

Regular Council Meeting Agenda

Tuesday, January 28, 2020, 7:00 pm
Tecumseh Arena - Horwood Room, 1st Floor
12021 McNorton Street
Tecumseh, ON N8N 3C7

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S. Next Meeting

February 11, 2020

5:00 pm - Public Council Meeting - OPA/ZBA for Mr. Bashi Residential Apartments, Lesperance Road

6:00 pm - Court of Revision - Hurley Relief Drain Branch & Upper Drain

6:30 pm - Court of Revision - West Branch of the East Branch Delisle Drain

7:00 pm - Regular Council Meeting

T. Adjournment

Regular Meeting of Council

Minutes

Date: Tuesday, January 14, 2020
Time: 7:00 pm
Location: Tecumseh Arena - Horwood Room, 1st Floor
12021 McNorton Street
Tecumseh, ON N8N 3C7

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 Fire Services & Fire Chief, Wade Bondy
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 Facilities, Ray Hammond
Manager Planning Services, Chad Jeffery
Manager Strategic Initiatives, Lesley Reeves

A. Order

The Mayor calls the meeting to order at 7:24 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 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 Council Meeting - December 10, 2019

2. Special Council Meeting, December 10, 2019 - Water and Wastewater Master Plan

3. Special Council Meeting, December 3, 2019 - Joint Meeting with the Town of Lakeshore

Motion: RCM - 01/20

Moved by Deputy Mayor Joe Bachetti

Seconded by Councillor Tania Jobin

That the December 10, 2019 minutes of the Regular Meeting of Council, and the December 3 and 10, 2019 Special Meetings of Council, as were duplicated and delivered to the members, **be adopted as amended.**

Carried

G. Supplementary Agenda Adoption

Motion: RCM - 02/20

Moved by Councillor Bill Altenhof

Seconded by Councillor Rick Tonial

That the supplementary items added to the Regular Meeting agenda regarding the communication from the Town of Amherstburg dated January 10, 2020 and the delegation of Karen Silani, Parks and Recreation Services Clerk, **be approved.**

Carried

H. Delegations

1. Karen Silani, Clerk Parks and Recreation

Re: Retirement

The members acknowledge the long service of Karen Silani to the Parks & Recreation Services Department and wish her well on her retirement at the end of January 2020, after 16 years of consecutive service.

I. Communications - For Information

1. Township of Huron-Kinloss dated December 17, 2019

Re: Review of the existing Conservation Authorities Act, 1990, R.SO 1990, c.C27

a. County of Simcoe dated December 11, 2019

Re: Conservation Authority Exit Clause

2. Township of Stone Mills dated December 27, 2019

Re: Support Resolution for Conservation Authorities

3. Public Information Centre No. 2

Re: Oldcastle Stormwater Master Plan

4. Water and Wastewater Master Plan Update

Re: Notice of Completion

5. Township of La Vallee dated January 9, 2020

Re: 911 Misdiagnoses

a. Township of Nipigon dated January 9, 2020

Re: 911 Misdiagnoses

6. Town of Deep River dated January 8, 2020

Re: Premiers to Develop Nuclear Reactor Technology

7. Town of Amherstburg dated December 10, 2020

Re: Municipal Modernization Program and Service Delivery Review

Motion: RCM - 03/20

Moved by Councillor Rick Tonial

Seconded by Councillor Brian Houston

That Communications - For Information 1 through 7 as listed on the Tuesday, January 14, 2020 Regular Council Agenda, **be received.**

Carried

J. Communications - Action Required

There are no Communications - Action Required presented to Council.

K. Committee Minutes

1. Senior Advisory Committee - December 5, 2019

Motion: RCM - 04/20

Moved by Councillor Bill Altenhof

Seconded by Councillor Rick Tonial

That the December 5, 2019 minutes of the Senior Advisory Committee, as were duplicated and delivered to the members, **be adopted**.

Carried

2. Town of Tecumseh Business Improvement Area Meeting Minutes dated November 13, and December 10, 2019

It is noted that Councillors Dowie and Houston attended the Regular Council meeting and were not able to attend the December 10, 2019 BIA meeting, as the meeting was changed from its original scheduled date.

Motion: RCM - 05/20

Moved by Councillor Andrew Dowie

Seconded by Councillor Tania Jobin

That the November 13, and December 10, 2019 minutes of the Town of Tecumseh Business Improvement Area Meeting as were duplicated and delivered to the members, **be received**.

Carried

L. Reports

1. Corporate Services & Clerk

a. CS-2020-01 2019 Open and Closed Meetings

Motion: RCM - 06/20

Moved by Councillor Bill Altenhof

Seconded by Councillor Rick Tonial

That Report CS-2020-01 regarding 2019 Open and Closed Council Meetings, **be received**.

Carried

2. Parks & Recreation Services

- a. PRS-2020-01 2020-2024 Arena and Pool Five (5) Year Capital Works Plan

Motion: RCM - 07/20

Moved by Councillor Brian Houston

Seconded by Deputy Mayor Joe Bachetti

That the following projects with renovations and repairs to Municipal Facilities **be approved** for 2020:

No.	Arena	Previously Approved	Requested for 2020	Total Costs
1	Replacement Spectator Safety Netting	\$18,000	--	\$18,000
2	Building Environment Control System (BMS)	\$45,000	--	\$45,000
3	Sportsplex - Architect Grant Non Eligible Portion	--	\$280,952	\$280,952
4	Sportsplex - Architect Construction Phase	--	\$2,690,189	\$2,690,189
6	Sportsplex - Construction & Non Rebatable HST	--	\$52,325,019	\$52,325,019

No.	Arena	Previously Approved	Requested for 2020	Total Costs
7	McAuliffe Diamond Upgrade Artificial Infield	--	\$500,000	\$500,000
8	Building Environment Control System (BMS)	--	\$7,000	\$7,000
9	Rink A Brine Pump and Chiller Replacement	--	\$200,000	\$200,000
10	Replacement HVAC Units (2)	--	\$28,000	\$28,000
11	Second Floor Kitchen Renovations	--	\$10,000	\$10,000
12	Dressing Room HVAC Unit Upgrades	--	\$6,000	\$6,000
13	New Door and Insulation for Referees Room	--	\$5,000	\$5,000
14	Annual General Repairs	--	\$10,000	\$10,000
	Sub-total	\$63,000	\$56,062,160	\$56,125,160
	Federal / Provincial Infrastructure Grant	--	\$39,869,101	\$39,869,101

No.	Arena	Previously Approved	Requested for 2020	Total Costs
	Town Funding (\$10,593,500)	--	\$9,747,059	\$9,747,059
	New Infrastructure Reserve	--	\$1,180,000	\$1,180,000
	Community Fundraising	--	\$4,000,000	\$4,000,000
	Arena Lifecycle Reserve	\$63,000	\$1,266,000	\$1,329,000
	Pool			
1	Pump Replacement	--	\$10,000	\$10,000
2	Refurbish Tot Pool	--	\$23,000	\$23,000
3	Lap Pool Heater Replacement	--	\$17,000	\$17,000
	Pool Lifecycle Reserve	\$0	\$50,000	\$50,000
	Grand Total Costs	\$63,000	\$56,112,160	\$56,175,160

And that Council adopt:

1. Appendix A 2020 – 2024 Arena Five (5) Year Capital Works Plan
2. Appendix B 2020 – 2024 Pool Five (5) Year Capital Works Plan.

Carried

3. Planning and Building Services

- a. PBS-2020-01 CIP Grant, 11865 Tecumseh Road

Motion: RCM - 08/20

Moved by Councillor Bill Altenhof

Seconded by Councillor Brian Houston

That the Grant Application for the Tecumseh Road Main Street Community Improvement Plan (CIP) Financial Incentive Program, for the property located at 11865 Tecumseh Road (Roll No. 374402000000200), **be deemed eligible and approved** for the Planning, Design and Architectural Grant Program in the amount of \$3,000 in relation to the preparation of drawings for the building façade and parking lot improvements proposed for the subject property, all of which is in accordance with Section 11.3 (5) of the CIP and with PBS-2020-01.

Carried

- b. PBS-2020-02 Site Plan Control Agreement, 11957 Tecumseh Road

Motion: RCM - 09/20

Moved by Councillor Rick Toniai

Seconded by Deputy Mayor Joe Bachetti

That a by-law authorizing the execution of the “2253746 Ontario Inc.” site plan control agreement, satisfactory in form to the Town’s Solicitor, which allows for the development of a three-storey apartment building consisting of 32 residential dwelling units and associated parking, landscaping and on-site services/works on 0.37 hectare (0.91 acre) parcel of land situated on the south side of Tecumseh Road (11957 Tecumseh Road), approximately 50 metres west of its intersection with Shawnee Road, **be adopted**, subject to the following occurring prior to the Town’s execution of the Agreement:

1. final stormwater management design and stormwater management calculations, and associated site service drawings being approved by the Town;
2. the Owner executing the site plan control agreement; and
3. the Owner posting security for performance pursuant to paragraph 6.1 of the agreement;

And that the execution of such further documents as are called for by the site plan control agreement approved above including, but not limited to, the execution of the acknowledgement/direction required to register the site plan control agreement on title to the lands and such other acknowledgements/directions for any related transfers or real property

registrations contemplated by the site plan control agreement, by the Mayor and Clerk, **be authorized.**

Carried

- c. PBS-2020-03 CIP Grant, 11957 Tecumseh Road

Motion: RCM - 10/20

Moved by Councillor Brian Houston

Seconded by Councillor Tania Jobin

That the Grant Application for the Tecumseh Road Main Street Community Improvement Plan (CIP) Financial Incentive Program, for the property located at 11957 Tecumseh Road (Roll No. 374402000000800), **be deemed eligible and approved** for the Development Charges Grant Program in the amount of \$100,000 in relation to the construction of a three-storey, 32-unit apartment building proposed for the subject property, all of which is in accordance with Section 11.3 (5) of the CIP and with PBS-2020-03.

Carried

4. Public Works & Environmental Services

- a. PWES-2020-02 Request for Repair and Improvement to the Merrick Creek Drain, Appointment of Drainage Engineer

Motion: RCM - 11/20

Moved by Councillor Bill Altenhof

Seconded by Councillor Rick Tonial

That N.J. Peralta Engineering Ltd. **be appointed** Drainage Engineer to make an examination of the Merrick Creek Drain drainage area as submitted by the affected landowner in the "Notice of Request for Drain Improvement" dated November 17, 2018;

And that a Drainage Report **be prepared** in accordance with Section 78 of the *Drainage Act*, including provisions for future maintenance.

Carried

- b. PWES-2020-03 Request for Repair and Improvement to the Dawson Drain, Appointment of Drainage Engineer

Motion: RCM - 12/20

Moved by Councillor Andrew Dowie

Seconded by Councillor Rick Tonial

That be appointed drainage engineer to make an examination of the drainage area as submitted by the in the “Notice of Request for Drainage Improvement” dated October 30, 2019;

And that a Drainage Report **be prepared** in accordance with Section 78 of the *Drainage Act*, including provisions for future maintenance.

Carried

M. By-Laws

1. By-Law 2020-01

Being a by-law to amend By-law 2019-10 being a by-law to appoint directors to the Board of Management for the Business Improvement Area for the term of Tecumseh Council 2019-2022

2. By-Law 2020-02

Being a by-law to appoint signing authorities for the financial affairs of The Corporation of the Town of Tecumseh.

3. By-Law 2020-03

Being a by-law to authorize entering into an Amending Agreement to the Agreement of Purchase and Sale between The Corporation of the Town of Tecumseh and Briday Inc. for the sale of the McColl Lands.

4. By-Law 2020-04

Being a by-law to authorize the execution of an Easement Amending Agreement between The Corporation of the Town of Tecumseh and 2041235 Ontario Ltd.

5. By-Law 2020-05

Being a by-law to authorize the execution of an Easement Amending Agreement between The Corporation of the Town of Tecumseh and Clement Lachance and Eugene Charles Lachance.

6. By-Law 2020-06

Being a bylaw to provide for the repair and improvements to the West Branch of the East Branch Delisle Drain

7. By-Law 2020-07

Being a bylaw to provide for the repair and improvements to the Hurley Relief Branch Drain and Upper Part of Hurley Relief Drain

Motion: RCM - 13/20

Moved by Councillor Rick Tonial

Seconded by Councillor Bill Altenhof

That By-Law 2020-01 being a by-law to amend By-law 2019-10 being a by-law to appoint directors to the Board of Management for the Business Improvement Area for the Term of Tecumseh Council 2019-2022;

That By-Law 2002-02 being a bylaw to appoint signing authorities for the financial affairs of the Corporation of the Town of Tecumseh;

That By-Law 2020-03 being a by-law to authorize entering into an Amending Agreement to the Agreement of Purchase and Sale between The Corporation of the Town of Tecumseh and Briday Inc. for the Sale of McColl Lands;

That By-Law 2020-04 being a by-law to authorize the execution of an Easement Amending Agreement between The Corporation of the Town of Tecumseh and 2041235 Ontario Ltd.;

That By-Law 2020-05 being a by-law to authorize the execution of an Easement Amending Agreement between The Corporation of the Town of Tecumseh and Eugene Charles Lachance;

That By-Law 2020-06 being a by-law to provide the repair and improvements to the West Branch of the East Branch Delisle Drain;

That By-Law 2020-07 being a bylaw to provide the repair and improvements to the Hurley Relief Branch Drain and Upper Part of Hurley Relief Drain.

Be given first and second reading.

Carried

Motion: RCM - 14/20

Moved by Councillor Tania Jobin

Seconded by Councillor Brian Houston

That By-Law 2020-01 being a by-law to amend By-law 2019-10 being a by-law to appoint directors to the Board of Management for the Business Improvement Area for the Term of Tecumseh Council 2019-2022;

That By-Law 2002-02 being a bylaw to appoint signing authorities for the financial affairs of the Corporation of the Town of Tecumseh;

That By-Law 2020-03 being a by-law to authorize entering into an Amending Agreement to the Agreement of Purchase and Sale between The Corporation of the Town of Tecumseh and Briday Inc. for the Sale of McColl Lands;

That By-Law 2020-04 being a by-law to authorize the execution of an Easement Amending Agreement between The Corporation of the Town of Tecumseh and 2041235 Ontario Ltd.;

That By-Law 2020-05 being a by-law to authorize the execution of an Easement Amending Agreement between The Corporation of the Town of Tecumseh and Eugene Charles Lachance;

Be given third and final reading.

Carried

N. Unfinished Business

1. January 14, 2019

The Members receive the Unfinished Business listing for Tuesday, January 14, 2020.

O. New Business

Rainfall Event

The Mayor extends gratitude to the Public Works staff for their work in maintaining the Town's systems during the recent rainfall event.

St. Mark's Montessori School

A concern is raised regarding vehicle traffic and the pedestrian crossing at the school. A Member acknowledged the efforts by Administration in providing a proactive and safe solution on this issue.

P. Motions

1. In-Camera Meeting

There was no in camera meeting.

2. Confirmatory by-law

a. By-Law 2020-08

Being a by-law to confirm the proceedings of the January 14, 2020 regular meeting of the Council of The Corporation of the Town of Tecumseh.

Motion: RCM - 15/20

Moved by Councillor Bill Altenhof

Seconded by Councillor Brian Houston

That By-Law 2020-08 being a by-law to confirm the proceedings of the Tuesday, January 14, 2020, 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, January 28, 2019

5:00 pm Policies & Priorities Committee Meeting

7:00 pm Regular Council Meeting

Meetings are held at the Tecumseh Arena in the Horwood Room due to Town Hall renovations.

S. Adjournment

Motion: RCM - 16/20

Moved by Deputy Mayor Joe Bachetti

Seconded by Councillor Rick Tonial

That there being no further business, the Tuesday, January 14, 2020 meeting of the Regular Council **be adjourned** at 7:49 pm.

Carried

Gary McNamara, Mayor

Laura Moy, Clerk

Public Meeting of Council

Minutes

Date: Tuesday, January 14, 2020
Time: 5:00 pm
Location: Tecumseh Arena - Horwood Room, 1st Floor
12021 McNorton Street
Tecumseh, ON N8N 3C7

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 Public Works & Environmental Services, Phil Bartnik
Director Fire Services & Fire Chief, Wade Bondy
Director Information & Communication Services, Shaun Fuerth
Director Financial Services & Chief Financial Officer, Tom Kitsos
Director Corporate Services & Clerk, Laura Moy
Deputy Clerk & Manager Legislative Services, Jennifer Alexander

Others: Drainage Superintendent, Sam Paglia

A. Call to Order

The Mayor calls the meeting to order at 5:06 pm.

B. Roll Call

C. Disclosure of Pecuniary Interest

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

D. Introduction and Purpose of Meeting

The purpose of the meeting is to hear comments from any affected landowners on the proposed drainage works, as set in the Drainage Report filed November 20, 2019 for the repair and improvement of the **Hurley Relief Branch Drain**.

E. Delegations

1. Sam Paglia, Drainage Superintendent

Sam Paglia, the Town's Drainage Superintendent, explains that the Town received comments from the County of Essex indicating that a page in the report was blurry and requested a new copy. In the absence of the appointed Engineer, Gerard Rood, P.Eng, the Drainage Superintendent advises that the current by-law indicates the boundary line at the southeast reaches of the watershed was reduced as a result of an examination of overland flows and tiles by the appointed Engineer. The Drainage Superintendent illustrated the change on page 1 of 10 in the drawing set.

The Mayor asks the landowners present in the audience if they have any questions. No questions were raised by the landowners.

The attendance record for this meeting is filed with the Clerk's office.

F. Communications

1. Notice of Consideration dated January 9, 2020

Re: Consideration of the Drainage Report for the Repair and Improvement to the Hurley Relief Branch Drain and Upper Part of Hurley Relief Drain

2. Essex Region Conservation Authority dated December 13, 2019

Re: Notice of Consideration Meeting

Motion: PCM - 01/20

Moved By Councillor Tania Jobin

Seconded By Councillor Brian Houston

That Communications - For Information 1 and 2 as listed on the Tuesday, January 14, 2020 Public Council Meeting Agenda **be received**.

Carried

G. Reports

1. PWES-2020-04 Request to Consider Engineer's Report - Hurley Relief Branch Drain

Motion: PCM - 02/20

Moved By Councillor Brian Houston

Seconded By Councillor Rick Tonial

That the Report and Specifications for the Hurley Relief Branch Drain and Upper Part of the Hurley Relief Drain (Drainage Report) as prepared by Mr. Gerard Rood, P.Eng., of Rood Engineering Inc., dated November 20, 2019 **be received**;

And that consideration **be given** to first and second readings of a provisional by-law to adopt the Drainage Report in accordance with Section 42 of the *Drainage Act*;

And further that notice **be given** to all affected landowners, of the Court of Revision to be held on Tuesday, February 11, 2020, at 6:00 p.m. in accordance with Section 46(1) of the *Drainage Act*, subject to the adoption of the provisional by-law.

Carried

H. Adjournment

Motion: PCM - 03/20

Moved By Councillor Bill Altenhof

Seconded By Councillor Andrew Dowie

That there being no further business, the Tuesday, January 14, 2020 meeting of the Public Council Meeting **be adjourned** at 5:12 pm.

Carried

Gary McNamara, Mayor

Laura Moy, Clerk

Public Meeting of Council

Minutes

Date: Tuesday, January 14, 2020
Time: 5:30 pm
Location: Tecumseh Arena - Horwood Room, 1st Floor
12021 McNorton Street
Tecumseh, ON N8N 3C7

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: Director Public Works & Environmental Services, Phil Bartnik
Director Fire Services & Fire Chief, Wade Bondy
Director Corporate Services & Clerk, Laura Moy
Deputy Clerk & Manager Legislative Services, Jennifer Alexander

Others: Drainage Superintendent, Sam Paglia

A. Call to Order

The Mayor calls the meeting to order at 5:33 pm.

B. Roll Call

C. Disclosure of Pecuniary Interest

Councillor Jobin declares a pecuniary interest as extended family members reside along the West Branch of the East Branch Delise Drain.

D. Introduction and Purpose of Meeting

The purpose of the meeting is to hear comments from any affected landowners on the proposed drainage works, as set out in the Drainage Report filed November 18, 2019 for the repair and improvement of the **West Branch of the East Branch Delisle Drain**.

E. Delegations

1. Sam Paglia, Drainage Superintendent

The Drainage Superintendent advises that one questionnaire was returned to the Town by the County of Essex regarding the access culvert. An access permit is required by the County in order to allow access to the culvert. The owners were aware and the County has issued an access permit in March 2019.

Gerard Rood, P.Eng., advises that he was made aware of the County of Essex request for the access permit. There were no other concerns submitted by way of questionnaire from the affected land owners.

The Mayor asks if there are any landowners present at the meeting for this drain. No landowners were present. The attendance record for this meeting is filed with the Clerk's office.

F. Communications

1. Notice of Consideration, December 3, 2019

Re: Consideration of the Drainage Report for the Repair and Improvement to the West Branch of the East Branch Delisle Drain

2. Essex Region Conservation Authority dated November 15, 2019
3. Essex Region Conservation Authority Email dated December 13, 2019

Re: Notice of Consideration Meeting

Motion: PCM - 04/20

Moved By Deputy Mayor Joe Bachetti

Seconded By Councillor Brian Houston

That Communications - For Information 1 through 3 as listed on the Tuesday, January 14, 2020 Public Council Meeting Agenda **be received**.

Carried

G. Reports

1. PWES-2020-01 Request to Consider Engineer's Report - West Branch of the East Branch Delisle Drain

Motion: PCM - 05/20

Moved By Councillor Brian Houston

Seconded By Councillor Bill Altenhof

That the Report and Specifications for the West Branch of the East Branch Delisle Drain (Drain) as prepared by Mr. Gerard Rood, P. Eng., of Rood Engineering Inc. (Rood), dated November 18, 2019, (Drainage Report) **be received**;

And that consideration **be given** to the first and second readings of a provisional by-law to adopt the Drainage Report;

And further that notice **be given** to all affected landowners, of the Court of Revision to be held on Tuesday, February 11, 2020, at 6:30 p.m. in accordance with Section 46(1) of the *Drainage Act* (Act), subject to the adoption of the provisional by-law.

Carried

H. Adjournment

Motion: PCM - 06/20

Moved By Councillor Rick Tonial

Seconded By Councillor Andrew Dowie

That there being no further business, the Tuesday, January 14, 2020 meeting of the Public Council Meeting **be adjourned** at 5:37pm.

Carried

Gary McNamara, Mayor

Laura Moy, Clerk

Public Meeting of Council

Minutes

Date: Tuesday, January 14, 2020
Time: 6:00 pm
Location: Tecumseh Arena - Horwood Room, 1st Floor
12021 McNorton Street
Tecumseh, ON N8N 3C7

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 Public Works & Environmental Services, Phil Bartnik
Director Fire Services & Fire Chief, Wade Bondy
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

A. Call to Order

The Mayor calls the meeting to order at 6:00 pm.

B. Roll Call

C. Disclosure of Pecuniary Interest

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

D. Introduction and Purpose of Meeting

The purpose of the meeting is to hear public comment on the applications for an **Official Plan and Zoning By-law amendments for a parcel of land located southeast of the Tecumseh Road and Southfield Drive intersection**. The

purpose of the proposed Official Plan amendment is to redesignate the subject property from General Commercial and Residential to Residential; introduce a new site specific policy to facilitate the development of the lands for two additional apartment buildings; establish a total lot density of 91 units per hectare for the entire property; and to establish maximum height limits for the existing and proposed buildings.

The purpose of the Zoning By-law amendment is to change the zoning pertaining to the subject parcel from "General Commercial Zones" and "Residential Zone 2" to site specific "Residential Zone R3". The site specific R3 zone would permit the proposed residential uses and establish various site specific zone provisions.

E. Delegations

1. Chad Jeffery, Manager Planning Services

The Manager Planning Services introduces the proponent's representatives; namely, Greg Jones and Sarah Reeves as well as their Planner, Stefan Szczerbak. He describes the proposed development and land use for the subject property, as well as the surrounding developed lands and their uses, all of which are set out in Report PBS-2020-39 on the Public Meeting Agenda. The elements of the proposed development, including parking, access, number of units, and common amenity space are also explained. The Official Plan and Zoning amendments are outlined in the PBS-2019-39 Report, including justifications for site specific designations and the need for a site plan control agreement.

2. Stefan Szczerbak, M.Sc MCIP RPP, Senior Planner, Planscape Inc.

Re:11873 and 11917 Tecumseh Road

Stefan Szczerbak, Planner for the proponent Skyline, presents the PowerPoint presentation as appended to the Public Meeting Agenda.

The Members speak to the need for housing diversification and affordable housing in the community. Traffic concerns are discussed and the need for appropriate ingress and egress to accommodate the development. The applicant advises they are working with their Engineer to address access through site plan control.

Comments are made by the Members on updating Skyline's existing residential apartment buildings including energy efficiencies. Mr. Jones explains they do have energy efficiency plans for the existing buildings and notes the challenges with older infrastructure.

3. Greg Jones, President, Skydevco

Greg Jones explains that the vacancy rates are at 3%. He is looking to a long term development in the design and opportunity to build an energy

efficient apartment building to include LED lighting, solar panels and electric vehicle parking. He requests Council's support for the applications.

The Mayor opens the floor to the public for comment.

The Mayor comments on the need for housing diversification and affordable housing in the community. Members indicate that vacant rental units are scarce in Tecumseh. Traffic concerns are discussed and the need for appropriate ingress and egress to accommodate the development. The applicant advises they are working with their Engineer to address access through site plan control and beautification through some landscaping.

In response to an inquiry, Mr. Jones advised that the apartments are proposed to be predominantly 2-bedrooms, ranging from 925-975 square feet with some 1-bedrooms in the 600 square feet range.

4. Steve Kenney, 11930A Arbour Street

Mr. Kenney explains that he grew up in the area. He understands the need for new development, however he has concerns with crime in the area, as well as flooding. He suggests to mitigate some of the privacy issues, that there be improved park development. Mr. Kenney also inquires about plans for the walkway. Mr. Jones advised of a proposed enhanced pedestrian connection under site plan control. Mr. Kenney advises his main issues are safety, privacy and improved park development.

The Director Building & Planning Services reiterates that the end of Arbour street needs to be enhanced and have a landscaped amenity that residents could be proud of. He explains the positive affects from having private eyes on public property such as residential development overlooking park lands. Private intrusion will be carefully reviewed.

The Director Public Works & Environmental Services gives a brief outline on the Town's Storm Drainage Master Plan to mitigate overland flooding and answers questions from the audience.

5. Bob Kenney, 11930 Arbour Street

Mr. Kenney raises concern about flooding in the area. Mr. Jones explains how storm water will be temporarily retained on site, before it is released into the Town's system.

The Director Public Works & Environmental Services gives a brief outline on the Town's Storm Drainage Master Plan to mitigate overland flooding. The Director will obtain Mr. Kenney's contact information and follow-up with his concerns.

6. Richard Griffin, 11841 Hawk Lane

Richard Griffin is the President of ECC45 for the Townhouse Condominiums on the west-side of Southfield Drive. They are not opposed to development, however, he is concerned about volume of traffic on Southfield Drive and inquired if there are any plans for a traffic light or a 4-way stop. Mr. Griffin also raised issue with the trunk lines on Southfield regarding the capacity to handle additional stormwater and sanitary sewage.

Manager Planning Services advises proponents did a Traffic Study which is carefully being examined by the Town's Engineer as a peer review. With respect to storm and sanitary, the Director Public Works & Environmental Services explains onsite storage and management and how they will both exit out onto Tecumseh Road area. As the Community Improvement Plan envisions intensification, the trunk sanitary will have to be up-sized. The replacement has been accelerated and is expected to move forward in 2020.

7. Brad Durocher, 11924 Arbour Street

Brad Durocher has a concern with traffic at Southfield and Mulberry Roads going up to Banwell, not just Southfield and Tecumseh Roads. Vehicles driving down Southfield are doing 60-70 km/per hour in a 40 km zone. Adding more traffic will enhance the issue. He understands that Mulberry Road is in Windsor and that the Town does not have jurisdiction over the Banwell/Mulberry intersection.

The Mayor noted the traffic concern will be brought forward to the OPP and possible traffic calming measure for the area. The Director Public Works & Environmental Services further added that Administration is working on a Speed Mitigation Guideline for concerns regarding speeding. It is anticipated that the Speed Mitigation Guideline will be available to Council this year.

It is noted that the City is proposing a roundabout for the Banwell/Mulberry intersection in the near future.

The Mayor asks the audience if there are any more questions.

In response to an inquiry, Greg Jones explains that the parking lots will be central to the two apartment buildings with lighting for safety. The distance from the building to the pathway is discussed.

8. Angela Durocher, 11924 Arbour Street

Ms. Durocher inquires about the peer review by the Town's Engineer and its availability to the public.

The Manager Planning Services advised that many of the concerns raised can be addressed through site plan control. He advised that a follow-up report will be presented to Council at a later date, and that members of the public that have signed into the meeting will receive Town notice of the next meeting at which this matter will be considered.

F. Communications

1. Notice of Public Meeting

Re: Tecumseh Road and Southfield Drive Intersection (11873 and 11917 Tecumseh Road)

2. Essex Region Conservation Authority dated December 10, 2019

Re: Application for Official Plan Amendment and Zoning By-Law Amendment for 11873 and 11917 Tecumseh Road E.

Motion: PCM - 07/20

Moved By Councillor Brian Houston

Seconded By Councillor Tania Jobin

That Communications - For Information 1 and 2 as listed on the Tuesday, January 14, 2020 Public Council Meeting Agenda **be received**.

Carried

G. Reports

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

Motion: PCM - 08/20

Moved By Deputy Mayor Joe Bachetti

Seconded By Councillor Brian Houston

That PBS-2019-39 D19 SKY, Skyline Rel Estate Holdings, Official Plan and Zoning By-law Amendment, scheduling of Public Meeting **be received**.

Carried

H. Adjournment

Motion: PCM - 09/20

Moved By Councillor Bill Altenhof

Seconded By Councillor Rick Tonial

That there being no further business, the Tuesday, January 14, 2020 meeting of the Public Council Meeting **be adjourned** at 7:11 pm.

Carried

Gary McNamara, Mayor

Laura Moy, Clerk

JAN 13 2020

Town of Tecumseh

**MUNICIPALITY OF HURON EAST**

PO Box 610, 72 Main Street South, Seaforth Ontario N0K 1W0

Tel: 519-527-0160

Fax: 519-527-2561

888-868-7513

www.huroneast.com

Brad Knight, BA, CAO/Clerk
bknight@huroneast.com

Paula Michiels, CPA, CGA, Treasurer-Finance Manager
pmichiels@huroneast.com

January 8th, 2020.

Town of Tecumseh,
917 Lesperance Road,
Tecumseh, Ontario.
N8N 1W9

Attention: Laura Moy
Director of Corporate services & Clerk

Dear Ms. Moy:

RE: Resolution – 911 Misdials

We wish to acknowledge receipt of your resolution concerning a request to lobby the telecommunications industry and smart phone manufacturers to develop a solution to 911 misdials.

This matter was referred to Huron East Council at their regular meeting on January 7th, 2020 and the following motion was passed.

It was duly moved and seconded:

THAT Council of the Municipality of Huron East endorse the resolution of the Town of Tecumseh to lobby the telecommunications industry and small phone manufacturers to develop a solution to 911 misdials.

Motion Carried.

Trusting this action of Council will be of assistance.

Yours truly,

Brad Knight,
CAO/Clerk.

BK:ja

From: Debbie Rowley
Sent: January 9, 2020 9:34 AM
To: Laura Moy <lmoy@tecumseh.ca>
Subject: 911 Misdials

Dear Ms. Moy:

Please be advised that Council for The Corporation of the Township of Nipigon, passed the following resolution at its meeting of January 7, 2020:

"That this Council supports the Town of Tecumseh regarding 911 misdials."

Best regards,

Linda Berube, Deputy Clerk

PO Box 488
201 Atwood Avenue
Rainy River, ON
P0W 1L0



Office Phone: (807) 852-3244
Clerk Phone: (807) 852-3978
Fax: (807) 852-3553
Email: rainyriver@tbaytel.net
Website: www.rainyriver.ca

Town of Rainy River

RESOLUTION

MOVED BY *ABH* DATE: **January 13, 2020**
SECONDED BY *W. Hall* ^{Resolution} MOTION: **20-001**

"That the Town Council of The Corporation of the Town of Rainy River hereby supports the Town of Tecumseh in their resolution that the Municipal, Federal and Provincial governments and relevant associations, including but not limited to, the Ontario Association of Police Services Boards (OAPSB), the Ontario Association of Chiefs of Police (OACP), the Federation of Canadian Municipalities (FCM) and the Association of Municipalities of Ontario (AMO), be requested to lobby the telecommunications industry and smart phone manufacturers to develop a solution to 911 Misdialeds."

ABSTAIN _____
AYES _____
NAYES _____

CARRIED ✓
DEFEATED _____

L. ARMSTRONG _____
D. EWALD _____
B. HELGESON _____
A. HARTNELL _____
N. IVALL _____
M. KREGER _____
P. WHITE _____

M. White
MAYOR OR ACTING MAYOR



CITY OF QUINTE WEST

*Office of the Mayor
Jim Harrison*



**P.O. Box 490
Trenton, Ontario, K8V 5R6**

**TEL: (613) 392-2841
FAX: (613) 392-5608**

January 15, 2020

Mr. Jamie McGarvey, President
Association of Municipalities of Ontario
200 University Ave., Suite 801
Toronto, Ontario M5H 3C6

RE: Resolution – Conservation Authorities

Dear Mr. Jamie McGarvey:

This letter will serve to advise that at a meeting of City of Quinte West Council held on January 13, 2020 Council passed the following resolution:

Moved by Cassidy
Seconded by Alyea

Whereas the City of Quinte West has been well served by both the Lower Trent Conservation Authority and the Quinte Conservation Authority and

Whereas we have working service agreements with both Authorities and

Whereas we value the efforts of the Conservation Authorities to monitor floods, to manage source water protection and to ensure the integrity of the watersheds within our municipality and conserve our natural environment and

Whereas the current Provincial government is reviewing the mandate and potential funding to Conservation Authorities

Be it resolved that the City of Quinte West requests that the Provincial Government improve their funding of Conservation Authorities to provide a more stable funding base that would prevent any downloading of costs to municipalities

And further that the Provincial Government will maintain and not diminish the core mandate of Conservation Authorities

And further that we forward this motion to the Minister of Environment, Conservation and Parks, the Minister of Natural Resources, the Premier, the Leaders of all opposition parties, all of our local municipal partners, and AMO to seek their support and concurrence. **Carried**

We trust that you will give favourable consideration to this request.

Sincerely,

CITY OF QUINTE WEST

A handwritten signature in black ink, appearing to read "Jim Harrison", with a large, sweeping flourish at the end.

Jim Harrison
Mayor



DISTRICT OF PARRY SOUND

56 ONTARIO STREET
PO BOX 533
BURK'S FALLS, ON
P0A 1C0

RECEIVED

JAN 22 2020

Town of Tecumseh

(705) 382-3332

(705) 382-2954

Fax: (705) 382-2068

Email: info@armourtownship.ca

Website: www.armourtownship.ca

January 16, 2020

Town of Tecumseh
917 Lesperance Road
Tecumseh ON
N8N 1W9

Re: Support Resolution

At its meeting held on January 14, 2020, the Township of Armour passed Resolution #12 supporting the Town of Tecumseh.

A copy of Council's Resolution #10 dated January 14, 2020 is attached for your consideration.

Sincerely,

Danika Hammond
Administrative Assistant

Enclosure

JAN 22 2020

Town of Tecumseh



CORPORATION OF THE TOWNSHIP OF ARMOUR

RESOLUTION

Date: January 14, 2020

Motion # 12.

That the Council of the Township of Armour supports the Town of Tecumseh in requesting that Municipal, Provincial and Federal governments and relevant associations be requested to lobby the telecommunications industry and smart phone manufacturers to develop a solution to 911 misdials.

Moved by: Blakelock, Rod ☒
 Brandt, Jerry ☐
 MacPhail, Bob ☐
 Ward, Rod ☐
 Whitwell, Wendy ☐

Seconded by: Blakelock, Rod ☐
 Brandt, Jerry ☐
 MacPhail, Bob ☐
 Ward, Rod ☐
 Whitwell, Wendy ☒

Carried / Defeated

Declaration of Pecuniary Interest by:

Recorded vote requested by:

Recorded Vote:

Blakelock, Rod
 Brandt, Jerry
 MacPhail, Bob
 Ward, Rod
 Whitwell, Wendy

For	Opposed
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>



CLERK SERVICES

SENT VIA EMAIL:
lmoy@tecumseh.ca

January 17, 2020

The Corporation of the Town of Tecumseh
917 Lesperance Road
Tecumseth, ON N8N 1W9

Re: **911 Misdials**

Council for the Town of Innisfil considered the Town of Tecumseh resolution on 911 Misdials on January 15, 2020.

In accordance with Council Resolution No. 2020.01.15-CR-01, the following motion was adopted:

1. That the correspondence from the Town of Tecumseh dated December 20, 2019 regarding a resolution on 911 Misdials, be received; and
2. That the Town of Innisfil supports the Town of Tecumseh regarding telecommunications industry and smart phone manufacturers developing a solution to 911 Misdials.

Trusting the above meets your request.

Yours very truly,

A handwritten signature in purple ink that reads "K. Creamer".

Kim Creamer,
Assistant Clerk
705-436-3740 Ext. 2410
kcreamer@innisfil.ca

cc: Hon. Syliva Jones, Solicitor General



THE CORPORATION OF THE TOWNSHIP OF NORWICH

RECEIVED

JAN 23 2020

Town of Tecumseh

January 17, 2020

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

Dear Mayor McNamara and Town Council

Re: 911 Misdials

At their meeting held Tuesday January 14, 2020, the Council of the Township of Norwich received and supported the resolution you passed with respect to 911 Misdials and a request for actions towards development of a solution to this issue.

Yours Truly


Kimberley Armstrong
Deputy Clerk



Township of
Leeds and the
Thousand Islands

January 20, 2020

Laura Moy,
Director of Corporate Services & Clerk
Town of Tecumseh
917 Lesperance Road
Tecumseh, ON
N8N 1W9

Dear Ms. Moy,

The Corporation of the Township of Leeds and the Thousand Islands passed a resolution endorsing the Town of Tecumseh resolution with respect to 911 Misdials.

I have attached a copy of the resolution.

I trust this is satisfactory, if you require further information please do not hesitate to contact the undersigned.

Respectfully,



Vanessa Latimer, AMCT
Municipal Clerk

encl.

TOWNSHIP OF LEEDS & THOUSAND ISLANDS

Meeting Type	COUNCIL
Date:	January 13, 2020
014-20	

MOVED BY: Councillor Ohlke

SECONDED BY: Councillor Gorrell

THAT information items be received and filed;

Moved by Councillor Mabey 
Seconded by Deputy Mayor Lackie 

THAT the following be inserted after filed "with the exception of the request received from the Town of Tecumseh with regard to 911 misdials be endorsed".

REQUESTED BY:		
YEA	TITLE	NAE
	Councillor Fodey	
	Councillor Gorrell	
	Councillor Jamison	
	Councillor Lackie	
	Councillor Mabey	
	Councillor Ohlke	
	Mayor Smith-Gatcke	
	TOTALS	

Carried/Lost


MAYOR



January 21, 2020

Laura Moy, Dipl.M.M., CMMIII HR Professional
Director Corporate Services & Clerk
Town of Tecumseh
917 Lesperance Road
Tecumseh, ON N8N 1W9

Sent via email: lmoy@tecumseh.ca

**Re: Town of Tecumseh Resolution on 911 Misdials
Our File 35.11.2**

Dear Ms. Moy,

Please be advised that the Council of the City of St. Catharines, at its meeting held on January 13, 2020, gave consideration to your Council's resolution respecting the above-noted matter.

The Mayor and Members of Council received and filed the resolution, directing no further action.

If you have any questions, please contact the Office of the City Clerk at extension 1524.

A handwritten signature in blue ink, appearing to read 'Bonnie Nistico-Dunk'.

Bonnie Nistico-Dunk, City Clerk
Legal and Clerks Services, Office of the City Clerk
:em



The Corporation of the Town of Marathon
4 Hemlo Drive, P.O. Bag TM
Marathon, Ontario P0T 2E0
clerk@marathon.ca
Phone: (807) 229-1340 Ext. 2223
Fax: (807) 229-1999
www.marathon.ca

OFFICE OF THE DEPUTY CLERK

File 4-6

SENT VIA EMAIL ONLY

January 21, 2020

Laura Moy,
Director Corporate Services & Clerk
Township of Tecumseh
917 Lesperance Rd
Tecumseh, Ontario
N8N 1W9

Dear Ms. Moy:

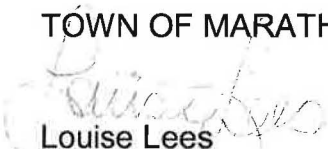
At the Regular Meeting of Council held on Monday, January 13, 2020, Council passed Motion No. 009/20 which supports your resolution with respect to 911 misdials

Accordingly, I have enclosed a copy of the motion as well as your original request.

I trust you will find this satisfactory, but should you have any questions please do not hesitate to contact my office at your convenience.

Sincerely,

TOWN OF MARATHON


Louise Lees
Deputy Clerk

LL:lw

Enclosure(s)

cc (via email)

M:\4-6 (Administration)\2019 Correspondence\let_0121.Town of Tecumseh.doc



THE CORPORATION OF THE TOWN OF MARATHON
MARATHON, Ontario

Motion No.:

009/20

Date: January 13, 2020

Moved by:

Lake

Seconded by:

Vallance

THAT Council hereby support the resolution received from the Town of Tecumseh pertaining to 911 misdials;

AND FURTHER THAT a copy of this motion be forwarded to the individuals listed on the originating resolution.

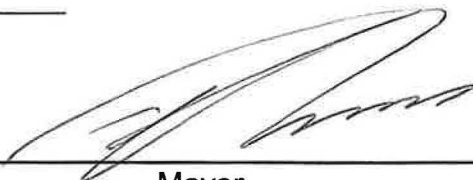
RECORDED VOTE:	FOR	AGAINST	CONFLICT OF INTEREST
Mayor Dumas			
Councillor Gingras			
Lake			
Tsubouchi			
Vallance			

CARRIED ✓

DEFEATED _____

No. at Meeting:

5



Mayor

#10



HANOVER POLICE SERVICES BOARD

203 10th Street
Hanover, ON N4N 1N8
Phone (519) 364-4280
Fax (519) 364-7202

January 22, 2020

Ministry of the Solicitor General
George Drew Building
18th Floor
25 Grosvenor Street
Toronto, ON
M7A 1Y6

Attention: The Honourable Sylvia Jones, Solicitor General

Dear Ms. Jones:

Subject: Town of Tecumseh Resolution on 911 Misdials

As you know from the letter dated December 20, 2019 which you received from Laura Moy, Director, Corporate Services & Clerk, Town of Tecumseh, the Town passed a motion that municipal, federal and provincial governments be requested to lobby the telecommunications industry and smart phone manufacturers to develop a solution to 911 misdials. Such misdials have doubled since 2013, and because police services must respond to all 911 calls, time and resources are diverted from other community policing activities and initiatives, and policing budgets can be negatively affected.

The Hanover Police Services Board shares the concern about misdirected police time and resources, and consequently, at its meeting of January 20, 2020, the Board passed the following motion:

That the Board endorse the Town of Tecumseh's Resolution on 911 misdials and send a letter to the Solicitor General indicating its support for the resolution.

I hope that your government will find a way to encourage solutions to the problem of 911 misdials, to ensure that police resources can be directed towards adequate and effective policing.

Yours sincerely,

A handwritten signature in black ink, appearing to read "Donald C. Smith".

Donald C. Smith
Chair, Hanover Police Services Board

cc Sue Paterson, Mayor, Town of Hanover
Hon. Bill Walker, MPP, Bruce-Grey-Owen Sound
Laura Moy, Director Corporate Services and Clerk, Town of Tecumseh

January 17, 2020

VIA EMAIL ONLY

Town of Lakeshore
Attention: Ms. Kristen Newman,
Director of Legislative and Legal Services/Clerk
419 Notre Dame Street
Lakeshore, Ontario
N0R 1A0

**RE: Official Plan Amendment No. 13
Amy Croft Secondary Plan
Town of Lakeshore
File No: 37-OP-2018-006**

Dear Ms. Newman:

Please find attached a Notice of Decision regarding the above noted application.

Should you have any questions, please do not hesitate to contact the undersigned.

Yours truly,



REBECCA BELANGER, MCIP, RPP
Manager, Planning Services

Enclosure

c.c Tammie Ryall
MMAH
Kim Darroch
Rocco Tullio

File No.: 37-OP-2018-006
Municipality: Town of Lakeshore
Subject Lands: North of Amy Croft Dr. and east of
Manning Road

Date of Decision: January 17, 2020
Date of Notice: January 17, 2020
Last Date of Appeal: February 6, 2020

NOTICE OF DECISION

**With respect to an Official Plan Amendment
Subsection 17(35) and 21 of the Planning Act**

A decision was made on the date noted above to approve Amendment No. 13 to the Official Plan for the Town of Lakeshore, as adopted by By-law 92-2018. The approval authority considered all submissions received on this application, the effect of which helped the approval authority make an informed decision.

Purpose and Effect of the Official Plan Amendment

The purpose of Official Plan Amendment No. 13, Amy Croft Secondary Plan is to update the planning framework, by identifying the planned road network and required improvements to ensure that development proceeds in a logical and phased manner, and introduce landowner cost sharing and coordination policies. The Secondary Plan will ensure that costs associated with the required infrastructure improvements are equitably shared amongst the benefitting landowners, and allow the Town to review and respond to planning applications for the development of the Secondary Planning Area. The Amendment pertains to a 27.5 hectare site and is a mixed use development area with some existing buildings and vacant lands. A copy of the decision is attached.

When and How to File An Appeal

Notice to appeal the decision to the Local Planning Appeal Tribunal (LPAT) must be filed with the County of Essex no later than 20 days from the date of this notice as shown above as the last date of appeal.

The notice of appeal should be sent to the attention of the Manager, Planning Services at the address shown below and it must,

- (1) include a completed **Appellant Form (A1) Planning Act** available from the LPAT website www.elfto.gov.on.ca, and
- (2) be accompanied by the prescribed filing fee in the amount of \$300.00 payable by certified cheque or money order to the Minister of Finance.

Who Can File An Appeal

Only individuals, corporations or public bodies may appeal a decision of the approval authority to the LPAT. A notice of appeal may not be filed by an unincorporated association or group. However, a notice of appeal may be filed in the name of an individual who is a member of the association or group on its behalf.

No person or public body shall be added as a party to the hearing of the appeal unless, before the amendment was adopted, the person or public body

made oral submissions at a public meeting or written submissions to the Council or, in the opinion of the LPAT, there are reasonable grounds to add the person or public body as a party.

When the Decision is Final

The decision of the County of Essex is final if a Notice of Appeal is not received on or before the last date of appeal noted above.

Getting Additional Information

Additional information about the amendment, including a complete version of the amendment, is available for public inspection during regular office hours at the County of Essex at the address noted below or from the Town of Lakeshore.

Mailing Address for Filing a Notice of Appeal:

County of Essex
360 Fairview Avenue West
Essex, ON N8M 1Y6

Submit notice of appeal to the attention of:

Rebecca Belanger, Manager – Planning Services
Tel: (519) 776-6441, Ext. 1325
Fax: (519) 776-4455

DECISION

**With respect to Official Plan Amendment No. 13
Official Plan of the Town of Lakeshore
Subsection 17(34) of the Planning Act**

I hereby approve Amendment No. 13 to the Official Plan for the Town of Lakeshore, as adopted by By-Law 92-2018.

Dated at Essex, Ontario this 17th of January 2020

ORIGINAL SIGNED

Rebecca Belanger, MCIP, RPP
Manager, Planning Services
County of Essex



Office of the City Engineer

RECEIVED

JAN 22 2020

Town of Tecumseh

January 17, 2020

Dear Laura:

The City of Windsor is pleased to inform you that we are launching a Master Servicing Plan related to the Sandwich South area.

The City has designated Sandwich South for an area of growth over the next 20 years and will include a variety of residential, commercial, institutional and industrial land uses. This Master Servicing Plan will provide a coordinated and sustainable approach for municipal infrastructure in support of this growth.

The attached Notice of Commencement provides you with information on how to get involved and participate in the Master Servicing Plan. We are also very excited to share our project website with you, which is your source for project updates, information about events and opportunities to engage with the project. Please visit the website to take a survey and tell us what issues matter to you.

sandwichsouth.ca

If you have any questions or would like to be added to the mailing list, please email us at: sandwichsouth@dillon.ca

Join us in creating a plan that we can implement together.

Patrick Winters, P. Eng.

Sandwich South Master Plan Project Manager
Development Engineer, City of Windsor
350 City Hall Square West, Suite 210
Windsor, Ontario, N9A 6S1
519.255.6257 ext. 6462
pwinters@citywindsor.ca



SANDWICH SOUTH MASTER SERVICING PLAN

NOTICE OF STUDY COMMENCEMENT

To meet the future growth needs of the City of Windsor (City), 2,600 hectares of land in the former Township of Sandwich South were transferred from the Town of Tecumseh to the City of Windsor in 2002. Sandwich South, which is located on the south east side of the City of Windsor, is primarily rural, but includes the Windsor Airport and some residential homes. The City has designated this area for future growth over the next 20 years and will include a variety of residential, commercial, institutional and industrial land uses.

The City has initiated a Master Servicing Plan (Plan) for the Sandwich South Area to develop a coordinated and sustainable approach to providing municipal infrastructure in support of growth. The Plan will consider the location and capacity of collector roads, storm and sanitary sewers and how stormwater will be managed throughout the study area. The Plan will build upon the completed Lauzon Parkway Environmental Assessment and the ongoing Upper Little River Stormwater Master Plan.

The Plan is being prepared in coordination with a Floodplain Mapping Study for the Little River Watershed. The Floodplain Mapping Study will identify areas that may be susceptible to flooding during large storm events and will guide the location of future development. It is anticipated both studies will be completed in 2021.

An important part of developing this Plan is to seek feedback from local residents and other stakeholders on the long term municipal infrastructure plans for this area. Do you have information on existing or future conditions the team should be aware of as it starts this planning process? Are there areas you know flood during large rain events? Do you have questions about how the City plans for growth in areas like this? The study area is shown outlined in heavy black line on the key plan below. Join us [ADD DATE] at Forest Glade Community Centre for your first opportunity to hear more about the study and provide your information on existing conditions in the area.

Event: Sandwich South Master Servicing
Master Plan
Issues and Opportunities
Pop-up Event

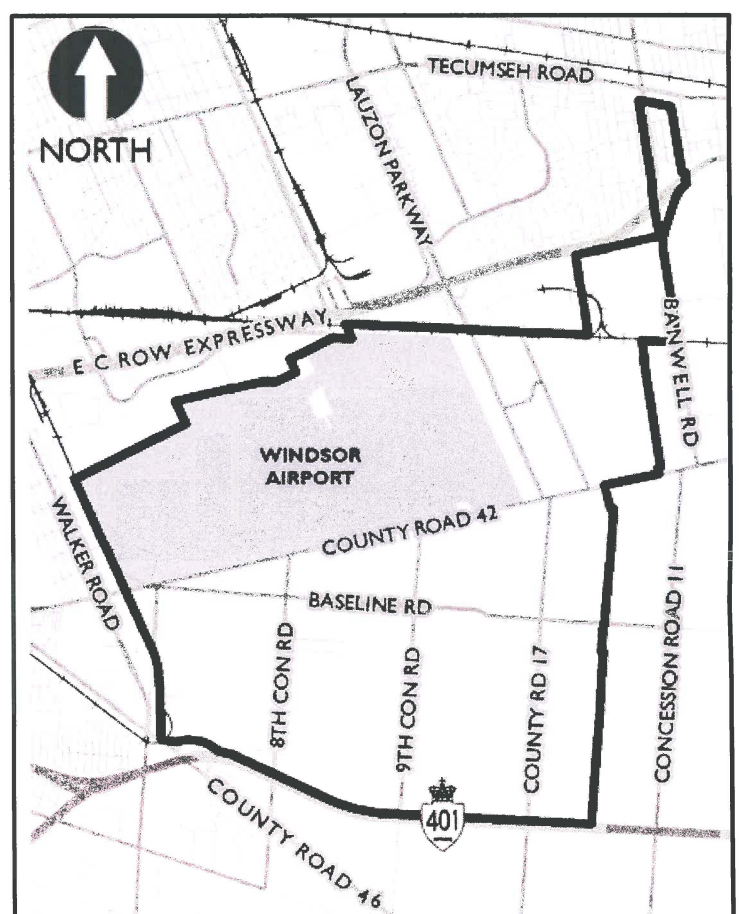
Date: Thursday January 30th, 2020

Location: Forest Glade Arena
3215 Forest Glade Dr, Windsor ON

Time: 4:00 PM – 7:00 PM

Throughout the study, information and upcoming public sessions will be shared at sandwichsouth.ca. Sign up to be included on the contact list if you would like to be notified when new information is posted.

The study is being conducted in accordance with the requirements of Phase 1 and 2 of the Municipal Class Environmental Assessment process (2000, as amended), which is an approved process under the Environmental Assessment Act.



If you require additional information related to this study or wish to be added to the contact list, please contact:



Patrick Winters, P. Eng.
Development Engineer
City of Windsor
350 City Hall Square, Suite 210
Windsor, Ontario, N9A 6S1
Ph: (519) 255-6257 ext. 6462
Email: pwinters@citywindsor.ca

This notice first posted: **January 17, 2020**



Nicole Caza, P. Eng.
Consultant Project Manager
Dillon Consulting Limited
3200 Deziel Drive, Suite 608
Windsor, Ontario, N8W 5K8
Ph: (519)-948-4243 ext. 3246
Email: sandwichsouth@dillon.ca



The City of Windsor is continuing to develop the Sewer and Coastal Flood Protection Master Plan project, which has been initiated to address basement, surface and coastal flooding across the City. To date measures to reduce the risks and impacts of flooding have been developed and are ready for public review and input.

Your participation in the master plan process will improve the results and help us create a comprehensive plan that can be implemented in partnership with the community. Consultation is an integral part of this process and members of the public, agencies, Indigenous communities and other interested persons are encouraged to participate in the master planning process and attend the PIC.

These Public Information Centre (PIC) meetings will focus on the following:

- Findings of our analysis, showing where flood risks are greatest;
- Proposed short-term solutions and long-term solutions, including:
 - Private property solutions that rely on cooperation from residents and property owners to implement; and
 - Improvements to municipal infrastructure such as pump stations, sewers, stormwater management ponds, and treatment plants;
- Implementation Plan and Next steps

These PIC meetings are being held at three separate dates, times and locations for your convenience:

February 11, 2020
5pm - 8pm
Roseland Golf & Curling Club
455 Kennedy Dr. W

February 12, 2020
3pm - 8pm
WFCU Centre
Second Floor
8787 McHugh St.

February 13, 2020
5pm - 8pm
Windsor International Aquatic and Training Centre
401 Pitt St. W

This study is being carried out in accordance with the Master Plan Approach No. 2 of the Municipal Class Environmental Assessment (EA) (Municipal Engineers Association, 2015) process. This study will fulfill EA requirements for Schedule B projects and satisfy Phases 1 and 2 of the process for Schedule C projects.

For more information, visit www.WeatheringTheStorm.ca.

If you have any questions, please contact either of the project representatives:

Flavio Forest, P.Eng.
Project Manager, Dillon Consulting Limited
3200 Deziel Drive, Suite 608
Windsor, ON, N8W 5K8
519.948.4243 ext. 3233
info@weatheringthestorm.ca

Anna M. Godo, P. Eng.
Senior Engineer, City of Windsor
350 City Hall Square West, 3rd Floor
Windsor, Ontario, N9A 6S1
519.255.6100 ext. 6508
info@weatheringthestorm.ca

All comments and information received from individuals, stakeholder groups and agencies regarding this study are being collected to assist the City of Windsor in completing the Sewer Master Plan. Information will be collected in accordance with the Municipal Freedom of Information and Protection of Privacy Act and with the exception of personal information, all information provided will become part of the public record. This notice is also available on the City's website at: <https://www.citywindsor.ca/residents/Construction/Environmental-Assessments-Master-Plans>, under 'Environmental Assessment Studies and Master Plan'

Minutes of a Regular General Meeting of the Town of Tecumseh Business Improvement Area (TOTBIA)

A Regular General Meeting of the Town of Tecumseh BIA (TOTBIA) Members held as of
Wednesday, January 15, 2020 at 12122 Tecumseh, Rd. E. Unit 2, Tecumseh, ON, at the hour of 6:00 PM.

(TOTBBM-1-1)

CALL TO ORDER

The meeting is called to order at 6:00 p.m. by Candice Dennis, Chair

(TOTBBM –2-1)

ROLL CALL

Chair	Candice Dennis
Vice Chair	Joseph Fratangeli
Treasurer	Paul Bistany
Director	Linda Proctor
Director	Michael Kennedy
Director	Brian Houston

Regrets:	Director	Jules Champoux
	Councilor	Andrew Dowie
	Director	Scott Harris
	Director	Shane Meloche

Minute Taker:	Coordinator	Paula Rorai
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Guest: No guests at this meeting.

(TOTBBM – 3-1)

DISCLOSURE OF PECUNIARY INTEREST - No disclosure at this meeting.

(TOTBBM – 4-1)

DELEGATIONS – No delegations at this meeting.

(TOTBBM – 5-1)

COMMUNICATIONS

5.1 TOTBIA Board of Management Meeting Minutes

Motion: (BBM-1/20) Moved by: L. Proctor

Second by: P. Bistany

THAT the minutes of the Town of Tecumseh TOTBIA Regular Board of Management Meeting held on December 10, 2019 be approved as distributed.

APPROVED.

CARRIED.

5.2 **LETTERS FROM** – No letters at this meeting.

(TOTBBM – 6-1)

REPORTS

6.1 **CHAIR REPORT** – C. Dennis discusses the need to edit the coordinator posting and post it by next week and suggests that hours of operation are separate from office hours.

6.2 **TREASURER REPORT:** P. Bistany reports on the following month end financials:

Treasurer's Report for the period ending:		12-31-2019
BIA Operating Account (8111130)	Bank Balance stands at:	\$ 60,073.69
Outstanding Payables	see detail page	\$ (1,870.41)
Outstanding Receivables	see detail page	\$ 240.00
BIA Ledger Balance stands at:		\$ 58,443.28
BIA Reserve Account -	Balance last month	\$ 35,084.98
	Interest	\$ 89.39
	Transfer from Operating (see NOTE)	
		\$ 35,174.37
BIA Petty Cash	stands at:	575.69
Deposit Clearing		\$ 4,781.53
Prepaid Deposit / AR		\$ 6,941.08
<u>Total BIA Current Assets :</u>		\$ 105,915.95
Tecumseh Dollars	Current Outstanding	\$ 15,170.24
BIA Liabilities and Equity :	from Sage 50 report	\$ 90,743.06
<u>Total BIA Liabilities and Equity :</u>		\$ 105,913.30
Year To Date Levy Tax Requisition:	1st Quarter @ March 31	\$ 27,250.00
for 2019	2nd Quarter @ June 30	\$ 31,250.00
	3rd Quarter @ September 30	\$ 29,250.00
	4th Quarter @ December 31	\$ 34,143.36
Total Levy received to Date:		\$ 121,893.36

Outstanding Payments and Receivables Report:

BIA Operating Account - # 8111130			12/31/2019	
Outstanding Payments				
2029	Shopper	-140.00		
2031	Torino's	-305.00		
2079	Rock Mortgage	-42.35		
2074	Pet Value	-190.00		
2078	Shoreline week	-177.18		
2080	Flowers by Phil	-354.83		
2081	Lacasse SPG	-661.05		
			<u>- \$1,870.41</u>	
Outstanding Receivables				
	504 MALINDA HEBERT	240.00		
			<u>\$ 240.00</u>	
Operating Account - activity				
		(Invoices paid in this month)		
Date	Reference	Detail	DR	CR
Dec 01, 2019	Dec 2019, Danilo's Enterprises Limited		0.00	1,000.00
Dec 03, 2019	Rock Mortgage Group		0.00	42.35
Dec 03, 2019	Shoreline Week		0.00	593.25
Dec 03, 2019	Blackburn Radio Inc.		0.00	1,469.00
Dec 03, 2019	Beach Grove Golf & Country Club		0.00	7,310.83
Dec 04, 2019	12042019, Tecumseh Home Hardware		0.00	155.00
Dec 04, 2019	12042019, Petty Cash		0.00	619.72
Dec 05, 2019	By The Book		0.00	953.44
Dec 04, 2019	Postmedia Network Inc.		0.00	3,300.73
Dec 04, 2019	Kelcom		0.00	30.65
Dec 18, 2019	121820193, Petty Cash		0.00	702.90
Dec 09, 2019	120920191, Zehrs		0.00	1,720.00
Dec 09, 2019	120920192, Johnny Shotz		0.00	290.00
Dec 12, 2019	121220191, Graham's Paint "N" Paper Place Ltd.		0.00	245.00
Dec 16, 2019	121620191, Zehrs		0.00	1,025.00
Dec 16, 2019	121620192, Shoppers Drug Mart		0.00	285.00
Dec 19, 2019	Shoreline Week		0.00	177.18
Dec 16, 2019	2019-12-16, Rock Mortgage Group		0.00	42.35
Dec 10, 2019	Cogeco Payment Centre		0.00	100.87
Dec 19, 2019	Flowers by Phil		0.00	354.83
Dec 19, 2019	Lacasse SPG		0.00	661.05
Dec 16, 2019	121620193, Pet Value		0.00	190.00
Dec 18, 2019	121820191, Tabouli by Eddy's		0.00	120.00
Dec 18, 2019	121820192, At Ease Mens Wear		0.00	200.00
Dec 23, 2019	122320191, Zehrs		0.00	2,355.00
Dec 05, 2019	Deposit		3,136.00	0.00
Dec 11, 2019	Deposit		2,080.00	0.00
Dec 20, 2019	Deposit		3,322.00	0.00
Dec 31, 2019	Town of Tecumseh - BIA Levy - 4th Quarter 2019		34,143.36	0.00
Dec 13, 2019	Receiver General		0.00	745.82
Dec 31, 2019	System Entry		136.11	0.00
Dec 19, 2019	PC Banking INTERAC E-Transfe, r Credit		125.00	0.00
			42,942.47	24,689.97

Motion: (BBM-2/20) Moved by: B. Houston
Second by: J. Fratangeli

THAT the Month End Treasurer's Report as of December 31, 2019 be accepted and approved as distributed and filed for audit.

CARRIED.

APPROVED.

6.3 COORDINATOR REPORT – P. Rorai reports

6.3.1 Membership Statistics

- New businesses in the BIA area:
 - Genesis Counselling Services, 1107 Lesperance Rd.
- Members closed/moved/new owners/names:
 - Railside Jack's Grill & Bar, 12058 Tecumseh Rd. E.
- New Associate Members
 - Salt Sushi, 25 Amy Croft Dr., Lakeshore, ON

Total Number of Members currently open/established for business in the Tecumseh BIA:

Open – 403
Empty Units/Bldgs. – 36
Empty Lots/– 16
Houses - 12
Property Owners – 139
Grand Total - 606

Arts/Entertainment	5
Dining	59
Health & Wellness	134
Home/ Commercial	
Services	14
Professional Services	62
Retail	129
Vacant Lots	16
Property Owners	139
Vacant Units/Bldgs.	36
Residential/Commercial	
Houses	12
	606

6.3.2 Grand Openings for Members – None currently.

6.3.3 Welcome Wagon – waiting to hear back from the representative

6.3.4 Home-Base Business Report – currently none

6.3.5 License Plate – waiting for the final draft to proof and approve.

6.3.6 OBIAA Conference – will be held on April 19 – 22, 2020 In Toronto; it is recommended that two people attend: Coordinator and Vice Chair.

6.3.7 Tecumseh Dollar

6.3.8 Xero Accounting Program – was established as of January 6, 2020 and the old Chart of Accounts has been edited and entered in Xero. When 2019-year end has been completed then all balances will be entered into Xero.

6.4 COUNCIL REPORT –

Highlights from the January 14, 2020

- Zoning Application—Tecumseh Road and Southfield Drive: Council held a public meeting to receive public and agency input on the applications for Official Plan and Zoning By-law amendment filed by Skyline Real Estate Holdings for a parcel of land located southeast of the Tecumseh Road and Southfield intersection. The proposed development consists of two, 4-storey apartment buildings, totaling 150 units. The proposed development would be located south of the existing apartment buildings located on the south side of Tecumseh Road, immediately east of Southfield Drive. A follow-up Administrative Report is being prepared to summarize and comment upon issues raised at the public meeting and to recommend the next steps in the process.
- 2019 Council Meetings: Council received the annual report on the total number of Council Meetings held last year. In 2019, Council held 20 Regular Meetings, 18 Public Meetings, 10 Special Meetings and nine In-Camera Meetings. The number of meetings is on pace with previous years Council meetings save for an increase in Public Meetings. Public Council Meetings (PCM) are generally held to receive public comment on drainage and planning matters as required under the relevant acts. The Special Meetings of Council (SCM) numbers were higher due to budget meetings being pushed into 2019 as a result of the 2018 Municipal Election. Overall the number of meetings is not out of the ordinary for the period of Council from 2015 to 2018.
- Arena and Pool 5-Year Capital Works Plan: Council approved spending approximately \$816,000 on various projects as part of the 5-year Capital Works Plan. The Plan also includes approximately \$55 million for the Multi-Use Sportsplex project however the funds will not be required unless the grant application to the Investing in Canada Infrastructure Program, Recreation Stream is successful. The arena and leisure pool work for 2020 are as follows:
 - Arena: Environmental Control Systems for the building; spectator netting replacement; brine pump and chiller replacement for Rink A; new door for referee rooms; HVAC upgrades; second floor kitchen renovations and other general repairs as needed over the year.
 - Leisure Pool: pump replacement; tot pool refurbishment and replacement of the lap pool heater.
- CIP Grants: Council approved two separate grants under the Community Improvement Plan (CIP) for owners at 11865 Tecumseh Road and 11957 Tecumseh Road as follows:
 - The owners of 11865 Tecumseh will receive \$3,000 under the program for building façade and parking lot improvements.
 - The owners of 11957 Tecumseh Road will receive \$100,000 under the (CIP) program for the construction of a 3-storey, 32-unit apartment building approximately 50 metres west of Shawnee Road. The grant funding comes from the Development Charges Grant Program portion of the CIP and provides a rebate on the development charges paid for this project. Total development charges incurred by the owners for this number of apartment style dwelling units is approximately \$294,000, of which \$100,000 will be granted back to the owners upon completion of the project. The \$100,000 rebate provided by the Town represents the maximum amount allowable under this part of the CIP.
- These two grants bring the total amount of funding awarded under the program to approximately \$500,000. Details on the CIP program, area of application and how to apply for a grant are available at www.tecumseh.ca/CIP.
- Site Plan Agreement: Council authorized a by-law executing the site plan control agreement with 2253746 Ontario for their 3-storey apartment building at 11957 Tecumseh Road. Council had previously adopted amending the Official Plan and Tecumseh Zoning By-law 1746 to permit the use of the property for an apartment building in May 2017. The project was altered from the original proposal of a five-story, 43-unit condominium due to insufficient sales of the units. The updated design will have 24, two-bedroom units with the remaining eight one-bedroom. The parking area has also been reduced and the entire project is now being marketed as rental units instead of condominium units which the owners believe will have a more positive response and uptake in the housing market.

6.5 COMMITTEE REPORTS

6.5.1 Marketing Committee – No report at this meeting.

6.5.2 Membership Committee

6.5.2.1 Tecumseh Dollar Program – the new Tecumseh Dollar values for 2020 are printed as follows: Tecumseh Dollars purchased in \$25 and \$50 dominations total \$25,000.00 in value and Tecumseh Dollars donated in \$10 and \$25 dominations total \$5,000 in value. Currently, \$12,000 (value) Tecumseh Dollars in the new style, have been purchased; the Board was asked to review the Tecumseh Dollar report for 2019.

6.5.2.2 Associated Membership – There is one business interested in joining as an associate: Lombardi Barber. An advertising campaign will be created to inform businesses outside of the BIA boundary.

6.5.3 Streetscaping Committee

6.5.3.1 BIA Parkette – No report at this meeting.

6.5.3.2 Bike Racks – Waiting for Public Works to install bike racks on municipal property and deliver racks to those Members who want the rack installed on private property in the spring.

6.5.4 Events Committee

6.5.4.1 Night Market – Dates have been changed to Friday, June 26, and Friday, July 24, 2020. The Committee will meet next week to review prices, locations, etc. The Chair asks if any director wants to join the Committee; P. Bistany, L. Proctor volunteer.

6.5.4.2 BIA Christmas Party – The Coordinator asks where to hold the 2020 Christmas Party and after discussion it was agreed to reserve November 21, 2020 at Beach Grove and M. Kennedy will sponsor the event.

6.5.4.3 Banner Contest – The Coordinator sent a list of themes for this year's banner contest and it was agreed that Favorite Book Character or Hero would be this year's theme. The awards ceremony will be held on Friday, May 1, 2020 in the Center Ice room.

It was also suggested for the Coordinator to send the Board all event dates via as calendar appointments.

6.5.5 2020 Budget Committee

6.5.5.1 The Coordinator reformatted to match the accounts that have been revised in the new chart of accounts. A draft of the budget will be ready for review at the next board meeting to be ready for the annual general meeting be held on March 4, 2020 for the Membership to review and discuss the proposed budget prior to forwarding to council for approval.

6.5.6 Governance Committee

6.5.6.1 Memorandum of Understanding - No report at this meeting.

(TOTBBM – 7-1)

UNFINISHED BUSINESS

7.1 License Plate Covers – Several suggestions were offered on various layouts; remove Tecumseh Town and Town image. Include BIA logo, Life in motion and Tecumseh Proud.

7.2 Membership Notice – Received feedback from Town Treasurer and there has been no status change from MPAC on the privacy of information restrictions; the Town cannot provide personal information from MPAC's database. The public is free to view the Town's property tax roll at Town Hall. The property tax roll does include owner name and mailing address of all properties in town.

7.3 Way Finding Signage – Board agrees to differ this project until 2020.

(TOTBBM – 8-1)

NEW BUSINESS

8.1 Updates to the Constitution must include: the new address, revised date for the annual general meeting and the new Associate Membership Program

8.2 The Chair requests that the Strategic Plan, the Constitution and the list of Members who accept Tecumseh Dollars be sent to the Board via email.

8.3 The Chair requests that at the next board meeting the following items be on the agenda and designate at least 30 minutes to discuss on each item: 2020 budget, Strategic Plan, Coordinator position.

(TOTBBM – 9-1)

NEXT MEETING

The TOTBIA next regular general meeting is scheduled on **Wednesday, February 12, 2020 at 6:00 PM** in BIA Conference Room.

(TOTBBM – 10-1)
ADJOURNMENT

Motion: (BBM-3/20)

Moved by: L. Proctor
Second by: J. Fratangeli

THAT there being no further business, the January 15, 2020 regular general meeting of the TOTBIA Board of Management be adjourned at 7:50 PM.

CARRIED.

APPROVED.

<p>DRAFT ONLY MINUTES NOT APPROVED</p>

Candice Dennis, Chair

Paula Rorai, Coordinator

Police Services Board for the Town of Tecumseh

Minutes

Date: Thursday, December 12, 2019
Time: 4:30 pm
Location: Tecumseh Town Hall - Tecumseh Room
917 Lesperance Road
Tecumseh, Ontario N8N 1W9

Present:
Mayor, Gary McNamara
Chair, Christopher Hales
Member, Marc Gomes
Vice-Chair, Paul Sweet

Absent:
Deputy Mayor, Joe Bachetti

Also Present:
OPP Staff Sergeant, Jamie Smith
Secretary, Margaret Misk-Evans, CAO
Recording Secretary, Ellen Preuschat

Absent:
OPP Inspector, Glenn Miller

A. Call to Order

Chair Christopher Hales called the meeting to order at 4:33 pm.

B. Roll Call

C. Disclosure of Pecuniary Interest

There was no pecuniary interest declared by a member of the Board.

D. Approval of the Agenda

Motion: PSB - 45/19

Moved by Member Marc Gomes

Seconded by Mayor Gary McNamara

That the Agenda for the Police Services Board Meeting, dated Thursday, December 12, 2019, as duplicated and delivered to the members thereof, **be accepted.**

Carried

E. Approval of the Previous Minutes

1. Police Services Board Regular Meeting - October 10, 2019

Motion: PSB - 46/19

Moved by Vice-Chair Paul Sweet

Seconded by Member Marc Gomes

That the Regular Minutes of the October 10, 2019 Police Services Board Meeting, as duplicated and delivered to the members thereof, **be adopted.**

Carried

F. Delegations

There were no delegations presented to the Board.

G. OPP Monthly Report

1. OPP Police Services Board Monthly Overview - November 2019

2. OPP Police Services Board Monthly Overview - October 2019

3. OPP Police Services Board Monthly Overview - September 2019

4. OPP Report to Tecumseh PSB - November 2019

5. OPP Report to Tecumseh PSB - October 2019

6. OPP Report to Tecumseh PSB - September 2019

Staff Sgt. Jamie Smith provided a summary of the OPP Report for the months of September to November 2019.

Members noted that the statistics for 911 Misdials continue to increase. CAO Marg Misek-Evans reported that, at its Regular Meeting of November 12, 2019, Town Council supported the Board's resolution (PSB 43-19) on 911 Misdials. The resolution, along with the background report to Council, is being circulated.

Motion: PSB - 47/19

Moved by Member Marc Gomes

Seconded by Mayor Gary McNamara

That the OPP Report for the months of September to November 2019 **be received.**

Carried

H. Reports

There were no reports presented to the board.

I. Communications - Action Required**1. OAPSB dated October 29, 2019**

Re: OPP Governance Summit - 30 January 2020

It was noted that the report arising out of the December 18, 2019 regional meeting on OPP Detachment Boards would be available as a recommendations report for delegates from Essex County attending the OAPSB Governance Summit on January 30, 2020. Members agreed this summit presents an important opportunity to influence the development of regulations associated with the new policing legislation.

Motion: PSB - 48/19

Moved by Member Marc Gomes

Seconded by Mayor Gary McNamara

That attendance by one board member and the Chief Administrative Officer at the OPP Governance Summit, taking place in Toronto, ON on January 30, 2019, **be approved**, in accordance with the Town of Tecumseh Travel Policy, Professional Development Policy and 2020 Budget.

Carried

J. Communications - For Information Purposes**1. News Release - Ministry of the Solicitor General dated December 11, 2019**

Community Safety and Policing (CSP) Grant Program

2. AMO Watch File Guest Column dated November 21, 2019

Re: The Civilianization of Public Safety Functions, by Dr. Christian Leuprecht

3. Report to Council CAO-2019-09

Re: 911 Misdials

4. Report to Council CAO-2019-11

Re: Community Safety and Well-Being Plan Development

Chair Hales commended the administrative report to Council on 911 Misdials. He noted that, when the report was written in August, the year over year increase in calls related to 911 Misdials was 65.7%. That figure has now increased to over 100%.

CAO Marg Misk Evans provided an update on the regional development of the Community Safety and Well-Being Plan. The County of Essex has formally approved the regional approach as a joint project with the City of

Windsor; an RFP for professional services has been issued by the City of Windsor; and Essex County, Tecumseh and Kingsville CAOs will assist in the RFP review and selection process. The Town has also identified additional staff to assist with the local public consultation process. The CAO confirmed that there will be a regional plan for the City of Windsor and Essex County, with specific appendices for each municipality, and that each individual Council will be required to approve the plan for implementation.

Motion: PSB - 49/19

Moved by Mayor Gary McNamara

Seconded by Vice-Chair Paul Sweet

That Communications - For Information 1 through 4 as listed on the Thursday, December 12, 2019 Police Services Board Agenda **be received.**

Carried

K. Old Business

1. Essex County PSB Amalgamation Discussion

Re: CAO Update

Dr. Janice Forsyth of Foresight Consulting will facilitate this meeting to discuss "OPP Detachment Boards". The meeting will take place on December 18 at the Essex County Civic Centre, and all Mayors and Board Chairs have confirmed their attendance.

L. New Business

1. Town Hall Expansion and Timing of Webstreaming

Re: CAO Update

CAO Marg Misek-Evans advised the board that the implementation of web streaming will be delayed until the Town Hall expansion project is complete, as the renovated Council Chamber will be equipped with the required technology. Board meetings will be held in the Tecumseh Room until the Chamber is reopened for meetings. In addition, to accommodate the need for staff parking, the Internet Safe Trade Zone at the OPP building has been temporarily removed and will be restored once the Town Hall renovation is complete. Public notification of this temporary change was provided.

2. 2020 Proposed Meeting Schedule

Member Marc Gomes advised that he will be unable to attend the February 13, 2020 meeting.

Motion: PSB - 50/19

Moved by Member Marc Gomes

Seconded by Vice-Chair Paul Sweet

That the Police Services Board **approve** the following meeting dates in 2020: February 13, April 9, June 11, September 10, October 15, and December 10.

Carried

3. 2020 OAPSB Spring Conference and AGM

Re: Registration and Housing for Conference Open

Motion: PSB - 51/19

Moved by Vice-Chair Paul Sweet

Seconded by Mayor Gary McNamara

That attendance by board members and administrative staff at the 2020 Ontario Association of Police Services Boards (OAPSB) Spring Conference and Annual General Meeting to be held May 27-30, 2020 in Toronto, ON, in accordance with the Town of Tecumseh Travel Policy, Professional Development Policy and 2020 Police Services Board budget, **be approved**.

Carried

M. Next Meeting

Thursday, February 13, 2020 at 4:30 pm.

N. Adjournment

Motion: PSB - 52/19

Moved by Vice-Chair Paul Sweet

Seconded by Mayor Gary McNamara

That there being no further business to discuss, the Thursday, December 12, 2019 meeting of the Tecumseh Police Services Board **adjourn** at 5:38 pm.

Carried

Christopher Hales, Chair

Margaret Misk-Evans, Secretary



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: January 28, 2020

Report Number: FS-2020-01

Subject: Taxes Receivable December 2019

Recommendations

It is recommended:

That Financial Services Report No. 2020-01, Taxes Receivable 2019 **be received**.

Executive Summary

An annual report is provided to Council regarding the status of year-end tax arrears.

Background

Tax billings and due dates are as follows:

- Interim tax notices are mailed in January for all ratepayers with due dates in February and April.
- Final Residential notices are mailed in May with due dates in June and September.
- Final Commercial/Industrial notices are mailed in August with due dates in September and November.

Procedures used for collecting tax arrears are as follows:

- Penalty and interest is charged on the first of the month for all accounts in arrears.
- Arrears notices are sent out as reminders of past due taxes five times during the year (March, May, July, October, and year-end).
- In the third year of arrears, letters are mailed in January asking ratepayers to make payment arrangements to avoid tax registration. Payment arrangements include full payment of third year arrears or the establishment of a payment plan.

- A final letter is sent in March informing the ratepayer that we will proceed with tax registration.
- After all collection attempts on outstanding arrears have been exhausted, a tax arrears certificate is registered under the Municipal Act, Section 373 (1).
- The ratepayer has one full year after registration to redeem the property, i.e. taxes, penalties and interest for all years including current year must be paid in full.
- Should a ratepayer fail to redeem their property by the cancellation date, the property becomes eligible for tax sale.

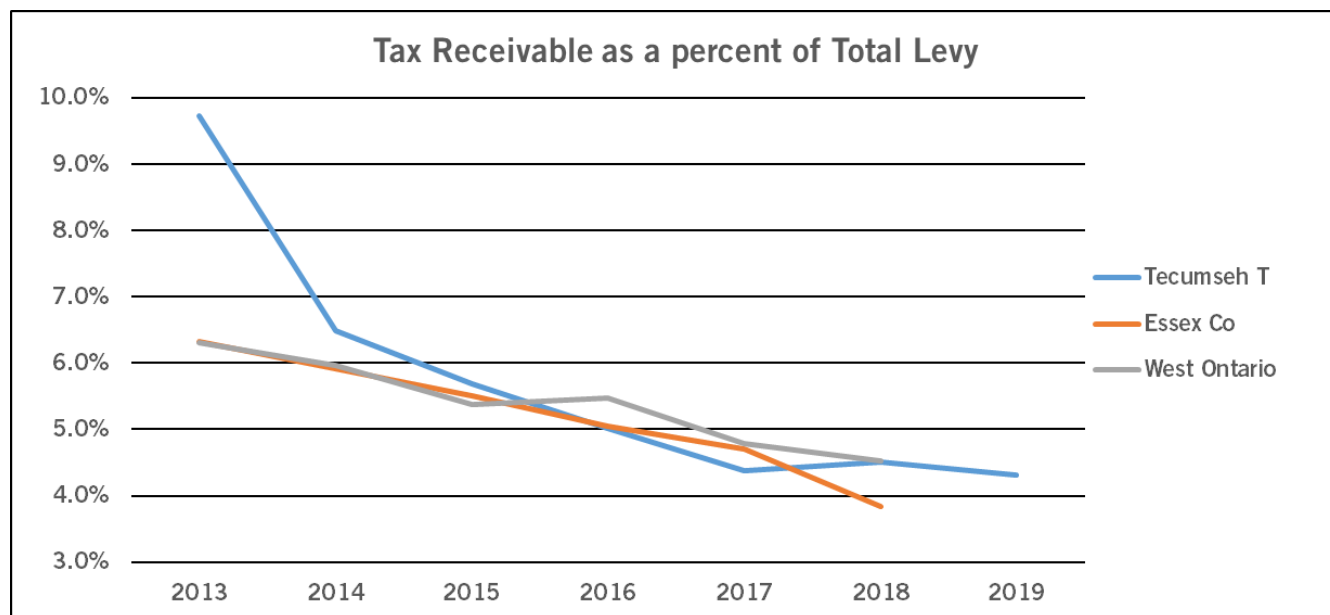
Comments

Total uncollected property tax as a percentage of total taxes levied (tax receivable as a percentage of tax levy) is one of several measures used to evaluate the economic health of a municipality. An increasing percentage over time may indicate an overall decline in the municipality's economic health.

Tax receivable as a percentage of tax levy decreased slightly to 4.3% at December 2019 (from 4.5% in 2018). This percentage is below the historical normal range and has come down significantly over the course of the past few years after a period of relatively high percentages during 2009-2013. The Town has historically been in the 6% - 8% range, whereas the historical average for West Ontario has been between 4% - 6%. Credit rating agencies consider a measure greater than 8% a negative factor.¹

The following chart displays year-end tax receivable as a percentage of tax levy with comparative data for Essex County Lower Tier municipalities and West Ontario municipalities. Estimated 2019 data is currently only available for Tecumseh.

¹ BMA Municipal Study 2017



Data Source: Ministry of Municipal Affairs and Housing – Financial Information Return

The following table illustrates taxes receivable outstanding at year-end and total number of properties in arrears. Note that breakdown by major property groups has not been provided as in the past due to a software limitation. The functionality that allows for the export of data to Excel is no longer supported. Administration is looking into alternate means of extracting this data for future reports.

Year	2019	2018	2017	2016	2015
Total tax arrears	\$2,167,000	\$2,203,000	\$2,044,000	\$2,260,000	\$2,524,000
Number of properties in arrears	569	600	613	585	537
Tax registrations	6	6	2	4	5
Tax sales	-	-	-	-	-

The dollar amount of arrears outstanding tends to fluctuate irrespective of the number of properties in arrears due to periodic redemptions of large balances. Average arrears by property can be skewed significantly year-to-year due to a few large individual balances.

The number of tax registrations (tax arrears certificates) compared to the number of properties in arrears is relatively low, as many property owners have stayed the registration process by committing to payment plans designed to reduce/eliminate tax arrears. There are approximately 40 active payment plans with the Town. Default of a payment plan would result in tax registration.

Selling properties for arrears is a procedure available to the municipality to collect amounts owing. The Town has not had to resort to this measure for a number of years. The last recorded sale of property for tax arrears was prior to amalgamation.

There is one property at risk of tax sale for the first half of 2020. A tax sale date as been set for April 22, 2020. Advertisements will commence mid-March unless the property is redeemed prior to that time.

Consultations

None

Financial Implications

All costs incurred by the Town with respect to property registration and tax sale are recoverable except in the event a property is not sold at tax sale.

Link to Strategic Priorities

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

Communications

Not applicable ☒

Website ☐ Social Media ☐ News Release ☐ Local Newspaper ☐

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

Prepared by:

Zora Visekruna, MBA
Deputy Treasurer & Tax Collector

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

Fire & Rescue Services

To: Mayor and Members of Council

From: Wade Bondy, Director Fire Services & Fire Chief

Date to Council: January 28, 2020

Report Number: FIRE-2020-01

Subject: Tecumseh Fire Services 2019 Year End Overview

Recommendations

It is recommended:

That the Tecumseh Fire Services 2019 Year End Overview presented in the Fire & Emergency Services Department Report FIRE-2020-01, **be received**.

Background

The purpose of this Fire Services Report is to provide Council with an overview of Tecumseh Fire Rescue Services (TFRS) activities for the calendar year 2019.

TFRS provides firefighting protection for the lives and property of citizens of the Town of Tecumseh. Personnel respond to all calls for service, provide firefighting, rescue, emergency medical intervention (including defibrillation), vehicle extrication, shore-based water rescue, and confined space entry rescue.

The Fire Department is a volunteer fire service operating out of two stations, each with a complement of 20 volunteer firefighters. Station 1 is located at 985 Lesperance, while Station 2 is located at 5520 Walker Road. The department services a population of approximately 24,000, providing fire and emergency medical coverage to a 95 square kilometre area, and responds to approximately 400 calls per year.

Comments

Calls for Service – Volume and Type of Response Overview

i) Volume of Calls

Figure 1
Number of Calls for Service by Month
2015 to 2019

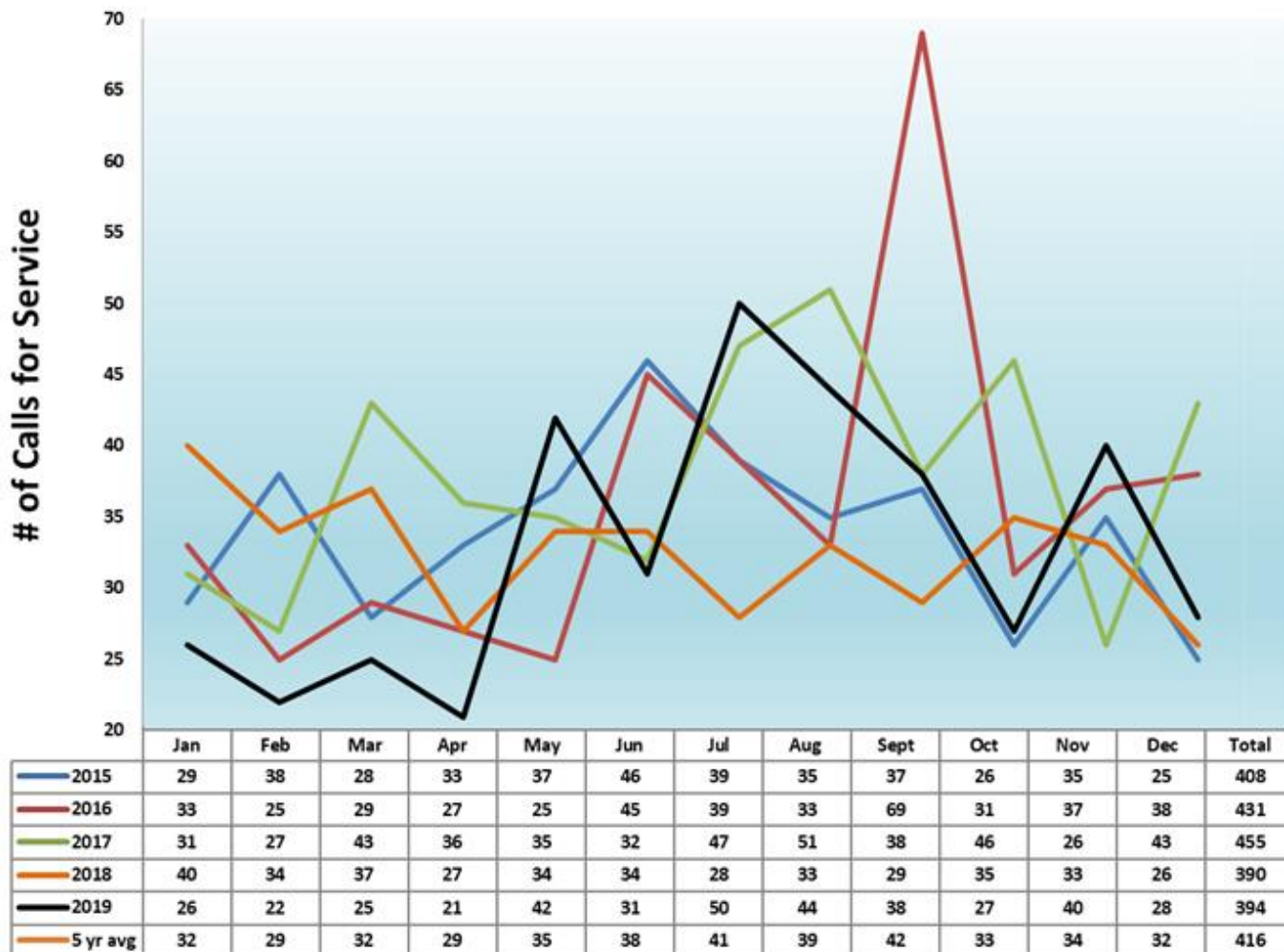
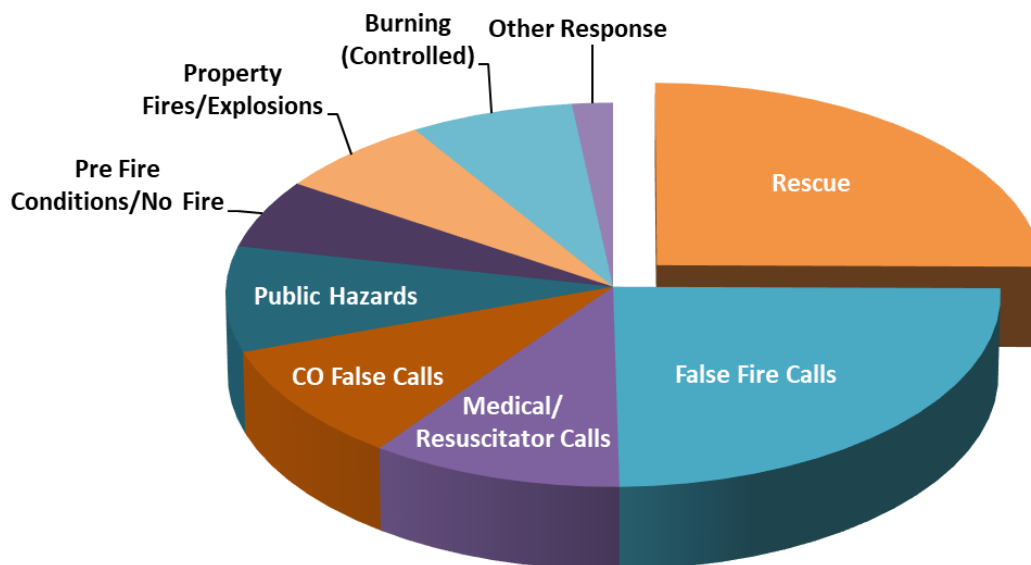


Figure 1 illustrates call volumes for the 5-year period 2015 through 2019 on a monthly basis. An elevated number of calls for service in July 2019 included:

- 11 CO false alarm (no CO present)
- 11 False Fire calls (malfunction/accidental activation/perceived emergency)
- 8 Rescue (vehicle collisions/persons trapped in elevator)
- 6 Property Fire/Explosions (4 loss fires, 2 no loss/outdoor fires)
- 4 Public Hazard (power lines down, CO Incident-CO present)
- 4 Medical/Resuscitator
- 2 Pre-fire Condition/No Fire (cooking/toasting/smoke/steam)
- 2 Burning (controlled/complaint)
- 2 Other Response (assist other agencies)

ii) 2019 Type of Response

Figure 2
Response Type as a Percentage of Total Calls for Service
2019



	2019		2018		2017		2016		2015	
Response Type	%	#	%	#	%	#	%	#	%	#
Rescue	25.1%	99	27.4%	107	26.6%	121	27.1%	117	22.8%	93
False Fire Calls	24.6%	97	21.3%	83	19.3%	88	14.6%	63	20.1%	82
Medical/Resuscitator Calls	10.2%	40	13.6%	53	18.2%	83	14.6%	63	14.2%	58
CO False Calls	9.6%	38	7.9%	31	11.0%	50	12.8%	55	12.0%	49
Public Hazards	8.9%	35	9.2%	36	9.5%	43	14.8%	64	6.4%	26
Burning (Controlled)	7.1%	28	5.9%	23	3.7%	17	3.7%	16	5.9%	24
Property Fires/Explosions	6.9%	27	6.2%	24	5.1%	23	4.6%	20	7.6%	31
Pre Fire Conditions/No Fire	5.8%	23	6.4%	25	5.3%	24	5.6%	24	7.8%	32
Other Response	1.8%	7	2.1%	8	1.3%	6	2.1%	9	3.2%	13
Total:	100.0%	394	100.0%	390	100.0%	455	100.0%	431	100.0%	408

Figure 2 illustrates types of response as a percentage of total calls for service in the calendar year 2019. The accompanying table provides comparable data for the years 2015 through 2019.

An industrial equipment malfunction was listed as the cause of a fire that resulted in significant losses in excess of 2 million dollars, in part due to the activation of sprinklers in the building even though the fire was mainly contained to the machine. Other significant fires resulting in losses in the last half of 2019 involved a shed containing older model cars and a vehicle parked near an attached garage with a fully involved fire under the hood.



Figure 3
Number of Calls for Service – Rescue Type Response
2019

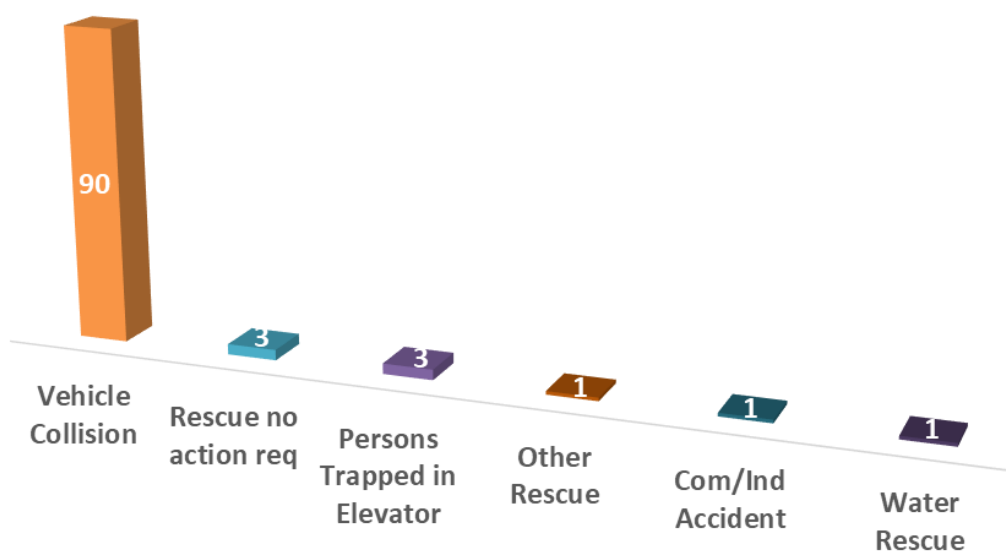


Figure 3 illustrates the number of incidents for each category of Rescue Type Response. Rescue was the greatest percentage of all calls for service in 2019 at 25.1%. The largest number of these rescue type response calls involve **vehicle collisions and extrications** at a combined 90 incidents.

Figure 4
Total Vehicle Collision/Extrication Incidents by Location
2019

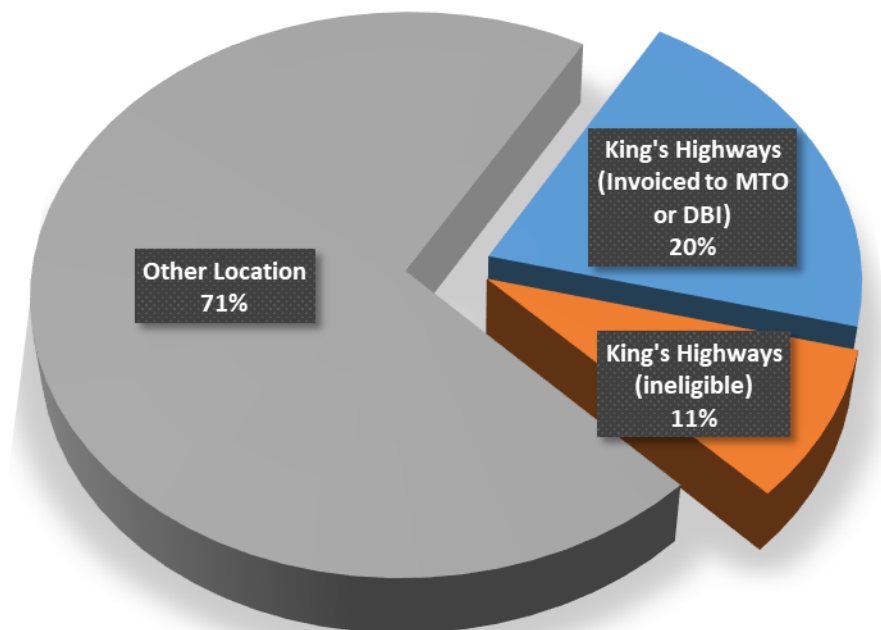


Figure 4 illustrates the number of vehicle collisions/extrications, assistance to police/vehicle fires that occurred on King's Highways in 2019 that were eligible for reimbursement in relation to those occurring on King's Highways but ineligible and occurring in other locations within the municipality. The incidents that occur on provincial highways may be invoiced to the Ministry of Transportation or DeAngelo Brothers Corp. (Herb Gray Parkway) to recover costs. The Ministry's 2019 rate was \$477.00 per hour per apparatus plus reimbursement for absorball (used to clean up spills). Tecumseh Fire invoiced a total of \$21,314 (29 attending apparatus - \$20,866 and 32 bags of absorball - \$448) for incidents occurring on King's Highways that met the criteria to be reimbursed in 2019.

Figure 5
Number of Carbon Monoxide Incidents
2019

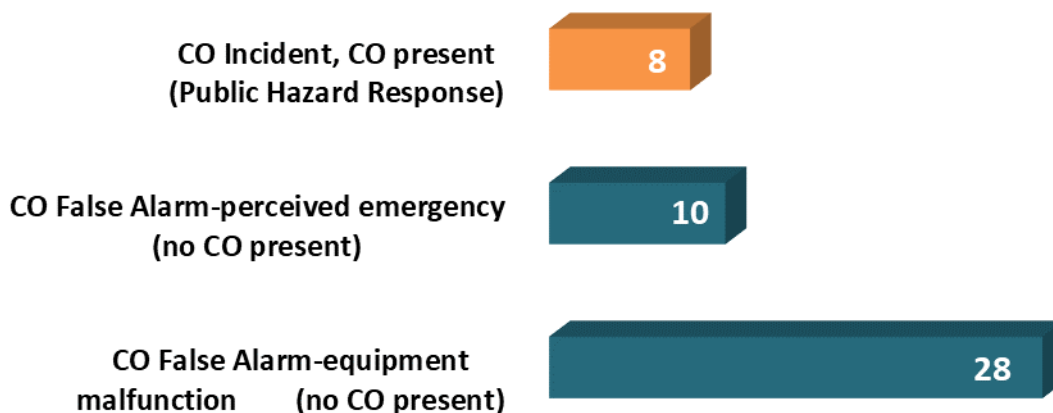


Figure 5 illustrates the number of Carbon Monoxide (CO) incidents where CO has been found to be present and those incidents where CO is not present and the incident is due to an equipment malfunction or another cause.

Carbon Monoxide (CO) is a poisonous gas that has no colour, smell or taste. In the year 2019, 17% (2018 - 24%) of calls for service involving Carbon Monoxide were found to have CO present when readings were taken by TFRS on scene.

Carbon Monoxide Levels and Symptoms

The table below summarizes some health effects due to prolonged exposure to various concentrations of CO. The level of CO concentration is measured using a system called Parts per Million (PPM). For example, 100 PPM means that for every 999,900 molecules of air, there are 100 molecules of CO.

PPM	Symptoms
200	Slight headache, fatigue, dizziness, and nausea after two to three hours.
400	Frontal headaches within one or two hours. Life threatening after three hours.
800	Dizziness, nausea, and convulsions within 45 minutes. Unconsciousness within two hours. Death within two to three hours.
1,600	Headache, dizziness and nausea within 20 minutes. Death within one hour.

Due to the severe consequences of exposure to Carbon Monoxide, TFRS responds to all CO calls whether symptoms are present or not. The policy during business hours when responding to CO calls with no symptoms is for a crew with an Engine to attend at which time readings are taken to determine if further action is required. Outside of business hours when CO calls occur with or without symptoms, a general response is used. Regarding all CO calls, Enbridge (Union Gas) will not enter a residence unless the Fire Department identifies levels and ventilates if necessary.

Figure 6
Number of Child Restraint Inspections
2019

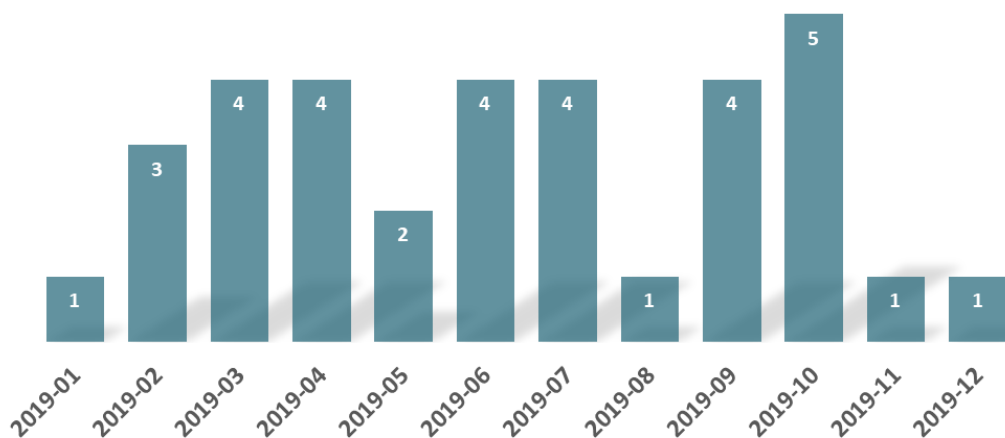
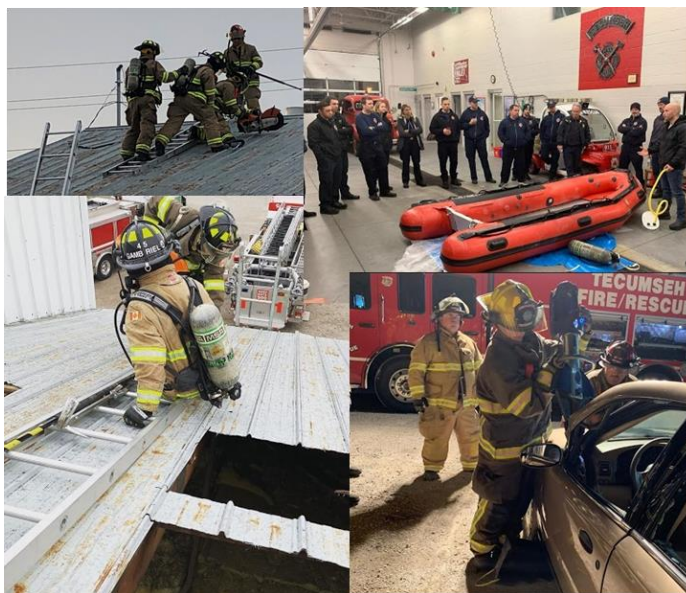


Figure 6 illustrates the number of Child Restraint Inspections and installations on a monthly basis provided by Tecumseh Fire Rescue Services. The goal is to assist and teach parents to properly install and to use the restraints so that future installations can be handled without assistance.

Q4-2019 Highlights

○ Training

Dan's Nautical Shop provided training for the new Achilles Rescue Boat for high water rescue. An abandoned building was the scene of several realistic training scenarios including roof venting, aerial operations and forcible entry, and the new Hurst eDraulic equipment for auto extrication was utilized in rescue training.



- **Enbridge Grant – Carbon Monoxide Fire Safety Program**

Tecumseh Fire has successfully applied and been granted funding in the amount of \$1,500 through Enbridge for a Carbon Monoxide Safety Program. These funds are to be used to purchase and distribute detectors in the community particularly to vulnerable sectors where alarms are inoperable or absent.

- **WomenOnFire Event**

With the support of the Mayor, Town Council and administration, Tecumseh Fire was able to host the WomenOnFire initiative in 2019. A group of women firefighters from each municipal department in Windsor-Essex County have worked to produce an event that promotes diversity within emergency response and security organizations. Tecumseh Fire Rescue Services would like to recognize all who participated in the success of this event, and in addition congratulate two participants on their successful recruitment to our department.



Consultations

None

Financial Implications

None

Link to Strategic Priorities

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

Communications

Not applicable ☒

Website ☐

Social Media ☐

News Release ☐

Local Newspaper ☐

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

Prepared by:

Kathie Primeau
Clerk II Administrative Clerk

Reviewed by:

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

Recommended by:

Margaret Misek-Evans, MCIP, RPP
Chief Administrative Officer

Attachment Number	Attachment Name
None	None



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: January 28, 2020

Report Number: PRS-2020-04

Subject: Lakewood Park Pier Deck Replacement

Recommendations

It is recommended:

That the price of \$121,936 including Non-refundable HST, submitted from FACCA Incorporated for the Lakewood Pier Deck Replacement, undertaken through a contract record **be approved**;

And that Council **award** the contract to FACCA Incorporated as an Irregular Result under Section "A" of the Purchasing Policy.

AND further that the remaining consultant balance of \$5,728 including non-refundable HST for Cha!!l.Eng. Corporation Consulting Engineers fee **be assessed** to the project.

Background

The pier at Lakewood Park is used daily as a fishing, walking, and special events (triathlon swimming portion) viewing pier. This is a very popular amenity at Lakewood Park.

Since the opening of the pier with its wood planking, regular maintenance has been ongoing and required numerous times each year, specifically replacement of individual planks, as well as a couple of times large support beams, due to rotting and decay of the wood planking from being consistently exposed to moisture.

Annually a large amount of staff time and financial contribution to repairs are required. In addition, the Town is exposed to liability consistently as planking materials decay and they are not always visible until the planks become soft and exposed to failure.

As a result of the consistent maintenance and cost required to keep the pier safe for the public, administration contacted the marine engineering firm Chall.Eng. Corporation Consulting Engineers that designed the pier structure to inquire what options the Town would have to rectify the situation, and provide a maintenance free safe structure for visitors.

The following Options were recommended for consideration:

Option 1 – New Pressure treated (type Sierra) wood

Advantages include a cedar look and the lowest cost, however it will have the same maintenance with planks having to be replaced regularly.

Option 2 – New Composite Decking

Advantages include having a low maintenance cost and reasonably long life, however this planking sometimes becomes slippery in consistent wet conditions and it would be the most expensive option.

Option 3 – New Concrete Deck

Advantages include having the least amount of maintenance and the longest life. The surface can be made to be slip resistant, and the cost would be in the middle of options 1 and 2.

Upon review with the engineering firm Chall.Eng. Corporation Consulting Engineers, it was confirmed that the pier structure was designed and capable of holding the weight of the concrete deck, and it is option 3 that they recommend as the replacement to the current planking.

As marine related work over water requires specialized design and construction considerations, Chall.Eng. Corporation Consulting Engineers was contracted to prepare detailed tender documents for this project. It must be noted that this firm undertook all the marine related projects in the Lakewood Park upgrades including the design of the pier.

As per the Town's purchasing bylaw 2017-63, projects with a value less than \$10,000 do not require formal quotes. The Director of Parks & Recreation authorized the cost of \$9,900, including non-refundable HST. This expense was broken into 2 parts - the first to prepare construction documents and tender form (\$4,172.16 including non refundable HST paid in 2019) and the second portion of the contract award was for contract administration, construction review, site visits, payment reviews, shop drawing review and any required permits in the amount of \$5,727.84 including non-refundable HST.

At the December 10, 2019 Regular Meeting of Council, the members considered Report PRS-2019-18 for the 2019-2023 Parks Five (5) Year Capital Works Plan and passed motion (RCM-398/19), which adopted the 2020 capital works program.

The 2020 Parks Five (5) Year Capital Works Plan includes the following Capital Project:

Parks Improvements 2020

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.

Partial Funding in the amount of \$62,500 for this project will come from the Infrastructure Reserve. Please reference the Infrastructure funding discussion under the financial implications section in PRS-2019-18, which reads as follows;

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

Comments

As per the Town’s purchasing bylaw 2017-63, projects with a value of \$50,000 to \$500,000 require formal written quotations through the RFT process, and can be approved by the Department Director and Purchasing Coordinator/Chief Administrative Officer. The source of bids through the RFT process can be obtained through one of the following processes: advertised in local papers and/or website and/or direct invitation.

The RFT was developed (see attached “Tender and Contract Documents”) for this project through Cha!!Eng. Corporation Consulting Engineers, our consultant for the project, and due to the required expertise of the work, the direct invitation process was used. The RFT closed on Friday November 1, 2019, at 4pm.

The RFT direct invitation process requested submissions from three (3) local experienced contractors.

At tender closing, only one complete submission was received.

The tender was opened at the Consultant’s office, on Friday November 1, 2019, and the process was overseen by Rick Patterson, the principle engineer from Cha!!Eng. Corporation Consulting Engineers.

After the tender closing, the Director Parks & Recreation met with Cha!!Eng. Corporation Consulting Engineers to review the successful bidder’s experience and tender submission, and the Consulting Engineer confirms that FACCA Incorporated has the experience to undertake the project, and the price was within their estimated costs.

(Please see attachment # 1, letter from Consultant.)

Summary cost projections are as follows:

		HST 1.76%	Total
Construction Tender	\$120,000	\$1,936	\$121,936
Consulting Engineer's Fees			\$5,728
Total			\$127,664
Approved Budget			\$125,000
Over expenditure			\$2,664**

*Includes \$10,000 project contingency

** Over expenditure of \$2,664 will be covered through the \$10,000 project contingency.

As a result of the review by the Director Parks & Recreation and Chail.Eng. Corporation Consulting Engineers staff Rick Patterson, it is recommended that the tender to replace the wood decking at the Lakewood Park Pier with concrete be awarded to FACCA Incorporated in the amount of \$121,936 including non-refundable HST and that the remaining consultant outstanding fee of \$5,728, including non refundable HST, for Chail.Eng. Corporation Consulting Engineers, be assessed to the project.

As only one bid was received for this project and found to be acceptable, the Town's Purchasing Policy provides for this to be treated as an Irregular Result. Section 4.5 Only One Bid Received, c) states that "In the event the bid received is found acceptable, it will be awarded as an Irregular Result under Section "A" of the Purchasing By-Law".

Schedule "A" states that an Irregular Result Greater than \$100,000 is to be approved by Council. The award to retain FACCA Incorporated as the contractor of record will be undertaken through a Contract Record, as provided for in the Purchasing Policy.

Consultations

Financial Services

Financial Implications

Funding for this project in the amount of \$125,000 was included and approved in the 2020 Parks Five (5) Year Capital Works Plan.

The Town's Purchasing Policy requires that Council approve Irregular results greater than \$100,000.

Provided Council approves the Irregular result, the Purchasing Policy then requires a contractual agreement with the supplier be undertaken and that the contractual agreement be either (a) a formal agreement where the Mayor and Clerk shall execute the agreement for complex contracts, or (b) Purchase Order or Contract Record where the Department Director executes the agreement for straightforward contracts. The determination of complex or straightforward contract to be the responsibility of the Department Director and/or Town Solicitor.

It is of the opinion of the Department Director that this is a straightforward contract and therefore a Contract Record shall be executed.

Link to Strategic Priorities

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

Communications

Not applicable ☒

Website ☐

Social Media ☐

News Release ☐

Local Newspaper ☐

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

Prepared by:

Paul Anthony, RRFA
Director Parks & Recreation Services

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

Tender and Contract Documents



CHALL.ENG.CORPORATION | CONSULTING ENGINEERS | PHONE: 519-979-7333 | WEB: www.cec14.com | FAX: 519-979-7331 | email: cec@cec14.com

Proj. No. 17169
January 9, 2020

VIA EMAIL

The Corporation of the Town of Tecumseh
917 Lesperance Road
Tecumseh, Ontario
N8N 1W9

Attention: Mr. Paul Anthony

Pier Deck Replacement – Tender Review Report

Lakewood Park
Tecumseh, Ontario

Dear Sir:

Further to your request, we prepared Tender and Contract Documents for removing the existing wood decking and installing a new cast-in-place concrete deck for the Lakewood Park pier. The concrete deck option was selected over the wood decking and composite decking options, since it will have the longest life; the least maintenance works/costs; and a lower cost option as compared to the composite decking. The wood decking is not recommended because of its significantly short life and high maintenance works, despite being the lowest cost alternative. The options are further described in our November 15, 2019 report and September 24, 2019 email to Mr. Hammond of your office.

We submitted and requested tender prices from Facca Construction, Bravo Cement and Ingratta Cement, who are experienced contractors with this type of work and do quality work. No contractor attended the non-mandatory pre-tender site meeting on October 25, 2019, but each contractor was subsequently contacted to inquire about submitting a quote. Both Facca and Bravo replied that they would submit. Only Facca submitted a proper tender (copy attached) in the amount of \$120,000.00, which includes a contingency of \$10,000, but HST is extra. Bravo advised us that their tender would only include the concrete works and would not include the electrical and railing removals. Ingratta did not submit due to being too busy.

Based on our review their tender and subject to available funding, we recommend that Facca Inc. be contracted by the Town to construct the new concrete deck for this pier. Our discussions with company representatives confirmed that they will hold their price until April 2020 if necessary, but can commence the works any time. Although only Tender was received, we do not recommend retendering as it is likely the prices will be significantly higher, given the current busy construction market. The Tender price of \$120,000 is significantly lower than our estimated cost of \$180,000.

If Facca is approved to proceed, we will obtain copies of their insurances, WSIB, and MOL permit,

Since there are no inwater works, permits from government agencies should be a formality, but should be applied for as soon as possible.

For budgeting purposes, we estimate our fee at \$5,000.00 plus HST for the construction review and contract administration, which would include 4 site visits, payment review, shop drawing review, ERCA permit submission, discussions and emails with you and the contractor to address actual site conditions and possible changes in the works, conformance letter, and expenses. We will not exceed this fee unless approved by you.

We trust that this is the information you require. Please call if we can be of any additional assistance to you in this matter.

Yours truly,
Chall.Eng. Corporation
Consulting Engineers



H. Richard Patterson, FEC, MASc, P. Eng., P.E.,
President

Encl:
Tender Documents
Facca quote



LAKEWOOD PARK NORTH – PIER DECK REPLACEMENT

PART B - FORM OF TENDER

Submitted by Tenderer : Facca Incorporated

Contact Person: Marco Gardonio, Chief Estimator

Contact's Phone No.: 519-975-0377 email: marco@facca.com

To (Owner): Chall. Eng. Corporation (on behalf of the owner - Town of Tecumseh)

For Project: Pier Deck Replacement

Dated: October 24, 2019

General Statement: In accordance with the Contract Documents, including Specifications and Drawings. This is an invited Tender.

Documents Prepared by: Chall.Eng. Corporation, Consulting Engineers

No. of Addenda Received: None

We hereby offer to furnish all equipment, labour and material necessary for the proper completion of the above named project, including all prime costs, incidentals, allowances and Government Sales or other Taxes, as called for in the Specifications, in accordance with the above-mentioned documents for the sums of with the following breakdowns:

TENDER PRICE FOR WORKS

See Sections 10 and 11 of part A of these Contract Documents for further details.

Total price for Work Items 1-1 to 1-10 inclusive	\$ <u>110,000.00</u>
Contingency Allowance	\$ <u>10,000.00</u>
TOTAL PRICE	\$ <u>120,000.00</u>
HST (13%)	\$ <u>15,600.00</u>
TOTAL TENDER PRICE	\$ <u>135,600.00</u>

(Dollars)

(Cents)

(Total Tender Price in Written Form) (In lawful money of Canada)

The Owner reserves the right to select one or none of the two Tender Price Options, which are independent price requests. The Contractor should consider this in preparing their Tender. In submitting this Tender, the Tenderer recognizes the right of the Owner to accept or reject any or all Tenders.

If this Tender is accepted and the Contract is awarded to us, we, the undersigned, hereby undertake to perform this Contract satisfactorily and guarantee the full performance of the Contract.

We further agree to leave this Tender open for acceptance, until April 30, 2020.

LEGAL NAME OF COMPANY:

Facca Incorporated

ADDRESS:

2097 County Road 31 Ruscom, ON

POSTAL CODE:

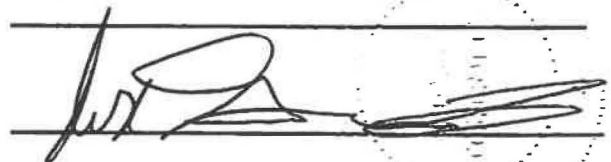
N0R 1R0

TELEPHONE:

519-975-0377

FAX NUMBER:

519-975-0427

EMAIL NUMBER:**SIGNATURE OF AUTHOURIZED OFFICER(S):**

NAME AND POSITION OF SIGNING OFFICER(S):

Don Gardonio, President

In the case of a limited Company, the Company seal shall be affixed to their Tender where the signature of the Signing Officer(s) of the Company appears, as well as the legal and registered name of the company.

TENDER AND CONTRACT DOCUMENTS

FOR

PIER DECK REPLACEMENT

AT THE

Lakewood Park North

**13400 Riverside Drive
Tecumseh, Ontario**

**Chall.Eng. Corporation
Consulting Engineers
13300 Tecumseh Road East – Suite 342
Tecumseh, Ontario, Canada N8N 4R8
519-979-7333 and fax 519-979-7331
rpatterson@cec14.com**

Proj. No 17169

October 22, 2019

LAKEWOOD PARK NORTH PIER DECK REPLACEMENT TENDER AND CONTRACT DOCUMENTS

PART A – SPECIFICATIONS

1. **OWNER:** Town of Tecumseh
2. **ENGINEER:** Chall. Eng. Corporation, Consulting Engineers
3. **EXAMINATION OF SITE, DRAWINGS AND SPECIFICATIONS**

The site of the proposed works is on Lake St Clair, at Lakewood Park North at 13400 Riverside Drive E, Tecumseh, Ontario.

The Contract Documents for this project shall consist of:

- Part A – Specifications (6 pages);
- Part B – Form of Tender (3 pages);
- Part C – Drawings (2 sheets)

In the event of any inconsistency or conflict in the provisions of these Contract Documents, the Specifications (Part A) then the Drawings (Part C) shall take precedence, with the remaining Part B – Form of Tender then governing.

Before submitting your Tender, each bidder shall be held to have examined the premises and satisfied themselves as to the existing conditions under which they will be obliged to operate in performing their own part of the work. No extras will be allowed for the failure to make the examination. A non-mandatory pre-bid site meeting is scheduled for Friday, October 25, 2019 at 10:00 am local time. Meet at the Pier.

It will be the Tenderer's responsibility to clarify any details in question and not mentioned in this Tender or shown on the accompanying drawings before submitting their Tender. The prices as tendered shall include the supply of all labour, materials and equipment to complete the works in this Tender to the satisfaction of the Owner. No allowance will be made for the Tenderer not being familiar with this Tender.

Any and all inquiries or questions concerning this project should be directed to Mr. Dave Ceman of Chall. Eng. Corporation by email, dceman@cec14.com. All questions will be answered by e-mail and circulated to all Tenderers with phone calls not being accepted.

4. QUALITY OF WORK AND MATERIALS

The Contractor shall furnish all labour, equipment and materials necessary to complete all work as specified herein. All labour shall be performed by competent

workers and to reasonable standards of workmanship. A competent Foreman, Supervisor or Company representative shall be on site at all times during the course of the work.

All materials furnished under this Contract shall be new and undamaged and must satisfy all Codes of Regulations. Substitute materials and reuse of existing materials shall only be used if approved by the Owner in writing.

5. CLOSING DATE OF TENDERS

Tenders shall be submitted by e-mail marked "Tender for "Lakewood Park North for the Pier Deck Replacement" and shall be accepted up until 4:00 P.M., local time, on the Friday, November 1, 2019, to the Attention of Mr. Rick Patterson at rpatterson@cec14.com.

Tenders sent by fax will not be accepted. Late Tenders will not be opened and will be returned to the Tenderer.

6. ADDENDA

Addenda to the Tender shall be delivered, sent by registered mail, or sent by facsimile machine, or email (preferred). The Addenda shall be inserted in the Tender Documents immediately preceding the Form of Tender. Addenda items shall govern and supersede any item in these Specifications and the Drawings.

If the Addenda are issued, the Tenderer shall indicate the number of addenda that the Tenderer received in the appropriate blank space on the Form of Tender. If no Addenda are received, the Tenderer shall indicate 'zero'.

7. QUANTITIES

The Contract is a Lump Sum Contract. Quantities have been provided for the Contractor's information and are to be used as a basis to prepare their Tender.

8. ACCURACY OF DRAWINGS AS TO LOCATIONS OF STRUCTURES AND UTILITIES

The Owner does not assume any responsibility for the correctness, accuracy or completeness of the Drawings, with respect to the location of existing structures, utilities, services, pipes, catch basins, manholes, chambers or other objects (man-made or natural) whether underground, on the surface or above ground and should the Drawings be found to be incorrect or incomplete, the Contractor shall not have any claim on this account prior to commencing with the work, the Contractor shall locate the exact position of all existing structures, utilities, services, pipes, catch basins, manholes, chambers or other objects (man-made or nature) whether undergrounds, on the surface or above ground, by the previous examination of the site. The location

of such structures, utilities, etc., as shown on the Drawings, is intended for the convenience of the Contractor and is solely for their information. Prior to commencing with the work, the Contractor shall confirm the information as shown on the Drawings as noted in the Scope of Work, and notify the Engineer immediately of any discrepancies or errors.

9. INCIDENTALS

The cost of any work not specifically noted in the Scope of Work, such as materials specific to a work item and the cost of all incidentals, such as insurances, overhead, profit coordination, etc. that are noted in these Specifications and on the drawings, shall be included in the Total Tender Price. There will be no additional payment for incidentals. Note that the Owner has obtained Shoreline Permits and Approvals.

10. ACCEPTANCE OF TENDERS

The Owner reserves the right to accept or reject any or all tenders or to waive or not to waive any informalities as it may deem advantageous.

A Tender is considered as accepted by the Owner when the CCDC 2 is executed by the Owner and the Tenderer, and all submittals have been received and approved by the Owner.

11. COMMENCEMENT AND COMPLETION

The Contractor shall commence the work within 3 weeks of the date of the letter authorizing the Contractor to commence with this project, in water works can be carried out from March 15 to July 15. However, prior to commencing the works, the Contractor shall submit and obtain approval from the Owner for the following documents:

- Notice of Project – Ministry of Labour;
- Insurances, which names the Chall. Eng. Corporation and the Town of Tecumseh as additional insureds;
- WSIB Certificate of Clearance;
- Manufacturer's Technical Information as noted on the Drawings or in the Specifications.

The Contractor shall complete the works within 6 weeks of the date of the letter authorizing the Contractor to commence with this project.

12. SCOPE OF WORK

The Scope of Works as specified below and as noted on the Drawings (P-3 and P-4) shall form the basis of this Tender.

- 1-1 Mobilization and demobilization, including transport of equipment and materials and all necessary safety equipment, including life jackets. Final cleanup and disposal of all excess or waste materials to a suitable location off site. No on site disposal (burying) or burning. Contractor must provide protection to minimize materials from falling into the lake. Any materials or equipment that fall into the lake, must be removed immediately. Any spills must be reported to the MOE.
- 1-2 All existing services within the works areas are to be located by private firm (i.e. G-Tel) and shutoff prior to the start of the works, which includes both above ground and buried. Confirm utilities with the Owner prior to commencing the works.
- 1-3 Remove carefully, store safely on site, clean and reinstall all railing/guards.
- 1-4 Remove and reinstall electrical wiring in the way of the works.
- 1-5 Remove carefully 5 light poles, store safely on site, and construct steel platform/base on the pier with the wood removed, and re-install 5 light poles after concrete has been placed.
- 1-6 Remove and dispose of wood planks to a location to be specified by the Town of Tecumseh. Assume location is within 2 miles of this site.
- 1-7 Remove and dispose of wood stringers and joists used to support the wood decking to a suitable off site location.
- 1-8 After the wood has been removed, check condition of all steel members. Advise Engineer of any structural issues and corrosion immediately.
- 1-9 Supply and install (weld) steel decking pan (gauge 24) and forms (steel angles) to existing steel framing for a new 75 millimeter thick, poured concrete decking, approximately, 140 square metres in area. All welds to meet current standards with proper preparation of steel materials.
- 1-10 Supply and install steel reinforcing and concrete, 125 millimeters thick, and approximately 11 cubic metres. Concrete is to be 32 MPa, with 5 – 7% air entrainment. Do not pour if temperature will go below 5 degrees C (40 degrees F) or above 26 degrees C (78 degrees F) for 48 hours after pouring. Advise Engineer of concrete pour date with minimum 72 hours notice.

13. CONTINGENCY ALLOWANCE

The Contingency Allowance as noted in the Form of Tender is a fixed cost that is to be included in the Tender Price. This allowance is to be used for any additional works that may occur during the course of this project as a

result of unforeseen site conditions, changes in the work, and/or changes in materials. The Contractor will be requested to submit a price for any changes in the work. The works are not to proceed and no payment will be made to the Contractor unless the Owner has approved the additional works in writing by change order.

LAKEWOOD PARK NORTH – PIER DECK REPLACEMENT

PART B - FORM OF TENDER

Submitted by Tenderer : _____

Contact Person: _____

Contact's Phone No.: _____ email: _____

To (Owner): Chall. Eng. Corporation (on behalf of the owner - Town of Tecumseh)

For Project: Pier Deck Replacement

Dated: October 22, 2019

General Statement: In accordance with the Contract Documents, including Specifications and Drawings. This is an invited Tender.

Documents Prepared by: Chall.Eng. Corporation, Consulting Engineers

No. of Addenda Received: _____

We hereby offer to furnish all equipment, labour and material necessary for the proper completion of the above named project, including all prime costs, incidentals, allowances and Government Sales or other Taxes, as called for in the Specifications, in accordance with the above-mentioned documents for the sums of with the following breakdowns:

TENDER PRICE FOR WORKS

See Sections 10 and 11 of part A of these Contract Documents for further details.

Total price for Work Items 1-1 to 1-10 inclusive	\$ _____
Contingency Allowance	\$ _____ 10,000.00 _____
TOTAL PRICE	\$ _____
HST (13%)	\$ _____
TOTAL TENDER PRICE	\$ _____

(Dollars)

(Cents)

(Total Tender Price in Written Form) (In lawful money of Canada)

The Owner reserves the right to select one or none of the two Tender Price Options, which are independent price requests. The Contractor should consider this in preparing their Tender. In submitting this Tender, the Tenderer recognizes the right of the Owner to accept or reject any or all Tenders.

If this Tender is accepted and the Contract is awarded to us, we, the undersigned, hereby undertake to perform this Contract satisfactorily and guarantee the full performance of the Contract.

We further agree to leave this Tender open for acceptance, until April 30, 2020.

LEGAL NAME OF COMPANY:

ADDRESS:

POSTAL CODE:

TELEPHONE:

FAX NUMBER:

EMAIL NUMBER:

**SIGNATURE OF AUTHOURIZED
OFFICER(S):**

**NAME AND POSITION OF
SIGNING OFFICER(S):**

In the case of a limited Company, the Company seal shall be affixed to their Tender where the signature of the Signing Officer(s) of the Company appears, as well as the legal and registered name of the company.

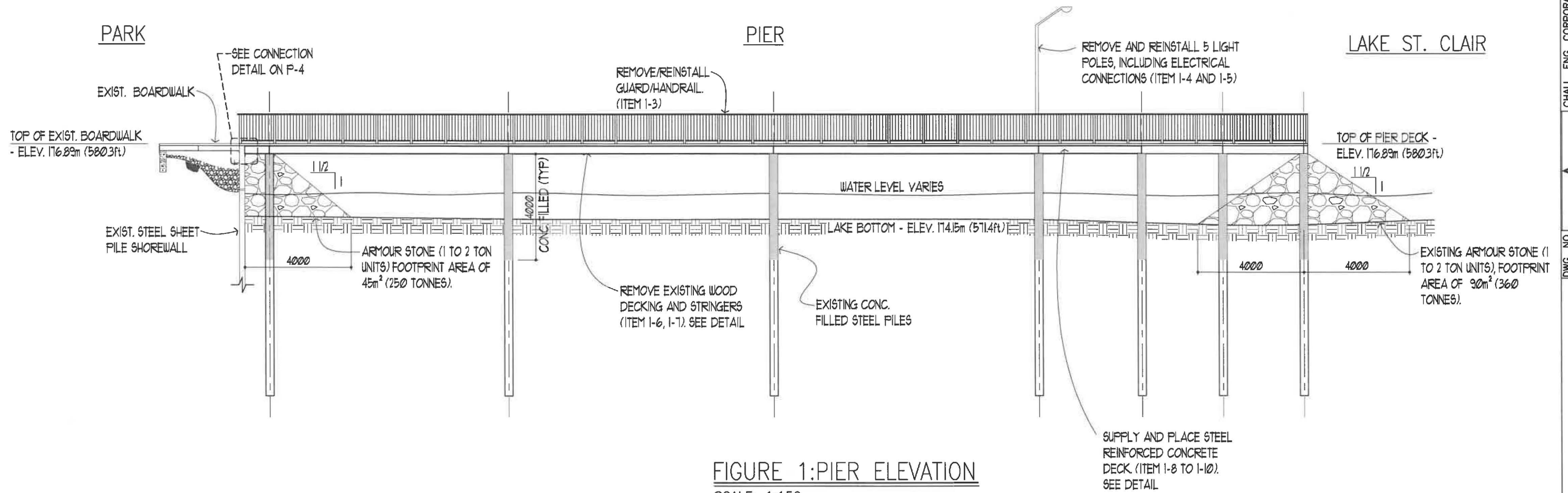
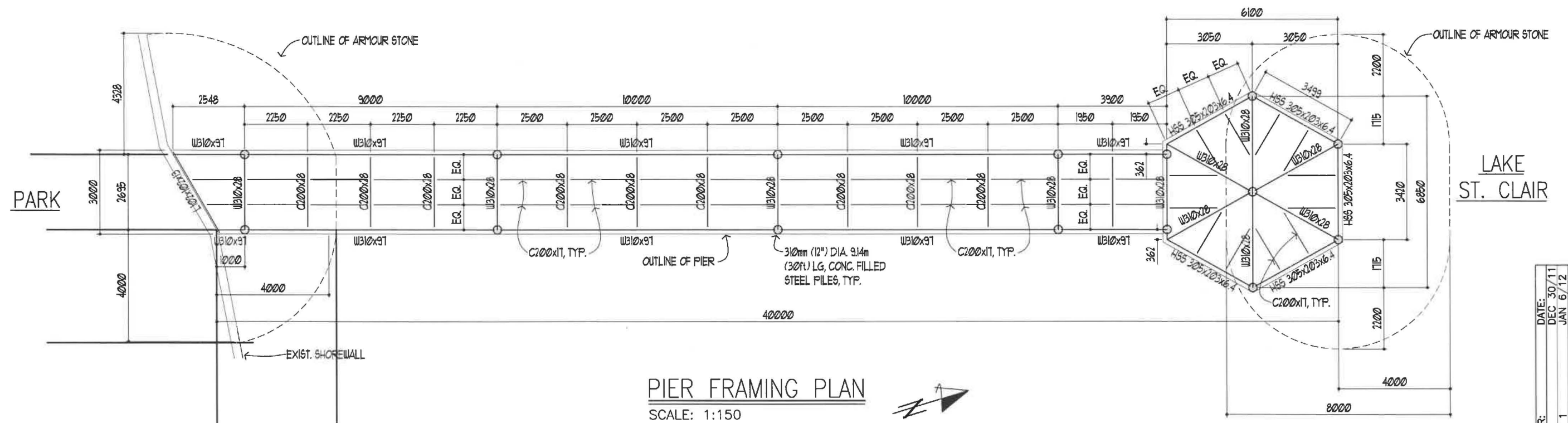


FIGURE 1: PIER ELEVATION
SCALE: 1:150



PIER FRAMING PLAN
SCALE: 1:150

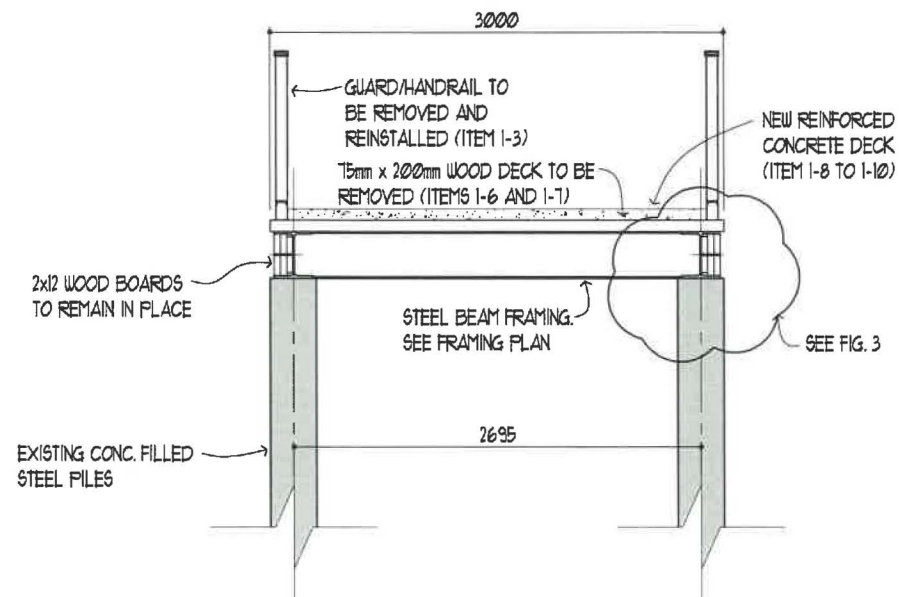


FIGURE 2: TYPICAL PIER DETAIL
SCALE: 1:50

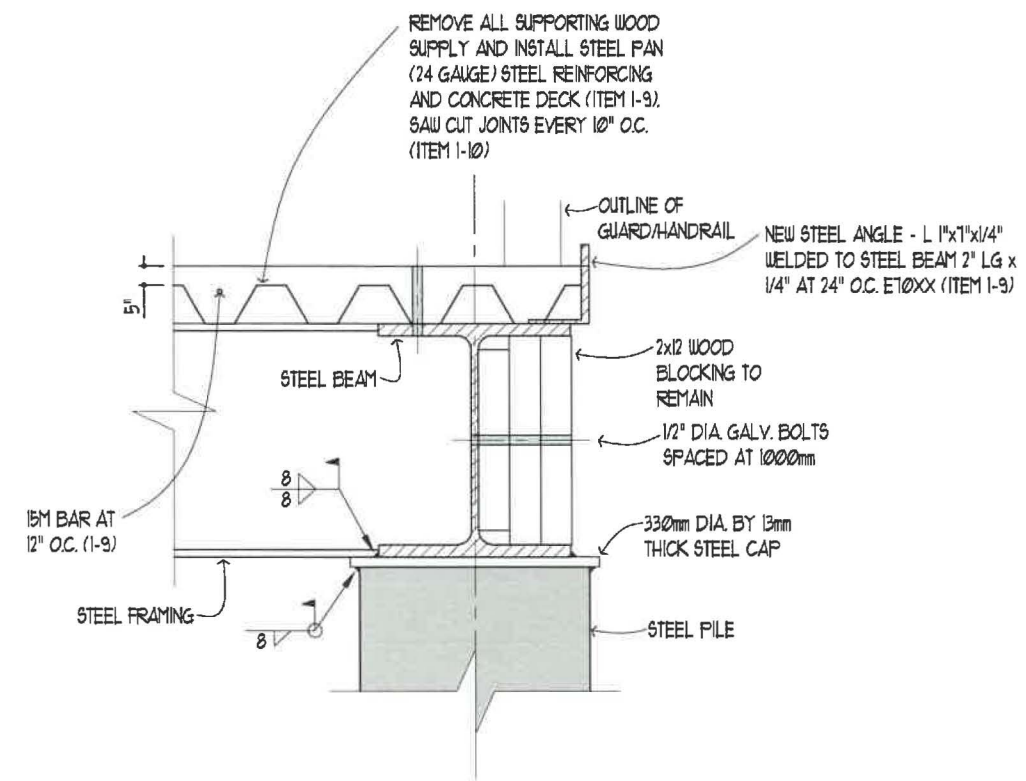


FIGURE 3: STEEL PILE AND WOOD FRAMING
SCALE: 1:10

ISSUED FOR: DATE:
TENDER DEC 30/11
ADDENDUM 1 JAN 6/12
OWNER REVIEW OCT 22/19

PROJECT: TECUMSEH WATERFRONT PARK
TECUMSEH ONTARIO

DATE: NOVEMBER 29, 2011
PROJ. NO: 17169
SCALE: AS SHOWN

DETAILS

DWG. NO. P-4
REV. NO. 1

Chall.Eng.
CONSULTING ENGINEERS

CHALL. ENG. CORPORATION
CONSULTING ENGINEERS
12222 TECUMSEH ROAD EAST
TECUMSEH, ONTARIO, N9N 1L9
PHONE: 519-579-7333
FAX: 519-579-7333
WWW.CEC14.COM

The Corporation of the Town of Tecumseh

By-Law Number 2020 - 09

Being a by-law to expropriate lands required for municipal purposes.

Whereas the *Expropriations Act*, R.S.O. 1990, c. E.26, as amended authorizes municipalities to expropriate land for municipal purposes;

And Whereas the Council of The Corporation of the Town of Tecumseh has authorized an application for approval to expropriate certain lands;

And Whereas the application was referred to a hearing by the owners affected which request was subsequently withdrawn and abandoned in advance of the hearing;

Now Therefore the Council of The Corporation of The Town of Tecumseh enacts as follows:

1. **That** approval is hereby granted for the expropriation by The Corporation of the Town of Tecumseh of the lands described within Schedule "A" attached to this by-law, for municipal purposes in connection with a storm water management facility.
2. **That** the Mayor and Clerk are hereby authorized to execute the Certificate of Approval and the Expropriation Certificate as prepared and presented by the Town's surveyor.
3. **That** the Clerk is hereby authorized to cause the Expropriation Plan to be registered in the Land Registry Office for the County of Essex (No. 12) and thereby effect the expropriation of the said lands.
4. **That** The Corporation of The Town of Tecumseh is hereby authorized to enter and take possession of the expropriated lands on the day permitted under the *Expropriations Act*, as amended, or pursuant to any Court Order thereunder, or pursuant to any agreement entered into between the relevant owners and The Corporation of the Town of Tecumseh.
5. **That** the Clerk is hereby authorized to deliver such Notices of Possession, Notices of Expropriation, Notices of Election and Offers and Appraisal Reports in accordance with s. 25 of the *Expropriations Act*, as amended and to do all other things and give all other notices required by the *Expropriations Act*, as amended.

6. **That** this by-law shall take effect as of and from the third and final reading hereof.

Read a first, second, third time and finally passed this 28th day of January, 2020.

Gary McNamara, Mayor

Laura Moy, Clerk

Schedule A**By-Law Number 2020-09**

Part of Lands known municipally as vacant land on Manning Road, Tecumseh, ON being Part of Lots 155, 156, Concession 1 (also known as Concession 2 or 3) Geographic Township of Sandwich, now in the Town of Tecumseh designated as Pts 1 to 4 (incl.) Plan 12R-28043, s/t Easement over Pt 1 to 4 (incl.) Plan 12R-28043 as in R1286631, s/t Easement over Pt 2 Plan 12R-28043, as in R1098644, s/t Easement over Pt 4 Plan 12R-28043, as in R1286631, in the Town of Tecumseh in the County of Essex and Province of Ontario being part of PIN 75244-0477

UNFINISHED REGULAR COUNCIL BUSINESS

	Meeting Date	Resolution	Subject	Action/Direction	Depart.	Status/Action Taken
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	Funding was approved in the 2020-2024 Buildings 5-year Capital Works Plan (RCM-397/19) to contract the services of an architect to work with the Town's and Essex County Library's administrations to hold public input sessions and complete concept designs to modernize the facility for Town and County Councils approvals.
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	Report to be provided in Q1 of 2020

The Corporation of the Town of Tecumseh

By-Law Number 2020 - 10

Being a by-law to confirm the proceedings of the January 28, 2020 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 January 28, 2020, 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 January 28, 2020, 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, third time and finally passed this 28th day of January, 2020.

Gary McNamara, Mayor

Laura Moy, Clerk