

Regular Council Meeting Agenda

Date: Tuesday, August 11, 2020, 7:00 pm

Location: Electronic meeting live streamed at: <https://video.isilive.ca/tecumseh/live.html>.

Pages

- A. Roll Call
- B. Order
- C. Report Out of Closed Meeting
- D. Moment of Silence
- E. National Anthem
- F. Disclosure of Pecuniary Interest
- G. Minutes
 - 1. July 28, 2020 5 - 12
- H. Supplementary Agenda Adoption
- I. Delegations
- J. Communications - For Information
 - 1. Enbridge Gas Inc. dated June 30, 2020 13 - 13
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 - 2. Town of Lakeshore dated July 17, 2020 14 - 14
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 - 3. Township of South Glengarry dated July 20, 2020 15 - 15
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Re: Support of OPP Diversity Training

- | | | |
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Re: Request for More Detailed Information and Data Regarding the Spread of COVID-19 in Essex County | 25 - 27 |
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Re: COVID-19 Financial Relief for Municipalities | 31 - 35 |
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Re: Support for Federal Assistance for People with Disabilities - COVID-19 Pandemic | 36 - 39 |

K. Communications - Action Required

- | | | |
|----|--|---------|
| 1. | Essex Region Conservation Authority dated July 31, 2020

That Tecumseh Council give consideration to endorsing the following individuals' appointment to the Essex Region Source Protection Committee: | 40 - 41 |
|----|--|---------|
- Albert Dionne, Town of Lakeshore, appointment date: September 10, 2020; expiration of appointment September 10, 2025;
 - Ian Wilson, City of Windsor, appointment date: September 10, 2020; expiration of appointment September 10, 2021;
 - Nelson Santos, Union Water Supply System, appointment date: September 10, 2020; expiration of appointment November 30 , 2022.

And that the Clerk **be directed** to send a copy of the resolution of Council to the Essex Region Conservation Authority to advise of Council's decision on endorsement prior to August 31, 2020.

L. Committee Minutes

- | | | |
|----|--|---------|
| 1. | The Town of Tecumseh Business Improvement Area | 42 - 50 |
| | RE: Minutes of the July 8, 2020 Meeting | |

M. Reports

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| 1. | Chief Administrative Office | |
| | a. CAO-2020-06 Boundary Adjustment Agreement and the County Road 43 Class Environmental Assessment Study | 51 - 89 |
| 2. | Corporate Services & Clerk | |
| | a. CS-2020-15 Golden Age Club Parkette | 90 - 96 |
| | b. CS-2020-25 Face Covering Policy for Visitors and Contractors | 97 - 103 |
| 3. | Financial Services | |
| | a. FS-2020-11 2021 Business Plan and Budget Timetable | 104 - 107 |
| | b. FS-2020-14 Budget Variance Report - June 2020 | 108 - 120 |
| 4. | Planning & Building Services | |
| | a. PBS-2020-26 Tecumseh Transit Service, 2020 6-month review | 121 - 132 |
| | b. PBS-2020-28 Six Month Permit Report | 133 - 137 |

N. By-Laws

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| 1. | By-law 2020-55 | 138 - 141 |
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O. Unfinished Business

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P. New Business

Q. Motions

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| 1. | Confirmatory by-law | |
| | a. By-Law 2020-56 | 143 - 144 |

R. Notices of Motion

S. Next Meeting

Tuesday, September 8, 2020

7:00 pm Regular Council Meeting

T. Adjournment

Regular Meeting of Council

Minutes

Date: Tuesday, July 28, 2020
Time: 7:00 pm
Location: This meeting is being conducted electronically

Present:

Mayor, Gary McNamara
Deputy Mayor, Joe Bachetti
Councillor, Bill Altenhof
Councillor, Andrew Dowie
Councillor, Brian Houston
Councillor, Tania Jobin
Councillor, Rick Tonial

Also Present:

Chief Administrative Officer, Margaret Misk-Evans
Director Parks & Recreation Services, Paul Anthony
Director Public Works & Environmental Services, Phil Bartnik
Director 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 Strategic Initiatives, Lesley Reeves

A. Roll Call

B. Order

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

C. Report Out of Closed Meeting

There was no closed meeting scheduled.

D. Moment of Silence

The Moment of Silence is waived in light of the electronic holding of this meeting.

E. National Anthem

The National Anthem is waived in light of the electronic holding of this meeting.

F. Disclosure of Pecuniary Interest

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

G. Minutes

1. July 14, 2020

Motion: RCM - 229/20

Moved by Deputy Mayor Joe Bachetti

Seconded by Councillor Tania Jobin

That the minutes of the Tuesday, July 14, 2020 meeting of the Regular Council as were duplicated and delivered to the Committee members, **be accepted.**

Carried

H. Supplementary Agenda Adoption

There are no supplementary agenda items.

I. Delegations

1. Inspector Glenn Miller, Detachment Commander, Essex County OPP and Staff Sergeant Jamie Smith, Essex County OPP

Re: Essex County OPP Response to Tecumseh 2019 Citizen Satisfaction Survey

Inspector Glenn Miller and Staff Sergeant Jamie Smith provide comments on the results of the Tecumseh 2019 Citizen's Satisfaction Survey and the drop in resident satisfaction with Police Services. The Tecumseh detachment priorities are discussed, as well as the number of high number 9-1-1 and alarm calls in the community. The Inspector reviews the type of police calls received by Ward. Staff Sgt. Smith comments on some of the traffic complaints received and how the OPP collect enforcement data.

Councillor Jobin loses internet connectivity at 7:29 pm and leaves the meeting, and returns to the meeting at 7:31 pm.

2. Kathie Primeau, Clerk II - Administrative Clerk, Fire Services Department

Re: Retirement

The Members provide gratitude and congratulations on the retirement of Kathie Primeau and her 35 years of public service to the Town.

J. Communications - For Information

1. City of Oshawa dated June 26, 2020

Re: COVID-19 Funding

2. Township of Perth South dated July 9, 2020

Re: Farm Property Class Tax Rate Program

3. County of Essex dated July 13, 2020

Re: Official Plan Amendment No. 42 - Town of Tecumseh- Skyline Real Estate Holdings

4. County of Essex dated July 21, 2020

Re: Official Plan Amendment No. 15 Town of Tecumseh - D19 Bashi - F&S Enterprises, 12300 County Road 42

5. Municipality of Chatham-Kent dated July 21, 2020

Re: Emancipation Day 2020

6. Town of Essex dated July 23, 2020

Re: Request for Raw Data on Positive COVID-19 Cases in Essex County

Motion: RCM - 230/20

Moved by Councillor Rick Tonial

Seconded by Councillor Brian Houston

That Communications - For Information 1 through 6 as listed on the Tuesday, July 28, 2020 Regular Council Agenda, **be received.**

Carried

K. Communications - Action Required

There are no communications-action required items presented to Council.

L. Committee Minutes

There are no committee minutes presented to Council.

M. Reports

1. Corporate Services & Clerk

a. CS-2020-20 Holding of Virtual Public Meetings

In response to an inquiry, the Clerk confirms that residents have the option of attending by phone for public meetings.

Motion: RCM - 231/20

Moved by Councillor Andrew Dowie

Seconded by Councillor Brian Houston

That CS-2020-20 Holding of Electronic Public Meetings, **be received;**

And that the Live Streaming Policy attached as Attachment 3 to Report CS-2020-20, **be approved;**

And that By-law No. 2020-52 Amending Schedule A of By-law No. 2020-13 being a by-law governing the proceedings of meetings of Council and Committees, **be adopted.**

Carried

2. Financial Services

- a. FS-2020-13 COVID-19 Financial Relief Measures Extended to September 30, 2020

The Mayor leaves the meeting at 8:46 pm and the Deputy Mayor chairs the meeting.

Motion: RCM - 232/20

Moved by Councillor Bill Altenhof

Seconded by Councillor Brian Houston

That FS-2020-13 COVID-19 Financial Relief Measures Extended, **be received.**

Carried

3. Parks & Recreation Services

- a. PRS-2020-18 Stage 2 Reopening of Services Tecumseh Arena

The Mayor joins the meeting at 8:53 pm.

Motion: RCM - 233/20

Moved by Deputy Mayor Joe Bachetti

Seconded by Councillor Rick Tonial

That Council **receive** Report PRS-2020-18 Stage 2 Reopening of Services - Tecumseh Arena;

And that the Scenario 1 strategy for resumption of services at the Tecumseh Arena outlined in the Financial Implications section of the report, **be approved.**

Carried

- b. PRS-2020-19 Virtual Recreation Programming and Online Safety Policy

Motion: RCM - 234/20

Moved by Councillor Andrew Dowie

Seconded by Councillor Rick Tonial

That Report PRS-2020-19 respecting the Virtual Recreation Programming and Online Safety Policy, **be received**;

And that the Virtual Recreation Programming and Online Safety Policy, as appended to Report PRS-2020-19, **be approved**.

Carried

4. Planning & Building Services

- a. PBS-2020-25 CIP Grant, 11870 Tecumseh Road

Motion: RCM - 235/20

Moved by Councillor Andrew Dowie

Seconded by Councillor Rick Tonial

That the Grant Application for the Tecumseh Road Main Street Community Improvement Plan (CIP) Financial Incentive Program, for the property located at 11870 Tecumseh Road (Roll No. 374401000000400), **be deemed eligible and approved** for the Building and Property Improvement Grant Program, the amount of which will be determined based upon the incremental increase in the municipal portion of property tax that results from the works being completed in relation to the construction of a six-storey, 99-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-2020-25;

And that the construction timeline requirement for the proposed development be extended from one year to two years, in accordance with Section 11.3 (5) of the CIP and with PBS-2020-25.

Carried

5. Public Works & Environmental Services

- a. PWES-2020-24 Rail Safety Improvement Program - Infrastructure, Technology and Research Funding (RSIP-ITR)

Motion: RCM - 236/20

Moved by Councillor Bill Altenhof

Seconded by Councillor Rick Tonial

That Administration **be authorized** to submit an application to the federal government for funding under the Rail Safety Improvement Program – Infrastructure, Technology and Research Funding (RSIP-ITR), 2021/2022

Intake for the VIA Rail Crossing at Lesperance Road (Chatham Mile 99.31).

And that Administration **be authorized** to complete any business case(s), application(s), and/or to provide all information/documentation as required in order to constitute the application to RSIP-ITR 2021/2022 Intake;

And further that the Treasurer **be authorized** to sign any required documents necessary to complete the application to RSIP-ITR 2021/2022 Intake;

And furthermore that the Mayor and Clerk **be authorized** to sign any documents/agreements (if required) for the application to RSIP-ITR 2021/2022 Intake, in a form satisfactory to the Town's Solicitor, financial content satisfactory to the Town's Treasurer and technical content satisfactory to the Town's Engineer.

Carried

N. By-Laws

1. By-law 2020-52

A By-law to Amend By-law No. 2020-13, being a by-law to governing the proceedings of the meetings of Council and Committees

2. By-law 2020-53

Being an by-law to authorize the execution of an Amending Agreement between The Corporation of the Town of Tecumseh and Phillip A. Byrne for dog control services for the years 2021-2022

Motion: RCM - 237/20

Moved by Councillor Tania Jobin

Seconded by Councillor Bill Altenhof

That By-law 2020-52 being a by-law to amend By-law 2020-13, being a by-law to govern the proceedings of the meeting of Council and Committees;

That By-law 2020-53 being a by-law to authorize the execution of an Amending Agreement between The Corporation of the Town of Tecumseh and Phillip A. Byrne for dog control services for the years 2021-2022.

Be given first and second reading.

Carried

Motion: RCM - 238/20

Moved by Councillor Brian Houston

Seconded by Councillor Rick Tonial

That By-law 2020-52 a by-law to amend By-law 2020-13, being a by-law to govern the proceedings of the meeting of Council and Committees;

That By-law 2020-53 being a by-law to authorize the execution of an Amending Agreement between The Corporation of the Town of Tecumseh and Phillip A. Byrne for dog control services for the years 2021-2022.

Be given third and final reading.

Carried

O. Unfinished Business

1. July 28, 2020

The Members receive the Unfinished Business listing for Tuesday, July 28, 2020.

P. New Business

New Businesses Opening in Tecumseh

Congratulations is extended by the Members to the new businesses that have opened during the pandemic, namely Taco Bell, Oven 360 and India 47.

Tecumseh Road Speeding

A Member requests the Police Services Board address traffic enforcement matters regarding speeding, vehicle noise, and motorists adhering to intersection lights on Tecumseh Road between Manning and Lacasse Roads.

Splash Pads Opening

The Members express gratitude to Administration for the splash pads reopening at St. Mary's and McAulliffe Park for residents.

Landscape Restoration

A Member raised concern with the implementation of utilities such as fiber and gas in various neighbourhoods and the lack of landscape restoration. Residents are requested to direct their concerns to the Town.

CP Rail Crossing Maintenance

The railway crossings at Lesperance, Manning and Banwell Roads require maintenance. Administration is requested to contact CP Rail to address this matter.

Q. Motions

1. Confirmatory by-law

a. By-Law 2020-54

Being a by-law to confirm the proceedings of the July 28, 2020 regular meeting of the Council of The Corporation of the Town of Tecumseh.

Motion: RCM - 239/20

Moved by Councillor Rick Tonial

Seconded by Councillor Bill Altenhof

That By-Law 2020-54 being a by-law to confirm the proceedings of the Tuesday, July 28, 2020, regular meeting of the Council of The Corporation of the Town of Tecumseh **be given** first, second, third and final reading.

Carried

R. Notices of Motion

There are no notice of motions.

S. Next Meeting

Tuesday, August 11, 2020

7:00 pm Regular Council Meeting

T. Adjournment

Motion: RCM - 240/20

Moved by Councillor Bill Altenhof

Seconded by Councillor Rick Tonial

That there being no further business, the Tuesday, July 28, 2020 meeting of the Regular Council **be adjourned** at 9:34 pm.

Carried

Gary McNamara, Mayor

Laura Moy, Clerk

From: Stephanie Allman <Stephanie.Allman@enbridge.com>

Sent: July 20, 2020 3:03 PM

Subject: EB-2020-0095 - Enbridge Gas Inc. - 2021 Rate Application - Notice of Application

To: The clerks of all municipalities in which Enbridge Gas supplies gas

On June 30, 2020, Enbridge Gas filed an application with the Board for an order or orders approving or fixing just and reasonable rates and other charges for the sale, distribution, transmission and storage of gas as of January 1, 2021.

On July 15, 2020, the Board issued the Notice of Application and the Letter of Direction for the proceeding. The Board has directed Enbridge Gas to serve a copy of the Notice of Application along with Enbridge Gas' Application and evidence to the clerks of all municipalities in which Enbridge Gas supplies gas.

Attached please find a copy of the Board's Notice of Application along with Enbridge Gas' Application as filed with the Board for the 2021 Rate Application. A paper copy of the Evidence filed in this proceeding is available upon request or can be viewed by accessing the link below:

<https://www.enbridgegas.com/2021 Rates Notice EN>

<https://www.enbridgegas.com/2021 Rates Notice FR>

The deadline to become a registered intervenor is **August 5, 2020**.

Thank you,

Stephanie Allman

Regulatory Coordinator – Regulatory Affairs

ENBRIDGE GAS INC.

TEL: 416 753-7805 | FAX: 416 495-6072

500 Consumers Road North York, Ontario M2J 1P8

enbridgegas.com

Integrity. Safety. Respect.



THE TOWN OF LAKESHORE
NOTICE OF ELECTRONIC (Virtual) PUBLIC MEETING
Application for Zoning By-law Amendment

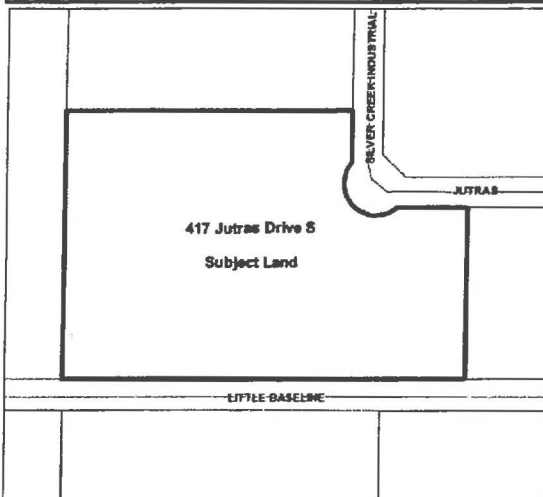
JUL 27 2020

Town of Tecumseh

File No: ZBA-3-2020 **Location:** 417 Jutras Drive South (see key map below)

The municipality is considering an application to amend the Town of Lakeshore Zoning By-law under the provisions of Section 34 and Section 36 of the Planning Act, R.S.O. 1990. The applicant, Elmara Corporation, has submitted an application to rezone the subject land to permit a:

CANNABIS PRODUCTION FACILITY – shall means lands, buildings or structures used for producing, processing or destroying of cannabis which is authorized by license issued by the Federal Minister of Health, pursuant to the previous Access to Cannabis for Medical Purposes Regulations, SOR/2016-230, to the Controlled Drugs and Substances Act, SC 1996, c 19, as amended from time to time, or any successor thereto. This includes micro-cultivation, standard cultivation and nursery licenses issued under the current Government of Canada Cannabis Regulations SOR/2018-144) that are enabled by the Controlled Drugs and Substances Act, the Food and Drugs Act and the Cannabis Act.”



DATE: August 11, 2020

TIME: 6:00 pm

LOCATION: Electronic (Virtual) Public Meeting

As this will be an electronic public meeting where there will be no physical in person attendance at Town Hall, due to COVID-19, there will be opportunities provided to watch the meeting live www.lakeshore.ca and provide input electronically or by written correspondence, prior to a decision being made.

HOW CAN I PARTICIPATE?

During such a time any person who wishes to attend this Public Meeting electronically and /or speak at this meeting, you will need to register as a delegation for the meeting. Please provide your contact information (name, address, email and phone number) to Development Services, via email to **Gisele Pillon, Administrative Assistant**, at gpillon@lakeshore.ca or phone 519-728-1975, ext. 276, no later than the deadline of 24 hours prior to the date and time of the scheduled meeting. Attendees/Delegates will be contacted directly with registration details prior to the meeting.

ANY PERSON may make written representation in support of or in opposition to the application. Arrangements will be made to provide you with a copy of any requested materials by mail or email. Additional information will also be posted on the Town's website. Written submissions regarding the proposed applications, can be made to **Kim Darroch, MCIP, RPP, Manager of Development Services**, Town of Lakeshore, Development Services Office, 419 Notre Dame Street, Belle River, Ontario, N0R 1A0, facsimile 519-728-4577, telephone 519-728-1975, ext. 245 or email (please include your mailing address) to kdarroch@lakeshore.ca.

ALL PERSONS RECEIVING NOTICE of this meeting will receive a Notice of Passing of a By-law including appeal procedures. Any other person who wishes to receive a Notice of Passing in respect of the proposed zoning by-law amendment must make a written request to the **Municipal Clerk, Town of Lakeshore, 419 Notre Dame Street, Belle River ON, N0R 1A0**.

IF A PERSON OR PUBLIC BODY would otherwise have an ability to appeal the decision of the Town of Lakeshore to the Local Planning Appeal Tribunal but the person or public body does not make oral submissions at a public meeting or make written submissions to the Municipal Clerk of the Town of Lakeshore before the proposed Zoning By-law Amendment is passed, the person or public body is not entitled to appeal the decision.

IF A PERSON OR PUBLIC BODY does not make oral submissions at a public meeting or make written submissions to the Municipal Clerk of the Town of Lakeshore before the proposed Zoning By-law Amendment is passed, the person or public body may not be added as a party to the hearing of an appeal before the Local Planning Appeal Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to add the person or public body as a party.

DATED AT THE TOWN OF LAKESHORE THIS 17th DAY OF JULY, 2020.



CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY

MOVED BY Stephanie Jaworski

RESOLUTION NO 229-2020

SECONDED BY Lyle Warden **DATE** July 20, 2020

WHEREAS the COVID-19 pandemic has disproportionately affected the vulnerable elderly population in Canada's long-term care (LTC) homes and some of Ontario's LTC homes are among those with the highest fatality rates in the country as the pandemic has exposed deplorable conditions in many LTC homes across Canada; and

WHEREAS it is the mandate of the Ministry of Long-Term Care to inspect long term care homes on an annual basis and these inspections have consistently dropped in number since 2017 with only nine completed out of 626 long term care homes in 2019; and

WHEREAS residents have been endangered by personnel moving between infection zones without adequate equipment; and

NOW THEREFORE BE IT RESOLVED THAT the Council of the Township of South Glengarry urges the Ontario government to provide funding to increase full-time positions in place of casual and part-time labour in long term care homes and requests that the Ministry of Long-term Care acts to regularly inspect all long term care homes, and sound infection control measures are put in place at all Ontario long term care homes, and that this resolution be forwarded to Premier Ford, the Minister of Long-term Care Merrilee Fullerton and all Ontario municipalities for consideration.

☒ CARRIED

☐ DEFEATED

☐ POSTPONED


Mayor Frank Prevost

Recorded Vote:	Yes	No
Mayor Prevost	—	—
Deputy Mayor Warden	—	—
Councillor Lang	—	—
Councillor Jaworski	—	—
Councillor McDonell	—	—

Municipal Office
15 Water Street
Telephone (705) 282-2420
Fax (705) 282-3076



Postal Box 590
Gore Bay, Ontario
P0P 1H0

Office of the
Clerk

July 21, 2020

Tracy Macdonald
Assistant Clerk
Town of Orangeville
87 Broadway
Orangeville, ON L9W 1K1

Dear Tracy;

Re: Support of OPP Diversity Training

Please be advised that at a recent Council meeting held on July 13, 2020 Council reviewed your correspondence regarding common training requirements for all members of Police Services in Ontario as it relates to diversity, empathy and use of force.

The Town of Gore Bay supports the town of Orangeville in their efforts to encourage common training requirements to all members of the Ontario Provincial Police Force. Please find attached a certified true copy of Resolution No. 14851 indicating the Town of Gore Bay's support.

Yours truly,

Stasia Carr
Clerk
Encl.
SC/cp

cc: The Honourable Sylvia Jones, *Solicitor General*
AMCTO

THE CORPORATION OF THE TOWN OF GORE BAY

RESOLUTION NUMBER 14851

14851

Moved by Paulie Nodecker

Seconded by Aaron Wright

WHEREAS the Town of Orangeville is requesting support of their motion regarding OPP Diversity Training;

AND WHEREAS they are concerned that although the OPP have indicated they have a comprehensive diversity training program, there may not be the same resources available throughout the province detachments;

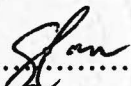
AND WHEREAS there is public concern regarding the use of force, such as neck restraints, and oversight;

THEREFORE BE IT RESOLVED THAT Gore Bay Council supports the Town of Orangeville in their efforts to encourage common training requirements to all members of the Ontario Provincial Police Force and they be so advised;

FURTHER this motion be sent to the Solicitor General's Office and be circulated to all Ontario Municipalities.

Carried

THIS IS A CERTIFIED TRUE COPY
OF RESOLUTION NUMBER 14851
ADOPTED BY COUNCIL ON
July 13, 2020


.....
Stasia Carr
Clerk



July 24, 2020

Honourable Sylvia Jones, Solicitor General
George Drew Bldg 18th Flr
25 Grosvenor St
Toronto, ON M7A 1Y6

Dear Honourable Sylvia Jones:

On behalf of Council of the Town of Mono, I wish to add my support to the resolution passed by the Council of the Town of Orangeville on June 8, 2020 regarding the necessity to develop a comprehensive diversity training program for municipal police services, including the Ontario Provincial Police. It is important that we acknowledge the reality that individuals within communities, and communities within larger populations, differ in many ways. Police services must have a broad understanding of what constitutes these differences so they can recognize them and strive to ensure equitable treatment of people. This can include differences in gender, race, age, culture, disability, religion, sexual orientation, or any other characteristic that helps to shape a person's perspective.

The unique role of law enforcement officials in our community makes cross-cultural understanding imperative. In addition to the need to ensure officer-to-officer sensitivity, and to accurately represent our constituents, law enforcement officials need understanding, respect, and a willingness to communicate in a culturally sensitive manner with all segments of our society. We need to critically examine stereotypes and cultural assumptions that are often held by the community and by the law enforcement professionals who serve the community.

I encourage you to ensure that a comprehensive diversity training program is developed to ensure that our police services are in a position to recognize and respond appropriately to the lived experience of members of all communities within our society. The training program should examine how people perceive the police and how this impacts officer effectiveness and, ultimately, the safety of both officers and the members of all of our communities.

Regards,

TOWN OF MONO

Laura Ryan
Mayor

Enclosure: Town of Orangeville Resolution regarding Police Diversity Training

Copies:

Mayor Sandy Brown, Town of Orangeville
All Dufferin County Municipalities

Diversity Training Program

Town of Orangeville Resolution 2020-194, passed June 8, 2020

Moved by Mayor Brown, Seconded by Deputy Mayor Macintosh

WHEREAS The Town of Orangeville recognizes there have been questions in the public related to both diversity training and use of force training and protocols for Police Services, including in Ontario;

WHEREAS the Town recognizes that police officers join this profession out of a desire to do good, to serve and to protect the communities they serve;

AND WHEREAS an understanding of community diversity can foster authentic inclusion;

AND WHEREAS empathy training, and de-escalation training, can support understanding other people's perspectives;

AND WHEREAS the Town recognizes that policing can be a dangerous profession, and officer as well as community safety are critical considerations in law enforcement;

AND WHEREAS the Ontario Provincial Police have indicated they have a comprehensive diversity training program, however there may not be the same resources available across the entire province for smaller Police Services;

AND WHEREAS there is concern in the public about the boundaries of use of force, such as neck restraints, and oversight;

AND WHEREAS there isn't clarity on a common bar on diversity and empathy training or on use of force and oversight;

THEREFORE BE IT RESOLVED that the Mayor write to the Solicitor General to encourage common training requirements for all members of Police Services in Ontario as it relates to diversity, empathy and use of force;

AND THAT the Solicitor General provide clarity on police oversight going forward given the anticipated changes to legislation to ensure effective accountability continues;

AND THAT annual updates or refresher courses be mandatory to ensure our Police Services have the best and current information available to them;

AND THAT THE TOWN request that the use of force protocols be reviewed to ensure they are safe and would meet current standards, and then shared across the province;

AND THAT THE TOWN circulate this resolution to all Ontario municipalities seeking their support.

"Carried"

Municipal Office
15 Water Street
Telephone (705) 282-2420
Fax (705) 282-3076

Postal Box 590
Gore Bay, Ontario
P0P 1H0



Office of the

Clerk

July 21, 2020

Jerri-Lynn Levitt
Deputy Clerk
Council and Legislative Services
Municipality of Grey Highlands
206 Toronto Street South, Unit One
P.O. Box 409
Markdale, ON N0C 1H0

Dear Jerri-Lynn;

Re: Support of Universal Basic Income Resolution

Please be advised that at a recent Council meeting held on July 13, 2020 Council reviewed your correspondence regarding the Universal Basic Income Resolution.

The Town of Gore Bay is in support of the Municipality of Grey Highlands urging the provincial and federal government to investigate the feasibility of implementing a universal basic income program. Please find attached a certified true copy of Resolution No. 14853 indicating the Town of Gore Bay's support.

Yours truly,

Stasia Carr
Clerk
Encl.
SC/cp

cc: Mr. Justin Trudeau, *The Right Honourable Prime Minister of Canada*
Mr. Douglas Ford, *The Honourable Premier of Ontario*
All other Municipalities with the Province of Ontario

THE CORPORATION OF THE TOWN OF GORE BAY

RESOLUTION NUMBER 14853

14853

Moved by Kevin Woestenenk

*Seconded by Leeanne
Woestenenk*

WHEREAS the Municipality of Grey Highlands is urging the Provincial and Federal Government to consider a universal basic income as presented in the 2018 Parliamentary Budget Office Report;


AND WHEREAS a basic income has the potential to improve individual physical and mental health, labour market participation, food security, housing stability, and raise the standard of living for vulnerable members of society;

THEREFORE, BE IT RESOLVED THAT Gore Bay Council supports the Municipality of Grey Highlands urging the provincial and federal government to investigate the feasibility of implementing a universal basic income program and they be so advised;

FURTHER this resolution be forwarded to the Right Honourable Prime Minister of Canada, the Premier of Ontario, and all municipalities within the Province of Ontario.

Carried

THIS IS A CERTIFIED TRUE COPY
OF RESOLUTION NUMBER 14853
ADOPTED BY COUNCIL ON
July 13, 2020


.....
Stasia Carr
Clerk

Municipal Office
15 Water Street
Telephone (705) 282-2420
Fax (705) 282-3076

Postal Box 590
Gore Bay, Ontario
P0P 1H0



Incorporated 1890

Office of the

Clerk

July 21, 2020

Mayor Dale Robinson
The Municipality of McDougall
5 Barager Boulevard
McDougall, ON P2A 2W9

Dear Dale;

Re: Support of The Federation of Northern Ontario Municipalities (FONOM)

Please be advised that at a recent Council meeting held on July 13, 2020 Council reviewed your resolution in response to a discussion paper published by Association of Municipalities Ontario regarding replacing current OPP Detachment Boards.

The Town of Gore Bay is in agreement with FONOM in that the current DSSAB's would not be the best solution for overseeing Northern Ontario OPP Detachments. Please find attached a certified true copy of Resolution No. 14850 indicating the Town of Gore Bay's support.

Yours truly,

Stasia Carr
Clerk
Encl.
SC/cp

cc: The Federation of Northern Ontario Municipalities,
Association of Municipalities Ontario
The Honourable Sylvia Jones, *Solicitor General*
Michael Mantha, *MPP for Algoma Manitoulin*

THE CORPORATION OF THE TOWN OF GORE BAY

RESOLUTION NUMBER 14850

14850

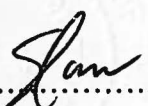
Moved by Kevin Woestenenk

***Seconded by Paulie
Nodecker***

***WHEREAS the Municipality of McDougall passed a resolution in response to a discussion paper published by Association of Municipalities Ontario;
AND WHEREAS AMO proposes that Northern Ontario District Social Services Boards (DSSAB) replace current OPP Detachment Boards;
AND WHEREAS the Federation of Northern Ontario Municipalities (FONOM) have identified several issues with DSSAB Boards replacing the current OPP Detachment Boards;
THEREFORE BE IS RESOLVED THAT The Council of Gore Bay is in agreement with FONOM in that the current DDSAB's would not be the best solution for overseeing Northern Ontario OPP Detachments and they be so advised;
FURTHER a copy of the resolutions be sent to FONOM and its member municipalities, AMO, the Honourable Sylvia Jones, Solicitor General, and MPP Mike Mantha for Algoma Manitoulin.***

Carried

THIS IS A CERTIFIED TRUE COPY
OF RESOLUTION NUMBER 14850
ADOPTED BY COUNCIL ON
July 13, 2020


.....
Stasia Carr
Clerk



2021 Division Road North
Kingsville, Ontario N9Y 2Y9
Phone: (519) 733-2305
www.kingsville.ca
kingsvilleworks@kingsville.ca

July 31, 2020

Board of Health for the Windsor-Essex County Health Unit

1005 Ouellette Avenue

Windsor, Ontario N9A 4J8

Attention: Lee Anne Damphouse, Executive Assistant to the Medical
Officer of Health, CEO, and Board of Health ldamphouse@wechu.org

-And To-

Windsor-Essex County Health Unit

1005 Ouellette Avenue

Windsor, Ontario N9A 4J8

Attention: Dr. Wajid Ahmed, Medical Officer of Health ldamphouse@wechu.org

Dear Ms. Damphouse and Dr. Ahmed:

**RE: Request for more detailed information and data regarding the spread
of COVID-19 in Essex County**

As its Regular Meeting held July 27, 2020, the Town of Kingsville Council passed
the following Resolution:

461-2020

Moved By Councillor Kimberly DeYong

Seconded By Councillor Larry Patterson

WHEREAS to manage municipal services, municipalities require daily data on COVID-
19 cases broken down by all acquisitions i.e. close contact, Agri-farm, Long Term
Care Home/Retirement Home, Travel, hot zones and outbreaks (historical and
current);

AND WHEREAS in reviewing other regions such as Durham, Hamilton, Peel, and
Toronto, they provide an interactive website that allows the public to drill down to not
only the municipality level but to the neighbourhoods;

...2/

AND WHEREAS our Health Unit uses static reporting on a weekly basis with a municipal breakdown using percentages of region and this provides no granularity to allow the public and municipalities to evaluate health risks, openings, potential hot zones, and effectiveness of measures put in place to help control the spread;

AND WHEREAS as a municipality, our public needs to see the municipality and neighbourhood data trending over time from the beginning of the pandemic to help show our progress but also to allow us to evaluate future outbreaks and react based on the raw data;

AND WHEREAS the health units are mandated to provide transparency and there should be no privacy concerns as can be seen using municipality and neighbourhood data in other regions;

AND WHEREAS as the Town approaches the move to Stage 3 and beyond, municipality and neighbourhood data will allow our Council and the public to be informed and make decisions on protecting health and supporting our way to a successful reopening of our region.

NOW THEREFORE BE IT RESOLVED that Administration send a letter to the Windsor-Essex County Health Unit Board of Directors and Medical Officer of Health Dr. Wajid Ahmed, requesting more detailed information and data regarding the spread of COVID-19, with a copy of such letter to be sent to the MPPs of Kingsville and Leamington.

CARRIED

Thank you for your attention to this matter, and if you have any questions or require any further information, please contact the undersigned.

Yours very truly,



Sandra Kitchen, Deputy Clerk-Council Services
Corporate Services Department skitchen@kingsville.ca

..3/

Page 3
July 30, 2020

cc: Taras Natyshak, MPP – Essex
Email: tnatyshak-qp@ndp.on.ca

Rick Nicholls MPP- Chatham-Kent-Leamington
Email: rick.nicholls@pc.ola.org

Mary Birch, Director of Council and Community Services/Clerk
County of Essex
Email: mbirch@countyofessex.ca

Paula Parker, Municipal Clerk/Risk Manager
Town of Amherstburg
Email: pparker@amherstburg.ca

Robert Auger, Town Solicitor, Legal and Legislative Services/Clerk
Town of Essex
Email: rauger@essex.ca

Agatha Robertson, Director of Council Services/Clerk
Town of LaSalle
Email: arobertson@lasalle.ca

Kristen Newman, Director of Legislative and Legal Services/Clerk
Town of Lakeshore
Email: knewman@lakeshore.ca

Brenda Percy, Municipal Clerk/Manager of Legislative Services
Municipality of Leamington
Email: bpercy@leamington.ca

Laura Moy, Director of Corporate Services/Clerk
Town of Tecumseh
Email: lmoy@tecumseh.ca

Valerie Critchley, City Clerk
City of Windsor
Email: clerks@citywindsor.ca



The Corporation of The Town of Amherstburg

July 28, 2020

VIA EMAIL

To: All Ontario Municipalities

RE: Investing in Canada Infrastructure Program Grant

At its meeting of July 13th, 2020, Council passed the following resolution for your consideration:

That Administration BE DIRECTED to send correspondence in support of the Town of Renfrew's resolution regarding their request to fast track investing in Canada Infrastructure Program (ICIP) Grant Applications.

Enclosed is a copy of the Town of Renfrew's resolution for convenience and reference purposes.

Regards,

Tammy Fowkes
Deputy Clerk, Town of Amherstburg
(519) 736-0012 ext. 2216
tfowkes@amherstburg.ca

cc:

The Right Honourable Justin Trudeau, Prime Minister of Canada
Email: justin.trudeau@parl.gc.ca

Honourable Doug Ford, Premier of Ontario
Email: premier@ontario.ca

Taras Natyshak, MPP
Email: tnayshak-qp@ndp.on.ca

Chris Lewis, MP
Email: chris.lewis@parl.gc.ca

Robert Auger, Town Solicitor, Legal and Legislative Services/Clerk - Town of Essex
Email: rauger@essex.ca

Jennifer Astrologo, Director of Corporate Services/Clerk - Town of Kingsville
Email: jastrologo@kingsville.ca

Agatha Robertson, Director of Council Services/Clerk - Town of LaSalle
Email: arobertson@lasalle.ca

Kristen Newman, Director of Legislative and Legal Services/Clerk - Town of Lakeshore
Email: knewman@lakeshore.ca

Brenda Percy, Municipal Clerk/Manager of Legislative Services - Municipality of Leamington
Email: bpercy@leamington.ca

Laura Moy, Director of Corporate Services/Clerk - Town of Tecumseh
Email: lmoy@tecumseh.ca

Mary Birch, Director of Council and Community Services/Clerk -County of Essex
Email: mbirch@countyofessex.ca

Valerie Critchley, City Clerk – City of Windsor
Email: clerks@citywindsor.ca

Association of Municipalities of Ontario (AMO)
Email: amo@amo.on.ca

Federation of Canadian Municipalities (FCM)
Email: info@fcm.ca

Rural Ontario Municipalities Association
Email: roma@roma.on.ca



CORPORATION OF THE TOWN OF RENFREW

RESOLUTION NO. 2020 - 06 - 44

Moved By: Reeve Emon
Seconded By: Councillor Jamieson

WHEREAS the COVID-19 pandemic crisis has had a catastrophic affect on employment and small business survival rates, with over 11.3% jobless rate in Ontario in April 2020 alone with only a few signs of a change over the next several fiscal periods;

AND WHEREAS the Renfrew County region is already at a distinct economic disadvantage due to a shorter infrastructure construction season and the lack of essential services, like effective and available broadband across its vast and rural area that would allow for greater flexibility to work from home, or telecommute;

AND WHEREAS the County of Renfrew and the other 19 municipalities and first nations reserves within the geographical borders have an incredible influence on the economy through investments in infrastructure spending, with over \$70million being invested in 2020 in municipal projects, but will now have to evaluate and adjust the way they safely operate and offer community services and modes of transportation;

AND WHEREAS the County of Renfrew and the other 19 municipalities and first nations reserves have submitted over \$73.5 million worth of applications to the *Investing in Canada Infrastructure Program: Community, Culture and Recreation Stream*, with all considered shovel ready and shovel worthy;

AND WHEREAS the County of Renfrew and the other 19 municipalities and first nations reserves have submitted previously over \$25million in the *Investing in Canada Infrastructure Program: Green Stream* and *Investing in Canada Infrastructure Program: Rural & Northern Stream*;

AND WHEREAS both large and small infrastructure projects have the immediate effect on local small and medium businesses in our region with consideration of the multiplier ratio on every \$1million invested having the ability to create 7.6 jobs in the local marketplace, meaning that approval of these projects would create over 1,200 jobs across Renfrew County;

NOW THEREFORE BE IT RESOLVED that the Council of the Town of Renfrew calls upon the Governments of Ontario and Canada to fast track the review of current and previous *Investing in Canada Infrastructure Program* grant applications in order to provide much needed employment and investment into rural Ontario to provide sustainable infrastructure that will be safe and suitable in a post-pandemic setting;

AND FURTHER THAT a copy of this resolution be circulated to the Right Honourable Prime Minister of Canada; the Honourable Premier of Ontario; MP Cheryl Gallant, Renfrew-Nipissing-Pembroke; the Honourable John Yakabuski, MPP Renfrew-Nipissing-Pembroke; the Minister of Infrastructure; the Association of Municipalities Ontario; Rural Ontario Municipalities Association and all Municipalities within the Province of Ontario.

- CARRIED -

I, Jennifer Charkavi, Deputy Clerk of the Corporation of the Town of Renfrew, do hereby certify this to be a true and complete copy of Resolution No. 2020 - 06 - 44, passed by the Council of the Corporation of the Town of Renfrew at its meeting held the 23rd day of June 2020.

DATED at Renfrew, Ontario
this 24th day of June 2020.

Jennifer Charkavi

Jennifer Charkavi



The Corporation of The Town of Amherstburg

July 28, 2020

Taras Natyshak, MPP (Essex)
Room 369
Legislative Building, Queen's Park
Toronto, ON M7A 1A5
Email: Tnatyshak-qp@ndp.on.ca

VIA EMAIL

Taras Natyshak, MPP
Constituency Office
316 Talbot St. N.
Essex, ON, N8M 2E1
Email: HayesP@ndp.on.ca

RE: COVID-19 Financial Relief for Municipalities

Dear Mr. Natyshak,

At its meeting of July 13th, 2020, Council passed the following resolution for your consideration:

That Administration BE DIRECTED to send correspondence in support of the Town of Essex's resolution regarding their request to the Ontario Government to provide immediate relief/and or financial support in order to assist Municipalities as a result of the COVID-19 pandemic.

Enclosed is a copy of the Town of Essex's resolution for convenience and reference purposes.

Regards,

Tammy Fowkes
Deputy Clerk, Town of Amherstburg
(519) 736-0012 ext. 2216
tfowkes@amherstburg.ca

cc:

Chris Lewis, MP
Email: chris.lewis@parl.gc.ca

Robert Auger, Town Solicitor, Legal and Legislative Services/Clerk - Town of Essex
Email: rauger@essex.ca

Jennifer Astrologo, Director of Corporate Services/Clerk - Town of Kingsville
Email: jastrologo@kingsville.ca

Agatha Robertson, Director of Council Services/Clerk - Town of LaSalle
Email: arobertson@lasalle.ca

Kristen Newman, Director of Legislative and Legal Services/Clerk - Town of Lakeshore
Email: knewman@lakeshore.ca

Brenda Percy, Municipal Clerk/Manager of Legislative Services - Municipality of Leamington
Email: bpercy@leamington.ca

Laura Moy, Director of Corporate Services/Clerk - Town of Tecumseh
Email: lmoy@tecumseh.ca

Mary Birch, Director of Council and Community Services/Clerk -County of Essex
Email: mbirch@countyofessex.ca

Valerie Critchley, City Clerk – City of Windsor
Email: clerks@citywindsor.ca

Association of Municipalities of Ontario (AMO)
Email: amo@amo.on.ca



July 3, 2020

To: Taras Natyshak, MPP (Essex)
Room 369
Legislative Building, Queen's Park
Toronto, ON M7A 1A5
Email: tnayshak-qp@ndp.on.ca

AND TO: Taras Natyshak, MPP
Constituency Office
316 Talbot St. N.
Essex, On, N8M 2E1
Email: HayesP@ndp.on.ca

RE: COVID-19 Financial Relief for Municipalities

Dear Mr. Natyshak,

At its Special Council meeting of June 29, 2020 Essex Town Council passed the following resolution for your consideration:

Moved By Mayor Snively
Seconded By Councilor Bondy

That a letter be sent to Tara Natyshak, Member of Provincial Parliament for Essex, asking Mr. Natyshak if he could read such letter in the House and request the Ontario Government to provide immediate relief and/or financial support in order to assist with the additional financial burdens that Municipalities all across Ontario have had to bear and will continue to bear as a result of the COVID-19 pandemic.

"Carried"

During this unique and unparalleled time, Municipalities all across Ontario have had to deal with the additional financial pressures associated with providing and continuing to provide critical services while at the same time suffering unprecedented revenue losses. These



pressures are further compounded by the fact that municipalities are unable to run budgetary deficits and have limited revenue generating tools. Further, running deficits as a way to manage municipal financial challenges as a result of the pandemic would not be in the public interest. Accordingly, without fiscal relief from other levels of government, the concern is that municipalities facing unparalleled financial hardship may be forced to make difficult decisions to reduce the level of services being provided to their residents.

We therefore ask the Ontario Government to immediately evaluate the COVID-19 pandemic's impact to municipal budgets and discuss the need for immediate provincial support for municipalities.

I trust you will find this satisfactory, but should you have any questions regarding this matter please feel free to contact the undersigned.

Yours truly,

A handwritten signature in black ink, appearing to read "R. Auger", with a long horizontal flourish extending to the right.

Robert W. Auger, L.L.B.
Town Solicitor, Legal and Legislative Services/Clerk
Ext. 1132
Email: rauger@essex.ca

RWA

c.c. Chris Lewis, MP
Email: chris.lewis@parl.gc.ca

Paula Parker, Municipal Clerk/Risk Manager
Town of Amherstburg
Email: pparker@amherstburg.ca



Valerie Critchley, City Clerk
City of Windsor
Email: clerks@citywindsor.ca

Jennifer Astrologo, Director of Corporate Services/Clerk
Town of Kingsville
Email: jastrologo@kingsville.ca

Agatha Robertson, Director of Council Services/Clerk
Town of LaSalle
Email: arobertson@lasalle.ca

Kristen Newman, Director of Legislative and Legal Services/Clerk
Town of Lakeshore
Email: knewman@lakeshore.ca

Brenda Percy, Municipal Clerk/Manager of Legislative Services
Municipality of Leamington
Email: bpercy@leamington.ca

Laura Moy, Director of Corporate Services/Clerk
Town of Tecumseh
Email: lmoy@tecumseh.ca

Mary Birch, Director of Council and Community Services/Clerk
County of Essex
Email: mbirch@countyofessex.ca

July 29, 2020

The Right Hon. Justin Trudeau, Prime Minister of Canada
House of Commons
Ottawa Ontario
K1A 0A6

Sent by Email justin.trudeau@parl.gc.ca

Dear Prime Minister Trudeau,

Re: Support for Federal Assistance for People with Disabilities - COVID-19 Pandemic

At their regular meeting on July 15, 2020 Essex County Council received a letter from the Chair of the Essex County Accessibility Advisory Committee outlining the ECAAC's appeal for Federal Assistance for People with Disabilities - COVID-19 Pandemic. Essex County Council passed the following resolution:

140-2020

Moved By Gord Queen

Seconded By Crystal Meloche

That Essex County Council supports the request of the Essex County Accessibility Advisory Committee to seek additional funding from the Federal government for certified holders of the Disability Tax Credit (DTC) to assist with the added financial burden that many people living with disabilities are facing during the COVID-19 Pandemic;

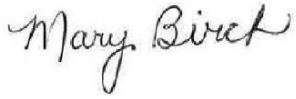
And further, that the resolution be circulated to the Prime Minister, the Minister of Employment, Workforce Development and Disability Inclusion, local members of parliament, local municipalities and to the Federation of Canadian Municipalities. –

Carried

As such, please find enclosed a copy of the ECAAC letter.

Should you require further information, please feel free to contact the undersigned at mbirch@countyofessex.ca.

Regards,



Mary Birch
Director of Council and Community Services / Clerk

CC:

- The Hon. Carla Qualtrough, Minister of Employment, Workforce Development and Disability Inclusion - Carla.Qualtrough@parl.gc.ca
- Chris Lewis, MP Essex - Chris.Lewis@parl.gc.ca
- Irek Kusmierczyk, MP Windsor-Tecumseh - Irek.Kusmierczyk@parl.gc.ca
- Dave Epp, MP Chatham-Kent-Leamington - Dave.Epp@parl.gc.ca
- Brian Masse, MP Windsor West - brian.masse@parl.gc.ca
- Municipalities of Amherstburg, Essex, Kingsville, Lakeshore, LaSalle, Leamington and Tecumseh
- Federation of Canadian Municipalities, President Bill Karsten - info@fcm.ca



June 30, 2020

Gary McNamara, Warden and Members of Essex County Council
360 Fairview Ave. W.
Essex, Ontario
N8M 1Y6

Dear Warden and Members of Council,

Re: Federal Assistance for People with Disabilities - COVID-19 Pandemic

Recently, the Federal government announced a 'Special one-time tax-free payment for certified holders of the Disability Tax Credit (DTC)'. They have committed to providing a special one-time tax-free payment to individuals as of June 1, 2020, as follows:

- \$600 for Canadians with a valid DTC certificate.
- \$300 for Canadians with a valid DTC certificate and who are eligible for the Old Age Security (OAS) pension.
- \$100 for Canadians with a valid DTC certificate and who are eligible for the OAS pension and the Guaranteed Income Supplement (GIS).

These payments, while appreciated, are inadequate compared to the added financial burden that many people living with disabilities are facing during the COVID-19 Pandemic. There is no end in sight to this crisis and people are running out of resources. Many of our most vulnerable people are suffering as a result of inadequate care, reduced availability of care-givers, added expenses, the loss of their ability to be independent and possibility the ability to provide for themselves during the pandemic. The need for additional living supports coupled with their limited means to cover those costs have put a great burden on an already marginalized group of citizens. Many people living with a disability have other underlying health issues, which means that they may be particularly vulnerable to contracting the virus, and thus need added PPE and to rely on goods and services to be delivered to them at their own expense. The cost of these added supports add-up quickly and the financial impact can mean disaster.

It is not enough to provide a one-time payment and we ask that the Federal government reconsider and increase their funding for people with disabilities during this crisis.

We ask that Council offer their support for people living with disabilities and forward this request to the Prime Minister as well as to the Minister of Employment, Workforce

519-776-6441
TTY 1-877-624-4832

360 Fairview Ave. W.
Essex, ON N8M 1Y6

countyofessex.ca

Development and Disability Inclusion, to our local members of parliament, to our local municipalities and to the Federation of Canadian Municipalities.

The Essex County Accessibility Advisory Committee wishes to raise awareness regarding this issue and is hopeful that people living with disabilities get the financial assistance that is not only vital, but also for some, could be a matter of life and death. The ECAAC is thankful to Council for continued support and for your attention to this very important matter.

On behalf of the ECAAC,

Christine Easterbrook

Christine Easterbrook
Chair, Essex County Accessibility Advisory Committee

31 July, 2020

Sent to all Clerks of Member Municipalities

Re: Essex Region Source Protection Committee – Municipal Representation

As required by the Clean Water Act, 2006, the Essex Region Source Protection Authority (ERSPA) has an established Source Protection Committee (SPC), which follows the guidance of Ontario Regulation 288/07 (O.Reg 288/07). The SPC is composed of 15 members, including five (5) representatives from the municipal sector. The remaining two-thirds of the SPC are representatives of key industries (e.g. agriculture, greenhouse operations, and fuel suppliers) and members of the public at large.

In 2007, the ERSPA striking committee proposed the following composition of municipal representation on the SPC.

- City of Windsor – 2 members
- Union Water Supply System – 1 member
- Town of Lakeshore – 1 member
- Town of Amherstburg – 1 member

The striking committee felt that those municipalities responsible for the Water Treatment Plants that provide the largest water supplies should have the opportunity to have representation on the SPC. A letter was sent to all Clerks of Member Municipalities on July 30, 2007 to this effect, and this distribution of representation was subsequently endorsed by all municipalities in 2007. At this time, the term of appointment is expiring for one municipal member, one municipal member is retiring and one municipal member has taken a new position and can no longer sit on the SPC in this role.

As of November 1, 2020, the term of appointment for Mayor Nelson Santos, representing Union Water Supply System, is expiring. Mr. Santos has indicated his intention to remain on the SPC until the end of his term on the Union Water Supply System Board in November 2022. Mr. Santos has been on the SPC since 2015 and we are grateful for his contribution and continued commitment to the protection of our sources of drinking water.

Kevin Girard, who was representing the Municipality of Lakeshore, moved to a new position elsewhere. The Municipality of Lakeshore named Albert Dionne as his replacement. Mr. Dionne has 20 years of experience in water management, serving in various roles building, designing and maintaining water distribution systems. Mr. Dionne began working for the Town of Lakeshore in February 2019 and is now their Manager of Environmental Services.

Paul Drca, a member of the SPC representing the City of Windsor since 2015, announced his retirement from his position at the City, and therefore from the SPC. Mr. Drca was a valued member of the SPC and will be missed. Ian Wilson will be temporarily taking Mr. Drca's place on the SPC until such time as Mr. Drca's position at the City is filled. Mr. Wilson has been a member of the SPC since 2014 in the Economic/Industry sector representing consultants; however, he has just taken a new position as an Engineer at the City of Windsor. We are pleased that Mr. Wilson is able to continue on the SPC during this transition. His now vacant position in the Economic/Industry sector has been advertised.

Municipal Councils are asked to endorse all municipal candidates prior to their formal appointment by the Essex Region Source Protection Authority as a regular SPC member. In keeping with our previous practices, at this time we are asking that all member Municipalities endorse the following individuals' appointment to the Essex Region Source Protection Committee:

- **Albert Dionne, Town of Lakeshore**, appointment date: September 10, 2020; expiration of appointment September 10, 2025.
- **Ian Wilson, City of Windsor**, appointment date: September 10, 2020; expiration of appointment September 10, 2021.
- **Nelson Santos, Union Water Supply System**, appointment date: September 10, 2020; expiration of appointment November 30, 2022.

Responses in the form of Council Resolutions are kindly requested by **31 August, 2020**. The Essex Region Source Protection Authority is scheduled to address this matter at their meeting on September 10, 2020.

This letter is sent under separate cover to municipal staff who have been appointed by their municipality to assist with Source Water Protection. Please contact me if you require any further information.

Sincerely,



Katie Stammmler, PhD
Water Quality Scientist and Source Water Project Manager
Essex Region Conservation Authority

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, July 8, 2020 held electronically at 6:00 PM.

Live stream is available on the BIA website at www.tecumsehbia.com

(TOTBBM-1-7)

CALL TO ORDER

The meeting is called to order at 6:03 p.m. by Candice Dennis, Chair

(TOTBBM –2-7)

ROLL CALL

Chair	Candice Dennis
Vice Chair	Michael Kennedy
Treasurer	Paul Bistany
Director	Brian Houston
Director	Linda Proctor
Director	Jules Champoux
Director	Joseph Fratangeli
Councilor	Andrew Dowie
Regrets: Director	Scott Harris
Director	Shane Meloche
Minute Taker: Coordinator	Paula Rorai
Guest:	No guests at this meeting.

At 6:03 PM motion to move to in-camera session to discuss employee wages.

At 6:20 PM motion to exit in-camera session and begin regular board meeting and to contact the coordinator to log into meeting.

Motion: (BBM-21/20) Moved by: P. Bistany
Second by: J. Champoux

THAT the regular board meeting goes into a closed session at 6:05 pm to discuss personal matters regarding the BIA Coordinator.

An In-Camera Meeting of Council may be held under with Section 239 (b) and (f) of the Municipal Act, 2001, which permits a meeting, or part of a meeting, to be closed to the public when the subject matter being considered is regarding personal matters about an identifiable individual, including municipal or local board employees.

Motion: (BBM-22/20) Moved by: L. Proctor
Second by: P. Bistany

THAT the board go out of the closed session at 6:20 pm and return to the regular board meeting.

The Coordinator logs into the electronic meeting.

(TOTBBM – 3-7)

DISCLOSURE OF PECUNIARY INTEREST - No disclosure at this meeting.

(TOTBBM – 4-7)

DELEGATIONS – No delegations at this meeting.

(TOTBBM – 5-7)

COMMUNICATIONS

5.1 TOTBIA Board of Management Meeting Minutes

Motion: (BBM-21/20) Moved by: B. Houston
Second by: J. Fratangeli

THAT the minutes of the Town of Tecumseh TOTBIA Regular Board of Management Meeting held on June 10, 2020 be approved as distributed.

APPROVED.

CARRIED.

5.2 LETTERS FROM – No letters at this meeting.

(TOTBBM – 6-7)

REPORTS

6.1 CHAIR REPORT – C. Dennis discusses the status of several items on the agenda.

6.2 TREASURER REPORT: P. Bistany reports on the month end financial report:

Tecumseh BIA		
2020 Month End Financials		
Treasurer's Report for the period ending:		06-30-2020
BIA Operating Account (8111130)	Bank Balance stands at:	\$ 81,502.93
Outstanding Cheques	see detail page	\$ (3,039.60)
BIA Ledger Balance stands at:		<u>\$ 78,463.33</u>
BIA Reserve Account -	Balance last month	\$ 35,524.47
	Bank charges	\$ (20.00)
	Interest	\$ 49.63
		<u>\$ 35,554.10</u>
Outstanding Receivables	see detail page	\$ -
WFCU - Share Capital #1		\$ 85.00
WFCU - Patronage Shares #4		\$ 60.00
WFCU - Patronage Shares #44		\$ 10.00
BIA Petty Cash	stands at:	\$ 510.00
Deposit Clearing		\$ 528.00
Square		\$ 77.88
Prepaid Expenses & Deposits		\$ 2,333.27
<u>Total BIA Current Assets :</u>		<u>\$ 117,621.58</u>
Tecumseh Dollars	Current Outstanding	\$ 6,685.00
Other BIA Liabilities and Equity :	from Xero report	\$ 110,936.58
<u>Total BIA Liabilities and Equity :</u>		<u>\$ 117,621.58</u>
Year To Date Levy Requisition: 2020	1st Quarter @ March 31	\$ 29,250.00
	2nd Quarter @ June 30	\$ 36,750.00
	3rd Quarter @ September 30	
	4th Quarter @ December 31	
Total Levy received to Date:		<u>\$ 66,000.00</u>

Tecumseh Business Improvement Area						
BIA Operating Account - # 8111130			06/30/2020			
Outstanding Payments						
2020-04-02	Cheque #2147 Ocean Bottom Soap Co	-\$80.00				
2020-04-06	Cheque #2154 Texthelp Inc.	-\$113.36				
2020-06-29	Cheque #2182	-\$2,846.24				
Outstanding Receivables						

Motion: (BBM-23/20)

Moved by: L. Proctor

Second by: B. Houston

THAT the Month End Treasurer's Reports as of June 30, 2020, be accepted and approved as distributed and filed for audit.

APPROVED.

CARRIED.

It was suggested to transfer \$50,000 from the BIA Operating account to the Reserve account.

6.3 COORDINATOR REPORT – P. Rorai reports the following:

Financial Information

- Windsor Rock Gym - April 10, 2019 deposit for rock wall of \$295 is not refundable; it will be carried over to be used in 2021.

Membership Statistics

- New businesses/members in the BIA area: WAITING FOR THESE TWO NEW MEMBERS TO OPEN
 - Freshii 1645 Manning Rd.
 - Taco Bell 1645 Manning Rd.
- Members closed/moved/new owners/names:
 - CLOSED: The Humble Baker 12150 Tecumseh Rd E.
 - Total Members closed due to COVID-19 (since March 2020 to current month) = 8

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

➤ Open – 398	
➤ Associate Members (No Vote) - 3	
➤ Empty Units/Bldgs. – 45	
➤ Empty Lots/– 16	
➤ Empty Commercial Houses – 12	
➤ Property Owners – 139 (29 Plazas)	
➤ Grand Total - 614	
Arts/Entertainment	6
Dining	56
Health & Wellness	135
Home/ Commercial Services	14
Professional Services	62
Retail	125
Vacant Lots	16
Property Owners	140
Vacant Units/Bldgs.	45
Residential/Commercial Houses	12
	614

6.4 COUNCIL REPORT –

Highlights from the June 23, 2020 Regular electronic Meeting of Council:

- Temporary Patios: Council acted to permit temporary patios for the hospitality sector to help facilitate COVID-19 Economic Recovery, authorizing By-Law 2020-48 setting out the process and guidelines for business owners. As part of the COVID-19 pandemic, businesses in the hospitality sector were closed to both dine-in and patio service with some businesses able to offer take out and delivery service instead. As part of the Province of Ontario's Framework for Reopening, restaurants, bars, food trucks and other food and drink establishments will be able to open for dining in outdoor areas only under Stage 2 of

the Framework. Additionally, hospitality businesses with a valid liquor licence who wish to temporarily extend the physical size of their existing licensed patio or temporarily add a new licensed patio will be authorized to do by the Alcohol and Gaming Commission of Ontario. This temporary measure will end on January 1, 2021 at 3:00 a.m. Licensed establishments must ensure they have municipal approval and meet all other applicable requirements to put these patio spaces in operation. In preparation for Stage 2 of the reopening process, many local businesses have been looking at either extending their existing patios or temporarily establishing new patio space to welcome back and safely service patrons for food and beverage. To facilitate these plans, Administration developed the Temporary Outdoor Patio Guidelines (the Guidelines) to assist business owners extend existing or establish new temporary patios on private and public property. The streamlined application process includes a template for a drawing of the proposed temporary patio or patio extension, an internal review process, inspection before opening and an agreement where the expanded patio encroaches onto public lands. While there are no application fees, a business owner who expands onto public lands will be required to cover the costs associated with entering into an agreement with the Town. The Guidelines are focused on maintaining public health and safety. The Town's Chief Building Official is authorized to inspect temporary patios and require adjustments to the patio in order to achieve compliance with the Guidelines. The application and Guidelines will be available on the Town's website and provided to the Tecumseh Business Improvement Area to share with their business members. Temporary patios will be permitted to operate up to January 1, 2021.

- Cancellation of Summer Recreation Programs: Council decided to cancel summer recreation programming including the Summer Day Camp and the Leisure Pool for 2020. The cancellation is a direct result of the current restrictions associated with COVID-19. Guidelines and recommendations for the operation of such programs are outlined in the Province of Ontario's Stage 2 Framework. Upon Administration's consideration of the format, facilities, staffing and operation costs, it was recommended that the 2020 Summer Day Camp and Leisure Pool programs be cancelled for 2020. In 2019, the Town provided summer camps for up to 70 children per day. Under the Stage 2 Framework guidelines, only 16 participants per day would be allowed. With this limited registration, the program revenues would not cover program expenses. Similarly, for the pool, swimming instruction could not be offered as physical distancing could not be maintained. Recreational swim occupancy would be reduced by 75% under the Stage 2 Framework guidelines. Revenues from such reduced occupancy would not cover the cost of lifeguards or the pool's mechanical system costs.
- Lakewood Park Food and Beverage Concession: Council approved the issuance of a Request for Proposals (RFP) to operate a concession operation at Lakewood Park. The previous agreement to operate Lakewood Café ended May 30, 2020. The RFP would provide for the concession operation at the former Lakewood Pro Shop Building and could include other commercial offerings that would fit within the envelope of the building and cater to the users of the park. The RFP will be released in July with a closing date in August. With the current COVID-19 restrictions it is not expected that the successful applicant would be operational until late 2020 or 2021. A report on the results of the RFP will be provided to Council at a later date.
- Windsor-Essex Provincial Offences Act Annual Report 2019: Council received the Windsor-Essex Provincial Offences Act (POA) Annual Report for 2019. Net profit received from POA charges was \$143,867 or 54% over 2018. The increase was due to significant increases in fines collected. POA revenues are highly dependent on the volume of charges laid and the type and quality of new charges laid. POA tickets are primarily made up of Highway Traffic Act offences but could include other provincial offences.
- 2020 Asphalt Paving Tender Award: Council approved the award of the approximately \$900,000 asphalt paving contract to Coco Paving Inc. for 2020 work. The following streets are included in the 2020 Asphalt Paving Program:
 - Beachgrove Road (full extent)
 - Pentilly Road (Beachgrove Road to cul de sac)
 - St. Thomas Street (Centennial Drive to Amberley Crescent)
 - Papineau Court (full extent)
 - Shields Street (Lesperance Road to St. Alphonse Avenue)
 - Odessa Drive (full extent)
 - Shawnee Road (Gouin Street to County Road 22)
 - Wellwood Court (full extent)
 - Thalthorpe Court (full extent)
- 2020 Tar and Chip Tender: Council approved the award of the approximately \$181,000 Tar and Chip tender to Shepley Road Maintenance. The 2020 Tar and Chip Program includes the tar and chip of the 9th and 10th Concession Roads from County Road 8 to South Talbot Road as well as tar and chip repair work and crack sealing at various locations throughout Town.

6.5 COMMITTEE REPORTS

6.5.1 Marketing Committee – C. Dennis reports on the license plate cover project

1. License Plates – No current report.

2. COVID Signs – Three different style signs have been ordered and a notice to Members on Facebook and email that a limited quantity of these signs is now available. It was agreed for the Coordinator to get prices on disposal masks and small hand sanitizer bottles to distribute to Members.

6.5.2 Membership Committee

1. Tecumseh Dollar Program – P. Rorai reports on the status of Tecumseh Dollars, listed below is the Tecumseh Dollar Report for June 2020:

Tecumseh Dollars Report		June 30, 2020
Current Tecumseh Dollars Totals		
Transaction	Amount	Notes
Redeemed to Members*	\$24,700	*Dollars redeemed in 2020
Donated (\$5,000)	\$1,990	Does NOT include Holiday Draw (\$1,000)
Dollars Sold:		
Actual Value	\$19,420	
Discount 20%***	\$3,954	
Square Fee (Credit/Debit)	\$160	
Total Tecumseh Dollar Expense	\$4,114	
2020 Budget	\$14,000	Allocated Expense Total
Actual Tec Dollar Expenses	\$4,114	
Budget VS Actual	\$9,886	Balance
Outstanding Tecumseh Dollars*		
2020 Donated	\$1,610	
2020 Sold	\$7,550	\$9,160
2019 (Sold & Donated)	\$7,985	\$7,985
2018 Donated \$10	\$960	
2018 Donated \$5	\$185	\$1,145
Total Outstanding Liability		\$18,290
* Tecumseh Dollars that have been sold and/or donated		
but have not been redeemed by the BIA		
Current Inventory - Unused		
Type of Tecumseh \$	Quantity	Value
Sell* \$25	348	\$8,700
Sell* \$50	102	\$5,100
Total		\$13,800
Donate* \$10	24	\$240
Donate* \$25	104	\$2,600
Total		\$2,840

The Coordinator informed the Board that current Tecumseh Dollar inventory is:

\$7925.00 value of Tecumseh Dollars to sell and \$2790.00 to donate.

The Coordinator will order \$20,000 Tecumseh Dollars to sell and it was also suggested to ask customers where they plan on using their Tecumseh Dollars as well as create a marketing campaign to entice customers from all over Windsor Essex to purchase and spend Tecumseh Dollars with our Members.

2. Associated Membership Program –
 - o New Associate Members: None currently.
 - o Potential New Members:
 - Lombardi Barber Shop
 - Sherwin Williams

6.5.3 Streetscaping Committee

1. BIA Parkette – No report.
2. Bike Racks – No report.

6.5.4 Events Committee

1. BIA Christmas Party – The 2020 Christmas Party date is reserved for November 28, 2020; a \$500 deposit has been sent to Beach Grove and M. Kennedy will sponsor the event.
2. Banner Contest – All but one student has picked up their award, copy of their drawing and taken their picture. The public can view all the banners and students on the BIA website on the Gallery without Walls page.

6.5.5 Governance Committee

1. Memorandum of Understanding - No report at this meeting.
2. COVID-19 Safe Workplace Policy – Waiting for feedback from the Clerk.

(TOTBBM – 7-7)

UNFINISHED BUSINESS

- 7.1 Way Finding Signage – Board agrees to differ this project.
- 7.2 Coordinator Position – The Chair has contacted the candidate and due to childcare limitations can start employment in September 2020.
- 7.3 COVID-19 Reopen Signage – C. Dennis reports that Lacasse Printing is offering reopen signage and presents the various quotes that was created for the BIA Members and possibly the BIA subsidize the cost for Members. B. Houston volunteers to assist C. Dennis with this project and will contact Lacasse Printing, who is a Tecumseh BIA Associate Member for suggestions on which signage to offer to BIA Members.
- 7.4 Beautification Projects – Garbage Cans, Bus Stop, Mural – differ to next Board meeting.

(TOTBBM – 8-7)

NEW BUSINESS

- 8.1 None currently.

(TOTBBM – 9-7)

NEXT MEETING

The next regular general meeting is scheduled on **Wednesday, August 12, 2020 at 6:00 PM** and is currently scheduled to be held electronically. The live stream will be available on the BIA website at www.tecumsehbia.com

(TOTBBM – 10-7)

ADJOURNMENT

Motion: (BBM-24/20)

Moved by: J. Champoux

Second by: B. Houston

THAT there being no further business, the July 8, 2020 regular general meeting of the TOTBIA Board of Management be adjourned at 7:20 PM.

CARRIED.

APPROVED.

<p style="text-align: center;">DRAFT ONLY MINUTES NOT APPROVED</p>

Candice Dennis, Chair

Paula Rorai, Coordinator



The Corporation of the Town of Tecumseh

Chief Administrative Officer

To: Mayor and Members of Council

From: Margaret Misek-Evans, Chief Administrative Officer

Date to Council: August 11, 2020

Report Number: CAO-2020-06

Subject: Boundary Adjustment Agreement and the County Road 43 Class
Environmental Assessment Study

Recommendations

It is recommended:

That CAO-2020-06, Boundary Adjustment Agreement and the County Road 43 Class Environmental Assessment, **be received**;

And that a copy of CAO-2020-06 **be submitted** to County Council for their information;

And further that it is requested that County Council give consideration to passing a motion to:

- honour the County's obligations set out in the 2003 Boundary Adjustment Agreement; and
- complete a detailed design that is consistent with the recommended solution identified within the 2009 County Road 43 Environmental Study Report; and
- prioritize the aforementioned detailed design in 2020/2021, with construction to commence no later than 2023.

Background

In December 2002, the Province of Ontario approved the transfer of approximately 6,500 acres of land (annexed lands) from the Town of Tecumseh to the City of Windsor. This boundary adjustment was the culmination of a negotiation process that was originally triggered by

several years of political volatility and instability as the City of Windsor sought to implement a significant municipal restructuring in the region.

Briefly, the Town gave up 6,500 acres (approximately \$90M in assessment (2000)) in perpetuity to facilitate the continuation of the City and the County as separate entities, thereby also preserving intact the 7 municipalities of Essex County. A Boundary Adjustment Agreement (Agreement), effective January 1, 2003, set out the terms agreed upon by the Town of Tecumseh, the County of Essex and the City of Windsor. In return:

- The Town received \$2.41M of payment in lieu of taxes from the City of Windsor by 2007 (the County received \$1.30M);
- The jurisdiction for Banwell Road was transferred in segments to
 - the City, from County Road 22 to the Canadian Pacific Rail (CPR) tracks; and
 - the County, from south of the CPR tracks to County Road 42.
- The jurisdiction for the 11th Concession was transferred to the County;
- The City was to make improvements at its cost to the transferred segment of Banwell Road. Timing of these improvements was not specified in the Agreement. The Banwell Road Environmental Study Report was completed in September 2016 and the City is undertaking the first phase of construction this Fall (Tecumseh Road to Palmetto Street); and
- A commitment was made by the County to realign Banwell Road with the 11th Concession Road to form a single continuous north-south roadway, with the County undertaking and implementing the Class EA study with construction completed within 5 years of EA completion (or earlier if mutually agreed to).

A summary of the responsibilities of each party indicating the status of completion is found in Attachment 1, with a copy of the Agreement. While the Town and the City have each fulfilled their assigned obligations within the timelines set out in the Agreement, the County has not. While the County completed the County Road 43 Environmental Study Report (CR43 ESR) in 2009, over 10 years later, final design and construction have not been completed. Attachment 2 contains a description of the Technically Recommended Design from the CR43 ESR.

Town Administration have been in discussions with County Administration on design considerations since 2018 for various studies and projects such as the detailed design of CR42 which includes the Diversion of CR43 (the area subject to the Agreement). After several meetings, e-mail and formal correspondence advocating for the provisions of the Agreement and the recommended solution in the CR43 ESR, we are at a standstill. A recent letter from the County further delays the detailed design stage for the CR43 ESR to possibly 2021/2022.

As Council is aware the CR42 and 43 corridors in this area frame the Tecumseh Hamlet settlement area, one of the last remaining designated growth areas within the Town. Council has prioritized development as a strategic priority in this term of office. The lack of progress on

the implementation of the CR43 ESR recommended solution has a direct impact on the Town's ability to ready the adjacent lands within the Tecumseh Hamlet for development.

From the Town's perspective, there are three primary unresolved issues:

1. the design discussed with County Administration to date does not conform to the recommended solution approved in the CR43 ESR;
2. the limits of the proposed detailed design accounts for only two-thirds of the CR43 ESR study area length, omitting that portion of CR43 from Shields to the CPR tracks; and
3. the proposed timing of the design does not comply with the terms set forth in the Agreement, and there has been no commitment to date from the County on the timing for construction.

Comments

Issues 1 & 2: Proposed Design Not in Conformity with 2009 CR43 ESR

The area affected by the CR43 ESR is a designated urban area within the Sandwich South Official Plan and the County Official Plan. The Town was engaged throughout the course of the preparation of the CR43 ESR to ensure incorporation of an urban design standard, inclusive of active transportation facilities and landscaping along the corridor. Attachment 3 describes specific design considerations that were included in the approved 2009 CR43 ESR.

The County initiated the detailed design of the CR42 Reconstruction which included the Diversion of CR43 in early 2018. The County's Infrastructure Services Department (Infrastructure Services) determined the initial scope and extent of the works on CR43 was to include an interim solution consisting of a two-lane rural cross section phased for only two-thirds of the study length. This interim solution and phased approach was not contained within the approved CR43 ESR nor the Agreement (See Attachments 1 and 3).

Further discussions with Infrastructure Services in July 2019 resulted in a revision to the CR43 scope of works to complete the detailed design for the recommended solution. However, the extent of the works proposed only accounted for about two-thirds of the full length identified within the CR43 ESR (1.23km of the 1.93km length) and does not comply with the terms of the Agreement (see Attachment 4). The Town raised concerns with this approach and again highlighted the terms of the Agreement, specifically section 2.3(v) with County Administration.

As the detailed design of CR43 progressed into late 2019, the Town raised additional concerns as Infrastructure Services deviated from the approved road cross-section contained within the CR43 ESR, specifically on clearance requirements and the treed boulevard which would separate pedestrian facilities from the roadway (see Attachment 3).

Issues 2 & 3: Timing of CR43 ESR Improvements

With the CR43 ESR being completed in 2009, the full works as outlined in the CR43 ESR **should have been completed by 2014**, as outlined in section 2.3(v) of the Agreement:

“v) the County agrees to assemble all necessary lands and undertake said works within the earlier to occur of 5 years from the date that said Initial Class Environmental Assessment is completed or such earlier date as mutually agreed upon by the Town and the County;”

Infrastructure Services has not determined the timing for construction of the recommended works as outlined in the CR43 ESR. This is a significant concern to Town Administration as this obligation was one of the fundamental terms that brought some nominal level of value to the Town for it agreeing to the transfer of 6,500 acres to the City. Given the fulfillment of the other obligations by the Parties to the Agreement, including the core issue of providing for the transfer of the 6,500 acres from the Town to the City, it is of grave concern that this obligation which is of benefit to the Town remains outstanding and without a concrete end-date in sight.

More recently, Infrastructure Services has indicated their intent to postpone the detailed design for two-thirds of the CR43 improvements to possibly 2021/2022, with no indication of when construction will take place. There has also been no indication of the timing for the design and construction of the remaining one-third length of CR43 (Shields to CPR Tracks).

Neither the proposed design date nor the lack of a construction timeline comply with the Agreement or the CR43 ESR. Moreover, the limits of the proposed detailed design accounts for only two-thirds of the study length with no consideration for the remaining one third.

Recommended Next Steps

Given the foregoing and the challenges faced at the Administrative level to achieve compliance with the Agreement and concurrence with the approved CR43 ESR, we are requesting the assistance of Council. There has been an unwillingness on the part of Infrastructure Services to engage with the Town to discuss and address our concerns. Town correspondence that dates back to 2019 has gone unanswered. The Town's attempts to resume meetings since January 2020 to resolve these issues have been unsuccessful.

To that end, Administration requests that Town Council formally advise County Council of the outstanding obligations of the Agreement and request a motion of County Council to:

- honour the County's obligations set out in the 2003 Boundary Adjustment Agreement; and
- complete a detailed design that is consistent with the recommended solution identified within the 2009 CR43 ESR; and
- prioritize the aforementioned detailed design in 2020/2021, with construction to commence no later than 2023.

Other Options

The Town Solicitor was asked to identify other options available to the Town to achieve compliance with the Agreement and the CR43 ESR recommended solution. The Town Solicitor provided the following from the Agreement:

Article 14 of the Boundary Adjustment Agreement contains dispute resolution provisions. Subarticle 14.1 contemplates a dispute “arising out of the interpretation of this agreement” may be resolved through mediation. Mediation is a process whereby the mediator (neutral third party) chairs a meeting process with the parties to determine if the parties can develop a resolution (in part or in whole) of their dispute. A successful mediation process is typically followed up by an agreement documenting the manner in which the dispute is resolved, what actions shall be taken by each of the parties, at what cost and within what time frame and/or sequence.

If the parties cannot agree on a mediator or mediation does not resolve the dispute, the matter in dispute is referred to arbitration. The arbitrator, often a retired lawyer or judge (or someone with past experience issuing decisions respecting the subject matter of the dispute), hears evidence and argument of the parties in a manner similar to a trial or hearing and subsequently renders a decision on the matters in dispute. Article 14.3 indicates that the decision of the arbitrator “shall be final.” If the City of Windsor (a party to the Boundary Adjustment Agreement) is not a party to the mediation/arbitration, subarticle 14.4 provides that the costs of the mediation and/or arbitration are to be shared equally between the County and the Town.

If proceedings with the County in regards to the terms of the Boundary Adjustment Agreement and Environmental Study Report outlined herein remain frustrated, Administration and the Town Solicitor will report back to Council to seek direction on the option for dispute resolution set out above.

Consultations

Planning & Building Services
Public Works & Environmental Services
Town Solicitor

Financial Implications

The financial implications associated with this report are unknown at this point and are contingent on the amount of time the Town Solicitor is required to spend on this file. Considerable senior staff time has been spent on this matter to date.

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 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:

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

Reviewed by:

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

Recommended by:

Margaret Misek-Evans, MCIP, RPP
Chief Administrative Officer

Attachment Number	Attachment Name
1	Summary of Boundary Adjustment Agreement
1A	Boundary Adjustment Agreement
1B	Map 1 Annexed Lands
2	Summary of County Road 43 Class Environmental Assessment
2A	CR43 ESR Technically Recommended Design (Fig 7-2, Sheets 1-6)
3	Summary of County Road 43 ESR & Detailed Design
3A	July 30, 2007 Letter & July 25, 2007 Planning Report
4	Extent of CR43 ESR Limits

Tecumseh-Windsor-Essex Boundary Adjustment Agreement

This Agreement (attached) specifies commitments, obligations and responsibilities of each of the parties, which can be summarized below, along with the status of each:

The Town of Tecumseh

- The Town to transfer to the City the annexed lands, which is approximately 6,500 acres (as depicted in Map 1). **Obligation fulfilled;**
- The Town and County to transfer to the City any studies, plans, records, designs or similar material that it has prepared and that are public in nature and related to the annexed lands, which includes documentation related to municipal drains. **Obligation fulfilled;**
- The Town to transfer ownership of watermains and services within the annexed lands to the Windsor Utilities Commission (WUC). **Obligation fulfilled;**

The City of Windsor

- The City to receive the annexed lands (approximately 6,500 acres) from the Town of Tecumseh. **Obligation fulfilled;**
- The City to assume jurisdiction of Banwell Road from County Road 22 to the southerly limit of the Canadian Pacific Rail (CPR) Tracks (as depicted in Map 1). **Obligation fulfilled;**
- The City to complete all improvements and expansions to its segment of Banwell Road as identified in an approved Municipal Class Environmental Assessment (Class EA) undertaken by the City at no cost to the Town of Tecumseh or the County of Essex. There was nothing included in the Agreement establishing the time-frame within which the road improvements were to be completed. **Class EA obligation fulfilled. Road improvements not fulfilled;**
- The City to provide the Town with access to the City's segment of Banwell Road via no fewer than three intersections, which includes Intersection Road. **This obligation has been partially fulfilled insofar as it has been recognized in the City's Class EA.;**
- The City to assume all responsibility for the provision of municipal services within the annexed lands. **Obligation fulfilled;**
- The City to make payments to the Town (\$2.41M) and the County (\$1.30M) between 2003 and 2007 in lieu of lost taxes. **Obligation fulfilled;**

The County of Essex

- The County to assume jurisdiction over Banwell Road from south of the CPR Tracks and the 11th Concession Road from County Road 42 to County Road 46 (as depicted in Map 1). **Obligation fulfilled;**
- The County to proceed with a Class EA when the level of service at either or both of the Banwell Road and County Road 42 intersection and the 11th Concession Road and County Road 42 intersection reaches Level D as determined in a Traffic Impact Study or at such earlier time as mutually agreed upon by the Town and County. **Obligation fulfilled;**
- The County to pay for and undertake all upgrades, improvements, expansions and realignments so that Banwell Road and 11th Concession Road form a single continuous north-south roadway. **Obligation not fulfilled;**
- The County agrees to assemble all necessary lands and undertake said works (within the Class EA) within the earlier to occur of 5 years from the date that said Initial Class EA is completed or such earlier date as mutually agreed upon by the Town and the County. **Obligation not fulfilled. Although some land assembly may have occurred, all lands and undertaking of works has not been fulfilled in the required timelines;**
- The County to pass all necessary by-laws to give effect to the provisions listed above (s.2.3 of the Agreement). **It is unknown whether this obligation has been fulfilled;**

BOUNDARY ADJUSTMENT AGREEMENT

AMONG:

THE CORPORATION OF THE TOWN OF TECUMSEH,

“The Town”

and

THE CORPORATION OF THE COUNTY OF ESSEX

“The County”

and

THE CORPORATION OF THE CITY OF WINDSOR

“The City”

INTRODUCTION:

The Town, the County and the City (“the municipalities”) have negotiated an agreement among them for the transfer of a parcel of land (“the annexed lands”), located in the Town and the County, to the City by way of a restructuring proposal pursuant to sections 25.2 and 25.4 of the *Municipal Act*, R.S.O. 1990, Chapter M45.

This document sets out the agreement among the municipalities.

THIS DOCUMENT WITNESSES that in consideration of the mutual covenants and agreements contained in it, and subject to the terms and conditions contained in it, the municipalities agree as follows:

1.0 EFFECTIVE DATE AND IMPLEMENTATION:

1.1 This agreement is deemed to constitute a restructuring proposal, which will be submitted to the Minister of Municipal Affairs and Housing (“the Minister”) for implementation, effective January 1, 2003 (“the effective date”). The Minister is authorized by the municipalities to implement those provisions of this agreement that the Minister has authority to implement. The municipalities agree that all of the provisions of the agreement are binding upon them, whether contained in the Minister’s Order or otherwise.

2.0 LANDS TO BE ANNEXED

2.1 This Boundary Adjustment Agreement concerns a proposed annexation of part of the Town, in the County to the City as follows:

The lands as offered by the Town of Tecumseh to the City of Windsor, generally described as being bounded by the easterly limit of the City of Windsor, the northerly limit of Highway 401, the north-south half lot line east of County Road 17 and the extension of that line, from the northerly limit of Highway 401 to the northerly limit of County Road 42, the northerly limit of County Road 42 from the north-south half lot line east of County Road 17 to the easterly limit of Farm Lot 141, the said easterly limit of Farm Lot 141 to the southerly limit of the CP railroad tracks, the southerly limit of the CP railroad tracks to a line 23 feet east of Banwell Road, the line 23 feet east of Banwell Road and parallel to Banwell Road, the curved line delineating the lands intended for the E.C.Row/County Road 22 at Banwell interchange to the line being the extension southerly of the easterly limit of the City of Windsor east of Banwell Road, the line being the extension southerly of the easterly limit of the City of Windsor from County road 22 to the intersection of the easterly limit of the City of Windsor with the southerly limit of the City of Windsor east of Banwell Road, as shown on the attached map.

which lands are referred to in this agreement as “the annexed lands”.

2.2 The municipalities agree as follows:

- i. that it is in their interest to create a common corridor for the purpose of installation and operation of municipal services and utilities of every nature and description;
- ii. the common corridor will be contained within the road allowance of Banwell Road (as same exists or as may be modified from time to time) beginning at the intersection of Banwell Road and Wyandotte Street and thence southerly within the Banwell Road road allowance to its intersection with County Road 42;
- iii. the common corridor will be common in the sense that the municipalities will each be entitled to access and use thereof for services and utilities as aforesaid as and when needed throughout the entire common corridor; and
- iv. the municipalities agree to enter into a written contract which will more particularly define the parameters of their relationship pertaining to the common corridor including, without limiting generality, such matters and things as mutual/common connections, common use of services and

obligations of with respect to one another for construction, maintenance and repair.

- v. The City agrees that with respect to that portion of Banwell Road situate between the southerly limit of County Road 22 and the southerly limit of the CP railroad tracks (the "Banwell Lands");
 - i. all upgrades, improvements and expansions, as identified in an approved Class Environmental Assessment report, shall be undertaken by the City at no cost to the Town or County;
 - ii. prior to construction of the upgrades, improvements and expansions noted in (i) above, the City agrees that:
 - a) the Town may connect roads to the Banwell Lands; and
 - b) improvements required to facilitate such connection of roads to the Banwell Lands and cost sharing amongst affected parties pertaining thereto shall be determined pursuant to a Traffic Impact Study.
 - iii the City shall provide the Town with access to the Banwell Lands via no fewer than three (3) intersections including Intersection Road and additional connections as justified by a Traffic Impact Study.

2.3 The County agrees that it will assume jurisdiction over the following:

- i. all of that portion of the Banwell Rd. road allowance (as expanded from time to time) situate south of the southerly limit of the CP railroad tracks; and
- ii. all of the 11th Concession Road from the southerly limit of County Road 42 to the northerly limit of County Road 46;

and the County agrees that:

- iii the County will proceed with a Class Environmental Assessment when the level of service at either or both of the Banwell Road and County Road 42 intersection and the 11th Concession Road and County Road 42 intersection reaches Level D as determined in a Traffic Impact Study or at such earlier time as mutually agreed upon by the Town and the County;
- iv it will pay for and undertake all upgrades, improvements, expansions and re-alignments so that Banwell Road and 11th Concession Road form a single, continuous North/South roadway, understanding that a final determination of

the roadway configuration is subject to the results of the Class Environmental Assessment;

- v the County agrees to assemble all necessary lands and undertake said works within the earlier to occur of 5 years from the date that said Initial Class Environmental Assessment is completed or such earlier date as mutually agreed upon by the Town and the County; and
- vi the County will pass all necessary by-laws to give effect to the provisions above.

3.0 REPRESENTATION:

3.1 The annexed lands shall form part of Ward 4 in the City as of the effective date and the residents of the annexed lands shall be entitled to vote in the City in the regular municipal elections to be held in November 2003 in accordance with the *Municipal Elections Act, 1996*.

4.0 COMPENSATION:

4.1 In consideration of the transfer of the annexed lands from the Town to the City, the City will make payments totalling \$3,710,000.00 to the Town and the County, payable as follows:

<u>YEAR</u>	<u>TOTAL</u>	<u>TECUMSEH</u>	<u>COUNTY</u>
January 1, 2003	\$2,000,000	\$1,300,000	\$700,000
January 1, 2004	\$500,000	\$325,000	\$175,000
January 1, 2005	\$500,000	\$325,000	\$175,000
January 1, 2006	\$500,000	\$325,000	\$175,000
January 1, 2007	\$210,000	\$135,000	\$75,000
	\$3,710,000	\$2,410,000	\$1,300,000

4.2 Interest at the rate of 1.25% per month shall be payable by the City to the Town or the County as the case may be on any amount of the above mentioned sums that are not paid on the due dates in question and interest shall accrue on any outstanding balance from the date the payment was due pursuant to this agreement until the balance is received by the Town or the County as the case may be.

5.0 TAX COLLECTION AND ASSESSMENT

5.1 The Town will issue, prior to January 9, 2003, a final notice of all real property taxes, charges or rates levied under any general or special Act in the annexed lands and uncollected as of

December 31, 2002 ("outstanding taxes") to each affected property owner, instructing them to remit all outstanding taxes to the City. The Town shall remit to the City within 30 days following receipt by the Town any payments on account of outstanding taxes remitted to the Town subsequent to the effective date.

5.2 The outstanding taxes shall be deemed to be taxes due and payable to the City and may be collected by the City.

5.3 Prior to January 16, 2003, the clerk of the Town shall prepare and furnish to the clerk of the City a special collector's roll showing all outstanding taxes and the persons assessed for them.

5.4 The City shall pay to the Town prior to February 1, 2003 an amount equal to the outstanding taxes.

5.5 The City shall have the authority to continue with any tax sale procedures in the annexed lands initiated by the Town pursuant to the provisions of the *Municipal Tax Sales Act* that have not concluded by the effective date. The proceeds of such tax sales, subject to the provisions of the *Municipal Tax Sales Act*, shall vest in the City subject to settlement pursuant to paragraph 5.4

5.6 If the Minister does not issue the restructuring Order for this proposal prior to the finalization of the assessment roll for the annexed lands for the year 2003, the Municipal Property Assessment Corporation (MPAC) shall be authorized to amend the assessment roll for the annexed lands for the taxation year 2003 to reflect the transfer of the annexed lands from the Town to the City. For the purposes of the assessment roll to be prepared for the City for taxation in the year 2003, the annexed area shall be deemed to be part of the City and shall be assessed on the same basis that the assessment roll for the City is prepared.

5.7 Any charges for local improvements that have been initiated by the Town pursuant to a by-law passed under the provisions of the *Local Improvement Act* in the annexed lands that are still in effect at the effective date ("local improvement charges") shall be collected by the City pursuant to such local improvement by-law and shall be paid to the Town annually on July 31 for the total amount levied in that year.

5.8 Prior to January 16, 2003, the clerk of the Town shall prepare and furnish to the clerk of the City in respect of the annexed land, a schedule detailing the local improvement charges, to facilitate billing of these by the City and payment of these amounts to the Town.

6.0 TAX PHASE-IN

6.1 Commencing January 1, 2003, any increase in the rate of taxes for municipal purposes for the annexed lands which would occur solely as a result of this annexation shall be phased in for the

municipal portion of the real property tax bill equally over a period of five years. Notwithstanding the foregoing, the municipalities agree that capping legislation will apply.

7.0 PROVISION OF MUNICIPAL SERVICES:

7.1 The City will assume all responsibility for the provision of municipal services including but not limited to roads, sewer, water, police protection and fire protection for the annexed lands and the said municipal services shall become the responsibility of the City as of the effective date or as otherwise agreed to by the municipalities. Municipal services will include the cost of the supply and maintenance or repair of any appurtenances or other equipment that may be necessary for the operation of the service in question.

8.0 STUDIES, PLANS, RECORDS:

8.1 The Town and the County will transfer to the City any studies, plans, records, designs or similar material that it has prepared and that are public in nature and relate to the annexed lands.

8.2 The Town and the County agree that after the effective date they will continue to cooperate with the City by providing such supporting information and documentation that is in their possession or under their control that is requested by the City to enable the City to respond to court actions or appeals brought to the Ontario Municipal Board by residents of the annexed lands.

8.3 The Town and the County agree to provide to the City the information and documentation on hand with respect to the municipal drains located in the annexed lands that may be the subject of assessments under the *Drainage Act*.

9.0 EMPLOYEES:

9.1 There will be no transfer of employees or other staff from the Town or the County to the City as a result of this restructuring.

10.0 PROPERTY:

10.1 Subject to paragraph 10.2, the Town will transfer, as of the effective date to the City any pipes, pumping stations and related appurtenances for any public utilities in the annexed lands.

10.2 The Town agrees to transfer ownership of water mains and services identified in Schedule "A" to the Windsor Utilities Commission or its successor municipal services board ("WUC") as of the effective date. The Town agrees to enter into an operating agreement with WUC whereby the

Town continues to operate this infrastructure until such time as City/WUC services are extended to the annexed lands.

10.3 There will be no transfer of any property from the City to the Town or to the County other than as provided for in this proposal.

10.4 All real property, including but not limited to any roadways, bridges, street fixtures, easements and restrictive covenants running with Town land located in the annexed lands, vests in the City which will assume ownership and control and responsibility for the maintenance and repair of these as of the effective date or as otherwise agreed to by the municipalities.

10.5 All real property, including but not limited to any roadways, bridges, street fixtures, easements and restrictive covenants running with County land located in the annexed lands, vests in the City which will assume ownership and control and responsibility for the maintenance and repair of these as of the effective date or as otherwise agreed to by the municipalities.

10.6 The municipalities acknowledge that the maintenance, repair and construction of the municipal road system located within the annexed lands shall remain at the same level of service currently provided by the Town or the County until the City assumes responsibility for the maintenance, repair and construction of the roads on the effective date or as otherwise agreed to by the municipalities.

10.7 Any securities, letters of credit or similar instruments that are held in trust by the Town with respect to any Site Plan Agreements, Subdivision Agreements or any other development agreements in the annexed lands shall vest with the City as of the effective date and documentation related thereto shall be transferred to the City prior to February 1, 2003.

10.8 The Town and County agree to transfer their rights in any utility franchise agreements or contracts for natural gas, telephone, telecommunications and cable television installations in the annexed lands to the City as of the effective date.

11.0 LIABILITIES:

11.1 Except as specifically provided for in this agreement, any liabilities, obligations or responsibilities that the Town or the County may have that relate to the annexed lands shall be transferred to the City as of the effective date. The Town and the County are not aware of any litigation that relates to the annexed lands.

11.2 Any litigation commenced prior to the effective date, or after the effective date with respect to matters that occurred prior to the effective date with respect to the annexed lands, remains the obligation of the Town or the County, as the case may be.

12.0 MUNICIPAL BY-LAWS AND OFFICIAL PLANS:

12.1 Any comprehensive zoning By-law or amendments thereto, or site plan control bylaws, passed pursuant to section 34 or 41 or predecessor of those sections of the *Planning Act*, or any Official Plan or amendments thereto of the Town that have been approved or adopted for the annexed lands pursuant to the provisions of the *Planning Act* shall be deemed to be part of the zoning By-law and Official Plan for the City as of the effective date and shall remain in full force and effect in the annexed lands until amended or repealed or otherwise replaced by the City pursuant to the provisions of the *Planning Act*.

12.2 The Town's Development Charges By-law as it affects the annexed lands shall continue to apply to the annexed lands as if it were a By-law of the City and shall remain in full force and effect in the annexed lands until amended or repealed or otherwise replaced by the City pursuant to the provisions of the *Development Charges Act*.

12.3 Any part of an Official Plan of the County pertaining to the annexed lands ceases to apply to the annexed lands as of the effective date.

12.4 Any application to amend the Comprehensive Zoning By-law or the Official Plan for the Town that was initiated prior to the effective date for the annexed lands shall be continued by the City having regard for the zoning By-law and Official Plan for the Town.

12.5 Save and except as provided for in Sections 12.1 and 12.2, and this paragraph, any By-laws and Resolutions of the City shall come into force and take effect in the annexed lands as of the effective date save and except for the Town By-laws and County By-laws passed pursuant to the *Highway Traffic Act* or the *Municipal Act*, that regulate the use of highways by vehicles or pedestrians, which establish speed limits or parking restrictions within the annexed lands or that regulate the encroachment or projection of buildings or any portion thereof upon or over highways, by-laws of the Town or the County passed under section 45, 58, or 61 or a predecessor of those sections of the *Drainage Act*, by-laws passed under section 10 of the *Weed Control Act*, and by-laws conferring rights, privileges, franchises, immunities or exemptions that could not have been lawfully repealed by the council of the Town or the County, as the case may be, which By-laws shall be deemed to be By-laws of the City and shall remain in force and effect until amended or replaced by the Council for the City.

12.6 The Town will circulate to the City any application that may be made to the Town prior to the effective date for an Official Plan Amendment, zoning By-law Amendment, Consent for Severance, Minor Variance, Site Plan Agreement, Plan of Subdivision or Plan of Condominium for the annexed lands.

12.7 All residents in the annexed lands shall, as of the effective date, be residents of the City and all non-resident charges assessed against these residents for the use of facilities in the City or services of the City shall cease to apply as of the effective date.

13.0 **MORATORIUM:**

13.1 Subject to Article 13.3, the municipalities agree that none of them will seek any further changes to the boundary separating the City from the County until the earlier to occur of the following two dates:

- (a) January 1, 2023; or
- (b) at a date prior to January 1, 2023, when the City has demonstrated, acting reasonably, that there is an insufficient inventory of employment land and residential land to accommodate the City's projected growth for a time horizon of up to twenty years. The City shall demonstrate the insufficiency of said inventory by utilizing and conforming with the *Projection Methodology Guidelines of the Ministry of Municipal Affairs and Housing – 1995* (the "Guidelines"), and by conforming with the *Provincial Policy Statement* issued under section 3 of the *Planning Act of Ontario*, which came into effect by Order in Council No. 746-96 on May 22, 1996.

Notwithstanding the generality of Article 13.1 (b) above, when utilizing the *Guidelines* in the calculation of the Total Land Requirements of the City, there shall be included in the calculation of "designated vacant lands" the total area of all lands in the City which have not been fully developed in accordance with applicable zoning and/or official plan provisions, regardless of ownership.

13.2 For greater certainty, the municipalities agree that any disagreement arising among them concerning implementation or interpretation of Article 13.1 (b) above shall be referred to mediation and then arbitration in accordance with the provisions of Article 14 below.

13.3 Notwithstanding Article 13.1 or any other provision of this agreement, the municipalities agree that minor boundary changes between the City and County may be required from time to time and may be effected by a mutual agreement of the City, the County and the affected County municipality requesting a restructuring order to be signed by the Minister of Municipal Affairs and Housing or by such procedure as the Province of Ontario may in future enact for these purposes.

14.0 **DISPUTE RESOLUTION:**

14.1 **Mediation:** A dispute arising out of the interpretation of this agreement may be resolved through mediation by way of a mediator agreed to by the municipalities to this agreement. If the municipalities cannot agree on a mediator or the dispute is not resolved through the mediation, the matter in dispute shall be referred to arbitration as set out in section 14.2 below.

14.2 **Arbitration:** An dispute arising out of the interpretation of this agreement may be referred to arbitration to resolve the dispute in accordance with the provisions of the *Arbitrations Act, 1991*. The appointment of the arbitrator and the conduct of the arbitration will be governed by the provisions of the *Arbitrations Act, 1991*.

14.3 Where a dispute is referred to arbitration under subsection 2, the decision of the arbitrator shall be final.

14.4 The costs associated with mediation or arbitration proceedings under this section shall be shared equally between the municipalities if only two municipalities are parties to the mediation or arbitration, and shall be paid fifty percent by the City and the balance of the costs shared equally between the Town and the County if the three municipalities are parties to the mediation or arbitration.

15.0 **AMENDMENTS:**

15.1 The Town, the County and the City all agree that the municipalities may at any time amend any provision of this Agreement which does not become incorporated into and form part of the Minister's Order, provided that all municipalities agree to the amendment in writing.

16.0 **OTHER PROVISIONS**

16.1 This Agreement is conditional upon the issuance of an Order by the Minister implementing the restructuring proposal submitted by the municipalities.

16.2 This Agreement contains the entire agreement among the municipalities, and it is acknowledged and agreed that there are no other representations, warranties, conditions, collateral agreements, inducements or promises, oral or otherwise, affecting the relationship of the municipalities except as set out in this agreement.

16.3 The invalidity, illegality or unenforceability of any particular provision, article or sub-article in this Agreement shall not affect any other provisions of this Agreement, and the balance of this Agreement shall remain valid and in full force and effect notwithstanding any such invalidity, illegality or unenforceability.

16.4 The failure of a municipality or municipalities to require performance by the other or others of any provision of this Agreement shall in no way affect its right thereafter to enforce such provision, nor shall the waiver of a breach of any provision by a municipality or municipalities be taken or be held to be a waiver of any further breach of the same provision or the breach of any other provision of this Agreement.

16.5 The municipalities recognize and agree upon their respective autonomous jurisdictions and their right to self-governance and undertake to work cooperatively on issues of mutual concern. The municipalities agree that they will not object to, cause delay of or otherwise involve themselves with regulatory approval or implementation of any transportation, water and wastewater servicing solutions chosen for implementation by the respective municipalities, so long as such are identified in the municipalities' master plans as these exist from time to time and approved by the appropriate regulatory authority.


17.0 **BINDING AGREEMENT**

17.1 The municipalities agree that all provisions of this agreement, whether or not they are contained in the Minister's restructuring order, are binding among the municipalities.

18.0 **SIGNATURES:**

18.1 The municipalities, by the respective persons authorized by the Town, the County and the City, are executing this agreement under seal.

The Corporation of the Town of Tecumseh




Mayor Edward Renaud




Town Clerk Laura Moy

The Corporation of the County of Essex

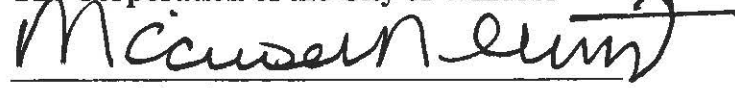


Warden Patrick O'Neil



Clerk Mary Brennan

The Corporation of the City of Windsor



Mayor Michael Hurst



City Clerk John Skorobohacz






TOWN OF TECUMSEH - WATER DEPARTMENT **Watermains Within Proposed Boundary Adjustment**

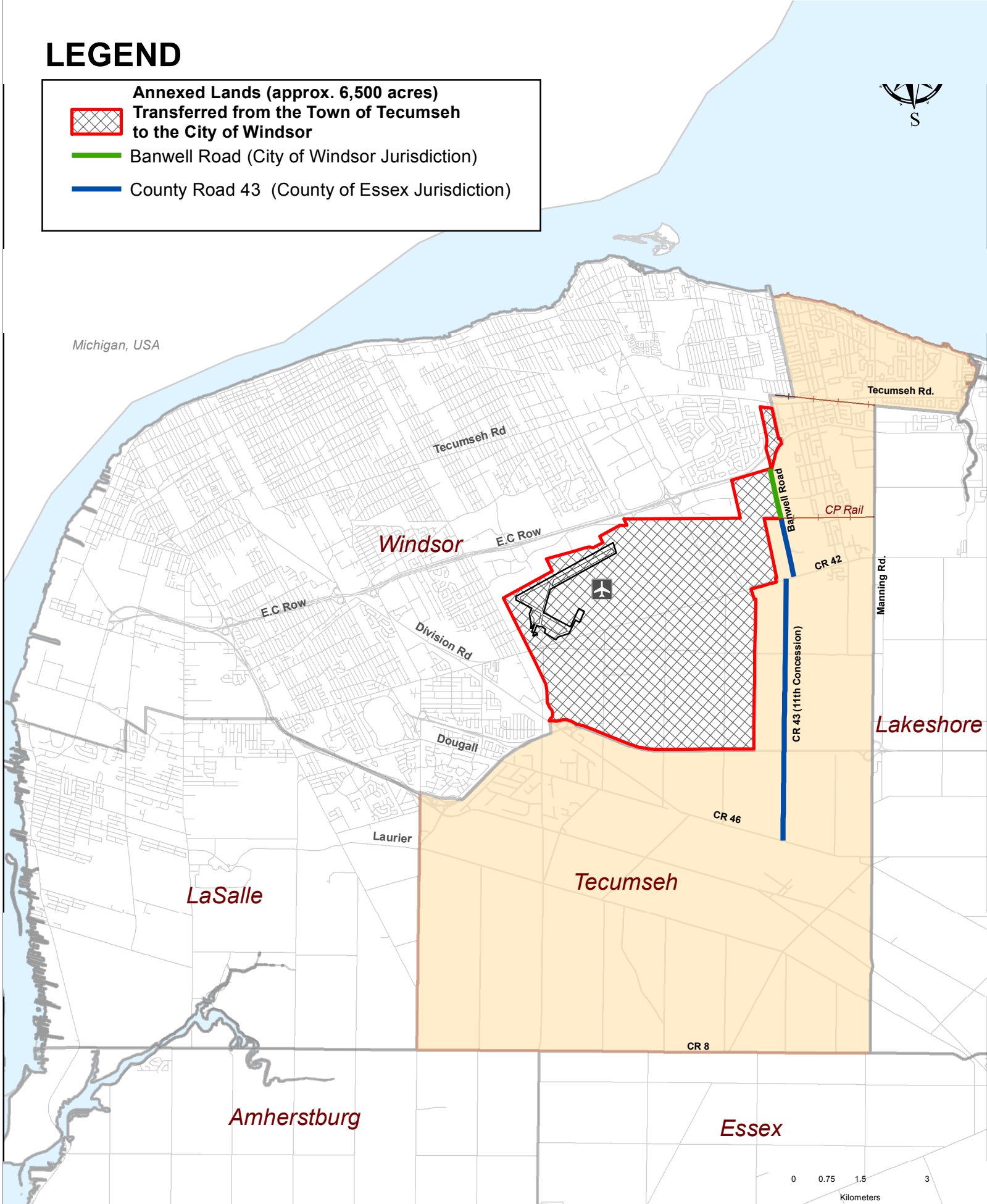
Street	From/To	Watermain Approximate Length (metres)					Approximate # of Customers			# of Fire Hydrants
		50mm	150mm	200mm	250mm	Total	Residential	ICI	Total	
Under Town of Tecumseh Operation										
Banwell Road	2325 Banwell to Intersection	415				415	3		3	0
Baseline Road	6690 to 9000 Baseline	693		675		1,369	11		11	7
County Road 42	Tenth to 8421 C.R. 42			607		607	10	3	13	3
Lauzon Road	3700 Lauzon to C.R. 42		1,147			1,147	14	1	15	10
Tenth Conc. (C.R. 17)	C.R. 42 to 4715 Tenth			2,580		2,580	21		21	13
Total		1,108	1,147	3,862	0	6,117	59	4	63	33
Under Windsor Utilities Commission Operation										
Baseline Road	CoW to 4745 Baseline	216	1,708			1,924			0	8
County Road 42	4325 C.R. 42 to Ninth		1,633		63	1,696			0	5
Eighth Concession	C.R. 42 to K.H. 401		444	1,895		2,339			0	5
Joy Road	Eighth to 5175 Joy		683			683			0	1
Ninth Concession	C.R. 42 to K.H. 401		3,082			3,082			0	14
Ray Road	Eighth to 5185 Ray		679			679			0	1
Seventh Concession	Baseline to 4145 Seventh			311		311			0	5
Total		216	8,229	2,206	63	10,714	0	0	0	39

TOTAL FOR AREA

1,324 9,376 6,068 63 16,831 59 4 63 72

LEGEND

-  Annexed Lands (approx. 6,500 acres)
Transferred from the Town of Tecumseh to the City of Windsor
-  Banwell Road (City of Windsor Jurisdiction)
-  County Road 43 (County of Essex Jurisdiction)



0 0.75 1.5 3
Kilometers

DISCLAIMER
Conditions of Use
The information within this map is provided "as is" without warranty of any kind, either expressed or implied, including but not limited to the implied warranties of merchantability and fitness for a particular purpose. The Corporation of the Town assumes no liability for any alleged or actual, incidental or consequential damages resulting from the furnishing, performance or use of this map.

TOWN OF
Tecumseh
ONTARIO • CANADA

72

Work Done	Author: jell
	HJK
	Date: 7/30/2020
	Scale:
	SCALE BAR

ANNEXED LANDS

Tecumseh - 2003

PROJECT No.

SHEET No.

1 of 1

County Road 43 Class Environmental Assessment (2009)

In 2009, the County of Essex completed the County Road 43 Environmental Study Report (CR43 ESR) as part of the Schedule C Municipal Class Environmental Assessment Study. The purpose of the study was to address the County Road 43/Banwell Road capacity and operating deficiencies as identified in the Essex Windsor Regional Transportation Master Plan (2005) resulting from anticipated growth within the Town of Tecumseh and the eastern section of the City of Windsor.

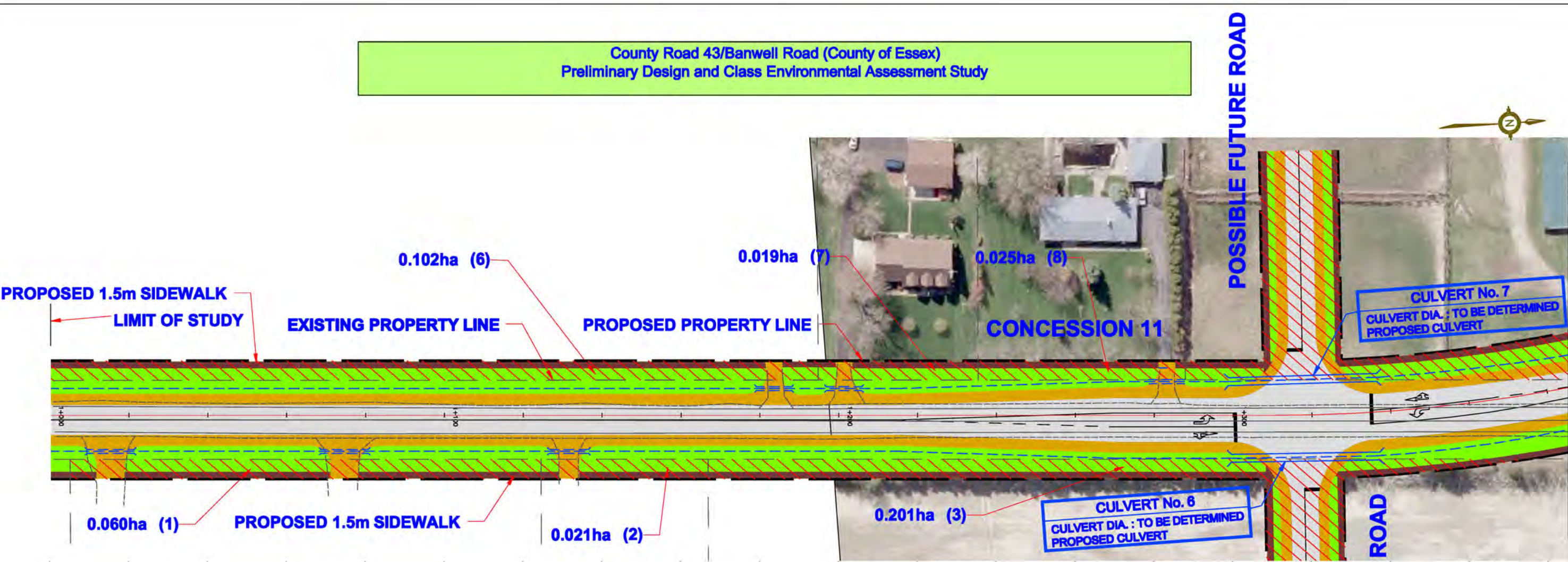
The CR43 ESR identified improvements to County Road 43 (CR43) from the CPR Tracks to south of County Road 42 (CR42), and identified the Technically Recommended Design as:

- Elimination of the offset intersections on CR42 at CR43 and the 11th Concession Road by realigning both intersections into a singular intersection to the west;
- Construct the realigned CR43 from CR42 to the CPR Tracks as an urban four-lane section with a raised median, street lighting, a sidewalk and multi-use pathway off-set with a boulevard area. The incorporation of at least two intersections to allow for future development;
- Construct and upgrade the 11th Concession Road from the south limit of the project to approximately 155-metres south of CR42 as a two-lane rural section with 2.5m partially paved shoulders. At least one intersection along this section will be provided for access for future development;
- Construct access points on the existing CR43 and 11th Concession Road in order for the termination of direct connection to CR42 and the installation of cul-de-sacs;
- Drainage improvements, including new storm sewer systems for the realigned CR43.

A copy of the Technically Recommended Design (Figure 7-2, Sheet 1 to 6) has been appended to this Attachment.

Subsequent to the CR43 ESR, the Ministry of Transportation, City of Windsor and County of Essex completed the Lauzon Parkway Improvements Environmental Study Report in 2014. The study's main components included the Lauzon Parkway extension to Highway No.3, County Road 42 (from Walker Road to County Road 25 (East Puce Road)) and the future East-West Arterial Road in the City of Windsor. The Lauzon Parkway ESR incorporated the findings from the 2009 CR43 ESR, and updated the proposed realigned CR43/CR42 signalized intersection to a full roundabout.

County Road 43/Banwell Road (County of Essex)
Preliminary Design and Class Environmental Assessment Study



MATCH LINE STA. 1+386



LEGEND:

- Proposed ROW Extension
- Existing Property Line
- Proposed Right-of-Way
- Proposed Road
- Median
- Shoulder
- Side Walk
- Multi-Use Trail
- Landscape Area
- 12x25 M2
- Property (Area) to be acquired
- Over Land Flow Direction
- Prop. Storm Manhole

DRAWING NAME: C:\Users\jw07101\500-draw\COUNTY ROAD 43_L_PDF.dwg

Jul 13, 2009

EXISTING SERVICES	DRAWING #, SOURCE	DATE	AS CONSTRUCTED SERVICES	COMPLETION	DETAILS	No.	REVISIONS	DATE	CONSULTANT
					DESIGN				
					DRAWN BY				
					CHECKED				
					APPROVED				
					DATE				
					PROJECT NO.				
					W06225				

Giffels
An IBI Group Company
Giffels Associates Limited
Consulting Engineers and Architects

**THE CORPORATION OF THE
COUNTY OF ESSEX**

SCALE: 5 m 0 10 m
Horizontal

NOTE: TECHNICALLY RECOMMENDED DESIGN

COUNTY ROAD 43/BANWELL ROAD
STA. 1+000 TO STA. 1+386

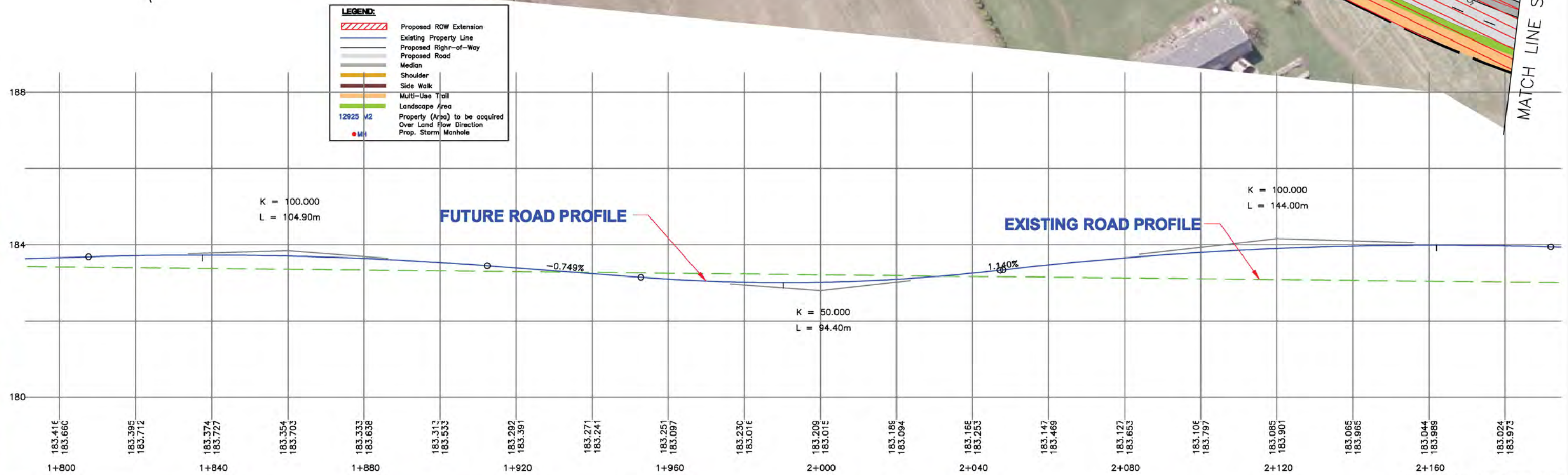
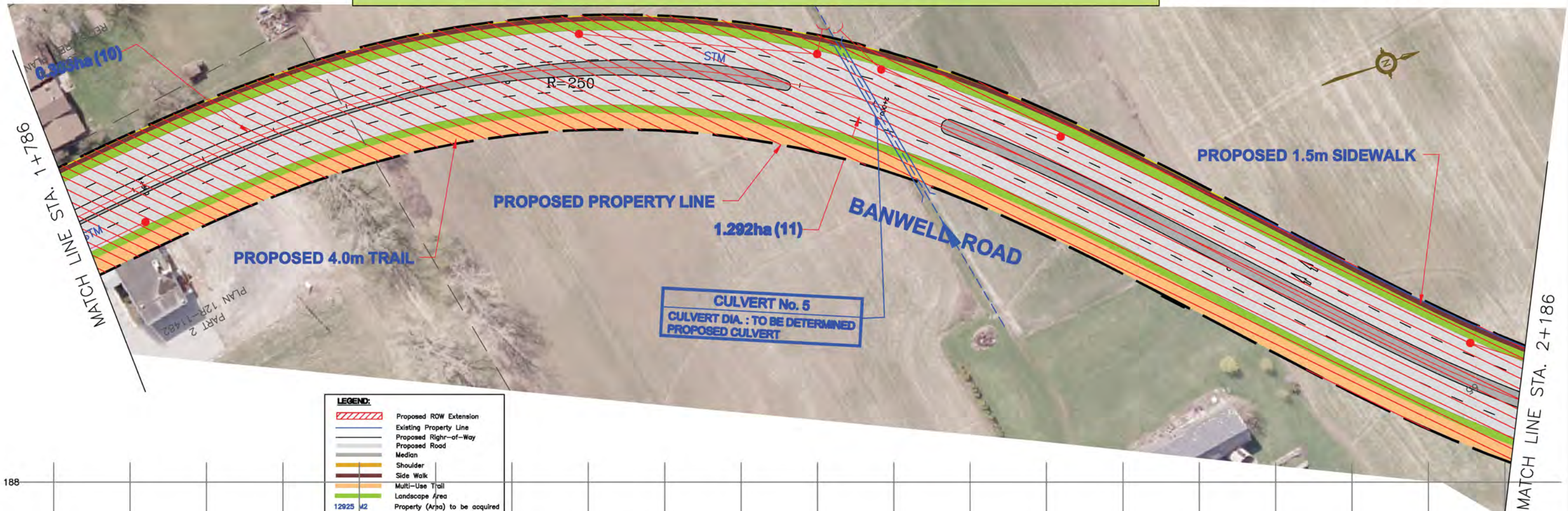
COUNTY ROAD 43/BANWELL ROAD EA
C.P.R. TO
SOUTH OF COUNTY ROAD 42

7-2
SHEET No.
1
PLAN FILE No.

MATCH LINE STA. 1+786

[illegible]

County Road 43/Banwell Road (County of Essex)
Preliminary Design and Class Environmental Assessment Study



Jul 13, 2009
DRAWING NAME: C:\Users\jw07101\500-444\COUNTY ROAD 43_L_PDF.dwg

EXISTING SERVICES	DRAWING #, SOURCE	DATE	AS CONSTRUCTED SERVICES	COMPLETION	DETAILS	No.	REVISIONS	DATE	CONSULTANT
					DESIGN				
					DRAWN BY				
					CHECKED				
					APPROVED				
					DATE				
					GIFTELL PROJECT				
					W06225				

Giffels
An IBI Group Company
Giffels Associates Limited
Consulting Engineers and Architects

ENGINEER'S STAMP

THE CORPORATION OF THE COUNTY OF ESSEX

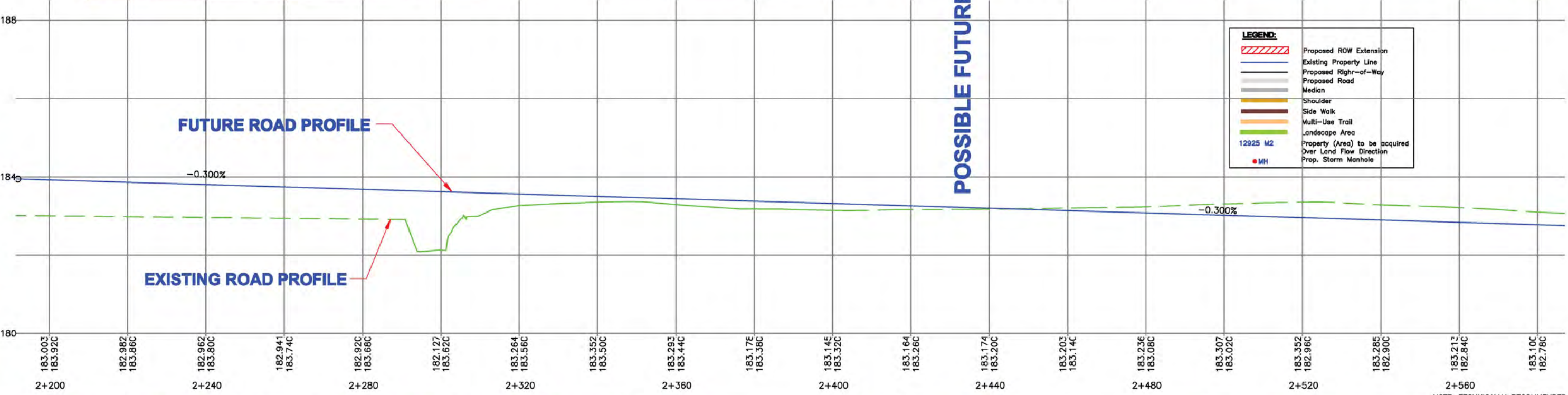
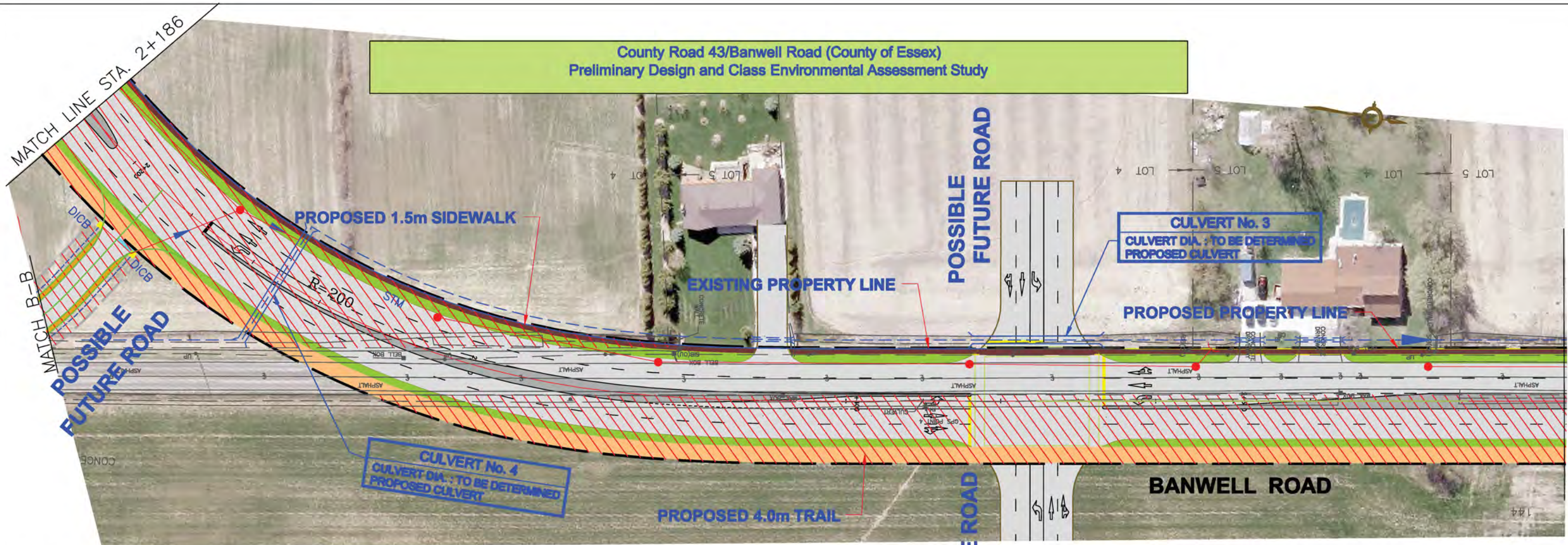
SCALE: 5 m 0 10 m
Horizontal

COUNTY ROAD 43/BANWELL ROAD
STA. 1+786 TO STA. 2+186

COUNTY ROAD 43/BANWELL ROAD EA
C.P.R. TO
SOUTH OF COUNTY ROAD 42

7-2
SHEET No.
3
PLAN FILE No.

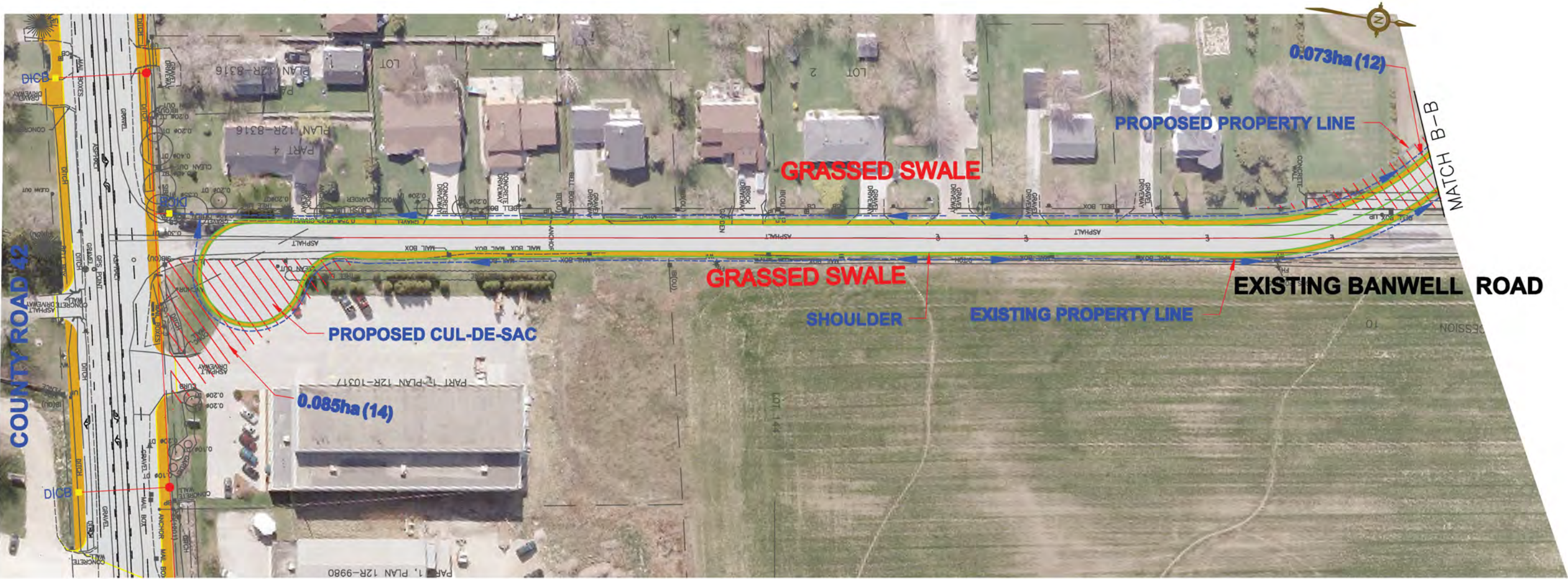
County Road 43/Banwell Road (County of Essex)
Preliminary Design and Class Environmental Assessment Study



EXISTING SERVICES	DRAWING #, SOURCE	DATE	AS CONSTRUCTED SERVICES	COMPLETION	DETAILS	No.	REVISIONS	DATE	CONSULTANT	CONSULTANT OR DIVISION	ENGINEER'S STAMP	SCALE	TITLE	REL. NO.	
					DESIGN					Giffels An IBI Group Company Giffels Associates Limited Consulting Engineers and Architects		5 m 0 10 m Horizontal	COUNTY ROAD 43/BANWELL ROAD STA. 2+186 TO STA. 2+586 COUNTY ROAD 43/BANWELL ROAD EA C.P.R. TO SOUTH OF COUNTY ROAD 42	7-2 SHEET No. 4 PLAN FILE No.	
					DRAWN BY										
					CHECKED										
					APPROVED										
					DATE										
DWG. PROJECT: W06225															

NOTE: TECHNICALLY RECOMMENDED DESIGN

County Road 43/Banwell Road (County of Essex)
Preliminary Design and Class Environmental Assessment Study



LEGEND:

- Proposed ROW Extension
- Existing Property Line
- Proposed Right-of-Way
- Proposed Road
- Median
- Shoulder
- Side Walk
- Multi-Use Trail
- Landscape Area
- Property (Area) to be acquired
- Over Land Flow Direction
- Prop. Storm Manhole

Drawing Name: C:\Users\jw07101\500-dba\COUNTY ROAD 43_PDF.dwg
Jul 13, 2009

EXISTING SERVICES	DRAWING #, SOURCE	DATE	AS CONSTRUCTED SERVICES	COMPLETION	DETAILS	No.	REVISIONS	DATE	CONSULTANT
					DESIGN				
					DRAWN BY				
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					APPROVED				
					DATE				
					GIFTELS PROJECT				
					W06225				

Giffels
An IBI Group Company
Giffels Associates Limited
Consulting Engineers and Architects

ENGINEER'S STAMP

THE CORPORATION OF THE COUNTY OF ESSEX

SCALE: 5 m 0 10 m
Horizontal

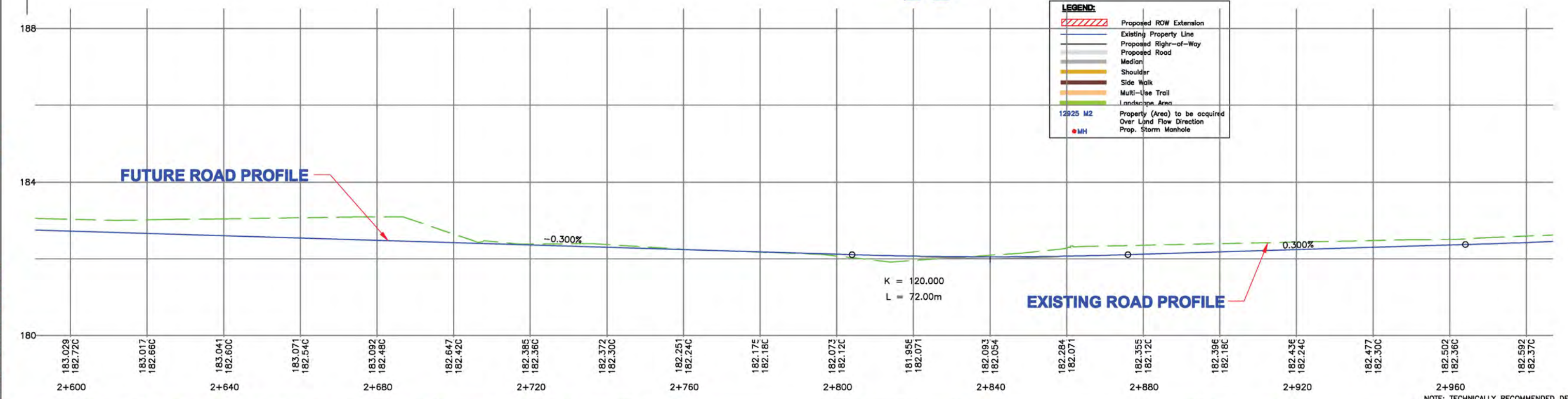
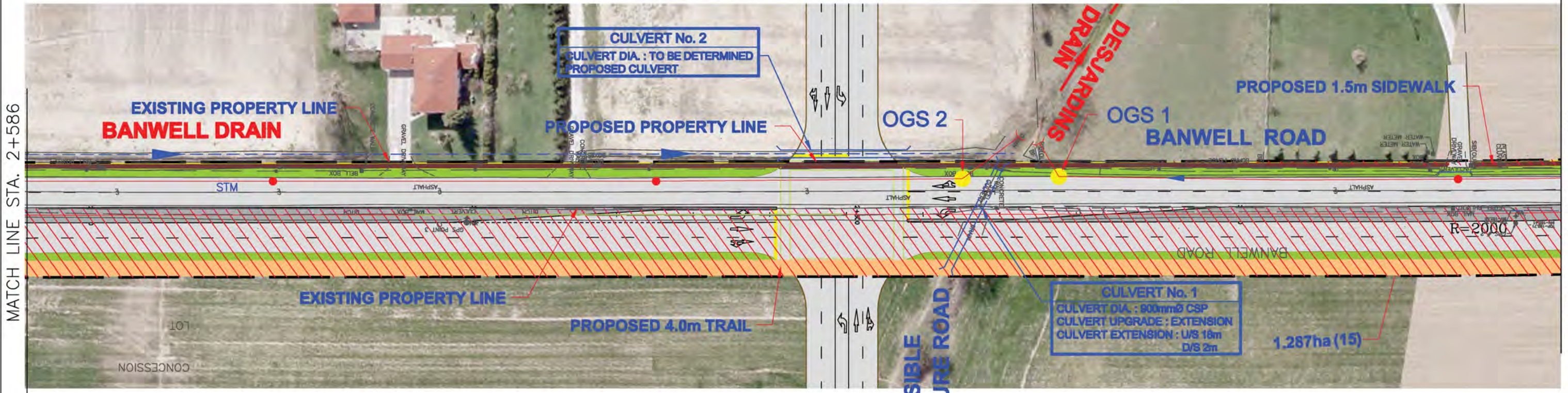
NOTE: TECHNICALLY RECOMMENDED DESIGN

COUNTY ROAD 43/BANWELL ROAD
BANWELL ROAD CUL-DE-SAC

COUNTY ROAD 43/BANWELL ROAD EA
C.P.R. TO
SOUTH OF COUNTY ROAD 42

FIG. NO. **7-2**
SHEET No. **4A**
PLAN FILE No.

County Road 43/Banwell Road (County of Essex)
Preliminary Design and Class Environmental Assessment Study



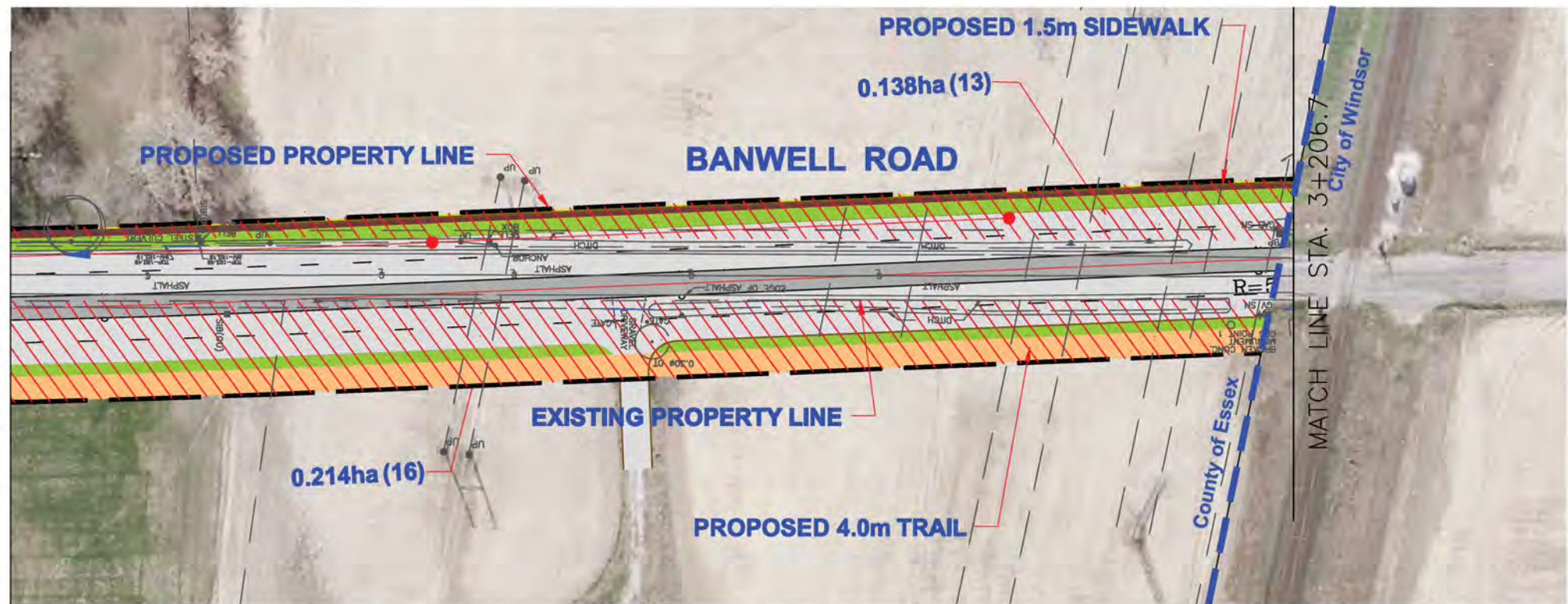
EXISTING SERVICES	DRAWING #, SOURCE	DATE	AS CONSTRUCTED SERVICES	COMPLETION	DETAILS	No.	REVISIONS	DATE	CONSULTANT	CONSULTANT OR DIVISION	ENGINEER'S STAMP	SCALE	TITLE	FILE NO.
					DESIGN					Giffels An IBI Group Company Giffels Associates Limited Consulting Engineers and Architects		5 m 0 10 m Horizontal	COUNTY ROAD 43/BANWELL ROAD STA. 2+586 TO STA. 2+986	7-2
					DRAWN BY				COUNTY ROAD 43/BANWELL ROAD EA				5	
					CHECKED				C.P.R. TO					
					APPROVED				SOUTH OF COUNTY ROAD 42					
					DATE									PLAN FILE No.

DATE: 2009
DRAWING NAME: C:\Users\jw07101\500-444\COUNTY ROAD 43_L_PDF.dwg

County Road 43/Banwell Road (County of Essex)
Preliminary Design and Class Environmental Assessment Study



MATCH LINE STA. 2+986



LEGEND:	
	Proposed ROW Extension
	Existing Property Line
	Proposed Right-of-Way
	Proposed Road
	Median
	Shoulder
	Side Walk
	Multi-Use Trail
	Landscape Area
	Property (Area) to be acquired
	Over Land Flow Direction
	Prop. Storm Manhole



NOTE: TECHNICALLY RECOMMENDED DESIGN

EXISTING SERVICES	DRAWING #, SOURCE	DATE	AS CONSTRUCTED SERVICES	COMPLETION	DETAILS	No.	REVISIONS	DATE	CONSULTANT
					DESIGN				
					DRAWN BY				
					CHECKED				
					APPROVED				
					DATE				
					GIFTELL PROJECT				
					W06225				

Giffels
An IBI Group Company
Giffels Associates Limited
Consulting Engineers and Architects

ENGINEER'S STAMP



THE CORPORATION OF THE
COUNTY OF ESSEX



COUNTY ROAD 43/BANWELL ROAD
STA. 2+986 TO STA. 3+206.7

COUNTY ROAD 43/BANWELL ROAD EA
C.P.R. TO
SOUTH OF COUNTY ROAD 42

FIG. NO.	7-2
SHEET No.	6
PLAN FILE No.	

County Road 43 ESR & Detailed Design

The Town was engaged throughout the course of the preparation of the CR43 ESR to ensure that a high urban design standard was achieved to accommodate active transportation facilities and landscaping throughout the corridor. The importance for unique street design elements were given careful consideration after thoughtful input from a range of stakeholders throughout the development of the CR43 ESR. The section of CR43 north of CR42 is located within a Settlement Area designated for future development in the Town and County Official Plans.

The Town's letter dated July 30, 2007 and associated July 25, 2007 Planning Report were incorporated into the recommended solution and contained within Appendix A:3 of the CR43 ESR (appended to this Attachment). Page 42 of the CR43 ESR (under subheading "6.3 Refinements Based on Stakeholder Comments") reads:

"During the course of this Class EA study, the Town of Tecumseh staff presented a report to their July 25, 2007 Planning and Building Services Committee (see Appendix A:3) and offered the following comments...

...Town Administration supports such a cross-section design, provided adequate urban design standards are applied that have the effect of "greening" and softening" the corridor and optimize its use for alternative modes of transportation including walking and biking...

...In presenting the technically recommended design (Alternative E) at the second and third Public Information Centres, all the staff comments have been incorporated into the Recommended Design..."

Since discussions ensued in 2018, the Town approached the design discussions with the County using the foregoing information from the CR43 ESR as the base. This has been met with resistance and a tendency to deviate from the approved CR43 ESR based on the County's past practice.

One of the fundamental issues throughout this design exercise is the outdated philosophy and primary focus of Infrastructure Services of managing roads as 'highways' to move as many vehicles as possible without giving due regard to the adjacent Council-approved land use designations and context sensitive designs. An example of this is Infrastructure Services' intent on applying a 3-metre clear zone of any obstruction from the roadway during the detailed design stage. Not only was the 3-metre clear zone not a requirement of the CR43 ESR, it is in stark contrast to the recommendations contained within the Geometric Design Guide for Canadian Roads published by the Transportation Association of Canada. Guidelines influencing the clear zone design domain are intended for use on rural highways, urban and rural freeways, and urban expressways where speeds are generally higher (greater than 70km/hr) and vehicles operate under free flow conditions. The Geometric Design Guide also

Report CAO-2020-06**Attachment 3 – Summary of County Road 43 ESR & Detailed Design**

highlights that for roadside design in urban environments where a curb is used, the lateral offset to the hazard is measured from the face of the curb, with a minimum of 0.5-metre distance. An example of this is depicted within the Town's July 30, 2007 letter that was incorporated as part of the recommended design (appended to this Attachment).

The Corporation of the

MAYOR – MAIRE
GARY McNAMARA

DEPUTY MAYOR – SOUS MAIRE
TOM BURTON

917 LESPERANCE ROAD
TECUMSEH, ONTARIO • N8N 1W9

PHONE (519) 735-2184
FACSIMILE (519) 735-6712
www.town.tecumseh.on.ca



Town of Tecumseh

PLANNING AND BUILDING SERVICES DEPARTMENT

COUNCILLORS - CONSEILLERS
JOE BACHETTI
MARCEL BLAIS
GUY DORION
JOIE JOBIN
RITA OSSINGTON

Director of Planning and Building Services
BRIAN HILLMAN

Planning Technician
ENRICO DE CECCO

Secretary-Treasurer to the Committee of
Adjustment
BARBARA O'NEIL

July 30, 2007

Tom Bateman, P. Eng.
Corporation of the County of Essex - and -
360 Fairview Avenue West
Essex, ON
N8M 1Y6

Victor Mata, P. Eng.
Corporation of the County of Essex
360 Fairview Avenue West
Essex, ON
N8M 1Y6

Re: County Road 43 Municipal Class Environmental Assessment

Dear Tom and Victor:

Please be advised that the Planning and Building Services Committee, at its meeting held July 25, 2007, passed the following resolution, which you will find self-explanatory:

"MOTION: (PC-37/07) ***Moved by Councillor Joe Bachetti***
Seconded by Councillor Joie Jobin

That the Planning and Building Services Committee, in accordance with the B. Hillman, July 19, 2007 Planning Report, recommend Council:


- 1. Support the B. Hillman Planning Report dated July 19, 2007 regarding Banwell Road/County Road 43 Municipal Class Environmental Assessment and that Council support design comments i) to vi) contained therein;***
- 2. Forward a copy of the noted B. Hillman Planning Report dated July 19, 2007 to the County of Essex and Giffels Associates Limited for consideration as part of the Banwell Road/County Road 43 Municipal Class Environmental Assessment process.***

CARRIED"

In addition, please find attached the aforementioned B. Hillman, July 25, 2007 Planning Report for your information.

I trust this is to your satisfaction. Please contact me if you have any questions.

Regards,


Enrico De Cecco, B.A. (Hons)
Planning Technician

cc. Jim Breschuk, P. Eng. (cover letter only)
Len Rach, Project Manager – Giffels Associates Limited (VIA EMAIL)

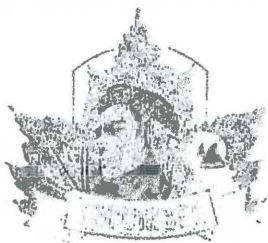
ATTACH..

MAYOR – MAIRE
GARY McNAMARA
DEPUTY MAYOR – SOUS MAIRE
TOM BURTON
COUNCILLORS - CONSEILLERS
JOE BACHETTI
MARCEL BLAIS
GUY DORION
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TECUMSEH, ONTARIO • N8N 1W9

PHONE (519) 735-2184 • FACSIMILE (519) 735-6712
www.tecumseh.ca

THE CORPORATION OF



TOWN OF TECUMSEH PLANNING AND BUILDING SERVICES DEPARTMENT

PLANNING REPORT

Director of Planning and Building Services
BRIAN HILLMAN

Planning Technician
ENRICO DE CECCO

Secretary-Treasurer to the
Committee of Adjustment
BARBARA O'NEIL

6.6

JUL 25 2007

PRESENTED AT
PLANNING & BUILDING
SERVICES
MEETING

TO: Members of the Planning and Building Services Committee
FROM: Brian Hillman, B.A., M.A., Director of Planning and Building Services
DATE: July 19, 2007
SUBJECT: Banwell Road/County Road 43 Municipal Class Environmental Assessment

RECOMMENDATIONS:

It is recommended that:

1. The Planning and Building Services Committee recommend Council support the B. Hillman Planning Report dated July 19, 2007 regarding Banwell Road/County Road 43 Municipal Class Environmental Assessment and that Council support design comments i) to vi) contained therein;
2. A copy of the noted B. Hillman Planning Report dated July 19, 2007 be forwarded to the County of Essex and Giffels Associates Limited for consideration as part of the Banwell Road/County Road 43 Municipal Class Environmental Assessment process.

BACKGROUND:

The County of Essex has retained Giffels Associates Limited to conduct a Municipal Class Environmental Assessment ("EA") regarding the widening and realignment of a portion Banwell Road/County Road 43. The study area extends from the CP Railway to south of the County Road 42 intersection.

Giffels Associates Limited has also been retained by the City of Windsor to undertake the EA for that portion of Banwell Road in the City of Windsor, more specifically from the CP Railway northerly to Tecumseh Road.

A first Public Information Centre has been held for both of the foregoing EAs. The County is seeking formal comments from the Town for its EA. Mr. De Groot and the writer sit on Technical Steering Committees for both of the EAs.

COMMENTS:

Giffels Associates Limited has produced a number of alternative designs along the corridor with respect to the location of a realigned Banwell Road and its intersection with 42, location of new east/west road intersections and road patterns of the redundant road legs that will remain after the realignment.

Town Administration have reviewed the various alternatives with our engineering consultant, J. Breschuk of Dillon Consulting, and have also had discussions with some of the interested parties existing in the vicinity of the Banwell corridor. We offer the following comments for Councils consideration:

- i. Town Administration recommend that which is referred to as Alternative "E" in the EA documents as the preferred road alignment for Banwell Road/County Road 43 (refer to yellow road pattern on Map 1). Under this proposal, Banwell Road/County Road 43 is shifted westerly, with a new full intersection proposed at the approximate location of the former Danilo's property;
- ii. In order to achieve safe and efficient traffic flow, Town Administrations' preferred design alternative involves the closure of the existing Banwell Road/County Road 43 intersections at County Road 42. These remnant road sections are proposed to cul-de-sac at County Road 42 and will be connected to the realigned Banwell Road/County Road 43 (see Map 1 attached, items 1 and 2 for the segment south of 42 and items 3 and 4 for the segment north of County Road 42). The result will be reduced traffic flows for the existing homes that front these roads and improved traffic flow along County Road 42;
- iii. Between CP Rail and County Road 42, there is sufficient spacing to support two new intersections for future east/west roads. Town Administration supports the location of what is referred to as the Shields Extension at the intersection shown in red and labelled as item 5 on Map 1. This location best facilitates future development opportunities and road alignments to the east and west;
- iv. The northerly intersection shown as item 6 on Map 1 is proposed to be shifted southerly so that it does not interfere with the open drain crossing Banwell Road and so that it better facilitates future development opportunities and road alignments to the east and west;
- v. With regards to the cross section for the County Road 43 reconstruction, it is the County's preference that the cross-section has a centre median, consistent with that which is proposed for the portion of Banwell Road north of CP Railway and in the City of Windsor. Town Administration supports such a cross-section design, provided adequate urban design standards are applied that have the effect of "greening" and "softening" the corridor and optimize its use for alternative modes of transportation,

including walking and biking. It is therefore recommended that the corridor be designed with adequate tree and vegetative plantings and include a sidewalk on the west side and a 4 metre trail on the east side. This will facilitate the linkage of various future neighbourhoods and destinations (including shopping areas, schools, and recreation areas). To assist in illustrating the preferred design, we have edited one of the cross-sections provided by the County (see Drawing 1 attached);

- vi. There is a range of infrastructure either currently within or proposed within the Banwell Road/County Road 43 corridor. Prior to finalization of road design details, additional discussions are required between the Town and the County regarding the possible need to relocate infrastructure, create adequate servicing corridors and so on.

CONSULTATION:

Attendance at various meetings and discussions with staff representatives from the County of Essex, Town Engineering consultant J. Breschuk, P. Eng., Dillon Consulting, Department of Public Works and Environmental Services.

FINANCIAL IMPLICATIONS

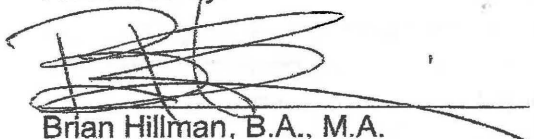
None at this time.

Prepared by:



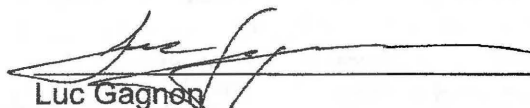
Enrico De Cecco, B.A. (Hons)
Planning Technician

Reviewed by:



Brian Hillman, B.A., M.A.
Director of Planning and Building Services

Approved by:



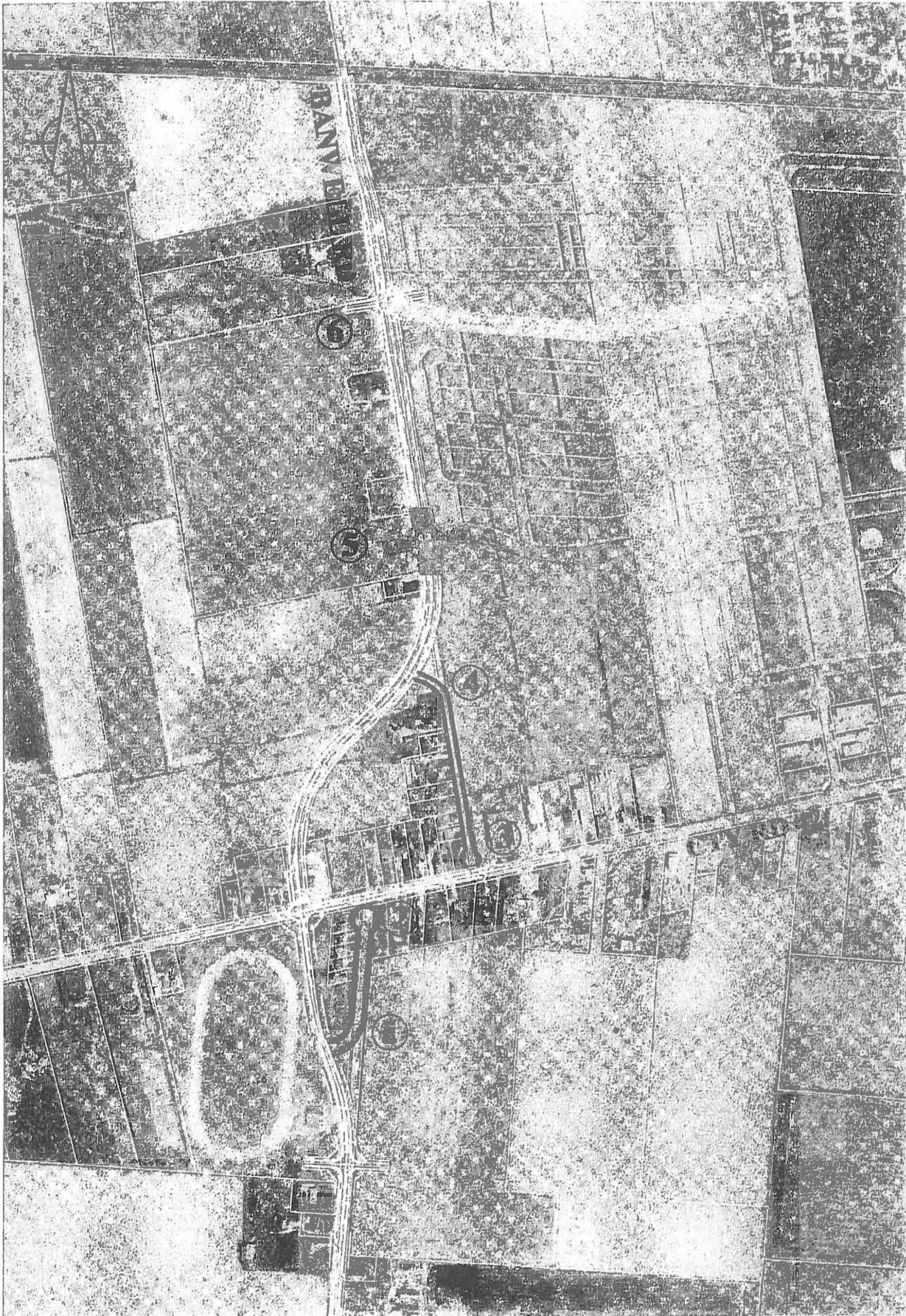
Luc Gagnon
Acting Chief Administrative Officer

BH:ed

Attachments (1): 1. Illustrative Map 1, 2. Cross Section

File Name (R:\Planning Reports\July 2007 Report re. Preferred Design Alternatives for Banwell Road EA.doc)

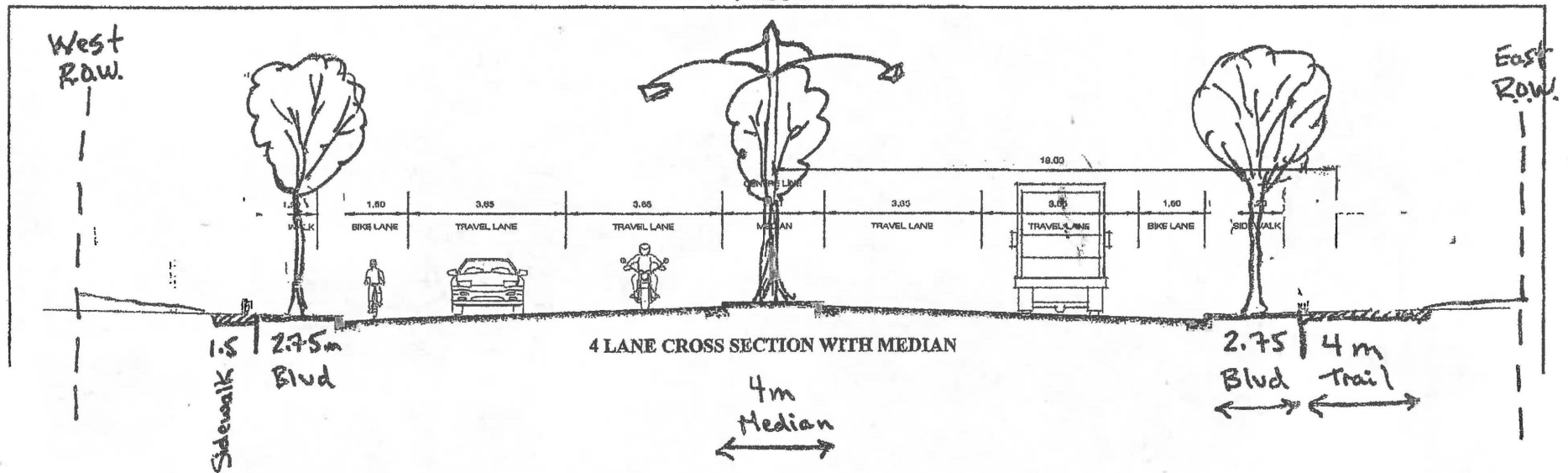
MAP 1



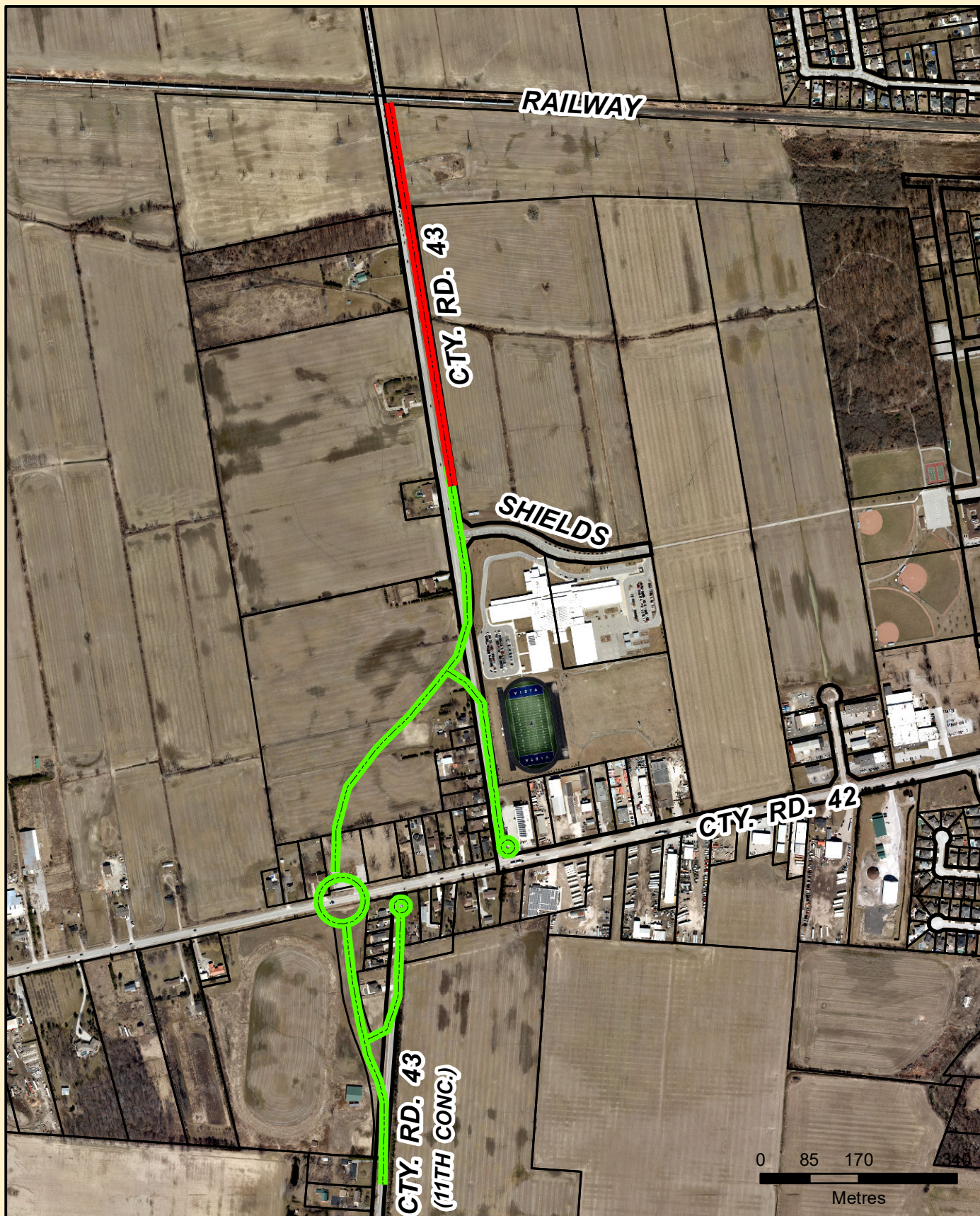
DRAWING 1

Town of Tecumseh Preferred Cross-Section BANWELL ROAD

relocate lighting to
Median



- Street Trees - 1 every 9 metres, planted in boulevard and in median, Minimum 65 mm caliper



Prepared By:
Tecumseh Planning and
Building Services Department



Legend:



Limits of County Road 43 EA
Improvements Proposed By County



Limits of County Road 43 EA
Improvements Not Being Considered
at This Time

**Attachment 4
Extent of CR43 ESR Limits**



The Corporation of the Town of Tecumseh

Corporate Services & Clerk

To: Mayor and Members of Council

From: Laura Moy, Director Corporate Services & Clerk

Report Number: CS-2020-15

Subject: Golden Age Club Parkette

Recommendations

It is recommended:

That CS-2020-15 entitled “Golden Age Club Parkette” **be received;**

And that all of the Town’s lands located at 12420 Lanoue Street (lands) **be retained;**

And that the request to purchase a portion of the lands, **be declined.**

Background

The Town is in receipt of a request from the owners of 12450 Lanoue Street to purchase the greenspace lands behind their home which are owned by the Town.

The greenspace lands located behind 12450 Lanoue Street form part of the lands upon which the Golden Age Club is situated, known municipally as 12420 Lanoue Street, and are depicted on [Attachment 1](#).

The purpose of this report is to provide a recommended response to the request to purchase the Town’s lands.

Comments

12420 Lanoue Street

The property known municipally as 12420 Lanoue Street is approximately 1.13 acres in size. The greenspace area portion of the property is roughly 0.44 acres. The property is zoned "Community Facility Zone (CF)".

The property is occupied by the Golden Age Club (GAC) which delivers various seniors programs. The GAC programming is predominantly funded by the Ministry for Seniors and Accessibility through the Senior Active Living Centre funding program.

Additional funding is derived by the GAC from rental of the building space to other community service groups such as Alcoholics Anonymous (AA), Taking Off the Pounds (TOP), as well as family rentals for birthday and anniversary celebrations.

The greenspace is on occasion used by the renters for outdoor activities and barbeques.

The building has been used by the Town to host Public Information Centres with residents and other stakeholders on various development and infrastructure projects.

Sale of Land

The sale of Town owned lands must be carried out in accordance with By-law No. 2003-09 which establishes the procedures for the sale of surplus real property (By-law).

The procedure is summarized in [Attachment 2](#) as appended to this report.

In keeping with the By-law, prior to the sale of any real property, a by-law or resolution must be passed at a meeting open to the public to declare the real property to be surplus to the needs of the Corporation.

Consideration

The request to purchase the greenspace abutting the Golden Age Club has been reviewed by Administration as to whether a portion of the lands could be declared surplus to the needs of the Town.

The following considerations were made when arriving at the recommendation set out above to retain all of the subject greenspace, and to decline the request to purchase by the abutting owner of 12450 Lanoue Street:

- While this greenspace may not currently be used frequently, it may be used in the future for recreation program expansions i.e. physical distancing requirements due to COVID-19;
- If the lands were to be sold, it may restrict the Town on what could be done on the entire lands in the future i.e. building or parking expansions and
- Selling the lands may create interest from other abutting residents to purchase; and
- Setting a potential precedent on the sale of greenspace.

Consultations

Parks & Recreation Services
Planning & Building Services
Golden Age Club

Financial Implications

There are no financial implications.

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 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:

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

Reviewed by:

Paul Anthony, RRFA
Director Parks & Recreation Services

Reviewed by:

Chad Jeffery, MA, MCIP, RPP
Manager Planning Services

Recommended by:

Margaret Misek-Evans, MCIP, RPP
Chief Administrative Officer

Attachment Number	Attachment Name
1	Aerial Map of 12420 Lanoue Street – Golden Age Club
2	Sale of Land Procedures set out in By-law No. 2003-09



Town of Tecumseh Mapping



Notes

12420 Lanoue Street

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



Legend

Address

- Tecumseh Assessment (Tax D 2020 / MPAC Data May 15, 20
- MPAC Assessment June Q2 2
- Tecumseh Ownership June Q2
- Rail Road
- Tecumseh Street Centreline
- Parks

0 15.19 30.4 Meters

1: 911



8/6/2020

Attachment 2

CS-2020-15 Re: Golden Age Club Parkette

Sale of Surplus Lands Procedure (By-law No. 20003-09)

Appraisal of Surplus Real Property

1. Prior to the sale of any real property, Council shall obtain at least one appraisal of the fair market value of the real property, unless;
 - (i) the real property is of a class that may be sold without obtaining an appraisal, according to the Act;
 - (ii) the intended transferee is a public body to which real property may be sold without obtaining an appraisal, according to regulations to the Act; or
 - (iii) the real property is a municipal capital facility, and the sale is made pursuant to the provisions of Section 110 of the Act.
2. The form of appraisal shall be by "letter or opinion of value" procured from a realtor duly registered to sell real estate in the Province of Ontario, and subject to the provisions of paragraph 4 hereof. The appraisal need not be a formal appraisal made by an independent and registered qualified appraiser.
3. Notwithstanding the foregoing, Council may determine that the appraisal shall be made by an independent qualified appraiser who is a registered member in good standing of the Appraisal Institute of Canada.

Resolution to Approve Sale of Real Property as Surplus

4. Council shall, prior to the sale of any real property, by by-law or resolution passed at a meeting open to the public, declare the real property to be surplus to the needs of the Corporation.

Method of Disposition of Surplus Real Property

5. Council may determine to sell real property by way of public auction, public lottery, direct sale, private sale, land exchange call for proposals, listing with a real estate broker, or by such other manner as Council may by resolution determine.
6. Notwithstanding the foregoing, and where the Council deems it in the best interests of the Corporation, Council may, by resolution, direct that the real property be sold by public tender, in which event the request for tender shall:
 - (i) be subject to a minimum reserve bid level established by Council; and

- (ii) include the advice and statement that the highest or any offer may not necessarily be accepted.

Publication of Notice of Sale of Surplus Real Property

7. The Clerk shall, after Council has declared the real property to be surplus, but before such real property is sold by the Corporation, give notice of the Corporation's intention to sell the real property as follows:
 - (i) within a newspaper which is sold to the public and which has regular subscribers a minimum of one week prior to the passing of the by-law; and/or
 - (ii) declared at an open meeting of Council that the subject will be placed on the next regularly scheduled meeting of the Council; and/or
 - (iii) the Corporation's website.
8. Notice of Council's intention to sell the real property shall include the following information:
 - (i) the authority under which the notice is being given;
 - (ii) a description of the purpose and effect of the proposed by-law;
 - (iii) the date, time and location of the meeting at which the matter will be considered;
 - (iv) contact information for the purpose of submitting written comments prior to the meeting including any submission deadlines; and
 - (v) if applicable, a key map or description of the lands affected by the proposed by-law.



The Corporation of the Town of Tecumseh

Corporate Services & Clerk

To: Mayor and Members of Council

From: Laura Moy, Director Corporate Services & Clerk

Date to Council: August 11, 2020

Report Number: CS-2020-25

Subject: Face Covering Policy for Visitors and Contractors

Recommendations

It is recommended:

That CS-2020-25 entitled “Face Covering Policy for Visitors and Contractors” **be received;**

And that That By-law No. 2020-55 being a by-law to approve a Face Covering Policy for Visitors and Contractors, **be adopted.**

Background

The Town Hall and Arena Customer Service areas opened to the public for in-person, drop-in traffic during the hours of 1:00 p.m. to 4:30 p.m. Monday to Friday and to scheduled in-person appointments, 8:30 a.m. to 4:30 p.m., as reported at the July 14, 2020, Regular Meeting of Council under CAO-2020-04 entitled “Town Hall Reopening.”

As previously reported, the reopening of Town Facilities is being carried out in accordance with the guidance on how to safely return to an open state for public services provided by Public Health and Ontario Health.

Use of face coverings during the pandemic has been recommended by the Chief Medical Officer of Health of Ontario and the Chief Public Health Officer of Canada in situations where physical distancing (spatial separation of individuals by at least 2 metres) is difficult to maintain.

The purpose of this report is to recommend the adoption of a policy prohibiting members of the public and contractors from entering Town Facilities during a pandemic, if the person is not wearing a face covering.

Comments

Face coverings are an additional step to help slow the spread of COVID-19 when combined with every day preventive actions and physical distancing in public settings. Though face coverings may not protect the wearer, it may keep the wearer from spreading the virus to others.

As the Town of Tecumseh is committed to taking all precautions reasonable in the circumstances to protect our workers, a Face Covering Policy for Visitors and Contractors, accompanying this report as [Attachment 1](#), has been prepared for consideration and adoption.

The Policy states that a customer, patron, contractor or visitor (person), who is not wearing a face covering, will not be permitted entry into a Town Facility, except those with an exemption as set out by the Medical Officer of Health. It further states a face covering must be worn by persons at all times outside a Town Facility where a minimum physical distance of 2 m (6 ft) cannot be maintained.

Once adopted, the Policy will come into effect immediately, and in the future upon the proclamation of a pandemic for any type of viral respiratory illness for which the Medical Officer of Health recommends or orders wearing face coverings/masks as a protective measure and/or a Declaration of Provincial and/or Local Emergency is made. The Policy will remain in effect for the duration of such Provincial and/or Local Declarations of Emergency and/or advice or order of the Medical Officer of Health.

Effective on June 26th, the local Medical Officer of Health issued a Class Order made pursuant to Section 22 of the Health Protection and Promotion Act, R.S.O. 1990, c.H.7. This order requires all persons entering commercial establishments in Windsor and Essex County to wear a face covering/mask. This Order remains in effect and the Medical Officer of Health has advised that municipalities may make additional provision for mask wearing within their facilities even though they are not commercial establishments.

While on July 24, 2020, [Bill 195, Re-opening Ontario \(A Flexible Response to COVID-19\) Act, 2020](#) ("Bill 195") came into force and has officially brought an end to the declared State of Emergency in Ontario, locally, Mayor McNamara's declaration remains in effect.

On August 4, 2020, the Province announced that, in consultation with the Chief Medical Officer of Health, the local medical officer of health, other health experts, and local authorities, the Windsor-Essex County Health Unit will remain in Stage 2, under the [Reopening-Ontario Plan](#), as the province continues to monitor local transmission of COVID-19 and support efforts to contain its spread.

As the virus is still among us within the community, the Town is endeavoring to take measures to ensure our employees' safety at work and when interacting with each other and the public. By adopting the attached Policy, it will demonstrate the Town's commitment to each

employee's health and safety and obligation to keep the public safe while on the Town's premises, and support efforts to contain the spread of COVID-19.

Consultations

All Departments
CUPE Local 702
Joint Health and Safety Advisory Committee

Financial Implications

An update on the financial implications of COVID-19 will be included in the upcoming second quarter variance report to Council at the Regular Council Meeting of August 11, 2020.

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 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:

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

Recommended by:

Margaret Misek-Evans, MCIP, RPP
Chief Administrative Officer

**Attachment
Number**

**Attachment
Name**

1

Draft Policy 105 – Face Covering Policy for Visitors and Contractors



The Corporation of the Town of Tecumseh

Policy Manual

Policy Number: 105

Effective Date: August 11, 2020

Supersedes: [Click or tap here to enter text.](#)

Approval: [Click or tap here to enter text.](#)

Subject: Face Covering Policy for Visitors and Contractors

1.0 Purpose

- 1.1 The Corporation of the Town of Tecumseh is committed to taking all precautions reasonable in the circumstances to protect our workers.

2.0 Scope

- 2.1 Face coverings are an additional step to help slow the spread of COVID-19 when combined with every day preventive actions and physical distancing in public settings.
- 2.2 Use of face coverings is recommended by the Chief Medical Officer of Health of Ontario and the Chief Public Health Officer of Canada in situations where physical distancing (spatial separation of individuals by at least 2 metres) is difficult to maintain.
- 2.3 This policy prohibits members of the public and contractors from entering the premises or remaining in the premises if the person is not wearing a face covering.
- 2.4 The Town acknowledges that face coverings may not protect the wearer but it may keep the wearer from spreading the virus to others.

3.0 Definition

- 3.1 **Face Covering:** a medical mask or non-medical mask or other face coverings such as a bandana, a scarf or cloth (including hijab and niqab) that covers the mouth, and nose ensuring a barrier that limits the community transmission of COVID-19.
- 3.2 **Person:** a customer, patron, contractor or visitor, who enters any Town facility.
- 3.3 **Town Facility:** buildings and structures owned and operated by The Corporation of the Town of Tecumseh that are openly accessible to persons and from which services are delivered.

4.0 Policy

- 4.1 The Corporation of the Town of Tecumseh will ensure visible signage is posted at the entrance to each Town Facility indicating that face coverings are required to be worn by Persons entering Town Facilities.
- 4.2 The face covering must be worn by Persons at all times inside the Town Facility and outside on the premises of a Town Facility where a minimum physical distance of 2 m (6 ft.) cannot be maintained.
- 4.3 Persons that are not wearing a face covering will not be permitted entry into the Town Facility.
- 4.4 A person shall be exempt from wearing a face covering in a Town Facility, if:
 - 4.4.1 The person is a child under the age of two years; or a child under the age of 5 years either chronologically or developmentally and he or she refuses to wear a face covering and cannot be persuaded to do so by their caregiver;
 - 4.4.2 Wearing a face covering would inhibit the person's ability to breathe in any way;
 - 4.4.3 For any other medical reason, the person cannot safely wear a face covering such as, but not limited to, respiratory disease, cognitive difficulties or difficulties in hearing or processing information;
 - 4.4.4 For any religious reason, the person cannot wear a face covering, or cannot do a face covering in a manner that would properly control source.

5.0 Responsibilities

- 5.1 The Senior Management Team is responsible for communicating this Policy to all staff and for ensuring compliance with this Policy.
- 5.2 All staff are responsible for advising their Director or Manager of non-compliant Persons.

6.0 Effect, Monitoring & Evaluation

- 6.1 This Policy shall come into effect immediately upon the proclamation of a pandemic for any type of viral respiratory illness for which the Medical Officer of Health recommends or orders wearing face coverings/masks as a protective measure and/or a Declaration of Provincial and/or Local Emergency is made. Accordingly, the policy shall remain in effect for the duration of such Provincial and/or Local Declarations of Emergency and/or advice or order of the Medical Officer of Health.
- 6.2 This Policy shall be monitored by the Human Resources Division of the Corporate Services Department.
- 6.3 This Policy will be reviewed as required based on revisions to corporate practices or updates are made by the Windsor Essex County Health Unit, the Chief Medical Officer of Health of Ontario and/or the Chief Public Health Officer of Canada.

7.0 References

- 7.1 Windsor-Essex County Health Unit Order of the Medical Officer of Health, date June 23, 2020, regarding facing coverings.
- 7.2 Section 22 of the Health Protection and Promotion Act, R.S.O. 1990, c.H.7



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: August 11, 2020

Report Number: FS-2020-11

Subject: 2021 Business Plan and Budget Timetable

Recommendations

It is recommended:

That the proposed 2021 Business Plan and Budget Timetable, as follows, **be approved:**

Council consultation	September 22, 2020
Public engagement	September 24 – October 16, 2020
Table proposed business plan and budget	December 8, 2020
Council deliberations	TBD January, 2021
Council consideration and adoption	January 26, 2021

Background

The purpose of this report is to approve the 2021 Business Plan and Budget Timetable.

Included within this timetable is a strategy to encourage public awareness and engagement in the budget process, including the Council consultation and budget survey.

Through advertisement on the Town's website and social media, residents will be encouraged to participate in our sixth annual Budget Survey. The survey will be available on our website from September 24 – October 16. Alternatively, residents can obtain a printed version upon request during that same timeframe.

A summary of survey results will be posted on the website by October 23, allowing Council and Administration an opportunity to consider suggestions and/or concerns in the budget development process.

Comments

Generally, Council and Administration set a timetable that can achieve an adopted budget in December. During election years, Council and Administration set a timetable that can achieve an adopted budget in January/February. Due to unusual circumstances resulting from the ongoing state of emergency, some additional time is factored for the 2021 budget process. Notwithstanding this provision, the proposed timetable will allow for relatively early adoption. The timetable proposed for the 2021 operating, lifecycle and reserve budget is:

Council consultation	September 22, 2020
Public engagement	September 24 – October 16, 2020
Table proposed business plan and budget	December 8, 2020
Council deliberations	TBD January, 2021
Council consideration and adoption	January 26, 2021

The main advantages of adopting the annual budget early are:

- Departments may proceed with budgeted service delivery and work plan management as early in the year as possible, and
- Allows for earlier variance analysis and thus provides more time to adjust in-year to adverse circumstances that may arise.

Some disadvantages of adopting the annual budget early are:

- County and School Board levies will not be known, and
- ERCA and EWSWA budgets will not be known.

Administration recommends Council approve the proposed Business Plan and Budget Timetable seeking adoption in January. Adoption in January allows Council and Administration to confidently commence service/program delivery early in 2021 and maximize utilization of the budget calendar.

Consultations

All Departments

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:

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

Financial Services

To: Mayor and Members of Council

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

Date to Council: August 11, 2020

Report Number: FS-2020-14

Subject: Budget Variance Report – June 2020

Recommendations

It is recommended:

That Financial Services Report # FS-2020-14, Budget Variance Report – June 2020, **is received.**

Executive Summary

All departments have reviewed second quarter (Q2) actual results in order to identify and report on variances from budget. This analysis looks at both operating and capital budgets.

Directors were also asked to provide year-end projected results to determine if we expect to be in a surplus or deficit position at the end of the year.

The Town is currently operating under a local state of emergency, which was enacted in March due to the COVID-19 pandemic and risk of overland flooding due to high lake levels. Both have impacted the Town's operations and budgets to date and will continue to impact operations and budgets through to the end of this year and likely into next year.

Notwithstanding the impact of the state of emergency, the Town has continued to maintain essential services for its residents. Some non-essential services have been stopped or reduced.

The 2020 June Budget Variance year-end projections carry a greater degree of estimation than would typically be seen under more normal conditions. Assumptions include the Windsor-

Essex area moving to stage three of COVID-19 recovery relatively soon and that major inland flooding is avoided.

Based on those underlying assumptions, the 2020 Q2 Variance analysis projects a year-end deficit of \$144,000 (Tax Supported \$165,000 deficit and Rate Supported surplus of \$21,000).

Background

All departments have reviewed second quarter actual results in order to identify and report on variances from budget. This analysis looks at both operating and capital budgets.

Directors were also asked to provide year-end projected results to determine if we expect to be in a surplus or deficit position at the end of the year.

Comments

Operating Fund

The 2020 Q2 Variance analysis projects a year-end deficit of \$144,000 (Tax Supported deficit of \$165,000 and Rate Supported surplus \$21,000).

Managing the state of emergency has influenced all departments in one or more ways ranging from the incurrence of non-budgeted expenditures to the complete cancellation of a particular program or service. Some common expenditure types affecting many departments throughout the Corporation for the year include:

- Electricity costs are anticipated to be less than budgeted due to favourable rates & lower overall usage as a result of COVID-19: \$65,000
- Professional development and Education/training costs are anticipated to be less than budgeted due to the cancellation of most professional conferences as a result of COVID-19 and cost containment measures: \$88,000
- Direct non-budgeted COVID-19 non-payroll related costs incurred to date total \$34,000 and are projected to reach \$71,000 at year-end

Flood mitigation and preparation costs are anticipated to exceed the 2020 one-time budget allocation by \$27,000.

It is important to note that the projections are based on a number of estimates that can vary significantly prior to year-end.

In formulating estimates where there is a range of expected results, Administration used the lower end of the range in order to be conservative in our projections. Significant items of note include:

Budget Item	Amount
Council – Wages & Benefits favourable due to lower than anticipated enrollment in health benefits and lower per-diem expenses as a result of COVID-19.	(19,000)
Council – AMO/Other Committees under budget as in-person meetings are not currently being held.	(6,000)
Corporate Shared – Taxes are projected to be above budget due to various increases in property assessments, primarily in residential (\$103,000), Commercial (\$56,000) & Industrial (\$90,000).	(260,000)
Corporate Shared – Supplementary Taxes forecast to be below budget due to lower than anticipated assessment growth primarily due to delays in construction.	130,000
Corporate Shared – Provincial Offences Act fines projected below budget due to reduced ticketing and collections during COVID-19.	100,000
Corporate Shared – Penalties & Interest forecast to be unfavourable due to financial relief provided during the COVID-19 pandemic.	272,000
Corporate Shared – Municipal Drain Interest favourable as new debentures were issued after the completion of the budget.	(6,000)
Corporate Shared – Miscellaneous revenue greater than budget primarily due to WSIB NEER refund.	(8,000)
Corporate Shared – Tax Write-off expense under budget due to lower assessment appeal activity. Larger favourable variance by year end possible.	(25,000)
CAO – Transfer from Lifecycle not required due to cancellation of Business Retention & Expansion Program.	20,000
CAO – Wages & Benefits favourable primarily due to salary gapping and lower than budgeted health enrollment.	(29,000)
CAO – Professional Fee – Other projected to be favourable due to new agreements in place with service providers resulting in lower costs.	(8,000)
CAO – Travel & Mileage projected to be favourable due to lower than typical activity, in addition to the impact of COVID-19.	(6,000)
ICS – Wages & Benefits favourable due to cancellation of summer student program as a result of COVID-19, as well as lower health and disability rates than anticipated.	(9,000)

Budget Item	Amount
Financial Services – Wages & Benefits favourable, primarily due to salary gapping and position vacancies during the year.	(54,000)
Corporate Services & Clerks – Lottery Licences unfavourable due to closures of lottery gaming as a result of COVID-19.	113,000
Human Resources – Professional Fee – Legal unfavourable due to various employment matters.	49,000
Youth Advisory Committee – received non-budgeted RBC Future Launch Community Challenge Grant funding of \$15,000 – project and expenditures will proceed in the fall or as soon as COVID-19 regulations permit, net budget impact is zero.	0
Fire – Fire Service Calls unfavourable as call volumes are lower than normal.	7,000
Fire – Wages & Benefits unfavourable, primarily due to temporary overlapping of roles and unbudgeted retirement payout, partly offset by reduced Firefighter training due to COVID-19 restrictions and transfer from reserves (retirement).	18,000
Police – User Charges projected to be below budget, primarily due to greater than anticipated alarm registrations (\$9,000), offset by unfavourable reports and clearances due to restrictions during COVID-19 (\$18,000).	10,000
Police – Contracts anticipated to be favourable as special events policing will not be required due to cancellation of events.	(10,000)
Building – Permit revenue favourable due to increased activity of large scale construction projects.	(42,000)
Animal Control – Miscellaneous Service favourable as costs related to Commissionaires not incurred for 2020 due to COVID-19.	10,000
Roadways – Miscellaneous Revenue favourable due to cost recoveries from damage to public property.	(18,000)
Roadways – Traffic lights – maintenance unfavourable due to greater than anticipated costs at McNorton/Lesperance intersection.	5,000
Roadways – Vehicle Parts & Service anticipated to be over budget largely due to significant salt damage on two backhoes.	24,000
Roadways – Roadside Maintenance – Materials & supplies greater than budgeted as additional stone for shouldering operations was required.	15,000

Budget Item	Amount
Roadways – Tecumseh Hamlet Secondary Plan – Professional Fee – Engineer greater than budget due to project timing. Increases the transfer from reserve so no net budget impact.	0
Crossing Guards – Wages & Benefits favourable due to reduction of hours and position vacancies as a result of COVID-19.	(33,000)
Winter Control – Wages & Benefits projected to be favourable due to mild winter weather.	(24,000)
Transit – Grants projected to be favourable due to greater Gas Tax allocation for 2020 from prior year bus purchase, offset by transfer to LC Fleet reserve, net budget impact is zero.	0
Transit – Bus Fare unfavourable as service provided for free during COVID-19 emergency. Charging of fares to resume in September, but ridership is expected to be below typical levels for the remainder of the year.	25,000
Storm Sewer System – Equipment Parts & Service unfavourable due to unanticipated expenses incurred to rebuild pump motors.	12,000
Parks – Canada Specific Grants favourable as summer student funding approved.	(26,000)
Parks – User Charges unfavourable, primarily due to loss of rentals as a result of community event cancellations. Minimal pavilion rentals expected the remainder of the year.	29,000
Parks – Wages & Benefits favourable, primarily due to reduced hours as a result of COVID-19.	(148,000)
Parks – Materials & Supplies favourable due to reduction in flower planters and mulch purchases.	(8,000)
Parks – Grounds Maintenance favourable as no costs have been incurred to date.	(7,000)
Parks – Contracts unfavourable due to extension of goose control program to year-end.	7,000
Parks – Miscellaneous Service favourable due to less outside contracted work than anticipated.	(9,000)
Parks Buildings – Grants favourable as receipt of Canada Summer Jobs grant was not budgeted.	(7,000)

Budget Item	Amount
Parks Buildings – User Charges unfavourable due to loss of community centre rentals as a result of COVID-19.	6,000
Parks Buildings – Wages & Benefits favourable due to decrease in parks student hours as a result of COVID-19	(16,000)
Arena – Grants favourable as receipt of Canada Summer Jobs grant was not originally budgeted.	(8,000)
Arena – User Charges, primarily ice rentals, unfavourable due to closures as a result of COVID-19.	350,000
Arena – Wages & Benefits favourable, primarily due to position vacancies as a result of COVID-19 and lower health & disability rates than anticipated.	(56,000)
Arena – Building R & M Purchases, Equipment Parts and Building Maintenance favourable as less repairs are anticipated than originally budgeted.	(17,000)
Arena – Miscellaneous Service unfavourable due to temporary employment costs which were not anticipated at time of budget.	16,000
Arena – Transfer to reserves less than budget due to reduced rent to Powertech, reduction in capital surcharge and deficit in advertising revenue as a result of COVID-19.	(18,000)
Recreation Programs – Grants favourable as confirmed funding greater than originally anticipated.	(9,000)
Recreation Programs – User Charges unfavourable due to cancellation of programs as a result of COVID-19.	104,000
Recreation Programs – Wages & Benefits favourable due to cancellation of programs as a result of COVID-19.	(54,000)
Recreation Programs – Professional Fee – Other favourable due to cancellation of programs as a result of COVID-19.	(7,000)
Recreation Programs – Field Trips favourable due to cancellations as a result of COVID-19.	(6,000)
Arena Concessions – Sales unfavourable due to the closure of the arena.	56,000
Area Concessions – Purchases favourable due to the closure of the arena.	(29,000)
Pool – Grants unfavourable as the pool will remain closed for 2020 due to COVID-19.	15,000

Budget Item	Amount
Pool – User Charges unfavourable as the pool will remain closed for 2020 due to COVID-19.	138,000
Pool – Wages & Benefits favourable as the pool will remain closed for 2020 due to COVID-19.	(172,000)
Pool – Maintenance Materials & Supplies favourable as the pool will remain closed for 2020 due to COVID-19.	(22,000)
Pool – Building Maintenance favourable as less building repairs are anticipated compared to original budget.	(6,000)
Corn Festival – Net Expenditures favourable due to the cancellation of the 2020 festival due to COVID-19.	(64,000)
Christmas in Tecumseh – Net Expenditures favourable due to the cancellation of traditional program as a result of COVID-19 and allowance for a modified program.	(8,000)
Special Events – Net Expenditures favourable due to various cancellations as a result of COVID-19.	(29,000)
Planning and Zoning – User Charges unfavourable due to fewer planning applications than anticipated as a result of COVID-19.	8,000
Planning and Zoning – Tecumseh Hamlet – Professional Services favourable due to delays in project as a result of COVID-19. Decreases the transfer from reserve so no net budget impact.	0
Planning and Zoning – Official Plan – Professional Fee – Legal favourable as costs are not anticipated until 2021. Decreases transfer from reserve so no net impact.	0
Planning and Zoning – Oldcastle Lands Study – Professional Services favourable due to delays as a result of COVID-19. Decreases transfer from reserve so not net impact.	0
COA – Wages & Benefits favourable due to reduction in meetings and per diems as a result of COVID-19.	(9,000)

Numerous accounts with favourable and unfavourable variances of under \$5,000 along with the above-noted items contribute to the estimated surplus.

Rate-Supported

Significant variations from budget are expected to be:

Budget Item	Amount
Sewer – Wages & Benefits favourable due to salary gapping of various positions and lower health/disability rates than anticipated.	(25,000)
Sewer – Materials & Supplies unfavourable due to unanticipated repairs required as a result of flood preparation.	14,000
Sewer – Contracts favourable as the actual rate charged for treatment costs came in below estimate.	(36,000)
Water – Wages & Benefits favourable primarily due to salary gapping, temporary position vacancies and lower health/disability rates than anticipated.	(84,000)
Water – Materials & Supplies unfavourable due to unanticipated costs related to repairing & replacing hydrants, and installation of breakaway kits on at risk hydrants in the event of a flood.	47,000

Numerous accounts with favourable and unfavourable variances of under \$5,000 along with the above-noted items contribute to the estimated operating surplus for rate-supported departments of \$21,000.

Note: that a surplus increases the balance transferred to reserve funds to offset capital requirements.

Capital/Lifecycle

The Capital/Lifecycle analysis consists of reviewing the status of approved projects comparing approved funding to actual results. Items of note include:

- The proposal for the McAuliffe Park Splash Pad was awarded to Open Space Solutions in the amount of \$210,000 excluding HST. The total project costs are below the approved allocation of \$250,000 per Report PRS 2019-18 “2019-2023 Parks Five Year Capital Plan”. The approved funding includes a \$30,000 contribution from the McAuliffe Sports Association. The Splash Pad is complete and in operation.
- The proposal for the HR Service Delivery Review was awarded to Pesce & Associates in the amount of \$17,346 excluding HST. The Town applied to the Municipal Modernization Program - Intake 1 to fund the HR service Delivery Review and was successful, receiving an allocation of \$20,000 for the project. The project is currently underway and is expected to be complete by September 2020 with a final report being presented to Council upon completion.

- The quotation for the Chiller Replacement project was awarded to CIMCO in the amount of \$155,985 net of 100% refundable HST. Total project costs are below the approved allocation of \$200,000 per Report PRS 2020-01 “2020-2024 Arena and Pool Five Year Capital Works Plan”. Prior to starting the work for the Chiller Replacement it was determined that there was a problem with the equalization line and relief header that work in conjunction with the refrigeration system. As CIMCO was already awarded the contract for the Chiller, it was presented to Council to have CIMCO complete these works as well. CIMCO provided a quote to complete the extra work for a cost of \$27,310. The extra work was approved as per the Purchasing By-law. The total project cost is below the approved allocation. The project is in progress and is expected to be complete by August 7 2020.
- The tender for the Highway 3 and Walker Rd (County Rd 11) watermain replacement project was awarded to Shearock Construction Group in the amount of \$1,390,658 excluding HST. Total project costs are \$1,826,300 and are below the approved allocation of \$2,316,700 per Report PWES 2019-49 “2018-2022 PWES Capital Works Plan”. The project is tentatively scheduled to start at the end of August.
- The tender for the Tecumseh Road Sanitary Sewer Replacement project was awarded to D'Amore Construction in the amount of \$1,478,595 excluding HST. Total project costs of \$2,243,500 are below the approved allocation of \$3,067,700 per Report PWES 2019-49 “2020-2024 PWES Five Year Capital Works Plan”. The project has commenced.
- The quotations for the Supply of Parks Equipment was awarded to Southpoint Equipment for four (4) Kabota Zero-Turn mowers and to GC Duke for one (1) Jacobson Rotary Mower for a total cost of \$88,660 excluding HST. Total project costs are below the approved allocation of \$153,000 per Report PWES 2020-09. The equipment has been received and is in operation.
- The quotation for the Lakewood Park Pier Replacement was awarded to Facca Incorporated in the amount of \$120,000. Total project costs are below the approved allocation of \$125,000 per Report PRS 2019-18 “2019-2023 Parks Five Year Capital Plan”. The project is complete.
- The quotation for the Hurley Relief Drain & Branch was awarded to Nevan Construction for a total cost of \$139,289 excluding HST. Estimated project costs of \$119,500 were approved by Report PWES 2020-04 “Hurley Relief Branch Drain & Upper Part of Hurley Relief Drain”. Total project costs are above the engineer's estimate but within the upset limit per the Drainage Act. Other than the cost to administer the project, the cost of constructing the project is 100% recoverable by affected lands including the Town's portion of land. There is not a confirmed start date at this time, but the project is scheduled to be complete by January 2021.
- The quotation for the Manhole Restoration project was awarded to Nasci Construction for a total cost of \$66,304.75 excluding HST. The low bid includes a \$6,000 contingency. The total costs are above the approved allocation per Report PWES 2019-49 “2020 - 2024 PWES Five Year Capital Plan”. Administration will work with the

contractor to reduce the costs to stay within the budgeted amount. The project is tentatively scheduled to start at the beginning of August.

- The tender for the Asphalt Paving project was awarded to Coco Paving for a total cost of \$900,500 excluding HST. The total costs are below the approved allocation of \$1,100,000 per Report PWES 2019-49 "2020-2024 PWES Five Year Capital Plan". The project is scheduled to start mid-August.
- The tender for the Tar & Chip project was awarded to Shepley Road Maintenance for a total cost of \$159,900 excluding HST. The total costs are below the approved allocation per Report PWES 2019-49 "2020-2024 PWES Five Year Capital Plan". The project is in progress.
- Elmara Construction was awarded the Town Hall Expansion project and as the Contractor in charge of the construction site, Administration requested a quote for carpeting and painting work within remaining areas of Town Hall. The total quotation price was \$177,860 excluding HST. The approved allocation for the carpet replacement per Report PRS-2019-15 was for \$80,000. The quote for the carpet replacement was \$89,400. Total projects costs are above the approved allocation as there was not an approved budget for painting. The project is in progress.
- Construction of land berms along the Lake St. Clair shoreline in response to the heightened risk of overland flooding has accumulated costs of \$273,000. An upset limit of \$500,000 was authorized by Council through Report FIRE-2020-05.

Carry over projects continue while approvals for 2020 projects are ongoing. Project surplus/deficits reduce the amount of reserve funds required and are adjusted through increasing or decreasing the transfer from reserve.

Consultations

All Departments

Financial Implications

Although early forecasts indicate an operating deficit of \$144,000, it is important to note that projections are based on a number of estimates which can vary substantially prior to year-end. Administration will continue to closely monitor the budget. An update will be provided following our August Variance process.

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 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 checked="" 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:

Nick Meloche, CPA, B.Com
Financial Analyst Revenue

Reviewed 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
1	June 2020 Budget Variance

Town of Tecumseh
June 2020 Budget Variance
Summary of All Units

Department	2020 Approved Budget	2020 Year End Forecast	2020 Forecast Surplus/Deficit
Tax Supported			
Council	437,075	390,231	(46,844)
Corporate Shared	(16,197,429)	(15,976,521)	220,908
Administration	3,117,830	3,174,156	56,326
Fire	1,347,410	1,380,741	33,331
Police	3,421,664	3,409,941	(11,723)
Conservation Authority	282,674	282,674	0
Building	165,800	121,780	(44,020)
Other Protection	105,199	67,805	(37,394)
Emergency Measures	30,050	33,278	3,228
Public Works	2,166,185	2,208,986	42,801
Transit	98,770	127,715	28,945
Storm Sewers	421,274	435,437	14,163
Garbage Collection/Disposal	1,472,160	1,472,160	0
Golden Age Club	14,500	14,673	173
Parks	1,473,869	1,282,568	(191,301)
Arena	683,646	962,937	279,291
Pool	107,199	44,905	(62,294)
Recreation Other	48,869	11,745	(37,124)
Libraries & Culture	85,487	20,412	(65,075)
Planning & Zoning	717,767	699,705	(18,062)
Total Tax Supported		165,328	165,328
Rate Supported¹			
Sanitary Sewers		(29,889)	(29,889)
Waterworks System		8,715	8,715
Total Rate Supported		(21,174)	(21,174)
Total Summary of All Units		144,154	144,154

¹Sanitary Sewer and Waterworks System overall budgets each net to \$0. A favourable variance increases the amount transferred to the reserve fund, thereby adding to the funds available for capital purposes.



The Corporation of the Town of Tecumseh

Planning & Building Services

To: Mayor and Members of Council

From: Brian Hillman, Director Planning & Building Services

Date to Council: August 11, 2020

Report Number: PBS-2020-26

Subject: Tecumseh Transit Service (TTS)
January to June 2020 Status Report
OUR FILE: T03 TTS

Recommendations

It is recommended:

That PBS-2020-26 – Tecumseh Transit Service (TTS), January to June 2020 Status Report, **be received.**

Executive Summary

This Report provides Council with an overview of ridership and revenue for the Tecumseh Transit Service (TTS) for the first six months (January to June) of the 2020 calendar year. It is important to note that the Provincial Emergency regarding COVID-19 was declared March 17, 2020 and continued through this six-month reporting period. For the first two months of 2020, TTS ridership and revenue levels were higher relative to the first two months of 2019. With the onset of the COVID-19 emergency, however, the TTS experienced significant declines in ridership and revenue which are anticipated to continue until the pandemic is no longer a threat. The decrease in revenue during this time was due to the decision of the Town to eliminate the transit fare early on in the COVID-19 emergency (March 23). Elimination of transit fares was a measure implemented by many transit operations across the country in an effort to keep transit riders and drivers safe while continuing to provide this essential service to the community.

Background

The Tecumseh Transit Service (TTS) is now mid-way into its eleventh year of operation since it was introduced to the northerly urban area of the Town in December of 2009. The TTS operates on a recently revised circuitous route with a one-hour headway covering 30 kilometres and 43 stops. This revised route was introduced in May of 2018 after an extensive public consultation process that resulted in some bus stop locations being removed and others added in an attempt to minimize delays in service.

The Town manages the service but contracts the operation and maintenance of the two Town-owned buses to First Student Canada (FSC). This contract expires at the end of 2020; it includes an option to extend for another term.

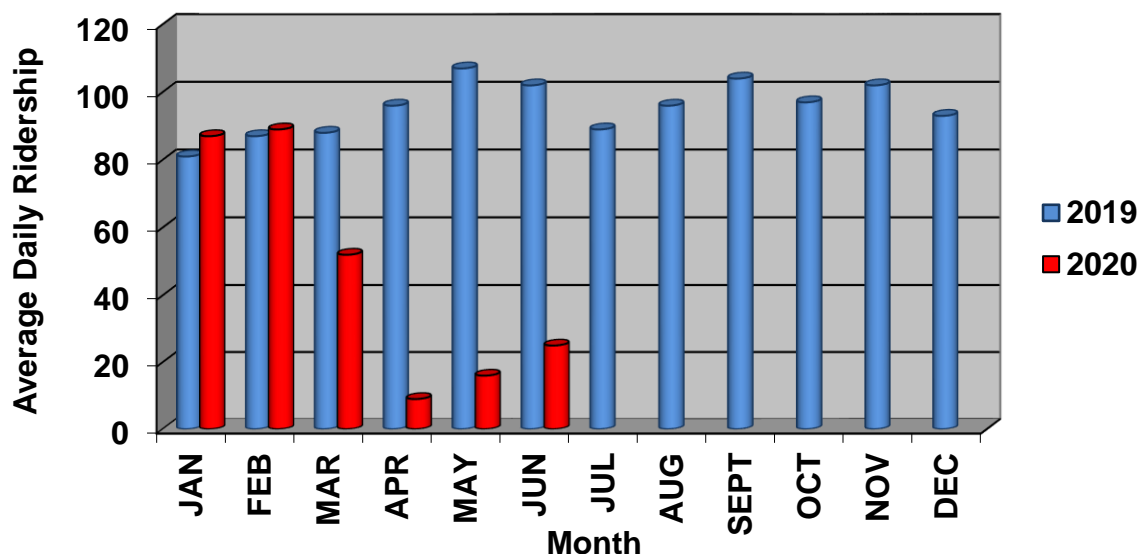
The purpose of this Planning Report is to provide Council with a ridership and revenue overview of the Tecumseh Transit Service (TTS) for the first six months (January to June) of the 2020 calendar year. As expected, due to the COVID-19 pandemic and related Provincial Orders, along with the temporary stoppage of the City of Windsor's transit system during the month of April, the statistics identify a dramatic decrease in overall ridership and revenue when compared to 2019. As well, Council authorized the waiving of transit fees effective March 23, 2020. This cancellation of fees continued to the end of this reporting period and will be in effect until September 8, 2020. This measure was implemented by many transit operations across the country in an effort to keep transit riders and drivers safe while continuing to provide this essential service to the community.

Comments

January to June 2020 Ridership Analysis

Although the first two months of the year experienced higher average daily ridership when compared against the same period for 2019, the balance of the months experienced a drastic decrease in ridership levels. Monthly average daily ridership for the first six months of 2020 ranged from a pre-COVID high of 89 riders per day in February to a low of nine riders per day in April (see Figure 1 below).

Figure 1
Average Daily Ridership by Month
2019 and Jan-June 2020



Exacerbating the negative impact that COVID-19 had on ridership levels during the month of April was the fact that the Transit Windsor system was not operating from March 26 to May 4. Many TTS riders rely on the Transit Windsor system to get to their ultimate destination in the City and, conversely, many Transit Windsor riders board the TTS to get to their ultimate destination in Tecumseh.

Although ridership levels dropped drastically in the initial stages of the COVID-19 Emergency, it is evident from this chart that riders are gradually becoming more comfortable with using the TTS once again as the ridership levels increased from a daily average of nine boardings in April to a daily average of 25 boardings in the month of June. In addition, these numbers are reflective of the move from the Provincial “shutdown” to gradual re-opening of the economy and services over this period.

Figure 2 below illustrates ridership levels in the form of total monthly ridership from January 2019 to the end of June 2020. As expected, the highest monthly ridership totals in the first six months of 2020 were recorded in January and February with 2,256 and 2,134 boardings, respectively. Overall, total ridership has decreased by approximately 50% (or 7,080 riders) from January to June 2020 when compared against the same time period in 2019.

Figure 2
Total Monthly Ridership
2019 and January-June 2020

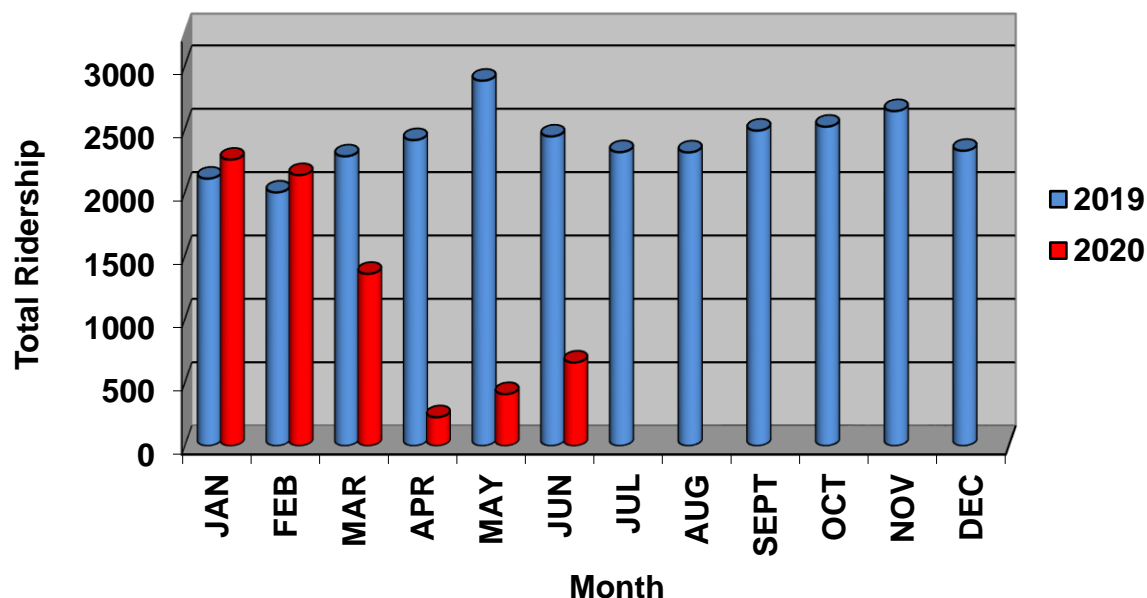


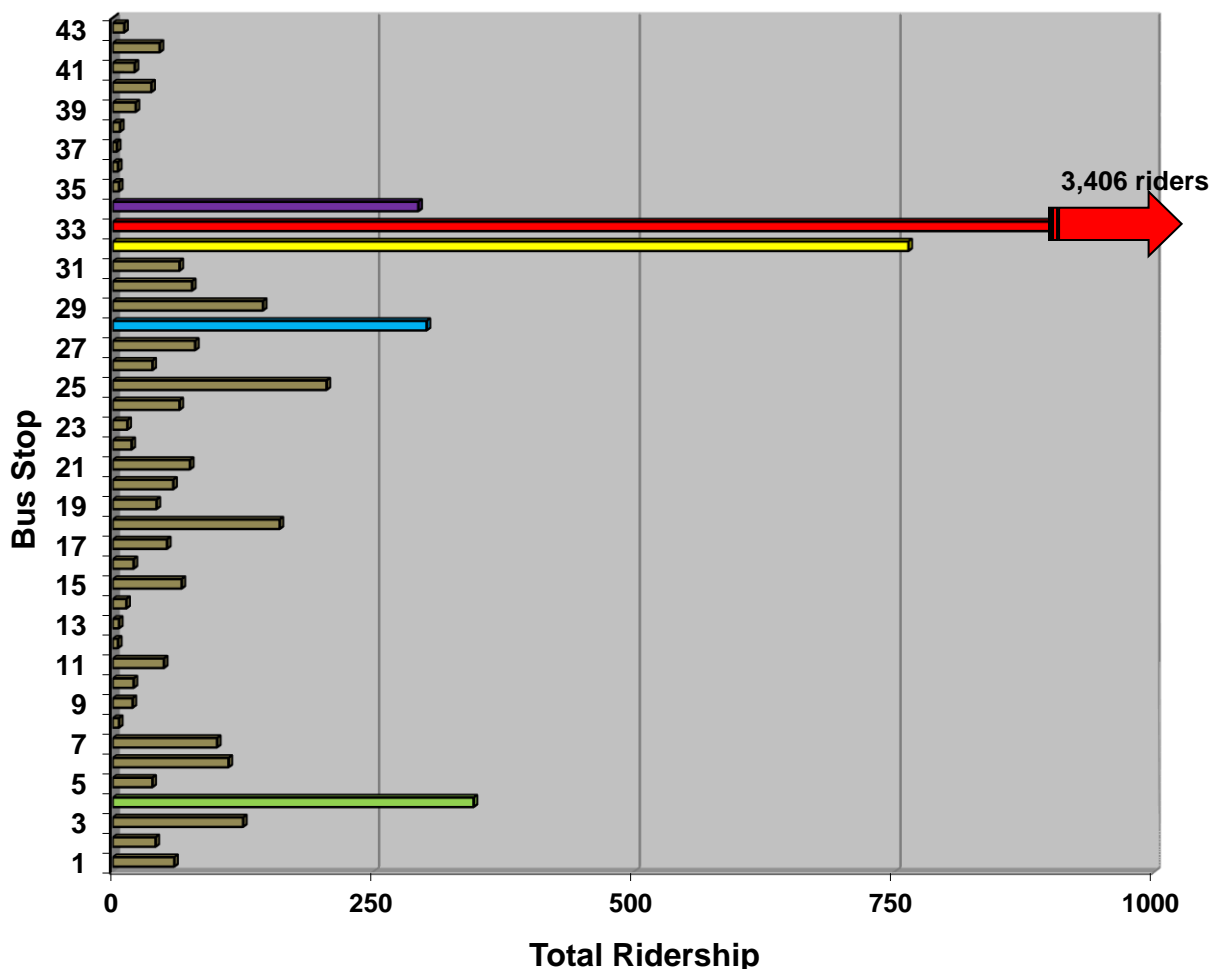
Figure 3 below and Attachment 1 illustrate ridership levels by bus stop for the first six months of 2020. Although there was a drastic reduction in overall ridership levels, the most often used stops continued to be the most popular stops during this period. The bus stop at Tecumseh Mall (red bar) continues to be the most popular stop/destination with 3,406 passengers boarding the TTS bus at this location. It was anticipated that this stop would have been, in relative terms, more dramatically impacted than others given the Transit Windsor system was not running from March 26 to May 4. This stop, however, accounted for 48.4% of all passengers for the first six months of 2020 which was only marginally less than the 49.4% it contributed to total boardings in 2019.

The next most popular stops for this period were:

- the bus stop immediately preceding the Tecumseh Mall stop at Southfield Drive (yellow bar – 10.8% of passengers);
- the Food Basic grocery store plaza (green bar – 4.9% of passengers);
- the bus stop located on Tecumseh Road at the municipal parking lot (blue bar – 4.3% of passengers); and

- the bus stop immediately after the Tecumseh Mall stop at Southfield Drive (purple bar – 4.2% of passengers)

Figure 3
Total Ridership by Bus Stop
January to June 2020



As illustrated in Figure 4 below, the TTS was in highest demand during the late morning period of 11:00 a.m. to noon, accounting for 11.2 percent of the total ridership, and the afternoon peak period between 2:00 and 4:00 p.m., with this two-hour period accounting for 22.3% of the total ridership. It is believed that the higher ridership during the afternoon peak period is largely attributed to student ridership in the pre-COVID-19 period. Ridership levels are at their lowest during the first and last runs of the daily service in the hours of 6-7 a.m. and 5-6 p.m.

Figure 4
Total Ridership by Time of Day
January to June 2020

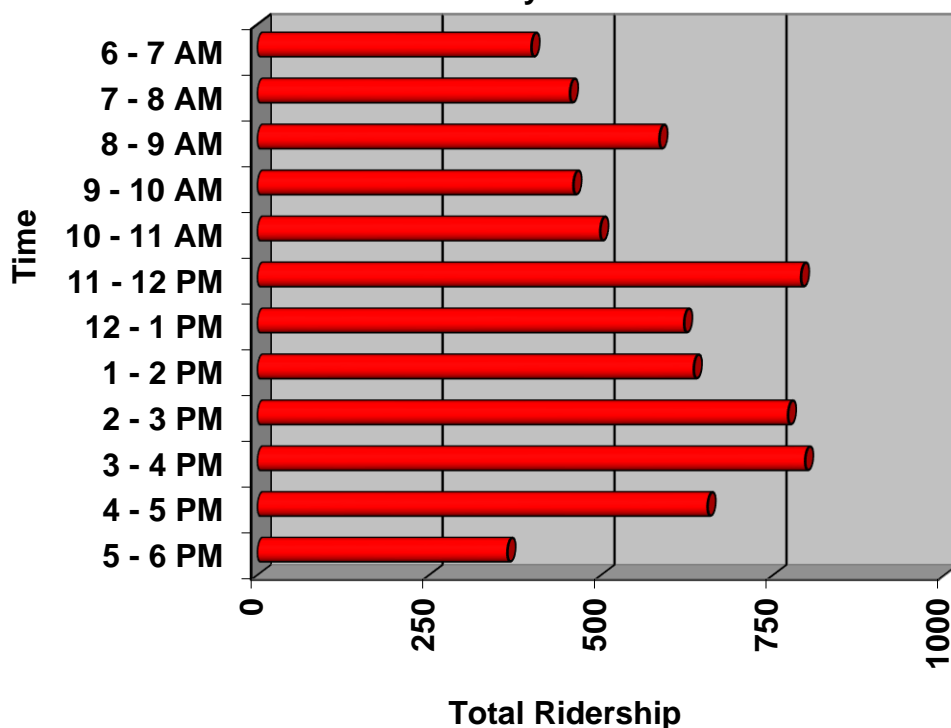
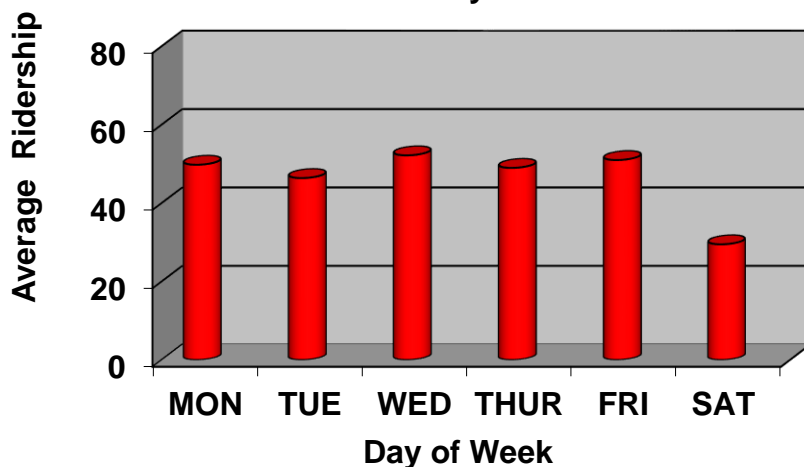


Figure 5 below illustrates that, with the exception of Saturday, there does not seem to be any significant differentiation amongst the days of the week on which people are using the transit system. Lower ridership on Saturdays is attributed to fewer students using the service on this day and to fewer places of employment being open.

Figure 5
Average Daily Ridership by Day of the Week
January to June 2020



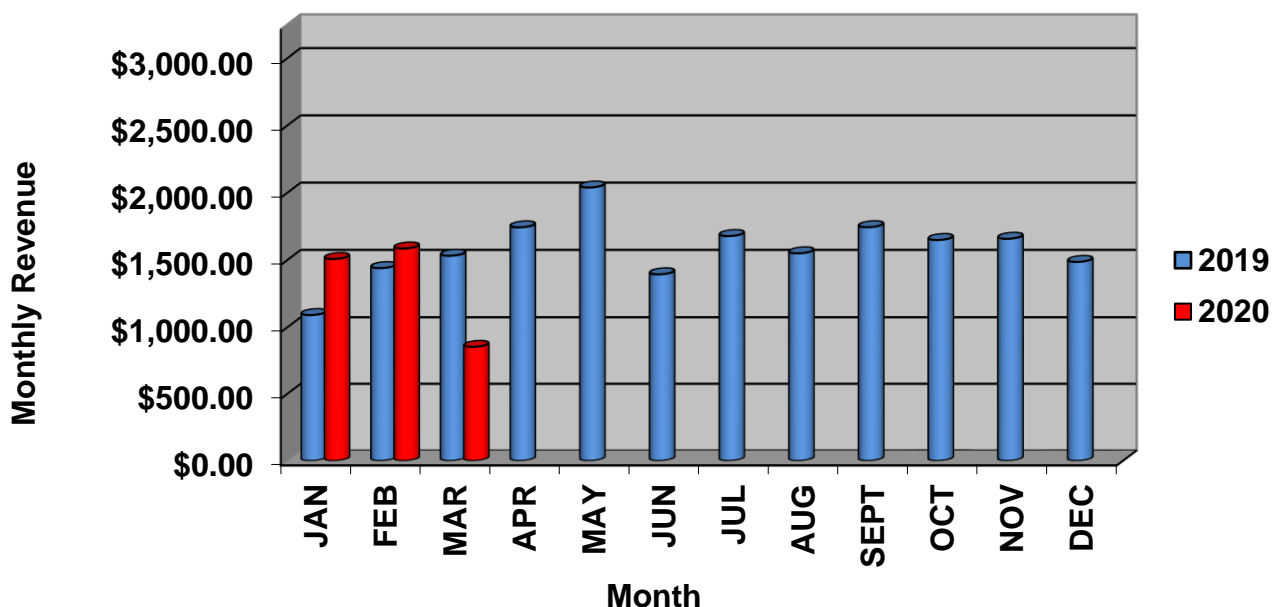
January to June 2020 Ridership Revenue Analysis

Figure 6 depicts a comparison of monthly total fare box revenues generated by the TTS from January 2019 to the end of June 2020. As noted previously, the dramatic decrease in revenue is attributed to the fact that the TTS has been operating as a free service since March 23, 2020. Again, it is important to note that revenues for January and February of 2020 were above those of the same period in 2019.

Total monthly fare box revenues for the first six months of 2020 were \$3,957 (compared to \$9,256 for the first six months of 2019). An additional \$1,420 was also generated through the sale of 16 bus passes from January to June 2020 (compared to \$2,715 generated through the sale of 42 bus passes during the same period of 2019). Accordingly, the total revenue for the first six months of 2020 was \$5,377 (compared to \$11,971 in same period for 2019). This represents a decrease of approximately 55% in total revenue.

Of the 16 bus passes that were issued so far in 2020, six were sold to both adults and students and the remaining four were senior passes. Riders with bus passes are primarily Tecumseh residents and students that use the TTS on a daily basis and, in some instances, multiple times per day. It should be noted that those riders who purchased bus passes covering the March 23 to September 8 period for which fares were eliminated will be credited for this time period.

Figure 6
Total Monthly Fare Box Revenues
2019 and June to January 2020



Prior to the COVID-19 period, there were both cash fare and non-cash fare options for passengers. Non-cash fares include the following categories:

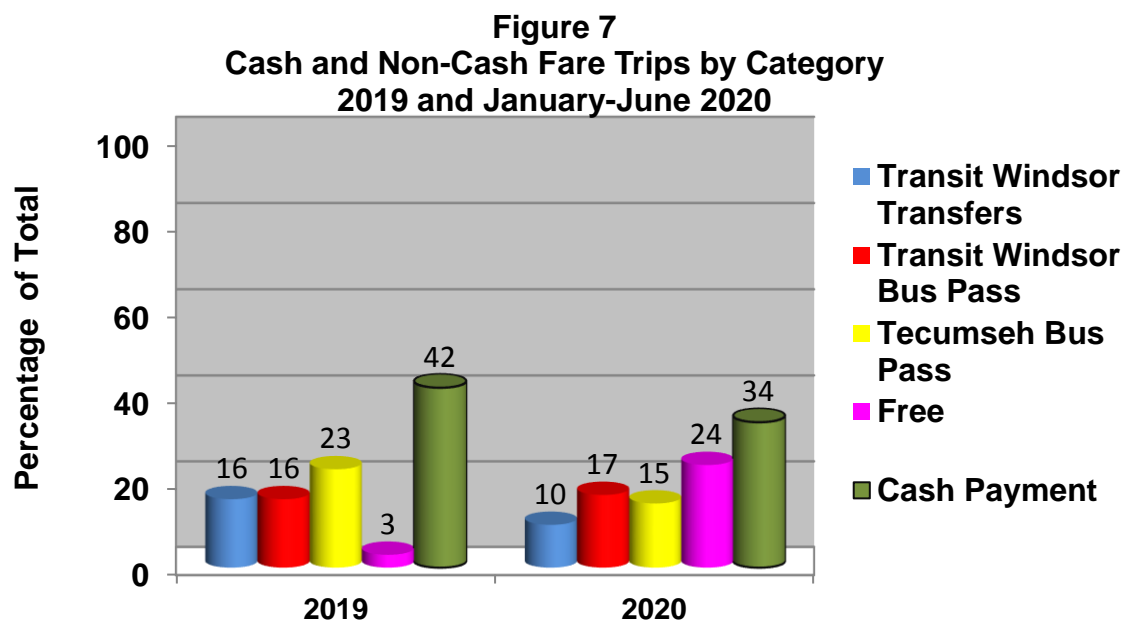
- Transit Windsor transfer (at Tecumseh Mall only);
- Transit Windsor bus pass (at Tecumseh Mall only);
- TTS bus pass; or
- free riders (i.e. child under the age of five, blind persons, veterans and persons assisting a person with a disability)

Figure 7 below identifies the distribution of passengers based on category of fare payment.

Due to the COVID-19 pandemic, the cash and non-cash fare trip profile experienced significant changes when compared to 2019. This is primarily due to the fact that the service has been free since March 23. As a result, free riders accounted for 24% of total trips compared to 3% of total trips in 2019. The elimination of transit fares has also lead to a corresponding drop in cash fares and in the purchase of TTS Bus Passes.

For the first six months of 2020, Transit Windsor transfers accounted for 10% of total trips and 16% of all non-cash fare trips. These trips are primarily Tecumseh residents who pay an outbound fare (to get to Tecumseh Mall), continue into Windsor by using the Transit Windsor system, then return to Tecumseh by using the aforementioned transfer stub.

Trips using a Transit Windsor bus pass, which accounted for 17% of total trips and 25% of non-cash fare trips, represent trips by those who board the bus at Tecumseh Mall from the Transit Windsor system and take the bus into Tecumseh. These riders then pay the required fare when returning to Tecumseh Mall on the outbound trip back into the City of Windsor. These two boarding options continue to be valid only when boarding the bus at Tecumseh Mall.



The first six months of 2020 saw a decrease in passengers using a TTS bus pass which provides access to the system at any stop. These passengers accounted for 15% of total trips and 23% of all non-cash fare trips (compared to 23% of total trips and 41% of all non-cash fare trips in 2019). These riders have purchased a monthly bus pass at the Town Municipal Office.

Summary

After an encouraging start to 2020, TTS ridership levels experienced a significant decline beginning in March and extending through to the end of this reporting period as a result of the COVID-19 emergency. The decline in ridership levels was initially exacerbated by the stoppage in service by Transit Windsor during the month of April. Although ridership levels gradually increased from a daily average of nine boardings during the initial stages of the pandemic to a daily average of 25 boardings in the month of June, they are not anticipated to reach pre-pandemic levels in the near future.

Despite the lower ridership during the COVID-19 emergency, the TTS remains an essential service for many in the community. It is anticipated that once the Province advances the Windsor-Essex region to Reopening Stage 3, TTS ridership will increase while the re-initiation of transit fares beginning September 8, 2020 will assist in once again generating revenues for this essential community service.

Given the contract expires at the end of 2020, with the option for an extension, Administration will evaluate service delivery options and report back to Council in the Fall with a recommended course of action.

Consultations

First Student Canada

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 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 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:

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

Reviewed by:

Chad Jeffery, MA, MCIP, RPP
Manager Planning Services

Reviewed by:

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

Recommended by:

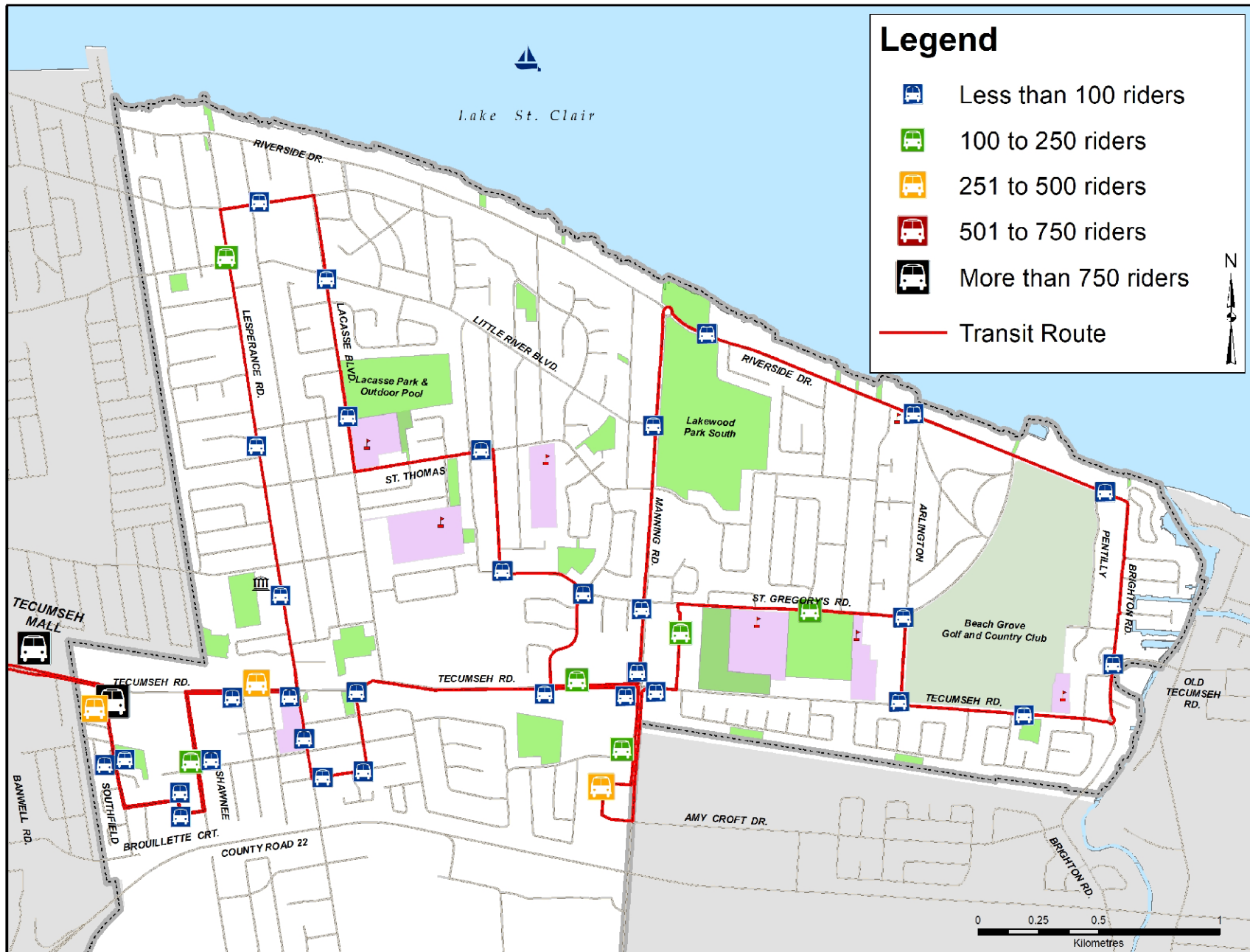
Margaret Misek-Evans, MCIP, RPP
Chief Administrative Officer

**Attachment
Number**

**Attachment
Name**

1

January to June 2020 Ridership Totals by Bus Stop Map





The Corporation of the Town of Tecumseh

Planning & Building Services

To: Mayor and Members of Council

From: Brian Hillman, Director Planning & Building Services

Date to Council: August 11, 2020

Report Number: PBS-2020-28

Subject: 2020 Six Month Permit Report

Recommendations

It is recommended:

That Planning and Building Services Report No. PBS-2020-28, "2020 Six Month Permit Report," **be received.**

Background

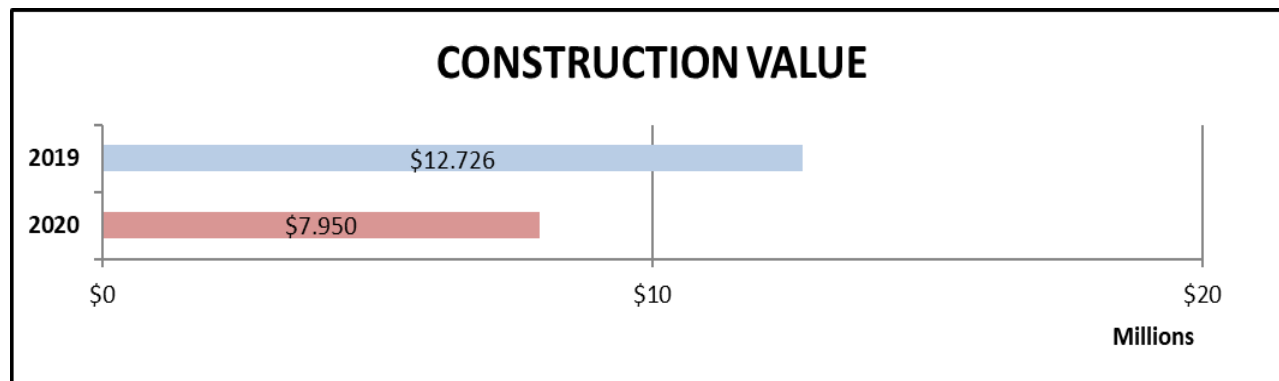
This Report summarizes the permits issued for the first six months of 2020 (January-June) and compares the values of the same period of the previous year. It is important to note that the Provincial Emergency regarding COVID-19 was declared March 17, 2020 and continued through this six-month period. Although there was a gradual reduction in restrictions through the latter portion of the six-month period in relation to the types of construction projects that could be undertaken by way of Ontario Regulations, there was a general decline in construction activity overall. Having said that, the processing and issuing of permits by the Town continued throughout this period as these tasks were viewed as an essential workplace service by the Provincial Government. Building inspection services were re-introduced by Provincial Regulation later in the six-month period.

Comments

1. Construction Value

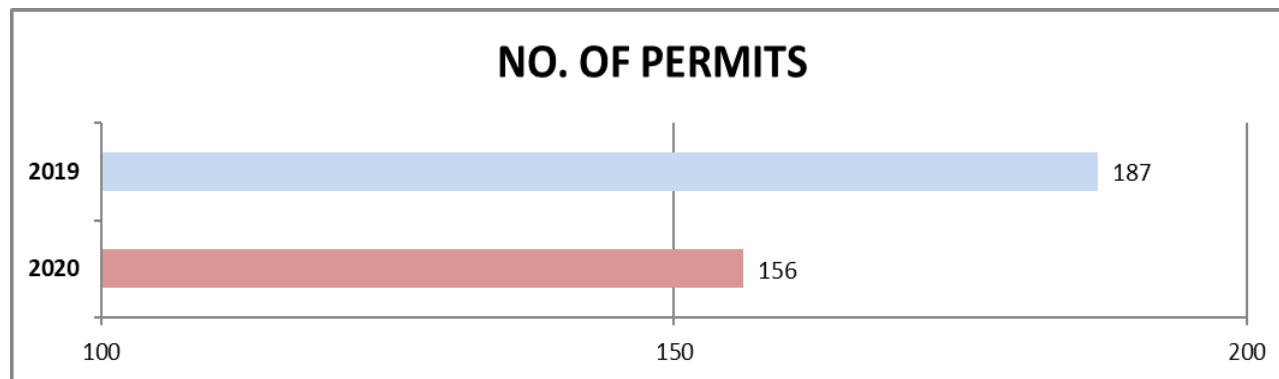
The following chart summarizes the reported construction value of permits for the period. Construction value was reported at \$7,950,095, which is down by \$4,775,870 or 38 percent

over last year. This is due in part to a late spring construction start with several large residential projects being issued permits in the third quarter and therefore not reported in this six-month period.



2. Number of Permits

The following chart summarizes the total number of permits issued for the period. A total of 156 permits were issued which is a decrease of 31 permits or 17 percent over the previous year.



3. Permit Types

The following chart summarizes permits issued by type for the period. A total of five new dwelling unit permits were issued, which resulted in five new residential units. For the same period last year there were 15 new residential units. With several large residential projects expected to be issued permits in the third quarter, it is projected that there will be a substantial increase in new residential units for the year. There were 20 Backwater Valve permits issued for the period in addition to a range of other permits as noted in the chart.

Permits		
Types of Permits	No of Permits	
	2020	2019
New Residential Buildings	5	15
New Multi-Residential Buildings	0	0
Residential Additions and Improvements	59	69
New Non-Residential Buildings	4	2
Non-Residential Additions and Improvements	9	22
Swimming Pools	16	23
Lot Grading	0	3
Fences	24	14
Signs	7	3
Portable Signs	27	26
Demolitions	5	10
Totals	156	187

Consultations

None

Financial Implications

Total revenue for the period is reported at \$91,856, which is 24 percent of the yearly budgeted amount of \$389,800. Permit revenue is projected to substantially increase with several large residential projects being issued permits in the third quarter.

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 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 checked="" 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:

Mike Voegeli
Manager Building Services & Chief Building Official

Reviewed by:

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

Recommended by:

Margaret Misek-Evans, MCIP, RPP
Chief Administrative Officer

Attachment Number	Attachment Name
None	None

The Corporation of the Town of Tecumseh

By-Law Number 2020 - 55

Being a By-law to adopt a Face Covering Policy for Visitors and Contractors

WHEREAS the Council for The Corporation of the Town of Tecumseh is desirous to enact a policy to require face coverings to be worn under certain circumstances inside Town Facilities and outside the on the premises of a Town Facility where a minimum physical distance of 2 meters (6 feet) cannot be maintained;

AND WHEREAS subsection 8(1) of the Municipal Act, 2001, S.O. 2001, c. 25, as amended ("Municipal Act, 2001") provides that the powers of a municipality shall be interpreted broadly so as to confer broad authority to enable it to govern its affairs as it considers appropriate and to enhance its ability to respond to municipal issues;

AND WHEREAS subsection 11(2) of the Municipal Act, 2001 authorizes a municipality to pass by-laws with respect to: economic, social and environmental well-being of the municipality, including respecting climate change; the health, safety and well-being of persons; and the protection of persons and property, including consumer protection;

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

1. **That** the Face Covering Policy for Visitors and Contractors (Policy), as appended to this by-law as Schedule A, be approved and adopted.
2. **That** this By-law and Policy shall come into force and take effect upon adoption.

Read a first, second, third time and finally passed this 11th day of August, 2020.

Gary McNamara, Mayor

Laura Moy, Clerk



The Corporation of the Town of Tecumseh

Policy Manual

Policy Number: 105

Effective Date: August 11, 2020

Supersedes: [Click or tap here to enter text.](#)

Approval: [Click or tap here to enter text.](#)

Subject: Face Covering Policy for Visitors and Contractors

1.0 Purpose

- 1.1 The Corporation of the Town of Tecumseh is committed to taking all precautions reasonable in the circumstances to protect our workers.

2.0 Scope

- 2.1 Face coverings are an additional step to help slow the spread of COVID-19 when combined with every day preventive actions and physical distancing in public settings.
- 2.2 Use of face coverings is recommended by the Chief Medical Officer of Health of Ontario and the Chief Public Health Officer of Canada in situations where physical distancing (spatial separation of individuals by at least 2 metres) is difficult to maintain.
- 2.3 This policy prohibits members of the public and contractors from entering the premises or remaining in the premises if the person is not wearing a face covering.
- 2.4 The Town acknowledges that face coverings may not protect the wearer but it may keep the wearer from spreading the virus to others.

3.0 Definition

- 3.1 **Face Covering:** a medical mask or non-medical mask or other face coverings such as a bandana, a scarf or cloth (including hijab and niqab) that covers the mouth, and nose ensuring a barrier that limits the community transmission of COVID-19.
- 3.2 **Person:** a customer, patron, contractor or visitor, who enters any Town facility.
- 3.3 **Town Facility:** buildings and structures owned and operated by The Corporation of the Town of Tecumseh that are openly accessible to persons and from which services are delivered.

4.0 Policy

- 4.1 The Corporation of the Town of Tecumseh will ensure visible signage is posted at the entrance to each Town Facility indicating that face coverings are required to be worn by Persons entering Town Facilities.
- 4.2 The face covering must be worn by Persons at all times inside the Town Facility and outside on the premises of a Town Facility where a minimum physical distance of 2 m (6 ft.) cannot be maintained.
- 4.3 Persons that are not wearing a face covering will not be permitted entry into the Town Facility.
- 4.4 A person shall be exempt from wearing a face covering in a Town Facility, if:
 - 4.4.1 The person is a child under the age of two years; or a child under the age of 5 years either chronologically or developmentally and he or she refuses to wear a face covering and cannot be persuaded to do so by their caregiver;
 - 4.4.2 Wearing a face covering would inhibit the person's ability to breathe in any way;
 - 4.4.3 For any other medical reason, the person cannot safely wear a face covering such as, but not limited to, respiratory disease, cognitive difficulties or difficulties in hearing or processing information;
 - 4.4.4 For any religious reason, the person cannot wear a face covering, or cannot do a face covering in a manner that would properly control source.

5.0 Responsibilities

- 5.1 The Senior Management Team is responsible for communicating this Policy to all staff and for ensuring compliance with this Policy.
- 5.2 All staff are responsible for advising their Director or Manager of non-compliant Persons.

6.0 Effect, Monitoring & Evaluation

- 6.1 This Policy shall come into effect immediately upon the proclamation of a pandemic for any type of viral respiratory illness for which the Medical Officer of Health recommends or orders wearing face coverings/masks as a protective measure and/or a Declaration of Provincial and/or Local Emergency is made. Accordingly, the policy shall remain in effect for the duration of such Provincial and/or Local Declarations of Emergency and/or advice or order of the Medical Officer of Health.
- 6.2 This Policy shall be monitored by the Human Resources Division of the Corporate Services Department.
- 6.3 This Policy will be reviewed as required based on revisions to corporate practices or updates are made by the Windsor Essex County Health Unit, the Chief Medical Officer of Health of Ontario and/or the Chief Public Health Officer of Canada.

7.0 References

- 7.1 Windsor-Essex County Health Unit Order of the Medical Officer of Health, date June 23, 2020, regarding facing coverings.
- 7.2 Section 22 of the Health Protection and Promotion Act, R.S.O. 1990, c.H.7

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 (Zoning)	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 Q3 of 2020

The Corporation of the Town of Tecumseh

By-Law Number 2020 - 56

Being a by-law to confirm the proceedings of the August 11, 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** 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 August 11, 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 August 11, 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 11th day of August, 2020.

Gary McNamara, Mayor

Laura Moy, Clerk