



The Corporation of the Municipality of Leamington

Meeting of Municipal Council

Agenda

Monday, October 19, 2015

Commencing at 6:00 PM

In Leamington Council Chambers

(A) **Call to Order:**

(B) **National Anthem:**

(C) **Disclosures of Pecuniary Interest:**

(D) **Adoption of Council Minutes:**

1. Minutes of the Special Closed Meeting Training held October 2, 2015
Pages 4 to 5
2. Minutes of the Council Meeting held October 5, 2015
Pages 6 to 11
3. Minutes of the Special Closed Meeting held October 5, 2015
Pages 12 to 13
4. Minutes of the Special Meeting held October 9, 2015
Pages 14 to 17

(E) **Business Arising Out of the Minutes:**

(F) **Public Meetings/Court of Revision:**

1. Public Meeting, Zoning By-law Amendment:
 - ZBA #109 for 108 Erie Street North, 4 and 6 Ivan Street and 9 and 13 Foundry Street

(G) **Reports of Staff and Delegations:**

1. Report FIN-20-15 dated October 19, 2015 regarding LED Sign Purchase, Leamington Kinsmen Recreation Complex
Pages 18 to 19

2. Report FIN-21-15 dated October 19, 2015 regarding Purchase of Security Cameras, Leamington Kinsmen Recreation Complex
Pages 20 to 21

(H) **Matters for Approval:**

1. Minutes of the Leamington Accessibility Advisory Meeting held September 30, 2015
Pages 22 to 24

(I) **Other Matters for Consideration:**

1. Resolution required to delegate signing authority regarding Windsor Family Credit Union Limited banking services

Motion for Consideration:

That Windsor Family Credit Union Limited is hereby appointed as the Depository Agent of the Organization.

That the Mayor, the Deputy Mayor, the Chief Administrative Officer, the Treasurer and the Deputy Treasurer (with the Credit Union to be advised in writing of any changes in officers and specimen signatures to be provided to effect changes) are hereby designated to be signing officer(s) for and in the name of the Organization and any two of them are hereby authorized and empowered on behalf of the Organization from time to time.

- (a) to draw, accept, sign, make, endorse, negotiate and dispose of all or any bills of exchange, promissory notes, cheques and orders for the payment of money, and
- (b) to pay and receive all moneys and give receipts for same, and
- (c) to borrow money from the Credit Union and deposit with, convey, transfer, mortgage, pledge, hypothecate, assign, deliver, and/or give to the Credit Union, as security for any moneys borrowed or to be borrowed, all or any of the Organization's present or future property and assets of every kind, and whether real or personal, moveable or immoveable, and
- (d) to receive from the Credit Union any negotiable instruments or other property and assets of the Organization of every kind and give receipts therefor, and
- (e) to execute any agreement or authority relating to the depository business of the Organization either generally or with regard to any particular transaction, and
- (f) to transact generally with the Credit Union any business he/she/they may see fit.

That any two of the above signing officers are hereby authorized on behalf of the Organization from time to time and until further notice to the Credit Union to rent safety deposit boxes and have access thereto and to surrender same.

That any two of the above signing officers are hereby authorized on behalf of the Organization from time to time and until further notice to the Credit Union.

(a) to discount, negotiate, deposit with or transfer to the said Credit Union (but for credit of the of the Organization only) all or any bills of exchange, promissory notes, cheques or orders for the payment of money and other negotiable instruments and for the said purpose to endorse the same or any of them, and

(b) to receive all paid cheques and other debit vouchers charged to any account of the Organization and give receipts therefor.

(J) Report on Closed Session:

None

(K) Consideration of By-laws:

By-law 516-15 being a by-law to confirm the proceedings of the Council of The Municipality of Leamington at its meeting held October 19, 2015

(L) Notices of Motion:

None

(M) Open Session:

(N) Announcement of Upcoming Meetings/Events:

Wednesday, October 21, 2015

- Union Water Joint Management Board, 9:00 AM, Kingsville Arena
- Essex County Council, 6:00 PM, Essex County Council Chambers

Tuesday, October 27, 2015

- Committee of Adjustment, 5:00 PM, Council Chambers

Wednesday, October 28, 2015

- Leamington Municipal Heritage Advisory Committee, 3:00 PM, Ante Room

Monday, November 2, 2015

- Council Meeting, 6:00 PM, Council Chambers

(O) Statement of Members: non-debatable

(P) Adjournment:

The Corporation of the Municipality of Leamington

Special Closed Meeting Minutes

Monday, October 2, 2015 at 9:00 AM

Leamington Ante Room

Members Present: Mayor John Paterson
Deputy Mayor Hilda MacDonald
Councillors: Bill Dunn, John Hammond, John Jacobs, Larry Verbeke,
Tim Wilkinson

Staff Present: Clerk Brenda Percy

Also Present: Fred Dean

Disclosures of Pecuniary Interest:

None.

No. S-102-15

Moved by: Deputy Mayor Macdonald

Seconded by: Councillor Wilkinson

That Council unanimously waive the required forty-eight hour notice for this Special Meeting of Council, Friday, October 2015, pursuant to Section 5(3) of By-law 289-13.

Carried

Moving into Closed Session:

No. S-103-15

Moved by: Councillor Dunn

Seconded by: Councillor Hammond

That Council move into closed session at 9:00 AM to educate members of Council on Council procedures and that Fred Dean be allowed to attend pursuant to Subsection 239 (3.1) of the Municipal Act, 2001.

Carried

Matters for Consideration:

1. Fred Dean Training:

Fred Dean provided a PowerPoint presentation.

No. S-104-15

Moved by: Deputy Mayor Macdonald

Seconded by: Councillor Dunn

That Council recess at 12:15 PM

Carried

No. S-105-15

Moved by: Councillor Dunn

Seconded by: Councillor Verbeke

That Council reconvene at 12:45 PM.

Carried

No. S-106-15

Moved by: Councillor Verbeke

Seconded by: Councillor Dunn

That the meeting adjourn at 1:55 PM

Carried

John Paterson, Mayor

Brenda M. Percy, Clerk

The Corporation of the Municipality of Leamington

Minutes of the Council Meeting

Held Monday, October 5, 2015 at 6:00 PM

In Leamington Council Chambers

Members Present: Deputy Mayor Hilda MacDonald
Councillors: Bill Dunn, John Hammond, John Jacobs,
Larry Verbeke, Tim Wilkinson

Members Absent: Mayor John Paterson

Staff Present: Chief Administrative Officer Peter Neufeld
Director of Legal and Legislative Services Ruth Orton
Director of Community & Development Services Tracey Pillon-Abbs
Director of Finance & Business Services Ramona Nordemann
Clerk/Manager of Legislative Services Brenda Percy
Manager of Engineering Services Allan Botham
Engineering Technologist John Pilmer
Economic Development Officer Jeanine Lassaline-Berglund
Drainage Superintendent Lu-Ann Barreto
Council Services Assistant Mary Ann Manley

Disclosures of Pecuniary Interest:

None noted.

Adoption of Council Minutes:

No. C-294-15

Moved by: Councillor Wilkinson
Seconded by: Councillor Dunn

That Minutes of the Council Meeting held September 28, 2015 be adopted.

Carried

Business Arising Out of the Minutes:

None.

Public Meetings:

None.

Reports of Staff and Delegations:

1. Delegation, Blue Dot Community, right to a healthy environment

Lisa Jeffery, Blue Dot Leamington representative, provided background information on the “Blue Dot” Community project. She stated “Blue Dot” represents the view of earth from space and is a project of the David Suzuki Foundation, Ecojustice and sponsors. This project is based on the belief of a person’s right to a healthy environment, clean water, fresh air, healthy food and a say in decisions that affect them. Ms. Jeffery noted many provinces have passed environmental bill of rights with the ultimate goal to have this right enshrined in the Canadian Bill of Rights Charter. Ms. Jeffery recognized the steps Leamington has already taken towards this goal. Ms. Jeffery acknowledged the participants in the audience, saying several represented the Leamington District Secondary School’s Eco Team.

No. C-295-15

Moved by: Councillor Jacobs
Seconded by: Councillor Hammond

That administration prepare a report on the Blue Dot Community, right to a healthy environment for Council consideration.

Carried

2. Report DR-04-15 dated September 23, 2015 regarding Sloan Drain, 6th Concession Branch, Updated Maintenance

Drainage Superintendent Lu-Ann Barreto, presented her report noting this updated maintenance schedule is not available for a grant from OMAFRA

No. C-296-15

Moved by: Councillor Verbeke
Seconded by: Councillor Wilkinson

That N.J. Peralta Engineering be appointed to prepare a new maintenance schedule for the Sloan Drain, 6th Concession Branch as per Section 76 of the Drainage Act;

And that all costs be charged to account 10-7-0680-7680-967000-200085 (DR-04-15).

Carried

3. Report ENG-17-15 dated September 25, 2015 regarding Intersection of Mersea Road 19 and Fox Run Road Eastbound Stop Control

Engineering Technologist John Pilmer, summarized his report noting the services of RC Spencer Associates Inc. were retained to review concerns raised by motorists regarding this intersection.

In response to a question from Council, Mr. Pilmer replied the former Traffic Study recommended this section of Fox Run Road be designated as a one way street, however RC Spencer Associates Inc. recommended reconstructing this intersection. Staff is recommending the immediate installation of a temporary stop sign, stop bar and stop ahead sign. Administration will review the options for consideration at the 2016 Budget discussions.

No. C-297-15

Moved by: Councillor Jacobs
Seconded by: Councillor Wilkinson

That the Clerk be authorized to prepare the appropriate By-law for Council's consideration to amend Mersea Township Bylaw 3958, being a bylaw to designate through highways in Mersea Township as follows;

Delete:

Through Highway	From	To
Fox Run Road	Mersea Road 19	S/S of Deer Run Road

Add:

Through Highway	From	To
Fox Run Road	W/S of Mersea Road 19	S/S of Deer Run Road

And that the cost of installing a temporary stop sign and painted stop bar be charged to account 10-7-0620-8060-309010-150000 (ENG-17-15).

Carried

4. Report FIN-15-15 dated September 23, 2015 regarding Insurance Proposal Award

Director of Finance and Business Services Ramona Nordemann, provided background information on her report.

In response to a question from Council, Ms. Nordemann replied the premiums are similar to premiums for car insurance and not the reciprocal premiums charged by the OMEX Company.

No. C-298-15

Moved by: Councillor Verbeke
Seconded by: Councillor Wilkinson

That the Mayor and Clerk be authorized to execute the required documents to enter into insurance services with BFL Canada effective January 1, 2016 (Report FIN-15-15).

Carried

5. Report IS-16-15 dated September 30, 2015 regarding LED Streetlight Conversion Contract Addition

Manager of Engineering Services Allan Botham, presented the report noting the addition of 150 lights not captured through the LIDAR road mapping.

In response to a question from Council, Mr. Botham stated some of the additional lights are located in an older subdivision with high pressure sodium (HPS) bulbs.

No. C-299-15

Moved by: Councillor Dunn
Seconded by: Councillor Hammond

That an amendment to the agreement with LRL Roadway Lighting, Halifax, Nova Scotia, to supply and deliver approximately 1800 street lights to the Municipality of Leamington to add an additional 150 streetlights and increase the payment by \$57,000 (plus HST) be authorized and the expense charged to account 10-7-0620-8080-300001-600022;

And that an amendment to the agreement with the Essex Energy Corporation to manage and install the LED streetlights in the Municipality of Leamington increasing the amount payable to \$20,500 (plus HST) be authorized and the expense charged to account 10-7-0620-8080-300001-600022;

And that all agreements be amended to effect the amendments (IS-16-15).

Carried

Matters for Approval:

None.

Other Matters for Consideration:

None.

Report on Closed Session:

Clerk Brenda Percy, reported a closed meeting was held at 5:30 PM prior to the regular Council meeting pursuant to Subsection 239(2)(d) of the Municipal Act, 2001 for the purpose of receiving a report on Negotiations, Teamsters Local 879. Proper notice of the meeting was given. The meeting adjourned at 5:50 PM. As a result of the meeting, Council directed administration to bring the following motion to public session for consideration:

No. C-300-15

Moved by: Councillor Verbeke
Seconded by: Councillor Dunn

That Council approve the terms of the tentative 2016 to 2018 Collective Agreement negotiated between the Corporation of the Municipality of Leamington and Teamsters Local 879 (Public Works and Recreation) as outlined in Confidential Report CAO-06-15; and

That the Mayor and Clerk be authorized to execute the tentative Collective Agreement upon ratification by Teamsters Local 879.

Carried

Consideration of By-laws:

No. C-301-15

Moved by: Councillor Jacobs
Seconded by: Councillor Wilkinson

That the following by-laws be read a first, second and third time and finally enacted:

By-law 513-15 being a by-law to amend Mersea Township By-law No. 3958, being a by-law to designate through highways; and

By-law 514-15 being a by-law to confirm the proceedings of the Council of The Municipality of Leamington at its meeting held October 5, 2015.

Carried

Notices of Motion:

None.

Open Session of Council and Administration:

Councillor Hammond commended staff on a successful volunteer recognition reception held Wednesday, September 30, 2015. Councillor Hammond reported the following award recipients; Citizen of the Year was Dave Campbell, Youth Volunteer Award was Matt Morin and Service to the Community Award was the Et Cetera Shoppe.

Councillor Jacobs requested a future update from administration regarding building activity in Leamington.

Deputy Mayor MacDonald requested an update on the Cotterie Park area flooding. The CAO advised he attended the area along with the Drainage Superintendent to view the damage caused by the recent weather conditions. There was road flooding, debris and erosion. The erosion appeared greatest in areas with vacant lots or no armour stone or breakwalls. In some cases these areas are putting municipal services in jeopardy. The Municipality is considering its options. Drainage Superintendent Lu-Ann Barreto added that the current pump is designed to remove storm/rain water not the lake coming in as in the current situation. She also reported the Essex Region Conservation Authority has closed the Hillman Marsh parking lot and it will not be maintained.

Councillor Jacobs asked about options available to protect individuals and the Municipality. Mr. Neufeld is not aware of any available funding to assist individuals with shoreline protection.

Statement of Members: non-debatable

Councillor Dunn advised the Leamington Municipal Heritage Advisory Committee is hosting an open house on Tuesday, October 6, 2015 from 2:00 PM until 8:00 PM in the gallery of the Municipal building.

Adjournment:

No. C-302-15

Moved by: Councillor Wilkinson
Seconded by: Councillor Jacobs

That the meeting adjourn at 6:42 PM.

Carried

John Paterson, Mayor

Brenda M. Percy, Clerk

Minutes approved at Council Meeting held
October 19, 2015, 2015, Resolution C-XXX-15,
Confirmation By-law XXX-15

The Corporation of the Municipality of Leamington

Special Closed Meeting Minutes

Monday, October 5, 2015 at 5:30 PM

Leamington Ante Room

Members Present: Deputy Mayor Hilda MacDonald
Councillors: Bill Dunn, John Hammond, John Jacobs, Larry Verbeke,
Tim Wilkinson

Members Absent: Mayor John Paterson

Staff Present: Chief Administrative Officer Peter Neufeld
Director of Legal and Legislative Services Ruth Orton
Director of Community & Development Services Tracey Pillon-Abbs
Director of Finance & Business Services Ramona Nordemann
Clerk/Manager of Legislative Services Brenda Percy

Disclosures of Pecuniary Interest:

None noted.

Moving into Closed Session:

No. S-107-15

Moved by: Councillor Verbeke
Seconded by: Councillor Dunn

That Council move into closed session at 5:30 PM pursuant to Subsection 239(2)(d) of the Municipal Act, 2001 to consider Confidential Report CAO-06-15 dated September 28, 2015 regarding Negotiations, Teamsters Local 879.

Carried

Matters for Consideration:

- 1. Confidential Report CAO-06-15 dated September 28, 2015 regarding Negotiations, Teamsters Local 879**

Chief Administrative Officer Peter Neufeld presented his report.

No. S-108-15

Moved by: Councillor Jacobs
Seconded by: Councillor Hammond

That Administration be directed to bring the recommendations as contained in Confidential Report CAO-06-15 to open session for consideration.

Carried

Moving into Public Session:

No. S-109-15

Moved by: Councillor Verbeke
Seconded by: Councillor Dunn

That Council move into public session at 5:50 PM.

Carried

Adjournment:

No. S-110-15

Moved by: Councillor Dunn
Seconded by: Councillor Hammond

That the meeting adjourn at 5:50 PM.

Carried

John Paterson, Mayor

Brenda M. Percy, Clerk

Minutes approved at Council Meeting held
October 19, 2015, Resolution C-XXX-15,
Confirmation By-law XXX-15

The Corporation of the Municipality of Leamington

Special Meeting Minutes

Friday, October 9, 2015 at 12:15 PM

Leamington Ante Room and Council Chambers

Members Present: Mayor John Paterson
Deputy Mayor Hilda MacDonald
Councillors: Bill Dunn, John Hammond, John Jacobs, Larry Verbeke,
Tim Wilkinson

Staff Present: Chief Administrative Officer Peter Neufeld
Director of Legal and Legislative Services Ruth Orton
Director of Infrastructure Services Robert Sharon
Director of Finance and Business Services Ramona Nordemann
Clerk/Manager of Legislative Services Brenda Percy

Additional Staff Present at Open Session:

Communications Officer Kelly Sfetkidis
Legal Assistant Jennifer Bavetta

Closed Session:

Moving into Closed Session:

No. S-111-15

Moved by: Councillor Verbeke
Seconded by: Councillor Dunn

That Council move into closed session pursuant to Subsection 239(2) (c) of the Municipal Act, 2001 to consider Confidential Report CAO-07-15 dated October 5, 2015 regarding Assembly of Lands.

Carried

Disclosures of Pecuniary Interest:

None noted.

Matters for Consideration:

1. Confidential Report CAO-07-15 dated October 5, 2015 regarding Assembly of Lands

Chief Administrative Officer Peter Neufeld, presented his report.

No. S-112-15

Moved by: Councillor Hammond
Seconded by: Deputy Mayor MacDonald

That the Clerk be directed to forward the Suggested Action contained in Confidential Report CAO-07-15 to Council in open session for consideration.

Carried

Moving into Public Session:

No. S-113-15

Moved by: Councillor Dunn
Seconded by: Deputy Mayor MacDonald

That Council move into public session at 12:20 PM.

Carried

Open Session:

Disclosures of Pecuniary Interest:

None noted.

Report on Closed Session:

Clerk Brenda Percy reported a closed meeting was held at 12:15 PM prior to the open session of Council pursuant to Subsection 239(2) (c) of the Municipal Act, 2001 for the purpose of considering Confidential Report CAO-07-15. Proper notice of the meeting was given. The meeting adjourned at 12:20 PM. During the meeting the Clerk was directed to forward the suggested action contained in the report to Council in open session for consideration.

The Clerk read the suggested action for those in attendance.

Mayor Paterson explained for many years Council has viewed the waterfront as underutilized and have in recent years set new directions for the Municipality.

Chief Administrative Officer Peter Neufeld noted the storyboards displayed in the Council Chambers consist of an artist concept of a vision of the waterfront. He further noted Council will be seeking input from the public on how it would like to see the waterfront lands developed.

Mr. Neufeld further explained following the closure of Heinz Council determined Leamington's economic development was the main priority. An Economic Development Officer has been hired and three main aspects of Leamington's economy are being focused on, namely: business retention (expansion and attraction); community development (parks, festivals, trails and cultural attractions such as the Bank Theatre); and thirdly, tourism.

Mr. Neufeld noted Leamington has not been taking an aggressive approach towards tourism and it has been determined the waterfront will be an important component towards developing Leamington. Ecotourism, minor league sport tourism and waterfront development will all contribute to driving tourism, which in turn will increase the number of people visiting area restaurants, stores, the uptown and hotels.

Mr. Neufeld noted the depiction of the dock as a pedestrian walkway in the artist rendering is something that must be negotiated with the federal government, as they are the owners of the property.

Mayor Paterson announced Council and administration will be available to answer questions following the adjournment of the meeting.

No. C-303-15

Moved by: Councillor Jacobs
Seconded by: Deputy Mayor MacDonald

That the CAO or the Director of Legal and Legislative Services be authorized to execute all documents required to effect the transfer of the following lands to the Municipality:

1. Vacant Land on the south side of Foster Avenue in the amount of \$99,000, legally described as Part of Lot 7, Broken Front Concession, designated as Part 4 on 12R-26302, and part of the Bed of Lake Erie in front of Lot 7, Broken Front Concession, designated as Part 23 on 12R-19953;
2. 15 Foster Avenue in the amount of \$440,000, legally described as Part of Lot 7, Broken Front Concession, designated as Parts 14, 15 and 16 on Plan 12R-13193; and
3. 5 Foster Avenue in the amount of \$1,200,000, legally described as Part of Lot 7, Broken Front Concession, designated as Parts 1, 2, 3, 6, 7 and 8 on 12R-13193

on the conditions contained in Confidential Report CAO-07-15.

Carried

Consideration of By-laws:

No. C-304-15

Moved by: Councillor Verbeke
Seconded by: Councillor Wilkinson

That the following by-law be read a first, second and third time and finally enacted:

By-law 515-15 being a by-law to confirm the proceedings of the Council of
The Municipality of Leamington at its meeting held October 9, 2015.

Carried

Adjournment:

No. C-305-15

Moved by: Councillor Dunn
Seconded by: Councillor Hammond

That the meeting adjourn at 12:34 PM.

Carried

John Paterson, Mayor

Brenda M. Percy, Clerk

Minutes approved at Council Meeting held
October 19, 2015, Resolution C-XXX-15,
Confirmation By-law XXX-15

Report

To: Mayor and Members of Council

From: David DelCiancio, Manager of Information Technology

Date: October 19, 2015

Re: LED Sign Purchase - Leamington Kinsmen Recreation Complex

Aim:

To obtain authorization to purchase a new outdoor LED sign for the Leamington Kinsmen Recreation Complex (LKRC).

Background:

An LED sign is an effective way to communicate information to the public regarding events and activities that are going on at the LKRC. There have been many technological improvements with LED signs in the past few years, including significant enhancements with colour and graphics. Administration feels it is timely to upgrade our current sign which is an 8 year old, text only monochrome sign.

Comments:

As this is specialized equipment with a limited number of suppliers, a Request for Quotes (RFQ) was issued requesting unit pricing for the type of equipment and software required to run the equipment. Seven vendors were invited to submit quotes. The RFQ closed on September 18, 2015 and the following six bids were received. Note that HST is not included in the prices listed.

Vendor:	3' x 10' 16mm	3' x 10' 20mm
Elite Media Works	\$32,239.30	\$26,280.70
Dow Signs	\$32,400.00	---
Chapman's Signs	---	\$43,395.00
Roland Signs	---	\$26,650.00
Superior Signs	\$43,200.00	---
ImaginArt Signs	\$73,021.28	---
Retco Advertising	---	---

Administration assessed and rated the proposals considering both the hardware and software aspects of each, specifically the pixel size, the smaller the pixel the higher the quality of picture. In addition, the software functionality and capability was reviewed for each sign. The quote of the 16mm 3' x 10' sign submitted by Elite Media Works meets

the required technical specifications and provides the best pricing overall for the size and quality of sign administration was looking for. Their quote also provides a 5 year warranty on both software and hardware.

Subject to acceptance of the lowest quote, administration will move forward with implementation of the new LED sign.

Financial Impact:

2015 Capital budget didn't account for this expenditure, but as per report REC-14-15 and the Highbury Canco Company sponsorship agreement, \$60,000 was approved for a colour LED exterior sign. The project costs will be charged to the Kinsmen Complex Other Machinery & Equipment purchases, specifically account 10-7-0670-8030-567000. This project will be fully funded from the General and Administrative reserve account. Based on the quote, the LED sign is expected to be \$32,814 including net HST.

Recommendation:

That the quote from Elite Media Works (1009 Oak Street East, Leamington, ON N8H 3V7) to provide a 3' x 10' 16mm LED sign be accepted;

And that administration be authorized to implement the purchase at a cost of \$32,239.30 + HST and charged to account 10-7-0670-8030-567000 and funded by the LKRC Reserve account 40-3-0220-0258-000220 as per report REC-14-15.

Respectively submitted,



David DelCiancio, CCNA, MCSE
Information Technology Manager

Peter
Neufeld, CAO

Digitally signed by Peter Neufeld, CAO
DN: cn=Peter Neufeld, CAO, o, ou,
email=pneufeld@leamington.ca, c=CA
Date: 2015.10.15 13:33:17 -0400

Report

To: Mayor and Members of Council

From: David DelCiancio, Manager of Information Technology

Date: October 19, 2015

Re: Purchase of Security Cameras - Leamington Kinsmen Recreation Complex

Aim:

To obtain authorization to purchase a new IP Security Camera system for the Leamington Kinsmen Recreation Complex (LKRC).

Background:

The LKRC currently has an analog security camera system which is 10+ years old. There have been many technological improvements with security cameras in the past few years, including significant enhancements with digital zoom and increased quality and moving from analog to digital. The current solution is not sufficient and there are gaps in coverage throughout the facility. As well, support is no longer available, so upgrades are needed.

Comments:

As this is specialized equipment with a limited number of suppliers, a Request for Quotes (RFQ) was issued requesting unit pricing for the type of hardware, software and cabling required to run the equipment. The quote request included additional cameras not previously budgeted to cover the new expanded outdoor wifi service area.

Four vendors were invited to submit quotes. The RFQ closed on September 18, 2015 and the following bids were received. Note that HST is not included in the prices listed.

Vendor:	Security Cameras	Cabling & Infrastructure	Network & Server	Total
Empire Communications	\$34,131.76	\$12,650.00	included	\$46,781.76
Unique Communications	\$65,997.49	included	included	\$65,997.49
H&E Comfort Controls	\$39,169.76	\$30,000.00	included	\$69,169.76
Security One	\$48,714.07	included	\$9,161.43	\$57,875.50

Administration assessed and rated the proposals considering both the hardware and software aspects of each, including the functionality and capability of the system and equipment quoted. The proposal submitted by Empire Communications, although the

cheapest, was deemed not compliant due to technical considerations. The proposal submitted by Security One meets the required technical specifications and provides us with optimized functionality within the context of fiscal responsibility pricing.

Subject to acceptance, administration will move forward with implementation of the new IP Security Camera system.

Financial Impact:

The approved 2015 Capital budget for this project is \$44,000. The project costs for the security cameras be charged to the LKRC Other Machinery & Equipment purchases, specifically account 10-7-0670-8030-567000 in the amount of \$49,582 including net HST, and that the project costs for network and server be charged to Finance Machinery & Equipment Network Equipment account 10-7-0500-8030-550030 in the amount of \$9,325 including net HST.

Recommendation:

That the quote from Security One (200 Sherk Street, Leamington, ON N8H 0A8) for a new IP security camera system be accepted;

And that administration be authorized to implement the purchase at a cost of \$48,714.07 + HST and \$9161.43 + HST and charged to account 10-7-0670-8030-567000 and 10-7-0500-8030-550030 respectively; and that the amount exceeding the approved budget of \$44,000 be funded by the Contingency Reserve Fund account 40-3-0220-0226-000220.

Respectively submitted,



David DelCiancio, CCNA, MCSE
Information Technology Manager

Peter Neufeld,
CAO

Digitally signed by Peter Neufeld, CAO
DN: cn=Peter Neufeld, CAO, o, ou,
email=pneufeld@leamington.ca, c=CA
Date: 2015.10.15 13:32:25 -04'00'

Municipality of Leamington

Minutes

Leamington Accessibility Advisory Committee (LAAC)

Wednesday September 30, 2015 at 3:00 pm

Room 112

111 Erie Street North, Leamington ON

MEMBERS PRESENT

Donald Giesbrecht

John Hammond

Karen Lewis

Paul Child

MEMBERS ABSENT

Robert Bahry

STAFF PRESENT

Bechara Daher, Manager of Building Services

Judy Vanroie, Building Services Assistant

1) CALL TO ORDER

The Chair called the meeting to order at 3:05

2) ADOPTION OF LAAC AUGUST 12, 2015 MINUTES

Moved by: Paul Child

Seconded by: John Hammond

That the minutes of the LAAC committee meeting held August 12, 2015 be adopted.

Carried

3) BUSINESS ARISING OUT OF THE MINUTES

- a) Review Accessibility Checklist for Revisions
No changes.

- b) Follow up on Accessibility Improvements at the Highbury Arena
Bechara advised that the quote Terry received to do the work came in at \$4,500 and we have received approval from the CAO to proceed. The scope of the work is to rework the corner where the Zamboni accesses the ice into an accessible seating area. The work for the hand rails on the stairs will have to be explored further and budgeted for.

John Hammond offered to arrange for general admission passes for the committee to the flyers game and suggested a photo op with the committee to increase awareness.

c) Follow up on Student Opportunity

Bechara noted we have 2 high school co-op students available to us. One is with Building 8:30 - 11 until October 23 and then will rotate with various other departments. The other is with Building till the end of the year from 11:30 - 2:30. Karen will arrange to meet with the students to discuss a project targeting accessibility awareness.

4) NEW BUSINESS

d) Site Plans for Review

1 John St, Leamington Library - Barrier Free Parking

Bechara has received a complaint regarding issues with barrier free parking and more specifically, the difficulty in crossing the street from the parking lot on John St. Engineering will be contacted to review whether we can install signage for 2 barrier free parking spaces off of John St between the library & the church.

Moved by: Donald Giesbrecht

Seconded by: Karen Lewis

That Engineering review the library site to provide 1 or 2 barrier free spaces including required signage.

Carried

1 Henry Ave, Leamington Retirement Centre - Alteration to Parking
Committee to review the realignment of the parking lot.

98 Elliot St, Leamington Christian Centre - Parking Proposal

They are looking to expand the parking area. Committee to review and forward any recommendations to Bechara.

Corner of Erie & Pulford - Harvey's / Swiss Chalet

Committee is to review the preliminary design and forward any recommendations to Bechara.

e) Confirmation of registration for the October 20th Accessibility Workshop

Donald, John, Karen, Robert & Bechara will be attending. Drivers were asked to keep track of their mileage.

f) Volunteer Recognition Reception at Leamington Marina Sept 30 at 6:00 pm

Karen, John & Bechara will be attending.

g) Community Infrastructure Program

The Municipality of Leamington was awarded \$125,000 in federal funding towards the Seaciff Park Waterfront Trail & Beachfront Beautification Project. Bechara would like to see the committee review prior to commencement of the project.

h) Update on Traffic By-law

Bechara advised the by-law is still under review and we are looking at 2016 for completion. During this process they will be addressing increasing set fines for parking in barrier free spaces.

5) ANNOUNCEMENT OF NEXT MEETING

Next meeting to be held November 4 at 3:00 pm

6) ADJOURNMENT

Meeting adjourned at 4:05 pm

/jv

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