

## Regular Council Meeting Agenda

**Date:** Tuesday, December 13, 2022, 7:00 pm  
**Location:** Tecumseh Town Hall - Council Chambers  
917 Lesperance Road  
Tecumseh, Ontario N8N 1W9

**Pages**

- A. Roll Call
- B. Order
- C. Report Out of Closed Meeting
- D. Moment of Silence
- E. National Anthem
- F. Land Acknowledgement

We acknowledge that we are on land and surrounded by water, originally inhabited by Indigenous Peoples who have travelled this area since time immemorial. This territory is within the lands honoured by the Wampum Treaties; agreements between the Anishinaabe, Haudenosaunee, Lenni Lenape and allied Nations to peacefully share and care for the resources around the Great Lakes. Specifically, we would like to acknowledge the presence of the Three Fires Confederacy Ojibwe, Odawa, Potawatomi and Huron/Wendat Peoples. We are dedicated to honouring Indigenous history and culture while remaining committed to moving forward respectfully with all First Nations, Inuit and Métis.

- G. Disclosure of Pecuniary Interest

- H. Minutes

- |  |         |
|--|---------|
| 1. Regular Council Meeting - November 22, 2022   | 18 - 31 |
| 2. Special Council Meeting - October 27, 2022 - Human Resources Strategy and Asset Management Plan | 32 - 37 |
| 3. Special Council Meeting- November 22, 2022 - Cyber Security Awareness Training                  | 38 - 39 |

4. Special Council Meeting - November 29, 2022 - Council Orientation 40 - 42

**Recommendation**

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** the November 22, 2022 minutes of the Regular Council meeting, the October 27, November 22, and 29, 2022 minutes of the Special Council Meetings, as were duplicated and delivered to the members, **be adopted**.

**I. Supplementary Agenda Adoption**

**J. Delegations**

1. Capstone Infrastructure 43 - 53

Re: Lauren McLeod, Development Manager

Supplementary Item

2. 2021 Audited Financial Statements 54 - 123

Cynthia Swift, Partner, KPMG, Municipal Auditors

3. 2023 Police Services Budget Presentation 124 - 140

Margaret Misek-Evans, Secretary, Police Services Board and Angela Ferguson, Essex County OPP Detachment Commander

4. 2023 Draft Business Plan and Operating Budget 141 - 179

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

**Recommendation**

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** the 2023 Proposed Budget and Business Plan **be tabled** for discussion to the Special Council Meeting on Tuesday, January 17, 2023.

**K. Communications - For Information**

1. Town of Lakeshore dated November 22, 2022 180 - 180

Re: Notice of Commencement Lakeshore Stormwater Master Plan Study Phase 2

2. Rural Ontario Municipal Association dated December 6, 2022 181 - 182

Re: Final Reminder of Nominations: 2023-2027 ROMA Board of Directors

**Recommendation**

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** Communications - For Information items 1 and 2 as listed on the Tuesday, December 13, 2022 Regular Council Agenda, **be received.**

**L. Communications - Action Required**

**M. Committee Minutes**

1. The Town of Tecumseh Business Improvement Area dated November 16, 2022 183 - 186

**Recommendation**

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** the November 16, 2022 minutes of the Town of Tecumseh Business Improvement Area were duplicated and delivered to the members, **be accepted.**

**N. Reports**

1. Chief Administrative Officer - People & Culture

- a. CAO-2022-10 Exercise of Delegated Authority during the Lame Duck Period 187 - 191

**Recommendation**

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** Report CAO-2022-10, “Exercise of Delegated Authority during the Lame Duck Period” **be received**;

**And that** the authorization of additional capital funding in the amount of \$2.4M for watermain and sanitary sewer infrastructure within the Town of Tecumseh associated with the County of Essex road improvement project for County Road 42 and County Road 43, **be endorsed**;

**And further that** reserve allocations for the Town’s total project commitment of \$6,476,000 **be endorsed**, as follows:

- Watermain Reserve Fund, \$3,359,000
- Wastewater Sewer Reserve Fund, \$3,117,000.

- b. CAO-2022-11 Review of Non-Statutory Advisory Committees 192 - 202

**Recommendation**

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** Report CAO-2022-11, “Non-Statutory Advisory Committee Review”, **be received**;

**And that** the administration of the Lakeshore-Tecumseh Intermunicipal Committee **be continued** until further direction from Council;

**And further that** the Rural Broadband Advisory Committee **be continued** into 2023 with the same Council representatives and Administration **be authorized** to approach the community members to extend their commitment into 2023;

**And furthermore, that** the Cultural & Arts Advisory Committee, the Senior Advisory Committee and the Youth Advisory Committee **be discontinued** in accordance with the provisions laid out in Report CAO-2022-11, effective for 2023.

- c. CAO-PC-2022-08 Health and Safety Policy No. 7

203 - 208

**Recommendation**

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** Health and Safety Policy No. 7, as reviewed for the year 2022, in accordance with Section 25(2)(j) of the Occupational Health and Safety Act, **be approved;**

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

2. Community & Recreation Services

- a. CRS-2022-14 Town of Tecumseh Energy Management Update

209 - 239

**Recommendation**

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** Report CRS-2022-14, Town of Tecumseh Energy Management Update, **be received;**

**And that** the updated Energy Conservation and Demand Management (ECDM) Plan attached to Report CRS-2022-14 **be endorsed.**

- b. CRS-2022-17 Parks 2023-2027 Five (5) Year Capital Works Plan

240 - 253

**Recommendation**

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** the Parks Capital Projects as summarized in Attachment 1 to Report CRS-2022-17 2023-2027 Parks Capital Works Plan, **be adopted;**

**And that** the 2023-2027 Parks Capital Projects be funded through the Parks Lifecycle Reserve, New Infrastructure Levy (NIL), Grants and Community Contributions.

- c. CRS-2022-18 Arena and Pool 2023-2027 Five (5) Year Capital Works Plan 254 - 266

**Recommendation**

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That the** Arena and Pool Capital Projects as summarized in Attachment 1 to Report CRS-2022-18 Arena and Pool 2023-2027 Five (5) Year Capital Works Plan, **be adopted;**

**And that** the 2023 – 2027 Arena and Pool Capital Projects **be funded** through the Arena and Pool Lifecycle Reserves;

**And further that,** should the Triple Gymnasium & Programming Space Addition to Tecumseh Arena project proceed on confirmation of senior government funding, the Town's share **be funded** through the Infrastructure Reserve.

- d. CRS-2022-19 Municipal Buildings 2023-2027 Five (5) Year Capital Works Plan 267 - 276

**Recommendation**

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That the** Municipal Buildings Capital Projects as summarized in Attachment 1 to Report CRS-2022-19 Municipal Buildings 2023-2027 Five (5) Year Capital Works Plan, **be adopted;**

**And that** the 2023 – 2027 Municipal Buildings Capital Projects **be funded** through the Buildings Lifecycle Reserve and the Infrastructure Reserve.

- e. CRS-2022-20 Tender Award - Bert Lacasse Ball Diamond Upgrades 277 - 322

Supplementary Item

### Recommendation

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** the low tender from Gulf Developments Inc. in the amount of \$2,996,218. inclusive of non-refundable HST, for the Tender Award – Bert Lacasse Ball Diamond Upgrades, **be approved;**

**And that** \$140,000 be allocated as a contingency for this project.

**And further that** By-law No. 2022-104 to authorize the Mayor and Clerk to execute an agreement, with Gulf Developments Inc. **be adopted.**

### 3. Development Services

- a. DS-2022-47 On-Demand Transit Pilot Project Results and 2023 Transit Recommendations 323 - 351

Supplementary Item

### Recommendation

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** DS-2022-47, entitled “On-Demand Transit Pilot Project Results and 2023 Transit Recommendations”, **be received;**

**And that** the Tecumseh Transit Service reverting to the pre-pilot program fixed route service Monday to Friday and continuing to operate as an On-Demand service for Saturdays only beginning January 2, 2023, at a net budget expenditure of \$87,500 **be approved** in advance of the 2023 budget deliberations due to the timing of service renewal;

**And further that** Administration **be authorized** to negotiate an Amending Agreement to the existing Transit Delivery and Maintenance Services Agreement between the Town of Tecumseh and First Canada ULC, which will facilitate an extension to the existing contract to the end of 2023, which Amending Agreement will be brought forward for consideration by Council under separate report on January 24, 2023; and

**And furthermore, that** Administration **be authorized** to further assess potential changes to the fixed route in the first quarter of 2023, including public engagement, and that the findings be brought forward by way of a future report for Council’s consideration.

- b. DS-2022-48 Town-wide Site Plan Control Designating By-Law 352 - 357

**Recommendation**

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** Report DS-2022-48, entitled “Town-Wide Site Plan Control Designating By-law,” **be received**;

**And that** a by-law designating the entirety of the Town of Tecumseh as a site plan control area, in accordance with Section 41 of the *Planning Act*, subsection 10.4.1 of the Tecumseh Official Plan and DS-2022-48, **be adopted**;

**And further that** By-laws 2003-82 and 2021-21 **be repealed**.

- c. DS-2022-49 Capstone Infrastructure Municipal Support Resolution: IESO Procurement Expedited RFP Submission 358 - 364

Supplementary Item

**Recommendation**

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** Report DS-2022-49, entitled “Capstone Infrastructure Corporation Municipal Support Resolution: IESO Procurement Expedited RFP Submission”, **be received**;

**And that** Council **support** the development, construction and operation of a Long-Term Reliability Project by Capstone Infrastructure Corporation in the Town of Tecumseh, more specifically named the South Shore Battery Electric Storage System Project, with a maximum contract capacity of 200 MW, having the unique Project ID of LT1RFQ-026-03-1, LT1RFQ-026-03-2 and LT1RFQ-026-03-3;

**And further that** it be **acknowledged** that the support for this project shall have the sole purpose of enabling Capstone Infrastructure Corporation to receive Rated Criteria points under the E-LT1 RFP or to satisfy its obligations under any contract awarded under the E-LT1 RFP and does not supersede any applicable permits or approvals under applicable Laws and Regulations that may be required for its Long-Term Reliability Project.

4. Financial Services

- a. FS-2022-13 Administrative Fees and Charges 2023

365 - 383

**Recommendation**

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

By-law No. 2022-99 being a by-law prescribing a tariff of administrative fees and charges for 2023 **be approved.**

5. Legislative & Clerk Services

- a. LCS-2022-37 Civil Marriage Services

384 - 388

**Recommendation**

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** Report LCS-2022-37 entitled “Civil Marriage Services”, **be received;**

**And that** Civil Marriage Services offered by the Town **be terminated** effective December 31, 2022;

**And further that** the Acting Clerk prepare a by-law to amend By-Law 2018-09 with the respective revisions to terminate Marriage Ceremony Services and the agreements with the Town’s officiants;

**And furthermore, that** the Acting Clerk prepare correspondence to all Town Officiants terminating their agreements and a notice **be posted** on the Town’s website.

**Recommendation**

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** Report LCS-2022-39 entitled “Animal Control Services” **be received;**

**And that** the tender from Essex County K9 Services in the amount of \$22,000 plus HST annually, for Animal Control Services, **be approved** in advance of the 2023 budget deliberations due to the timing of service renewal;

**And further that** By-Law 2022-092 be given first, second, third and final reading **to authorize** the Mayor and Acting Clerk to execute an Agreement, satisfactory in form to the Town’s Solicitor, between the Town of Tecumseh and Essex County K9 Services regarding Animal Control Services from January 1, 2023 to December 31, 2025.

**Recommendation**

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** Report LCS-2022-40 entitled “Taxi Licensing Services,” **be received;**

**And that** Council **repeal** By-Law 2003-85, thereby de-regulating taxicabs, taxicab drivers and taxicab companies within the Town of Tecumseh;

**And further that** any taxicab driver who holds a valid municipal taxi driver’s licence within the City of Windsor or the County of Essex **be permitted** to service the residents of the Town of Tecumseh.

**Recommendation**

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That Report LCS-2022-39 entitled “Animal Services” be received;**

**And that** The Corporation of the Town of Tecumseh **enter** into an Agreement with the Windsor Essex County Humane Society for the provision of cat intake and spay/neuter services, at an annual cost to the Town of \$7,500, and DocuPet Inc. for the provision of dog tag licensing, at an annual cost to the Town of \$4.00 per tag, in advance of the 2023 budget deliberations due to the timing of service renewal;

**And further that** the Clerk **be authorized** to execute an Agreement between the Town and Windsor Essex County Humane Society, for a one year term commencing January 1, 2023 and concluding December 31, 2023;

**And furthermore, that** the Clerk **be authorized** to execute an Agreement between the Town and DocuPet Inc., for a three-year term commencing January 1, 2023 and concluding December 31, 2025.

6. Public Works & Engineering Services

- a. PWES-2022-26 Amendment to Drainage Assessment Schedules for Works Completed under Section 78 of the Drainage Act in 2021

406 - 411

**Recommendation**

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** the Report PWES-2022-26 titled “Amendment to Drainage Assessment Schedules for Works Completed under Section 78 of the Drainage Act in 2021”, **be received**;

**And that** By-law No. 2022-093 being a Capital Drain Levying By-Law to provide for the collection of construction drainage assessments for the Dawson Drain (Revenberg Culvert), approved by By-law No. 2021-15, **be given** first, second, third and final reading;

**And further that** By-law No. 2022-094 being a Capital Drain Levying By-Law to provide for the collection of construction drainage assessments for the South Talbot Holden Outlet Drain (County Road 11 & South Talbot Road Intersection), approved by By-Law 2021-42, **be given** first, second, third and final reading;

**And furthermore, that** By-law No. 2022-095 being a Capital Drain Levying By-Law to provide for the collection of construction drainage assessments for the South Talbot Holden Outlet Drain (Gosselin O’Neil culvert), approved by By-law No. 2019-25, **be given** first, second, third and final reading;

**And further moreover that** By-law No. 2022-096 being a Capital Drain Levying By-Law to provide for the collection of construction drainage assessments for the East Townline Drain (St. Clair Outlet), approved by By-law No. 2019-21, **be given** first, second, third and final reading.

- b. PWES-2022-40 Water and Wastewater Rates for 2023

412 - 418

**Recommendation**

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** By-law No. 2022-102 being a by-law to adopt the water and wastewater rates for 2023, based on the recommendation of the 2015 Town of Tecumseh Water and Wastewater Rate Study, and the Mediation Agreement and discussions with the Windsor Utilities Commission, **be adopted**.

**Recommendation**

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** the tender for the Tecumseh Road Storm Sewer and Road Improvements in the amount of \$2,961,219.48 excluding HST **be awarded** to Rudak Excavating Inc.;

**And that** By-law 2022-090 **be given** the first, second, third and final reading, to authorize the Mayor and Clerk to execute an agreement, satisfactory in form to the Town's solicitor, with Rudak Excavating Inc.;

**And further that** funding allocations, reflecting a total budget requirement of \$4,271,200 with a \$2,139,000 increase to the original allocation **be accommodated** as follows:

- Road Lifecycle Reserve – increase from \$1,849,300 to \$3,745,955
- Watermain Reserve Fund – increase from \$0 to \$79,069
- Wastewater Sewers Reserve Fund – increase from \$0 to \$100,774
- Storm Sewer Lifecycle Reserve – increase from \$282,900 to \$345,292

**And furthermore that** By-law 2022-091 **be given** the first, second, third and final reading, to authorize the Mayor and Clerk to execute the Collaborative Work Agreement, satisfactory in form to the Town's solicitor, with VIA Rail Canada Inc.;

**And further moreover that** By-law 2022-097 **be given** the first, second, third and final reading, to authorize the Mayor and Clerk to execute the Infrastructure Contract (Crossing and Permission to Access), satisfactory in form to the Town's solicitor, with VIA Rail Canada Inc.;

**And further moreover that** By-law 2022-098 **be given** the first, second, third and final reading, to authorize the Mayor and Clerk to execute the Fencing Agreement, satisfactory in form to the Town's solicitor, with VIA Rail Canada Inc.

- d. PWES-2022-45 2022 Supply of Various Vehicles Tender Award 431 - 436

Supplementary Item

**Recommendation**

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** the purchase of three (3) Extended Cab Pickup Trucks, in the amount of \$128,468 plus HST plus outfitting costs, **be awarded** to Provincial Chrysler;

**And that** the purchase of one (1) Crew Cab Pickup Truck, in the amount of \$57,883 plus HST plus outfitting costs, **be awarded** to Amherstburg Chevrolet;

**And further that** the annual funding allocation, reflecting a total budget requirement of \$201,843 with a \$50,843 increase to the original allocation **be accommodated** as:

- Fleet Lifecycle Reserve – Increase from \$151,000 to \$201,843

- e. PWES-22022-46 2022 Water Services Vehicle Tender Award 437 - 441

**Recommendation**

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** the purchase of the 2022 Water Services Vehicle and service body, in the amount of \$109,399, **be awarded** to Oxford Dodge;

**And further that** the annual funding allocation, reflecting a total budget requirement of \$114,377 with a \$24,377 increase to the original allocation **be accommodated** as:

- Fleet Lifecycle Reserve – Increase from \$90,000 to \$114,377

**O. By-Laws**

1. By-Law 2022-089 Tender Award - Curtis Drain 442 - 446

Being a by-law to authorize the execution of an Agreement between The Corporation of the Town of Tecumseh and Matassa for the drainage repair and improvements to the Curtis Drain

- |    |   |           |
|----|---|-----------|
| 2. | By-Law 2022-090 Tender Award for Lesperance VIA Rail Improvements<br><br>Being a by-law to authorize the execution of an Agreement between The Corporation of the Town of Tecumseh and Rudak Excavating Inc for the improvements to the Lesperance Road and VIA Rail At-Grade Crossing  | 447 - 452 |
| 3. | By-Law 2022-091 Lesperance Road Via Rail Agreement<br><br>Being an By-law to authorize the Execution of a Collaborative Work Agreement with the Corporation of the Town of Tecumseh and VIA Rail Canada Inc.  | 453 - 463 |
| 4. | By-Law 2022-092 Dog Control Services<br><br>Being a by-law to authorize the execution of an Agreement between The Corporation of the Town of Tecumseh and Essex County K9 Services for animal control services for the period January 1, 2023 to December 31, 2025  | 464 - 473 |
| 5. | By-Law 2022-093 Dawson Drain - Revenberg Drain<br><br>A By-law to amend drainage assessments estimated in engineer reports based on actual costs incurred for the construction of the Dawson Drain (Revenberg Drain)  | 474 - 475 |
| 6. | By-Law 2022-094 South Talbot Holden Outlet Drain - County Road 11 and South Talbot Road intersection<br><br>A By-law to amend drainage assessments estimated in engineer reports based on actual costs incurred for the construction of the South Talbot Holden Outlet Drain. (County Road 11 and South Talbot Road Intersection) | 476 - 477 |
| 7. | By-Law 2022-095 South Talbot Holden Outlet Drain - Gosselin O'Neil Culvert<br><br>A By-law to amend drainage assessments estimated in engineer reports based on actual costs incurred for the construction of the South Talbot Holden Outlet Drain (Gosselin O'Neil Culvert)  | 478 - 479 |
| 8. | By-Law 2022-096 East Townline Drain - St. Clair Outlet<br><br>A By-law to amend drainage assessments estimated in engineer reports based on actual costs incurred for the construction of the East Townline Drain (St. Clair Outlet)  | 480 - 481 |

9.	By-Law 2022-097 VIA Infrastructure Contract - Crossing and Permission to Access	482 - 506
	Being a by-law to authorize the execution of a Infrastructure Contract (Crossing and Permission to Access) Agreement between The Corporation of the Town of Tecumseh and VIA Rail Canada Inc.	
10.	By-Law 2022-098 VIA Infrastructure Contract - Fencing	507 - 523
	Being a by-law to authorize the execution of a Fencing Agreement between The Corporation of the Town of Tecumseh and VIA Rail Canada Inc.	
11.	By-Law 2022-099 Administrative Fees and Charges for 2023	524 - 542
	Being a By-law to prescribe a tariff of administrative fees and charges for the Town of Tecumseh for the year 2023	
12.	By-Law 2022-100 Interim Tax Rate	543 - 544
	Being a by-law to provide for an Interim Tax Rate for the Year 2023	
13.	By-Law 2022-101 Late Payment Charges	545 - 546
	Being a by-law to impose late payment charges for non-payment of taxes or any installment of taxes by due date	
14.	By-Law 2022-102 Water and Wastewater Rates	547 - 551
	Being a By-law to establish the water and wastewater rates for the year 2023	
15.	By-Law 2022-103 Town-Wide Site Plan Control By-Law	552 - 553
	Being a By-law to designate as a site plan control area, the entire area covered by the Town of Tecumseh Official Plan	
16.	By-Law 2022-104 Gulf Developments Inc	554 - 595
	Being a by-law to authorize the execution of an Agreement between The Corporation of the Town of Tecumseh and Gulf Developments Inc. for the construction of the new Grandstand at Lacasse Park	

**P. Unfinished Business**

1.	Unfinished Business - December 13, 2022	596 - 596
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**Q. New Business**

**R. Motions**

1. 2022-2024 AMO Board of Directors

597 - 597

**Recommendation**

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** the Tecumseh Town Council supports the Mayor's application to fill the vacant municipal elected official position in the County Caucus of the AMO Board of Directors.

**And that** a completed application and supporting material **be submitted** no later than 12:00 p.m. (noon) Friday, February 10, 2023.

2. Confirmatory By-Law 2022-105

598 - 599

**Recommendation**

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** By-Law 2022-105 being a by-law to confirm the proceedings of the Tuesday, December 13, 2022, regular meeting of the Council of The Corporation of the Town of Tecumseh **be given** first, second, third and final reading.

**S. Notices of Motion**

**T. Next Meeting**

**Tuesday, January 17, 2023**

4:00 pm Special Council Meeting - Proposed Budget and Business Plan 2023

**Tuesday, January 24, 2023**

4:30 pm Special Council Meeting - Council Orientation Workshop - Procedure By-Law

5:30 pm Public Council Meeting - Antaya Drain

6:00 pm Public Council Meeting - Gouin Drain

6:30 pm Public Council Meeting - South Talbot and Holden Outlet Drain - Meo Bridge

7:00 pm Regular Council Meeting

**Wednesday, January 25, 2023**

4:00 pm Special Council Meeting - Capital Budgets

U.    **Adjournment**

**Recommendation**

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** there being no further business, the Tuesday, December 13, 2022 meeting of the Regular Council **be adjourned** at     pm.