report

be received. Continued flow monitoring and sanitary sewer modeling were recommended flood mitigation strategies in the report. The report further identified that updating the sanitary sewer model would be incorporated within the 5-year PWES Capital Works Plan.

At the December 11, 2018 Regular Meeting of Council, Council approved the recommendations (Motion RCM-361/18) of PWES Report No. 2018-08 titled “2019-2023 Public Works & Environmental Services 5 Year Capital Works Plan” that authorized Administration to retain Dillon Consulting Ltd. to complete the Sanitary Sewer Model Update and Flow Monitoring project.

Following commencement of the study, the original project scope was expanded to determine if the impacts of the Town’s Inflow and Infiltration Removal project could be quantified based on the 2019 flow monitoring program to assist with sewer capacity assessments for new development proposals. In addition, to obtain design efficiencies and improve available information to assist with development inquiries, Administration recommends expanding the scope of work in 2020 to include modelling assessments related to the Tecumseh CIP area and the reconfiguration of the future sanitary trunk servicing within the Tecumseh Hamlet area (including integration of the Tecumseh Hamlet and Manning Road Secondary Planning areas and refinements to the existing County Road 42 service area for both dry and wet weather flow conditions).

Funding for this project is to be provided from the Wastewater Sewers Reserve Fund in the amount of $45,000.

WW 6. Manhole Restoration Program

Previously Approved	**Requested for 2020**	Future Costs	Total Project Costs
$100,000	**$50,000**	$0	$150,000

Administration recommends a program whereby manholes that have been constructed in the travelled lanes of Town roadways will be reviewed and manholes that are found to have a significant difference in elevation between the rim and the surrounding roadway will be repaired. The method of repair is a technique that has been used by PWES for the last few years. It involves a machine to core drill around the manhole lid and the manhole is rebuilt and levelled to the surrounding pavement elevation. This method results in significantly less cracking of existing roadway pavement due to the circular excavation. It also allows the area around the manhole to be compacted prior to reinstatement of any pavement. PWES has experienced good success with this restoration method and it has been used by other municipalities to reconstruct manholes in travelled lanes.

At the December 11, 2018 Regular Meeting of Council, Council approved the recommendations (Motion RCM-361/18) of PWES Report No. 2018-08 titled “2019-2023 Public Works & Environmental Services 5 Year Capital Works Plan” that authorized Administration to proceed with a manhole restorations plan in 2019. Based on the success of this program, Administration recommends that the program be continued in 2020.

Funding for this project is to be provided from the following:

- Wastewater Sewers Reserve Fund in the amount of $25,000
- Storm Sewer Lifecycle Reserve in the amount of $25,000

Storm Sewer Projects

ST 1. Shoreline Management Plan

Previously Approved	**Requested for 2020**	Future Costs	Total Project Costs
$0	**$350,000**	$0	$350,000

At the June 26, 2018 Regular Meeting of Council, Council approved the recommendation (Motion RCM-194/18) of PWES Report No. 2018-17 “Flood Mitigation Strategy” that the report be received. Completion of a Shoreline Management Plan was one of the recommended flood mitigation strategies in the report. The report further identified that completion of a Shoreline Management Plan would be incorporated within the 5-year PWES Capital Works Plan.

In 1973 the City of Windsor and surrounding areas (including Tecumseh and St. Clair Beach) experienced widespread flooding from Lake St. Clair and the Detroit River due to a combination of record high lake levels and strong on-shore winds. The properties along the shoreline as well as inland (lower lying) properties sustained significant flood damage during that event.

The water levels in Lake St Clair reached new record highs in 1986 (from the previous record set in 1973) which prompted the Essex Region Conservation Authority (ERCA) in coordination with many local municipalities to undertake Shoreline Management Plans, including:

- The City of Windsor, 1986
- Town of LaSalle (Township of Sandwich West), 1988
- Town of Amherstburg (Township of Malden), 1989
- Town of Kingsville (Township of Gosfield South), 1990

In 2019 water levels in Lake St. Clair exceeded the previous record high water levels set in 1986. In response to the high lake level, ERCA attended the May 14, 2019 Regular Meeting of Council and gave a presentation on the Great Lakes Water Levels Current Conditions and Outlook. Following the ERCA presentation, Council approved Motion RCM-124/19 which included the following:

- Authorized the creation of a new Sandbag Program to make sand and sandbags available at no cost to residents living adjacent to Lake St. Clair and Pike Creek;
- Authorized the purchase of new equipment and materials to assist in filling sandbags;
- Authorized the installation of protective measures on the Town’s critical infrastructure, being the storm and sanitary pump stations.

In 2019, Administration also used LiDAR (light detection and ranging) topographical information to determine low-lying areas along the shorelines of Lake St. Clair and Pike Creek that are potentially vulnerable to lake flooding. Property owners at these locations were contacted and offered filled sandbags. It was hoped that strategically placed mitigation

measures may reduce the potential for inland flooding and adverse impacts to private properties. It should be noted, however, that sandbags are considered a temporary measure to reduce the potential for lake flooding and that no work will completely remove the potential for flooding. In addition, high lake water levels combined with significant on-shore wind events exacerbate the potential for lake flooding within the Town of Tecumseh. Current lake water level forecasts from the Department of Fisheries and Oceans Canada show the potential for Lake St. Clair water levels to again exceed the historic 1986 high water levels in 2020. Should these high water level predictions materialize, the Town will remain in a heightened state of flood susceptibility in 2020 and potentially beyond.

In order to understand the Town's vulnerability to lake flooding and to develop appropriate mitigation strategies, a Shoreline Management Plan is required. The required Shoreline Management Plan should generally include the following components:

- Re-assessment of the 1:100-year Lake St. Clair flood elevations.
- A detailed shoreline property inventory including topographic information for each shoreline property within the Town of Tecumseh.
- Determination of vulnerable flood locations along the shoreline.
- Determination of extent of inland flooding based on lake water conveyance through vulnerable areas.
- Assessment of potential impacts of climate change.
- Assessment of lake flooding plus rain generated runoff (Integration with Dillon 2D Storm Drainage Master Plan model).
- Damage value estimates for public and private properties.
- High level conceptual mitigation measures that could be considered in the next phases of the study.

Similar Shoreline Management Plans are being developed for other municipalities along Lake St. Clair and Lake Erie. Currently, Zuzek Inc. is undertaking shoreline assessments for the Town of Lakeshore, the Municipality of Leamington and the Municipality of Chatham-Kent. Zuzek Inc. has a long history of project experience in the County of Essex dating back to 1998 as well as other locations within the Great Lakes. Zuzek Inc. is also currently leading a comprehensive investigation into the impacts of climate change on coastal storms for Lake Erie and Lake Ontario with funding support from Natural Resources Canada's (NRCan) Adaptation Platform.

Based on the above, Administration recommends that a Shoreline Management Plan be undertaken for the Town of Tecumseh in 2020. It is further recommended that Zuzek Inc. be retained to complete the Shoreline Management Plan based on their related experience and the anticipated benefits of using the same consultant that is currently completing a Shoreline Management Plan for the Town of Lakeshore.

Funding for this project is to be provided from the Storm Sewer Lifecycle Reserve in the amount of $350,000.

ST 2. Stormwater Rate Study

Previously Approved	**Requested for 2020**	Future Costs	Total Project Costs
$0	**$45,000**	$0	$45,000

At the December 13, 2016 Regular Council Meeting, Council approved the recommendations (Motion RCM-442/16) of PWES Report No. 54/16 titled “2017-2021 Public Works & Environmental Services Capital Works Plan” that authorized Administration to proceed with the Storm Drainage Master Plan.

At the June 25, 2019 Special Meeting of Council, Council approved the recommendations (Motion SCM-17/19) of PWES Report No. 2019-35 titled “Storm Drainage Master Plan – Filing the Notice of Study Completion” that authorized Administration to advertised the Notice of Study Completion to initiate the mandatory 30-day public and agency review period. Accordingly, a Notice of Study Completion was issued and the 30-day public and agency review period ended on August 19, 2019. All comments received were satisfactorily addressed and on October 24, 2019 Dillon Consulting Ltd. issued correspondence advising that the Town of Tecumseh Storm Drainage Master Plan, including the specified Schedule B projects that form part of the preferred solutions, is considered approved under the Municipal Class EA process and may proceed to detailed design and implementation.

The purpose of the Storm Drainage Master Plan was to address the impacts of surface flooding on the mainly urbanized residential areas of the Town located along the northern and eastern limits of the municipality. This included assessments of storm pump stations, gravity outfalls and the respective service areas minor (sewer) and major (roadway) systems discharging to Lake St. Clair and Pike Creek.

Based on the findings of the Storm Water Master Plan, significant improvements are recommended to existing Town storm infrastructure to reduce surface flooding concerns resulting in ‘level of service improvements’. The recommended solutions to improve the level of service for the storm infrastructure within the study area are estimated to cost $106.59M. In addition to the Storm Drainage Master Plan, the Town is also in the process of completing the Oldcastle Stormwater Master Plan. This study will also provide recommendations for stormwater infrastructure ‘level of service improvements’ as well as the related costs for same. As identified within the Town’s 2018 Asset Management Plan (v2.0), these type of recommended improvements are to be incorporated into the annual Public Works & Environmental Services Capital Works Plan moving forward.

The current allocation to the Storm Sewer Reserves ($902,700) is intended for the replacement of the existing assets and is not meant for ‘level of service improvements’. There was no significant increase in the Storm Sewer Reserves within the 2019 budget, however it was intended that the ‘level of service improvements’ may be funded from the New Infrastructure Reserve in the interim. This approach may find storm infrastructure projects competing for funding with other Council initiatives such as the Multi-Use Sportsplex and the Main Street CIP Streetscape project.

To address these challenges, the Town needs to have a long-term plan that defines, prioritizes and appropriately funds the storm system needs, while recognizing many competing interests.

Similar to water and wastewater rates, many municipalities are considering the implementation of a user fee system for stormwater services.

Based on the significant funding requirements needed to implement the Town's recommended stormwater infrastructure improvements, it is recommended that the Town undertake a Stormwater Rate Study to assess the feasibility of implementing a user fee system. The objective of the Stormwater Rate Study would be to provide for the long-term protection and enhancement of the Town's stormwater infrastructure through effective and efficient stormwater management infrastructure capital construction, operations and maintenance. In assessing the potential of a user fee system as a primary revenue stream for stormwater services, the evaluation of existing data and the selection of a preferred rate methodology are critical steps in choosing an equitable way to distribute stormwater fees across a community. The identified rate structure must ensure funding is sufficient to meet revenue requirements and is consistent with all relevant legislation, regulations, policies, by-laws, etc. Items to be considered include the following:

- Ability to impose stormwater fees under current provincial and federal legislation;
- Applicability to capital vs. operating costs;
- Applicability for recovery of total program costs vs. a subcomponent of the service;
- Ability for use on a Town-wide vs. area-specific basis;
- Variability and sustainability of the rates for cost recovery;
- Ease of calculating the rates and administration;
- Ease of understanding by the public and general acceptance of the approach.

In addition, an implementation plan strategy to support the rate structure will need to be developed and evaluated.

Administration recommends that Watson & Associates Economists Ltd. (Watson) be retained to undertake a Stormwater Rate Study in 2020. Watson has previously completed studies for the Town of Tecumseh and is familiar with the Town's assets. Most recently, Watson completed the Town's 2019 Development Charges Study. In addition, Watson is one of Canada's leading economic consulting firms and they have completed stormwater rate studies for other municipalities.

Funding for this project is to be provided from the Storm Sewer Lifecycle Reserve in the amount of $45,000.

ST 3. Manning Road Secondary Plan Area – Stormwater Facility

Previously Approved	**Requested for 2020**	Future Costs	Total Project Costs
$40,000	**$2,740,000**	$9,955,000	$12,735,000

The Town of Tecumseh completed the Manning Road Secondary Plan Area, Stormwater Management Class Environmental Assessment (EA) Environmental Study Report (ESR) in April 2010. The preferred stormwater management solution resulting from this EA included a single regional stormwater management facility at the southerly limits of the Study Area with a stormwater pump station that would discharge the runoff volume collected in this facility to the

East Townline Drain at a controlled rate. In addition, the Baillargeon Drain would continue to discharge separately and directly to the East Townline Drain.

Between 2010-2013, the Town initiated the functional design of site servicing for the Manning Road Secondary Plan Area (MRSPA) during which time alternative servicing options for the MRSPA were investigated to assess potential cost saving opportunities. Based on these investigations, the Town of Tecumseh completed the Manning Road Secondary Plan Area, Stormwater Management Class Environmental Assessment (EA) Addendum in December 2014 (Updated March 2015). The Addendum incorporated the Baillargeon Drain as part of the MRSPA storm sewer system and stormwater management facility to better utilize the capacity of the existing and proposed storm drainage infrastructure in the area.

Following the completion of the EA Addendum, the original 2013 Functional Servicing Report (FSR) was updated to address the recommendations included in the Addendum and a revised FSR was issued in 2015.

At the November 12, 2019 Regular Meeting of Council, Council approved the recommendations (Motion RCM-369/19) of PWES Report No. 2019-55 titled “Amendment to 2019-2023 PWES Five Year Capital Works Plan Manning Road Secondary Plan Area, Stormwater Management Facility” which included the following:

- Adding the MRSPA Stormwater Management Facility to the 2019-2023 PWES Five Year Capital Works Plan
- Authorization of an initial $40,000 expenditure in 2019 to be funded out of the Storm Sewer Lifecycle Reserve for costs associated with the acquisition of lands related to legal, surveyors and land appraisals
- Recommendation that additional funding be referred to budget deliberations in the 2020-2024 PWES Five Year Capital Works Plan specific to detailed design, property acquisition and construction costs

Administration recommends that Dillon Consulting Ltd. be retained to complete the detailed design for the MRPSA stormwater facility in 2020 based on their previous work on the 2010 MRSPA EA, 2015 MRSPA EA Addendum and 2015 MRSPA FSR. Administration further recommends that the Town acquires the required property for the MRSPA stormwater management pond in 2020 with construction anticipated to proceed in 2021.

Estimated recoveries from landowners for the design and construction of the MRSPA stormwater facility would be approximately $10,156,000. Assessments to be calculated by Administration and invoiced back to the landowners by means of a Part XII by-law (*Municipal Act*, s.391). Administration will bring forward a future report to Council regarding cost recovery recommendations for this project.

Funding for this project is to be provided from the Storm Sewer Lifecycle Reserve in the amount of $2,740,000.

ST 4. Tecumseh Hamlet EA and Functional Servicing Study

Previously Approved	**Requested for 2020**	Future Costs	Total Project Costs
$0	**$310,000**	$445,000	$755,000

In 2011, Council approved Administration to engage the services of DIALOG, an Urban Design Consultant, to assist in the development of the Tecumseh Hamlet Secondary Plan (THSP). DIALOG was to assist Administration with stakeholder engagement and capacity building, organizing and facilitating design charrettes and developing concept plans, policies and urban design guidelines to ensure orderly development of lands within the planning area.

In 2012, it was identified that a range of servicing issues needed to be addressed in the THSP area and that these servicing issues needed to be address concurrently with the land use planning issues. Accordingly, it was determined that a Functional Servicing Report (FSR) was required to address storm drainage, sanitary collection, water distribution infrastructure and road layout for the planned development of this area.

At that time, Dillon Consulting Ltd. (Dillon) was engaged to complete an FSR (water, wastewater, stormwater) to supplement the planning work. It was intended that the FSR would take into account the trunk infrastructure proposed by the Town's Water and Wastewater Master Plan and would provide more details as to how the lands would be serviced.

In conjunction with the FSR, it was also identified that a Municipal Class Environmental Assessment (Class EA) would be required to the fulfil infrastructure Class EA requirements for water distribution, wastewater, stormwater and transportation within the Hamlet area.

At the same time as the above, the Upper Little River Watershed Master Drainage and Stormwater Management Municipal Class EA Study (ULR) was being undertaken jointly by the City of Windsor and the Town of Tecumseh, with project management being delivered by the Essex Region Conservation Authority. It was originally intended that the general location and size of the required Hamlet stormwater facilities would be determined through the recommendations of the ULR study. Due to numerous justifiable issues, the ULR study was delayed which ultimately resulted in the THSP and FSR/EA being delayed since the ULR stormwater requirements are needed to finalize the servicing requirements for the Hamlet area.

It is now anticipated that the final report for the ULR study will be available in early 2020. Upon completion of the ULR study, a Notice of Completion will be issued and the project will enter the 30-day public and agency review period. Completion of the ULR study will provide the necessary information to move forward with the Hamlet stormwater management design, to finalize the road network, to prepare the FSR and to undertake the above noted Class EA for the Hamlet infrastructure. Based on the design and planning work completed to date, it is anticipated that the new development within the Tecumseh Hamlet area will include four (4) regional stormwater management facilities and approximately 155 hectares of residential development, 12 hectares of commercial development and 1 hectare of institutional development. The12 hectare Tecumseh Vista Academy site is also included in the Tecumseh Hamlet area.

The total cost for Hamlet FSR/Class EA is $755,000 which includes design components of $91,500 for roads, $91,500 for water distribution, $91,500 for sanitary sewers and $480,500 for stormwater infrastructure.

It is recommended that Dillon Consulting Ltd. continue as the engineering consultant based on their past work on this project. It is recommended that the stormwater management analysis, finalization of the road network and commencement of the Class EA be undertaken in 2020 in conjunction with the related planning processes for the THSP. It is further recommended that the FSR and the finalization of the Class EA be completed in 2021.

Funding for this project is to be provided from the following:

- Road Lifecycle Reserve in the amount of $30,250
- Watermain Reserve Fund in the amount of $30,250
- Wastewater Sewers Reserve Fund in the amount of $30,250
- Storm Sewer Lifecycle Reserve in the amount of $219,250

ST 5. Oldcastle Storm Drainage Master Plan

Previously Approved	**Requested for 2020**	Future Costs	Total Project Costs
$450,000	**$0**	$0	$450,000

At the December 12, 2017 Regular Meeting of Council, Council approved the recommendations (Motion RCM-441/17) of PWES Report No. 57/17 titled “2018-2022 Public Works & Environmental Services Capital Works Plan” that authorized Administration to proceed with the 2018 capital works projects which included retaining Stantec Consulting Ltd. to complete the Oldcastle Storm Drainage Master Plan.

The stormwater infrastructure network located within the Oldcastle Hamlet area is comprised of a combination of roadside ditches, Municipal Drains, storm sewers, swales/sub-drains, as well as County and Provincial storm infrastructure. There are three (3) distinct watershed areas within the Oldcastle Hamlet which include Little River (8 outlets), Turkey Creek (1 outlet), and River Canard (3 outlets).

The Oldcastle Storm Drainage Master Plan will focus on an analysis of the storm infrastructure within these watersheds and will set the framework for how stormwater is addressed for new and re-developments. This analysis will review how the storm infrastructure functions during minor rainfall events (what can be contained within the ditches, drains and sewers), and major rainfall events (which would follow overland flood routes). The Master Plan will follow the Municipal Class Environmental Assessment (EA) process and is equivalent to the same steps that a Schedule ‘B’ EA would follow.

At the September 11, 2018 Regular Meeting of Council, Council approved the recommendations (Motion RCM-272/18) of PWES Report No. 2018-21 titled “National Disaster Mitigation Program-Intake 5” that authorized Administration to submit an application to the federal government for funding under the National Disaster Mitigation Program (NDMP) for the Oldcastle Storm Drainage Master Plan. Subsequent to the September 11, 2018 Regular Meeting of Council, Administration submitted a funding application for this project to the

NDMP. On March 28, 2019, Administration received confirmation that our funding application in the amount of $180,000 was approved. As per the funding agreement, all works for this project must be completed by March 31, 2020.

In the Spring of 2019, the project manager for the Oldcastle Stormwater Master Plan left Stantec Consulting Ltd. to seek employment opportunities at another local engineering firm. Through discussions with Stantec Consulting Ltd., it was mutually agreed that the best path forward for this study was for the original project manager to complete the project. Accordingly, Landmark Engineers Inc. was retained to complete the study in accordance with the original project schedule and approved budget.

On October 17, 2019, a Public Information Center was held at the Ciociaro Club. Plans showing the existing drainage conditions within the Oldcastle area were available for review and discussion.

Landmark Engineers Inc. is continuing with the Master Plan and is in the process of developing/evaluating drainage improvement alternatives for the study area. This study will continue through 2019 with a final report anticipated by the end of March 2020.

Funding for this project was previously provided from the Storm Sewer Lifecycle Reserve in the amount of $450,000.

ST 6. Manning Road Improvement Project, Phase 2

Previously Approved	**Requested for 2020**	Future Costs	Total Project Costs
$260,000	**$43,000**	$6,499,500	$6,802,500

The Town completed a Class Environmental Assessment (EA) in April 2010 for improvements to the East Townline Drain (Manning Road) Storm Pump Station. The proposed upgrades to the pump station and drain enclosure along Manning Road provided an opportunity to improve this portion of Manning Road by constructing an urban cross-section that accommodates pedestrians, cyclists and urban design features to create an aesthetically pleasing gateway into Lakewood Park. The limits of the Class EA included Manning Road from Riverside Drive to St. Gregory's Road.

Construction of Phase 1 was completed in 2014 which included the construction of the storm pump station and associated facilities, and the reconstruction of a section of Riverside Drive (Manning Road to Christy Lane), including the roundabout at the Manning Road/Riverside Drive intersection.

At the December 13, 2016 Regular Meeting of Council, Council approved the recommendation (Motion RCM-442/16) of PWES Report No. 54/16 titled “2017-2021 Public Works & Environmental Services Capital Works Plan” that authorized Administration to retain Dillon Consulting Ltd. to proceed with the engineering design for Phase 2 of this project. Phase 2 generally relates to underground servicing including the enclosure and redirection of the East Townline Drain into the recently constructed Lakewood Park channel, filling in the existing open drain on the west side of Manning Road, watermain replacement, construction of a new local storm sewer on the west side of Manning Road and the construction of an overflow storm

sewer on St. Thomas Street. Both the enclosure/redirection of the East Townline Drain into the Lakewood Park channel and the construction of an overflow storm sewer on St. Thomas Street are recommended works from the Tecumseh Storm Drainage Master Plan (Projects ETL-3 and ESL-1) which was recently approved under the Municipal Class EA process.

In the last two years, the Town has sought funding for this project under the following government funding programs:

- Disaster Mitigation and Adaptation Fund – 1st Intake
- Investing in Canada Infrastructure Program: Rural and Northern Communities Funding Stream – 2019 Intake

Unfortunately, this project was not selected for funding under either funding program.

The design for this project has proceeded through 2017, 2018 and, most recently with the approval of the Tecumseh Storm Drainage Master Plan under the Municipal Class EA process, the project scope was expanded to include the St. Thomas Street overflow storm sewer. The previously completed hydrologic and hydraulic modelling was also recently updated to satisfy the requirements of the Windsor/Essex Region Stormwater Management Standards Manual that was adopted by Council at the June 25, 2019 Regular Meeting of Council (Motion RCM-186/19). In addition, significant effort has been expended for funding applications and for the submission of approval applications which are currently under review by the Essex Region Conservation Authority and the Ontario Ministry of Environment, Conservation and Parks.

The Phase 2 project cost of $6,802,500 includes $745,900 for road works, $945,700 for watermains, $11,500 for sanitary sewers, $1,722,900 for storm sewers and $3,376,500 for municipal drains.

Administration recommends completing the St. Thomas Street overflow storm sewer design, updating/finalizing the design drawings/tender documents and obtaining all required approvals in 2020 with construction anticipated to proceed in 2021.

Funding for this project is to be provided from the following:

- Road Lifecycle Reserve in the amount of $4,500
- Watermain Reserve Fund in the amount of $6,000
- Storm Sewer Lifecycle Reserve in the amount of $11,000
- Drains Lifecycle Reserve in the amount of $21,500

ST 7. Scully & St. Mark's Storm Pump Station & Riverside Drive Storm Sewers

Previously Approved	**Requested for 2020**	Future Costs	Total Project Costs
$797,250	**$0**	$15,756,050	$16,553,300

In 2016 a review of the St. Mark's Storm Pump Station, the Scully (Edgewater) Storm Pump Station and the existing storm sewer infrastructure within the contributing drainage area was conducted. The results indicated that the storm pump stations would be unable to accommodate additional flows from local streets that were slated to be reconstructed with

storm sewers having a 1:5-year level of service. These results were discussed and included in PWES Report No. 52/16 titled “Arlington Boulevard Improvements – Project Update, December 2016”, which was brought to Council at the December 13, 2016 Regular Meeting of Council. In addition, the detailed analysis of the stormwater infrastructure that was conducted as part of the Storm Drainage Master Plan confirmed that improvements are required to the existing Scully & St. Mark’s pump stations.

The proposed project consists of decommissioning the St. Mark’s storm pump station and redirecting those flows into an upgraded and expanded Scully storm pump station to provide a greater level of service. The Scully pump station upgrade is to increase pump capacity to accommodate the additional flows from the current St. Mark’s service area, as well as other adjacent areas where interconnections and overland flows have been identified as part of the Town’s Storm Drainage Master Plan. This project also includes trunk storm sewer improvements along Riverside Drive to add resiliency to the system and improve the level of service to address area-wide issues of surface flooding.

The project cost of $16,553,300 includes $14,680,600 for storm sewers and pumping stations, $374,700 for sanitary sewers and $1,498,000 for road reconstruction.

At the July 24, 2018 Regular Meeting of Council, Council approved the recommendations (Motion RCM-232/18) of PWES Report No. 2018-19 titled “Disaster Mitigation and Adaptation Fund Expression of Interest” that authorized Administration to submit the required documentation to the federal government for funding under the Disaster Mitigation and Adaptation Fund (DMAF). Accordingly, an application was submitted, however, on Friday May 31, 2019, the Town was made aware that our application for funding was not approved.

At the December 11, 2018 Regular Meeting of Council, Council approved the recommendations (Motion RCM-361/18) of PWES Report No. 2018-08 titled “2019-2023 Public Works & Environmental Services 5 Year Capital Works Plan” that authorized Administration to proceed with the 2019 capital works projects which included continuing with Dillon Consulting Ltd. to complete the engineering design for the Scully & St. Mark’s Storm Pump Station & Riverside Drive Storm Sewers project in 2019 following completion of the Storm Drainage Master Plan and subject to the results of the Town’s DMAF application. It was also noted that the future timing for construction would be contingent on the availability of funding and Council approval.

At the July 23, 2019 Regular Meeting of Council, Council approved the recommendations (Motion RCM-229/19) of PWES Report No. 2019-02 titled “Disaster Mitigation and Adaptation Fund Special Spring 2019 Flooding Intake Expression of Interest and Full Application” that authorized Administration to submit an Expression of Interest and Full Application to the federal government for funding under the 2nd intake of the Disaster Mitigation and Adaptation Fund (DMAF). Accordingly, an Expression of Interest and Full Application were submitted by August 1, 2019 for the following projects:

- Scully & St. Mark’s Storm Pump Station & Riverside Drive Trunk Storm Sewers project.
- P.J. Cecile Storm Pump Station Improvements project.

Administration is currently waiting to receive the results of the DMAF application.

As noted above, commencement of the previously approved design work for the Scully & St. Mark's Storm Pump Station & Riverside Drive Trunk Storm Sewers project was to be deferred until completion of the Tecumseh Storm Drainage Master Plan. The Master Plan is now complete, however, the design work has not yet commenced since engineering design costs are eligible for funding under the DMAF program. Upon receipt of the results of our current DMAF application, Administration will move forward with the design for the Scully & St. Mark's Storm Pump Station & Riverside Drive Trunk Storm Sewers project in 2020/2021.

Funding for this project was previously approved from the following:

- Storm Sewer Lifecycle Reserve in the amount of $733,100
- Wastewater Sewers Reserve Fund in the amount of $20,550
- Road Lifecycle Reserve in the amount of $43,600

Municipal Drain Projects

Town of Tecumseh is obligated to manage, repair, maintain and improve the Town's 120 Municipal Drains (totaling 221km) in accordance with the Drainage Act, including assessing costs to the benefitting upstream landowners according to the most current by-law. Municipal Drains are not municipal infrastructure and only the actual Town assessments are funded from the general tax rate.

There are currently over 150 active drainage projects that the Town is undertaking. These works include new municipal drains (1), maintenance of existing drains (89), drain improvements requiring an engineer's report (44) and apportionment agreements (16) all of which are at various stages of completion. The Drainage Superintendent receives requests for maintenance or repair and improvements for Municipal Drains, and determines which section of the Drainage Act is most suitable to proceed with the request. These drainage requests, and subsequent works, are addressed as they occur and brought before Council for their approval on a project by project basis.

Funding for the Town's assessment for Municipal Drains will generally come from the Drains Lifecycle Reserve.

2021 to 2024 Projects

This section provides a higher level discussion on projects being proposed for 2021 to 2024.

- **2021: Traffic Signal Reconstruction (Lesperance/McNorton)** (Cost of $165,000)

  A condition assessment was conducted for all traffic signal infrastructure owned and maintained by the Town, including 11 intersections and one mid-block cross walk. Traffic signal infrastructure includes poles, luminaires, mast arms, traffic signal heads, pedestrian signal heads, pedestrian push buttons, hand holes, loop detectors, cabinets, controllers, wiring and conduit.

  The traffic signal condition assessment has been used as the basis for identifying the recommended priority, scope and cost for traffic signal infrastructure improvements,

which could be utilized by the Town to develop a long-term, comprehensive maintenance and capital replacement strategy.

At the September 22, 2015 Regular Meeting of Council, Council approved the recommendations (Motion RCM-319/15) of PWES Report 51/15 titled "Traffic Signal Infrastructure Assessment (2015)" where the report was adopted and Administration was authorized to use the recommendations contained within the report to form the basis of the annual PWES Capital Works Plan.

Based on the Traffic Signal Infrastructure Assessment (2015), it is recommended that the Lesperance/McNorton intersection traffic signals be reconstructed in 2021.

In addition to this project, it is recommended that the Traffic Signal Infrastructure Reconstruction program should include the following projects subject to the timing of the Tecumseh Road CIP project:

- Lesperance Road/Tecumseh Road East
- Lesperance Road/Arbour Street
- Tecumseh Road East/Shawnee Road

➢ **2021+: Culvert Works (Structures with Spans < 3.0m)**

The 2016 Culvert Needs Study (Structures with Spans < 3.0m) had identified two (2) structures to be replaced immediately; 10 structures to rehabilitated or replaced within a 1-5 year timeframe; and three (3) structures to be rehabilitated or replaced within a 6-10 year timeframe. The recommended culvert works are as follows:

- 2021 – Culvert No.45, South Talbot Road (cost of $326,000)
- 2021/2022 – Culvert No.54, Snake Lane Road (cost of $660,700)
- 2021/2022 – Culvert No.53, Snake Lane Road (cost of $660,700)
- 2021/2022 – Culvert No.42, Snake Lane Road (cost of $554,500)
- 2022/2023 – Culvert No.51, 8th Concession Road (cost of $150,000)
- 2022/2023 – Culvert No.70, 12th Concession Road (cost of $160,000)
- 2024/2025 – Culvert No.48, Holden Road (cost of $550,000)

➢ **2021+: Town Multi-Use Trails and Bike Lanes**

As part of the Tecumseh Transportation Master Plan (TMP), a network of key Active Transportation facilities was developed to ensure connectivity in the larger network. This network has been coordinated with plans and recommendations from the County Wide Active Transportation Study (CWATS) and the City of Windsor Bicycle Use Master Plan (BUMP). The expansion of the Active Transportation Network is a municipal focus for several reasons, including: it promotes Environmental Sustainability, it promotes personal Health, and it promotes Equity in transportation service. The following Active Transportation Facilities are proposed:

- McNorton Bike Lanes (2021, cost of $10,000)
- Lesperance Road Multi-Use Trail – County Road 22 to County Road 42 (2021-2022, cost of $1,071,000)

- Riverside Drive Multi-Use Trail – Arlington to Kensington (2022-2023, cost of $156,000)
- County Road 34 Multi-Use Trail – Malden to County Road 19 (2023-2024, cost of $455,000)
- Lesperance Road Multi-Use Trail – Riverside to McNorton (2024-2025, cost of $455,000)

➢ **2021 – 2022: Traffic Signal Upgrades/Maintenance** (Cost of $92,500)

A condition assessment was conducted for all traffic signal infrastructure owned and maintained by the Town, including 11 intersections and one mid-block cross walk. Traffic signal infrastructure includes poles, luminaires, mast arms, traffic signal heads, pedestrian signal heads, pedestrian push buttons, hand holes, loop detectors, cabinets, controllers, wiring and conduit.

The traffic signal condition assessment has been used as the basis for identifying the recommended priority, scope and cost for traffic signal infrastructure improvements, which could be utilized by the Town to develop a long-term, comprehensive maintenance and capital replacement strategy.

At the September 22, 2015 Regular Meeting of Council, Council approved the recommendations (Motion RCM-319/15) of PWES Report 51/15 titled "Traffic Signal Infrastructure Assessment (2015) where the report was adopted, and authorized Administration to use the recommendations contained within the report to form the basis of the annual PWES Capital Works Plan.

Based on the Traffic Signal Infrastructure Assessment (2015), it is recommended that traffic signal upgrades/maintenance will be required at the following intersections.

- 2021 - Manning Road at Green Valley Plaza Intersection ($20,625)
- 2021 - Tecumseh Road East and Manning Road Intersection ($20,625)
- 2021 - Tecumseh Road East and Southfield Drive Intersection ($21,250)
- 2022 - Manning Road and St. Gregory’s Road Intersection ($16,500)
- 2022 - Tecumseh Road East and Green Valley Plaza Intersection ($13,500)

➢ **2021+: County of Essex (Initiated) Projects**

The County of Essex has a number of planned projects in the upcoming years, where the Town is obligated to meet financial contributions through cost sharing arrangements. The Town is also planning on a number of infrastructure improvements as part of these projects. As the projects are more clearly defined in the years to come, Administration will continue to communicate and negotiate with the County as to the Town’s exact contribution. These projects consist of the following:

- **County Road 11/South Talbot Road (2020+,Town’s cost share to be negotiated)**
  The County is currently completing the design of a roundabout at the County Road 11/South Talbot Road intersection. Town’s cost share to be negotiated.

- **Westlake Drive Extension** (2021, cost of $438,500)
  The extension of Westlake Drive is a component of the County's planned advance construction works at the County Road 22/Lesperance Road intersection, the design details which continue to be the subject of discussion with the County. The Town has provided the County of Essex with a traffic study prepared by Dillon Consulting Ltd. which details the anticipated urban-cross section required for this road extension. The Town will be seeking to install full municipal services (storm, sanitary, watermain), for which those costs will be full recovery from the adjacent development lands.

- **County Road 19** (2021+, Town cost of $214,500)
  The County is proposing advance construction works at the intersections of County Road 19/County Road 46 intersection and the County Road 19/County Road 34 intersection. The Town's costs are attributed to the replacement of the existing watermains.

➢ **2022 & 2024: Bridge and Culvert Needs Study (Structures with Spans > 3.0m)** (Cost of $39,000 each occurrence)

There are a total of eighteen (18) existing bridges and culverts with a span greater than 3.0 metres that were inspected as part of the Bridge and Culvert Needs Study in 2018. Inspections of the eighteen structures within the Town were completed in accordance with the latest version of the Ontario Structure Inspection Manual (OSIM) published by the Ministry of Transportation of Ontario (MTO).

Inspections of the bridges and culverts are to take place every two years as legislated by Section 2(3) of The Public Transportation and Highway Act: "The structural integrity, safety and condition of every bridge shall be determined through the performance of at least one inspection in every second calendar year under the direction of a professional engineer and in accordance with the Ontario Structure Inspection Manual". It is currently recommended that a new Bridge and Culvert Needs Study be completed in 2020 and it will be necessary to carry out the next Bridge and Culvert Needs Study in 2022 and again in 2024 to comply with the legislation.

➢ **2022 - 2023: Riverside Drive In-line Storage Trunk Sanitary** (Cost of $2,804,750)

The Town completed a Municipal Class Environmental Assessment (Class EA) in April 2013 for improvements to the Town's sanitary collection system. As part of the 2013 Class EA, various alternative solutions were identified and evaluated to address the problem of basement flooding and the lack of capacity in the sewage system to accommodate future growth. An expansion and upgrading of the existing sanitary sewage collection system was identified as the preferred solution.

The functional design for the preferred solution identified a reduction in the risk of basement flooding and would also accommodate new development. These improvements included:

- Stage 1 (completed in 2014)
  - Decommissioning of the existing Hayes Sanitary Pump Station

- Construction of the new Lakewood Sanitary Pump Station
- Increased on-line peak flow storage capacity – Lakewood Park Trunk Sewer

- Stage 2 (currently scheduled for 2022/2023)
  - Increased on-line peak flow storage capacity – Riverside Drive Trunk Sewer

- Stage 3 (presently being reviewed as part of the 2019 Sanitary Sewer Model Update)
  - Additional investigation and sanitary sewer modeling required on Dillon Drive and Green Valley Drive

Stage 2, the Riverside Drive Trunk Sewer project, consists of replacing the existing sanitary sewer along Riverside Drive between Kensington Boulevard and Pentilly Road with an on-line peak flow storage facility. Approximately 395 meters of the existing 400 mm diameter sanitary sewer will be replaced with 1500 mm diameter sanitary sewer to provide remedial flooding measures to reduce sanitary sewer surcharging and reduce the risk of basement flooding within its service area due to extraneous flows entering the sanitary system through inflow and infiltration. An approximate population of 1,400 people representing 400 properties would see a direct benefit from the project.

The project cost of $2,804,750 includes $2,056,000 for sanitary sewers and $748,750 for road reconstruction.

At the July 24, 2018 Regular Meeting of Council, Council approved the recommendations (Motion RCM-232/18) of PWES Report No. 2018-19 titled “Disaster Mitigation and Adaptation Fund Expression of Interest” that authorized Administration to submit the required documentation to the federal government for funding under the Disaster Mitigation and Adaptation Fund (DMAF). Accordingly, an application was submitted, however, on Friday May 31, 2019, the Town was made aware that our application for funding was not approved.

Engineering design for this project is proposed to be completed in 2022 with construction anticipated to proceed in 2023. Additional funding opportunities will continue to be sought for this project which could modify the project schedule.

At the December 10, 2019 Regular Meeting of Council, Administration will be bring forward PWES Report No. 2019-52 requesting authorization to submit an application to the federal government for funding under the Investing in Canada Infrastructure Program (ICIP): Green Stream – 2019 Intake for a future commitment to the Riverside Drive Trunk Sanitary Sewer to be completed in 2022-2023.

- **2022+: Zone 2 Booster Station (W-9) and Water Storage Facility (W-10)** (Cost of $9,775,000)

At the December 8, 2015 Regular Council Meeting, Council approved the recommendations (Motion RCM-419/15) of PWES Report No. 63/15 titled “2016-2020 Public Works & Environmental Services Capital Works Plan” that authorized Administration to proceed with a Water and Wastewater Master Plan Update. The purpose of the Master Plan Update was to re-examine water and wastewater

infrastructure timing and costing requirements for the existing settlement areas in the Town of Tecumseh to ensure that the most cost effective infrastructure servicing strategies required to support new growth and maintain a high level of service into the future is implemented.

Through the Master Plan Update it is recommended that a second pressure zone is required for the South Service Area. Creation of a second pressure zone requires construction of the following facilities:

- W-9 - A new booster pumping station will permit the Town to operate the water system in the southeast area of Tecumseh at a higher pressure zone in order to provide adequate pressures throughout the full range of demand scenarios for existing and new growth in the south service area. Also included are pressure reducing valves and/or check valves at all boundary connection points with the City of Windsor water system and zone isolation valves between the two Tecumseh pressure zones.

- W-10 - A new water storage facility will supplement the existing fire storage already provided within the Tecumseh Elevated Tank, will provide Tecumseh with minimum fire storage required for an integrated Tecumseh system, and will provide storage for pump control for the booster pumping station.

Total project cost estimate is $9,775,000 with $3,325,000 for W-9 and $6,450,000 for W-10. It is proposed to complete the engineering in 2022 with construction of W-9 and W-10 to follow in subsequent years as funding becomes available.

- **2022+: West Tecumseh Trunk Sewer & Watermain from County Road 22 to CP Railway (WW-1 & W-1) & Diversion Sewer South of CP Railway (WW-2)** (Cost of $10,922,00)

At the December 8, 2015 Regular Council Meeting, Council approved the recommendations (Motion RCM-419/15) of PWES Report No. 63/15 titled “2016-2020 Public Works & Environmental Services Capital Works Plan” that authorized Administration to proceed with a Water and Wastewater Master Plan Update. The purpose of the Master Plan Update was to re-examine water and wastewater infrastructure timing and costing requirements for the existing settlement areas in the Town of Tecumseh to ensure that the most cost effective infrastructure servicing strategies required to support new growth and maintain a high level of service into the future is implemented.

The West Tecumseh Trunk Watermain (W-1) will provide direct servicing for new development lands within the Tecumseh Hamlet West Planning Area and will improve fire flows in existing developments south of CR 22. Based on a Preliminary Design, a 400 mm trunk watermain from CR 22 to Intersection Road and 600 mm trunk watermain from Intersection Road to CP Railway are required within the Tecumseh Hamlet West Planning Area. Also included is a 300 mm connection to the trunk watermain on Shawnee Road.

The West Tecumseh Trunk Sewer (WW-1) is proposed to provide direct servicing for new development lands within the Tecumseh Hamlet West Planning Area (north of the CP Railway), and will provide an outlet for existing and new growth south of CP Railway. Based on preliminary design, a 1200mm diameter sewer is required. In order to comply with the Wastewater Agreement between the City of Windsor and the Town of Tecumseh, a flow measurement facility will be required on this trunk sewer prior to discharging to the outlet sewer on County Road 22.

In order to alleviate system surcharges in the Lesperance Road trunk sewer between CP Railway and County Road 22, a new diversion sewer (WW-2) will be constructed along Intersection Road from the West Tecumseh Trunk Sewer to the trunk sewer on St. Anne Street.

Total project cost estimate is $10,922,000 with $7,034,000 for WW-1, $2,754,000 for W-1 and $1,134,000 for WW-2. It is proposed to complete the engineering in 2022, construction of WW-1, W-1 and WW-2 to follow in subsequent years as funding becomes available.

- **2022: Bridge and Culvert Conditions Assessment (Structures with Spans < 3.0m)** (Cost of $75,000)

  At the November 8, 2016 Regular Meeting of Council, Council approved the recommendations (Motion RCM-384/16) of PWES Report No. 39/16 titled “2016 Culvert Needs Study (Structures with Spans < 3.0m)” that authorized Administration to use the recommendations contained within the report to form the basis of the annual PWES Capital Works Plan.

  The “2016 Culvert Needs Study (Structures with Spans < 3.0m)” is being used by Administration to prioritize culvert works. It is recommended that a Bridge and Culvert Conditions Assessment be completed approximately every 5 to 6 years for structures with Spans < 3.0m. The recommended 2022 update will include the following:

  - Condition assessment of the existing culvert;
  - Signage and roadside safety review;
  - Review site conditions and possible extensions of the culverts for roadside safety;
  - Coordination with the Town’s Drainage Superintendent as to active drainage reports;
  - Recommend a schedule for repairs and replacements;
  - Prepare detailed costs estimates for the recommended works

- **2022: Roadside Safety Improvements – Bridge #1010** (Cost of $70,000)

  A 2015 Roadside Safety Review documented existing roadside safety hazards and provided recommendations for 16 bridge and culvert structures in the Town of Tecumseh (Town). A 2016 Culvert Needs Study documented, in part, existing roadside safety hazards and provided recommendations for 71 culvert structures having spans equal to or less than 3.0 metres in the Town. These reviews were based on the 1993 Ministry of Transportation, Ontario (MTO) Roadside Safety Manual. In December of 2017, MTO

released the 2017 MTO Roadside Design Manual to replace the 1993 MTO Roadside Safety Manual.

As part of the 2018 Bridge and Culvert Needs Study-Structures with Spans Greater than 3.0 m project, Dillon Consulting Ltd. provided a standalone Memo on Roadside Safety Improvements based on the 2017 MTO Roadside Design Manual. Based on this information, improvement to a guide rail is recommended at Bridge #1010.

- **2022: Town Property Shoreline Protection Condition Assessment** (Cost of $50,000)

  High lake levels and related wave action during wind events can cause significant adverse impacts to existing shore protection structures. The Town of Tecumseh owns a number of shoreline properties with shore protection structures of varying age, type and condition. In order to maintain this infrastructure and provide for necessary improvements in future PWES Capital Works Plans, it is recommended that a condition assessment be undertaken for all shoreline protection infrastructure owned by the Town. The condition assessment should generally include the following:

  - Inventory of existing shore protection
  - Existing condition assessment
  - Estimate of remaining design life
  - Concepts for potential improvements as determine based on the existing condition assessment
  - High level cost estimate for the preparation of detailed designs and construction of suggested improvements
  - Priority ranking based on the existing condition assessment

- **2022: Sanitary Pump Station Improvements** (Cost of $30,000)

  The Town owns and operates four (4) sanitary pump stations. The 2016 Pump & Metering Station Condition Assessment had identified ‘Immediate Repairs’ and ‘10 Year Repairs’ for the sanitary pump stations. The proposed 2022 works consist of improvements at the Sylvestre Sanitary Pump Station, where the pump and structural supports will be replaced.

- **2022 – 2023: Ure Street Sanitary Sewer Extension** (Cost of $1,587,000, landowner recoveries approximately $905,500)

  The Ure Street Sanitary Sewer Extension is a continuation of the sanitary sewer servicing within the 8th Concession Road sanitary service area. This project includes the extension of a sanitary sewer along Ure Street from Del Duca Drive to North Talbot Road. It is proposed to carry out the engineering in 2022 and to proceed with construction in 2023.

  Estimated recoveries from landowners for the sanitary sewers would be approximately $905,500 and will be refined once the By-Law for the 8th Concession Road sanitary service area is completed. The project cost of $1,587,000 includes $509,000 for sanitary sewers, $667,000 for road reconstruction and $411,000 for storm sewers.

- **2023+: P.J. Cecile (Kensington) Storm Pump Station** (Cost of $9,940,000**)**

  In 2016 a review of the P.J. Cecile (Kensington) Storm Pump Station and existing storm sewer infrastructure within the contributing drainage area was conducted. The results indicated that the pump station cannot accommodate the future projected flows from the drainage area once some of the existing streets are reconstructed to an urban (or semi-urban) cross section.

  The recently completed Storm Drainage Master Plan confirmed the need for improvements at this pump station.

  The project cost of $9,940,000 includes $9,660,000 for storm sewers and pump stations and $280,000 for road reconstruction.

  At the July 23, 2019 Regular Meeting of Council, Council approved the recommendations (Motion RCM-229/19) of PWES Report No. 2019-02 titled “Disaster Mitigation and Adaptation Fund Special Spring 2019 Flooding Intake Expression of Interest and Full Application” that authorized Administration to submit an Expression of Interest and Full Application to the federal government for funding under the 2nd intake of the Disaster Mitigation and Adaptation Fund (DMAF). Accordingly, an Expression of Interest and Full Application were submitted by August 1, 2019 for the following projects:

  - Scully & St. Mark’s Storm Pump Station & Riverside Drive Trunk Storm Sewers project.
  - P.J. Cecile Storm Pump Station Improvements project.

  Administration is currently waiting to receive the results of the DMAF application.

  Administration believes it is important to identify this project within the 5-year capital works plan as it will have an effect on the annual allocation to the storm sewer reserve fund. There is also benefit in having projects in a ‘shovel ready’ state in the event grant funding becomes available from upper levels of government. The timing of design and construction is contingent on the availability of funding, and Council approval.

- **2023 – 2024: O’Neil Street Sanitary Sewer Extension** (Cost of $1,794,000, landowner recoveries $740,000)

  The O’Neil Street Sanitary Sewer Extension is a continuation of the sanitary sewer servicing within the 8th Concession Road sanitary service area. This project includes the extension of a sanitary sewer along O’Neil Street from Del Duca Drive to North Talbot Road. It is proposed to carry out the engineering in 2023 and to proceed with construction in 2024.

  Estimated recoveries from landowners for the sanitary sewers would be approximately $740,000, and will be refined once the By-Law for the 8th Concession Road sanitary service area is completed. The project cost of $1,794,000 includes $566,000 for sanitary sewers, $772,000 for road reconstruction and $456,000 for storm sewers.

- **2024+: Moynahan Street, Henin Drive and Regal Drive Sanitary Sewer Extension** (Cost of $2,194,000, landowner recoveries $990,000)

  The Moynahan Street, Henin Drive and Regal Drive Sanitary Sewer Extensions are a continuation of the sanitary sewer servicing within the 8th Concession Road sanitary service area. It is proposed to carry out the engineering in 2024 and to proceed with construction in 2025.

  Estimated recoveries from landowners for the sanitary sewers would be approximately $990,000 and will be refined once the By-Law for the 8th Concession Road sanitary service area is completed. The project cost of $2,194,000 includes $692,000 for sanitary sewers, $944,000 for road reconstruction and $558,000 for storm sewers.

- **2024: Road Needs Study** (Cost of $70,000)

  The Town of Tecumseh maintains an extensive network of urban, semi-urban and rural roads of all classes, with the exception of Class 1 roads such as County Road 22. The roads network is approximately 180 centerline-kilometers of roadway (varying from two to four lanes), consisting of varying materials such as asphalt, concrete and tar and chip.

  The key to managing the Town of Tecumseh roads is to apply the correct rehabilitation strategy at the correct time. This includes applying preventative maintenance strategies to roads in the early stages of deterioration (e.g. crack sealing), then applying rehabilitation strategies at later dates and ultimately reconstructing the road when the useful life has expired.

  Road reconstruction is closely coordinated with other infrastructure replacements such as sewer and water in order to achieve a level of cost saving. Initiatives such as these help to increase the customers level of service as well as reduce the frequency of large scale construction activities. This is a key factor to achieving improvements while achieving overall benefits to the customer through the use of sound planning.

  The Town undertakes Road Needs Studies on a five year basis to help prioritize road projects and gauge the Town effectiveness in the replacement/rehabilitation strategies to date. The Town is currently undertaking the 2019 Roads Needs Study and the next study is proposed to be completed in 2024.

- **2024: Tecumseh Storm Drainage Master Plan Update (Cost of $150,000)**

  At the June 25, 2019 Special Meeting of Council, Council approved the recommendations (Motion SCM-17/19) of PWES Report No. 2019-35 titled “Storm Drainage Master Plan – Filing the Notice of Study Completion” that authorized Administration to advertised the Notice of Study Completion to initiate the mandatory 30-day public and agency review period. Accordingly, a Notice of Study Completion was issued and the 30-day public and agency review period ended on August 19, 2019. All comments received were satisfactorily addressed and on October 24, 2019 Dillon Consulting Ltd. issued correspondence advising that the Town of Tecumseh Storm Drainage Master Plan, including the specified Schedule B projects that form part of the preferred solutions, is

considered approved under the Municipal Class EA process and may proceed to detailed design and implementation.

In order to keep this information current, it is recommended that the report and related modeling be updated every five years. The recommended 2024 update should generally include the following:

- Review of developments and related stormwater controls that have been built since completion of the study.
- Model update to include developments and related stormwater controls that have been built since completion of the study.
- Model update based on 2024 Regional Stormwater Guidelines.
- Integration of works completed in the Manning Road Secondary Planning Area and expansion of the study area to incorporate the Tecumseh Hamlet Area.
- Integration of findings of the Town Shoreline Management Plan.
- EA/Master Plan report update.

Consultations

Financial Services
Planning & Building Services

Financial Implications

The capital expenditures proposed for 2020 total just over $13.4M with an additional $82.6M projected over the remaining four years of the five-year capital works plan. Details of expenditures by project and year are included in the tables.

Generally speaking, funding for most projects is covered through lifecycle, grants and rates however the following categories are projected to be in deficit positions:

Bridges Lifecycle Reserve

In 2022 three (3) culverts are planned to be replaced at a cost of $1,691,600 which will push this reserve into a deficit position of $1,412,000. The annual Lifecycle allocation was increased from $390,000 to $410,000 for 2020 as a step towards addressing the funding deficit identified in the Town's 2018 Asset Management Plan (AMP).

The Town's AMP will be updated for July 2021 at which time Administration will consider options to offset the deficit including reallocating funds from the Road LC, borrowing, grants, increasing the annual allocation and stretching out the works over a longer period.

Storm Sewer Lifecycle Reserve

The reserve is expected to be in a $2,614,000 deficit position by the end of 2020 largely as a result of the $2,740,000 required for the MRSPA pond design and construction.

A major contributor to the deficit is that the Town has significantly enhanced storm infrastructure with funding coming from Storm Sewer LC whereas a portion of the funds should come from new infrastructure funds. Examples include Brighton and Manning Roads pump stations being enhanced, over what was previously in place, along with certain road projects in the St. Clair Beach and Oldcastle areas where the storm system is being enhanced. Deficits have been manageable to date using grants and additional funding provided by the Roads LC.

The (Tecumseh) Storm Drainage Master Plan was completed during 2019 and recommended capital projects of $107 million. The Scully & St. Mark's Storm Pump Station has been identified as one of the recommended projects and is included in the five-year capital works plan at an estimated project cost in excess of $15,000,000 of which $733,100 has been allocated in 2020/2021 for engineering to have the project in a "shovel ready" state in the event grants become available. The timing of design and construction is contingent on the availability of funding, and Council approval.

The (Oldcastle Hamlet) Storm Drainage Master Plan should be completed in 2020 and will recommend capital projects of its own.

Discussions are on-going with regard to functional servicing for various developments that are being considered within the Town that may require advancement of Capital infrastructure. As proposals are brought forward, Administration will report back to Council with project details and potential financial implications.

Based on the current annual allocation of just over $1 million, implementation of the Master Plan projects will require significant funding enhancements. Administration continues to look at a range of funding sources including debt, grants, increased lifecycle allocations, consideration of stormwater rates, etc. In the near term OCIF grant allocations have been preliminarily earmarked for storm sewer purposes and will be banked until an implementation plan is developed coming out of the master planning process.

Wastewater Sewers Reserve Fund

This reserve fund continues to be in a deficit position with projected 2020 year-end estimated to be $5,158,000. Lack of sustained growth has meant the Town has had to fund infrastructure for longer than originally anticipated. In addition, the Town expended $11.9 million in funding between 2011 and 2017 for trunk sanitary sewer construction for the 8th Concession Road sanitary service area. Local sewers are scheduled to be constructed over the next several years, which should result in significant recoveries to help reduce the deficit.

Administration is investigating debt funding and other options in order to address the cash flow issues facing the wastewater infrastructure system.

For purposes of putting together this PWES Capital Plan, Administration has assumed that new sidewalk and CWATS projects would be funded by the Infrastructure Reserve. Neither the Sidewalk LC nor the Trail LC annual allocations of $74,000 and $50,000 respectively allow for any significant new infrastructure. Administration continues to work at refining estimates for

new infrastructure requirements to be funded from the Infrastructure Reserve as well as other methods of financing. Additional analysis will be brought before Council as these works continue.

Projected Lifecycle Reserve and Reserve Fund balances are provided in attached schedules.

Link to Strategic Priorities

Applicable	2019-22 Strategic Priorities
☒	Make the Town of Tecumseh an even better place to live, work and invest through a shared vision for our residents and newcomers.
☒	Ensure that Tecumseh's current and future growth is built upon the principles of sustainability and strategic decision-making.
☐	Integrate the principles of health and wellness into all of Tecumseh's plans and priorities.
☒	Steward the Town's "continuous improvement" approach to municipal service delivery to residents and businesses.
☐	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:

John Henderson, P.Eng.
Manager Engineering Services

Reviewed by:

Tom Kitsos, CPA, CMA, BComm
Director Financial Services & Chief Financial Officer

Reviewed by:

Brian Hillman, MA, MCIP, RPP
Director Planning & Building Services

Reviewed by:

Phil Bartnik, P.Eng.
Director Public Works & Environmental Services

Recommended by:

Phil Bartnik, P.Eng.
Director Public Works & Environmental Services &
Acting Chief Administrative Officer

Attachment Number	**Attachment Name**
1	PWES 2020-2024 Capital Works Plan-Project Cost Estimates
2	PWES 2020-2024 Capital Works Plan-LCRoads2020 CC2 1500

Attachment Number	Attachment Name
3	PWES 2020-2024 Capital Works Plan-LCBridges2020 CC2 1660
4	PWES 2020-2024 Capital Works Plan-LCSidewalks2020 CC2 1550
5	PWES 2020- 2024 Capital Works Plan-LCStorm2020 CC2 1650
6	PWES 2020-2024 Capital Works Plan-RFWastewater2020 CC2 2550
7	PWES 2020-2024 Capital Works Plan-RFWastewaterFacilities2020 CC2 2560
8	PWES 2020-2024 Capital Works Plan-RFWatermains2020 CC2 2520
9	PWES 2020-2024 Capital Works Plan-RFWaterFacilities2020 CC2 2530
10	2020-2024 Infrastructure Five Year Projections-RInfrastructure2020 CC2 1085

Town of Tecumseh
Public Works and Environmental Services
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Roads	Construction	Engineering	Contingency	Total	2019	2020	2021	2022	2023	2024	2025
Paving	$ 7,775,000	$ -	$ -	$ 7,775,000	$ 1,300,000	$ 1,300,000	$ 1,000,000	$ 1,000,000	$ 1,000,000	$ 1,000,000	$ 1,000,000
Traffic Signal Controller Upgrade (w/ County) CFWD	$ 150,000	$ -	$ -	$ 150,000	$ -	$ 150,000	$ -	$ -	$ -	$ -	$ -
PW Yard (North) Expansion/Improvements CFWD	$ 30,000	$ -	$ -	$ 30,000	$ -	$ 30,000	$ -	$ -	$ -	$ -	$ -
Road Line Painter	$ 30,000	$ -	$ -	$ 30,000	$ 30,000	$ -	$ -	$ -	$ -	$ -	$ -
Traffic Calming Guideline Study	$ -	$ 20,000	$ -	$ 20,000	$ 20,000	$ -	$ -	$ -	$ -	$ -	$ -
Traffic Signal Upgrades/Maintenance	$ 83,000	$ 12,450	$ 8,300	$ 103,750	$ -	$ -	$ 62,500	$ 30,000	$ -	$ -	$ -
Traffic Signal Reconstruction (Lesperance/McNorton)	$ 140,250	$ 24,750	$ -	$ 165,000	$ -	$ -	$ 165,000	$ -	$ -	$ -	$ -
CR42/43 Const. including 12th&Banwell Watermains	$ 35,100	$ 6,000	$ 1,800	$ 42,900	$ -	$ 22,450	$ -	$ 20,450	$ -	$ -	$ -
Tecumseh Hamlet SPA EA FSR	$ -	$ 91,500	$ -	$ 91,500	$ -	$ 30,250	$ 61,250	$ -	$ -	$ -	$ -
Tecumseh Sigange Project	$ -	$ 16,000	$ -	$ 16,000	$ -	$ 16,000	$ -	$ -	$ -	$ -	$ -
Lesperance/VIA Rail Improvements	$ 991,800	$ 242,600	$ 49,600	$ 1,284,000	$ -	$ 155,000	$ 1,129,000	$ -	$ -	$ -	$ -
Tecumseh Road CIP - Phase 1 CFWD	$ 10,131,900	$ 1,665,360	$ 946,000	$ 12,743,260	$ 100,000	$ 350,000	$ -	$ -	$ -	$ -	$ -
Tecumseh Road CIP - Phase 2 CFWD	$ 5,579,980	$ 846,540	$ 538,020	$ 6,964,540	$ 28,000	$ 50,000	$ -	$ -	$ -	$ -	$ -
Tecumseh Road CIP - Phase 3	$ 2,930,130	$ 445,078	$ 282,870	$ 3,658,078	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Tecumseh Road CIP - Phase 4	$ 3,027,950	$ 459,522	$ 292,050	$ 3,779,522	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Tecumseh Road CIP - Phase 5	$ 1,742,250	$ 271,418	$ 172,500	$ 2,186,168	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Manning Road/ETLD Drain Relocation - Phase 2	$ 609,400	$ 106,000	$ 30,500	$ 745,900	$ -	$ 4,500	$ 691,400	$ -	$ -	$ -	$ -
Manning Road Reconstruction - Phase 3	$ 5,415,900	$ 778,000	$ 270,800	$ 6,464,700	$ -	$ 45,500	$ -	$ 6,239,200	$ -	$ -	$ -
South Talbot Road Reconstruction	$ 2,039,500	$ 189,000	$ 102,000	$ 2,330,500	$ 2,240,500	$ -	$ -	$ -	$ -	$ -	$ -
Sylvestre Drive Sanitary Sewer Extension	$ 881,700	$ 151,600	$ 44,100	$ 1,077,400	$ 20,000	$ -	$ 983,400	$ -	$ -	$ -	$ -
Lesperance Road Bike Lanes	$ 100,000	$ 10,000	$ -	$ 110,000	$ 110,000	$ -	$ -	$ -	$ -	$ -	$ -
Tecumseh/Lacasse Intersection Improvements	$ 365,000	$ 77,000	$ 36,500	$ 479,000	$ 10,000	$ -	$ -	$ -	$ -	$ -	$ -
Brighton Road Traffic Circle Review	$ -	$ 32,000	$ -	$ 32,000	$ 32,000	$ -	$ -	$ -	$ -	$ -	$ -
Roads Needs Study	$ -	$ 133,000	$ -	$ 133,000	$ 63,000	$ -	$ -	$ -	$ -	$ 70,000	$ -
Scully & St Mark's Storm PS/Riverside Drive CFWD	$ 1,177,300	$ 203,000	$ 117,700	$ 1,498,000	$ -	$ 26,100	$ 17,500	$ -	$ 1,454,400	$ -	$ -
CR46/Webster/Laval Sanitary Sewer Exten. (LRPCP)	$ 1,284,900	$ 182,000	$ 64,200	$ 1,531,100	$ 120,750	$ -	$ 1,410,350	$ -	$ -	$ -	$ -
Delduca Drive Sanitary Sewer (LRPCP)	$ 902,400	$ 163,400	$ 45,100	$ 1,110,900	$ 92,450	$ -	$ -	$ 1,018,450	$ -	$ -	$ -
Lanoue Street Improvements	$ 1,322,900	$ 275,000	$ 66,100	$ 1,664,000	$ -	$ 363,300	$ 1,300,700	$ -	$ -	$ -	$ -
Tecumseh Road Sanitary Sewer	$ 533,600	$ 85,600	$ 53,400	$ 672,600	$ -	$ 672,600	$ -	$ -	$ -	$ -	$ -
Riverside Drive In-line Storage Trunk Sanitary	$ 575,000	$ 116,250	$ 57,500	$ 748,750	$ -	$ -	$ -	$ 58,125	$ 690,625	$ -	$ -
Ure Street Sanitary Sewer (LRPCP)	$ 533,900	$ 80,100	$ 53,400	$ 667,000	$ -	$ -	$ -	$ 40,000	$ 627,000	$ -	$ -
PJ Cecile Storm PS *	$ 200,000	$ 60,000	$ 20,000	$ 280,000	$ -	$ -	$ -	$ -	$ 30,000	$ -	$ 250,000
O'Neil Street Sanitary Sewer (LRPCP)	$ 617,500	$ 92,600	$ 61,800	$ 772,000	$ -	$ -	$ -	$ -	$ 46,300	$ 725,700	$ -
Moynahan-Henin-Regal Sanitary Sewer (LRPCP)	$ 755,300	$ 113,300	$ 75,500	$ 944,000	$ -	$ -	$ -	$ -	$ -	$ 56,650	$ 887,350
Total	$ 49,961,660	$ 6,949,068	$ 3,389,740	$ 60,300,568	$ 4,166,700	$ 3,215,700	$ 6,821,100	$ 8,406,225	$ 3,848,325	$ 1,852,350	$ 2,137,350

Sidewalks/Pathways	Construction	Engineering	Contingency	Total	2019	2020	2021	2022	2023	2024	2025
Sidewalk Repair Program	$ 483,000	$ -	$ -	$ 483,000	$ 69,000	$ 69,000	$ 69,000	$ 69,000	$ 69,000	$ 69,000	$ 69,000
Riverside Drive Trail (Lesperance to Manning) CFWD	$ 680,000	$ 102,000	$ 68,000	$ 850,000	$ -	$ 150,000	$ 632,000	$ -	$ -	$ -	$ -
McNorton Bike Lanes	$ 10,000	$ -	$ -	$ 10,000	$ -	$ -	$ 10,000	$ -	$ -	$ -	$ -
Lesperance Road Trail (CR22 to CR42)	$ 885,000	$ 142,000	$ 44,000	$ 1,071,000	$ -	$ -	$ 71,000	$ 1,000,000	$ -	$ -	$ -
Tecumseh Road Path (Arlington to DM Eagle)	$ 92,500	$ 5,000	$ 2,500	$ 100,000	$ -	$ 100,000	$ -	$ -	$ -	$ -	$ -
Riverside Drive Pathway (Arlington to Kensington)	$ 120,000	$ 18,000	$ 18,000	$ 156,000	$ -	$ -	$ -	$ 9,000	$ 147,000	$ -	$ -
CR34: Malden to CR19 (Multi-Use Trail)	$ 350,000	$ 52,500	$ 52,500	$ 455,000	$ -	$ -	$ -	$ -	$ 75,000	$ 380,000	$ -
Lesperance Road Trail (Riverside to McNorton)	$ 350,000	$ 52,500	$ 52,500	$ 455,000	$ -	$ -	$ -	$ -	$ -	$ 26,250	$ 428,750
CR42 / CR19 Roundabout (Sidewalks)	$ 16,500	$ -	$ 2,500	$ 19,000	$ -	$ 19,000	$ -	$ -	$ -	$ -	$ -
CR42: CR43 to Lesperance (Sidewalks)	$ 352,000	$ -	$ 10,000	$ 362,000	$ -	$ -	$ -	$ -	$ 362,000	$ -	$ -
CR42: Lesperance to CR19 (Sidewalks)	$ 50,000	$ -	$ 8,000	$ 58,000	$ -	$ 29,000	$ -	$ -	$ 29,000	$ -	$ -
Total	$ 3,389,000	$ 372,000	$ 258,000	$ 4,019,000	$ 69,000	$ 367,000	$ 782,000	$ 1,078,000	$ 682,000	$ 475,250	$ 497,750

Town of Tecumseh
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CWATS Projects	Construction	Engineering	Contingency	Total	2019	2020	2021	2022	2023	2024	2025
CR11: Hwy 401 to NTR (Multi-Use Trail)	$ 348,000	$ 52,000	$ 34,600	$ 434,600	$ 292,950	$ -	$ -	$ -	$ -	$ -	$ -
CR42 / CR19 Roundabout (Bike Lanes)	$ 11,000	$ -	$ -	$ 11,000	$ -	$ 11,000	$ -	$ -	$ -	$ -	$ -
CR42: CR43 to Lesperance (Bike Lanes)	$ 196,500	$ -	$ -	$ 196,500	$ -	$ -	$ -	$ -	$ 196,500	$ -	$ -
CR42: Lesperance to CR19 (Bike Lanes)	$ 62,000	$ -	$ -	$ 62,000	$ -	$ 31,000	$ -	$ -	$ 31,000	$ -	$ -
Total	$ 617,500	$ 52,000	$ 34,600	$ 704,100	$ 292,950	$ 42,000	$ -	$ -	$ 227,500	$ -	$ -

Town of Tecumseh
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Bridges	Construction	Engineering	Contingency	Total	2019	2020	2021	2022	2023	2024	2025
Bridge & Culvert Condition Assessment (<3m Span)	$ -	$ 75,000	$ -	$ 75,000	$ -	$ -	$ -	$ 75,000	$ -	$ -	$ -
Bridge & Culvert Needs Study (>3m Span)	$ -	$ 117,000	$ -	$ 117,000	$ -	$ 39,000	$ -	$ 39,000	$ -	$ 39,000	$ -
Culvert #46: South Talbot Road	$ 290,500	$ 90,000	$ 30,000	$ 410,500	$ 370,500	$ -	$ -	$ -	$ -	$ -	$ -
Culvert #47: South Talbot Road	$ 131,500	$ 50,000	$ 14,000	$ 195,500	$ 175,500	$ -	$ -	$ -	$ -	$ -	$ -
Culvert #35: Rossi Drive	$ 10,000	$ -	$ -	$ 10,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Sullivan Creek at 12th Concession (1004)	$ 155,000	$ 87,500	$ 7,800	$ 250,300	$ 207,300	$ -	$ -	$ -	$ -	$ -	$ -
Townline Road Drain at 6th Concession Road (1014)	$ 155,000	$ 87,500	$ 7,800	$ 250,300	$ 207,300	$ -	$ -	$ -	$ -	$ -	$ -
Merrick Creek at 8th Concession Road (1013) CFWD	$ 155,000	$ 87,500	$ 7,800	$ 250,300	$ 207,300	$ 310,000	$ -	$ -	$ -	$ -	$ -
Culvert #45: South Talbot Road (CR11/STR Works)	$ 250,000	$ 38,000	$ 38,000	$ 326,000	$ -	$ -	$ 326,000	$ -	$ -	$ -	$ -
Culvert #42: Snake Lane Road	$ 470,000	$ 61,000	$ 23,500	$ 554,500	$ -	$ -	$ 54,500	$ 500,000	$ -	$ -	$ -
Culvert #53: Snake Lane Road	$ 560,000	$ 72,700	$ 28,000	$ 660,700	$ -	$ -	$ 64,900	$ 595,800	$ -	$ -	$ -
Culvert #54: Snake Lane Road	$ 560,000	$ 72,700	$ 28,000	$ 660,700	$ -	$ -	$ 64,900	$ 595,800	$ -	$ -	$ -
Culvert #51: 8th Concession Road	$ 80,000	$ 60,000	$ 10,000	$ 150,000	$ -	$ -	$ -	$ 30,000	$ 120,000	$ -	$ -
Culvert #70: 12th Concession Road	$ 85,000	$ 60,000	$ 15,000	$ 160,000	$ -	$ -	$ -	$ 30,000	$ 130,000	$ -	$ -
Roadside Safety Improvements - Bridge #1010	$ 50,000	$ 10,000	$ 10,000	$ 70,000	$ -	$ -	$ -	$ 70,000	$ -	$ -	$ -
Culvert #48: Holden Road	$ 422,000	$ 64,000	$ 64,000	$ 550,000	$ -	$ -	$ -	$ -	$ -	$ 32,000	$ 518,000
Colins Drain at Outer Drive (1016)	$ 300,000	$ 45,000	$ 45,000	$ 390,000	$ -	$ -	$ -	$ -	$ -	$ -	$ 22,500
Total	$ 3,674,000	$ 1,077,900	$ 328,900	$ 5,080,800	$ 1,167,900	$ 349,000	$ 510,300	$ 1,935,600	$ 250,000	$ 71,000	$ 540,500

Watermains	Construction	Engineering	Contingency	Total	2019	2020	2021	2022	2023	2024	2025
Water & Wastewater Master Plan Update (2016)	$ -	$ 57,500	$ -	$ 57,500	$ 7,500	$ -	$ -	$ -	$ -	$ -	$ -
Tecumseh Road CIP - Phase 1	$ 430,000	$ 92,520	$ 43,000	$ 565,520	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Tecumseh Road CIP - Phase 2	$ 298,900	$ 47,030	$ 29,890	$ 375,820	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Tecumseh Road CIP - Phase 3	$ 157,150	$ 24,727	$ 15,715	$ 197,592	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Tecumseh Road CIP - Phase 4	$ 162,250	$ 25,529	$ 16,225	$ 204,004	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Tecumseh Road CIP - Phase 5	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Manning Road/ETLD Drain Relocation - Phase 2	$ 773,000	$ 134,000	$ 38,700	$ 945,700	$ -	$ 6,000	$ 914,700	$ -	$ -	$ -	$ -
Hwy#3/Walker Rd Watermain Replacement	$ 1,920,700	$ 300,000	$ 96,000	$ 2,316,700	$ 74,600	$ 2,182,100	$ -	$ -	$ -	$ -	$ -
Westlake Drive - San, Stm, Water	$ 85,000	$ 12,750	$ 12,750	$ 110,500	$ -	$ -	$ 110,500	$ -	$ -	$ -	$ -
Water Tower Internal Lining Replacement	$ 470,000	$ -	$ -	$ 470,000	$ 470,000	$ -	$ -	$ -	$ -	$ -	$ -
Water Loss Audit	$ -	$ 15,000	$ -	$ 15,000	$ 15,000	$ -	$ -	$ -	$ -	$ -	$ -
Tecumseh Hamlet SPA EA FSR	$ -	$ 91,500	$ -	$ 91,500	$ -	$ 30,250	$ 61,250	$ -	$ -	$ -	$ -
CR46/Webster/Laval Sanitary Sewer Exten. (LRPCP)	$ 1,256,800	$ 178,000	$ 62,800	$ 1,497,600	$ 80,400	$ -	$ 1,417,200	$ -	$ -	$ -	$ -
Delduca Drive Sanitary Sewer (LRPCP)	$ 25,400	$ 4,600	$ 1,300	$ 31,300	$ 5,550	$ -	$ -	$ 25,750	$ -	$ -	$ -
CR42/43 Const. including 12th&Banwell Watermains	$ 1,294,300	$ 211,000	$ 64,700	$ 1,570,000	$ -	$ 758,600	$ 811,400	$ -	$ -	$ -	$ -
2020 Water and Wastewater Rates Study	$ -	$ 10,000	$ -	$ 10,000	$ -	$ 10,000	$ -	$ -	$ -	$ -	$ -
CR42 & CR43 Advanced Engineering	$ -	$ 25,000	$ -	$ 25,000	$ 25,000	$ -	$ -	$ -	$ -	$ -	$ -
Zone 2 Booster Station (W-9)	$ 2,660,000	$ 399,000	$ 266,000	$ 3,325,000	$ -	$ -	$ -	$ 399,500	$ -	$ -	$ 2,925,500
Zone 2 Water Storage Facility (W-10)	$ 5,160,000	$ 774,000	$ 516,000	$ 6,450,000	$ -	$ -	$ -	$ 687,000	$ -	$ -	$ 5,763,000
CR19 @ CR46 Advanced Construction	$ 125,000	$ 18,750	$ 18,750	$ 162,500	$ -	$ -	$ 162,500	$ -	$ -	$ -	$ -
West Tecumseh Trunk Watermain (W-1)	$ 2,040,000	$ 408,000	$ 306,000	$ 2,754,000	$ -	$ -	$ -	$ 204,000	$ -	$ 2,550,000	$ -
CR19 @ CR34 Advanced Construction	$ 40,000	$ 6,000	$ 6,000	$ 52,000	$ -	$ -	$ -	$ 52,000	$ -	$ -	$ -
Total	$ 16,898,500	$ 2,834,906	$ 1,493,830	$ 21,227,236	$ 678,050	$ 2,986,950	$ 3,477,550	$ 1,368,250	$ -	$ 2,550,000	$ 8,688,500

Town of Tecumseh
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Wastewater Projects	Construction	Engineering	Contingency	Total	2019	2020	2021	2022	2023	2024	2025
Water & Wastewater Master Plan Update (2016)	$ -	$ 57,500	$ -	$ 57,500	$ 7,500	$ -	$ -	$ -	$ -	$ -	$ -
Tecumseh Road CIP - Phase 1	$ 400,000	$ 92,520	$ 40,000	$ 532,520	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Tecumseh Road CIP - Phase 2	$ 298,900	$ 47,030	$ 29,890	$ 375,820	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Tecumseh Road CIP - Phase 3	$ 157,150	$ 24,727	$ 15,715	$ 197,592	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Tecumseh Road CIP - Phase 4	$ 162,250	$ 25,529	$ 16,225	$ 204,004	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Tecumseh Road CIP - Phase 5	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Manning Road/ETLD Drain Relocation - Phase 2	$ 9,000	$ 2,000	$ 500	$ 11,500	$ -	$ -	$ -	$ -	$ -	$ -	$ -
County Road 11 (North) Sanitary Sewer	$ 875,000	$ 172,000	$ 105,000	$ 1,152,000	$ 952,000	$ -	$ -	$ -	$ -	$ -	$ -
Sylvestre Drive Sanitary Sewer Extension	$ 518,000	$ 185,400	$ 25,900	$ 729,300	$ 77,600	$ -	$ 542,500	$ -	$ -	$ -	$ -
Pump Station Emergency Response Plan	$ -	$ 35,000	$ -	$ 35,000	$ 35,000	$ -	$ -	$ -	$ -	$ -	$ -
SCADA Software/Server/Nodes Update	$ 26,250	$ -	$ -	$ 26,250	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Manhole Restoration Program	$ 75,000	$ -	$ -	$ 75,000	$ 50,000	$ 25,000	$ -	$ -	$ -	$ -	$ -
Sylvestre Drive Sanitary PS Improvements	$ 45,000	$ -	$ -	$ 45,000	$ 15,000	$ -	$ -	$ 30,000	$ -	$ -	$ -
Lakewood Sanitary PS Improvements	$ 7,500	$ -	$ -	$ 7,500	$ 7,500	$ -	$ -	$ -	$ -	$ -	$ -
Sanitary Metering Station Repairs	$ 10,000	$ -	$ -	$ 10,000	$ 10,000	$ -	$ -	$ -	$ -	$ -	$ -
Westlake Drive - San, Stm, Water	$ 132,000	$ 20,000	$ 20,000	$ 172,000	$ -	$ -	$ 172,000	$ -	$ -	$ -	$ -
Tecumseh Hamlet SPA EA FSR	$ -	$ 91,500	$ -	$ 91,500	$ -	$ 30,250	$ 61,250	$ -	$ -	$ -	$ -
CR46/Webster/Laval Sanitary Sewer Exten. (LRPCP)	$ 1,246,600	$ 177,000	$ 62,300	$ 1,485,900	$ 166,700	$ -	$ 1,319,200	$ -	$ -	$ -	$ -
Scully & St Mark's Storm PS/Riverside Drive CFWD	$ 294,300	$ 51,000	$ 29,400	$ 374,700	$ -	$ 12,350	$ 8,200	$ -	$ 354,150	$ -	$ -
Delduca Drive Sanitary Sewer (LRPCP)	$ 872,900	$ 158,100	$ 43,600	$ 1,074,600	$ 148,500	$ -	$ -	$ 926,100	$ -	$ -	$ -
Sanitary Sewer Model Update	$ -	$ 295,000	$ -	$ 295,000	$ 250,000	$ 45,000	$ -	$ -	$ -	$ -	$ -
Riverside Drive In-line Storage Trunk Sanitary	$ 1,645,000	$ 246,750	$ 164,500	$ 2,056,000	$ -	$ -	$ -	$ 123,375	$ 1,932,625	$ -	$ -
CR42/43 Const. including 12th&Banwell Watermains	$ 244,600	$ 40,000	$ 12,200	$ 296,800	$ -	$ 44,900	$ 251,900	$ -	$ -	$ -	$ -
CR42 & CR43 Advanced Engineering	$ -	$ 16,000	$ -	$ 16,000	$ 16,000	$ -	$ -	$ -	$ -	$ -	$ -
Tecumseh Road Sanitary Sewer	$ 1,900,100	$ 305,000	$ 190,000	$ 2,395,100	$ 150,000	$ 2,245,100	$ -	$ -	$ -	$ -	$ -
Ure Street Sanitary Sewer (LRPCP)	$ 407,500	$ 61,100	$ 40,800	$ 509,000	$ -	$ -	$ -	$ 31,000	$ 478,000	$ -	$ -
West Tecumseh Trunk Sanitary (WW-1)	$ 5,210,000	$ 1,042,000	$ 781,500	$ 7,034,000	$ -	$ -	$ -	$ 521,000	$ -	$ 6,513,000	$ -
Diversion San Sewers (Intersection Rd) (WW-2)	$ 840,000	$ 168,000	$ 126,000	$ 1,134,000	$ -	$ -	$ -	$ 84,000	$ -	$ 1,050,000	$ -
O'Neil Street Sanitary Sewer (LRPCP)	$ 471,300	$ 70,700	$ 23,600	$ 566,000	$ -	$ -	$ -	$ -	$ 35,350	$ 530,650	$ -
Moynahan-Henin-Regal Sanitary Sewer (LRPCP)	$ 576,400	$ 86,500	$ 28,800	$ 692,000	$ -	$ -	$ -	$ -	$ -	$ 43,250	$ 648,750
2020 Water and Wastewater Rates Study	$ -	$ 10,000	$ -	$ 10,000	$ -	$ 10,000	$ -	$ -	$ -	$ -	$ -
Total	$ 16,424,750	$ 3,480,356	$ 1,755,930	$ 21,661,586	$ 1,885,800	$ 2,412,600	$ 2,355,050	$ 1,715,475	$ 2,800,125	$ 8,136,900	$ 648,750

Town of Tecumseh
Public Works and Environmental Services
2020 - 2024 Public Works and Environmental Services Capital Works Plan

Storm Sewers	Construction	Engineering	Contingency	Total	2019	2020	2021	2022	2023	2024	2025
Tecumseh Road CIP - Phase 1	$ 700,000	$ -	$ 70,000	$ 770,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Tecumseh Road CIP - Phase 2	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Tecumseh Road CIP - Phase 3	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Tecumseh Road CIP - Phase 4	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Tecumseh Road CIP - Phase 5	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Manning Road/ETLD Drain Relocation - Phase 2	$ 1,408,500	$ 244,000	$ 70,400	$ 1,722,900	$ -	$ 11,000	$ 1,651,900	$ -	$ -	$ -	$ -
Manning Road Reconstruction - Phase 3	$ 266,800	$ 38,000	$ 13,300	$ 318,100	$ -	$ 2,500	$ -	$ 315,600	$ -	$ -	$ -
Lesperance/VIA Rail Improvements	$ 193,600	$ 47,400	$ 9,700	$ 250,700	$ -	$ 31,000	$ 219,700	$ -	$ -	$ -	$ -
Sylvestre Drive Sanitary Sewer Extension	$ 43,500	$ 7,500	$ 2,200	$ 53,200	$ -	$ -	$ 49,000	$ -	$ -	$ -	$ -
Pump Station Emergency Response Plan	$ -	$ 35,000	$ -	$ 35,000	$ 35,000	$ -	$ -	$ -	$ -	$ -	$ -
West St. Louis Storm PS - Repairs	$ 51,000	$ 7,650	$ 7,650	$ 66,300	$ 66,300	$ -	$ -	$ -	$ -	$ -	$ -
Lesperance Road Storm PS - Repairs	$ 181,000	$ 18,100	$ 18,100	$ 217,200	$ 117,200	$ -	$ -	$ -	$ -	$ -	$ -
(East) St. Louis Storm PS - Repairs	$ 65,000	$ 9,750	$ 9,750	$ 84,500	$ 84,500	$ -	$ -	$ -	$ -	$ -	$ -
Manhole Restoration Program	$ 75,000	$ -	$ -	$ 75,000	$ 50,000	$ 25,000	$ -	$ -	$ -	$ -	$ -
Westlake Drive - San, Stm, Water	$ 120,000	$ 18,000	$ 18,000	$ 156,000	$ -	$ -	$ 156,000	$ -	$ -	$ -	$ -
Oldcastle Storm Drainage Master Plan	$ -	$ 450,000	$ -	$ 450,000	$ 330,000	$ -	$ -	$ -	$ -	$ -	$ -
Tecumseh Hamlet SPA EA FSR	$ -	$ 480,500	$ -	$ 480,500	$ -	$ 219,250	$ 261,250	$ -	$ -	$ -	$ -
CR46/Webster/Laval Sanitary Sewer Extension	$ 542,100	$ 77,000	$ 27,100	$ 646,200	$ 2,400	$ 75,000	$ 568,800	$ -	$ -	$ -	$ -
Scully & St Mark's Storm PS/Riverside Drive CFWD	$ 11,533,300	$ 1,994,000	$ 1,153,300	$ 14,680,600	$ -	$ 440,000	$ 293,100	$ -	$ 13,947,500	$ -	$ -
MRSPA Pond Design and Construction	$ 9,775,000	$ 1,660,000	$ 1,300,000	$ 12,735,000	$ 40,000	$ 2,740,000	$ 9,955,000	$ -	$ -	$ -	$ -
Delduca Drive Sanitary Sewer (LRPCP)	$ 723,900	$ 131,100	$ 36,200	$ 891,200	$ 50,850	$ 75,000	$ -	$ 765,350	$ -	$ -	$ -
Shoreline Management Plan	$ -	$ 350,000	$ -	$ 350,000	$ -	$ 350,000	$ -	$ -	$ -	$ -	$ -
Stormwater Rate Study	$ -	$ 45,000	$ -	$ 45,000	$ -	$ 45,000	$ -	$ -	$ -	$ -	$ -
P.J. Cecile Storm PS *	$ 6,900,000	$ 1,380,000	$ 1,380,000	$ 9,660,000	$ -	$ -	$ -	$ -	$ 345,000	$ 345,000	$ 8,970,000
Ure Street Sanitary Sewer (LRPCP)	$ 328,800	$ 49,300	$ 32,900	$ 411,000	$ -	$ -	$ -	$ 25,000	$ 386,000	$ -	$ -
O'Neil Street Sanitary Sewer (LRPCP)	$ 380,300	$ 57,000	$ 19,000	$ 456,000	$ -	$ -	$ -	$ -	$ 28,500	$ 427,500	$ -
CR42 & CR43 Advanced Engineering	$ -	$ 9,000	$ -	$ 9,000	$ 9,000	$ -	$ -	$ -	$ -	$ -	$ -
Breakwall Condition Assessment	$ -	$ 50,000	$ -	$ 50,000	$ -	$ -	$ -	$ 50,000	$ -	$ -	$ -
Moynahan-Henin-Regal Sanitary Sewer (LRPCP)	$ 465,100	$ 69,800	$ 23,300	$ 558,000	$ -	$ -	$ -	$ -	$ -	$ 34,900	$ 523,100
Tecumseh Storm Drainage Master Plan Update	$ -	$ 150,000	$ -	$ 150,000	$ -	$ -	$ -	$ -	$ -	$ 150,000	$ -
Total	$ 33,752,900	$ 7,378,100	$ 4,190,900	$ 45,321,400	$ 785,250	$ 4,013,750	$ 13,154,750	$ 1,155,950	$ 14,707,000	$ 957,400	$ 9,493,100

Municipal Drains	Construction	Engineering	Contingency	Total	2019	2020	2021	2022	2023	2024	2025
Manning Road/ETLD Drain Relocation - Phase 2	$ 2,759,500	$ 479,000	$ 138,000	$ 3,376,500	$ -	$ 21,500	$ 3,250,000	$ -	$ -	$ -	$ -
Total	$ 2,759,500	$ 479,000	$ 138,000	$ 3,376,500	$ -	$ 21,500	$ 3,250,000	$ -	$ -	$ -	$ -

Town of Tecumseh
Public Works and Environmental Services
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Major Projects Summary

Oldcastle - North Talbot - Sanitary Area	Construction	Engineering	Contingency	Total	2019	2020	2021	2022	2023	2024	2025
Rossi Drive Sanitary Sewer	$ 1,831,500	$ 335,000	$ 89,300	$ 2,255,800	$ -	$ -	$ -	$ -	$ -	$ -	$ -
County Road 11 (North) Sanitary Sewer	$ 1,223,000	$ 224,000	$ 139,600	$ 1,586,600	$ 1,244,950	$ -	$ -	$ -	$ -	$ -	$ -
Olympia-Astor-Solar Sanitary Sewer	$ 649,500	$ 97,400	$ 65,000	$ 812,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -
County Road 11 (South) Sanitary Sewer	$ 300,000	$ 45,000	$ 30,000	$ 375,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -

Town of Tecumseh
Public Works and Environmental Services
2020 - 2024 Public Works and Environmental Services Capital Works Plan
Major Projects Summary

Oldcastle - 8th Concession - Sanitary Area	Construction	Engineering	Contingency	Total	2019	2020	2021	2022	2023	2024	2025
CR46/Webster/Laval Sanitary Sewer Extension	$ 4,330,400	$ 614,000	$ 216,400	$ 5,160,800	$ 370,250	$ 75,000	$ 4,715,550	$ -	$ -	$ -	$ -
Delduca Drive Sanitary Sewer (LRPCP)	$ 2,524,600	$ 457,200	$ 126,200	$ 3,108,000	$ 297,350	$ 75,000	$ -	$ 2,735,650	$ -	$ -	$ -
Ure Street Sanitary Sewer (LRPCP)	$ 1,270,200	$ 190,500	$ 127,100	$ 1,587,000	$ -	$ -	$ -	$ 96,000	$ 1,491,000	$ -	$ -
O'Neil Street Sanitary Sewer (LRPCP)	$ 1,469,100	$ 220,300	$ 104,400	$ 1,794,000	$ -	$ -	$ -	$ -	$ 110,150	$ 1,683,850	$ -
Moynahan-Henin-Regal Sanitary Sewer (LRPCP)	$ 1,796,800	$ 269,600	$ 127,600	$ 2,194,000	$ -	$ -	$ -	$ -	$ -	$ 134,800	$ 2,059,200

County of Essex (Initiated) Projects	Construction	Engineering	Contingency	Total	2019	2020	2021	2022	2023	2024	2025
CR11: Hwy 401 to NTR (Multi-Use Trail)	$ 348,000	$ 52,000	$ 34,600	$ 434,600	$ 292,950	$ -	$ -	$ -	$ -	$ -	$ -
Culvert #45: South Talbot Road (CR11/STR Works)	$ 250,000	$ 38,000	$ 38,000	$ 326,000	$ -	$ -	$ 326,000	$ -	$ -	$ -	$ -
Westlake Drive - San, Storm, Water	$ 337,000	$ 50,750	$ 50,750	$ 438,500	$ -	$ -	$ 438,500	$ -	$ -	$ -	$ -
CR42/43 Const. including 12th&Banwell Watermains	$ 1,574,000	$ 257,000	$ 78,700	$ 1,909,700	$ -	$ 825,950	$ 1,063,300	$ 20,450	$ -	$ -	$ -
CR19 @ CR46 Advanced Construction	$ 125,000	$ 18,750	$ 18,750	$ 162,500	$ -	$ -	$ 162,500	$ -	$ -	$ -	$ -
CR42: CR19 to CR43 (Sidewalks and Bike Lanes)	$ 688,000	$ -	$ 20,500	$ 708,500	$ -	$ 90,000	$ -	$ -	$ 618,500	$ -	$ -
CR19 @ CR34 Advanced Construction	$ 40,000	$ 6,000	$ 6,000	$ 52,000	$ -	$ -	$ -	$ 52,000	$ -	$ -	$ -

Town of Tecumseh
Public Works and Environmental Services
2020 - 2024 Public Works and Environmental Services Capital Works Plan

Other	Construction	Engineering	Contingency	Total	2019	2020	2021	2022	2023	2024	2025
Water & Wastewater Master Plan Update (2016)	$ -	$ 115,000	$ -	$ 115,000	$ 15,000	$ -	$ -	$ -	$ -	$ -	$ -
Manning Road/ETLD Drain Relocation - Phase 2	$ 5,559,400	$ 965,000	$ 278,100	$ 6,802,500	$ -	$ 43,000	$ 6,508,000	$ -	$ -	$ -	$ -
Manning Road - Road Reconstruction - Phase 3	$ 5,682,700	$ 816,000	$ 284,100	$ 6,782,800	$ -	$ 48,000	$ -	$ 6,554,800	$ -	$ -	$ -
Tecumseh Road CIP - Phase 1 CFWD	$ 11,661,900	$ 1,850,400	$ 1,099,000	$ 14,611,300	$ 100,000	$ 350,000	$ -	$ -	$ -	$ -	$ -
Tecumseh Road CIP - Phase 2 CFWD	$ 6,177,780	$ 940,600	$ 597,800	$ 7,716,180	$ 28,000	$ 50,000	$ -	$ -	$ -	$ -	$ -
Tecumseh Road CIP - Phase 3	$ 3,244,430	$ 494,532	$ 314,300	$ 4,053,262	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Tecumseh Road CIP - Phase 4	$ 3,352,450	$ 510,580	$ 324,500	$ 4,187,530	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Tecumseh Road CIP - Phase 5	$ 1,742,250	$ 271,418	$ 172,500	$ 2,186,168	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Riverside Drive Trail CFWD	$ 680,000	$ 102,000	$ 68,000	$ 850,000	$ -	$ 150,000	$ 632,000	$ -	$ -	$ -	$ -
Lesperance Road Trail (CR22 to CR42)	$ 885,000	$ 142,000	$ 44,000	$ 1,071,000	$ -	$ -	$ 71,000	$ 1,000,000	$ -	$ -	$ -
Riverside Drive Pathway (Arlington to Kensington)	$ 120,000	$ 18,000	$ 18,000	$ 156,000	$ -	$ -	$ -	$ 9,000	$ 147,000	$ -	$ -
Lesperance Road Trail (Riverside to McNorton)	$ 350,000	$ 52,500	$ 52,500	$ 455,000	$ -	$ -	$ -	$ -	$ -	$ 26,250	$ -
South Talbot Road Reconstruction & Culverts	$ 2,461,500	$ 329,000	$ 146,000	$ 2,936,500	$ 2,786,500	$ -	$ -	$ -	$ -	$ -	$ -
Tecumseh Hamlet SPA EA FSR	$ -	$ 755,000	$ -	$ 755,000	$ -	$ 310,000	$ 445,000	$ -	$ -	$ -	$ -
Lesperance/VIA Rail Improvements	$ 1,185,400	$ 290,000	$ 59,300	$ 1,534,700	$ -	$ 186,000	$ 1,348,700	$ -	$ -	$ -	$ -
Manhole Restoration Program	$ 150,000	$ -	$ -	$ 150,000	$ 100,000	$ 50,000	$ -	$ -	$ -	$ -	$ -
Tecumseh/Lacasse Intersection Improvements	$ 365,000	$ 77,000	$ 36,500	$ 479,000	$ 10,000	$ -	$ -	$ -	$ -	$ -	$ -
Hwy#3/Walker Rd Watermain Replacement	$ 1,920,700	$ 300,000	$ 96,000	$ 2,316,700	$ 74,600	$ 2,182,100	$ -	$ -	$ -	$ -	$ -
Water Tower Internal Lining Replacement	$ 470,000	$ -	$ -	$ 470,000	$ 470,000	$ -	$ -	$ -	$ -	$ -	$ -
Water Loss Audit	$ -	$ 15,000	$ -	$ 15,000	$ 15,000	$ -	$ -	$ -	$ -	$ -	$ -
Zone 2 Booster Station (W-9)	$ 2,660,000	$ 399,000	$ 266,000	$ 3,325,000	$ -	$ -	$ -	$ 399,500	$ -	$ -	$ 2,925,500
Zone 2 Water Storage Facility (W-10)	$ 5,160,000	$ 774,000	$ 516,000	$ 6,450,000	$ -	$ -	$ -	$ 687,000	$ -	$ -	$ 5,763,000
Sylvestre Drive Sanitary Sewer Extension	$ 1,443,200	$ 344,500	$ 72,200	$ 1,859,900	$ 97,600	$ -	$ 1,574,900	$ -	$ -	$ -	$ -
Sanitary Sewer Model Update	$ -	$ 295,000	$ -	$ 295,000	$ 250,000	$ 45,000	$ -	$ -	$ -	$ -	$ -
Lanoue Street Improvements	$ 1,322,900	$ 275,000	$ 66,100	$ 1,664,000	$ -	$ 363,300	$ 1,300,700	$ -	$ -	$ -	$ -
Tecumseh Road Sanitary Sewer	$ 2,433,700	$ 390,600	$ 243,400	$ 3,067,700	$ 150,000	$ 2,917,700	$ -	$ -	$ -	$ -	$ -
Riverside Drive In-line Storage Trunk Sanitary	$ 2,220,000	$ 363,000	$ 222,000	$ 2,804,750	$ -	$ -	$ -	$ 181,500	$ 2,623,250	$ -	$ -
MRSPA Pond Design and Construction	$ 9,775,000	$ 1,660,000	$ 1,300,000	$ 12,735,000	$ 40,000	$ 2,740,000	$ 9,955,000	$ -	$ -	$ -	$ -
West St. Louis Storm PS - Repairs	$ 51,000	$ 7,650	$ 7,650	$ 66,300	$ 66,300	$ -	$ -	$ -	$ -	$ -	$ -
Lesperance Road Storm PS - Repairs	$ 181,000	$ 18,100	$ 18,100	$ 217,200	$ 117,200	$ -	$ -	$ -	$ -	$ -	$ -
(East) St. Louis Storm PS - Repairs	$ 65,000	$ 9,750	$ 9,750	$ 84,500	$ 84,500	$ -	$ -	$ -	$ -	$ -	$ -
Oldcastle Storm Drainage Master Plan	$ -	$ 450,000	$ -	$ 450,000	$ 330,000	$ -	$ -	$ -	$ -	$ -	$ -
Tecumseh Storm Drainage Master Plan Update	$ -	$ 150,000	$ -	$ 150,000	$ -	$ -	$ -	$ -	$ -	$ 150,000	$ -
Shoreline Management Plan	$ -	$ 350,000	$ -	$ 350,000	$ -	$ 350,000	$ -	$ -	$ -	$ -	$ -
Breakwal Conditions Assessment	$ -	$ 50,000	$ -	$ 50,000	$ -	$ -	$ -	$ 50,000	$ -	$ -	$ -
Scully & St Mark's Storm PS/Riverside Drive CFWD	$ 13,004,900	$ 2,248,000	$ 1,300,400	$ 16,553,300	$ -	$ 478,450	$ 318,800	$ -	$ 15,756,050	$ -	$ -
West Tecumseh Trunk Watermain (W-1)	$ 2,040,000	$ 408,000	$ 306,000	$ 2,754,000	$ -	$ -	$ -	$ 204,000	$ -	$ 2,550,000	$ -
West Tecumseh Trunk Sanitary (WW-1)	$ 5,210,000	$ 1,042,000	$ 781,500	$ 7,034,000	$ -	$ -	$ -	$ 521,000	$ -	$ 6,513,000	$ -
Diversion San Sewers (Intersection Rd) (WW-2)	$ 840,000	$ 168,000	$ 126,000	$ 1,134,000	$ -	$ -	$ -	$ 84,000	$ -	$ 1,050,000	$ -
P.J. Cecile Storm PS *	$ 7,100,000	$ 1,440,000	$ 1,400,000	$ 9,940,000	$ -	$ -	$ -	$ -	$ 375,000	$ 345,000	$ 9,220,000
2020 Water and Wastewater Rates Study	$ -	$ 20,000	$ -	$ 20,000	$ -	$ 20,000	$ -	$ -	$ -	$ -	$ -

Attachment 2 - 2020 -2024 PWES Five (5) Year Capital Works Plan

LC Road (1500)	2020	2021	2022	2023	2024
Reserve Balance Start of Year	$ 8,922,592	$ 9,735,242	$ 3,795,442	$ 1,349,917	$ 1,641,692
Budget Allocation	$ 4,160,000	$ 4,160,000	$ 4,160,000	$ 4,160,000	$ 4,160,000
Sale of Electricity to Grid	$ 10,000	$ 10,000	$ 10,000	$ 10,000	$ 10,000
CWATS	$ 8,000	$ -	$ 525,000	$ -	$ -
County Connecting Link Agreement	$ -	$ -	$ 1,295,000	$ -	$ -
Funds Available	**$ 13,100,592**	**$ 13,905,242**	**$ 9,785,442**	**$ 5,519,917**	**$ 5,811,692**
Committed					
IT GIS Tech % share	$ 28,150	$ 28,700	$ 29,300	$ 29,900	$ 30,500
Traffic Signal Controller Upgrade (with County)	$ 150,000	$ -	$ -	$ -	$ -
PW Yard (North) Expansion/Improvements	$ 30,000	$ -	$ -	$ -	$ -
Tecumseh Road CIP Phase 1	$ 350,000	$ -	$ -	$ -	$ -
Tecumseh Road CIP Phase 2	$ 50,000	$ -	$ -	$ -	$ -
Scully & St. Mark's Storm PS/Riverside Drive	$ 26,100	$ 17,500	$ -	$ -	$ -
Balance Committed	**$ 634,250**	**$ 46,200**	**$ 29,300**	**$ 29,900**	**$ 30,500**
Balance Uncommitted	**$ 12,466,342**	**$ 13,859,042**	**$ 9,756,142**	**$ 5,490,017**	**$ 5,781,192**
Proposed					
Road Paving - Asphalting (Note 1)	$ 1,300,000	$ 1,000,000	$ 1,000,000	$ 1,000,000	$ 1,000,000
Traffic Signal Upgrades/Maintenance	$ -	$ 62,500	$ 30,000	$ -	$ -
Traffic Signal Reconstruct (Lesperance/McNorton)	$ -	$ 165,000	$ -	$ -	$ -
Tecumseh Road Path (Arlington to DM Eagle)	$ 100,000	$ -	$ -	$ -	$ -
McNorton Bike Lanes	$ -	$ 10,000	$ -	$ -	$ -
CR42/43 Const. including 12th&Banwell Watermains	$ 22,450	$ -	$ 20,450	$ -	$ -
Tecumseh Hamlet SPA EA FSR	$ 30,250	$ 61,250	$ -	$ -	$ -
Tecumseh Sigange Project	$ 16,000	$ -	$ -	$ -	$ -
Lesperance/VIA Rail Improvements	$ 155,000	$ 1,129,000	$ -	$ -	$ -
Manning Road - Phase 2 - Road Work	$ 4,500	$ 691,400	$ -	$ -	$ -
Manning Road - Phase 2 - Drain Relocation	$ 21,500	$ 3,250,000	$ -	$ -	$ -
Manning Road Reconstruction - Phase 3	$ 45,500	$ -	$ 6,239,200	$ -	$ -
Sylvestre Drive Sanitary Sewer Extension	$ -	$ 983,400	$ -	$ -	$ -
Roads Needs Study	$ -	$ -	$ -	$ -	$ 70,000
Scully & St. Mark's Storm PS/Riverside Drive	$ -	$ -	$ -	$ 1,454,400	$ -
CR#46/Webster/Laval Sanitary Ext. (LRPCP)	$ -	$ 1,410,350	$ -	$ -	$ -
Delduca Drive (Sanitary Sewer LRPCP)	$ -	$ -	$ 1,018,450	$ -	$ -
Lanoue Street Improvements	$ 363,300	$ 1,300,700	$ -	$ -	$ -
Tecumseh Road Sanitary Sewer	$ 672,600	$ -	$ -	$ -	$ -
Riverside Drive In-Line Storage Trunk Sanitary	$ -	$ -	$ 58,125	$ 690,625	$ -
Ure Street (Sanitary Sewer LRPCP)	$ -	$ -	$ 40,000	$ 627,000	$ -
PJ Cecile Storm PS	$ -	$ -	$ -	$ 30,000	$ -
O'Neil Street Sanitary Sewer (LRPCP)	$ -	$ -	$ -	$ 46,300	$ 725,700
Moynahan-Henin-Regal Sanitary Sewer (LRPCP)	$ -	$ -	$ -	$ -	$ 56,650
Balance Proposed	**$ 2,731,100**	**$ 10,063,600**	**$ 8,406,225**	**$ 3,848,325**	**$ 1,852,350**
Balance Available	**$ 9,735,242**	**$ 3,795,442**	**$ 1,349,917**	**$ 1,641,692**	**$ 3,928,842**

Notes:

1) General allowance for asphalting

Attachment 3 - 2020 - 2024 PWES Five (5) Year Capital Works Plan

LC Bridges (1660)	2020	2021	2022	2023	2024
Reserve Balance Start of Year	$ 152,486	$ 213,486	$ 113,186	$ (1,412,414)	$ (1,252,414)
Budget Allocation	$ 410,000	$ 410,000	$ 410,000	$ 410,000	$ 410,000
Funds Available	**$ 562,486**	**$ 623,486**	**$ 523,186**	**$ (1,002,414)**	**$ (842,414)**
Committed					
Merrick Creek at 8th Concession (1013)	$ 310,000	$ -	$ -	$ -	$ -
Balance Committed	**$ 310,000**	**$ -**	**$ -**	**$ -**	**$ -**
Balance Uncommitted	**$ 252,486**	**$ 623,486**	**$ 523,186**	**$ (1,002,414)**	**$ (842,414)**
Proposed					
Culvert Condition Assessment (<3m Span)	$ -	$ -	$ 75,000	$ -	$ -
Bridge/Culvert Needs Study (>3m)	$ 39,000	$ -	$ 39,000	$ -	$ 39,000
Culvert #45: S.Talbot Road (CR11/STR Works)	$ -	$ 326,000	$ -	$ -	$ -
Culvert #42: Snake Lane Road	$ -	$ 54,500	$ 500,000	$ -	$ -
Culvert #53: Snake Lane Road	$ -	$ 64,900	$ 595,800	$ -	$ -
Culvert #54: Snake Lane Road	$ -	$ 64,900	$ 595,800	$ -	$ -
Culvert #51: 8th Concession	$ -	$ -	$ 30,000	$ 120,000	$ -
Culvert #70: 12th Concession	$ -	$ -	$ 30,000	$ 130,000	$ -
Roadside Safety Improvements - Bridge #1010	$ -	$ -	$ 70,000	$ -	$ -
Culvert #48: Holden Road	$ -	$ -	$ -	$ -	$ 32,000
Balance Proposed	**$ 39,000**	**$ 510,300**	**$ 1,935,600**	**$ 250,000**	**$ 71,000**
Balance Available	**$ 213,486**	**$ 113,186**	**$ (1,412,414)**	**$ (1,252,414)**	**$ (913,414)**

Attachment 4 - 2020 - 2024 PWES Five (5) Year Capital Works Plan

LC Sidewalk (1550)	2020	2021	2022	2023	2024
Reserve Balance Start of Year	$ 323,947	$ 328,947	$ 333,947	$ 338,947	$ 343,947
Budget Allocation	$ 74,000	$ 74,000	$ 74,000	$ 74,000	$ 74,000
Funds Available	**$ 397,947**	**$ 402,947**	**$ 407,947**	**$ 412,947**	**$ 417,947**
Committed	$ -	$ -	$ -	$ -	$ -
Balance Committed	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
Balance Uncommitted	**$ 397,947**	**$ 402,947**	**$ 407,947**	**$ 412,947**	**$ 417,947**
Proposed					
Sidewalk repair program (Note 1)	$ 69,000	$ 69,000	$ 69,000	$ 69,000	$ 69,000
Balance Proposed	**$ 69,000**	**$ 69,000**	**$ 69,000**	**$ 69,000**	**$ 69,000**
Balance Available	**$ 328,947**	**$ 333,947**	**$ 338,947**	**$ 343,947**	**$ 348,947**

Notes:

1) General allowance

LC Storm Sewer (1650)	**2020**	**2021**	**2022**	**2023**	**2024**
Reserve Balance Start of Year	$ 397,453	$ (2,613,597)	$ (2,746,755)	$ (2,900,005)	$ (16,604,305)
Budget Allocation	$ 1,002,700	$ 1,002,700	$ 1,002,700	$ 1,002,700	$ 1,002,700
OCIF Grant	$ -	$ 1,862,892	$ -	$ -	$ -
Recoveries	$ -	$ 10,156,000	$ -	$ -	$ -
Funds Available	**$ 1,400,153**	**$ 10,407,995**	**$ (1,744,055)**	**$ (1,897,305)**	**$ (15,601,605)**
Committed					
Scully & St. Mark's Storm PS/Riverside Drive	$ 440,000	$ 293,100	$ -	$ -	$ -
Balance Committed	**$ 440,000**	**$ 293,100**	**$ -**	**$ -**	**$ -**
Balance Uncommitted	**$ 960,153**	**$ 10,114,895**	**$ (1,744,055)**	**$ (1,897,305)**	**$ (15,601,605)**
Proposed					
Manning Road/ETLD Drain Relocation - Phase 2	$ 11,000	$ 1,651,900	$ -	$ -	$ -
Manning Road Reconstruction - Phase 3	$ 2,500	$ -	$ 315,600	$ -	$ -
Lesperance/VIA Rail Improvements	$ 31,000	$ 219,700	$ -	$ -	$ -
Sylvestre Drive Sanitary Sewer Extension	$ -	$ 49,000	$ -	$ -	$ -
Manhole Restoration Program	$ 25,000	$ -	$ -	$ -	$ -
Westlake Drive - Sanitary/Storm/Water	$ -	$ 156,000	$ -	$ -	$ -
Tecumseh Hamlet SPA EA FSR	$ 219,250	$ 261,250	$ -	$ -	$ -
CR#46/Webster/Laval Sanitary Ext. (LRPCP)	$ 75,000	$ 568,800	$ -	$ -	$ -
Scully & St. Mark's Storm PS/Riverside Drive	$ -	$ -	$ -	$ 13,947,500	$ -
MRSPA Pond Design and Construction	$ 2,740,000	$ 9,955,000	$ -	$ -	$ -
Delduca Drive (LRPCP)	$ 75,000	$ -	$ 765,350	$ -	$ -
Shoreline Management Plan	$ 350,000	$ -	$ -	$ -	$ -
Stormwater Rate Study	$ 45,000	$ -	$ -	$ -	$ -
P.J. Cecile Storm PS	$ -	$ -	$ -	$ 345,000	$ 345,000
Ure Street (Sanitary LRPCP)	$ -	$ -	$ 25,000	$ 386,000	$ -
O'Neil Street Sanitary Sewer (LRPCP)	$ -	$ -	$ -	$ 28,500	$ 427,500
Breakwall Condition Assessment	$ -	$ -	$ 50,000	$ -	$ -
Moynahan-Henin-Regal Sanitary Sewer (LRPCP)	$ -	$ -	$ -	$ -	$ 34,900
Tecumseh Storm Drainage Master Plan Update	$ -	$ -	$ -	$ -	$ 150,000
Balance Proposed	**$ 3,573,750**	**$ 12,861,650**	**$ 1,155,950**	**$ 14,707,000**	**$ 957,400**
Balance Available	**$ (2,613,597)**	**$ (2,746,755)**	**$ (2,900,005)**	**$ (16,604,305)**	**$ (16,559,005)**

RF Wastewater Sewers (2550)	**2020**	**2021**	**2022**	**2023**	**2024**
Reserve Balance Start of Year	$ (4,305,250)	$ (5,158,177)	$ (3,052,016)	$ (1,515,969)	$ (1,228,822)
Estimated Allocation	$ 1,969,672	$ 2,056,011	$ 2,199,622	$ 2,106,072	$ 2,308,067
Estimated Interest	$ (129,200)	$ (155,000)	$ (92,000)	$ (45,000)	$ (37,000)
Development Charges	$ 163,300	$ 150,000	$ 150,000	$ 150,000	$ 150,000
Capital Sewer Charges	$ -	$ 2,496,300	$ 1,050,000	$ 905,500	$ 740,000
Funds Available	**$ (2,301,478)**	**$ (610,866)**	**$ 255,606**	**$ 1,600,603**	**$ 1,932,245**
Committed					
Debt payments - Lakewood Pump Station	$ 100,000	$ -	$ -	$ -	$ -
Debt payments - 2012 Non-DC debt	$ 57,400	$ 57,400	$ 57,400	$ -	$ -
Debt payments - DC Debt	$ 258,554	$ -	$ -	$ -	$ -
IT GIS Tech % share	$ 28,145	$ 28,700	$ 28,700	$ 29,300	$ 29,300
Scully & St. Mark's Storm PS/Riverside Drive	$ 12,350	$ 8,200	$ -	$ -	$ -
Balance Committed	**$ 456,449**	**$ 94,300**	**$ 86,100**	**$ 29,300**	**$ 29,300**
Balance Uncommitted	**$ (2,757,927)**	**$ (705,166)**	**$ 169,506**	**$ 1,571,303**	**$ 1,902,945**
Proposed					
Sylvestre Drive Sanitary Extension	$ -	$ 542,500	$ -	$ -	$ -
Manhole Restoration Program	$ 25,000	$ -	$ -	$ -	$ -
Westlake Drive - Sanitary, Storm, Water	$ -	$ 172,000	$ -	$ -	$ -
Tecumseh Hamlet SPA EA FSR	$ 30,250	$ 61,250	$ -	$ -	$ -
County Road #46/Webster/Laval Sanitary Extension (LRPCP)	$ -	$ 1,319,200	$ -	$ -	$ -
Scully & St. Mark's Storm PS/Riverside Drive	$ -	$ -	$ -	$ 354,150	$ -
Delduca Drive (Sanitary Sewer LRPCP)	$ -	$ -	$ 926,100	$ -	$ -
Sanitary Sewer Model Update	$ 45,000	$ -	$ -	$ -	$ -
Sanitary Sewer Rehabilitation (I&I Removal - Phase 3)	$ -	$ -	$ -	$ -	$ -
Riverside Drive In-Line Storage Trunk Sanitary	$ -	$ -	$ 123,375	$ 1,932,625	$ -
CR42/43 Const. including 12th&Banwell Watermains	$ 44,900	$ 251,900	$ -	$ -	$ -
Tecumseh Road Sanitary Sewer	$ 2,245,100	$ -	$ -	$ -	$ -
Ure Street (LRPCP)	$ -	$ -	$ 31,000	$ 478,000	$ -
West Tecumseh Trunk Sanitary (WW-1)	$ -	$ -	$ 521,000	$ -	$ 6,513,000
Diversion San Sewers (Intersection Rd) (WW-2)	$ -	$ -	$ 84,000	$ -	$ 1,050,000
O'Neil Street Sanitary Sewer (LRPCP)	$ -	$ -	$ -	$ 35,350	$ 530,650
Moynahan-Henin-Regal Sanitary Sewer (LRPCP)	$ -	$ -	$ -	$ -	$ 43,250
2020 Water and Wastewater Rates Study	$ 10,000	$ -	$ -	$ -	$ -
Total Proposed	**$ 2,400,250**	**$ 2,346,850**	**$ 1,685,475**	**$ 2,800,125**	**$ 8,136,900**
Balance Available	**$ (5,158,177)**	**$ (3,052,016)**	**$ (1,515,969)**	**$ (1,228,822)**	**$ (6,233,955)**

RF Wastewater Facilities (2560)	**2020**	**2021**	**2022**	**2023**	**2024**
Reserve Balance Start of Year	$ 1,799,462	$ 2,253,462	$ 2,721,062	$ 3,222,662	$ 3,769,362
Estimated Allocation	$ 400,000	$ 400,000	$ 450,000	$ 450,000	$ 450,000
Estimated Interest	$ 54,000	$ 67,600	$ 81,600	$ 96,700	$ 113,100
Funds Available	**$ 2,253,462**	**$ 2,721,062**	**$ 3,252,662**	**$ 3,769,362**	**$ 4,332,462**
Committed	$ -	$ -	$ -	$ -	$ -
Balance Committed	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
Balance Uncommitted	**$ 2,253,462**	**$ 2,721,062**	**$ 3,252,662**	**$ 3,769,362**	**$ 4,332,462**
Proposed					
Sylvestre Drive Sanitary PS Improvements	$ -	$ -	$ 30,000	$ -	$ -
Total Proposed	**$ -**	**$ -**	**$ 30,000**	**$ -**	**$ -**
Balance Available	**$ 2,253,462**	**$ 2,721,062**	**$ 3,222,662**	**$ 3,769,362**	**$ 4,332,462**

RF Watermain (2520)	2020	2021	2022	2023	2024
Reserve Balance Start of Year	$ 3,734,865	$ 2,557,203	$ 1,179,926	$ 3,072,913	$ 5,429,378
Estimated Allocation	$ 1,706,133	$ 2,041,773	$ 2,158,237	$ 2,284,565	$ 2,421,469
Estimated Interest	$ 112,000	$ 76,700	$ 35,400	$ 92,200	$ 162,900
Development Charges	$ 57,900	$ 50,000	$ 50,000	$ 50,000	$ 50,000
Funds Available	**$ 5,610,898**	**$ 4,725,676**	**$ 3,423,563**	**$ 5,499,678**	**$ 8,063,747**
Committed					
Tools	$ 27,600	$ 28,200	$ 28,700	$ 29,300	$ 29,900
Meters	$ 11,000	$ 11,300	$ 11,500	$ 11,700	$ 12,000
IT GIS Tech % share	$ 28,145	$ 28,700	$ 28,700	$ 29,300	$ 29,300
Balance Committed	**$ 66,745**	**$ 68,200**	**$ 68,900**	**$ 70,300**	**$ 71,200**
Balance Uncommitted	**$ 5,544,153**	**$ 4,657,476**	**$ 3,354,663**	**$ 5,429,378**	**$ 7,992,547**
Rossi Drive	$ -	$ -	$ -	$ -	$ -
Water & Wastewater Master Plan Update (2016)	$ -	$ -	$ -	$ -	$ -
Manning Road/ETLD Drain Relocation - 2	$ 6,000	$ 914,700	$ -	$ -	$ -
Hwy # 3 Watermain Replacement	$ 2,182,100	$ -	$ -	$ -	$ -
Westlake Drive - San, Storm, Water	$ -	$ 110,500	$ -	$ -	$ -
Tecumseh Hamlet SPA EA FSR	$ 30,250	$ 61,250	$ -	$ -	$ -
CR46/Webster/Laval Sanitary Sewer Ext	$ -	$ 1,417,200	$ -	$ -	$ -
Delduca Drive (Sanitary Sewer LRPCP)	$ -	$ -	$ 25,750	$ -	$ -
CR42/43 Const. incl. 12th & Banwell Watermains	$ 758,600	$ 811,400	$ -	$ -	$ -
2020 Water and Wastewater Rates Study	$ 10,000	$ -	$ -	$ -	$ -
CR19@CR46 Advanced Construction	$ -	$ 162,500	$ -	$ -	$ -
West Tecumseh Trunk Watermain (W-1A)	$ -	$ -	$ 204,000	$ -	$ 2,550,000
CR19@CR34 Advanced Construction	$ -	$ -	$ 52,000	$ -	$ -
Total Proposed	**$ 2,986,950**	**$ 3,477,550**	**$ 281,750**	**$ -**	**$ 2,550,000**
Balance Available	**$ 2,557,203**	**$ 1,179,926**	**$ 3,072,913**	**$ 5,429,378**	**$ 5,442,547**

Attachment 9 - 2020 -2024 PWES Five (5) Year Capital Works Plan

RF Water Facilities (2530)	**2020**	**2021**	**2022**	**2023**	**2024**
Reserve Balance Start of Year	$ 7,630,950	$ 7,988,850	$ 8,432,250	$ 7,826,450	$ 8,313,550
Estimated Allocation	$ 129,000	$ 175,000	$ 199,000	$ 223,000	$ 247,000
Estimated Interest	$ 228,900	$ 268,400	$ 281,700	$ 264,100	$ 278,700
Funds Available	**$ 7,988,850**	**$ 8,432,250**	**$ 8,912,950**	**$ 8,313,550**	**$ 8,839,250**
Committed	$ -	$ -	$ -	$ -	$ -
Balance Committed	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
Balance Uncommitted	**$ 7,988,850**	**$ 8,432,250**	**$ 8,912,950**	**$ 8,313,550**	**$ 8,839,250**
Proposed					
Water Tower Internal Lining	$ -	$ -	$ -	$ -	$ -
Zone 2 Booster Station (W-9)	$ -	$ -	$ 399,500	$ -	$ -
Zone 2 Water Storage Facility (W-10)	$ -	$ -	$ 687,000	$ -	$ -
Total Proposed	**$ -**	**$ -**	**$ 1,086,500**	**$ -**	**$ -**
Balance Available	**$ 7,988,850**	**$ 8,432,250**	**$ 7,826,450**	**$ 8,313,550**	**$ 8,839,250**

Attachment 10 - 2020 - 2024 Infrastructure Five (5) Year Projections

R Infrastructure (1085)	2020	2021	2022	2023	2024
Reserve Balance Start of Year	$ 7,143,424	$ 5,656,926	$ 6,447,924	$ 7,409,424	$ 8,830,424
Budget Allocation - New Infrastructure Levy	$ 1,300,000	$ 1,300,000	$ 1,400,000	$ 1,600,000	$ 1,800,000
Budget Allocation - NIL Sportsplex	$ 250,000	$ 450,000	$ 550,000	$ 550,000	$ 550,000
DC - repayments	$ 91,100	$ 90,000	$ 90,000	$ 90,000	$ 90,000
Investment income above base budget	$ 457,000	$ 457,000	$ 457,000	$ 457,000	$ 457,000
Tecumseh Baseball re scoreboard	$ 8,500	$ 8,500	$ 8,500	$ 8,500	$ 8,500
GenSet Revenues	$ 15,000	$ 15,000	$ 15,000	$ 15,000	$ 15,000
CWATS	$ 20,204	$ -	$ -	$ 91,000	
Funds Available	**$ 9,285,228**	**$ 7,977,426**	**$ 8,968,424**	**$ 10,220,924**	**$ 11,750,924**
Committed					
Official Plan	$ 22,500	$ -	$ -	$ -	$ -
Development Charge Study	$ 1,000	$ -	$ -	$ -	$ -
Community Benefit Charge Study	$ 1,000	$ -	$ -	$ -	$ -
Tecumseh Hamlet Secondary Plan	$ 37,000	$ -	$ -	$ -	$ -
Upper Little River SWM - Class EA	$ 1,000	$ -	$ -	$ -	$ -
Sportsplex - Construction	$ 1,000,000	$ -	$ -	$ -	$ -
Sportsplex - Debt Servicing	$ -	$ 550,000	$ 550,000	$ 550,000	$ 550,000
Riverside Dr. Trail	$ 150,000	$ 632,000	$ -	$ -	$ -
Town Hall Expansion	$ 2,070,000		$ -	$ -	$ -
Arena Fundraising Coordinator	$ 76,502	$ 76,502	$ -	$ -	$ -
Balance Committed	**$ 3,359,002**	**$ 1,258,502**	**$ 550,000**	**$ 550,000**	**$ 550,000**
Balance Uncommitted	**$ 5,926,226**	**$ 6,718,924**	**$ 8,418,424**	**$ 9,670,924**	**$ 11,200,924**
Proposed					
Lesperance Road Trail (CR22 to CR42)	$ -	$ 71,000	$ 1,000,000	$ -	$ -
Riverside Dr Pathway (Arlington to Kensington)	$ -	$ -	$ 9,000	$ 147,000	$ -
CR34: Malden to CR19 (Multi-Use Trail)	$ -	$ -	$ -	$ 75,000	$ 380,000
Lesperance Road Trail (Riverside to McNorton)	$ -	$ -	$ -	$ -	$ 26,250
CR42/CR19 Roundabout (Sidewalks)	$ 19,000	$ -	$ -	$ -	$ -
CR42: CR43 to Lesperance (Sidewalks)	$ -	$ -	$ -	$ 362,000	$ -
CR42: Lesperance to CR19 (Sidwalks)	$ 29,000	$ -	$ -	$ 29,000	$ -
CWATS: CR42/CR19 Roundabout (Bike Lanes)	$ 11,000	$ -	$ -	$ -	$ -
CWATS: CR42: CR43 to Lesperance (Bike Lanes)	$ -	$ -	$ -	$ 196,500	$ -
CWATS: CR42: Lesperance to CR19 (Bike Lanes)	$ 31,000	$ -	$ -	$ 31,000	$ -
CWATS: Bike repair stations (Town Hall & Optimist)	$ 6,800	$ -	$ -	$ -	$ -
Lakewood Park - Pier Boardwalk Repairs	$ 110,000				
McAuliffe Park - Splash Pad	$ 62,500	$ -	$ -	$ -	$ -
Pickleball Complex Lacasse Park	$ -	$ 200,000	$ -	$ -	$ -
Balance Proposed	**$ 269,300**	**$ 271,000**	**$ 1,009,000**	**$ 840,500**	**$ 406,250**
Balance Available	**$ 5,656,926**	**$ 6,447,924**	**$ 7,409,424**	**$ 8,830,424**	**$ 10,794,674**

The Corporation of the
Town of Tecumseh

Public Works & Environmental Services

To: Mayor and Members of Council

From: Phil Bartnik, Director Public Works & Environmental Services

Date to Council: December 10, 2019

Report Number: PWES-2019-50

Subject: Storm Drainage Master Plan
Study Completion and Final Adoption

Recommendations

It is recommended:

That the Storm Drainage Master Plan, Municipal Class Environmental Assessment Schedule B, **be adopted**.

Background

The Storm Drainage Master Plan addresses the impacts of surface flooding on the mainly urbanized residential areas of the Town of Tecumseh (Town) located along the northern and eastern limits of the municipality. This includes the assessment of storm pump stations, gravity outfalls and the respective service areas minor (sewer) and major (roadway) systems discharging to Lake St. Clair and Pike Creek.

The Town has undertaken this Storm Drainage Master Plan to confirm the long-term storm drainage infrastructure solutions that are required to address the risks of surface flooding in the northern urban communities. The Study Area is depicted on the attached map.

At the June 25, 2019 Regular Meeting of Council, Council received Report No. PWES-2019-35 titled “Storm Drainage Master Plan Filing the Notice of Study Completion” and subsequently authorized Administration to advertise the Notice of Completion in the local newspaper and the Town’s website and social media accounts to initiate the mandatory 30-day public review period (Motion: SCM-17/19).

Municipal Class Environmental Assessment (Class EA) – Master Plan Process

Master Plans are long-range plans which integrate infrastructure requirements for existing and future land use with environmental assessment planning principles. The plans examine an infrastructure system(s) or group of related projects to outline a framework for planning for subsequent projects and/or developments. At a minimum, Master Plans address Phase 1 (identify Problem/Opportunity) and Phase 2 (Alternative Solutions) of the Municipal Class EA process. Master Plans typically outline a set of specific projects across a geographic area that will be implemented over a period of time.

This Storm Drainage Master Plan was completed following Approach No. 2 [of the Master Plan Process] to ensure that the level of investigation, consultation and documentation were sufficient to fulfil the requirements for Schedule B projects.

Approach No. 2 includes the following:

- Preparation of a Master Plan document at the conclusion of Phases 1 and 2 of the Municipal Class EA process.
- Level of investigation, consultation and documentation are sufficient to fulfill the requirements for Schedule B projects.
- The public notice for the Master Plan becomes the Notice of Completion for the Schedule B projects within it.
- Schedule C projects would have to fulfil Phases 3 and 4 of the Municipal Class EA prior to filling an ESR for public review.
- The Master Plan would provide the basis for future investigations for specific Schedule C projects identified within it.

Recommended Solutions, Schedule B Projects

Alternative solutions were developed to improve the resiliency of the storm drainage infrastructure, taking into consideration the impacts of climate change. A surface flooding solution decision framework was developed to outline an approach to developing solutions that address both the required level of service and added resiliency for each surface flooding problem area, as appropriate.

The approved Schedule B projects [within the Master Plan] are designed to be functional in nature and provide sound direction on the nature of the designs that would be effective in addressing surface flooding concerns. These projects have been identified as:

1. Lesperance Road Storm Pump Station Improvements
2. West St. Louis Storm Pump Station Improvements
3. New Consolidated Scully/St. Mark’s Storm Pump Station
4. PJ Cecile Storm Pump Station Improvements
5. New Southwind Crescent Storm Pump Station

6. Surface Storage within ‘Tecumseh Soccer Fields’ Park at Ecole Secondaire L’Essor
7. Surface Storage within Buster Reaume Park
8. Surface and Underground Storage within Tecumseh Centre Park

Comments

Notice of Study Completion

The Notice of Study Completion was published in the local newspaper and on the Town’s website and social media accounts and was also mailed to landowners, stakeholders and regulatory authorities on the contact list for the Master Plan. The 30-day public review period expired on August 19, 2019.

During the 30-day public review period, the following concerns were received from agencies and the public:

1. On August 9, 2019, the Ministry of Tourism, Culture and Sport (MTCS) requested clarification of the potential impacts that the preferred solutions may have on archaeological, built and cultural heritage resources.

2. On August 15, 2019, the Ministry of Environment, Conservation and Parks (MECP) Southwestern Region requested clarification on consultation with indigenous communities, and requested that we confirm any impacts to source water protection areas.

3. On August 17, 2019, a representative of James Sylvestre Developments Ltd. requested a meeting to review how their proposed development land located within the Manning Road Secondary Plan Area was incorporated into the Storm Drainage Master Plan.

4. On October 3, 2019, the MECP Southwestern Region requested further clarification beyond the initial response letter for the August 15, 2019 comments on the potential impacts to source water protection areas.

Copies of all correspondence from these agencies and the public, as well as the responses confirming how these comments were addressed are appended to this report.

Given that the Town addressed all comments received during the 30-day public review period and no Part II Orders were submitted to the Minister of Environment, Conservation and Parks, the Storm Drainage Master Plan including the specified Schedule B projects that form part of the preferred solutions, is considered approved under the Municipal Class EA process and may now proceed to the detailed design and implementation phases.

Accordingly, it is therefore recommended that the Storm Drainage Master Plan be adopted.

Consultations

Planning & Building Services
Dillon Consulting Limited

Financial Implications

There are no financial implications associated with this report.

As identified within the Town's 2018 Asset Management Plan (v 2.0), the recommended solutions will be incorporated into the annual Public Works & Environmental Services Capital Works Plan moving forward. It is intended to consolidate various infrastructure improvements into a singular tender package for efficiencies and economies of scale benefits.

Administration will continue to explore grant opportunities for funding of the storm infrastructure projects.

Link to Strategic Priorities

Applicable	2019-22 Strategic Priorities
☐	Make the Town of Tecumseh an even better place to live, work and invest through a shared vision for our residents and newcomers.
☒	Ensure that Tecumseh's current and future growth is built upon the principles of sustainability and strategic decision-making.
☒	Integrate the principles of health and wellness into all of Tecumseh's plans and priorities.
☒	Steward the Town's "continuous improvement" approach to municipal service delivery to residents and businesses.
☐	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:

Cheryl Curran, BES
Clerk I Administrative Clerk

Reviewed by:

Brian Hillman, MA, MCIP, RPP
Director Planning & Building Services

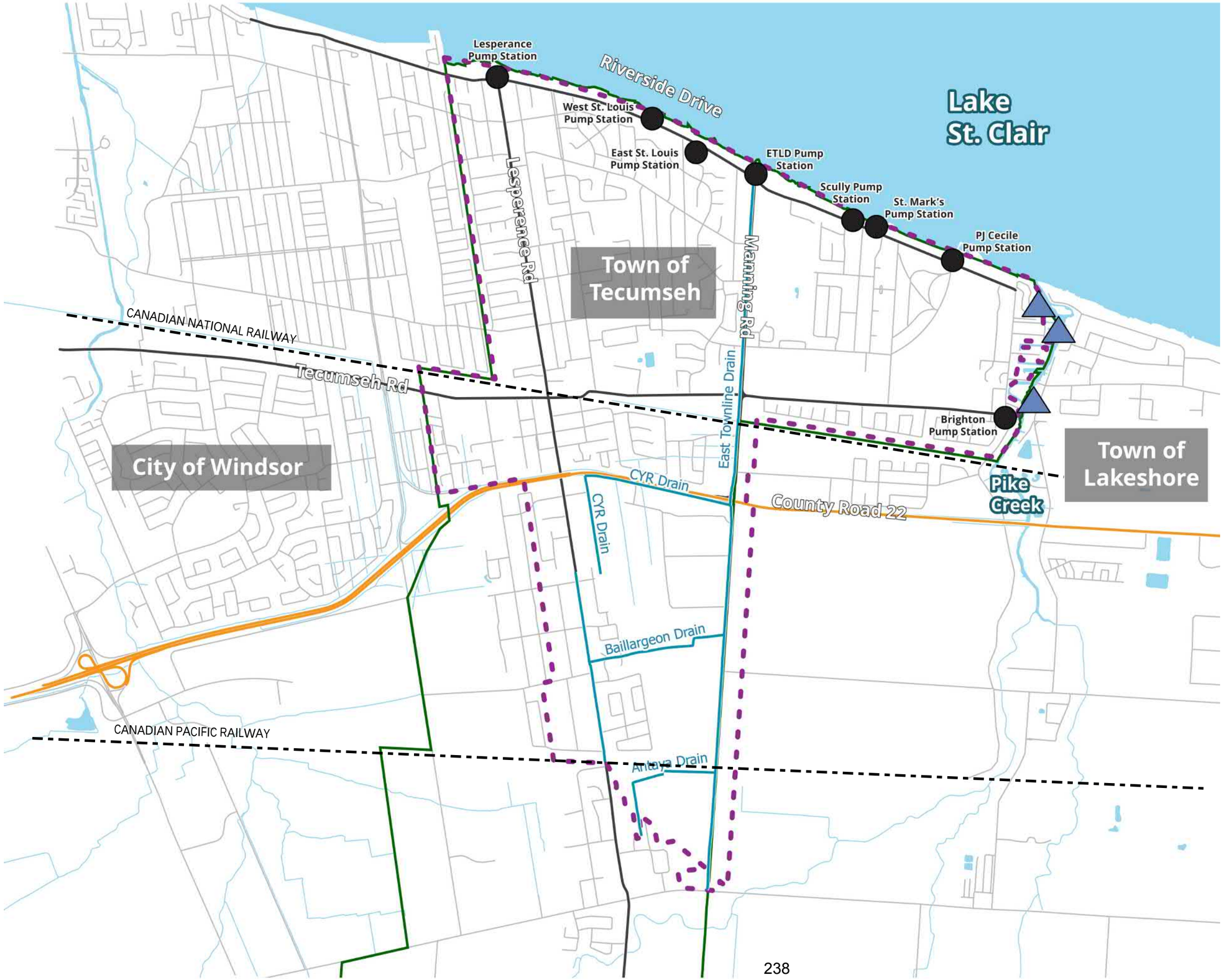
Reviewed by:

Phil Bartnik, P.Eng.
Director Public Works & Environmental Services

Recommended by:

Margaret Misek-Evans, MCIP, RPP
Chief Administrative Officer

Attachment Number	**Attachment Name**
1	Study Area and Municipal Drainage Map
2	Recommended Solutions Summary Map
3	Storm Drainage Master Plan Class Environmental Assessment Comments and Responses from Public Review
4	Storm Drainage Master Plan, Executive Summary
5	Report No. PWES-2019-35



TOWN OF TECUMSEH
STORM DRAINAGE MASTER PLAN

STUDY AREA AND MUNICIPAL DRAINAGE MAP
FIGURE 1.1

- SEWER GRAVITY OUTFALLS
- PUMP STATION (PS)
- STUDY BOUNDARY
- RAILWAY
- MUNICIPAL DRAIN
- MUNICIPAL BOUNDARY
- MINOR STREET
- MAJOR STREET
- HIGHWAY

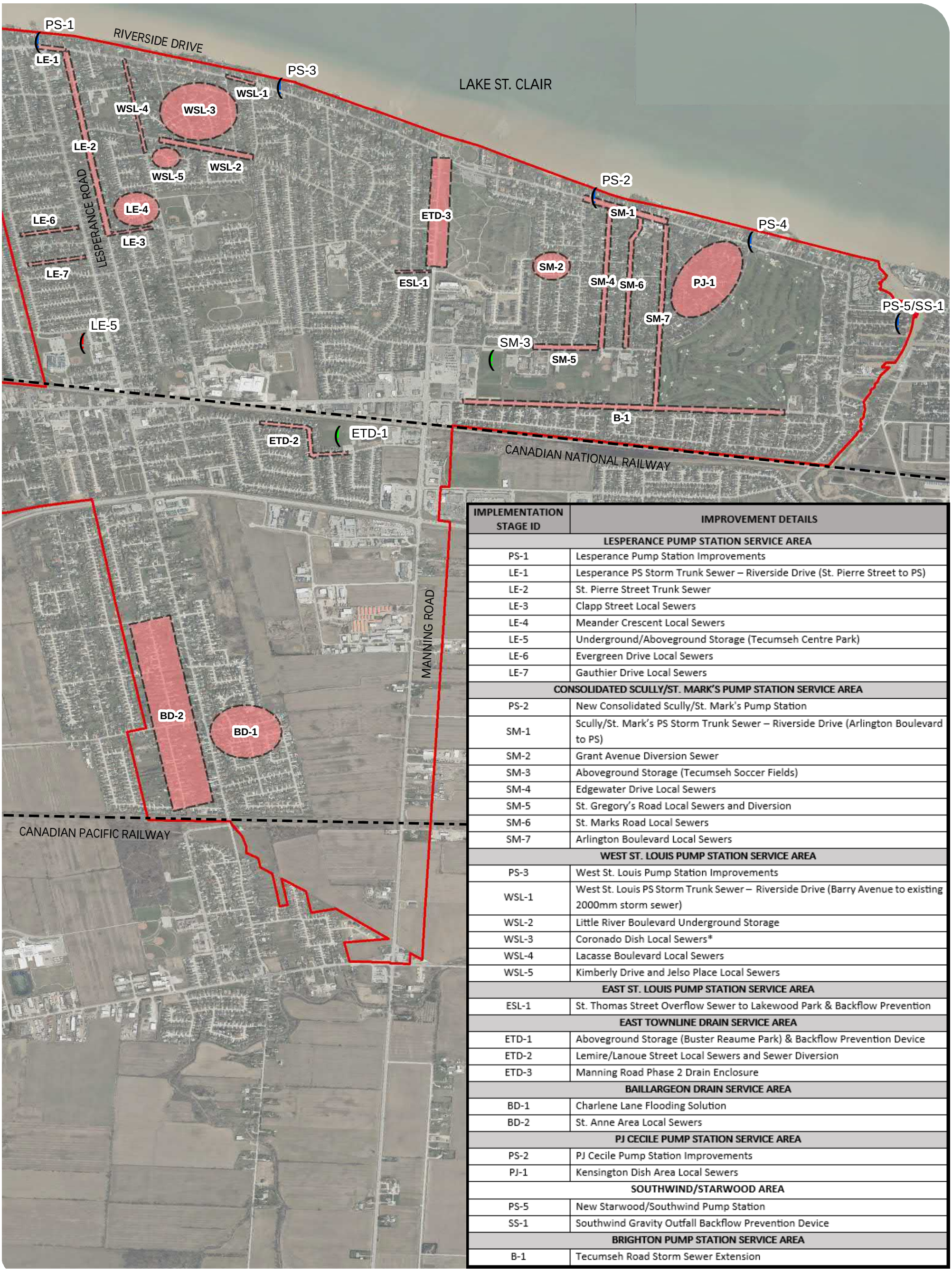
SCALE 1:NTS 2

MAP CREATED BY: SZ
MAP CHECKED BY: RTL
MAP PROJECTION: NAD 1983 UTM Zone 17N

FILE LOCATION: \\DILLON.CA\DILLON_DFS\LONDON\LONDON CAD\GIS\VISUAL COMMUNICATIONS D\MXD TEMPLATES\BEIGE - 11X17 LANDSCAPE - LEGEND RIGHT.MXD

DILLON CONSULTING

PROJECT: 16-4880
STATUS: FINAL
DATE: JUNE 2019



IMPLEMENTATION STAGE ID	IMPROVEMENT DETAILS
LESPERANCE PUMP STATION SERVICE AREA	
PS-1	Lesperance Pump Station Improvements
LE-1	Lesperance PS Storm Trunk Sewer – Riverside Drive (St. Pierre Street to PS)
LE-2	St. Pierre Street Trunk Sewer
LE-3	Clapp Street Local Sewers
LE-4	Meander Crescent Local Sewers
LE-5	Underground/Aboveground Storage (Tecumseh Centre Park)
LE-6	Evergreen Drive Local Sewers
LE-7	Gauthier Drive Local Sewers
CONSOLIDATED SCULLY/ST. MARK'S PUMP STATION SERVICE AREA	
PS-2	New Consolidated Scully/St. Mark's Pump Station
SM-1	Scully/St. Mark's PS Storm Trunk Sewer – Riverside Drive (Arlington Boulevard to PS)
SM-2	Grant Avenue Diversion Sewer
SM-3	Aboveground Storage (Tecumseh Soccer Fields)
SM-4	Edgewater Drive Local Sewers
SM-5	St. Gregory's Road Local Sewers and Diversion
SM-6	St. Marks Road Local Sewers
SM-7	Arlington Boulevard Local Sewers
WEST ST. LOUIS PUMP STATION SERVICE AREA	
PS-3	West St. Louis Pump Station Improvements
WSL-1	West St. Louis PS Storm Trunk Sewer – Riverside Drive (Barry Avenue to existing 2000mm storm sewer)
WSL-2	Little River Boulevard Underground Storage
WSL-3	Coronado Dish Local Sewers*
WSL-4	Lacasse Boulevard Local Sewers
WSL-5	Kimberly Drive and Jelso Place Local Sewers
EAST ST. LOUIS PUMP STATION SERVICE AREA	
ESL-1	St. Thomas Street Overflow Sewer to Lakewood Park & Backflow Prevention
EAST TOWNLINE DRAIN SERVICE AREA	
ETD-1	Aboveground Storage (Buster Reaume Park) & Backflow Prevention Device
ETD-2	Lemire/Lanoue Street Local Sewers and Sewer Diversion
ETD-3	Manning Road Phase 2 Drain Enclosure
BAILLARGEON DRAIN SERVICE AREA	
BD-1	Charlene Lane Flooding Solution
BD-2	St. Anne Area Local Sewers
PJ CECILE PUMP STATION SERVICE AREA	
PS-2	PJ Cecile Pump Station Improvements
PJ-1	Kensington Dish Area Local Sewers
SOUTHWIND/STARWOOD AREA	
PS-5	New Starwood/Southwind Pump Station
SS-1	Southwind Gravity Outfall Backflow Prevention Device
BRIGHTON PUMP STATION SERVICE AREA	
B-1	Tecumseh Road Storm Sewer Extension

TOWN OF TECUMSEH
STORM DRAINAGE MASTER PLAN

RECOMMENED SOLUTIONS SUMMARY MAP
FIGURE 12.1

PUMP STATION IMPROVEMENTS
ABOVE GROUND STORAGE
ABOVE/ UNDERGROUND STORAGE
STUDY AREA
STORM DRAINAGE AND INFRASTRUCTURE IMPROVEMENTS
RAILWAY

MAP CREATED BY: SZ
MAP CHECKED BY: RTL
MAP PROJECTION: NAD 1983 UTM Zone 17N

FILE LOCATION: \\DILLON.CA\DILLON_DFS\LONDON\LONDON CAD\GIS\VISUAL COMMUNICATIONS DI\MXD TEMPLATES\BEIGE - 11X17 LANDSCAPE - LEGEND BOTTOM.MXD

SCALE 1:NTS

PROJECT: 16-4880 STATUS: FINAL DATE: JUNE 2019

October 24, 2019

DILLON CONSULTING

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Corporation of the Town of Tecumseh
917 Lesperance Road
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N8N 1W9

Attention: Mr. Phil Bartnik, P.Eng.,
Director Public Works & Environmental Services

Town of Tecumseh Storm Drainage Master Plan
Class Environmental Assessment

The Notice of Completion for the Town of Tecumseh Storm Drainage Master Plan (SDMP) was advertised on July 19, 2019 and July 26, 2019, which provided for a 30 day public and agency review period that ended on August 19, 2019.

The following summarizes the comments that were received:

1. On August 9, 2019, the Ministry of Tourism, Culture and Sport (MTCS) requested clarification of the potential impacts that the preferred solutions may have on archaeological, built heritage and cultural heritage resources.
2. On August 15, 2019, the Ministry of Environment, Conservation and Parks (MECP) Southwestern Region requested clarification on consultations with indigenous communities, and requested that we confirm any impacts to source water protection areas.
3. On August 17, 2019, a representative of James Sylvestre Developments Ltd. requested a meeting to review how their proposed development in the Manning Road Secondary Plan Area was incorporated into the SDMP.
4. On October 3, 2019, the Ministry of Environment, Conservation and Parks (MECP) Southwestern Region requested further clarification beyond the initial response letter for the August 15, 2019 comments on the potential impacts to source water protection areas.

We have attached copies of all correspondence from these agencies and the public, as well as the responses confirming how these comments were addressed.

Accordingly, the Town of Tecumseh Storm Drainage Master Plan, including the specified Schedule B projects that form part of the preferred solutions, is considered approved under the Municipal Class EA process and may proceed to detailed design and implementation. The Master Plan will be used to guide the design and implementation of these projects.

We recommend that this letter and attachments be kept on file with the Storm Drainage Master Plan for future reference.

Yours sincerely,

DILLON CONSULTING LIMITED

Flavio Forest, P.Eng
Project Manager

RTL:ldm
Enclosures
Our file: 16-4880

DILLON CONSULTING

Langlois, Ryan <rlanglois@dillon.ca>

Tecumseh Storm Drainage MP - Response to MECP Comments

Newton, Craig (MECP) <Craig.Newton@ontario.ca> Thu, Oct 3, 2019 at 11:46 AM
To: "rlanglois@dillon.ca" <rlanglois@dillon.ca>
Cc: "Abernethy, Scott (MECP)" <Scott.Abernethy@ontario.ca>, "Bechard, Marc (MECP)" <Marc.Bechard@ontario.ca>, "Morrison, Sean (MECP)" <Sean.Morrison@ontario.ca>, Flavio Forest <fforest@dillon.ca>, Phil Bartnik <pbartnik@tecumseh.ca>, John Henderson <jhenderson@tecumseh.ca>, Sabrina Stanlake-Wong <sstanlake@dillon.ca>, 164880 <164880@dillon.ca>, "DesLauriers, Angelune (MECP)" <Angelune.DesLauriers@ontario.ca>

Dear Mr. Langlois:

This email acknowledges, with thanks, MECP Southwestern Region's receipt of your immediately preceding e-mail of September 18th, 2019 and accompanying letter attachment (attached) also dated September 18th, 2019. Your September 18th, 2019 email correspondence was in response to this ministry's previous email comments of August 15th, 2019 pertaining to the Notice of Completion of the Town of Tecumseh Storm Drainage Master Plan Class EA. For your convenience and ease of understanding, this ministry's responses immediately below are provided in the same order as provided by Dillon Consulting Limited's attached letter of September 18th, 2019:

Comment #1 Indigenous Consultation :

Thank you for confirming that Kettle and Stoney Point First Nation were reportedly provided several opportunities to comment on the Town's Storm Drainage

Master Plan. This previous MECP comment has been satisfactorily addressed.

Comment #2 Source Protection:

To recap, MECP SWR, in its August 15th, 2019 email addressed to the Town of Tecumseh advised that in keeping with recent amendments (2015) to the MEA Municipal Class EA, a Section should be included in the Master Plan on Source Water Protection. Specifically, it should discuss whether or not the project is located in a vulnerable area or changes or creates new vulnerable areas and provide applicable details about the area. If located in a vulnerable area, the Town to document whether any project activities are a prescribed drinking water threat and thus pose a risk to drinking water (this should be consulted on with the appropriate CA/SPA). Where an activity poses a risk to drinking water, the Town to document and discuss in the Master Plan how the Plan adheres to or has regard to applicable policies in the local SPP. If creating or changing a vulnerable area, the Town to document whether any existing uses or activities may potentially be affected by the implementation of source protection policies. This section should then be used to inform and should be reflected in other sections of the Plan, such as the identification of net positive/ negative effects of alternatives, mitigation measures, evaluation of alternatives etc. As a

note, even if the project activities in a vulnerable area are deemed not to be a drinking water risk, there may be other policies that apply and so consultation with the local CA/SPA is important.

MECP SWR previously requested that the Town of Tecumseh, upon completion of a “Draft Source Protection Section”, forward the Draft Section to this ministry for review and comment.

The Essex Region Conservation Authority’s (ERCA’s) letter of August 21st, 2019 (attached), that accompanied your September 18th, 2019 letter to this ministry, includes an Appendix which notes three possible Action Items. Provision of these three Action Items, by ERCA, appears to somewhat contradict the conclusion that there are no Source Water related concerns relating to this Master Plan. MECP SWR recommends that ERCA’s three Action Items be appropriately incorporated into the yet to be completed Draft Source Water Protection Section for this Master Plan.

Moving forward, in the meantime, MECP SWR will await from the Town of Tecumseh, the provision of a Draft Source Water Protection Section for subsequent ministry review and comment, prior to insertion of the finalized Source Water Protection Section into the Town of Tecumseh Master Storm Drainage Plan.

Thank you in advance.

Yours truly,

Craig Newton

Regional Environmental Planner / Regional EA Coordinator

Ministry of the Environment, Conservation and Parks

Southwestern Region

733 Exeter Road

London, Ontario

N6E 1L3

Telephone: (519) 873-5014

E-mail: craig.newton@ontario.ca

From: Langlois, Ryan <rlanglois@dillon.ca>
Sent: September-18-19 2:41 PM

To: Newton, Craig (MECP) <Craig.Newton@ontario.ca>
Cc: Source Protection Screening (MECP) <SourceProtectionScreening@ontario.ca>; Abernethy, Scott (MECP) <Scott.Abernethy@ontario.ca>; Bechard, Marc (MECP) <Marc.Bechard@ontario.ca>; Morrison, Sean (MECP) <Sean.Morrison@ontario.ca>; Flavio Forest <fforest@dillon.ca>; Phil Bartnik <pbartnik@tecumseh.ca>; John Henderson <jhenderson@tecumseh.ca>; Sabrina Stanlake-Wong sstanlake@dillon.ca>; 164880 <164880@dillon.ca>
Subject: Tecumseh Storm Drainage MP - Response to MECP Comments

Good afternoon Craig,

Please see attached for the response to comments letter based on your questions submitted during the 30 day review period for the Tecumseh Storm Drainage Master Plan.

Thanks

DILLON CONSULTING

BEST MANAGED COMPANIES CANADA
Platinum member

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Tecumseh Storm Drainage MP_MECP Response to Comment Letter.pdf
557K

Langlois, Ryan <rlanglois@dillon.ca>

Tecumseh Storm Drainage MP - Response to MECP Comments

Langlois, Ryan <rlanglois@dillon.ca> Mon, Oct 21, 2019 at 1:11 PM
To: "Newton, Craig (MECP)" <Craig.Newton@ontario.ca>
Cc: "pbartnik@tecumseh.ca" <pbartnik@tecumseh.ca>, John Henderson <jhenderson@tecumseh.ca>, Flavio Forest <fforest@dillon.ca>, Sabrina Stanlake-Wong <sstanlake@dillon.ca>, 164880 <164880@dillon.ca>

Good afternoon Craig,

My apologies in missing your call this morning in regards to discussing the remaining MECP Tecumseh Storm Drainage MP comment in regards to Souce Water Protection (SWP). As requested, below is a summary of the team's response in regards to the MECP Comment #2 - Source Protection with some details of the solutions proposed as part of this study that go beyond my original voicemail message.

As originally detailed in the response letter #1 dated September 18, 2019, a desktop assessment was completed as part of the study to review potential impacts on Source Water Protection (SWP). To further detail the findings beyond the team's original response, it was determined that no projects have been identified to be in an Issue Contributing Area, Significant Groundwater Recharge Area, Highly Vulnerable Aquifer, Intake Protection Zones 1 or 2 or Wellhead Protection Area. A number of the projects are, however, located within Intake Protection Zone (IPZ) 3 with a Vulnerable Score Area of 5.4. This IPZ-3 is detailed as an area of concern for Stored/Transported Fuel/Oil Spill due to the projects being in close proximity to Lake St. Clair and the East Townline Drain.

A meeting was held with the Essex Region Conservation Authority Source Water Protection Agency (SPA) Manager to discuss the projects within IPZ-3 and it was agreed that at this time there are no Source Water-related concerns about the project. However, the local SPA wished to provide information relating to Significant Drinking-Water Threats (SDWT), Transport Pathways and Drinking Water Issues for informational purposes, in the occurrence where changes arise in the future to the current policy for SWP or to the project design details in the future where a potential threat to Source Water could now occur.

Below are some bullets detailing some of the solutions developed as part of this study in which SWP was in question.

1. Storm Drainage and Infrastructure Improvements

- Areas where the existing storm sewer infrastructure is noted to be replaced with larger diameter pipes to accommodate enhanced conveyance of storm runoff will not cause any SDWT's. These projects are considered traditional storm sewer and roadway improvement projects. At this time, there will be no change in delineations to the EBA and Transport Pathways or negative impacts on Drinking Water Issues based on these improvements.

- The Manning Road Phase 2 project will include the enclosure of a portion of the existing East Towline Municipal Drain. Although this project requires the enclosure of the remaining open channel portion of the drain, contributing runoff will be redirected to the existing Lakewood Park open drainage channel that was previously designed, approved and constructed to take in these flows. A local sewer along Manning Road north of St. Thomas Street will be constructed to convey flows from the homes fronting Manning Road, in which a water quality unit has been designed and will be installed for quality treatment. The storm runoff for this project will ultimately convey to the existing East Towline Drain pump station outlet as it does today. Further design details for this project are included in the recently submitted ECA (Ref No. 3295-BFELHH). At this time, there will be no change in delineations to the EBA and Transport Pathways or negative impacts on Drinking Water Issues based on these improvements.

- Existing roadways proposed to be reconstructed from a rural road cross-section to a more urban cross-section will include the enclosure of roadside swales and construction of a traditional storm sewer system for storm runoff conveyance. The use of Low Impact Development (LID) techniques were evaluated as part of the MP study and were recommended to be further reviewed during detail design. Further consideration can be given during detail design to contributions of phosphorous to Lake St. Clair from the service areas that may be affected. This is to be further reviewed during detail design based on SWP policy during that time. The local SPA would be consulted during this time to discuss any policy changes relating to SWP in the area. At this time, there will be no change in delineations to the EBA and Transport Pathways or negative impacts on Drinking Water Issues based on these improvements.

2. Pump Station Improvements

- It is expected that the improvements to the pump stations will not require any significant above grade handling and storage of liquid fuel in volumes greater than 15,000 L. These pump station improvements are not expected constitute as a Significant Drinking Water Threat (SDWT) to the EBA. Should grade handling and/or storage of liquid fuel above the noted volume be necessary during construction or as a result of the proposed works, a Risk Management Plan will be required. At this time, there will be no change in delineations to the EBA and Transport Pathways or negative impacts on Drinking Water Issues based on these improvements.

In conclusion, there are currently no projects developed as part of this study located in a significant vulnerable area that would constitute any Source Water Protection measures at this time. Source Water Protection did not have a significant role in the evaluation of alternatives during the EA process due to the desktop assessment identifying that the projects would cause no impact on the selection of the preferred solution. The construction of these projects are expected to not change or create new vulnerable areas at this time. The details listed above in regard to SDWT, Transport Pathways and Drinking Water Issues are to be further reviewed for each project during detail design and be screened for Source Water-related concerns based on policy during this time.

Please review this email and provide the necessary response relating to MECP's original SWP concerns. All comments raised within the 30 day review period from the MECP and other stakeholders with the respective response letters and emails will be attached and included within the correspondence appendices of the final ESR/MP document and included in the project file. This includes this final email with your response to finalize this document, thus eliminating the need for a section in the ESR/MP document on Source Water Protection.

Thank you for your time on this and please do not hesitate to contact me if you have any questions.

DILLON CONSULTING

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DILLON CONSULTING

Langlois, Ryan <rlanglois@dillon.ca>

Tecumseh Storm Drainage MP - Response to MECP Comments

Newton, Craig (MECP) <Craig.Newton@ontario.ca> Tue, Oct 22, 2019 at 11:05 AM
To: "Langlois, Ryan" <rlanglois@dillon.ca>
Cc: "pbartnik@tecumseh.ca" <pbartnik@tecumseh.ca>, John Henderson <jhenderson@tecumseh.ca>, Flavio Forest <fforest@dillon.ca>, Sabrina Stanlake-Wong <sstanlake@dillon.ca>, 164880 <164880@dillon.ca>

Good Morning Ryan:

This e-mail acknowledges this ministry's receipt, with thanks, Dillon Consultants immediately preceding e-mail of yesterday afternoon, October 21st, 2019.

In response, the Ministry of Environment, Conservation and Parks (MECP) is satisfied with Dillon Consulting's October 21st, 2019 response to MECP's previous Comment #2, as previously described in MECP's preceding e-mail of October 3rd, 2019.

Also, the MECP is satisfied with the approach you have proposed in your October 21st, 2019 email. That is, in the case of this particular Master Plan, all comments raised within the 30 day review period from the MECP and other stakeholders with the respective response letters and emails will be attached and included within the correspondence appendices of the final ESR/MP document and included in the project file. This includes this final MECP email as described herein to finalize this document, thus eliminating in the case of this particular Master Plan, the need for a Section in the ESR/MP document on Source Water Protection.

[Quoted text hidden]

September 18, 2019

DILLON CONSULTING

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Ministry of the Environment, Conservation and Parks
Southwestern Region
733 Exeter Road
London, ON
N6E 1L3

Attention: Craig Newton
Regional Environmental Planner / Regional EA Coordinator

Town of Tecumseh Storm Drainage Master Plan
Class Environmental Assessment

Dear Mr. Newton:

Thank you for the input provided August 15, 2019 in response to the Notice of Study Completion for the Town of Tecumseh Storm Drainage Master Plan. For your convenience, we have provided your original comments from the August 15th correspondence below.

Comment #1:

> *I draw to your attention that one of the Indigenous Communities that MECP previously indicated that are required to be consulted for this project, namely Kettle and Stoney Point First Nation, do not appear, at least from the list provided in Section 13.4 on Page 48 of the Master Plan, to have been consulted as yet.*

We confirmed through the correspondence records for the Storm Drainage Master Plan (MP) that the Kettle and Stoney Point First Nation community was contacted during the course of this project, including the Notice of Commencement, invitations to both public information centres (PIC), and the Notice of Completion. The contacts included the Chief and the Consultation Coordinator, which has been documented in Appendix A-1 of the Report. We did note the Indigenous Communities section of the Report did not include Kettle and Stoney Point in our list of Indigenous Communities contacted.

Dillon Consulting
Limited

Comment #2:

> *MECP SWR also noted at the Notice of Commencement stage that as per the recent amendments to the Municipal Engineers Association (MEA) Class Environmental Assessment parent document approved October 2015, proponents undertaking a Municipal Class EA project must identify early in the process whether a project is occurring within a source water protection vulnerable area. This must be clearly documented in the ESR/ Project File/ Master Plan.*
>
> *MECP staff looked for but could not locate a Section in this Master Plan on Source Water Protection. As such, in keeping with MEA Municipal Class EA requirements, please add a Section on Source Water Protection into the Master Plan, inline with the direction previously provided by this ministry on May 24th, 2017, and as noted above. Upon completion, please forward the Source Water Protection Section to this ministry for review and comment.*

A desktop assessment was completed to review potential impacts on source water protection areas, based on which it was determined that several preferred solutions are located within Intake Protection Zone 3. A meeting was held with the source water protection project manager from the Essex Region Conservation Authority (ERCA) on August 21, 2019, based on which it was determined that there would be no concerns. The attached letter from ERCA confirms that at this time, that there are no Source Water related concerns relating to this study.

Sincerely,

DILLON CONSULTING LIMITED

Flavio Forest, P.Eng
Project Manager

JAK:rtl
Enclosure(s) or Attachment(s)

Our file: 16-4880

kstammler@erca.org
P.519.776.5209 ext 342
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360 Fairview Avenue West
Suite 311, Essex, ON N8M 1Y6

August 21, 2019
Ryan Langlois, P.Eng, ENV SP
Dillon Consulting Limited
3200 Deziel Drive Suite 608
Windsor, ON
N8W 5K8

RE: Tecumseh Storm drainage master plan Municipal Class EA

Dear Mr. Langlois,

Thank you for the opportunity to review the information related to the Town of Tecumseh's storm drainage master plan Municipal Class Environmental Assessment as it relates to Source Water Protection in the Essex Region. There are no Source Water related concerns about this project at this time. However, further information is provided below.

Significant Drinking Water Threats

The area where the proposed sewer expansion is to take place is within the Event Based Area (EBA) for the A.H. Week's Water Treatment Plant. In this area, the above grade handling and storage of liquid fuel in volumes greater than 15,000 L is identified as a Significant Drinking Water Threat (SDWT). Based on the information provided, it does not appear that fuel of this volume will be used or installed as a direct result of the proposed project. Should fuel of this volume be necessary during or as a result of the proposed project, a Risk Management Plan will be required.

Transport Pathways

The EBA and other vulnerable areas are delineated using the best available mapping of drains and other watercourses. These delineations could change if the proposed project results in the creation, relocation or removal of drains and/or other open watercourses and sewers. If any of these changes occur, please notify the Essex Region Source Protection staff once these changes are finalized so that the delineation of vulnerable areas can be adjusted appropriately. Any changes to these delineations would need to be included in formal updates to the Source Protection Plan and Assessment Report using the provisions of the *Clean Water Act* (s.34 or s. 36) or its Regulations (s.51).

Drinking Water Issues

Microcystin, the toxin produced by the cyanobacteria present in the Harmful Algal Blooms (HABs) experienced in both Lake Erie and Lake St.Clair, was identified as a drinking water issue for all of the Essex Region's Lake Erie drinking water intakes. The intensity and severity of HABs are influenced by the contribution of nutrients (e.g. phosphorus and nitrogen) from the tributaries of Lake Erie, which includes the Detroit River. We encourage the developers on this project to consider contributions of phosphorus to receiving water bodies (i.e. Lake St. Clair and the Detroit River) that may be affected by changing overland or sanitary sewer drainage. This project is an excellent opportunity to incorporate Low Impact Develop tools that could help to reduce phosphorus inputs and, at a minimum, should be used to ensure that phosphorus inputs will not be increased as a result of this project.

Again, we thank you for the opportunity to provide comments on this project and look forward to hearing more as it progresses.

Sincerely,

Katie Stammler, PhD
Source Water Protection Project Manager

Langlois, Ryan <rlanglois@dillon.ca>

MECP Comments Notice of Completion Town of Tecumseh Storm Drainage Master Plan

3 messages

Newton, Craig (MECP) <Craig.Newton@ontario.ca> Thu, Aug 15, 2019 at 9:26 AM
To: "pbartnik@tecumseh.ca" <pbartnik@tecumseh.ca>
Cc: "fforest@dillon.ca" <fforest@dillon.ca>, "tecumsehdrainageMP@dillon.ca" <tecumsehdrainageMP@dillon.ca>, "Source Protection Screening (MECP)" <SourceProtectionScreening@ontario.ca>, "Abernethy, Scott (MECP)" <Scott.Abernethy@ontario.ca>, "Bechard, Marc (MECP)" <Marc.Bechard@ontario.ca>, "Morrison, Sean (MECP)" <Sean.Morrison@ontario.ca>, "jkitchen@dillon.ca" <jkitchen@dillon.ca>

Dear Phil:

This e-mail acknowledges this ministry's receipt, with thanks, of the Notice of Completion for the above noted Storm Drainage Master Plan. Ministry comments, if any, have been requested by the Town of Tecumseh by no later than Monday August 19th, 2019.

The Ministry of Environment, Conservation and Parks Southwestern Region (MECP SWR) provided initial comments on this proposed Master Plan at the Notice of Commencement stage through this ministry's attached comments to you of May 24th, 2017.

MECP SWR has reviewed the Final EA in part, in the context of comments previously provided at the Notice of Commencement stage.

In that regard, I draw to your attention that one of the Indigenous Communities that MECP previously indicated that are required to be consulted for this project, namely Kettle and Stoney Point First Nation, do not appear, at least from the list provided in Section 13.4 on Page 48 of the Master Plan, to have been consulted as yet. Unless you can advise this ministry otherwise, please provide Kettle and Stoney Point First Nation an opportunity to review, and comment on this Master Plan, including but not limited to any face to face meetings they may request to discuss this Master Plan. Subsequently, please advise this ministry in writing of the outcome of the foregoing consultation with Kettle and Stoney Point First Nation.

In addition to Indigenous Consultation, MECP SWR also noted at the Notice of Commencement stage that as per the recent amendments to the Municipal Engineers Association (MEA) Class Environmental Assessment parent document approved October 2015, proponents undertaking a Municipal Class EA project must identify early in the process whether a project is occurring within a source water protection vulnerable area. This must be clearly documented in the ESR/ Project File/ Master Plan. If the project is occurring in a vulnerable area, then there may be policies in the local Source Protection Plan (SPP) that need to be addressed (requirements under the Clean Water Act). The proponent should contact and consult with the appropriate Conservation Authority/Source Protection Authority (CA/SPA) to discuss potential considerations and policies in the SPP that apply to the project.

A section should be included in the ESR / Project File / Master Plan on Source Water Protection. Specifically, it should discuss whether or not the project is located in a vulnerable area or changes or creates new vulnerable areas and provide applicable details about the area. If located in a vulnerable area, proponents should document whether any project activities are a prescribed drinking water threat and thus pose a risk to drinking water (this should be consulted on with the appropriate CA/SPA). Where an activity poses a risk to drinking water, the proponent must document and discuss in the ESR/Master Plan how the project adheres to or has regard to applicable policies in the local SPP. If creating or changing a vulnerable area, proponents should document whether any existing uses or activities may potentially be affected by the implementation of source protection policies. This section should then be used to inform and should be reflected in other sections of the report, such as the identification of net positive/ negative effects of alternatives, mitigation measures, evaluation of alternatives etc. As a note, even if the project activities in a vulnerable area are deemed not to be a drinking water risk, there may be other policies that apply and so consultation with the local CA/SPA is important.

MECP staff looked for but could not locate a Section in this Master Plan on Source Water Protection. A such, in keeping with MEA Municipal Class EA requirements, please add a Section on Source Water Protection into the Master Plan, inline with the direction previously provided by this ministry on May 24th, 2017, and as noted above. Upon completion, please forward the Source Water Protection Section to this ministry for review and comment.

Phil, thank you for providing this ministry the opportunity to review and comment on this Master Plan. The MECP awaits the Town of Tecumseh's written response to this ministry's comments as provided herein. Thank you in advance.

Yours truly,

Craig Newton

Regional Environmental Planner / Regional EA Coordinator

Ministry of the Environment, Conservation and Parks

Southwestern Region

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London, Ontario

N6E 1L3

Telephone: (519) 873-5014

E-mail: craig.newton@ontario.ca

2 attachments

Tecumseh Drainage MP Notice of Completion_FINAL.pdf
220K

MOECC Response To Notice of Study Commencement Town of Tecumseh Storm Drainage Master Plan.pdf
211K

Phil Bartnik <pbartnik@tecumseh.ca> Thu, Aug 15, 2019 at 9:51 AM
To: "rlanglois@dillon.ca" <rlanglois@dillon.ca>

FYI

Phil Bartnik, P. Eng.

Director Public Works & Environmental Services

The Corporation of the Town of Tecumseh

[Quoted text hidden]

Phil Bartnik
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2 attachments

Tecumseh Drainage MP Notice of Completion_FINAL.pdf
220K

MOECC Response To Notice of Study Commencement Town of Tecumseh Storm Drainage Master Plan.pdf
211K

---------- Forwarded message ---------
From: **Newton, Craig (MECP)** <Craig.Newton@ontario.ca>
Date: Thu, Aug 15, 2019, 9:26 AM
Subject: MECP Comments Notice of Completion Town of Tecumseh Storm Drainage Master Plan
[Quoted text hidden]
[Quoted text hidden]

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2 attachments

Tecumseh Drainage MP Notice of Completion_FINAL.pdf
220K

MOECC Response To Notice of Study Commencement Town of Tecumseh Storm Drainage Master Plan.pdf
211K

September 18, 2019

Ministry of Tourism, Culture and Sports
Programs and Services Branch
401 Bay Street, Suite 1700
Toronto, Ontario
M7A 0A7

Attention: Katherine Kirzati
Heritage Planner

Town of Tecumseh Storm Drainage Master Plan
Class Environmental Assessment
MTCS File: 0006634

Dear Ms. Kirzati:

Thank you for the input provided on August 9, 2019 in response to the Notice of Study Completion for the Town of Tecumseh Storm Drainage Master Plan.

As noted in the August 27, 2019 follow-up email (enclosed) a figure was developed to illustrate the location of designated built and cultural heritage landscapes in relation to the projects recommended in the Master Plan. One of the projects is located in close proximity to a cultural heritage property (Lacasse Park) in which the baseball diamond and grand stands (1946) are listed as heritage features. The preferred solution consists of new local sewers and roadway grading improvements along Meander Crescent, which would not impact these cultural heritage features.

The Storm Drainage MP identifies the need to complete archaeological assessments for each Schedule B undertaking during the future design and implementation stages. Due to the proximity of Lake St. Clair, we recommend prior to implementation, any Schedule A or A+ projects within the study area complete the MTCS checklist to determine archaeological potential. If required, an archaeological assessment will be completed based on the outcome of the screening.

Sincerely,
DILLON CONSULTING LIMITED

Flavio Forest, P.Eng
Project Manager

JAK:rtl
Enclosure(s) or Attachment(s)
Our file: 16-4880

DILLON CONSULTING

3200 Deziel Drive
Suite 608
Windsor, Ontario
Canada
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Telephone
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Fax
519.948.5054

Dillon Consulting Limited

From:	Stanlake-Wong, Sabrina
Sent:	August 27, 2019 5:33 AM
To:	Kirzati, Katherine (MTCS)
Cc:	tecumsehdrainagemp@dillon.ca; 164880
Subject:	Fwd: 0006634 -Tecumseh -Storm Drainage Master Plan -MTCS Comments (EAR)
Attachments:	Tecumseh Heritage mapping Tecumseh Storm Drainage Master Plan.pdf

Hi Katherine,

Thanks for the call the other week to discuss this project. Your input was helpful for this study in particular and also more generally to understand the Ministry's requirements. I'll keep any eye out for the guidelines on cultural heritage from MTCS.

We put together the attached map showing the listed heritage properties from the Town's website within the study area as well as the projects included in the master plan.

There is only one project that is close to one of the cultural heritage properties identified (Lacasse Park). The Town's heritage listing notes the Baseball Diamond and grand stands (1946) are the heritage features in the park. The project is for local sewers on Meander Crescent. Lacasse Boulevard separates the Meander Cres. and the Park. Based on the location and scope of work, it seems reasonable to assume there would be no impact on the Cultural Heritage Landscape. Would you agree with that approach? I'm happy to discuss if you would like.

We will include your comments as well as the attached map in the Master Plan.

Thanks,
Sabrina

DILLON CONSULTING

CANADA BEST MANAGED COMPANIES
Platinum member

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SStanlake@dillon.ca
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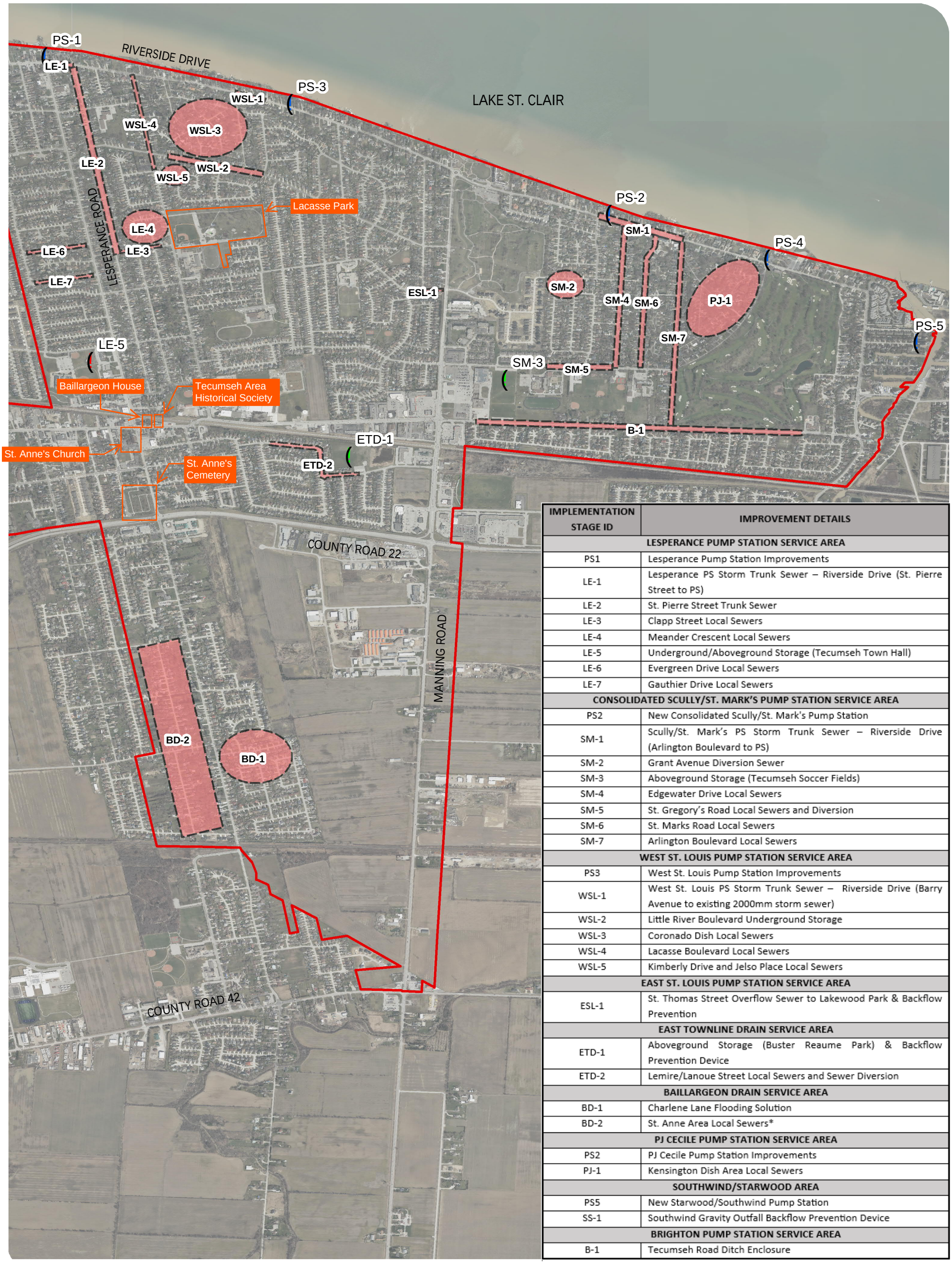
Please consider the environment before printing this email

On Fri, Aug 9, 2019 at 9:28 AM Kirzati, Katherine (MTCS) <Katherine.Kirzati@ontario.ca> wrote:

> Good Morning Flavio:
>
> Attached please find MTCS' comments on the Environmental Assessment Report (EAR) for the above-noted project.
>
> Should you have any questions, please give me a call.
>
> Regards, Katherine

Katherine Kirzati
Heritage Planner
Programs and Services Branch
Ministry of Tourism, Culture and Sport
401 Bay St, Suite 1700
Toronto, ON M7A 2R9
416.314.7643
katherine.kirzati@ontario.ca



IMPLEMENTATION STAGE ID	IMPROVEMENT DETAILS
LESPERANCE PUMP STATION SERVICE AREA	
PS1	Lesperance Pump Station Improvements
LE-1	Lesperance PS Storm Trunk Sewer – Riverside Drive (St. Pierre Street to PS)
LE-2	St. Pierre Street Trunk Sewer
LE-3	Clapp Street Local Sewers
LE-4	Meander Crescent Local Sewers
LE-5	Underground/Aboveground Storage (Tecumseh Town Hall)
LE-6	Evergreen Drive Local Sewers
LE-7	Gauthier Drive Local Sewers
CONSOLIDATED SCULLY/ST. MARK'S PUMP STATION SERVICE AREA	
PS2	New Consolidated Scully/St. Mark's Pump Station
SM-1	Scully/St. Mark's PS Storm Trunk Sewer – Riverside Drive (Arlington Boulevard to PS)
SM-2	Grant Avenue Diversion Sewer
SM-3	Aboveground Storage (Tecumseh Soccer Fields)
SM-4	Edgewater Drive Local Sewers
SM-5	St. Gregory's Road Local Sewers and Diversion
SM-6	St. Marks Road Local Sewers
SM-7	Arlington Boulevard Local Sewers
WEST ST. LOUIS PUMP STATION SERVICE AREA	
PS3	West St. Louis Pump Station Improvements
WSL-1	West St. Louis PS Storm Trunk Sewer – Riverside Drive (Barry Avenue to existing 2000mm storm sewer)
WSL-2	Little River Boulevard Underground Storage
WSL-3	Coronado Dish Local Sewers
WSL-4	Lacasse Boulevard Local Sewers
WSL-5	Kimberly Drive and Jelso Place Local Sewers
EAST ST. LOUIS PUMP STATION SERVICE AREA	
ESL-1	St. Thomas Street Overflow Sewer to Lakewood Park & Backflow Prevention
EAST TOWNLINE DRAIN SERVICE AREA	
ETD-1	Aboveground Storage (Buster Reaume Park) & Backflow Prevention Device
ETD-2	Lemire/Lanoue Street Local Sewers and Sewer Diversion
BAILLARGEON DRAIN SERVICE AREA	
BD-1	Charlene Lane Flooding Solution
BD-2	St. Anne Area Local Sewers*
PJ CECILE PUMP STATION SERVICE AREA	
PS2	PJ Cecile Pump Station Improvements
PJ-1	Kensington Dish Area Local Sewers
SOUTHWIND/STARWOOD AREA	
PS5	New Starwood/Southwind Pump Station
SS-1	Southwind Gravity Outfall Backflow Prevention Device
BRIGHTON PUMP STATION SERVICE AREA	
B-1	Tecumseh Road Ditch Enclosure

TOWN OF TECUMSEH
STORM DRAINAGE MASTER PLAN

RECOMMENED SOLUTIONS SUMMARY MAP
FIGURE 14.2

- PUMP STATION IMPROVEMENTS
- ABOVE GROUND STORAGE
- ABOVE/UNDERGROUND STORAGE
- STUDY AREA
- STORM DRAINAGE AND INFRASTRUCTURE IMPROVEMENTS
- PROPERTIES OF CULTURAL HERITAGE VALUE OR INTEREST

DILLON CONSULTING

MAP CREATED BY: SZ
MAP CHECKED BY: RTL
MAP PROJECTION: NAD 1983 UTM Zone 17N

FILE LOCATION: \\DILLON.CA\DILLON_DFS\LONDON\LONDON CAD\GIS\VISUAL COMMUNICATIONS DI\MXD TEMPLATES\BEIGE - 11X17 LANDSCAPE - LEGEND BOTTOM.MXD

SCALE 1:NTS

2

PROJECT: 16-4880 STATUS: DRAFT DATE: MARCH 2019

September 18, 2019

DILLON CONSULTING

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Windsor, Ontario
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James Sylvestre Developments Ltd.
1865 Manning Road
Tecumseh, ON
N8N 2L9

Attention: Josette Eugeni

Town of Tecumseh Storm Drainage Master Plan
Class Environmental Assessment

Dear Ms. Eugeni:

In response to correspondence received from you on August 17, 2019 and our meeting on August 19, 2019, we are addressing your comments in this letter. For your convenience, we have provided your original comments from the August 17 correspondence below.

Please identify the assumptions regarding the Stormwater flows for the original Manning Road Secondary Plan EA AND for the current Storm Drainage Master Plan as follows:

1 *Flow for the Baillargeon Drain. Is there an assumption for the Baillargeon Drain into the East Townline Drain if the Future Development has not occurred / separate assumption if it has moved forward?*

Storm runoff from the Baillargeon Drain drainage area was modelled under both existing and future conditions. The existing conditions are based on the conveyance of flows directly into the East Townline Drain (ETLD) through the existing open channel, whereas under future conditions, the Baillargeon Drain would be redirected to the proposed MRSPA regional stormwater management (SWM) facility, in accordance with the approved MRSPA SWM ESR Addendum Report (April 2015).

2 *Flow rate allowed/assumed for the Manning Road Secondary Plan Area into the East Townline Drain.*

The flow rates used in the future condition Storm Drainage MP Model from the MRSPA were based on the 0.50 cms pump release rate from the proposed SWM Facility and the major overland flow route peak overflow rates from the development occurring during the 1:100 year event. These flows are identified in Figure 10 of the MRSPA SWM ESR Addendum Report (April 2015). All flows into the

Cyr Drain and ETLD would require final approval from the Town of Tecumseh and the Essex Region Conservation Authority (ERCA) prior to detail design to confirm that the solution is acceptable based on the updated requirements in the Windsor/Essex Region Stormwater Management Standards Manual (December 2018).

3 *Flow rate from the Baillargeon Drain Service Area into the Manning Road Secondary Plan Area. Include both Option 1 and Option 2 with respect to the MP.*

The modelled peak flows for the Baillargeon Drain were determined to be approximately 1.7 cms and 2.4 cms for the Chicago 1:2 year and 1:100 year 4 hour design storm events, respectively.

Based on further discussions during our meeting of August 19, 2019, we also confirmed that the Tecumseh MDS does not necessarily limit consideration for changes to the SWM servicing strategy for the MRSPA, as identified in Section 8.0 of Volume 1 of the Storm Drainage MP:

"Two of the larger property owners within the MRSPA expressed their desire to review the SWM strategy for the MRSPA development to consider alternative solutions that may vary from the approved MRSPA SWM Class EA Addendum Report (2015). Once the developers have initiated the detailed design of the SWM solution for this site, the PCSWMM Storm Drainage MP model may be used to confirm that the development does not result in any adverse impacts on the downstream drainage system."

It was identified that an increase to the release rate from the proposed MRSPA SWM facility could be considered, but that it would require further analysis to confirm that there would be no downstream impacts on the ETLD. This would include an assessment of the overall ETLD watershed peak timing, flow and volume changes within the open drainage system utilizing the Town's 2D hydraulic model.

We would note that any significant change from the preferred solution defined in the 2015 Class EA Addendum for the MRSPA SWM facility should be formalized through a further Class EA Addendum process. Significant changes would include revisions to the location and/or design service area of the proposed MRSPA SWM facility, while updates to storm sewer sizes, SWM facility shape/size and SWM release rate would be considered design refinements that would not necessarily trigger an Addendum to the Class EA process.

We appreciate your interest in this project and trust that this additional information addresses your questions. The Town of Tecumseh will proceed to conclude the Storm Drainage Master Plan at this time and will incorporate this correspondence as part of the final report.

Sincerely,

DILLON CONSULTING LIMITED

Flavio Forest, P.Eng
Project Manager

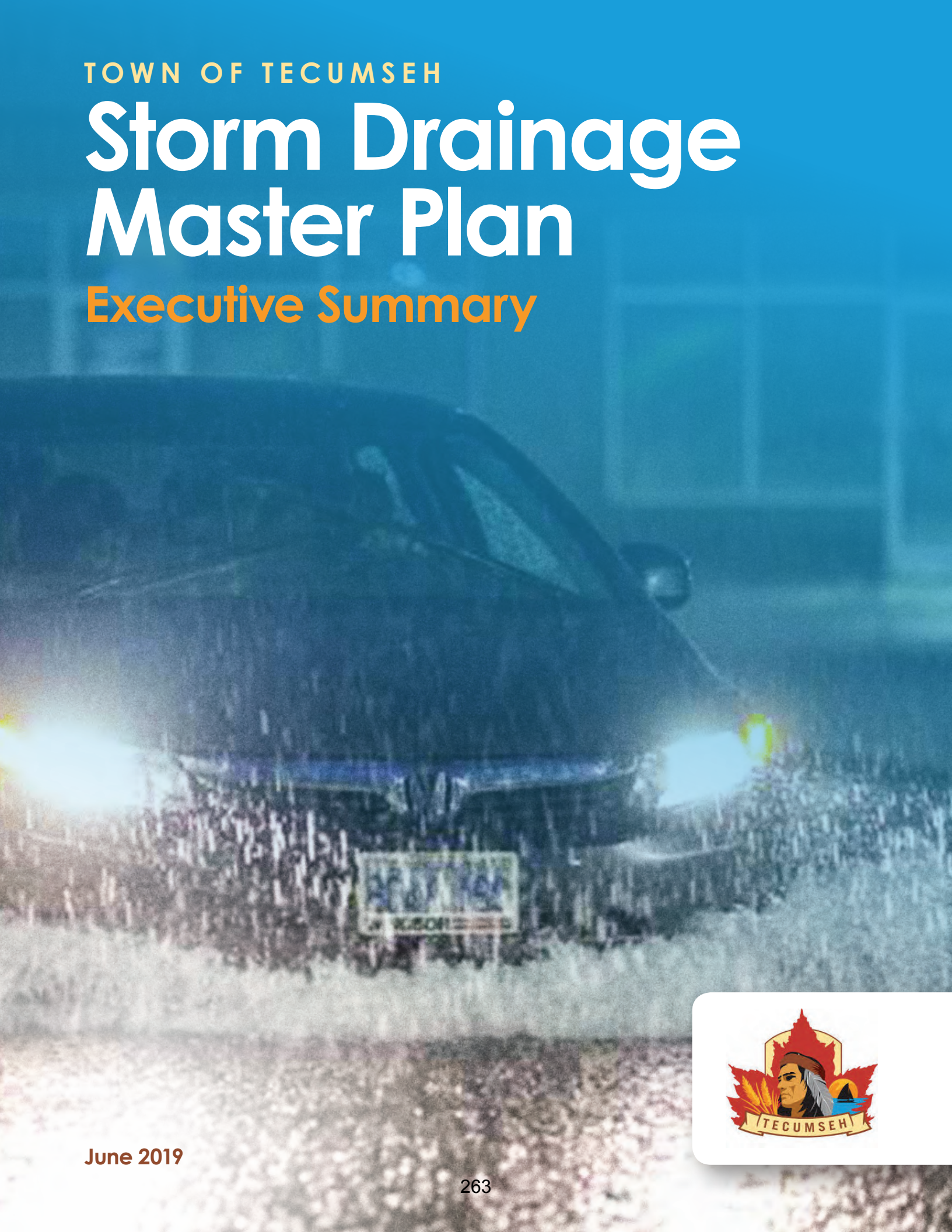
JAK:rtl

cc: Mr. Phil Bartnik, P.Eng., Town of Tecumseh
Our file: 16-4880

TOWN OF TECUMSEH

Storm Drainage Master Plan

Executive Summary



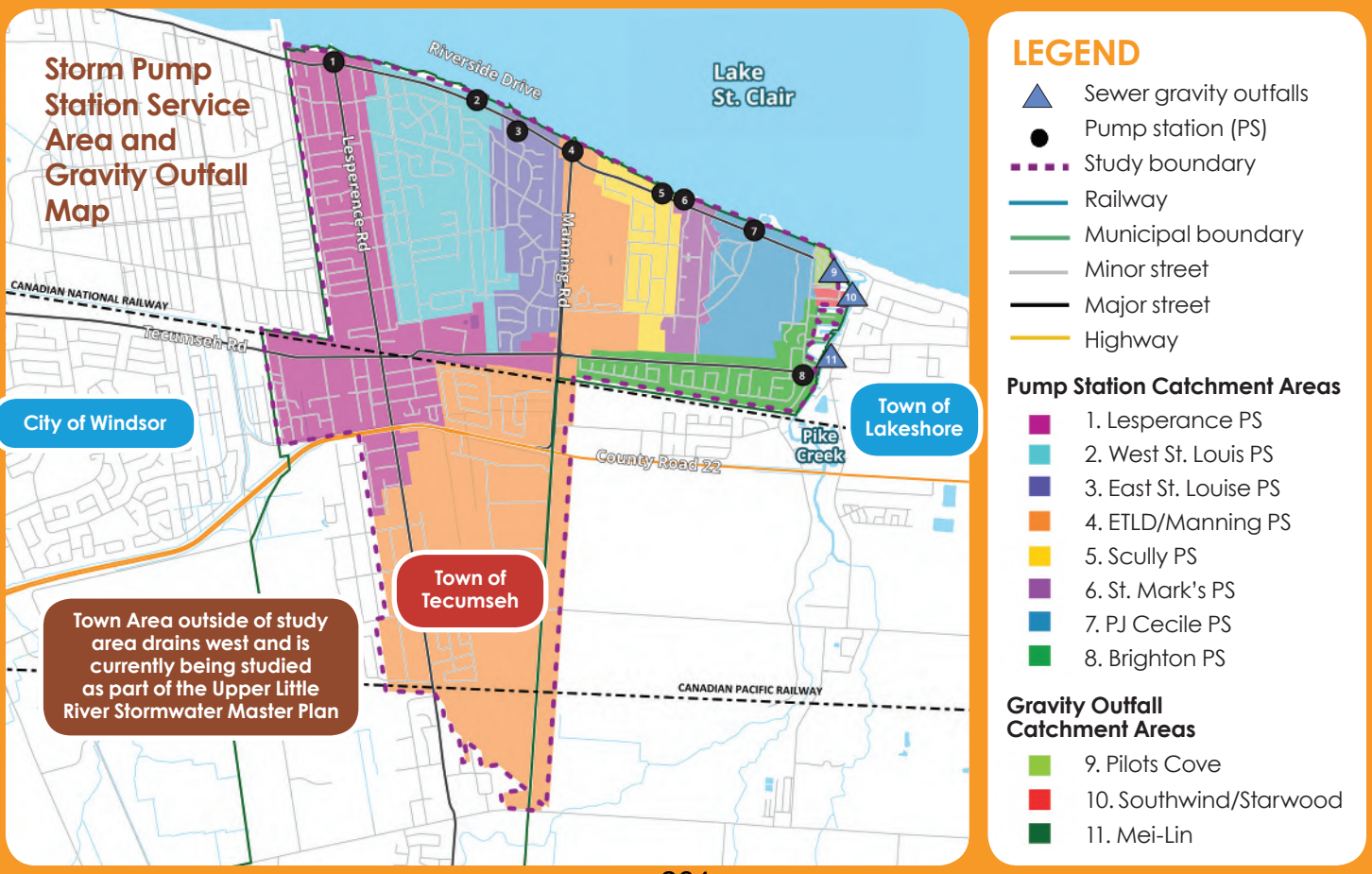
June 2019

Welcome to the Storm Drainage Master Plan

The Town of Tecumseh has experienced several significant storm events over the years that have resulted in widespread surface and basement flooding. In order to build on the Town's previous studies and the ongoing infrastructure improvements that have been completed, the Town has undertaken this storm drainage Master Plan to confirm the long-term storm drainage infrastructure solutions that are required to address the risks of surface flooding in the northern urban communities, as shown below.

This storm drainage Master Plan followed an approach that allowed several specific projects to meet the applicable Schedule B Municipal Class Environmental Assessment requirements.

This executive summary document is intended to provide a summary of the findings and recommendations of the Town's storm drainage Master Plan. Further details are available in the Master Plan Environmental Assessment report, to which the blue dots with page numbers included below refer for each related section.



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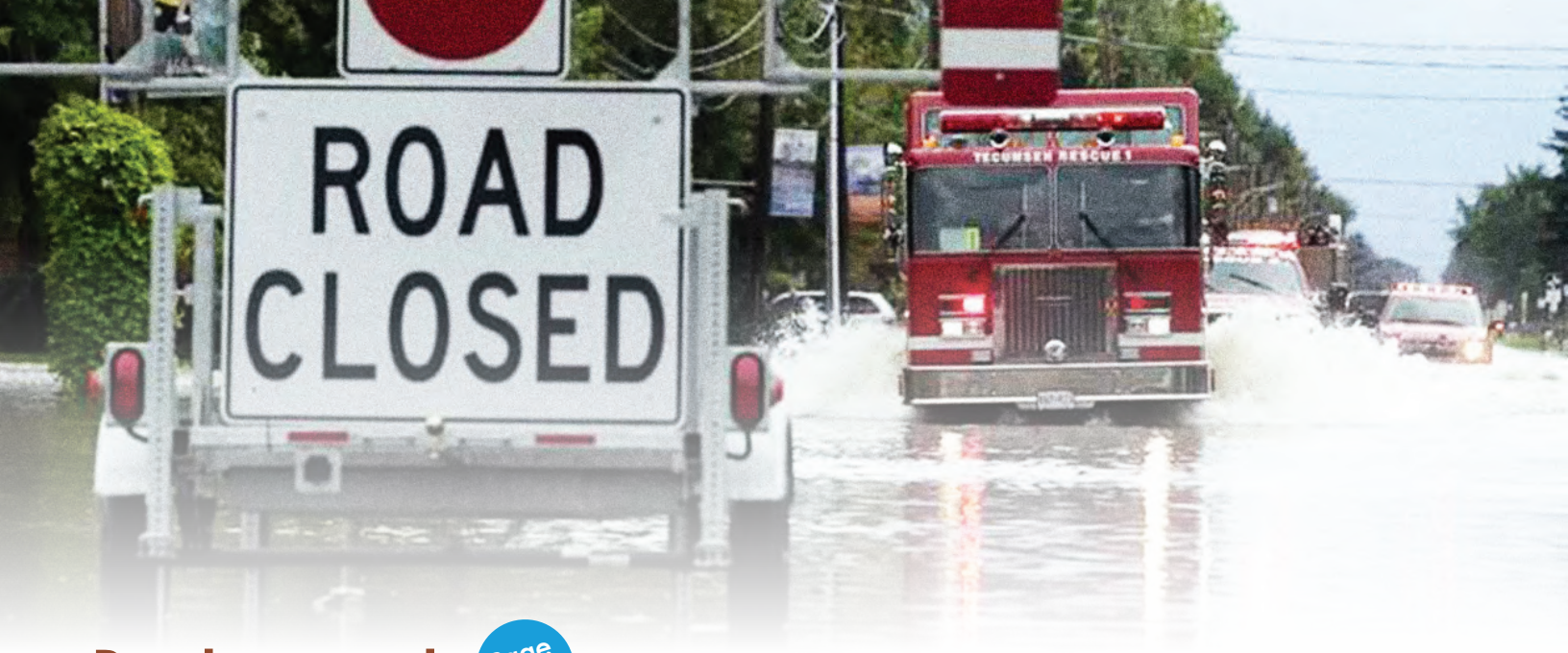


Background

Page 1, 6

Over a 24-hour period, between September 28 and 29, 2016, an extreme rainfall event hit the region, which overwhelmed the existing storm sewer system and storm pump stations. This led to widespread surface flooding along roadways and private property. The surface flooding made vehicular traffic impassable in many areas. The flooding also overwhelmed the municipal sanitary system, leading to extensive basement flooding. **Following this extreme rainfall event, the Town initiated this Storm Drainage Master Plan process.**

Why a Master Plan?

Page 10

The Master Plan **identifies impacts of surface flooding on the mainly urbanized residential areas of the Town, and outlines a strategy to improve municipal infrastructure to better handle similar events in the future**. This includes reviewing storm pump stations, gravity outfalls and the respective service areas minor (sewer) and major (roadway) systems discharging to Lake St. Clair and Pike Creek. The Master Plan process includes the following:

- Confirm factors contributing to surface flooding
- Determine surface flooding problem areas
- Identify future development and incorporate into modelling
- Identify and evaluate alternative solutions
- Simulate effects of climate change to develop resilient solutions
- Confirm recommended solutions
- Develop long-term implementation strategy

Municipal Class Environmental Assessment (EA) Process

Page 5

Phase 1	Phase 2	Phase 3	Phase 4	Phase 5
Problem or Opportunity	Alternative Solutions	Alternative Design Concepts for Preferred Solution	Environmental Study Report	Implementation
Optional Consultation	*Mandatory Consultation*	*Mandatory Consultation*	*Mandatory Consultation*	*Optional Consultation*
Schedule B Projects Master Plans	Schedule B Projects Master Plans			Schedule B Projects

Phases 1 and 2 of the Master Plan are being completed following Approach No. 2 of the Municipal Class Environmental Assessment (EA) master planning process to address any Schedule B projects (2000, as amended). The purpose of a Master Plan is to outline long-term servicing objectives for a geographic area that will be implemented over a period of time. This Storm Drainage Master Plan identifies a number of projects that are classified as Schedule B projects under the Class EA process. Schedule B projects include "improvements and minor expansions to existing facilities" on public or private property that have "potential for adverse environmental impacts" and require consultation with those potentially affected by the project.

Public Engagement at a Glance

Page 42

Engagement Opportunities

- Email updates
- Website
- Public, agency & Indigenous Community consultation events & meetings
- Social Media

60 attendees at two Public Information Centres

Indigenous Community Consultation, including one meeting with Aamjiwnaang First Nation

Comments include concerns over localized surface/ basement flooding, and water quality, and comments in support of the solutions proposed.

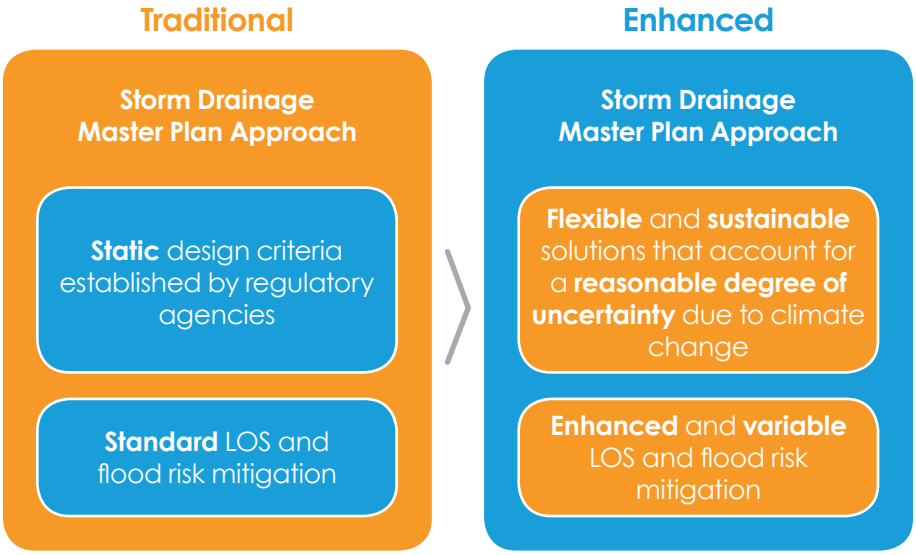
26 comments received from the public

7 meetings held with residents directly impacted by pump station improvements and surface flooding solutions which impact private property

Levels of Service (LOS)

Page 15

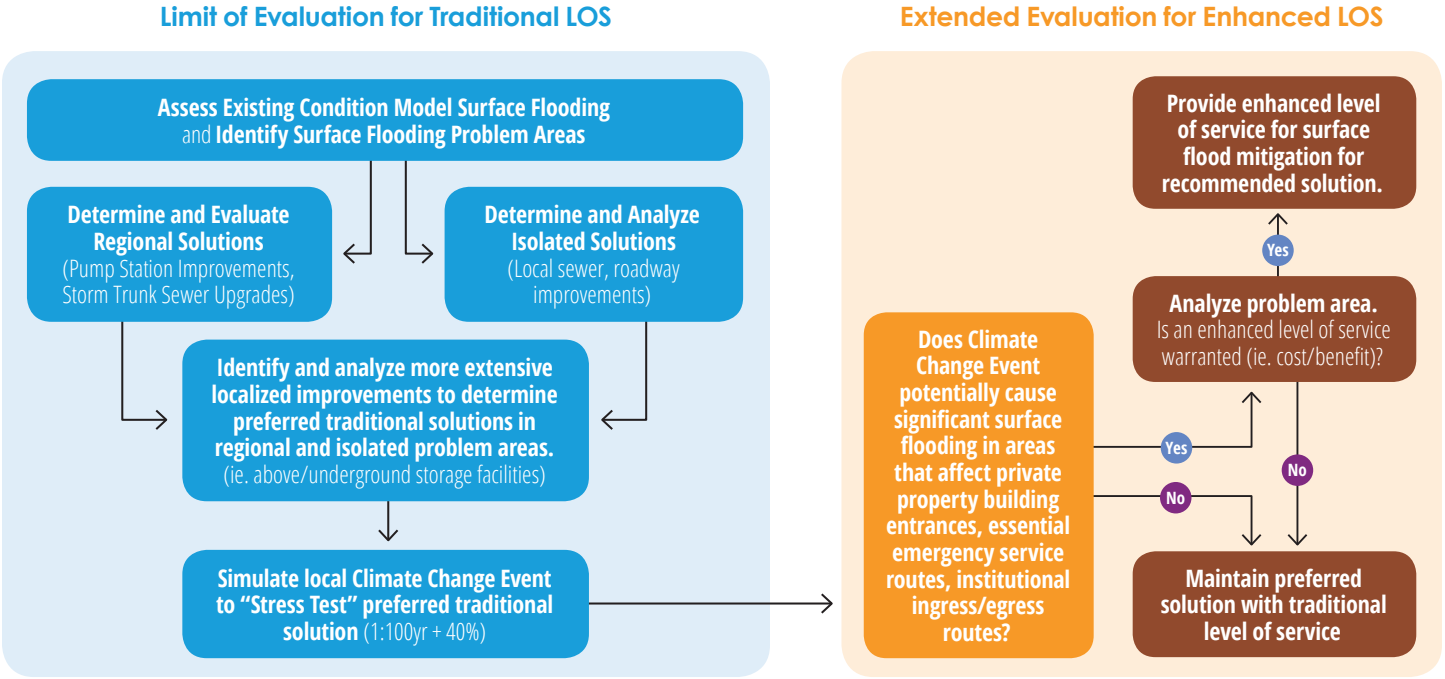
In developing alternative solutions, the design level of service applied is based **on local surface flooding conditions**. In some instances, a traditional approach is applied, which involves meeting the requirements of regulatory agencies. In other instances, an enhanced approach is applied that accounts for climate change considerations, adding more resiliency to the storm system.

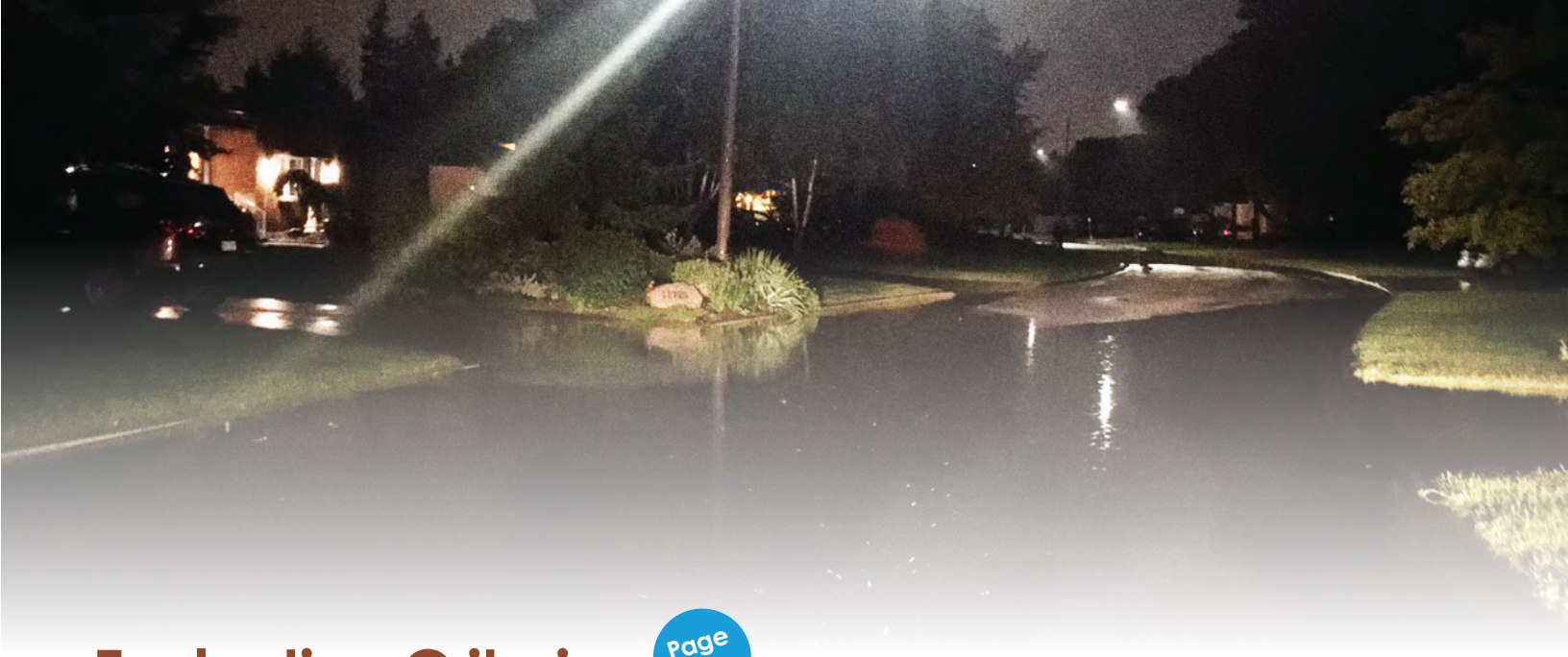


Decision-making Framework

Page 16

A surface flooding solution decision framework outlines an approach to developing solutions that **address both the required LOS and added resiliency for each surface flooding problem area**, as appropriate. It determines the scope of the preferred design solution and identifies the appropriate LOS to suit the risks and vulnerability of the area. Below illustrates the decision process used to determine the level of design for the preferred solutions. The design process includes a climate change analysis of the proposed design in areas where surface flooding is more problematic.





Evaluation Criteria

Page 17

As part of the decision making process, a comparative evaluation of the alternative solutions was completed for each problem area identified. The evaluation criteria included:

Addresses Study Problem/ Opportunity Statement

If the alternative does not address the objective, it was not considered further.

Impact on Minor System (sewers) drainage

Ability to increase flow conveyance during minor storm events.

Impact on Major system (overland) drainage

Ability to enhance flow routing and reduce ponding.

Ease of construction and implementation

Based on technical, regulatory and constructability considerations. Alternatives that are easier to construct/ implement are preferred.

Future land uses

Potential to accommodate infill development in developed areas.

Impact on urban community

Potential for disruption or displacement of existing residents, greenspace/ recreational use.

Natural Environment

Potential for significant negative impacts on terrestrial and aquatic resources, including Species at Risk.

Archaeological resources

Potential to impact lands with archaeological resources.

Built Heritage resources

Potential impacts on built heritage and/or cultural heritage resources

Capital cost

Relative capital costs, including restoration/enhancement for alternative. Cost effective alternatives are preferred.

Alternative Solutions & Roadway/Sewer Reconstruction Improvement Areas

Page 20

The study area was divided into smaller service areas based on existing storm pump station areas. After analysis of the regional surface problem areas, a number of alternatives were developed.

1) Lesperance Pump Station Service Area

1) Do nothing
2) Improve Lesperance Trunk Sewer & Pump Station
3) New St. Pierre Trunk Sewer & improve Pump Station
4) New St. Pierre Trunk Sewer and improve existing Lesperance Trunk Sewer and Pump Station

2) West St. Louis Pump Station Service Area

1) Do nothing
2) West St. Louis Pump Station improvements

3) Scully, St. Mark's Pump Station Service Area

1) Do nothing
2) Scully, St. Mark's & PJ Cecile Pump Station upgrades
3) Consolidated Scully/St. Mark's Pump Station & PJ Cecile Pump Station upgrades
4) Consolidated Scully/ St. Mark's/PJ Cecile Pump Station upgrades

4) PJ Cecile Pump Station Service Area

1) Do nothing
2) Improve existing pump station with alternative locations

5) New Southwind Cres. Pump Station

1) Do nothing
2) Construct a new pump station with alternative locations

6) St. Gregory's Road

1) Do nothing
2) Create surface storage area at the existing northern soccer fields
3) Underground storage along St. Gregory's Rd. within the municipal right-of-way

7) Buster Reaume Park

1) Do nothing
2) Create surface storage area within Buster Reaume Park and redirect Lemire/ Lanoue storm sewers to parkland stormwater system and maintain outlet into existing CN Railway Ditch.
3) Underground storage along Lemire St. and Lanoue St. within the right-of-way

8) Tecumseh Centre Park

1) Do nothing
2) Create surface storage area in existing green space within Tecumseh Centre Park and construct an underground storage system

9) East St. Louis/East Townline Drain Pump Station Service Areas

1) Do nothing
2) Connect storm sewer overflow along St. Thomas Street to Lakewood Park Drainage Channel
3) Connect storm sewer overflow along St. Thomas Street to proposed local Manning Road sewer
4) East St. Louis Pump Station improvements and trunk storm sewer upgrades

11) Baillargeon Drain Service Area

1) Do nothing
2) Create storm relief sewer along Charlene Lane connecting to future development area trunk sewer
3) Underground storage along Charlene Lane, St Martin Crescent and St Agnes Crescent municipal right-of-way

Future Areas for Roadway and Sewer Reconstruction

1) Coronado Dish Area
3) Arlington Boulevard, Edgewater Boulevard and St. Marks Road
4) Kensington Dish Area
9) Manning Road Phase 2 Drain Enclosure
10) Tecumseh Road Storm Sewer Extension
11) St. Anne Area

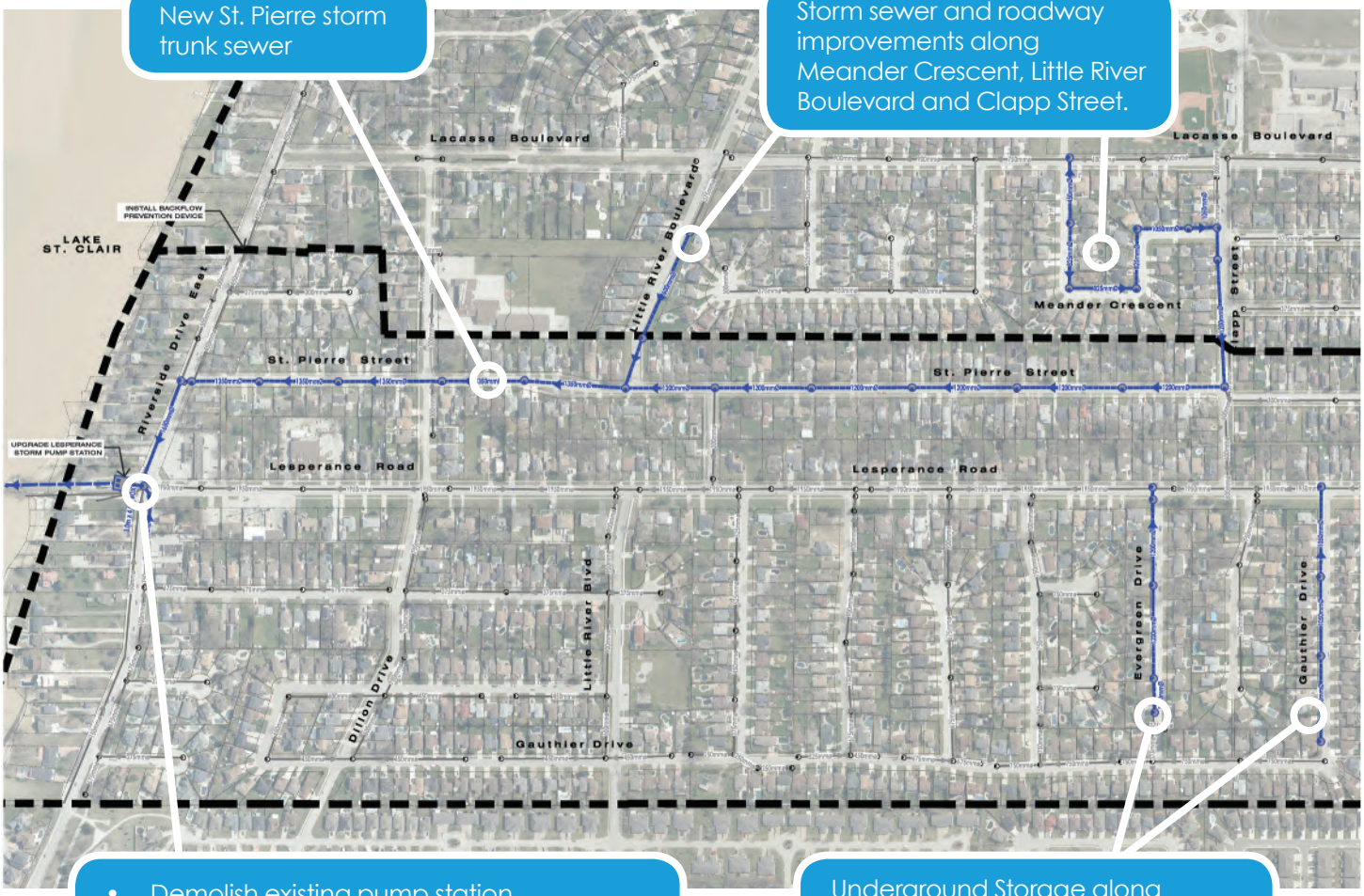
Alternative Solutions Location Map

Preferred Solutions

Page 33

The following summarizes the preferred solutions to address regional surface flooding.

1) Lesperance Pump Station Service Area



- Demolish existing pump station
- New larger capacity pump station equipped with vertical submersible axial flow pumps
- Modify existing outfall to accommodate increased pump station capacity
- Install backflow prevention device at Lesperance/West St. Louis service area storm interconnection

LEGEND

- Proposed manhole
- 450mmØ — Proposed storm sewer
- Proposed catch basin
- Existing manhole
- 1200mm — Existing storm sewer
- Pump Station service area boundary

2) West St. Louis Pump Station Service Area

- Leave existing pump station in service
- Increase capacity of the pump station with an expansion to the east

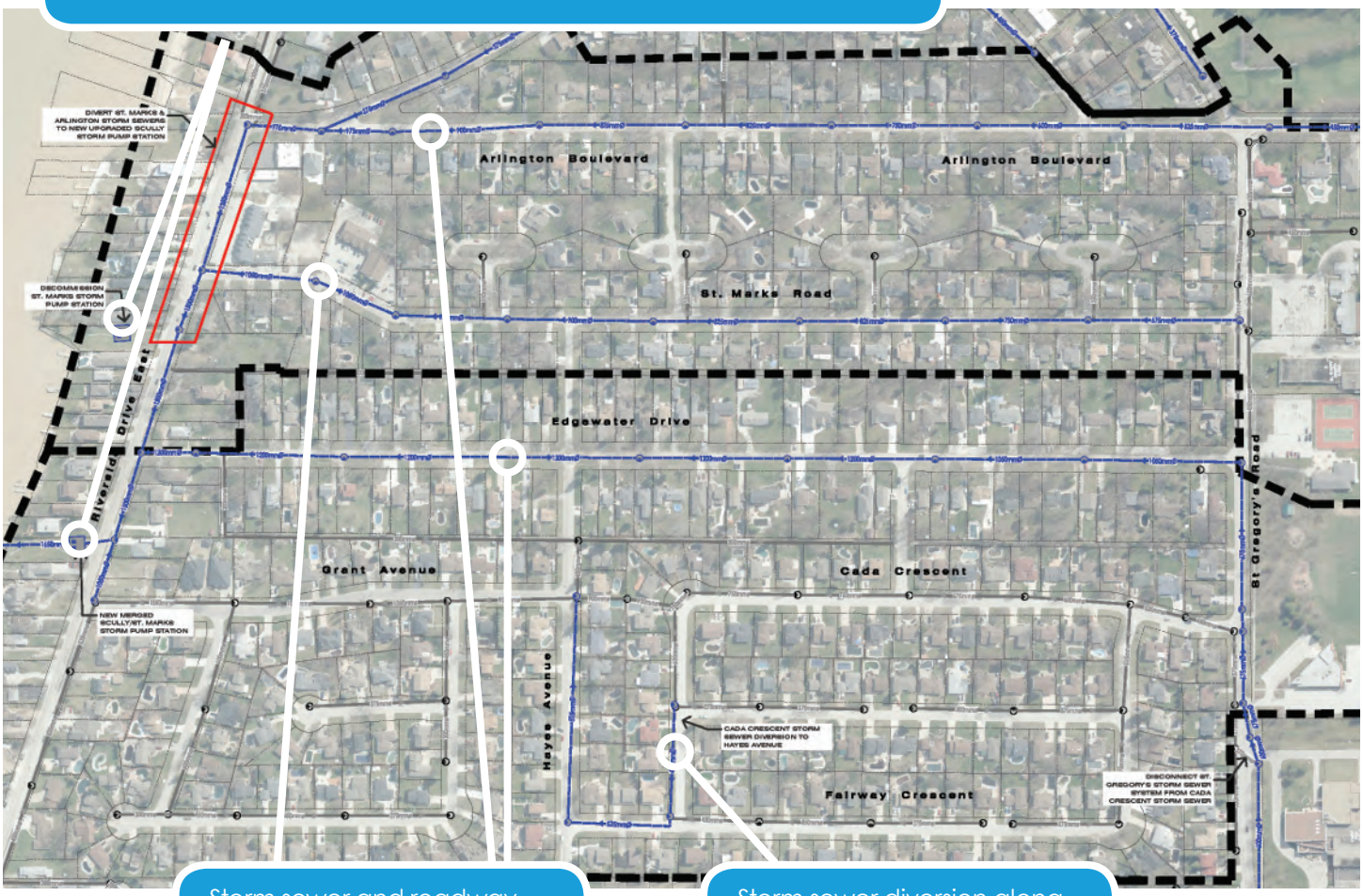
Storm sewer and roadway improvements along Coronado Dish area, Lacasse Boulevard, Little River Boulevard and Kimberly Drive and Jelso Place

LEGEND

- Proposed manhole
- 450mmØ — Proposed storm sewer
- Proposed catch basin
- Existing manhole
- 1200mm — Existing storm sewer
- Pump Station service area boundary

3) Scully, St. Mark's Pump Station Service Area

- Decommission St. Mark's pump station and construct a new pump station at the Scully pump station site to handle flow from a consolidated service area
- Locate station north of the existing structure. New inlet, outfall pipe, and expanded outfall structure required.



Storm sewer and roadway improvements along Arlington Boulevard, St. Mark's Road, Edgewater Drive, St.Gregory's Road and Riverside Drive.

Storm sewer diversion along Cada Crescent to Hayes Avenue.

LEGEND

- Proposed manhole
- 450mmØ — Proposed storm sewer
- Proposed catch basin
- Existing manhole
- 100mmØ — Existing storm sewer
- Pump Station service area boundary

4) PJ Cecile Pump Station Service Area

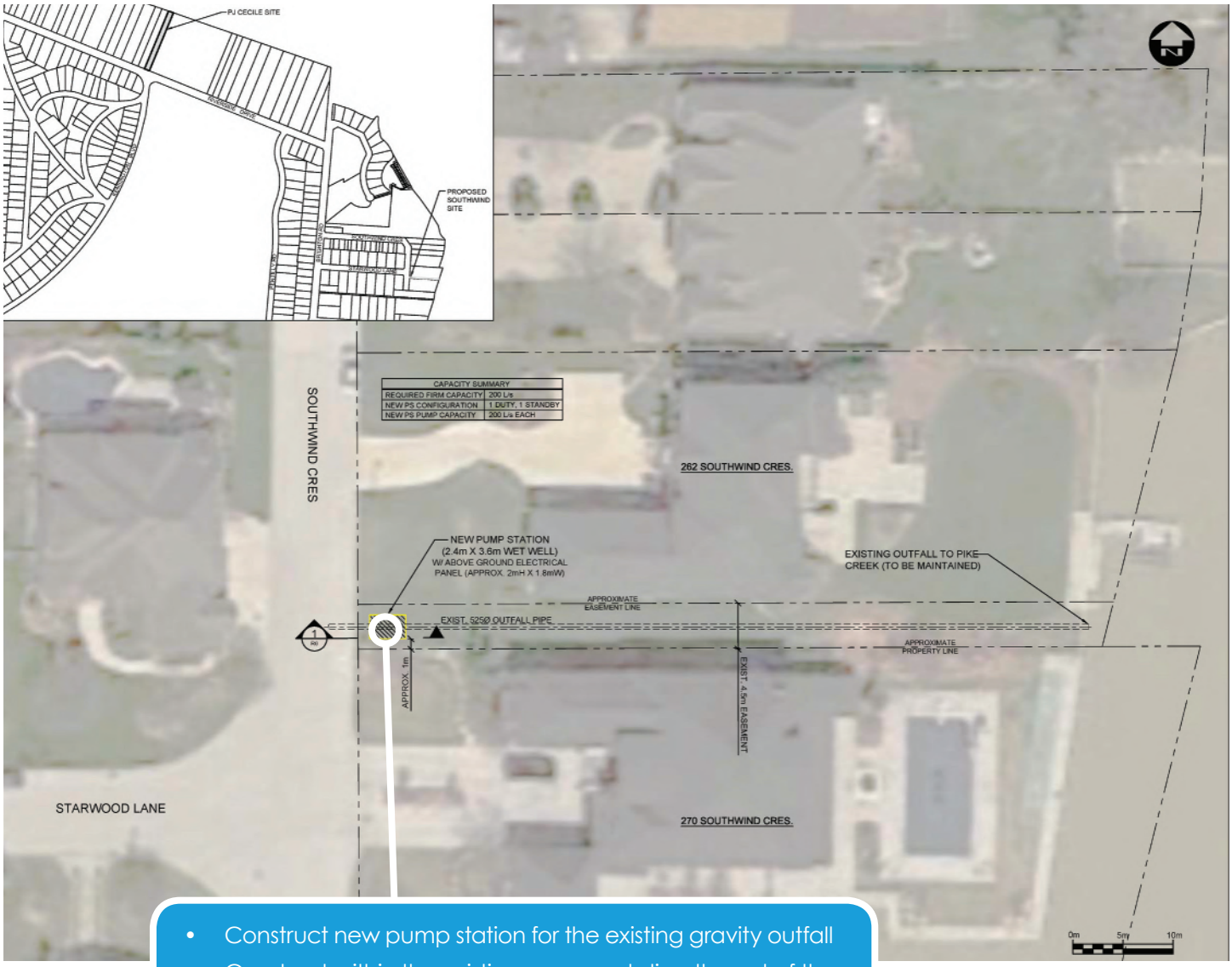
- Construct a new pump station at the PJ Cecile site over the footprint of the existing structure
- Install new outfall pipe to increase flow capacity
- Extend new outfall to northern end of the jetty bank
- Replace inlet pipe with a larger diameter pipe in the existing alignment

Storm sewer and roadway improvements along Kensington Dish Area

LEGEND

- Proposed manhole
- 450mmØ — Proposed storm sewer
- Proposed catch basin
- Existing manhole
- 1200mmØ — Existing storm sewer
- Pump Station service area boundary

5) New Southwind Crescent Pump Station



- Construct new pump station for the existing gravity outfall
- Construct within the existing easement directly east of the Southwind right-of-way
- Maintain existing outfall pipe

6) St. Gregory's Road

Depress northern portion of Tecumseh Soccer Fields Park by 0.70m to provide approximately 3,200 m^3 of aboveground surface storage

LEGEND

- Proposed manhole
- 450mmØ — Proposed storm sewer
- Proposed catch basin
- Existing manhole
- 100mmø — Existing storm sewer
- Pump Station service area boundary
- Roadway grading improvements
- Depressed area

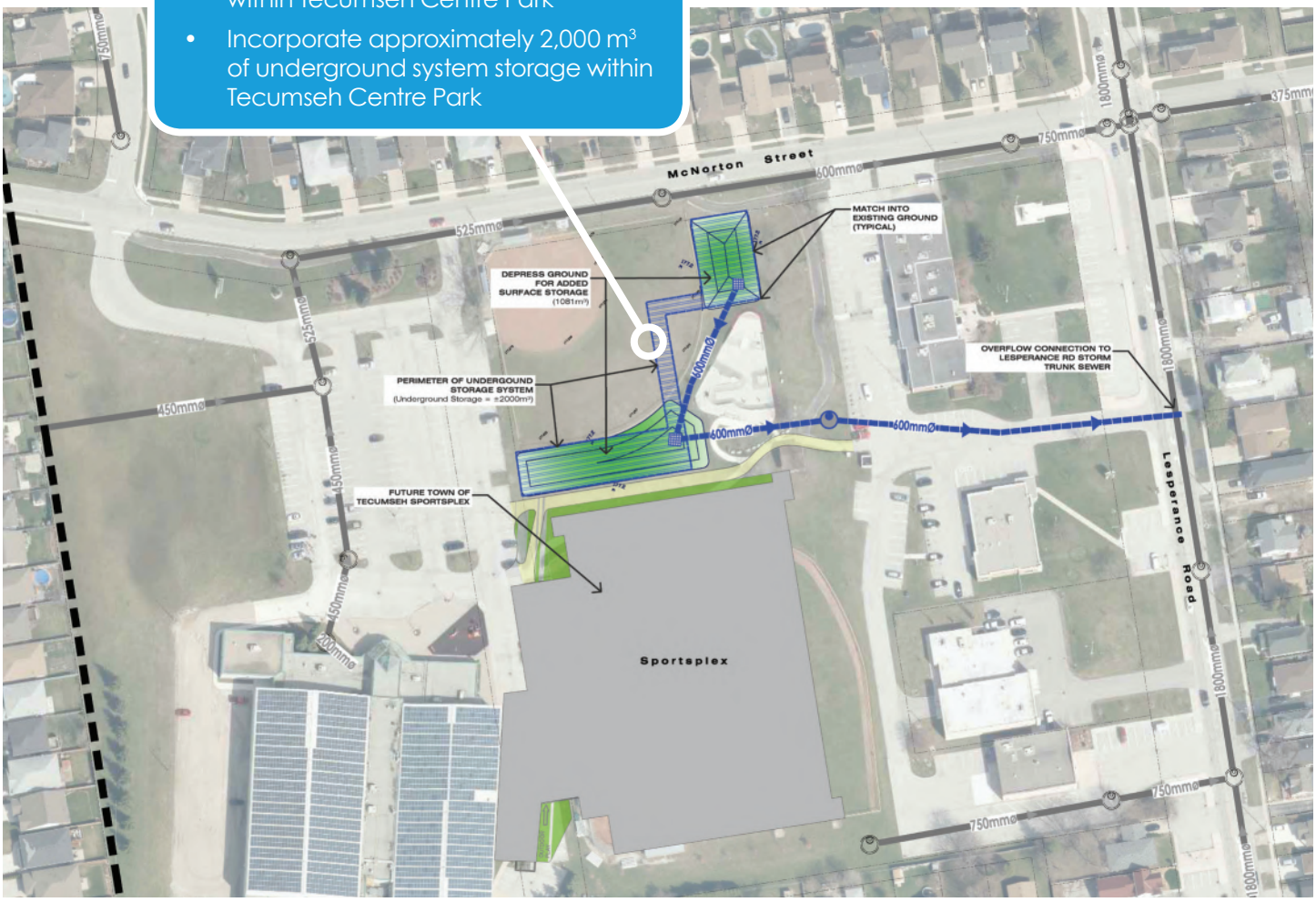
7) Buster Reaume Park

Redirect Lemire and Lanoue Street storm sewers to Buster Reaume Park stormwater facility.

VIA Rail
INSTALL BACKFLOW PREVENTION DEVICE
EXISTING OUTLET TO VIA RAIL DITCH (MAINTAIN)
EXISTING OUTLET TO VIA RAIL DITCH (TO REMAIN)
675mmØ
675mmØ
750mmØ OUTLET TO STORM SEWER
750mmØ
EXISTING PARKLAND ALREADY DEPRESSED (APPROXIMATELY 0.7m DEPTH, SLOPED TOWARD RAIL SIDE DITCH)
CONNECT 750mm TO CB
UPGRADE LOCAL SEWERS FOR CONVEYANCE
DEPRESSED PARKLAND Volume= 4144 m³
825mmØ INLET FROM LANOUE STREET STORM SEWER
375mmØ
375mmØ
Lemire Street
EXISTING GROUND ELEVATION = ±179.2m
UPGRADE LOCAL SEWERS FOR CONVEYANCE
Lanoue Street
825mmØ
825mmØ
Heatherglen Drive
Cortina
450mmØ
675mm
375mmØ
375mmØ
375mmØ
375mmØ
375mmØ
825mm
675mm
600mmØ
600mmØ
600mmØ

8) Tecumseh Centre Park

- Construct a depression for approximately 1,080 m^3 of surface storage behind Tecumseh Town Hall within Tecumseh Centre Park
- Incorporate approximately 2,000 m^3 of underground system storage within Tecumseh Centre Park



LEGEND

- Proposed manhole
- 450mmØ — Proposed storm sewer
- Proposed catch basin
- Existing manhole
- 100mmØ — Existing storm sewer
- Pump Station service area boundary
- Roadway grading improvements
- Depressed area
- Underground Storage Chambers

9) East St. Louis/East Townline Drain Pump Station Service Areas

Incorporate storm sewer overflow for existing storm sewer along St. Thomas Street to Lakewood Park Drainage Channel via proposed box culvert (to be constructed as part of Manning Road Phase 2 Drain Enclosure).

- Enclosure of East Townline Drain between existing culvert outlet north of St. Gregory's Road to proposed outlet at St. Thomas Street to Lakewood Park Drainage Channel.
- Construction of a local storm sewer system servicing Manning Road residential properties, between Riverside Drive and St. Thomas Street.

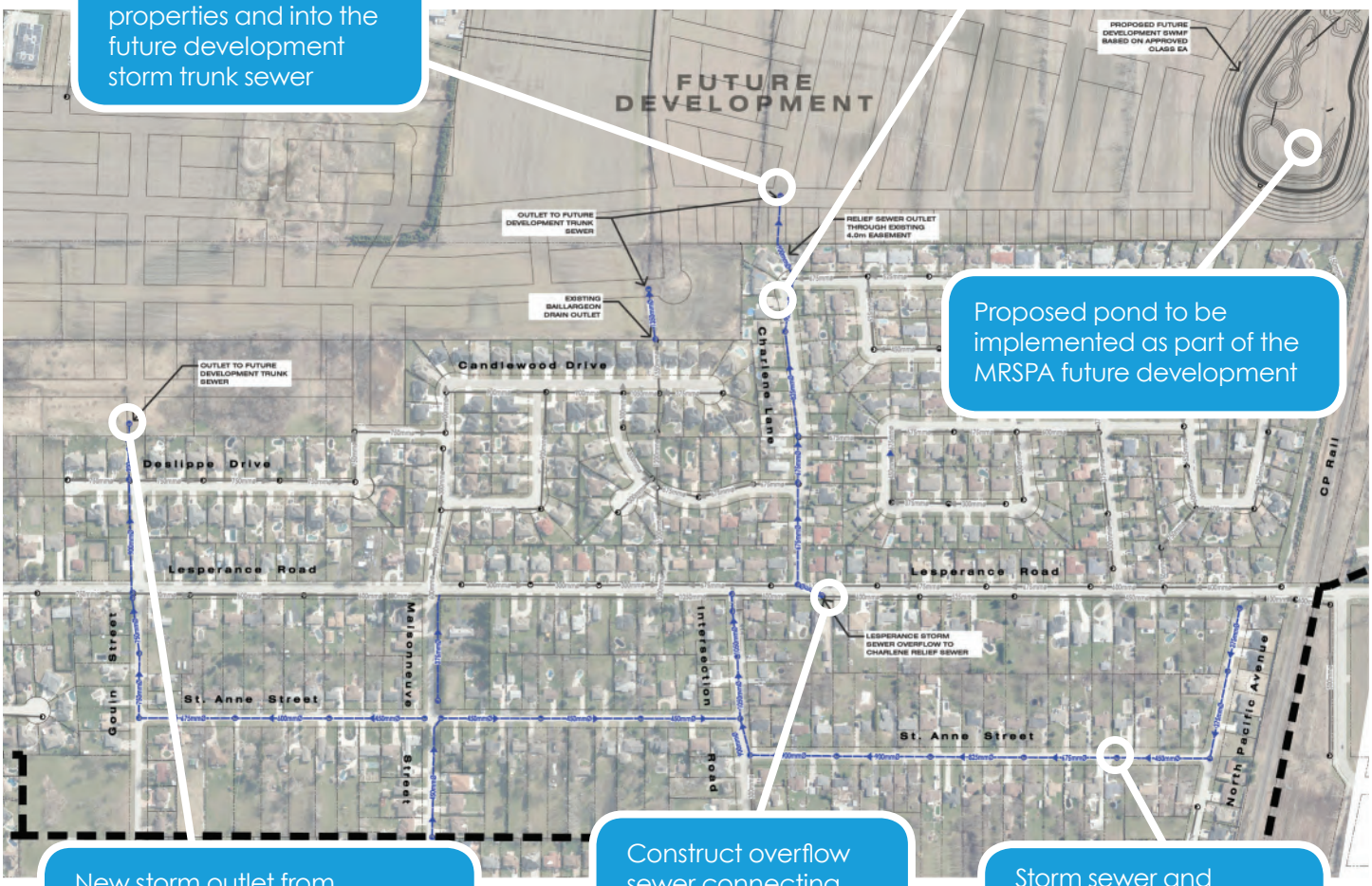
10) Tecumseh Road Storm Sewer Extension

Enclosure of the Tecumseh Road Ditch and Storm Sewer Extension from existing stub west of D.M. Eagle School.

11) Baillargeon Drain Service Area (Option 1)

Construct relief sewer outlet through the existing storm easement between two residential properties and into the future development storm trunk sewer

Construct storm sewer along Charlene Lane to intercept storm sewer runoff east of Lesperance Road and south of Charlene Lane from the existing residential lands



Proposed pond to be implemented as part of the MRSPA future development

New storm outlet from Gouin Street into the future development storm trunk sewer

Construct overflow sewer connecting Charlene relief sewer from the Lesperance storm sewer system

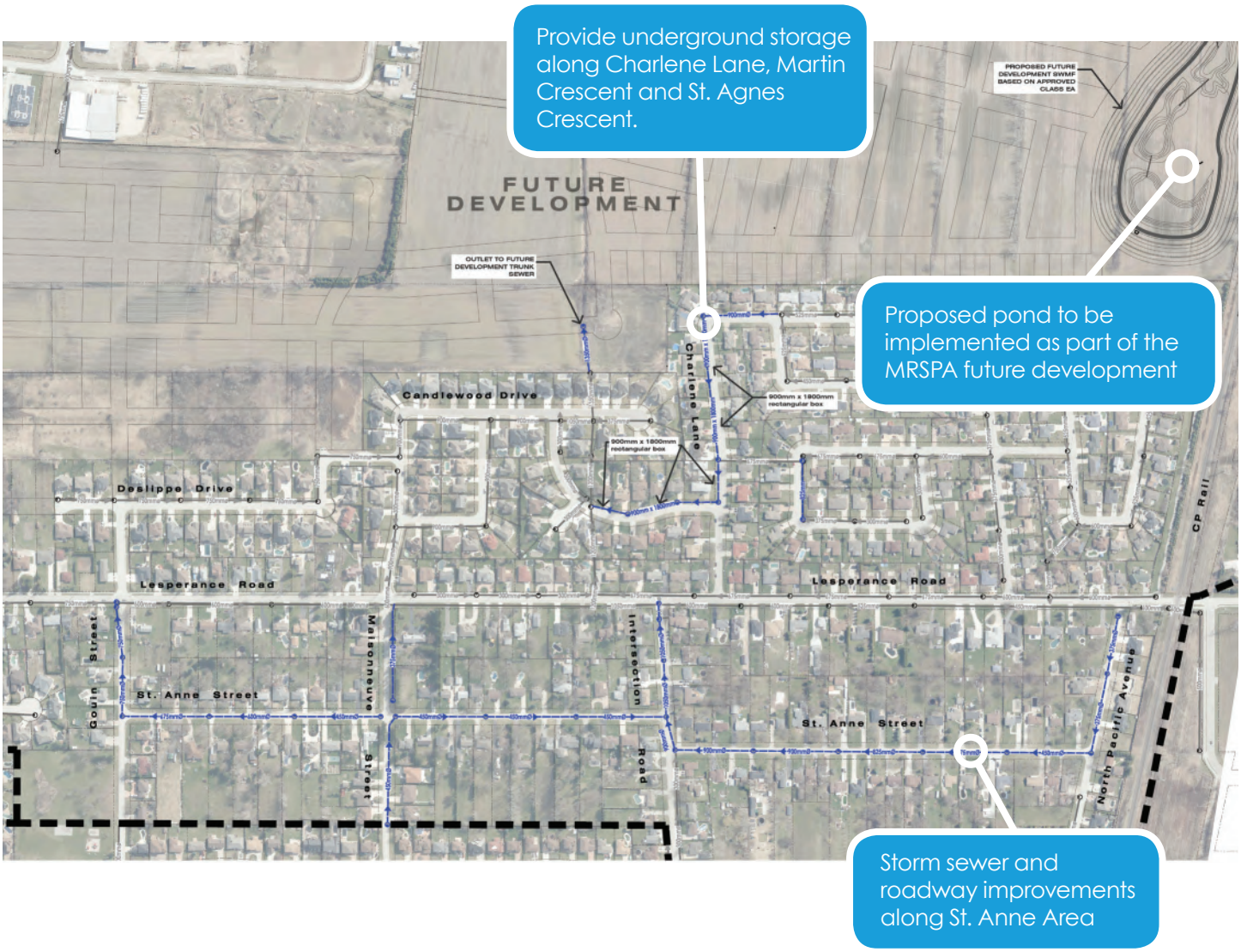
Storm sewer and roadway improvements along St. Anne Area

LEGEND

- Proposed manhole
- 450mmØ — Proposed storm sewer
- Proposed catch basin
- Existing manhole
- 100mm — Existing storm sewer
- Pump Station service area boundary

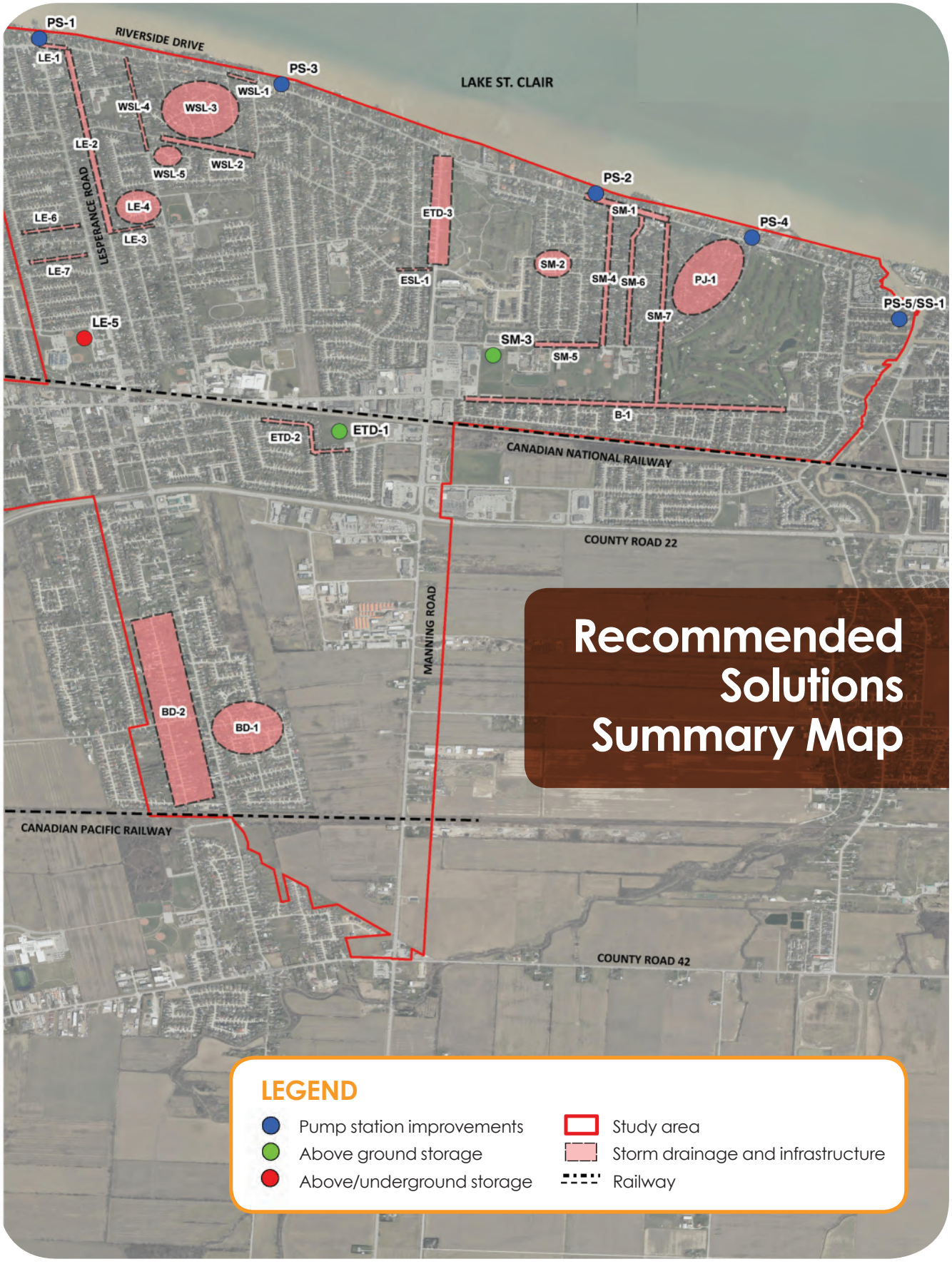
11) Baillargeon Drain Service Area (Option 2)

Alternative 1 is considered the preferred for this area, but is entirely dependent on agreements with the land owners and developers of the future development lands. Alternative 2 is presented as a secondary recommended option.



LEGEND

- Proposed manhole
- 450mmØ — Proposed storm sewer
- Proposed catch basin
- Existing manhole
- 1200mm — Existing storm sewer
- Pump Station service area boundary



Recommended Solutions Summary Map

Estimated Capital Costs

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The recommended surface flooding solutions outlined within this document have been designed to a functional level of detail. Cost estimates for all the recommended infrastructure solutions are outlined below.

Project Code	Recommended Solution	Estimated Construction Cost & Contingency	Engineering	Total
LESPERANCE PUMP STATION SERVICE AREA				
PS-1	Lesperance Pump Station Improvements+	$14.30M	$2.43M	$16.73M
LE-1	Lesperance PS Storm Trunk Sewer – Riverside Drive (St. Pierre Street to PS)	$1.30M	$0.22M	$1.52M
LE-2	St. Pierre Street Trunk Sewer	$3.93M	$0.67M	$4.60M
LE-3	Clapp Street Local Sewers	$0.64M	$0.11M	$0.75M
LE-4	Meander Crescent Local Sewers	$0.90M	$0.15M	$1.05M
LE-5	Underground/Aboveground Storage (Tecumseh Centre Park)+	$3.21M	$0.55M	$3.76M
LE-6	Evergreen Drive Local Sewers	$0.93M	$0.16M	$1.09M
LE-7	Gauthier Drive Local Sewers	$0.88M	$0.15M	$1.03M
	SUBTOTAL =	**$26.09M**	**$4.44M**	**$30.53M**
CONSOLIDATED SCULLY/ST. MARK'S PUMP STATION SERVICE AREA				
PS-2	New Consolidated Scully/St. Mark's Pump Station+	$9.88 M	$1.68M	$11.56M
SM-1	Scully/St. Mark's PS Storm Trunk Sewer – Riverside Drive (Arlington Boulevard to PS)	$1.63M	$0.28M	$1.91M
SM-2	Grant Avenue Diversion Sewer	$0.58M	$0.10M	$0.68M
SM-3	Aboveground Storage (Tecumseh Soccer Fields)+	$0.25M	$0.04M	$0.29M
SM-4	Edgewater Drive Local Sewers	$2.22M	$0.38M	$2.60M
SM-5	St. Gregory's Road Local Sewers and Diversion	$0.68M	$0.12M	$0.80M
SM-6	St. Marks Road Local Sewers	$1.83M	$0.31M	$2.14M
SM-7	Arlington Boulevard Local Sewers	$2.34M	$0.40M	$2.74M
	SUBTOTAL =	**$19.39M**	**$3.31M**	**$22.70M**
WEST ST. LOUIS PUMP STATION SERVICE AREA				
PS-3	West St. Louis Pump Station Improvements+	$7.15M	$1.21M	$8.36M
WSL-1	West St. Louis PS Storm Trunk Sewer – Riverside Drive (Barry Avenue to existing 2000mm storm sewer)	$1.72M	$0.30M	$2.02M
WSL-2	Little River Boulevard Underground Storage	$2.24M	$0.38M	$2.62M
WSL-3	Coronado Dish Local Sewers*	$5.14M	$0.88M	$6.02M
WSL-4	Lacasse Boulevard Local Sewers	$0.98M	$0.17M	$1.15M
WSL-5	Kimberly Drive and Jelso Place Local Sewers	$0.73M	$0.05M	$0.78M
	SUBTOTAL =	**$17.96M**	**$2.99M**	**$20.95M**
EAST ST. LOUIS PUMP STATION SERVICE AREA				
ESL-1	St. Thomas Street Overflow Sewer to Lakewood Park & Backflow Prevention	$0.62M	$0.10M	$0.72M
	SUBTOTAL =	**$0.62M**	**$0.10M**	**$0.72M**

Project Code	Recommended Solution	Estimated Construction Cost & Contingency	Engineering	Total
EAST TOWNLINE DRAIN SERVICE AREA				
ETD-1	Aboveground Storage (Buster Reaume Park)+ and Backflow Prevention Device	$0.18M	$0.03M	$0.21M
ETD-2	Lemire/Lanoue Street Local Sewers and Sewer Diversion	$1.46M	$0.25M	$1.71M
ETD-3	Manning Road Phase 2 Drain Enclosure	$3.70M	$0.63M	$4.33M
	SUBTOTAL =	**$5.34M**	**$0.91M**	**$6.25M**
BAILLARGEON DRAIN SERVICE AREA (OPTION 1)				
BD-1	Charlene Lane Flooding Solution (Governing Cost - Option 2)	$3.00M	$0.51M	$3.51M
BD-2	St. Anne Area Local Sewers*	$3.60M	$0.62M	$4.22M
	SUBTOTAL =	**$6.60M**	**$1.13M**	**$7.73M**
PJ CECILE PUMP STATION SERVICE AREA				
PS-4	PJ Cecile Pump Station Improvements+	$7.02M	$1.20M	$8.22M
PJ-1	Kensington Dish Area Local Sewers	$3.96M	$0.68M	$4.64M
	SUBTOTAL =	**$10.98 M**	**$1.88M**	**$12.86M**
SOUTHWIND/STARWOOD AREA				
PS-5/SS-1	New Starwood/Southwind Pump Station+ and Backflow Prevention Device	$0.90M	$0.15M	$1.05M
	SUBTOTAL =	**$0.90M**	**$0.15M**	**$1.05M**
BRIGHTON PUMP STATION SERVICE AREA				
B-1	Tecumseh Road Storm Sewer Extension	$3.25M	$0.55M	$3.80M
	SUBTOTAL =	**$3.25M**	**$0.55M**	**$3.80M**
	TOTAL =	**$91.13M**	**$15.46M**	**$106.59M**

Costing Notes:

Storm Sewer Infrastructure Improvements

- Include removal and restoration of one lane width.
- Exclude full roadway reconstruction and the potential for utility relocation.

Pump Station Improvements

- Include costs for flow control chambers, temporary pipes and pumps, decommissioning and demolishing of old stations and costing for new outfalls or improvements to existing outfalls.

Construction costs include 30% contingency, Engineering costs include 15% engineering and 2% Geotechnical Investigations

All estimated costs above exclude applicable taxes

*Lumped areas for storm sewer reconstruction have the potential to be phased to implement upstream solutions earlier

No Property Acquisition is expected at this time for any improvements listed above

Schedule B Class EA Projects *(indicated above with +)*
1. Lesperance Storm Pump Station Improvements
2. West St. Louis Storm Pump Station Improvements
3. New Consolidated Scully/St. Mark's Storm Pump Station
4. PJ Cecile Storm Pump Station Improvements
5. New Southwind Crescent Storm Pump Station
6. Surface storage within the "Tecumseh Soccer Fields" Park at École Secondaire L'Essor
7. Surface Storage within Buster Reaume Park
8. Surface and Underground Storage within Tecumseh Centre Park

Next Steps

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The following studies, design and approval requirements will be required for the implementation of the recommended solutions:

- **Updates to the recommended solutions based on any future developments (greenfield or infill) not assessed within this study that could impact the design of each solution;**
- **Detailed design of all recommended improvements;**
- **Environmental Compliance Approvals from the Ministry of Environment, Conservation and Parks (MECP);**
- **Essex Region Conservation Authority and municipal permitting and approvals; and**
- **Other regulatory approvals, as required.**

For more information contact:

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Director Public Works
& Environmental Services
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Fax: (519) 735-6712
Email: pbartnik@tecumseh.ca

Town of Tecumseh
917 Lesperance Road
Tecumseh, Ontario, N8N 1W9

The Corporation of the
Town of Tecumseh

Public Works & Environmental Services

To: Mayor and Members of Council

From: Phil Bartnik, Director Public Works & Environmental Services

Date to Council: June 25, 2019

Report Number: PWES-2019-35

Subject: Storm Drainage Master Plan
Filing the Notice of Study Completion

Recommendations

It is recommended:

That the Public Works & Environmental Services Report PWES-2019-35 Storm Drainage Master Plan, Filing the Notice of Study Completion **be received**;

And that the Notice of Study Completion **be advertised** in the local newspaper and the Town's social media accounts to initiate the mandatory 30-day public review period.

Background

At the December 13, 2016 Regular Council Meeting, Council approved the recommendations (Motion RCM-442/16) of PWES Report No. 54/16 titled "2017-2021 Public Works & Environmental Services Capital Works Plan" that authorized Administration to proceed with the Storm Drainage Master Plan.

This Storm Drainage Master Plan is one of three Storm Master Plans that are currently in progress within the Town, as outlined within the Town's Flood Mitigation Strategy (Report PWES-2018-17). The other two being the:

- Oldcastle Hamlet Storm Drainage Master Plan; and the
- Upper Little River Watershed Stormwater Master Plan

Comments

The purpose of the Storm Drainage Master Plan is to address the impacts of surface flooding on the mainly urbanized residential areas of the Town located along the northern and eastern limits of the municipality. This includes the assessment of storm pump stations, gravity outfalls and the respective service areas minor (sewer) and major (roadway) systems discharging to Lake St. Clair and Pike Creek. The Storm Drainage Master Plan will:

- Confirm the factors contributing to surface flooding from significant storms that exceeds the current guidelines;
- Determine surface flooding problem areas throughout the study area based on existing conditions;
- Identify areas of future development and incorporate the future level of service design into a future conditions model;
- Identify and evaluate alternative solutions within the future conditions model to reduce the risk and impacts of surface flooding;
- Identify recommended design solutions based on a traditional level of service for the design;
- Simulate the effects of climate change on the recommended solutions and further enhance the level of service, if warranted; and
- Outline a recommended long-term implementation strategy with preferred surface flooding solutions.

Municipal Class Environmental Assessment

The *Ontario Environmental Assessment (EA) Act* recognized that certain municipal undertakings occur frequently, are small in scale, have a generally predictable range of effects or have a relatively minor environmental significance. To ensure that a degree of standardization in the planning process is followed throughout the Province, the EA Act contemplated the use of the Class Environmental Assessment (Class EA) procedure for projects which require approval under the Act but which are not considered to be major environmental works. The Municipal Engineers Association (MEA) document titled Municipal Class Environmental Assessment (October 2000 as amended in 2007, 2011 and 2015), describes the procedure for undertaking a Class EA for municipal projects.

Projects undertaken by municipalities vary in their environmental impact, and are classified within the Class EA document in terms of Schedules:

- **Schedule A** projects are limited in scale, have minimal adverse environmental effects and include a number of municipal maintenance and operational activities. These projects are preapproved and may proceed to implementation without following the full

Class EA planning process. Schedule A projects generally include normal or emergency operational and maintenance activities.

- **Schedule A+** projects are similar to Schedule A projects in that they are considered pre-approved; however, the public is to be advised prior to project implementation.

- **Schedule B** projects have potential for some adverse environmental effects. The proponent is required to undertake a screening process, involving mandatory contact with directly affected public and relevant review agencies, to ensure that they are aware of the project and that their concerns are addressed. If there are no outstanding concerns, then the proponent may proceed to implementation. Schedule B projects generally include improvements and minor expansions to existing facilities.

- **Schedule C** projects have the potential for significant environmental effects and must proceed under the full planning and documentation procedures specified in the Municipal Class EA document. Schedule C projects require that an Environmental Study Report (ESR) be prepared and filed for review by the public and review agencies. Schedule C projects generally include the construction of new facilities and major expansions to existing facilities.

The main elements of the Class EA planning process are incorporated in the following five phases, and further depicted on Attachment No.3:

Phase 1: Identify the problem or opportunity.

Phase 2: Identification and evaluation of alternative solutions to determine a preferred solution.

Phase 3: Examination of alternative methods of implementation of the preferred solution.

Phase 4: Documentation of the planning, design and consultation process.

Phase 5: Implementation and monitoring.

The Municipal Class EA process includes an appeal period of 30-days for the public to review the EA document once it has been completed. The proponent is encouraged to work in cooperation with any member of the public who may have a concern to determine the preferred means of addressing a problem. If the concerns of the project cannot be resolved through discussions with the proponent, the member of the public may request the Minister of the Environment to require the proponent to comply with Part II of the EA Act before proceeding with the proposed undertaking. If no request is received by the Minister or delegate, the proponent is free to proceed with the implementation and construction.

The Master Plan Process

Master Plans are long range plans which integrate infrastructure requirements for existing and future land use with environmental assessment planning principles. The plans examine an infrastructure system(s) or group of related projects to outline a framework for planning for

subsequent projects and/or developments. At a minimum, Master Plans address Phase 1 (Identify Problem/Opportunity) and Phase 2 (Alternative Solutions) of the Municipal Class EA process. Master Plans typically outline a set of specific projects across a geographic area that will be implemented over a period of time.

There are four different Approaches to undertaking a Master Plan, which include:

- Approach No.1
  - Preparation of a Master Plan document at the conclusion of Phases 1 and 2 of the Municipal Class EA process.
  - Broad level of assessment thereby requiring more detailed investigations at the project-specific level in order to fulfil the Municipal Class EA documentation requirements for the specific Schedule B and C projects identified within the Master Plan.
  - Schedule B projects would require filing of the Project File for public review.
  - Schedule C projects would have to fulfil Phases 3 and 4 of the Municipal Class EA prior to filing an Environmental Study Report (ESR) for public review.

- Approach No.2
  - Preparation of a Master Plan document at the conclusion of Phases 1 and 2 of the Municipal Class EA process.
  - Level of investigation, consultation and documentation are sufficient to fulfil the requirements for Schedule B projects.
  - The public notice for the Master Plan becomes the Notice of Completion for the Schedule B projects within it.
  - Schedule C projects would have to fulfil Phases 3 and 4 of the Municipal Class EA prior to filing an ESR for public review.
  - The Master Plan would provide the basis for future investigations for specific Schedule C projects identified within it.

- Approach No.3
  - Preparation of a Master Plan document at the conclusion of Phase 4 of the Municipal Class EA process.
  - The Master Plan would document Phases 1 to 4 of the Class EA process for Schedule B and/or Schedule C projects.
  - The final notice for the Master Plan becomes the Notice of Completion for the Schedule B and C projects within it.

- Approach No.4
  - Possible integration with approvals under the Planning Act (i.e. Official Plans, Official Plan Amendments).
  - A master servicing plan prepared in this fashion establishes need and justification in a very broad context.
  - This approach would satisfy early phases of the Class EA including Phases 1 and 2 for Schedule B projects and may satisfy, in addition, Phases 3 and 4 for Schedule C projects.
  - This approach is best suited when planning for a significant geographical area in the long term.

This Storm Drainage Master Plan was completed following Approach No.2. to ensure that the level of investigation, consultation and documentation were sufficient to fulfil the requirements for Schedule B projects.

Modelling and Design Criteria

The Storm Drainage Master Plan utilized the latest in 1-Dimensional and 2-Dimensional stormwater modelling technologies to assess both existing and future conditions within the study area. The model was used to simulate the existing flow conditions of the minor (sewers) and major (overland) systems. The minor system was modelled using a 1-Dimensional (1D) linear model network, while the major (overland) system was modelled using a 2-Dimensional (2D) approach.

The study took into consideration all applicable guidelines identified within the released Windsor/Essex Stormwater Management Standards Manual (December 2018). The analysis of both the existing and future development conditions used Environment Canada's Windsor Airport (Windsor_A) rainfall data to evaluate the stormwater infrastructure throughout the study area. This Intensity-Duration-Frequency (IDF) data was used to generate the following storm events using the Chicago Storm Distribution:

- Chicago 1:2 year 4 Hour Storm Event;
- Chicago 1:5 year 4 Hour Storm Event;
- Chicago 1:10 year 4 Hour Storm Event;
- Chicago 1:100 year 4 Hour Storm Event;

To take into consideration Climate Change, two rainfall events were used as an "Urban Stress Test" to assess the resiliency and vulnerability of the designed and/or pre-existing storm system. This included the following:

1. **High Intensity Climate Change Event:** Chicago 1:100 year 4 hour storm event distribution + 40% incremental intensity. This rainfall event produced a total rainfall volume of 115 mm with a maximum 10 minute intensity of 241 mm/hr.

2. **High Volume Climate Change Event (as per the Windsor/Essex Stormwater Management Standards Manual):** 150mm rainfall event with a 15 minute time step, representing a 39% increase in volume uniformly distributed across the rainfall event, as compared to the Windsor Airport 1:100 year 24-hour rainfall of 108mm. Maximum intensity of 145 mm/hr.

The high intensity climate change event was used to design the recommended surface flooding solutions and the high volume climate change event was then used to validate and confirm the design.

In development of the solutions within the study, the design level of service applied is based on local surface flooding conditions that were identified. In some instances, a traditional engineering approach is applied, which involves a static design criteria meeting the regulatory requirements. In other instances an enhanced approach is applied that accounts for climate change considerations, adding more resiliency to the storm system.

Alternative Solutions and Evaluation Criteria

Alternative solutions were developed to improve the resiliency of the storm drainage infrastructure, taking into consideration the impacts of climate change. A surface flooding solution decision framework was developed to outline an approach to developing solutions that address both the required level of service and added resiliency for each surface flooding problem area, as appropriate.

The decision framework was developed to determine the scope of the preferred design solution and identify areas that require either a traditional or an enhanced level of service to suit the risks and vulnerability of the area. The framework is detailed within the Executive Summary (see page 6 of Attachment No. 5).

As part of the decision making process, a comparative evaluation of the alternative solutions was completed for each problem area identified. The evaluation criteria included:

- Meets Study Objective:
    - **Addresses Study Problem/Opportunity Statement**: If the alternative does not address the objective, it was not considered further.

- Technical Factors:
    - **Impact on Minor System (sewers) drainage**: Ability to increase flow conveyance during minor storm events.
    - **Impact on Major system (roadway) drainage**: Ability to enhance major system flow routing and reduce ponding to provincially accepted standards during major storm events.
    - **Ease of construction and implementation**: Ease of construction based on a technical, regulatory and practical basis. Alternatives that are easier to construct/implement are preferred.

- Social/Economic Factors:
    - **Future land uses**: Potential to influence infill development in currently developed areas.
    - **Impact on Urban Community**: Potential for disruption or displacement of existing residents, greenspace/recreational uses (streets, trees, parks, open spaces).

- Environmental Factors:
    - **Natural Environment**: Potential for significant negative impacts on terrestrial and aquatic resources, including Species at Risk habitat

- Cultural Factors:
    - **Archaeological resources**: Potential to impact lands with archaeological resources.
    - **Built heritage and/or cultural heritage resources**: Potential impacts on built heritage and/or cultural heritage resources.

- Cost Factors:
    - **Relative capital cost**: Relative overall capital costs, including restoration/enhancement costs for the alternative. Lower cost alternatives are preferred.

Recommended Solutions, Schedule B Projects and Estimated Capital Costs

The recommended surface flooding solutions outlined within the Storm Drainage Master Plan have been designed to a functional level of detail, and further specifics of these solutions can be found within Recommended Solutions Summary Map (Attachment No.4) as well as the Executive Summary (starting on page 10 of Attachment No. 5).

The Schedule B projects included for approval as part of this Master Plan are designed to be functional in nature and provide sound direction on the nature of the designs that would be effective in addressing surface flooding concerns. These projects have been identified as:

1) Lesperance Road Storm Pump Station Improvements
2) West St. Louis Storm Pump Station Improvements
3) New Consolidated Scully/St. Mark's Storm Pump Station
4) PJ Cecile Storm Pump Station Improvements
5) New Southwind Crescent Storm Pump Station
6) Surface Storage within 'Tecumseh Soccer Fields' Park at Ecole Secondaire L'Essor
7) Surface Storage within Buster Reaume Park
8) Surface and Underground Storage within Tecumseh Centre Park

Estimated capital costs and implementation phasing for all of the recommended solutions are detailed within the Executive Summary (starting on page 22 of Attachment No. 5). A summary of the capital costs is as follows:

Service Area	Estimated Construction Cost & Contingency ($M)	Engineering ($M)	Total ($M)
Lesperance Pump Station	$26.09	$4.44	$30.53
Consolidated Scully/St. Mark's Pump Station	$19.39	$3.31	$22.70
West St. Louis Pump Station	$17.96	$2.99	$20.95
East St. Louis Pump Station	$0.62	$0.10	$0.72
East Townline Drain	$5.34	$0.91	$6.25
Baillargeon Drain	$6.60	$1.13	$7.73
PJ Cecile Pump Station	$10.98	$1.88	$12.86
Southwind/Starwood Area	$0.90	$0.15	$1.05
Brighton Pump Station	$3.25	$0.55	$3.80
Totals	**$91.13**	**$15.46**	**$106.59**

Implementation phasing for all of the recommended solutions was provided for each of the storm service areas. Works would typically precede starting downstream and working

upstream in the system. However with utilizing the 2D Model, we now have the capability of reviewing the effects on the system if upstream works were constructed first (i.e. can the Town install trunk sewers in advance of pump station upgrades without adversely affecting the existing level of service).

As identified within the Town's 2018 Asset Management Plan (v2.0), the recommended solutions will be incorporated into the annual Public Works & Environmental Services Capital Works Plan moving forward. It is intended to consolidate various infrastructure improvements into a singular tender package for efficiencies and economies of scale benefits (i.e. storm sewer improvements would be consolidated with a watermain replacement and road reconstruction).

Public Consultation

There was extensive public consultation throughout the Master Plan process which exceeded the requirements of the Municipal Class EA. These included:

1. Notice of Study Commencement

   The Notice of Study Commencement was mailed to the study contact list, which consists of interested property owners, stakeholders, indigenous communities, and regulatory agencies. It was also published in the April 28th and May 5th, 2017 editions of the Shoreline and placed on the Town's website and social media accounts.

2. Public Information Centre (PIC) No.1

   The Notice of PIC No.1 was mailed to the study contact list on July 12, 2018. It was also published in the July 13th and July 20th, 2018 editions of the Shoreline and placed on the Town's website and social media accounts.

   PIC No.1 was held on July 25, 2018 from 3:00 p.m. to 5:00 p.m. and 6:00 p.m. to 8:00 p.m. at the Royal Canadian Legion Branch 261 on Lanoue Street. A total of 33 people attended PIC No.1 and any comments received have been documented and addressed within the Master Plan document. The purpose of the PIC was to present:
   - Project need, including information on why surface flooding occurs;
   - Problem areas identified in the storm sewer overland drainage systems; and
   - Alternative storm drainage solutions considered and recommended regional solutions.

3. Public Information Centre (PIC) No.2

   The Notice of PIC No.2 was mailed to the study contact list on January 22, 2019. It was also published in the January 25th and February 1st, 2019 editions of the Shoreline and placed on the Town's website and social media accounts.

   PIC No.2 was held on February 6, 2019 from 3:00 p.m. to 5:00 p.m. and 6:00 p.m. to 8:00 p.m. at the Royal Canadian Legion Branch 261 on Lanoue Street. A total of 27 people attended PIC No.2 and any comments received have been documented and addressed within the Master Plan document. The purpose of the PIC was to present:

- Recommended solutions to reduce surface flooding for each problem area; and
- Information on recommended Schedule B projects.

4. Indigenous Communities Consultation Engagement

   The Indigenous Communities identified as potentially interested in the study included Walpole Island, Caldwell, Aamjiwnaang, Chippewas of the Thames, and Moravian of the Thames (Delaware Nation). All project Notices were sent to the Indigenous Communities along with cover letters. Correspondence was only received from the Aamjiwnaang First Nations.

   Prior to PIC No.2, a presentation was made by Dillon Consulting Limited and Administration to the Aamjiwnaang First Nation Environmental Committee on February 5, 2019 in Sarnia.

5. Direct Property Owner Consultation Regarding Schedule B Projects

   Additional consultation and meetings were held with property owners who were directly affected or adjacent to the identified Schedule B projects. Alternatives and preferred solutions for each project were discussed. Notifications were mailed out on January 23, 2019, and the following efforts were undertaken:

   - Lesperance Road Storm Pump Station Improvements (PS-1)
     - A meeting was held on January 30, 2019 and attended by two property owners.
   - West St. Louis Storm Pump Station Improvements (PS-3)
     - A notice to the adjacent property owners was mailed January 23, 2019. The property owners did not request a meeting with the project team.
   - Scully & St. Mark's Storm Pump Stations Improvements (PS-2)
     - A notice to the adjacent property owners was mailed January 23, 2019. The property owners did not request a meeting with the project team.
   - PJ Cecile Storm Pump Station Improvements (PS-4)
     - A meeting was held on January 22, 2019 with the Beach Grove and Country Club and attended by two representatives from the Club. A second meeting was held on January 30, 2019 with the Kensington Beach Owners Group, where six individuals attended.
   - New Southwind/Starwood Storm Pump Station (PS-5)
     - A meeting was held on January 28, 2019 and attended by four property owners. A second meeting was held on January 30, 2019 with the Southport Sailing Club where one representative attended.

- Tecumseh Soccer Fields Surface Storage (SM-3)
    - A meeting was held on January 11, 2019 with two representatives from Conseil Scolaire Catholique (CSC) Providence. Dillon Consulting and Administration also gave a presentation to their Board on February 11, 2019.
- Tecumseh Centre Park – Underground & Aboveground Storage (LE-5)
    - A meeting was held on December 20, 2018 with the Director Parks & Recreation Services to review the proposed works.
- Buster Reaume Park – Aboveground Storage (ETD-1)
    - A meeting was held on December 20, 2018 with the Director Parks & Recreation Services to review the proposed works.

6. Policies & Priorities Committee Meeting – 6:00 p.m. November 27, 2018

   The Director of Public Works & Environmental Services provided an overview of the Storm Drainage Master Plan, and the progress on the study to date. A detailed summary of the required works and alternatives identified at PIC No.1 for the Baillargeon Drain area west of Manning Road was also provided.

Presentation

The Town's consultant, Dillon Consulting Limited, will be in attendance at the 4:30 p.m. June 25, 2019 Special Meeting of Council to make a presentation that summarizes the Master Plan process, details the modelling results of the existing conditions, outlines the alternative solutions and the evaluation criteria, and identifies the preferred solutions and associated estimated costs.

Next Steps

The Notice of Study Completion will be published in the local newspaper and on the Town's website and social media accounts, and will also be mailed to landowners, stakeholders and regulatory authorities on the contact list for the Master Plan.

A copy of the Notice of Completion will also be included as a Communication Item at the following regularly scheduled meeting of council following publication.

A hard copy of the Storm Drainage Master Plan will be made available at Town Hall through the Clerk's Office during the 30-day review period, along with a digital copy being made available on the Town's website.

Following the 30-day review period, and considering that all of the comments received have been addressed and that no Part II Orders were submitted to the Minister of the Environment, Conservation and Parks, Administration will bring forward a separate report to Council to have the Storm Drainage Master Plan formally adopted.

Consultations

Financial Services
Planning & Building Services
Dillon Consulting Limited

Financial Implications

In 2017 the Town was successful in receiving approval from the Federation of Canadian Municipalities (FCM) for funding in the amount of up to $175,000 under the Municipalities for Climate Innovation Program (MCIP) for the Town's Storm Drainage Master Plan study.

The 2D modelling and resulting recommended solutions to improve the level of service for the storm infrastructure is anticipated to cost **$106.59M.**

The current allocation to the Storm Sewer Reserves ($902,700) is intended for the replacement of the existing assets and not meant for 'level of service improvements'. There was no significant increase in the Storm Sewer Reserves within the 2019 budget, however it was intended that the 'level of service improvements' may be funded from the New Infrastructure Reserve in the interim. This approach may find storm infrastructure projects competing for funding with other Council initiatives such as the Multi-Use Sportsplex and the Main Street CIP Streetscape project.

Administration has, and will continue to explore other grant funding opportunities for funding of the storm infrastructure projects, including the anticipated second Intake for the Disaster Mitigation and Adaptation Fund (DMAF), the Green Infrastructure Stream under the Investing in Canada Infrastructure Program (ICIP), and the Green Municipal Fund through FCM.

Now that the Storm Drainage Master Plan has been finalized and the recommendations identified, a subsequent report to council will be prepared outlining a funding and phasing strategy.

Link to Strategic Priorities

Applicable	2017-18 Strategic Priorities
☐	Make the Town of Tecumseh an even better place to live, work and invest through a shared vision for our residents and newcomers.
☒	Ensure that the Town of Tecumseh's current and future growth is built upon the principles of sustainability and strategic decision-making.
☐	Integrate the principles of health and wellness into all of the Town of Tecumseh's plans and priorities.
☒	Steward the Town's "continuous improvement" approach to municipal service delivery to residents and businesses.
☒	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:

Phil Bartnik, P.Eng.
Director Public Works & Environmental Services

Reviewed by:

Tom Kitsos, CPA, CMA, BComm
Director Financial Services & Chief Financial Officer

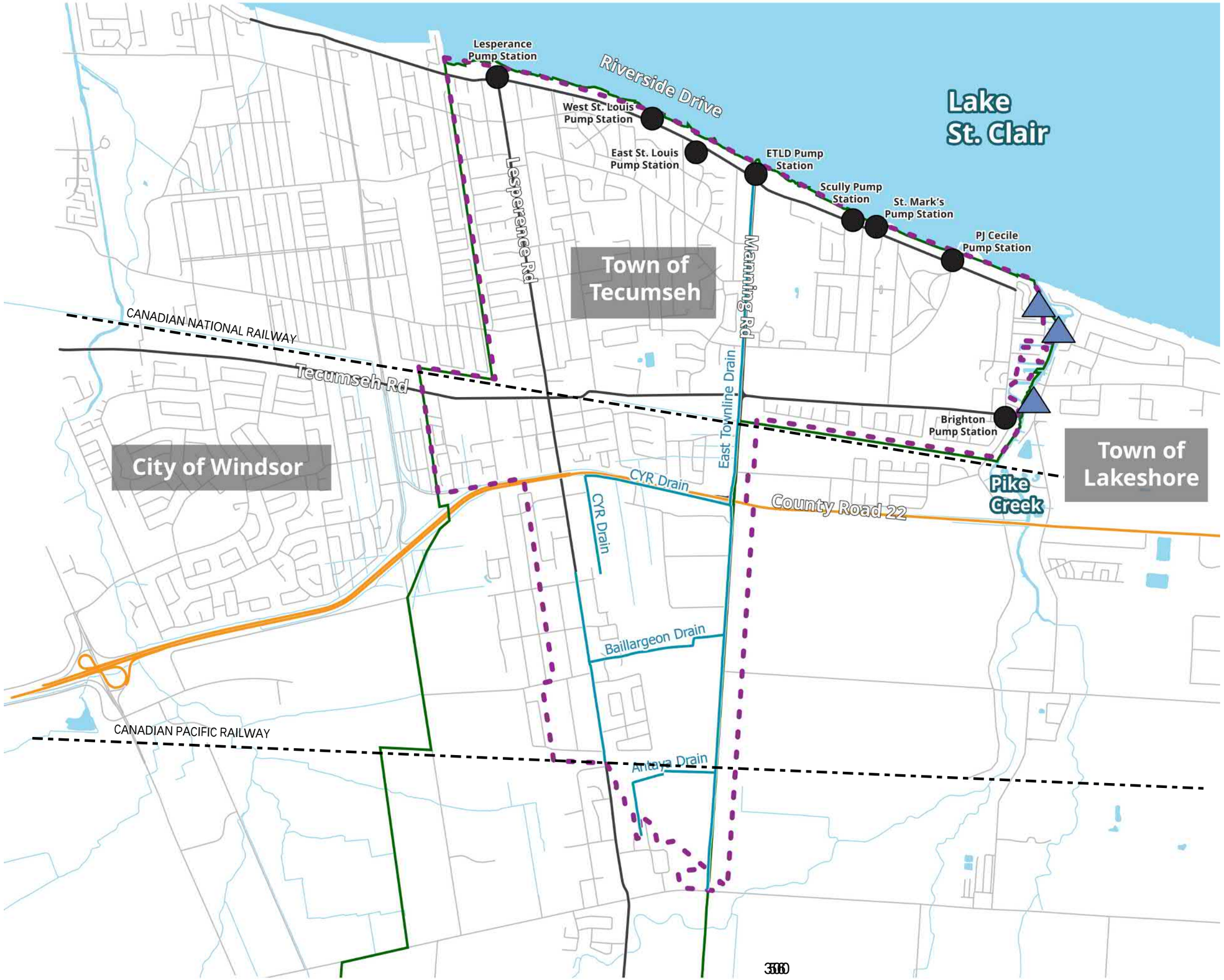
Reviewed by:

Brian Hillman, MA, MCIP, RPP
Director Planning & Building Services

Recommended by:

Margaret Misek-Evans, MCIP, RPP
Chief Administrative Officer

Attachment Number	**Attachment Name**
1	Study Area and Municipal Drainage Map
2	Storm Pump Station Service Area and Gravity Outfall Map
3	Municipal Class EA Planning and Design Process (Flow Chart)
4	Recommended Solutions Summary Map
5	Storm Drainage Master Plan, Executive Summary
6	June 25, 2019 Special Council Meeting Presentation



TOWN OF TECUMSEH
STORM DRAINAGE MASTER PLAN

STUDY AREA AND MUNICIPAL DRAINAGE MAP
FIGURE 1.1

- SEWER GRAVITY OUTFALLS
- PUMP STATION (PS)
- STUDY BOUNDARY
- RAILWAY
- MUNICIPAL DRAIN
- MUNICIPAL BOUNDARY
- MINOR STREET
- MAJOR STREET
- HIGHWAY

SCALE 1:NTS 2

MAP CREATED BY: SZ
MAP CHECKED BY: RTL
MAP PROJECTION: NAD 1983 UTM Zone 17N

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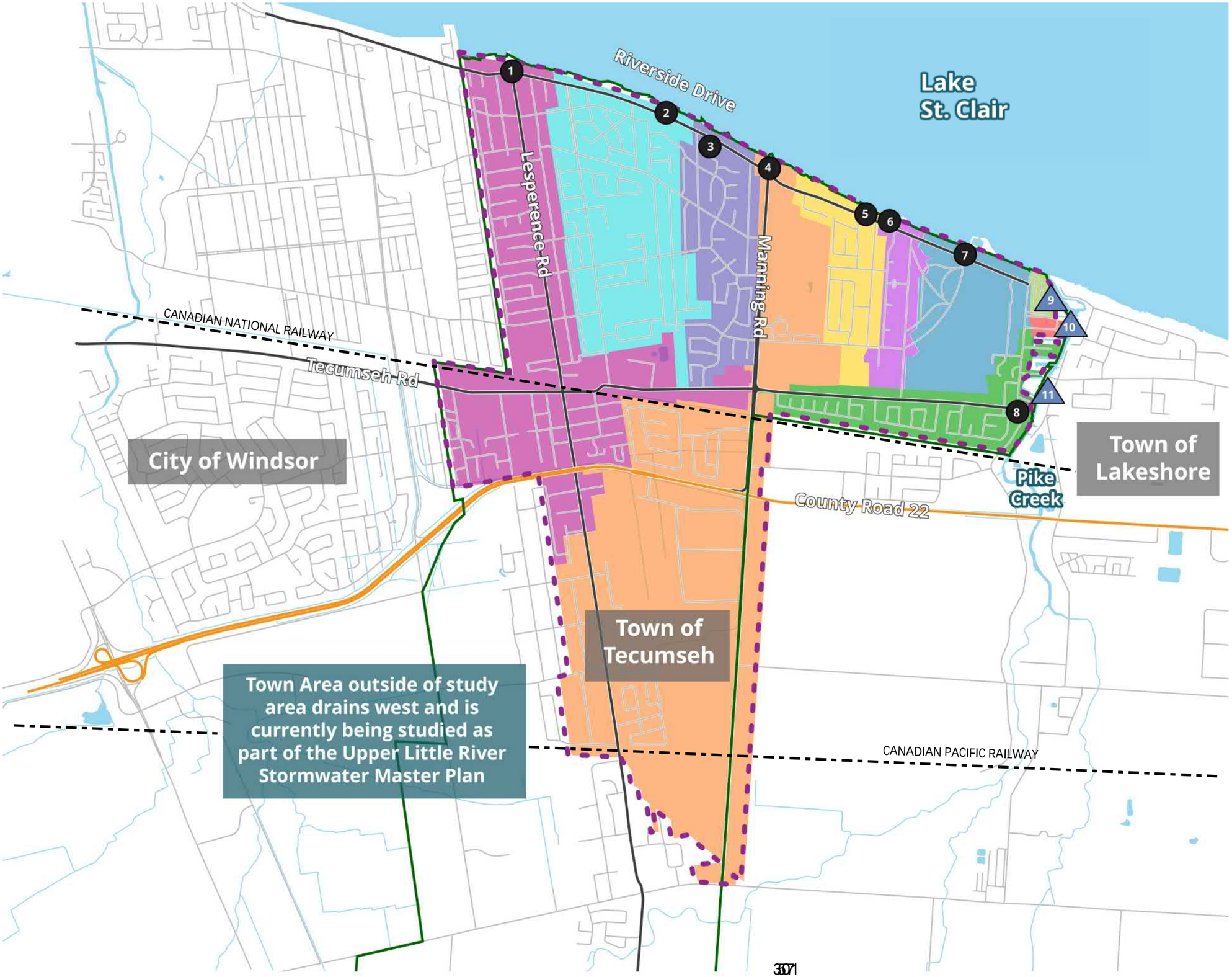
DILLON CONSULTING

PROJECT: 16-4880
STATUS: FINAL
DATE: JUNE 2019



TOWN OF TECUMSEH
STORM DRAINAGE MASTER PLAN

STORM PUMP STATION SERVICE AREA AND GRAVITY OUTFALL MAP
FIGURE 1.2

- SEWER GRAVITY OUTFALLS
- PUMP STATION (PS)
- STUDY BOUNDARY
- RAILWAY
- MUNICIPAL DRAIN
- MUNICIPAL BOUNDARY
- MINOR STREET
- MAJOR STREET
- HIGHWAY

PUMP STATION CATCHMENT AREAS

- 1. LESPERANCE PUMP STATION
- 2. WEST ST. LOUIS PUMP STATION
- 3. EAST ST. LOUIS PUMP STATION
- 4. EAST TOWNLINE DRAIN PUMP STATION
- 5. SCULLY PUMP STATION
- 6. ST. MARK'S PUMP STATION
- 7. PJ CECILE PUMP STATION
- 8. BRIGHTON PUMP STATION

OUTFALL CATCHMENT AREAS

- 9. PILOTS COVER OUTFALL
- 10. SOUTHWIND/STARWOOD OUTFALL
- 11. MEI-LIN OUTFALL

SCALE 1:NTS 2

MAP CREATED BY: SZ
MAP CHECKED BY: RTL
MAP PROJECTION: NAD 1983 UTM Zone 17N

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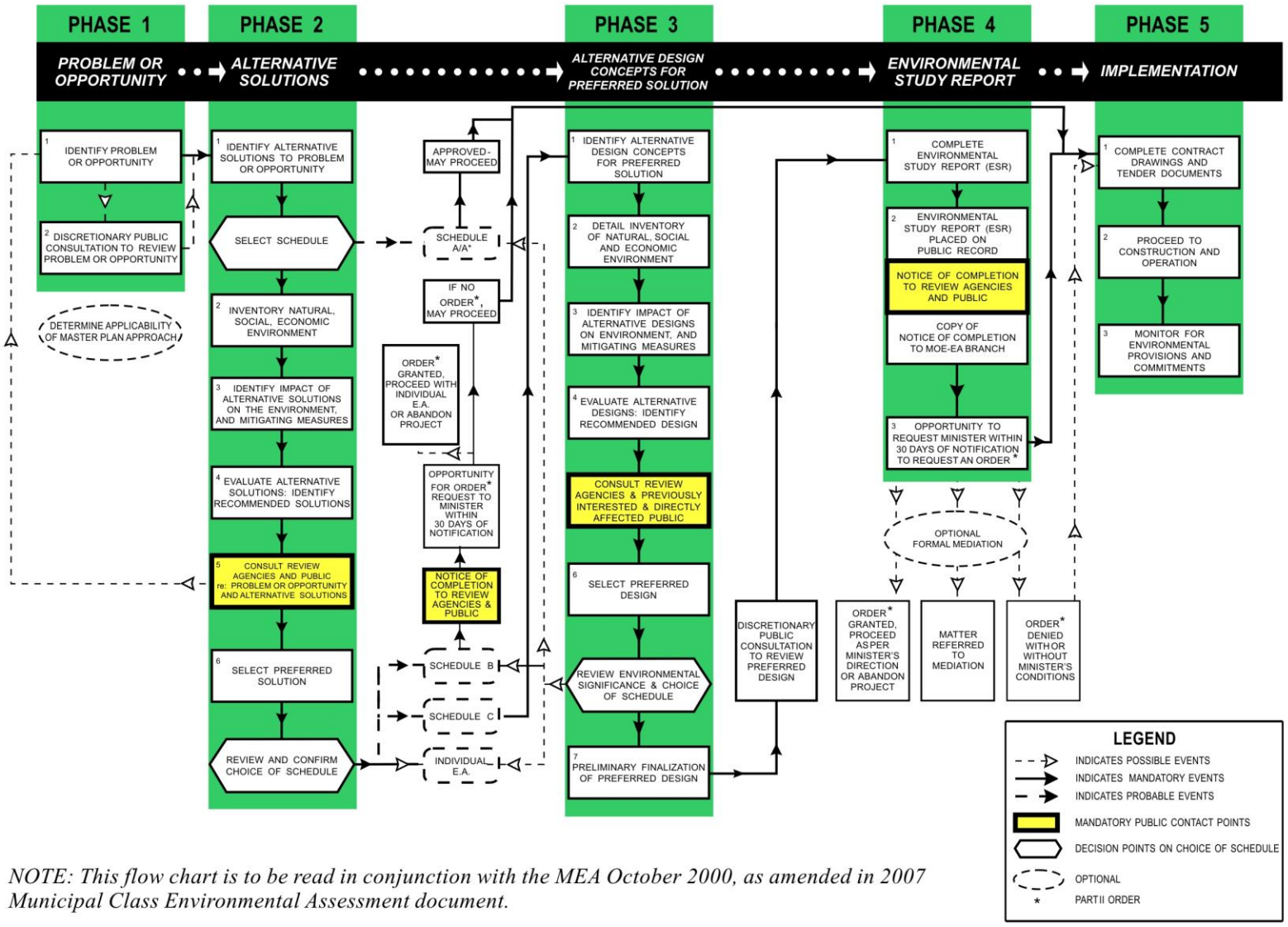
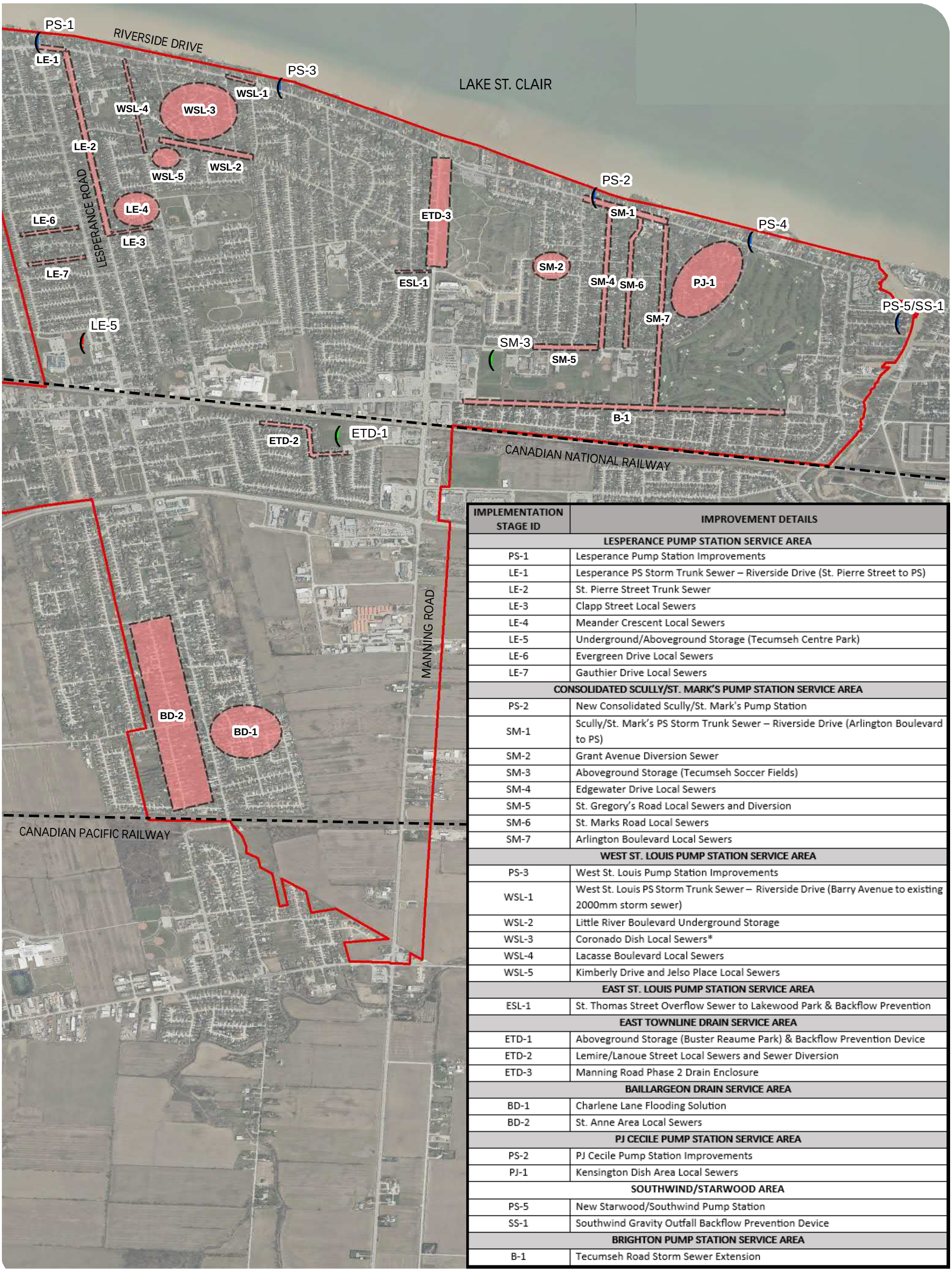
DILLON CONSULTING

PROJECT: 16-4880
STATUS: FINAL
DATE: JUNE 2019

MUNICIPAL CLASS EA PLANNING AND DESIGN PROCESS



NOTE: This flow chart is to be read in conjunction with the MEA October 2000, as amended in 2007 Municipal Class Environmental Assessment document.



IMPLEMENTATION STAGE ID	IMPROVEMENT DETAILS
LESPERANCE PUMP STATION SERVICE AREA	
PS-1	Lesperance Pump Station Improvements
LE-1	Lesperance PS Storm Trunk Sewer – Riverside Drive (St. Pierre Street to PS)
LE-2	St. Pierre Street Trunk Sewer
LE-3	Clapp Street Local Sewers
LE-4	Meander Crescent Local Sewers
LE-5	Underground/Aboveground Storage (Tecumseh Centre Park)
LE-6	Evergreen Drive Local Sewers
LE-7	Gauthier Drive Local Sewers
CONSOLIDATED SCULLY/ST. MARK'S PUMP STATION SERVICE AREA	
PS-2	New Consolidated Scully/St. Mark's Pump Station
SM-1	Scully/St. Mark's PS Storm Trunk Sewer – Riverside Drive (Arlington Boulevard to PS)
SM-2	Grant Avenue Diversion Sewer
SM-3	Aboveground Storage (Tecumseh Soccer Fields)
SM-4	Edgewater Drive Local Sewers
SM-5	St. Gregory's Road Local Sewers and Diversion
SM-6	St. Marks Road Local Sewers
SM-7	Arlington Boulevard Local Sewers
WEST ST. LOUIS PUMP STATION SERVICE AREA	
PS-3	West St. Louis Pump Station Improvements
WSL-1	West St. Louis PS Storm Trunk Sewer – Riverside Drive (Barry Avenue to existing 2000mm storm sewer)
WSL-2	Little River Boulevard Underground Storage
WSL-3	Coronado Dish Local Sewers*
WSL-4	Lacasse Boulevard Local Sewers
WSL-5	Kimberly Drive and Jelso Place Local Sewers
EAST ST. LOUIS PUMP STATION SERVICE AREA	
ESL-1	St. Thomas Street Overflow Sewer to Lakewood Park & Backflow Prevention
EAST TOWNLINE DRAIN SERVICE AREA	
ETD-1	Aboveground Storage (Buster Reaume Park) & Backflow Prevention Device
ETD-2	Lemire/Lanoue Street Local Sewers and Sewer Diversion
ETD-3	Manning Road Phase 2 Drain Enclosure
BAILLARGEON DRAIN SERVICE AREA	
BD-1	Charlene Lane Flooding Solution
BD-2	St. Anne Area Local Sewers
PJ CECILE PUMP STATION SERVICE AREA	
PS-2	PJ Cecile Pump Station Improvements
PJ-1	Kensington Dish Area Local Sewers
SOUTHWIND/STARWOOD AREA	
PS-5	New Starwood/Southwind Pump Station
SS-1	Southwind Gravity Outfall Backflow Prevention Device
BRIGHTON PUMP STATION SERVICE AREA	
B-1	Tecumseh Road Storm Sewer Extension

TOWN OF TECUMSEH
STORM DRAINAGE MASTER PLAN

RECOMMENED SOLUTIONS SUMMARY MAP
FIGURE 12.1

PUMP STATION IMPROVEMENTS
ABOVE GROUND STORAGE
ABOVE/ UNDERGROUND STORAGE
STUDY AREA
STORM DRAINAGE AND INFRASTRUCTURE IMPROVEMENTS
RAILWAY

MAP CREATED BY: SZ
MAP CHECKED BY: RTL
MAP PROJECTION: NAD 1983 UTM Zone 17N

FILE LOCATION: \\DILLON.CA\DILLON_DFS\LONDON\LONDON CAD\GIS\VISUAL COMMUNICATIONS DI\MXD TEMPLATES\BEIGE - 11X17 LANDSCAPE - LEGEND BOTTOM.MXD

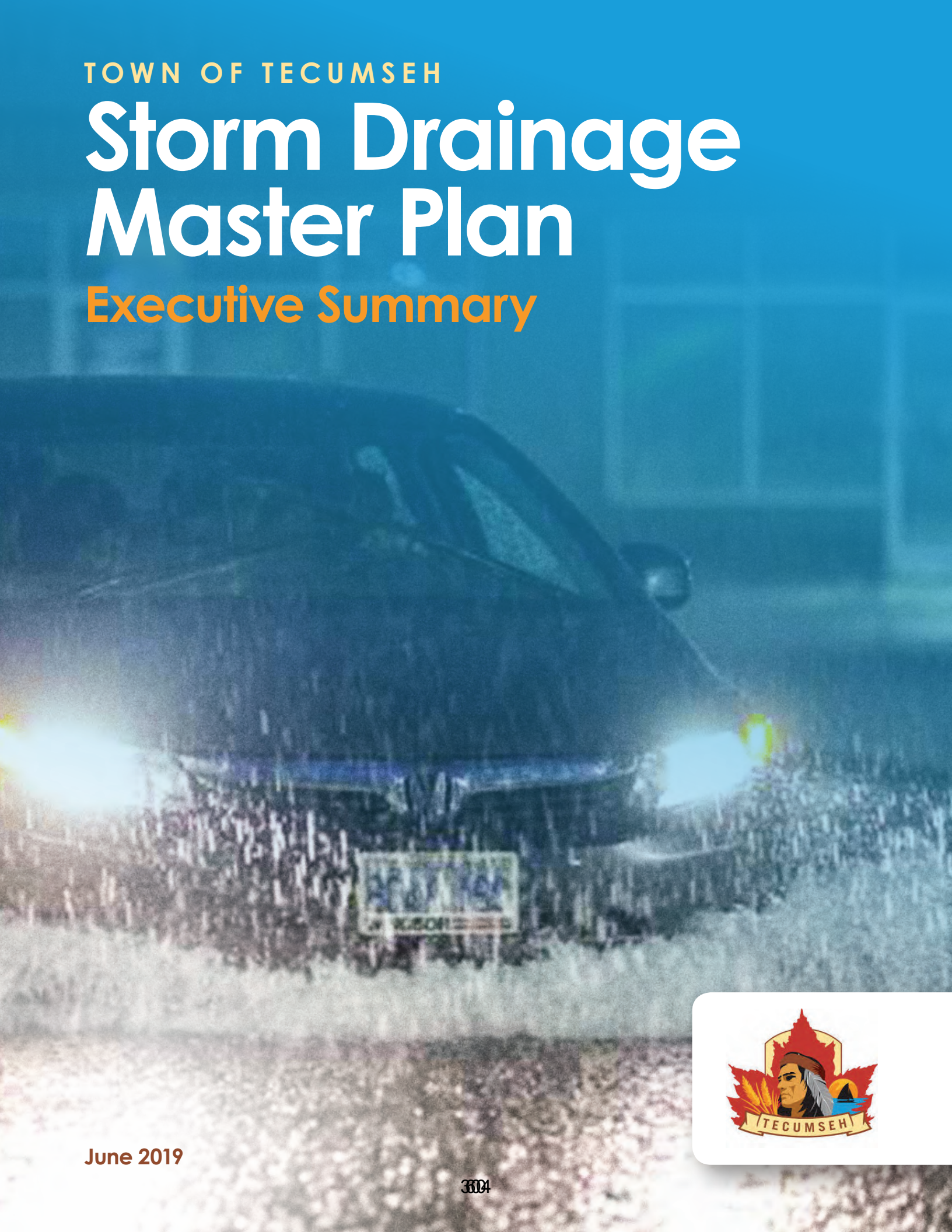
SCALE 1:NTS

PROJECT: 16-4880 STATUS: FINAL DATE: JUNE 2019

TOWN OF TECUMSEH

Storm Drainage Master Plan

Executive Summary



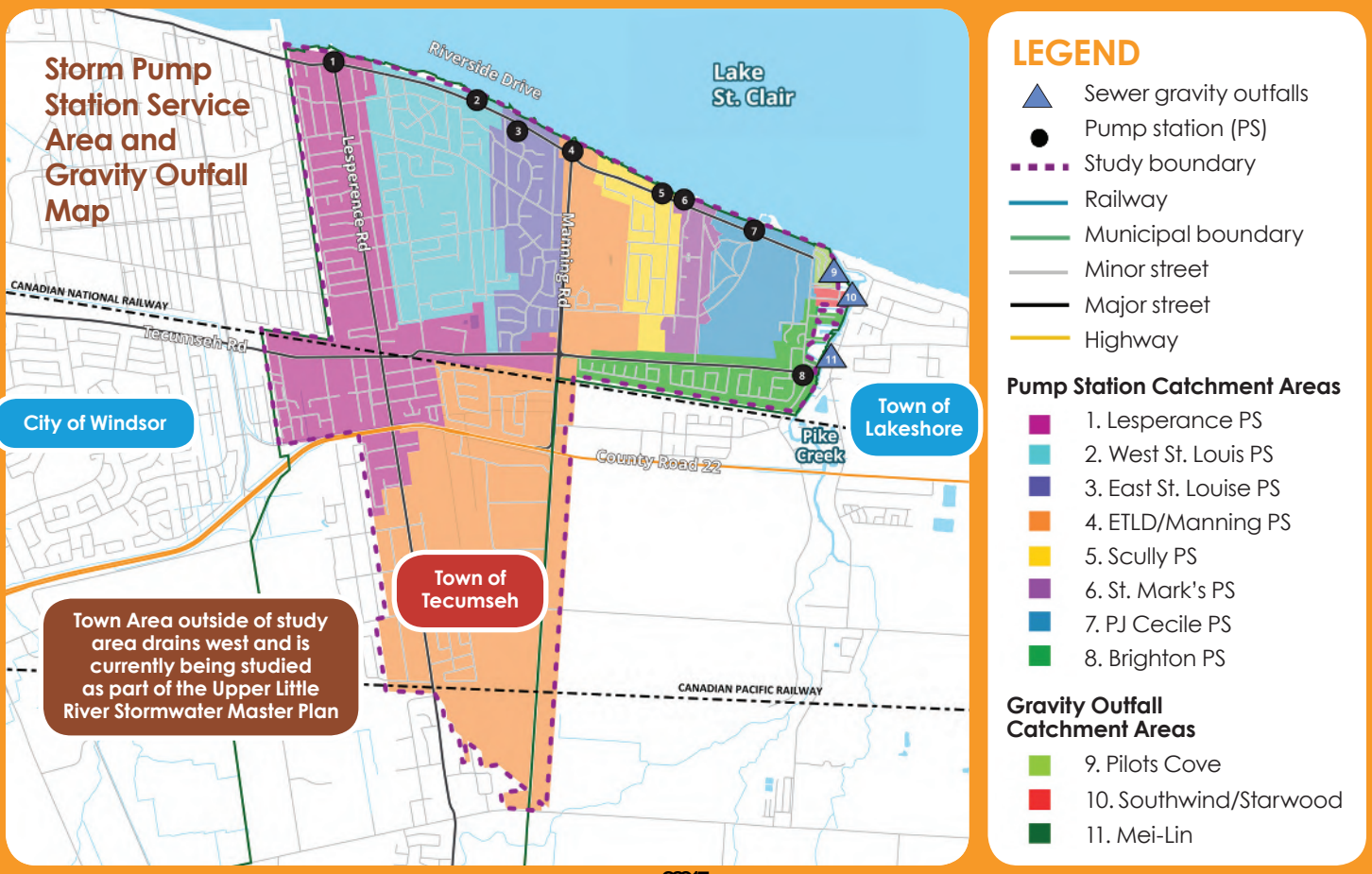
June 2019

Welcome to the Storm Drainage Master Plan

The Town of Tecumseh has experienced several significant storm events over the years that have resulted in widespread surface and basement flooding. In order to build on the Town's previous studies and the ongoing infrastructure improvements that have been completed, the Town has undertaken this storm drainage Master Plan to confirm the long-term storm drainage infrastructure solutions that are required to address the risks of surface flooding in the northern urban communities, as shown below.

This storm drainage Master Plan followed an approach that allowed several specific projects to meet the applicable Schedule B Municipal Class Environmental Assessment requirements.

This executive summary document is intended to provide a summary of the findings and recommendations of the Town's storm drainage Master Plan. Further details are available in the Master Plan Environmental Assessment report, to which the blue dots with page numbers included below refer for each related section.



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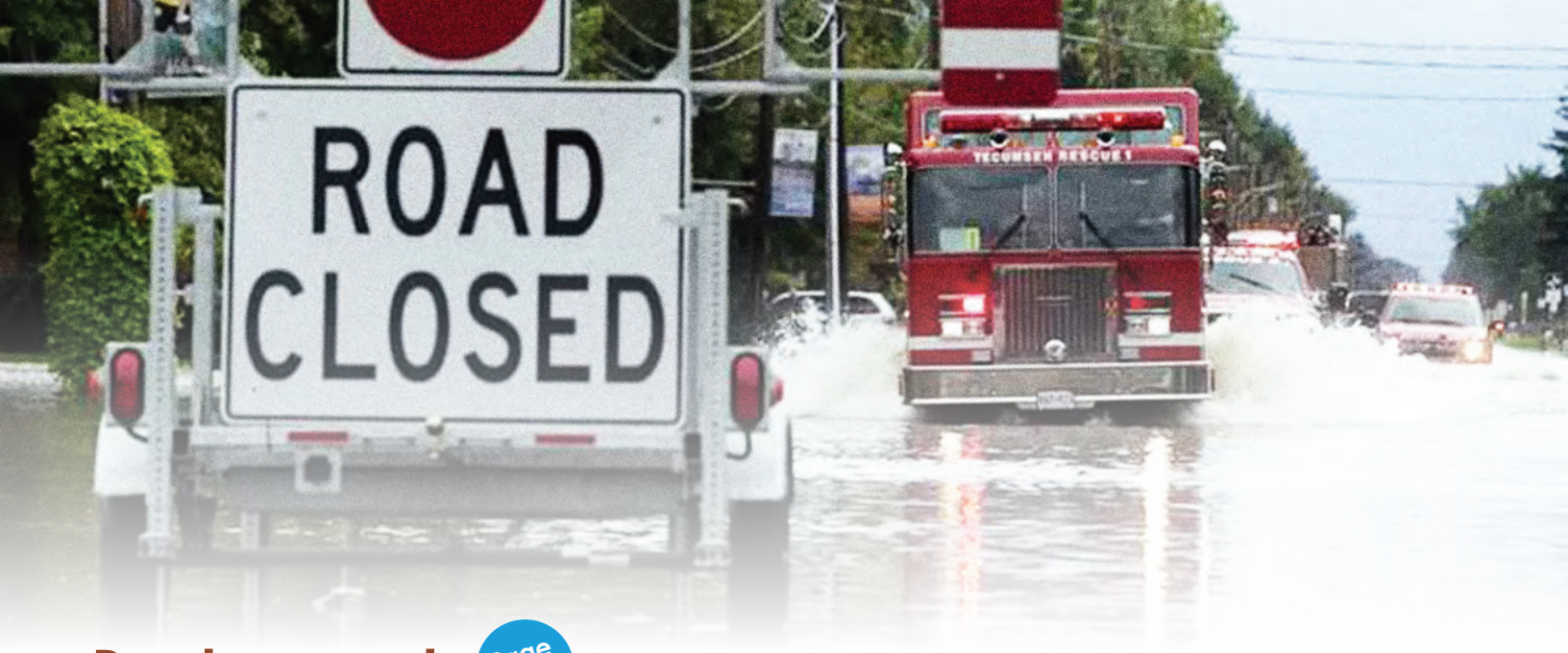


Background

Page 1, 6

Over a 24-hour period, between September 28 and 29, 2016, an extreme rainfall event hit the region, which overwhelmed the existing storm sewer system and storm pump stations. This led to widespread surface flooding along roadways and private property. The surface flooding made vehicular traffic impassable in many areas. The flooding also overwhelmed the municipal sanitary system, leading to extensive basement flooding. **Following this extreme rainfall event, the Town initiated this Storm Drainage Master Plan process.**

Why a Master Plan?

Page 10

The Master Plan **identifies impacts of surface flooding on the mainly urbanized residential areas of the Town, and outlines a strategy to improve municipal infrastructure to better handle similar events in the future**. This includes reviewing storm pump stations, gravity outfalls and the respective service areas minor (sewer) and major (roadway) systems discharging to Lake St. Clair and Pike Creek. The Master Plan process includes the following:

- Confirm factors contributing to surface flooding
- Determine surface flooding problem areas
- Identify future development and incorporate into modelling
- Identify and evaluate alternative solutions
- Simulate effects of climate change to develop resilient solutions
- Confirm recommended solutions
- Develop long-term implementation strategy

Municipal Class Environmental Assessment (EA) Process

Page 5

Phase 1	Phase 2	Phase 3	Phase 4	Phase 5
Problem or Opportunity	Alternative Solutions	Alternative Design Concepts for Preferred Solution	Environmental Study Report	Implementation
Optional Consultation	*Mandatory Consultation*	*Mandatory Consultation*	*Mandatory Consultation*	*Optional Consultation*
Schedule B Projects Master Plans	Schedule B Projects Master Plans			Schedule B Projects

Phases 1 and 2 of the Master Plan are being completed following Approach No. 2 of the Municipal Class Environmental Assessment (EA) master planning process to address any Schedule B projects (2000, as amended). The purpose of a Master Plan is to outline long-term servicing objectives for a geographic area that will be implemented over a period of time. This Storm Drainage Master Plan identifies a number of projects that are classified as Schedule B projects under the Class EA process. Schedule B projects include "improvements and minor expansions to existing facilities" on public or private property that have "potential for adverse environmental impacts" and require consultation with those potentially affected by the project.

Public Engagement at a Glance

Page 42

Engagement Opportunities

- Email updates
- Website
- Public, agency & Indigenous Community consultation events & meetings
- Social Media

60 attendees at two Public Information Centres

Indigenous Community Consultation, including one meeting with Aamjiwnaang First Nation

Comments include concerns over localized surface/ basement flooding, and water quality, and comments in support of the solutions proposed.

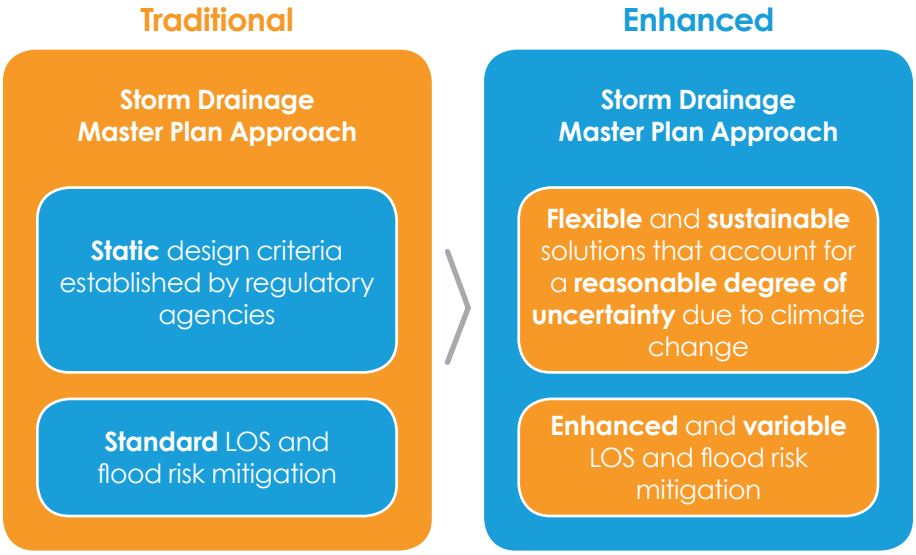
26 comments received from the public

7 meetings held with residents directly impacted by pump station improvements and surface flooding solutions which impact private property

Levels of Service (LOS)

Page 15

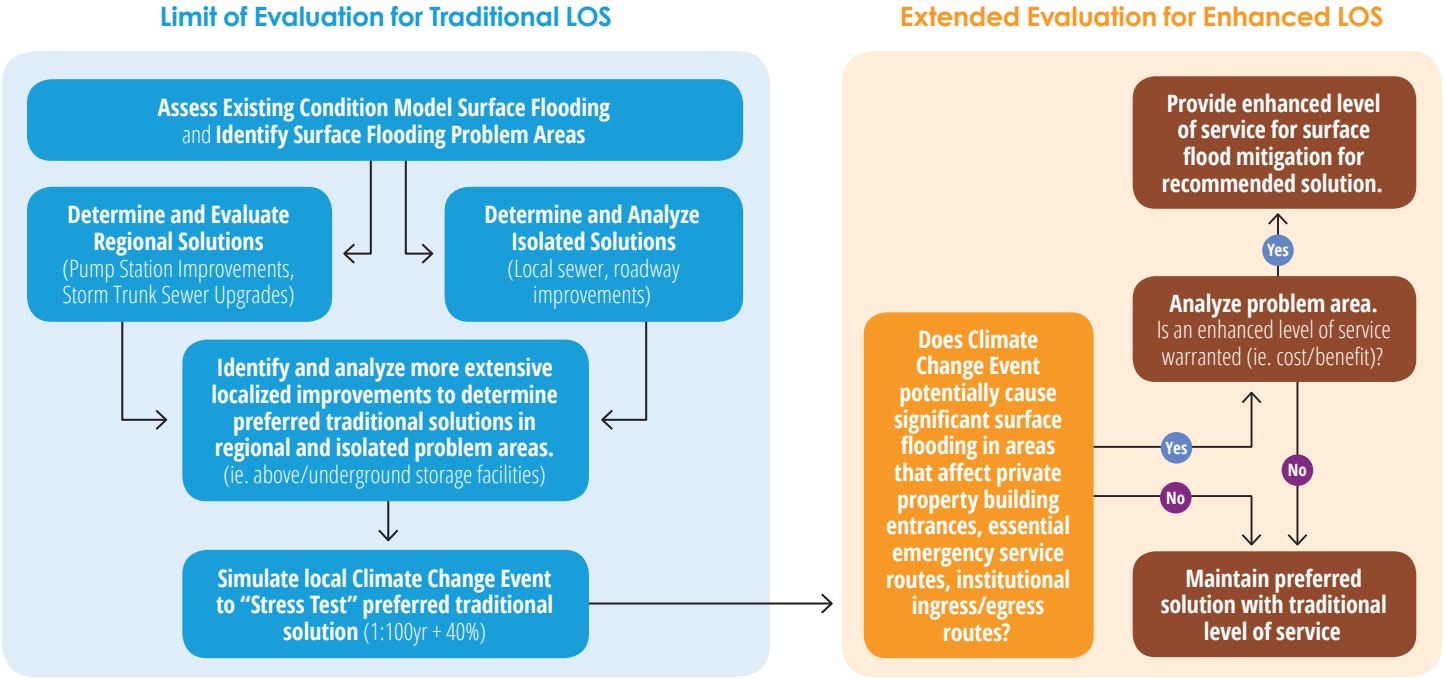
In developing alternative solutions, the design level of service applied is based **on local surface flooding conditions**. In some instances, a traditional approach is applied, which involves meeting the requirements of regulatory agencies. In other instances, an enhanced approach is applied that accounts for climate change considerations, adding more resiliency to the storm system.

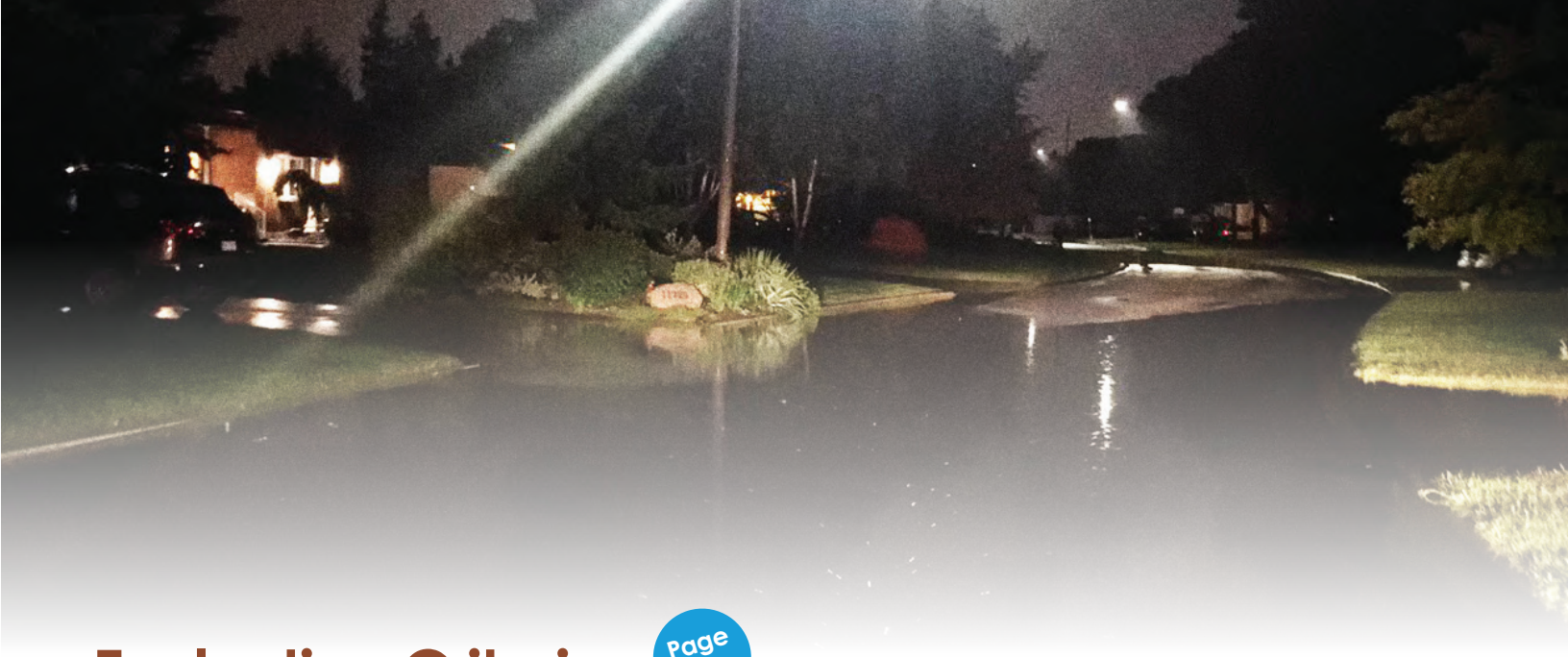


Decision-making Framework

Page 16

A surface flooding solution decision framework outlines an approach to developing solutions that **address both the required LOS and added resiliency for each surface flooding problem area**, as appropriate. It determines the scope of the preferred design solution and identifies the appropriate LOS to suit the risks and vulnerability of the area. Below illustrates the decision process used to determine the level of design for the preferred solutions. The design process includes a climate change analysis of the proposed design in areas where surface flooding is more problematic.





Evaluation Criteria

Page 17

As part of the decision making process, a comparative evaluation of the alternative solutions was completed for each problem area identified. The evaluation criteria included:

Addresses Study Problem/ Opportunity Statement

If the alternative does not address the objective, it was not considered further.

Impact on Minor System (sewers) drainage

Ability to increase flow conveyance during minor storm events.

Impact on Major system (overland) drainage

Ability to enhance flow routing and reduce ponding.

Ease of construction and implementation

Based on technical, regulatory and constructability considerations. Alternatives that are easier to construct/ implement are preferred.

Future land uses

Potential to accommodate infill development in developed areas.

Impact on urban community

Potential for disruption or displacement of existing residents, greenspace/ recreational use.

Natural Environment

Potential for significant negative impacts on terrestrial and aquatic resources, including Species at Risk.

Archaeological resources

Potential to impact lands with archaeological resources.

Built Heritage resources

Potential impacts on built heritage and/or cultural heritage resources

Capital cost

Relative capital costs, including restoration/enhancement for alternative. Cost effective alternatives are preferred.

Alternative Solutions & Roadway/Sewer Reconstruction Improvement Areas

Page 20

The study area was divided into smaller service areas based on existing storm pump station areas. After analysis of the regional surface problem areas, a number of alternatives were developed.

1) Lesperance Pump Station Service Area

1) Do nothing
2) Improve Lesperance Trunk Sewer & Pump Station
3) New St. Pierre Trunk Sewer & improve Pump Station
4) New St. Pierre Trunk Sewer and improve existing Lesperance Trunk Sewer and Pump Station

2) West St. Louis Pump Station Service Area

1) Do nothing
2) West St. Louis Pump Station improvements

3) Scully, St. Mark's Pump Station Service Area

1) Do nothing
2) Scully, St. Mark's & PJ Cecile Pump Station upgrades
3) Consolidated Scully/St. Mark's Pump Station & PJ Cecile Pump Station upgrades
4) Consolidated Scully/ St. Mark's/PJ Cecile Pump Station upgrades

4) PJ Cecile Pump Station Service Area

1) Do nothing
2) Improve existing pump station with alternative locations

5) New Southwind Cres. Pump Station

1) Do nothing
2) Construct a new pump station with alternative locations

6) St. Gregory's Road

1) Do nothing
2) Create surface storage area at the existing northern soccer fields
3) Underground storage along St. Gregory's Rd. within the municipal right-of-way

7) Buster Reaume Park

1) Do nothing
2) Create surface storage area within Buster Reaume Park and redirect Lemire/ Lanoue storm sewers to parkland stormwater system and maintain outlet into existing CN Railway Ditch.
3) Underground storage along Lemire St. and Lanoue St. within the right-of-way

8) Tecumseh Centre Park

1) Do nothing
2) Create surface storage area in existing green space within Tecumseh Centre Park and construct an underground storage system

9) East St. Louis/East Townline Drain Pump Station Service Areas

1) Do nothing
2) Connect storm sewer overflow along St. Thomas Street to Lakewood Park Drainage Channel
3) Connect storm sewer overflow along St. Thomas Street to proposed local Manning Road sewer
4) East St. Louis Pump Station improvements and trunk storm sewer upgrades

11) Baillargeon Drain Service Area

1) Do nothing
2) Create storm relief sewer along Charlene Lane connecting to future development area trunk sewer
3) Underground storage along Charlene Lane, St Martin Crescent and St Agnes Crescent municipal right-of-way

Future Areas for Roadway and Sewer Reconstruction

1) Coronado Dish Area
3) Arlington Boulevard, Edgewater Boulevard and St. Marks Road
4) Kensington Dish Area
9) Manning Road Phase 2 Drain Enclosure
10) Tecumseh Road Storm Sewer Extension
11) St. Anne Area

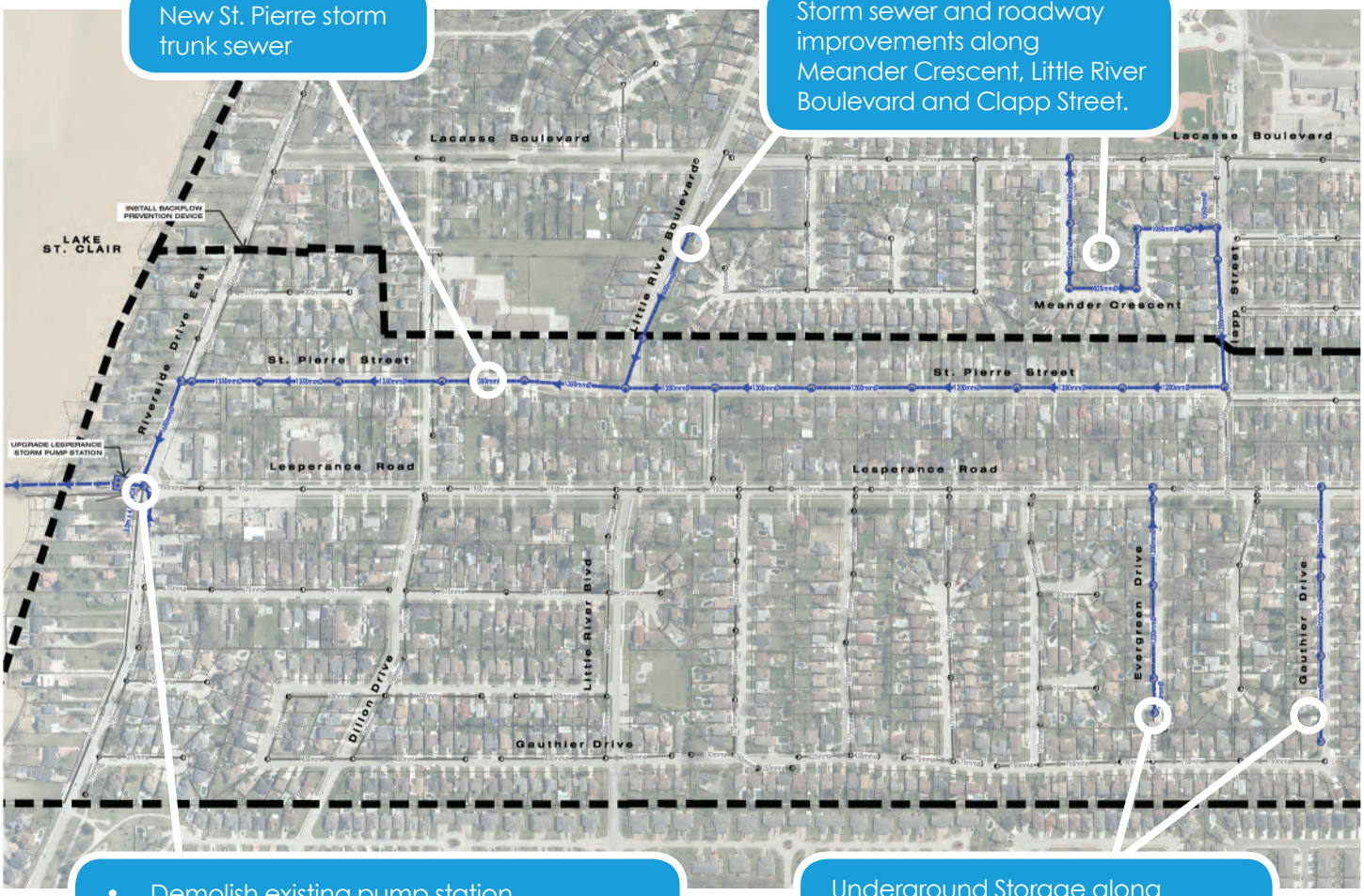
Alternative Solutions Location Map

Preferred Solutions

Page 33

The following summarizes the preferred solutions to address regional surface flooding.

1) Lesperance Pump Station Service Area



- Demolish existing pump station
- New larger capacity pump station equipped with vertical submersible axial flow pumps
- Modify existing outfall to accommodate increased pump station capacity
- Install backflow prevention device at Lesperance/West St. Louis service area storm interconnection

Underground Storage along Evergreen Drive and Gauthier Drive

LEGEND

- Proposed manhole
- 450mmØ — Proposed storm sewer
- Proposed catch basin
- Existing manhole
- 1200mm — Existing storm sewer
- Pump Station service area boundary

2) West St. Louis Pump Station Service Area

- Leave existing pump station in service
- Increase capacity of the pump station with an expansion to the east

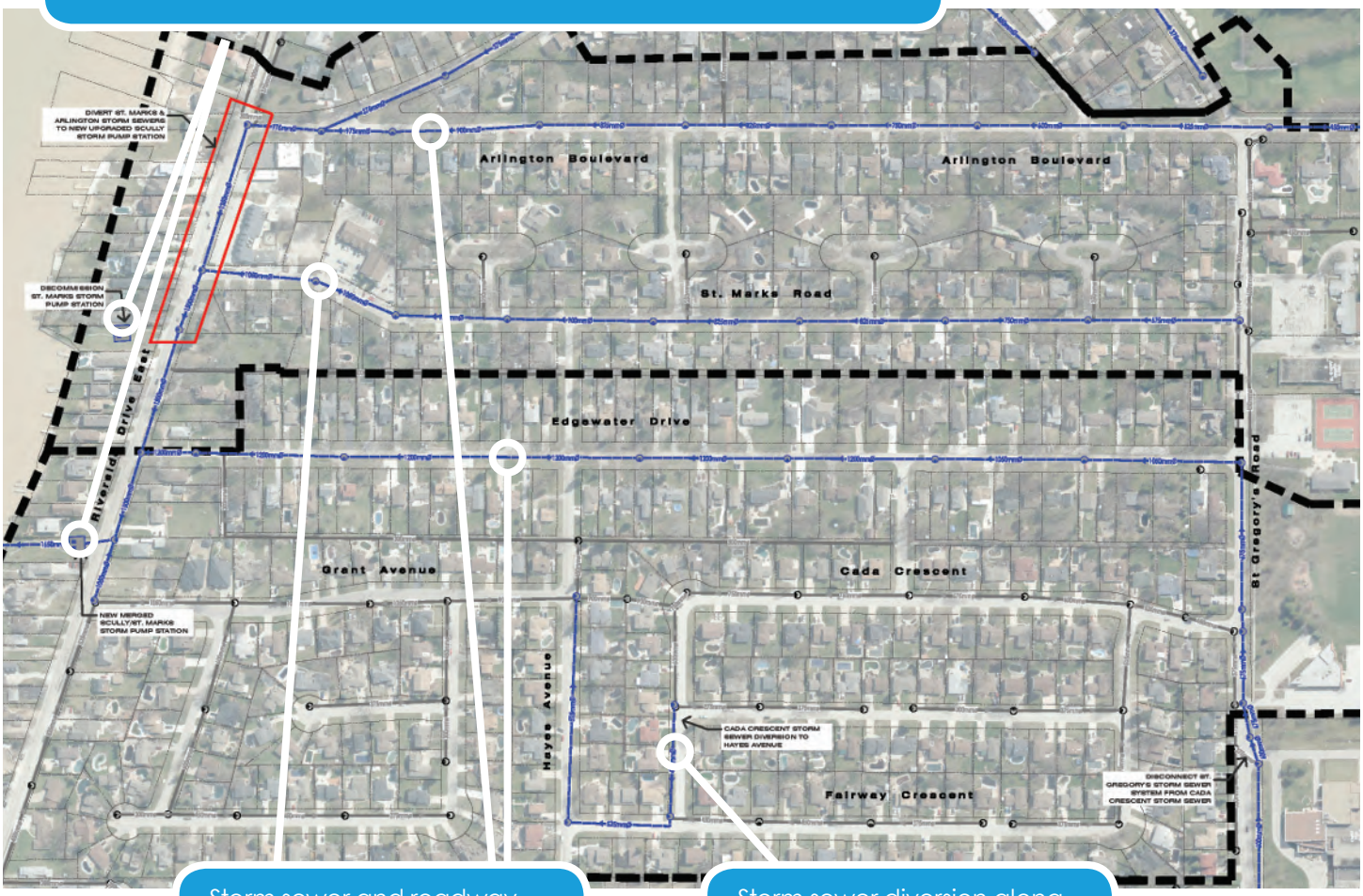
Storm sewer and roadway improvements along Coronado Dish area, Lacasse Boulevard, Little River Boulevard and Kimberly Drive and Jelso Place

LEGEND

- Proposed manhole
- 450mmØ — Proposed storm sewer
- Proposed catch basin
- Existing manhole
- 1200mm — Existing storm sewer
- Pump Station service area boundary

3) Scully, St. Mark's Pump Station Service Area

- Decommission St. Mark's pump station and construct a new pump station at the Scully pump station site to handle flow from a consolidated service area
- Locate station north of the existing structure. New inlet, outfall pipe, and expanded outfall structure required.



Storm sewer and roadway improvements along Arlington Boulevard, St. Mark's Road, Edgewater Drive, St.Gregory's Road and Riverside Drive.

Storm sewer diversion along Cada Crescent to Hayes Avenue.

LEGEND

- Proposed manhole
- 450mmØ — Proposed storm sewer
- Proposed catch basin
- Existing manhole
- 100mmØ — Existing storm sewer
- Pump Station service area boundary

4) PJ Cecile Pump Station Service Area

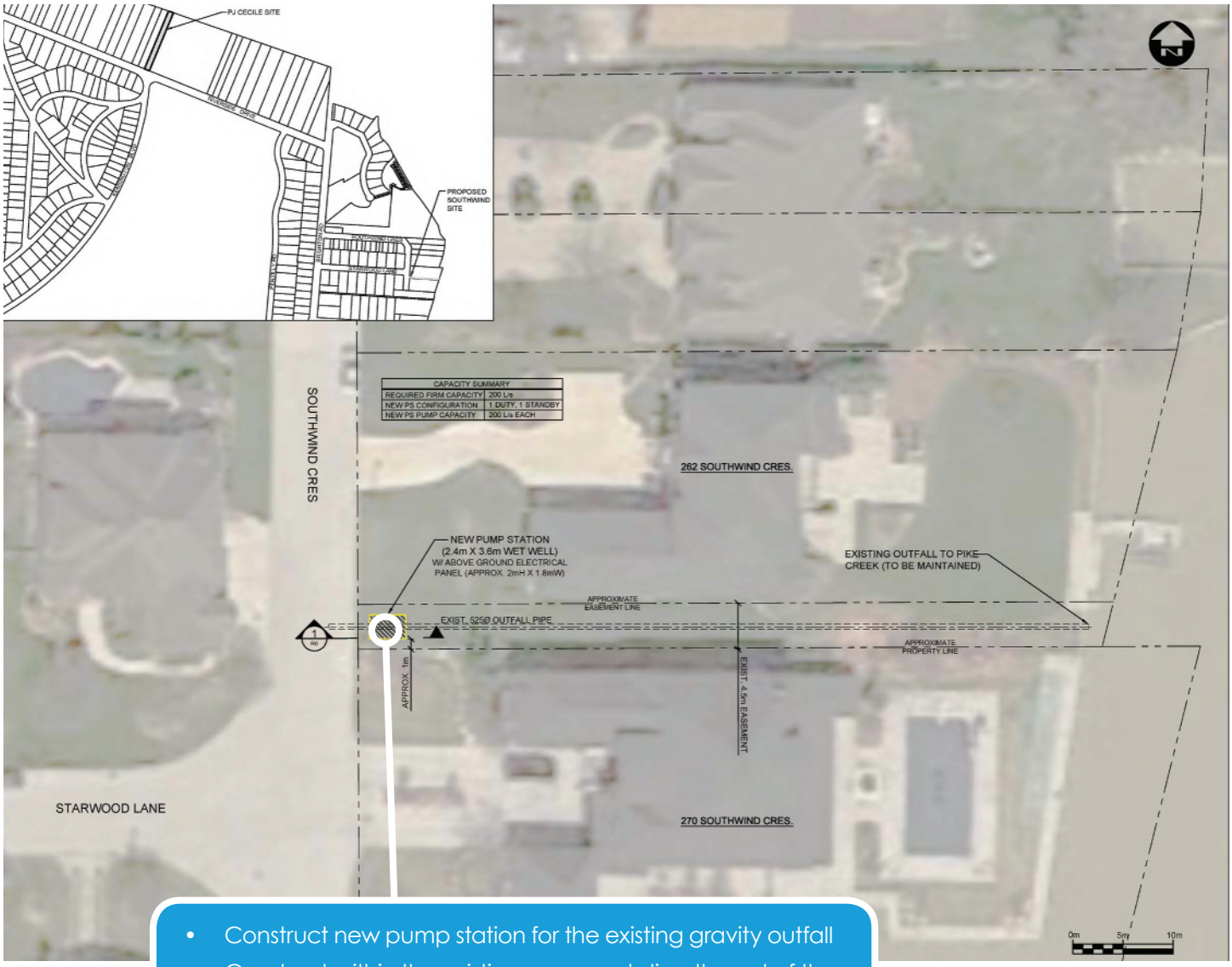
- Construct a new pump station at the PJ Cecile site over the footprint of the existing structure
- Install new outfall pipe to increase flow capacity
- Extend new outfall to northern end of the jetty bank
- Replace inlet pipe with a larger diameter pipe in the existing alignment

Storm sewer and roadway improvements along Kensington Dish Area

LEGEND

- Proposed manhole
- 450mmØ — Proposed storm sewer
- Proposed catch basin
- Existing manhole
- 1200mmØ — Existing storm sewer
- Pump Station service area boundary

5) New Southwind Crescent Pump Station



- Construct new pump station for the existing gravity outfall
- Construct within the existing easement directly east of the Southwind right-of-way
- Maintain existing outfall pipe

6) St. Gregory's Road

Depress northern portion of Tecumseh Soccer Fields Park by 0.70m to provide approximately 3,200 m^3 of aboveground surface storage

LEGEND

- Proposed manhole
- 450mmØ — Proposed storm sewer
- Proposed catch basin
- Existing manhole
- 100mmø — Existing storm sewer
- Pump Station service area boundary
- Roadway grading improvements
- Depressed area

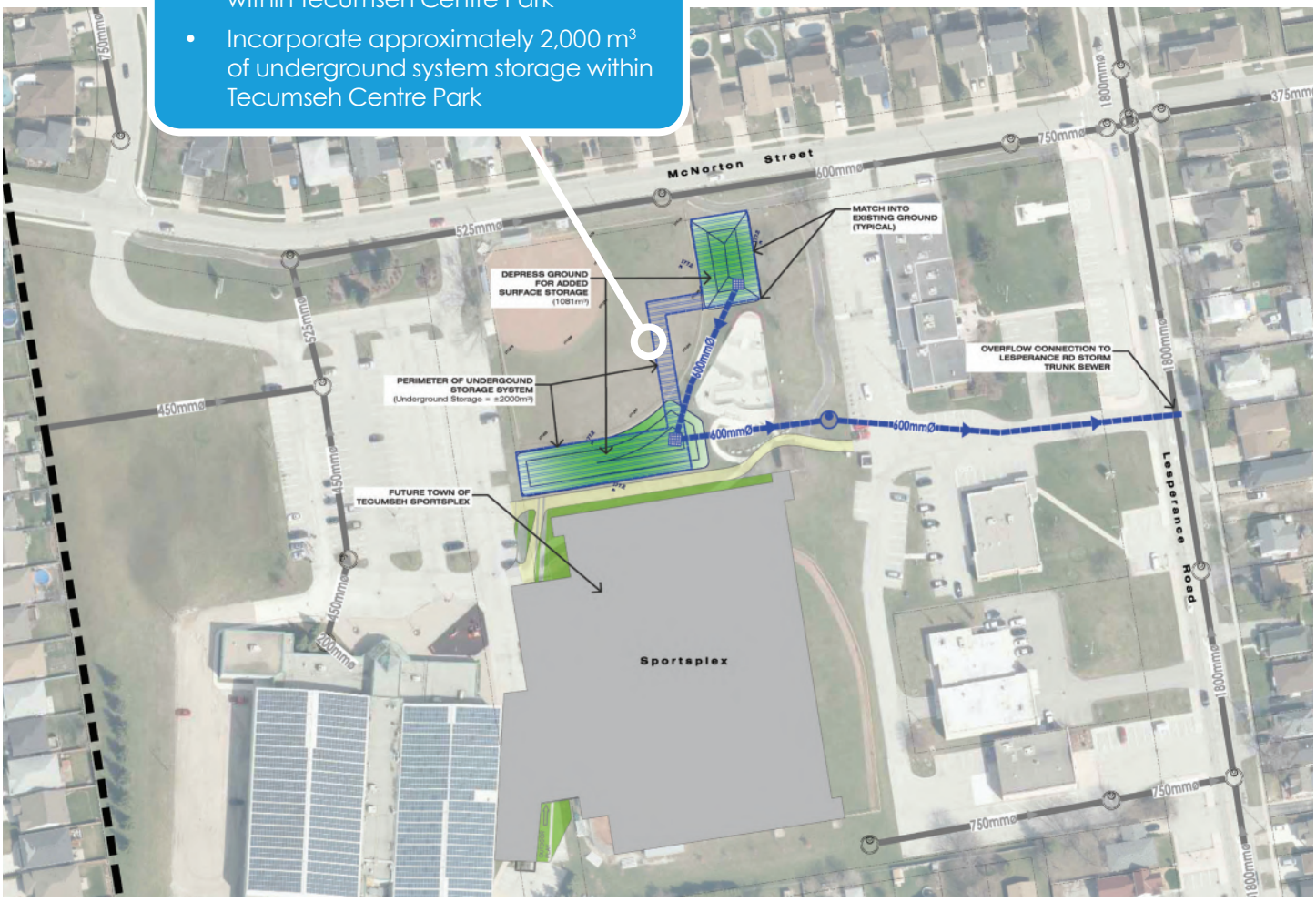
7) Buster Reaume Park

Redirect Lemire and Lanoue Street storm sewers to Buster Reaume Park stormwater facility.

VIA Rail
INSTALL BACKFLOW PREVENTION DEVICE
EXISTING OUTLET TO VIA RAIL DITCH (MAINTAIN)
EXISTING OUTLET TO VIA RAIL DITCH (TO REMAIN)
675mmØ
675mmØ
750mmØ OUTLET TO STORM SEWER
750mmØ
EXISTING PARKLAND ALREADY DEPRESSED (APPROXIMATELY 0.7m DEPTH, SLOPED TOWARD RAIL SIDE DITCH)
CONNECT 750mm TO CB
UPGRADE LOCAL SEWERS FOR CONVEYANCE
DEPRESSED PARKLAND Volume= 4144 m³
825mmØ INLET FROM LANOUE STREET STORM SEWER
375mmØ
375mmØ
Lemire Street
EXISTING GROUND ELEVATION = ±179.2m
UPGRADE LOCAL SEWERS FOR CONVEYANCE
Lanoue Street
825mmØ
825mmØ
Heatherglen Drive
Cortina
450mmØ
675mm
375mmØ
375mmØ
375mmØ
375mmØ
375mmØ
525mmØ
600mmØ
600mmØ
600

8) Tecumseh Centre Park

- Construct a depression for approximately 1,080 m^3 of surface storage behind Tecumseh Town Hall within Tecumseh Centre Park
- Incorporate approximately 2,000 m^3 of underground system storage within Tecumseh Centre Park



LEGEND

- Proposed manhole
- 450mmØ — Proposed storm sewer
- Proposed catch basin
- Existing manhole
- 100mmø — Existing storm sewer
- Pump Station service area boundary
- Roadway grading improvements
- Depressed area
- Underground Storage Chambers

9) East St. Louis/East Townline Drain Pump Station Service Areas

Incorporate storm sewer overflow for existing storm sewer along St. Thomas Street to Lakewood Park Drainage Channel via proposed box culvert (to be constructed as part of Manning Road Phase 2 Drain Enclosure).

- Enclosure of East Townline Drain between existing culvert outlet north of St. Gregory's Road to proposed outlet at St. Thomas Street to Lakewood Park Drainage Channel.
- Construction of a local storm sewer system servicing Manning Road residential properties, between Riverside Drive and St. Thomas Street.

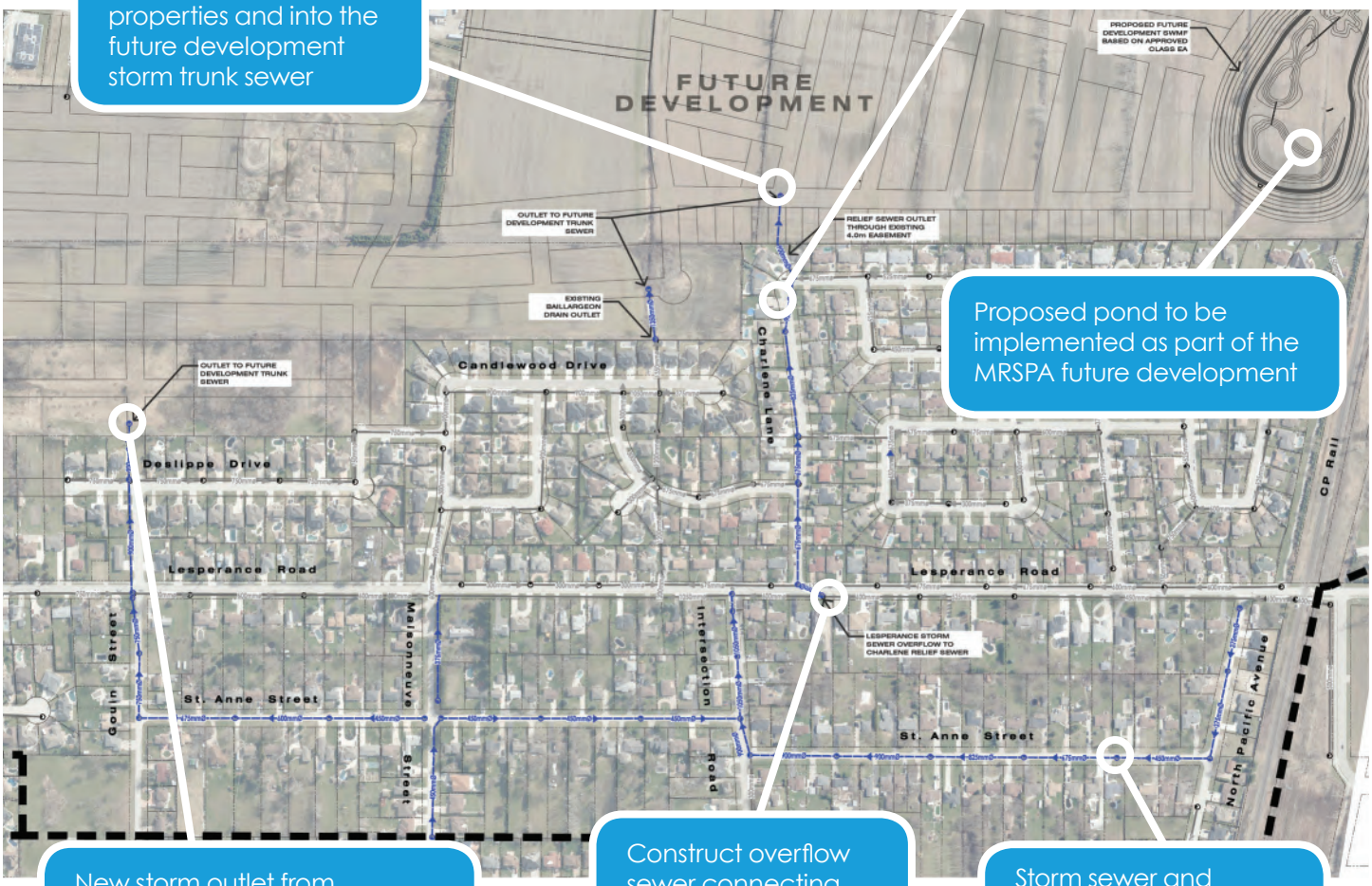
10) Tecumseh Road Storm Sewer Extension

Enclosure of the Tecumseh Road Ditch and Storm Sewer Extension from existing stub west of D.M. Eagle School.

11) Baillargeon Drain Service Area (Option 1)

Construct relief sewer outlet through the existing storm easement between two residential properties and into the future development storm trunk sewer

Construct storm sewer along Charlene Lane to intercept storm sewer runoff east of Lesperance Road and south of Charlene Lane from the existing residential lands



Proposed pond to be implemented as part of the MRSPA future development

New storm outlet from Gouin Street into the future development storm trunk sewer

Construct overflow sewer connecting Charlene relief sewer from the Lesperance storm sewer system

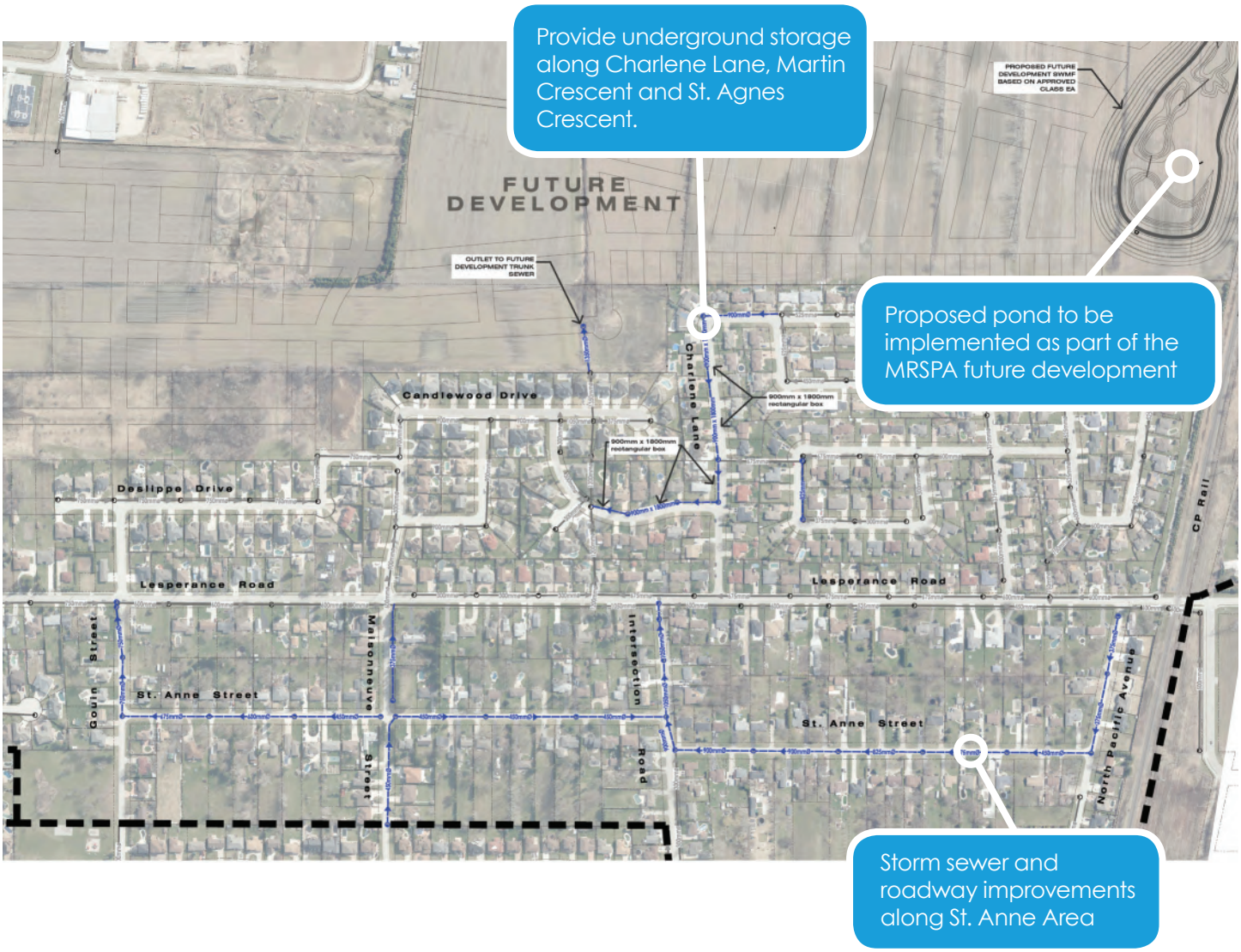
Storm sewer and roadway improvements along St. Anne Area

LEGEND

- Proposed manhole
- 450mmØ — Proposed storm sewer
- Proposed catch basin
- Existing manhole
- 100mm — Existing storm sewer
- Pump Station service area boundary

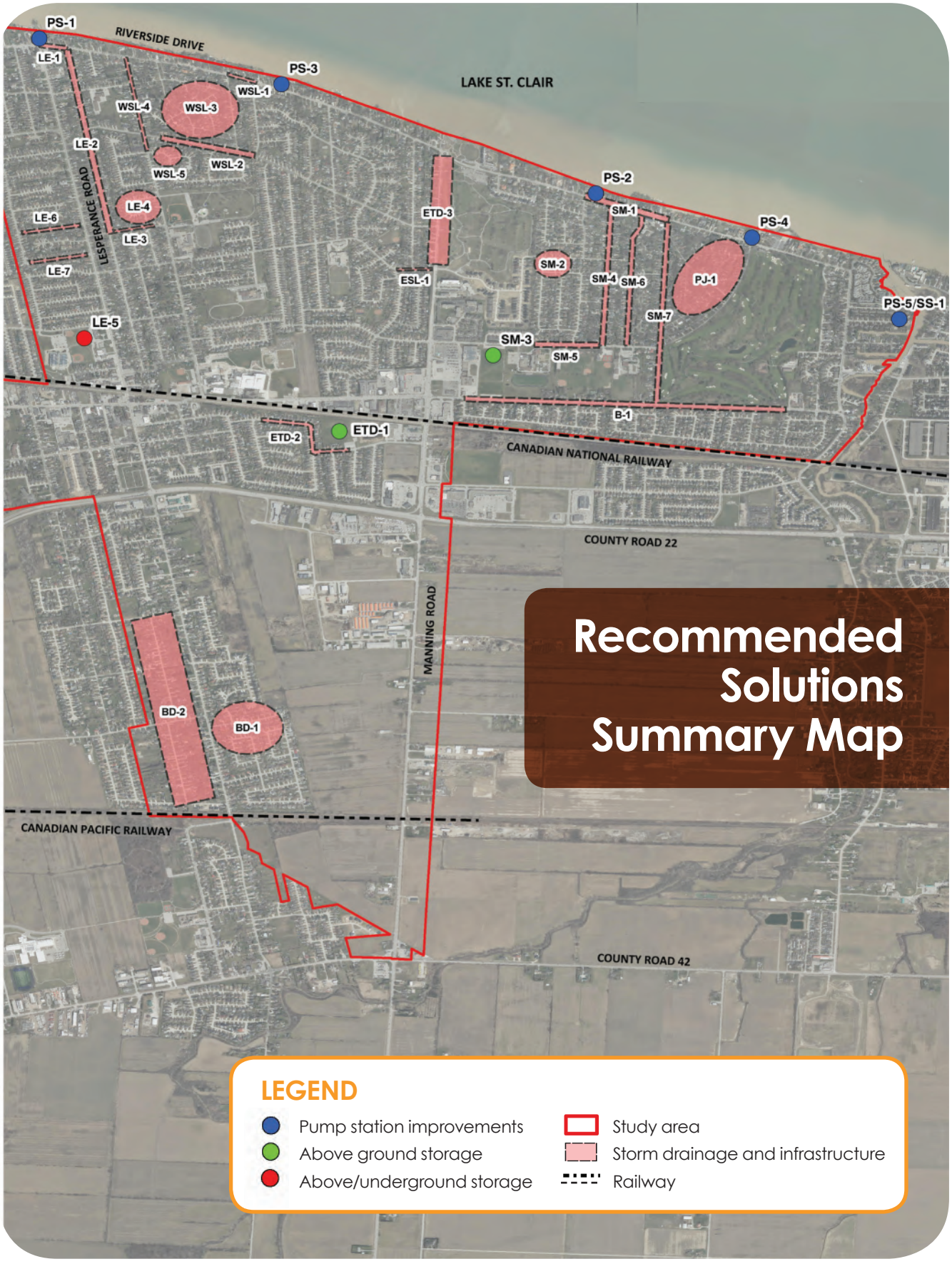
11) Baillargeon Drain Service Area (Option 2)

Alternative 1 is considered the preferred for this area, but is entirely dependent on agreements with the land owners and developers of the future development lands. Alternative 2 is presented as a secondary recommended option.



LEGEND

- Proposed manhole
- 450mmØ — Proposed storm sewer
- Proposed catch basin
- Existing manhole
- 1200mm — Existing storm sewer
- Pump Station service area boundary



Recommended Solutions Summary Map

Estimated Capital Costs

Page 38

The recommended surface flooding solutions outlined within this document have been designed to a functional level of detail. Cost estimates for all the recommended infrastructure solutions are outlined below.

Project Code	Recommended Solution	Estimated Construction Cost & Contingency	Engineering	Total
LESPERANCE PUMP STATION SERVICE AREA				
PS-1	Lesperance Pump Station Improvements+	$14.30M	$2.43M	$16.73M
LE-1	Lesperance PS Storm Trunk Sewer – Riverside Drive (St. Pierre Street to PS)	$1.30M	$0.22M	$1.52M
LE-2	St. Pierre Street Trunk Sewer	$3.93M	$0.67M	$4.60M
LE-3	Clapp Street Local Sewers	$0.64M	$0.11M	$0.75M
LE-4	Meander Crescent Local Sewers	$0.90M	$0.15M	$1.05M
LE-5	Underground/Aboveground Storage (Tecumseh Centre Park)+	$3.21M	$0.55M	$3.76M
LE-6	Evergreen Drive Local Sewers	$0.93M	$0.16M	$1.09M
LE-7	Gauthier Drive Local Sewers	$0.88M	$0.15M	$1.03M
	SUBTOTAL =	**$26.09M**	**$4.44M**	**$30.53M**
CONSOLIDATED SCULLY/ST. MARK'S PUMP STATION SERVICE AREA				
PS-2	New Consolidated Scully/St. Mark's Pump Station+	$9.88 M	$1.68M	$11.56M
SM-1	Scully/St. Mark's PS Storm Trunk Sewer – Riverside Drive (Arlington Boulevard to PS)	$1.63M	$0.28M	$1.91M
SM-2	Grant Avenue Diversion Sewer	$0.58M	$0.10M	$0.68M
SM-3	Aboveground Storage (Tecumseh Soccer Fields)+	$0.25M	$0.04M	$0.29M
SM-4	Edgewater Drive Local Sewers	$2.22M	$0.38M	$2.60M
SM-5	St. Gregory's Road Local Sewers and Diversion	$0.68M	$0.12M	$0.80M
SM-6	St. Marks Road Local Sewers	$1.83M	$0.31M	$2.14M
SM-7	Arlington Boulevard Local Sewers	$2.34M	$0.40M	$2.74M
	SUBTOTAL =	**$19.39M**	**$3.31M**	**$22.70M**
WEST ST. LOUIS PUMP STATION SERVICE AREA				
PS-3	West St. Louis Pump Station Improvements+	$7.15M	$1.21M	$8.36M
WSL-1	West St. Louis PS Storm Trunk Sewer – Riverside Drive (Barry Avenue to existing 2000mm storm sewer)	$1.72M	$0.30M	$2.02M
WSL-2	Little River Boulevard Underground Storage	$2.24M	$0.38M	$2.62M
WSL-3	Coronado Dish Local Sewers*	$5.14M	$0.88M	$6.02M
WSL-4	Lacasse Boulevard Local Sewers	$0.98M	$0.17M	$1.15M
WSL-5	Kimberly Drive and Jelso Place Local Sewers	$0.73M	$0.05M	$0.78M
	SUBTOTAL =	**$17.96M**	**$2.99M**	**$20.95M**
EAST ST. LOUIS PUMP STATION SERVICE AREA				
ESL-1	St. Thomas Street Overflow Sewer to Lakewood Park & Backflow Prevention	$0.62M	$0.10M	$0.72M
	SUBTOTAL =	**$0.62M**	**$0.10M**	**$0.72M**

Project Code	Recommended Solution	Estimated Construction Cost & Contingency	Engineering	Total
EAST TOWNLINE DRAIN SERVICE AREA				
ETD-1	Aboveground Storage (Buster Reaume Park)+ and Backflow Prevention Device	$0.18M	$0.03M	$0.21M
ETD-2	Lemire/Lanoue Street Local Sewers and Sewer Diversion	$1.46M	$0.25M	$1.71M
ETD-3	Manning Road Phase 2 Drain Enclosure	$3.70M	$0.63M	$4.33M
	SUBTOTAL =	**$5.34M**	**$0.91M**	**$6.25M**
BAILLARGEON DRAIN SERVICE AREA (OPTION 1)				
BD-1	Charlene Lane Flooding Solution (Governing Cost - Option 2)	$3.00M	$0.51M	$3.51M
BD-2	St. Anne Area Local Sewers*	$3.60M	$0.62M	$4.22M
	SUBTOTAL =	**$6.60M**	**$1.13M**	**$7.73M**
PJ CECILE PUMP STATION SERVICE AREA				
PS-4	PJ Cecile Pump Station Improvements+	$7.02M	$1.20M	$8.22M
PJ-1	Kensington Dish Area Local Sewers	$3.96M	$0.68M	$4.64M
	SUBTOTAL =	**$10.98 M**	**$1.88M**	**$12.86M**
SOUTHWIND/STARWOOD AREA				
PS-5/SS-1	New Starwood/Southwind Pump Station+ and Backflow Prevention Device	$0.90M	$0.15M	$1.05M
	SUBTOTAL =	**$0.90M**	**$0.15M**	**$1.05M**
BRIGHTON PUMP STATION SERVICE AREA				
B-1	Tecumseh Road Storm Sewer Extension	$3.25M	$0.55M	$3.80M
	SUBTOTAL =	**$3.25M**	**$0.55M**	**$3.80M**
	TOTAL =	**$91.13M**	**$15.46M**	**$106.59M**

Costing Notes:

Storm Sewer Infrastructure Improvements

- Include removal and restoration of one lane width.
- Exclude full roadway reconstruction and the potential for utility relocation.

Pump Station Improvements

- Include costs for flow control chambers, temporary pipes and pumps, decommissioning and demolishing of old stations and costing for new outfalls or improvements to existing outfalls.

Construction costs include 30% contingency, Engineering costs include 15% engineering and 2% Geotechnical Investigations

All estimated costs above exclude applicable taxes

*Lumped areas for storm sewer reconstruction have the potential to be phased to implement upstream solutions earlier

No Property Acquisition is expected at this time for any improvements listed above

Schedule B Class EA Projects *(indicated above with +)*
1. Lesperance Storm Pump Station Improvements
2. West St. Louis Storm Pump Station Improvements
3. New Consolidated Scully/St. Mark's Storm Pump Station
4. PJ Cecile Storm Pump Station Improvements
5. New Southwind Crescent Storm Pump Station
6. Surface storage within the "Tecumseh Soccer Fields" Park at École Secondaire L'Essor
7. Surface Storage within Buster Reaume Park
8. Surface and Underground Storage within Tecumseh Centre Park

Next Steps

Page 53

The following studies, design and approval requirements will be required for the implementation of the recommended solutions:

- **Updates to the recommended solutions based on any future developments (greenfield or infill) not assessed within this study that could impact the design of each solution;**
- **Detailed design of all recommended improvements;**
- **Environmental Compliance Approvals from the Ministry of Environment, Conservation and Parks (MECP);**
- **Essex Region Conservation Authority and municipal permitting and approvals; and**
- **Other regulatory approvals, as required.**

For more information contact:

Phil Bartnik, P.Eng.
Director Public Works
& Environmental Services
Ph: (519) 735-2184 ext. 148
Fax: (519) 735-6712
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Town of Tecumseh
917 Lesperance Road
Tecumseh, Ontario, N8N 1W9

TECUMSEH STORM DRAINAGE MASTER PLAN

Presentation To Town of Tecumseh Council

Tuesday, June 25, 2019

DILLON CONSULTING

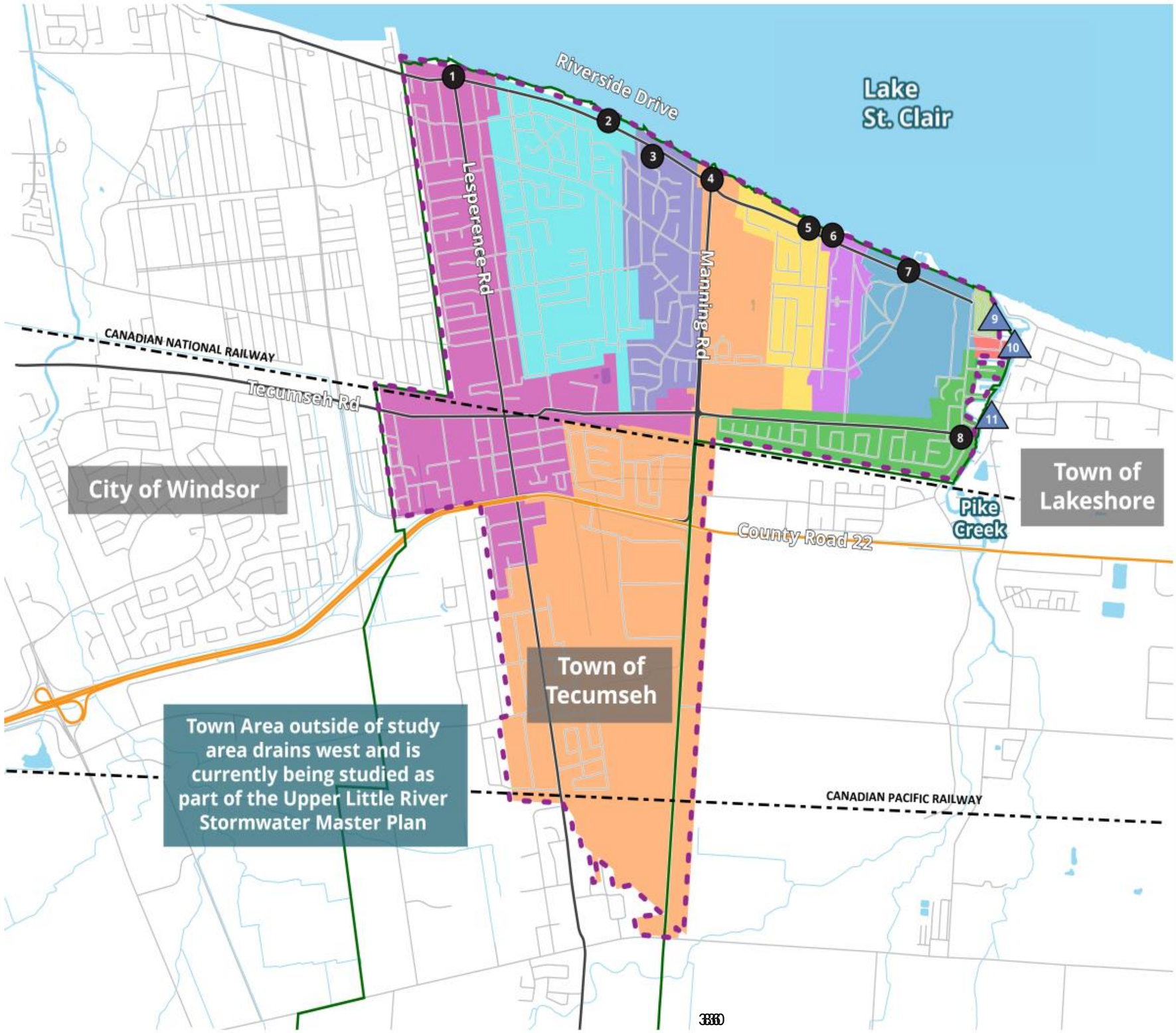
TECUMSEH OM

Welcome

Council Presentation Objectives

- **IDENTIFY AND OUTLINE** why and how the study was completed
- **PROVIDE** background information and existing condition surface flooding results
- **PRESENT** the decision making process and preferred surface flooding solutions
- **SUMMARIZE** the next steps in finalizing the study

Study Storm Outlets and Service Areas



TOWN OF Tecumseh
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TOWN OF TECUMSEH
STORM DRAINAGE MASTER PLAN

STORM PUMP STATION SERVICE AREA AND GRAVITY OUTFALL MAP
FIGURE 1.2

- SEWER GRAVITY OUTFALLS
- PUMP STATION (PS)
- STUDY BOUNDARY
- RAILWAY
- MUNICIPAL DRAIN
- MUNICIPAL BOUNDARY
- MINOR STREET
- MAJOR STREET
- HIGHWAY

PUMP STATION CATCHMENT AREAS

1. LESPERANCE PUMP STATION
2. WEST ST. LOUIS PUMP STATION
3. EAST ST. LOUIS PUMP STATION
4. ETLD/MANNING PUMP STATION
5. SCULLY PUMP STATION
6. ST. MARK'S PUMP STATION
7. PJ CECILE PUMP STATION
8. BRIGHTON PUMP STATION

OUTFALL CATCHMENT AREAS

9. PILOTS COVER OUTFALL
10. SOUTHWIND/STARWOOD OUTFALL
11. MEI-LIN OUTFALL

SCALE 1:NTS

MAP CREATED BY: SZ
MAP CHECKED BY: RTL
MAP PROJECTION: NAD 1983 UTM Zone 17N

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DILLON CONSULTING

PROJECT: 16-4880
STATUS: FINAL
DATE: JUNE 2019

Problem and Opportunity Statement

The Town of Tecumseh completed a Storm Drainage Master Plan to address the impacts of **surface flooding** on the communities that currently discharge storm water to Lake St. Clair and Pike Creek.

The Master Plan was developed to:

- Confirm the factors contributing to excess surface flooding resulting from significant storm events;
- Identify and evaluate alternative solutions to reduce the risk and impacts of surface flooding;
- Confirm the recommended solutions; and
- Prepare cost estimates and outline a recommended long-term implementation strategy.

Little River Boulevard:
September 2016

Pentilly Road:
September 2016

St. Gregory's Road:
September 2016

Edgewater
Boulevard:

Grace Road:
September 2016

Study Process, Schedule, and Scope

Master Plan

The Master Plan followed the requirements of **Approach 2** of the Municipal Class Environmental Assessment (EA) (2000, as amended), which satisfies the requirements for specific **Schedule B** projects.

The Class EA process ensures:

- All relevant social, environmental and engineering factors are considered in the planning and design process; and
- Public and agency input is integrated into the decision making process.

This study does not address:

- Basement flooding resulting from sanitary sewer surcharging, which the Town of Tecumseh has been addressing separately through other studies, initiatives, and subsidy programs; and
- Surface flooding due to high Lake Levels, which is to be addressed in a future study outlined within the Town's Flood Mitigation Strategy.

Public and Agency Consultations

Engagement Opportunities

- Email updates
- Website
- Public, agency & Indigenous Community consultation events & meetings
- Social Media

60 attendees at two Public Information Centres

Indigenous Community Consultation, including one meeting with Aamjiwnaang First Nation

Comments include concerns over localized surface/ basement flooding, and water quality, and comments in support of the solutions proposed.

26 comments received from the public

7 meetings held with residents directly impacted by pump station improvements and surface flooding solutions which impact private property

Public Information Centre Summary

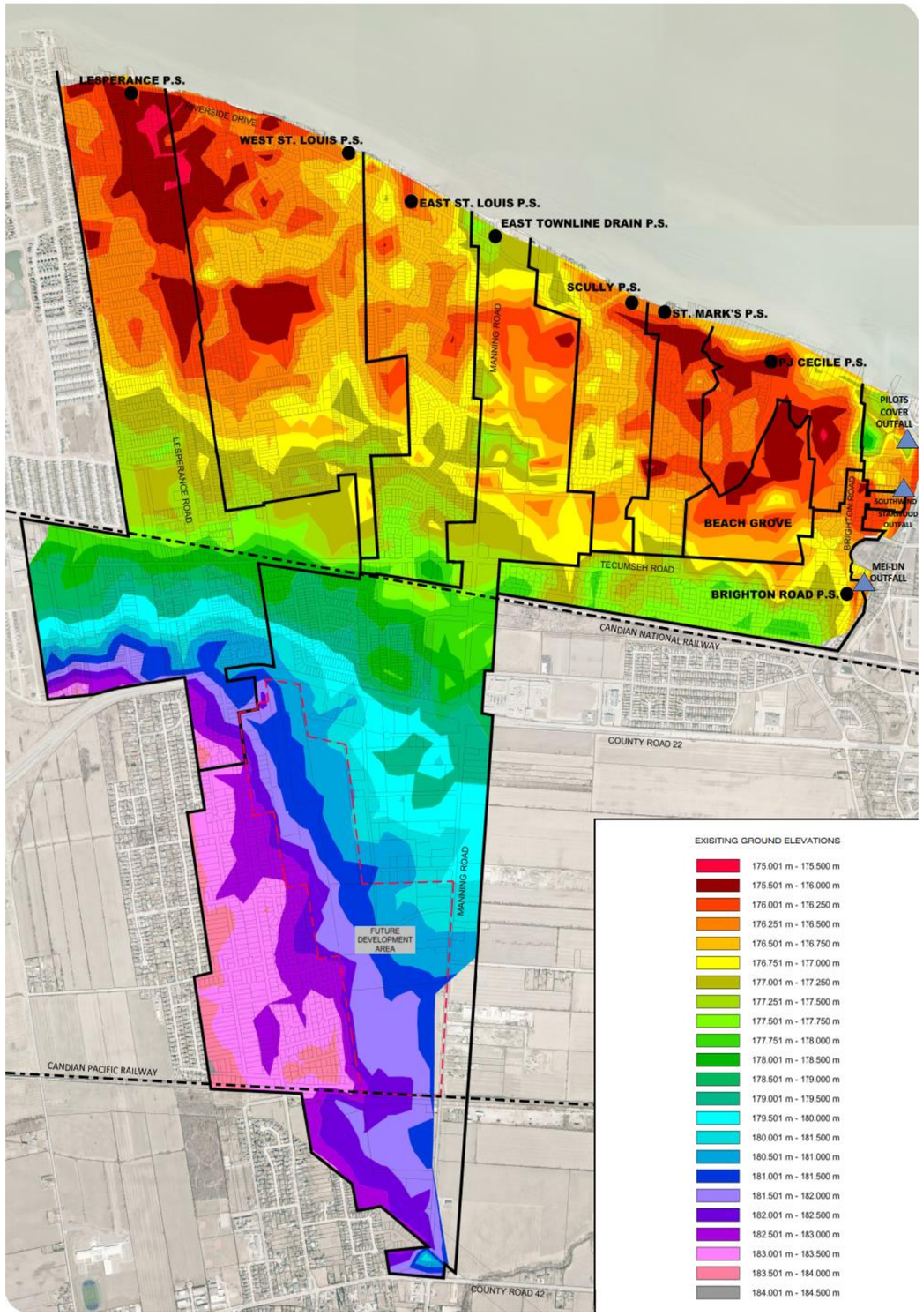
During Public Information Centre #1 & #2, residents were informed about:

- Causes of surface and basement flooding;
- Areas susceptible to surface flooding based on existing conditions;
- Steps being taken to resolve surface flooding;
- Identification of alternative and preferred solutions;

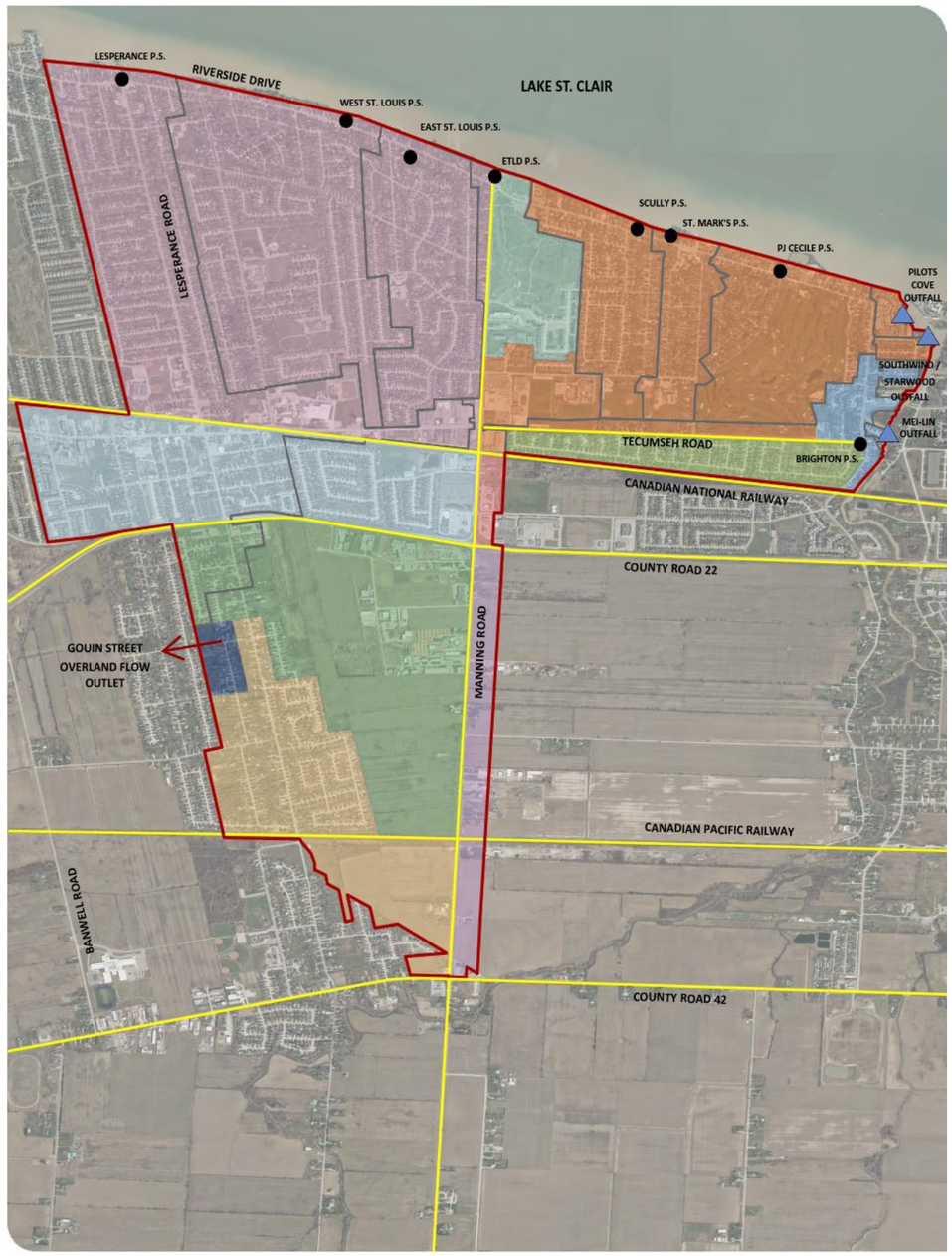
Strategies to alleviate surface flooding include:

- Above ground and underground storage;
- Improved pump station capacity;
- Improved storm sewer capacity; and
- Surface grading improvements.

Topography/Overland Drainage



Topographic LiDAR Map



Overland Flow Barrier Landforms

Model Development Overview

Dillon developed a 1-Dimensional/2-Dimensional storm drainage model of the study area using PCSWMM software and state of the art topographic ground point technology to:

- Identify the extent of surface flooding under extreme rainfall events; and
- Determine alternative solutions to reduce the risk and impact of surface flooding.

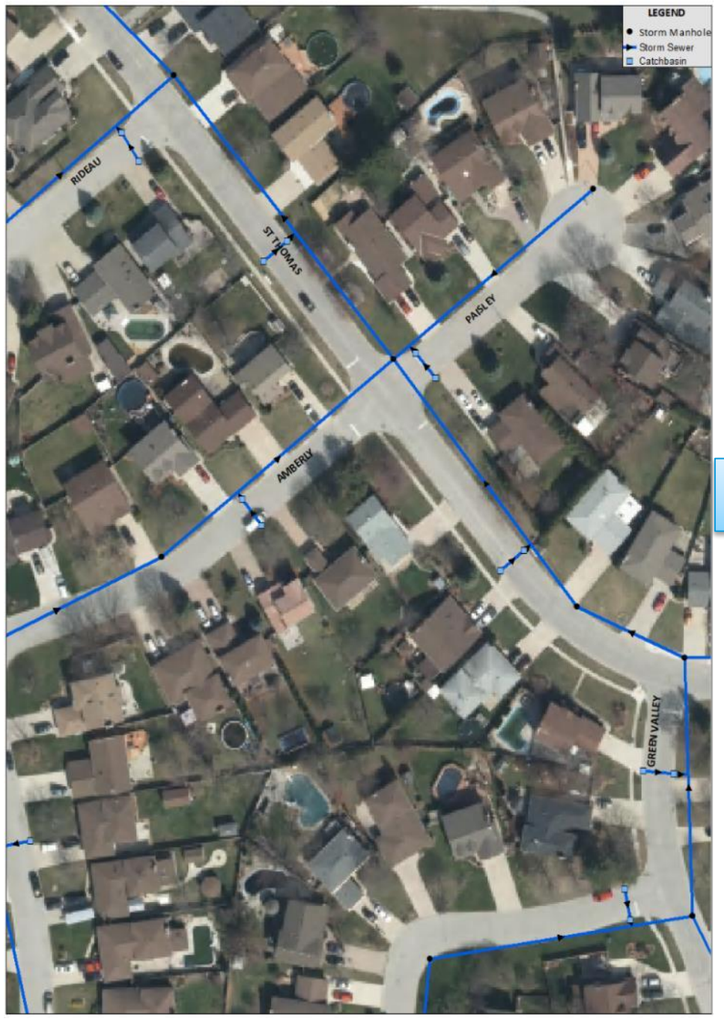
1-Dimensional Model Development

- Study area storm infrastructure modelled to a catchbasin level of detail;
- Incorporated existing storm infrastructure (catchbasins, manholes, sewers > 375mm diameter, pump stations, open drains); and
- Analyzed minor system storm sewer and pump station conveyance capacity.

2-Dimensional Model Development

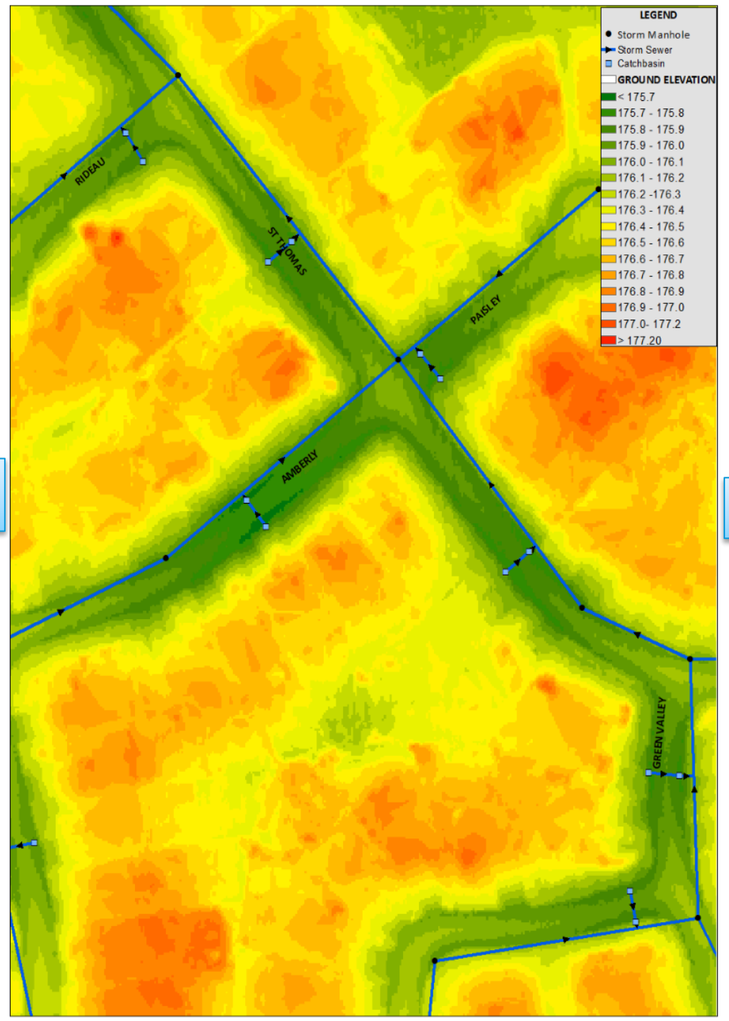
- Advanced 2-Dimensional modelling of the ground surface using Light Detection and Ranging (LiDAR) aerial survey data, including integration with the 1-D storm sewer system model;
- Incorporated building obstructions based on 2017 Aerial GIS Mapping into the 2-D adaptive mesh; and
- Analyzed major overland drainage network by dynamically simulating surface flooding during extreme rainfall events, including interaction with the minor storm sewer system to determine surface ponding depths.

Hydrodynamic 1-D/2-D Modelling



1-D Infrastructure Elements

+



Digital Elevation Mapping

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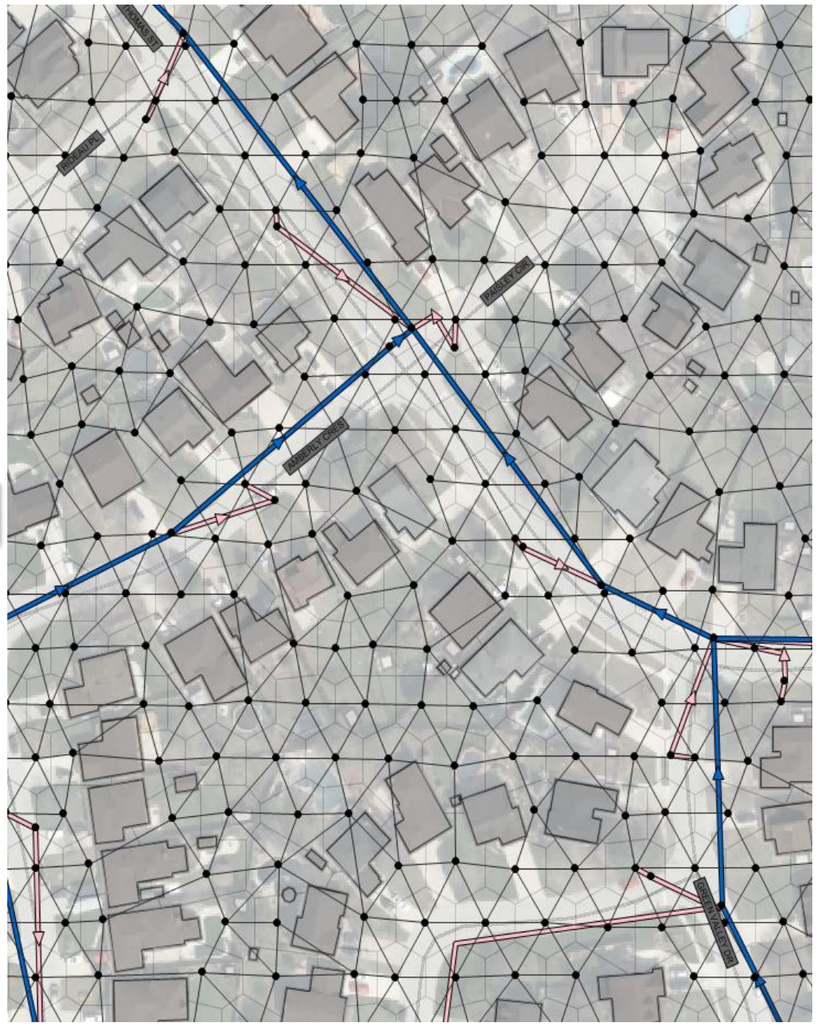


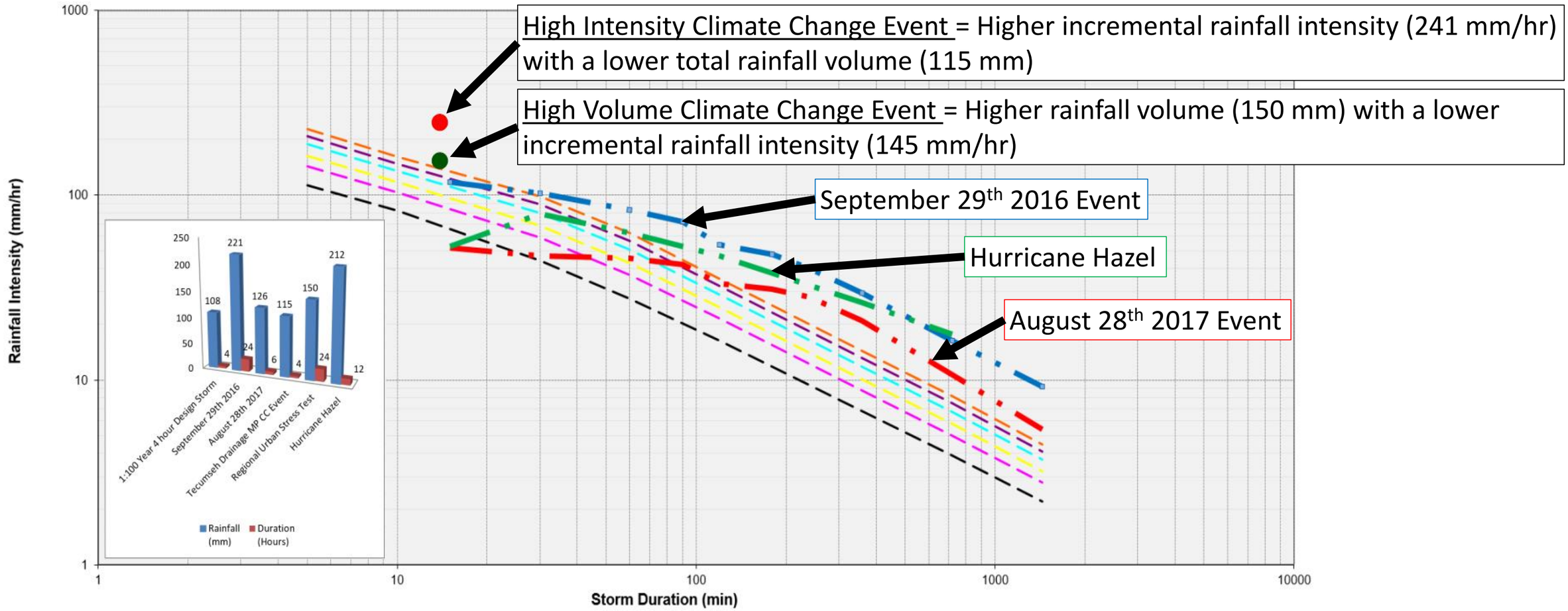
1-D/2-D PCSWMM MODEL

Design Storm Criteria

Traditional Design Storms taken from the Windsor/Essex Region Stormwater Management Standards Manual using Environment Canada Windsor Airport Data.

Climate Change Analysis took into consideration two extreme rainfall simulations:

1. *Extreme High Intensity Event (developed as part of this study); and*
2. *Extreme High Volume Event (as per the Windsor/Essex Stormwater Management Standards Manual).*



Existing Condition 1:100 Year Surface Flooding West of Manning Road

TOWN OF Tecumseh
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TOWN OF TECUMSEH
STORM DRAINAGE MASTER PLAN

SURFACE FLOODING PROBLEM AREAS - W-1 & W-2
FIGURE 8.2

- PUMP STATION (P.S.)
- ISOLATED SURFACE FLOODING PROBLEM AREAS
- STUDY AREA
- PARKLAND/ PRIVATE PROPERTY NOT TO BE ANALYZED
- STREETS
- REGIONAL SURFACE FLOODING PROBLEM AREAS

1:100 SURFACE PONDING
- LESS THAN 0.15m DEPTH
- BETWEEN 0.15m - 0.30 m DEPTH
- OVER 0.30m DEPTH

SCALE 1:NTS

MAP CREATED BY: SZ
MAP CHECKED BY: RTL
MAP PROJECTION: NAD 1983 UTM Zone 17N

FILE LOCATION: \\DILLON.CA\DILLON_DFS\LONDON\LONDON CAD\GIS\VISUAL COMMUNICATIONS DI\MXD TEMPLATES\BEIGE - 11X17 LANDSCAPE - LEGEND RIGHT.MXD

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PROJECT: 16-4880
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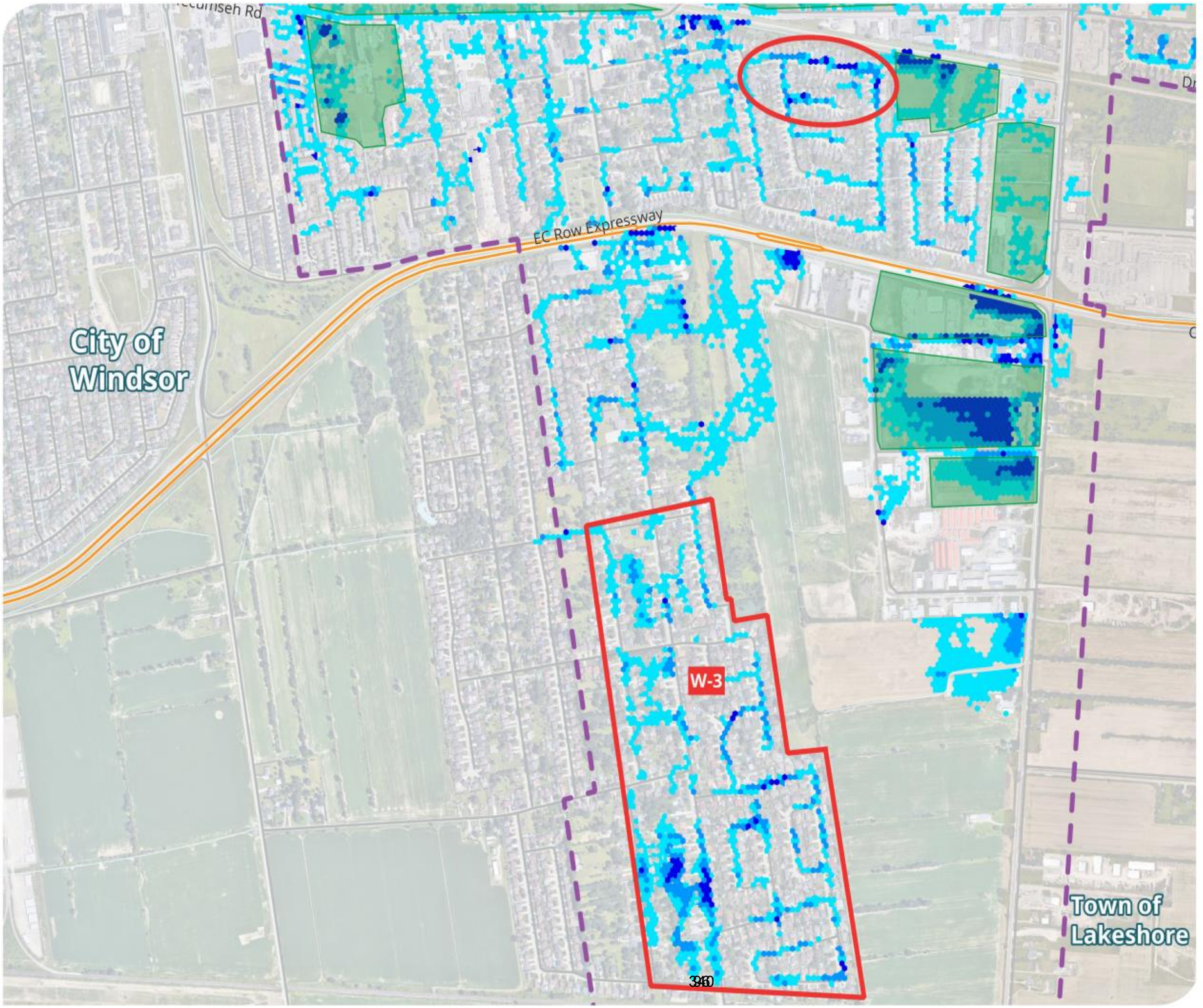
Existing Condition 1:100 Year Surface Flooding West of Manning Road



TOWN OF Tecumseh
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TOWN OF TECUMSEH
STORM DRAINAGE MASTER PLAN

SURFACE FLOODING PROBLEM AREAS - W-3
FIGURE 8.3

- ISOLATED SURFACE FLOODING PROBLEM AREAS
- STUDY AREA
- PARKLAND/ PRIVATE PROPERTY NOT TO BE ANALYZED
- STREETS
- REGIONAL SURFACE FLOODING PROBLEM AREAS

1:100 SURFACE PONDING
- LESS THAN 0.15m DEPTH
- BETWEEN 0.15m - 0.30 m DEPTH
- OVER 0.30m DEPTH

SCALE 1:NTS

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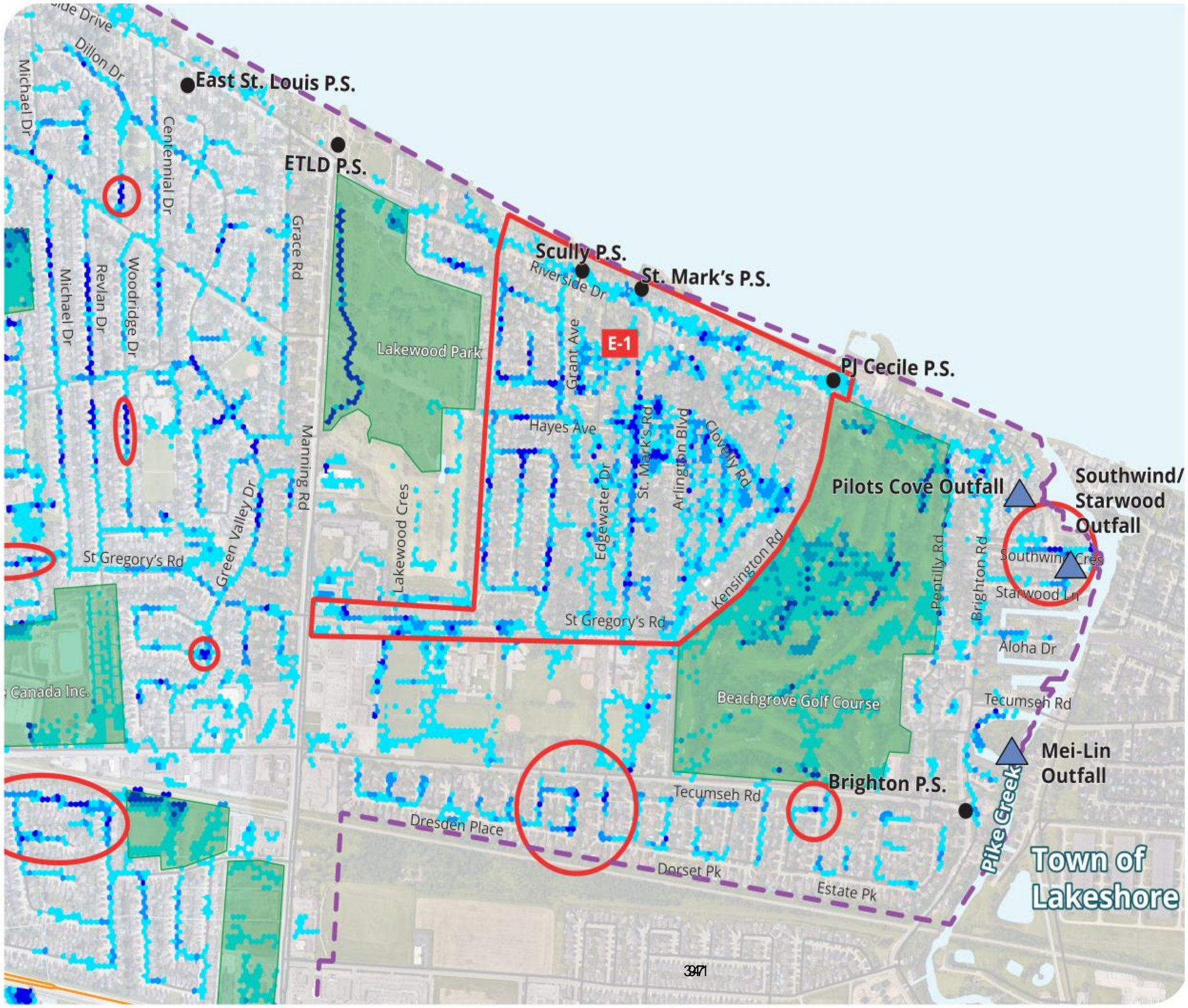
DILLON CONSULTING

PROJECT: 16-4880
STATUS: FINAL
DATE: JUNE 2019

Existing Condition 1:100 Year Surface Flooding East of Manning Road



TOWN OF Tecumseh
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TOWN OF TECUMSEH
STORM DRAINAGE MASTER PLAN

SURFACE FLOODING PROBLEM AREAS - E-1
FIGURE 8.5

- PUMP STATION (P.S.)
- SEWER GRAVITY OUTFALLS
- ISOLATED SURFACE FLOODING PROBLEM AREAS
- STUDY AREA
- PARKLAND/ PRIVATE PROPERTY NOT TO BE ANALYZED
- STREETS
- REGIONAL SURFACE FLOODING PROBLEM AREAS

1:100 SURFACE PONDING
- LESS THAN 0.15m DEPTH
- BETWEEN 0.15m - 0.30 m DEPTH
- OVER 0.30m DEPTH

SCALE 1:NTS

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DILLON CONSULTING

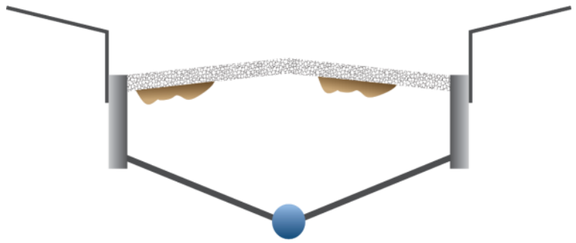
PROJECT: 16-4880
STATUS: FINAL
DATE: JUNE 2019

Design Criteria and Level of Service

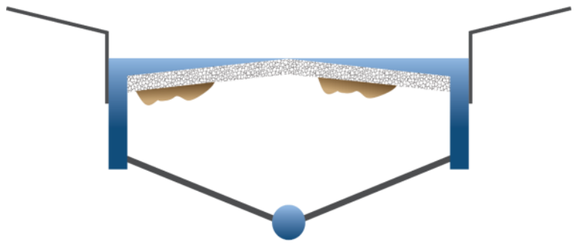
Sewer Drainage Design (Minor System)

Storm Sewer Systems are designed to convey more frequent storm events without surface flooding, which typically range from a 1:2 year storm (50% chance of occurrence in a year) to a 1:5 year storm (20% change of occurrence in a year).

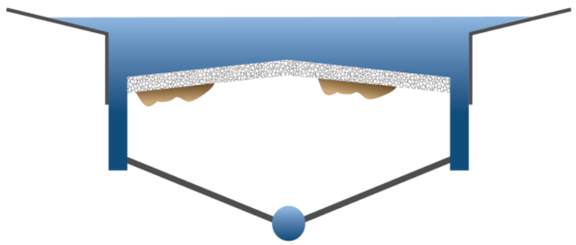
Storm Pump Stations are designed to convey the expected storm sewer flows, but may also have increased capacity to limit surface flooding during larger 1:100 year storms (1% chance of occurrence in a year).



2 Year Storm



10 Year Storm



100 Year Storm

Overland Drainage Design (Major System)

Overland Drainage Systems (surface drainage in roads and low lying areas) are designed to limit the depth of surface flooding from a 1:100 year storm to less than 0.30 m.

Increasing Level of Service reduces risk, but typically comes at a higher cost

Design Criteria and Level of Service

Design criteria for this study is based on the Windsor/Essex Region Stormwater Management Standards Manual (December 2018)

	PROPOSED LEVEL OF SERVICE Storm Drainage (Public Right-of-Way)	
	Existing Developed Areas	**New Development**
MINOR SYSTEM	1:2 year storm Goal: Reduce surface flooding where practical	1:5 year storm Goal: No surface flooding
MAJOR SYSTEM	1:100 year storm Goal: Reduce surface flooding to less than 0.30 m where practical	1:100 year storm Goal: No more than 0.30 m surface flooding depths
	Climate Change* Goal: Review resiliency and apply an enhanced/variable level of service for higher-risk areas where practical	Climate Change* Goal: Review resiliency and apply an enhanced/variable level of service for all new development

* Climate Change simulation took into consideration both the Extreme High Intensity Rainfall Event generated for this study and the Extreme High Volume Rainfall Event taken from the Windsor/Essex Region Stormwater Management Standards Manual (December, 2018)

Adaptive Design Approach

Climate Change

- The Storm Drainage Master Plan took an adaptive approach to consider the resiliency of drainage infrastructure in accommodating the risks of climate change.
- A decision matrix was developed to determine the level of service that was best suited to address the surface flooding risks in each area that was susceptible to surface flooding.

TRADITIONAL
Engineering Approach

Static design criteria established by regulatory agencies

Standard level of service and flood risk mitigation

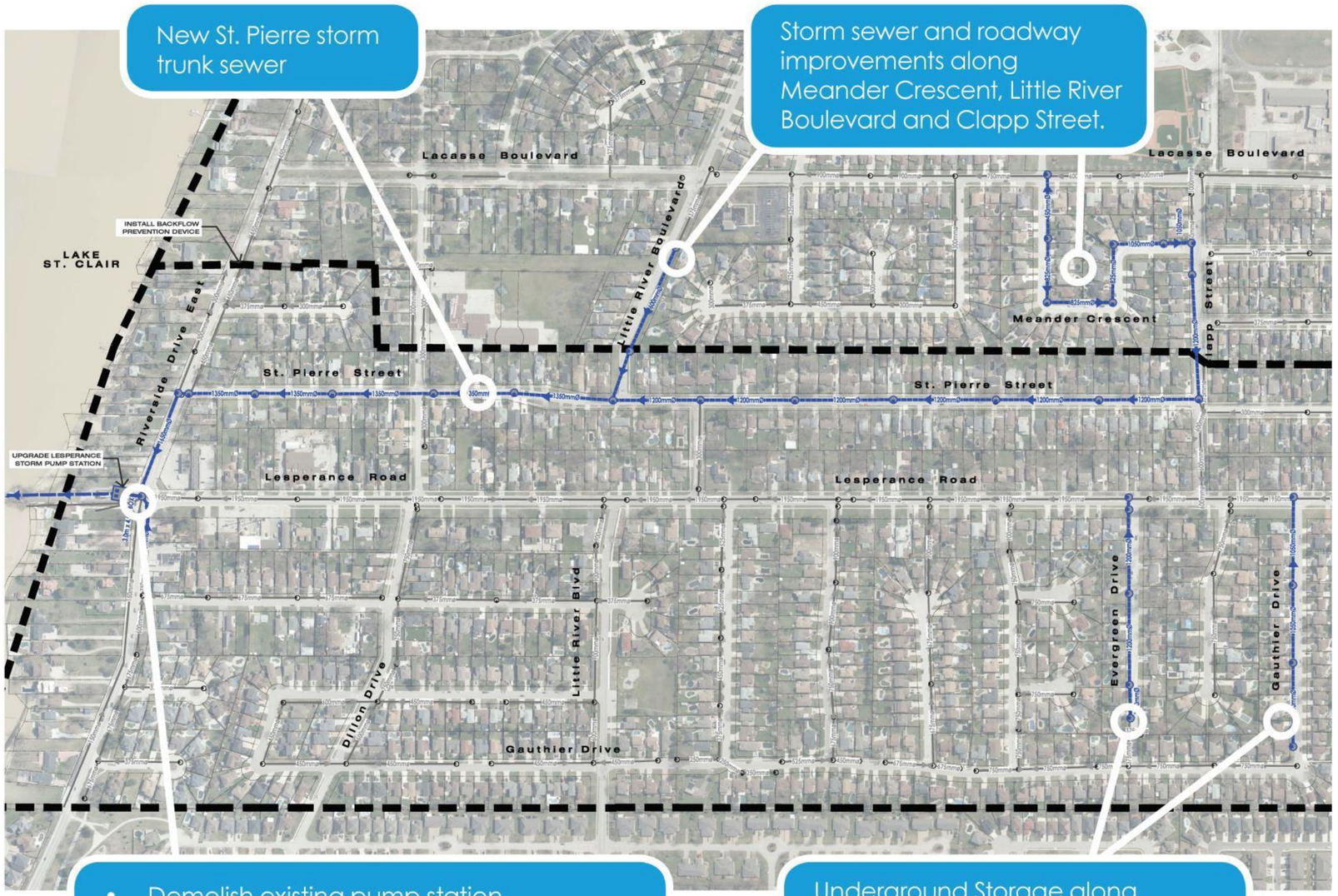
ADAPTIVE
Storm Drainage Master Plan Approach

Flexible and **sustainable** solutions that account for a **reasonable degree of uncertainty** due to climate change

Enhanced and variable level of service and flood risk mitigation

Recommended Surface Flooding Solutions

1) Lesperance Pump Station Service Area



- Demolish existing pump station
- New larger capacity pump station equipped with vertical submersible axial flow pumps
- Modify existing outfall to accommodate increased pump station capacity
- Install backflow prevention device at Lesperance/West St. Louis service area storm interconnection

LEGEND

- Proposed manhole
- 450mmØ — Proposed storm sewer
- Proposed catch basin
- Existing manhole
- 100mmØ — Existing storm sewer
- Pump Station service area boundary

Recommended Surface Flooding Solutions

2) West St. Louis Pump Station Service Area

- Leave existing pump station in service
- Increase capacity of the pump station with an expansion to the east

Storm sewer and roadway improvements along Coronado Dish area, Lacasse Boulevard, Little River Boulevard and Kimberly Drive and Jelso Place

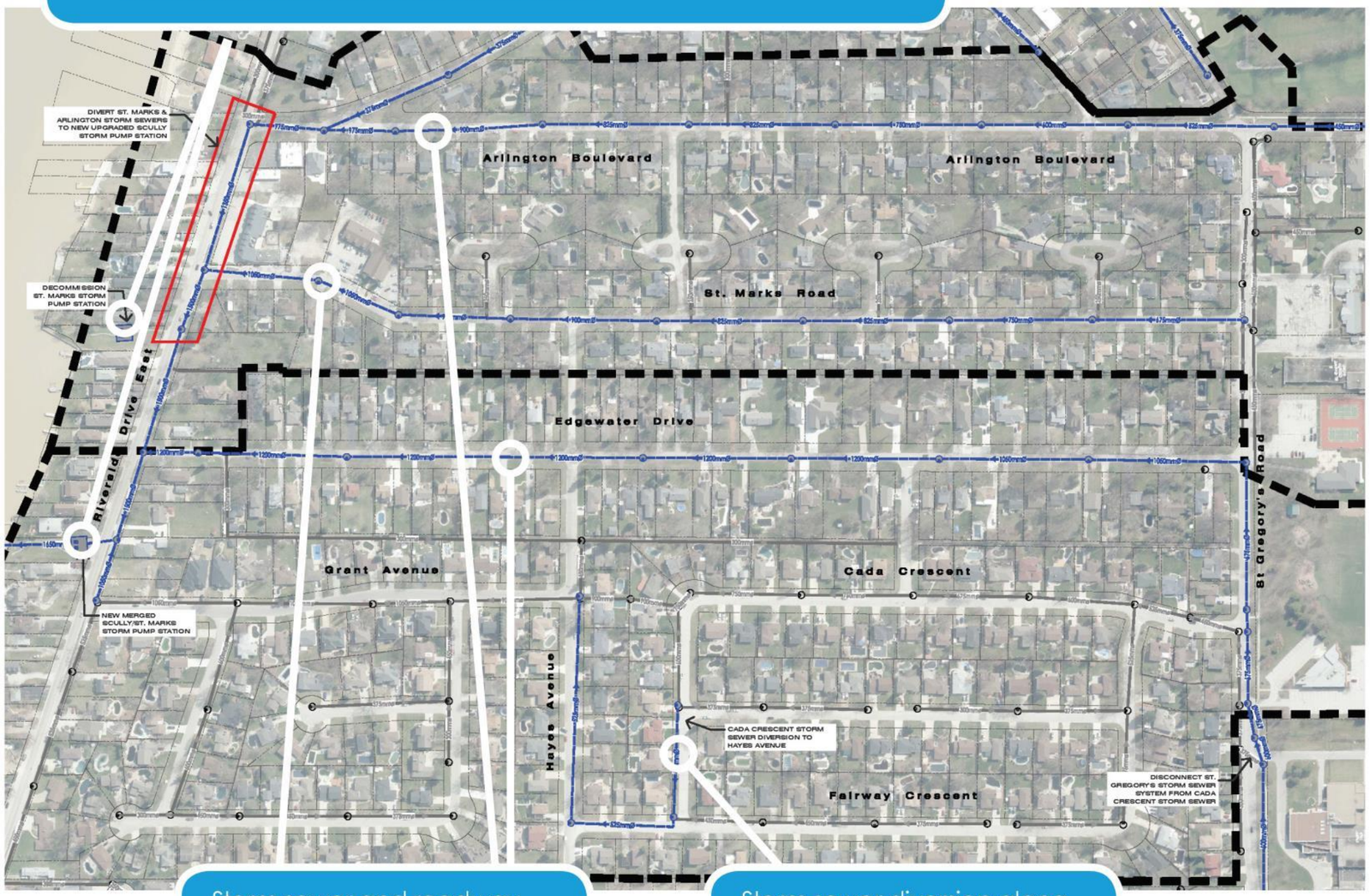
LEGEND

- Proposed manhole
- 450mmØ — Proposed storm sewer
- Proposed catch basin
- Existing manhole
- 100mmØ — Existing storm sewer
- Pump Station service area boundary

Recommended Surface Flooding Solutions

3) Scully, St. Mark's Pump Station Service Area

- Decommission St. Mark's pump station and construct a new pump station at the Scully pump station site to handle flow from a consolidated service area
- Locate station north of the existing structure. New inlet, outfall pipe, and expanded outfall structure required.



LEGEND

- Proposed manhole
- 450mmØ Proposed storm sewer
- Proposed catch basin
- Existing manhole
- 100mmø Existing storm sewer
- Pump Station service area boundary

Storm sewer and roadway improvements along Arlington Boulevard, St. Mark's Road, Edgewater Drive, St.Gregory's Road and Riverside Drive.

Storm sewer diversion along Cada Crescent to Hayes Avenue.

Recommended Surface Flooding Solutions

4) PJ Cecile Pump Station Service Area

- Construct a new pump station at the PJ Cecile site over the footprint of the existing structure
- Install new outfall pipe to increase flow capacity
- Extend new outfall to northern end of the jetty bank
- Replace inlet pipe with a larger diameter pipe in the existing alignment

LEGEND

- Proposed manhole
- 450mmØ Proposed storm sewer
- Proposed catch basin
- Existing manhole
- 100mmØ Existing storm sewer
- Pump Station service area boundary

Recommended Surface Flooding Solutions

5) New Southwind Crescent Pump Station

- Construct new pump station for the existing gravity outfall
- Construct within the existing easement directly east of the Southwind right-of-way
- Maintain existing outfall pipe

Recommended Surface Flooding Solutions

6) St. Gregory's Road

LEGEND

- Proposed manhole
- 450mmØ Proposed storm sewer
- Proposed catch basin
- Existing manhole
- 100mmø Existing storm sewer
- Pump Station service area boundary
- Roadway grading improvements
- Depressed area

Depress northern portion of Tecumseh Soccer Fields Park by 0.70m to provide approximately 3,200 m^3 of aboveground surface storage

Recommended Surface Flooding Solutions

7) Buster Reaume Park

Redirect Lemire and Lanoue Street storm sewers to Buster Reaume Park stormwater facility.

Depress southwestern portion of Buster Reaume Park by 0.80m to provide approximately 4,100 m3 of aboveground surface storage with a connection to the upgraded municipal storm sewers.

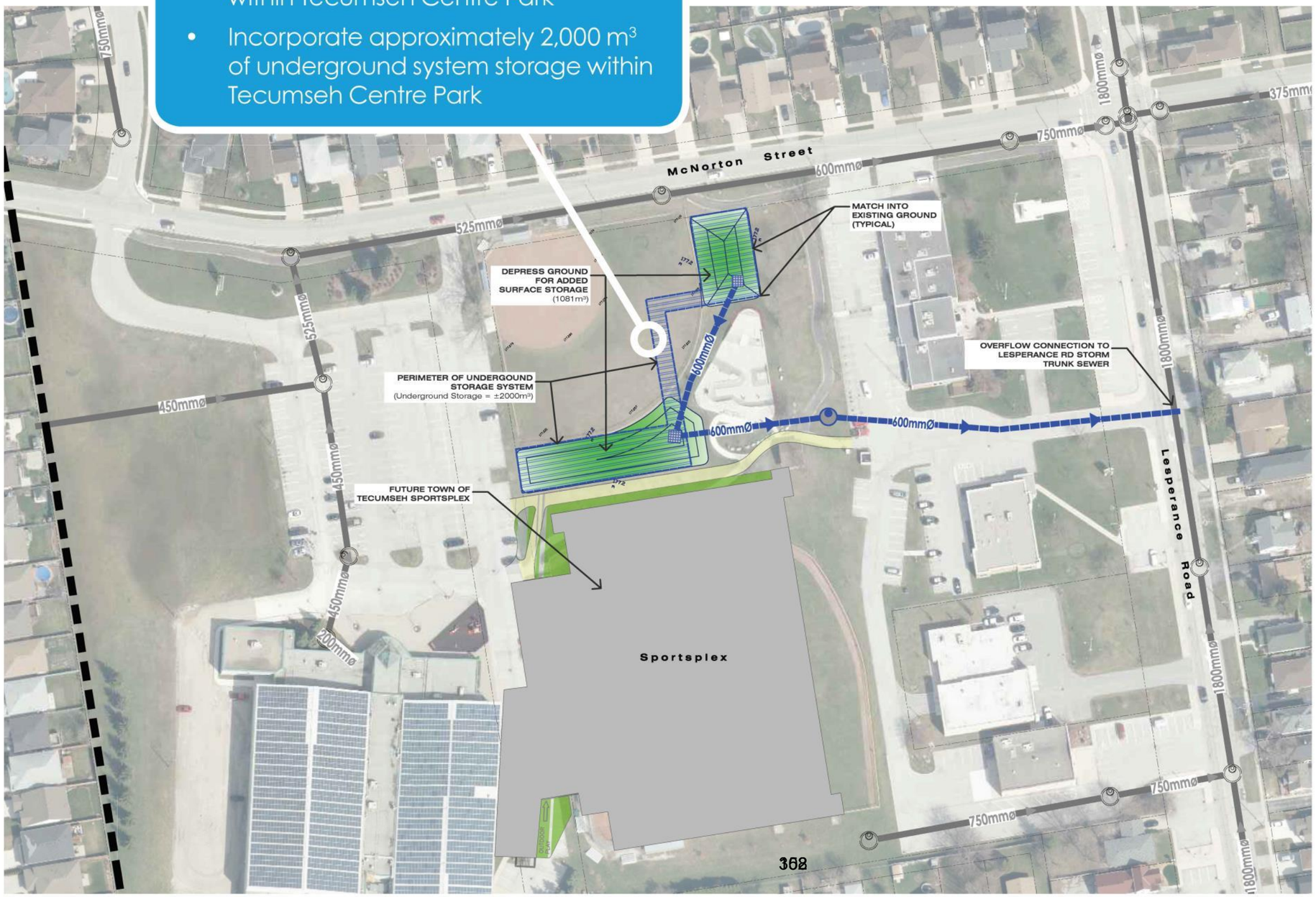
LEGEND

- Proposed manhole
- Proposed storm sewer (450mmØ)
- Proposed catch basin
- Existing manhole
- Existing storm sewer (100mmØ)
- Pump Station service area boundary
- Roadway grading improvements
- Depressed area

Recommended Surface Flooding Solutions

8) Tecumseh Centre Park

- Construct a depression for approximately 1,080 m^3 of surface storage behind Tecumseh Town Hall within Tecumseh Centre Park
- Incorporate approximately 2,000 m^3 of underground system storage within Tecumseh Centre Park



LEGEND

- Proposed manhole
- 450mmø Proposed storm sewer
- Proposed catch basin
- Existing manhole
- 100mmø Existing storm sewer
- Pump Station service area boundary
- Roadway grading improvements
- Depressed area
- Underground Storage Chambers

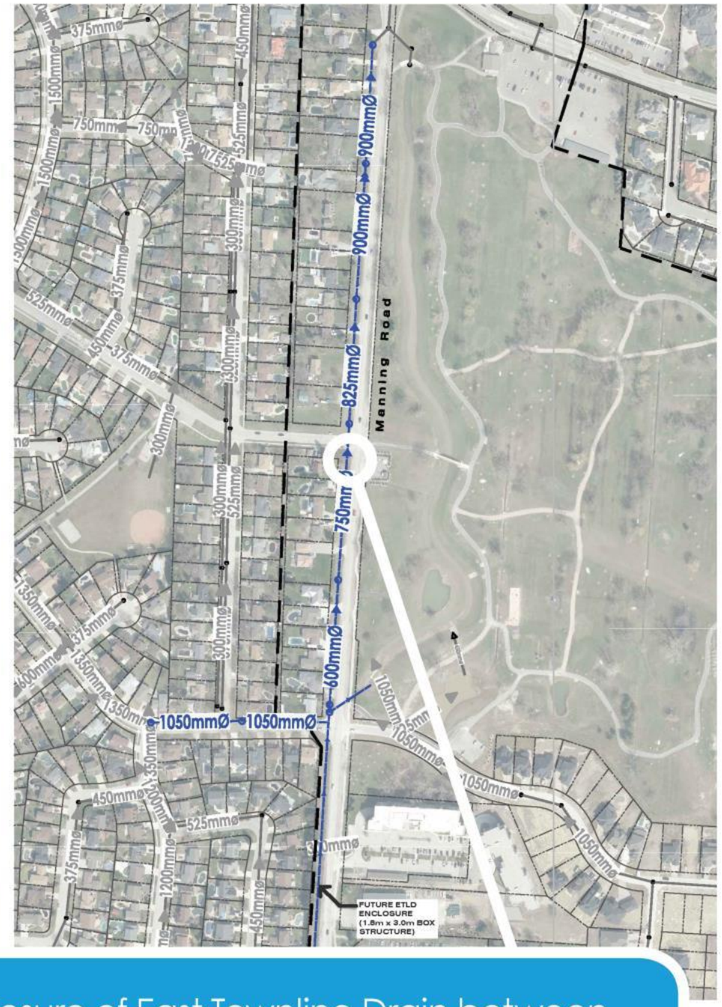
Recommended Surface Flooding Solutions

9) East St. Louis/East Townline Drain Pump Station Service Areas

EAST ST. LOUIS PS SERVICE AREA RECOMMENDED SOLUTION

Incorporate storm sewer overflow for existing storm sewer along St. Thomas Street to Lakewood Park Drainage Channel via proposed box culvert (to be constructed as part of Manning Road Phase 2 Drain Enclosure).

MANNING ROAD PHASE 2 DRAIN ENCLOSURE DESIGN



- Enclosure of East Townline Drain between existing culvert outlet north of St. Gregory's Road to proposed outlet at St. Thomas Street to Lakewood Park Drainage Channel.
- Construction of a local storm sewer system servicing Manning Road residential properties, between Riverside Drive and St. Thomas Street.

LEGEND

- Proposed manhole
- 450mmØ Proposed storm sewer
- Proposed catch basin
- Existing manhole
- Existing storm sewer
- Pump Station service area boundary

Recommended Surface Flooding Solutions

10) Tecumseh Road Storm Sewer Extension

Enclosure of the Tecumseh Road Ditch and Storm Sewer Extension from existing stub west of D.M. Eagle School.

LEGEND

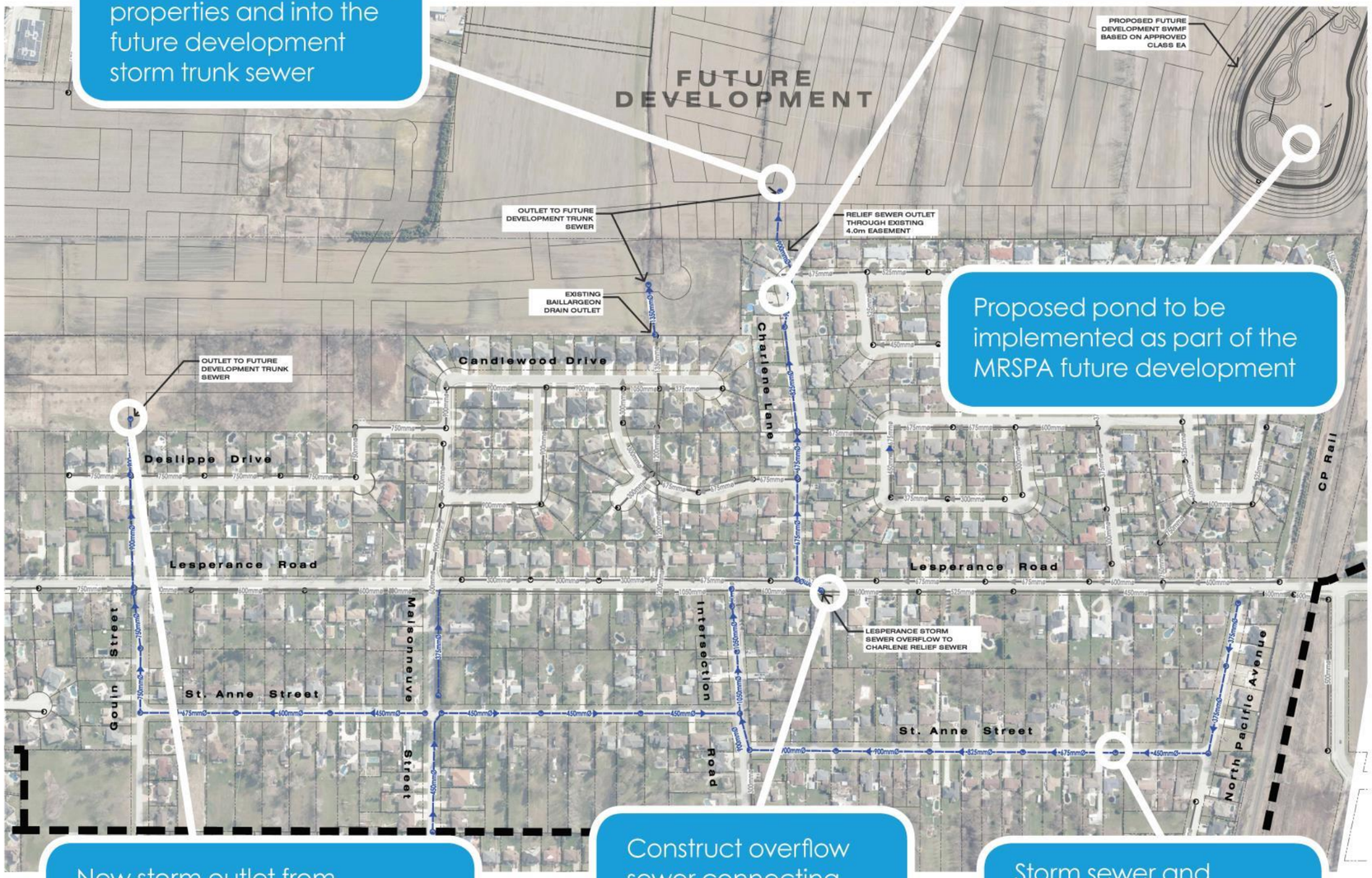
- Proposed manhole
- 450mmØ Proposed storm sewer
- Proposed catch basin
- Existing manhole
- 100mmØ Existing storm sewer
- Pump Station service area boundary

Recommended Surface Flooding Solutions

11) Baillargeon Drain Service Area (Option 1)

Construct relief sewer outlet through the existing storm easement between two residential properties and into the future development storm trunk sewer

Construct storm sewer along Charlene Lane to intercept storm sewer runoff east of Lesperance Road and south of Charlene Lane from the existing residential lands



Proposed pond to be implemented as part of the MRSPA future development

New storm outlet from Gouin Street into the future development storm trunk sewer

Construct overflow sewer connecting Charlene relief sewer from the Lesperance storm sewer system

Storm sewer and roadway improvements along St. Anne Area

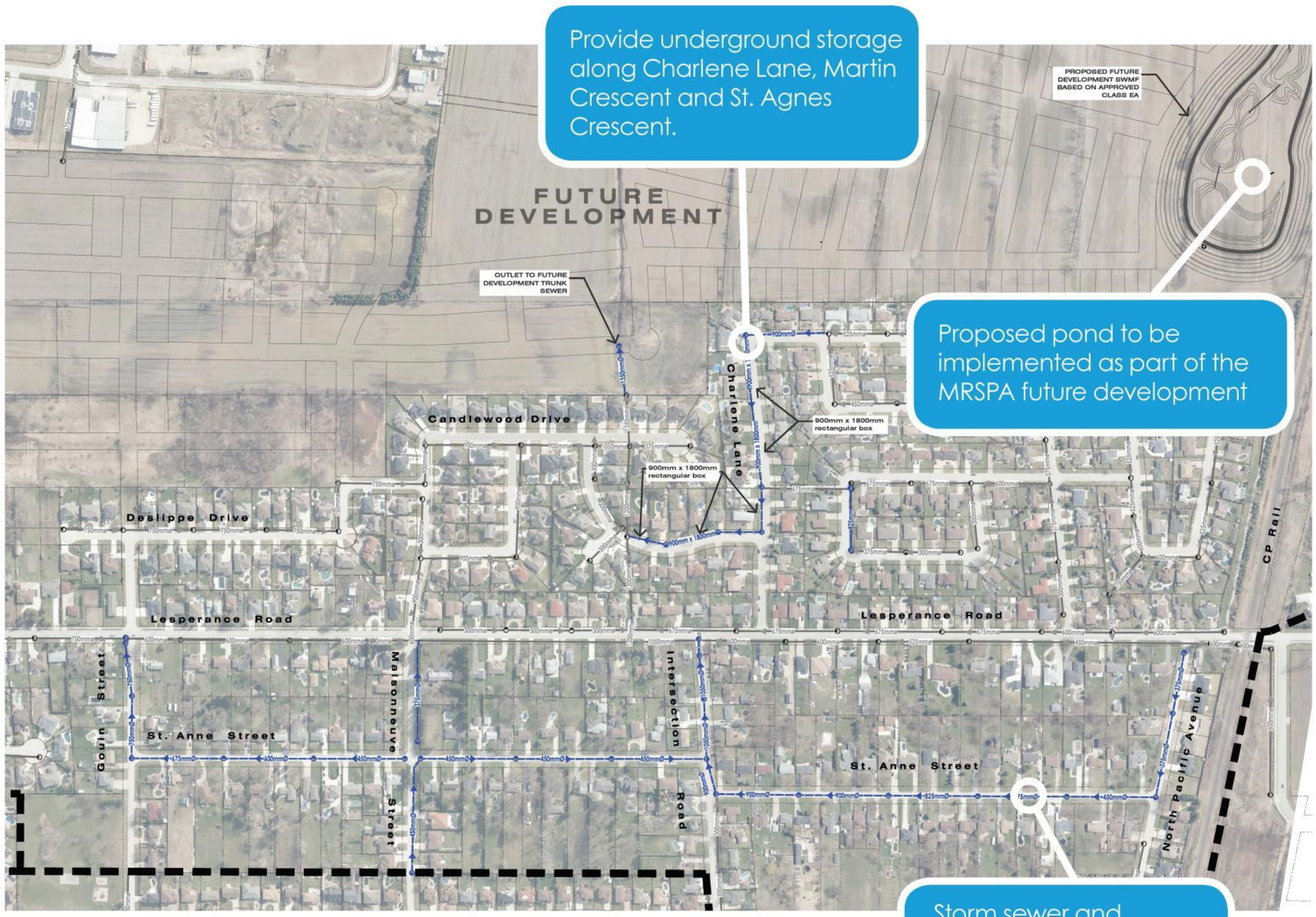
LEGEND

- Proposed manhole
- 450mmØ Proposed storm sewer
- Proposed catch basin
- Existing manhole
- 100mmØ Existing storm sewer
- Pump Station service area boundary

Recommended Surface Flooding Solutions

11) Baillargeon Drain Service Area (Option 2)

Alternative 1 is considered the preferred for this area, but is entirely dependent on agreements with the land owners and developers of the future development lands. Alternative 2 is presented as a secondary recommended option.



LEGEND

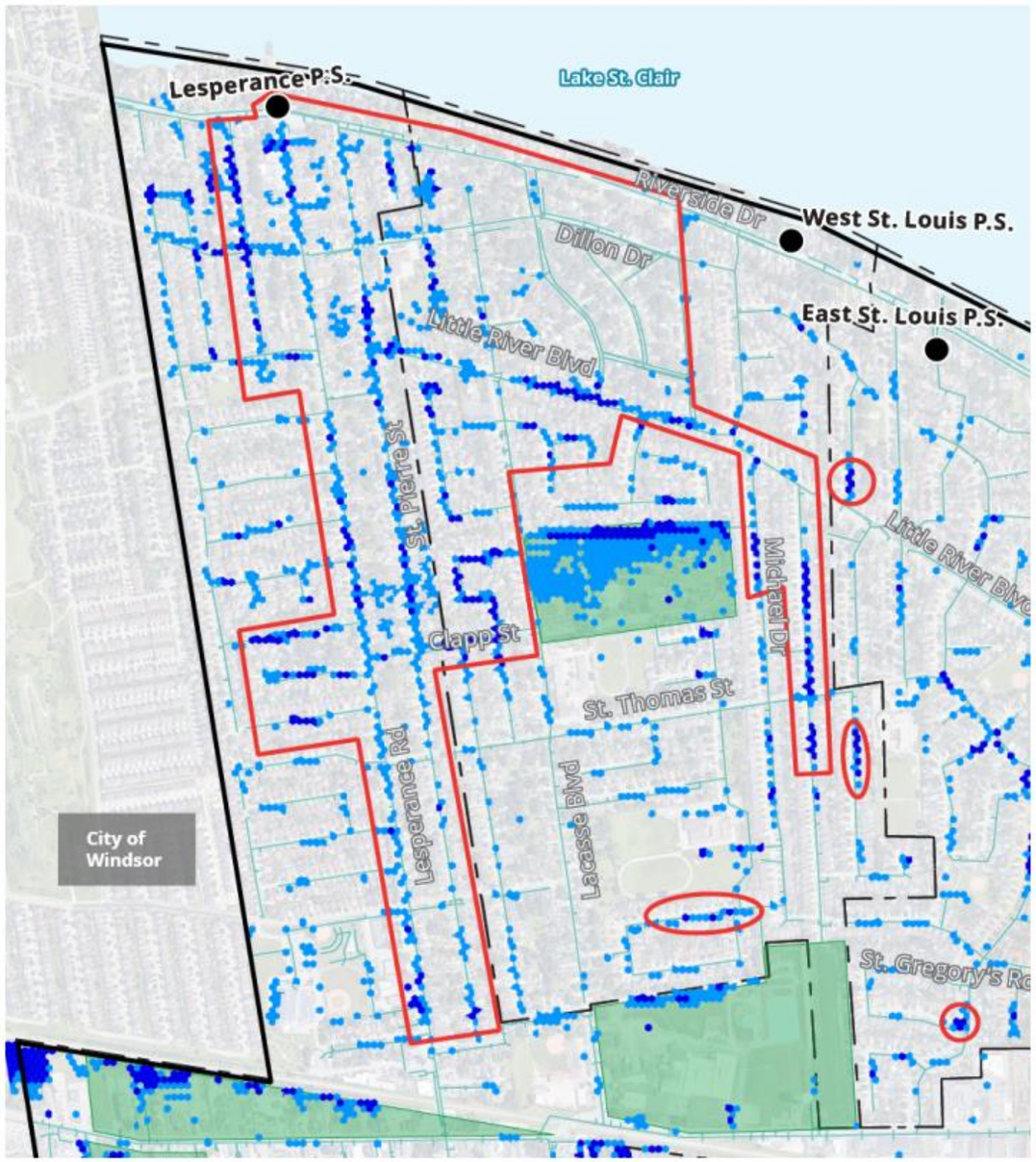
- Proposed manhole
- 450mmØ Proposed storm sewer
- Proposed catch basin
- Existing manhole
- 100mmØ Existing storm sewer
- Pump Station service area boundary

Future Surface Flooding Comparisons
West of Manning Road – Problem Area W1

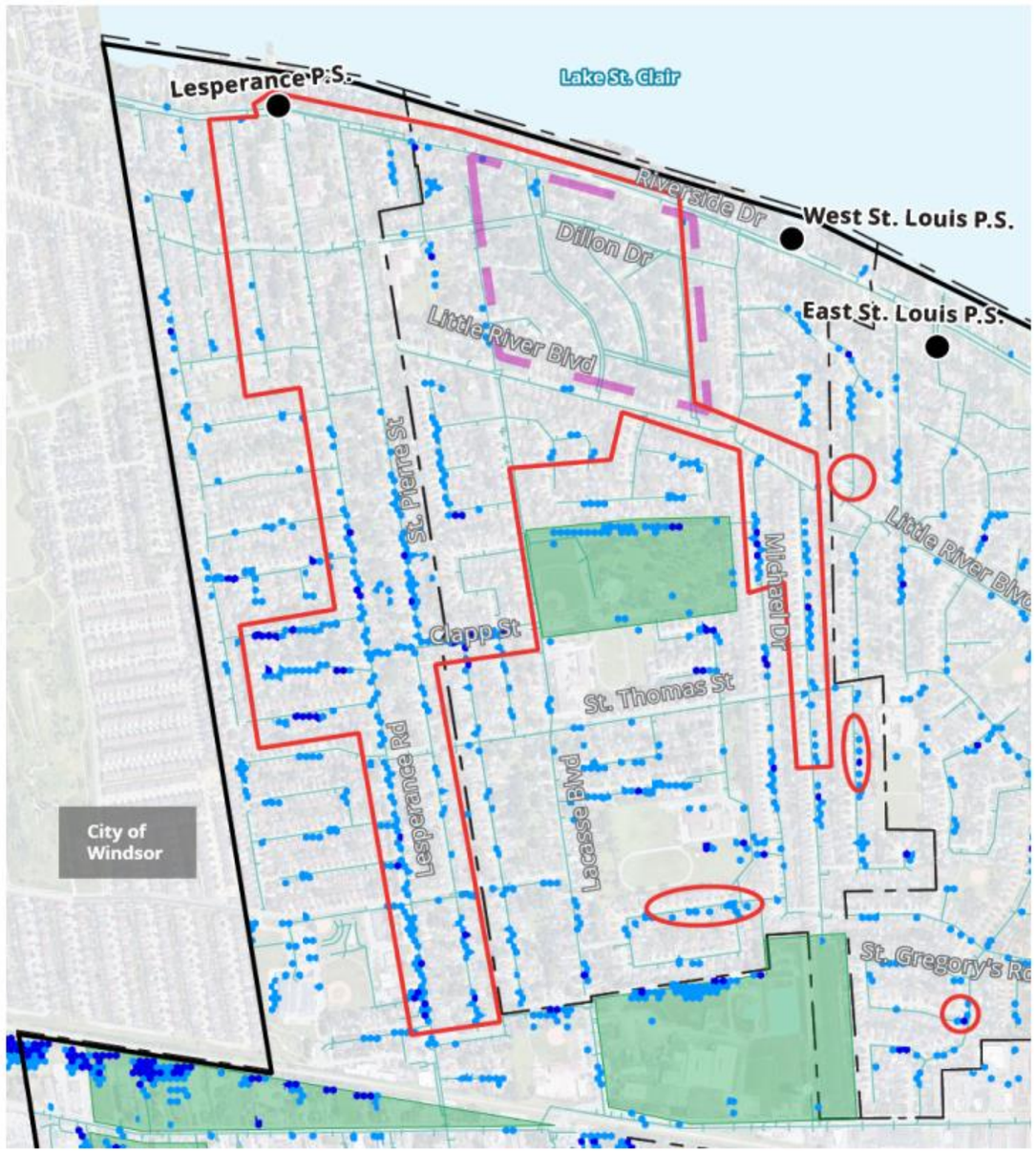
DILLON CONSULTING

TECUMSEH ON

EXISTING CONDITION (1:100 YEAR SURFACE PONDING SIMULATION)



FUTURE CONDITION (1:100 YEAR SURFACE PONDING SIMULATION)



TOWN OF TECUMSEH
STORM DRAINAGE MASTER PLAN

1:100 YEAR EXISTING VS FUTURE CONDITION SURFACE FLOODING - PROBLEM AREA W-1
FIGURE 11.15

TOWN OF Tecumseh ONTARIO · CANADA

- PUMP STATION (P.S.)
- PUMP STATION SERVICE AREA
- STUDY AREA
- SURFACE PONDING WITHIN AREA MAINTAINED BELOW 0.30m
- REGIONAL SURFACE FLOODING PROBLEM AREAS
- ISOLATED SURFACE FLOODING PROBLEM AREAS
- PARKLAND / PRIVATE PROPERTY NOT TO BE ANALYZED
- SURFACE PONDING BETWEEN 0.15m - 0.30m DEPTH
- SURFACE PONDING > 0.30m DEPTH

DILLON CONSULTING

MAP CREATED BY: SZ
MAP CHECKED BY: RTL
MAP PROJECTION: NAD 1983 UTM Zone 17N

SCALE 1:NTS

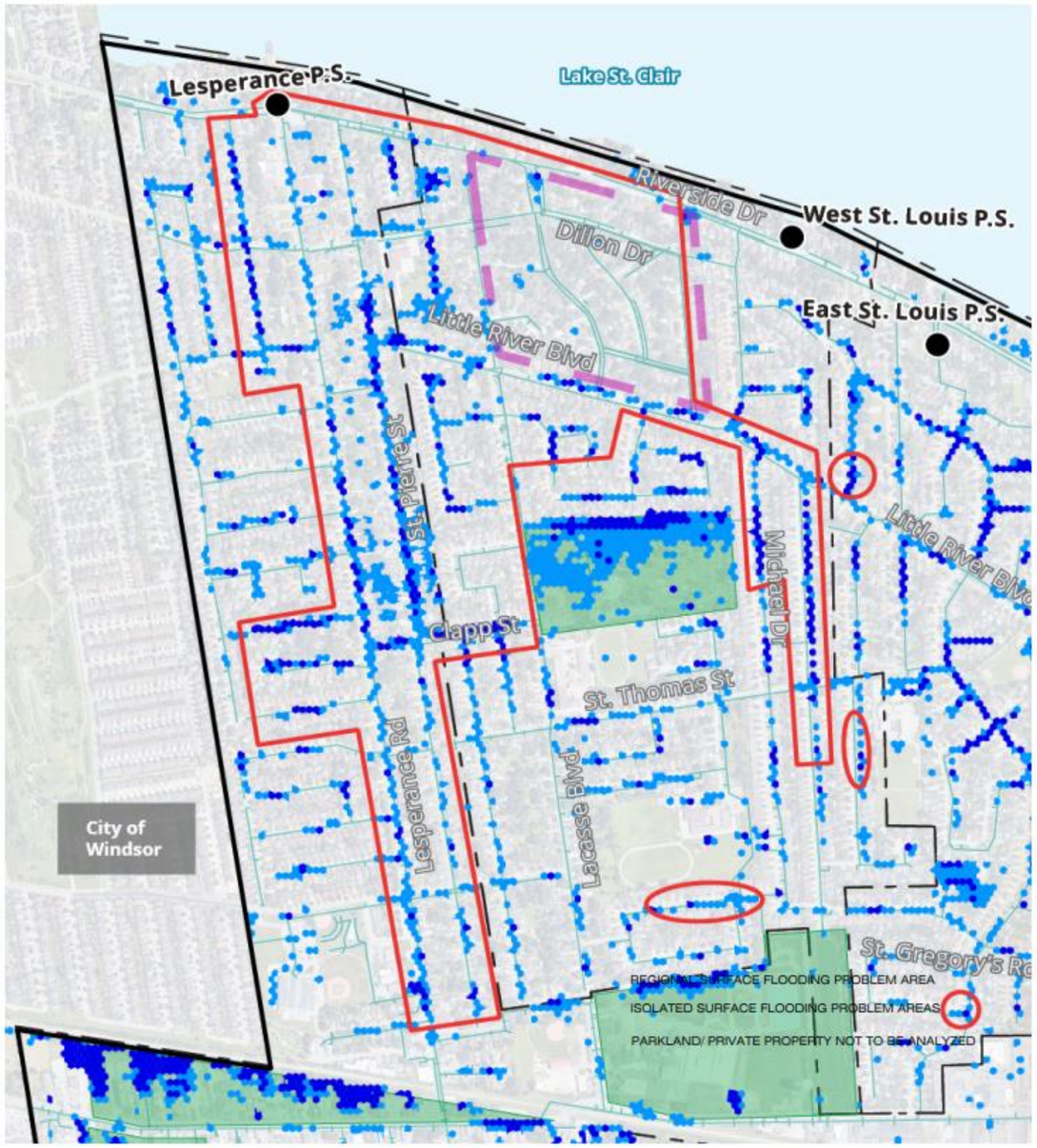
FILE LOCATION: \\DILLON.CA\DILLON_DFS\LONDON\LONDON CAD\GIS\VISUAL COMMUNICATIONS\MXD TEMPLATES\GREY - 11X17 LANDSCAPE - LEGEND BOTTOM.MXD

PROJECT: 16-4880 STATUS: FINAL DATE: JUNE 2019

Future Surface Flooding Comparisons
West of Manning Road – Problem Area W1

EXISTING CONDITION (1:100 YEAR + 40% SURFACE PONDING SIMULATION)

FUTURE CONDITION (1:100 YEAR + 40% SURFACE PONDING SIMULATION)



TOWN OF TECUMSEH
STORM DRAINAGE MASTER PLAN

1:100 YEAR + 40% EXISTING VS FUTURE CONDITION SURFACE FLOODING - PROBLEM AREA W-1
FIGURE 11.16

TOWN OF Tecumseh ONTARIO - CANADA

- PUMP STATION (P.S.)
- PUMP STATION SERVICE AREA
- STUDY AREA
- SURFACE PONDING WITHIN AREA MAINTAINED BELOW 0.30m
- REGIONAL SURFACE FLOODING PROBLEM AREAS
- ISOLATED SURFACE FLOODING PROBLEM AREAS
- PARKLAND / PRIVATE PROPERTY NOT TO BE ANALYZED
- SURFACE PONDING BETWEEN 0.15m - 0.30m DEPTH
- SURFACE PONDING > 0.30m DEPTH

DILLON CONSULTING

MAP CREATED BY: SZ
MAP CHECKED BY: RTL
MAP PROJECTION: NAD 1983 UTM Zone 17N

SCALE 1:NTS

FILE LOCATION: \\DILLON.CA\DILLON_DFS\LONDON\LONDON CAD\GIS\VISUAL COMMUNICATIONS\DWG\MXD TEMPLATES\GREY - 11X17 LANDSCAPE - LEGEND BOTTOM.MXD

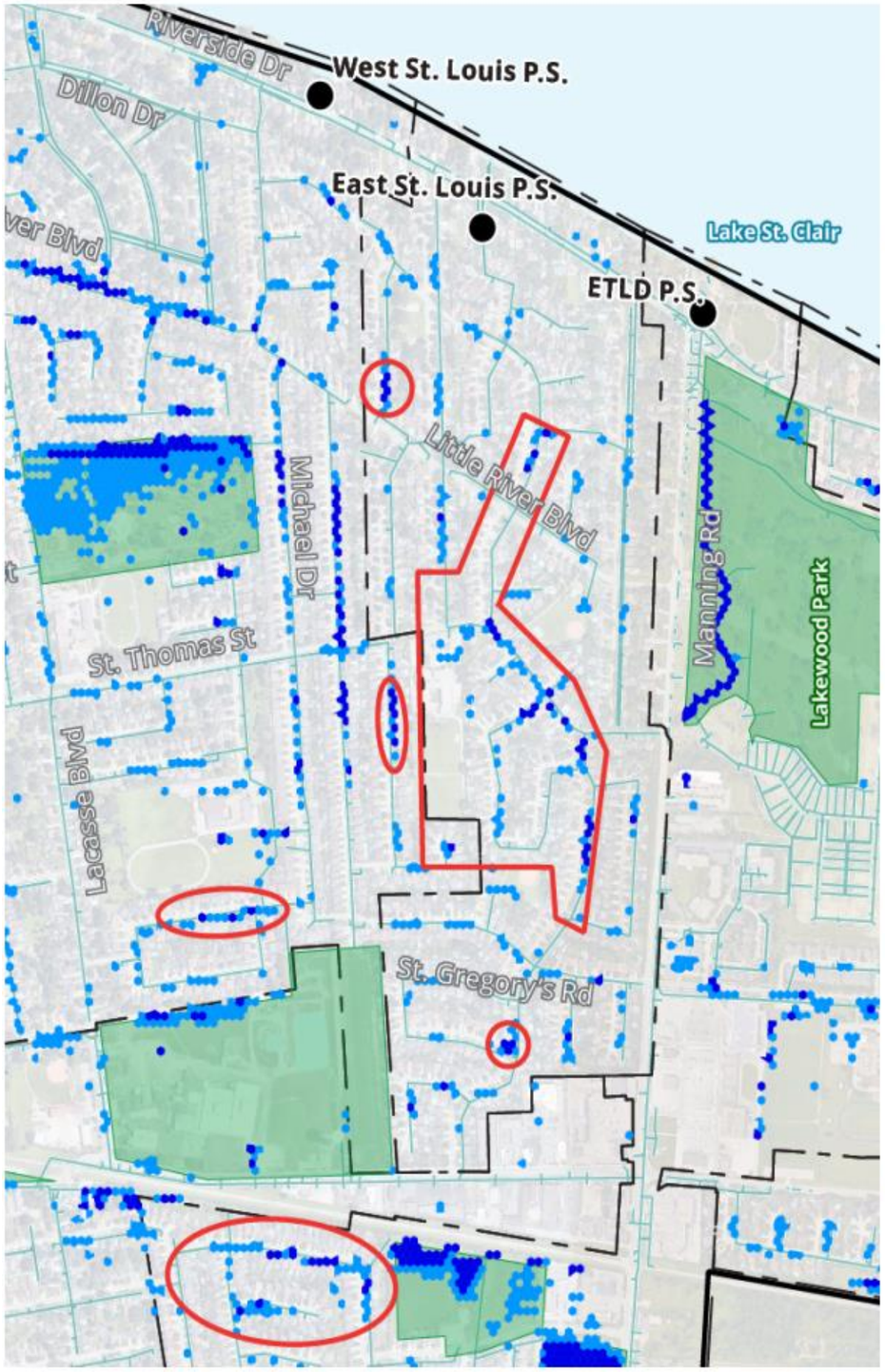
PROJECT: 16-4880 STATUS: FINAL DATE: JUNE 2019

Future Surface Flooding Comparisons
West of Manning Road – Problem Area W2

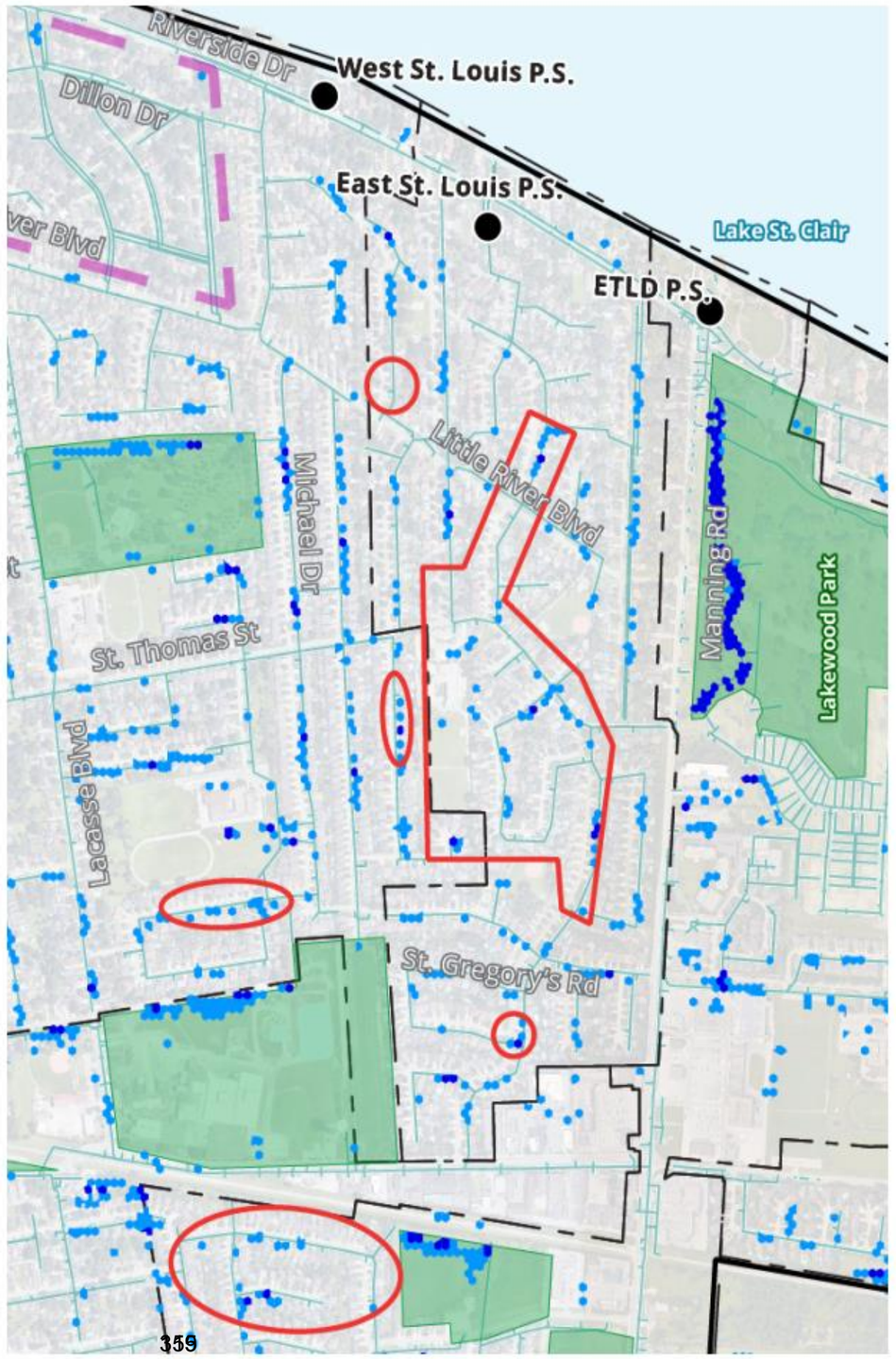
DILLON CONSULTING

TECUMSEH ON

EXISTING CONDITION
(1:100 YEAR SURFACE PONDING SIMULATION)



FUTURE CONDITION
(1:100 YEAR SURFACE PONDING SIMULATION)



TOWN OF Tecumseh
ONTARIO · CANADA

TOWN OF TECUMSEH
STORM DRAINAGE MASTER PLAN

1:100 YEAR EXISTING VS FUTURE CONDITION SURFACE FLOODING - PROBLEM AREA W-2
FIGURE 11.17

- PUMP STATION (P.S.)
- PUMP STATION SERVICE AREA
- STUDY AREA
- SURFACE PONDING WITHIN AREA MAINTAINED BELOW 0.30m
- REGIONAL SURFACE FLOODING PROBLEM AREAS
- ISOLATED SURFACE FLOODING PROBLEM AREAS
- PARKLAND / PRIVATE PROPERTY NOT TO BE ANALYZED
- SURFACE PONDING BETWEEN 0.15m - 0.30m DEPTH
- SURFACE PONDING > 0.30m DEPTH

SCALE 1:NTS

MAP CREATED BY: SZ
MAP CHECKED BY: RTL
MAP PROJECTION: NAD 1983 UTM Zone 17N

FILE LOCATION: \\DILLON.CA\DILLON_DFS\LONDON\LONDON CAD\GIS\VISUAL COMMUNICATIONS D\MXD TEMPLATES\BEIGE - 11X17 LANDSCAPE - LEGEND RIGHT.MXD

DILLON CONSULTING

PROJECT: 16-4880
STATUS: FIANL
DATE: JUNE 2019

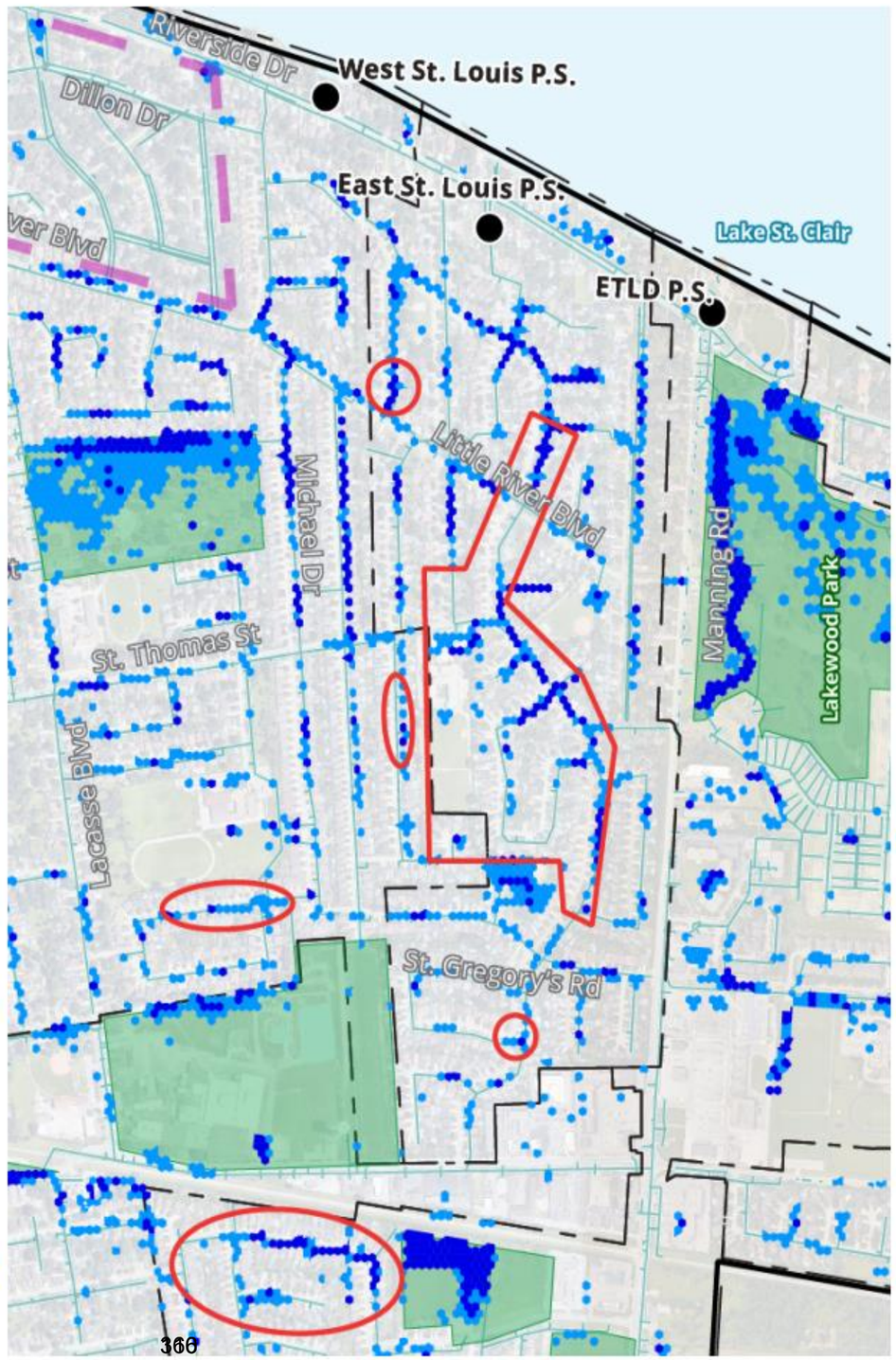
Future Surface Flooding Comparisons
West of Manning Road – Problem Area W2

DILLON CONSULTING

TECUMSEH ON

EXISTING CONDITION
(1:100 YEAR + 40% SURFACE PONDING SIMULATION)

FUTURE CONDITION
(1:100 YEAR + 40% SURFACE PONDING SIMULATION)



TOWN OF Tecumseh
ONTARIO · CANADA

TOWN OF TECUMSEH
STORM DRAINAGE MASTER PLAN

1:100 YEAR + 40% EXISTING VS FUTURE CONDITION SURFACE FLOODING -PROBLEM AREA W-2
FIGURE 11.18

- PUMP STATION (P.S.)
- PUMP STATION SERVICE AREA
- STUDY AREA
- SURFACE PONDING WITHIN AREA MAINTAINED BELOW 0.30m
- REGIONAL SURFACE FLOODING PROBLEM AREAS
- ISOLATED SURFACE FLOODING PROBLEM AREAS
- PARKLAND / PRIVATE PROPERTY NOT TO BE ANALYZED
- SURFACE PONDING BETWEEN 0.15m - 0.30m DEPTH
- SURFACE PONDING > 0.30m DEPTH

SCALE 1:NTS

MAP CREATED BY: SZ
MAP CHECKED BY: RTL
MAP PROJECTION: NAD 1983 UTM Zone 17N

FILE LOCATION: \\DILLON.CA\DILLON_DFS\LONDON\LONDON CAD\GIS\VISUAL COMMUNICATIONS D\MXD TEMPLATES\BEIGE – 11X17 LANDSCAPE - LEGEND RIGHT.MXD

DILLON CONSULTING

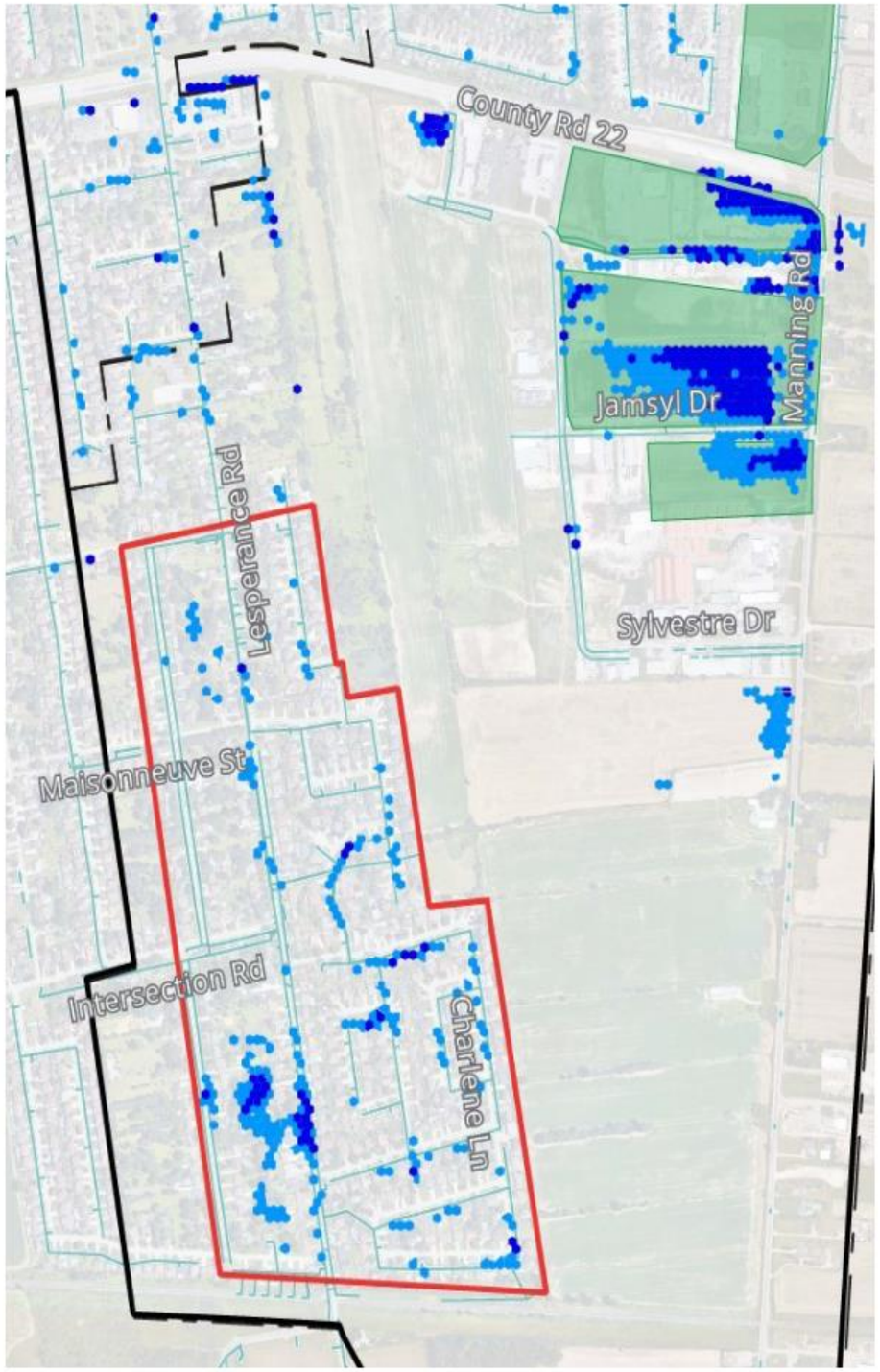
PROJECT: 16-4880
STATUS: FINAL
DATE: JUNE 2019

Future Surface Flooding Comparisons
West of Manning Road – Problem Area W3

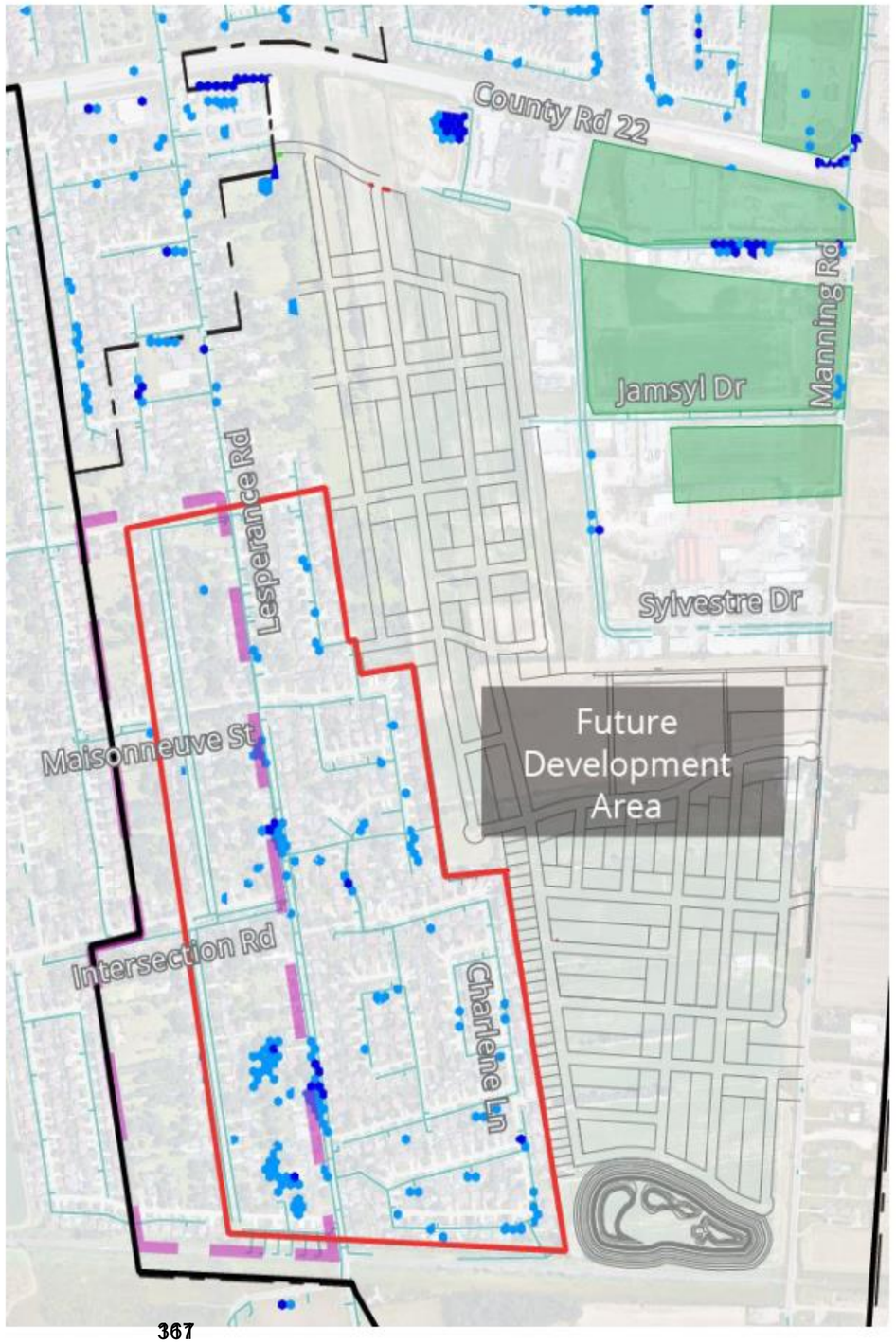
DILLON CONSULTING

TECUMSEH ON

EXISTING CONDITION
(1:100 YEAR SURFACE PONDING SIMULATION)



FUTURE CONDITION
(1:100 YEAR SURFACE PONDING SIMULATION)



TOWN OF Tecumseh
ONTARIO · CANADA

TOWN OF TECUMSEH
STORM DRAINAGE MASTER PLAN

1:100 YEAR EXISTING VS FUTURE CONDITION SURFACE FLOODING - PROBLEM AREA W-3
FIGURE 11.19

- PUMP STATION SERVICE AREA
- STUDY AREA
- SURFACE PONDING WITHIN AREA MAINTAINED BELOW 0.30m
- REGIONAL SURFACE FLOODING PROBLEM AREAS
- ISOLATED SURFACE FLOODING PROBLEM AREAS
- PARKLAND / PRIVATE PROPERTY NOT TO BE ANALYZED
- SURFACE PONDING BETWEEN 0.15m - 0.30m DEPTH
- SURFACE PONDING > 0.30m DEPTH

SCALE 1:NTS

MAP CREATED BY: SZ
MAP CHECKED BY: RTL
MAP PROJECTION: NAD 1983 UTM Zone 17N

FILE LOCATION: \\DILLON.CA\DILLON_DFS\LONDON\LONDON CAD\GIS\VISUAL COMMUNICATIONS D\MXD TEMPLATES\BEIGE - 11X17 LANDSCAPE - LEGEND RIGHT.MXD

DILLON CONSULTING

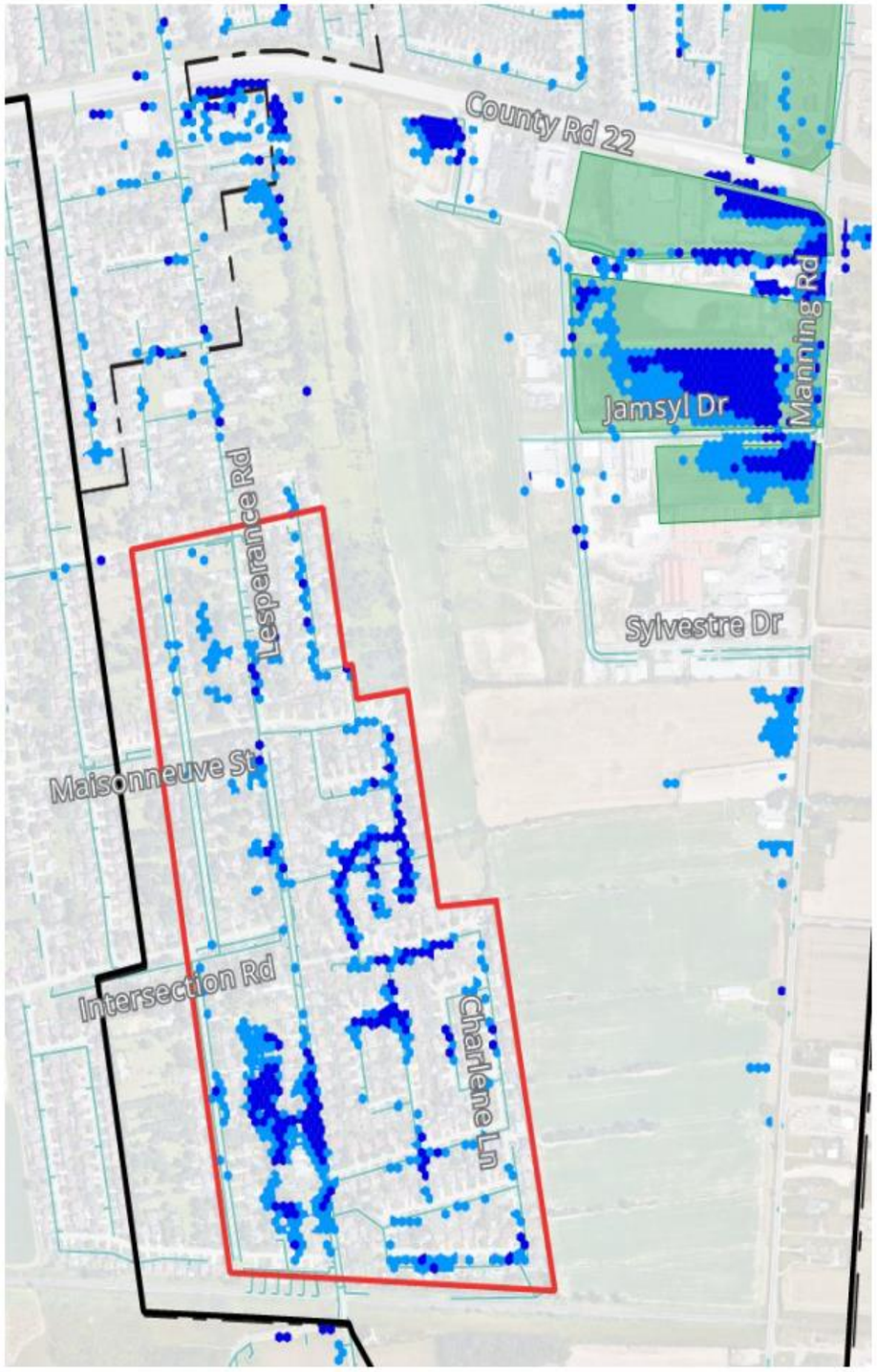
PROJECT: 16-4880
STATUS: FINAL
DATE: JUNE 2019

Future Surface Flooding Comparisons
West of Manning Road – Problem Area W3

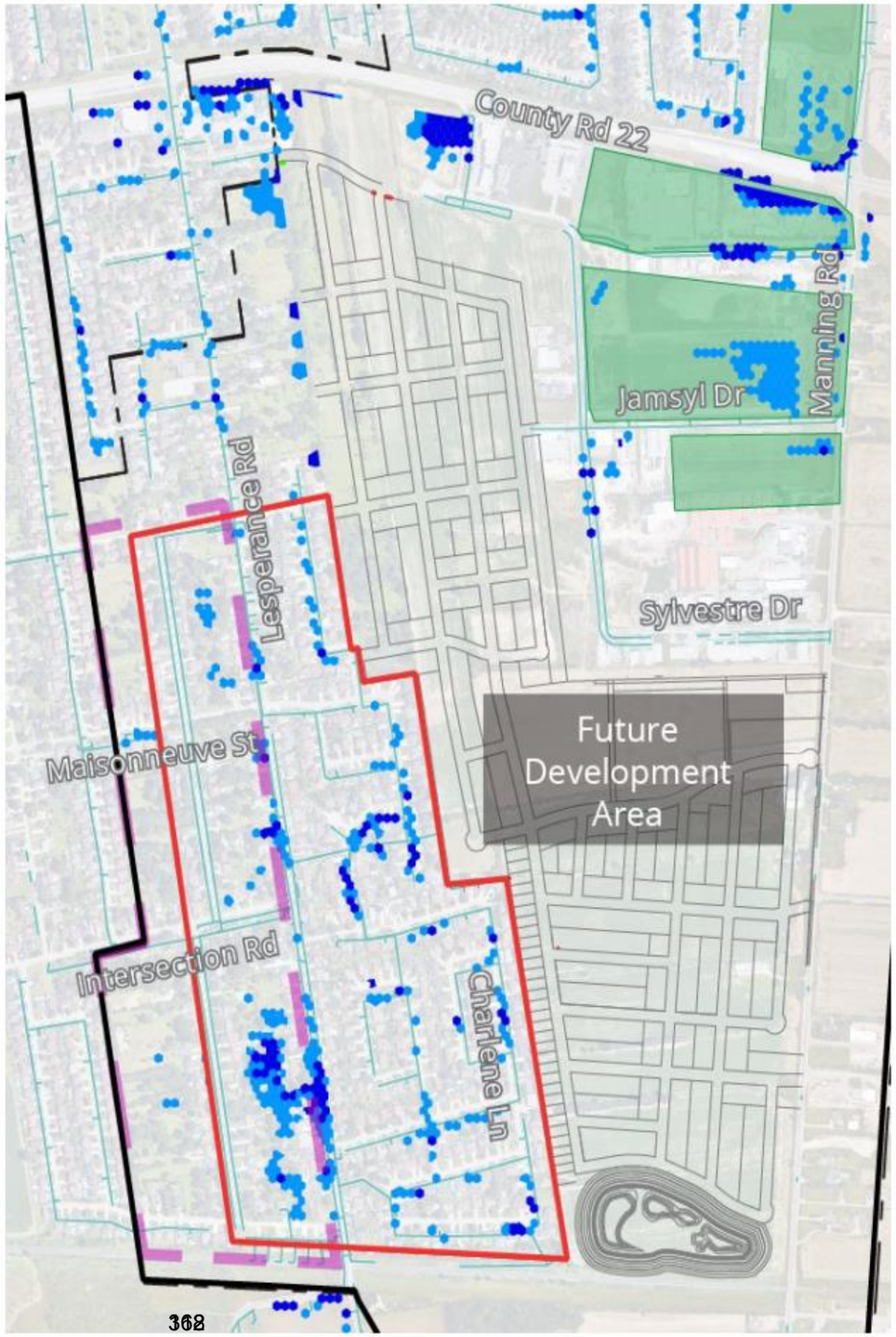
DILLON CONSULTING

TECUMSEH ON

EXISTING CONDITION
(1:100 YEAR + 40% SURFACE PONDING SIMULATION)



FUTURE CONDITION
(1:100 YEAR + 40% SURFACE PONDING SIMULATION)



TOWN OF Tecumseh
ONTARIO · CANADA

TOWN OF TECUMSEH
STORM DRAINAGE MASTER PLAN

1:100 YEAR + 40% EXISTING VS FUTURE CONDITION SURFACE FLOODING - PROBLEM AREA W-3
FIGURE 11.20

- PUMP STATION SERVICE AREA
- STUDY AREA
- SURFACE PONDING WITHIN AREA MAINTAINED BELOW 0.30m
- REGIONAL SURFACE FLOODING PROBLEM AREAS
- ISOLATED SURFACE FLOODING PROBLEM AREAS
- PARKLAND / PRIVATE PROPERTY NOT TO BE ANALYZED
- SURFACE PONDING BETWEEN 0.15m - 0.30m DEPTH
- SURFACE PONDING > 0.30m DEPTH

SCALE 1:NTS

MAP CREATED BY: SZ
MAP CHECKED BY: RTL
MAP PROJECTION: NAD 1983 UTM Zone 17N

FILE LOCATION: \\DILLON.CA\DILLON_DFS\LONDON\LONDON CAD\GIS\VISUAL COMMUNICATIONS D\MXD TEMPLATES\BEIGE - 11X17 LANDSCAPE - LEGEND RIGHT.MXD

DILLON CONSULTING

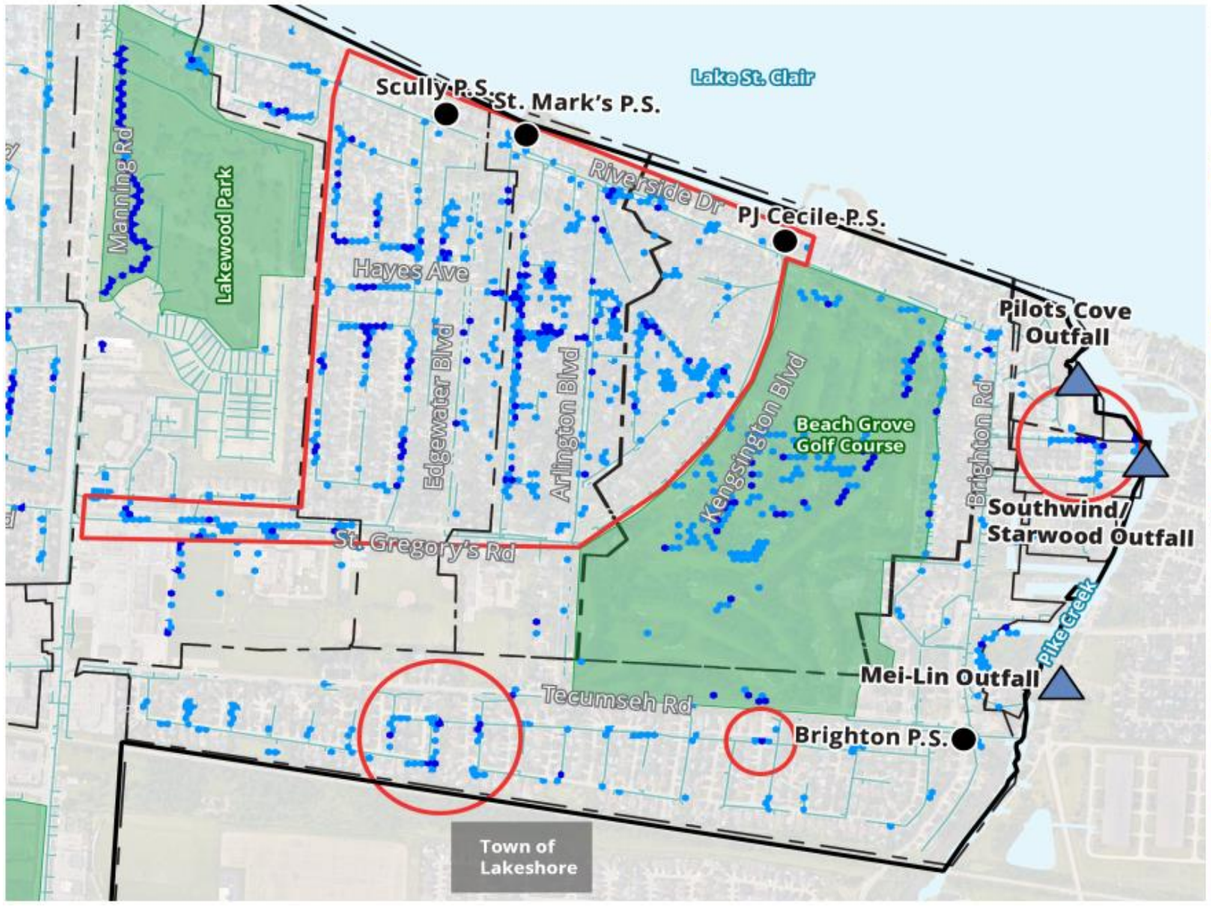
PROJECT: 16-4880
STATUS: FINAL
DATE: JUNE 2019

Future Surface Flooding Comparisons
East of Manning Road – Problem Area E1

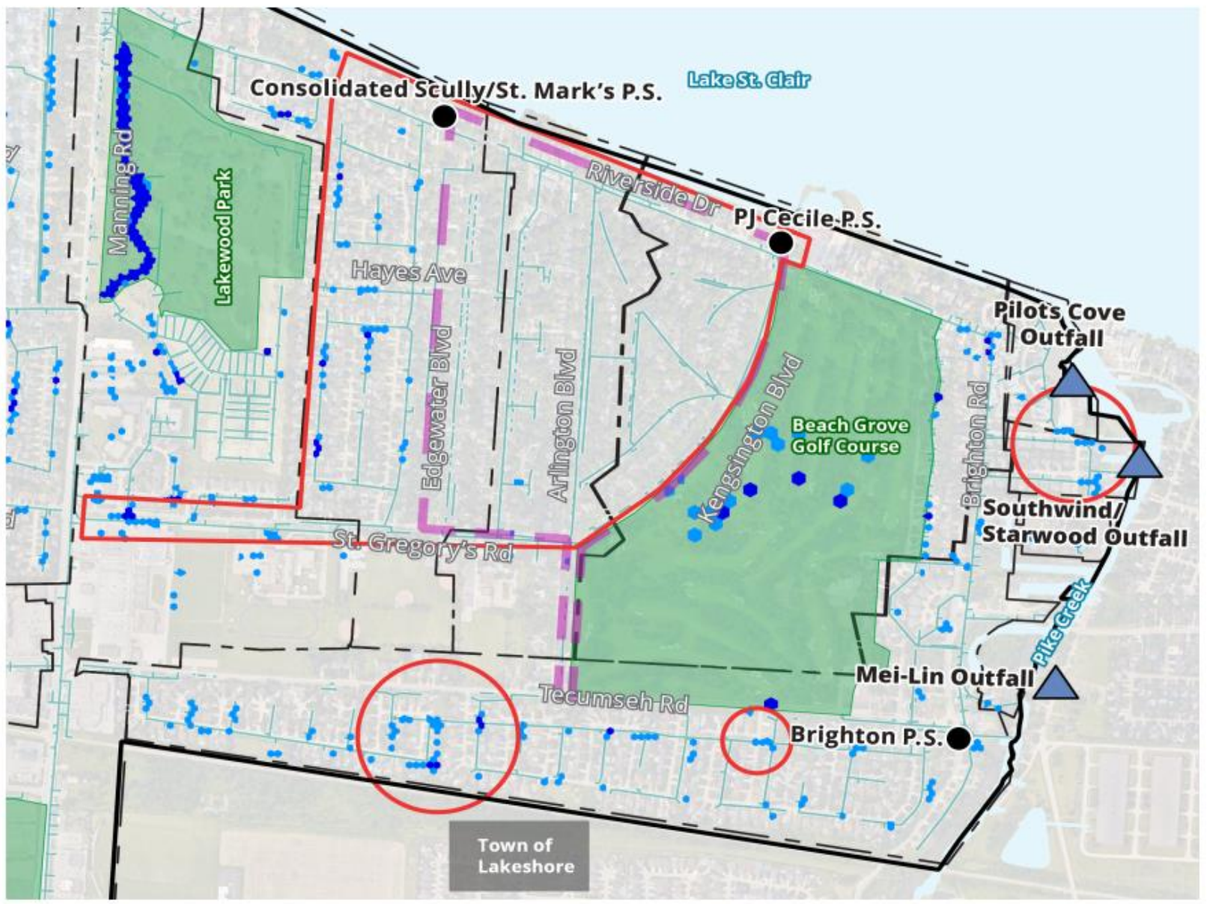
DILLON CONSULTING

TECUMSEH ON

EXISTING CONDITION (1:100 YEAR SURFACE PONDING SIMULATION)



FUTURE CONDITION (1:100 YEAR SURFACE PONDING SIMULATION)



TOWN OF TECUMSEH
STORM DRAINAGE MASTER PLAN

1:100 YEAR EXISTING VS FUTURE CONDITION SURFACE FLOODING - PROBLEM AREA E-1
FIGURE 11.21

TOWN OF Tecumseh ONTARIO · CANADA

SEWER GRAVITY OUTFALL	REGIONAL SURFACE FLOODING PROBLEM AREAS
PUMP STATION (P.S.)	ISOLATED SURFACE FLOODING PROBLEM AREAS
PUMP STATION SERVICE AREA	PARKLAND / PRIVATE PROPERTY NOT TO BE ANALYZED
STUDY AREA	SURFACE PONDING BETWEEN 0.15m - 0.30m DEPTH
SURFACE PONDING WITHIN AREA MAINTAINED BELOW 0.30m	SURFACE PONDING > 0.30m DEPTH

DILLON CONSULTING

MAP CREATED BY: SZ
MAP CHECKED BY: RTL
MAP PROJECTION: NAD 1983 UTM Zone 17N

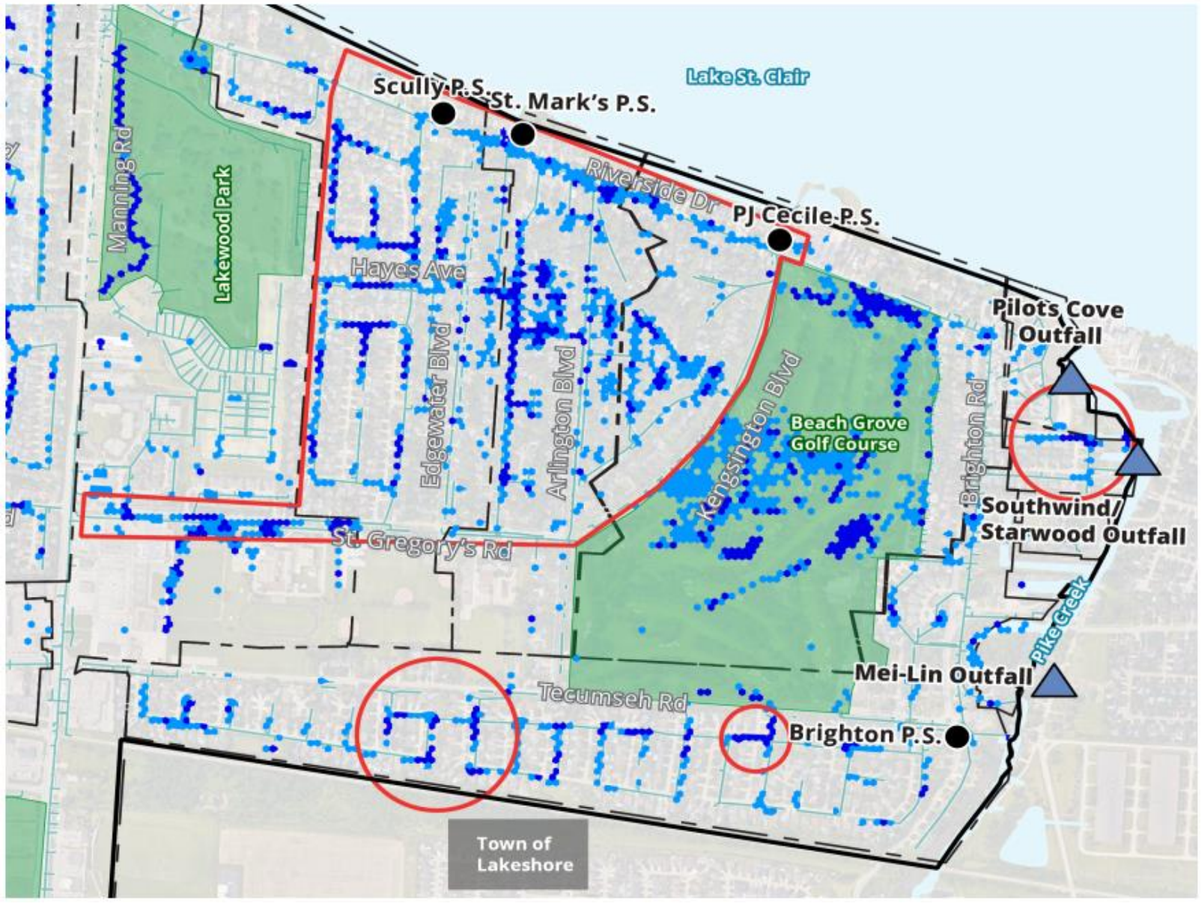
FILE LOCATION: \\DILLON.CA\DILLON_DFS\LONDON\LONDON CAD\GIS\VISUAL COMMUNICATIONS DI\MXD TEMPLATES\BEIGE - 11X17 LANDSCAPE - LEGEND BOTTOM.MXD

SCALE 1:NTS

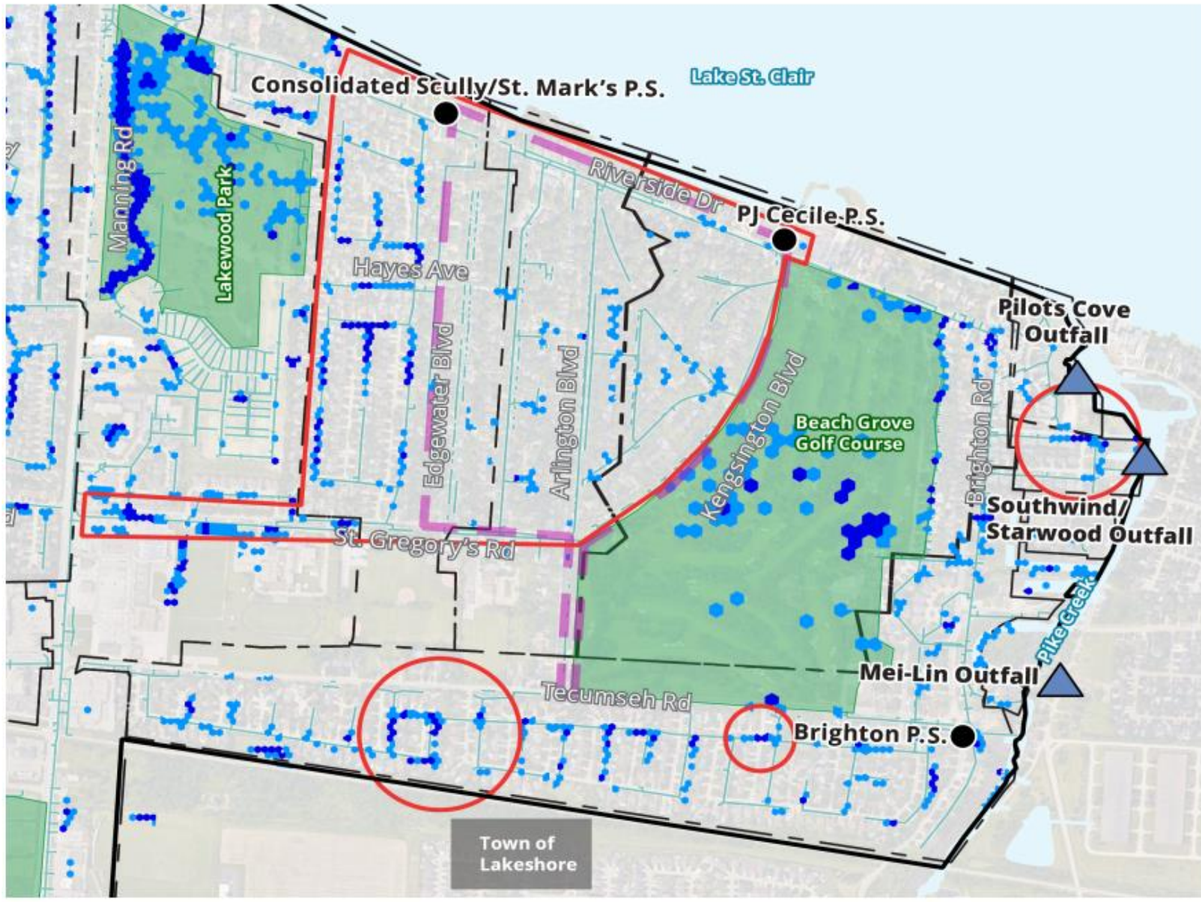
PROJECT: 16-4880 STATUS: FINAL DATE: JUNE 2019

Future Surface Flooding Comparisons
East of Manning Road – Problem Area E1

EXISTING CONDITION (1:100 YEAR + 40% SURFACE PONDING SIMULATION)



FUTURE CONDITION (1:100 YEAR + 40% SURFACE PONDING SIMULATION)



TOWN OF TECUMSEH
STORM DRAINAGE MASTER PLAN

1:100 YEAR +40% EXISTING VS FUTURE CONDITION SURFACE FLOODING - PROBLEM AREA E-1
FIGURE 11.22

TOWN OF Tecumseh ONTARIO · CANADA

- SEWER GRAVITY OUTFALL
- PUMP STATION (P.S.)
- PUMP STATION SERVICE AREA
- STUDY AREA
- SURFACE PONDING WITHIN AREA MAINTAINED BELOW 0.30m
- REGIONAL SURFACE FLOODING PROBLEM AREAS
- ISOLATED SURFACE FLOODING PROBLEM AREAS
- PARKLAND / PRIVATE PROPERTY NOT TO BE ANALYZED
- SURFACE PONDING BETWEEN 0.15m - 0.30m DEPTH
- SURFACE PONDING > 0.30m DEPTH

DILLON CONSULTING

MAP CREATED BY: SZ
MAP CHECKED BY: RTL
MAP PROJECTION: NAD 1983 UTM Zone 17N

FILE LOCATION: \\DILLON.CA\DILLON_DFS\LONDON\LONDON CAD\GIS\VISUAL COMMUNICATIONS DI\MXD TEMPLATES\BEIGE - 11X17 LANDSCAPE - LEGEND BOTTOM.MXD

SCALE 1:NTS

PROJECT: 16-4880 STATUS: FINAL DATE: JUNE 2019

Schedule B Project Summary

The Tecumseh Storm Drainage Master Plan followed the requirements of Approach 2 of the Class EA, which addresses the requirements for specific Schedule B projects.

The following **Schedule B** projects were identified in this study:

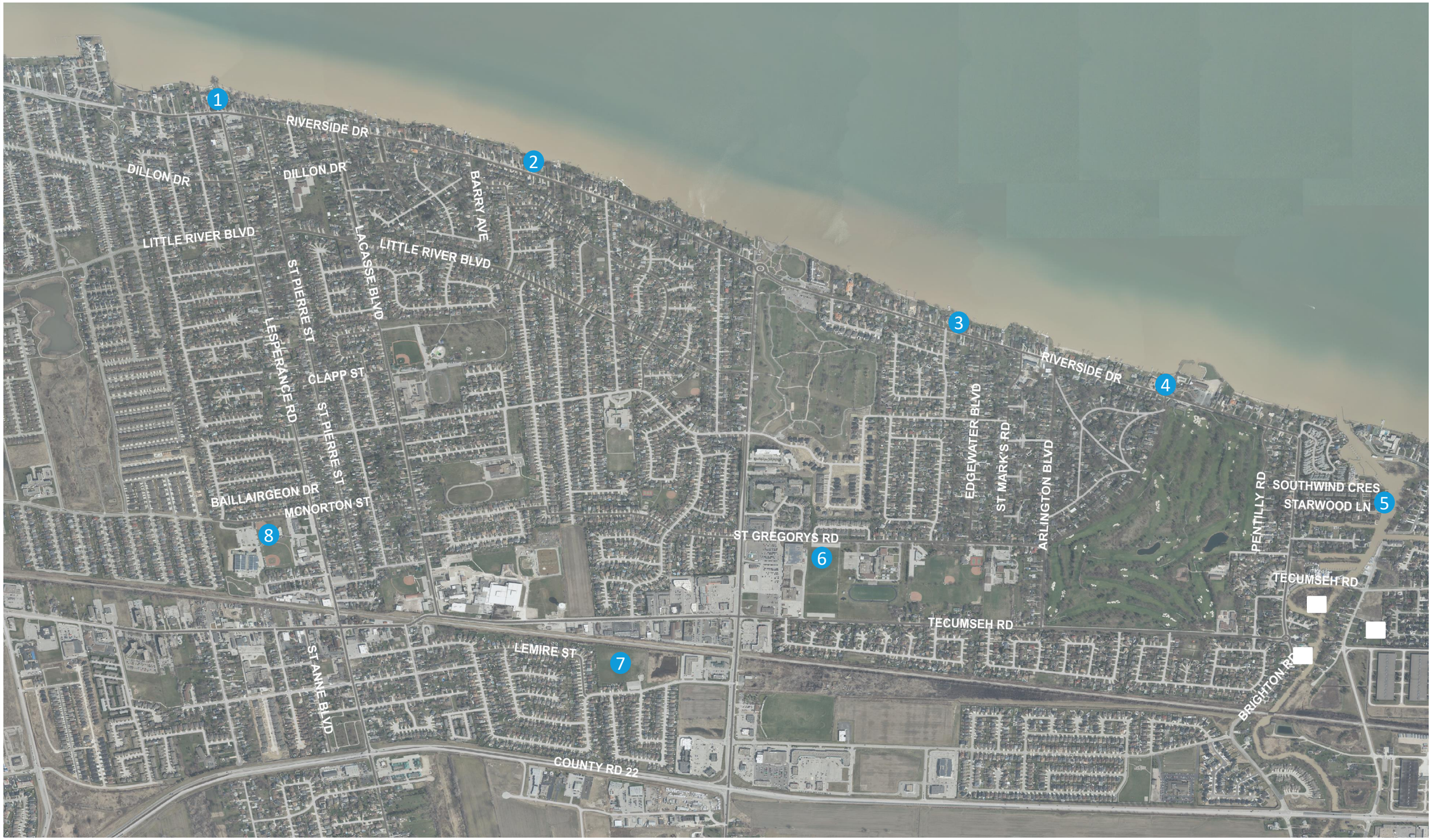
Pump Station Improvements

- Upgrade and replace the existing Lesperance Road pump station with a new pump station and outlet;
- Expand the West St. Louis pump station;
- Upgrade and replace the St. Mark's and Scully pump stations with a new consolidated pump station at the existing Scully pump station site;
- Upgrade and replace the existing PJ Ceceile pump station with a new pump station and outlet; and
- Construct a new storm pump station on Southwind Crescent.

Underground/Aboveground Storage

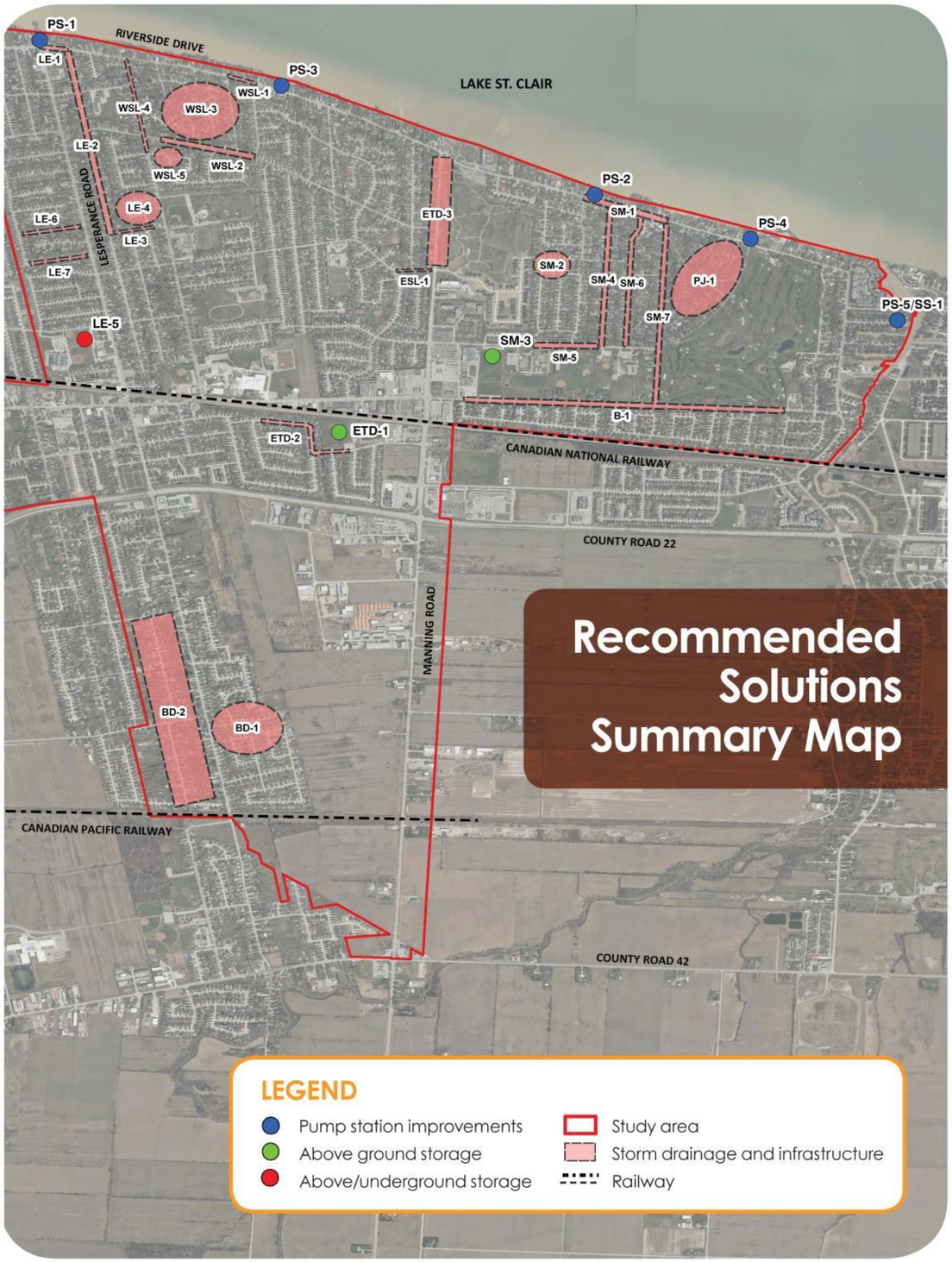
- Incorporate surface storage within the "Tecumseh Soccer Fields" owned by École Secondaire L'Essor;
- Incorporate surface storage within Buster Reaume Park; and
- Incorporate underground/surface storage behind the Tecumseh Town Hall property.

Schedule B Project Location Map



1. Lesperance Storm Pump Station
2. West St. Louis Storm Pump Station
3. Consolidated Scully/St. Marks Storm Pump Station
4. PJ Cecile Storm Pump Station
5. Southwind Crescent Storm Pump Station
6. Surface Storage in Tecumseh Soccer Field
7. Surface Storage in Buster Reaume Park
8. Surface and Underground Storage in Tecumseh Centre Park

Estimated Costs of Recommended Surface Flooding Solutions



RECOMMENDED IMPROVEMENTS	ESTIMATED COST
Lesperance Pump Station Service Area	$30.53 MILLION
West St. Louis Pump Station Service Area	$20.95 MILLION
East St. Louis And East Townline Drain Pump Station Service Area	$6.97 MIILLION
Baillargeon Drain Service Area	$7.73 MILLION
Consolidated Scully/St. Mark's Pump Station Service Area	$22.70 MILLION
P. J. Cecile Pump Station Service Area	$12.86 MILLION
Brighton Pump Station Service Area	$3.80 MILLION
Southwind/Starwood Service Area	$1.05 MILLION
TOTAL	**$106.59 MILLION**

Notes:

- *Cost estimates include:*
  - *Removal and restoration of one pavement lane width.*
  - *Flow control chambers, temporary pipes and pumps, decommissioning and demolishing of old pump stations, and new outfalls or improvements to existing outfalls.*

- *Cost estimates do not include:*
  - *Other infrastructure improvements and utility relocations.*
  - *Applicable taxes*
  - *Property acquisitions*

Next Steps

- UPDATE the Final Storm Drainage Master Plan documents based on Town Council Comments;
- RECEIVE Town Council Approval to issue Notice of Completion; and
- PUBLISH the Executive Summary, Environmental Assessment Document (VOLUME 1) and Technical Modelling Report (VOLUME 2) for a 30-day public review period.

THANK YOU

The Corporation of the Town of Tecumseh

Public Works & Environmental Services

To: Mayor and Members of Council

From: Phil Bartnik, Director Public Works & Environmental Services

Date to Council: December 10, 2019

Report Number: PWES-2019-51

Subject: Sylvestre Drive Sanitary Sewer Extension
Municipal Class Environmental Assessment, Schedule B
Study Completion and Final Adoption

Recommendations

It is recommended:

That the Sylvestre Drive Sanitary Sewer Extension, Municipal Class Environmental Assessment, Schedule B **be adopted**.

Background

Administration had identified the need for road repairs to a section of Sylvestre Drive in 2014 as part of the annual Public Works & Environmental Services (PWES) five-year Capital Works Plan. In keeping with the Town's practice to consolidate infrastructure improvement projects to achieve efficiencies, it was identified that, along with the road repairs, the sanitary sewer should also be extended and the storm sewers replaced within that same section of road.

The installation of the sanitary sewers to service the properties identified within the study area is in keeping with the Town's Water and Wastewater Master Plan, the Provincial Policy Statement, the County of Essex's Official Plan and the Town's Official Plan to provide full municipal services to those properties within designated Settlement Areas. A map of the Study Area is appended to this report.

At the July 23, 2019 Regular Meeting of Council, Council received Report No. PWES-2019-31 and authorized Administration to advertise the Notice of Completion in the local newspaper and the Town's social media accounts to initiate the mandatory 30-day public review period (Motion: RCM-232/19).

Municipal Class Environmental Assessment

This project followed the Municipal Class Environmental Assessment (Class EA) procedure and was classified as a Schedule B project as portions of the sanitary sewer extension works are not in the existing road allowance or an existing utility corridor.

The Sylvestre Drive Sanitary Sewer Extension project had identified the need for an easement to service those properties fronting County Road 19 within the Study Area. This was due in part to the conflicts with a number of existing utilities, watermain and the municipal drain located along the western limits of the County Road 19 right-of-way.

Alternative Solutions and Preferred Alternative

During the Municipal Class EA process, three alternatives were identified and evaluated to determine the preferred solution. Each of the alternatives required a private property easement to service the properties fronting County Road 19. All alternatives were evaluated against criteria derived by the Consulting Engineer, Dillon Consulting Limited (Dillon), which consisted of Engineering Considerations, Cultural and Socio-Economic Environment, Natural Environment and Cost.

Further details on the alternative solutions are contained within the attached Administrative Report No. PWES-2019-31 titled “Sylvestre Drive Sanitary Sewer Extension, Municipal Class EA”.

The preferred alternative, Alternative C, consists of a gravity sewer system and a pre-fabricated pump/lift station located at the intersection of Sylvestre Drive and County Road 19 to service the properties along County Road 19.

Comments

Notice of Study Completion

The Town of Tecumseh completed the Sylvestre Drive Sanitary Sewer Extension Municipal Class Environmental Assessment Schedule B in July 2019. The Notice of Study Completion was advertised on August 2, 2019 in the local newspaper and the Town’s website and social media accounts, which initiated the mandatory 30-day public review period.

During the public review period, the Town received comments from a representative of James Sylvestre Developments Ltd. (Sylvestre Developments) on August 16, 2019. A meeting was held with representatives from Sylvestre Developments, the Town and Dillon on August 19, 2019 to discuss their questions and concerns in further detail. Subsequent to the meeting, Dillon provided a detailed response to their questions in the form of a letter dated August 26, 2019, as well as a second letter on September 18, 2019. A copy of the correspondence is appended to this report.

Given that the Town addressed all comments received during the 30-day public review period and no Part II Orders were submitted to the Minister of the Environment, Conservation and Parks, the Sylvestre Drive Sanitary Sewer Extension Municipal Class Environmental Assessment is considered approved under the Municipal Class EA process and may proceed to the detailed design and implementation phases.

Accordingly, it is recommended that the Sylvestre Drive Sanitary Sewer Extension, Municipal Class Environmental Assessment, Schedule B, be adopted.

Consultations

Planning & Building Services
Dillon Consulting Limited

Financial Implications

There are no financial implications associated with this report.

The costs associated to finalize the engineering design and undertake the construction will be incorporated into the 2020-2024 Public Works & Environmental Services Capital Works Plan.

Link to Strategic Priorities

Applicable	2019-22 Strategic Priorities
☐	Make the Town of Tecumseh an even better place to live, work and invest through a shared vision for our residents and newcomers.
☒	Ensure that Tecumseh's current and future growth is built upon the principles of sustainability and strategic decision-making.
☒	Integrate the principles of health and wellness into all of Tecumseh's plans and priorities.
☒	Steward the Town's "continuous improvement" approach to municipal service delivery to residents and businesses.
☐	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:

Cheryl Curran, BES
Clerk I Administrative Clerk

Reviewed by:

Brian Hillman, MA, MCIP, RPP
Director Planning & Building Services

Reviewed by:

Phil Bartnik, P.Eng.
Director Public Works & Environmental Services

Recommended by:

Margaret Misek-Evans, MCIP, RPP
Chief Administrative Officer

Attachment Number	**Attachment Name**
1	Map - Study Area
2	Sylvestre Drive Sanitary Sewer Extension Class EA Comments & Responses from Public Review
3	PWES Report No PWES-2019-31 Sylvestre Drive Sanitary Sewer Extension, Municipal Class EA

LEGEND

- STUDY AREA
- EXISTING SANITARY SEWER
- PS EXISTING SANITARY PUMP STATION

DILLON CONSULTING

Town of Tecumseh
Ontario, Canada

Dillon Project No.: 17-6843

DATE: OCTOBER 2018

SCALE
0 25 50 200m

Sylvestre Sanitary Sewer

Class Environmental Assessment

TOWN OF TECUMSEH

FIGURE 1
STUDY AREA

File Location: c:\projectwise\working directory\active\33lp\jd0618502\esa figures october 2018.dwg January 31, 2019 11:44 AM

October 9, 2019

Corporation of the Town of Tecumseh
917 Lesperance Road
Tecumseh, ON
N8N 1W9

Attention: Mr. Phil Bartnik, P.Eng.,
Director Public Works & Environmental Services

Sylvestre Drive Sanitary Sewer Extension
Class Environmental Assessment

The Notice of Completion for the Sylvestre Drive Sanitary Sewer Extension was advertised on August 2, 2019 and August 9, 2019, which provided for a 30 day public and agency review period that ended on September 1, 2019.

The following summarizes the comments that were received:

1. On August 16, 2019, a representative of James Sylvestre Developments Ltd. Requested a meeting to review specific aspects of the Sylvestre Drive Environmental Assessment documentation. A written list of questions were received and a meeting was held with the property owners to discuss their questions.

We have attached copies of the correspondence from the public, as well as the responses confirming how these comments were addressed.

Accordingly, the Sylvestre Drive Sanitary Sewer Extension Class Environmental Assessment, is considered approved under the Municipal Class EA process and may proceed to detailed design and implementation.

We recommend that this letter and attachments be kept on file with the Environmental Assessment Report for future reference.

Sincerely,
DILLON CONSULTING LIMITED

Andrea Winter

Andrea Winter, P.Eng.
Project Coordinator

ACW:ldm
Enclosures
cc: Flavio Forest, P.Eng., Project Manager - Dillon Consulting Limited
John Henderson, P.Eng. - Town of Tecumseh

Our file: 17-6843

DILLON CONSULTING

3200 Deziel Drive
Suite 608
Windsor, Ontario
Canada
N8W 5K8
Telephone
519.948.5000
Fax
519.948.5054

Dillon Consulting Limited

August 19, 2019

James Sylvestre Developments Ltd.
1865 Manning Road
Tecumseh, Ontario
N8N 2L9
(519) 735-6606

Sent via Email
John Henderson

RE: Sylvestre Drive Sanitary Sewer Extension – Class EA June 2019

Study Questions:

1. Deadline to comment/for Part II Orders is Friday Aug 30, 2019 as Sept 01, 2019 is Sunday which is followed by a holiday on Monday (Sept 02 is Labour Day). Is there an opportunity for an extension to engage in discussion if necessary?

2. Can you please confirm if an alternative was considered to service some or all of the properties fronting Manning Road from the existing sanitary stub at the east limit of Jamsyl Drive?

   I don't see either of these options documented in the report. I note that the preferred alternative includes a pump station. Possibly an alternative could have optimized gravity flow down the Sylvestre Drive extension & picked-up the balance from Jamsyl Drive either with or without a pump station?

3. Section 4.0 p10 states:
   "A private property easement is required to accommodate the sanitary sewer extension along Manning Road due to constraints in the existing right of way. The proposed easement would be located adjacent to existing easements that are in place for the watermain and gas infrastructure."

   a. What are the constraints? They are not documented – rather stated as a given.

   b. There is no reference to the County Road 19 (Manning Road) and County Road 22 Environmental Study. There are property acquisitions required from that road widening project and based on the images in the report – they appear significant.

      Can you please identify how this easement ties in with the other study and what the line-type is illustrating? The legend is unclear and the 3m easement appears to be setback from the existing property line. Please see the images below.

c. It would be ideal if there wasn't an additional impact to the properties and it ends up in the County ROW which is very wide. Is the EASEMENT proposed to become part of the future right-of-way within the CR19 & CR22 EA?

d. Has the County of Essex commented on including the sanitary in the proposed right-of-way?

e. There is no reference for compensation value for the easement? How does this get resolved?

f. How will the sewer be paid for?

g. The Evaluation Table only considers the impact to private property owners regarding the impact on Archaeological, Built Heritage & Cultural Heritage and with respect to minimizing the amount of work on private property containing a comparison of "length of private property easement". No review of trees/landscape, loss of property depth, square area of impacted property, alternatives for placement of the easement? Alternatives for the sanitary within the roadway…

h. An alternative that does not include servicing existing development fronting Manning Road was not considered. Or similarly - a phased approach in the event the sewer would be required by future intensification on those lands. Are these options?

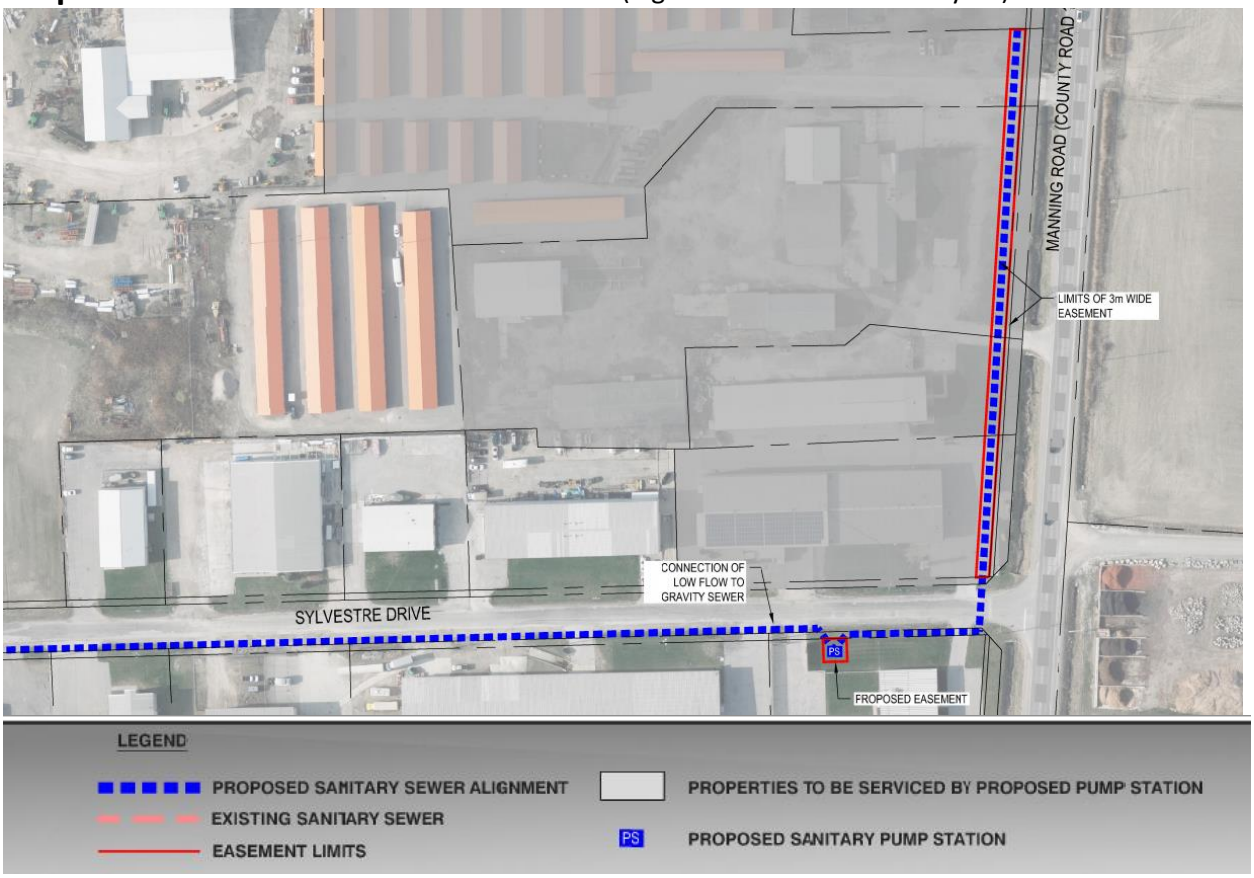
i. The Study states that "The project also includes the reconstruction of Sylvestre Drive between Manning Road and Jamsyl Drive and local storm drainage improvements…"

   Will this include an upgrade to an urban cross-section as is existing on Jamsyl Drive? What was envisioned by the "local storm drainage improvements"? The Cost spreadsheet does not appear to account for curb and gutter or enclosing the roadside drainage.

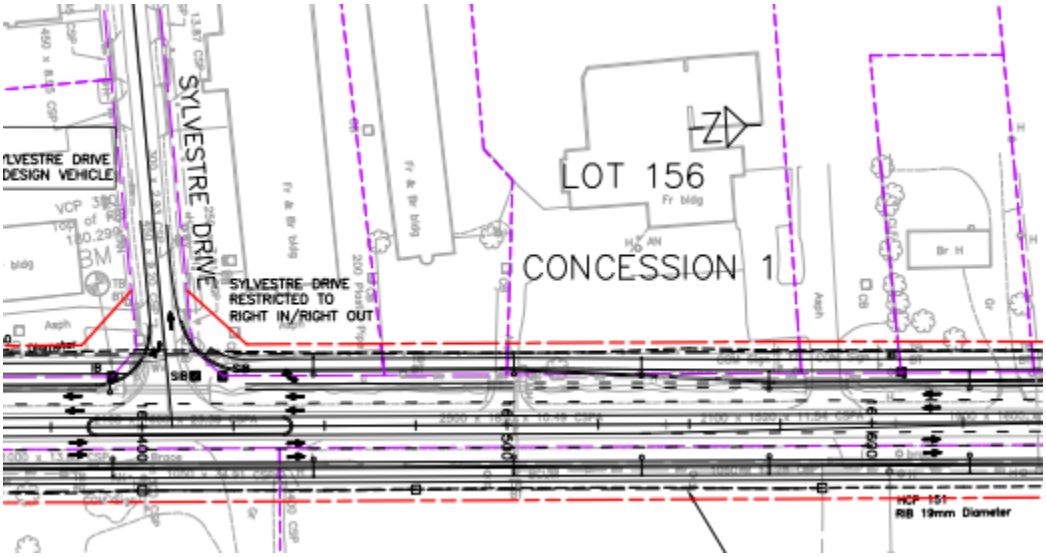
   If not – can these works be included as part of the road works?

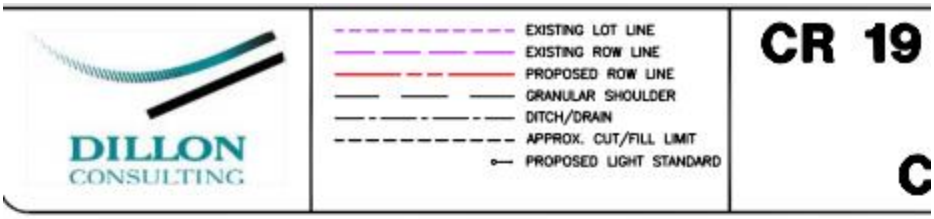
Existing Property Lines:

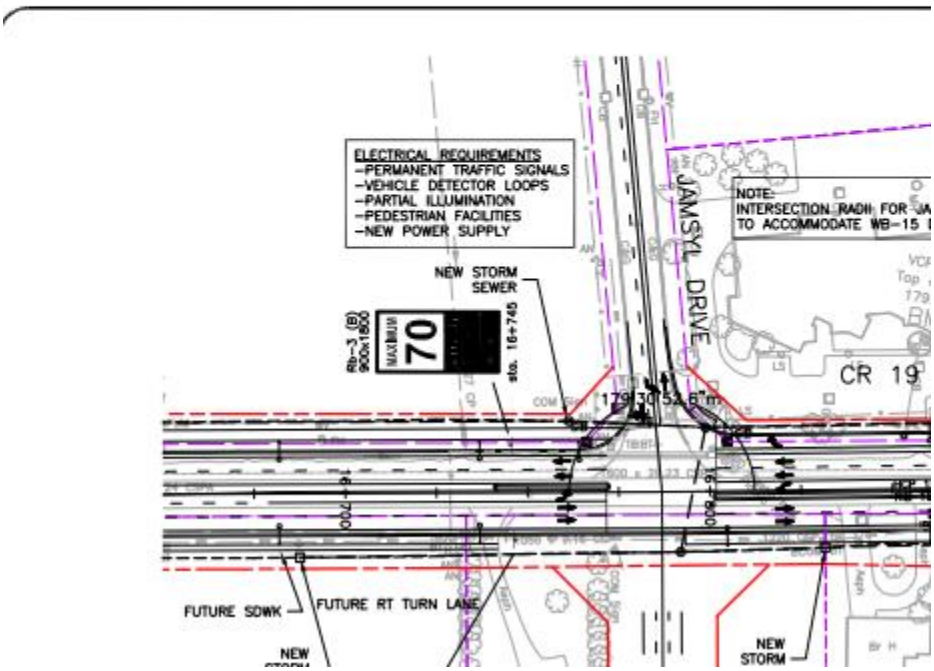
Proposed Easement with undisclosed setback (Fig. 6 from current Sanitary EA):



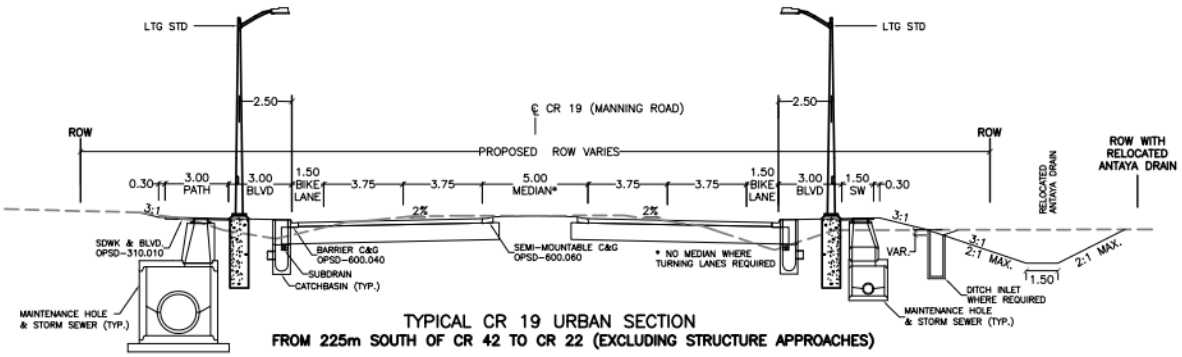
CR19 and CR22 EA (excerpts/clips from sheets 17 & 18 including the legend):







Proposed Cross-section CR19 & 22 EA (excerpt/clip Sheet 38):



August 26, 2019

Submitted via email and hard copy mailed

James Sylvestre Developments Ltd.
1865 Manning Road
Tecumseh, ON N8N 2L9

10 Fifth Street S
Chatham, Ontario
Canada
N7M 4V4
Telephone
519.354.7802
Fax
519.354.2050

Responses to Sylvestre Drive Sanitary Sewer Extension
Class EA questions submitted August 19, 2019

As discussed through a meeting held at the Town of Tecumseh on August 19, 2019 the following are responses to questions raised with respect to the Sylvestre Drive Sanitary Sewer Extension – Class EA document.

Q1 Deadline to comment/for Part II Orders is Friday Aug 30, 2019 as Sept 01, 2019 is Sunday which is followed by a holiday on Monday (Sept 02 is Labour Day). Is there an opportunity for an extension to engage in discussion if necessary?

- Dillon advised that the deadline for the comments was set as September 1, 2019 as per the available newspaper publication dates. The first publication was placed on August 2, 2019. Weekend days are permissible for the 30 day review period, however statutory holidays are not. Therefore the date was extended by one day to account for Civic Holiday which occurred on August 5, 2019.
- No changes to these dates are recommended at this time.

Q2 Can you please confirm if an alternative was considered to service some or all of the properties fronting Manning Road from the existing sanitary stub at the east limit of Jamsyl Drive?

- During the development of the EA, Dillon reviewed the alternative options related to servicing the properties fronting Manning Road from the existing sewer on Jamsyl Drive. The existing sewer located on Jamsyl is on the north side of the street. On the south side of the street extending to Manning Road is an existing 36" storm sewer. Although the storm sewer is vertically placed above the existing sanitary sewer there is minimal separation. Primary reasons for not carrying this alternative forward within the EA included:
  - Lack of vertical separation available between the existing storm sewer and proposed sanitary sewer.
  - An additional 80 m of sanitary main would be required to be placed on Manning Road in comparison to the available alternative routes to access the Manning Road properties.
  - It was expected that a pump station may be required for this option due to the grades available.

Q3 Section 4.0 p10 states:

"A private property easement is required to accommodate the sanitary sewer extension along Manning Road due to constraints in the existing right of way. The proposed easement would be located adjacent to existing easements that are in place for the watermain and gas infrastructure."

a. What are the constraints? They are not documented – rather stated as a given.

- Within the EA Document on page R-7, the cross section for Manning Road outlines that the existing watermain and gas easements are located directly beside the East Townline Drain. The proposed easement is immediately adjacent to these as the available property between the existing easements and existing Manning Road property septic beds was expected to be minimal and thus the easement has been placed as close to Manning Road as possible.

b. There is no reference to the County Road 19 (Manning Road) and County Road 22 Environmental Study. There are property acquisitions required from the road widening project and based on the images in the report – they appear significant.

Can you please identify how this easement ties in with the other study and what the line-type is illustrating? The legend is unclear and the 3m easement appears to be setback from the existing property line. Please see the images below.

- Through review of the County Road 19 preliminary design drawings in comparison to the proposed easement within this EA, the proposed easement would be located partially within the future ROW line. The future ROW limit is 8.6 m from the existing ROW line. The extent of the easement would be approximately 0.4 m beyond this proposed ROW.

c. It would be ideal if there wasn't an additional impact to the properties and it ends up in the County ROW which is very wide. Is the EASEMENT proposed to become part of the future right-of-way within the CR19 & CR22 EA.

- To date this has not been discussed with the County of Essex. The Town agreed to discuss this with the County. However, this may be difficult as the County has not started the detailed design process for this phase of Manning Road.

d. Has the County of Essex commented on including the sanitary in the proposed right-of-way?

- The County of Essex has not commented with respect to including the sanitary within the proposed future right-of-way. It was agreed that further discussion could occur with the County.

e. There is no reference for compensation value for the easement? How does this get resolved?

- Within the EA process the compensation value for the easement is not discussed. The Town of Tecumseh would discuss the compensation value for the easement with the property owners at a future date following the EA process, which may also require obtaining a formal land appraisal. Property values and factors related to the easement compensation vary.

f. How will the sewer be paid for?

- The Municipal Class EA process does not require how the project will be funded. This will be a decision of Council once the project moves into Phase 5 (implementation). It has been the Town's past practice and policy for cost recovery of infrastructure when expanding the service area (for water and wastewater).

g. The Evaluation Table only considers impact to private property owners regarding the impact on Archaeological, Built Heritage & Cultural Heritage with respect to minimizing the amount of work on private property containing a comparison of "length of private property easement". No review of trees / landscape, loss of property depth, square area of impacted property, alternatives for placement of the easement? Alternatives for the sanitary within the roadway…

- The alternatives presented identified options did not identify landscape or tree aspects to consider specifically as a Species at Risk review was completed which did not identify constraints which would limit any of the options.

- Placement of sanitary sewer within Manning Road was not outlined as an option due to the depth required to cross the existing East Townline Drain, and to fully reconstruct Manning Road itself was much more substantial than local servicing through an easement.

h. An alternative that does not include servicing existing development fronting Manning Road was not considered. Or similarly – a phased approach in the event the sewer would be required by future intensification on those lands. Are those options?

- The alternative of not servicing the existing development fronting Manning Road was not considered as it is not consistent with the Town's Water & Wastewater Master Plan, the Provincial Policy Statement, the County of Essex's Official Plan, and the Town's Official Plan to provide full municipal services to those properties located within the designated Settlement Areas.
- The project was initiated as it was identified that properties within the settlement area were currently serviced by on-site septic. A phased approach has not been considered to date as all properties would be in similar conflict with the existing provincial policy documents.
- The Town agreed to discuss the timing of the Manning Road Development within this area to consider whether or not phasing for the Manning Road properties to be serviced can be scheduled for that project timing.
- Discussion occurred related to the potential to complete the servicing for those properties on Sylvestre separate than that on Manning Road. This is an option from a design perspective, however timing will be a factor for this to be approved.

i. The Study states that "The project also includes the reconstruction of Sylvestre Drive between Manning Road and Jamsyl Drive and local storm drainage improvements…"

Will this include an upgrade to an urban cross-section as is existing on Jamsyl Drive? What was envisioned by the "local storm drainage improvements"? The Cost spreadsheet does not appear to account for curb and gutter or enclosing the roadside drainage.

If not- can these works be included as part of the road works?

- The project as designed to date included local storm drainage improvements which were considered to be catch basin or culvert replacements in direct conflict with the proposed sanitary sewer.
- The project to date has not included full design of an urban cross section for this portion of road and is not directly linked to the EA aspect of this project for sanitary servicing.

- The Town will review this request and consider moving forward with an urban section, or whether to retain the existing cross section.
- Due to the intention for local improvements only, it is agreed that curb and gutter and enclosing the roadside drainage were not considered within the cost spreadsheet within the EA.

In addition to the questions submitted prior to the meeting and related discussion notes presented herein the following additional aspects of the project were discussed.

How would the calculation for stormwater release rates be completed for these properties if they were to develop in the future?

- The Town is able to provide information related to assumptions included within the Master Drainage Study for the area. This information can be used for calculations related to outlet in the future.

Sincerely,
DILLON CONSULTING LIMITED

Andrea Winter

Andrea Winter, P.Eng
Project Co-ordinator

ACW:sll
cc: Flavio Forest, P.Eng. Project Manager Dillon Consulting Limited
John Henderson, P.Eng. – Town of Tecumseh
Phil Bartnik, P.Eng. – Town of Tecumseh
Jim Sylvestre – James Sylvestre Developments Ltd
Jeff Sylvestre – James Sylvestre Developments Ltd
Josette Eugeni P.Eng. – James Sylvestre Developments Ltd

Our file: 17-6843

DILLON CONSULTING

Winter, Andrea <awinter@dillon.ca>

RE: Class EA Questions & Responses to Sylvestre Drive Sanitary Sewer Extension / Class EA Questions & Responses to Storm Drainage Master Plan

1 message

josette@jseltd.ca <josette@jseltd.ca> Thu, Aug 29, 2019 at 5:04 PM
To: "Langlois, Ryan" <rlanglois@dillon.ca>, Flavio Forest <fforest@dillon.ca>, Andrea Winter <awinter@dillon.ca>
Cc: jhenderson@tecumseh.ca, Phil Bartnik <pbartnik@tecumseh.ca>, Sabrina Stanlake-Wong <sstanlake@dillon.ca>, 176843 <176843@dillon.ca>, jg44inc@gmail.com, Jeff@jseltd.ca, "Libbrecht, Stacey" <slibbrecht@dillon.ca>

Thank you Stacey for sending these minutes of meeting & thank you Andrea for getting these minutes together before your planned vacation. We really appreciate the timeliness of the minutes given the EA response period end date.

I would like to request one amendment to the minutes to reflect the information shared. Within the last 3years, Jeff had been denied a request for a sanitary connection from Jamsyl Drive to 1855 Manning Road within an easement which resulted in an investment of approximately $50,000 for a sanitary bed and tank. This system was constructed with additional capacity to allow for some intensification/redevelopment on the property based on the recent denial. This additional justification will be important for those ultimately considering the request that the properties fronting Manning be either excluded from the Sanitary Sewer Extension or phased-in at some future time. Timing considerations for phasing could include either when the private systems are no longer functioning or the County of Essex undertakes the road reconstruction project fronting these properties.

Hi Flavio & Ryan

Thank you also for the discussions regarding the Storm Drainage Master Plan Study. Can you please advise when you will be providing the minutes from the meeting of the same date regarding this EA – (the deadline to comment on this study was the same date as the meeting)? The root of the questions discussed were provided in advance of the meeting and are copied herein. I understood from the meeting that you would be able to provide the responses to these in a quantified form after the meeting.

From: josette@jseltd.ca <josette@jseltd.ca>
Sent: August 17, 2019 4:30 PM
To: 'John Henderson' <jhenderson@tecumseh.ca>; 'Jeff Sylvestre' <Jeff@jseltd.ca>; 'Jim Sylvestre' <jg44inc@gmail.com>
Cc: 'Phil Bartnik' <pbartnik@tecumseh.ca>; 'Andrea Winter' <awinter@dillon.ca>; 'Forest, Flavio' <fforest@dillon.ca>; 'Langlois, Ryan' <rlanglois@dillon.ca>
Subject: RE: Sylvestre Drive Sanitary EA

Thanks John

The root questions I have about the Storm Drainage Master Plan relate to model information regarding the Manning Road Secondary Plan Area. Please identify the assumptions regarding the Stormwater flows for the original Manning Road Secondary Plan EA AND for the current Storm Drainage Master Plan as follows:

1. flow for the Baillargeon Drain

a. is there an assumption for the Baillargeon Drain into the East Townline Drain if the Future Development has not occurred / separate assumption if it has moved forward?

2. flow rate allowed/assumed for the Manning Road Secondary Plan Area into the East Townline Drain
3. flow rate from the Baillargeon Drain Service Area into the Manning Road Secondary Plan Area
    a. include both Option 1 and Option 2 wrt the MP

Regards

Josette

It was our understanding that the minutes from both of these meetings would be appended in the individual EA studies so that they would be on record and form part of the final document to be used to inform the Detailed Design including consideration for the phased in approach for sanitary servicing of the properties fronting Manning and for considering the request to allocate the capacity for the existing stormwater outflow for the Baillargeon Drain at the pump station to the current restriction for the Manning Road Secondary Plan Area.

Thank you once again to John and Phil for the timely arranging of this meeting and for your active participation.

Regards,

Josette

From: Libbrecht, Stacey <slibbrecht@dillon.ca>
Sent: August 26, 2019 1:24 PM
To: jg44inc@gmail.com; Jeff@jseltd.ca
Cc: Flavio Forest <fforest@dillon.ca>; jhenderson@tecumseh.ca; Phil Bartnik <pbartnik@tecumseh.ca>; josette@jseltd.ca; Sabrina Stanlake-Wong <sstanlake@dillon.ca>; 176843 <176843@dillon.ca>
Subject: Class EA Questions & Responses to Sylvestre Drive Sanitary Sewer Extension

Please find attached Sylvestre Drive Sanitary Sewer Extension - Class EA questions & responses submitted August 19, 2019.

Thank you,

DILLON CONSULTING

CANADA BEST MANAGED COMPANIES
Platinum member

Stacey Libbrecht
Dillon Consulting Limited
10 Fifth Street South
Chatham, Ontario, N7M 4V4
T - 519.354.7868 ext. 3339
F - 519.354.2050
SLibbrecht@dillon.ca
www.dillon.ca

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DILLON CONSULTING

10 Fifth Street South
Chatham, Ontario
Canada
N7M 4V4
Telephone
519.354.7802
Fax
519.354.2050

September 18, 2019

Submitted via email and hard copy mailed

James Sylvestre Developments Ltd.
1865 Manning Road
Tecumseh, ON N8N 2L9

Requested Amendment Sylvestre EA Meeting Notes dated August 26, 2019

Further to your email dated August 29, 2019 regarding the requested amendment to the minutes, the attached revised document has been prepared.

The noted changes are included within section Q3 section h, and are with respect to the sanitary connection for property 1855 Manning Road.

Should you have further requests with respect to this documentation, please do not hesitate to contact the Town of Tecumseh with respect to the project.

Sincerely,
DILLON CONSULTING LIMITED

Andrea Winter

Andrea Winter, P.Eng
Project Co-ordinator

ACW:sll
Attachment – Sylvestre EA Response (26August19) REVISED
cc: Flavio Forest, P.Eng. Project Manager Dillon Consulting Limited
John Henderson, P.Eng. – Town of Tecumseh
Phil Bartnik, P.Eng. – Town of Tecumseh
Jim Sylvestre – James Sylvestre Developments Ltd
Jeff Sylvestre – James Sylvestre Developments Ltd
Josette Eugeni P.Eng. – James Sylvestre Developments Ltd

Our file: 17-6843

August 26, 2019

AMENDED September 18, 2019

Submitted via email and hard copy mailed

James Sylvestre Developments Ltd.
1865 Manning Road
Tecumseh, ON N8N 2L9

DILLON CONSULTING
10 Fifth Street S
Chatham, Ontario
Canada
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519.354.7802
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519.354.2050

Responses to Sylvestre Drive Sanitary Sewer Extension
Class EA questions submitted August 19, 2019

As discussed through a meeting held at the Town of Tecumseh on August 19, 2019 the following are responses to questions raised with respect to the Sylvestre Drive Sanitary Sewer Extension – Class EA document.

Q1 Deadline to comment/for Part II Orders is Friday Aug 30, 2019 as Sept 01, 2019 is Sunday which is followed by a holiday on Monday (Sept 02 is Labour Day). Is there an opportunity for an extension to engage in discussion if necessary?

- Dillon advised that the deadline for the comments was set as September 1, 2019 as per the available newspaper publication dates. The first publication was placed on August 2, 2019. Weekend days are permissible for the 30 day review period, however statutory holidays are not. Therefore the date was extended by one day to account for Civic Holiday which occurred on August 5, 2019.
- No changes to these dates are recommended at this time.

Q2 Can you please confirm if an alternative was considered to service some or all of the properties fronting Manning Road from the existing sanitary stub at the east limit of Jamsyl Drive?

- During the development of the EA, Dillon reviewed the alternative options related to servicing the properties fronting Manning Road from the existing sewer on Jamsyl Drive. The existing sewer located on Jamsyl is on the north side of the street. On the south side of the street extending to Manning Road is an existing 36" storm sewer. Although the storm sewer is vertically placed above the existing sanitary sewer there is minimal separation. Primary reasons for not carrying this alternative forward within the EA included:
  - Lack of vertical separation available between the existing storm sewer and proposed sanitary sewer.
  - An additional 80 m of sanitary main would be required to be placed on Manning Road in comparison to the available alternative routes to access the Manning Road properties.

- It was expected that a pump station may be required for this option due to the grades available.

Q3 Section 4.0 p10 states:

"A private property easement is required to accommodate the sanitary sewer extension along Manning Road due to constraints in the existing right of way. The proposed easement would be located adjacent to existing easements that are in place for the watermain and gas infrastructure."

a. What are the constraints? They are not documented – rather stated as a given.

- Within the EA Document on page R-7, the cross section for Manning Road outlines that the existing watermain and gas easements are located directly beside the East Townline Drain. The proposed easement is immediately adjacent to these as the available property between the existing easements and existing Manning Road property septic beds was expected to be minimal and thus the easement has been placed as close to Manning Road as possible.

b. There is no reference to the County Road 19 (Manning Road) and County Road 22 Environmental Study. There are property acquisitions required from the road widening project and based on the images in the report – they appear significant.

Can you please identify how this easement ties in with the other study and what the line-type is illustrating? The legend is unclear and the 3m easement appears to be setback from the existing property line. Please see the images below.

- Through review of the County Road 19 preliminary design drawings in comparison to the proposed easement within this EA, the proposed easement would be located partially within the future ROW line. The future ROW limit is 8.6 m from the existing ROW line. The extent of the easement would be approximately 0.4 m beyond this proposed ROW.

c. It would be ideal if there wasn't an additional impact to the properties and it ends up in the County ROW which is very wide. Is the EASEMENT proposed to become part of the future right-of-way within the CR19 & CR22 EA.

- To date this has not been discussed with the County of Essex. The Town agreed to discuss this with the County. However, this may be difficult as the County has not started the detailed design process for this phase of Manning Road.

d. Has the County of Essex commented on including the sanitary in the proposed right-of-way?

- The County of Essex has not commented with respect to including the sanitary within the proposed future right-of-way. It was agreed that further discussion could occur with the County.

e. There is no reference for compensation value for the easement? How does this get resolved?

- Within the EA process the compensation value for the easement is not discussed. The Town of Tecumseh would discuss the compensation value for the easement with the property owners at a future date following the EA process, which may also require obtaining a formal land appraisal. Property values and factors related to the easement compensation vary.

f. How will the sewer be paid for?

- The Municipal Class EA process does not require how the project will be funded. This will be a decision of Council once the project moves into Phase 5 (implementation). It has been the Town's past practice and policy for cost recovery of infrastructure when expanding the service area (for water and wastewater).

g. The Evaluation Table only considers impact to private property owners regarding the impact on Archaeological, Built Heritage & Cultural Heritage with respect to minimizing the amount of work on private property containing a comparison of "length of private property easement". No review of trees / landscape, loss of property depth, square area of impacted property, alternatives for placement of the easement? Alternatives for the sanitary within the roadway…

- The alternatives presented identified options did not identify landscape or tree aspects to consider specifically as a Species at Risk review was completed which did not identify constraints which would limit any of the options.

- Placement of sanitary sewer within Manning Road was not outlined as an option due to the depth required to cross the existing East Townline Drain, and to fully reconstruct Manning Road itself was much more substantial than local servicing through an easement.

h. An alternative that does not include servicing existing development fronting Manning Road was not considered. Or similarly – a phased approach in the event the sewer would be required by future intensification on those lands. Are those options?

- The alternative of not servicing the existing development fronting Manning Road was not considered as it is not consistent with the Town's Water & Wastewater Master Plan, the Provincial Policy Statement, the County of Essex's Official Plan, and the Town's Official Plan to provide full municipal services to those properties located within the designated Settlement Areas.
- The project was initiated as it was identified that properties within the settlement area were currently serviced by on-site septic. A phased approach has not been considered to date as all properties would be in similar conflict with the existing provincial policy documents.
- The Town agreed to discuss the timing of the Manning Road Development within this area to consider whether or not phasing for the Manning Road properties to be serviced can be scheduled for that project timing.
- Discussion occurred related to the potential to complete the servicing for those properties on Sylvestre separate than that on Manning Road. This is an option from a design perspective, however timing will be a factor for this to be approved.
- The property owner for 1855 Manning Road iterated within the last three years they had been denied a request for a private sanitary connection from Jamsyl Drive within an easement over a separate property, which resulted in an investment of approximately $50,000 for a sanitary bed and tank. The owner indicated that this system was constructed with additional capacity to allow for some intensification/redevelopment on the property.
- The Town indicated that they were aware of the property owner's claim of the previous request, and the age of existing septic beds within the area. Similar concerns have been raised and addressed through previous projects of similar nature included throughout the Oldcastle Hamlet area. In those areas, servicing was provided where some properties had newer and some had older septic beds, however all properties were required to connect to full municipal services at the same time of their installation. Therefore all properties would be compliant with provincial policy documents for a designated settlement area.

i. The Study states that "The project also includes the reconstruction of Sylvestre Drive between Manning Road and Jamsyl Drive and local storm drainage improvements…"

   Will this include an upgrade to an urban cross-section as is existing on Jamsyl Drive? What was envisioned by the "local storm drainage improvements"? The Cost spreadsheet does not appear to account for curb and gutter or enclosing the roadside drainage.

   If not- can these works be included as part of the road works?

- The project as designed to date included local storm drainage improvements which were considered to be catch basin or culvert replacements in direct conflict with the proposed sanitary sewer.
- The project to date has not included full design of an urban cross section for this portion of road and is not directly linked to the EA aspect of this project for sanitary servicing.
- The Town will review this request and consider moving forward with an urban section, or whether to retain the existing cross section.
- Due to the intention for local improvements only, it is agreed that curb and gutter and enclosing the roadside drainage were not considered within the cost spreadsheet within the EA.

In addition to the questions submitted prior to the meeting and related discussion notes presented herein the following additional aspects of the project were discussed.

How would the calculation for stormwater release rates be completed for these properties if they were to develop in the future?

- The Town is able to provide information related to assumptions included within the Master Drainage Study for the area. This information can be used for calculations related to outlet in the future.

Sincerely,
DILLON CONSULTING LIMITED

Andrea Winter

Andrea Winter, P.Eng
Project Co-ordinator

ACW:sll
cc: Flavio Forest, P.Eng. Project Manager Dillon Consulting Limited
John Henderson, P.Eng. – Town of Tecumseh
Phil Bartnik, P.Eng. – Town of Tecumseh
Jim Sylvestre – James Sylvestre Developments Ltd
Jeff Sylvestre – James Sylvestre Developments Ltd
Josette Eugeni P.Eng. – James Sylvestre Developments Ltd

Our file: 17-6843

The Corporation of the
Town of Tecumseh

Public Works & Environmental Services

To: Mayor and Members of Council

From: Phil Bartnik, Director Public Works & Environmental Services

Date to Council: July 23, 2019

Report Number: PWES-2019-31

Subject: Sylvestre Drive Sanitary Sewer Extension
Municipal Class Environmental Assessment, Schedule B
Filing the Notice of Study Completion

Recommendations

It is recommended:

That the Public Works & Environmental Services Report PWES-2019-31 Sylvestre Drive Sanitary Sewer Extension, Municipal Class Environmental Assessment Schedule B, Filing the Notice of Study Completion **be received**;

And that the Notice of Study Completion **be advertised** in the local newspaper and the Town's social media accounts to initiate the mandatory 30-day public review period.

Background

At the December 12, 2017 Regular Council Meeting, Council approved the recommendations (Motion RCM-441/17) of PWES Report No. 57/17 titled "2018-2022 Public Works & Environmental Services Capital Works Plan" that authorized Administration to proceed with the completion of the Municipal Class Environmental Assessment and the detailed design for the sanitary sewer extension on Sylvestre Drive.

Comments

Administration had identified the need for road repairs to a section of Sylvestre Drive as early as 2014 in the annual PWES 5-year Capital Works Plan. In keeping with the Town's practice to consolidate infrastructure improvement projects to achieve efficiencies, it was identified that,

along with the road repairs, the sanitary sewer should also be extended and the storm sewers replaced within that same section of road.

The installation of the sanitary sewers to service the properties identified within the study area is in keeping with Town's Water & Wastewater Master Plan, the Provincial Policy Statement, the County of Essex's Official Plan, and the Town's Official Plan to provide full municipal services to those properties within designated Settlement Areas.

Municipal Class Environmental Assessment

The *Ontario Environmental Assessment (EA) Act* recognized that certain municipal undertakings occur frequently, are small in scale, have a generally predictable range of effects or have a relatively minor environmental significance. To ensure that a degree of standardization in the infrastructure planning process is followed throughout the Province, the EA Act contemplated the use of the Class Environmental Assessment (Class EA) procedure for projects which require approval under the Act but which are not considered to be major environmental works. The Municipal Engineers Association (MEA) document titled Municipal Class Environmental Assessment (October 2000 as amended in 2007, 2011 and 2015), describes the procedure for undertaking a Class EA for municipal projects.

Projects undertaken by municipalities vary in their environmental impact, and are classified within the Class EA document in terms of Schedules:

- **Schedule A** projects are limited in scale, have minimal adverse environmental effects and include a number of municipal maintenance and operational activities. These projects are preapproved and may proceed to implementation without following the full Class EA planning process. Schedule A projects generally include normal or emergency operational and maintenance activities.

- **Schedule A+** projects are similar to Schedule A projects in that they are considered pre-approved; however, the public is to be advised prior to project implementation.

- **Schedule B** projects have potential for some adverse environmental effects. The proponent is required to undertake a screening process, involving mandatory contact with directly affected public and relevant review agencies, to ensure that they are aware of the project and that their concerns are addressed. If there are no outstanding concerns, then the proponent may proceed to implementation. Schedule B projects generally include improvements and minor expansions to existing facilities.

- **Schedule C** projects have the potential for significant environmental effects and must proceed under the full planning and documentation procedures specified in the Municipal Class EA document. Schedule C projects require that an Environmental Study Report (ESR) be prepared and filed for review by the public and review agencies. Schedule C projects generally include the construction of new facilities and major expansions to existing facilities.

The main elements of the Class EA planning process are incorporated in the following five phases, and further depicted on Attachment No.3:

Phase 1: Identify the problem or opportunity.

Phase 2: Identification and evaluation of alternative solutions to determine a preferred solution.

Phase 3: Examination of alternative methods of implementation of the preferred solution.

Phase 4: Documentation of the planning, design and consultation process.

Phase 5: Implementation and monitoring.

The Municipal Class EA process includes an appeal period of 30-days for the public to review the EA document once it has been completed. The proponent is encouraged to work in cooperation with any member of the public who may have a concern to determine the preferred means of addressing a problem. If the concerns of the project cannot be resolved through discussions with the proponent, the member of the public may request the Minister of the Environment to require the proponent to comply with Part II of the EA Act before proceeding with the proposed undertaking. If no request is received by the Minister or delegate, the proponent is free to proceed with the implementation and construction.

Categorization of the Project under the Municipal Class EA

The Municipal Class EA document identifies a number of Schedule B activities for Wastewater Management Projects, one of which is defined as:

- Establish, extend or enlarge a sewage collection system and all works necessary to connect the system to an existing sewage outlet where such facilities are not in an existing road allowance or an existing utility corridor.

The Sylvestre Drive Sanitary Sewer Extension project had identified the need for an easement to service those properties fronting County Road 19 within the study area. This was due in part of the number of utilities, watermain and the municipal drain located within the County Road 19 right-of-way. Upon review of the Municipal Class EA document, this project has been categorized as a Schedule B, and as such is confined to Phases 1 of 2 of the process.

Overview of the Alternatives & Identification of the Preferred Alternative

Three Alternatives were considered or the extension of sanitary sewers to service a portion of the Sylvestre Industrial Park area. Each of these alternatives required a private property easement to service the properties fronting County Road 19 (Manning Road). These Alternatives consisted of the following:

- Alternative A

  This alternative would require an additional easement along the east/west property line to outlet four (4) properties to the Sylvestre Drive existing sewer. A second sewer would be placed along Sylvestre Drive to service those properties fronting Sylvestre. The total length of sewer required would be 970 metres.

- Alternative B

  The five (5) properties fronting County Road 19 would be serviced by (private) individual grinder pump stations connected to the mainline sewer via a small low pressure header sewer. The properties along Sylvestre Drive would be serviced via a gravity main. The total length of sewer is 350 metres and the low pressure sewer header is 280 metres.

- Alternative C

  All properties would be serviced by a gravity sewer system. A pre-fabricated pump/lift station would be located at the intersection of Sylvestre Drive and County Road 19 to service the properties along County Road 19. A total of 630 metres of gravity sewer main would be required in addition to the pump/lift station.

All Alternatives were evaluated against criteria derived by the Consulting Engineer, which consisted of: Engineering Considerations, Cultural & Socio-Economic Environment, Natural Environment and Cost. The Table containing the Evaluation of Alternative Solutions is located on Pages 16 and 17 of Attachment No. 4 of this report.

Ultimately, Alternative C was selected as the Preferred Alternative and is depicted in Attachment No. 3 of this report.

Public Consultation

The public consultation throughout the study satisfied the requirements of the Municipal Class EA. These included:

1. Notice of Study Commencement

   The Notice of Study Commencement was mailed on March 13, 2018 to the study contact list, which consists of interested property owners, stakeholders, indigenous communities, and regulatory agencies. It was also published in the March 16 and 23, 2018 editions of the Shoreline and placed on the Town's website and social media accounts.

2. Indigenous Communities Consultation Engagement

   The Indigenous Communities identified as potentially interested in the study included Walpole Island, Caldwell, Aamjiwnaang, Chippewas of the Thames, Chippewas of Kettle & Stony Point, and Moravian of the Thames (Delaware Nation), Metis Nation of

Ontario and Southern First Nations Secretariat. The Notice of Project Commencement was sent to the Indigenous Communities along with cover letters. Correspondence was only received from the Chippewas of the Thames First Nation.

3. Direct Property Owner Consultation

   Additional consultation and meetings were held with the property owners within the study area. Servicing alternatives and sewer alignments were reviewed, along with the identification of the preferred alternative. These meetings were held April 18, 2018 and April 16, 2019.

Next Steps

The Notice of Study Completion will be published in the local newspaper and on the Town's website and social media accounts, and will also be mailed to landowners, stakeholders and regulatory authorities on the contact list for the Municipal Class EA.

A copy of the Notice of Completion will also be included as a Communication Item at the following regularly scheduled meeting of Council following publication.

A hard copy of the Municipal Class EA, Schedule B Project File will be made available at Town Hall through the Clerk's Office during the 30-day review period, along with a digital copy being made available on the Town's website.

Following the 30-day review period, and considering that all of the comments received have been addressed and that no Part II Orders were submitted to the Minister of the Environment, Conservation and Parks, Administration will bring forward a separate report to Council to have the Municipal Class EA, Schedule B Project File formally adopted.

Construction will be incorporated into the Public Works & Environmental Services 5-year Capital Works Plan, which will be subject to Council approval, and may be scheduled as early as 2020.

Consultations

Planning & Building Services
Dillon Consulting Limited

Financial Implications

There are no financial implications associated with this report.

Administration intends to bring forward a separate report to Council in fall 2019 to proceed with the passing of a Part XII by-law (*Municipal Act*, s.391) for the full cost recovery of the wastewater infrastructure expenditures to those benefitting properties. This is in keeping with the Town's past policy and practice for the installation of new wastewater infrastructure.

Link to Strategic Priorities

Applicable	2019-22 Strategic Priorities
☐	Make the Town of Tecumseh an even better place to live, work and invest through a shared vision for our residents and newcomers.
☒	Ensure that Tecumseh's current and future growth is built upon the principles of sustainability and strategic decision-making.
☐	Integrate the principles of health and wellness into all of Tecumseh's plans and priorities.
☒	Steward the Town's "continuous improvement" approach to municipal service delivery to residents and businesses.
☒	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:

Phil Bartnik, P.Eng.
Director Public Works & Environmental Services

Reviewed by:

Brian Hillman, MA, MCIP, RPP
Director Planning & Building Services

Recommended by:

Margaret Misek-Evans, MCIP, RPP
Chief Administrative Officer

Attachment Number	**Attachment Name**
1	Study Area
2	Municipal Class EA Planning and Design Process (Flow Chart)
3	Alternative C (Preferred Alternative)
4	Sylvestre Sanitary Sewer, Class Environmental Assessment, Schedule B Project File Report, June 2019

SYLVESTRE DRIVE
DESRO DRIVE
COUNTY ROAD 22
JAMSYL DRIVE
TOWN OF TECUMSEH
TOWN OF LAKESHORE
SYLVESTRE DRIVE
SYLVESTRE DRIVE
MANNING ROAD (COUNTY ROAD 19)

LEGEND

- STUDY AREA
- EXISTING SANITARY SEWER
- PS EXISTING SANITARY PUMP STATION

DILLON CONSULTING

Town of Tecumseh Ontario, Canada

Dillon Project No.: 17-6843

DATE: OCTOBER 2018

SCALE
0 25 50 200m

Sylvestre Sanitary Sewer

Class Environmental Assessment

TOWN OF TECUMSEH

FIGURE 1
STUDY AREA

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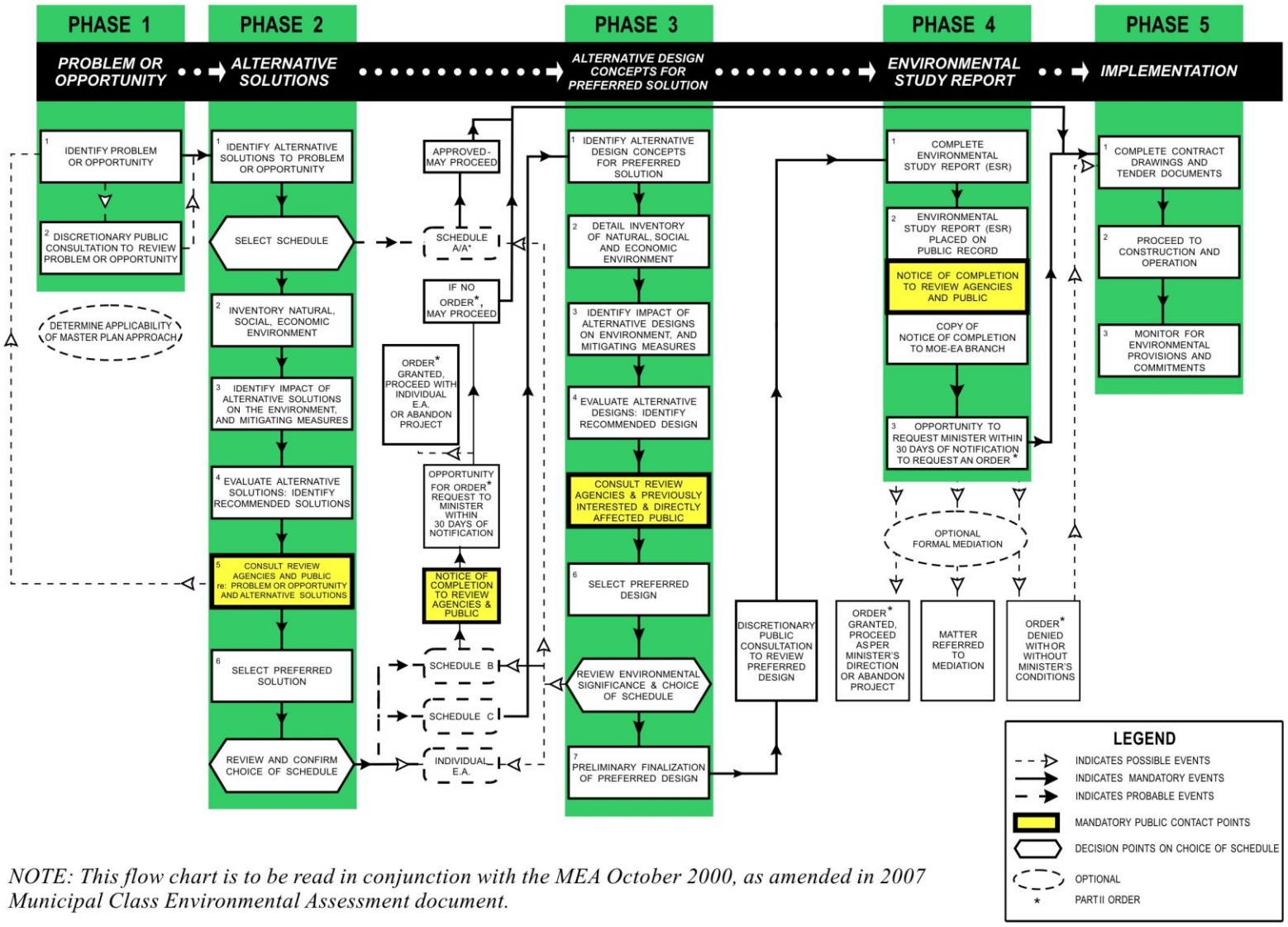
MUNICIPAL CLASS EA PLANNING AND DESIGN PROCESS



NOTE: This flow chart is to be read in conjunction with the MEA October 2000, as amended in 2007 Municipal Class Environmental Assessment document.

JAMSYL DRIVE

SYLVESTRE DRIVE

TOWN OF TECUMSEH

TOWN OF LAKESHORE

MANNING ROAD (COUNTY ROAD 19)

LIMITS OF 3m WIDE EASEMENT

CONNECTION TO EXISTING MANHOLE

CONNECTION OF LOW FLOW TO GRAVITY SEWER

SYLVESTRE DRIVE

PS

N

LEGEND

- PROPOSED SANITARY SEWER ALIGNMENT
- EXISTING SANITARY SEWER
- EASEMENT LIMITS (3m WIDTH)
- PROSPERITIES TO BE SERVICED BY PROPOSED PUMP STATION

DILLON CONSULTING

Town of Tecumseh Ontario, Canada

Dillon Project No.: 17-6843

DATE: OCTOBER 2018

SCALE

0 10 25 100m

Sylvestre Sanitary Sewer

Class Environmental Assessment

TOWN OF TECUMSEH

FIGURE 6
ALTERNATIVE C

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DILLON CONSULTING

CORPORATION OF THE TOWN OF TECUMSEH

Sylvestre Sanitary Sewer

Class Environmental Assessment

Schedule B Project File Report

June 2019 – 17-6843

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1.0 Introduction

1.1 Background and Purpose of Report

The Corporation of the Town of Tecumseh retained Dillon Consulting Limited to complete the Preliminary Design and Municipal Class Environmental Assessment (EA) for the extension of sanitary sewers to service a portion of the Sylvestre Industrial Park Area that is generally located on Sylvestre Drive, south of Jamsyl Drive, and west of Manning Road (**Figure 1**). The sanitary sewer will also be required to service the five properties with frontage onto Manning Road currently serviced by private on-site sewage disposal systems.

In accordance with provincial policy documents "limited infill development on individual water supply and individual on-site sewage services within a settlement area may be considered only where there is no suitable receiver for effluent discharge from a full municipal or communal sewage facility, there are no existing or potential water quality or quantity problems, and site conditions permit."

A permanent sanitary sewer easement must be established on private property for a portion of the work to connect the proposed sanitary sewers from the Study Area to the existing local sanitary sewer located on Sylvestre Drive.

The project also includes the reconstruction of Sylvestre Drive between Manning Road and Jamsyl Drive and local storm drainage improvements which meet the requirements of a Schedule A activity under the Municipal Class EA. Schedule A activities are considered pre-approved and do not form part of this Class EA. As part of this Class EA, alternative sanitary sewer solutions and locations for the associated sanitary sewer easement were considered and a preferred solution identified. This Project File documents the decision-making process leading to the selection of the preferred alternative.

1.2 Class EA Process

Municipal infrastructure projects must meet the requirements of the Ontario *Environmental Assessment Act*. The Municipal Class EA (October 2000, as amended in 2007, 2011 and 2015) applies to a group or "class" of municipal water, wastewater and roads projects, which occur frequently and have relatively minor and predictable impacts. These projects are approved under the *EA Act*, as long as they are planned, designed and constructed according to the requirements of the Class EA document.

The specific requirements of the Class EA for a particular project depend on the type of project, its complexity and the significance of environmental impacts. Four categories of projects are identified in the document, including Schedule "A+", "A", "B" and "C" projects. The project meets the requirements of the following Schedule B Class EA, "Establish, extend or enlarge a sewage collection system and all works necessary to connect the system to an existing sewage outlet where such facilities are not in an existing road allowance or an existing utility corridor (Page I-14, MCEA).

LEGEND

- STUDY AREA
- EXISTING SANITARY SEWER
- EXISTING SANITARY PUMP STATION

DILLON CONSULTING

Town of Tecumseh Ontario Canada

Dillon Project No.: 17-6843

DATE: OCTOBER 2018

SCALE 0 25 50 200m

Sylvestre Sanitary Sewer

Class Environmental Assessment

TOWN OF TECUMSEH

FIGURE 1

STUDY AREA

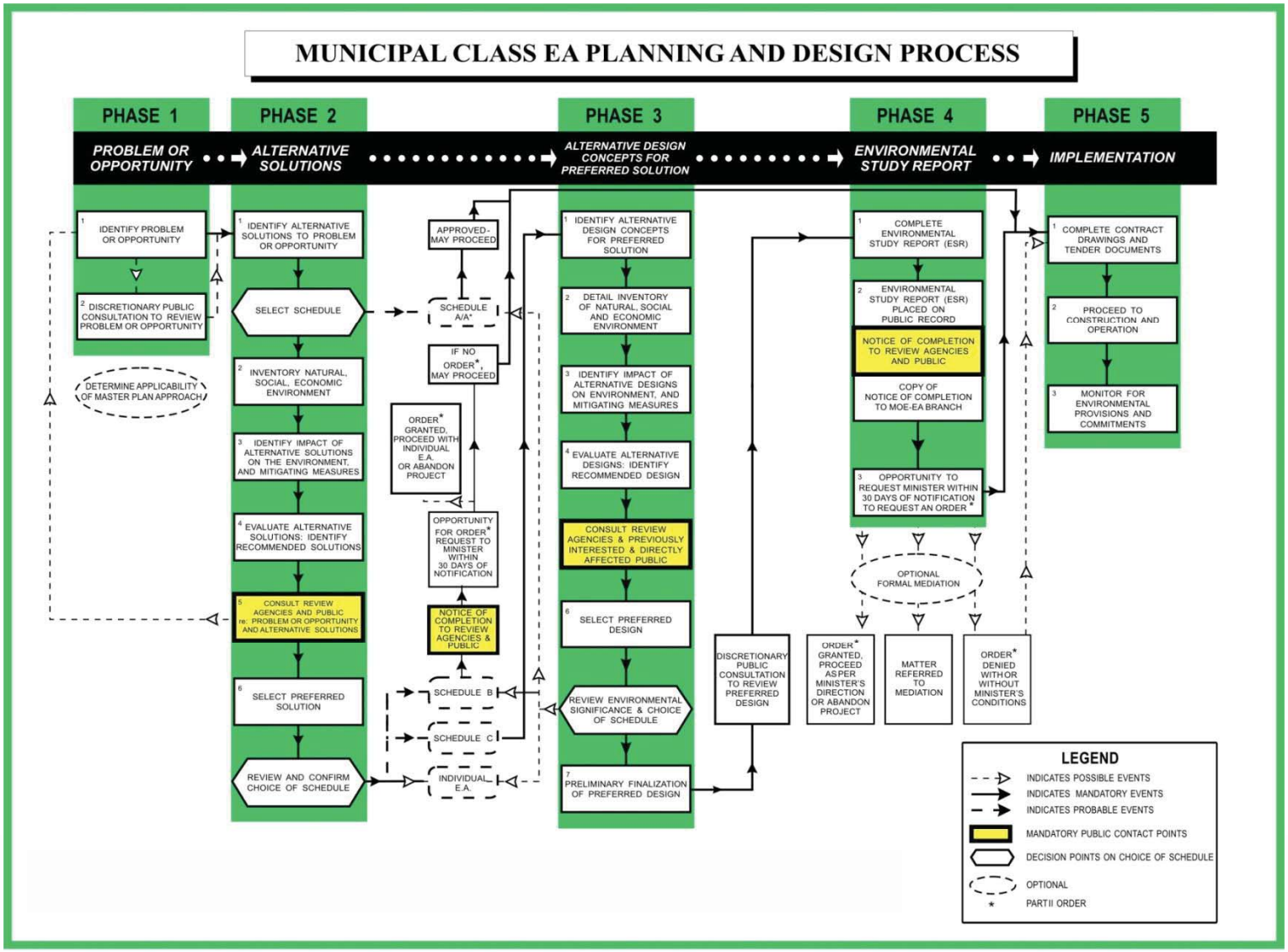
A Schedule "B" project follows Phase 1 and Phase 2 of the Class EA process and is "screened", as shown in **Figure 2** and described below:

- Phase 1 of the Class EA process consists of "Problem/Opportunity Identification".
- Phase 2 consists of the development and evaluation of "Alternative Solutions" and selection of a "Preferred Solution".

Based on the objective of avoiding or minimizing adverse environmental impacts, the Schedule "B" screening process involves:

- The preparation of an inventory of the environment potentially affected by the project.
- Public and agency consultation.
- An impact assessment of the preferred alternative, including measures to avoid/mitigate any adverse impacts.
- Documentation of the Class EA process in a Project File.

Figure 2: Municipal Class EA Planning and Design Process Flow Chart



2.0 Problem Statement

Phase 1 of the Class EA involves developing a Problem/Opportunity Statement for the study. The following statement was developed based on the needs and study objectives outlined in **Section 1.1** of this report:

Through the completion of the Town of Tecumseh Water and Wastewater Master Plan, and the Town of Tecumseh Capital Works Program, it was recognized that properties fronting Manning Road between Jamsyl Drive and Sylvestre Drive were currently serviced by private on-site sewage disposal systems. Understanding that on-site sewage systems have limited life cycles, the Town of Tecumseh has identified this project to provide a long term sustainable solution for sewage disposal for all residents within this catchment area.

3.0 Existing Conditions

The following sections summarize the existing conditions within the Study Area that were considered as part of the identification and evaluation of alternative solutions.

3.1 Sanitary Sewer Infrastructure

The Sylvestre Drive sanitary sewer was constructed in 1995 from the existing Sylvestre pump station to the southerly limit of the north-south portion of Sylvestre Drive. The existing sewer and pump station were designed with sufficient capacity to serve the complete Sylvestre Industrial Park subdivision, which includes a mix of light industrial and residential land uses. The existing 250 mm diameter sanitary sewer is located within the Sylvestre Drive right of way, which is proposed to be extended to service the additional lands currently serviced by on-site septic systems. In addition to the sanitary sewer within this area, a 150 mm watermain is located within the right of way generally on the opposite side of the road to the sanitary sewer. Localized swales, culverts and subdrains exist with respect to stormwater drainage. **Figure 3** illustrates the existing infrastructure in the Study Area, and outlines those properties currently serviced by on-site septic systems.

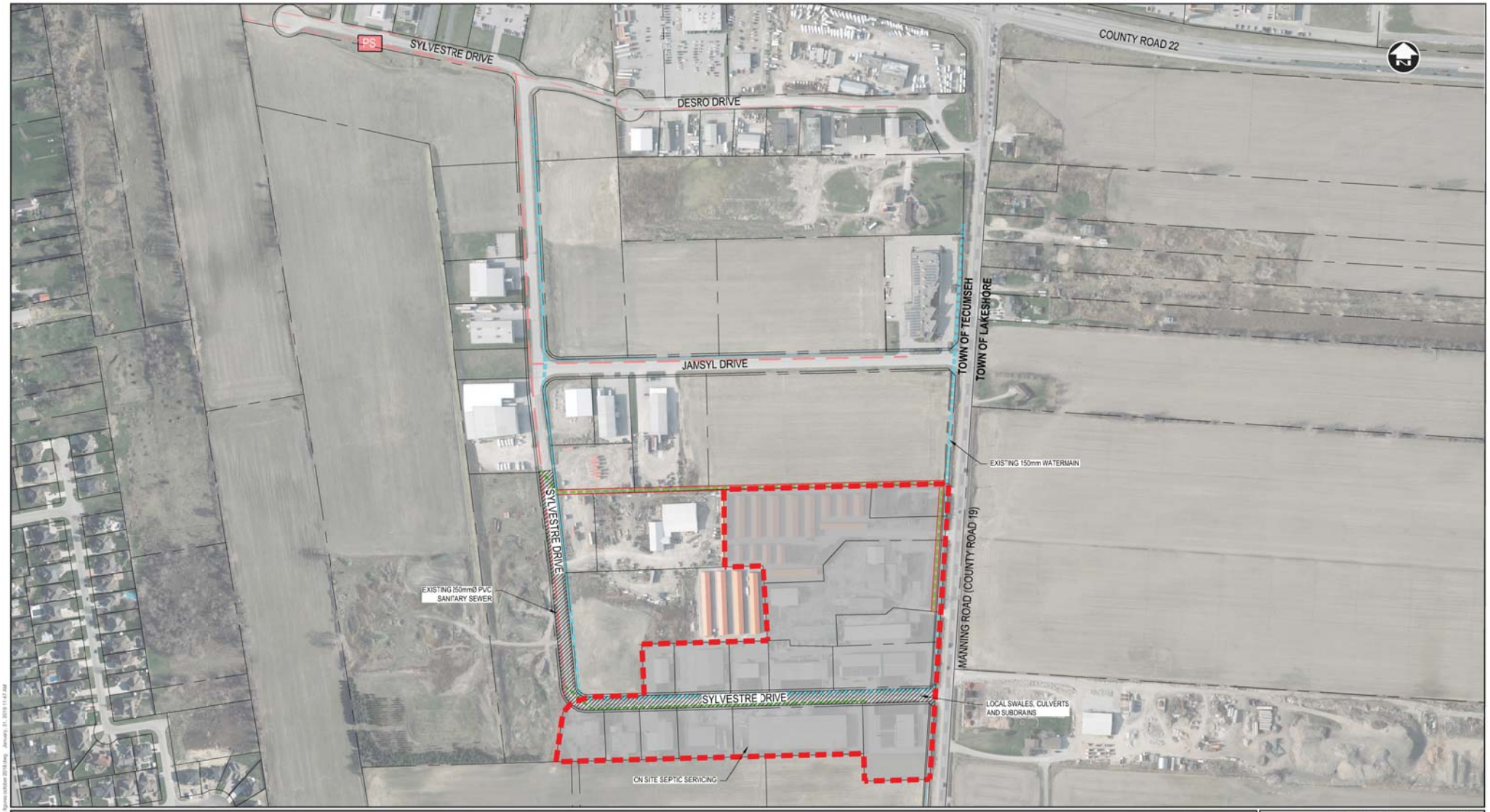
3.2 Land Use

The Sylvestre Industrial Park area, located at the southwest corner of County Road 22 and Manning Road, is partially developed with mixed industrial and business uses.

The Study Area is in the County of Essex in the former Township of Sandwich South, which amalgamated with the Town of Tecumseh and Village of St. Clair Beach in 1999, to become the Town of Tecumseh. Land uses within the Town of Tecumseh are currently governed by three separate Official Plans pertaining to the three former municipalities, as well as the County of Essex Official Plan. A new Town of Tecumseh Official Plan is currently being prepared.

3.2.1 County of Essex Official Plan

Section 3.2.4 and Schedule A2 of the County of Essex Official Plan (2014) designates lands within the study area as a primary settlement area. Primary settlement areas are the "largest and traditional centres of settlement and commerce in the County. Protection of these communities by focusing growth and investment is a priority of the County." Section 3.2.4.1 identifies primary settlement areas as the "focus of growth and public/private investment" and that development in these areas "shall only occur on full municipal water services and municipal sewage services." All types of land uses are permitted within the "Primary Settlement Areas" designation, subject to land use policies of local municipal Official Plans.


PS
SYLVESTRE DRIVE
DESRO DRIVE
COUNTY ROAD 22
N
JAMSYL DRIVE
TOWN OF TECUMSEH
TOWN OF LAKESHORE
EXISTING 150mm WATERMAIN
SYLVESTRE DRIVE
EXISTING 250mmØ PVC SANITARY SEWER
MANNING ROAD (COUNTY ROAD 19)
SYLVESTRE DRIVE
LOCAL SWALES, CULVERTS AND SUBDRAINS
ON SITE SEPTIC SERVICING
LEGEND
STUDY AREA
EXISTING SANITARY SEWER
EXISTING SANITARY PUMP STATION
PS
DILLON CONSULTING
Town of Tecumseh Ontario Canada
Dillon Project No.: 17-6843
DATE: OCTOBER 2018
SCALE
0 25 50 200m
Sylvestre Sanitary Sewer
Class Environmental Assessment
TOWN OF TECUMSEH
FIGURE 3
EXISTING INFRASTRUCTURE

3.2.2 Township of Sandwich South Official Plan

Lands within the Study Area are designated "Business Park" on Schedule A-1 of the Official Plan. Section 3.7.2 of the plan states business park areas can include a range of light industrial activities, including manufacturing, assembling, processing, fabricating, repairing, warehousing and wholesaling. Other permitted uses include private sports facilities, exhibition halls, transportation depots, offices, financial institutions, retail and wholesale establishments, retail warehousing and discount merchandising outlets and other retails activities that are space extensive.

3.3 Natural Environment

The Study Area is partially developed with mixed industrial, and residential use. No natural heritage features (such as woodland, wetland, or Areas of Natural or Scientific Interest) are located within the Study Area. East Townline Drain is located adjacent to the Study Area, along the west side of Manning Road. The East Townline Drain commences at the north side of County Road 42 and flows northerly along the west side of Manning Road (County Road 19) to its outlet into Lake St. Clair where it is pumped into the lake. The drain is approximately 5,100 metres and has a watershed area of approximately 474.72 ha.

3.3.1 Species at Risk

Appendix A includes a summary of the existing natural environment features in the area, including the potential for Species at Risk (SAR) protected under the Provincial Endangered Species Act (2007). Field investigations for potential SAR and verification of terrestrial natural resources were completed October 9, 2018.

There is limited potential to encounter SAR during construction. East Townline Road Drain (immediately west of Manning Road) and the Mixed Meadow habitats (adjacent to the Study Area to the west) provide potential habitat for Eastern Foxsnake and Butler's Gartersnake. Along the drain, deep concrete foundations associated with numerous drainage culverts could provide potential hibernacula and thermoregulation areas. Section 6 of this report outlines mitigation measures that must be in place address the potential for these species to be encountered during construction.

3.3.2 Source Water Protection

The Study Area is located in the Essex Region Source Protection Area, as described in the Approved Source Protection Plan for the Essex Region Source Protection Region (October, 2015). As outlined in the Clean Water Act, the primary objective of the Source Protection Plan is to protect existing and future drinking water sources.

As shown on the Source Protection Plan, the proposed extension of sanitary sewers on Sylvestre Drive is in a low to moderate threat policy applicability area. The Study Area is within an Intake Protection Zone (IPZ) and an Event Based Area (EBA), which means modelling has indicated that a spill in the area could cause a deterioration in raw water quality at the municipal drinking system.

Identifying potential threats to source water is an important aspect of source water protection. A threat is an existing or potential land use activity that has the potential to impact water quality or the quantity of water that is used as a source for municipal drinking water. It is anticipated that the proposed sanitary sewers reduce the likelihood of spills and will reduce threats to source water.

3.4 Cultural Resources

3.4.1 Archaeology

The Ministry of Tourism Culture and Sport (MTCS) "Criteria for Evaluating Archaeological Potential Lands – A Checklist for the Non-Specialist" was completed (***Appendix B***). Based on the findings of the checklist, the lands within the Study Area have low archaeological potential and an assessment is not required.

3.4.2 Built Heritage

The MTCS "Screening for Impacts to Built Heritage and Cultural Heritage Landscapes" checklist was completed to determine potential impacts to cultural heritage resources (***Appendix B***). Based on the findings of the checklist, the project is unlikely to impact cultural heritage landscapes or built heritage resources, and a Cultural Heritage Evaluation Report is not required.

4.0 Phase 2: Alternative Solutions

Phase 2 of the Class EA process involves the identification and evaluation of "Alternative Solutions" to the problem identified in Phase 1. A preferred solution is chosen at the end of Phase 2.

The 2008 Water and Wastewater Master Plan identifies the need to service the Sylvestre Industrial Area to, in part, address environmental concerns related to septic systems that are reaching the end of their expected service life. Based on the need identified in the Master Plan, the "do nothing" alternative is not considered feasible. As outlined in the County's Official Plan, development in the primary settlement areas "shall only occur on full municipal water services and municipal sewage services."

To complete the sanitary servicing of the Study Area, an extension of the existing sanitary sewer is required along the east-west portion of Sylvestre Drive and along Manning Road to connect to the existing Sylvestre Drive sanitary sewer. A private property easement is required to accommodate the sanitary sewer extension along Manning Road due to constraints in the existing right of way. The proposed easement would be located adjacent to existing easements that are in place for the watermain and gas infrastructure.

4.1 Alternative Solutions Considered for Study Area

Three alternative solutions were considered for the extension of sanitary sewers to service a portion of the Sylvestre Industrial Park Area. Each alternative includes a private property easement along the eastern property line adjacent to the existing gas main easement for the properties facing Manning Road. Details related to each of the alternative solutions are outlined as follows:

- **Alternative A:** This option will require an additional easement along the east/west property line to outlet four properties to Sylvestre Drive's existing sewer. A second sewer would be placed along Sylvestre Drive to service those properties fronting Sylvestre. The total length of sewer required would be 970 m (**Figure 4**).
- **Alternative B**: The five properties facing Manning Road would be serviced by individual grinder pump stations connected to the mainline sewer via a small low pressure header sewer. The properties facing Sylvestre Drive would be serviced via a gravity main. The total length of gravity sewer is 350 m and low pressure sewer header is 280 m (**Figure 5**).
- **Alternative C**: All properties will be serviced by a gravity sewer system. A pre-fabricated pump station will be located at the intersection of Sylvestre Drive and Manning Road to service the properties facing Manning Road. A total of 630 m of gravity sewer main is required in addition to the pump station (**Figure 6**). **Figure 6** identifies the properties which will receive servicing connected to the proposed pump station.

JAMSYL DRIVE
TOWN OF TECUMSEH
TOWN OF LAKESHORE
CONNECTION TO EXISTING MANHOLE
SERVICED BY EXISTING ON SITE SEPTIC
LIMITS OF 3m WIDE EASEMENT
MANNING ROAD (COUNTY ROAD 19)
SYLVESTRE DRIVE
CONNECTION TO EXISTING MANHOLE
SYLVESTRE DRIVE
LEGEND
PROPOSED SANITARY SEWER ALIGNMENT
EXISTING SANITARY SEWER
EASEMENT LIMITS (3m WIDTH)
DILLON CONSULTING
Town of Tecumseh Ontario Canada
Dillon Project No.: 17-6843
DATE: OCTOBER 2018
SCALE
0 10 25 100m
Sylvestre Sanitary Sewer
Class Environmental Assessment
TOWN OF TECUMSEH
FIGURE 4
ALTERNATIVE A

LEGEND

- PROPOSED SANITARY SEWER ALIGNMENT (GRAVITY)
- PROPOSED SANITARY SEWER ALIGNMENT (LOW PRESSURE)
- EXISTING SANITARY SEWER
- EASEMENT LIMITS (3m WIDTH)

DILLON CONSULTING

Town of Tecumseh Ontario Canada

Dillon Project No.: 17-6843 DATE: OCTOBER 2018

SCALE 0 10 25 100m

Sylvestre Sanitary Sewer

Class Environmental Assessment

TOWN OF TECUMSEH

FIGURE 5

ALTERNATIVE B

JAMSYL DRIVE
SYLVESTRE DRIVE
SYLVESTRE DRIVE
MANNING ROAD (COUNTY ROAD 19)
TOWN OF TECUMSEH
TOWN OF LAKESHORE
LIMITS OF 3m WIDE EASEMENT
CONNECTION TO EXISTING MANHOLE
CONNECTION OF LOW FLOW TO GRAVITY SEWER
PS
N
LEGEND
PROPOSED SANITARY SEWER ALIGNMENT
EXISTING SANITARY SEWER
EASEMENT LIMITS (3m WIDTH)
PROSPERITIES TO BE SERVICED BY PROPOSED PUMP STATION
DILLON CONSULTING
Town of Tecumseh Ontario Canada
Dillon Project No.: 17-6843
DATE: OCTOBER 2018
SCALE
0 10 25 100m
Sylvestre Sanitary Sewer
Class Environmental Assessment
TOWN OF TECUMSEH
FIGURE 6
ALTERNATIVE C

4.2 Evaluation Methodology and Criteria

The objective is to identify the preferred solution to provide for sanitary sewer corridors that allow for the required connections from the subject portions of the Sylvestre Industrial Park Area to the existing sanitary sewer on Sylvestre Drive. Evaluation criteria were developed to address engineering considerations, cultural and socio-economic environment, natural environment, and cost. The criteria used for the evaluation of alternative solutions are presented in **Table 1**.

Table 1: Evaluation Criteria

Criteria	Indicator
Engineering Considerations	
Ease of Construction	• Complexity of construction methods
Impacts to existing utilities	• Disruption or relocation of existing utilities
Foundational/Geotechnical Impacts	• Impacts to existing and future buildings and infrastructure
Construction related risks	• Potential to find unknown materials or contamination during construction
Addresses Problem Statement of replacing private sewage disposal systems to service a portion of Sylvestre Industrial Park	• Provides sanitary sewer servicing to the Sylvestre Industrial Park Area to eliminate the dependence on existing private sewage disposal systems
Cultural & Socio-Economic Environment	
Compatible with Future Land Uses	• Compatible with future expansion plans or opportunities for future development potential
Potential for Archaeology, Built Heritage and Cultural Heritage Impacts	• Displacement or disruption of any archaeologically significant findings • Displacement or disruption of cultural heritage features
Property	• Extent of property required • Number of easement agreements required
Natural Environment	
Impacts on Natural Environment Features	• Potential for impact on terrestrial or aquatic habitat, including Species at Risk
Cost	
Capital Cost	• Relative capital cost
Maintenance Costs	• Relative maintenance costs

4.3 Evaluation

Alternative C: Gravity Sewer and Local Pump Station is the preferred alternative based on the detailed evaluation of the alternative solutions, outlined in **Table 2**.

The following summarizes our evaluation:

- With respect to ease of construction, Alternative C will allow for a shorter length of sewer easement and installation of related mains. All three options could be installed by open cut or trenchless methods.
- All alternatives have the potential to impact existing utilities. The presence of underground gas and watermains, as well as local storm sewer culverts and catch basins are in the vicinity of each sewer alignment alternative. All three alternatives required crossing existing infrastructure. The potential location for the Alternative C pump station may require additional crossing of hydro on the south side of Sylvestre Drive.
- Alternative A could impact the potential layout of future development for the properties south of Jamsyl Drive, which would be separated from those serviced through this project by an additional sewer easement.
    - Alternative C is the preferred option from the perspective that it allows for the development of adjacent lands without impacting the location or extents of future building(s). The proposed sanitary sewer will not have any impact on future building foundations, subject to proper trench backfill and compaction efforts, as outlined in the geotechnical recommendations included in ***Appendix C.***
- All alternatives have limited impact on archaeological, built or cultural heritage features and/or impacts on natural environment features.
- All alternatives address the Problem Statement of extending sanitary sewers to service a portion of Sylvestre Industrial Park.
- Alternative C is preferred with respect to ongoing maintenance costs. It is expected that Alternative B will require replacement of the individual grinder pumps on a frequent basis, and Alternative A will require regular flushing and cleaning of the sanitary sewer due to the limited self-cleansing velocities resulting from the low sanitary flows in this sewer. Alternative C may require regular flushing for the sewer along Manning Drive depending on the flow from the five serviced properties.
- Alternatives B and C are preferred with respect to costs.

Table 2: Evaluation of Alternative Solutions

Evaluation Criteria	Alternative A (Gravity Main – Easement East/West)	Alternative B (Individual Grinder Pump Stations and local gravity sewer)	Alternative C (Gravity Sewer and local pump station)	Preferred Alternative
Engineering Considerations				
Ease of Construction	Highest level of complexity, as outlined below: • Requires substantially longer length installation of sanitary sewer main. • Sewer to be installed through easement (east to west and north to south) • Two separate sewer systems will be required to service the properties (one through north easement, one on road allowance).	Highest level of complexity, as outlined below: • Requires connection to four properties with separate grinder pump stations. • Similar construction to Option C for properties fronting Sylvestre Drive.	Least complex to construct, as outlined below: • Installation of prefabricated pump station in open area on Sylvestre Drive • Installation of gravity main on Sylvestre Drive similar to Options A & B.	Alternative C
Minimize Impacts to Existing Utilities	Installation will be parallel to existing gas and watermains with sufficient separation to avoid conflicts and therefore no impacts are expected.	Installation will be parallel to existing gas and watermains with sufficient separation to avoid conflicts and therefore no impacts are expected.	Potentially more complex as proposed pump station may be located south of the existing right-of-way and easements which would require crossing additional utilities compared to Options A & B.	Alternatives A or B
Minimize Foundational/ Geotechnical Impacts	No impacts are expected.	Footprint of work adjacent to existing buildings will be larger than Alternatives A and C to install the individual grinder pump stations.	No impacts are expected.	Alternative A or C
Addresses Problem Statement of extending sanitary sewers to service a portion those currently serviced by on-site sewage systems with Sylvestre Industrial area.	Addresses problem statement. Extending sanitary sewer services provides potential economic and environmental benefits through proper sanitary servicing and support of local industries.	Same as Alternative A.	Same as Alternative A.	All alternatives relatively equal
Preferred Alternative				**Alternative C**
Cultural & Socio-Economic Environment				
Minimize Potential for Archaeology, Built Heritage and Cultural Heritage Impacts	Limited potential for built heritage & archaeological resources within proposed sewer easement area.	Same as Alternative A.	Same as Alternative A	All alternatives relatively equal
Minimize Amount of Work on Private Property	Requires an easement of approximately 340 lineal metres longer than the other alternatives, which will affect four additional properties than Alternatives B and C. Each alternative will include a similar easement along Manning Road for the five properties serviced.	Each alternative will include a similar easement along Manning Road for the five properties serviced.	Each alternative will include a similar easement along Manning Road for the five properties serviced.	Alternative B or C
Preferred Alternative				**Alternative C**

Meets the criteria objective **Somewhat meets the criteria objective** **Does not meet the criteria objective**

Evaluation Criteria	Alternative A (Gravity Main – Easement East/West)	Alternative B (Individual Grinder Pump Stations and local gravity sewer)	Alternative C (Gravity Sewer and local pump station)	Preferred Alternative
Natural Environment				
Minimize Impacts on Natural Environment Features	No significant natural features on site. Some vegetation removal/ disturbance required for construction, however, not considered significant as this has been a previously disturbed area.	Same as Alternative A.	Same as Alternative A.	All alternatives relatively equal
Preferred Alternative				All alternatives relatively equal
Cost				
Lower Capital Cost Is Preferred	Highest Cost Alternative. Estimated Construction Cost* : $523,350	Least cost alternative. Estimated Construction Cost *: $301,650	Median cost alternative. Estimated Cost *: $453,550	Alternative B
Lower Maintenance Cost is Preferred	Additional infrastructure and manholes to maintain. Regular flushing to ensure two sewers are clean and operational will be more expensive than a single sewer with alternatives B or C.	Life span of individual grinder pump systems expected to be 7 years. Therefore over the lifespan of the project this option will have higher maintenance costs than Alternative C.	Least cost as maintenance of a single sanitary sewer and single pump station are expected to be lower than Alternative A, as the flushing will be over a shorter length of sewer.	Alternative C
Preferred Alternative				**Alternative C**
Overall Preferred Alternative				**Alternative C**

Meets the criteria objectiveeasem

Somewhat meets the criteria objective

Does not meet the criteria objective

*excluding: road works, storm and provisional items which would be common to all alternatives.

*excludes easement costs.

5.0 Preferred Alternative

Based on the comparative evaluation, Sanitary Alternative C was determined to be the preferred solution. In summary, this solution is preferred for the following reasons:

- Lower capital and maintenance cost considerations.
- Length of required permanent easements to be maintained which could affect future land development, to service the five properties identified fronting Manning Road.
- Ease of construction.

The recommended functional design for the proposed sanitary drainage system servicing the area is detailed in the appended Sylvestre Drive Sanitary Servicing drawings (***Appendix D***).

5.1 Construction Considerations

Anticipated construction considerations that should be incorporated as part of the detailed design and implementation of the preferred sanitary sewer solution include:

- Trench backfill shall consist of granular materials that are properly compacted as outlined in the geotechnical report included in ***Appendix C.***
- Access to the existing properties must be maintained to limit impacts on their operations. Coordination with the property owners will be required to confirm their requirements and any special considerations during construction.
- Maintenance of the existing private sewage disposal systems will be required until the commissioning of the new system is complete.
- Sampling manholes are required to be installed at each property.
- Utility conflicts, including the crossing of the existing hydro lines on Sylvestre Drive, should be confirmed, including coordination of any required relocations.
- All existing storm drainage and watermain servicing is to remain operational throughout the installation of the new sanitary system.
- Existing roadside drainage must be restored upon completion of the installation of the new sanitary sewers.
- Throughout construction erosion and sediment controls must be in place.
- Prior to construction an environmental protection plan will be completed to ensure potential spills would avoid all impacts to the existing watercourses.
- Working easements will be required in order to install the proposed sanitary sewers along Manning Road as well as the construction of the proposed pump station.

5.2 Climate Change

The Ministry of the Environment, Conservation and Park (MECP) guide "Considering Climate Change in the Environmental Assessment Process (available at https://www.ontario.ca/page/considering-climate-change-environmental-assessment-process) was reviewed as part of the preparation of the Class EA.

All alternatives presented have been designed in accordance with Town of Tecumseh design standards. The implementation of the project as designed includes the majority of the infrastructure being installed within the existing road allowance to provide a secure long term solution for sanitary sewage collection and treatment. The project does not propose an increase to the road design width to increase the impermeable area, and areas which were permeable prior to construction will be reinstated as such post construction.

Due to the limited scope of this project, there are no distinguishable differences in the alternatives that would be influenced by changes in climate. As a result, the effects of climate change were not included in the evaluation of alternatives.

5.3 Estimated Construction Costs

Cost estimates for the construction of the sanitary sewers in the easements proposed as part of this EA have been developed and are summarized below in **Table 3.** Detailed construction cost estimates, associated project assumptions, and figures showing proposed easement work have been provided in ***Appendices D and E***.

Table 3: Summary of Estimate Probable Project Costs – Option C (Preferred Alternative)

Summary of Estimate Probable Project Costs	
Construction*	$1,318,805.00
Engineering	$256,000.00
Geotechnical	$10,000.00
TOTAL CONSTRUCTION COST (excluding H.S.T.)**	**$1,584,805.00**

*Construction Costs presented include road reconstruction, including local storm culvert replacements, in addition to the sanitary related works. The construction costs include replacement of the entire road surface throughout the project area between Manning Road and Jamsyl Drive. The sanitary works will be installed to connect to existing infrastructure on Sylvestre Drive (north branch). The common construction cost for road works for all options was estimated to be $717,755, as outlined within the Appendicies.

**Easement Acquisition will be in addition to the costs presented.
Utility coordination costs were included within the estimate; however any utility relocation costs have not been identified for the project.

6.0 Impacts and Mitigation

Mitigation measures as outlined in **Table 4** must be incorporated into the design and construction phases.

Table 4: Mitigation Measures

Environmental Feature	Impacts and Mitigation
Engineering Considerations	
Utility Conflicts	Potential local relocation for installation of infrastructure at the intersection of Manning Road and Sylvestre Drive for incorporation of the proposed sanitary manhole.
Private Property Easements	Easement agreements will be arranged by the Town of Tecumseh prior to construction.
Impacts on Cultural Resources	
Archaeological Resources	Due to previous disturbance in the area from development, the area has been identified as having low potential for the discovery of archaeological artifacts. Should deeply buried artifacts be uncovered during construction, MTCS shall be contacted immediate contact with MTCS is required. The Ontario *Cemeteries Act* applies to discovery of unmarked human remains.
Natural Environment	
Existing Vegetation Along Easement	Open cut installation will be required within the newly created easements to install the sanitary sewer. Existing vegetation primarily consists of mown grass. Tree removals are not anticipated. However, if removal of existing landscape trees is necessary based on refinements to the detail design, the removals should be completed outside of the migratory bird nesting season (no removals completed from April 1 to July 31). Workers must be vigilant and check work areas for the presence of snakes. Fact sheets and detection protocols for Eastern Foxsnake and Butler's Gartersnake shall be provided to the crew before the project begins. If either species is encountered, work must be temporarily suspended until the animal is out of harm's way. If the snake persists in the work area, a person qualified to handle snakes should be contacted to relocate the animal.
Species At Risk Potential - Snakes	There is limited potential to encounter SAR snakes (Eastern Foxsnake and Butler's Gartersnake) within the study area. East Townline Road Drain (immediately west of Manning Road) and the Mixed Meadow habitats (MEM; adjacent to the Study Area to the west) provide potential habitat for Eastern Foxsnake and Butler's Gartersnake. Along the drain, deep concrete foundations associated with numerous drainage culverts could provide potential hibernacula and thermoregulation areas. Based on the current design, no work is planned at the culverts.

Environmental Feature	Impacts and Mitigation
	Prior to conducting work on site, on-site personnel will be provided Information Sheets regarding SAR (included in ***Appendix A*, Attachment 3**). Construction and vegetation-clearing equipment that is left idle for over one hour, or is parked overnight on the project location between April 1 and October 31, must be surveyed for the presence of SAR snakes before re-ignition. This visual examination should include all lower components of the machinery, including operational extensions and running gear. If required, vegetation removal should be limited to the smallest extent possible and should be conducted between August 31 and October 31, outside of the migratory breeding bird window and when SAR snake individuals are active and most able to flee areas of disturbance, or between December 1 and March 30, when SAR snake individuals are over-wintering. If vegetation removal activities must occur within the active breeding bird window, nest sweeps will be conducted by a qualified biologist no more than 48 hours prior to clearing. During the active snake season (March to November), individuals may find and occupy material and equipment stored on site; therefore, a clean, debris-free work site should be maintained (e.g. storage of flat materials like plywood and rubber mats in open areas should be avoided).
Species At Risk Potential – Barn Swallow	Barn swallow nests were not observed within the Study Area. In the event Barn Swallow nest(s) are observed and will be disturbed by construction activities, the regulations specified under Section 23.5 (Barn Swallow) of *Ontario Regulation 242/08* shall be followed to avoid contravention under the *Endangered Species Act*, 2007.
Species At Risk – General	For SAR incidentally encountered on the project location, they must be allowed to leave on their own accord. Activities within 30 m should cease until the individual disperses. Construction machinery/equipment must maintain a minimum operation distance of 30 m from the individual until it disperses the project location on its own accord. Should on-site personnel be unable to allow an incidentally-encountered SAR individual to disperse from the active construction area on its own accord, a qualified person (i.e. biologist) should be contacted immediately for additional guidance. Observations of SAR should be reported to MNRF Aylmer District staff within 48 hours of the observation, or the next working day, whichever comes first
Socio-Economic Impacts	
Construction Measures	Construction of the sanitary sewer will cause localized disruptions in the immediate vicinity of the construction area along Sylvestre Drive, typical of a construction project. Traffic control measures are required to follow Ontario Traffic Manual – Book 7. Standard mitigation measures in the Ontario Provincial Standard Specifications (OPSS) related to noise and dust during construction would apply.

7.0 Consultation

The following summarizes the consultation activities completed throughout the study. Consultation materials referred to in this section are included in ***Appendix F***.

7.1 Contact List

The study contact list was updated throughout the project, including agencies as well as directly impacted property owners. A copy of the contact list is included in ***Appendix F***.

7.2 Notice of Study Commencement

The Notice of Study Commencement was published in the March 16, 2018, and March 23, 2018, editions of the Tecumseh Shoreline and posted on the Town of Tecumseh's web site. The notice was sent to all agencies, including Indigenous Communities on the project contact list on March 13, 2018. Four agency responses were received to the notice. **Table 5** summarizes the comments, as well as how each one was addressed.

Table 5: Notice of Commencement – Agency Comment Summary

Contact	Comment	Response
Ministry of Natural Resources and Forestry	MNRF provided information to guide the identification and assessment of natural features and resources by applicable policies and legislation.	No response required. Natural features and resources will be documented in the Project File Report.
Ministry of the Environment, Conservation and Parks (MECP)	MECP provided information on documentation of source water protection.	Source water protection reviewed as part of the study.
Union Gas	Union Gas provided a plan showing existing gas infrastructure in the Study Area.	No response required.
Essex Region Conservation Authority (ERCA)	No concerns with the study as outlined. East Townline Drain is a regulated watercourse and site alternation is subject to ERCA approvals. Would like to review preliminary design consideration related to stormwater management.	Comments noted. No changes to drainage are being proposed.

Comments were received from one property owner concerned regarding the need and justification for the study. The study team met with the property owner to discuss the project.

7.3 Landowner Consultation

A stakeholder meeting was held with individual landowners where easements were considered to discuss the alternative sanitary sewer easement alignments. The landowner meeting was held on Wednesday April 18, 2018. **Table 6** summarizes the landowner meeting key issues and concerns raised as well as the project team response.

Table 6: Key Issues Raised by Landowners

Issue/Concern	Project Team Response
Concerns related to the Alternative B individual grinder pump stations.	They are not currently used elsewhere within the Town of Tecumseh. Each property would be required to have an individual unit.
Servicing for 1845 Manning Road – property owners preferred that we construct the sanitary sewer to the limit of the property line and that the specific location for a future service connection be discussed with them at the time of the installation. Potential for different land use moving forward etc.	Agreed to design the sanitary sewer to the south property line. The property will be required to connect to the sanitary sewer provided.
Location for potential pump station (Alternative C). Landowner requested the study team consider placing the pump station on the south east corner property instead of the north east property.	Team agreed that this alternative is feasible and could be incorporated.
Property owners requested consideration of trenchless installation with limited receiving pits be considered from a constructability perspective to service the Manning Road fronting properties.	Team has taken this request into consideration for the functional design analysis.
Landowners raised significant concerns with Alternative A. This will potentially limit future land development options. Easement is not preferred from their perspective.	Team agreed to consider this concern for the alternative evaluation.

Prior to finalization of this report, a second stakeholder meeting was held with individual landowners to discuss the alternatives evaluated through the project, and review the recommended alternative. The notice for this meeting was mailed on April 4, 2019. The landowner meeting was held on April 16, 2019. **Table 7** summarizes the landowner meeting key issue and concern raised as well as the project team response.

Table 7: Key Issues Raised By Landowners

Issue/Concern	Project Team Response
The landowners requested the project team to consider the feasibility of a separate alternative which would be a variation of Alternative B and C. The alternative included consideration for servicing the Manning Road properties through an alternative easement location adjacent to an existing watermain easement.	Functional analysis of the alternative was completed, and a design memo was prepared and issued in response to the stakeholder request on May 16, 2019. The memo outlines that the preferred alternative remains Alternative C. A copy of the memo is included within **Appendix F.**

7.4 Consultation with Indigenous Communities

Appendix F includes a summary of communication with Indigenous Communities. A copy of the Notice of Study Commencement was sent to the following Indigenous Communities and associations as part of the study on March 13, 2018:

- Aamjiwnaang First Nation
- Caldwell First Nation
- Chippewas of Kettle and Stony Point First Nation
- Chippewas of the Thames First Nation
- Moravian of the Thames First Nation
- Walpole Island First Nation
- Southern First Nations Secretariat
- Metis Nation of Ontario

Response to the Notice of Study Commencement was received from the Chippewas of the Thames First Nation (COTTFN). COTTFN indicated they were interested in receiving further documentation if there are substantive changes made to the project.

In addition to the mailing the Notice of Commencement, Indigenous communities on the contact list were contacted by telephone on June 12, 2018 and January 29, 2019. The intent of the telephone follow up was to ensure that consultation materials had been received and to provide further information on the project. No comments regarding the project were received as a result of the telephone calls.

8.0 Approvals and Schedule

The following outlines approvals required prior to construction, as well as the anticipated project schedule.

8.1 Class EA Approval

Following the clearance of this Project File Report under the Environmental Assessment Act, the project will be considered approved for construction.

This report will be available for a 30 day public and agency review period. During that period, any individual or agency with significant concerns about the project should contact the project team to discuss their concerns. If concerns cannot be resolved, any individual or agency may write to the Ministry of Environment, Conservation and Parks (MECP) requesting that the Minister issue a Part II Order to elevate the status of the project from a Class EA to an Individual EA. Any Part II Order request must be submitted to MECP using a standard form developed by MECP. The standard Part II Order request form is available on the Ontario government Forms Repository website (http://www.forms.ssb.gov.on.ca/) and is available by searching "Part II Order" on the Repository's main page. A copy of the completed form and any supporting information must also be forwarded to the Town of Tecumseh. All requests are reviewed by the MECP Environmental Assessment and Approvals Branch. Criteria used to evaluate a request include:

- The purpose of the EA.
- Any differences between the proposed undertaking and the other undertakings in the same group, as well as the significance of the differences.
- The nature of the concerns raised by the requester(s).
- The benefits of carrying out an individual EA.

MECP staff also evaluates the applicability and effectiveness of other legislation and decision-making processes to address the concerns of the requester(s).

The Minister of the Environment, Conservation and Parks has four options for a decision on a Part II Order request:

- Deny the request.
- Deny the request with conditions.
- Refer the matter to mediation.
- Grant the request and require the proponent to undergo an individual EA.

If no Part II Order requests are received by MECP during the 30 day period, the project may proceed to Detailed Design, permitting and construction.

8.2 Approvals Required Prior to Construction

Prior to construction of the proposed sanitary sewers, approval is required by MECP through an Environmental Compliance Approval application.

8.3 Schedule

Following the 30 day public and agency review period for this Project File and subject to budget approval, the Town of Tecumseh will consider the staged implementation of this project, beginning with the acquisition of property easements, and application for MECP permit approval. Tendering and construction for the project would occur in future years depending on permit approval timing.

Appendix A

Natural Environment Memo

MEMO

TO: Project File
FROM: Brad McLeod, Dillon Consulting Limited
DATE: October 22, 2018
SUBJECT: Sylvestre Drive Sanitary Sewer Extension
Natural Environment Memo
OUR FILE: 17-6843

This memo documents the natural environment review completed as part of the Sylvester Drive Sanitary Sewer Extension Class Environmental Assessment. The undertaking involves extending the existing sanitary sewers to service a portion of the Sylvestre Industrial Park Area that is generally located on Sylvester Drive, south of Jamsyl Drive, and west of Manning Road. The sanitary sewer will also be required to service the five properties with frontage onto Manning Road currently serviced by on-site sewage services.

This memo will be used to evaluate the potential impacts of the undertaking to the natural environment and identify mitigation to be followed during the detailed design and construction activities.

Natural Environment Background Information Review

Background information was collected from the Ontario Ministry of Natural Resources and Forestry (MNRF), Natural Heritage Information Centre (NHIC), local Official Plans, Environment Canada's Species at Risk (SAR) database, MNRF's NHIC Biodiversity Explorer database, and various wildlife atlases.

Land Uses for the areas immediately surrounding the Study Area consists primarily of agriculture, commercial business, and residential lands.

Significant Wildlife Habitat

In accordance with the Ecoregion 7E Criteria Schedules (MNRF 2015), a review of background data suggests limited potential for significant wildlife habitat to exist within and adjacent to the Study Area due to the lack of natural vegetation communities (or lack of sufficient size) and existing disturbances.

Species at Risk

Based on the secondary source background search, 23 species listed as *Endangered* or *Threatened* under ESA 2007 were identified as having the potential to occur within and/or adjacent to the Study Area (***Attachment 1***; information updated after the field investigation). Of these 23 species, based on the habitat present within and/or adjacent to the Study Area (as interpreted from aerial imagery), 5 species, in addition to SAR bats, were identified as having a low potential to occur due to their habitat requirements or the species' current known range distribution.

For example, the Rusty-patched Bumblebee may have potential habitat within the Study Area, but this species has only been found in select locations within Ontario (e.g., Pinery Provincial Park), and is therefore considered to be locally extirpated from this region.

In addition, to supplement the SAR Screening a SAR information request was submitted to the MNRF Aylmer on September 21, 2018, and a response is pending.

Based on the desktop review of habitat within and adjacent to the Study Area, there may be potential for Barn Swallow (*Hirundo rustica*), Eastern Foxsnake (*Pantherophis gloydi*), Butler's Gartersnake (*Thamnophis butleri*), SAR bats, Willowleaf Aster (*Symphyotrichum praealtum*), and Colicroot (*Aletris farinosa*) to occur.

Field Investigations and Findings

Field investigations for potential SAR and verification of terrestrial natural resources were completed October 9, 2018, and included the following:

- Ecological Land Classification (ELC) of vegetation communities, using accepted protocols in Ontario
- A Species at Risk (SAR) investigation for:
  - Barn Swallow
  - Eastern Foxsnake
  - Butler's Gartersnake
  - SAR bat habitat suitability
  - Willowleaf Aster
  - Colicroot
- Incidental wildlife observations.

Refer to ***Attachment 2*** for representative site photos.

Ecological Land Classification

During the field investigation, vegetation was characterized based on the methods outlined under ELC for Southern Ontario – First Approximation and its Application (Lee *et al.* 1998). Vegetation communities for the Study Area were designated down to the vegetation type, where possible. Since the release of the first approximation document, a draft second version was released in 2008 by the former Ministry of Natural Resources, which provided further characterization of vegetation communities, in particular cultural/anthropogenic influenced communities. For the purposes of the ELC for the Study Area, communities were characterized to second approximation.

The following communities were identified within and adjacent to the Study Area (**Figure 1**):

- Commercial and Institutional (CVC)
- Open Agriculture (OAG)
- Residential (CVR)
- Mixed Meadow (MEM) west of Study Area with dumped soil.

Barn Swallow Habitat Investigation

Where possible, existing buildings adjacent to the Study Area were reviewed. No Barn Swallow nests were observed within the Study Area.

Eastern Foxsnake and Butler's Gartersnake Habitat Investigation

The margins of fields and East Townline Drain within the Study Area were assessed for the presence of and potential habitat for Eastern Foxsnake and Butler's Gartersnake.

East Townline Road Drain (immediately west of Manning Road) and the Mixed Meadow habitats (MEM; adjacent to the Study Area to the west) provide potential habitat for Eastern Foxsnake and Butler's Gartersnake. Along the drain, deep concrete foundations associated with numerous drainage culverts could provide potential hibernacula and thermoregulation areas. The Mixed Meadow habitat could provide suitable foraging for certain life processes.

SAR Bat Habitat Investigation

Consistent with the Significant Wildlife Habitat Criteria Schedules for Ecoregion 7E, there were no ELC Ecosites that could provide habitat for bat hibernacula or maternity colonies.

Willowleaf Aster Habitat Investigation

During the field investigation, several locations of New England Aster (Symphyotrichum novae-angliae) and Panicled Aster (Symphyotrichum lanceolatum ssp. lanceolatum) were present, but Willowleaf Aster was not observed.

Colicroot Habitat Investigation

Suitable habitat for Colicroot was not observed with or adjacent to the Study Area.

Incidental Wildlife Observations

A general wildlife assessment was completed through incidental observations (**Table 1**). Incidental observations of wildlife were noted as well as other wildlife evidence such as dens, tracks, and scat. These observations also helped to determine potential ecological functions, linkages, etc. within and adjacent to the Study Area.

Each of the observed species is considered common and apparently secure (S4), widespread and secure (S5), or not applicable as the species is not a suitable target for conservation activities (SE or SNA) in Ontario.

Table 1: Incidental Wildlife Species

Scientific Name	Common Name	SARA[1]	ESA[2]	S-Rank[3]	Observation
Cathartes aura	Turkey Vulture	---	---	S5B	Flying through the area.
Charadrius vociferus	Killdeer	---	---	S5B,S5N	Foraging within Open Agriculture (OAG).
Zenaida macroura	Mourning Dove	---	---	S5	Perching on power transmission lines.
Passer domesticus	House Sparrow	---	---	SNA	Foraging throughout the Study Area.
Colias eurytheme	Orange Sulphur	---	---	S5	Foraging on roadside plants.
Pieris rapae	Cabbage White	---	---	SNA	Foraging on roadside plants.

[1]Federal *Species at Risk Act* (SARA) Registry Status; [2]Ontario *Endangered Species Act* (ESA) List Status; [3]Provincial Conservation Rank (SRank).

Summary

Field investigations were completed October 9, 2018 and included ELC surveys and SAR habitat assessments for species identified in the background review that had potential to be present within the Study Area.

Based on the ELC survey results, the lands adjacent to the Study Area did not contain rare vegetation communities or significant wildlife habitat. No SAR species or evidence of SAR (i.e. Barn Swallow nests) were observed within and/or immediately adjacent to the Study Area.

During construction of the sanitary sewer extension and road reconstruction along Sylvester Drive, it is recommended general mitigation measures be in place throughout the construction period. General construction and SAR mitigation practices will also be required for construction staff such as:

- Prior to conducting work on site, on-site personnel will be provided Information Sheets regarding SAR with potential to occur within the study area (***Attachment 3***). Individuals must be made aware of the potential presence of SAR on site, and the protection afforded to them under the ESA.
- For SAR incidentally encountered on the project location, they must be allowed to leave on their own accord. Activities within 30 m should cease until the individual disperses. Construction machinery/equipment must maintain a minimum operation distance of 30 m from the individual until it disperses the project location on its own accord.
- Should on-site personnel be unable to allow an incidentally-encountered SAR individual to disperse from the active construction area on its own accord, a qualified person (i.e. biologist) should be contacted immediately for additional guidance.
- Observations of SAR should be reported to MNRF Aylmer District staff within 48 hours of the observation, or the next working day, whichever comes first.
- Construction and vegetation-clearing equipment that is left idle for over one hour, or is parked overnight on the project location between April 1 and October 31, must be surveyed for the presence of SAR snakes before re-ignition. This visual examination should include all lower components of the machinery, including operational extensions and running gear.

- Removal of vegetation should be limited to the smallest extent possible and should be conducted between August 31 and October 31, outside of the migratory breeding bird window and when SAR snake individuals are active and most able to flee areas of disturbance, or between December 1 and March 30, when SAR snake individuals are over-wintering.
- If vegetation removal activities must occur within the active breeding bird window, nest sweeps will be conducted by a qualified biologist no more than 48 hours prior to clearing.
- During the active snake season (March to November), individuals may find and occupy material and equipment stored on site; therefore, a clean, debris-free work site should be maintained (e.g. storage of flat materials like plywood and rubber mats in open areas should be avoided).
- In the event Barn Swallow nest(s) are observed and will be disturbed by construction activities, the regulations specified under Section 23.5 (Barn Swallow) of *Ontario Regulation 242/08* shall be followed to avoid contravention under the *Endangered Species Act*, 2007.

References

Lee, H.T., W.D. Bakowsky, J. Riley, J. Bowles, M. Puddister, P. Uhlig, and S. McMurray. 1998. Ecological Land Classification for Southern Ontario: First Approximation and Its Application. Ontario Ministry of Natural Resources, Southcentral Science Section, Science Development and Transfer Branch. SCSS Field Guide FG-02.

Ontario Ministry of Natural Resources and Forestry. The Species at Risk in Ontario (SARO) List. https://www.ontario.ca/page/species-risk-ontario. Accessed October 2018.

Ontario Ministry of Natural Resources and Forestry. 2015. Significant Wildlife Habitat Habitat Criteria Schedules for Ecoregion 7E. 41pp.

Town of Tecumseh. 2014. Sandwich South Official Plan.

CVC
OAG
CVC
JAMSYL DRIVE
MEM
OAG
CVR
CVC
OAG
CVC
CVR
SYLVESTRE DRIVE
MEM
CVC
OAG
CVC
MEM
SYLVESTRE DRIVE
CVC
CVC
TOWN OF TECUMSEH
TOWN OF LAKESHORE
MANNING ROAD (COUNTY ROAD 19)
LEGEND
COMMERCIAL & INSTITUTIONAL (CVC)
RESIDENTIAL (CVR)
OPEN AGRICULTURE (OAG)
MIXED MEADOW (MEM)
DILLON CONSULTING
Town of Tecumseh Ontario Canada
Dillon Project No.: 17-6843
DATE: OCTOBER 2018
Sylvestre Sanitary Sewer
Class Environmental Assessment
TOWN OF TECUMSEH
FIGURE 1
Existing Ecological Land Classification

ATTACHMENT 1

SAR Table

Attachment 1: Potential Impacts and Recommended Mitigation Measures for Species at Risk with the Potential to Occur within the Study Area

Scientific Name	Common Name	SARA Status[1]	ESA Status[2]	SRank[3]	Information Source[4]	Habitat Requirements[2,5]	Potential Impacts to Species and/or Habitat	Recommendations
BIRDS								
Chaetura pelagica	Chimney Swift	THR	THR	S4B,S4N	OBBA, MNRF SAR in Area	Commonly found in urban areas near buildings; nests in hollow trees, crevices of rock cliffs, chimneys; highly gregarious; fees over open water.	No potential. Based on aerial photography the Study Area does not contain buildings with chimneys.	N/A
Hirundo rustica	Barn Swallow	THR	THR	S4B	OBBA, MNRF SAR in Area	Farmlands or rural areas; cliffs, caves, rock niches; buildings or other man-made structures for nesting; open country near body of water.	Low potential. During the field investigation, no nests were observed and no buildings will be removed during construction.	N/A
Riparia riparia	Bank Swallow	THR	THR	S4B	OBBA	Sand, clay or gravel river banks or steep riverbank cliffs; lakeshore bluffs of easily crumbled sand or gravel; gravel pits, road-cuts, grassland or cultivated fields that are close to water; nesting sites are limiting factor for species presence..	No potential. During the field investigation, the only suitable habitat was to the west of the Study Area among the large dumped sand/soil piles. This area will not be disturbed.	N/A
Dolichonyx oryzivorus	Bobolink	THR	THR	S4B	OBBA, MNRF SAR in Area	Large, open expansive grasslands with dense ground cover; hayfields, meadows or fallow fields; marshes; requires tracts of grassland >50 ha.	No potential. Based on aerial photography the Study Area contains does not contain suitable habitat for grassland breeding bird.	N/A
Sturnella magna	Eastern Meadowlark	THR	THR	S4B	OBBA, MNRF SAR in Area	Open, grassy meadows, farmland, pastures, hayfields or grasslands with elevated singing perches; cultivated land and weedy areas with trees; old orchards with adjacent, open grassy areas >10 ha in size.	No potential. Based on aerial photography the Study Area contains does not contain suitable habitat for grassland breeding bird.	N/A
Tyto alba	Barn Owl	END	END	S1	MNRF SAR in Area	Open areas such as fields, agricultural lands with scattered woodlots, buildings and/or orchards; grasslands, sedge meadows, marshes; snow-cover limits ability to catch prey; species has intolerance to severe cold; nests in hollow trees and live trees >46 cm dbh; also nests in barns, abandoned buildings.	No potential. Based on aerial photography the Study Area contains agricultural lands which may provide suitable habitat for Barn Owl. However, However, there are reported to be less than five pairs of Barn Owls remaining in Ontario[2].	N/A
HERPTILES								
Ambystoma texanum	Small-mouthed Salamander	END	END	S1	OHA, MNRF SAR in Area	Moist habitats such as tall grass prairies, deciduous forests, and agricultural lands with suitable breeding ponds. Require soft soil for burrows and ponds without fish for breeding.	No potential. Based on aerial photography and MNRF mapping the Study Area does not contain suitable habitat. In addition, the Small-mouthed salamander is found only on Pelee Island in extreme southwestern Ontario[2].	N/A
Heterodon platirhinos	Eastern Hog-nosed Snake	THR	THR	S3	OHA	Sandy upland fields, pastures, savannahs, sandy beaches; dry open oak-pine-maple forest with sandy soils; prefer forest areas > 5ha.	No potential. OHA does not show it in Study Area, based on recovery strategy not in area.	N/A
Pantherophis gloydi pop. 2	Eastern Foxsnake (Carolinian population)	END	END	S2	OHA, MNRF Reg. Habitat	Old fields, marshes, along hedgerows, drainage canals and shorelines. Eggs are laid in rotting logs, manure or compost piles. Hibernate in cracks in the bedrock and man-made structures	Low potential. During the field investigation, no suitable habitat/potential snake hibernacula were observed. Also, based on the disturbance location of the proposed sanitary sewer alignment, no suitable habitat/potential snake hibernacula will be disturbed.	SAR info sheet should be provided to contractor.
Pantherophis spiloides pop. 2	Gray Ratsnake (Carolinian population)	END	END	S1	OHA	Agricultural land and deciduous forest. Eggs are laid in rotting logs and compost piles.	No potential. During the field investigation, no suitable habitat were observed.	N/A

Scientific Name	Common Name	SARA Status[1]	ESA Status[2]	SRank[3]	Information Source[4]	Habitat Requirements[2,5]	Potential Impacts to Species and/or Habitat	Recommendations
Thamnophis butleri	Butler's Gartersnake	END	END	S2	OHA, MNRF SAR in Area	Open, moist habitats, such as dense grasslands and old fields, with small wetlands. Also known to occur along treed edges, vacant lots, small parks, and abandoned sites in urban areas	Low potential. During the field investigation, no suitable habitat/potential snake hibernacula were observed. Also, based on the disturbance location of the proposed sanitary sewer alignment, no suitable habitat/potential snake hibernacula will be disturbed.	SAR info sheet should be provided to contractor.
Plestiodon fasciatus pop. 1	Common Five-lined Skink (Carolinian population)	END	END	S2	MNRF SAR in Area, MNRF Reg. Habitat	The Carolinian population can be found under woody debris in clearings with sand dunes, open forested areas, and wetlands. They bask on sunny rocks and logs to maintain a preferred body temperature (28-36°C). During the winter, they hibernate in crevices among rocks or buried in the soil.	No potential. Based on aerial photography and MNRF mapping the Study Area does not contain suitable habitat.	N/A
Sistrurus catenatus pop. 2	Massasauga (Carolinian population)	THR	END	S1	OHA, MNRF SAR in Area	Use upland, old field in summer; marsh, shrub swamp or bog; rivers and streams that provide sedge or low vegetative growth; in fall and winter; hibernate underground in mammal burrows, under rotting stumps, in rock crevices.	No potential. In Canada, the Massasauga is found only in Ontario, primarily along the eastern side of Georgian Bay and on the Bruce Peninsula. Two small populations are also found in the Wainfleet Bog on the northeast shore of Lake Erie and near Windsor.	N/A
MAMMALS								
Taxidea taxus jacksoni	American Badger (Southwestern Ontario population)	END	END	---	MWH	In Ontario, badgers are found in a variety of habitats, such as tall grass prairie, sand barrens and farmland. These habitats provide badgers with small prey, including groundhogs, rabbits and small rodents. Since badgers are primarily nocturnal and quite wary of people, not many people are fortunate enough to spot one in the wild.	No potential. Based on the Recovery Strategy, the Study Area is not within the range of this species.	N/A
Myotis leibii	Eastern Small-footed Myotis	---	END	S2S3	MWH	Roosts in caves, mine shafts, crevices or buildings that are in or near woodland; hibernates in cold dry caves or mines; maternity colonies in caves or buildings; hunts in forests.	No potential. During the field investigation, there were no ELC Ecosites that could provide suitable habitat for bat hibernacula/maternity colonies.	N/A
Myotis lucifugus	Little Brown Myotis	END	END	S4	MWH	Uses caves, quarries, tunnels, hollow trees or buildings for roosting; winters in humid caves; maternity sites in dark warm areas such as attics and barns; feeds primarily in wetlands, forest edges.		
Myotis septentrionalis	Northern Myotis	END	END	S3	MWH	Hibernates during winter in mines or caves; during summer males roost alone and females form maternity colonies of up to 60 adults; roosts in houses, manmade structures but prefers hollow trees or under loose bark; hunts within forests, below canopy.		
Pipistrellus subflavus	Tri-colored Bat	END	END	S3?	MWH	Can be found in a variety of forested habitats. They form day roosts and maternity colonies in older forest and occasionally in barns or other structures, and overwinter in caves. They forage over water and along streams in the forest.		
PLANTS								
Liatris spicata	Dense Blazing Star	THR	THR	S2	MNRF SAR in Area	In Ontario, Dense Blazing Star grows in moist prairies, grassland savannahs, wet areas between sand dunes, and abandoned fields. This plant does not do well in the shade and is usually found in areas that are kept open and sunny by fire, floods, drought, or grazing.	No potential. Based on MNRF Recovery Strategy, the Study Area in not in the range of this species.	N/A

Scientific Name	Common Name	SARA Status[1]	ESA Status[2]	SRank[3]	Information Source[4]	Habitat Requirements[2,5]	Potential Impacts to Species and/or Habitat	Recommendations
Symphyotrichum praealtum	Willowleaf Aster	THR	THR	S2	MNRF SAR in Area	In Ontario, the Willowleaf aster is found in openings of oak savannahs, a very rare type of vegetation community containing many tallgrass prairie herbs and oak trees. It has also been found along railways, roadsides and in abandoned farm fields.	No potential. This species was not observed within the Study Area.	N/A
Cornus florida	Eastern Flowering Dogwood	END	END	S2?	MNRF SAR in Area, MNRF Reg. Habitat	Eastern Flowering Dogwood grows under taller trees in mid-age to mature deciduous or mixed forests. It most commonly grows on floodplains, slopes, bluffs and in ravines, and is also sometimes found along roadsides and fencerows.	No potential. Grows under taller trees in mid-age to mature deciduous or mixed forests.	N/A
Aletris farinosa	Colicroot	THR	END	S2	MNRF SAR in Area	In Ontario, Colicroot grows in open, sunny, and moist habitats with sandy or mucky soil, such as prairies and old abandoned fields. It has also been found along roadsides and forest edges. It does not tolerate shade or competition from other plants and appears to do well in areas that are kept open by fire, drought, grazing and other disturbances.	No potential. This species was not observed within the Study Area. Suitable habitat was also not present for this species.	N/A
Liparis liliifolia	Purple Twayblade	THR	THR	S2	MNRF SAR in Area	In Ontario, Purple twayblade is found in a variety of habitats including open oak woodland and savannah, mixed deciduous forest, shrub thicket, shrub alvar, deciduous swamp, and even conifer plantations. It will grow in partial shade, but does not like dense shade and depends on natural disturbances, such as storms and fire, to keep its habitat relatively open and sunny.	No potential. Based on MNRF Recovery Strategy mapping, the Study Area is not within the range of this species.	N/A

1 – Status identified by the Committee on the Status of Endangered Wildlife in Canada under the federal SARA, 2002; 2 – SAR in Ontario List under the provincial ESA, 2007; 3 – Ontario SRank; S5 = secure; S4= apparently secure; S3 = vulnerable; S2 = imperilled; SX = Extirpated; SH = Possibly Extirpated; SNA = non-native or exotic species to Ontario; 4 – NHIC = MNRF Natural Heritage Information Centre, MNRF SAR in Area = MNRF Species at Risk in Ontario List by area of the province; MNRF Reg. Habitat = MNRF Regulated Habitat (O. Reg. 242/08); MNRF Consult. = MNR Consultation, OBBA = Ontario Breeding Bird Atlas, MWH = Digital Distribution Maps of the Mammals of the Western Hemisphere, version 3.0, OHA = Ontario Herpetofaunal Atlas, OOA = Ontario Odonata Atlas; OBA = Ontario Butterfly Atlas; CBC = Christmas Bird Count; 5 – MNRF Significant Wildlife Technical Guide - Appendix G (2000).

ATTACHMENT 2

Site Photos

Attachment 2: Site Photos

Photo Comments	Photo
Photo 1 **October 9, 2018** Looking north from the southeast corner of the Study Area. Note: Commercial and Institutional land (left), East Townline Road Drain (centre), and Manning Road (right).	
Photo 2 **October 9, 2018** Looking west from the southeast corner of the Study Area. Note: Commercial and Institutional land (far left and right) and Sylvestre Drive (left).	

Photo 3
October 9, 2018

Looking east from the southwest corner of the Study Area.

Note: Open Agriculture (left), Sylvestre Drive (right), and Commercial and Institutional land (far right).

Photo 4
October 9, 2018

Looking north from the southwest corner of the Study Area.

Note: Mixed Meadow with dumped soil (far left), Sylvestre Drive (left), and Open Agriculture (right).

Photo 5
October 9, 2018

Looking south from the northwest corner of the Study Area.

Note: Commercial and Institutional land (left and far right) and Sylvestre Drive (right).

Photo 6
October 9, 2018

Looking east from the northwest corner of the Study Area.

Note: Open Agriculture (far left), Jamsyl Drive (left), and Commercial and Institutional land (right).

Photo 7
October 9, 2018

Looking west from the northeast corner of the Study Area.

Note: Open Agriculture (left), Jamsyl Drive (right), and Commercial and Institutional land (far right).

Photo 8
October 9, 2018

Looking south from the northeast corner of the Study Area.

Note: Open Agriculture and Residential land (far left), Manning Road (left), East Townline Road Drain (centre), and Open Agriculture (right).

ATTACHMENT 3

Species Data Sheets

Barn Swallow

Hirundo rustica

National Status: **No Status**

Colour	• Glossly, steel-blue back and upper wings • Rusty –red forehead and throat • Beige coloured belly • Juveniles are more dusky blue-gray and have a pale yellow bill
Distinctive Features	• Pointed wings • Deeply-forked tail
Typical Size	Typically 15 to 18 cm long (6" to 7")
Other	Diet consists of flying insects

Habitat

- Prefers open habitats such as meadows, pastures and farmland during the breeding season
- Often uses man-made structures (e.g. bridges, culverts, barns) for nesting
- Nests are typically made of mud and grass and attached to the side of a structure or on a flat edge.
- Nests are cup-shaped.

Similar Species

- Cliff Swallow (*Petrochelidon pyrrhonot*) has similar colouration but lacks the forked tail and has a distinctive pale rump patch, collar and forehead patch. Also builds mud nests in similar areas but nests are almost enclosed with a small entry/exit hole.
- Tree Swallow (*Tachycineta bicolor*) are a bright white from below with glossy blue-green upperparts and only a slightly forked tail.

What to do if found

If a Barn Swallow is found within the construction area, the following procedure must be followed:

- If possible take a photo.
- Ensure species is protected from construction activities.
- Report all sightings to your supervisor

Barn Swallow

Barn Swallow at Nest

Barn Swallow Perching

Cliff Swallow – note the lack of a forked tail and distinctive collar, forehead patch and rump patch

Adult Tree Swallow

Photo Credits: Ontario Ministry of Natural Resources and Forestry, Mike Wolosinecky
Date Fact Sheet Was Created/Revised: August 7, 2013 Rev. April 12, 2018
References: Ontario Ministry of Natural Resources and Forestry, Species At Risk Public Registry

DILLON CONSULTING

Similar species: Common gartersnake

Butler's Gartersnake

Thamnophis butleri

Provincial Status: **Endangered**
National Status: **Endangered**

Colour	• Yellow to orange stripes running lengthwise on dark brown-black background. • Chin and belly are yellowish
Distinctive Features	• Yellow to orange stripes on dark brown-black background. • Tiny head.
Typical Size	Measures between 25 to 57 cm in length.
Other	• Moves quickly through long grasses. • Non-venomous snake. • Looks similar to the common gartersnake, red-sided gartersnake and ribbonsnake. • These species have larger heads and more pronounced neck than Butler's. • Feeds on leeches and earthworms.

Habitat

- Prefers open, moist habitats, such as dense grasslands and old fields, with small wetlands.
- Inhabits burrows made by small mammals and crayfish for hibernation, these sites are called hibernacula.
- Also commonly found in rock piles or old stone walls.

What to do if found

If a Butler's Gartersnake is found within the Project Area, the following procedure must be followed:

- If possible take a photo.
- Ensure species is protected from construction activities.
- Report all sightings to the supervisor.

DILLON CONSULTING

Photo Credits: Ontario Ministry of Natural Resources and Forestry
Date Fact Sheet Was Created/Revised: Rev. April 12, 2018
References: Ontario Ministry of Natural Resources and Forestry, Species At Risk Public Registry

Eastern Foxsnake

Elaphe gloydi

Carolinian Population

Provincial Status: **Threatened**

Federal Status: **Endangered**

Colour	• Head is brown to reddish in colour with no distinct pattern or markings. • Body is yellowish brown with dark blotches down the back and along each side. • Juveniles have a dark line in front of the eyes and extending from the eye to the angle of the jaw.
Distinctive Features	The yellow background with dark brown blotches is unique among blotched-pattern snakes.
Typical Size	Typically 91-137cm long (36”-54”).
Other	When alarmed it can vibrate its tail, resembling a rattlesnake.

Habitat

- Wide variety of habitats including hedgerows, marshes and woodland areas; usually found near water.
- Basking and shelter sites include brush piles, table rock, tree stumps, etc.
- Nest sites include rotting cavities of downed trees, decaying vegetation piles, rodent burrows and hay piles.
- From late October until April they hibernate in burrows, limestone bedrock fissures, canals, old wells or building foundations.

Other Information

- Other similar blotched-pattern snakes include Massasauga, Milksnake, Eastern Hog-nosed Snake, Northern Watersnake, juvenile Blue Racer and juvenile Gray Ratsnake.

What to do if found

If an Eastern Foxsnake is found within the Project Area, the following procedure must be followed:

- If possible take a photo.
- Ensure species is protected from construction activities.
- Report all sightings to the supervisor.

DILLON CONSULTING

Photo Credits: Ontario Ministry of Natural Resources and Forestry
Date Fact Sheet Was Created/Revised: April 10, 2018
References: Ontario Ministry of Natural Resources and Forestry, Species At Risk Public Registry

Appendix B

Ministry of Tourism Culture and Sport Checklists

Ontario

Ministry of Tourism, Culture and Sport

Programs & Services Branch
401 Bay Street, Suite 1700
Toronto ON M7A 0A7

Criteria for Evaluating Archaeological Potential

A Checklist for the Non-Specialist

The **purpose of the checklist** is to determine:

- if a property(ies) or project area may contain archaeological resources i.e., have archaeological potential
- it includes all areas that may be impacted by project activities, including – but not limited to:
  - the main project area
  - temporary storage
  - staging and working areas
  - temporary roads and detours

Processes covered under this checklist, such as:

- *Planning Act*
- *Environmental Assessment Act*
- *Aggregates Resources Act*
- *Ontario Heritage Act* – Standards and Guidelines for Conservation of Provincial Heritage Properties

Archaeological assessment

If you are not sure how to answer one or more of the questions on the checklist, you may want to hire a licensed consultant archaeologist (see page 4 for definitions) to undertake an archaeological assessment.

The assessment will help you:

- identify, evaluate and protect archaeological resources on your property or project area
- reduce potential delays and risks to your project

Note: By law, archaeological assessments **must** be done by a licensed consultant archaeologist. Only a licensed archaeologist can assess – or alter – an archaeological site.

What to do if you:

- **find an archaeological resource**

  If you find something you think may be of archaeological value during project work, you must – by law – stop all activities immediately and contact a licensed consultant archaeologist

  The archaeologist will carry out the fieldwork in compliance with the *Ontario Heritage Act* [s.48(1)].

- **unearth a burial site**

  If you find a burial site containing human remains, you must immediately notify the appropriate authorities (i.e., police, coroner's office, and/or Registrar of Cemeteries) and comply with the *Funeral, Burial and Cremation Services Act*.

Other checklists

Please use a separate checklist for your project, if:

- you are seeking a Renewable Energy Approval under Ontario Regulation 359/09 – separate checklist
- your Parent Class EA document has an approved screening criteria (as referenced in Question 1)

Please refer to the Instructions pages when completing this form.

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Project or Property Name

Sylvestre Drive Sanitary Sewer Extension

Project or Property Location (upper and lower or single tier municipality)

Town of Tecumseh, Essex County

Proponent Name

Town of Tecumseh

Proponent Contact Information

Phil Bartnik, P.Eng., PMP, Manager of Engineering Services, 519-735-2184 ext 148, pbartnik@tecumseh.ca

Screening Questions

	Yes	No
1. Is there a pre-approved screening checklist, methodology or process in place?	☐	☑

If Yes, please follow the pre-approved screening checklist, methodology or process.

If No, continue to Question 2.

	Yes	No
2. Has an archaeological assessment been prepared for the property (or project area) and been accepted by MTCS?	☐	☑

If Yes, do **not** complete the rest of the checklist. You are expected to follow the recommendations in the archaeological assessment report(s).

The proponent, property owner and/or approval authority will:

- summarize the previous assessment
- add this checklist to the project file, with the appropriate documents that demonstrate an archaeological assessment was undertaken e.g., MTCS letter stating acceptance of archaeological assessment report

The summary and appropriate documentation may be:

- submitted as part of a report requirement e.g., environmental assessment document
- maintained by the property owner, proponent or approval authority

If No, continue to Question 3.

	Yes	No
3. Are there known archaeological sites on or within 300 metres of the property (or the project area)?	☐	☑
4. Is there Aboriginal or local knowledge of archaeological sites on or within 300 metres of the property (or project area)?	☐	☑
5. Is there Aboriginal knowledge or historically documented evidence of past Aboriginal use on or within 300 metres of the property (or project area)?	☐	☑
6. Is there a known burial site or cemetery on the property or adjacent to the property (or project area)?	☐	☑
7. Has the property (or project area) been recognized for its cultural heritage value?	☐	☑

If Yes to any of the above questions (3 to 7), do **not** complete the checklist. Instead, you need to hire a licensed consultant archaeologist to undertake an archaeological assessment of your property or project area.

If No, continue to question 8.

	Yes	No
8. Has the entire property (or project area) been subjected to recent, extensive and intensive disturbance?	☑	☐

If Yes to the preceding question, do **not** complete the checklist. Instead, please keep and maintain a summary of documentation that provides evidence of the recent disturbance.

An archaeological assessment is not required.

If No, continue to question 9.

	Yes	No
9. Are there present or past water sources within 300 metres of the property (or project area)?	☐	☑

If Yes, an archaeological assessment is required.

If No, continue to question 10.

	Yes	No
10. Is there evidence of two or more of the following on the property (or project area)?	☐	☑

- elevated topography
- pockets of well-drained sandy soil
- distinctive land formations
- resource extraction areas
- early historic settlement
- early historic transportation routes

If Yes, an archaeological assessment is required.

If No, there is low potential for archaeological resources at the property (or project area).

The proponent, property owner and/or approval authority will:

- summarize the conclusion
- add this checklist with the appropriate documentation to the project file

The summary and appropriate documentation may be:

- submitted as part of a report requirement e.g., under the *Environmental Assessment Act, Planning Act* processes
- maintained by the property owner, proponent or approval authority

Instructions

Please have the following available, when requesting information related to the screening questions below:

- a clear map showing the location and boundary of the property or project area
  - large scale and small scale showing nearby township names for context purposes
- the municipal addresses of all properties within the project area
- the lot(s), concession(s), and parcel number(s) of all properties within a project area

In this context, the following definitions apply:

- **consultant archaeologist** means, as defined in Ontario regulation as an archaeologist who enters into an agreement with a client to carry out or supervise archaeological fieldwork on behalf of the client, produce reports for or on behalf of the client and provide technical advice to the client. In Ontario, these people also are required to hold a valid professional archaeological licence issued by the Ministry of Tourism, Culture and Sport.
- **proponent** means a person, agency, group or organization that carries out or proposes to carry out an undertaking or is the owner or person having charge, management or control of an undertaking.

1. Is there a pre-approved screening checklist, methodology or process in place?

An existing checklist, methodology or process may be already in place for identifying archaeological potential, including:

- one prepared and adopted by the municipality e.g., archaeological management plan
- an environmental assessment process e.g., screening checklist for municipal bridges
- one that is approved by the Ministry of Tourism, Culture and Sport under the Ontario government's Standards & Guidelines for Conservation of Provincial Heritage Properties [s. B.2.]

2. Has an archaeological assessment been prepared for the property (or project area) and been accepted by MTCS?

Respond 'yes' to this question, if all of the following are true:

- an archaeological assessment report has been prepared and is in compliance with MTCS requirements
  - a letter has been sent by MTCS to the licensed archaeologist confirming that MTCS has added the report to the Ontario Public Register of Archaeological Reports (Register)
- the report states that there are no concerns regarding impacts to archaeological sites

Otherwise, if an assessment has been completed and deemed compliant by the MTCS, and the ministry recommends further archaeological assessment work, this work will need to be completed.

For more information about archaeological assessments, contact:

- approval authority
- proponent
- consultant archaeologist
- Ministry of Tourism, Culture and Sport at archaeology@ontario.ca

3. Are there known archaeological sites on or within 300 metres of the property (or project area)?

MTCS maintains a database of archaeological sites reported to the ministry.

For more information, contact MTCS Archaeological Data Coordinator at archaeology@ontario.ca.

4. Is there Aboriginal or local knowledge of archaeological sites on or within 300 metres of the property?

Check with:

- Aboriginal communities in your area
- local municipal staff

They may have information about archaeological sites that are not included in MTCS' database.

Other sources of local knowledge may include:

- property owner
- local heritage organizations and historical societies
- local museums
- municipal heritage committee
- published local histories

5. Is there Aboriginal knowledge or historically documented evidence of past Aboriginal use on or within 300 metres of the property (or property area)?

Check with:

- Aboriginal communities in your area
- local municipal staff

Other sources of local knowledge may include:

- property owner
- local heritage organizations and historical societies
- local museums
- municipal heritage committee
- published local histories

6. Is there a known burial site or cemetery on the property or adjacent to the property (or project area)?

For more information on known cemeteries and/or burial sites, see:

- Cemeteries Regulation Unit, Ontario Ministry of Consumer Services – for database of registered cemeteries
- Ontario Genealogical Society (OGS) – to locate records of Ontario cemeteries, both currently and no longer in existence; cairns, family plots and burial registers
- Canadian County Atlas Digital Project – to locate early cemeteries

In this context, 'adjacent' means 'contiguous', or as otherwise defined in a municipal official plan.

7. Has the property (or project area) been recognized for its cultural heritage value?

There is a strong chance there may be archaeological resources on your property (or immediate area) if it has been listed, designated or otherwise identified as being of cultural heritage value by:

- your municipality
- Ontario government
- Canadian government

This includes a property that is:

- designated under *Ontario Heritage Act* (the OHA), including:
  - individual designation (Part IV)
  - part of a heritage conservation district (Part V)
  - an archaeological site (Part VI)
- subject to:
  - an agreement, covenant or easement entered into under the OHA (Parts II or IV)
  - a notice of intention to designate (Part IV)
  - a heritage conservation district study area by-law (Part V) of the OHA
- listed on:
  - a municipal register or inventory of heritage properties
  - Ontario government's list of provincial heritage properties
  - Federal government's list of federal heritage buildings
- part of a:
  - National Historic Site
  - UNESCO World Heritage Site
- designated under:
  - *Heritage Railway Station Protection Act*
  - *Heritage Lighthouse Protection Act*
- subject of a municipal, provincial or federal commemorative or interpretive plaque.

To determine if your property or project area is covered by any of the above, see:

- Part A of the MTCS Criteria for Evaluating Potential for Built Heritage and Cultural Heritage Landscapes

Part VI – Archaeological Sites

Includes five sites designated by the Minister under Regulation 875 of the Revised Regulation of Ontario, 1990 (Archaeological Sites) and 3 marine archaeological sites prescribed under Ontario Regulation 11/06.

For more information, check Regulation 875 and Ontario Regulation 11/06.

8. Has the entire property (or project area) been subjected to recent extensive and intensive ground disturbance?

Recent: after-1960

Extensive: over all or most of the area

Intensive: thorough or complete disturbance

Examples of ground disturbance include:

- quarrying
- major landscaping – involving grading below topsoil
- building footprints and associated construction area
  - where the building has deep foundations or a basement
- infrastructure development such as:
  - sewer lines
  - gas lines
  - underground hydro lines
  - roads
  - any associated trenches, ditches, interchanges. **Note**: this applies only to the excavated part of the right-of-way; the remainder of the right-of-way or corridor may not have been impacted.

A ground disturbance does **not** include:

- agricultural cultivation
- gardening
- landscaping

Site visits

You can typically get this information from a site visit. In that case, please document your visit in the process (e.g., report) with:

- photographs
- maps
- detailed descriptions

If a disturbance isn't clear from a site visit or other research, you need to hire a licensed consultant archaeologist to undertake an archaeological assessment.

9. Are there present or past water bodies within 300 metres of the property (or project area)?

Water bodies are associated with past human occupations and use of the land. About 80-90% of archaeological sites are found within 300 metres of water bodies.

Present

- Water bodies:
  - primary - lakes, rivers, streams, creeks
  - secondary - springs, marshes, swamps and intermittent streams and creeks
- accessible or inaccessible shoreline, for example:
  - high bluffs
  - swamps
  - marsh fields by the edge of a lake
  - sandbars stretching into marsh

Water bodies not included:

- man-made water bodies, for example:
  - temporary channels for surface drainage
  - rock chutes and spillways
  - temporarily ponded areas that are normally farmed
  - dugout ponds
- artificial bodies of water intended for storage, treatment or recirculation of:
  - runoff from farm animal yards
  - manure storage facilities
  - sites and outdoor confinement areas

Past

Features indicating past water bodies:

- raised sand or gravel beach ridges – can indicate glacial lake shorelines
- clear dip in the land – can indicate an old river or stream
- shorelines of drained lakes or marshes
- cobble beaches

You can get information about water bodies through:

- a site visit
- aerial photographs
- 1:10,000 scale Ontario Base Maps - or equally detailed and scaled maps.

10. Is there evidence of two or more of the following on the property (or project area)?

- elevated topography
- pockets of well-drained sandy soil
- distinctive land formations
- resource extraction areas
- early historic settlement
- early historic transportation routes

- **Elevated topography**

  Higher ground and elevated positions - surrounded by low or level topography - often indicate past settlement and land use.

  Features such as eskers, drumlins, sizeable knolls, plateaus next to lowlands, or other such features are a strong indication of archaeological potential.

  Find out if your property or project area has elevated topography, through:

  - site inspection
  - aerial photographs
  - topographical maps

- **Pockets of well-drained sandy soil, especially within areas of heavy soil or rocky ground**

  Sandy, well-drained soil - in areas characterized by heavy soil or rocky ground - may indicate archaeological potential

  Find out if your property or project area has sandy soil through:

  - site inspection
  - soil survey reports

- **Distinctive land formations**

  Distinctive land formations include – but are not limited to:

  - waterfalls
  - rock outcrops
  - rock faces
  - caverns
  - mounds, etc.

  They were often important to past inhabitants as special or sacred places. The following sites may be present – or close to – these formations:

  - burials
  - structures
  - offerings
  - rock paintings or carvings

  Find out if your property or project areas has a distinctive land formation through:

  - a site visit
  - aerial photographs
  - 1:10,000 scale Ontario Base Maps - or equally detailed and scaled maps.

- **Resource extraction areas**

  The following resources were collected in these extraction areas:

  - food or medicinal plants e.g., migratory routes, spawning areas, prairie
  - scarce raw materials e.g., quartz, copper, ochre or outcrops of chert
  - resources associated with early historic industry e.g., fur trade, logging, prospecting, mining

  Aboriginal communities may hold traditional knowledge about their past use or resources in the area.

- **Early historic settlement**

  Early Euro-Canadian settlement include – but are not limited to:

  - early military or pioneer settlement e.g., pioneer homesteads, isolated cabins, farmstead complexes
  - early wharf or dock complexes
  - pioneers churches and early cemeteries

  For more information, see below – under the early historic transportation routes.

- **Early historic transportation routes -** such as trails, passes, roads, railways, portage routes, canals.

  For more information, see:

  - historical maps and/or historical atlases
    - for information on early settlement patterns such as trails (including Aboriginal trails), monuments, structures, fences, mills, historic roads, rail corridors, canals, etc.
    - Archives of Ontario holds a large collection of historical maps and historical atlases
    - digital versions of historic atlases are available on the Canadian County Atlas Digital Project
  - commemorative markers or plaques such as local, provincial or federal agencies
  - municipal heritage committee or other local heritage organizations
    - for information on early historic settlements or landscape features (e.g., fences, mill races, etc.)
    - for information on commemorative markers or plaques

Evaluating Archaeological Potential Screening

MTCS Criteria for Evaluating Archaeological Potential		Sources of Information	Comments
(1)	Is there a pre-approved screening checklist, methodology or process in place?	N/A	No. The screening process is being undertaken as a part of a Schedule B Class Environmental Assessment.
(2)	Has an archaeological assessment been prepared for the property (or the project area) and been accepted by the MTCS?	Communication with the Archaeology Program Unit at the Ministry of Tourism, Culture and Sport (MTCS).	Communication with the Archaeology Program Unit at the Ministry of Tourism, Culture and Sport (MTCS) indicated that archaeological assessments have not been prepared for the area within 1km of the Study Area.
(3)	Are there known archaeological sites on or within 300m of the property (or project area)?	Communication with the Archaeology Program Unit at the MTCS.	Communication with the Archaeology Program Unit at the Ministry of Tourism, Culture and Sport (MTCS) indicated that there are no known archaeological sites within 1km of the Study Area.
(4)	Is there Aboriginal knowledge or historically documented evidence of past Aboriginal use on or within 300m of the property (or project area)?	Letters and phone calls were circulated to the following Aboriginal communities to introduce them to the project and asking them to provide input: • Caldwell First Nation • Chippewas of Aamjiwaang First Nation • Chippewas of Kettle& Stoney Point First Nation • Chippewas of the Thames First Nation • Moravian of the Thames First Nation • Walpole Island First Nation • Metis Nation of Ontario • Southern First Nation Secretariat	No input regarding archaeological potential was received.
(5)	Is there known Aboriginal knowledge or historically documented evidence of past Aboriginal use on or within 300m of the property (or project area)?	Letters and phone calls were circulated to the following Aboriginal communities to introduce them to the project and asking them to provide input: • Caldwell First Nation • Chippewas of Aamjiwaang First Nation • Chippewas of Kettle& Stoney Point First Nation • Chippewas of the Thames First Nation • Moravian of the Thames First Nation • Walpole Island First Nation • Metis Nation of Ontario • Southern First Nation Secretariat	No input regarding archaeological potential was received.

MTCS Criteria for Evaluating Archaeological Potential		Sources of Information	Comments
(6)	Is there a known burial site or cemetery on the property or adjacent to the property (or project area)?	Internet search of properties in the vicinity of the project area. Canada Gen Web Cemetery Project: http://cemetery.canadagenweb.org/map	A review of the Canada Gen Web Cemetery Project confirmed that there are no known burial sites or cemeteries within the project area.
(7)	Has the property (or project area) been recognized for its cultural heritage value?	MTCS *Criteria for Evaluating Potential for Built Heritage and Cultural Heritage Landscapes*	The MTCS *Criteria for Evaluating Potential for Built Heritage and Cultural Heritage Landscapes* has been completed. The study area is not recognized for its cultural heritage value.
(8)	Has the property (or project area) been subjected to recent, extensive and intensive disturbance?	Desktop review of aerial mapping and field visits to the study area.	A review of the study area confirmed that most of the project area has been subjected to recent, extensive and intensive disturbance with the exception of an agricultural field in the northeast portion of the study area. The anticipated area of impact has is alongside associated construction areas for buildings or adjacent to ditches within the municipal road right of way. No further screening for archaeological potential is required.

Sunstrum, Mary <msunstrum@dillon.ca>

Request for Archaeology Information - Town of Tecumseh, Sylvestre Drive

von Bitter, Robert (MTCS) <Robert.vonBitter@ontario.ca> Mon, Sep 24, 2018 at 12:21 PM
To: "msunstrum@dillon.ca" <msunstrum@dillon.ca>

Mary,

No reported archaeological sites are showing up within 1 km of this project.

Regards,

Robert von Bitter

Robert von Bitter

Archaeological Data Co-Ordinator

Archaeology Program Unit | Programs and Services Branch

Ministry of Tourism, Culture and Sport

401 Bay Street Suite 1700

Toronto, Ontario M7A 0A7

416-314-7161

Robert.vonBitter@ontario.ca

From: Archaeology (MTCS)
Sent: September-17-18 12:54 PM
To: von Bitter, Robert (MTCS)
Subject: FW: Request for Archaeology Information - Town of Tecumseh, Sylvestre Drive

From: Sunstrum, Mary [mailto:msunstrum@dillon.ca]
Sent: September 17, 2018 12:31 PM
To: Archaeology (MTCS); 176843
Subject: Request for Archaeology Information - Town of Tecumseh, Sylvestre Drive

Good morning!

The Town of Tecumseh is proposing to extend sanitary sewers on Sylvestre Drive to service a portion of the Sylvestre Industrial Park Area that is generally located on Sylvestre Drive, south of Jamsyl Drive and west of Manning Road. Dillon was retained to complete the Schedule B Municipal Class Environmental Assessment.

As a part of the EA, Dillon is conducting a self-screening in Criteria for Evaluating Archaeological Potential for the Ministry of Tourism, Culture and Sport.

We are trying to determine through the self-screening process if further archaeological investigation is required. Would you be able to advise if there are any known archaeological sites within 300 m of the project Study Area? A map of the Study Area is provided below.

Thank you,

Mary

–

Mary Sunstrum
Dillon Consulting Limited
130 Dufferin Avenue Suite 1400
London, Ontario, N6A 5R2

T - 519.438.1288 ext. 1282
F - 519.672.8209
MSunstrum@dillon.ca
www.dillon.ca

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Ontario

Ministry of Tourism, Culture and Sport

Programs & Services Branch
401 Bay Street, Suite 1700
Toronto ON M7A 0A7

Criteria for Evaluating Potential for Built Heritage Resources and Cultural Heritage Landscapes

A Checklist for the Non-Specialist

The **purpose of the checklist** is to determine:

- if a property(ies) or project area:
  - is a recognized heritage property
  - may be of cultural heritage value
- it includes all areas that may be impacted by project activities, including – but not limited to:
  - the main project area
  - temporary storage
  - staging and working areas
  - temporary roads and detours

Processes covered under this checklist, such as:

- *Planning Act*
- *Environmental Assessment Act*
- *Aggregates Resources Act*
- *Ontario Heritage Act* – Standards and Guidelines for Conservation of Provincial Heritage Properties

Cultural Heritage Evaluation Report (CHER)

If you are not sure how to answer one or more of the questions on the checklist, you may want to hire a qualified person(s) (see page 5 for definitions) to undertake a cultural heritage evaluation report (CHER).

The CHER will help you:

- identify, evaluate and protect cultural heritage resources on your property or project area
- reduce potential delays and risks to a project

Other checklists

Please use a separate checklist for your project, if:

- you are seeking a Renewable Energy Approval under Ontario Regulation 359/09 – separate checklist
- your Parent Class EA document has an approved screening criteria (as referenced in Question 1)

Please refer to the Instructions pages for more detailed information and when completing this form.

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Project or Property Name

Sylvestre Drive Sanitary Sewer Extension

Project or Property Location (upper and lower or single tier municipality)

Town of Tecumseh, Essex County

Proponent Name

Town of Tecumseh

Proponent Contact Information

Phil Bartnik, P.Eng., PMP, Manager of Engineering Services, 519-735-2184 ext 148, pbartnik@tecumseh.ca

Screening Questions

	Yes	No
1. Is there a pre-approved screening checklist, methodology or process in place?	☐	☑

If Yes, please follow the pre-approved screening checklist, methodology or process.

If No, continue to Question 2.

Part A: Screening for known (or recognized) Cultural Heritage Value

	Yes	No
2. Has the property (or project area) been evaluated before and found **not** to be of cultural heritage value?	☐	☑

If Yes, do **not** complete the rest of the checklist.

The proponent, property owner and/or approval authority will:

- summarize the previous evaluation and
- add this checklist to the project file, with the appropriate documents that demonstrate a cultural heritage evaluation was undertaken

The summary and appropriate documentation may be:

- submitted as part of a report requirement
- maintained by the property owner, proponent or approval authority

If No, continue to Question 3.

	Yes	No
3. Is the property (or project area):		
a. identified, designated or otherwise protected under the *Ontario Heritage Act* as being of cultural heritage value?	☐	☑
b. a National Historic Site (or part of)?	☐	☑
c. designated under the *Heritage Railway Stations Protection Act*?	☐	☑
d. designated under the *Heritage Lighthouse Protection Act*?	☐	☑
e. identified as a Federal Heritage Building by the Federal Heritage Buildings Review Office (FHBRO)?	☐	☑
f. located within a United Nations Educational, Scientific and Cultural Organization (UNESCO) World Heritage Site?	☐	☑

If Yes to any of the above questions, you need to hire a qualified person(s) to undertake:

- a Cultural Heritage Evaluation Report, if a Statement of Cultural Heritage Value has not previously been prepared or the statement needs to be updated

If a Statement of Cultural Heritage Value has been prepared previously and if alterations or development are proposed, you need to hire a qualified person(s) to undertake:

- a Heritage Impact Assessment (HIA) – the report will assess and avoid, eliminate or mitigate impacts

If No, continue to Question 4.

Part B: Screening for Potential Cultural Heritage Value

	Yes	No
4. Does the property (or project area) contain a parcel of land that:		
a. is the subject of a municipal, provincial or federal commemorative or interpretive plaque?	☐	☑
b. has or is adjacent to a known burial site and/or cemetery?	☐	☑
c. is in a Canadian Heritage River watershed?	☑	☐
d. contains buildings or structures that are 40 or more years old?	☑	☐

Part C: Other Considerations

	Yes	No
5. Is there local or Aboriginal knowledge or accessible documentation suggesting that the property (or project area):		
a. is considered a landmark in the local community or contains any structures or sites that are important in defining the character of the area?	☐	☑
b. has a special association with a community, person or historical event?	☐	☑
c. contains or is part of a cultural heritage landscape?	☐	☑

If Yes to one or more of the above questions (Part B and C), there is potential for cultural heritage resources on the property or within the project area.

You need to hire a qualified person(s) to undertake:

- a Cultural Heritage Evaluation Report (CHER)

If the property is determined to be of cultural heritage value and alterations or development is proposed, you need to hire a qualified person(s) to undertake:

- a Heritage Impact Assessment (HIA) – the report will assess and avoid, eliminate or mitigate impacts

If No to all of the above questions, there is low potential for built heritage or cultural heritage landscape on the property.

The proponent, property owner and/or approval authority will:

- summarize the conclusion
- add this checklist with the appropriate documentation to the project file

The summary and appropriate documentation may be:

- submitted as part of a report requirement e.g. under the *Environmental Assessment Act, Planning Act* processes
- maintained by the property owner, proponent or approval authority

Instructions

Please have the following available, when requesting information related to the screening questions below:

- a clear map showing the location and boundary of the property or project area
  - large scale and small scale showing nearby township names for context purposes
- the municipal addresses of all properties within the project area
- the lot(s), concession(s), and parcel number(s) of all properties within a project area

For more information, see the Ministry of Tourism, Culture and Sport's Ontario Heritage Toolkit or Standards and Guidelines for Conservation of Provincial Heritage Properties.

In this context, the following definitions apply:

- **qualified person(s)** means individuals – professional engineers, architects, archaeologists, etc. – having relevant, recent experience in the conservation of cultural heritage resources.
- **proponent** means a person, agency, group or organization that carries out or proposes to carry out an undertaking or is the owner or person having charge, management or control of an undertaking.

1. Is there a pre-approved screening checklist, methodology or process in place?

An existing checklist, methodology or process may already be in place for identifying potential cultural heritage resources, including:

- one endorsed by a municipality
- an environmental assessment process e.g. screening checklist for municipal bridges
- one that is approved by the Ministry of Tourism, Culture and Sport (MTCS) under the Ontario government's Standards & Guidelines for Conservation of Provincial Heritage Properties [s.B.2.]

Part A: Screening for known (or recognized) Cultural Heritage Value

2. Has the property (or project area) been evaluated before and found not to be of cultural heritage value?

Respond 'yes' to this question, if all of the following are true:

A property can be considered not to be of cultural heritage value if:

- a Cultural Heritage Evaluation Report (CHER) - or equivalent - has been prepared for the property with the advice of a qualified person and it has been determined not to be of cultural heritage value and/or
- the municipal heritage committee has evaluated the property for its cultural heritage value or interest and determined that the property is not of cultural heritage value or interest

A property may need to be re-evaluated, if:

- there is evidence that its heritage attributes may have changed
- new information is available
- the existing Statement of Cultural Heritage Value does not provide the information necessary to manage the property
- the evaluation took place after 2005 and did not use the criteria in Regulations 9/06 and 10/06

Note: Ontario government ministries and public bodies [prescribed under Regulation 157/10] may continue to use their existing evaluation processes, until the evaluation process required under section B.2 of the Standards & Guidelines for Conservation of Provincial Heritage Properties has been developed and approved by MTCS.

To determine if your property or project area has been evaluated, contact:

- the approval authority
- the proponent
- the Ministry of Tourism, Culture and Sport

3a. Is the property (or project area) identified, designated or otherwise protected under the *Ontario Heritage Act* as being of cultural heritage value e.g.:

i. designated under the *Ontario Heritage Act*

- individual designation (Part IV)
- part of a heritage conservation district (Part V)

Individual Designation – Part IV

A property that is designated:

- by a municipal by-law as being of cultural heritage value or interest [s.29 of the *Ontario Heritage Act*]
- by order of the Minister of Tourism, Culture and Sport as being of cultural heritage value or interest of provincial significance [s.34.5]. **Note**: To date, no properties have been designated by the Minister.

Heritage Conservation District – Part V

A property or project area that is located within an area designated by a municipal by-law as a heritage conservation district [s. 41 of the *Ontario Heritage Act*].

For more information on Parts IV and V, contact:

- municipal clerk
- Ontario Heritage Trust
- local land registry office (for a title search)

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ii. subject of an agreement, covenant or easement entered into under Parts II or IV of the *Ontario Heritage Act*

An agreement, covenant or easement is usually between the owner of a property and a conservation body or level of government. It is usually registered on title.

The primary purpose of the agreement is to:

- preserve, conserve, and maintain a cultural heritage resource
- prevent its destruction, demolition or loss

For more information, contact:

- Ontario Heritage Trust - for an agreement, covenant or easement [clause 10 (1) (c) of the *Ontario Heritage Act*]
- municipal clerk – for a property that is the subject of an easement or a covenant [s.37 of the *Ontario Heritage Act*]
- local land registry office (for a title search)

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iii. listed on a register of heritage properties maintained by the municipality

Municipal registers are the official lists - or record - of cultural heritage properties identified as being important to the community.

Registers include:

- all properties that are designated under the *Ontario Heritage Act* (Part IV or V)
- properties that have not been formally designated, but have been identified as having cultural heritage value or interest to the community

For more information, contact:

- municipal clerk
- municipal heritage planning staff
- municipal heritage committee

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iv. subject to a notice of:

- intention to designate (under Part IV of the *Ontario Heritage Act*)
- a Heritage Conservation District study area bylaw (under Part V of the *Ontario Heritage Act*)

A property that is subject to a **notice of intention to designate** as a property of cultural heritage value or interest and the notice is in accordance with:

- section 29 of the *Ontario Heritage Act*
- section 34.6 of the *Ontario Heritage Act.* **Note**: To date, the only applicable property is Meldrum Bay Inn, Manitoulin Island. [s.34.6]

An area designated by a municipal by-law made under section 40.1 of the *Ontario Heritage Act* as a **heritage conservation district study area**.

For more information, contact:

- municipal clerk – for a property that is the subject of notice of intention [s. 29 and s. 40.1]
- Ontario Heritage Trust

v. included in the Ministry of Tourism, Culture and Sport's list of provincial heritage properties

Provincial heritage properties are properties the Government of Ontario owns or controls that have cultural heritage value or interest.

The Ministry of Tourism, Culture and Sport (MTCS) maintains a list of all provincial heritage properties based on information provided by ministries and prescribed public bodies. As they are identified, MTCS adds properties to the list of provincial heritage properties.

For more information, contact the MTCS Registrar at registrar@ontario.ca.

3b. Is the property (or project area) a National Historic Site (or part of)?

National Historic Sites are properties or districts of national historic significance that are designated by the Federal Minister of the Environment, under the *Canada National Parks Act*, based on the advice of the Historic Sites and Monuments Board of Canada.

For more information, see the National Historic Sites website.

3c. Is the property (or project area) designated under the *Heritage Railway Stations Protection Act*?

The *Heritage Railway Stations Protection Act* protects heritage railway stations that are owned by a railway company under federal jurisdiction. Designated railway stations that pass from federal ownership may continue to have cultural heritage value.

For more information, see the Directory of Designated Heritage Railway Stations.

3d. Is the property (or project area) designated under the *Heritage Lighthouse Protection Act*?

The *Heritage Lighthouse Protection Act* helps preserve historically significant Canadian lighthouses. The Act sets up a public nomination process and includes heritage building conservation standards for lighthouses which are officially designated.

For more information, see the Heritage Lighthouses of Canada website.

3e. Is the property (or project area) identified as a Federal Heritage Building by the Federal Heritage Buildings Review Office?

The role of the Federal Heritage Buildings Review Office (FHBRO) is to help the federal government protect the heritage buildings it owns. The policy applies to all federal government departments that administer real property, but not to federal Crown Corporations.

For more information, contact the Federal Heritage Buildings Review Office.

See a directory of all federal heritage designations.

3f. Is the property (or project area) located within a United Nations Educational, Scientific and Cultural Organization (UNESCO) World Heritage Site?

A UNESCO World Heritage Site is a place listed by UNESCO as having outstanding universal value to humanity under the Convention Concerning the Protection of the World Cultural and Natural Heritage. In order to retain the status of a World Heritage Site, each site must maintain its character defining features.

Currently, the Rideau Canal is the only World Heritage Site in Ontario.

For more information, see Parks Canada – World Heritage Site website.

Part B: Screening for potential Cultural Heritage Value

4a. Does the property (or project area) contain a parcel of land that has a municipal, provincial or federal commemorative or interpretive plaque?

Heritage resources are often recognized with formal plaques or markers.

Plaques are prepared by:

- municipalities
- provincial ministries or agencies
- federal ministries or agencies
- local non-government or non-profit organizations

For more information, contact:

- municipal heritage committees or local heritage organizations – for information on the location of plaques in their community
- Ontario Historical Society's Heritage directory – for a list of historical societies and heritage organizations
- Ontario Heritage Trust – for a list of plaques commemorating Ontario's history
- Historic Sites and Monuments Board of Canada – for a list of plaques commemorating Canada's history

4b. Does the property (or project area) contain a parcel of land that has or is adjacent to a known burial site and/or cemetery?

For more information on known cemeteries and/or burial sites, see:

- Cemeteries Regulations, Ontario Ministry of Consumer Services – for a database of registered cemeteries
- Ontario Genealogical Society (OGS) – to locate records of Ontario cemeteries, both currently and no longer in existence; cairns, family plots and burial registers
- Canadian County Atlas Digital Project – to locate early cemeteries

In this context, adjacent means contiguous or as otherwise defined in a municipal official plan.

4c. Does the property (or project area) contain a parcel of land that is in a Canadian Heritage River watershed?

The Canadian Heritage River System is a national river conservation program that promotes, protects and enhances the best examples of Canada's river heritage.

Canadian Heritage Rivers must have, and maintain, outstanding natural, cultural and/or recreational values, and a high level of public support.

For more information, contact the Canadian Heritage River System.

If you have questions regarding the boundaries of a watershed, please contact:

- your conservation authority
- municipal staff

4d. Does the property (or project area) contain a parcel of land that contains buildings or structures that are 40 or more years old?

A 40 year 'rule of thumb' is typically used to indicate the potential of a site to be of cultural heritage value. The approximate age of buildings and/or structures may be estimated based on:

- history of the development of the area
- fire insurance maps
- architectural style
- building methods

Property owners may have information on the age of any buildings or structures on their property. The municipality, local land registry office or library may also have background information on the property.

Note: 40+ year old buildings or structure do not necessarily hold cultural heritage value or interest; their age simply indicates a higher potential.

A building or structure can include:

- residential structure
- farm building or outbuilding
- industrial, commercial, or institutional building
- remnant or ruin
- engineering work such as a bridge, canal, dams, etc.

For more information on researching the age of buildings or properties, see the Ontario Heritage Tool Kit Guide Heritage Property Evaluation.

Part C: Other Considerations

5a. Is there local or Aboriginal knowledge or accessible documentation suggesting that the property (or project area) is considered a landmark in the local community or contains any structures or sites that are important to defining the character of the area?

Local or Aboriginal knowledge may reveal that the project location is situated on a parcel of land that has potential landmarks or defining structures and sites, for instance:

- buildings or landscape features accessible to the public or readily noticeable and widely known
- complexes of buildings
- monuments
- ruins

5b. Is there local or Aboriginal knowledge or accessible documentation suggesting that the property (or project area) has a special association with a community, person or historical event?

Local or Aboriginal knowledge may reveal that the project location is situated on a parcel of land that has a special association with a community, person or event of historic interest, for instance:

- Aboriginal sacred site
- traditional-use area
- battlefield
- birthplace of an individual of importance to the community

5c. Is there local or Aboriginal knowledge or accessible documentation suggesting that the property (or project area) contains or is part of a cultural heritage landscape?

Landscapes (which may include a combination of archaeological resources, built heritage resources and landscape elements) may be of cultural heritage value or interest to a community.

For example, an Aboriginal trail, historic road or rail corridor may have been established as a key transportation or trade route and may have been important to the early settlement of an area. Parks, designed gardens or unique landforms such as waterfalls, rock faces, caverns, or mounds are areas that may have connections to a particular event, group or belief.

For more information on Questions 5.a., 5.b. and 5.c., contact:

- Elders in Aboriginal Communities or community researchers who may have information on potential cultural heritage resources. Please note that Aboriginal traditional knowledge may be considered sensitive.
- municipal heritage committees or local heritage organizations
- Ontario Historical Society's "Heritage Directory" - for a list of historical societies and heritage organizations in the province

An internet search may find helpful resources, including:

- historical maps
- historical walking tours
- municipal heritage management plans
- cultural heritage landscape studies
- municipal cultural plans

Information specific to trails may be obtained through Ontario Trails.

Cultural Heritage Screening

MTCS Cultural Heritage Requirements		Sources of Information	Comments
(3a.i)	A property (or project area) that is identified, designated or otherwise protected under the *Ontario Heritage Act* as being of cultural heritage value.	Town of Tecumseh Municipal Register of Cultural Heritage Properties (accessed September 17, 2018) Ontario Heritage Trust (September 14, 2018) Town of Tecumseh (September 17, 2018)	A search of the Town's Municipal Register of Cultural Heritage Properties and communication with the Ontario Heritage Trust and the Town of Tecumseh confirmed that the site is not identified, designated or otherwise protected under the *Ontario Heritage Act*.
(3a.i)	A property that is designated by a municipal by-law as being of cultural heritage value or interest.	Town of Tecumseh Municipal Register of Cultural Heritage Properties (accessed September 17, 2018) Town of Tecumseh (September 17, 2018)	A search of the Town's Municipal Register of Cultural Heritage Properties and communication with the Town of Tecumseh confirmed that the site is not designated by a municipal by-law as being of heritage value or interest.
(3a.ii)	A property or project area that is subject of an agreement, covenant or easement entered into under Parts II or IV of the *Ontario Heritage Act*.	Town of Tecumseh Municipal Register of Cultural Heritage Properties (accessed September 17, 2018) Ontario Heritage Trust (September 14, 2018) Town of Tecumseh (September 17, 2018)	A search of the Town's Municipal Register of Cultural Heritage Properties and communication with the Ontario Heritage Trust and the Town of Tecumseh confirmed that the property or project area is not the subject of an agreement, covenant or easement entered into under Parts II or IV of the *Ontario Heritage Act*.
(3a. iii)	A property listed on a register of heritage properties maintained by the municipality.	Town of Tecumseh Municipal Register of Cultural Heritage Properties (accessed September 17, 2018) Town of Tecumseh (September 17, 2018)	A search of the Town's Municipal Register of Cultural Heritage Properties and communication with the Town of Tecumseh confirmed that the property is not listed on the register of heritage properties.
(3a.iv)	A property that is subject to a notice of intention to designate the property as property of cultural heritage value or interest of provincial significance has been given in accordance with section 29 or 34.6 of the *Ontario Heritage Act*.	Town of Tecumseh Municipal Register of Cultural Heritage Properties (accessed September 17, 2018) Ontario Heritage Trust (September 14, 2018) Town of Tecumseh (September 17, 2018)	A search of the Town's Municipal Register of Cultural Heritage Properties and communication with the Ontario Heritage Trust and the Town of Tecumseh confirmed that the property is not subject to a notice of intention to designate the property as property of cultural heritage value or interest of provincial significance has been given in accordance with section 29 or 34.6 of the *Ontario Heritage Act*.
(3a.iv)	A property that is part of an area designated by a municipal by-law made under section 41 of the *Ontario Heritage Act* as a heritage conservation district.	Town of Tecumseh Municipal Register of Cultural Heritage Properties (accessed September 17, 2018) Ontario Heritage Trust (September 14, 2018) Town of Tecumseh (September 17, 2018)	A search of the Town's Municipal Register of Cultural Heritage Properties and communication with the Ontario Heritage Trust and the Town of Tecumseh confirmed that the property is not part of an area designated by a municipal by-law made under section 41 of the *Ontario Heritage Act* as a heritage conservation district.
(3a.v)	A property that is included in the Ministry of Tourism, Culture and Sport's list of provincial heritage properties.	Town of Tecumseh Municipal Register of Cultural Heritage Properties (accessed September 17, 2018) Town of Tecumseh (September 17, 2018)	A search of the Town's Municipal Register of Cultural Heritage Properties and communication with the Town of Tecumseh indicated that the property is not included in the Ministry of Tourism, Culture and Sport's list of provincial heritage properties.

MTCS Cultural Heritage Requirements		Sources of Information	Comments
(3b)	A property (or project area) that is (or is part of) a National Historic Site.	National Historic Sites website (Parks Canada): www.pc.gc.ca/en/lhn-nhs/recherche-search	A search of the National Historic Sites website did not identify any Parks, Historic Sites, or Marine Conservation Areas at or around the project location.
(3c)	A property (or project area) designated under the *Heritage Railway Stations Protection Act*.	Directory of Designated Heritage Railway Stations: https://www.pc.gc.ca/en/culture/clmhc-hsmbc/pat-her/gar-sta	A search of the Directory of Designated Heritage Railway Stations did not identify a property designated under the *Heritage Railway Stations Protection Act*.
(3d)	A property (or project area) designated under the *Heritage Lighthouse Protection Act*.	Heritage Lighthouses of Canada: https://www.pc.gc.ca/en/lhn-nhs/pp-hl	A search of the Designated and Petitioned Lighthouses list did not identify a property designated under the *Heritage Lighthouse Protection Act.*
(3e)	A property (or project area) identified as a Federal Heritage Building by the Federal Heritage Buildings Review Office.	Federal Heritage Buildings Review Office: https://www.pc.gc.ca/en/culture/beefp-fhbro	A search of the Directory of Heritage Designations did not identify any properties identified as Federal Heritage Buildings within or around the project location.
(3f)	A property (or project area) located within a United Nations Educational, Scientific and Cultural Organization (UNESCO) World Heritage Site.	UNESCO World Heritage List: http://whc.unesco.org/en/list/	A search of the UNESCO World Heritage List did not identify any world heritage sites within or around the project location.
(4a)	A property (or project area) that contains a parcel of land that has a municipal, provincial or federal commemorative plaque.	Ontario Heritage Trust Plaque Database: http://www.heritagetrust.on.ca/en/index.php/online-plaque-guide Ontario Historical Society: https://www.ontariohistoricalsociety.ca/index.php/services/heritage-directory	A search of the Ontario Heritage Trust Database and Ontario Historical Society did not identify any commemorative plaques within the study area.
(4b)	A property (or project area) that contains a parcel of land that has or is adjacent to a known burial site and/or cemetery.	Internet search of properties in the vicinity of the project area. Canada Gen Web Cemetery Project: http://cemetery.canadagenweb.org/map	An internet search indicated that there are no cemeteries or burial sites in the vicinity of the project area.
(4c)	A property (or project area) that contains a parcel of land that is in a Canadian Heritage River watershed.	Canadian Heritage River System: http://chrs.ca/the-rivers/detroit/	A search of the Canadian Heritage River System website indicated that the property is located within a Canadian Heritage River watershed.
(4d)	A property (or project area) that contains a parcel of land that contains buildings or structures more than 40 years old.	N/A	There will be no impacts to buildings or structures that are more than 40 years old.

MTCS Cultural Heritage Requirements		Sources of Information	Comments
(5a)	Local or Aboriginal knowledge or accessible documentation suggesting that the property (or project area) is considered a landmark in the local community or contains any structures or sites that are important to defining the character in the area.	Letters and phone calls were circulated to the following Aboriginal communities to introduce them to the project and asking them to provide input: • Caldwell First Nation • Chippewas of Aamjiwaang First Nation • Chippewas of Kettle& Stoney Point First Nation • Chippewas of the Thames First Nation • Moravian of the Thames First Nation • Walpole Island First Nation • Metis Nation of Ontario • Southern First Nation Secretariat	No input regarding cultural heritage was received.
(5b)	Local or Aboriginal knowledge or accessible documentation suggesting that the property (or project area) has a special association with a community, person or historical event.	Letters and phone calls were circulated to Aboriginal communities to introduce them to the project and request input.	No input regarding cultural heritage was received.
(5c)	Local or Aboriginal knowledge or accessible documentation suggesting that the property (or project area) contains or is part of a cultural heritage landscape.	Letters and phone calls were circulated to Aboriginal communities to introduce them to the project and request input.	No input regarding cultural heritage was received.

DILLON CONSULTING

Sunstrum, Mary <msunstrum@dillon.ca>

Cultural Heritage Information Request - Sylvestre Drive Sanitary Sewer Extension, Town of Tecumseh

Thomas Wicks <Thomas.Wicks@heritagetrust.on.ca> Fri, Sep 14, 2018 at 12:17 PM
To: "Sunstrum, Mary" <msunstrum@dillon.ca>

Hi Mary,

Thank you for your email regarding the Town of Tecumseh's proposed extension of sanitary sewers on Sylvestre Drive and any heritage properties near the site. This query is related to the EA that Dillon is doing on behalf of the municipality.

I have reviewed the location indicated on the plan provided and I can confirm that the Trust does not have any property interests in, or adjacent to, this subject area. If you would like to confirm if there are any properties designated under the *Ontario Heritage Act* within the project area you may wish to speak directly with the municipality or search by address using the heritage register at this link: https://www.heritagetrust.on.ca/en/oha/basic-search . For inquiries related to any properties included in the Ministry of Tourism, Culture and Sport's list of provincial heritage properties I would encourage you to speak to a heritage advisor at that Ministry.

Thank you for involving the Trust in your review.

Thomas

Thomas Wicks | Heritage Planner

Ontario Heritage Trust

10 Adelaide Street East, Toronto, Ontario, Canada M5C 1J3

Telephone: 416-314-5972

Email: thomas.wicks@heritagetrust.on.ca

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From: Sunstrum, Mary [mailto:msunstrum@dillon.ca]
Sent: September-12-18 3:44 PM
To: Thomas Wicks; 176843; Sabrina Stanlake
Subject: Cultural Heritage Information Request - Sylvestre Drive Sanitary Sewer Extension, Town of Tecumseh

[Quoted text hidden]

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DILLON CONSULTING

Sunstrum, Mary <msunstrum@dillon.ca>

Cultural Heritage Information Request - Sylvestre Drive Sanitary Sewer Extension

Laura Moy <lmoy@tecumseh.ca> Mon, Sep 17, 2018 at 4:13 PM
To: "msunstrum@dillon.ca" <msunstrum@dillon.ca>
Cc: Chad Jeffery <cjeffery@tecumseh.ca>, Christina Hebert <chebert@tecumseh.ca>

Good afternoon, Mary

Attached is a Listing of Potential Heritage Properties and a Heritage Property Listing. The Heritage Property Listing contains those properties that have been designated and those properties that may warrant some form of heritage conservation, recognition and/or long term protection, such as a designation.

The attached lists have recently been reviewed and updated by the Town's Heritage Committee and will be considered by Tecumseh Council for approval at their next regular meeting schedule for Tuesday, September 25, 2018.

If you have any questions, or need anything further, please feel free to contact me.

Best regards,

Laura Moy

From: Chad Jeffery
Sent: September-17-18 11:08 AM
To: Laura Moy <lmoy@tecumseh.ca>
Subject: FW: Cultural Heritage Information Request - Sylvestre Drive Sanitary Sewer Extension

From: Sunstrum, Mary [mailto:msunstrum@dillon.ca]
Sent: September-12-18 3:52 PM
To: Chad Jeffery; 176843; Sabrina Stanlake
Subject: Cultural Heritage Information Request - Sylvestre Drive Sanitary Sewer Extension

Good morning!

[Quoted text hidden]

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Chad Jeffery
Manager Planning

Laura Moy Dipl. M.M.
Director Corporate Services & Clerk
lmoy@tecumseh.ca
Town of Tecumseh - 917 Lesperance Rd. - Tecumseh, ON. - N8N 1W9
Phone: 519-735-2184 ,116 Fax: 519-735-6712 - www.tecumseh.ca

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2 attachments

Heritage Property Listing_Potential Sites.pdf
31K

Heritage Property Listing_Designated_Listing.pdf
11K

Town of Tecumseh - Potential Heritage Sites						
Name of Property	**Street #**	**Street Name**	**Year**	**Architecture/Style**	**Sector**	**Brief Description**
Bell Tower at St. Anne Highschool	12050	Arbour Street			Tecumseh	Original Bell from old St. Antoine School on Lesperance Road Moved to the new St. Anne's High School, Lakeshore
Seguin House	424	Brighton Road	circa 1870s		St. Clair Beach	Believed to be the old Trolley Station (Sandwich Windsor and Amherstburg) Demolished [2017]
St. Mary's Cemetery	12048	County Road 34		Cemetery	Maidstone	One of the oldest cemeteries in Tecumseh
St. Mary's Church	12032	County Road 34		Church	Maidstone	
Victoria Public School	12433	Dillon Dr.	1926	School	Tecumseh	Built on donated Clapp property and named after Ms. Clapp
Sandwich South Council	2725	Highway #3	1893		Oldcastle	Location where first Sandwich South Council Photo was taken
St. Stephen's Church	5280	Howard	1871		Oldcastle	Old Anglican Church
St. Stephen's Cemetery	5280	Howard			Oldcastle	One of the oldest cemeteries in Tecumseh
Lachance Farm	11945	Intersection Road			Sandwich South	One of the last remaining Francophone Farms in Tecumseh
Old Power House - Bonduelle Property	1192	Lacasse Blvd.		Art Deco	Tecumseh	Southwest corner on Tecumseh and Lacasse Blvd, the original canning factory power building
Poisson House	1115	Lacasse Boulevard	early 1920s	Arts and Crafts	Tecumseh	Home of Dr. Poisson, 1st Mayor of Tecumseh
Lacasse Park	590	Lacasse Boulevard	1947		Tecumseh	Clapp property purchased in 1923 by the Town, Baseball Diamond and grand stands (1949) feature
Tecumseh United Church	333	Lacasse Boulevard	1960s	Hilicker Architect	Tecumseh	Vernacular house of worship
Lessard House	1715	Lesperance Road			Sandwich South	Vernacular Farm House
Desjardin House	1722	Lesperance Road			Sandwich South	Greek Revival
Aspect House	1107	Lesperance Road			Tecumseh	Craftsman style old homestead
St. Anne's Cemetery	1521	Lesperance Road	1830s		Tecumseh	Original cemetery in Tecumseh
Lemire House	1061	Lesperance Road			Tecumseh	Original area homestead
Sylvestre House		Manning Road			St. Clair Beach	Original area homestead
Lakewood Golf Course	13451	Riverside Drive			St. Clair Beach	Privately Owned by Bob Oakman & Bert Manning. Later became St. Clair Beach's public Golf Course
Lakewood Club House	13400	Riverside Drive	1919		St. Clair Beach	Privately Owned by Bob Oakman & Bert Manning
Beach Grove Club House	14134	Riverside Drive	1921		St. Clair Beach	First Club House Wooden - Originally built in 1921, burned down in 1927. Rebuilt in 1929 as a private Club.
Original St. Clair Beach Home	13749	Riverside Drive				
Severs Property	13158	Riverside Dr.				Residence used for rum running

Beach Grove Pro Shop	115	Kensington				The Pro Shop was moved from its original location at the corner of Kensington Blvd and Riverside Drive to its current location on Kensington Blvd overlooking Beach Grove
St. Mark's by the Lake Anglican Church	150	St. Marks	1953		St. Clair Beach	First Church in St. Clair Beach Area surrounding property was originally an orchard, owned by Florence and Ethel Wellwood. The property was then donated to the Church.
D.M. Eagle School Site	14194	Tecumseh Road	1928		St. Clair Beach	In 1946 became DM Eagle School, prior to it was a little white building used as a one room school house. Named after David Melville Eagle who taught both English and French in the area.
Old Cada Homestead	14242	Tecumseh Road			St. Clair Beach	Original farmhouse of the Cada Family
Robinet Hardware	12222	Tecumseh Road	1870s		Tecumseh	
Lacasse House	12125	Tecumseh Road			Tecumseh	
Tecumseh Area Historical Society site including log cabin and sheds	12350	Tecumseh Road			Tecumseh	Site of the original railroad yard and current location of Lesperance Log Cabin (circa 1799)
Campeau House	11941	Tecumseh Road			Tecumseh	Blue House on Tecumseh Road Prior to St. Anne's Chapel, the building was used as a place to hold mass
Stone Porch House	11961	Tecumseh Road		Arts and Crafts	Tecumseh	Residence used for rum running
Log Cabin	6455	Walker Road			Sandwich South	
Lachance House		William Street			Tecumseh	Building near track field
Baillargeon House	13028	Tecumseh Road			Tecumseh	
Baillargeon House	13754	Tecumseh Road			Tecumseh	
Grain Elevator					Maidstone	
Mrs. John's General Store					Maidstone	
Old Seven Ponds					Sandwich South	E.C. Row near Shawnee
	5680	Highway #3		Century Farm	Sandwich South	
	1826	South Talbot		Century Farm	Sandwich South	
	6277	Walker Road		Century Farm	Sandwich South	
		Snake Lane		Century Farm	Sandwich South	
				Century Farm	Sandwich South	
				Century Farm	Sandwich South	
	4327	11th Conc		Century Farm	Sandwich South	
	4890	County Rd 8		Century Farm	Sandwich South	
	6519	Malden Rd		Century Farm	Sandwich South	
	4320	11th Conc Rd		Century Farm	Sandwich South	
	5660	S. Talbot		Century Farm	Sandwich South	
	1988	Cty Rd 8		Century Farm	Sandwich South	
	6744	11th Conc		Century Farm	Sandwich South	

Town of Tecumseh Municipal Register of Cultural Heritage Properties							
Designated Property							
Street Name	**Street #**	**Name of Property**	**Year**	**Architecture/Style**	**Sector**	**History**	**By-law**
Banwell Road, Plan 85 South Half of Lot 10		Banwell Cemetery	2013		Sandwich South	Smith Cemetery	May 14, 2013 By-law No. 2013-20

Listing							**Council Approval**
Properties of Cultural Heritage Value or Interest							**Date**
Street Name	**Street #**	**Name of Property**	**Year**	**Architecture/Style**	**Sector**	**History**	**Resolution #**
Tecumseh Road	12233	St. Anne's Church			Tecumseh		Aug 28/07 RCM 293/07
Tecumseh Road	12320	Baillargeon House			Tecumseh		Aug 28/07 RCM 293/07
Lacasse Boulevard	590	Lacasse Park	1947		Tecumseh	Clapp property purchased in 1923 by the Town, Baseball Diamond and grand stands (1949) feature	
Lesperance Road	1521	St. Anne's Cemetery	1830s		Tecumseh	Original cemetery in Tecumseh	
Tecumseh Road	12350	Tecumseh Area Historical Society [including Log Cabin & Sheds]			Tecumseh	Site of the original railroad yard and current location of Lesperance Log Cabin (circa 1799)	

Appendix C

Geotechnical Recommendation

Final Geotechnical Investigation Report

Sylvestre Drive Sanitary Sewer Extension and Road Reconstruction
Tecumseh, Ontario
Project No.: SWW187219

Prepared for:

The Corporation of the Town of Tecumseh
917 Lesperance Road, Tecumseh, Ontario, N8N 1W9

10-Sep-18

Final Geotechnical Investigation Report

Sylvestre Drive Sanitary Sewer Extension and Road Reconstruction
Sylvestre Drive, Tecumseh, Ontario

Project No.: SWW187219

Prepared for:
The Corporation of the Town of Tecumseh
917 Lesperance Road, Tecumseh, Ontario, N8N 1W9
Attention: Mr. Phil Bartnik, Manager Engineering Services

Prepared by:
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10-Sep-18

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1.0 Introduction

Wood Environment & Infrastructure Solutions, a Division of Wood Canada Limited ("Wood") was retained by The Corporation of the Town of Tecumseh (the "Client") to conduct a geotechnical investigation for the proposed road reconstruction and sanitary sewer extension of Sylvestre Drive from Manning Road to Jamsyl Drive located in the Town of Tecumseh, Ontario.

The geotechnical investigation was carried out based on the Wood's Proposal No.: PSWW187063, dated May 10, 2018 and subsequent authorization to proceed received from the client.

The project area is shown on the Key Plan, Figure 1. The purpose of this investigation was to provide subsurface soil information at the test locations, and based on this information, to provide geotechnical recommendations pertaining to the reconstruction of the pavement structure and installation of sanitary sewers.

The scope of the fieldwork for this geotechnical investigation included advancement of a total of five (5) boreholes within the roadway.

This report contains the findings of Wood's geotechnical investigation, together with recommendations and comments. The recommendations and comments are based on factual information and intended only for use by design engineers. The number of boreholes may not be sufficient to determine all of the factors that may affect construction methods and costs. Subsurface and groundwater conditions between and beyond the boreholes may differ from those encountered at the borehole locations, and conditions may become apparent during construction that could not be detected or anticipated at the time of the site investigation.

The anticipated construction conditions are also discussed, but only to the extent that they may influence the design decisions. The feasible construction methods, however, express our opinion and are not intended to direct contractors on how they carry out construction. Contractors should also be aware that the data and their interpretation presented in this report may not be sufficient to assess all factors that may have effect upon construction and should conduct the necessary investigation to satisfy themselves with the completeness of the site information.

This report has been prepared with the assumption that the design will be in accordance with good engineering practices, applicable regulations of jurisdictional authorities, and applicable standards and regulations. Further, the recommendations and opinions in this report are applicable only to the proposed project. Environmental and hydrogeological considerations were not included in the scope of work for this geotechnical investigation. The limitations of this report, as discussed in detail in Appendix A, constitute an integral part of this report.

There should be an ongoing liaison with Wood during both the design and construction phases of this project to ensure that the recommendations in this report have been interpreted and implemented. Also, any further clarification and/or elaboration are needed concerning the geotechnical aspects of this project, Wood should be contacted immediately.

2.0 Site Description and Geological Background

2.1 Site Description

The site was situated on Sylvestre Drive from Manning Road to Jamsyl Drive in the Town of Tecumseh, Ontario. The roadway runs west from Manning Road and then North towards Jamsyl Drive. Sylvestre Drive is a two-lane rural road. The Site was in a commercial area of Tecumseh, Ontario.

It is understood that the project will include extending of the existing sanitary sewers, along with full road reconstruction. A new sanitary sewer will be installed along Sylvestre Drive from Manning Road westerly to the bend of Sylvestre Drive. From the information provided by the client, the depth of the new sanitary sewer is estimated to be approximately 1.5 m nearest Manning Road and 3.8 m at the far westerly end of the new sewer.

2.2 Geological Background

The physiography of the site is located within a geological formation known as the Essex Clay Plain (Chapman, L.J., and Putnam, D.F., 1984: Physiography of Southern Ontario; Map P.2715) which is an extensive clay plain with little relief and poor natural drainage. The plain is underlain by a relatively thick deposit of glaciolacustrine silty clay to clayey silt till. Occasional embedded pockets and lenses of sand and silt are present within the overburden clay. The clay deposit is underlain by limestone bedrock of the Middle Devonian Dundee Formation (Geological Highway Map South Ontario, Ontario Geological Survey, Map P.2441, 1979) at a depth of 30 m to 40 m, based on available drift thickness mapping (Ontario Geological Survey, Preliminary Map P.3255, 1994).

3.0 Investigation Program

3.1 Field Work

The scope of the fieldwork for this geotechnical investigation included three (3) boreholes to a depth of 1.5 m below existing grade, one (1) borehole to a depth of 3.0 m below existing grade and one (1) borehole to a depth of 6.1 m below existing grade along Sylvestre Drive to assess the existing pavement structure thickness and subsurface conditions. The location and depth of the boreholes were determined by Wood.

The locations of the boreholes from the geotechnical investigation are shown on Figure 2. The coordinates of the boreholes are shown on the Record of Borehole sheets attached in Appendix B. The coordinates at the borehole locations were recorded in the field using a hand-held GPS device with a horizontal accuracy of 3 m.

The borehole drilling program for the investigation was carried out on July 3, 2018. The boreholes were advanced using a self-propelled drill equipped with hollow stem augers and conventional soil sampling tools. Soil samples were taken at frequent intervals of depth following the Standard Penetration Test (ASTM D1586) procedure.

The drilling was conducted under the full-time supervision of Wood's engineering staff who directed the drilling and sampling operation, and logged the boreholes.

After completion of the boreholes, the augers were extracted, the boreholes were inspected for groundwater and caving, then backfilled using bentonite pellets and grout slurry in accordance with Ontario Reg. 903.

All samples were field logged, placed in airtight containers, and transported to Wood's Windsor laboratory for further examination and testing.

3.2 Laboratory Testing

Natural moisture content tests were carried out in accordance with ASTM D2216 on all the recovered soil samples. One selected native soil sample was tested for the grain size distribution and Atterberg limits, in accordance with ASTM D6913, ASTM D7928 and ASTM D4318. The test results are included in Appendix C.

4.0 Subsurface Conditions

4.1 Subsurface Soil Conditions

The boreholes were advanced within the travelled portion of the road, where underground utilities allowed. The following is a brief summary of the subsurface soil conditions encountered in the boreholes. The results of laboratory testing carried out on recovered samples are also shown on the Record of Borehole sheets in Appendix B. The results of the grain size analyses can be found in Appendix C.

Existing Pavement Structure – Tar & Chip, Concrete and Granular Base Fill Materials

Tar & Chip with underlying granular base fill was encountered at the ground surface of each borehole. The thickness of tar & chip in boreholes BH1 through BH5 ranged from 25 mm to 40 mm. Concrete was encountered below the tar & chip in boreholes BH1, BH2, BH4 and BH5 and had a thickness ranging from 180 mm to 380 mm at the test locations. A second layer of granular base was encountered below the concrete in borehole BH1. The thickness of pavement structure is listed in Table 1 below.

Table 1: Thickness of Existing Pavement Structure

Borehole Number	Thickness (mm)			
	Tar and Chip	Granular Base Fill (Layer 1)	Concrete	Granular Base Fill (Layer 2)
BH1	40	90	180	305
BH2	40	90	305	-
BH3	25	480	-	-
BH4	25	130	380	-
BH5	25	100	305	-

Silty Clay

Cohesive silty clay was encountered in all five boreholes. The cohesive materials were generally encountered underneath the concrete or fill at depths greater than 0.4 m below grade. The silty clay was mottled brown and grey to brown to grey in coloration. Boreholes BH1 was terminated in mottled brown and grey silty clay. Boreholes BH2, BH4, and BH5 were terminated in brown silty clay and borehole BH3 was terminated in grey silty clay. The mottled brown and grey silty clay ranged in depth from 0.4 m to 2.0 m below grade where penetrated. The moisture content of the mottled brown and grey silty clay ranged from 14% to 25%. Measured "N" values from Standard Penetration Test in the mottled brown and grey silty clay generally ranged from 4 to 11 blows per 0.3 m penetration, indicating a firm to stiff consistency. The brown silty clay ranged in depth from 1.4 m to 3.7 m where penetrated. The moisture content of the brown silty clay ranged from 12% to 15%. Measured "N" values from Standard Penetration Test in the brown silty clay generally ranged from 13 to 27 blows per 0.3 m penetration, indicating a stiff to very stiff consistency. The grey silty clay ranged in depth from 3.7 m to 6.6 m (termination depth). The moisture content of the grey silty clay ranged from 15% to 19%. Measured "N" values from Standard Penetration Test in the grey silty clay generally ranged from 6 to 10 blows per 0.3 m penetration, indicating a firm to stiff consistency. A single field vane shear testing was carried out

in borehole BH3 within the grey silty clay. The yielded undrained shear strength from the test was 70 kPa.

A grain size distribution analysis and Atterberg limits test were carried out on one grey silty clay sample. The results of these tests are included on the borehole log sheets and attached in Appendix C.

Table 2: Results of Grain Size Analysis and Atterberg Limits Test

Borehole No. / Sample No.	Sample Depth (m)	Grain Size Distribution				Atterberg Limits			USCS Modified Group Symbol
		Gravel (%)	Sand (%)	Silt (%)	Clay (%)	Liquid Limit (W_L)	Plastic Limit (W_P)	Plasticity Index (I_P)	
BH3 / SA5	3.8 – 4.3	0.6	23.2	42.8	33.4	29.4	15.2	14.2	CL

4.2 Groundwater

Groundwater level observations and measurements in the boreholes, and in-situ moisture contents of recovered soil samples are presented on the Record of Borehole sheets.

The boreholes BH1 through BH5 were left open and remained dry for the relatively brief period between withdrawal of the augers and backfilling of the boreholes. Due to the low permeability of the clayey soil at the site, insufficient time had passed to allow stabilization of groundwater levels in the open boreholes.

Typically, the grey colour of the soils noted at a depth of 3.7 m below existing grade, is indicative of a permanent saturated condition, and therefore, fluctuation of the long-term groundwater should be anticipated near this depth level. However, during and after local precipitation events, 'perched' groundwater may accumulate in the fills and weathered clay near the ground surface above the relatively more impervious un-weathered silty clay. In addition, significant amounts of groundwater may be present in any fill materials around existing utilities that may be present. Perched groundwater may rise to the ground surface following precipitation and snowmelt. In the absence of an active, engineered drainage system, the design should assume possible temporary groundwater levels rising to the ground surface.

5.0 Discussion and Recommendations

5.1 General

It is understood that The Corporation of the Town of Tecumseh is planning to extend the existing sanitary sewers and reconstruct the roadway along Sylvestre Drive in Tecumseh, Ontario. The boreholes were all advanced to depths between 1.5 m and 6.6 m below ground surface. From the information provided by the Client, the depth of sanitary sewers is estimated to be approximately 1.5 m to 3.8 m below existing road grade.

5.2 Interpreted Soil Design Parameters

Based on the subsurface conditions encountered in the boreholes and the results of the laboratory testing, the following table summarizes the recommended soil parameters for design. The recommended unfactored properties were derived based on limited testing and semi-empirical correlations.

Table 3: Unfactored Soil Parameter Design Values

Soil	Bulk Unit Weight (kN/m^3)	Buoyant Unit Weight (kN/m^3)	Angle of Internal Friction, Phi (degrees)	Undrained Cohesion, C (kPa)
Undisturbed Firm Silty Clay	20.5	10.5	0	25-50
Undisturbed Stiff to Very Stiff Silty Clay	21.0	11.0	0	50-100

5.3 General Recommendations for Excavations and Sewer Trenching

Above the groundwater table, excavations can be made with conventional equipment and open cut methods where space requirements permit. It should be noted that the groundwater levels in the borehole logs represent only a momentary measurement and the actual levels may vary significantly with the prevalent weather.

Excavations must be carried out in accordance with Ontario Regulation 213/91 of the Occupational Health and Safety Act (OHSA) as amended. These regulations designate four broad classifications of soils to stipulate appropriate measures for excavation safety. The silty clay materials which will be generally encountered within the trenching excavations are classified as Type 3 above the water table and are downgraded to Type 4 soils below the water table. Excavations within Type 3 soils may be carried out with unsupported side-slopes not steeper than 1V:1H.

Alternatively, for the sanitary sewer excavation, a trench liner box could be used for temporary support of vertical excavations providing the natural deposits are properly dewatered where required.

5.4 Earth Pressures

A distinction should be made between short-term earth pressures on temporary excavation support structures, and long-term retaining structures against compacted backfill.

As a preliminary guideline, the temporary shoring structures should be verified for conventional uniform earth pressures of at least 0.35 Pz, (Pz, in kPa, is the overburden pressure corresponding to the depth 'z' of excavation below the ground surface). For the in-situ soils a conservative unit weight of 22 kN/m3 should be used. Surcharges at the ground surface should be added in accordance with applicable soil mechanics methods such as described in the Canadian Foundation Engineering Manual (CFEM).

For permanent structures, unfactored earth pressure coefficients and associated unit weights are presented in Table 4.

Table 4: Soil Parameters for Earth Pressure Calculations

Backfill Type	Coefficient of Earth Pressure at Active Case	Coefficient of Earth Pressure at Passive Case	Coefficient of Earth Pressure at Rest Case	Design Bulk Unit Weight (kN/m^3)	Friction Angle (degrees)
Select Crushed Limestone (Granular 'A') (*)	0.27 to 0.30	3.3 to 3.7	0.43 to 0.46	22	33 to 35
Well Graded Sand (Granular 'B', Type I) (*)	0.31 to 0.35	2.9 to 3.2	0.47 to 0.52	21	29 to 32
Site Generated Clayey Silt (**)	0.36 to 0.45	2.2 to 2.7	0.53 to 0.62	20.5	22 to 28

(*) All granular compacted to at least 98% Standard Proctor Maximum Dry Density (SPMDD)
(**) Compacted to at least 95% SPMDD

The design earth pressures in compacted backfill should be augmented with the dynamic effects of the compaction efforts, which typically are taken as a uniform 12 kPa pressure over the entire depth below grade where the calculated earth pressure based on the above earth pressure factors is less than 12 kPa.

Surcharges at the ground surface should be considered in all cases.

For the calculation of the long-term earth pressures, consideration should be given to using the submerged weight plus the hydrostatic pressures where the soil is below the groundwater table unless a permanent dewatering system is installed.

The above coefficients apply to simple cases of retaining structures (wall not higher than typically 4.5 m, horizontal ground surface of the backfill, non-frost susceptible backfill etc.). In case of more complex conditions, Coulomb based methods should be used as indicated in the Canadian Foundation Engineering Manual (CFEM).

5.5 Groundwater Control

Groundwater inflow into excavations in the clayey soils is expected to be low above the water table; however, significant 'perched' groundwater may be present within the fill and weathered materials. This would especially be true during and after local precipitation events. In this case, the inflow into excavations may become significant.

The soils identified are sensitive to disturbance by water. Groundwater and surface water run-off should be removed from excavations by means of pumping from strategically placed open sumps located within the excavation bottom but outside the zone of influence of any foundations. Based on the proposed depth of the new sanitary sewers, groundwater is not to be expected within the depth of the trench excavations and shafts.

In order to limit the effects of the ground seepage through the fill and surface water run off which may cause sloughing, the trenches should be excavated in short sections (2 to 4 pipe sections in length) and backfilled the same day. The trench length could be adjusted during construction based on soil and groundwater conditions, however, a maximum length of trench of 15 m to be open in advance is recommended on the OPSS 401.07.09.

If the trench base intersects saturated layers of fine sand and silt, basal instability by piping (boiling) can occur. Where encountered, the condition and extent of the wet layers of sand/silt should be assessed by boreholes and/or test pits before the excavation continues to the design trench base elevation.

5.6 Protection of Existing Structures

Adjacent to a vertically sided supported excavation, there are several zones in which movements of the surrounding soil may take place. It is recommended that the alignment and depths of existing utilities be checked relative to the proposed sewer trench(s). In general, if movement of existing utilities and other settlement sensitive elements is to be minimized, it will be necessary to carry out sewer construction in properly sheeted and braced excavations. If, however, some movement of the adjacent utilities can be tolerated, sewer installation within a prefabricated support system (trench liner box) is probably acceptable.

Longitudinal open sections of the trench(s) should be kept to a minimum and backfilling of the trench(s) should be carried out immediately behind the support system. Any utilities along the proposed route of the sewers should be continuously monitored during construction so that corrective action can be taken if significant ground movement is observed.

A number of existing utility lines will probably cross the proposed alignments. Where existing services are exposed during the excavation, suitable temporary or permanent support of these services should be provided consistent with the requirements of the respective utility company.

5.7 Pipe Bedding, Cover and Backfill

5.7.1 Standard Requirements

The bedding and backfill material should meet the manufacturer's specifications as well as the applicable Ontario Provincial Standard Specifications (OPSS) standards.

Applicable OPSS standards may include:

- OPSS 410 "Construction Specification for Sewer Pipe in Open Cuts";
- OPSS 514 "Construction Specification for Trenching, Backfilling, and Compacting";
- OPSS 517 "Construction Specification for Dewatering of Pipeline, Utility, and Associated Structure Excavation"; and

- OPSS 518 "Construction Specification for Control of Water".

5.7.2 Pipe Bedding and Cover

The depth of the pipe bedding should be a minimum of 150 mm; the pipe cover should be completed to at least 300 mm above the pipe crown. All bedding, clearance and cover materials should consist of Granular 'A' (OPSS 1010) compacted to 98% SPMDD in accordance with the OPSS 401 requirements. Granular material meeting the gradation specifications for sewer stone (equivalent to HL4 coarse aggregate per OPSS 1150) may also be used as bedding and cover material, however a non-woven geotextile should be used as a separation fabric between this material and the native soils. It is further recommended that, where used, the geotextile have a minimum overlap of 300 mm and the seams should be stitched to prevent separation of the geotextile at the seams.

Care should be exercised to avoid compaction methods that may damage the pipe. The placement and thickness of the granular bedding should also meet the pipe manufacturer's specifications.

5.7.3 Trench Backfilling

The project area is located within a deposit of silty clay. Therefore, the backfill material from 300 mm above the top of pipe to the pavement subgrade level can consist of compactable native material or imported Granular 'A' or 'B' Type I, and placed in lifts not exceeding 200 mm and compacted to 98% of SPMDD. However, it is understood that the preferred backfill material is imported granular material due to potential inconsistencies with native material for the roadway. Alternatively, the backfill material which forms the subgrade for the roadway can consist of 0-75 mm granular or approved recycled aggregate compacted to 98% SPMDD.

Consideration could be given to the reuse of the site generated soils from the existing pavement structure as general trench backfill. However, if this is to be considered, the excavated materials should be carefully sorted and stockpiled by type and any deleterious materials should be separated. Excavated granular material should meet the requirements of select subgrade material in OPSS 1010. Prior to use of these materials, the geotechnical consultant should inspect the stockpiled soil and take samples for testing. Depending upon the test results, the soils may be suitable for use as backfill material.

If imported granular soils, such as Granular 'B' Type I (OPSS 1010), are used as general trench backfill, the material should be placed in lifts not exceeding 200 mm and compacted to 98% of SPMDD. In the areas where the trench excavation underlies the roadway, it may be a good practice to backfill the trench below the road structure with excavated, compactable native inorganic material, at least within the upper frost zone (1.2 m below grade), to provide compatibility with similar native soils. If this technique is not undertaken, then frequent problems could arise with yearly differential frost heaving movements between the trench backfill and the adjacent native soils. Therefore, where the trench backfill within the depth of frost penetration differs from the native soils within the trench sides, frost tapers of not less than 10H:1V should be implemented to minimize the risk of differential seasonal movements.

5.8 Pavement Design

It is understood that new pavement construction for the entire width and length of the roadway section will be completed. Sylvestre Drive is considered to be an industrial road with a moderate heavy truck traffic on the roadway. The values provided in Table 5 are recommended as a minimum for use on the roadway.

Table 5: Pavement Design

Layer	Material	Recommended Minimum Thickness (mm)
Asphaltic Concrete	OPSS 1150 HL3 Surface Asphalt	40
	OPSS 1150 HL4 Base Asphalt	60
Granular Base	OPSS 1010 Granular 'A'	450

The existing tar and chip, any fill materials should be removed to the design subgrade level. If the road grades remain unchanged, the existing concrete should be removed from the entire width and length of the roadway. Any existing fill materials encountered in the subgrade should be proof rolled using a heavy steel drum roller. If granular materials are encountered, they should be proof rolled using a vibratory steel drum roller. If silty clay materials are encountered, they should be proof rolled using a non-vibratory steel drum roller. Based on the conditions encountered in the boreholes, site conditions may vary greatly and the Geotechnical Consultant should be contacted to inspect and provide recommendations for these conditions. Any soft or loose areas of the subgrade should be excavated and backfilled with approved site generated approved granular or imported granular placed and compacted to 98% SPMDD.

Consideration could be given to the reuse of the granular fill materials from the existing pavement structure as the new pavement base. However, if this is to be considered, the excavated materials should be carefully sorted and stockpiled by type and any deleterious materials should be separated. Excavated granular material should meet the requirements of select subgrade material in OPSS 1010. Prior to use of these materials, the geotechnical consultant should inspect the stockpiled soil and take samples for testing. Depending upon the test results, the granular soils may be suitable for use as backfill material.

The sub-grade material should be sloped so as to promote drainage and prevent the build-up and stagnation of pore water within the granular base. The Contractor should be prepared to conduct proof-rolling of the subgrade soils. For additional recommendation refer to Section 5.12 of this report.

All granular materials should be compacted to 100% SPMDD. The asphalt base course and surface course should be compacted between 92% and 96.5% of their respective Maximum Relative Densities obtained from the mix design.

If the construction is not carried out during dry weather conditions, it may be necessary to increase the recommended thicknesses of the pavement structure. Further, the proposed granular

thickness will not be sufficient to support construction traffic prior to the asphaltic concrete placement, and additional granular material may be required to support this traffic.

Wood note that the minimum pavement section above is not based on a detailed design, which would account for future growth of traffic and performance throughout its life cycle. Pavement performance and the 'life cycle' is dependent on the traffic load, quality of construction, frost protection, moisture of the base, sub-base and subgrade materials, maintenance of the asphalt during the life cycle, quality of materials etc.

5.9 Frost Depth

Wood recommends a depth of 1.2 m for frost protection as per OPSD 3090.101, (November 2010).

5.10 Drainage

To meet the design requirements for the pavement life, the pavement granular base should be well drained at all times. This can be accomplished by installing perforated subdrain pipes along both sides of the road, below the roadbed level, to ensure effective drainage in accordance with OPSD 216.021. The subdrain pipes should be surrounded by a minimum drainage zone of 20 mm size clear stone of minimum 150 mm thickness and wrapped in suitable non-woven geotextile to provide separation from the surrounding soil.

A minimum slope of 3% should be maintained for the subgrade, and a minimum slope of 2% should be maintained across the surface of the paved sections to ensure proper surface drainage.

5.11 Transition Treatments

At the limits of the project, a butt joint with the existing pavement is recommended. The butt joint between successive lifts of hot mix should be staggered a distance not less than 5 m in accordance with OPSS 313. No joint location should correspond with a joint location in any other layer, along the road.

5.12 Pavement Construction Considerations

The pavement structure maybe placed on a stable subgrade as confirmed by proof-roll inspections by a heavy roller in the presence of the Geotechnical Consultant. As indicated, any soft or loose spots revealed by the proof-rolling should be sub-excavated and replaced with approved site generated granular or imported Granular 'B' Type I (OPSS 1010). The sub-grade material should be sloped to promote drainage and prevent the build-up and stagnation of pore water within the granular base.

Where new fill is needed to raise the grade, or replace disturbed portions of the subgrade, imported granular fill conforming to the gradation requirements of OPSS Granular 'B' Type I (OPSS 1010) should be placed in thin lifts (maximum 150 mm thick) and compacted to 98% of SPMDD. The long-term performance of the pavement structure is dependent upon the sub-grade support conditions. Stringent construction control procedures must be maintained to ensure that uniform subgrade moisture and density conditions are achieved as much as practically possible where fill is placed and that the subgrade is not disturbed or weakened after it is exposed.

Control of surface water is a significant factor in achieving good pavement life. Grading adjacent to pavement area must be designed so that water is not allowed to pond adjacent to the outside edges of the pavement or curb.

The subgrade soils identified in this report are sensitive to disturbance from excessive exposure to construction traffic (vehicular and pedestrian). Once the excavations have been completed to design elevations, the Geotechnical Consultant should immediately inspect the subgrade soils. Upon approval, the subgrade soil should be protected from further exposure. Disturbance by construction traffic may compromise the bearing resistances of the soils and necessitate further excavation.

If construction is to be completed during the winter months additional care should be given to protecting any subgrade from freezing. No backfill materials shall be placed on frozen subgrade and all backfill shall be free of frozen materials.

6.0 Closure

The limitations of this report, as discussed in detail in Appendix A, constitute an integral part of this report. We recommend the Geotechnical Consultant be retained to review drawings and the intended methods of construction (if any) prior to implementation in order to assure conformance with the geotechnical restrictions and assumptions.

We trust this report is complete within the terms of our reference. However, should questions arise concerning this report, do not hesitate to contact us.

Sincerely,

Wood Environment & Infrastructure Solutions,
a Division of Wood Canada Limited

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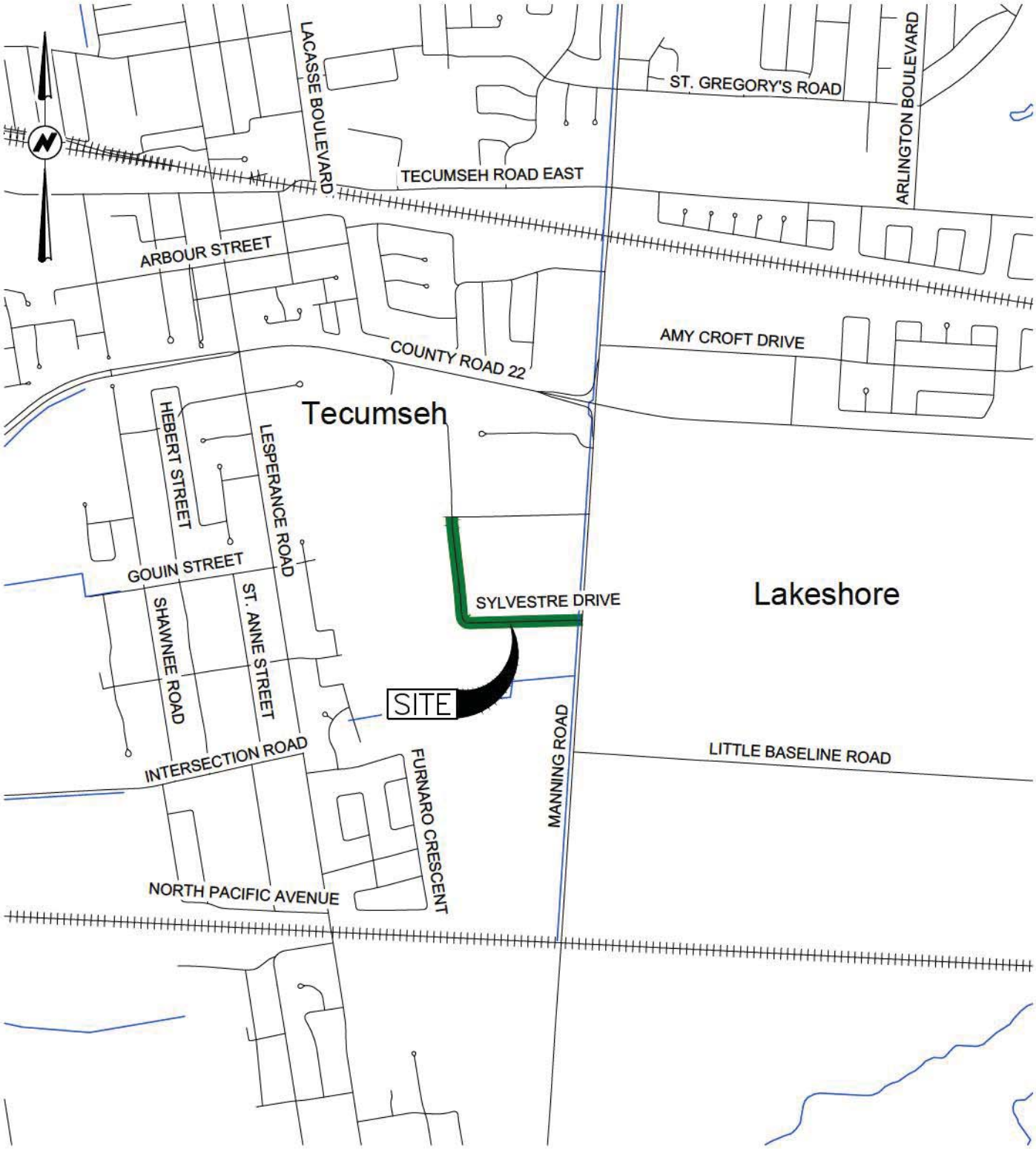
Figures



NOTES:
THIS DRAWING SHOULD BE READ IN CONJUNCTION WITH THE WOOD ENVIRONMENT & INFRASTRUCTURE SOLUTIONS REPORT No. SWW187219. ALL LOCATIONS ARE APPROXIMATE.

ORIGINAL PAPER SIZE: 8½ x 11.

REFERENCES:
CANMAP STREETFILES V2008.4.

The Corporation of the Town of Tecumseh 917 LESPERANCE ROAD TECUMSEH, ONTARIO, N8N 1W9	TOWN OF Tecumseh ONTARIO · CANADA	DWN BY: SJL CHK'D BY: SM DATUM: NAD83 PROJECTION: UTM Zone 17 SCALE: 1:20000	PROJECT: GEOTECHNICAL INVESTIGATION SANITARY SEWER EXTENSION AND ROAD RECONSTRUCTION SYLVESTRE DRIVE TECUMSEH, ONTARIO	DATE: AUG. 3, 2018 PROJECT No: SWW187219 REV No: 0 FIGURE No: 1
Wood Environment & Infrastructure Solutions 11865 COUNTY ROAD 42 TECUMSEH, ONTARIO, N8N 2M1 519-735-2499	wood.		TITLE: KEY PLAN	

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FILE LOCATION: P:\2018\Geotechnical\Projects\SWW187219 – Town of Tecumseh – Sylvestre Drive Sanitary Sewer Extension\08_Drafting\AutoCAD files\SWW187219-R01001.dwg

0 10 50 100m

SCALE 1:2500

LEGEND:

BOREHOLE LOCATION

NOTES:
THIS DRAWING SHOULD BE READ IN CONJUNCTION WITH THE WOOD ENVIRONMENT & INFRASTRUCTURE SOLUTIONS REPORT No. SWW187219.

ALL LOCATIONS ARE APPROXIMATE.

ORIGINAL PAPER SIZE: $8\frac{1}{2}$ x 11.

REFERENCES:
2017 AERIAL PHOTOGRAPHS PROVIDED BY THE COUNTY OF ESSEX; CANMAP STREETFILES V2008.4.

The Corporation of the Town of Tecumseh 917 LESPERANCE ROAD TECUMSEH, ONTARIO, N8N 1W9	Town of Tecumseh Ontario · Canada	DWN BY: SJL CHK'D BY: SM DATUM: NAD83 PROJECTION: UTM Zone 17 SCALE: 1:2500	PROJECT: GEOTECHNICAL INVESTIGATION SANITARY SEWER EXTENSION AND ROAD RECONSTRUCTION SYLVESTRE DRIVE TECUMSEH, ONTARIO	DATE: AUG. 3, 2018 PROJECT No: SWW187219
Wood Environment & Infrastructure Solutions 11865 COUNTY ROAD 42 TECUMSEH, ONTARIO, N8N 2M1 519-735-2499	wood.		TITLE: BOREHOLE LOCATION PLAN	REV No: 0 FIGURE No: 2

DATE PLOTTED: 8/3/2018 3:56:01 PM
FILE LOCATION: P:\2018\Geotechnical\Projects\SWW187219 – Town of Tecumseh – Sylvestre Drive Sanitary Sewer Extension\08_Drafting\AutoCAD files\SWW187219–R01002.dwg

Appendix A

Report Limitations

REPORT LIMITATIONS

The conclusions and recommendations given in this report are based on information determined at the testhole locations. The information contained herein in no way reflects on the environmental aspects of the Project, unless otherwise stated. Subsurface and groundwater conditions between and beyond the testholes may differ from those encountered at the testhole locations, and conditions may become apparent during construction, which could not be detected or anticipated at the time of the site investigation. It is recommended practice that the Geotechnical Engineer be retained during the construction to confirm that the subsurface conditions across the site do not deviate materially from those encountered in the testholes.

The design recommendations given in this report are applicable only to the project described in the text, and then only if constructed substantially in accordance with the details stated in this report. Since all details of the design may not be known, we recommend that we be retained during the final design stage to verify that the design is consistent with our recommendations, and that assumptions made in our analysis are valid.

The comments made in this report relating to potential construction problems and possible methods of construction are intended only for the guidance of the designer. The number of testholes may not be sufficient to determine all the factors that may affect construction methods and costs. For example, the thickness of surficial topsoil or fill layers may vary markedly and unpredictably. The contractors bidding on this project or undertaking the construction should, therefore, make their own interpretation of the factual information presented and draw their own conclusions as to how the subsurface conditions may affect their work. This work has been undertaken in accordance with normally accepted geotechnical engineering practices. No other warranty is expressed or implied.

The benchmark and elevations mentioned in this report were obtained strictly for use by this office in the geotechnical design of the project, and should not be used by any other party for any other purpose.

Any use which a third party makes of this report, or any reliance on or decisions to be made based on it, are the responsibility of such third parties. Wood Environment & Infrastructure Solutions accepts no responsibility for damages, if any, suffered by any third party as a result of decisions made or actions based on this report.

Appendix B

Explanation of Record of Borehole Sheets and Record of Borehole Sheets BH1 to BH5

GENERAL REPORT NOTES

DEFINITIONS OF PENETRATION RESISTANCE

Standard penetration resistance 'N' – The number of blows required to advance a standard split spoon sampler 30 cm into the subsoil, driven by means of a 63.5 kg hammer falling freely a distance of 76 cm.

Dynamic penetration resistance – The number of blows required to advance a 50 mm, 60 degree cone, fitted to the end of drill rods, 30 cm into the subsoil, the driving energy being 474.5 Joules per blow.

SAMPLE TYPE ABBREVIATIONS USED IN BOREHOLE LOGS

S.S.	Split spoon	T.W.	Thinwall open	R.C.	Rock core
A.U.	Auger sample	T.P.	Thinwall piston	W.S.	Washed sample
P.H.	Sample pushed hydraulically			P.M.	Sample pushed manually

SOIL TEST SYMBOLS USED IN BOREHOLE LOGS

○	Standard penetration resistance	▼	Laboratory Vane	□	Unconfined compression
●	Dynamic penetration resistance	▲	Field Vane	■	Undrained shear strength
		X	Penetrometer	S	Sensitivity

NOTE

The soil conditions, profiles, comments, conclusions and recommendations found in this report are based upon the samples recovered during the fieldwork. Soils are heterogeneous materials and, consequently, variations (possibly extreme) may be encountered at site locations away from boreholes. During construction, competent, qualified inspection personnel should verify that no significant variations exist from the conditions described in this report.

EXPLANATION OF BOREHOLE LOG

This form describes some of the information provided on the borehole logs, which is based primarily on examination of the recovered samples, and the results of the field and laboratory tests. Additional description of the soil/rock encountered is given in the accompanying geotechnical report.

GENERAL INFORMATION

Project details, borehole number, location coordinates and type of drilling equipment used are given at the top of the borehole log.

SOIL LITHOLOGY

Elevation and Depth

This column gives the elevation and depth of inferred geologic layers. The elevation is referred to the datum shown in the Description column.

Lithology Plot

This column presents a graphic depiction of the soil and rock stratigraphy encountered within the borehole.

Description

This column gives a description of the soil stratums, based on visual and tactile examination of the samples augmented with field and laboratory test results. Each stratum is described according to the *Modified Unified Soil Classification System.*

The compactness condition of cohesionless soils (SPT) and the consistency of cohesive soils (undrained shear strength) are defined as follows *(Ref. Canadian Foundation Engineering Manual):*

Compactness of Cohesionless Soils	SPT N-Value
Very loose	0 to 4
Loose	4 to 10
Compact	10 to 30
Dense	30 to 50
Very Dense	> 50

Consistency of Cohesive Soils	Undrained Shear Strength kPa	Undrained Shear Strength psf
Very soft	0 to 12	0 to 250
Soft	12 to 25	250 to 500
Firm	25 to 50	500 to 1000
Stiff	50 to 100	1000 to 2000
Very stiff	100 to 200	2000 to 4000
Hard	Over 200	Over 4000

Soil Sampling

Sample types are abbreviated as follows:

SS	Split Spoon	TW	Thin Wall Open (Pushed)	RC	Rock Core	GS	Grab Sample
AS	Auger Sample	TP	Thin Wall Piston (Pushed)	WS	Washed Sample	AR	Air Return Sample

Additional information provided in this section includes sample numbering, sample recovery and numerical testing results.

Field and Laboratory Testing

Results of field testing (e.g., SPT, pocket penetrometer, and vane testing) and laboratory testing (e.g., natural moisture content, and limits) executed on the recovered samples are plotted in this section.

Instrumentation Installation

Instrumentation installations (monitoring wells, piezometers, inclinometers, etc.) are plotted in this section. Water levels, if measured during fieldwork, are also plotted. These water levels may or may not be representative of the static groundwater level depending on the nature of soil stratum where the piezometer tips are located, the time elapsed from installation to reading and other applicable factors.

Comments

This column is used to describe non-standard situations or notes of interest.

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MODIFIED * UNIFIED CLASSIFICATION SYSTEM FOR SOILS

*The soil of each stratum is described using the Unified Soil Classification System (Technical Memorandum 36-357 prepared by Waterways Experiment Station, Vicksburg, Mississippi, Corps of Engineers, U.S Army. Vol. 1 March 1953.) modified slightly so that an inorganic clay of "medium plasticity" is recognized.

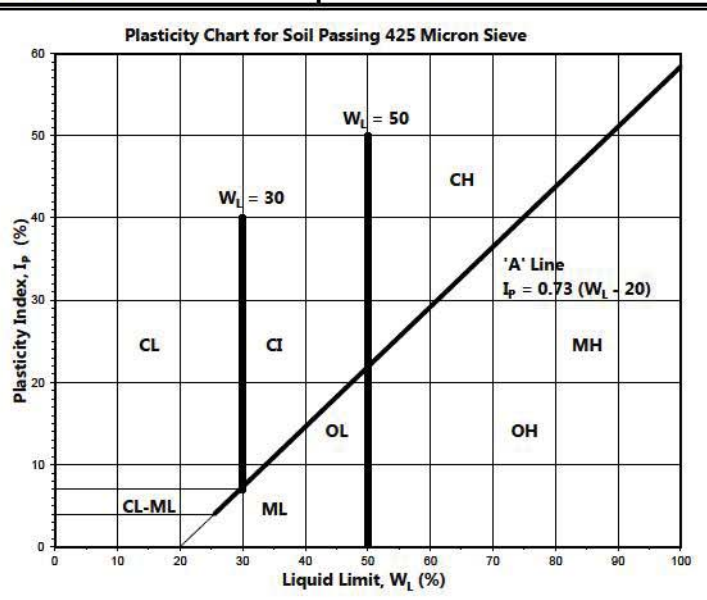
MAJOR DIVISION			GROUP SYMBOL	TYPICAL DESCRIPTION	LABORATORY CLASSIFICATION CRITERIA
COARSE GRAINED SOILS (MORE THAN HALF BY WEIGHT LARGER THAN 75µm)	GRAVELS MORE THAN HALF THE COARSE FRACTION LARGER THAN 4.75mm	CLEAN GRAVELS (TRACE OR NO FINES)	GW	WELL GRADED GRAVELS, GRAVEL-SAND MIXTURES, LITTLE OR NO FINES	$C_u = \frac{D_{60}}{D_{10}} > 4$; $C_C = \frac{(D_{30})^2}{D_{10} \times D_{60}} = 1$ to 3
			GP	POORLY GRADED GRAVELS, GRAVEL-SAND MIXTURES, LITTLE OR NO FINES	NOT MEETING ABOVE REQUIREMENTS
		DIRTY GRAVELS (WITH SOME OR MORE FINES)	GM	SILTY GRAVELS, GRAVEL-SAND- SILT MIXTURES	ATTERBERG LIMITS BELOW "A" LINE OR P.I MORE THAN 4
			GC	CLAYEY GRAVELS, GRAVEL-SAND-CLAY MIXTURES	ATTERBERG LIMITS BELOW "A" LINE OR P.I MORE THAN 7
	SANDS MORE THAN HALF THE COARSE FRACTION SMALLER THAN 4.75mm	CLEAN SANDS (TRACE OR NO FINES)	SW	WELL GRADED SANDS, GRAVELLY SANDS, LITTLE OR NO FINES	$C_u = \frac{D_{60}}{D_{10}} > 6$; $C_C = \frac{(D_{30})^2}{D_{10} \times D_{60}} = 1$ to 3
			SP	POORLY GRADED GRAVELS, GRAVEL- SAND MIXTURES, LITTLE OR NO FINES	NOT MEETING ABOVE REQUIREMENTS
		DIRTY SANDS (WITH SOME OR MORE FINES)	SM	SILTY SANDS, SAND-SILT MIXTURES	ATTERBERG LIMITS BELOW "A" LINE OR P.I MORE THAN 4
			SC	CLAYEY SANDS, SAND-CLAY MIXTURES	ATTERBERG LIMITS BELOW "A" LINE OR P.I MORE THAN 7
FINE-GRAINED SOILS (MORE THAN HALF BY WEIGHT SMALLER THAN 75µm)	SILTS BELOW "A" LINE NEGLIGIBLE ORGANIC CONTENT	W_L < 50%	ML	INORGANIC SILTS AND VERY FINE SANDS, ROCK FLOUR, SILTY SANDS OF SLIGHT PLASTICITY	CLASSIFICATION IS BASED UPON PLASTICITY CHART (SEE BELOW)
		W_L < 50%	MH	INORGANIC SILTS, MICACEOUS OR DIATOMACEOUS, FINE SANDY OR SILTY SOILS	
	CLAYS ABOVE "A" LINE NEGLIGIBLE ORGANIC CONTENT	W_L < 30%	CL	INORGANIC CLAYS OF LOW PLASTICITY, GRAVELLY, SANDY OR SILTY CLAYS, LEAN CLAYS	
		30% < W_L < 50%	CI	INORGANIC CLAYS OF MEDIUM PLASTICITY, SILTY CLAYS	
		W_L < 50%	CH	INORGANIC CLAYS OF HIGH PLASTICITY, FAT CLAYS	
	ORGANIC SILTS & CLAYS BELOW "A" LINE	W_L < 50%	OL	ORGANIC SILTS AND ORGANIC SILTY CLAYS OF LOW PLASTICITY	WHENEVER THE NATURE OF THE FINES CONTENT HAS NOT BEEN DETERMINED, IT IS DESIGNATED BY THE LETTER "F", E.G SF IS A MIXTURE OF SAND WITH SILT OR CLAY
		W_L < 50%	OH	ORGANIC CLAYS OF HIGH PLASTICITY	
HIGH ORGANIC SOILS			Pt	PEAT AND OTHER HIGHLY ORGANIC SOILS	STRONG COLOUR OR ODOUR, AND OFTEN FIBROUS TEXTURE

SOIL COMPONENTS

FRACTION	U.S STANDARD SIEVE SIZE		DEFINING RANGES OF PERCENTAGE BY WEIGHT OF MINOR COMPONENTS		
		PASSING	RETAINED	PERCENT	DESCRIPTOR
GRAVEL	COARSE	76 mm	19 mm	35-50	AND
	FINE	19 mm	4.75 mm	20-35	Y/EY
SAND	COARSE	4.75 mm	2.00 mm	10-20	SOME
	MEDIUM	2.00 mm	425 µm	1-10	TRACE
	FINE	425 µm	75 µm		
FINES (SILT OR CLAY BASED ON PLASTICITY)		75 µm			

OVERSIZED MATERIAL

ROUNDED OR SUBROUNDED: COBBLES 76 mm TO 200 mm BOULDERS > 200 mm	NOT ROUNDED: ROCK FRAGMENTS > 76 mm ROCKS > 0.76 CUBIC METRE IN VOLUME



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Note 1: Soils are classified and described according to their engineering properties and behaviour.

Note 2: The modifying adjectives used to define the actual or estimated percentage range by weight of minor components are consistent with the Canadian Foundation Engineering Manual (4th Edition, Canadian Geotechnical Society, 2006.)

RECORD OF BOREHOLE No. BH1

Project Number: SWW187219
Project Client: Town of Tecumseh
Project Name: Sylvestre Drive Sewer and Road Reconstruction
Project Location: Tecumseh, Ontario
Drilling Location: N4684598, E345754

Drilling Method: 150 mm O.D. Hollow Stem Augers
Drilling Machine: CME55
Date Started: 03 Jul 2018 Date Completed: 03 Jul 2018
Logged by: SS Compiled by: SS
Reviewed by: SM Revision No.: 0

wood.

LITHOLOGY PROFILE			SOIL SAMPLING						FIELD TESTING	LAB TESTING		
Lithology Plot	DESCRIPTION Local Ground Surface Elevation:		Sample Type	Sample Number	Recovery (%)	SPT 'N' Value	DEPTH (m)	ELEVATION (m)	PenetrationTesting ○ SPT ● DCPT MTO Vane* △ Intact ▲ Remould Nilcon Vane* ◇ Intact ◆ Remould ■ Undrained Shear Strength (kPa) (from P. Penetrometer tests) 20 40 60 80	Atterberg Limits W_P W W_L Plastic Liquid ✱ Passing 75 um (%) ○ Moisture Content (%) ★ Unit Weight (KN/m3) 20 40 60 80	INSTRUMENTATION INSTALLATION	COMMENTS & GRAIN SIZE DISTRIBUTION (%) GR SA SI CL
	TAR AND CHIP (40 mm thick)	0.0										
	FILL (90 mm thick) Granular base	0.1										
	CONCRETE (180 mm thick)	0.3										
	FILL (305 mm thick) Granular base	0.6										
	SILTY CLAY Trace sand, trace gravel Mottled brown and grey Firm		SS	1	16	4	1		○	25		
	Stiff Weathered		SS	2	79	8			○	18		
	END OF BOREHOLE (no refusal)	2.0					2					
							3					
							4					
							5					
							6					

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▽ No freestanding groundwater observed in open borehole upon completion of drilling.

Borehole details, as presented, do not constitute a thorough understanding of all potential conditions present and requires interpretive assistance from a qualified Geotechnical Engineer. Also, borehole information should be read in conjunction with the geotechnical report for which it was commissioned and the accompanying 'Explanation of Borehole Log'.

RECORD OF BOREHOLE No. BH2

Project Number: SWW187219
Project Client: Town of Tecumseh
Project Name: Sylvestre Drive Sewer and Road Reconstruction
Project Location: Tecumseh, Ontario
Drilling Location: N4684591, E345540

Drilling Method: 180 mm O.D. Hollow Stem Augers
Drilling Machine: CME55
Date Started: 03 Jul 2018 Date Completed: 07 Jul 2018
Logged by: SS Compiled by: SS
Reviewed by: SM Revision No.: 0

wood.

LITHOLOGY PROFILE			SOIL SAMPLING						FIELD TESTING	LAB TESTING		
Lithology Plot	DESCRIPTION Local Ground Surface Elevation:		Sample Type	Sample Number	Recovery (%)	SPT 'N' Value	DEPTH (m)	ELEVATION (m)	PenetrationTesting: ○ SPT ● DCPT; MTO Vane* △ Intact ▲ Remould; Nilcon Vane* ◇ Intact ◆ Remould; ■ Undrained Shear Strength (kPa) (from P. Penetrometer tests) 20 40 60 80	Atterberg Limits: W_P W W_L; Plastic Liquid; ✱ Passing 75 um (%); ○ Moisture Content (%); ★ Unit Weight (KN/m3); 20 40 60 80	INSTRUMENTATION INSTALLATION	COMMENTS & GRAIN SIZE DISTRIBUTION (%) GR SA SI CL
	TAR AND CHIP (40 mm thick)	0.0										
	FILL (90 mm thick) Granular base	0.1										
	CONCRETE (305 mm thick)											
	SILTY CLAY Some sand, trace gravel Mottled brown and grey Firm	0.4	SS	1	89	6	1		○	○ 14		
	Stiff Weathered Brown		SS	2	100	13	2		○	○ 14		
	Very stiff Fractured		SS	3	100	26	3		○	○ 14		
			SS	4	100	21	4		○	○ 14		
	END OF BOREHOLE (no refusal)	3.5					5					
							6					
							7					

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▽ No freestanding groundwater observed in open borehole upon completion of drilling.

Borehole details, as presented, do not constitute a thorough understanding of all potential conditions present and requires interpretive assistance from a qualified Geotechnical Engineer. Also, borehole information should be read in conjunction with the geotechnical report for which it was commissioned and the accompanying 'Explanation of Borehole Log'.

RECORD OF BOREHOLE No. BH3

Project Number: SWW187219
Project Client: Town of Tecumseh
Project Name: Sylvestre Drive Sewer and Road Reconstruction
Project Location: Tecumseh, Ontario
Drilling Location: N4684616, E345432

Drilling Method: 180 mm O.D. Hollow Stem Augers
Drilling Machine: CME55
Date Started: 03 Jul 2018 Date Completed: 03 Jul 2018
Logged by: SS Compiled by: SS
Reviewed by: SM Revision No.: 0

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LITHOLOGY PROFILE			SOIL SAMPLING						FIELD TESTING	LAB TESTING		COMMENTS & GRAIN SIZE DISTRIBUTION (%)			
Lithology Plot	DESCRIPTION Local Ground Surface Elevation:		Sample Type	Sample Number	Recovery (%)	SPT 'N' Value	DEPTH (m)	ELEVATION (m)	PenetrationTesting: ○ SPT ● DCPT; MTO Vane* △ Intact ▲ Remould; Nilcon Vane* ◇ Intact ◆ Remould; ■ Undrained Shear Strength (kPa) (from P. Penetrometer tests) 20 40 60 80	Atterberg Limits: W_P W W_L Plastic Liquid; ✱ Passing 75 um (%); ○ Moisture Content (%); ★ Unit Weight (KN/m3); 20 40 60 80	INSTRUMENTATION INSTALLATION	GR	SA	SI	CL
	TAR AND CHIP (25 mm thick)	0.0					0								
	FILL (480 mm thick) Granular base														
	SILTY CLAY	0.5													
	Some sand, trace gravel, rootlets Mottled brown and grey Stiff		SS	1	100	11	1		○	14					
	Very stiff Brown		SS	2	100	28	2		○	12					
	Oxidized		SS	3	100	25	3		○	13					
			SS	4	100	23			○	15					
	Grey Stiff		SS	5	78	10	4		○	15 15 29		1	23	43	33
			SS	6	83	6	5		○	15					
			VT						70 △						
			SS	7	100	7	6		○	19					
	END OF BOREHOLE (no refusal)	6.6					7								

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▽ No freestanding groundwater observed in open borehole upon completion of drilling.

Borehole details, as presented, do not constitute a thorough understanding of all potential conditions present and requires interpretive assistance from a qualified Geotechnical Engineer. Also, borehole information should be read in conjunction with the geotechnical report for which it was commissioned and the accompanying 'Explanation of Borehole Log'.

RECORD OF BOREHOLE No. BH4

Project Number: SWW187219
Project Client: Town of Tecumseh
Project Name: Sylvestre Drive Sewer and Road Reconstruction
Project Location: Tecumseh, Ontario
Drilling Location: N4684757, E345416

Drilling Method: 150 mm O.D. Hollow Stem Augers
Drilling Machine: CME55
Date Started: 03 Jul 2018 Date Completed: 03 Jul 2018
Logged by: SS Compiled by: SS
Reviewed by: SM Revision No.: 0

wood.

LITHOLOGY PROFILE		SOIL SAMPLING						FIELD TESTING	LAB TESTING		COMMENTS & GRAIN SIZE DISTRIBUTION (%)
Lithology Plot	DESCRIPTION Local Ground Surface Elevation:	Sample Type	Sample Number	Recovery (%)	SPT 'N' Value	DEPTH (m)	ELEVATION (m)	PenetrationTesting: ○ SPT ● DCPT; MTO Vane* △ Intact ▲ Remould; Nilcon Vane* ◇ Intact ◆ Remould; ■ Undrained Shear Strength (kPa) (from P. Penetrometer tests) 20 40 60 80	Atterberg Limits: W_P W W_L Plastic Liquid; ✱ Passing 75 um (%); ○ Moisture Content (%); ★ Unit Weight (KN/m3); 20 40 60 80	INSTRUMENTATION INSTALLATION	GR SA SI CL
	TAR AND CHIP (25 mm thick) 0.0										
	FILL (130 mm thick) Granular base 0.2 **CONCRETE** (380 mm thick)										
	SILTY CLAY 0.5 Some sand, trace gravel Mottled brown and grey Stiff	SS	1	84	8	1		○	17		
	Very stiff Oxidized	SS	2	100	27			○	14		
	END OF BOREHOLE 2.0 (no refusal)					2					
						3					
						4					
						5					
						6					

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▽ No freestanding groundwater observed in open borehole upon completion of drilling.

Borehole details, as presented, do not constitute a thorough understanding of all potential conditions present and requires interpretive assistance from a qualified Geotechnical Engineer. Also, borehole information should be read in conjunction with the geotechnical report for which it was commissioned and the accompanying 'Explanation of Borehole Log'.

RECORD OF BOREHOLE No. BH5

Project Number: SWW187219
Project Client: Town of Tecumseh
Project Name: Sylvestre Drive Sewer and Road Reconstruction
Project Location: Tecumseh, Ontario
Drilling Location: N4684928, E345397

Drilling Method: 150 mm O.D. Hollow Stem Augers
Drilling Machine: CME55
Date Started: 03 Jul 2018 Date Completed: 03 Jul 2018
Logged by: SS Compiled by: SS
Reviewed by: SM Revision No.: 0

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LITHOLOGY PROFILE			SOIL SAMPLING						FIELD TESTING	LAB TESTING		COMMENTS & GRAIN SIZE DISTRIBUTION (%)
Lithology Plot	DESCRIPTION Local Ground Surface Elevation:		Sample Type	Sample Number	Recovery (%)	SPT 'N' Value	DEPTH (m)	ELEVATION (m)	PenetrationTesting: ○ SPT ● DCPT; MTO Vane* △ Intact ▲ Remould; Nilcon Vane* ◇ Intact ◆ Remould; ■ Undrained Shear Strength (kPa) (from P. Penetrometer tests) 20 40 60 80	Atterberg Limits W_P W W_L Plastic Liquid; ✱ Passing 75 um (%); ○ Moisture Content (%); ★ Unit Weight (KN/m3); 20 40 60 80	INSTRUMENTATION INSTALLATION	GR SA SI CL
	TAR AND CHIP (25 mm thick)	0.0					0					
	FILL (100 mm thick) Granular base	0.1										
	CONCRETE (305 mm thick)											
	SILTY CLAY Some sand, trace gravel Mottled brown and grey Firm	0.4										
			SS	1	87	6	1		○	○ 19		
	Brown Very stiff		SS	2	100	19			○	○ 15		
	END OF BOREHOLE (no refusal)	2.0					2					
							3					
							4					
							5					
							6					

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▽ No freestanding groundwater observed in open borehole upon completion of drilling.

Borehole details, as presented, do not constitute a thorough understanding of all potential conditions present and requires interpretive assistance from a qualified Geotechnical Engineer. Also, borehole information should be read in conjunction with the geotechnical report for which it was commissioned and the accompanying 'Explanation of Borehole Log'.

Appendix C

Geotechnical Laboratory Test Results

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ATTERBERG LIMITS
ASTM D-4318 or LS-703 / 704

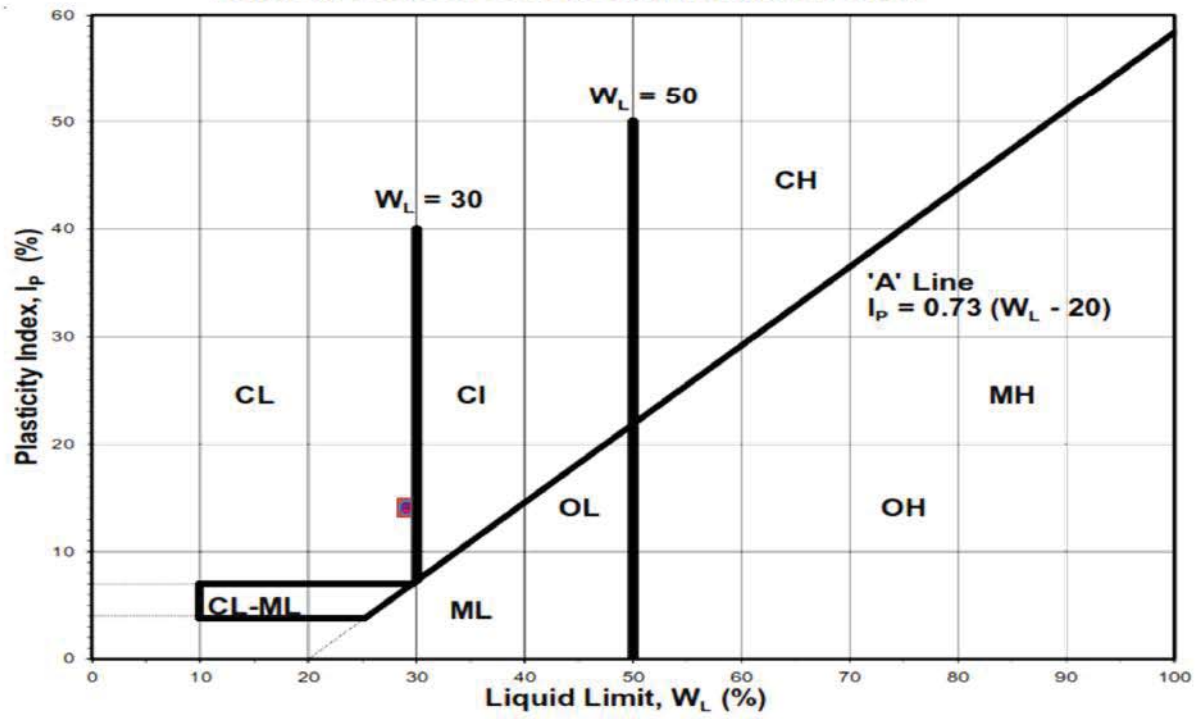
Project Number:	SWW187219	**Sampled by:**	SS	**Sampled on:**	03-Jul-18
Project Client:	Town of Tecumseh	**Tested by:**	JP	**Received on:**	03-Jul-18
Project Name:	Sylvestre Drive Sewer and Road Reconstruction			**Tested on:**	11-Jul-18
Project Location:	Tecumseh				

Test Results

LAB NUMBER	440
BOREHOLE	3
SAMPLE	5
DEPTH (m)	3.8 - 4.3

PLASTIC LIMIT	**15.2**
LIQUID LIMIT	**29.4**
PLASTICITY INDEX	**14.2**

Plasticity Chart for Soil Passing 425 Micron Sieve



Signed by: _____

Justin Palmer, Lab Supervisor, C. Tech.

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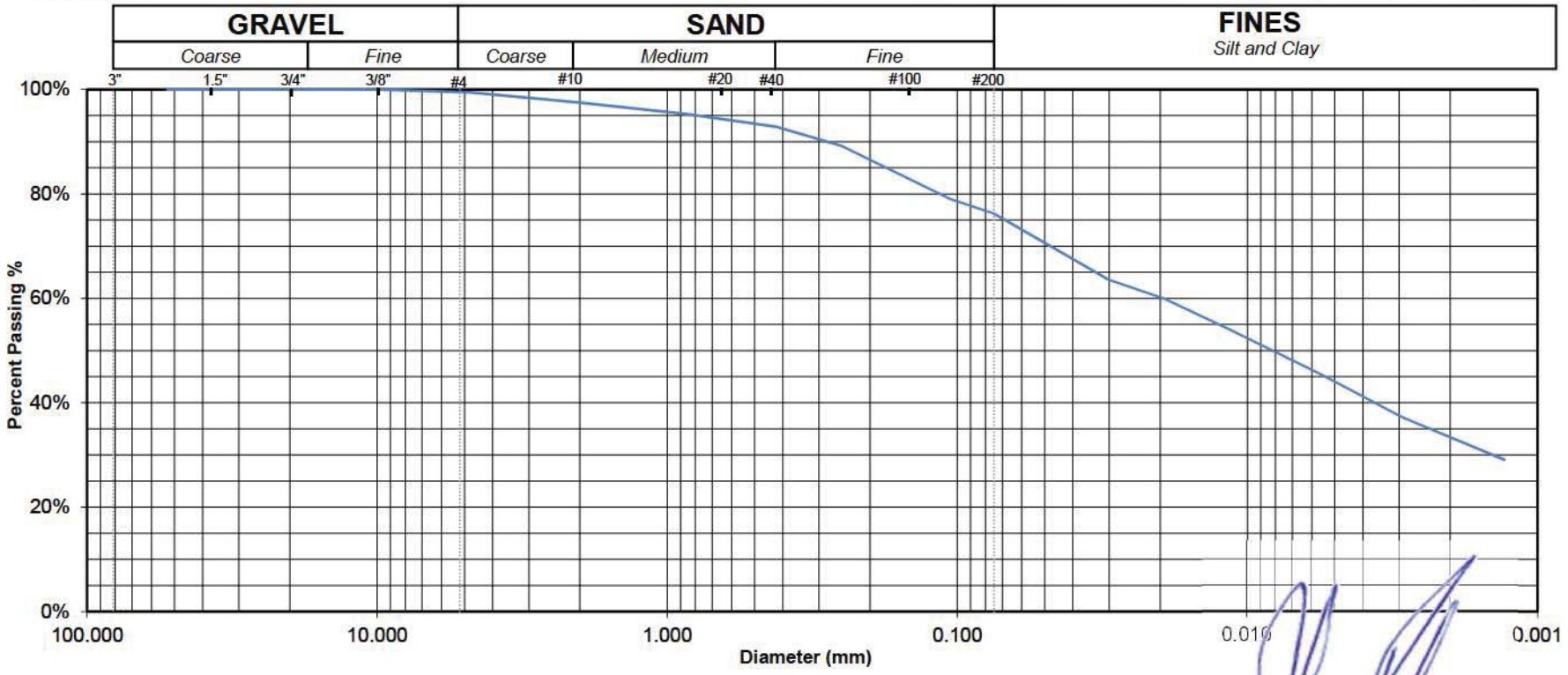
GRAIN SIZE DISTRIBUTION
MTO LS 702 / ASTM D7928 / ASTM D6913

Project Number:	SWW187219	**Sampled by:**	SS	**Sampled on:**	3-Jul-2018
Project Client:	Town of Tecumseh	**Tested by:**	JP	**Received on:**	3-Jul-2018
Project Name:	Sylvestre Drive Sewer and Road Reconstruction			**Tested on:**	
Project Location:	Tecumseh				

Test Results

Sample Location:	Gravel	Sand	Silt	Clay	Soil Classification
BH 3, Sa. 5	0.6%	23.2%	42.8%	33.4%	SILTY CLAY, some sand, trace gravel
Sample Identification: **441**					



Signed by: _____
Justin Palmer, Lab Manager, C. Tech.

Appendix D

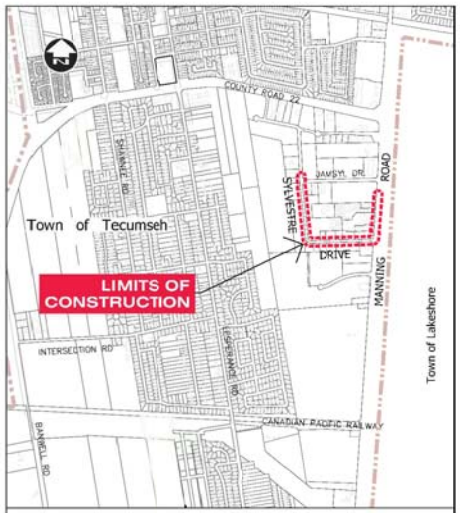
Functional Design

Sylvestre Sanitary Sewer Extension

in the TOWN OF TECUMSEH

LEGEND			
DESCRIPTION	EXISTING	ABANDONED	NEW
SEWERS			
SANITARY			
STORM			
COMBINED			
MANHOLE			MH
CATCH BASIN			
DITCH INLET CB			
TWIN INLET CB			
CULVERT			
SANITARY SERVICE			
STORM SERVICE			
CLEANOUT			
CURB INLET CB			
TWIN CURB INLET CB			
ROUND CATCH BASIN			BCB
WATER			
MAIN			
MANHOLE			
VALVE			
TAP SLEEVE & VALVE			
FIRE HYDRANT			
BLOW-OFF			
PRIVATE SERVICE			
SERVICE VALVE			
GAS			
MAIN			
VALVE			
BELL			
BURIED			
MANHOLE			
PEDESTAL, OPI			
POLE (GUY)			
HYDRO			
BURIED			
MANHOLE			
POLE (GUY)			
LIGHT			
CABLE TV			
BURIED			
PEDESTAL			
POLE			
TRAFFIC			
BURIED			
MANHOLE			
JUNCTION BOX			
CONTROLLER			
POLE			
PAVEMENT			
CONCRETE	CONC		
ASPHALT	ASPH		
ASPH ON CONC	ASPH/CONC		
PAVING STONE	PAVER		
TAR AND CHIP	TAR & CHIP		
GRAVEL	GRAV		
MISCELLANEOUS			
SIDEWALK (CONC. or ASPH.)	CSW	ASW	
SIGN			
TREE(dia) or BUSH			
HEDGE			
FENCE			
GATE			
BOREHOLE			
AUGERHOLE			
PROPERTY BAR			
NAIL			
CONCRETE MONUMENT			
GROUND ELEVATION	176.03		176.28

Town of Tecumseh
Ontario, Canada



KEY PLAN

BENCH MARKS

Origin of Geodetic Elevation:
Station: 0611959X3034, CGVD-1928:1978, first Order Vertical Accuracy
Location: St Anne's Roman Catholic Church, At corner of Lesperance Street and Tecumseh Road.
Tablet in East Stone Foundation wall, 5.03mfrom Northeast corner, 43cm above ground level.

Benchmark 4-26206 01: Geodetic Elevation: 180.810m
PKnail in top of Concrete Pump Station located on the South side of Sylvestre Drive opposite municipal number 1906 Sylvestre Drive.The PKnail is located in the Northeast corner 0.8m South from thv North face and 0.8m Wes t from the East face of con crete pad.

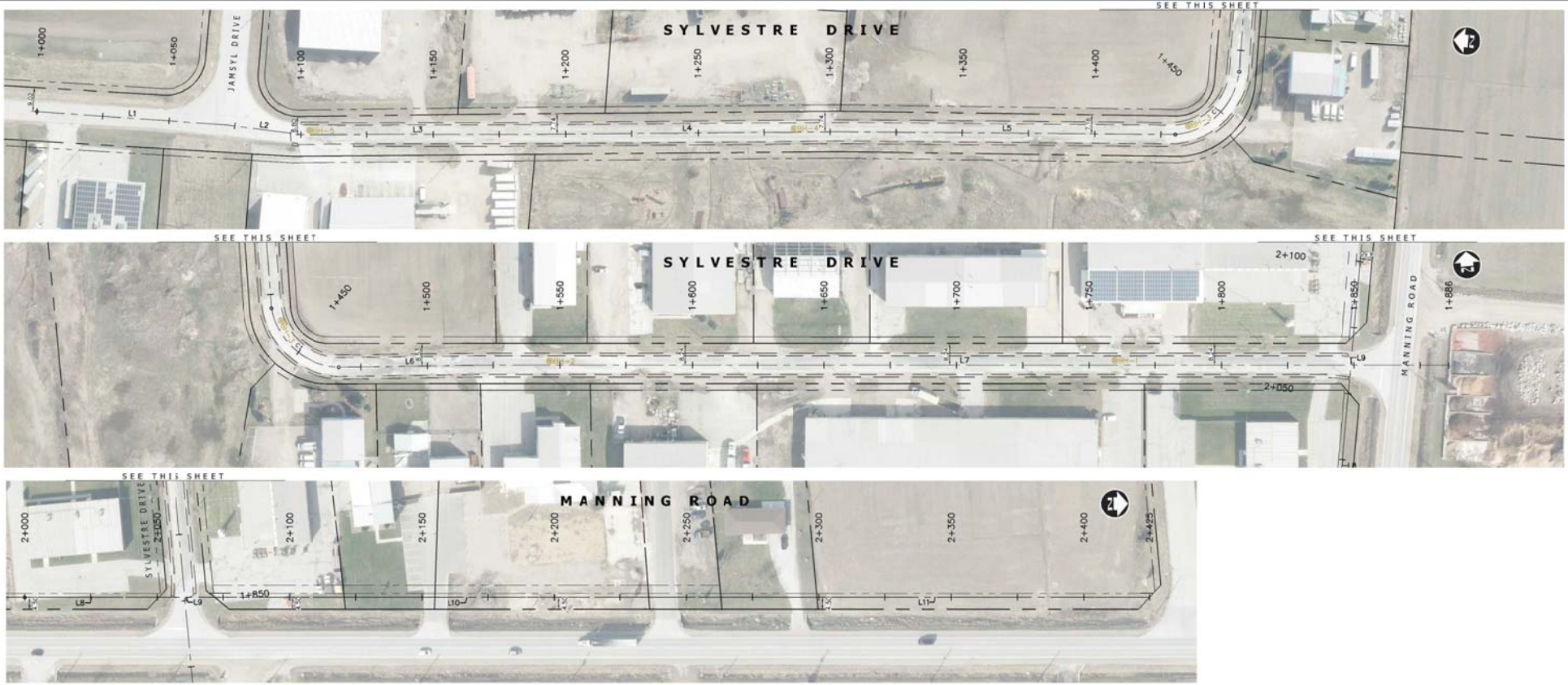
INDEX

SHEET	DESCRIPTION
	COVER SHEET
G-1	GENERAL ALIGNMENT & BOREHOLE LOCATIONS
	EXISTING CONDITIONS, REMOVALS & NEW CONSTRUCTION
R-1	SYLVESTRE DRIVE - STA. 1+065 TO STA. 1+230
R-2	SYLVESTRE DRIVE - STA. 1+230 TO STA. 1+425
R-3	SYLVESTRE DRIVE - STA. 1+425 TO STA. 1+610
R-4	SYLVESTRE DRIVE - STA. 1+610 TO STA. 1+810
R-5	SYLVESTRE DRIVE - STA. 1+810 TO STA. 1+886 MANNING ROAD - STA. 2+035 TO STA. 2+135
R-6	MANNING ROAD - STA. 2+135 TO STA. 2+325
R-7	TYPICAL ROAD & UTILITY CROSS SECTIONS
	PLAN AND PROFILE
U-1	SYLVESTRE DRIVE - STA. 1+420 TO STA. 1+585
U-2	SYLVESTRE DRIVE - STA. 1+585 TO STA. 1+785
U-3	SYLVESTRE DRIVE - STA. 1+785 TO STA. 1+880 MANNING ROAD - STA. 2+040 TO STA. 2+125
U-4	MANNING ROAD - STA. 2+125 TO STA. 2+320
U-5	MISCELLANEOUS DETAILS
	PUMP STATION
P-1	NEW PUMP STATION PLAN AND SECTION

Note: Original Drawings Provided in Colour.

DILLON CONSULTING
Sylvestre Sanitary Sewer Extension
TOWN OF TECUMSEH
17-6843-3000
24 Oct 2018

DILLON CONSULTING LIMITED 3200 DEZEL DRIVE, SUITE 608, WINDSOR, ONTARIO, N8W 5K8, PHONE (519) 948-5000 FAX (519) 948-5054



LEGEND

BH-1 BOREHOLE

NOTE:
FOR FURTHER BOREHOLE INFORMATION INCLUDING BOREHOLE LOG SHEETS, PLEASE REFER TO THE GEOTECHNICAL INVESTIGATION REPORT BY WOOD ENVIRONMENT & INFRASTRUCTURE SOLUTIONS PROVIDED IN APPENDIX B OF THE SPECIFICATION DOCUMENTS.

ALIGNMENT TABLES

HORIZONTAL CONTROL (Sylvestre Drive)

SEGMENT	START STATION	END STATION	LENGTH (m)	CHORD LENGTH (m)	ENDING RADIUS (m)	DELTA (dd°mm'ss")	LINE/CHORD DIRECTION (dd°mm'ss")	SPIRAL PARAMETER (A)	START NORTHING (m)	START EASTING (m)	END NORTHING (m)	END EASTING (m)
L1	1+000	1+072.229	72.229				52°07'37"E		4685036.1080	345393.6917	4684963.9269	345396.3724
L2	1+072.229	1+100	27.771				51°56'31"W		4684963.9269	345396.3724	4684936.1627	345395.7516
L3	1+100	1+188.540	88.540				55°13'14"E		4684936.1627	345395.7516	4684848.1441	345405.3454
L4	1+188.540	1+303.725	115.185				56°39'43"E		4684848.1441	345405.3454	4684733.7369	345418.7063
L5	1+303.725	1+430.219	126.494				55°41'13"E		4684733.7369	345418.7063	4684607.8651	345431.2428
C1	1+430.219	1+466.898	36.679	33.883	27	78°24'49"	S50°24'58"E		4684607.8651	345431.2428	4684586.2746	345457.3563
L6	1+466.898	1+520.343	53.445				N67°41'37"E		4684586.2746	345457.3563	4684586.4254	345510.7577
L7	1+520.343	1+885.675	365.332				N88°33'00"E		4684586.4254	345510.7577	4684597.6698	345875.9725

HORIZONTAL CONTROL (Manning Road)

SEGMENT	START STATION	END STATION	LENGTH (m)	CHORD LENGTH (m)	ENDING RADIUS (m)	DELTA (dd°mm'ss")	LINE/CHORD DIRECTION (dd°mm'ss")	SPIRAL PARAMETER (A)	START NORTHING (m)	START EASTING (m)	END NORTHING (m)	END EASTING (m)
L8	2+000	2+050.593	50.593				N7°45'53"E		4684536.0808	345835.0600	4684586.5647	345836.3818
L9	2+050.593	2+071.901	21.308				N3°43'40"E		4684586.5647	345836.3818	4684607.8280	345839.7672
L10	2+071.901	2+262.676	190.775				N3°46'27"E		4684607.8280	345839.7672	4684798.1889	345852.3245
L11	2+262.676	2+424.837	162.161				N3°45'59"E		4684798.1889	345852.3245	4684959.9998	345862.9767

Conditions of Use

Verify elevations and/or dimensions on drawing prior to use. Report any discrepancies to Dillon Consulting Limited.

Do not scale dimensions from drawing.

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Town of Tecumseh
Ontario, Canada

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No.	ISSUED FOR	DATE	BY
1	EA Report	NOV 07/18	ACW

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DRAWN: DCR | CHECKED BY: RBH
DATE: October 24, 2018
SCALE: Horizontal 1:750

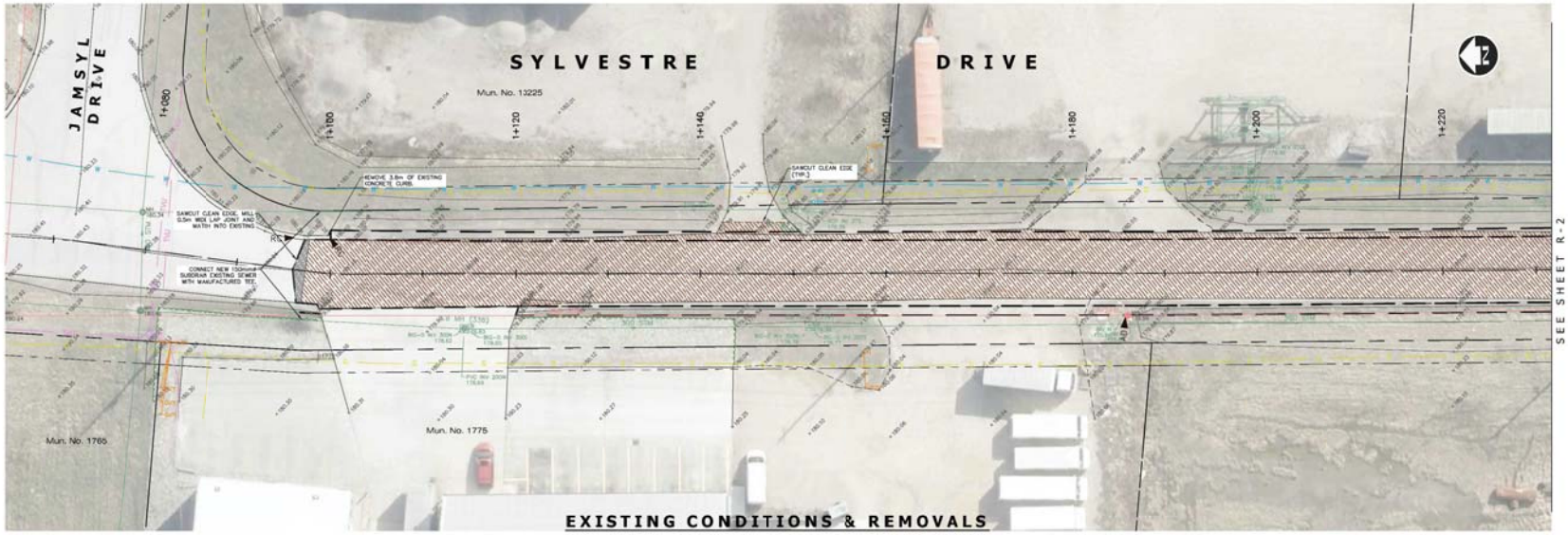
Sylvestre Sanitary Sewer Extension
TOWN OF TECUMSEH

Plan View

GENERAL ALIGNMENT & BOREHOLE LOCATIONS

PROJECT NO. 17-6843-3000
SHEET NO. G-1

DILLON CONSULTING LIMITED 3200 DEZIEL DRIVE, SUITE 608, WINDSOR, ONTARIO, N8W 5K8, PHONE (519) 948-5000, FAX (519) 948-5054



EXISTING CONDITIONS & REMOVALS

NEW CONSTRUCTION

GENERAL NOTES:

1. THE OWNER AND DILLON CONSULTING LIMITED DO NOT GUARANTEE THE ACCURACY OF THE UTILITIES SHOWN ON THE DRAWINGS. OTHER UTILITIES MAY BE PRESENT OR THE UTILITIES SHOWN MAY DIFFER IN SIZE OR LOCATION FROM THOSE SHOWN. THE CONTRACTOR SHALL NOTE, THAT SERVICES FROM THE MAIN LINES ARE NOT SHOWN. THE CONTRACTOR ASSUMES FULL RESPONSIBILITY TO CONTACT THE VARIOUS UTILITY COMPANIES AND TO REPAIR ANY DAMAGE IT MAY CAUSE TO THOSE UTILITIES OR TO OTHER THIRD PARTIES. THE CONTRACTOR AGREES TO INDEMNIFY THE OWNER AND DILLON CONSULTING LIMITED AGAINST ANY CLAIMS WHICH MAY ARISE FROM THE CONTRACTOR'S ACTIONS.
2. ALL WORKS TO BE CONSTRUCTED TO A TOLERANCE OF 5mm±.
3. ALL DIMENSIONS AND RADII ARE TO CONSTRUCTION BASELINE OR EDGE OF PAVEMENT.
4. CHAINAGES SHOWN REFER TO CONSTRUCTION BASELINE.
5. CONNECTIONS TO EXISTING STORM SEWER: THE CONTRACTOR SHALL BE REQUIRED TO USE ONLY PLANT MANUFACTURED FITTINGS AND TEES WHEN CONNECTING NEW SUBDRAIN TO EXISTING STORM SEWERS.
6. ALL ADJUSTMENT RINGS ARE TO BE IPEX RISER RINGS.
7. CLEAR AND GRUB AREAS WITHIN 3.0m FROM NEW EDGE OF PAVEMENT.
8. A UNION GAS REPRESENTATIVE IS TO BE ON SITE DURING ANY EXCAVATION WITHIN 1.5m ABOVE OR ADJACENT TO ANY UNION GAS FACILITIES.
9. ALL WORK TO MAINTAIN A MINIMUM 0.5m CLEARANCE FROM ALL GAS.

PAVEMENT MARKINGS LEGEND

NAME OF LINE		DIMENSIONS (m)	USE
LONGITUDINAL	(A)	0.10 / 0.10 / 1	EDGE LINES (WHITE OR YELLOW), CENTRELINE, PASSING LINES (YELLOW), LANE LINES, PROJECTING LANE CHANGES (WHITE)

REMOVALS LEGEND

- R ▶ REMOVE
- AD ▶ ADJUST
- RL ▶ RELOCATE
- RC ▶ REMOVE CURB
- RLO ▶ RELOCATE BY OTHERS
- ADO ▶ ADJUST BY OTHERS
- ASPHALT/CONCRETE REMOVAL
- MILL AND REPLACEMENT OF ASPHALT PAVEMENT (40mm DEPTH)

NEW CONSTRUCTION LEGEND

- NEW ASPHALT PAVEMENT (ROAD)
- GRANULAR SHOULDER OR ACCESS
- NEW ASPHALT DRIVEWAY
- TOPSOIL AND SEED RESTORATION
- 185.00 FINISHED GRADE AT EDGE OF PAVEMENT, GROWN OR AS SHOWN

ALL EXISTING INVERTS TO BE FIELD CHECKED PRIOR TO CONSTRUCTION

NOTE PROXIMITY OF EXISTING UTILITIES TO PROPOSED UTILITIES/EXCAVATIONS. UNDERTAKE EXPLORATORY DIGS IN ADVANCE OF CONSTRUCTION AND REPORT TO ENGINEER PRIOR TO CONSTRUCTION. COORDINATE WITH EXISTING UTILITIES AS REQUIRED TO FACILITATE CONTRACTOR'S SCOPE OF WORK

Conditions of Use

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Ontario, Canada

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No.	Issued For	Date	By
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DESIGN: DCR | REVIEWED BY: ACW
DRAWN: DCR | CHECKED BY: RBH
DATE: October 25, 2018
SCALE: Horizontal 1:250

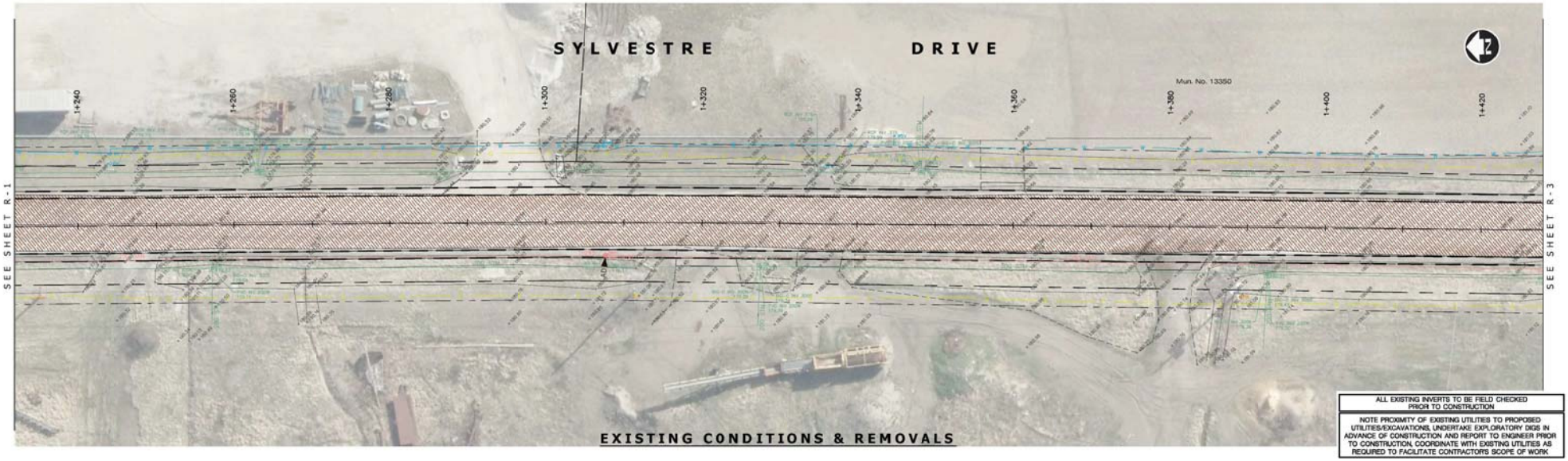
Sylvestre Sanitary Sewer Extension
TOWN OF TECUMSEH

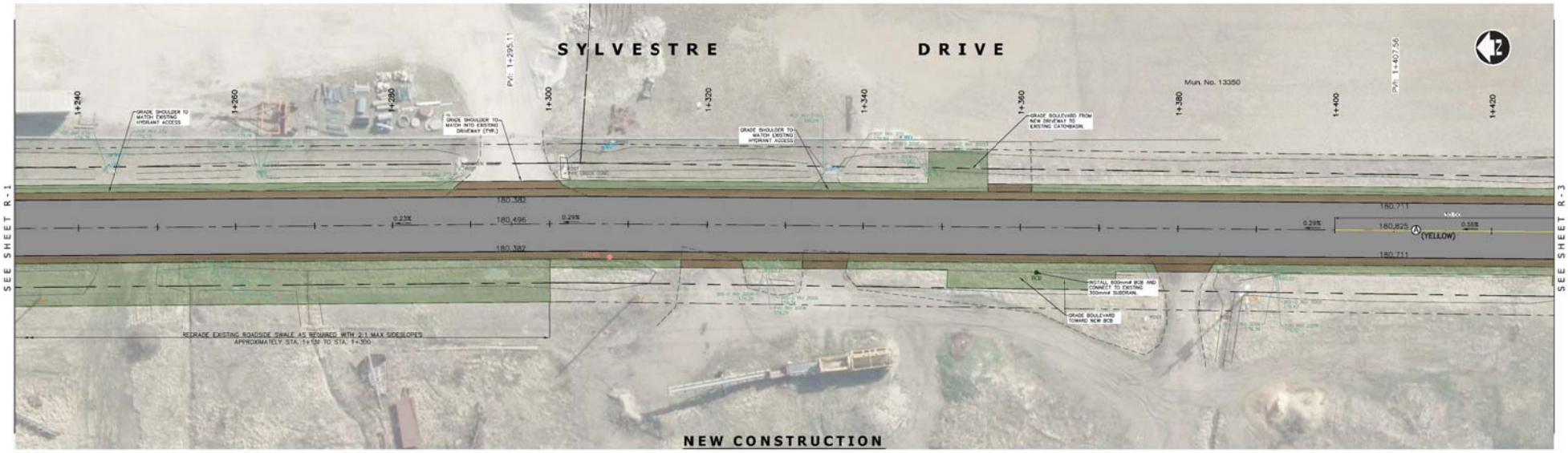
Existing Conditions, Removals & New Construction

SYLVESTRE DRIVE
STA. 1+065 TO STA. 1+230

PROJECT NO: 17-6843-3000
SHEET NO: R-1

DILLON CONSULTING LIMITED 3200 DEZIEL DRIVE, SUITE 608, WINDSOR, ONTARIO, N8W 5K8, PHONE (519) 948-5000, FAX (519) 948-5054





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Revised By	ACW
Drawn	DCR
Checked By	RBH
Date	October 25, 2018
Scale	Horizontal 1:250

Sylvestre Sanitary Sewer Extension
TOWN OF TECUMSEH

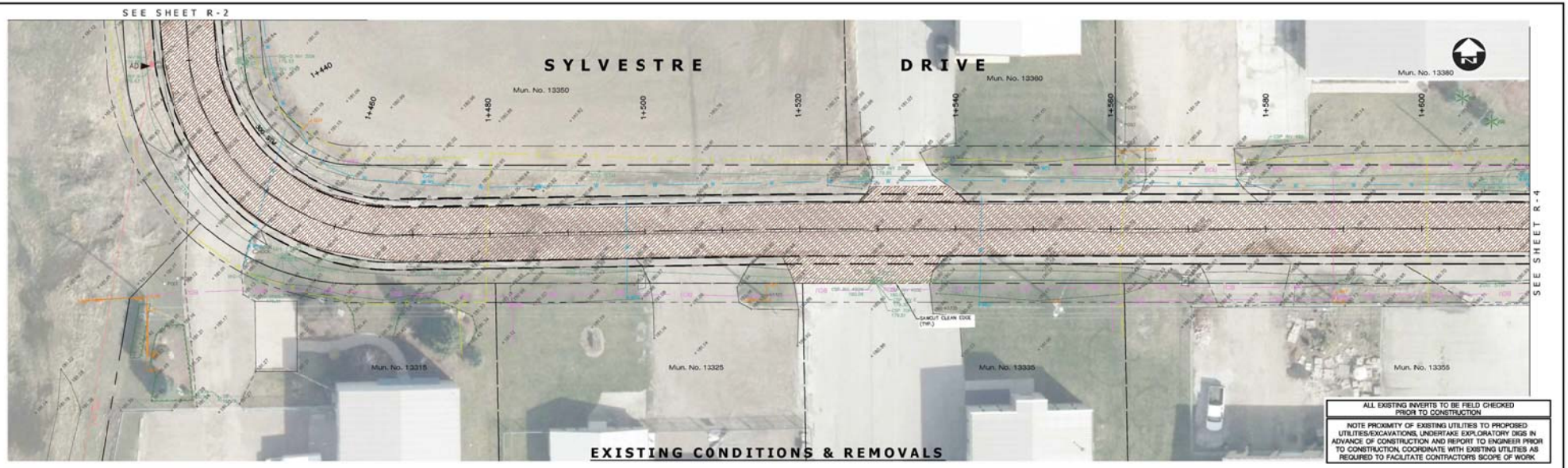
Existing Conditions, Removals & New Construction

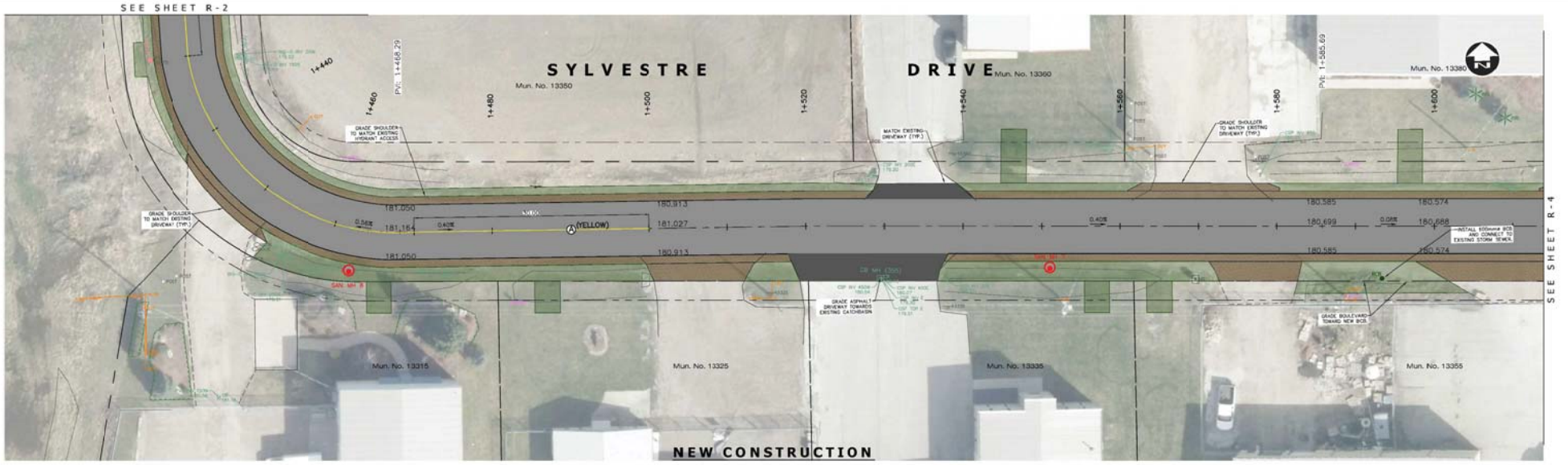
SYLVESTRE DRIVE
STA. 1+230 TO STA. 1+425

Project No. 17-6843-3000

Sheet No. **R-2**

DILLON CONSULTING LIMITED 3200 DEZIEL DRIVE, SUITE 608, WINDSOR, ONTARIO, N8W 5K8, PHONE (519) 948-5000, FAX (519) 948-5054





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Town of Tecumseh
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SCALE: Horizontal 1:250

Sylvestre Sanitary Sewer Extension
TOWN OF TECUMSEH

Existing Conditions, Removals & New Construction

SYLVESTRE DRIVE
STA. 1+425 TO STA. 1+610

PROJECT NO. 17-6843-3000

SHEET NO. **R-3**

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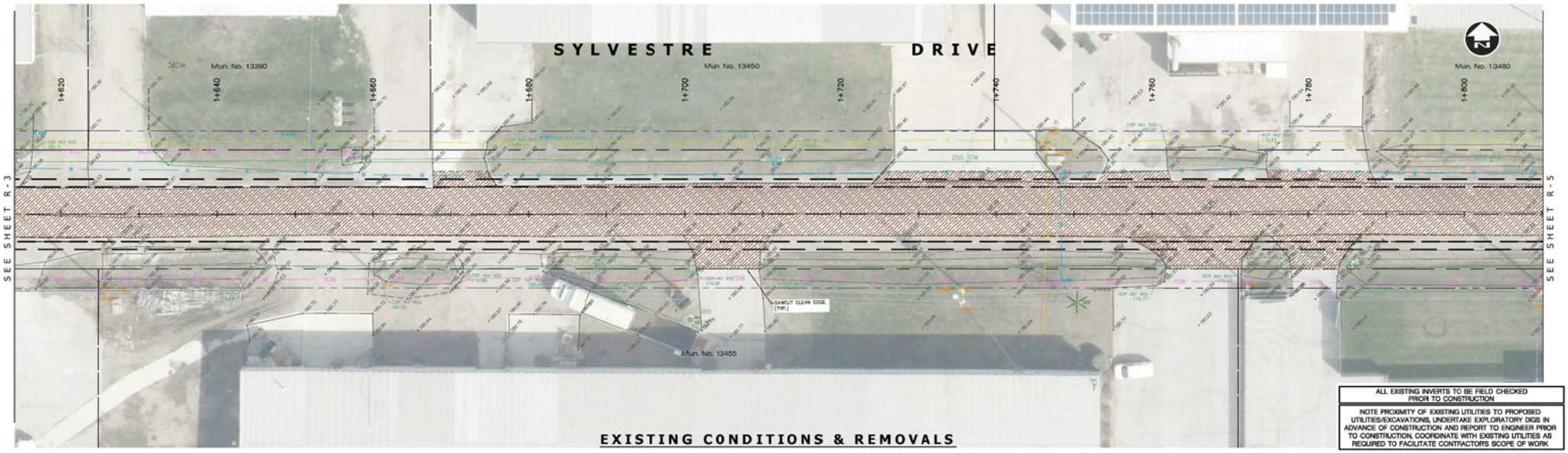

EXISTING CONDITIONS & REMOVALS

NEW CONSTRUCTION

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Sylvestre Sanitary Sewer Extension
TOWN OF TECUMSEH

Existing Conditions, Removals & New Construction

SYLVESTRE DRIVE
STA. 1+610 TO STA. 1+810

Project No. 17-6843-3000

Sheet No. **R-4**

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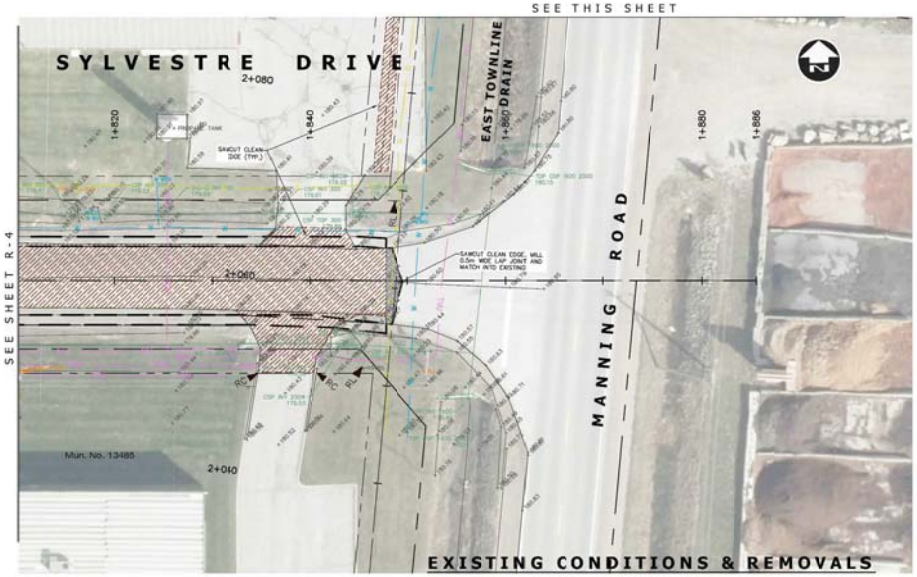

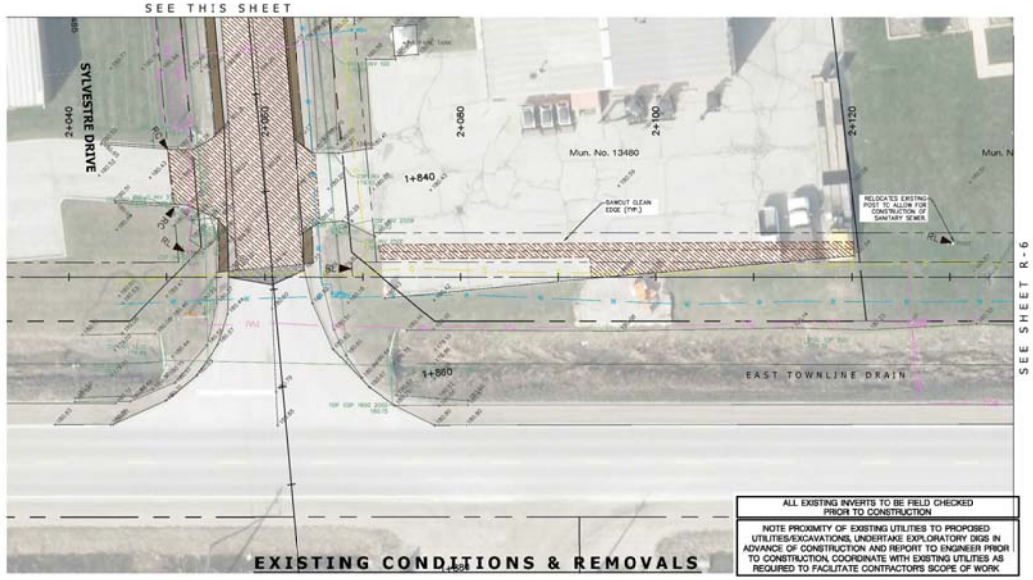

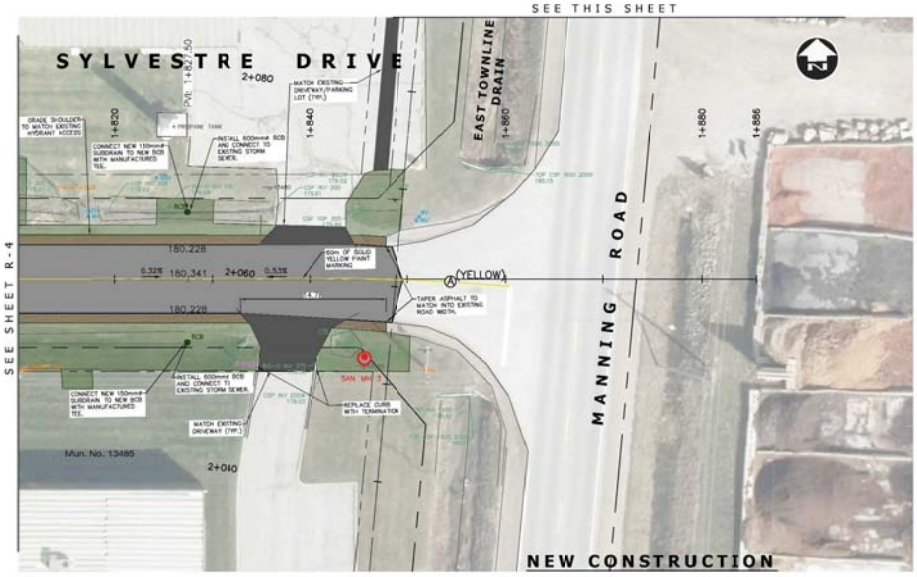

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Ontario, Canada

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1	EA Report	NOV 07/18	ACW

Design	DCR
Reviewed By	ACW
Drawn	DCR
Checked By	RBH
Date	October 25, 2018
Scale	Horizontal 1:250

Sylvestre Sanitary Sewer Extension
TOWN OF TECUMSEH

Existing Conditions, Removals & New Construction

SYLVESTRE DRIVE	MANNING ROAD
STA. 1+810 TO STA. 1+886	STA. 2+035 TO STA. 2+135

Project No. 17-6843-3000

Sheet No. R-5

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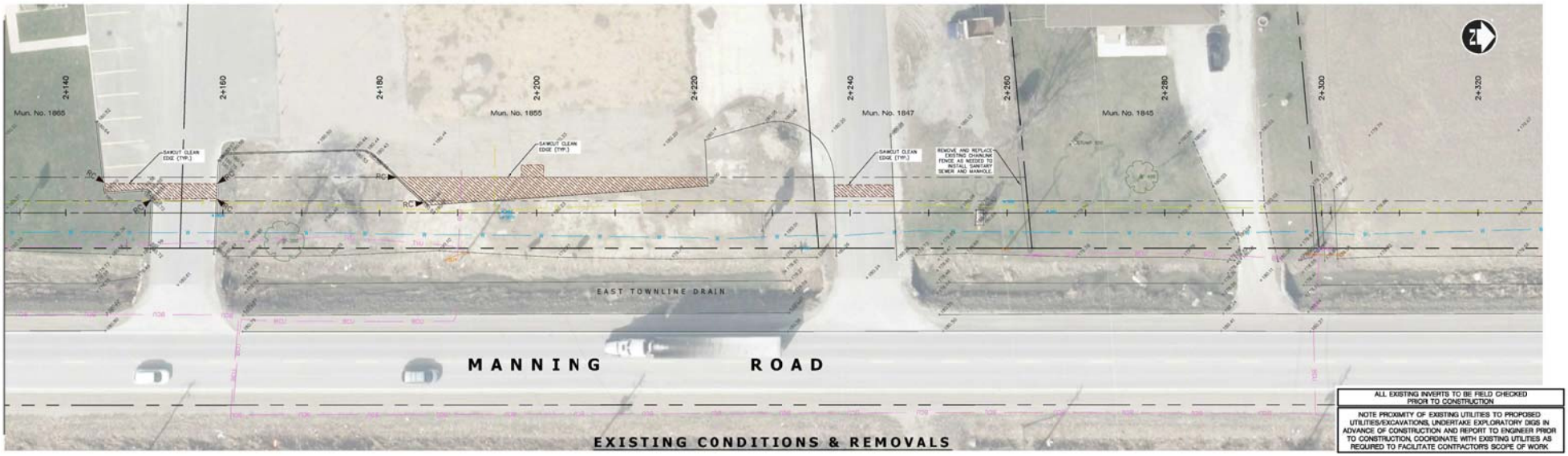

EXISTING CONDITIONS & REMOVALS

ALL EXISTING INVERTS TO BE FIELD CHECKED PRIOR TO CONSTRUCTION

NOTE PROXIMITY OF EXISTING UTILITIES TO PROPOSED UTILITIES/EXCAVATIONS, UNDERTAKE EXPLORATORY DIGS IN ADVANCE OF CONSTRUCTION AND REPORT TO ENGINEER PRIOR TO CONSTRUCTION. COORDINATE WITH EXISTING UTILITIES AS REQUIRED TO FACILITATE CONTRACTOR'S SCOPE OF WORK.

NEW CONSTRUCTION

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Town of Tecumseh
Ontario, Canada

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1	EA Report	NOV 07/18	ACW

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DRAWN: DCR | CHECKED BY: RBH
DATE: October 25, 2018
SCALE: Horizontal 1:250

Sylvestre Sanitary Sewer Extension
TOWN OF TECUMSEH

Existing Conditions, Removals & New Construction

MANNING ROAD
STA. 2+135 TO STA. 2+325

PROJECT NO. 17-6843-3000

SHEET NO. R-6

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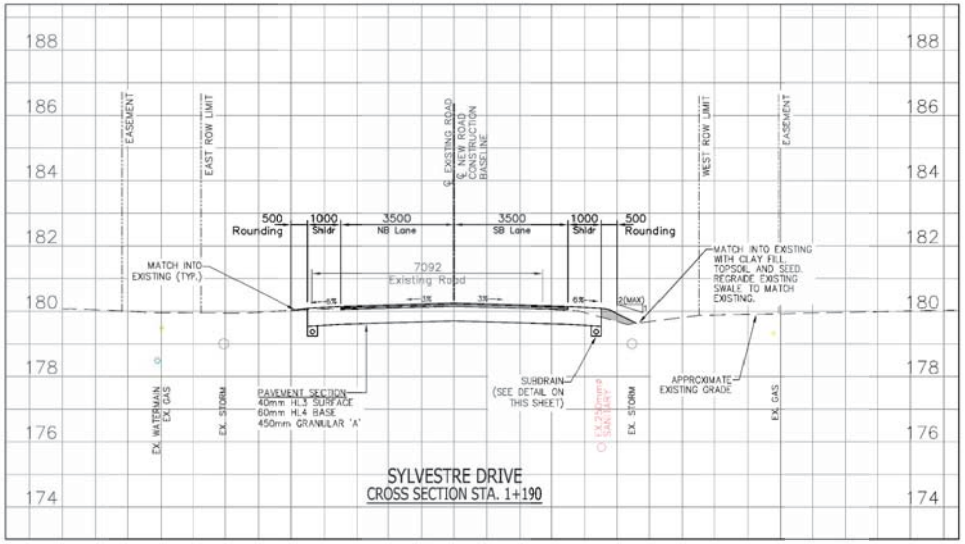
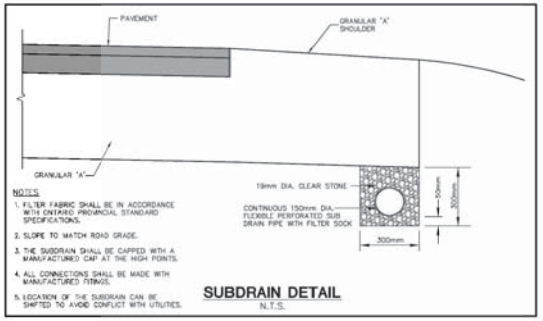
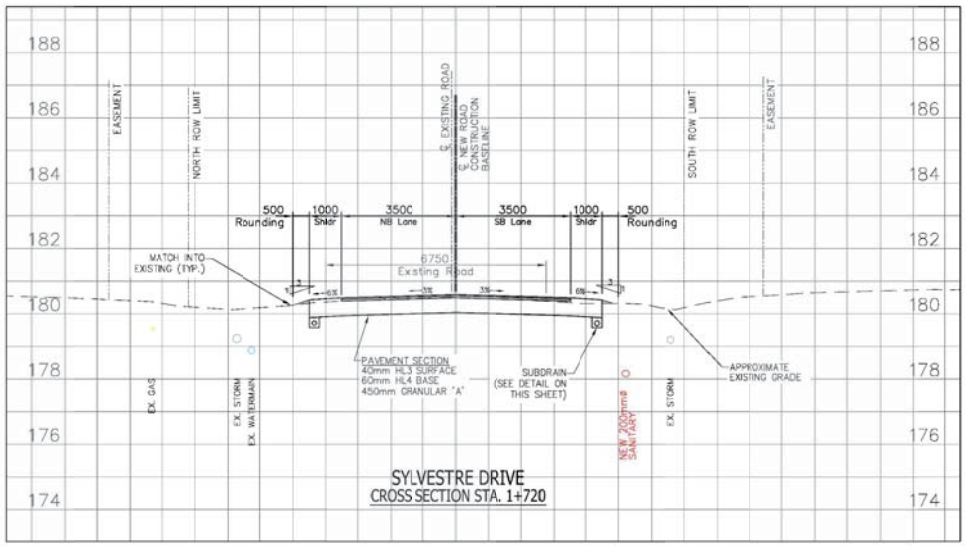


SYLVESTRE DRIVE
CROSS SECTION STA. 1+190

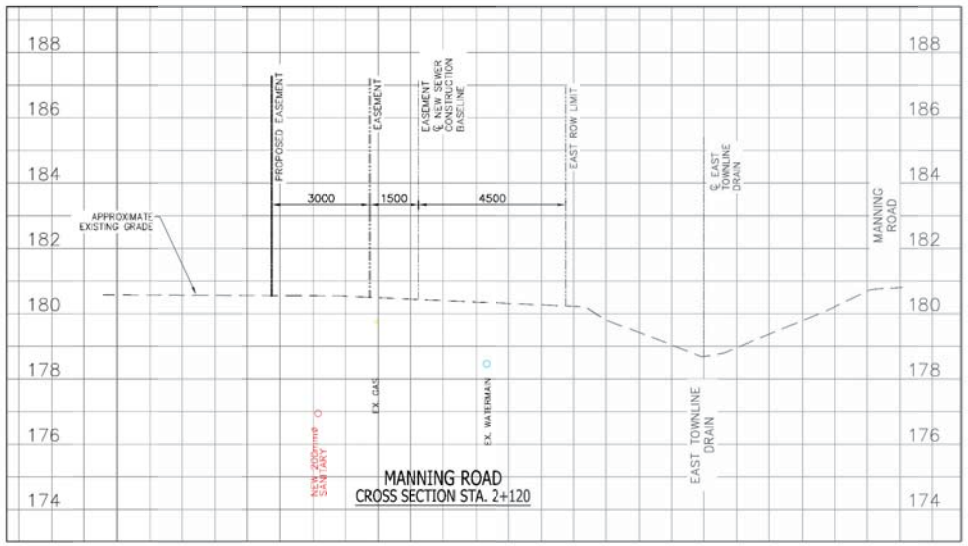


SUBDRAIN DETAIL
N.T.S.

NOTE:
ELEVATIONS OF EXISTING UTILITIES ARE UNKNOWN AND ONLY SHOWN SCHEMATICALLY



SYLVESTRE DRIVE
CROSS SECTION STA. 1+720



MANNING ROAD
CROSS SECTION STA. 2+120

Conditions of Use

Verify elevations and/or dimensions on drawing prior to use. Report any discrepancies to Dillon Consulting Limited.

Do not scale dimensions from drawing.

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Town of Tecumseh
Ontario, Canada

DILLON CONSULTING

DESIGN	DCR	RECOMMENDED	ACW
DRAWN	DCR	CHECKED BY	RBH
DATE	October 24, 2018		
SCALE	1:75		

1	EA Report	NOV 07/18	ACW
No.	ISSUED FOR	DATE	BY

Sylvestre Sanitary Sewer Extension
TOWN OF TECUMSEH

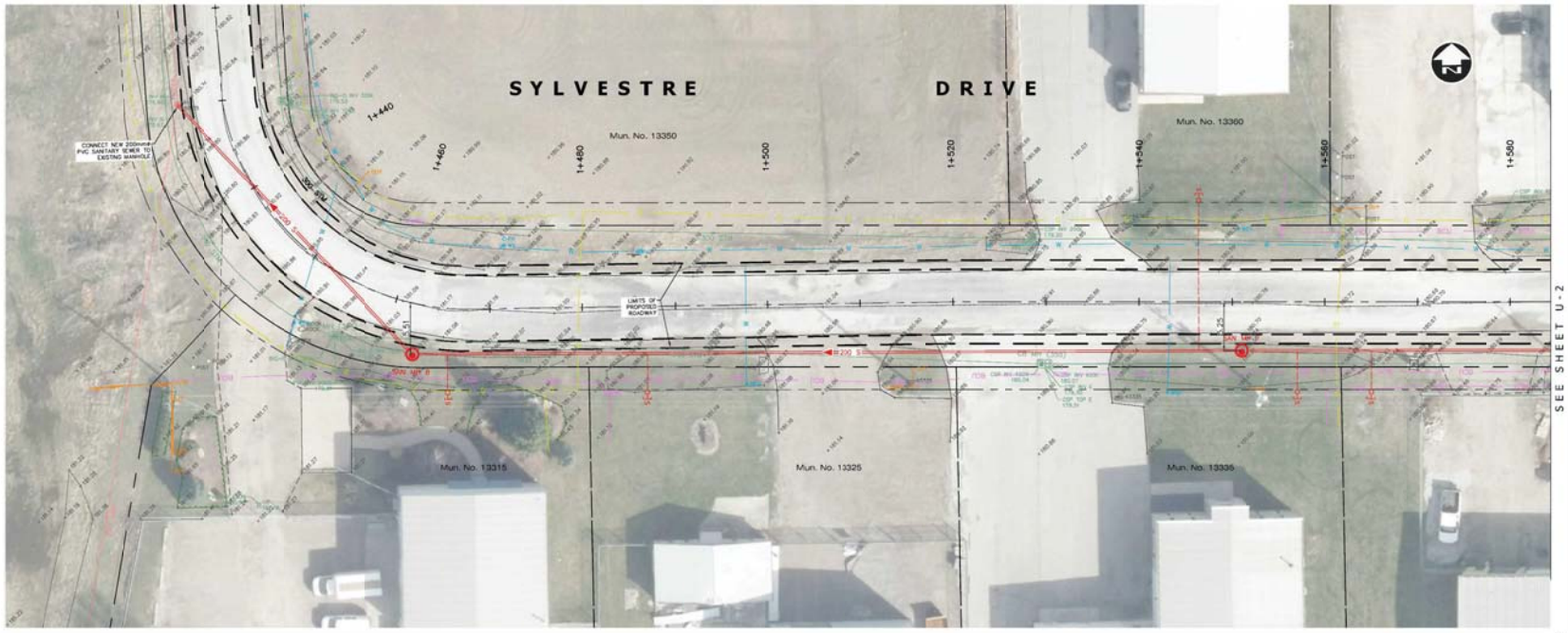
Sections

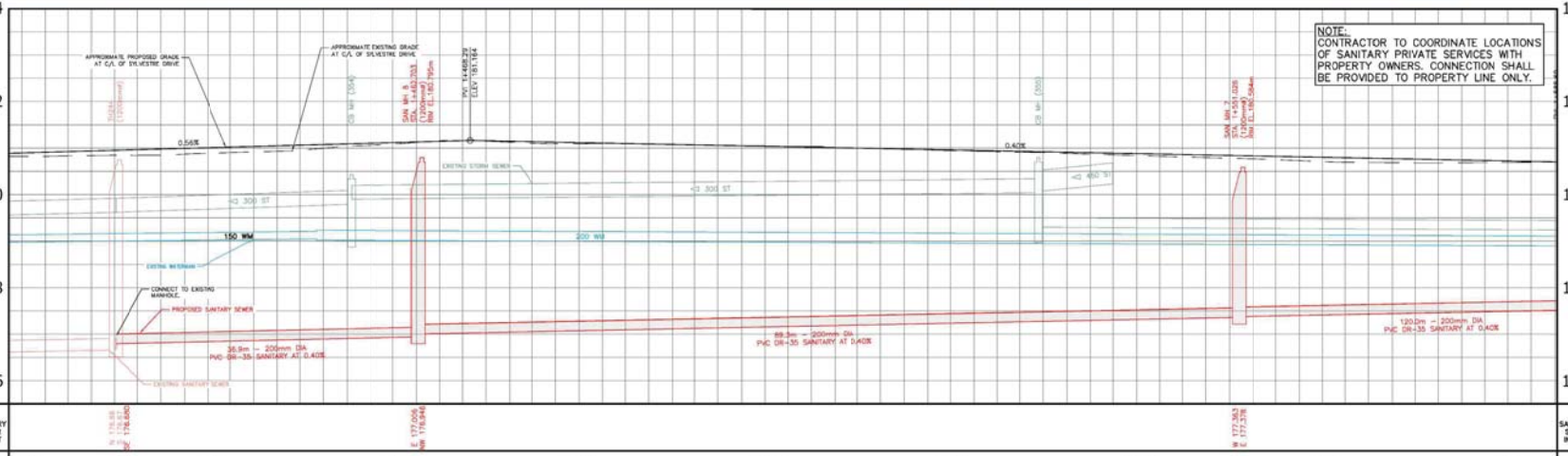
TYPICAL ROAD & UTILITY CROSS SECTIONS

PROJECT NO. 17-6843-3000

SHEET NO. R-7

DILLON CONSULTING LIMITED 3200 DEZIEL DRIVE, SUITE 608, WINDSOR, ONTARIO, N8W 5K8, PHONE (519) 948-5000, FAX (519) 948-5054





NOTE:
CONTRACTOR TO COORDINATE LOCATIONS OF SANITARY PRIVATE SERVICES WITH PROPERTY OWNERS. CONNECTION SHALL BE PROVIDED TO PROPERTY LINE ONLY.

GENERAL NOTES:

1. THE OWNER AND DILLON CONSULTING LIMITED DO NOT GUARANTEE THE ACCURACY OF THE UTILITIES SHOWN ON THE DRAWINGS. OTHER UTILITIES MAY BE PRESENT OR THE UTILITIES SHOWN MAY DIFFER IN SIZE OR LOCATION FROM THOSE SHOWN. THE CONTRACTOR SHALL NOTE THAT SERVICES FROM THE MAIN LINES ARE NOT SHOWN. THE CONTRACTOR ASSUMES FULL RESPONSIBILITY TO CONTACT THE VARIOUS UTILITY COMPANIES AND TO REPAIR ANY DAMAGE IT MAY CAUSE TO THESE UTILITIES OR TO OTHER THIRD PARTIES. THE CONTRACTOR AGREES TO INDEMNIFY THE OWNER AND DILLON CONSULTING LIMITED AGAINST ANY CLAIMS WHICH MAY ARISE FROM THE CONTRACTOR'S ACTIONS.
2. ALL WORKS TO BE CONSTRUCTED TO A TOLERANCE OF 5mm±.
3. ALL DIMENSIONS AND RADII ARE TO CONSTRUCTION BASELINE OR EDGE OF PAVEMENT.
4. CHAINAGES SHOWN REFER TO CONSTRUCTION BASELINE.
5. SEWER BEDDING TO BE CLASS 'B' (EXCEPT CLASS 'A' TO FIRST PIPE JOINT OUTSIDE OF MANHOLE FOR RIGID PIPE).
6. BACKFILL OF SEWER AND UTILITY TRENCHES SHALL BE IN ACCORDANCE WITH TRENCH BACKFILL DETAILS ON DETAIL SHEETS AND "SPECIFICATIONS FOR USE OF GRANULAR 'B', TYPE 1 AGGREGATE".
7. ALL PRIVATE DRAIN CONNECTIONS TO EXTEND TO THE PROPERTY LINE OR THROUGH EASEMENT WHERE SHOWN.
8. CONNECTIONS TO P.V.C. PIPE:
   CONNECTIONS SHALL BE REQUIRED TO USE ONLY PLANT MANUFACTURED TEES WHEN INSTALLING PRIVATE DRAIN CONNECTIONS. THE ANGULAR RISE OF THE CONNECTIONS SHALL BE BETWEEN 'N' AND 85'. IF THE ANGULAR RISE EXCEED 45', THE CONTRACTOR SHALL PROVIDE AN ADDITIONAL P.V.C. COUPLING WITH STOP IMMEDIATELY BEYOND THE FITTING. A SHORT SECTION OF P.V.C. PIPE IS TO BE USED TO CONNECT THE COUPLING TO THE TEE FITTING. THE COUPLING SHALL REST DIRECTLY UPON THE BELL PORTION OF THE FITTING.
9. CONNECTIONS TO CONCRETE PIPE:
   ALL FIELD MANUFACTURED TEES SHALL BE CORED AND CONNECTED USING AN APPROVED MANUFACTURED TEE INCLUDING A STOPPER TO PREVENT THE PROTRUSION OF THE INCOMING PIPE.
10. CLEANOUTS ARE REQUIRED ON ALL SANITARY SERVICES THAT CONNECT TO EXISTING SERVICES.
11. SANITARY SERVICES ARE TO BE 150mm DIA. UNLESS NOTED OTHERWISE.
12. ALL ADJUSTMENT RINGS ARE TO BE IPEX RISER RINGS.
13. A UNION GAS REPRESENTATIVE IS TO BE ON SITE DURING ANY EXCAVATION WITHIN 1.5m ABOVE OR ADJACENT TO ANY UNION GAS FACILITIES.
14. ALL WORK TO MAINTAIN A MINIMUM 0.3m CLEARANCE FROM ALL GAS.
15. ALL SANITARY MANHOLES SHALL BE EQUIPPED WITH RAIN SHIELDS.
16. ALL SANITARY MANHOLES SHALL BE WRAPPED IN BLUESKIN.

ALL EXISTING INVERTS TO BE FIELD CHECKED PRIOR TO CONSTRUCTION

NOTE PROXIMITY OF EXISTING UTILITIES TO PROPOSED UTILITIES/EXCAVATIONS, UNDERTAKE EXPLORATORY DIGS IN ADVANCE OF CONSTRUCTION AND REPORT TO ENGINEER PRIOR TO CONSTRUCTION, COORDINATE WITH EXISTING UTILITIES AS REQUIRED TO FACILITATE CONTRACTOR'S SCOPE OF WORK

Conditions of Use

Verify elevations and/or dimensions on drawing prior to use. Report any discrepancies to Dillon Consulting Limited.

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Town of Tecumseh
Ontario, Canada

DILLON CONSULTING

No.	Issued For	Date	By
1	EA Report	NOV 07/18	ACW

DESIGN: DCR | REVIEWED BY: ACW
DRAWN: DCR | CHECKED BY: RBH
DATE: October 25, 2018
SCALE: Horizontal 1:250 Vertical 1:50

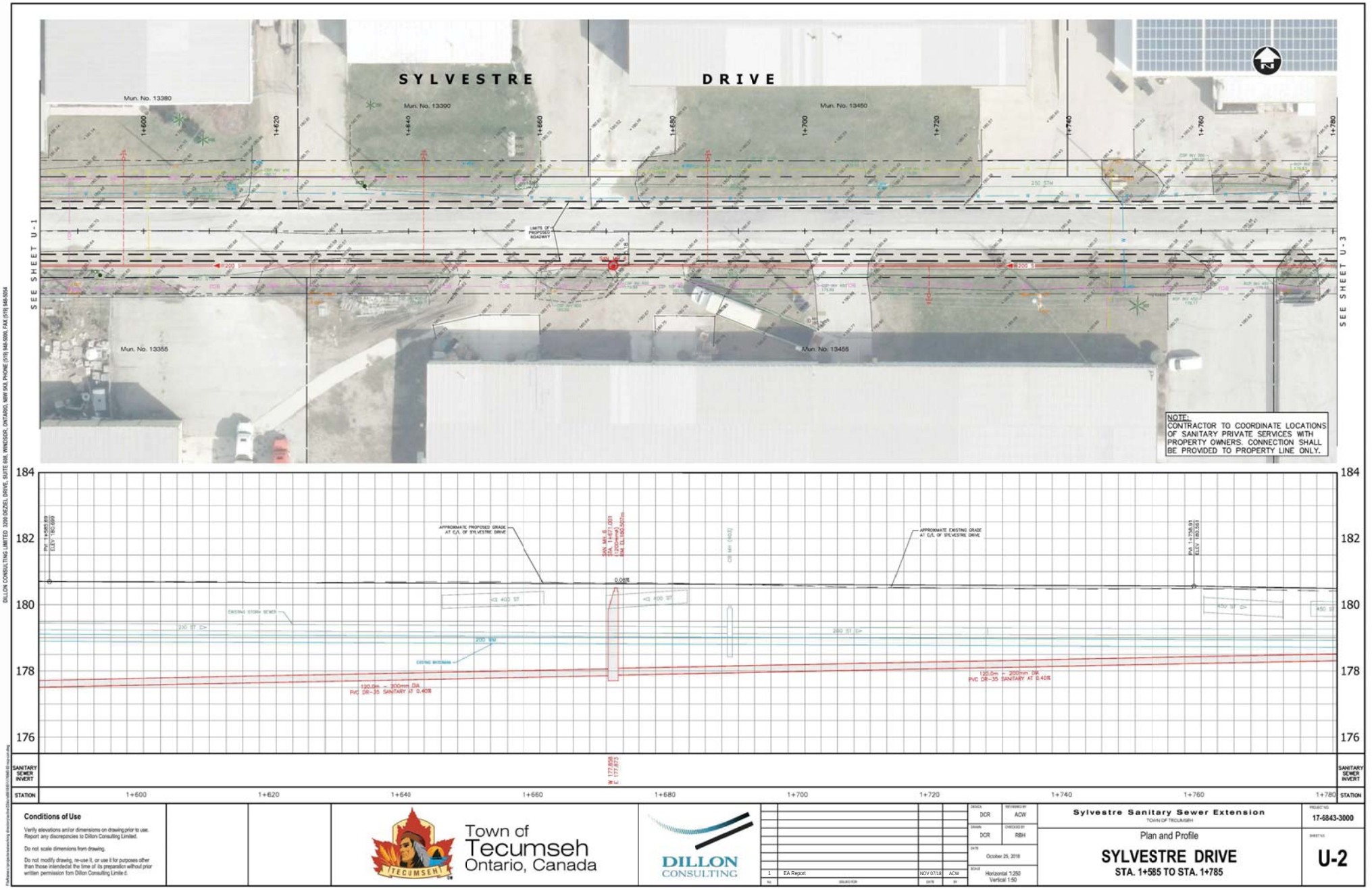
Sylvestre Sanitary Sewer Extension
TOWN OF TECUMSEH

Plan and Profile

SYLVESTRE DRIVE
STA. 1+420 TO STA. 1+585

PROJECT NO: 17-6843-3000
SHEET NO: U-1

DILLON CONSULTING LIMITED 3200 DEZEL DRIVE, SUITE 608, WINDSOR, ONTARIO, N8W 5K8, PHONE (519) 948-5000, FAX (519) 948-5054



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Sylvestre Sanitary Sewer Extension
TOWN OF TECUMSEH

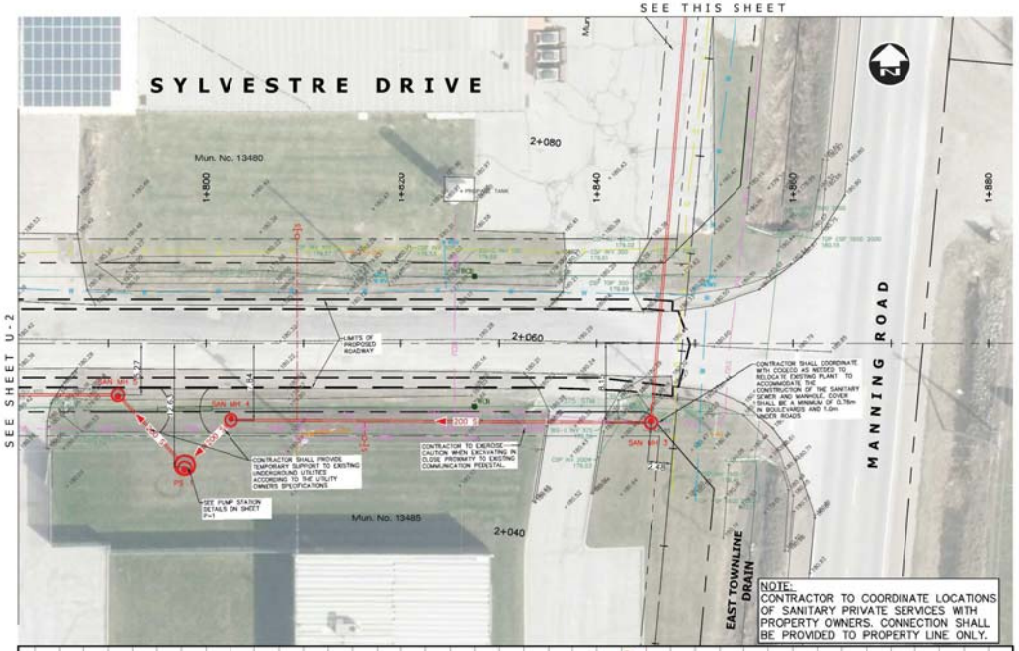
Plan and Profile

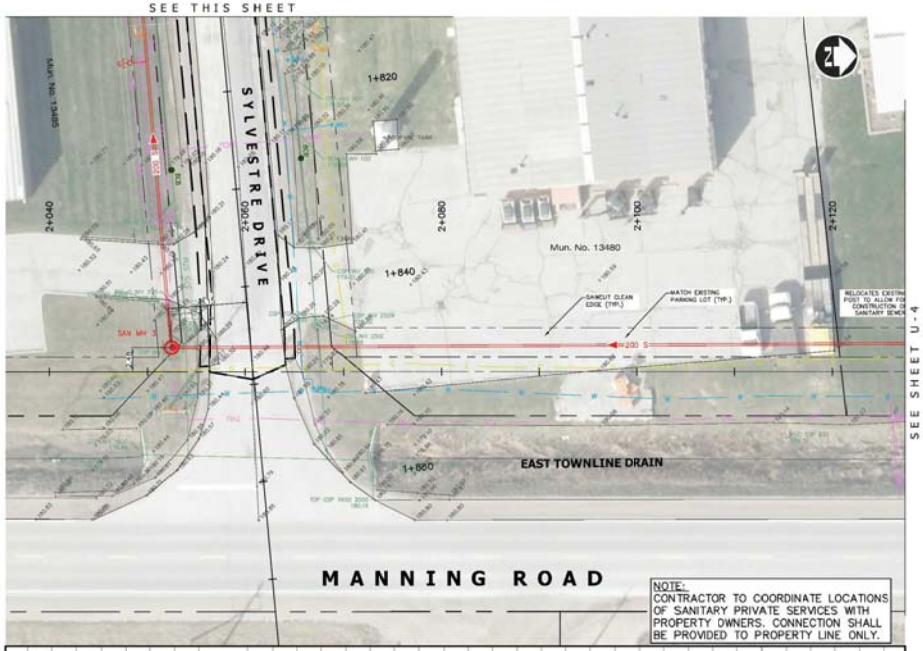
SYLVESTRE DRIVE
STA. 1+585 TO STA. 1+785

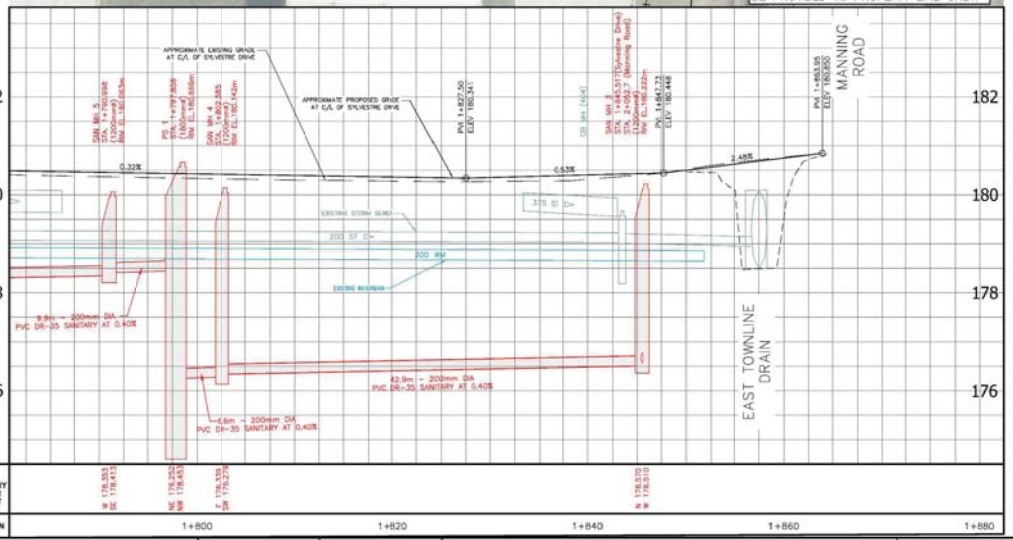
PROJECT NO. 17-6843-3000

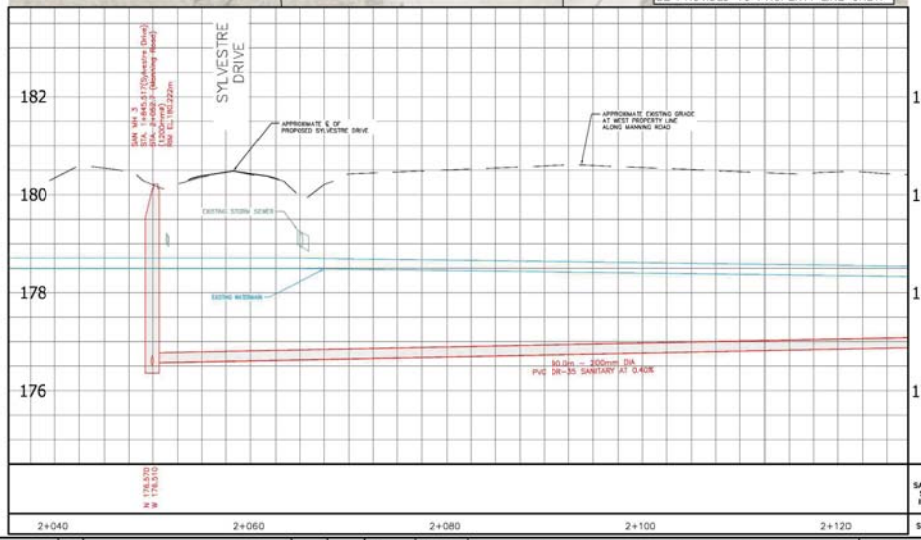
SHEET NO. **U-2**

DILLON CONSULTING LIMITED 3200 DEZEL DRIVE, SUITE 608, WINDSOR, ONTARIO, N8W 5K8, PHONE (519) 948-5000, FAX (519) 948-5054









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Town of Tecumseh
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SCALE: Horizontal 1:250 Vertical 1:50

Sylvestre Sanitary Sewer Extension
TOWN OF TECUMSEH

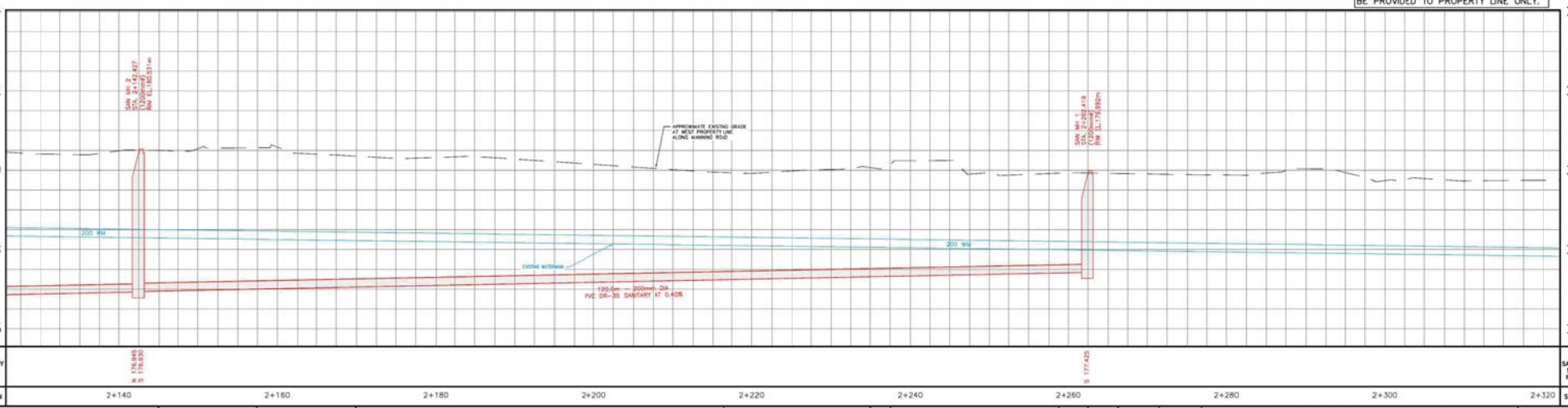
PROJECT NO. 17-6843-3000

Plan and Profile
SYLVESTRE DRIVE
STA. 1+765 TO STA. 1+880

Plan and Profile
MANNING ROAD
STA. 2+040 TO STA. 2+125

SHEET NO. **U-3**

DILLON CONSULTING LIMITED 3200 DEZEL DRIVE, SUITE 608, WINDSOR, ONTARIO, N8W 5K8, PHONE (519) 948-5000, FAX (519) 948-5054



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Town of Tecumseh
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Drawn	DCR
Checked By	RBH
Date	October 25, 2018
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Sylvestre Sanitary Sewer Extension
TOWN OF TECUMSEH

Plan and Profile

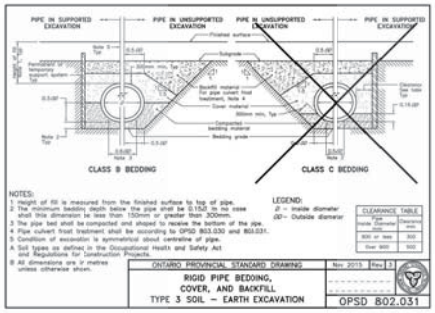
MANNING ROAD
STA. 2+125 TO STA. 2+320

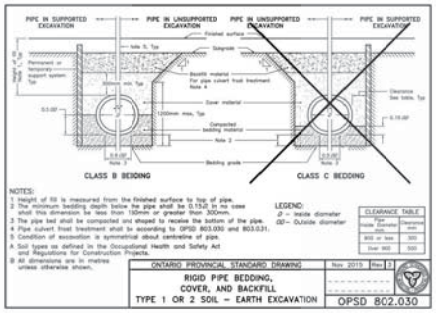
Project No. 17-6843-3000

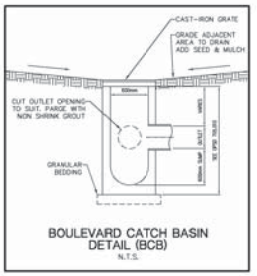
Sheet No. **U-4**

DILLON CONSULTING LIMITED 3200 DEZEL DRIVE, SUITE 608, WINDSOR, ONTARIO, N8W 5K8, PHONE (519) 948-5000, FAX (519) 948-5054

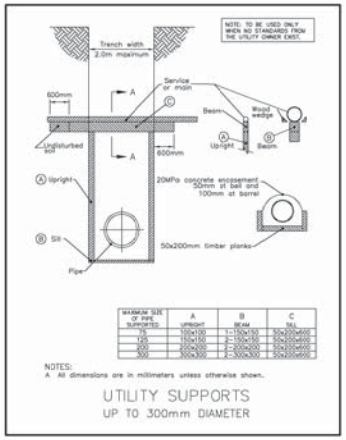
THE FOLLOWING ONTARIO PROVINCIAL STANDARD DRAWINGS SHALL APPLY TO THIS CONTRACT	
219.130	HEAVY-DUTY SILT FENCE BARRIER
401.020	CAST IRON, CIRCULAR FRAME WITH CIRCULAR COVER FOR MAINTENANCE HOLES
405.020	MAINTENANCE HOLE STEPS SOLID
509.010	PAVEMENT REINSTATEMENT FOR UTILITY CUTS
701.010	PRECAST CONCRETE MAINTENANCE HOLE, 1200mm DIAMETER
701.021	MAINTENANCE HOLE BENCHING AND PIPE OPENING DETAILS
701.030	PRECAST CONCRETE MAINTENANCE HOLE COMPONENTS, 1200mm DIAMETER, TAPPERED TOP AND FLAT CAP
708.020	SUPPORT FOR PIPE AT CATCH BASIN OR MAINTENANCE HOLE
802.010	FLEXIBLE PIPE EMBEDMENT AND BACKFILL EARTH EXCAVATION
802.030	RIGID PIPE BEDDING, COVER AND BACKFILL TYPE 1 OR 2 SOIL – EARTH EXCAVATION
802.031	RIGID PIPE BEDDING, COVER AND BACKFILL TYPE 3 SOIL – EARTH EXCAVATION
1006.010	SEWER SERVICE CONNECTIONS FOR RIGID MAIN PIPE SEWER
1006.020	SEWER SERVICE CONNECTIONS FOR FLEXIBLE MAIN PIPE SEWER



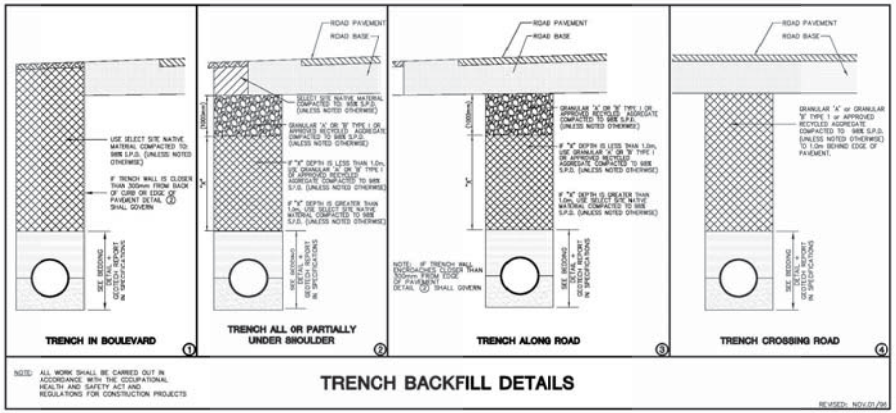




BOULEVARD CATCH BASIN DETAIL (BCB)
N.T.S.

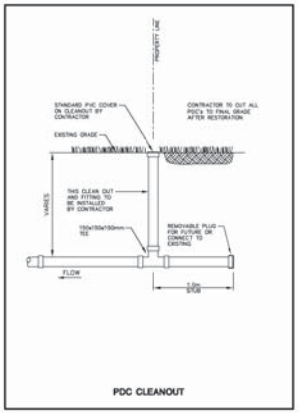


UTILITY SUPPORTS
UP TO 300mm DIAMETER

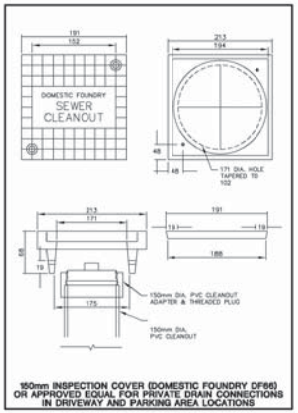


TRENCH BACKFILL DETAILS

REVISED: NOV.07/18



PDC CLEANOUT



150mm INSPECTION COVER (DOMESTIC FOUNDRY DF66) OR APPROVED EQUAL FOR PRIVATE DRAIN CONNECTIONS IN DRIVEWAY AND PARKING AREA LOCATIONS

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Town of Tecumseh
Ontario, Canada

DILLON CONSULTING

No.	ISSUE/REVISION	DATE	BY
1	EA Report	NOV 07/18	ACW

DESIGN: DCR | REVIEWED BY: ACW
DRAWN: DCR | CHECKED BY: RBH
DATE: October 25, 2018
SCALE: As Shown

Sylvestre Sanitary Sewer Extension
TOWN OF TECUMSEH

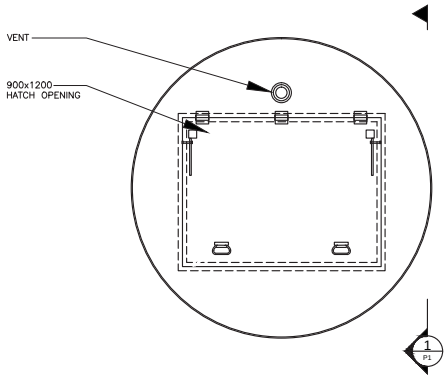
Sections and Details

MISCELLANEOUS DETAILS

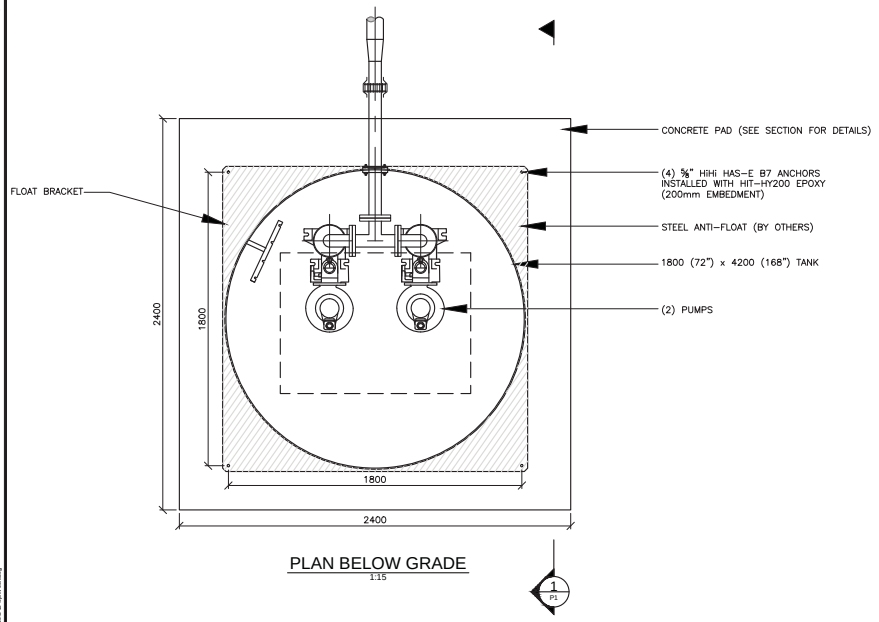
PROJECT NO. 17-6843-3000

SHEET NO. U-5

DILLON CONSULTING LIMITED 3200 DEZIEL DRIVE, SUITE 608, WINDSOR, ONTARIO, N8W 5K8, PHONE (519) 948-5000, FAX (519) 948-5054



PLAN ABOVE GRADE
1:15



PLAN BELOW GRADE
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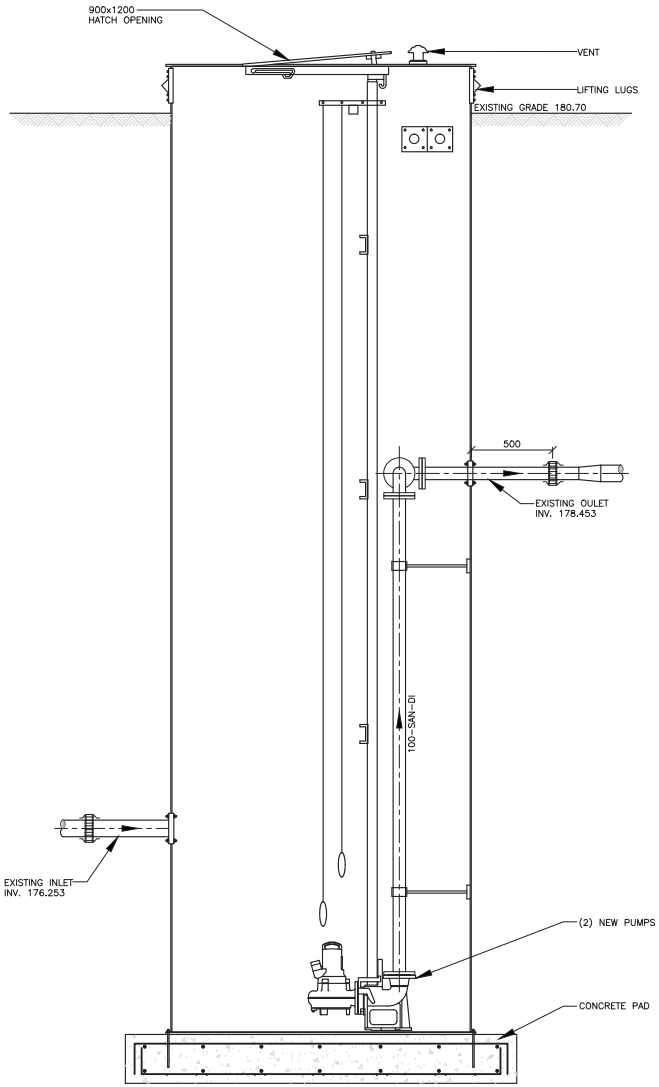

1 P1 SECTION
1:10

FIBERGLASS BASIN PACKAGES INCLUDES:

QTY 2 – SULZER ABS SUBMERSIBLE PIMP MODEL AS0830.D130-S10/4W, 1.3 HP, 1700 RPM, 230/1/60, 10m CABLE, CAST IRON CONSTRUCTION, VORTEX IMPELLER, HEAT AND SEAL PROTECTION, DN80 DISCHARGE.

QTY 1 – FIBERGLASS BASIN: 72" (1800mm) DIAMETER x 168" (4200mm) DEPTH FIBERGLASS BASIN – 3" ANTI-FLOTATION FLANGES & (4) STEEL LIFTING LUGS BOLTED AT EVERY 45 DEGREES. GAS TIGHT .375 STEEL HINGED ACCESS COVER – STEEL-POWDER COATED MUSHROOM VENT & NIPPLE SHIPPED LOOSE, DISCHARGE PIPING, 1-1/4" 304 STAINLESS STEEL, (1) 1-1/4" SS TEE W/ 2" X 1-1/4" REDUCER, (2) 1-1/4" C.I. MODEL 208 BALL CHECK VALVE W/ PVC AIR BLEEDER-ANTI-SYPHON VALVES, (2) 304 STAINLESS STEEL GUIDE RAIL PIPE, (2) 1-1/4" QUARTER TURN BRASS BALL SHUT-OFF VALVES, (2) ⅝" STAINLESS STEEL BALL VALVE EXTENSION ROD/HANDLE & SUPPORT BRACKETS, (2) 1-1/4" STAINLESS STEEL ELBOWS & TRUE UNION DISCONNECTS, (1) NEMA 4X DUPLEX JUNCTION BOX, (2) 20' 316 STAINLESS STEEL LIFTING CHAIN W/ ⅝" SHACKLES, (1) 2" STAINLESS STEEL NPT DISCHARGE COUPLING, (2) 2" NYLON NPT CONDUIT FLANGES, (4) FLOATS WITH 30' LENGTH.

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Ontario, Canada

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No.	ISSUED FOR	DATE	BY
1	EA Report	NOV 07/18	ACW

DESIGN	DCR/RBH
REVIEWED BY	ACW
DRAWN	RBH/DCR
CHECKED BY	DAM
DATE	October 17, 2018
SCALE	1:75

Sylvestre Sanitary Sewer Extension
TOWN OF TECUMSEH

PROJECT NO. 17-6843-3000

NEW PUMPING STATION
PLAN AND SECTION

SHEET NO. P-1

DILLON CONSULTING LIMITED 3200 DEZIEL DRIVE, SUITE 608, WINDSOR, ONTARIO, N8W 5K8, PHONE (519) 948-8000, FAX (519) 948-5054

FILENAME: C:\PROJECTMISC\WORKING DIRECTORY\ACTIVE_32DCR\D0899956\176843-10-#PNA-CON.DWG PLOTTED BY: RICE, DEAN

Mirasens Completeness Log Service Version 3.0.0.0 (2018-10-31 4:07PM Central Daylight Time)

Appendix E

Cost Estimates

SYLVESTRE SANITARY SEWER EXTENSION OPTION A
TOWN OF TECUMSEH
ESTIMATE OF PROBABLE CONSTRUCTION COSTS

OPTION 'A'

3/12/2019

DETAILED SCHEDULE OF ITEMS AND PRICES:

ITEM NO.	DESCRIPTION	UNIT	EST. QTY.	UNIT PRICE	AMOUNT
SECTION 'A' - ROAD WORK					
1	Clearing, Grubbing, Stripping of Topsoil	L.S.	---	---	$10,000.00
2	Full Depth Asphalt/Concrete Pavement Removal and Disposal	m^2	5,950	$15.00	$89,250.00
3	Existing Driveway Removal and Disposal:				
	a) Asphalt Driveway	m^2	520	$8.00	$4,160.00
	b) Concrete Driveway	m^2	90	$10.00	$900.00
4	Earth Excavation and Grading:				
	a) Excavation of Existing Road Base	m^3	3,600	$20.00	$72,000.00
5	Granular "A" for Roadway Base and Shoulder (based on theoretical):				
	a) Road Base (450 mm thick)	Tonnes	6,500	$24.00	$156,000.00
	b) Shouldering (110 mm thick) after placement of surface course	Tonnes	500	$32.00	$16,000.00
*	c) Temporary Granular Access (300 mm thick) **(Provisional)**	Tonnes	200	$28.00	$5,600.00
6	150 mm dia. Big "O" Perforated Subdrains with Filter Cloth	m	1,700	$25.00	$42,500.00
7	Driveway Restoration Including Granular Base:				
	a) Asphalt Driveways (Base and Surface)	m^2	525	$95.00	$49,875.00
	b) Granular Driveways	m^2	740	$20.00	$14,800.00
	c) Concrete Driveways	m^2	90	$80.00	$7,200.00
8	Asphalt Pavement:				
	a) HL4 Surface Course (40 mm)	Tonnes	700	$125.00	$87,500.00
	b) HL8 Base Course (60 mm)	Tonnes	1,000	$125.00	$125,000.00
9	Asphalt Milling:				
	a) Cold Mill Asphalt 40 mm deep, 0.5 m wide for lap joint for base course	m^2	7	$150.00	$1,050.00
	b) Surface Asphalt Headers (40 mm depth), 2 m Wide	m^2	28	$65.00	$1,820.00
10	Asphalt Cement (Liquid Asphalt) Price Adjustment	Allow.	---	---	**$15,000.00**
11	Pavement Markings:				
	a) Permanent - At intersection of Manning Road only.	L.S.	---	---	$2,500.00
12	Dust Control:				
	a) Magnesium Chloride (25 kg bags)	Each	28	$100.00	$2,800.00
	b) Water	m^3	100	$12.00	$1,200.00
13	Traffic Control:				
	a) Construction Staging and Signage - maintain local business access	L.S.	---	---	$10,000.00
*	b) Two Portable Message Boards **(Provisional)**	Weeks	4	$650.00	$2,600.00
TOTAL SECTION 'A' - ROAD WORK					**$717,755.00**
SECTION 'B' - STORM SEWERS					
14	Catchbasins - NEW				
	a) 600mm dia HDPE boulevard Catchbasin	Each	5	$1,250.00	$6,250.00
TOTAL SECTION 'B' - STORM SEWERS					**$6,250.00**

*** PROVISIONAL ITEMS**

SYLVESTRE SANITARY SEWER EXTENSION OPTION A
TOWN OF TECUMSEH
ESTIMATE OF PROBABLE CONSTRUCTION COSTS

OPTION 'A'

3/12/2019

DETAILED SCHEDULE OF ITEMS AND PRICES:

ITEM			EST.	UNIT	
SECTION 'C' - SANITARY SEWERS					
15	Supply and Install Sanitary Sewers, open cut including full granular backfill: a) 200mm dia. PVC DR 35	m	970	$300.00	$291,000.00
16	Supply and Install Sanitary Manholes: a) 1200 mm dia.	Each	11	$9,000.00	$99,000.00
17	Sewer Video Inspection Allowance	m	970	$10.00	$9,700.00
18	Sanitary Private Drain Connections: a) 150 mm dia. Long	Each	5	$2,000.00	$10,000.00
	b) 150 mm dia. Short	Each	10	$1,600.00	$16,000.00
TOTAL SECTION 'C' - SANITARY SEWERS					**$425,700.00**
SECTION 'D' - MISCELLANEOUS & PROVISIONAL					
19	Imported Topsoil (100 mm Thick)	m^2	12,000	$5.00	$60,000.00
20	Hydroseed and Mulch: a) Supply and Place Hydroseed and Mulch	m^2	12,000	$2.00	$24,000.00
	b) Maintenance of Seed	L.S.	---	---	$10,000.00
21	Install Project Signs	Each	2	$700.00	$1,400.00
22	Temporary Support of Existing Utility Poles	Allow.	---	---	$3,000.00
23	Coordination With Utilities	L.S.	---	---	$2,000.00
24	Supply and Install Construction Hoarding	L.S.	---	---	$7,000.00
25	Erosion, and Sediment Control	L.S.	---	---	$2,500.00
26	Maintenance of Flows	L.S.	---	---	$3,000.00
27	Pre-condition Survey	L.S.	---	---	$2,000.00
28	Contingency Allowance	L.S.	---	---	**$120,000.00**
29	Storm sewer outlet to East Townline Drain (**Provisional**)	L.S.	---	---	$2,000.00
30	Big 'O' 300mm (**Provisional**)	m	25	$100.00	$2,000.00
31	Remove and Dispose of Existing Culverts (Various Sizes) (**Provisional)**	L.S.	---	---	$10,000.00
32	Supply and Install Storm Sewers, Including Backfill (**Provisional**): a) 600mm dia. HDPE BOSS 2000	m	22	$400.00	$8,800.00
	b) 200mm dia. PVC DR-35	m	16	$200.00	$3,200.00
	c) 450mm dia. CSP	m	5	$300.00	$1,500.00
TOTAL SECTION 'D' - MISCELLANEOUS					**$238,900.00**

SUMMARY OF TENDER	
SECTION 'A' - ROAD WORK	$717,755.00
SECTION 'B' - STORM SEWERS	$6,250.00
SECTION 'C' - SANITARY SEWERS	$425,700.00
SECTION 'D' - MISCELLANEOUS	$238,900.00
TOTAL TENDER PRICE (Excluding H.S.T.)	**$1,388,605.00**

Construction Cost Excluding Roadwork, storm, provisional items and easements $523,350.00

*** PROVISIONAL ITEMS**

SYLVESTRE SANITARY SEWER EXTENSION OPTION B
TOWN OF TECUMSEH
ESTIMATE OF PROBABLE CONSTRUCTION COSTS

OPTION 'B'

3/12/2019

DETAILED SCHEDULE OF ITEMS AND PRICES:

ITEM NO.	DESCRIPTION	UNIT	EST. QTY.	UNIT PRICE	AMOUNT
SECTION 'A' - ROAD WORK					
1	Clearing, Grubbing, Stripping of Topsoil	L.S.	---	---	$10,000.00
2	Full Depth Asphalt/Concrete Pavement Removal and Disposal	m^2	5,950	$15.00	$89,250.00
3	Existing Driveway Removal and Disposal:				
	a) Asphalt Driveway	m^2	520	$8.00	$4,160.00
	b) Concrete Driveway	m^2	90	$10.00	$900.00
4	Earth Excavation and Grading:				
	a) Excavation of Existing Road Base	m^3	3,600	$20.00	$72,000.00
5	Granular "A" for Roadway Base and Shoulder (based on theoretical):				
	a) Road Base (450 mm thick)	Tonnes	6,500	$24.00	$156,000.00
	b) Shouldering (110 mm thick) after placement of surface course	Tonnes	500	$32.00	$16,000.00
*	c) Temporary Granular Access (300 mm thick) **(Provisional)**	Tonnes	200	$28.00	$5,600.00
6	150 mm dia. Big "O" Perforated Subdrains with Filter Cloth	m	1,700	$25.00	$42,500.00
7	Driveway Restoration Including Granular Base:				
	a) Asphalt Driveways (Base and Surface)	m^2	525	$95.00	$49,875.00
	b) Granular Driveways	m^2	740	$20.00	$14,800.00
	c) Concrete Driveways	m^2	90	$80.00	$7,200.00
8	Asphalt Pavement:				
	a) HL4 Surface Course (40 mm)	Tonnes	700	$125.00	$87,500.00
	b) HL8 Base Course (60 mm)	Tonnes	1,000	$125.00	$125,000.00
9	Asphalt Milling:				
	a) Cold Mill Asphalt 40 mm deep, 0.5 m wide for lap joint for base course	m^2	7	$150.00	$1,050.00
	b) Surface Asphalt Headers (40 mm depth), 2 m Wide	m^2	28	$65.00	$1,820.00
10	Asphalt Cement (Liquid Asphalt) Price Adjustment	Allow.	---	---	**$15,000.00**
11	Pavement Markings:				
	a) Permanent - At intersection of Manning Road only.	L.S.	---	---	$2,500.00
12	Dust Control:				
	a) Magnesium Chloride (25 kg bags)	Each	28	$100.00	$2,800.00
	b) Water	m^3	100	$12.00	$1,200.00
13	Traffic Control:				
	a) Construction Staging and Signage - maintain local business access	L.S.	---	---	$10,000.00
*	b) Two Portable Message Boards **(Provisional)**	Weeks	4	$650.00	$2,600.00
TOTAL SECTION 'A' - ROAD WORK					**$717,755.00**
SECTION 'B' - STORM SEWERS					
14	Catchbasins - NEW				
	a) 600mm dia HDPE boulevard Catchbasin	Each	5	$1,250.00	$6,250.00
TOTAL SECTION 'B' - STORM SEWERS					**$6,250.00**

*** PROVISIONAL ITEMS**

SYLVESTRE SANITARY SEWER EXTENSION OPTION B
TOWN OF TECUMSEH
ESTIMATE OF PROBABLE CONSTRUCTION COSTS

OPTION 'B'

3/12/2019

DETAILED SCHEDULE OF ITEMS AND PRICES:

SECTION 'C' - SANITARY SEWERS					
15	Supply and Install Sanitary Sewers, open cut including full granular backfill: a) 200mm dia. PVC DR 35	m	360	$300.00	$108,000.00
	b) 50mm dia. PVC SDR 26 (E/One System) Including all fittings and bends and connection to manhole	m	280	$150.00	$42,000.00
	c) 32mm dia. PVC SDR 26 (E/One System) connection from pump to main; including all neccesary fittings	Each	4	$1,500.00	$6,000.00
16	Supply and Install Sanitary Manholes: a) 1200 mm dia.	Each	4	$9,000.00	$36,000.00
17	E/One DH071 Grinder Pump with Installation and Connection to existing	Each	4	$7,000.00	$28,000.00
18	Sewer Video Inspection Allowance	m	640	$10.00	$6,400.00
19	Sanitary Private Drain Connections: a) 150 mm dia. Long	Each	5	$2,000.00	$10,000.00
	b) 150 mm dia. Short	Each	6	$1,600.00	$9,600.00
TOTAL SECTION 'C' - SANITARY SEWERS					**$246,000.00**
SECTION 'D' - MISCELLANEOUS & PROVISIONAL					
20	Imported Topsoil (100 mm Thick)	m^2	6,000	$5.00	$30,000.00
21	Hydroseed and Mulch: a) Supply and Place Hydroseed and Mulch	m^2	6,000	$2.00	$12,000.00
	b) Maintenance of Seed	L.S.	---	---	$10,000.00
22	Install Project Signs	Each	2	$700.00	$1,400.00
23	Temporary Support of Existing Utility Poles	Allow.	---	---	$3,000.00
24	Coordination With Utilities	L.S.	---	---	$2,000.00
25	Supply and Install Construction Hoarding	L.S.	---	---	$7,000.00
26	Erosion, and Sediment Control	L.S.	---	---	$2,500.00
27	Maintenance of Flows	L.S.	---	---	$3,000.00
28	Pre-condition Survey	L.S.	---	---	$2,000.00
29	Contingency Allowance	L.S.	---	---	**$120,000.00**
30	Storm sewer outlet to East Townline Drain (**Provisional**)	L.S.	---	---	$2,000.00
31	Big 'O' 300mm (**Provisional**)	m	25	$100.00	$2,000.00
32	Remove and Dispose of Existing Culverts (Various Sizes) (**Provisional**)	L.S.	---	---	$10,000.00
33	Supply and Install Storm Sewers, Including Backfill (**Provisional**): a) 600mm dia. HDPE BOSS 2000	m	22	$400.00	$8,800.00
	b) 200mm dia. PVC DR-35	m	16	$200.00	$3,200.00
	c) 450mm dia. CSP	m	5	$300.00	$1,500.00
TOTAL SECTION 'D' - MISCELLANEOUS					**$196,900.00**

SUMMARY OF TENDER	
SECTION 'A' - ROAD WORK	$717,755.00
SECTION 'B' - STORM SEWERS	$6,250.00
SECTION 'C' - SANITARY SEWERS	$246,000.00
SECTION 'D' - MISCELLANEOUS	$196,900.00
TOTAL TENDER PRICE (Excluding H.S.T.)	**$1,166,905.00**

Construction Cost Excluding Roadwork, storm, provisional items and easements $301,650.00

*** PROVISIONAL ITEMS**

SYLVESTRE SANITARY SEWER EXTENSION OPTION C
TOWN OF TECUMSEH
ESTIMATE OF PROBABLE CONSTRUCTION COSTS

OPTION 'C'

3/12/2019

DETAILED SCHEDULE OF ITEMS AND PRICES:

ITEM NO.	DESCRIPTION	UNIT	EST. QTY.	UNIT PRICE	AMOUNT
SECTION 'A' - ROAD WORK					
1	Clearing, Grubbing, Stripping of Topsoil	L.S.	---	---	$10,000.00
2	Full Depth Asphalt/Concrete Pavement Removal and Disposal	m^2	5,950	$15.00	$89,250.00
3	Existing Driveway Removal and Disposal:				
	a) Asphalt Driveway	m^2	520	$8.00	$4,160.00
	b) Concrete Driveway	m^2	90	$10.00	$900.00
4	Earth Excavation and Grading:				
	a) Excavation of Existing Road Base	m^3	3,600	$20.00	$72,000.00
5	Granular "A" for Roadway Base and Shoulder (based on theoretical):				
	a) Road Base (450 mm thick)	Tonnes	6,500	$24.00	$156,000.00
	b) Shouldering (110 mm thick) after placement of surface course	Tonnes	500	$32.00	$16,000.00
*	c) Temporary Granular Access (300 mm thick) **(Provisional)**	Tonnes	200	$28.00	$5,600.00
6	150 mm dia. Big "O" Perforated Subdrains with Filter Cloth	m	1,700	$25.00	$42,500.00
7	Driveway Restoration Including Granular Base:				
	a) Asphalt Driveways (Base and Surface)	m^2	525	$95.00	$49,875.00
	b) Granular Driveways	m^2	740	$20.00	$14,800.00
	c) Concrete Driveways	m^2	90	$80.00	$7,200.00
8	Asphalt Pavement:				
	a) HL4 Surface Course (40 mm)	Tonnes	700	$125.00	$87,500.00
	b) HL8 Base Course (60 mm)	Tonnes	1,000	$125.00	$125,000.00
9	Asphalt Milling:				
	a) Cold Mill Asphalt 40 mm deep, 0.5 m wide for lap joint for base course	m^2	7	$150.00	$1,050.00
	b) Surface Asphalt Headers (40 mm depth), 2 m Wide	m^2	28	$65.00	$1,820.00
10	Asphalt Cement (Liquid Asphalt) Price Adjustment	Allow.	---	---	**$15,000.00**
11	Pavement Markings:				
	a) Permanent - At intersection of Manning Road only.	L.S.	---	---	$2,500.00
12	Dust Control:				
	a) Magnesium Chloride (25 kg bags)	Each	28	$100.00	$2,800.00
	b) Water	m^3	100	$12.00	$1,200.00
13	Traffic Control:				
	a) Construction Staging and Signage - maintain local business access	L.S.	---	---	$10,000.00
*	b) Two Portable Message Boards **(Provisional)**	Weeks	4	$650.00	$2,600.00
TOTAL SECTION 'A' - ROAD WORK					**$717,755.00**
SECTION 'B' - STORM SEWERS					
14	Catchbasins - NEW				
	a) 600mm dia HDPE boulevard Catchbasin	Each	5	$1,250.00	$6,250.00
TOTAL SECTION 'B' - STORM SEWERS					**$6,250.00**

*** PROVISIONAL ITEMS**

SYLVESTRE SANITARY SEWER EXTENSION OPTION C
TOWN OF TECUMSEH
ESTIMATE OF PROBABLE CONSTRUCTION COSTS

OPTION 'C'

3/12/2019

DETAILED SCHEDULE OF ITEMS AND PRICES:

SECTION 'C' - SANITARY SEWERS					
15	Supply and Install Sanitary Sewers, open cut including full granular backfill:				
	a) 200mm dia. PVC DR 35	m	430	$300.00	$129,000.00
	Supply and install sanitary sewers, trenchless HDD (Manning Road frontage)				
	a) 200mm dia. PVC DR 35	m	210	$450.00	$94,500.00
16	Supply and Install Sanitary Manholes:				
	a) 1200 mm dia.	Each	8	$9,000.00	$72,000.00
	Sanitary Pump Station	Each	1	$70,000.00	$70,000.00
17	Sewer Video Inspection Allowance	m	640	$10.00	$6,400.00
18	Sanitary Private Drain Connections:				
	a) 150 mm dia. Long	Each	5	$2,000.00	$10,000.00
	b) 150 mm dia. Short	Each	10	$1,600.00	$16,000.00
TOTAL SECTION 'C' - SANITARY SEWERS					**$397,900.00**
SECTION 'D' - MISCELLANEOUS & PROVISIONAL					
19	Imported Topsoil (100 mm Thick)	m^2	6,000	$5.00	$30,000.00
20	Hydroseed and Mulch:				
	a) Supply and Place Hydroseed and Mulch	m^2	6,000	$2.00	$12,000.00
	b) Maintenance of Seed	L.S.	---	---	$10,000.00
21	Install Project Signs	Each	2	$700.00	$1,400.00
22	Temporary Support of Existing Utility Poles	Allow.	---	---	$3,000.00
23	Coordination With Utilities	L.S.	---	---	$2,000.00
24	Supply and Install Construction Hoarding	L.S.	---	---	$7,000.00
25	Erosion, and Sediment Control	L.S.	---	---	$2,500.00
26	Maintenance of Flows	L.S.	---	---	$3,000.00
27	Pre-condition Survey	L.S.	---	---	$2,000.00
28	Contingency Allowance	L.S.	---	---	**$120,000.00**
29	Storm sewer outlet to East Townline Drain (**Provisional**)	L.S.	---	---	$2,000.00
30	Big 'O' 300mm PROVISIONAL	m	25	$100.00	$2,000.00
31	Remove and Dispose of Existing Culverts (Various Sizes)(**Provisional)**	L.S.	---	---	$10,000.00
32	Supply and Install Storm Sewers, Including Backfill (**Provisional)**:				
	a) 600mm dia. HDPE BOSS 2000	m	22	$400.00	$8,800.00
	b) 200mm dia. PVC DR-35	m	16	$200.00	$3,200.00
	c) 450mm dia. CSP	m	5	$300.00	$1,500.00
TOTAL SECTION 'D' - MISCELLANEOUS					**$196,900.00**

SUMMARY OF TENDER	
SECTION 'A' - ROAD WORK	$717,755.00
SECTION 'B' - STORM SEWERS	$6,250.00
SECTION 'C' - SANITARY SEWERS	$397,900.00
SECTION 'D' - MISCELLANEOUS	$196,900.00
TOTAL TENDER PRICE (Excluding H.S.T.)	**$1,318,805.00**

Construction Cost Excluding Roadwork, storm, provisional items and easements $453,550.00

*** PROVISIONAL ITEMS**

Appendix F

Consultation Summary

Town of Tecumseh Contact List

Sylvestre Street EA

Sal.	Surname	First Name	Organization	Department	Title	Address	City	Province	Postal Code	Tel.	E-Mail
Elected Officals											
Mr.	Mcnamara	Gary	Town of Tecumseh		Mayor	917 Lesperance Road	Tecumseh	ON	N8N 1W9	(519) 735-2184	gmcnamara@tecumseh.ca
Mr.	Bachetti	Joe	Town of Tecumseh		Deputy Mayor	917 Lesperance Road	Tecumseh	ON	N8N 1W9	(519) 979-3339	jbachetti@tecumseh.ca
Mr.	Dowie	Andrew	Town of Tecumseh		Ward 1 Councillor	917 Lesperance Road	Tecumseh	ON	N8N 1W9	(226) 773-1910	adowie@tecumseh.ca
Ms.	Ossington	Rita	Town of Tecumseh		Ward 1 Councillor	917 Lesperance Road	Tecumseh	ON	N8N 1W9	(519) 735-8251	rossington@tecumseh.ca
Mr.	Altenhof	Bill	Town of Tecumseh		Ward 2 Councillor	917 Lesperance Road	Tecumseh	ON	N8N 1W9	(519) 818-1067	baltenhof@tecumseh.ca
Mr.	Houston	Brian	Town of Tecumseh		Ward 3 Councillor	917 Lesperance Road	Tecumseh	ON	N8N 1W9	(519) 819-5782	bhouston@tecumseh.ca
Ms.	Jobin	Tania	Town of Tecumseh		Ward 4 Councillor	917 Lesperance Road	Tecumseh	ON	N8N 1W9	(519) 791-4213	tjobin@tecumseh.ca
Town of Tecumseh											
Ms.	Moy	Laura	Town of Tecumseh		Director of Staff Services & Clerk	917 Lesperance Road	Tecumseh	ON	N8N 1W9	519-735-2184 ext 116	lmoy@tecumseh.ca
Mr.	Bartnik	Phil	Town of Tecumseh		Manager Engineering Services	917 Lesperance Road	Tecumseh	ON	N8N 1W9	519-735-2184 ext 148	pbartnik@tecumseh.ca
Mr.	Piescic	Dan	Town of Tecumseh		Director Public Works & Environmental Services	917 Lesperance Road	Tecumseh	ON	N8N 1W9	519-735-2184 ext 140	dpiescic@tecumseh.ca
Mr.	Berthiaume	Denis	Town of Tecumseh		Manager Water & Wastewater	917 Lesperance Road	Tecumseh	ON	N8N 1W9	519-735-2184 ext 148	dberthiaume@tecumseh.ca
Mr.	McArdle	Kirby	Town of Tecumseh		Manager Roads & Fleet	917 Lesperance Road	Tecumseh	ON	N8N 1W9	519-735-2184 ext 144	kmcardle@tecumseh.ca
Ms.	Rorai	Paula	Town of Tecumseh		Tecumseh BIA Coordinator	1189 Lacasse Boulevard	Tecumseh	ON	N8N 2C7	519-735-3795	bia@tecumseh.ca
County of Essex											
Ms.	Brennan	Mary	County of Essex		Director of Council Services / Clerk	360 Fairview Avenue West, Suite 202	Essex	ON	N8M 1Y6	519-776-6441 ext 1335	clerk@countyofessex.on.ca
Mr.	Bateman	Tom	County of Essex	Engineering Department	County Engineer	360 Fairview Avenue West	Essex	ON	N8M 1Y6	519-776-6441 ext 1317	tbateman@countyofessex.on.ca
Provincial Agency Contacts											
Ms.	Hatcher	Laura	Ministry of Tourism, Culture, and Sport	Culture Services Unit, Programs and Services Branch	Team Lead - Heritage Land Use Planning	401 Bay Street, Suite 1700	Toronto	ON	M7A 0A7	(416) 314-3108	laura.e.hatcher@ontario.ca
Ms.	Manson-Smith	Rachel	Indigineous Relations and Reconciliation	Indigenous Relations and Programs Division	(Acting) Manager, Ministry Partnerships Unit	160 Bloor Street East, 9th Floor	Toronto	ON	M7A 2E6	(416)-325-7032	MAA.EA.Review@ontario.ca
Mr.	Newton	Craig	Ministry of the Environment, Climate Change and Parks	Southwestern Region, London Regional Office	Environmental Planner	733 Exeter Road	London	ON	N6E 1L3	(519)-873-5014	craig.newton@ontario.ca
Ms.	Paller	Claire	Ministry of Natural Resources and Forestry	Aylmer District	(Acting) District Planner	615 John Street	Aylmer	ON	N5H 2S8	(519)-773-9241	claire.paller@ontario.ca
First Nations											
Chief	Henry	A. Myeengun	Chippewas of the Thames First Nation			320 Chippewa Road	Muncey	ON	N0L 1Y0	(519)-289-5555	Send Via Mail
Ms.	Burch	Fallon	Chippewas of the Thames First Nation		Consultation Coordinator	320 Chippewa Road	Muncey	ON	N0L 1Y0	(519)-289-2662	Send Via Mail
Chief	Bressette	Thomas	Chippewas of Kettle & Stony Point First Nation			6247 Indian Lane	Lambton Shores	ON	N0N 1J1	(519)-786-2125	Send Via Mail
Ms.	George	Valerie	Chippewas of Kettle & Stony Point First Nation		Consultation Coordinator	6247 Indian Lane	Lambton Shores	ON	N0N 1J1	(519)-786-2125	Send Via Mail
Chief	Rogers	Joanne	Chippewas of Aamjiwnaang			978 Tashmoo Avenue	Sarnia	ON	N7T 7H5	(519) 336-8410	Send Via Mail
Ms.	Johnston	Sharilyn	Chippewas of Aamjiwnaang		Environmental Coordinator	978 Tashmoo Avenue	Sarnia	ON	N7T 7H5	(519) 336-8410	Send Via Mail
Chief	Miskokomon	Daniel	Walpole Island First Nation			RR3	Wallaceburg	ON	N8A 4K9	(519)-627-1481	Send Via Mail
Chief	Hillier	Louise	Caldwell First Nation			P.O Box 388	Leamington	ON	N8H 3W3	(519) 322-1766	Send Via Mail
Chief	Peters	Greg	Moravian of the Thames			14760 School House Line, RR3	Thamesville	ON	N0P 2K0	(519) 692-3936	Send Via Mail
Ms.	Norheim Brookes	Linda	Metis Nation of Ontario		Manager, Lands, Resources and Consultations	75 Sherbourne Street	Toronto	ON	M5A 2P9	(416) 977-9881	Send Via Mail
			Southern First Nations Secretariat			22361 Austin Line	Bothwell	ON	N0P 1C0	(519) 692-5868	
Conservation Authority											
Mr.	Byrne	Tim	Essex Region Conservation Authority		Director, Watershed Management Services	360 Fairview Avenue West, Suite 311	Essex	ON	N8M 1Y6	(519) 776-5209 ext 350	tbyrne@erca.org
Mr.	Henderson	John	Essex Region Conservation Authority		Water Resources Engineer	360 Fairview Avenue West, Suite 311	Essex	ON	N8M 1Y6	(519) 776-5209 ext 246	jhenderson@erca.org
Mr.	Nelson	Mike	Essex Region Conservation Authority		Watershed Planner	360 Fairview Avenue West, Suite 311	Essex	ON	N8M 1Y6	(519) 776-5209	mnelson@erca.org
Emergency Services											
Mr.	Souchuk	Robin	Central Ambulance Communications Centre			4510 Rhodes Drive, Suite 320	Windsor	ON	N8W 5K5	519-256-2373	robin.souchuk@ontario.ca
Sergeant	Gruszka	Mike	Ontario Provincial Police	Essex County North Operations		963 Lesperance Road	Tecumseh	ON	N8N 1W9	519-728-1810	Ricardo.Tonial@opp.ca
Chief	Krauter	Bruce	Essex-Windsor EMS			360 Fairview Avenue West, Suite 115	Essex	ON	N8M 1Y6	519-776-6441 ext 2654	bkrauter@countyofessex.on.ca
Utilites											
Mr.	Cowing	Dave	Bell Canada		Access Network Coordinator	1149 Goyeau Street, Floor 1	Windsor	ON	N9A 1H9	519-973-6702	david.cowing@bell.ca
Mr.	Trepanier	Clifford	Bell Canada		Implementation Specialist	1149 Goyeau Street, Floor 1	Windsor	ON	N9A 1H9	519-973-6761	clifford.trepanier@bell.ca
Mr.	Sorrell	Bill	Cogeco Cable Solutions		Planning Leadhand - West Region	2525 Dougall Ave.	Windsor	ON	N8X 5A7	519-972-4013	bill.sorrell@cogeco.com
Mr.	Hartleib	Dave	MNSI		Network Planner	3363 Tecumseh Road East	Windsor	ON	N8W 1H4	519-985-8435	hartleib@mnsi.net
Ms.	Faflak	Carolyn	Hydro One Networks Inc.			56 Embro Street	Beachville	ON	N0J 1A0	(519) 423-6921	z1planning@hydroone.com
No Contact - Send to General Email			Hydro One	Real Estate Services / Land Use Planning		P.O. Box 4300	Markham	ON	L3R 5Z5		WesternFBCPlanning@hydroone.com
Mr.	Alzner	Mark	Essex Power Lines		Engineering & Asset Manager	2730 Highway 3	Oldcastle	ON	N0R 1L0	519-737-6640	malzner@essexpowerlines.ca
Mr.	Tracey	Ray	Essex Power Services		CEO	2730 Highway 3	Oldcastle	ON	N0R 1L0	519-737-6640	rtracey@essexpowerlines.ca
Ms.	Patrick	Mary Jane	Union Gas	Lands Department		50 Keil Drive North	Chatham	ON	N7M 5M1	519-436-4600	ontugllandsing@uniongas.com
Mr.	Quennville	Neil	Union Gas		Manager, Construction and Growth	3840 Rhodes Drive	Windsor	ON	N9A 6N7	519-251-6812 ext 529812	NQuenneville@uniongas.com
Mr.	Ceccacci	Will	Union Gas		Construction Project Manager	3840 Rhodes Drive	Windsor	ON	N9A 6N7	519-251-6810	wceccacci@uniongas.com
Mr.	MacAulay	Norm	Elk Energy Inc.		Operations Manager	172 Forest Avenue	Essex	ON	N8M 3E4	519-776-5291	nmacaulay@elkenergy.com

Town of Tecumseh Contact List

Sylvestre Street EA

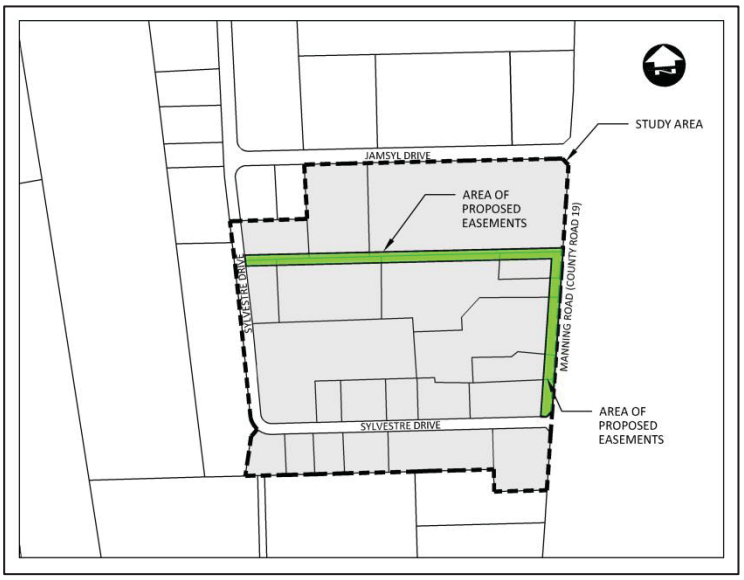
Sal.	Surname	First Name	Organization	Department	Title	Address	City	Province	Postal Code	Tel.	E-Mail
Ms.	Rapin	Susan	Ontario Power Generation Inc.	Law & Development	Director of Environmental Services	700 University Avenue	Toronto	ON	M5G 1X6	416-592-6399	susan.rapin@opg.com
Mr.	Petruk	Robert D.	Gosfield North Communications Co-operative Limited		Chief Executive and Technology Officer	128 County Road 34	Cottam	ON	N0R 1B0	519-839-4734	rob.petruk@gosfieldtel.ca
Mr.	Poggio	Norbert	Windsor Utilities Commission		Director, Water Engineering	787 Ouellette Avenue, P.O. Box 1625, Station A	Windsor	ON	N9A 5T7	519-251-7300	npoggio@enwin.com
Property Owners											
			1560896 ONTARIO INC			13380 SYLVESTRE DR RR 1	WINDSOR	ON	N8N 2L9		
			2211211 ONTARIO LIMITED			735 BRENDA CRES	TECUMSEH	ON	N8N 2L9		
			2402448 ONTARIO INC			13315 SYLVESTRE DR	TECUMSEH	ON	N8N 2L9		
			7264119 CANADA COPORATION			1592 OAKWOOD AVE	BELLE RIVER	ON	N0R 1A0		
			CLK MACHINING LTD			385 SACRED HEART DR	LASALLE	ON	N9J 1T1		
			DC HOLDINGS LTD.			3342 GUNDY PARK	WINDSOR	ON	N9E 4R5		
			DIESEL ROOFING & SIDING INC. ATTN: D. & I BIGRAS			1428 ARGYLE RD	WINDSOR	ON	N8Y 3K7		
			JAMES SYLVESTRE DEVELOPMENTS LTD			1865 MANNING RD RR1	WINDSOR	ON	N8N 2L9		
			JAMSYL GROUP INC			1865 MANNING RD	WINDSOR	ON	N8N 2L9		
			JAMSYL GROUP INC LIMITED PARTNERSHIP			1847 MANNING RD	WINDSOR	ON	N8N 2L9		
			JSNC HOLDINGS INC			1865 MANNING RD RR1	TECUMSEH	ON	N8N 2L9		
			J Y INTERNATIONAL INC			13335 SYLVESTRE DR	TECUMSEH	ON	N8N 2L9		
	[redacted]	[redacted]				1845 MANNING RD RR1, STN TECUMSEH	WINDSOR	ON	N8N 2L9		

Notice of Study Commencement

Corporation of the Town of Tecumseh
Sylvestre Drive Sanitary Sewer Extension
Class Environmental Assessment

The Corporation of the Town of Tecumseh has retained Dillon Consulting Limited to complete the Preliminary Design and Municipal Class Environmental Assessment (EA) for the extension of sanitary sewers to service a portion of the Sylvestre Industrial Park Area that is generally located on Sylvester Drive, south of Jamsyl Drive, and west of Manning Road. Permanent sanitary sewer easements must be established on private property across a portion of the areas highlighted as *"Area of Proposed Easements"* in order to connect the proposed sanitary sewers from the Study Area to the existing local sanitary sewer located on Sylvestre Drive. Preliminary Design will also be completed for the reconstruction of Sylvestre Drive between Manning Road and Jamsyl Drive, including local storm drainage improvements.

This study will follow the process outlined in the Municipal Class Environmental Assessment (2015) for a Schedule B undertaking. The process involves developing and evaluating alternative alignments for permanent sanitary sewer easements and temporary working easements on private property in the *"Area of Proposed Easements"*, assessing potential environmental impacts, and public and agency consultation. Directly affected property owners will be contacted to review these alternatives in further detail.



The results of the study will be documented in a Project File Report that will be available for a 30-day public review period at the conclusion of this study.

Public Comments Invited

At any time during this study, interested persons have an opportunity to provide comments, questions or concerns to the study team. Information will be collected in accordance with the Municipal Freedom of Information and Protection of Privacy Act. With the exception of personal information, all comments will become part of the public record and will be included in the final Project File Report.

To provide comments or for further information on this project, please contact:

Flavio Forest, P.Eng.
Project Manager
Dillon Consulting Limited
3200 Deziel Drive, Suite 608
Windsor, Ontario, N8W 5K8
Phone: 519-948-4243, ext. 3233
Email: SylvestreEA@dillon.ca

Phil Bartnik, P.Eng.
Manager, Engineering Services
Town of Tecumseh
917 Lesperance Road
Tecumseh, Ontario, N8N 1W9
Phone: 519-735-2184, ext. 148
Email: pbartnik@tecumseh.ca

Our file: 17-6843

March 13, 2018

Covering letter sent to contact list with
Notice of Study Commencement

DILLON CONSULTING

3200 Deziel Drive
Suite 608
Windsor, Ontario
Canada
N8W 5K8
Telephone
519.948.5000
Fax
519.948.5054

Notice of Study Commencement
Sylvestre Industrial Park Area Sanitary Sewer Extension
Class Environmental Assessment

Dear Stakeholder:

As outlined in the attached notice, the Town of Tecumseh has retained Dillon Consulting Limited to complete the Preliminary Design and Municipal Class Environmental Assessment (EA) for the extension of sanitary sewers to service a portion of the Sylvestre Industrial Park Area. Permanent sanitary sewer easements must be established on private property across a portion of the areas highlighted as *"Area of Proposed Easements"* in order to connect the proposed sanitary sewers from the Study Area to the existing local sanitary sewer located on Sylvestre Drive. Preliminary Design will also be completed for the reconstruction of Sylvestre Drive between Manning Road and Jamsyl Drive, including storm drainage local improvements and any necessary utility improvements that may be required.

The Study will follow the process outlined in the Municipal Class Environmental Assessment (2015) for a Schedule B undertaking. During the study, interested persons are encouraged to provide comments or concerns to the study team, as described in the attached notice.

Yours sincerely,

DILLON CONSULTING LIMITED

Flavio R. Forest, P.Eng.
Project Manager

AMF:ks
Encl.
cc: Mr. Phil Bartnik, P.Eng. - Town of Tecumseh

Dillon Consulting Limited

Notice of Study Commencement

Corporation of the Town of Tecumseh
Sylvestre Drive Sanitary Sewer Extension
Class Environmental Assessment

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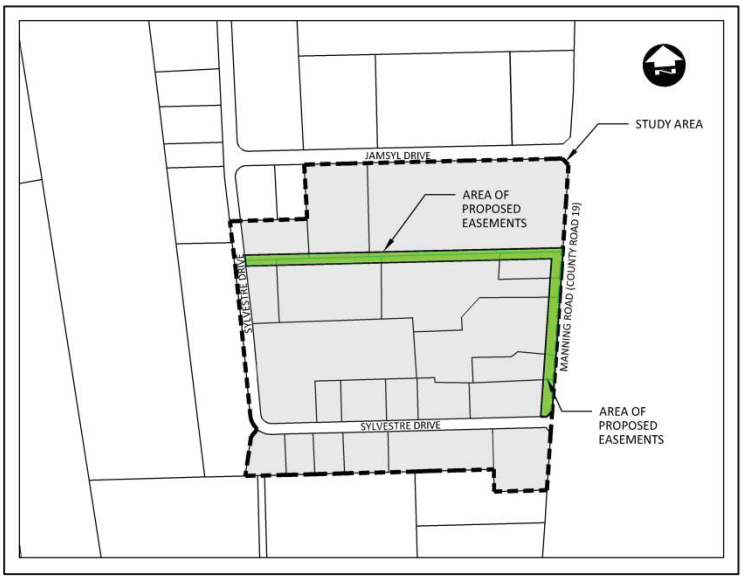


The results of the study will be documented in a Project File Report that will be available for a 30-day public review period at the conclusion of this study.

Public Comments Invited

At any time during this study, interested persons have an opportunity to provide comments, questions or concerns to the study team. Information will be collected in accordance with the Municipal Freedom of Information and Protection of Privacy Act. With the exception of personal information, all comments will become part of the public record and will be included in the final Project File Report.

To provide comments or for further information on this project, please contact:

Flavio Forest, P.Eng.
Project Manager
Dillon Consulting Limited
3200 Deziel Drive, Suite 608
Windsor, Ontario, N8W 5K8
Phone: 519-948-4243, ext. 3233
Email: SylvestreEA@dillon.ca

Phil Bartnik, P.Eng.
Manager, Engineering Services
Town of Tecumseh
917 Lesperance Road
Tecumseh, Ontario, N8N 1W9
Phone: 519-735-2184, ext. 148
Email: pbartnik@tecumseh.ca

Ministry of the Environment and Climate Change

733 Exeter Road
London ON N6E 1L3
Tel': 519 873-5000
Fax: 519 873-5020

Ministère de l'Environnement et de l'Action en matière de changement climatique

733, rue Exeter
London ON N6E 1L3
Tél.: 519 873-5000
Fax: 519 873-5020

Ontario

March 23, 2018

Town of Tecumseh
917 Lesperance Road
Tecumseh, ON N8N 1W9

Attention: Phil Bartnik, Manager Engineering Services

Re: Class EA for the Sanitary Sewer Extension at the Sylvestre Industrial Park

Dear Phil Bartnik:

This letter acknowledges this ministry's receipt of the Notice of Commencement for the above noted project.

It is this ministry's understanding that the Town of Tecumseh is initiating a Class EA process to extend the sanitary sewers to service a portion of Sylvestre Industrial Park.

As you know, the Class Environmental Assessment (Class EA) planning process includes consultation with interested stakeholders, evaluation of alternatives, assessment of the effects of the proposed works and identification of measures to mitigate any adverse impacts.

Source Water Protection

As per the recent amendments to the Municipal Engineers Association (MEA) Class Environmental Assessment parent document approved October 2015, proponents undertaking a Municipal Class EA project must identify early in the process whether a project is occurring within a source water protection vulnerable area. This must be clearly documented in a Project File report or ESR. If the project is occurring in a vulnerable area, then there may be policies in the local Source Protection Plan (SPP) that need to be addressed (requirements under the *Clean Water Act*). The proponent should contact and consult with the appropriate Conservation Authority/Source Protection Authority (CA/SPA) to discuss potential considerations and policies in the SPP that apply to the project.

Please include a section in the report on Source Water Protection. Specifically, it should discuss whether or not the project is located in a vulnerable area or changes or creates new vulnerable areas, and provide applicable details about the area. If located in a vulnerable area, proponents should document whether any project activities are a prescribed drinking water threat and thus pose a risk to drinking water (this should be consulted on with the appropriate CA/SPA). Where an activity poses a risk to drinking water, the proponent must document and discuss in the Project File Report/ESR how the project adheres to or has regard to applicable policies in the local SPP. If creating or changing a vulnerable area, proponents should document whether any existing uses or activities may potentially be affected by the implementation of source protection policies. This section should then be used to inform and should be reflected in other sections of the report, such as the identification of net positive/ negative effects of alternatives, mitigation measures, evaluation of alternatives etc. As a note, even if the project activities in a vulnerable

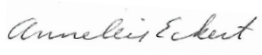
area are deemed not to be a drinking water risk, there may be other policies that apply and so consultation with the local CA/SPA is important.

Conclusion

Thank you for the opportunity to comment on this project. Please keep this office fully informed of the status of this project as it proceeds through the Class EA process.

Please send all future correspondence with respect to this project to my attention, as I am this ministry's one window contact for this project: Anneleis Eckert, Regional Environmental Planner / Regional EA Coordinator at the address below; email address: anneleis.eckert@ontario.ca ; telephone number: 519-873-5115.

Yours truly,



Anneleis Eckert
Regional Environmental Planner / Regional EA Coordinator
Ministry of Environment and Climate Change
733 Exeter Road
London ON, N6E 1L3
519-873-5115

Copy:
Flavio Forest, Dillon Consulting
Mark Smith, MOECC
Marc Bouchard, MOECC

Durocher, Maggie <mdurocher@dillon.ca>

MNRF Comments: Sylvestre Industrial Park Area Sanitary Sewer Extension

1 message

MNRF Ayl Planners (MNRF) <MNRF.Ayl.Planners@ontario.ca> Fri, Mar 23, 2018 at 2:50 PM
To: "SylvestreEA@dillon.ca" <SylvestreEA@dillon.ca>

Ministère des Richesses naturelles et des Forêts

Ministry of Natural

Resources and Forestry

615, rue John Nord

Aylmer ON N5H 2S8

Tél: 519-773-9241

Téléc: 519-773-9014

615 John Street North

Aylmer, ON N5H 2S8

Tel: 519-773-9241

Fax: 519-773-9014

March 23, 2018

Flavio Forest, Project Manager

Dillon Consulting Limited

3200 Deziel Drive, Suite 608

Windsor, ON N8W 5K8

Subject: Sylvestre Industrial Park Area Sanitary Sewer Extension – Notice of Study Commencement

Dear Mr. Forest,

Ministry of Natural Resources and Forestry (MNRF) Aylmer District received the Notice of Study Commencement for the Sylvestre Industrial Park Area sanitary sewer extension on March 21, 2018. Thank for you for circulating this notice to our office, however, **please note that we have not completed a screening of natural heritage (including species at risk) or other resource values for the project at this time**. Please also note that it is your responsibility to be aware of and comply with all relevant federal or provincial legislation, municipal by-laws or other agency approvals.

This response provides information to guide you in identifying and assessing natural features and resources as required by applicable policies and legislation, and engaging with MNRF Aylmer District for advice as needed.

Natural Heritage & Endangered Species Act

- Please refer to Aylmer District's *Species at Risk Screening Process Technical Bulletin* (attached) for information about the process for seeking *Endangered Species Act 2007* advice, including the information required and where to submit a request.

Petroleum Wells & Oil, Gas and Salt Resource Act

There may be petroleum wells within the proposed project area. Please consult the Ontario Oil, Gas and Salt Resources Library website (www.ogsrlibrary.com) for the best known data on any wells recorded by MNRF. Please reference the 'Definitions and Terminology Guide' listed in the publications on the Library website in order to better understand the well information available. Any oil and gas wells in your project area are regulated by the *Oil, Gas and Salt Resource Act*, and the supporting regulations and operating standards. If any unanticipated wells are encountered during development of the project, or if the proponent has questions regarding petroleum operations, the proponent should contact the Petroleum Operations Section at 519-873-4634.

Public Lands Act & Lakes and Rivers Improvement Act

Some Municipal projects may be subject to the provisions of the *Public Lands Act* or *Lakes and Rivers Improvement Act*. Please review the information on MNRF's web pages provided below regarding when an approval is required or not. Please note that many of the authorizations issued under the *Lakes and Rivers Improvement Act* are administered by the local Conservation Authority.

- For more information about the *Public Lands Act*: https://www.ontario.ca/page/crown-land-work-permits
- For more information about the *Lakes and Rivers Improvement Act*: https://www.ontario.ca/document/lakes-and-rivers-improvement-act-administrative-guide

After reviewing the information provided, if you have not identified any of MNRF's interests stated above, there is no need to circulate any subsequent notices to our office. If you have any questions or concerns, please feel free to contact me.

Sincerely,

Laura Warner

Planning Intern

Ministry of Natural Resources and Forestry, Aylmer District

615 John St. N. Aylmer, ON, N5H 2S8

E-mail: MNRF.Ayl.Planners@ontario.ca

2 attachments

image001.jpg
153K

2017-04_SAR Screening Process_Technical Bulletin.pdf
142K

Ministry of Natural Resources and Forestry
615 John Street North
Aylmer ON N5H 2S8
Tel: 519-773-9241
Fax: 519-773-9014

Ministère des Richesses naturelles et des Forêts
615, rue John Nord
Aylmer ON N5H 2S8
Tél: 519-773-9241
Téléc: 519-773-9014

Ontario

Technical Bulletin: Aylmer District Species at Risk Screening Process

This technical bulletin outlines the process for engaging the Ministry of Natural Resources and Forestry (**MNRF**) Aylmer District Office regarding the *Endangered Species Act, 2007* (**ESA**).

The ESA provides protection for species listed as Endangered or Threatened on the Species at Risk in Ontario List. Individuals receive protection under Section 9 and their habitat is protected under Section 10. The ESA is a law of general application that is binding on everyone in the province of Ontario, and applies to both private and public lands. MNRF Aylmer District provides review of a project's compliance under the ESA by responding to species at risk (**SAR**) information requests (Stage 1) and project screening requests (Stage 2) only when both of the following conditions are met:

1. The request comes directly from the property owner or their delegate (e.g. consultants) on their behalf; and,
2. A specific project/activity is proposed.

MNRF Aylmer District Contact Information

All ESA-related requests must be submitted to MNRF Aylmer District via our ESA inbox at ESA.Aylmer@ontario.ca

> ***NOTE:*** *MNRF response time is between 8 and 10 weeks after receipt of all required information, due to the high volume of requests received.*

Stage 1: Information Request

To ensure due diligence under the ESA, MNRF encourages property owners and/or their delegates proposing to conduct site alteration (such as construction, vegetation/debris removal, site grading, etc.) to request SAR information from Aylmer District prior to beginning site alteration and/or conducting SAR surveys. For MNRF to respond to an information request, the following information is required:

- Proponent information (name, mailing address, and email address);
- Property location and mapping (municipal address and/or lot and concession);
- Digital photos of the property, including the vegetation on-site, if available;
- General description of all proposed activities and extent of development footprint (e.g. residential, driveway, vegetation clearing). Maps / site layout drawings are beneficial;
- Current state of vegetation, property maintenance/management (e.g. frequency of mowing), and recent property landscape history/changes (within the last five years);
- Timing and duration of proposed activities;
- Copies of past correspondence with MNRF about the property, if applicable; and,
- Status of municipal planning or Environmental Assessment process, if any.

Once the above information has been provided, MNRF will review available SAR data to determine if SAR species and/or their habitat(s) are known or likely to occur on or in the general area of the property. MNRF's response will be one of the following:

Ministry of Natural Resources and Forestry
615 John Street North
Aylmer ON N5H 2S8
Tel: 519-773-9241
Fax: 519-773-9014

Ministère des Richesses naturelles et des Forêts
615, rue John Nord
Aylmer ON N5H 2S8
Tél: 519-773-9241
Téléc: 519-773-9014

1. There is a **low** likelihood for SAR species and/or habitat to occur and/or be impacted
   - Further project screening will not be needed unless recommendations to avoid impacts cannot be followed or significant changes to the project are made (e.g. natural vegetation proposed to be removed).

2. SAR species and/or habitat are **known** to occur on or near the property, or there is a **high** likelihood for SAR species and/or habitat to occur
   - MNRF may recommend that field assessments by a qualified biologist are needed to determine whether the proposed project may contravene the ESA.
     - It is expected that the retained qualified biologist will use the information provided by MNRF to scope and design the field assessments, including identifying appropriate species-specific survey methodologies and timing.
     - MNRF can provide guidance on field assessments (i.e. protocols or proposed work plans). Some field assessment methodologies may require MNRF authorizations under the ESA and the *Fish and Wildlife Conservation Act*.
   - After field assessments have been completed, proceed to Stage 2.

   NOTE: *MNRF strongly recommends that no on-site activity (i.e. site alteration, vegetation/debris removal, etc.) occur until Stage 2 is complete, in order for proponents to demonstrate due diligence and remain in compliance with the ESA. Failure to comply with this recommendation could result in a contravention of the ESA and possible compliance / enforcement action.*

Stage 2: Project Screening / IGF Review

Following MNRF's recommendations, a qualified biologist should complete appropriate field assessments and submit the results in an Information Gathering Form (**IGF**) to initiate a project screening request.

Link to IGF:
http://www.forms.ssb.gov.on.ca/mbs/ssb/forms/ssbforms.nsf/MinistryResults?Openform&SRT=T&MAX=5&ENV=WWE&STR=1&TAB=PROFILE&MIN=018&BRN=21&PRG=31

MNRF will review the IGF to determine whether the project is likely to contravene the ESA (Section 9 and/or Section 10). MNRF's response will be one of the following:

1. Contravention under the ESA is **not likely** to occur:
   - A response will be provided, which could include recommendations necessary to avoid impacts to SAR; or,

2. Contravention under the ESA is **likely** to occur:
   - MNRF will recommend options for seeking approval under the ESA, such as applying for a permit or assessing eligibility for alternative regulatory processes. Please be advised that applying for a permit does not guarantee approval and processes can take several months before a permit may be issued.

DILLON CONSULTING

Stanlake-Wong, Sabrina <sstanlake@dillon.ca>

Sylvestre Dr Sanitary Sewer Ext

Jennifer Nicholls <Jennifer.Nicholls@uniongas.com> Thu, Mar 22, 2018 at 2:11 PM
To: "sylvestreEA@dillon.ca" <sylvestreEA@dillon.ca>, "pbartnik@tecumseh.ca" <pbartnik@tecumseh.ca>
Cc: Mike Cincurak <MJCincurak@uniongas.com>, Will Ceccacci <wceccacci@uniongas.com>

Hi Flavio and Phil,

Thanks for the Notice of Study Commencement for the Sylvestre Industrial Park area. I have copied Union Gas Construction Project Managers Mike Cincurak and Will Ceccacci on this email so that they are aware of potential future work that may need to be completed based on the outcome of your study.

Attached is a PDF showing Union Gas active plant in the area being studied. Please note on the East-West portion of Sylvestre, there are 3 services as well as the main that cross the road. There is a 12” steel main that crosses Sylvestre at Manning. For any proposed work in the area of the 12” steel main, 3rd party observation will be required. Please also note that piping location locations are approximate and for information purposes only, the PDF drawing is not to scale, this PDF drawing does not replace field locates.

Thanks,

Jennifer

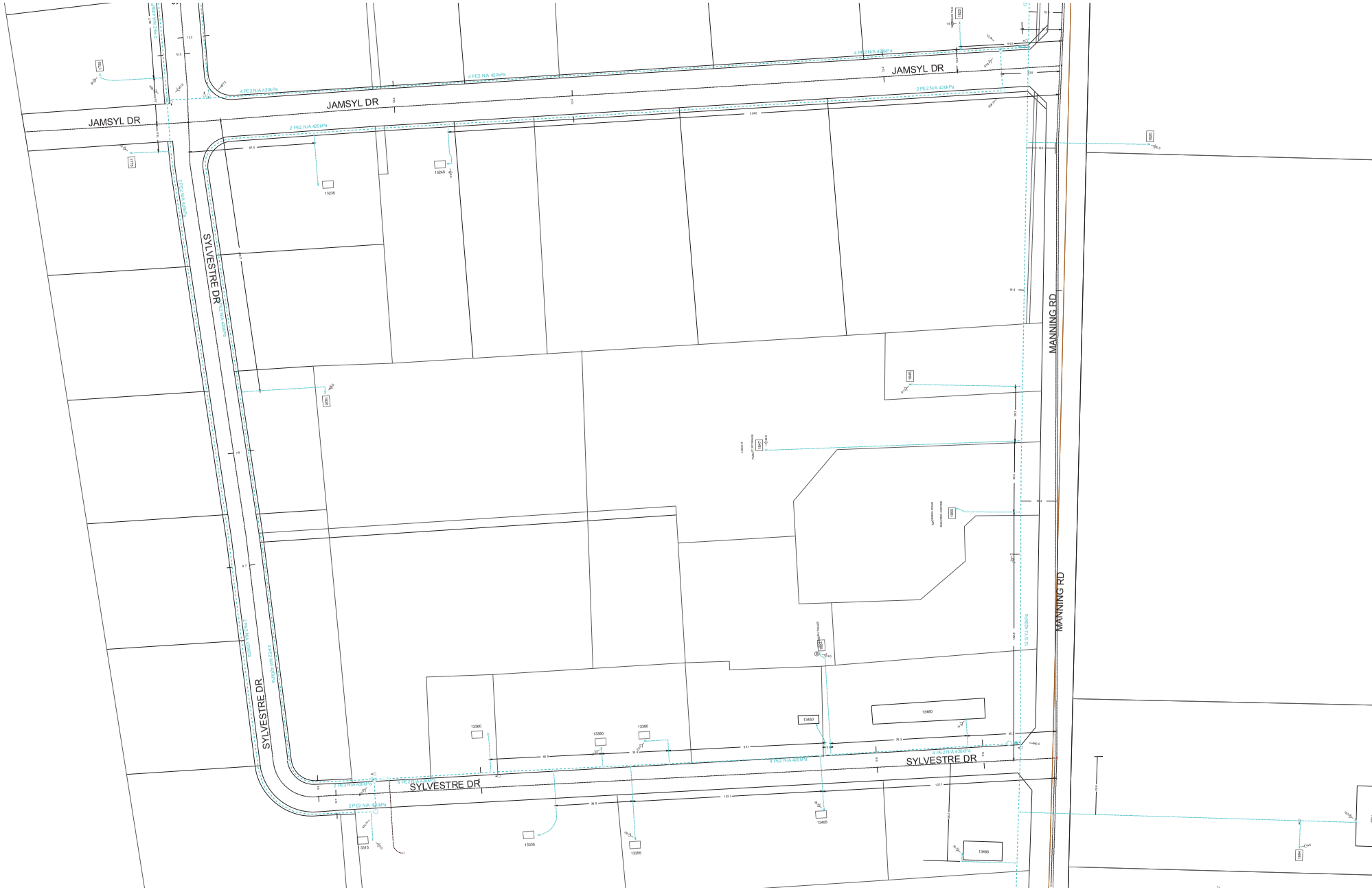
Jennifer Nicholls, Ba.S.C, C.Tech

New Business Project Coordinator

Union Gas Limited | An Enbridge Company

TEL: 519-250-2200 ext 5296773 | Jennifer.Nicholls@uniongas.com

3840 Rhodes Dr Windsor, ON N9A 6N7



Please Note:

1. The shown piping locations are approximate and for information purposes only
2. The drawings are not to scale
3. This drawing does not replace field locates. Please contact Ontario One Call for onsite locates prior to excavating, digging, etc

Phil Bartnik

From: [redacted]
Sent: March-27-18 2:26 PM
To: Phil Bartnik
Cc: COUNCIL; Tony Haddad; Brian Hillman; Daniel Piescic
Subject: RE: Sylvestre Drive Sanitary Sewer Extension - RE: notice of study.RE: notice of study.
Attachments: property areas manning road.JPG; 1820 Sylvestre drive.JPG

Mr. Bartnik,

I appreciate the offer to a meeting regarding this subject and will likely have an opportunity to do so, if this continues. Given the discrepancy in our recollections, this trail will better preserve them until that time.

Thank you for your comments, they are well thought out and assembled in an easy to follow manner. I will try to model your manner when I offer the following observations/comments:

I've attached a pair of screenshots I've made from the County Mapping website. The landlocked piece you are referring to is at 1820 Sylvestre Drive and is separated from Sylvestre Drive by an oddly shaped parcel that at its narrowest point is just over 37m from the road. I'm assuming that the lot lines are actually there. I understand, if that is the case, that legally, that parcel could be sold and effectively landlock that building that is shown to be 1820 Sylvestre Drive. It isn't likely to happen that way, and on our end, an application could be made to clean the lines up to the satisfaction of the Town.

The remaining parcels can be serviced from a sanitary sewer from the east end of the Sylvestre Drive reconstruction with a length of sewer running North along Manning Rd. approximately 150m long. Your study proposes servicing my office at 1865 Manning Rd. from the west end of Sylvestre drive through existing developed properties along with restoring the existing gravel lots, it will run a sewer approximately 650m for the same 4 parcels. The meetings will need to have the level of information I need to make an informed assessment of the requirement of an independent sewer 650m long, when it appears a 150m sewer from the east end of Sylvestre Drive will do the same job.

The frustration I feel is that this work/study was proposed without consultation with us. We are in fact the developers who serviced this subdivision and should have been asked for our opinion for a solution to this 'problem'. This is not a typical situation. I understand how a broad solution is applied to the Town-wide problem of servicing developed property with sanitary sewers. This is similar to what is happening on North Talbot and the 8th Concession in that the industrial land is already developed without municipal sewers. But it is dramatically different in that nearly all of the parcels are owned by one group who is able to participate actively in a solution without the requirements of an expensive study.

The sooner we can meet the sooner we can narrow the scope of the study to save the town time and money on this effort.

[redacted]

From: Phil Bartnik <pbartnik@tecumseh.ca>
Sent: March 21, 2018 3:27 PM
To: [redacted]

Cc: COUNCIL <COUNCIL@tecumseh.ca>; Tony Haddad <thaddad@tecumseh.ca>; Brian Hillman <bhillman@tecumseh.ca>; Daniel Piescic <dpiescic@tecumseh.ca>
Subject: Sylvestre Drive Sanitary Sewer Extension - RE: notice of study.RE: notice of study.

[redacted]

Thank you for your email and your interest in this project.

Firstly with respect to your memory of a discussion surrounding the servicing of 1855 Manning Road, I do not share the same recollection of such a discussion. Having said that, the Town continues to be open to having a dialog regarding the appropriate means of providing long term infrastructure solutions for this area.

With respect to your various comments, I would offer the following:

- The Town's preference is to provide all municipal services within the right-of-way. The exception would be where there are unavoidable circumstances where services have to be provided through easements on private property. For this particular project, the servicing of the properties along County Road 19 (between Sylvestre and Jamsyl) is challenging due to the depths of the existing sanitary sewers, the congested County right-of-way (containing utilities, watermains, the East Townline Drain, etc.), and the property fabric rendering some parcels 'landlocked'. In order to fully appreciate these servicing constraints and the impact they will have on an ultimate servicing solution, it would be most appropriate to meet and discuss these matters in detail.

- Council approved the Public Works & Environmental Services 2018 Capital Works Plan at the December 12, 2017 Regular Meeting of Council. Contained within the works slated for 2018 was the engineering design and related Class Environment Assessment of the sanitary sewer extension on Sylvestre Drive from 13315 Sylvestre Drive to County Road 19, as well as a servicing scheme (via easement) to service those properties located along County Road 19 (north of Sylvestre Drive). Construction of the works is planned for 2019 contingent on Council approval and funding allocations. In addition to the sanitary sewer works, the project also consists of storm sewer improvements and road reconstruction of Sylvestre Drive from Jamsyl Drive to County Road 19. It should also be noted that this project has been contained within our 5-year capital works plan since 2014;

- It is important to note that given the nature and scale of the proposed works, the Town is following the process outlined in the Municipal Class EA for a Schedule B undertaking. This is the means by which the Town can properly evaluate servicing alternatives and to seek input from all stakeholders. The intent of the Notice of Project Commencement was to publicly announce the commencement of this study, to formally engage with the various parties, and fulfill the Town's obligations under the Municipal Class EA.

- Prior to issuing the attached Notice of Study Commencement, preliminary engineering solutions to service the properties along County Road 19 were identified and reviewed. Although the Notice has identified a possible location for the sanitary easement, we welcome and encourage public input throughout the entire Municipal Class EA process and are open to a financially viable and sustainable servicing solution;

- The Town has recently been making great strides at extending sanitary services to those properties located within designated settlement areas of the Town. Examples of such are the North Talbot Road and 8th Concession Road service areas located within Oldcastle Hamlet. The extension of sanitary sewers on Sylvestre Drive at this time was driven by the required road reconstruction, as it is the Town's practice to combine infrastructure projects to achieve efficiencies. As you can appreciate, it is preferable to install the underground infrastructure at the time of road reconstruction, as oppose to cutting into a newly installed road within the next couple of years. It should also be noted that the extension of the sewers are also being installed in accordance with the Town's Water & Wastewater Master Plan, the Provincial Policy Statement, the County Official Plan and the Town's Official Plan to provide water and wastewater servicing to all properties located within designated settlement areas.

As previously stated we would like to meet with you at your convenience to discuss the project and address any other concerns you may have. Please advise as to your availability over the next few weeks so we may schedule a meeting.

Should you have any additional questions or concerns, please do not hesitate to contact me.
Regards,

Phil Bartnik, P.Eng.
Manager Engineering Services
The Corporation of the Town of Tecumseh

From: [redacted]
Sent: March-19-18 4:06 PM
To: Phil Bartnik
Cc: Brian Houston; Bill Altenhof; Andrew Dowie; Tania Jobin
Subject: notice of study.

Hi Phil,

I saw the notice of study in the shoreline for the Sylvestre Drive Sanitary extension. I had spoken to you 18 months ago about installing a sanitary sewer along Manning Road to service the property at 1855 Manning Road. According to my memory of the discussion with you at the time, the Town wouldn't support public infrastructure across private property without easements and generally it is not supported. I spent $50,000 on a new tertiary weeping bed to service an occupancy of up to 50 people on this parcel and am not interested in a sanitary sewer across private land for this purpose.

I also am curious as to why the sanitary sewer isn't brought up Sylvestre drive to service the existing properties along the length that would be wasted along the back of land that is already serviced? And if it MUST be brought across the frontage of the four remaining properties along Manning Road, then bring it across from the South side at a much lower cost? The length of the run would be similar with benefit to a much larger number of rate payers. Sylvestre Drive has been in significant need of repair for years, as well as lacking sanitary service. The original phase of Sylvestre Drive was built in the late 80's with no improvements made to it since then.

In the mid 90's the Second Phase of Sylvestre Drive was constructed and a sanitary sewer was installed to the South West corner of Sylvestre Dr. It was installed deep enough to continue servicing the lands we own to the South. I'm certain it is deep enough to turn East and run to Manning Road and provide services to the existing industrial buildings along that original phase.

I am opposed to this study as it is a waste of time and town's resources. I did not request this service to be made available. The largest portion of land, that this easement will be on, is owned by corporations owned by my family and not one of those corporations made any request for service. The only two other parcels are owned by Riverside Rentals (who resides on Sylvestre Drive) and my aunt and uncle, Mary Edna and Daniel Marion. I've left messages for them to inquire about their interest.

I'm disappointed to see this, we should have been consulted before this study was contracted out. With so many residents and businesses in the Town with real concerns that could be presently met or considered with the funds that are being wasted on this study, I'm surprised that this project would be conjured up out of nothing. The level of interest from myself and the other corporations my parents own is zero.

[redacted]

Area: 1.00 ac
Perimeter: 301.01 m
Area: 3.83 ac
Perimeter: 618.90 m
Area: 6.22 ac
Perimeter: 931.09 m
Area: 0.78 ac
Perimeter: 247.91 m
113.40 m
53.05 m
95.22 m
34.57 m
53.85 m
53.74 m
65.09 m
67.56 m
17.89 m
42.62 m
38.27 m
111.32 m
86.00 m
87.23 m
36.65 m
172.59 m
87.63 m

Area: 2.96 ac
Perimeter: 456.38 m
Total: 37.65 m
136.27 m
37.65 m
91.30 m
139.48 m

regs@erca.org
P.519.776.5209
F.519.776.8688
360 Fairview Avenue West
Suite 311, Essex, ON N8M 1Y6

March 21, 2018

Town of Tecumseh
917 Lesperance Road
Tecumseh, Ontario
N8N 1W9

Dear Mr. Forest:

RE: Sylvestre Drive Sanitary Sewer Extension Municipal Class EA Notice of Study Commencement

This letter is in response to our receipt and review of the following Notice of Study Commencement for the Sylvestre Drive Sanitary Sewer Extension. It is our understanding that this process is following the Municipal Class Environmental Assessment undertaking in accordance with the planning and design process for "Schedule B" projects as outlined in the Municipal Class Environmental Assessment (June 2000, as amended in 2007, 2011 and 2015) under the Ontario Environmental Assessment Act.

ERCA appreciates the opportunity to provide input into this study. It is understood that the intent of this process will be identify and evaluate options for easements for sanitary and other servicing to be located in the subject area. As the Town is aware, the East Townline Drain is a regulated watercourse and and site alteration is subject to future ERCA approvals.

The circulation notes that the Preliminary Design will include storm drainage considerations for the reconstruction of Sylvestre Drive between Manning Road and Jamsyl Drive. We would be interested in reviewing these preliminary design considerations and would have some input towards the storm water management considerations at that time.

Our office has no concerns with the study as outlined. We would appreciate being circulated as the study proceeds. If there are any questions or concerns please contact the undersigned.

Michael Nelson
Watershed Planner
/mn

C: Phil Bartnik, Manager, Engineering Services

Essex Region Conservation Authority
sustaining the place for life

Our File: 17-6843

April 6, 2018

3200 Deziel Drive
Suite 608
Windsor, Ontario
Canada
N8W 5K8
Telephone
519.948.5000
Fax
519.948.5054

Notice of Property Owner Meeting
Sylvestre Industrial Park Area Sanitary Sewer Extension
Class Environmental Assessment

Dear Stakeholder:

Further to our initial notification of project commencement, we have received feedback from residents fronting Manning Road with respect to sanitary servicing options for your properties. We would like to discuss these options and receive your input towards the various options through a meeting on **Wednesday, April 18, 2018.** The meeting will be held at the Town of Tecumseh office located at 917 Lesperance Road and will begin at 2:00 p.m.

Should you have any further questions with respect to the project in advance of the meeting, please contact us via at one of the following addresses:

Flavio Forest, P.Eng.
Project Manager
Dillon Consulting Limited
3200 Deziel Drive, Suite 608
Windsor, Ontario N8W 5K8
Phone: 519-948-4243, Ext. 3233
Email: SylvestreEA@dillon.ca

Phil Bartnik, P.Eng.,
Manager, Engineering Services
Town of Tecumseh
917 Lesperance Road
Tecumseh, Ontario, N8N 1W9
Phone: 519-735-2184, Ext. 148
Email: pbartnik@tecumseh.ca

Yours sincerely,

DILLON CONSULTING LIMITED

Flavio R. Forest, P.Eng.,
Project Manager

ACW:d
Encl.
cc: Mr. Phil Bartnik, P.Eng. - Town of Tecumseh

Community Name	Contact(s)	Date	Method of Communication	Dillon Consulting Limited Message	Community Comments/Questions
Chippewas of the Thames First Nation	Chief Henry A. Myeengun Fallon Burch	March 13, 2018	Mailed Notice of Study Commencement with covering letter	Public comments invited at any time during the study.	
		March 26, 2018	Written response to Notice of Study Commencement		Expressed minimal concern with the project, but requested to be kept informed of any substantive changes. They require notification of any Archaeological Assessment and opportunity to participate. Requested a copy of Class EA and Environmental Study upon completion.
		June 12, 2018	Telephone	Left voicemail detailing the project and that it was a follow up call to see if they had any questions or comments. Provided phone number to call back.	
Chippewas of Kettle & Stony Point First Nation	Chief Thomas Bressette Valerie George	March 13, 2018	Mailed Notice of Study Commencement with covering letter	Public comments invited at any time during the study.	
	Valerie George	June 12, 2018	Telephone	Explained the project and asked if they had any comments or questions since the Notice of Commencement.	Responded that she would call back.
	Valerie George	January 29, 2019	Telephone	Explained the project and asked if they had any comments or questions.	Cannot comment on this proposal because it is not within their traditional territory. Requested to still be contacted for future projects in the area.
Moravian of the Thames	Chief Greg Peters	March 13, 2018	Mailed Notice of Study Commencement with covering letter	Public comments invited at any time during the study.	
	Colleen (Administration)	June 12, 2018	Telephone	Explained the project and asked if they had any comments or questions since the Notice of Commencement.	Would forward information to appropriate individuals for review.
	Colleen (Administration)	January 29, 2019	Telephone	Explained the project and asked if they had any comments or questions.	Colleen explained that she had previously forwarded our information to the appropriate contacts, and who did not express concerns.
Aamjiwnaang First Nation	Chief Joanne Rogers Sharilyn Johnston	March 13, 2018	Mailed Notice of Study Commencement with covering letter	Public comments invited at any time during the study.	
	Christine James	June 12, 2018	Telephone	Explained the project and asked if they had any comments or questions since the Notice of Commencement.	Will review information and advise of any concerns/comments.
		January 29, 2019	Telephone	Left voicemail explaining the project and asking to call back if they had any comments or questions.	

Community Name	Contact(s)	Date	Method of Communication	Dillon Consulting Limited Message	Community Comments/Questions
Walpole Island First Nation	Chief Daniel Miskokomon	March 13, 2018	Mailed Notice of Study Commencement with covering letter	Public comments invited at any time during the study.	
	Dean Jacobs	June 12, 2018	Telephone	Left voicemail detailing the project and that it was a follow up call to see if they had any questions or comments. Provided phone number to call back.	
		January 29, 2019	Telephone	Left voicemail explaining the project and asking to call back if they had any comments or questions.	
Caldwell First Nation	Chief Louise Hillier	March 13, 2018	Mailed Notice of Study Commencement with covering letter	Public comments invited at any time during the study.	
	Nikki Orosz	June 12, 2018	Telephone	Explained the project and asked if they had any comments or questions since the Notice of Commencement.	Requested that future correspondence be done by email
Metis Nation of Ontario	Linda Norheim Brookes	March 13, 2018	Mailed Notice of Study Commencement with covering letter	Public comments invited at any time during the study.	
Southern First Nations Secretariat		March 13, 2018	Mailed Notice of Study Commencement with covering letter	Public comments invited at any time during the study.	

CHIPPEWAS OF THE THAMES FIRST NATION

March 26, 2018

Phil Bartnik, P.Eng.
Manager, Engineering Services
Town of Tecumseh
917 Lesperance Road
Tecumseh, Ontario, N8N 1W9

RE: Class EA Sylvestre Drive Sanitary Sewer Extension

Mr. Bartnik,

We have received information concerning the abovementioned project, dated March 13, 2018. The proposed work will be conducted within the McKee Treaty (1790) area to which Chippewas of the Thames First Nation (COTTFN) is a signatory. The proposed work is also located within the Big Bear Creek Additions to Reserve (ATR) land selection area, as well as COTTFN Traditional territory.

At this time, with the information that has been provided to us, we have minimal concern with this project. However, if there are any substantive changes to this project, we ask that you keep us informed. As well, if there is an Archaeological Assessment conducted, we require notification and the opportunity to actively participate by sending First Nation monitors on behalf of this First Nation. Upon completion of the Class EA and Environmental Study, we request that a copy be sent to COTTFN.

We look forward to continuing this open line of communication. To implement meaningful consultation, COTTFN has developed its own protocols — a document and a process that will guide positive working relationships. We would be happy to meet with you to review COTTFN's Consultation Protocols.

Please do not hesitate to contact me if you need further clarification of this letter.

Sincerely,

Rochelle Smith
Consultation Coordinator
Chippewa of the Thames First Nation
(519) 289-5555 Ext. 252
rsmith@cottfn.com

Our file: 17-6843
April 4, 2019

Notice was provided to all property owners within the Study Area

Notice of Study Completion
Sylvestre Industrial Park Area Sanitary Sewer Extension
Class Environmental Assessment

Dear Stakeholder:

Further to previous notifications, the Preliminary Design and Municipal Class Environmental Assessment (EA) for the Sylvestre Industrial Park Area Sanitary Sewer Extension has been completed by Dillon Consulting Limited and the Town of Tecumseh. Through the EA process, a recommended alternative has been determined for implementation of the above-noted project.

We would like to discuss the recommended alternative through a meeting on Tuesday, April 16, 2019. The meeting will be held at the Town of Tecumseh office located at 917 Lesperance Road and is scheduled from 9:30 a.m. until 11:00 a.m. Following the meeting, we will prepare a Notice of Study Completion for 30 day public review.

Should you have any further questions with respect to the project in advance of the meeting, please contact us via at one of the following addresses:

Flavio Forest, P.Eng.
Project Manager
Dillon Consulting Limited
3200 Deziel Drive, Suite 608
Windsor, Ontario N8W 5K8
Phone: 519-948-4243, Ext. 3233
Email: SylvestreEA@dillon.ca

Phil Bartnik, P.Eng.,
Manager, Engineering Services
Town of Tecumseh
917 Lesperance Road
Tecumseh, Ontario, N8N 1W9
Phone: 519-735-2184, Ext. 148
Email: pbartnik@tecumseh.ca

Yours sincerely,
DILLON CONSULTING LIMITED

Flavio R. Forest, P.Eng.
Project Manager

ACW:
cc: Mr. Phil Bartnik, P.Eng. - Town of Tecumseh

DILLON CONSULTING

3200 Deziel Drive
Suite 608
Windsor, Ontario
Canada
N8W 5K8
Telephone
519.948.5000
Fax
519.948.5054

Dillon Consulting Limited

MEMO

TO:	Affected Landowners
FROM:	Andrea Winter, P.Eng. Dillon Consulting Limited
cc:	Phil Bartnik, P.Eng. Director Public Works and Environmental Services, Town of Tecumseh John Henderson, P.Eng. Manager Engineering Services, Town of Tecumseh Flavio Forest, P.Eng. Dillon Consulting Limited
DATE:	May 16, 2019
SUBJECT:	Sylvestre Sanitary Sewer Extension|Alternative Sewer Alignment
OUR FILE:	17-6843

During the Sylvestre Sanitary Sewer Extension Environmental Assessment Landowners Meeting held on April 16, 2019, an alternative sewer alignment was proposed by the landowners in place of the presented preferred Option C. This alternative (herein referred to as Option D) would utilize an existing watermain easement along the east-west property line between 1849 and 13350 Sylvestre Drive, similar to the sewer alignment proposed in Option A. It was purported that this option would allow properties fronting Manning Road (1845, 1847, 1855, 1865) to be serviced from the rear, removing the need for a pumping station (see the attached figure for a conceptual layout of Option D). The Town of Tecumseh requested that Dillon Consulting Limited (Dillon) investigate this option to determine feasibility and provide a recommendation on the preferred servicing option.

Through use of available as-constructed drawings and existing LiDAR topographic data, Dillon completed an initial review of Option D.

The initial review of the conceptual Option D sewer layout (see attached) determined the alignment would provide adequate grade (relative to existing servicing options) to service municipal addresses 1845, 1847, 1855, and 1865 Manning Road with a gravity sewer through the existing watermain easement. This option would require sanitary services to 13480 and 13485 Sylvestre Drive to outlet to the upstream end of the proposed gravity sewer along the east-west leg of Sylvestre Drive. There are however, concerns with constructability, maintenance access, and construction costs as listed below:

- Based on as-constructed information, the existing watermain easement terminates at the western property boundary of municipal address 1855. Additional easements through municipal addresses 1847 and 1855 would be required and would result in an additional 32m of easement compared to Option C.
- It is assumed that the existing watermain is centrally located within the 6.1m wide easement; locates were not completed as part of the concept review. At this assumed alignment, the existing easement width would not accommodate the required 2.5m separation from the proposed sanitary sewer. This constraint is exacerbated at proposed manhole locations and between buildings/structures on private property. Additional width would be required along the existing watermain easement to allow for adequate separation and ease of construction and maintenance. Additional easement width is not expected to be feasible between existing buildings/structures.

- Existing structures and existing private utilities located on private property may impede sewer construction.
- An additional 180m of sewer pipe and two additional manholes will be required (compared to Option C) to implement Option D.
- Due to the mostly commercial property usage, flows within the proposed sewer are minimal. This will require additional maintenance to ensure longevity and service level (for all options). Constructing the sewer within private property with limited access may cause access issues in the short and long term and may impact future development.
- Additional restoration within private property would be required compared to Option C.

Taking into consideration the cost for additional sewer pipe, manholes, and easements combined with construction and maintenance concerns, it is recommended that Option C remain the preferred servicing solution.

Based on the findings outlined above, the Town of Tecumseh will be proceeding with Option C as the preferred servicing strategy and will be issuing the Notice of Completion for the Sylvestre Sanitary Sewer Extension, which is subject to a 30-day review period.

LEGEND

- PROPOSED SANITARY SEWER ALIGNMENT
- EXISTING SANITARY SEWER
- EXISTING EASEMENT LIMITS (6.1m WIDTH)
- REQUIRED EASEMENT LIMITS

DILLON CONSULTING

Town of Tecumseh Ontario Canada

Dillon Project No.: 17-6843

DATE: MAY 2019

SCALE 0 10 25 100m

Sylvestre Sanitary Sewer

Class Environmental Assessment

TOWN OF TECUMSEH

ALIGNMENT OPTION D

The Corporation of the Town of Tecumseh

Public Works & Environmental Services

To: Mayor and Members of Council

From: Phil Bartnik, Director Public Works & Environmental Services

Date to Council: December 10, 2019

Report Number: PWES-2019-52

Subject: Investing in Canada Infrastructure Program
Green Stream – 2019 Intake

Recommendations

It is recommended:

That Administration **be authorized** to submit an application to the federal government for funding under the Investing in Canada Infrastructure Program (ICIP): Green Stream – 2019 Intake for a future commitment to the Riverside Drive Trunk Sanitary Sewer to be completed in 2022-2023;

And that Administration **be authorized** to complete any business case(s), application(s) and/or to provide all information/documentation as required in order to constitute an application under ICIP;

And further that the Chief Financial Officer **be authorized** to sign any required documents necessary to complete the application and the subsequent documentation to ICIP;

And furthermore that the Mayor and Clerk **be authorized** to sign any documents/agreements (if required) for the application submissions and documentation to ICIP, in a form satisfactory to the Town's Solicitor, financial content satisfactory to the Town's Chief Financial Officer and technical content to the Town's Engineer.

Background

Program Overview

The Investing in Canada Infrastructure Program (ICIP) is a federal infrastructure program designed to create long-term economic growth, build inclusive, sustainable and resilient communities and support a low-carbon economy. Through ICIP, the federal government is providing $11.8 billion in federal funding infrastructure funding to cost-share projects under the following four streams: (1) Rural and Northern Communities (2) Public Transit (3) Green Infrastructure (4) Community, Culture and Recreation.

The Green Stream includes up to $7.12 billion in combined federal ($2.85B), provincial ($2.35B) and other partner ($1.92B) funding over 10 years for projects across three federal sub-streams that advance outcomes associated with climate change mitigation, environmental quality and disaster mitigation.

Eligibility

Eligible recipients for the 2019 intake include:

- Municipalities with a population of 100,000 or less based on 2016 Statistics Canada Census data;
- Indigenous communities in Ontario with a population of 100,000 or less; and
- Local Services Boards, Conservation Authorities and not-for-profit organizations that own water, wastewater and stormwater infrastructure and serve populations under 100,000.

Eligible projects must include a capital component for one of the following asset types: drinking water, wastewater, or stormwater on one of the following project types: rehabilitation, replacement/upgrade or renewal.

Applicants may bundle more than one eligible project asset type (i.e. a project may have both water and wastewater components). Bundled projects must demonstrate that each component of the project is inter-related and meets eligibility requirements.

Timelines

The completed application and supporting documentation must be submitted through the Transfer Payment Ontario Network (TPON) by **4:49 p.m. EST on January 22, 2020**.

The province will notify applicants if their project has been selected for nomination to the federal government for review and approval in **winter 2020 (estimated)**. Applicants will be notified of the federal funding decision in **spring 2020 (estimated)**.

Projects must be completed by **October 31, 2026**.

Project Eligibility

Eligible projects must include a capital component and be specific to Drinking Water, Wastewater and Stormwater assets. Project types must be either rehabilitation, replacement/upgrade, or renewal. Construction of 'new' projects may be eligible if the majority of the project is considered as rehabilitation or replacement.

Eligible Costs

The maximum total eligible cost per project for a single applicant is **$3M**. A population-based formula will be used to determine each applicants funding cap and will be provided to applicants in a notification letter.

However, it is our understanding from advance presentations for the ICIP: Green Stream, the project funding cap is calculated as: $3M – (Population x $30/person). **The anticipated project funding cap for Tecumseh would be: $3M – (24,000 x $30) = $2.28M**.

Eligible costs would include:

- Capital costs
- Design and planning
- Costs related to meeting specific Program requirements i.e. climate lens assessments

Project costs are only eligible following the project approval.

Cost Sharing

The maximum funding from all federal sources to a project that is approved for the Green Stream funding will not exceed:

- **40%of eligible expenditures for municipalities or other partners, matched at 33.33% by the Province and 26.67 by municipalities or other partners.**
- 75% of eligible expenditures for Indigenous Ultimate Recipients, matched at 18.33% by the Province and 6.67% by Indigenous Ultimate Recipients.

Additional information and details respecting this funding opportunity are provided in the Program Guide appended as Attachment 1 to this report.

Comments

The Town completed a Municipal Class Environmental Assessment (Class EA) in April 2013 for improvements to the Town's sanitary collection system. As part of the 2013 Class EA, various alternative solutions were identified and evaluated to address the problem of basement flooding and the lack of capacity in the sewage system to accommodate future growth. An

expansion and upgrading of the existing sanitary sewage collection system was identified as the preferred solution.

The functional design for the preferred solution identified a reduction in the risk of basement flooding and would also accommodate new development. These improvements included:

- Stage 1 (completed in 2014)
    - Decommissioning of the existing Hayes Sanitary Pump Station
    - Construction of the new Lakewood Sanitary Pump Station
    - Increased on-line peak flow storage capacity – Lakewood Park Trunk Sewer
- **Stage 2 (currently scheduled for 2022/2023)**
    - **Increased on-line peak flow storage capacity – Riverside Drive Trunk Sewer**
- Stage 3 (presently being reviewed as part of the 2019 Sanitary Sewer Model Update)
    - Additional investigation and sanitary sewer modeling required on Dillon Drive and Green Valley Drive

Stage 2, the Riverside Drive Trunk Sewer project consists of replacing the existing sanitary sewer along Riverside Drive between Kensington Boulevard and Pentilly Road with an on-line peak flow storage facility. Approximately 395 meters of the existing 400 mm diameter sanitary sewer will be replaced with 1500 mm diameter sanitary sewer to provide remedial flooding measures to reduce sanitary sewer surcharging and reduce the risk of basement flooding within its service area due to extraneous flows entering the sanitary system through inflow and infiltration. An approximate population of 1,400 people representing 400 properties would see a direct benefit from the project.

The Riverside Drive Trunk Sewer project has been identified within the 2020-2024 PWES 5-Year Capital Works Plan with the design commencing in 2022, and construction following in 2023.

This project aligns with ICIP objectives of adapting and becoming more resilient to the impacts of climate change and climate-related disaster mitigation by managing the risks associated with current and future natural hazards, particularly extreme weather events. This is accomplished by means of infrastructure improvements to reduce the risk of sanitary surcharging which in turn reduces the risk of basement flooding and the discharging of raw wastewater into the Detroit River.

Consultations

Financial Services

Financial Implications

Should the Application for funding be successful, the following financial implications arise if the grant application is approved:

Total Project Costs:	**$2,804,750**
Total net eligible project costs*:	$2,280,000
Federal cost share (max 40%):	$912,000
Provincial cost share (max 33.33%):	$759,924
Amount to be funded by the Town:	**$1,132,826**

*A population-based formula will be used to determine each applicants funding cap and will be provided to applicants in a notification letter. The anticipated project funding cap for the Town of Tecumseh is $2.28M.

The 2020-2024 PWES 5-Year Capital Works Plan has identified the following allocation of funds for the years 2022 and 2023 (values depicted are prior to application of the grant):

Reserve Fund	2022 (Design)	2023 (Construction)	Totals
Road Lifecycle Reserve	$58,125	$690,625	$748,750
Wastewater Sewers RF	$123,375	$1,932,625	$2,056,000
Totals	**$181,500**	**$2,623,250**	**$2,804,750**

Approval of the project and allocation of funding will be the subject of a future Administrative report to Council.

Link to Strategic Priorities

Applicable	2019-22 Strategic Priorities
☐	Make the Town of Tecumseh an even better place to live, work and invest through a shared vision for our residents and newcomers.
☒	Ensure that Tecumseh's current and future growth is built upon the principles of sustainability and strategic decision-making.
☐	Integrate the principles of health and wellness into all of Tecumseh's plans and priorities.
☒	Steward the Town's "continuous improvement" approach to municipal service delivery to residents and businesses.
☐	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:

Cheryl Curran, BES
Clerk I Administrative Clerk

Reviewed by:

Tom Kitsos, CPA, CMA, BComm
Director Financial Services & Chief Financial Officer

Reviewed by:

Phil Bartnik, P.Eng.
Director Public Works & Environmental Services

Recommended by:

Margaret Misek-Evans, MCIP, RPP
Chief Administrative Officer

Attachment Number	**Attachment Name**
1	Investing in Canada Infrastructure Program: Green Stream, Program Guide – 2019 Intake

Ontario

INVESTING IN CANADA INFRASTRUCTURE PROGRAM: GREEN STREAM

Program Guide - 2019 Intake

October 2019

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1. Program Overview

The Investing in Canada Infrastructure Program (ICIP) is a federal infrastructure program designed to create long-term economic growth, build inclusive, sustainable and resilient communities and support a low-carbon economy.

Through ICIP, the federal government is providing $11.8 billion in federal infrastructure funding to cost-share projects under the following four streams:

- Public Transit
- **Green Infrastructure**
- Community, Culture and Recreation
- Rural and Northern Communities

The Green stream includes up to $7.12 billion in combined federal ($2.85 billion), provincial ($2.35 billion) and other partner ($1.92 billion) funding over 10 years for projects across three federal sub-streams that advance outcomes associated with climate change mitigation, environmental quality and disaster mitigation. It is anticipated that the province will select projects for funding through multiple application intakes.

2. Objectives – Green Stream

This intake will prioritize projects that address critical health and safety issues associated with water, wastewater and stormwater infrastructure.

Project eligibility will be assessed using an outcomes-based approach. Eligible projects under the first intake must meet one of the following federally determined project outcomes prioritized for the environmental quality sub-stream (see Appendix A for more details):

- Increase capacity to **treat and/or manage wastewater and stormwater**
- Increase **access to potable water**

This funding intake is a competitive process. Funding approval is not guaranteed.

3. Applicant Eligibility

3.1 Overview

To target funding where it is needed most, eligible recipients for the 2019 intake include:

- Municipalities with a population of 100,000 or less based on 2016 Statistics Canada Census data;
- Indigenous communities in Ontario, defined as Band Councils under the *Indian Act* (i.e. Indian Act Band Councils) with a population of 100, 000 or less; and,
- Local Services Boards, Conservation Authorities and not-for-profit organizations that own water, wastewater and stormwater infrastructure and serve populations under 100,000 (or are within a municipality that is under 100,000).
    - Conservation Authorities that serve populations of more than 100,000 but are within municipalities' boundaries who have populations below 100,000 may be eligible for funding if they partner with the lead municipality as a joint application.

Note:

- Conservation Authorities and not-for-profit organizations will be assessed on a case-by-case basis and are encouraged to contact ICIPGreen@ontario.ca in advance of submitting an application to discuss their project with ministry staff to ensure eligibility.
- Privately-owned drinking water systems (e.g. year-round, non-municipal residential systems) and wastewater systems (e.g. septic systems) are not eligible for this program.

3.2 Joint Applications

Joint projects between multiple eligible applicants are encouraged and additional consideration will be given to joint projects as part of the assessment. Joint projects are those where each **co-applicant contributes financially** to the project. All applicants must meet the applicant eligibility criteria.

If a joint project is submitted, it counts as a project put forward for each individual applicant (i.e., a municipality, Indigenous community, non-profit or other partner r cannot submit a joint application in addition to a stand-alone application). The lead applicant will be required to sign a transfer payment agreement with the province and also enter into a partnership agreement with the other eligible applicant(s) that will be contributing to the project. Funds will only be made available to the lead applicant, who is responsible for the financial management of the project and meeting reporting requirements.

4. Project Conditions and Eligibility

4.1 Overview

The provision of ICIP funds is governed by the Integrated Bilateral Agreement for the Investing in Canada Infrastructure Program between the Government of Canada and the Government of Ontario that was signed on March 14, 2018 (the "Bilateral Agreement"). The Transfer Payment Agreements (TPAs) will set out the terms and conditions under which the Ministry agrees to provide ICIP funds to recipients, and will provide additional details on claims, reporting, and audit requirements.

4.2 Project Eligibility

(1) Eligible project stages: A project must include a capital component. A project may also include pre-construction planning and design work; however, planning and design work are not eligible as stand-alone projects.

(2) Eligible asset type:

a. Drinking water (e.g. treatment plants, reservoirs, local pipes including the distribution system watermain and the municipal portion of service lines, pump stations)
b. Wastewater (e.g. treatment plants, storage tanks, collection systems)
c. Stormwater (e.g. management facilities, drainage pump stations).

Note: Projects can include an optimization and/or performance review component as part of a capital project on the above asset types.

For a full listing of eligible assets see the Appendix, section B.

(3) Eligible project types:

a. Rehabilitation
b. Replacement / upgrade
c. Renewal

Note: In the application form, "new (including reconstruction)" is included as a project type. Projects may have sub-components of their projects be considered new/reconstruction, but the majority of the project must be rehabilitation or replacement. For example, if to replace pipelines, the construction of a new/reconstructed road is required. See more on bundling in "other requirements".

(4) Other requirements

a. ***Wastewater projects*** must result in wastewater effluent that meets the Wastewater Systems Effluent Regulations or provincial regulations where there is a federal equivalency agreement in place, as applicable.
b. ***Drinking water*** quality following completion of a drinking water project must meet or exceed provincial standards.
c. ***Bundling of eligible asset types***: Applicants must select only one primary project asset type but may bundle more than one eligible project asset type. For example, a project may have both water and wastewater components. If an applicant submits a bundled project, a majority of the total eligible project costs (at least 51%) must be for the primary project type and the applicant should only complete the technical schedule for that primary project type. Bundled projects must demonstrate that each component of the project is inter-related and meets eligibility requirements.

d. ***Bundling of ineligible asset types***: Applicants may also undertake other capital works (i.e., surface work on roads and bridges) for a project submitted for funding; however, costs associated with ineligible asset work will **not** be eligible for funding as it does not meet federal requirements. Costs for ineligible asset types should not be included in the total eligible project costs. Exceptions include surface work that involves reconstructing assets to pre-existing condition. For example, while repairing a pipeline, reconstructing a road at the surface level would be considered an eligible project cost, but no improvements beyond replacing the asset (e.g. adding sidewalks, traffic reducing measures, would not be eligible).
e. ***Physical Connectivity of Components****:* The entire project, and any bundled components, must be contiguous (i.e., the same geographic location and where all components of the project touch/intersect) unless the project or components would impact the same health and safety issue impacting an immediate geographic region.
f. ***Asset ownership:*** Municipalities must attest to owning the infrastructure assets put forward for funding. Indigenous applicants must attest to having care and control over the infrastructure assets put forward for funding.

Additional details on the types of infrastructure projects eligible for funding can be found in in the Application Form.

4.3 Project Conditions

Projects must comply with the following conditions to be considered eligible:

(1) Contract Award Date: Contracts must be awarded after federal approval of funding. Contracts awarded before approval of funding are not eligible for reimbursement.

(2) Energy standards: Projects must meet or exceed any applicable energy efficiency standards for buildings outlined in the Pan-Canadian Framework on Clean Growth and Climate Change.

(3) Accessibility standards: Projects must meet or exceed the requirements of the highest published accessibility standard in a jurisdiction in addition to applicable provincial building codes and relevant municipal by-laws.

(4) Asset management plans [municipalities only]: Projects should be informed by an applicant's asset management plan. This means the proposed project was identified based on the plan's prioritized lifecycle activities (e.g., construction, maintenance, renewal, rehabilitation, replacement, etc.) for the applicable asset category. For example, if an applicant has identified drinking water needs as a priority lifecycle activity within its asset management plan, then the submission of a drinking water project would be appropriate. If a proposed project does not align with the priorities identified within an applicant's asset management plan, a strong rationale must be provided in the application form.

Note: project prioritization in an asset management plan does not apply in cases where the project assets are not owned by the municipality (e.g., assets owned by a Conservation Authority).

(5) Supporting documentation [Indigenous communities only]: Projects should be identified in or supported by at least one of the following: a 5-Year Capital Plan; a Comprehensive Community Plan; a Strategic Community Plan; an Asset Conditions Reporting System report; a Feasibility Study or Detailed Design. Where not based on a supporting document, a strong rationale must be provided. The province may request an electronic copy of supporting documentation during the project review stage.

(6) Financial sustainability: Projects should have a financial plan in place to operate the asset(s) and should not be dependent on or seek senior level government support for operational funding. First Nations applicants may have operational funding arrangements with the federal government that satisfy this condition.

(7) Funding cap: Recognizing that larger communities tend to have economies of scale, more revenue capacity and lower per-household costs for infrastructure renewal, smaller communities are eligible to apply for proportionally more funding relative to larger communities **up to a maximum of $3 million (total eligible cost).** A population-based formula will be used to determine each applicant's funding cap and will be provided to applicants in a notification letter – see Section 7 for additional information on funding caps for joint projects.

5. Application Process

5.1 Number of Project Submissions

Each eligible applicant can submit a maximum of **one project submission for intake 1**.

If an applicant is party to a joint project submission, then participation in the joint-project submission will be counted as their single project submission.

5.2 Submissions and Funding Approval Steps

Step 1: Applicants must register or login online through the Province of Ontario's online grant portal, **Transfer Payment Ontario** **(TPON).** Step by step support for working with the online grant portal are found here. For full functionality, the support tool link must be opened in Internet Explorer.

Step 2: Applicants must fully complete one Green Funding Stream application form and the applicable technical schedule(s). Completion of **only one technical schedule is required**; the technical schedule must correspond to the primary project asset type. **The application form**

and the associated technical schedules are available through the TPON online portal. Please follow the prompts in the application form and technical schedule to respond to each question.

Step 3a [*joint projects*]: A joint project submitted by multiple applicants must provide supporting documentation by way of an individual partner-member municipal council resolution or a band council resolution by the lead organization, clearly stating the project name and recipient contribution to the project. Single applicants (i.e. non-joint projects) do not have to submit a council resolution at the application stage.

Step 4: The application and required attachments (i.e., technical schedules, supporting documents, etc.) must be submitted through the **Transfer Payment Ontario Network (TPON)** by **4:59 p.m. EST on January 22, 2020**. A scanned application form will not be accepted. Failure to meet submission requirements will result in the submission being identified as incomplete and potentially ineligible.

If you are unable to submit the application form through TPON or have any additional questions, please contact: 1-877-424-1300 or ICIPGreen@ontario.ca**.**

Summary of ICIP Project Application Requirements
1. Supplementary Documents to be submitted with applications to the Province (in addition to completed application form and technical schedule(s)
a) **Water projects:** Laboratory testing results, inspection/assessment reports, records describing break incidents, engineering reports describing system efficiency/infrastructure leakage value, public health advisories, design reports, compliance letters/reviews, photographs)
b) **Wastewater projects:** Engineering assessments, inspection reports, etc.
c) **Stormwater projects:** Flood evaluation study, watershed management plan, stormwater management plan, etc.
d) **Sole Source Rationale** (if applicable)
e) **Community Employment Benefits Rationale** (if applicable – projects $10M+ in costs)
f) **Business Case** (if applicable – projects $20M+ in costs)

2. Items to be submitted at point of Provincial nomination to Federal government
Post provincial approval and prior to Federal approval (the Province will work with successful applicants): a) Federal Aboriginal Consultation and Environmental Assessment Smart Form b) Kml file c) Project Map
Following Federal Approval: a) **Climate Change Lens Assessment** (if applicable)

Step 5: Once the completed application form has been submitted, an automated acknowledgement of receipt and a file number will be emailed to the applicant.

Step 6: Projects will be assessed by the province and nominated for federal government review and approval. **Provincial project nomination to the federal government does not guarantee funding approval.**

Step 7: Applicants will be notified of both successful and unsuccessful projects. Provincial staff will be available to provide feedback for unsuccessful projects, if requested.

Step 8: The province may request that applicants provide assurance that the recipient share of funding to undertake and complete the project has been secured.

Step 9: Successful applicants will be required to obtain a municipal by-law or band council resolution to enter into a TPA for the project with the provincial government.

Step 10: The TPA will require any project-related procurements to be executed through a value-for-money process. Projects must undertake a competitive pricing or tendering process to demonstrate value-for-money. Applicants may be requested by the province to provide:

- Copies of proposals or bids from three (3) bidders;
- Statement indicating selected bidder; and
- Written explanation if the lowest bid is not chosen.

5.3 Timelines

- Applications and all supporting documentations must be submitted through TPON by **4:59 p.m. EST on January 22, 2020**.

Note: applications will not be accepted after this time. All supporting documentation must also be submitted by the deadline to be considered part of the application package. Applicants cannot change the proposed project after the application deadline without the express written consent of the Province. Requests to modify submitted projects will be considered on a case-by-case basis.

- The province will notify applicants if their project has been selected for nomination to the federal government for review and approval in **winter 2020 (estimated)**
- Applicants will be notified of the federal funding decision in **spring 2020 (estimated)**.
- Projects must be completed by **October 31, 2026**.

5.4 Other Federal Requirements

Additional federal government requirements for all sub-streams of the Green Stream are below and must be met in order to receive funding. For additional details, see federal language in Appendix B. Where there may be a discrepancy, the Canada-Ontario Integrated Bi-Lateral Agreement governing ICIP programs prevails.

- Applicants must complete a climate lens assessment for projects with total eligible costs of $10 million or more. Climate Lens assessments are to be completed and submitted after federal approval of the project.
- While not mandatory, the federal government has asked applicants to report on community employment benefits for projects with total eligible costs of $10 million or more. Applicants that decide not to report on community employment benefits must provide a rationale which may be posted publicly.
- Applicants must submit an “Aboriginal Consultation (AC) and Environmental Assessment (EA) Smart Form”, which is available through TPON.
- Applicants must adopt a value for money procurement approach.
- Any requests for sole source procurement exemptions will be evaluated on a case-by-case basis and requires **pre-approval** by the federal and provincial governments. **Sole source procurement is not encouraged as approval of this procurement method is not guaranteed.**
- Other federal requirements may need to be met depending on project type and outcomes, as determined by INFC.

6. Assessment Process

6.1 Assessment Criteria

All projects submitted for funding will be assessed by the provincial and the federal government. Ontario will assess projects primarily in relation to the following assessment criteria:

1. Initial Technical Review
2. Critical Health and Safety
3. Funding Need

Note: Additional consideration will be given to joint projects that benefit multiple communities/organizations/First Nations and generate economies of scale.

Upon review, projects approved by the Province will be nominated to the federal government for approval. Projects selected for federal review and approval will be assessed and prioritized based on project requirements and federal assessment criteria. All provincially nominated projects are subject to federal review and approvals.

Criteria 1 – Initial Technical Review

Ontario will conduct a scope, eligibility and technical review of all applications. Projects must meet eligibility requirements and must be technically viable, and achievable in the project timeline noted. Third-parties (i.e. engineers/architects) may be consulted to verify feasibility of proposed timelines.

Criteria 2 - Criticality of health and/or safety risk

Critical health and safety aspects of a project will be evaluated based on technical assessment criteria used for each project type relative to industry standards. Projects with multiple components will be assessed based on their primary project type (e.g., a project deemed to be a wastewater project will only be assessed based on its wastewater components). Applicants are encouraged to read the technical schedules, which are available through TPON to gain an understanding of the specific technical assessment criteria used to evaluate each project type and to help describe the health and safety issues the project will address.

a. Drinking Water Projects (e.g. treatment plants, reservoirs, local pipes, pump stations)

Human health and/or safety issues (including continuity of service) related to water systems will be assessed within the framework of the standards, policies and requirements of the Ministry of the Environment, Conservation and Parks. Aspects that may potentially pose a threat to public health and/or safety, and their critical and imminent levels will be assessed. Project assessment criteria include those related to provincial standards, policies, and the health and safety condition of drinking water assets. For a full list of assessment criteria related to drinking water projects, please refer to the technical schedules for this program intake.

b. Wastewater and Stormwater Projects (e.g. pipes, treatment plants, pumping stations, storage tanks, bioswales)

Human health and/or safety issues (including continuity of service) related to wastewater and stormwater systems will be assessed within the framework of the standards, policies and requirements of the Ministry of the Environment, Conservation and Parks. Aspects that may pose a threat to public health and/or safety and/or environmental protection will be assessed, along with their relative scale, severity and likelihood, will be assessed. Project assessment

criteria include those related to containment of pollutants/sewage, wastewater system failures, and the meeting of specific MECP standards. For a full list of assessment criteria related to wastewater and stormwater projects, please refer to the technical schedules for this program intake.

Note: Projects to extend water and wastewater services into un-serviced or partially-serviced areas without a compelling environmental or health protection rationale, or to increase system capacity primarily to accommodate population growth or commercial and industrial development, are not eligible. New private hookups to municipal infrastructure are also ineligible.

Criteria 3 - Funding need for the proposed project

Projects will be assessed according to their relative funding need, including the cost of the proposed project per person served by the organization's water/ wastewater services, as well as median household income and weighted property assessment per household. Note: for Indigenous communities, proxy values may be applied.

In general, applicants with greater funding need relative to other applicants (i.e., higher project cost per user, lower median household income, lower weighted property assessment per household) will be more competitive in the evaluation process. However, applicants **must demonstrate that they are able to fund their share of all project costs and potential cost over-runs to be eligible for funding**.

6.2 Alignment with Provincial Policies

6.2.1. Asset Management Plan (Municipalities only)

Ontario Regulation 588/17- Asset Management Planning for Municipal Infrastructure, or the Municipal Asset Management Regulation, sets out new requirements for undertaking municipal asset management planning. The regulation will be phased in over a 6-year period, with progressive requirements for municipalities with respect to their strategic asset management policies and asset management plans. Given this phased approach, the proposed project can be developed according to either the Province's 2012 Guide (Building together: guide for municipal asset management plans) or the new asset management planning regulation.

As part of project reporting requirements, and to remain eligible for funding, successful municipal recipients will be required to:

- Provide a link to the publicly available website where their strategic asset management policy has been uploaded in accordance with the regulation.
- Provide a link to the publicly available website (or confirm it is the same website as above) for their updated asset management plans as regulatory milestones are phased in over the life of the project.

For example, municipalities that have an active project as of July 1, 2021 will be required to submit updated asset management plans developed in accordance with the second phase of the regulation. Additional information on the Regulation can be found in Appendix B.

Recipients will also be required to complete an Asset Management Self Assessment prior to signing their TPA.

6.2.2. Provincial Land-Use Planning

Projects must be aligned with and support provincial priorities and outcomes, as set out in provincial land use policy, provincial land use plans, and municipal official plans and supported by policy direction in the Provincial Policy Statement (PPS).

7. Financial Matters

7.1 Cost-Sharing

The maximum funding from all federal sources to a project that is approved for the Green infrastructure stream funding will not exceed:

- 40% of eligible expenditures for municipalities or other partners, matched at 33.33% by the Province and 26.67% by municipalities or other partners.
- 75% of eligible expenditures for Indigenous Ultimate Recipients, matched at 18.33% by the Province and 6.67% by Indigenous Ultimate Recipients.

Applicants/Recipients are responsible and must pay for all ineligible project costs as well as any potential cost over-runs experienced on a project.

7.2 Funding Maximum

The maximum total eligible cost per project (including contingency funding) for a single applicant is $3 million.

For projects with multiple applicants (i.e., joint projects), each applicant can apply for up to $3 million in total eligible costs for the project. For example, a joint project with three eligible co-applicants can submit a project with a combined total eligible cost of up to $9 million, with the maximum federal-provincial funding amount to be determined by adding together the individual, maximum federal-provincial funding for each.

In the case of a joint application between a municipality under 100,000 and a Conservation Authority who serves more than 100,000, the, funding cap will be determined based on the population of the lead municipality only (i.e. up to a $3 million project cap instead of $6 million).

Note: Projects that have a total eligible cost of more than $10 million must complete a federal climate lens assessment and may be required to report on community employment benefits. See Appendix B for more information.

7.3 Combining Funding from Other Sources

Municipalities may utilize their Ontario Community Infrastructure Fund formula-based allocation towards their municipal contributions.

The federal contribution level is noted above as a maximum regardless of the source of federal funding, except for Indigenous recipients, which may access additional funding for a project up to a maximum of 100% of eligible expenditures from all federal sources, subject to approval by Canada.

7.4 Eligible Project Costs

Project costs are eligible if they are incurred after federal approval. Eligible Expenditures will include the following:

- All costs considered by Canada and Ontario to be direct and necessary for the successful implementation of an eligible project, and which may include capital costs, design and planning, and costs related to meeting specific Program requirements, including completing climate lens assessments and creating community employment benefit plans;
- Costs will only be eligible following project approval, except for costs associated with completing climate lens assessments, which are eligible before project approval, but can only be paid if and when a project is approved by the federal and provincial governments.

7.5 Ineligible Project Costs

The federal government has determined the following costs as ineligible for funding:

- Costs incurred before project approval and all expenditures related to contracts signed prior to project approval, except for expenditures associated with completing climate lens assessments;
- Costs incurred for cancelled projects;
- Costs of relocating entire communities;
- Land acquisition;
- Leasing land, buildings and other facilities; leasing equipment other than equipment directly related to the construction of the project; real estate fees and related costs;

- Any overhead costs, including salaries and other employment benefits of any employees of the recipient, any direct or indirect operating or administrative costs of recipients, and more specifically any costs related to planning, engineering, architecture, supervision, management and other activities normally carried out by the recipient's staff, except in accordance with approved incremental costs of employees noted above;
- Financing charges, legal fees, and loan interest payments, including those related to easements (e.g. surveys);
- Any goods and services costs which are received through donations or in kind;
- Provincial sales tax, goods and services tax, or harmonized sales tax
- any costs eligible for rebates;
- Costs associated with operating expenses and regularly scheduled maintenance work;
- Cost related to furnishing and non-fixed assets which are not essential for the operation of the asset/project; and
- All capital costs, including site preparation and construction costs, until the federal government has confirmed in writing that environmental assessment and Indigenous consultation obligations have been met and continue to be met. See Appendix B for environmental assessment and Aboriginal consultation obligations.

A more detailed list of eligible and ineligible expenditure categories will be provided in individual project-level TPAs.

7.6 Payments

Funding is claims-based and expenditures will be reimbursed upon review and approval of eligible costs. Reimbursement of claims is based on the cost sharing percentage. The claims format will be outlined in individual contribution agreements.

All costs must be incurred by December 31, 2026. **Recipients are required to keep all receipts/invoices and claims as they are subject to audit by the provincial or federal government.**

Note: A holdback of 10% may be applied to payments under this program. The holdback would be released upon successful completion of all reporting requirements following project completion.

7.7 Contractual Obligations

Each successful applicant will be expected to sign a TPA containing clauses regarding such items as insurance, arm's length requirements, communications (including project signage), obligations with respect to consultations with Indigenous peoples and reporting, in addition to other relevant clauses.

Applicants for joint projects will be required to provide a copy of their partnership agreement.

8. Reporting Requirements

Reporting requirements will be specified in the TPA.

9. Consultations with Indigenous Peoples

The Government of Canada, the Government of Ontario and municipalities may have a duty to consult and, where appropriate, accommodate Indigenous peoples (e.g., First Nation and Métis peoples) where an activity is contemplated that may adversely impact an Indigenous or treaty right.

Before providing funding to a project, the Government of Ontario will assess whether its duty to consult obligations are triggered. The day-to-day, procedural aspects of consultation may be delegated to applicants who may also have their own obligations. Ontario's delegation to proponents of aspects of consultation is a routine practice and the procedural aspects of consultation will be delegated to project proponents. Therefore, it is important that all applicants recognize this process and appropriately plan for this work (e.g., resources, time, etc.) as part of their funding submission. The application form contains preliminary questions to begin considering the potential that a duty to consult obligation may exist.

Consultation requirements may vary depending on the size and location of the project in question, and the depth and scope of the project's potential adverse impacts on Indigenous and treaty rights. For successful applications, the Province will provide further details in writing surrounding specific consultation requirements, including which communities require consultation. Duty-to-consult requirements must be fulfilled prior to commencing the construction process.

10. Further Information

The ICIP team can be reached by telephone at 1-877-424-1300 or by email at ICIPGreen@ontario.ca.

Appendix

A: Outcomes and Indicators

Outcome Description	Indicator	Unit of Measure
Increased capacity to treat and manage wastewater and stormwater	Number of wastewater and/ or stormwater assets by type and/or length receiving investment	Number of Assets
	Physical condition of the wastewater/ stormwater asset before ICIP investment (baseline) and at project conclusion	Five-point rating scale -Very poor: The asset is unfit for sustained service. Near or beyond expected service life, widespread signs of advanced deterioration, some assets may be unusable. - Poor: Increasing potential of affecting service. The asset is approaching end of service life; condition below standard and a large portion of system exhibits significant deterioration. - Fair: The asset requires attention. The assets show signs of deterioration and some elements exhibit deficiencies. - Good: The asset is adequate. Acceptable, generally within mid stage of expected service life. - Very good: Asset is fit for the future. Well maintained, good condition, new or recently rehabilitated.
	Wastewater asset compliance with federal effluent regulations	Number of Assets
	Number of high and medium risk wastewater facilities which are addressed through ICIP investment	Number of Assets
	Volume of materials diverted by stormwater asset before ICIP investment (baseline) and at project conclusion	Cubic meters per day
	Capacity of the stormwater asset to treat wastewater and/ or stormwater before ICIP investment (baseline) and at project conclusion	Cubic meters per day

Increased access to potable water	Number of drinking water asset(s) by type and/ or length receiving investment	Number of Assets
	Physical condition of the drinking water asset(s) before ICIP investment (baseline) and at project conclusion	Five-point rating scale - Very poor: The asset is unfit for sustained service. Near or beyond expected service life, widespread signs of advanced deterioration, some assets may be unusable. - Poor: Increasing potential of affecting service. The asset is approaching end of service life; condition below standard and a large portion of system exhibits significant deterioration. - Fair: The asset requires attention. The assets show signs of deterioration and some elements exhibit deficiencies. - Good: The asset is adequate. Acceptable, generally within mid stage of expected service life. - Very good: Asset is fit for the future. Well maintained, good condition, new or recently rehabilitated.
	Number of long-term drinking water advisories resolved in non-reserve communities as a result of this project. Note: this outcome information will be captured/requested by applicants who are successful in provincial nomination to the federal government.	

B. Eligible Asset Types

The following are eligible asset types under the first intake of the ICIP Green Stream:

- **Drinking water assets:**
  - Reservoir
  - Water treatment facilities
  - Pump stations
  - Local water pipes
  - Transmission pipes

- **Wastewater assets:**
  - Wastewater treatment plants
  - Lagoon systems
  - Wastewater pump stations
  - Wastewater lift stations
  - Wastewater storage tanks
  - Linear wastewater assets (e.g. conveyance pipes)

- **Stormwater assets:**
  - Drainage pump stations
  - Management facilities: pond and wetlands
  - Management facilities: all other permitted end-of-pipe facilities and other stormwater control works
  - Linear storm water assets (conveyance pipes/ditches/culverts)

C. Application Package Requirements

Application for ICIP Form

The TPON Application for ICIP – Green Stream Form is required for all project submissions and is where you will provide general information about your project proposal. The form is broken into the following sections:

a) Instructions
b) Organization Information
c) Organization Address Information
d) Applicant Contact Information
e) Project Information
f) Project Financials
g) Asset Management Plan

h) Duty to Consult
i) Procurement
j) Risks
k) Climate Lens
l) Community Employment Benefits
m) Outcomes
n) Declaration / Signing

Asset Management Plan (Municipalities Only)

Ontario Regulation 588/17- Asset Management Planning for Municipal Infrastructure, or the Municipal Asset Management Regulation sets out new requirements for undertaking asset management planning. The regulation will be phased in over a 6-year period, with progressive requirements for municipalities with respect to their asset management plans.

Asset Management Phase-in Schedule

Date	Regulation
July 1, 2019	Date for municipalities to have a finalized strategic asset management policy that promotes best practices and links asset management planning with budgeting, operations, maintenance and other municipal planning activities.
July 1, 2021	Date for municipalities to have an approved asset management plan for core assets (roads, bridges and culverts, water, wastewater and stormwater management systems) that identifies current levels of service and the cost of maintaining those levels of service.
July 1, 2023	Date for municipalities to have an approved asset management plan for all municipal infrastructure assets that identifies current levels of service and the cost of maintaining those levels of service.
July 1, 2024	Date for municipalities to have an approved asset management plan for all municipal infrastructure assets that builds upon the requirements set out in 2023. This includes an identification of proposed levels of service, what activities will be required to meet proposed levels of service, and a strategy to fund these activities.

Recipients will also be required to complete an Asset Management Self Assessment prior to signing their TPA. For more information about asset management planning, as well as tools and supports available to help municipalities develop and improve their plans, please visit the http://www.ontario.ca/assetmanagement.

Climate Lens Assessment

A Climate Lens assessment is required to be submitted for projects that have a total eligible cost of $10 million or more **after federal government approval of the project**. In addition to providing the information requested in Section K) of the Application for ICIP – Green Stream

form, applicants must also submit a greenhouse gas (GHG) mitigation assessment and a climate change resilience assessment. These assessments must use the methodologies developed by the federal government. For more information please view Infrastructure Canada's Climate Lens General Guidance.

Community Employment Benefits

Projects that have a total eligible cost of $10 million or more are required to report on community employment benefits provided to at least three federal target groups (apprentices - from traditionally disadvantaged communities, Indigenous peoples, women, persons with disabilities, veterans, youth, new Canadians, or small-medium-sized enterprises and social enterprises). Initial information is completed in section L) of the Application for ICIP – Green Stream form. Visit the Community Employment Benefits General Guidance webpage for more information. Additional details on this reporting will be provided to recipients when applicable.

Aboriginal Consultation (AC) & Environmental Assessment (EA)

As part of the application process for funding, Applicants are required to complete the *ICIP: Aboriginal Consultation (AC) and Environmental Assessment (EA) Smart Form* to determine if there are any federal environmental assessment requirements that could apply to the project. In addition, the information provided will be used by the federal government to determine if there is a requirement to consult with Indigenous Groups. The ACEA Smart Form is available through TPON.

For questions about the form please contact Infrastructure Canada at:
INFC.AboriginalConsultEnv-Consultautochtonesenv.INFC@canada.ca

The Corporation of the Town of Tecumseh

Public Works & Environmental Services

To: Mayor and Members of Council

From: Phil Bartnik, Director Public Works & Environmental Services

Date to Council: December 10, 2019

Report Number: PWES-2019-53

Subject: Water and Wastewater Rates for 2020

Recommendations

It is recommended:

That a By-law **be prepared** for consideration at the December 10, 2019 Regular Meeting of Council to establish water and wastewater rates for the year 2020, based on the recommendations of the 2015 Town of Tecumseh Water and Wastewater Rate Study, the Mediation Agreement with the Windsor Utilities Commission and the discussions in this report, as follows:

(a) Metered water consumption charge with usage under 10,200 cubic meters per month at $1.2250 per cubic meter, or $5.5689 per 1,000 imperial gallons;

(b) Metered water consumption charge with usage over 10,200 cubic meters per month at $0.8855 per cubic meter, or $4.0255 per 1,000 imperial gallons;

(c) metered wastewater collection and treatment charges at $1.2583 per cubic meter, or $5.7202 per 1,000 imperial gallons;

(d) wastewater collection and treatment charges for Bonduelle North America at $0.8389 per cubic meter, $3.8136 per 1,000 imperial gallons;

(e) fixed charge for water and wastewater service connections at:

METER SIZE	2020
5/8" & ¾"	$15.94
1"	$27.65
1.5"	$54.28
2"	$80.87
3"	$135.78
4"	$219.16
6"	$389.73

(f) flat rate water unmetered consumption charge at $47.49 per month;

(g) flat rate unmetered wastewater collection and treatment charge at $48.71 per month;

(h) meter connection charge at $545.00 per meter;

(i) meter reconnection charge at $91.00 per meter;

(j) hydrant rental at $91.00 per day;

(k) Oasis Water Filling Station at $2.15 per cubic meter; and

(l) Miscellaneous charge at $15.00

Background

At the Regular Meeting of Council held on November 24, 2015, Council received an updated Water and Wastewater Rate Study (Rate Study) prepared by the Town's Financial Services Department. At this meeting, the Director of Financial Services presented the new proposed water and wastewater rate structure. Based upon the rate review that was carried out, an updated rate schedule for water and wastewater was recommended commencing 2016, and for successive years to 2024. The rate forecasts can be found in Attachment 1 – Water and Wastewater Rate Forecasts (figures extracted from the Rate Study).

During 2018, the Town was advised by the Windsor Utilities Commission (WUC) that WUC would pursue an increase to the bulk water rate charged to the Town. The bulk water purchase agreement between the Town and WUC allows for rate adjustments, where warranted, at 10-year intervals of the 50-year agreement. Through a mediation process, it was agreed that a rate adjustment of 9% would be applied to the 2017 rate and would be effective January 1, 2017 through to December 31, 2026.

This increase was not anticipated during the preparation of the 2015 Water and Wastewater Rate Study. A financial analysis was subsequently performed and Administration recommends

that the increased costs going forward necessitate a deviation from the Rate Study with respect to the metered water consumption charge and that retroactive costs be funded by the Water Rate Stabilization Reserve.

Specifically, the Rate Study recommends a 1% increase to the metered water consumption charge. Administration recommends a 3% increase to the metered water consumption charge for years 2019 and 2020 to cover this increased cost of bulk water supply.

The Town's Water and Wastewater Rate Study is reviewed every five years and is due for review in 2020, following which a rate schedule will be recommended for the next 10-year period.

In order to inform the public that Council intends to give consideration to a by-law to establish water and wastewater rates for the year 2020 a notice was published in the Shoreline, Essex Free Press, Town's website, Facebook page and Twitter.

Comments

2020 Water and Wastewater Rates

Based on the review of capital servicing, capital financing, operating expenditures and for water/wastewater services provided by the Windsor Utilities Commission (water) and City of Windsor (wastewater), Financial Services, on November 24, 2015, recommended a rate schedule for water and wastewater.

The proposed 2020 water rates continue:

1) The declining block rate structure for large (over 10,200 cubic meters per month) volume water usage, and

2) The 2016 $0.0165 rate reduction to reallocate funding to the sanitary system.

The proposed 2020 water rates be amended:

3) The 2020 rate increase as proposed in the Rate Study be amended to 3% (as opposed to 1%).

Water rates proposed for 2020 are:

Usage in cubic meters	2020 Proposed[1]	2019 Actual[2]	$ Change	% Change
Less than 10,200	$1.2250	$1.1893	$0.0357	3.0%
Greater than 10,200	$0.8855	$0.8597	$0.0258	3.0%

The proposed 2020 wastewater rates continue:

1) the reduction in the sewer charge for Bonduelle North America (Bonduelle) at 2/3 of the wastewater rate charged to residential consumers. A discounted rate for Bonduelle is provided on the wastewater volume charge to recognize the high proportion of water which is used in their processing that does not go back into the wastewater system,

2) the 2012 $0.04 addition to the rates to support subsidy programs implemented to assist homeowners in reducing inflow and infiltration into the sanitary system,

3) the 2016 $0.0200 rate increase reallocating funding from the water system, and

4) the 2020 rate increase as proposed in the Rate Study.

Wastewater rates proposed for 2020 are:

User	2020 Proposed*	2019 Actual[3]	$ Change	% Change
General	$1.2583	$1.2336	$0.0247	2.0%
Bonduelle	$0.8389	$0.8224	$0.0165	2.0%

Analysis of the data included in the Rate Study indicates that the trend of lower revenues due to lower consumption continues.

These recommended rates are part of a long-term plan for financial sustainability of the Town of Tecumseh's water and wastewater system which have a historical cost of $5.6 million and

[1] As amended due to WUC rate change
[2] As per the 2015 Water & Wastewater Rate Study
[3] As per the 2015 Water & Wastewater Rate Study

$4.7 million respectively. Revised long-term projected consumption rates to 2024 are shown on Attachment 1.

Fixed Charge Rates

The Town's Charge Rate is a fixed monthly charge to all customers based on the size of the meter serving the property. This charge ensures a contribution to the water and wastewater system regardless of consumption levels. The proposed Fixed Charged Rates for 2020 represent a 6% (2019 – 6.0%) increase over 2019 levels. The chart below depicts the 2019 rates as well as the proposed 2020 rates for each of water and wastewater and service connections.

METER SIZE	2020	2019
5/8" & ¾"	$15.94	$15.04
1"	$27.65	$26.08
1.5"	$54.28	$51.21
2"	$80.87	$76.29
3"	$135.78	$128.09
4"	$219.16	$206.76
6"	$389.73	$367.67

Other Charges

The Town has previously applied a regular annual increase to a number of charges within the Water and Wastewater Rates By-law. With the exception of the Miscellaneous charges (i.e. NSF cheques), Administration recommends the following 1.9 % inflationary increases (rounded) for 2020.

Other Charges	2020	2019	2018
Meter connection charge	$545.00	$535.00	$520.00
Meter reconnection charge	$91.00	$89.00	$87.00
Hydrant rental	$91.00	$89.00	$87.00
Miscellaneous charges (i.e. NSF cheques)	$15.00	$15.00	$15.00

The 2020 water rate for the Oasis Water Filling Station is recommended to be increased by $0.05 for a total of $2.15 per cubic meter.

Rates for unmetered users are based on a monthly consumption of 330 cubic metres, as well as the fixed rate charges, and reflect the updated metered rates proposed. It is therefore recommended that the flat rate un-metered wastewater collection and treatment charge be

established at $48.71 (2019 - $47.80) per month, and the flat rate water un-metered consumption charge be established at $47.49 (2019 - $46.60) per month for 2020.

Consultations

Corporate Services & Clerk
Financial Services

Financial Implications

In accordance with the analysis undertaken by the Financial Services department, adjusted as discussed in this report, the recommended rates for 2020 would recover the Town's operating and capital servicing costs including an allowance for lifecycle replacement of capital infrastructure.

The impact of the proposed water and wastewater rate increases and reallocations would increase the cost to a homeowner using 330 cubic metres from $1,160.52 to $1,202.05, an increase of 3.6%.

Link to Strategic Priorities

Applicable	2019-22 Strategic Priorities
☐	Make the Town of Tecumseh an even better place to live, work and invest through a shared vision for our residents and newcomers.
☒	Ensure that Tecumseh's current and future growth is built upon the principles of sustainability and strategic decision-making.
☐	Integrate the principles of health and wellness into all of Tecumseh's plans and priorities.
☒	Steward the Town's "continuous improvement" approach to municipal service delivery to residents and businesses.
☐	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:

Cheryl Curran, BES
Clerk I Administrative Clerk

Reviewed by:

Denis Berthiaume, ORO
Manager Water & Wastewater Services

Reviewed by:

Tom Kitsos, CPA, CMA, BComm
Director Financial Services & Chief Financial Officer

Reviewed by:

Laura Moy, Dipl. M.M., CMMIII HR Professional
Director Corporate Services & Clerk

Reviewed by:

Phil Bartnik, P.Eng.
Director Public Works & Environmental Services

Recommended by:

Margaret Misek-Evans, MCIP, RPP
Chief Administrative Officer

Attachment Number	Attachment Name
1	Proposed Water and Wastewater Rates as extracted from the 2015 Water and Wastewater Rate Study

Attachment 1: Water and Wastewater Recommended Charges per the 2015 Water and Wastewater Rate Study

Recommended Consumption Charges - Water

	2015 Approved	2016	2017	2018	2019	2020	2021	2022	2023	2024
Under 10,200 m^3/month	1.1550	1.1319	1.1432	1.1547	1.1662	1.1779	1.1896	1.2015	1.2135	1.2257
Over 10,200 m^3/month	0.8350	0.8183	0.8265	0.8347	0.8431	0.8515	0.8600	0.8686	0.8773	0.8861
Annual % Change		-2%	1%	1%	1%	1%	1%	1%	1%	1%

Table 10.2
Recommended Fixed Charges - Water

	2015 Approved	2016	2017	2018	2019	2020	2021	2022	2023	2024
5/8" and 3/4"	11.91	12.62	13.38	14.19	15.04	15.94	16.89	17.91	18.98	20.12
1"	20.66	21.90	23.21	24.61	26.08	27.65	29.31	31.07	32.93	34.90
1 1/2"	40.56	42.99	45.57	48.31	51.21	54.28	57.54	60.99	64.65	68.53
2"	60.43	64.06	67.90	71.97	76.29	80.87	85.72	90.86	96.32	102.10
3"	101.46	107.55	114.00	120.84	128.09	135.78	143.92	152.56	161.71	171.41
4"	163.77	173.60	184.01	195.05	206.76	219.16	232.31	246.25	261.02	276.69
6"	291.23	308.70	327.23	346.86	367.67	389.73	413.12	437.90	464.18	492.03
Annual % Change		6%	6%	6%	6%	6%	6%	6%	6%	6%

Recommended Volume Charges - Wastewater

	Approved 2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Charge per m^3	1.1397	1.1625	1.1857	1.2095	1.2336	1.2583	1.2835	1.3092	1.3353	1.3620
'Large Consumer' per m^3	0.7598	0.7750	0.7905	0.8063	0.8224	0.8389	0.8557	0.8728	0.8902	0.9080
Annual % Change		2%	2%	2%	2%	2%	2%	2%	2%	2%

Recommended Fixed Charges - Wastewater

	2015 Approved	2016	2017	2018	2019	2020	2021	2022	2023	2024
5/8" and 3/4"	11.91	12.62	13.38	14.19	15.04	15.94	16.89	17.91	18.98	20.12
1"	20.66	21.90	23.21	24.61	26.08	27.65	29.31	31.07	32.93	34.90
1 1/2"	40.56	42.99	45.57	48.31	51.21	54.28	57.54	60.99	64.65	68.53
2"	60.43	64.06	67.90	71.97	76.29	80.87	85.72	90.86	96.32	102.10
3"	101.46	107.55	114.00	120.84	128.09	135.78	143.92	152.56	161.71	171.41
4"	163.77	173.60	184.01	195.05	206.76	219.16	232.31	246.25	261.02	276.69
6"	291.23	308.70	327.23	346.86	367.67	389.73	413.12	437.90	464.18	492.03
Annual % Change		6%	6%	6%	6%	6%	6%	6%	6%	6%

The Corporation of the Town of Tecumseh

By-Law Number 2019 - 81

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

Whereas Section 391 of *The Municipal Act, 2001 S.O. 2001, c. M.25* authorizes a municipality to impose fees or charges on persons for services or activities provided or done by or on behalf of it; for costs payable by it for services or activities provided or done by or on behalf of any other municipality or any local board; and for the use of its property including property under its control;

AND WHEREAS *The Municipal Act, 2001, S.O, 2001, C. M25* grants a municipality the power to pass by-laws that impose specific fees for licensing, services, permits and other reasons;

AND WHEREAS Section 69 of *The Planning Act, R.S.O 1990 c.P.13* grants a Council of a municipality, by-law, and a planning board, by resolution, authority to establish a tariff of free for the processing of applications made in respect of planning matters;

AND WHEREAS Section 446(1) of *The Municipal Act S. O. 2001, c.M.25* authorizes a municipality under this or any other Act or under a bylaw under this or any other Act to direct or require a person to do a matter or thing, the municipality may also provide that, in default of it being done by the person directed or required to do it, the matter or thing shall be done at the person's expense;

AND WHEREAS the Council of The Corporation of the Town of Tecumseh deems it desirous to prescribe administrative fees and charges for The Corporation of the Town of Tecumseh, not otherwise prescribed by by-law;

Now Therefore the Council of The Corporation of The Town of Tecumseh Enacts as follows:

1. In this By-law:

   (a) "Council" means the municipal Council of The Corporation of the Town of Tecumseh;

   (b) "Month" means any consecutive thirty day time period;

   (c) "Town" means The Corporation of the Town of Tecumseh;

   (d) "Treasurer" means the Treasurer of The Corporation of the Town of Tecumseh.

2. Schedules "A" to "H" attached hereto and forming part of this By-law shall be adopted and prescribed as the administrative fees or charges for the Town.

3. Any person who makes an application to, or a request for services of, or enters into an agreement with, or obtains an approval from, the Town, in respect of the things or matters set out in this By-law, shall pay to the Treasurer the applicable administrative fees or charges set out in the Schedules "A" to "H" of this By-law unless otherwise provided for in this By-law, and such administrative fees and charges are not refundable and are payable upon the person making such application or request for services or entering into such agreement or obtaining such approval.

4. The administrative fees and charges listed in Schedules “A” to “H” attached to this By-law will be subject to applicable taxes including but not limited to Harmonized Sales Tax (HST).

5. Interest on all amounts due and unpaid shall be charged at the rate of 2.0 percent per Month.

6. Any administrative fees or charges imposed under this By-law constitute a debt of the person to the Town and may be added by the Treasurer, together with interest, to the tax roll for any real property in the municipality all of the owners of which are responsible for paying such administrative fees and charges to be collected in like manner as municipal taxes.

7. Nothing in this By-law shall be so construed as to prevent the Council from reducing or waiving any administrative fee or charge set under this By-law.

8. Should any section, subsection, clause or provision of this By-law or its Schedules “A” to “H” be declared by a court of competent jurisdiction to be invalid, the said section, subsection, clause or provision shall not affect the validity of this By-law or its Schedules “A” to “H” as a whole or any part thereof, other than the part so declared to be invalid.

9. That any by-law(s) inconsistent with this by-law are hereby repealed.

10. This by-law may be cited as the “Administrative Fees and Charges By-law”.

11. This By-law shall come into force and take effect on January 1, 2020.

Read a first, second and third time and finally passed this 10th day of December, 2019.

Gary McNamara, Mayor

Laura Moy, Clerk

SCHEDULE A - General Administration

By-Law No. 2019-81

TYPE OF FEE	2020 FEES	2019 FEES	HST
Archival Research - per hour or part thereof with a minimum fee of one hour plus cost of photocopying or plotting	$ 40.00	$ 153.42	Y
Photocopies (per page)	-	-	-
a) 11inch X 17 inch	$ 0.66	$ 0.64	Y
b) 11inch X 17 inch (Colour)	$ 2.65	$ -	Y
c) 8-1/2 inch x 11 inch	$ 0.18	$ 0.33	Y
d) 8-1/2 inch x 11 inch (Colour)	$ 1.33	$ -	Y
e) 8-1/2 inch x 14 inch	$ 0.62	$ 0.58	Y
f) 8-1/2 inch x 14 inch (Colour)	$ 1.77	$ -	Y
g) Bound publications	$ 8.85	$ 6.00	Y
Maps, plans on plotter - per square foot	$ 3.54	$ 3.33	Y
Maps, plans on plotter - per square foot (Colour)	$ 6.20	$ -	
Large Format Scanning - per square foot	$ 4.20	$ 2.34	Y
Geo-referenced data (reference Policy #43)	-	-	-
a) Each Segment (layer)	20% of cost	20% of cost	Y
b) Per parcel/entity	$ 0.20	$ 0.20	Y
c) Data production service fee	$ 55.39	$ 53.38	Y
Digital data on CD/DVD	$ 55.39	$ 53.38	Y
Compliance Reports	-	-	-
a) Building	$ 77.00	$ 76.00	N
b) Fire	$ 67.25	$ 66.00	N
c) Public Works	$ 67.00	$ 66.00	N
d) Tax Certificates	$ 72.00	$ 70.00	N
Municipal Paraphernalia	-	-	-
a) Town pins - each	$ 0.44	$ 0.44	Y
b) Town golf shirts - each	$ 22.79	$ 22.79	Y
c) Fleece Blanket	$ 18.36	$ 18.36	Y
d) Baseball Caps	$ 9.29	$ 9.29	Y
e) Coffee mugs	$ 4.69	$ 4.69	Y
f) Town of Tecumseh flags	$ 33.76	$ 33.76	Y
g) Canadian flags	$ 34.20	$ 34.20	Y
h) Ontario flags	$ 53.54	$ 53.54	Y
Return Cheque	$ 29.00	$ 28.00	N
Burial permit	$ 15.00	$ 15.00	N
Marriage License	$ 130.00	$ 130.00	N
Marriage Solemnization - Weekends & Holidays	$ 350.00	$ 350.00	Y
Marriage Solemnization - Weekdays	$ 250.00	$ 250.00	Y
Marriage Rehearsal	$ 50.00	$ 50.00	Y
Reprint Tax Bills	$ 10.00	$ 10.00	N
Tax Registration administration fee (plus costs)	$ 255.00	$ 250.00	N
Refund or Misdirected Payment Fee	$ 20.00	$ -	N
By-Law Enforcement Administration Fee	-	-	-
Corrective work performed under any Town of Tecumseh By-law	$ 125.00	$ -	N

SCHEDULE B - Fire Department By-law No. 2019-81

Report No.: FS-2019-14

Administrative Fees and Charges 2020

TYPE OF FEE	2020 FEES	2019 FEES	HST
Property Inspection by request; Determination of occupancy; New construction (Ontario Building Code); Licensing (Liquor Licensing Board of Ontario); Change in property use (per inspection)			
a) Sq. Ft from 0 to 2,500	$ 70.06	$ 68.75	Y
b) Sq. Ft from 2,501 to 5,000	$ 102.39	$ 100.48	Y
c) Sq. Ft. from 5,001 to 10,000	$ 150.94	$ 148.13	Y
d) Sq. Ft. from 10,001 to 20,000	$ 269.56	$ 264.53	Y
e) Sq. Ft. from 20,001 and over	$ 404.34	$ 396.80	Y
Fire assistance for private standby beyond normal fire protection at Commercial or industrial premises: Per hour per manned apparatus	$ 465.42	$ 444.41	Y
Risk Safety Management Plan Review Level 1 Propane Facility (per review)	$ 231.79	$ 227.47	Y
Risk Safety Management Plan Review Level 2 Propane Facility **** Note 1** (per review)	$ 1,768.21	$ 1,735.24	
Engineering Peer Review of RSMP Submits	at cost	at cost	
Daycare Inspection License approval (each)	$ 70.06	$ 68.75	Y
Daycare Inspection License Approval follow-up (each)	$ 26.94	$ 26.44	Y
Fire Inspection of apartments, boarding and lodging houses made under retrofit apartments in single family dwelling (per request)			
a) Owner's Request	$ 269.56	$ 264.53	Y
b) From Complaint	$ 404.34	$ 396.80	Y
c) Orders Issued	$ 404.34	$ 396.80	Y
Fire flow testing private hydrants or request for flow test information (per test)	$ 70.06	$ 68.75	Y
Fire Scene photographs on disc (per incident)	$ 9.71	$ 9.53	Y
Room Rental (per day)	$ 145.55	$ 142.84	Y
Training Tower Rental			Y
a) Building Rental (per day)	$ 345.01	$ 338.58	Y
b) Staffing (Other duties rate per hour)	2 FF	2 FF	Y
Smoke House Rental			
a) Building Rental (per day)	$ 452.80	$ 444.36	Y
b) Staffing (Other duties rate per hour)	2 FF	2 FF	Y
c) Materials (per day)	$ 113.18	$ 111.07	Y
Confined Space Rental			
a) Building Rental (per day)	$ 458.23	$ 449.69	Y
b) Staffing (Other duties rate per hour)	2FF	2FF	Y
c) 1Fire Vehicle Standby with 4 Firefighters (per hour)	$ 465.42	$ 467.72	Y
False Alarm			
a) False Alarm Registration	$ 25.00	$ 25.00	N
b) At Fault False Alarm - MTO Rate	$ 465.42	$ 300.00	N

SCHEDULE C - Police Services By-Law No. 2019-81

Report No.: FS-2019-14

Administrative Fees and Charges 2020

TYPE OF FEE	2020 FEES	2019 FEES	HST
Criminal Record, Police Record & Vulnerable Sector Check - Employment	$ 41.00	$ 25.00	N
Duplicate Copy of Criminal and Police Record Check	$ 9.74	$ 4.43	Y
Criminal Record, Police Record & Vulnerable Sector Check - Volunteer	no charge	no charge	n/a
Occurrence Confirmation Reports/Incident Reports	$ 52.21	$ 37.39	Y
Technical Traffic Collision Report	$ 794.69	$ 500.00	Y
Reconstructionist Report	$ 1,527.43	$ 1,000.00	Y
Alarm Registration Fee	$ 25.00	$ 25.00	N
At Fault False Alarm Fee	$ 100.00	$ 100.00	N

SCHEDULE D

By-Law No. 2019-81 - Planning Department

TYPE OF FEE		2020 FEES	2019 FEES	HST
Application for Consent per severed lot **See Note 1**		$ 625.00	$ 600.00	N
Change a Conditional approval		$ 150.00	$ 150.00	N
Special Meeting Fee		$ 625.00	$ 600.00	N
Application Fee Minor Variance		$ 625.00	$ 600.00	N
Application Fee Official Plan Amendment	Fee	$ 2,200.00	$ 2,120.00	N
	Deposit	$ 500.00	$ 500.00	
	Total	**$ 2,700.00**	**$ 2,620.00**	
Application Fee Zoning By-law Amendment Regulation	Fee	$ 2,200.00	$ 2,120.00	N
	Deposit	$ 500.00	$ 500.00	
	Total	**$ 2,700.00**	**$ 2,620.00**	
Application Fee Zoning By-law Amendment Minor **See Note 2**	Fee	$ 1,100.00	$ 1,075.00	N
	Deposit	$ 250.00	$ 250.00	
	Total	**$ 1,350.00**	**$ 1,325.00**	
Application Fee Holding removal By-law		$ 775.00	$ 750.00	N
Application Fee Temporary Use By-law	Fee	$ 1,100.00	$ 1,075.00	N
	Deposit	$ 250.00	$ 250.00	
	Total	**$ 1,350.00**	**$ 1,325.00**	
Application Fee Renewal Temporary Use By-law		$ 775.00	$ 750.00	N
Application Fee Plan of Sub-division/Condominium	Fee	$ 2,200.00	$ 2,120.00	N
	Deposit	$ 500.00	$ 500.00	
	Total	**$ 2,700.00**	**$ 2,620.00**	
Application Fee Part Lot Control By-law		$ 775.00	$ 750.00	N
Application Fee Development Control Agreement New	Fee	$ 2,200.00	$ 2,120.00	N
	Deposit	$ 3,500.00	$ 3,500.00	
	Total	**$ 5,700.00**	**$ 5,620.00**	
Application Fee Development Control Agreement Amendment	Fee	$ 1,100.00	$ 1,075.00	N
	Deposit	$ 500.00	$ 500.00	
	Total	**$ 1,600.00**	**$ 1,575.00**	
Application Fee Site Plan Control Agreement new	Fee	$ 2,200.00	$ 2,120.00	N
	Deposit	$ 500.00	$ 500.00	
	Total	**$ 2,700.00**	**$ 2,620.00**	
Application Fee Site Plan Control Agreement Major	Fee	$ 1,100.00	$ 1,075.00	N
	Deposit	$ 500.00	$ 500.00	
	Total	**$ 1,600.00**	**$ 1,575.00**	
Application Fee Site Plan Control Agreement Minor **See Note 3**	Fee	$ 775.00	$ 750.00	N
	Deposit	$ 500.00	$ 500.00	
	Total	**$ 1,275.00**	**$ 1,250.00**	

Note 1: Where multi-lot development is proceeding by consent, one application and $625.00 fee will be required per each new, individual lot proposed to be created.

Note 2: A minor zoning by-law amendment application is proposed to include the following: For sites currently zoned Agricultural - any addition to the permitted range of users; for sites already zoned - any change to existing regulations.

Note 3: Upon the depletion of the $500.00 deposit amount required to cover the costs for outside technical services (including but not limited to, engineering and legal services), the applicant will be required to submit an additional deposit of $500.00. All costs incurred by the Town for outside technical services over and above the deposit will be reimbursed to the Town by the applicant

SCHEDULE E - Public Works
By-Law No. 2019-81

TYPE OF FEE		2020 FEES	2019 FEES	HST
Sanitary Sewer Inspections		-	-	
a) within road and 5 ft back of curb	Fee	$ 143.00	$ 140.00	N
	Indemnity	$ 2,000.00	$ 2,000.00	
	Total	**$ 2,143.00**	**$ 2,140.00**	
b) beyond 5 ft back of curb	Fee	$ 143.00	$ 140.00	N
	Indemnity	$ 1,000.00	$ 1,000.00	
	Total	**$ 1,143.00**	**$ 1,140.00**	
Storm Sewer Inspections		-	-	
a) within road and 5 ft back of curb	Fee	$ 143.00	$ 140.00	N
	Indemnity	$ 2,000.00	$ 2,000.00	
	Total	**$ 2,143.00**	**$ 2,140.00**	
b) beyond 5 ft back of curb	Fee	$ 143.00	$ 140.00	N
	Indemnity	$ 1,000.00	$ 1,000.00	
	Total	**$ 1,143.00**	**$ 1,140.00**	
Curb Cuts	Fee	$ 72.00	$ 70.00	N
	Indemnity	$ 500.00	$ 500.00	
	Total	**$ 572.00**	**$ 570.00**	
Road Crossings	Fee	$ 281.00	$ 275.00	N
	Indemnity	$ 2,000.00	$ 2,000.00	
	Total	**$ 2,281.00**	**$ 2,275.00**	
Culverts	Fee	$ 143.00	$ 140.00	N
	Indemnity	$ 500.00	$ 500.00	
	Total	**$ 643.00**	**$ 640.00**	
Weed cutting		-	-	
a) minimum charge		$ 345.00	$ 300.00	Y
b) hourly rate		$ 398.00	$ 345.00	Y
Construct a paved driveway entrance	Fee	$ 143.00	$ 140.00	N
	Indemnity	$ 1,000.00	$ 1,000.00	
	Total	**$ 1,143.00**	**$ 1,140.00**	
Construct an unpaved driveway entrance	Fee	$ 143.00	$ 140.00	N
	Indemnity	$ 500.00	$ 500.00	
	Total	**$ 643.00**	**$ 640.00**	
Signs		-	-	
a) Handicap, Fire Route & No Parking		$ 61.00	$ 60.00	N
b) Sign Posts		$ 61.00	$ 60.00	N
General labour charges per hour		$ 76.11	$ 75.00	Y
Drainage Tiles Inspection		$ 66.00	$ 65.00	N
Municipal Drain Apportionment Agreement		$ 185.00	$ 182.00	N

SCHEDULE F - Parks and Recreation
BY-Law No 2019-81

TYPE OF FEE	2020 FEES	2019 FEES	HST
Pavilion Rental			
a) Private Use	$ 119.00	$ 119.00	Y
b) Commercial Corporations	$ 204.00	$ 204.00	Y
c) School Use	$ 60.00	$ 60.00	Y
d) Lacasse Pavillion/Leisure Pool Rental Combo	$ 60.00	$ 60.00	Y
Room Rentals - Arena			
a) Affiliated Comm. Organizations (Local Non-profit) (Flat)	$ 42.00	$ 41.00	Y
b) Private use - Horwood Room (Flat)	$ 140.00	$ 138.00	Y
c) Private use - Horwood Room (Hourly)	$ 28.50	$ 28.50	Y
d) Private use - Centre Ice Room (Flat)	$ 158.00	$ 158.00	Y
e) Private use - Centre Ice Room (Hourly)	$ 33.50	$ 33.50	Y
f) Private use - Centre Ice Room Seasonal Contract (Hourly)	$ 32.00	$ 31.00	Y
g) Private use - Boardroom (Hourly)	$ 15.30	$ 15.00	Y
h) Lobby (Flat)	$ 25.00	$ 25.00	Y
i) Kitchen (Flat)	$ 25.00	$ 25.00	Y
j) Security Deposit for Alcohol Rentals	$ 100.00	$ 100.00	N
k) Facility Staff Set-Up & Clean-Up	$ 31.00	$ 30.00	Y
Audio Visual Equipment			
a) Overhead Projector & screen / DVD Player	$ 25.50	$ 25.00	Y
b) Podium/Sound System	$ 25.50	$ 25.00	Y
c) Movie Screen System (4-hours)	$ 260.00	$ 250.00	Y
Room Rentals - Optimist Club			
a) Affiliated Comm. Organizations (Local Non-profit) (Flat)	$ 42.00	$ 41.00	Y
b) Private use - 1 Room (Flat)	$ 145.00	$ 145.00	Y
c) Kitchen	$ 25.00	$ 25.00	Y
d) Private Use - 1-Room (Hourly)	$ 31.50	$ 31.50	Y
e) Private Use - 2-Room (Hourly)	$ 50.00	$ 50.00	Y
f) Entire Building - All Day Use	$ 265.00	$ 265.00	Y
g) Security Deposit for Alcohol Rentals	$ 100.00	$ 100.00	N
Parks Commemorative Program			
a) Park Bench with new concrete pad	$ 2,000.00	$ 2,000.00	N
b) Park Bench existing	$ 1,600.00	$ 1,600.00	N
c) Tree Planting donation	$ 500.00	$ 500.00	N
Court Keys			
a) Tennis Court	$ 26.50	$ 26.00	Y
b) Tennis Court (1/2 season starting Sept. 1st)	$ 13.25	$ 13.00	Y
c) Pickleball/per person	$ 26.50	$ 26.00	Y
d) Pickleball/per person (1/2 season starting Sept. 1st)	$ 13.25	$ 13.00	Y
e) Tennis/Pickleball Combo Key/per person	$ 42.00	$ 41.00	Y
f) Tennis/Pickleball Combo Key/per person (1/2 season)	$ 21.00	$ 20.50	Y
g) Lost Key Replacement	$ 10.00	$ 10.00	Y
Special Event - Lakewood Park			
Special Event 1 day (Non-Paid Admission Events)*	$ 500.00	$ 500.00	Y
Special Event 1 day	$ 1,000.00	$ 1,000.00	Y
Special Event 2 day	$ 1,750.00	$ 1,750.00	Y
Special Event 3 day	$ 2,250.00	$ 2,250.00	Y
Special Event 4 day	$ 2,750.00	$ 2,750.00	Y
Wedding Ceremonies (Lakewood South)	$ 250.00	$ 250.00	Y
Wedding Receptions (Lakewood South)	$ 750.00	$ 750.00	Y
Special Event - Lacasse Park/McAuliffe Park			
Special Event 1 day (Non-Paid Admission Events)	$ 500.00	$ 500.00	Y
Special Event 1 day	$ 750.00	$ 750.00	Y
Non-profit Triathalon/Cross country/Walkathon Park			
Rental (per hour - maximum 5 hours)	$ 87.50	$ 86.00	Y
School (per hour - maximum 5 hours)	$ 52.00	$ 51.00	Y
Additional Special Event Charges			
Special Event - Hosted in Municipal Parking Lot	$ 200.00	$ 195.00	Y
Building Key Deposit	$ 200.00	$ 200.00	Y
Security Deposit for Noise Bylaw Exemptions	$ 500.00	$ 500.00	N
Mapping services (IT Department) - 3 hours	$ 135.00	$ 135.00	Y

SCHEDULE F - Parks and Recreation
BY-Law No 2019-81

TYPE OF FEE	2020 FEES	2019 FEES	HST
Food/Beverage Sales	$ 260.00	$ 255.00	Y
Greenspace Parking	$ 1,000.00	$ 1,000.00	Y
Greenspace Parking - damage deposit	$ 500.00	$ 500.00	N
Special Event Hydro (Per day)	$ 200.00	$ 200.00	Y
Garbage collection Town Staff (per can/per day)	$ 3.00	$ 3.00	Y
Special Event Set-up & Take down (per day)	$ 320.00	$ 315.00	Y
Special Event Tent rental (15'x15' - 1 - 3 days)	$ 230.00	$ 225.00	Y
Temporary Stage	$ 300.00	$ 300.00	Y
Security Fencing: 8ft high x 6ft wide Panels 4ft high x 7ft wide Panels			
a) Per Panel (1 - 5 day event) delivered only	$ 3.75	$ 3.65	Y
b) Per Panet (1 month) delivered only	$ 7.00	$ 6.75	Y
c) Per Panel (1 - 5 day event) installed	$ 6.00	$ 5.75	Y
d) Per Panel (1 month) installed	$ 9.25	$ 9.00	Y
Sports Fields rental (Max 4 hr block)			
Ball Diamond - Adult	$ 36.28	$ 35.00	Y
Ball Diamond - Youth	$ 21.24	$ 20.50	Y
Ball Diamond with lights - Adult	$ 56.64	$ 55.00	Y
Ball Diamont with lights - Youth	$ 35.40	$ 34.00	Y
Soccer Pitch - Adult	$ 36.28	$ 35.00	Y
Soccer Pitch - Youth	$ 21.24	$ 20.50	Y
User Group: per registrant (Ball/Soccer)	$ 5.00	$ 5.00	N
Ice Rental - hourly			
Ice Rental - Prime Time **(effective April 1)**	$ 172.88	$ 171.50	Y
Ice Rental - Non- Prime Time **(Starting April 1)**	$ 137.48	$ 136.50	Y
1-8 people: Non-Prime 6am-3pm (Party / small group instruction)	$ 118.01	$ 116.50	Y
1/2 Ice: Ice barriers mandatory (max 8 players excluding coaches)	$ 78.03	$ 77.50	Y
Summer Weekend Sat/Sun	$ 118.01	$ 116.50	Y
Tournament/Event booking 35 hrs or more April - Aug	$ 118.01	$ 116.50	Y
Municipal or Municipal partnership program Apr - Aug	$ -	$ 116.50	Y
Lifecycle Hourly Capital Surcharge	$ 5.00	$ 5.00	Y
Lifecycle Hourly Capital Surcharge for 1/3 and 1/2 ice	$ 2.50	$ 2.50	Y
Public Skating			
Open/Parent & Tot/Adult Skate	$ 3.54	$ 3.54	Y
Open/Parent & Tot/Adult Skating Card (10 skates + 5 bonus)	$ 35.40	$ 35.40	Y
Family rate (up to 5)	$ 11.06	$ 11.06	Y
Figure Skating Practice (day use if available)	$ 8.85	$ 8.85	Y
Sponsorship (per hour)	$ 265.49	$ 255.00	Y
Weekend Public Skating - Individual	$ 4.43	$ 4.42	Y
Weekend Public Skating - Family (up tp 5 people)	$ 13.27	$ 13.27	Y
Weekend Public Skating - Individual Season Pass	$ 70.80	$ 70.80	Y
Weekend Public Skating - Family Season Pass	$ 212.39	$ 212.39	Y
Shinny Hockey (per person)	$ 7.08	$ 7.08	Y
Shinny Weekday Card	$ 70.80	$ 70.80	Y
Senior Shinney Hockey	$ 4.43	$ 4.42	Y
Arena Floor (Non ice rentals)			
a) Special Events (Not for Profit per hour)	$ 100.00	$ 97.00	Y
b) Lacross/ball hockey/inline skating etc (per hour)	$ 68.14	$ 67.00	Y
c) Commercial Rental (per day)	$ 1,528.50	$ 1,500.00	Y
d) Multiple Day Rental (to be negotiated)	Negotiated	Negotiated	Y
Program/Rental Administration Fees			
a) Program Transfer/Withdrawal Fee	$ 11.06	$ 10.62	Y
b) Rental Cancellation Fee	$ 26.55	$ 26.00	Y
c) Re-print Receipts	$ 6.77	$ 6.64	Y
Marketing and Advertising			
a) Ice Resurfacer Wrap - 3 year (Fee plus cost of wrap production/installation)	$ 5,100.00	$ 5,000.00	Y
b) In-Ice Advertising	$ 1,000.00	$ 1,000.00	Y

SCHEDULE F - Parks and Recreation
BY-Law No 2019-81

TYPE OF FEE	2020 FEES	2019 FEES	HST
c) Rink Boards	$ 600.00	$ 600.00	Y
d) 2nd Rink Board	$ 500.00	$ 500.00	Y
e) Illuminated Wall Panel 3' X 15'	$ 1,600.00	$ 1,600.00	Y
f) Illuminated Wall Panel 5' x 9'	$ 1,200.00	$ 1,200.00	Y
g) Illuminated Wall Panel 5' x 5' (A-Side) / '4x8' (B-Side)	$ 1,000.00	$ 1,000.00	Y
h) Activity Guide Ad - Full Page Outside Back Cover	$ 500.00	$ 500.00	Y
i) Activity Guide Ad - Full Page Inside	$ 300.00	$ 300.00	Y
j) Activity Guide Ad - 1/2 page	$ 200.00	$ 200.00	Y
k) Activity Guide Ad - 1/4 page	$ 100.00	$ 100.00	Y
l) Activity Guide Ad - Full Page - Inside Cover	$ 400.00	$ 400.00	Y
Pool Rentals			
a) Pool with max 24 persons	$ 70.80	$ 70.00	Y
b) Pool with max 49 persons	$ 115.04	$ 115.00	Y
c) Pool with max 74 persons	$ 141.59	$ 140.00	Y
d) Pool with max 100 persons	$ 176.99	$ 175.00	Y
e) Pool & Slide with max 24 persons	$ 123.89	$ 120.00	Y
f) Pool & Slide with max 49 persons	$ 168.14	$ 165.00	Y
g) Pool & Slide with max 74 persons	$ 194.69	$ 190.00	Y
h) Pool & Slide with max 100 persons	$ 230.09	$ 225.00	Y
i) Pool & Tot Pool with max 24 persons	$ 110.62	$ 110.00	Y
j) Pool & Tot Pool with max 49 persons	$ 154.87	$ 150.00	Y
k) Pool & Tot Pool with max 74 persons	$ 190.27	$ 185.00	Y
l) Pool & Tot Pool with max 100 persons	$ 207.97	$ 205.00	Y
m) Pool, Tot Pool and Slide with max 24 persons	$ 163.72	$ 160.00	Y
n) Pool, Tot Pool & Slide with max 49 persons	$ 203.54	$ 200.00	Y
o) Pool, Tot Pool & Slide with max 74 persons	$ 238.94	$ 235.00	Y
p) Pool, Tot Pool & Slide with max 100 persons	$ 252.21	$ 250.00	Y
q) Pool, Tot Pool & Slide full capacity (224)	$ 309.73	$ 305.00	Y
r) Training Room (Hourly)	$ 29.20	$ 28.50	Y
Leisure Pool Birthday Party Packages (additional fees will be applied for food & beverages)			
a) One Pool with Party Room & Staff	$ 119.47	$ 117.00	Y
b) One Pool & Slide with party Room & Staff	$ 172.57	$ 170.00	Y
c) Two Pools with Party Room & Staff	$ 159.29	$ 155.00	Y
d) Two Pools & Slide with Party Room & Staff	$ 212.39	$ 205.00	Y
e) Recreation Swim with Party Room & Staff	$ 103.54	$ 102.00	Y
f) Recreation Swim & Slide with Party Room & Staff	$ 127.43	$ 125.00	Y
Public Swim			
a) Tot Time - Adult and 1 child	$ 3.98	$ 3.98	Y
b) Tot Time - each additional child	$ 1.77	$ 1.77	Y
c) Open Rec Swim - Individual	$ 3.10	$ 3.10	Y
d) Open Rec Swim - Family (max 5)	$ 9.74	$ 9.74	Y
e) Adult Length	$ 3.98	$ 3.98	Y
f) Aquafit	$ 3.98	$ 3.98	Y
g) Waterslide	$ 1.77	$ 1.77	Y
h) Sponsorship (per hour)	$ 309.73	$ 300.00	Y
Swim Card Passes Access to Recreation Swim Programs (12 ticket entries per card)			
a) Tot Time - Adult and 1 Child	$ 39.82	$ 39.82	Y
b) Open Rec Swim (Individual)	$ 30.97	$ 30.97	Y
c) Open Rec Swim (Family) (max 5)	$ 97.35	$ 97.35	Y
d) Adult Lengths	$ 39.82	$ 39.82	Y
e) Aquafit	$ 39.82	$ 39.82	Y
f) Waterslide	$ 17.70	$ 17.70	Y
Seasonal Swim Passes Access to all Rec Swims for the summer (Tot Time, Adult Length, Aquafit, Open)			
a) Individual Pass	$ 66.37	$ 61.06	Y
b) Individual Pass (1/2 season starting August 1st)	$ 33.19	$ 30.53	Y
c) Family Pass (max 5)	$ 141.59	$ 137.17	Y

SCHEDULE F - Parks and Recreation
BY-Law No 2019-81

TYPE OF FEE	2020 FEES	2019 FEES	HST
d) Family Pass (max 5) (1/2 season starting August 1st)	$ 70.80	$ 68.58	Y
Aquatic Programs - "Learn to Swim" (Fee assumes 10 classes)			
a) Parent & Tot	$ 75.00	$ 72.50	N
b) Preschool	$ 80.00	$ 75.00	N
c) Rookie/Ranger/Star	$ 75.00	$ 72.50	N
d) Swimmer (Swimmer 1-2: 30 min. class)	$ 75.00	$ 72.50	N
e) Swimmer (Swimmer 3-6: 45 min. class)	$ 80.00	$ 75.00	N
f) Swimmer H40 ratio 1:4	$ 100.00	$ 95.00	N
g) Bronze Star	$ 90.27	$ 88.50	Y
h) Bronze Medallion	$ 181.42	$ 181.42	Y
i) Bronze Cross	$ 123.89	$ 119.47	Y
j) Swim Teams	$ 200.00	$ 200.00	N
k) NLS Lifeguard	$ 269.91	$ 265.49	Y
l) Semi-Private Swim Lessons (3 persons, each pay) per 30 min. session	$ 9.73	$ 8.85	Y
m) Semi-Private Swim Lessons (2 persons, each pay) per 30 min. session	$ 13.27	$ 12.39	Y
n) Private Swim Lessons per 30 min. session	$ 24.78	$ 23.89	Y
o) Adult Swim Lessons Level 1	$ 70.80	$ 64.16	Y
p) Adult Swim Lessons - Level 2/3	$ 66.37	$ 66.37	Y
q) Assistant Instructor	$ 119.47	$ 115.04	Y
r) Instructor School	$ 269.91	$ 265.49	Y
Day Camp			
a) Weekly Rate (5 days)	$ 145.00	$ 140.00	N
b) Holiday Week Rate (4 days)	$ 120.00	$ 120.00	N
c) Daily Rate	$ 35.00	$ 35.00	N
d) Field Trip	$ 15.00	$ 15.00	N
e) Specialty Camps (negotiated)	Negotiated	Negotiated	N

SCHEDULE G - Water Department
By-Law No. 2019-81

TYPE OF FEE	2020 FEES	2019 FEES	HST
Unauthorized Hydrant Use	100 + cost	100 + cost	Y
Private Hydrant Maintenance	At cost or $300	At cost or $300	Y
Flow Testing Public Hydrants per call - Regular Hours	$ 70.00	$ 70.00	Y
Flow Testing Public Hydrants per call - After Hours	$ 85.00	$ 85.00	Y
Water meter frozen	At cost	At cost	N
Turn Water On/Off	At cost	At cost	N
After hours callout	At cost	At cost	N
Alterations/Repairs of Distribution System for All Customers (examples include watermain lowering/cut in tee/valave/hydrant	Cost plus burden	Cost plus burden	N
Watermain Tap - 25 mm to 50 mm diameter watermain	Cost plus burden	Cost plus burden	N
Boil Water Advisory per event	$ 750.00	$ 750.00	N
Subdivision Development Fees	-	-	-
a) Subdivision Development	$ 1,200.00	$ 1,200.00	N
b) Service Inspection Fee per water service connection	$ 50.00	$ 50.00	N
Inspection of Private Development - watermains equal to or greater than 100 mm (4")	-	-	-
a) Minimum charge	$ 250.00	$ 250.00	N
b) per metre of service pipe installed	$ 10.00	$ 10.00	N
Water Service Charge	At cost	At cost	N
Abandonment Deposit in concrete	$ 5,000.00	$ 5,000.00	N
Abandonment Deposit in asphalt	$ 3,000.00	$ 3,000.00	N
Abandonment Deposit in the boulevard	$ 1,500.00	$ 1,500.00	N
Service Call regular hours	$ 65.00	$ 65.00	N
Service Call after hours	$ 80.00	$ 80.00	N

SCHEDULE H - Tecumseh Transit
By-Law No. 2019-81

TYPE OF FEE	2020 FEES	2019 FEES	HST
Adult Transit Fare	$ 2.25	$ 2.00	N
Senior Transit Fare	$ 1.75	$ 1.50	N
Student Transit Fare	$ 1.25	$ 1.00	N
Child Transit Fare (under 5)	$ -	$ -	N
Veteran Transit Fare	$ -	$ -	N
Blind Person Transit Fare	$ -	$ -	N
Person Accompanying Disabled Rider Fare	$ -	$ -	N
Adult Monthly Bus Pass	$ 40.00	$ 35.00	N
Adult 6 Month Bus Pass	$ 200.00	$ 175.00	N
Adult 12 Month Bus Pass	$ 400.00	$ 350.00	N
Senior Monthly Bus Pass	$ 35.00	$ 30.00	N
Senior 6 Month Bus Pass	$ 175.00	$ 150.00	N
Senior 12 Month Bus Pass	$ 350.00	$ 300.00	N
Student Monthly Bus Pass	$ 30.00	$ 25.00	N
Student 6 Month Bus Pass	$ 150.00	$ 125.00	N
Student 12 Month Bus Pass	$ 300.00	$ 250.00	N

The Corporation of the Town of Tecumseh

By-Law Number 2020 - 82

Being a By-law to provide for the adoption of the estimates of all sums required (budget) for general municipal purposes for the year 2020.

Whereas Section 290 of *The Municipal Act*, S.O. 2001 Chapter 25, as amended, provides that a municipality shall, in the year or the immediately preceding year, prepare and adopt a budget including estimates of all sums required during the year for the purposes of the municipality; and

Whereas the Council of the Town of Tecumseh adopted By-law 2003-06, in accordance with Section 251 of *The Municipal Act,* S.O. 2001 Chapter 25, establishing procedures for the giving of notices under the said Act; and

Whereas in accordance with By-law No. 2003-06, notice of Council's intention to adopt a budget for the year 2020, was given at the November 12, 2019 regular meeting and November 19, 2019 special meeting of Tecumseh Town Council, as well as on the Town's web site, Facebook page, Twitter, the Town's App and published in the Shoreline Week and in the Essex Free Press.

Now Therefore the Council of The Corporation of The Town of Tecumseh Enacts as follows:

1. **That** the estimates (budget) for all sums required during the 2020 year for the purposes of the municipality as per Schedules "A" and "B" attached hereto, are hereby adopted.

2. **That** this by-law shall come into force and take effect upon the date of the third and final reading thereof.

Read a first, second and third time and finally passed this 10th day of December, 2019.

Gary McNamara, Mayor

Laura Moy, Clerk

Schedule "A"
By-law 2020-82
The Corporation of the Town of Tecumseh
2020 Budget Summary

Revenues	**2020**	**2019**	**$ Change**	**% Change**
General Tax Levy	24,347,565	23,550,357	797,208	3.39%
Local Improvements	1,019	1,019	-	0.00%
Rights of Way	15,000	15,000	-	0.00%
Payment In Lieu of Taxes	72,500	71,100	1,400	1.97%
Sub-total Taxation Revenue	**24,436,084**	**23,637,476**	**798,608**	**3.38%**
Ontario/Canada Grants	379,063	471,736	(92,673)	-19.65%
Fees, Services Charges and Donations	12,157,137	11,797,770	359,367	3.05%
Licences, Permits and Fines	744,500	712,000	32,500	4.56%
Penalties and interest	380,000	380,000	-	0.00%
Investment income	1,192,309	1,189,175	3,134	0.26%
Other Revenues	608,675	599,465	9,210	1.54%
Transfer from reserves and reserve funds	891,219	591,609	299,610	50.64%
Sub-total Operating Revenue	**16,352,903**	**15,741,755**	**611,148**	**3.88%**
Ontario/Canada Grants	40,176,500	2,813,000	37,363,500	1328.24%
Share of Gas Tax Revenues	1,127,500	1,127,500	-	0.00%
Capital contributions from Landowners	4,890,200	2,203,080	2,687,120	121.97%
Proceeds from long term debt issued	9,593,500	-	9,593,500	0.00%
Transfer from reserve and reserve funds	20,443,000	14,470,780	5,972,220	41.27%
Sub-total Capital/Lifecycle Revenue	**76,230,700**	**20,614,360**	**55,616,340**	**269.79%**
Total Revenues	**117,019,687**	**59,993,591**	**57,026,096**	**95.05%**

Schedule "A"
By-law 2020-82
The Corporation of the Town of Tecumseh
2020 Budget Summary

Operating Expenditures	2020	2019	$ Change	% Change
Council	464,059	480,233	(16,174)	-3.37%
Administration	4,162,411	3,985,851	176,560	4.43%
Sub-total General Government	**4,626,470**	**4,466,084**	**160,386**	**3.59%**
Fire	1,389,710	1,301,469	88,241	6.78%
Police	3,598,591	3,527,709	70,882	2.01%
Crossing Guards	89,069	85,988	3,081	3.58%
Building Department	561,850	537,148	24,702	4.60%
Animal Control	50,680	45,280	5,400	11.93%
Conservation Authority	282,674	270,520	12,154	4.49%
Emergency Measures	30,050	28,750	1,300	4.52%
Sub-total Protection to Persons and Property	**6,002,624**	**5,796,864**	**205,760**	**3.55%**
Roadways (Public Works)	1,614,816	1,630,711	(15,895)	-0.97%
Winter Control	377,504	361,058	16,446	4.55%
Transit	309,427	294,809	14,618	4.96%
Street Lighting	239,000	229,000	10,000	4.37%
Sub-total Transportation Services	**2,540,747**	**2,515,578**	**25,169**	**1.00%**
Sanitary Sewer	2,454,328	2,422,501	31,827	1.31%
Storm Sewers	522,714	418,944	103,770	24.77%
Waterworks System	3,597,769	3,519,465	78,304	2.22%
Garbage Collection	633,160	619,500	13,660	2.21%
Garbage Disposal	839,000	839,000	-	0.00%
Sub-total Environmental Services	**8,046,971**	**7,819,410**	**227,561**	**2.91%**
Assistance to aged	39,985	38,017	1,968	5.18%
Sub-total Social and Family Services	**39,985**	**38,017**	**1,968**	**5.18%**
Parks	1,549,869	1,495,252	54,617	3.65%
Arena	1,843,048	1,706,373	136,675	8.01%
Pool	261,699	248,132	13,567	5.47%
Other	58,669	47,200	11,469	24.30%
Sub-total Recreation Services	**3,713,285**	**3,496,957**	**216,328**	**6.19%**

Schedule "A"
By-law 2020-82
The Corporation of the Town of Tecumseh
2020 Budget Summary

Operating Expenditures	**2020**	**2019**	**$ Change**	**% Change**
Libraries	6,450	8,250	(1,800)	-21.82%
Corn Festival	180,537	148,688	31,849	21.42%
Special Events	19,327	18,084	1,243	6.87%
Sub-total Cultural Services	**206,314**	**175,022**	**31,292**	**17.88%**
Planning and Zoning	595,792	606,783	(10,991)	-1.81%
Committee of Adjustment	108,880	107,312	1,568	1.46%
Agricultural and Reforestation	233,595	217,101	16,494	7.60%
Tile Drainage/Shoreline Assistance	1,019	1,019	-	0.00%
Sub-total Planning and Development	**939,286**	**932,215**	**7,071**	**0.76%**
Transfer to reserve and reserve funds	531,500	598,500	(67,000)	-11.19%
Total Operating Expenditures	**26,647,182**	**25,838,647**	**808,535**	**3.13%**

Capital/Lifecycle Expenditures	**2020**	**2019**	**$ Change**	**% Change**
General Government	4,078,075	366,000	3,712,075	1014.23%
Protection To Persons and Property	130,300	73,250	57,050	77.88%
Transportation Services	5,053,000	7,939,360	(2,886,360)	-36.36%
Environmental Services	10,216,700	7,987,850	2,228,850	27.90%
Recreation Services	56,310,000	2,641,000	53,669,000	2032.15%
Cultural Services	20,000	-	20,000	0.00%
Planning and Development	930,000	950,000	(20,000)	-2.11%
Transfer to reserve and reserve funds	13,634,430	14,247,484	(613,054)	-4.30%
Opening Unfinanced Capital	2,442,026	1,559,400	882,626	56.60%
Closing Unfinanced Capital	(2,442,026)	(1,609,400)	(832,626)	51.74%
Total Capital/Lifecycle Expenditures	**90,372,505**	**34,154,944**	**56,217,561**	**164.60%**
Total Expenditures	**117,019,687**	**59,993,591**	**57,026,096**	**95.05%**
Net Surplus/(Deficit) End of Year	**-**	**-**	**-**	**0.00%**

Schedule "B"
By-law 2020-82
Town of Tecumseh
2020 Budget Summary

General Reserves	Est. Balance at Dec. 31/19	Transfer (To) From Other Reserve	Consolidation of Reserves per Resolutions	From Current Operations	From Capital Operations	From Developers	Interest Earned	2020 Revenue	To Current	To Capital Projects	2020 Expenditure	Balance at Dec. 31/20
Sick Pay	662,037	-	662,037	-	-	-	-		13,500		-	648,537
Working Fund	216,300	-	216,300	-	-	-	-				-	216,300
Tax Rate Stabilization	3,794,594	-	3,794,594	480,500	-	-	-	480,500	469,652	1,070,000	1,539,652	2,735,442
Health ASO	363,320	-	363,320	-	-	-	-				-	363,320
Meeting Investigator	30,200	-	30,200	-	-	-	-				-	30,200
Fire Education and Awareness	7,500	-	7,500	-	-	-	-				-	7,500
Insurance	211,000	-	211,000	-	-	-	-					211,000
Infrastructure (NIL)	7,143,424	91,100	7,234,524	-	1,570,925	-	-	1,570,925	139,002	3,153,000	3,292,002	5,513,447
Community Improvement Plan	78,831	-	78,831	-	-	-	-				-	78,831
Cada Complex Art Work	16,435	-	16,435	-	-	-	-				-	16,435
West St. Louis Pump	284,345	-	284,345	-	-	-	-				-	284,345
Total General Reserves	**12,807,986**	**91,100**	**12,899,086**	**480,500**	**1,570,925**	**-**	**-**	**2,051,425**	**622,154**	**4,223,000**	**4,831,654**	**10,105,357**
Lifecycle Reserves												
Arenas	1,134,803	-	1,134,803	41,000	150,000	-	-	191,000		307,000	307,000	1,018,803
Bridges and culverts	152,486	-	152,486	-	410,000	-	-	410,000		349,000	349,000	213,486
Buildings	832,798	-	832,798	-	205,000	-	-	205,000		63,500	63,500	974,298
Community trails	245,000	-	245,000	-	50,000	-	-	50,000			-	295,000
Drains	165,410	-	165,410	-	100,000	-	-	100,000		130,000	130,000	135,410
Election	14,500	-	14,500	-	16,000	-	-	16,000	2,125		2,125	28,375
Fire Apparatus	976,158	-	976,158	-	194,000	-	-	194,000			-	1,170,158
Fire Equipment	239,561	-	239,561	-	45,000	-	-	45,000		32,800	32,800	251,761
Fleet	1,031,188	-	1,031,188	-	544,000	-	-	544,000		865,500	865,500	709,688
Information Technology	401,332	-	401,332	-	148,000	-	-	148,000		339,000	339,000	210,332
New lifecycle issues	748,814	-	748,814	-	100,000	-	-	100,000			-	848,814
Outdoor Pool	265,688	-	265,688	-	60,000	-	-	60,000		50,000	50,000	275,688
Park development	1,098,073	44,600	1,142,673	-	365,000	-	-	365,000		820,000	820,000	687,673
Reforestation	141,486	-	141,486	-	30,000	-	-	30,000		30,000	30,000	141,486
Roads	8,922,592	-	8,922,592	10,000	4,160,000	-	-	4,170,000	28,150	3,317,700	3,345,850	9,746,742
Sidewalks	323,947	-	323,947	-	74,000	-	-	74,000		69,000	69,000	328,947
Storm sewers	397,453	-	397,453	-	1,002,700	-	-	1,002,700		4,013,750	4,013,750	- 2,613,597
One Time Strategic Issues	183,117	-	183,117	-	50,000	-	-	50,000	27,000		7,000	206,117
Transit	371,124	-	371,124	-	100,000	-	-	100,000	88,000		88,000	383,124
Total Lifecycle Reserves	**17,645,530**	**44,600**	**17,690,130**	**51,000**	**7,803,700**	**-**	**-**	**7,854,700**	**145,275**	**10,387,250**	**10,512,525**	**15,012,305**
Grand Total Reserves	**30,453,516**	**135,700**	**30,589,216**	**531,500**	**9,374,625**	**-**	**-**	**9,906,125**	**767,429**	**14,610,250**	**15,344,179**	**25,117,662**

Schedule "B"
By-law 2020-82
Town of Tecumseh
2020 Budget Summary

Discretionary Reserve Funds	Est. Balance at Dec. 31/19	Transfer (To) From Other Reserve	Consolidation of Reserves per Resolutions	From Current Operations	From Capital Operations	From Developers	Interest Earned	2020 Revenue	To Current	To Capital Projects	2020 Expenditure	Balance at Dec. 31/20
Water	3,734,865	57,900	3,792,765	-	1,706,133	-	112,000	1,818,133	28,145	2,976,950	3,005,095	2,605,803
Water - Facilities	7,630,950		7,630,950	-	129,000	-	228,900	357,900		37,000	37,000	7,951,850
Water rate stabilization	213,322		213,322	-	30,000	-	6,400	36,400	15,000		-	234,722
Sanitary Sewer	- 4,305,250		- 4,305,250	-	1,969,672	-	- 129,200	1,840,472	28,145	2,818,800	2,846,945	- 5,148,423
Sanitary Sewer - Facilities	1,799,462	163,300	1,962,762	-	400,000	-	54,000	454,000			-	2,253,462
Sanitary Sewer - Rate stabilization	68,421		68,421	-	25,000	-	2,100	27,100			-	95,521
Storm Sewer (OCIF)			-	-		-					-	
Post retirement benefits	1,773,198		1,773,198	-		-	53,200	53,200			-	1,826,398
Total Discretionary Reserve Funds	**10,914,969**	**221,200**	**11,136,169**	**-**	**4,259,805**	**-**	**327,400**	**4,587,205**	**71,290**	**5,832,750**	**5,889,040**	**9,819,334**
Obligatory Reserve Funds												
DC Studies	- 46,704	-	- 46,704	-	-	26,300	- 1,400	24,900	52,500	-	52,500	- 74,304
DC Fire	293,570	-	293,570	-	-	13,500	8,800	22,300	-	-	-	315,870
DC Police	53,760	-	53,760	-	-	5,700	1,600	7,300	-	-	-	61,060
DC Roads	-	- 91,100	- 91,100	-	-	91,100	-	91,100	-	-	-	-
DC Wastewater	-	- 163,300	- 163,300	-	-	163,300	-	163,300	-	-	-	-
DC Water	-	- 57,900	- 57,900	-	-	57,900	-	57,900	-	-	-	-
DC Library	79,750	-	79,750	-	-	4,500	2,400	6,900	-	-	-	86,650
DC Outdoor Recreation	-	- 44,600	- 44,600	-	-	44,600	-	44,600	-	-	-	-
DC Indoor Recreation	491,512	-	491,512	-	-	46,800	14,700	61,500	-	-	-	553,012
Sub-total DC Reserve Funds	**871,888**	**- 356,900**	514,988	**-**	**-**	**453,700**	**26,100**	**479,800**	**52,500**	**-**	**52,500**	**942,288**
Gas Tax	-	-	-	-	-	-	-	-	-	-	-	-
Parkland	652,963	-	652,963	-	-	8,000	19,600	27,600	-	-	-	680,563
Storm Sewer - (OCIF)	1,808,592	-	1,808,592	-	-	-	54,300	54,300	-	-	-	1,862,892
Total Obligatory Reserve Funds	**3,333,443**	**- 356,900**	**2,976,543**	**-**	**-**	**461,700**	**100,000**	**561,700**	**52,500**	**-**	**52,500**	**3,485,743**
Grand Total Reserve Funds	**14,248,412**	**- 135,700**	**14,112,712**	**-**	**4,259,805**	**461,700**	**427,400**	**5,148,905**	**123,790**	**5,832,750**	**5,941,540**	**13,305,077**
Grand Total Reserve & Reserve Funds	**44,701,928**	**-**	**44,701,928**	**531,500**	**13,634,430**	**461,700**	**427,400**	**15,055,030**	**891,219**	**20,443,000**	**21,285,719**	**38,422,739**

The Corporation of The Town of Tecumseh

By-Law 2019-83

Being a by-law to establish the water
and waste water rates for the year 2020.

Whereas the *Municipal Act*, 2001, S.O. 2001, c. 25 and in particular section 391 et seq. thereof, provide, inter alia, that a municipality may pass by-laws imposing fees or other charges for services or activities provided or done by it, for use of property under its control, and for capital costs payable by it;

And Whereas in pursuance thereof, The Corporation of the Town of Tecumseh (Town) is desirous of enacting a by-law to impose fees or charges for use of its waste water system, and for use of its waterworks system and for the consumption of water supplied by the waterworks system;

And Whereas public notice was given on the Town's website, Facebook page and Twitter as well as the Essex Free Press on Thursday, December 5, 2019, and the Shoreline Week Friday, December 6, 2019, of Council's intent to give consideration to the adoption of a by-law to impose fees or charges for use of its waste water management system, and for use of its waterworks system and for the consumption of water supplied by the waterworks system at their regular meeting to be held on Tuesday, December 10, 2019.

Now Therefore the Council of The Corporation of the Town of Tecumseh enacts as follows:

Part 1: Short Title

1.1 The short title of this by-law is the Water and Waste Water Rates By-law.

Part 2: Definitions

2.1 In this by-law, the following words or expressions shall have the following meanings:

a) "Customer" shall include any person, firm or corporation who receives, takes, uses or agrees to receive, take or use water from the Town;

b) "Owner" shall include any person, firm or corporation who is the registered owner of, or is entitled to any estate or interest in land to which water from the Town is supplied;

c) "Premises or Facilities" shall include any land, house, tenement, building, lot (or part thereof), or any facility to which water is supplied by the Town; and

d) "Town" shall mean The Corporation of the Town of Tecumseh.

Part 3: When Rates Effective

3.1 The rates and charges imposed by this by-law shall be in effect and be imposed as of January 1, 2020, and thereafter until this by-law is replaced by a successor water rates by-law or amendment hereto.

Part 4: Water Rates And Charges

4.1 Before the initial supply of water to or the additional or subsequent connection for water to any Premises or Facility within the Town, the Owner shall make application therefore, and the Owner shall pay the water connection charges prescribed by Part I to the schedule to this by-law.

4.2 A Customer shall pay the fixed charges for the provision and supply of water, and for maintenance of the water supply and the waterworks system, based on water meter size, as are prescribed by Part II to the schedule to this by-law.

4.3 In addition to the said fixed charges, a Customer shall pay the water consumption charges for metered Premises or Facilities, the water consumption charges, based on volume of water consumption, as are prescribed by Part III to the schedule to this by-law.

4.4 A Customer shall pay, with respect to unmetered Premises or Facilities, the flat rate water consumption charges prescribed by Part IV to the schedule to this by-law.

4.5 A user of a fire hydrant shall pay the hydrant rental charge prescribed by Part V to the schedule to this by-law.

Part 5: Waste Water Collection And Treatment Rates And Charges

5.1 A Customer shall pay the fixed charges for the collection and treatment of waste water, and for maintenance of the waste water system, based on water meter size, as are prescribed by Part II to the schedule to this by-law.

5.2 In addition to the said fixed charges, a Customer shall pay the waste water collection and treatment charges with respect to metered Premises or Facilities, the waste water collection and treatment charges, based on volume of water consumption, as are prescribed by Part VI to the schedule to this by-law.

5.3 A Customer shall pay, with respect to unmetered Premises or Facilities, the flat rate waste water collection and treatment charges prescribed by Part VII to the schedule to this by-law.

Part 6: Enforcement

6.1 Water meters may be read and accounts rendered monthly, bi-monthly or on any other basis that the Town may determine. All accounts shall be deemed to be served upon the Customer or Owner if delivered or sent by ordinary mail to the Premises or Facilities supplied.

6.2 All accounts shall be paid by the due date stated thereon. Thereafter, late payment charges shall be added to the account, as prescribed by Part IX to the schedule to this by-law.

6.3 In the event a Customer or Owner neglects or refuses to pay any account rendered under authority of this by-law, the Town may in its discretion shut off or reduce the flow of water to the customer or to the Premises or Facility. In such event, the reconnection charges prescribed by Part I to the schedule to this by-law shall be imposed upon the Customer or Owner.

6.4 The Town may, in its discretion, as a pre-condition to the supply of water to a Premise or Facility, require a Customer or Owner to make a deposit of such sum of money as it may consider advisable. The deposit shall be held as security for payment of charges imposed in pursuance of this by-law. Such deposit may be applied by the Town in satisfaction of unpaid accounts.

Part 7: Repeal

7.1 In the event of a conflict between the provisions of this by-law and the provisions of any other by-law of the Town, the provisions of this by-law shall prevail and govern and be paramount.

Part 8: Effective Date

8.1 This by-law comes into force on January 1, 2020.

Read a first and second time this 10th day of December, 2019.

_____
Gary McNamara, Mayor

_____
Laura Moy, Clerk

Read a third time and finally passed this 10th day of December, 2019.

_____
Gary McNamara, Mayor

_____
Laura Moy, Clerk

The Corporation of The Town Of Tecumseh

Schedule To Water and Wastewater Rates By-Law No. 2019-83

Part I: Connection Charges For Water Supply

CONNECTION CHARGE - $545.00 per meter
RECONNECTION CHARGE - $ 91.00 per meter

Part II: Fixed Charges For Water And Waste Water Service

METER SIZE	**FIXED CHARGE PER MONTH**	
	WATER	WASTE WATER
5/8” & 3/4”	$15.94	$15.94
1”	$27.65	$27.65
1 ½”	$54.28	$54.28
2”	$80.87	$80.87
3”	$135.78	$135.78
4”	$219.16	$219.16
6”	$389.73	$389.73

Part III: Metered Water Consumption Charges
usage under 10,200 cubic meters per month

$5.5689 per 1000 imperial gallons or $1.2250 per cubic meter

Metered Water Consumption Charges
usage over 10,200 cubic meters per month

$4.0255 per 1000 imperial gallons or $0.8855 per cubic meter

Part IV: Flat Rate Water Un-Metered Consumption Charges

$47.49 per month

Part V: Hydrant Rental Charges

$91.00 per day

Part VI: Waste Water Collection And Treatment Charges

$5.7202 per 1000 imperial gallon of water consumed or $1.2583 per cubic meter Bonduelle North America $3.8136 per 1000 imperial gallon of water consumed or $0.8389 per cubic meter

Part VII: Flat Rate Un-Metered Waste Water Collection And Treatment Charge

$48.71 per month

Part VIII: Oasis Water Filling Station

$2.15 per cubic meter

Part IX: Miscellaneous Charges

LATE PAYMENT CHARGES:	1.5% per month charged to overdue accounts
NSF CHEQUES:	$15.00 plus bank charges

The Corporation of the Town of Tecumseh

By-Law Number 2019-84

Being a by-law to amend By-law No. 2019-01 being a by-law appointing members to the Cultural and Arts Advisory Committee for the term of Council 2019-2022

Whereas the Council for The Corporation of the Town of Tecumseh is desirous of establishing a Cultural and Arts Advisory Committee for the Town of Tecumseh;

And Whereas Council appointed members to the Cultural and Arts Advisory Committee in accordance with By-law No. 2019-01 dated the 22nd day of January 2019;

And Whereas Council is desirous of amending the appointments to the Cultural and Arts Advisory Committee;

Now Therefore the Council of The Corporation of The Town of Tecumseh Enacts as follows:

1. **That** paragraph 1 of By-law No. 2019-01 is hereby repealed and replaced with the following paragraph 1:

   "That the following members are hereby appointed to the Cultural and Arts Advisory Committee:

   Councillor Bill Altenhof

   Marian Drouillard

   Rhonda Dupuis

   Dwayne Ellis

   Charlie Gray

   Betty Lee-Daigle

   Manmander Matharu

   Christopher McNamara

   Rita Ossington

   Jelena Ristic

   Kyrsten Solcz"

2. **That** By-law No. 2019-01 is hereby repealed.

3. **That** this By-law shall come into force and take effect upon third and final reading.

Read a first, second and third time and finally passed this 10th day of December, 2019.

Gary McNamara, Mayor

Laura Moy, Clerk

The Corporation of the Town of Tecumseh

By-Law Number 2019-85

Being a by-law to amend By-Law No. 2019-29 being a by-law appointing members to the Tecumseh Heritage Committee for the term of Council 2019-2022

Whereas pursuant to Section 28(1) of the *Ontario Heritage Act*, R.S.O. 1990 c. O.18 (Act), the Council of a municipality may by by-law establish a municipal heritage committee to advise and assist Council on matters relating to Part IV and Part V of the Act;

And Whereas pursuant to Section 28(2) of the *Ontario Heritage Act*, R.S.O. 1990 c. O.18, the committee shall be composed of not fewer than five members;

And Whereas the Council for The Corporation of the Town of Tecumseh Council is desirous of establishing a Heritage Committee for the Town of Tecumseh for the term of Council 2019-2022;

And Whereas Council appointed members to the Heritage Committee in accordance with By-law No. 2019-02 dated the 22nd day of January 2019;

And Whereas By-law No. 2019-02 was amended by By-law 2019-29 on the 9th day of April, 2019;

And Whereas Council is desirous of amending the appointments to the Heritage Committee;

Now Therefore the Council of The Corporation of The Town of Tecumseh Enacts as follows:

1. **That** Paragraph 1 of By-law No. 2019-29 be repealed and replaced with the following:

   "That the following members are hereby appointed to the Tecumseh Heritage Committee:

   Councillor Bill Altenhof

   Chris Carpenter

   Amanda Deshaies

   Marian Drouillard

   Rhonda Dupuis

   Dwayne Ellis

   Charlie Gray

   John Levesque

   Scott Robinson

   Rita Ossington"

2. **That** By-law No. 2019-29 is hereby repealed.

3. **That** this By-law shall come into force and take effect upon third and final reading.

Read a first, second and third time and finally passed this 10th day of December, 2019.

Gary McNamara, Mayor

Laura Moy, Clerk

The Corporation of the Town of Tecumseh

By-Law Number 2019-86

Being a by-law to amend By-law No. 2019-60 being a by-law constituting and appointing a Committee of Adjustment and empowering the granting of Minor Variances for the term of Council 2019-2022

Whereas *The Planning Act*, R.S.O. 1990, Chapter P.13, Section 44(1) (Act) states that if a municipality has passed a Zoning By-law, the Council of the municipality may by by-law constitute and appoint a Committee of Adjustment for the municipality composed of such persons not fewer than three (3), as the Council considers advisable;

And Whereas Section 44(3) provides that the members of the Committee who are not members of Council shall hold office for the term of Council that appointed them;

And Whereas the Council of The Corporation of the Town of Tecumseh deems it advisable to appoint a Committee of Adjustment;

And Whereas Council appointed members to the Committee of Adjustment in accordance with By-law No. 2019-06 dated the 22nd day of January 2019;

And Whereas By-law No. 2019-06 was amended by By-law 2019-30 on the 9th day of April, 2019;

And Whereas By-law No. 2019-30 was amended by By-law 2019-60 on the 13th day of August, 2019;

And Whereas Council is desirous of amending the appointments to the Committee of Adjustment;

Now Therefore the Council of The Corporation of The Town of Tecumseh Enacts as follows:

1. **That** paragraph 2 of By-law No. 2019-60 is hereby repealed and replaced with the following paragraph 2:

   "That the following members are hereby appointed to the Committee of Adjustment.

   Chris Carpenter

   Lori Chadwick

   Tom Fuerth

   Tom Marentette

   Paul Morand

   Tony Muscedere

   Julian Villafuerte"

2. **That** By-law No. 2019-60 is hereby repealed.

3. **That** this By-law shall come into force and take effect upon third and final reading.

Read a first, second and third time and finally passed this 10th day of December, 2019.

Gary McNamara, Mayor

Laura Moy, Clerk

The Corporation of the Town of Tecumseh

By-Law Number 2019-87

Being a by-law to amend By-Law No. 2019-61 being a by-law delegating the authority for the giving of consents for the term of Council 2019-2022

Whereas *The Planning Act*, R.S.O. 1990, Chapter P.13, Section 54(2) states that a Council may by by-law, delegate to a Committee of Adjustment, the authority for the giving of consents under Section 53 in respect of land situated in the local municipality;

AND WHEREAS the Council of The Corporation of the Town of Tecumseh deems it advisable to pass such a by-law;

And Whereas Council appointed members to the Committee of Adjustment in accordance with By-law No. 2019-07 dated the 22nd day of January 2019;

And Whereas By-law No. 2019-07 was amended by By-law 2019-31 on the 9th day of April, 2019;

And Whereas By-law No. 2019-31 was amended by By-law 2019-61 on the 13th day of August, 2019;

And Whereas Council is desirous of amending the appointments to the Committee;

Now Therefore the Council of The Corporation of The Town of Tecumseh Enacts as follows:

1. **That** paragraph 1 of By-law 2019-61 be repealed and replaced with the following:

   "That pursuant to the provisions of Section 54, of *The Planning Act*, R.S.O. 1990, Chapter P.13, the authority for the giving of consents under Section 53, is hereby delegated to the Committee of Adjustment for the Town of Tecumseh namely:

   Chris Carpenter

   Lori Chadwick

   Tom Fuerth

   Tom Marentette

   Paul Morand

   Tony Muscedere

   Julian Villafuerte"

2. **That** By-law No. 2019-61 is hereby repealed.

3. **That** this By-law shall come into force and take effect upon third and final reading.

Read a first, second and third time and finally passed this 10th day of December, 2019.

Gary McNamara, Mayor

Laura Moy, Clerk

The Corporation of the Town of Tecumseh

By-Law Number 2019 - 88

Being a by-law to authorize the execution of an Agreement with Ontario Lottery and Gaming Corporation and The Corporation of the Town of Tecumseh.

Whereas the Ontario Lottery and Gaming Corporation (OLG) has the authority to conduct and manage lottery schemes on behalf of the government of Her Majesty in right of Ontario pursuant to Section 207(1)(a) of the *Criminal Code* and in accordance with the *Ontario Lottery and Gaming Corporation Act, 1999* and to enter into agreements with third parties regarding any lottery schemes conducted or managed by OLG on behalf of the Province.

And Whereas the OLG has requested that The Corporation of the Town of Tecumseh (Corporation) enter into an agreement to permit Charitable Gaming at the Classic lll Bingo Hall in the Town of Tecumseh;

And Whereas the Council for the Corporation at their meeting held on Tuesday, October 22, 2019 directed that a by-law be prepared to authorize entering into an agreement with the OLG.

Whereas pursuant to the *Municipal Act, S.O. 2001*, c.25 s.5(3), the powers of a municipality shall be exercised by by-law.

Now Therefore the Council of The Corporation of The Town of Tecumseh Enacts as follows:

1. **That** the Mayor and the Clerk are hereby authorized and empowered to execute the Agreement dated the 10th day of December, 2019 between Ontario Lottery and Gaming Corporation and The Corporation of the Town of Tecumseh, a copy of which Agreement is attached hereto and forms part of this by-law, and to do such further and other acts which may be necessary to implement the said Agreement.

2. **That** this by-law shall come into full force and take effect on the date of the third and final reading thereof.

Read a first, second and third time and finally passed this 10th day of December, 2019.

Gary McNamara, Mayor

Laura Moy, Clerk

CHARITABLE GAMING CENTRE MUNICIPALITY AGREEMENT

THIS AGREEMENT is made as of the 10th day of December, 2019

B E T W E E N:

ONTARIO LOTTERY AND GAMING CORPORATION, a statutory corporation established under the *Ontario Lottery and Gaming Corporation Act, 1999*, with an office located at 4120 Yonge Street, Suite 500, Toronto, Ontario, M2P 2B8

(hereinafter referred to as "OLG")

OF THE FIRST PART

- and -

THE CORPORATION OF TOWN OF TECUMSEH, with its administrative office located at 917 Lesperance Rd., Tecumseh ON N8N 1W9

(hereinafter referred to as the "Municipality")

OF THE SECOND PART

WHEREAS OLG has the authority to conduct and manage lottery schemes on behalf of the government of Her Majesty in right of Ontario pursuant to Section 207(1)(a) of the *Criminal Code* (Canada) and in accordance with the *Ontario Lottery and Gaming Corporation Act, 1999* (Ontario) and to enter into agreements with third parties regarding any lottery schemes conducted or managed by OLG on behalf of the Province.

In consideration of the respective agreements, representations, warranties and indemnities herein contained and other good and valuable consideration (the receipt and sufficiency of which are acknowledged by each party hereto) the parties agree as follows:

1. DEFINITIONS

As used herein, the following terms shall have the respective meanings indicated below:

(a) **"Bona Fide Member"** means a member, 18 years of age or over, in good standing of a Permittee and who has other activities, beyond participating in lottery events, within the Permittee organization and, for greater certainty, excludes a member of convenience;

(b) **"Cash Equivalents"** means a tender or right that is convertible into cash, including gaming tokens and vouchers, but excluding Promotional Play;

(c) **"Cash Equivalents Credits"** means the Cash Equivalents Receipts received in respect of Cash Equivalents that remain unplayed at the end of any business operating day;

(d) **"Cash Equivalents Receipts"** means the aggregate amount of all cash actually collected or otherwise received from Players and other customers for the purchase of Cash Equivalents that may be used to play or for the opportunity to play any Charitable Game in the Charitable Gaming Centre;

(e) **"Charity Assignment",** means a predetermined allotment of time when individual charities are scheduled and are required to provide volunteer resources to execute roles and responsibilities as required under the policies and standards as prescribed by OLG in return for a share of the charities proceeds.

(f) **"Charitable Gaming Centres"** means the lands and buildings, or area in the lands and buildings, located at the addresses in the Municipality set out in, and more particularly described in, Schedule B hereto (regardless of whether or not any of the words "charitable", "bingo", "centre" or "hall" forms part of its name);

(g) **"Charitable Gaming Centre Association"** or **"CGCA"** means, with respect to the Charitable Gaming Centres, an association formed by Permittees that, prior to the commencement of this Agreement, conducted regular bingo lottery events under the *Gaming Control Act, 1992* within the Charitable Gaming Centres, provided that OLG shall not be required to recognize more than one such CGCA in respect of each Charitable Gaming Centre.

(h) **"Charitable Gaming Centre Service Provider"** or **"CGCSP"** means the service provider who has entered into a Charitable Gaming Centre Service Provider Agreement with OLG to provide operational services in a Charitable Gaming Centre;

(i) **"Charitable Games"** or **"Charitable Gaming"** means paper and electronic lottery schemes of a social charitable nature, conducted and managed by OLG, tested and approved by AGCO and set out in Schedule A, but excluding OLG Lottery Games;

(j) "**Charitable Organization**" means a charity or non-profit organization that meets the Permit Requirements and participates in assignments in a Charitable Gaming Centre;

(k) **"Eligible Charity"** means a charitable organization which: (1) as of the day immediately preceding the Start Date, held a valid, unsuspended licence, issued by the Registrar of Alcohol and Gaming based on an authorization issued by the Municipality, to conduct and manage a charitable gaming lottery event at a Charitable Gaming Centre; or (2) had held such a valid, unsuspended licence for a period wholly within the preceding 12 month period preceding the Start Date or held a Permit under the existing OLG initiative;

(l) **"Expired Cash Equivalents Liability Amount"** means the Cash Equivalents Credits in respect of those Cash Equivalents that expired in accordance with the Rules and Regulations without such Cash Equivalents having been (i) redeemed by Players or other customers to play any Charitable Game at the Charitable Gaming Centre, or (ii) returned or cancelled for reimbursement to Players or other customers;

(m) **"Expired Cash Equivalents Liability Amount"** means the Cash Equivalents Credits in respect of those Cash Equivalents that expired in accordance with the Rules and Regulations without such Cash Equivalents having been (i) redeemed by Players or other customers to play any Charitable Game at the Charitable Gaming Centre, or (ii) returned or cancelled for reimbursement to Players or other customers;

(n) **"Net Gaming Win"** means, for a specific period, Gaming Revenue, plus the Promotional Play Amount for such period, less:

(i) the aggregate amount of all paid Winnings; and

(ii) the aggregate amount of all cash and Cash Equivalents collected or otherwise received from Players and other customers and validly accrued in respect of the funding of progressive jackpot Charitable Games at a Charitable Gaming Centre, less the aggregate amount of all Winnings previously accrued from progressive jackpot Charitable Games at such Charitable Gaming Centre;

(o) **"OLG Lottery Game"** means any ticket lottery game conducted and managed by OLG now or in the future (other than a Charitable Game) and commonly referred to by OLG as a lottery game;

(p) **"Participation Requirements"** means such requirements and criteria that a charitable organization must meet and maintain (including those relating to use of proceeds) as OLG may from time to time prescribe;

(q) **"Permit"** means a permit governed by the Permit Requirements set out in Appendix 1 hereto and supplied by the Municipality to an Eligible Charity which is receiving the permit on behalf of OLG, confirming that that Eligible Charity meets the Participation Requirements in respect of the Permit Period;

(r) **"Permit Application Form"** means the form annexed hereto as Appendix 2;

(s) "**Permittee"** means, with respect to any CGCA, a charitable organization which holds a valid Permit from the applicable Permitting Authority;

(t) **"Permitting Authority"** means the Municipality;

(u) **"Permit Period"** means the twelve (12)-month period commencing on the Start Date (or such shorter Permit Period as OLG may allow or that past practices for a given eligible charity may dictate) but in no event a period that extends beyond twelve (12) months after the Start Date, subject to the discretion of the Permitting Authority;

(v) "**prescribe", "prescribes"** or **"prescribed**" means specified, designated or approved in writing by OLG from time to time

(w) **"Registrar of Alcohol, Gaming and Racing"** means the Registrar of Alcohol, Gaming and Racing established under the *Alcohol and Gaming Regulation and Public Protection Act*, 1996 (Ontario) and includes such Deputy Registrars to whom the Registrar has delegated certain authority;

(x) **"Quarterly Amount"** has the meaning ascribed to it in Section 4 hereof;

(y) **"Start Date"** means, with respect to the Charitable Gaming Centre, such date as the CGCSP shall determine for the opening of the Charitable Gaming Centre to the general public and the operation of the Charitable Games therein. OLG shall provide the Municipality with written notification of the Start Date;

(z) **"Term"** means the period of time referred to and described in Section 2 hereof;

2. Term

a) The initial term of this Agreement (the **"Initial Term"**) will commence on the Start Date and will continue until March 31, 2030, unless earlier terminated in accordance with the provisions of this Agreement.

b) OLG shall have one option, exercisable in its sole discretion, to extend the Initial Term for an additional consecutive term of five years (the **"Extended Term"**, and together with the Initial Term, the **"Term"**) by providing to the Municipality written notice of the exercise of such extension option not later 60 days prior to the end of the initial term. All of the same terms and conditions of this Agreement will apply during the Extended Term.

c) Notwithstanding Section 2(a) above, OLG may, at its option, terminate this Agreement if the Municipality fails to perform or observe any term, covenant or agreement contained herein; provided that OLG shall first provide written notice of its intent to terminate, and termination shall be effective only if the Municipality fails to remedy such failure to perform within thirty (30) days of receipt of notice.

d) Notwithstanding Sections 2(a) and (b), OLG may, at its option, terminate this Agreement for convenience by providing the Municipality with ninety (90) days' written notice of termination.

3. Financial Calculations

OLG shall calculate the Net Gaming Win on a calendar quarter basis.

4. Payment

In consideration for the Municipality's role, OLG shall, in accordance with the procedures set out herein, pay to the Municipality, in respect of each calendar quarter an amount (the "**Quarterly Amount**") equal to the amount calculated in accordance with Schedule B, and such payment is inclusive of any applicable taxes payable by OLG. Within twenty-one (21) days of the end of each calendar quarter, OLG shall pay to the Municipality the Quarterly Amount in respect of such quarter.

5. Municipality's Role

The Municipality shall act as the Permitting Authority and shall supply Permits to the Eligible Charities to receive the Permits on behalf of OLG.

The service of supplying the Permits includes the Municipality's performance of the following:

(a) reviewing and processing the Permit Application Form submitted to the Municipality by each Eligible Charity within the time limits prescribed by OLG;

(b) notifying OLG in writing, no less than thirty (30) days prior to the Start Date, of the identity of any Eligible Charity that has not submitted a Permit Application Form to the Municipality;

(c) notifying OLG in writing, no less than twenty (20) days prior to the Start Date of the identity of any Eligible Charity to whom the Municipality has not supplied a Permit;

(d) where an Eligible Charity has submitted a properly completed Permit Application Form to the Municipality, the supply of a Permit in accordance with the provisions of paragraph (f) below to that Eligible Charity within twenty (20) days of receipt of Permit Application Form;

(e) supplying Permits only in the form annexed hereto as Appendix 1;

(f) when considering the issuance of new Permits or the renewal of Permits on or after the Start Date, the Municipality shall consider factors such as the number of bingo authorizations already issued, the Eligible Charity's financial need and community benefit, remaining consistent with the Participation Requirements;

(g) monitoring each Permittee's compliance with the Permit Requirements set out in Appendix 1 annexed hereto and investigating any breaches of the Permit Requirements set out in Appendix 1;

(h) monitoring the CGCA's compliance with the distribution requirements of issued Permits by:

(i) ensuring monthly reports are received from the CGCA that certify members of the CGCA have acted in compliance with such distribution requirements; (ii) ensuring the CGCA has pooled and distributed funds electronically as set out in the respective Permits; (iii) reviewing CGCA Distribution reports (Appendix 3) submitted to the Municipality to ensure that the Permittees have received their share of Charitable Gaming proceeds only where they have a valid Permit and have fulfilled attendance requirements;
(iv) upon request, ensuring Bona Fide Member attendance reports are received from CGCA and Bona Fide Member lists are received from CGCA; (v) validating that the Permittees have met attendance requirements including, at the Municipality's discretion, by conducting periodic checks and verifying that attendance reports submitted by CGCSP's match Bona Fide Member lists submitted by the CGCA (Sample attached as Appendix 5); (vi) notifying OLG as quickly as practicable (and, in any event, no less frequently than once per year) of the CGCA where it has not fulfilled, or is not fulfilling, the above requirements;

(i) not imposing any other requirements, terms or conditions on any Permittee, other than the Permit Requirements set out in Appendix 1, or as set out below:

The Municipality may place any or all of the following conditions on a Permit: (i) conditions transcribing the approved eligible use for the proceeds from the application form in line with the Participation Requirements; (ii) a requirement to provide the financial reports referred to in Appendix 4 on a monthly basis; (iii) other additional conditions which may be necessary and have received prior approval by OLG (including the conditions set out in the Participation Requirements);

(j) no later than sixty (60) days following the Start Date, refunding to each Eligible Charity any fees paid by it to the Municipality in respect of the unexpired term (pro-rated to the Start Date) of any licence issued by the Registrar of Alcohol, Gaming and Racing based on an authorization issued by the Municipality to the Eligible Charity to conduct and manage a bingo lottery event at the Charitable Gaming Centre;

(k) no later than the Start Date, retrieving from each Eligible Charity, and cancelling, the authorization referred to in subsection (j);

(l) not supplying any Permit to any person or organization that is not an Eligible Charity; for greater certainty, if an Eligible Charity is under investigation by the Municipality or the AGCO as of the day immediately preceding the Start Date, then the Municipality shall: (i) ensure that the Permit supplied to such Eligible Charity is conditional upon the outcome of such investigation; and (ii) inform OLG of the outcome of such investigation as soon as practicable after it has been completed;

(m) not supplying any more concurrently valid permits than the total number of eligible charities that held a valid licence or Permit as of the day immediately preceding the Start Date or as OLG may specify;

(n) in the event that the number of eligible charities that have been supplied with permits by the Municipality as of the Start Date decreases, the Municipality may supply additional permits (up to the maximum allowable number of permits) to applying charitable organizations that meet the Participation Requirements;

(o) not issuing to any person or organization any authorization to conduct and manage a bingo lottery event at the Charitable Gaming Centre during the Permit Period;

(p) ensuring charity compliance through the following mechanism:

(i) notifying OLG as soon as practicable after the Municipality becomes aware that an Eligible Charity has contravened, or is about to contravene, any of the Participation Requirements or Permit Requirements;
(ii) cancelling, suspending, revoking or terminating a charity's Permit where it fails to meet the requirements of that Permit and subject to the following conditions:

(1) the Municipality has first investigated the alleged contravention and has, in good faith, attempted to resolve any issues with the charity and the corresponding CGCA (or any agent acting on their behalf); (2) the Municipality immediately (within two (2) working days) of cancelling, suspending, revoking or terminating a charity's Permit, has informed OLG, indicating the charity involved and why the Permit was cancelled, revoked, terminated or suspended; (3) OLG reserves the right to reverse, in whole or in part, any decision made by the Municipality with respect to the cancellation, revocation, termination or suspension of any Permit;

(iii) cancelling, revoking, terminating or suspending a Permit immediately upon OLG's direction to the Municipality to that effect;

(iv) forwarding to OLG any suggestions or possible improvements to the enforcement process for discussion;
(v) informing the CGCA of the situation in order to ensure good communication.

(q) for the purposes of supporting the Charitable Gaming Program objectives of supporting and encouraging innovation and encouraging cooperation among Charitable Gaming stakeholders, sharing with OLG any possible improvements, innovations, best practices or issues of potential benefit or interest;

(r) maintaining books and records consisting of Permit applications, copies of Permits, the CGCA's monthly reports, each Permittee's report in accordance with Appendix 4 hereto and the Municipality's investigation notes, recommendations and reports pursuant to this Agreement, and causing such books and records to be made available to OLG;

(s) monitoring each Eligible Charity's use of proceeds from the Charitable Games, and, within thirty (30) days of the receipt of the financial report annexed hereto as Appendix 4, furnishing to OLG a written report with respect thereto, such report to be in such format as may be prescribed by OLG (but, in any event, listing each Eligible Charity's name and, beside each name, the Municipality's confirmation that there have been no breaches of the Participation Requirements by the Eligible Charity revealed by the Municipality during the reporting period);

(t) if requested by OLG, providing to OLG such copies of any Permit Application Form and other materials submitted by an Eligible Charity in connection with such Permit Application Form; and

(u) for greater certainty, not charging any fees (including administrative fees) for any of the foregoing.

6. Representations and Warranties

The Municipality hereby covenants, represents and warrants as follows and acknowledges that OLG is relying thereon in connection with entering into this Agreement:

(a) that it has the right and capacity to enter into this Agreement and to perform its obligations hereunder;

(b) that each Eligible Charity meets at the time of issuing the Permit, and is expected by the Municipality to continue meeting, the Participation Requirements; and

(c) that, in addition to subsection (b), prior to the Start Date, the Municipality, in previously having decided to issue an authorization to the Eligible Charity to conduct and manage a bingo lottery event at the Charitable Gaming Centre, took into account factors such as the number of authorizations already issued, the Eligible Charity's financial need and community benefit, remaining consistent with the Participation Requirements.

7. Further Assurances

The parties agree to do, or cause to be done, all acts or things and execute all such further documents as may be necessary to implement and carry into effect this Agreement to its full extent.

8. No Liability of OLG

The Municipality acknowledges that OLG and any provincial agency, ministry or crown corporation shall not be liable to the Municipality for any loss, direct, indirect or consequential damages or injury relating to the operation of the Charitable Games or the Charitable Gaming Centres, including but not limited to loss of fees resulting from the operation or malfunction of equipment.

9. Notice

(a) Any notice permitted or required to be given by OLG to the Municipality may be given by posting the same by prepaid registered mail; by personal delivery to the Municipality; or by telefax addressed to the Municipality at the address appearing in this Agreement. Any notice permitted or required to be given by the Municipality to OLG may be given by delivering and leaving the same in an envelope addressed to OLG to the attention of the Director, Charitable Gaming at the address appearing in this Agreement or by posting the same by prepaid registered mail addressed to OLG to the attention of the Director, Charitable Gaming, at the address appearing in this Agreement or by email to Ddfraser@olg.ca. OLG may designate in writing, by notice given in the aforesaid manner, that notices to OLG be given at such other address, to the attention of such other person or office and/or to another email address, as OLG may specify in such notice. Any notice delivered to the Municipality or at the address of OLG appearing in this Agreement shall be deemed to have been received at the time of so delivering and leaving the notice. Except during periods of a postal strike or of a general interruption of postal services, any notice given by prepaid registered mail shall be deemed to have been received on the second business day following posting of the same.

(b) Except as provided in Section (a) above 1, any other communication or delivery (including reports and other routine communications) required or permitted to be given or provided by the Municipality under this Agreement or the OLG Policies will be in writing and will be delivered by such means and addressed to such person or persons as OLG may, acting reasonably, prescribe in writing to the Municipality from time to time (which means may include delivery by personal delivery, email, courier, registered mail, the use of data sites or secure file transfer protocols, or other means of electronic communication or collaboration software), or, failing which prescription by OLG, the provisions of Section 9(a)will apply in respect thereof.

10. Relationship of Parties

The Municipality acknowledges that the Municipality is not an employee, agent or representative, joint venturer, or partner of OLG, and the Municipality shall not represent itself to others as being authorized to assume, incur or create any obligation of any kind (express or implied) on behalf of (or in the name of) OLG or any other provincial agency, ministry or crown corporation, or purport to bind OLG or any other provincial agency, ministry or crown corporation in any respect.

11. Severability

If any covenant or term hereof or the application thereof to any person, or in any circumstance, to any extent is held invalid or unenforceable, the remainder of this Agreement or the application of the term, covenant or condition to any person or circumstance, other than those as to which it is held invalid or unenforceable, will not be affected thereby and each term, covenant and condition shall be valid and enforceable to the fullest extent permitted by law, except that if on the

reasonable construction of this Agreement as a whole, the applicability of the other provisions presumes the validity and enforceability of the particular provision, the other provisions will be deemed also to be invalid or unenforceable.

12. Governing Law

This Agreement shall be interpreted and the rights of the parties shall be governed by and construed in accordance with the laws of the Province of Ontario and each party irrevocably and unconditionally submits to the exclusive jurisdiction of the courts of such Province.

13. Time

Time shall in all respects be of the essence of this Agreement. The time for doing or completing any matter provided for herein may be extended or abridged by an agreement in writing signed by the parties.

14. Counterparts

This Agreement may be executed in counterparts, each of which shall constitute an original and all of which taken together shall constitute one and the same instrument.

15. Disclosure

The parties acknowledge that OLG is a Crown Agency and that it is subject to the *Freedom of Information and Protection of Privacy Act*, and that the Municipality is subject to the *Municipal Freedom of Information and Protection of Privacy Act*, and that, as a result, either party may be required to observe certain obligations with respect to the disclosure or non-disclosure of information, whether to government agencies or ministries or otherwise.

16. Waiver

No waiver or any breach of any provision of this Agreement shall constitute a waiver of any prior, concurrent or subsequent breach of the same or any provision hereof and no waiver shall be effective unless made in writing and signed by an authorized representative of the waiving party.

17. Modifications

If the parties shall deem it necessary or expedient to make any alteration in or addition to this Agreement, they may do so by a written agreement between them which shall be supplemental hereto and form part hereof.

18. Assignment

No transfer, sale or assignment by the Municipality of this Agreement or the Municipality's rights hereunder is valid without the prior written consent of OLG, which consent shall not be unreasonably withheld. This Agreement shall enure to the benefit of, and be binding upon, the parties and their respective successors and permitted assigns.

IN WITNESS WHEREOF the parties hereto have executed this Agreement as of the date first written above.

ONTARIO LOTTERY AND GAMING CORPORATION

per: _____

Name: Lori Sullivan

Title: Executive Vice President, Chief Operating Officer

I have the authority to bind the Corporation

per: _____

Name: Lisa Bell-Murray

Title: Senior Vice President, Chief Financial Officer

I have the authority to bind the Corporation

THE CORPORATION OF THE TOWN OF TECUMSEH

per: _____

Name: Gary McNamara

Title: Mayor

I have the authority to bind the Corporation

per: _____

Name: Laura Moy

Title: Director Corporate Services & Clerk

I have the authority to bind the Corporation

Schedule A

Charitable Games

For the purposes of this Agreement, Charitable Games are lottery schemes that are permitted to be offered at Charitable Gaming Sites pursuant to Ontario Regulation 81/12 made under the *Ontario Lottery and Gaming Corporation Act, 1999*, including the following:

-session play paper bingo games
-session play electronic bingo games
-paper break-open ticket lottery games
-electronic break-open ticket dispensers
-personal play electronic bingo
-personal play electronic break-open tickets
-personal play electronic instant games
-electronic shutterboard games

For greater certainty, the Charitable Games do not include OLG Lottery Games

Schedule B

Name and Address of the Charitable Gaming

Centre(s):

PowerPlay Gaming Centre, 13320 Desro Dr, Tecumseh, ON N8N 2L9

Quarterly Amount Payable to Municipality:

2.79 % of unaudited Net Gaming Win at the above-listed Charitable Gaming Centre (s), subject to OLG adjustments.

APPENDIX 1

Permit Form Template to be used by Municipalities

Ontario's Lottery & Gaming | Société des loteries et des jeux de l'Ontario

UNIQUE PERMIT NUMBER

PERMIT

To authorize the participation in
Ontario Lottery and Gaming Corporation ("OLG") Charitable Games

PERMIT HOLDER: (Incl. full name and address)
CHARITABLE GAMING CENTRE SERVICE PROVIDER (Incl. full name and operating address)
PERMIT PERIOD From: To:

The permit holder must observe all permit Requirements of this Permit as agreed to in its application and provided on the reverse.

The permit holder must use the proceeds received from OLG's Charitable Games for the following purposes:

Conditions of Permit:

Date Issued:	Permitting Authority (Municipality) _____ *Signature of municipal rep:* _____

NOT TRANSFERABLE

PERMIT REQUIRMENTS

(Permit Page 2)

1. The Permittee shall obtain receipts for each expense incurred.

2. The Permittee shall maintain detailed records of the disbursement of all proceeds derived from the Charitable Games conducted and managed by Ontario Lottery and Gaming Corporation ("OLG") at the Charitable Gaming Centre (herein referred to as "OLG's charitable games").

3. The Permittee shall maintain books, records and other documents in support of all-financial reports or statements. These records shall be kept up to date and be retained for no less than four (4) years from the date of the Permit.

4. The Permittee shall:
   a) provide unencumbered access to the Permittee's books, records and other documents including, but not limited to, the use of proceeds derived from OLG's charitable games, to persons appointed by the Municipality and to all peace officers; and
   b) deliver to the Municipality within the time period specified by the Municipality the Permittee's books, records and other documents including, but not limited to, those related to the use of proceeds from OLG's charitable games, and such other materials as required by the Municipality for audit and investigation purposes.

5. Each designated business account shall be maintained in the name of the Permittee, and shall have the following features:
   a) payment/ withdrawal privileges and monthly statements issued;
   b) all cheques returned with monthly statement or available for printing online.

6. In administering the designated business account, the Permittee shall:
   a) appoint a minimum of four (4) signing officers, who must be bona fide members of the Permittee, to administer the account and make payments/withdrawals on behalf of the Permittee;
   b) deposit into the account all monies derived from OLG's charitable games;
   c) ensure payments/withdrawals are made only for the payment of the expenses incurred and the donation of net proceeds for the charitable purposes approved on the Permit.

7. The Permittee shall not:
   a) deposit monies received from any source other than OLG's charitable gaming centres - into the designated business account, or;
   b) close the designated business account until all monies have been donated to approved charitable purposes and a report has been submitted to the Municipality.

8. The Permittee shall provide the Municipality with a financial report outlining the receipt and use of proceeds from OLG's charitable games on the form prescribed by OLG including bank statements and receipts.

9. The financial report shall be filed by March 31 or more frequently as may be stipulated in the conditions of the permit

10. The Permittee shall provide, within 180 days of its fiscal year end, the Municipality with:
    a) financial statements, which shall, at a minimum, include a summary of the financial information with respect to the receipt and use of proceeds from OLG's charitable games and all expenses, disbursements, net proceeds and use of net proceeds; and
    b) a report on the Permittee's compliance with these Permit Requirements.

11. The Permittee shall be a member of the OLG recognized Charitable Gaming Centre Association as a condition of receiving and maintaining a Permit.

APPENDIX 2
Permit Application Form

PERMIT APPLICATION FORM

Application to Municipality for permit to participate in Ontario Lottery and Gaming Corporation ("OLG") Charitable Games

Charitable Organization:		
Address:	Municipality:	Postal Code:
Charitable Gaming Centre Supported:	Charitable Gaming Centre Address:	
Period: To:		

We, the undersigned, as principal officer(s) of the above charitable organization apply to the above "Municipality" for a permit to participate in charitable games conducted and managed by OLG at the above "Charitable Gaming Centre" for the above permit period:

1. The charitable or religious objects or purposes to which proceeds are to be devoted are described as:

_____

_____

_____

(Circle One)

2. Is the Permit Applicant incorporated as a non-profit organization in the Province of Ontario? **YES** **NO**

3. Is the Permit Applicant registered with the Canada Revenue Agency as a charitable organization? **YES** **NO**

If YES, give Registration Number: _____

4. How long has the Organization been in existence in the Municipality? _____

5. How many members does the Organization have in the Municipality? _____

6. Is the charity a member of the OLG-recognized member Charitable Gaming Centre Association? **YES** **NO**

Membership in a Charitable Gaming Centre Association recognized by OLG is a condition of receiving and maintaining the Permit.

UPON SUBMISSION OF THIS FORM, YOU MUST APPEND, WHERE REQUIRED BY THE MUNICIPALITY, THE FOLLOWING DOCUMENTS OR INFORMATION WHERE ANY CHANGES HAVE BEEN MADE SINCE THE LAST SUBMISSION TO THE MUNICIPALITY:

- governing documents (including articles of incorporation, constitution and by-laws;
- financial statements for your most recently-completed fiscal year (audited where applicable);
- current year's operating budget;
- your most recent registered charity information return and public information return
- a list of your current Board of Directors;
- detailed outline of charitable programs/services provided and specific costs incurred in delivery
- any other information that will assist in determining the charitable nature of the objects and purposes. This could include an annual report, correspondence relating to your charitable number for income-tax purposes
- the proposed use of proceeds, which must be consistent with your answer to question no.1 above

7. Designated Bona Fide Member or Signing Officer:

I, hereby certify that as the designated bona fide member or signing officer in charge of the organization's participation in OLG's charitable games, I will be responsible for such participation in accordance with the Permit Requirements under which this Permit is supplied. I further certify that I have read, and have in my possession, and agree to comply with, a statement of the Permit Requirements under which this Permit is supplied.

	First Designated Bona Fide Member or Signing Officer:	Second Designated Bona Fide Member or Signing Officer (*where required by municipality):*
Signature(s):		
Print Name in Full:		
Position:		
Business Telephone		
Number(s): Email Address:		
Date(s) of signing:		

PERMIT REQUIREMENTS

(Permit Application Form Page 2)

1. The Permittee shall obtain receipts for each expense incurred.

2. The Permittee shall maintain detailed records of the disbursement of all proceeds derived from the Charitable Games conducted and managed by Ontario Lottery and Gaming Corporation ("OLG") at the Charitable Gaming Centre (herein referred to as "OLG's charitable games").

3. The Permittee shall maintain books, records and other documents in support of all-financial reports or statements. These records shall be kept up to date and be retained for no less than four (4) years from the date of the Permit.

4. The Permittee shall:
   a) provide unencumbered access to the Permittee's books, records and other documents including, but not limited to, the use of proceeds derived from OLG's charitable games, to persons appointed by the Municipality and to all peace officers; and
   b) deliver to the Municipality within the time period specified by the Municipality the Permittee's books, records and other documents including, but not limited to, those related to the use of proceeds from OLG's charitable games, and such other materials as required by the Municipality for audit and investigation purposes.

5. Each designated business account shall be maintained in the name of the Permittee, and shall have the following features:
   a) payment/withdrawal privileges and monthly statements issued;
   b) all cheques returned with monthly statement or available for printing online.

6. In administering the designated business account, the Permittee shall:
   a) appoint a minimum of two (2) signing officers, who must be bona fide members of the Permittee, to administer the account and make payments/withdrawals on behalf of the Permittee;
   b) deposit into the account all monies derived from OLG's charitable games;
   c) ensure payments/withdrawals are made only for the payment of the expenses incurred and the donation of net proceeds for the charitable purposes approved on the Permit.

7. The Permittee shall not:
   a) deposit monies received from any source other than OLG's charitable gaming centres - into the designated business account, or;
   b) close the designated business account until all monies have been donated to approved charitable purposes and a report has been submitted to the Municipality.

8. The Permittee shall provide the Municipality with a financial report outlining the receipt and use of proceeds from OLG's charitable games on the form prescribed by OLG including bank statements and receipts.

9. The financial report shall be filed by March 31 or more frequently as may be stipulated in the conditions of the permit

10. The Permittee shall provide, within 180 days of its fiscal year end, the Municipality with:
    a) financial statements, which shall, at a minimum, include a summary of the financial information with respect to the receipt and use of proceeds from OLG's charitable games and all expenses, disbursements, net proceeds and use of net proceeds; and
    b) a report on the Permittee's compliance with these Permit Requirements.

11. The Permittee shall be a member of the OLG recognized Charitable Gaming Centre Association as a condition of receiving and maintaining a Permit.

APPENDIX 3

CGCA Distribution Report

Ontario's Lottery & Gaming | OLG | Société des loteries et des jeux de l'Ontario

CGCA DISTRIBUTION REPORT

		Period:
Charitable Gaming Centre Association (CGCA):		
Address:	City:	Postal Code:
Bingo Centre Supported:	Bingo Centre Address:	

Revenue received by CGCA from OLGC for period:	Total Scheduled Assignments:	Compliance Actions: 1 - 1st infraction (verbal/written communication), 2 - 2nd infraction (formal letter), 3 - 3rd infraction (meeting with grp/ notify municipality), 4 - 4th infraction (permit suspension)	Revenue Split per Assignment:
CGCA Admin Expenses for period:			Other Expense -

Charitable Organization Name	Valid Permit (Y/N)	# of Charity Assignments scheduled	# of Charity Assignments earned	Assignment Adjustments	Compliance Action Taken	Adjustment Redistribution	Adjustment	Revenue Transferred to Organization

Appendix 4

Monthly Report to Municipality

MONTHLY REPORT TO MUNICIPALITY

Charity Utilization of OLG Charitable Gaming Proceeds

		PERMIT #:
Month Reported:	**Year:**	**Number of Assignments** :

Charitable Organization:		
Address:	**Municipality**:	**Postal Code**:
Charitable Gaming Centre Supported:	**Charitable Gaming Centre Address:**	

(A) Previous Period Closing Balance (Item "E" from last report)**:**				**$**
Revenue Received from CGC Participation	Date:	$		
Interest	Date:	$		
(B) Total Revenue Received:				**$** 0.00
Administration Expenses (e.g. Bank Fees)	Description:	$		
	Description:	$		
	Description:	$		
	Description:	$		
(C) Total Administrative Expenses:				**$** 0.00

Use of Proceeds Paid To	Chq#	Purpose	Amount		Receipt Included - Check Box
			$		
			$		
			$		
			$		
			$		
			$		
			$		
			$		
			$		
			$		
			$		

Use separate page if required	**(D) Total Use of Proceeds Expenses:**	**$** 0.00
	(E) Closing Balance as of this Report (A+B-C-D) (closing bank balance) **:**	**$** 0.00

Other Comments:

✓ **Required Attachments**	✓ Photocopies of Bank Statements, invoices/receipts (as appropriate) & cancelled cheques (front and back) for the month covered by this report. ✓ Changes to any information that is required to be on file with the Municipality.

We, as the signing officers of the above organization, certify that the above information is full and correct and that our organization has fulfilled its bona fide member obligations to the Charitable Gaming Centre Association operating at the premises listed above.

	First Designated Bona Fide Member or Signing Officer:	**Second Designated Bona Fide Member or Signing Officer:**
Signature(s):		
Print Name in Full:		
Position:		
Business Telephone Number(s):		
Email Address:		
Date(s) of signing:		

Appendix 5

CGCA Bona Fide Member List

CHARITABLE GAMING CENTRE ASSOCIATION BONA FIDE MEMBER LIST

Charitable Gaming Centre Association (CGCA):		
Address:	City:	Postal Code:
Charitable Gaming Centre Supported:	Charitable Gaming Centre Address:	

Charitable Organization Name	Bona Fide Members:

The Corporation of the Town of Tecumseh

By-Law Number 2019 - 89

Being a by-law to confirm and appoint certain officers, servants and employees of The Corporation of the Town of Tecumseh

Whereas pursuant to Section 228(1) of the *Municipal Act* 2001, S.O. 2001 c. 25, the Council shall appoint a Clerk;

And Whereas pursuant to Section 228(2) of the *Municipal Act* 2001, S.O. 2001 c. 25, the Council may appoint a Deputy Clerk;

And Whereas pursuant to Section 3(1) of the *Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c.M. 56*., the members of the Council may by by-law designate from among themselves an individual or committee of Council to act as head of the municipality for the purposes of this Act;

And Whereas pursuant to Section 229 of the *Municipal Act* 2001, S.O. 2001 c.25, the Council may appoint a Chief Administrative Officer;

And Whereas pursuant to Section 286(1) of the *Municipal Act* 2001*,* S.O. 2001 c. 25, the Council shall appoint a Treasurer;

And Whereas pursuant to Section 286(2) of the *Municipal Act* 2001*,* S.O. 2001 c. 25*,* the Council may appoint a Deputy Treasurer;

And Whereas pursuant to Subsection 435(1)1 of the *Municipal Act* 2001, S.O. 2001 c. 25, the power of a municipality of entry under Sections 438 and 439, shall be exercised by an employee, officer or agent of the municipality or a member of the police force of the municipality.

And Whereas pursuant to Section 3(2) of the *Building Code Act* 1992, S.O. 1992 c.23, the Council of each municipality shall appoint a Chief Building Official and such Inspectors as are necessary for the enforcement of the *Building Code Act* in the areas in which the municipality has jurisdiction;

And Whereas Clause 28(o) of the *Interpretation Act,* R.S.O. 1990 Chapter I.11, confers authority to Council to appoint an Acting Chief Building Official;

And Whereas pursuant to Section 93(1) of the *Drainage Act*, R.S.O. 1990 c.D.17 the Council of a local municipality may by by-law appoint a Drainage Superintendent;

And Whereas Section 15 of the *Police Services Act* provides that, a municipal Council may appoint persons to enforce the by-laws of the municipality;

And Whereas pursuant to Section 6 of the *Fire Protection and Prevention Act* 1997, S.O. 1997 c. 4 the Council shall appoint a Fire Chief for the Fire Department if a Fire Department is established for the whole or part of a municipality;

And Whereas pursuant to O. Reg. 380/04, s. 10 (1) of the *Emergency Management and Civil Protection Act*, R.S.O. 1990 c. E.9, every municipality shall designate an employee of the municipality or a member of the Council as its emergency management program co-ordinator.

And Whereas pursuant to Section 93 of the *Drainage Act*, R.S.O. 1990 c.D.17 the Council of a local municipality may by by-law appoint a Drainage Superintendent;

Now Therefore the Council of The Corporation of The Town of Tecumseh Enacts as follows:

1. **That** Laura Moy is hereby appointed as Clerk and designated Head for the purposes of the *Municipal Freedom of Information and Protection of Privacy Act* for the municipality, and the Lottery Licensing Officer

2. **That** Jennifer Alexander is hereby appointed as the Deputy Clerk and Acting Lottery Licensing Officer.

3. **That** Christina Hebert is hereby appointed Acting Deputy Clerk**.**

4. **That** Marg Misek-Evans is hereby appointed as Chief Administrative Officer and Deputy Clerk.

5. **That** Thomas Kitsos is hereby appointed as Treasurer.

6. **That** Zora Visekruna is hereby appointed as Deputy Treasurer.

7. **That** Daryl Flacks is hereby appointed as By-law Enforcement Officer.

8. **That** Mike Voegeli is hereby appointed as Chief Building Official, Plumbing Inspector and By-law Enforcement Officer.

9. **That** Michael DiBlasi is hereby appointed as Building Inspector and By-law Enforcement Officer.

10. **That** Michael DiBlasi is hereby appointed as Acting Chief Building Officer for the Corporation of the Town of Tecumseh.

11. **That** the Acting Chief Building Official shall have the same powers and authority for enforcement of the Building Code Act, the Regulations and by-laws thereunder as the Chief Building Official;

12. **That** the Acting Chief Building Official is hereby empowered to act, upon notice from the Clerk of The Corporation of the Town of Tecumseh, when the Chief Building Official is absent or is unable to perform his duties for any of the following occasions or circumstances:

    a) annual leave or vacation;
    b) illness, disability or death;
    c) attendance at training courses, seminars or conferences;
    d) bereavement leave;
    e) attendance at court or legal proceedings; or
    f) a conflict of interest.

13. **That** Wade Bondy is hereby appointed as Fire Chief and Community Emergency Management Program Co-ordinator.

14. **That** Chad Mactier is hereby appointed as Deputy Fire Chief and Alternate Community Emergency Management Program Co-ordinator.

15. **That** Larry Morand is hereby appointed as Acting Deputy Fire Chief.

16. **That** Sam Paglia is hereby appointed as Drainage Superintendent.

17. **That** By-law 2019-68 and any other by-law inconsistent with this by-law is hereby repealed.

18. **That** this by-law shall come into force and take effect on the date of its final passing.

Read a first, second and third time and finally passed this 10th day of December, 2019.

Gary McNamara, Mayor

Laura Moy, Clerk

UNFINISHED REGULAR COUNCIL BUSINESS

	Meeting Date	Resolution	Subject	Action/Direction	Depart.	Status/Action Taken
1/18	January 30, 2018		Video Surveillance	Administration to follow up on video surveillance and potential grant funding for acquiring a system.	ICS	Exploring installation of portable units in known problem areas.
18/18	April 24, 2018		Cada Library Renovations	It is directed that Administration provide a report on the Cada Library to include consultations with TAAC, SAC, YAC, CAC, and other stakeholders on the current options proposed to refresh or renovate the current library building.	PRS/CAO	CAO & Director Parks & Recreation Services met with County of Essex Chief Librarian on options. Report to follow in Q4.
19/18	May 22, 2018		Property Standards By-law	It is directed that Administration harmonize the by-law regarding disconnected tractor-trailers on residential properties to be consistent within the Town.	PBS	In progress
28/18	September 25, 2018		Municipal Tree Cutting	Administration is asked to look into a tree cutting and trimming policy for municipal trees that includes provisions for residents who wish to cost share in tree maintenance.	PWES/CS/PRS	January 28, 2020, Policies & Priorities Committee Meeting
02/19	March 26, 2019		Succession Plan	A request is made for a formal Succession Planning Policy.	CS	Direction on a Succession Plan Policy is being considered by SMT.

The Corporation of the Town of Tecumseh

By-Law Number 2019 - 90

Being a by-law to confirm the proceedings of the December 10, 2019 regular meeting of the Council of The Corporation of the Town of Tecumseh

Whereas pursuant to Section 5(1) of the Municipal Act, 2001, S.O. 2001, c.25 as amended, the powers of a municipality shall be exercised by its Council; and

Whereas pursuant to Section 5(3) of the *Municipal Act, 2001*, S.O. 2001, c.25 as amended, a municipal power, including a municipality's capacity, rights, powers and privileges under Section 8 of the *Municipal Act, 2001*, S.O. 2001, c.25 as amended, shall be exercised by by-law unless the municipality is specifically authorized to do otherwise; and

Whereas it is deemed expedient that the proceedings of the Council of The Corporation of the Town of Tecumseh at this Session be confirmed and adopted by by-law.

Now Therefore the Council of The Corporation of The Town of Tecumseh Enacts as follows:

1. **That** That the actions of the Council of The Corporation of the Town of Tecumseh in respect of all recommendations in reports and minutes of committees, all motions and resolutions and all other action passed and taken by the Council of The Corporation of the Town of Tecumseh, documents and transactions entered into during the December 10, 2019, meeting of Council, are hereby adopted and confirmed, as if the same were expressly embodied in this By-law.

2. **That** the Mayor and proper officials of The Corporation of the Town of Tecumseh are hereby authorized and directed to do all the things necessary to give effect to the action of the Council of The Corporation of the Town of Tecumseh during the said December 10, 2019, meeting referred to in paragraph 1 of this By-law.

3. **That** the Mayor and the Clerk are hereby authorized and directed to execute all documents necessary to the action taken by this Council as described in Section 1 of this By-law and to affix the Corporate Seal of The Corporation of the Town of Tecumseh to all documents referred to in said paragraph 1.

Read a first, second and third time and finally passed this 10th day of December, 2019.

Gary McNamara, Mayor

Laura Moy, Clerk