

Municipality of Lakeshore

Regular Council Meeting Agenda



Tuesday, May 11, 2021, 5:00 PM

Electronically hosted from Council Chambers, 419 Notre Dame Street, Belle River

Pages

1. Call to Order

2. Closed Session

Recommendation:

Council move into closed session in Council Chambers at 5:00 PM in accordance with:

- a. Paragraph 239(2)(c) and (k) of the *Municipal Act, 2001* to discuss a proposed or pending acquisition or disposition of land by the municipality, and a position, plan, or instruction to be applied to negotiations carried on behalf of the Municipality regarding the Atlas Tube Recreation Centre.
- b. Paragraph 239(2)(c) and (k) of the *Municipal Act, 2001* to discuss a proposed or pending acquisition or disposition of land by the Municipality and a position, plan, or instruction to be applied to negotiations carried on behalf of the Municipality relating to Blake Avenue.
- c. Paragraph 239(2)(e), (f) and (k) of the *Municipal Act, 2001* to discuss litigation or potential litigation, including matters before administrative tribunals, affecting the Municipality, advice that is subject to solicitor-client privilege, including communications necessary for that purpose, and a position, plan, or instruction to be applied to negotiations carried on behalf of the Municipality regarding the Amy Croft Secondary Plan Area infrastructure.

3. Return to Open Session

4. Recess

Council will recess after the closed session and will reconvene for the public meeting at 6:00 PM. If required and time allows, the closed session will resume after the open session.

5. Moment of Reflection

6.	Disclosures of Pecuniary Interest	
7.	Recognitions	
8.	Public Meetings under the Planning Act	
1.	Zoning By-law Amendment (ZBA-9-2021) – 6405 Main Street Comber	6
	Recommendation:	
	Approve Zoning By-law Amendment Application ZBA-9-2021 (By-law 39-2021, Lakeshore By-law 2-2012, as amended), to rezone 6405 Main Street (Comber) as shown on the Appendix A – Key Map, from “Central Area Commercial (CA) Zone” to a site-specific “Central Area Exception 17 (CA-17) zone”, which shall permit a Medical Office.	
9.	Public Presentations	
1.	Christina Valente and Dave McLaughlin, WSP - County Wide Active Transportation System (CWATS) Workshop	15
	This workshop is intended to gather feedback from Council members and is scheduled for approximately 45 minutes.	
10.	Delegations	
1.	Subdivision Amending Agreement River Ridge Phase 6	37
	Recommendation:	
	Approve the amendment to the Subdivision Agreement; and,	
	Direct the Clerk to read By-law 43-2021 during the “Consideration of By-laws” to authorize the Mayor and Clerk to execute a Subdivision Amending Agreement with 1156756 Ontario Limited.	
	1. Anthony Rossi, Coco Group	
11.	Completion of Unfinished Business	
12.	Consent Agenda	
1.	April 20, 2021 Regular Council Meeting Minutes	39
2.	Belle River on the Lake BIA Board Meeting of March 15, 2021	48
3.	NAV Canada Aeronautical Study at Windsor International Airport	50

4.	City of Windsor - Regional Organic Waste Plan	51
5.	City of Windsor - Request for Funding Tree Planting	52
6.	Ministry of Municipal Affairs and Housing - Code of Conduct Consultation	53
7.	Petition - Request for Speed Limit Reduction on County Rd. 34	55
8.	Town of Fort Erie - Source Water Protection Legislation	56
9.	Township of Archipelago - Road Management Action on Invasive Phragmites	58

Recommendation:

Approve minutes of the previous meeting and receive correspondence as listed on the Consent Agenda.

13. Reports for Information

1.	Drainage Board meeting April 12, 2021	60
2.	Committee of Adjustment Meeting Minutes – April 21, 2021	65
3.	Quarterly Building Activity Report – 2021 Q1	79
4.	Lakeshore Economic Development Strategy – Development Process	83
5.	All-Way Stop at Highway 77 and County Road 46 Intersection	131
6.	2016 thru 2019 Fire Department Report to Council	134
7.	Amy Croft Secondary Planning Area, Sanitary Sewer Conveyance Update	159
8.	April 26, 2021 Police Services Board Meeting Minutes and Updates regarding Community Safety and Well-being Plan and OPP Detachment Boards	213

Recommendation:

Receive the Reports for Information as listed on the agenda.

14. Reports for Direction

1. **Part Lot Control Exemption By-law (PLC-3-2021) New Centre Estates** 232

Recommendation:
Approve the application for exemption for Part Lot Control for Blocks 48 - 66 (inclusive) on Registered Plan 12M-668 in the Municipality of Lakeshore; and

Direct the Clerk to read By-law 38-2021 during the “Consideration of By-laws”.
2. **2020-2021 MECP Drinking Water Inspections** 237

Recommendation:
Receive the Ministry of Environment, Conservation and Parks (MECP) Drinking Water Inspections for the Municipality of Lakeshore’s following systems for information:
 1. Lakeshore Drinking Water System – Report dated November 10, 2020
 2. Tecumseh Distribution System – Report dated August 18, 2020
 3. Union Distribution System – Report dated November 10, 2020
 4. Stoney Point Drinking Water System – Report dated February 2, 2021, as presented at the May 11, 2021 Council meeting.
3. **2021 Fire Safety Grant** 320

Recommendation:
Approve the Treasurer’s execution of the 2021 Fire Safety Grant Transfer Payment Agreement for \$13,600 between the Municipality of Lakeshore and the Province of Ontario as described in the report of the Fire Chief at the May 11, 2021 Council meeting; and,

Direct the Clerk to read the execution by-law during the “Consideration of the By-laws”.
4. **Atlas Tube Recreation Centre Park Master Plan Phasing Plan** 338

Recommendation:
Approve the Atlas Tube Recreation Centre Park Master Plan Phasing Plan for the development of the Atlas Tube Recreation Centre regional park as presented in the Atlas Tube Recreation Centre Park Master Plan - Phasing Plan report, at the May 11, 2021 Council meeting.
15. **Announcements by Mayor**

16. Reports from County Council Representatives
17. Report from Closed Session
18. Notices of Motion
19. Question Period
20. Non-Agenda Business
21. Consideration of By-laws
 1. By-law 38-2021, Being a By-law to exempt certain lands from Part Lot Control within Blocks 48 - 66 (inclusive), Registered Plan 12M-668, in the Municipality of Lakeshore (PLC-3-2021) 363
 2. By-law 39-2021, Being a By-law to amend By-law 2-2012, Zoning By-law for the Municipality of Lakeshore (ZBA-09-2021) 365
 3. By-law-40-2021, Being a By-law for the Middle Road Drain Enclosure Improvements 368
 4. By-law 41-2021, Being a By-law for the Moison Creek Drain 369
 5. By-law 42-2021, Being a By-law to Confirm Proceedings of Council for April 20, 2021 370
 6. By-law 43-2021, Being a By-law to authorize the execution of a Subdivision Amending Agreement pertaining to River Ridge (Phase 6) 371

Recommendation:
By-laws 40-2021 and 41-2021 be read a first and second time and provisionally adopted; and

By-laws 38-2021, 39-2021, 42-2021 and 43-2021 be read and passed in open session on May 11, 2021.
22. Adjournment

Recommendation:
Council adjourn its meeting at ____ PM.

Municipality of Lakeshore - Report to Council

Community & Development Services

Development Services



To: Mayor & Members of Council

From: Aaron Hair, Planner III

Date: April 21, 2021

Subject: Zoning By-law Amendment (ZBA-9-2021) – 6405 Main Street Comber

Recommendation

Approve Zoning By-law Amendment Application ZBA-9-2021 (By-law 39-2021, Lakeshore By-law 2-2012, as amended), to rezone 6405 Main Street (Comber) as shown on the Appendix A – Key Map, from “Central Area Commercial (CA) Zone” to a site-specific “Central Area Exception 17 (CA-17) zone”, which shall permit a Medical Office.

Background

The parcel of land subject of this application is located at 6405 Main Street, Comber. The subject property is designated ‘Central Area’, in the Municipality of Lakeshore Official Plan and is zoned Central Area Commercial (CA) Zone in the Lakeshore Zoning By-law.

The property owner, the Municipality of Lakeshore has requested that an additional permitted use be added to the subject land that would allow for a Medical Office. The proposed new use would then allow the Municipality to lease the building for a medical office.

Subject Lands	Overall Lot Area – 1000.35m ² (10,800sqft) Proposed Use – Medical Building Access – access will be off Main Street Services – municipal water and sanitary
Neighbouring Land Uses	Mix of Single Detached Dwellings, and local commercial
Official Plan	All Directions – Central Area
Zoning By-law	Central Area Commercial (CA)

Comments

Provincial Policy Statement

1.3 Employment

1.3.1 Planning authorities shall promote economic development and competitiveness by:

- a) providing for an appropriate mix and range of employment, institutional, and broader mixed uses to meet long-term needs;
- b) providing opportunities for a diversified economic base, including maintaining a range and choice of suitable sites for employment uses which support a wide range of economic activities and ancillary uses, and take into account the needs of existing and future businesses;
- c) facilitating the conditions for economic investment by identifying strategic sites for investment, monitoring the availability and suitability of employment sites, including market-ready sites, and seeking to address potential barriers to investment;
- d) encouraging compact, mixed-use development that incorporates compatible employment uses to support liveable and resilient communities, with consideration of housing policy 1.4; and
- e) ensuring the necessary infrastructure is provided to support current and projected needs.

County of Essex Official Plan

The subject lands are located in a Settlement Area in the County Official Plan and there are no concerns with the additional permitted use.

Lakeshore Official Plan

The proposal conforms to the land use policies of the Central Area designations of the Lakeshore Official Plan.

The Central Area Designation allows commercial areas such as but not limited to Offices, Eating Establishments, service and convenience retail, and entertainment uses. As well it allows for Community Services such as, but not limited to, Places of Worship, Government facilities, and Libraries.

Based on the Official Plan Permitted Uses for the Central Area Designation, administration is of the opinion that a Medical Office would be in conformity with the Official Plan

Zoning By-law

Based on the Municipal GIS mapping, the existing building does comply with the setback provisions of the Central Area Commercial zone and adequate parking is available onsite (approx. 7 spaces located at the rear of the building).

The entire number of permitted uses in the Central Area Commercial zone will continue on the subject lands, with “Medical Office” as an additional permitted use.

Within Zoning By-law 2-2021 there are two existing Central Area Zone Exceptions which permit a Medical Office in other communities. These zones exceptions are CA-4 and CA-15. However, these exceptions do not apply to this site.

Conclusion

Administration recommends approval of the zoning by-law amendment, as it is consistent with the Provincial Policy Statement and conforms to the County of Essex and the Municipality of Lakeshore Official Plans.

Others Consulted

Notice was given to agencies and the general public as required under the provisions of the *Planning Act* and Regulations. As of the writing of this report, no comments were received from the public and no concerns were expressed from any agencies.

Financial Impacts

There are no budget impacts resulting from the recommendation.

Attachments:

Appendix A – Key Plan

Appendix B – Zoning By-law Permitted Use Table

Report Approval Details

Document Title:	Zoning By-law Amendment (ZBA-9-2021) – 6405 Main Street Comber.docx
Attachments:	- Appendix A – Key Plan.pdf - Appendix B – Zoning By-law Permitted Use Table.pdf
Final Approval Date:	May 3, 2021

This report and all of its attachments were approved and signed as outlined below:

Tammie Ryall

Rosanna Pellerito

Kristen Newman

Truper McBride



MCALLISTER ST



**6405 MAIN ST
SUBJECT LAND**

MAIN ST

Table 7.1 – Permitted Uses

	R1	R2	R3	RM	RW1	RW2	HR	HC	HE	CS	CR	CA	CN	CT	MU	M1	M2	I1	I2	EP	W	P	A	UR
(a) Residential Uses																								
Single detached dwelling	•	•			•	•	•					• ^E		• ^E	• ^E								•	• ^E
Semi-detached dwelling		•					•					• ^E			• ^E									
Duplex dwelling		•										• ^E			• ^E									
Triplex dwelling		•										• ^E			• ^E									
Townhouse dwelling		•										• ^E			•									
Apartment dwelling			•									•			•									
Secondary dwelling unit												•			•									
Seasonal dwelling					•	•																		
Accessory dwelling unit(s) in combination with a non-residential use								•		•	•	•	•	•	•									
Converted dwelling		•	•									•			•								•	• ^E
Mobile home park				•																			• ^E	
Mobile home				•																			• ^E	• ^E
Group home dwelling	•	•	•		•	•	•								•								•	• ^E
Home occupation	•	•			•	•	•					• ^E											•	•
(b) Agricultural and Rural Uses																								
Agricultural use															• ^E	• ^E			• ^E				•	•
Agricultural use – Value Added																							•	
Abattoir																							•	• ^E
Agricultural commercial and/or industrial establishment								•		•													• ^E	
Agricultural processing establishment								•		•					•									
Agricultural service and supply establishment								•		•														
Farm produce outlet								•		•													•	•
Farm winery																							•	
Forestry use																							•	•
Greenhouse farm																							•	• ^E
Home occupation, agricultural																							•	•
Home industry																							•	• ^E
Kennel																							•	
Mushroom farm																							•	• ^E

Table 7.1 – Permitted Uses																											
	R1	R2	R3	RM	RW1	RW2	HR	HC	HE	CS	CR	CA	CN	CT	MU	M1	M2	I1	I2	EP	W	P	A	UR			
Organic soil conditioning																							•	• ^E			
Resource extraction operation																							•	• ^E			
Secondary farm dwelling																							•	• ^E			
(c) Commercial Uses																											
Animal clinic										•	•	•			•												
Animal shelter											•																
Auction establishment										•	•																
Automobile rental establishment										•					•												
Automobile repair establishment								•	•	•		• ^E			•	•											
Automobile sales and service establishment										•	• ^E				•												
Automobile service station								•		•	•	• ^E			•												
Automobile washing establishment								•									•										
Automobile washing establishment, Automatic								•		•	•	•			•												
Bed and breakfast establishment	•	•			•	•	•	•				•			•								•	• ^E			
Bake shop												•	•		•												
Building supply outlet								•	•	•					•	•											
Commercial school										•		•			•												
Day care centre								•				•	•		•			•	•								
Dry cleaning establishment								•		•		•	•		•												
Eating establishment								•		•	• ^E	•		•	•												
Financial institution								•		•		•			•												
Fitness centre								•		•		•			•												
Funeral home								•		•		•			•												
Greenhouse											•												•	• ^E			
Hotel										•		•		•	•												
Laundromat								•		•		•	•		•												
Motel										•				•	•												
Nursery and garden store										•	•				•												

Table 7.1 – Permitted Uses

	R1	R2	R3	RM	RW1	RW2	HR	HC	HE	CS	CR	CA	CN	CT	MU	M1	M2	I1	I2	EP	W	P	A	UR
Parking lot or structure, public												•			•									
Personal service shop								•		•		•	•		•									
Pharmacy								•		•		•			•									
Place of entertainment								•		•		•		•	•									
Printing establishment								•		•						•								
Private club								•				•		•	•				•			•		
Public club								•				•		•	•				•			•		
Public storage									•						• ^E	•								
Recreational vehicle sales, service, and storage establishment										•	•			•										
Retail establishment								•		•		•			•									
Retail establishment, convenience								•		•		•	•		•									
Retail and service uses related to recreation														•										
Retail use, accessory									•							•	•							
Service and repair establishment								•		•		•			•									
Shopping Centre								•		•		•	•		•									
Supermarket								•		•		•			•									
Taxi establishment										•														
(d) Employment Uses																								
Batching or recycling plant, concrete or asphalt																•								
Bus terminal										•														
Call centre																•	•							
Contractor's yard									•							•								
Laboratory or scientific research facility																•	•							
Landing strip																							•	
Manufacturing, heavy																•								
Manufacturing, light									•							•	•							
Office								•		•	•	•	•		•		•							
Propane transfer facility																•								

Table 7.1 – Permitted Uses																									
	R1	R2	R3	RM	RW1	RW2	HR	HC	HE	CS	CR	CA	CN	CT	MU	M1	M2	I1	I2	EP	W	P	A	UR	
Service trade establishment										•	•					•	•								
Studio								•		•		•			•										
Transport terminal									•		•					•									
Utility yard																•									
Warehouse																•									
Wholesale establishment									•	•					•	•									
(e) Institutional Uses																									
Assembly hall								•				•			•			•	•				• ^E		
Community centre								•				•			•			•	•			•			
Cultural facility								•				•			•			•	•						
Hospital																		•							
Library								•							•			•	•						
Medical office								•		•					•			•	•						
Place of worship								•				•			•			•	•				• ^E		
Private school								•				•			•			•	•						
Public school								•				•			•			•	•						
Retirement home							•								•			•	•						
(f) Parks, Open Space and Outdoor Recreation Uses																									
Campground								• ^E						•								•			
Cemetery																		•	•				• ^E		
Conservation area																				•	•	•	•	• ^E	
Fairs or exhibition grounds																		•				•			
Golf course								• ^E			•			•								•			
Hunting, trapping and fishing or Hunting, game and wildlife preserve																				•	•		•	• ^E	
Marina								• ^E			•			•								•			
Park, Public or Private														•						•		•			
Tourist information services												•		•											

County-wide Active Transportation System Update



Municipality of Lakeshore Council Meeting

May 11th, 2021



What is CWATS?

CWATS = County-wide Active Transportation System

CWATS is a network of on and off-road routes including bike lanes, multi-use trails, cycle paths, paved shoulders and shared roadways.

CWATS is part of a larger strategy that promotes:



Connected communities



Health and active living



Economic development and tourism



2012 CWATS Master Plan

In 2012, the first CWATS Master Plan was developed to guide the County, it local municipalities and partners in implementing a County-wide network of active transportation routes to encourage healthy, active living and to enhance regional recreational opportunities.

Key Components of the 2012 Master Plan include:

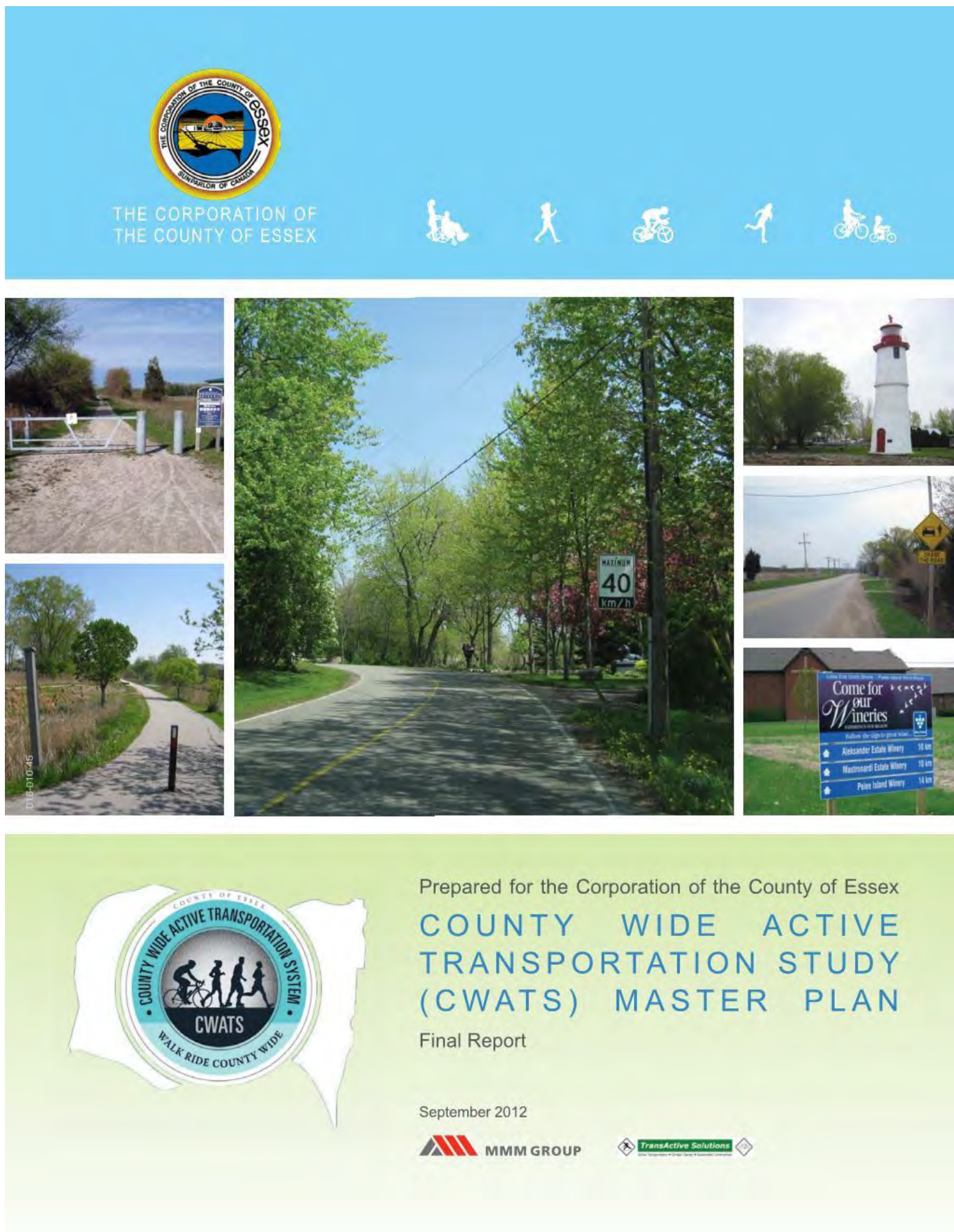
Policies



Network



Programs



Success of 2012 CWATS Master Plan

Examples of how CWATS has been embraced, implemented and promoted since 2012 are provided below:

CWATS Committee



The CWATS Committee was established after the 2012 plan was completed and includes representatives from the County, each of its local municipalities, Essex Region Conservation Authority and Windsor-Essex County Health Unit as well as MTO, Chatham-Kent and Windsor.



CWATS CELEBRATIONS

Annual celebrations have been hosted in various communities throughout the County. These celebrations include opportunities to promote educational resources and explore new infrastructure that has been developed as part of the CWATS network.

MPP MUNICIPAL PARTNERSHIP PROGRAM

The Municipal Partnership Program provides partnership funding for active transportation supportive amenities and outreach initiatives.

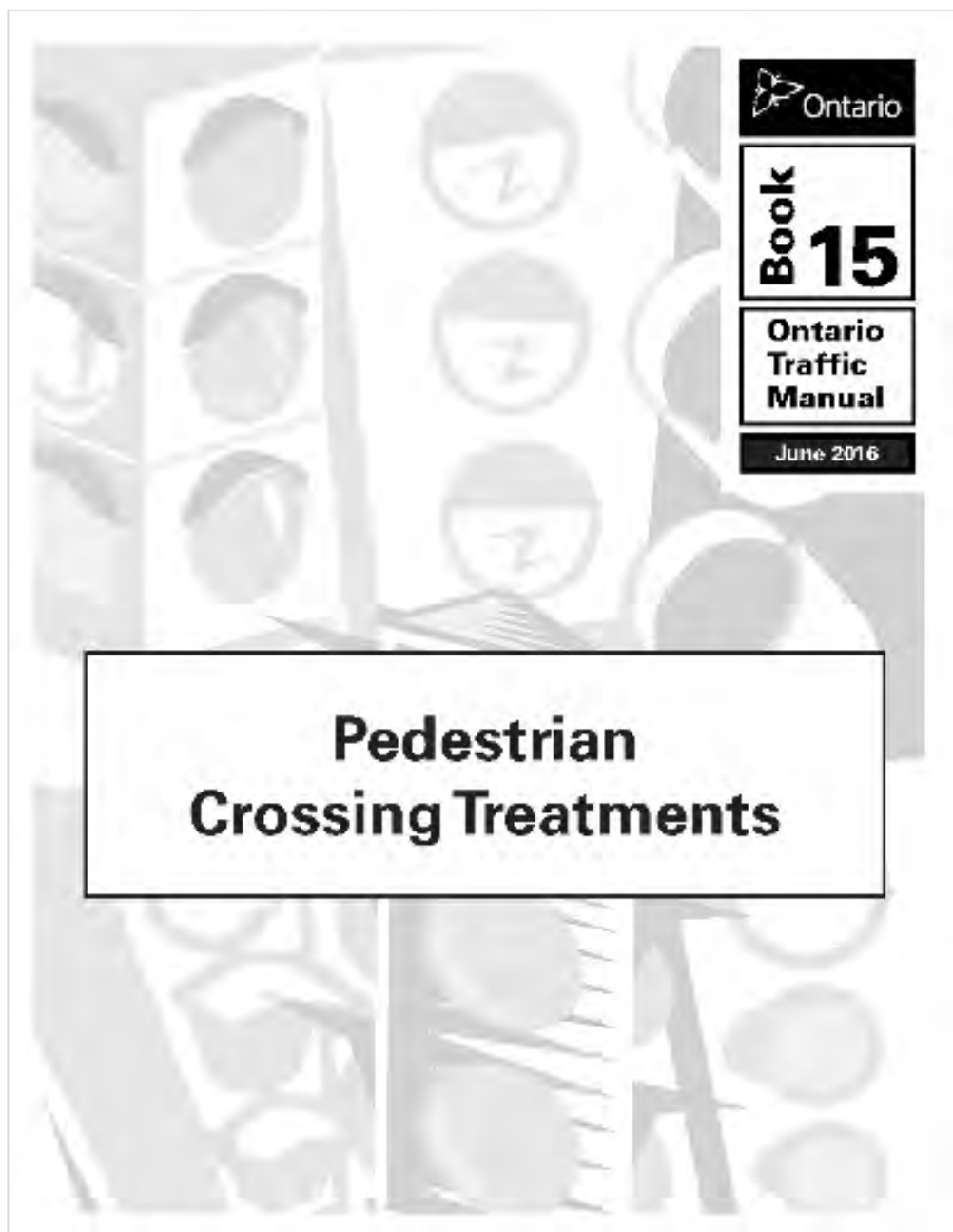
Why update CWATS now?

Emerging guidelines and best practices since 2012

Since 2012, there have been many updates to planning and design guidelines and standards related to active transportation facilities.



OTM Book 18:
Cycling Facilities
(Updated Draft 2020)



OTM Book 15:
Pedestrian Crossing
Treatments

Equity as a transportation and social factor

Emerging consideration to provide equitable levels of access to affordable and reliable transportation options especially for vulnerable and under-served populations.



New trends and technology in active transportation

The way in which people travel is changing due to advancements in technology and an increased awareness in multi-modal trip making.



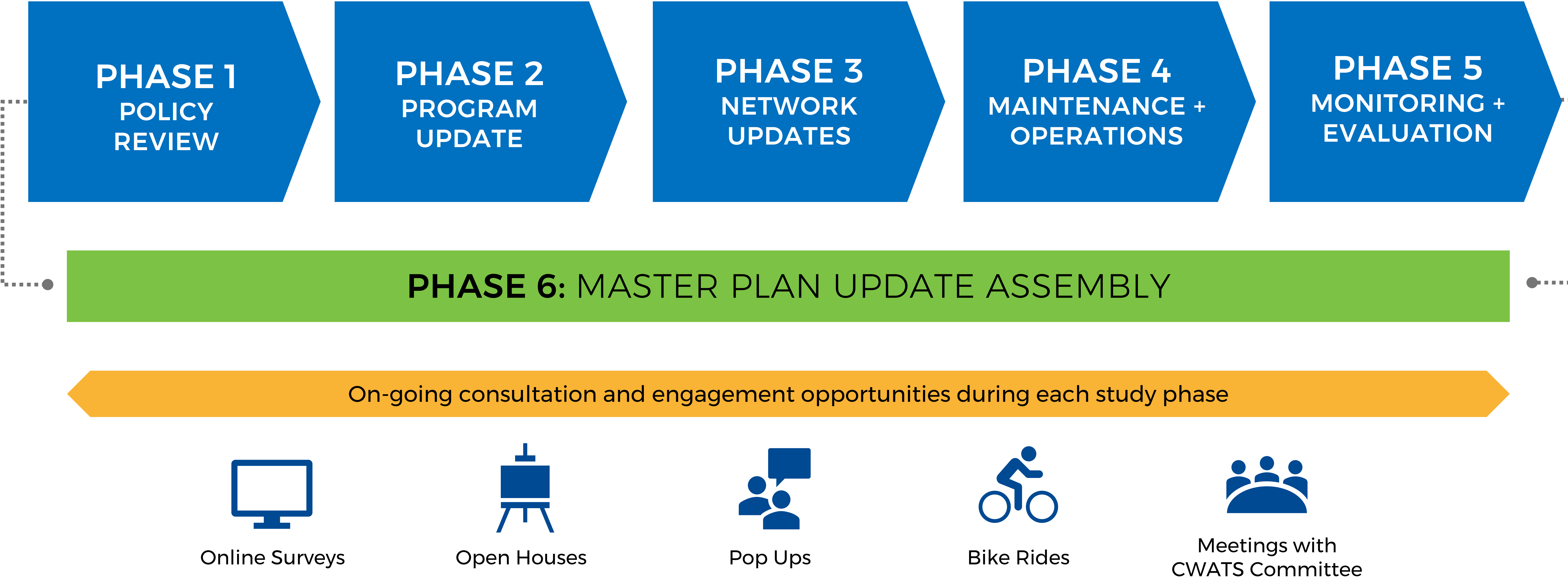
Micro-mobility
Micro-mobility and electric powered vehicles such as e-bikes and kick style e-scooters, are rapidly emerging as potential solutions for mobility needs for people of various ages and abilities.



First and Last Mile
The integration of active transportation infrastructure and transit is a critical component of designing a multi-modal and accessible transportation system.

Updating the CWATS Master Plan

The study consists of 6 phases that are informed by on-going engagement and consultation:



What will the updated Master Plan include?

Phase 1

Policy
Review

Proposed new policies and amendments to existing policy documents to support future decision-making and implementation of active transportation infrastructure, programs and strategies.

Phase 2

Program
Update

Proposed programming and outreach initiatives that build upon existing / successful efforts to build community awareness, grow public interest and encourage more people to use CWATS infrastructure.

Phase 3

Network
Updates

A refined CWATS network that reflects current design standards (OTM Book 18) and emerging trends, an inventory of intersections along the CWATS network and **a refined implementation strategy** including priorities and costs.

Phase 4

Maintenance +
Operations

Proposed maintenance recommendations, practices and operational costs which can be used to inform future decision making as it relates to the County's level of services standards for routes / facilities on CWATS.

Phase 5

Monitoring +
Evaluation

Suggested performance measures for which the County and its partners can collect data on a regular basis (e.g. annual, bi-annual, etc.) and track progress on the implementation of the CWATS Master Plan and its recommendations.

CWATS Master Plan Update

1	Updating CWATS	SUBMITTED TO THE COUNTY AND COMMITTEE
2	The Need for an Updated Plan	SUBMITTED TO THE COUNTY AND COMMITTEE
3	Understanding Essex County Today	SUBMITTED TO THE COUNTY AND COMMITTEE
4	Engaging the Public and Stakeholders	PARTIALLY DRAFTED
5	Policy	SUBMITTED TO THE COUNTY AND COMMITTEE
6	Network	SUBMITTED TO THE COUNTY AND COMMITTEE
7	Programs	SUBMITTED TO THE COUNTY AND COMMITTEE
8	Maintenance and Operations	SUBMITTED TO THE COUNTY AND COMMITTEE
9	Implementing CWATS	PARTIALLY DRAFTED
10	Summary of Recommendations	PARTIALLY DRAFTED

Consultation completed to date

- 1. CWATS Committee Meeting (May 23rd, 2018)
- 2. CWATS Committee Meeting (July 18th, 2018)
- 3. Online public survey (November 2018 to February 2019)
- 4. CWATS Committee Meeting (January 23rd, 2019)
- 5. Bike Tour and Open House (May 22nd, 2019)
- 6. CWATS Committee Meeting (May 22nd, 2019)
- 7. CWATS 6th Annual Celebrations / Open House (June 14th, 2019)
- 8. Kingsville Highland Games (June 22nd, 2019)
- 9. ERCA Bike Tour (September 28th, 2019)
- 10. CWATS Committee Meeting (November 27th, 2019)
- 11. Public Open House at County Civic Centre (December 10th, 2019)
- 12. CWATS Committee Meeting (May 27th, 2020)
- 13. CWATS Committee Meeting (July 21st, 2020)
- 14. CWATS Committee Meeting (September 23rd, 2020)
- 15. CWATS Committee Meeting (October 15, 2020)
- 16. CWATS Committee Meeting (November 25, 2020)
- 17. Virtual Public Open House (December 15th, 2020)



What does the CWATS network look like?

Off-Road Multi-use Trail



Paved Shoulder



One-way Cycle Path / Track

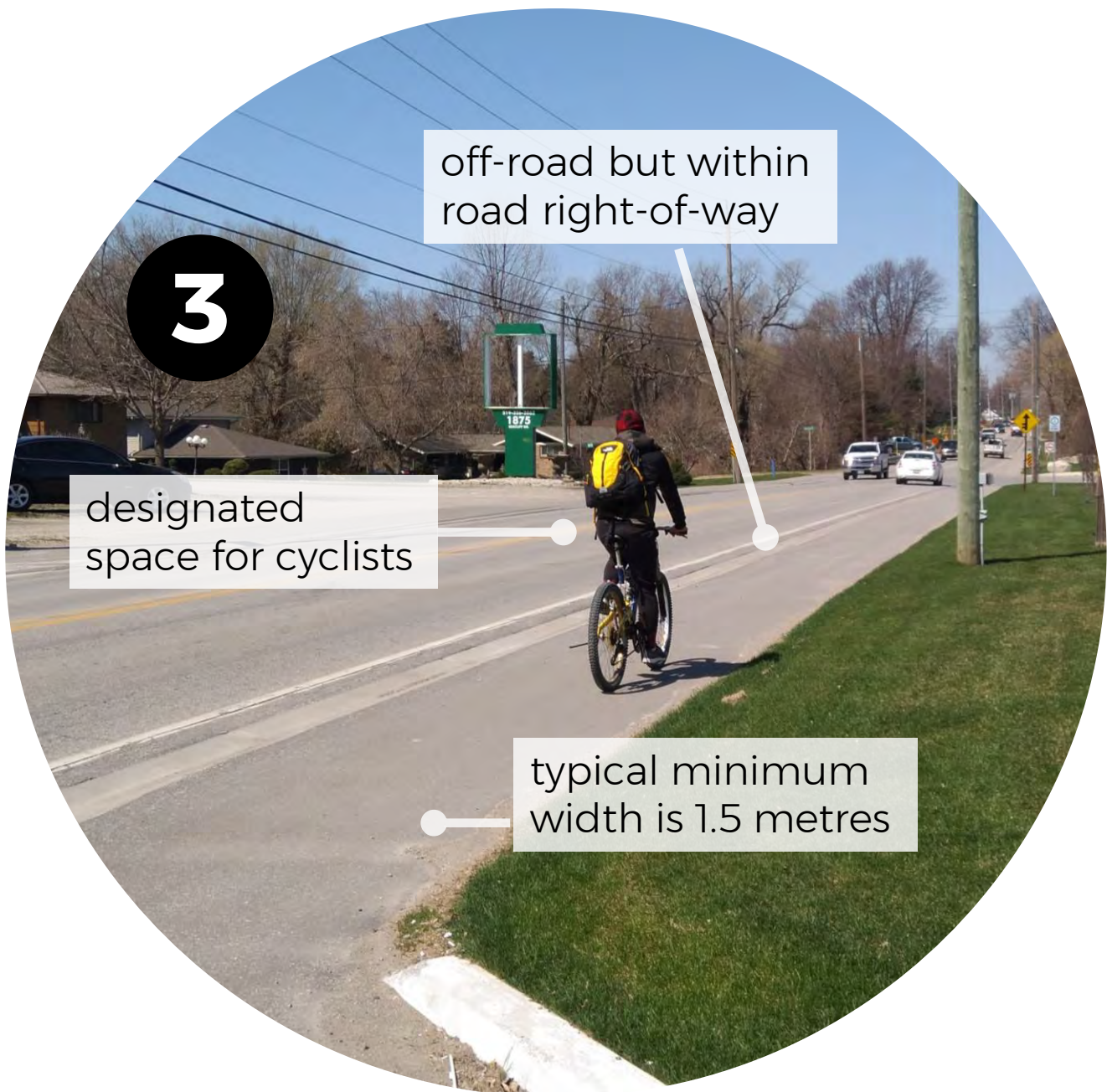


Photo Locations:

1. The Chrysler Canada Greenway, Leamington

2. County Rd 20, Amherstburg

3. County Rd 20, Kingsville

4. County Road 8, LaSalle / Amherstburg

5. County Road 6, LaSalle

6. County Road 7, LaSalle

Signed Route



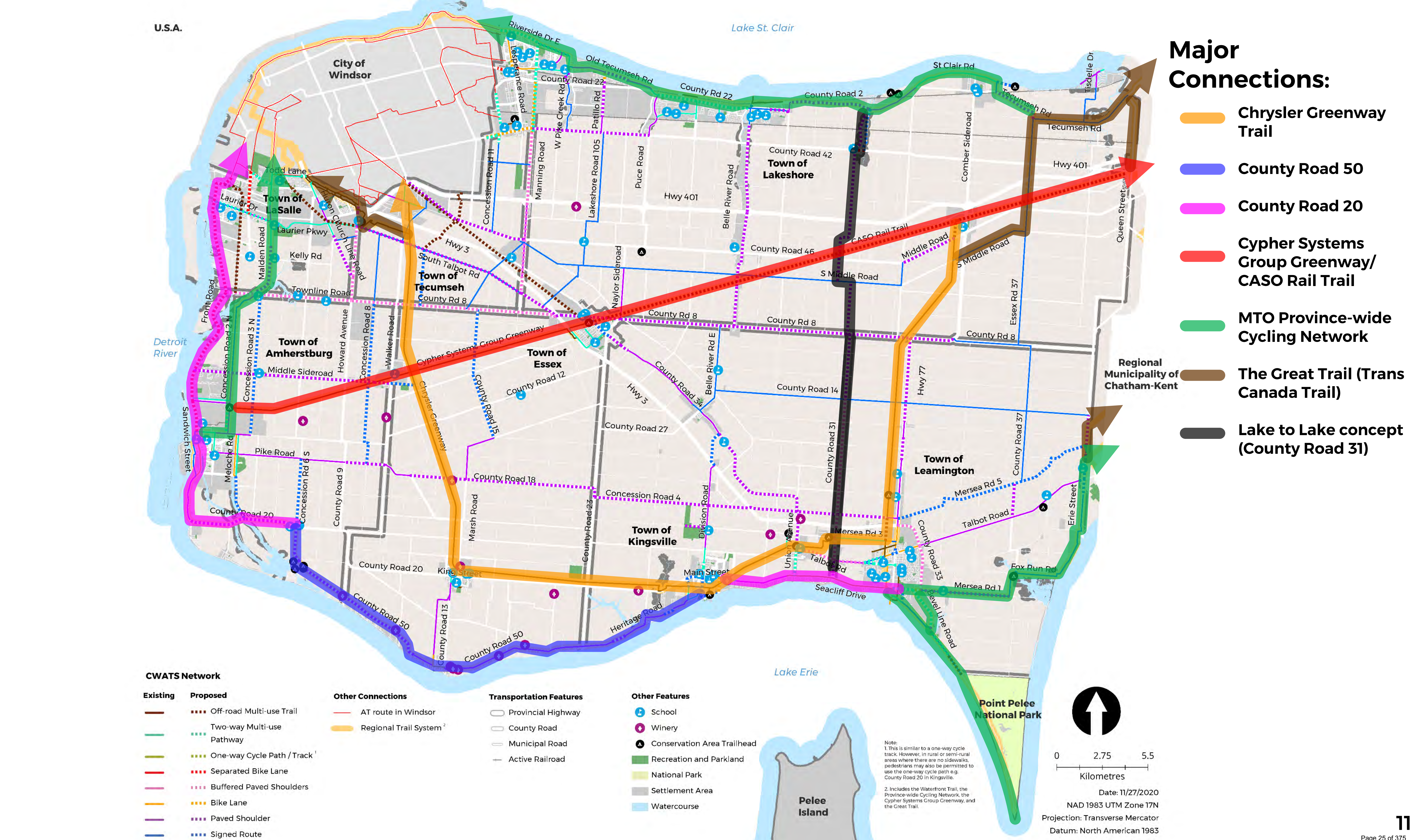
Bike Lane



Two-way Multi-use Pathway



Major County-wide Connections




What has been built since 2012?

Approximately **401 km** of CWATS infrastructure has been implemented from 2012 to 2020:

2012	2013	2014	2015	2016	2017	2018	2019	2020
14.6 km	150.3 km	24.9 km	85.1 km	29.7 km	40.9 km	20 km	21.7 km	13.9 km

Examples of CWATS facilities that have been constructed each year include:



County Road 34
Paved Shoulders
(Leamington)



County Road 7
Paved Shoulders
(LaSalle)



County Road 25
Paved Shoulders
(Lakeshore)




County Road 50
Paved Shoulders
(Essex)



County Road 20
One-way cycle path
(Kingsville)



County Road 18
Paved Shoulders
(Amherstburg)



County Road 20
One-way cycle path
(Kingsville)

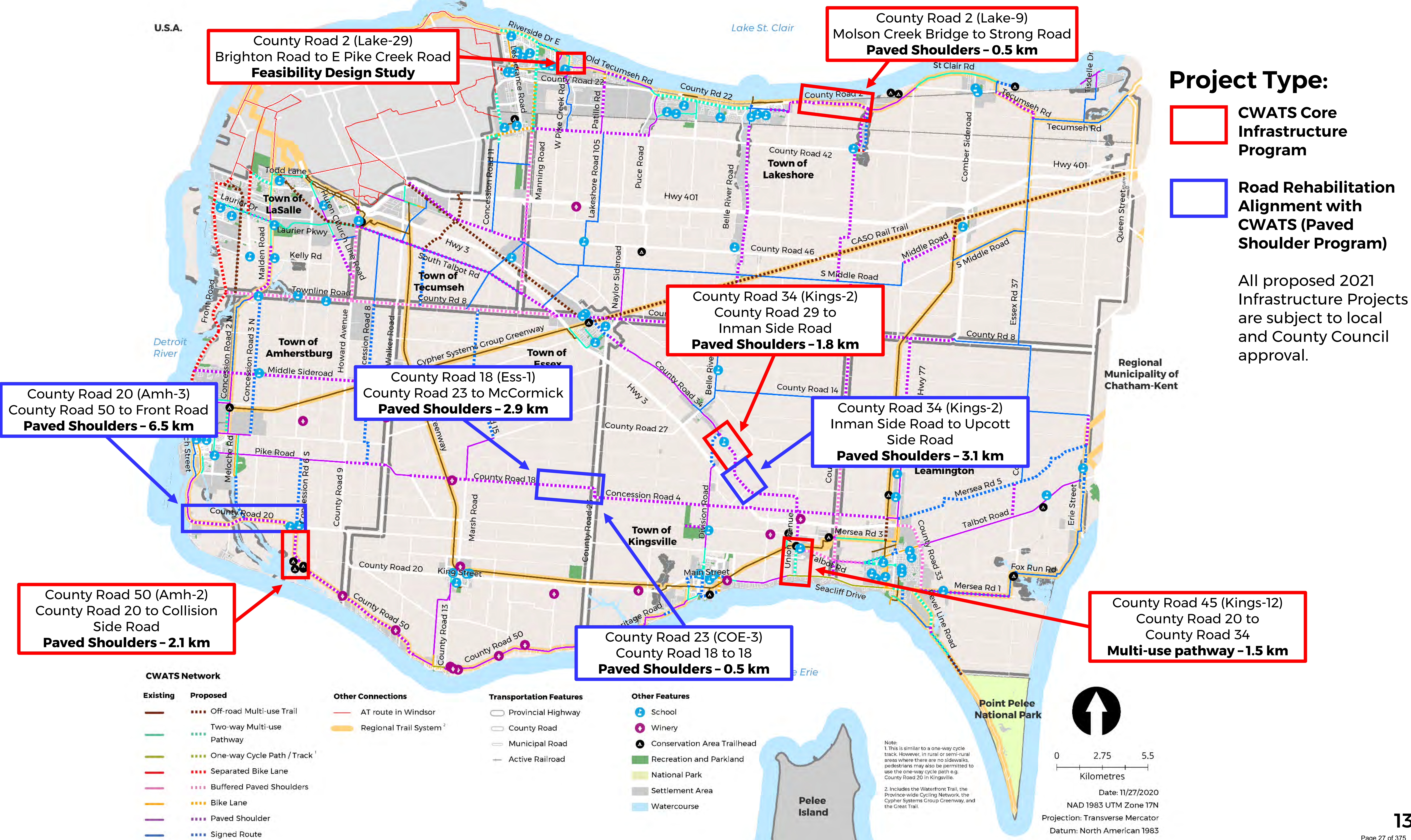


County Road 11
Multi-use pathway
(Tecumseh)

















County Road 20
Paved shoulders
(Amherstburg)

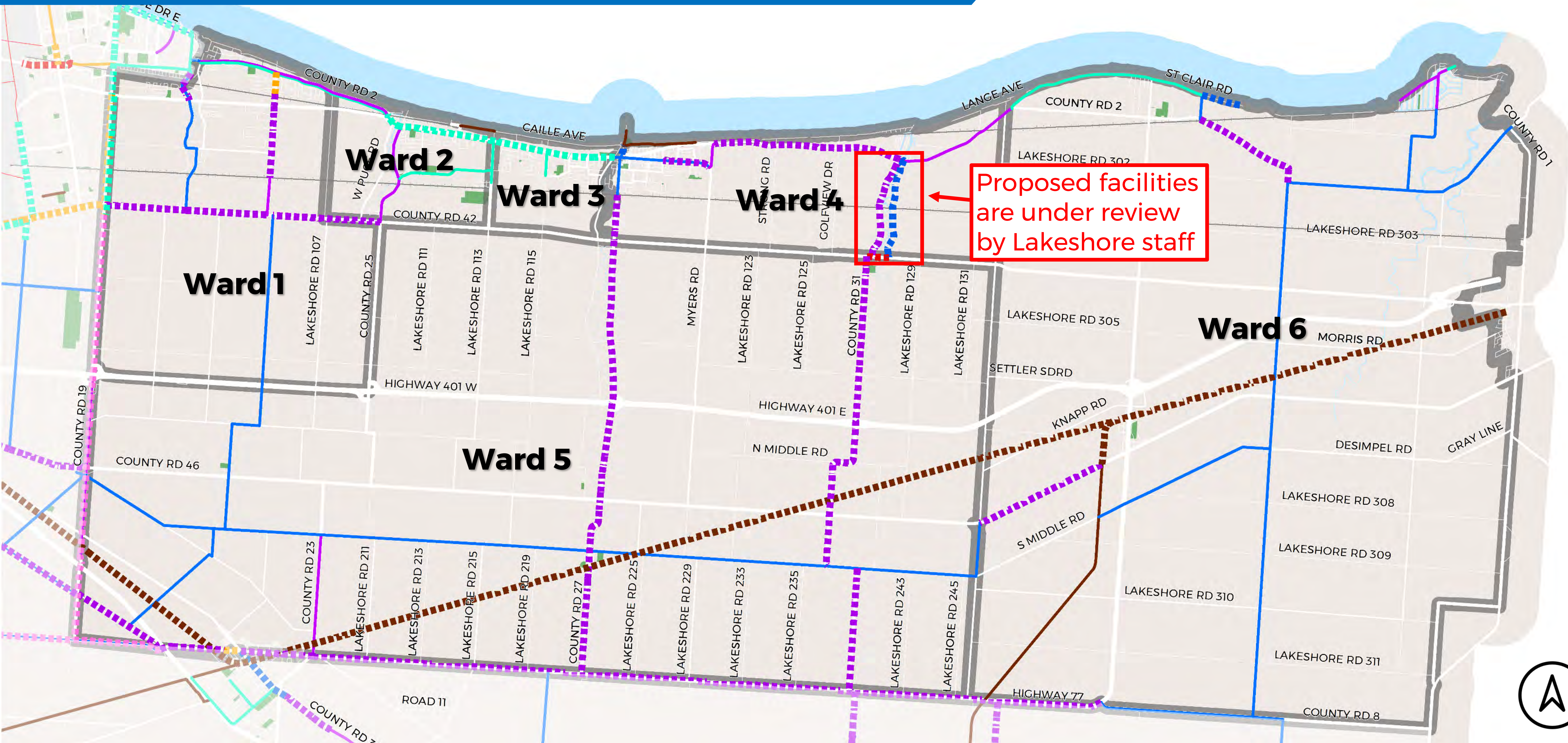
Proposed 2021 Infrastructure Projects



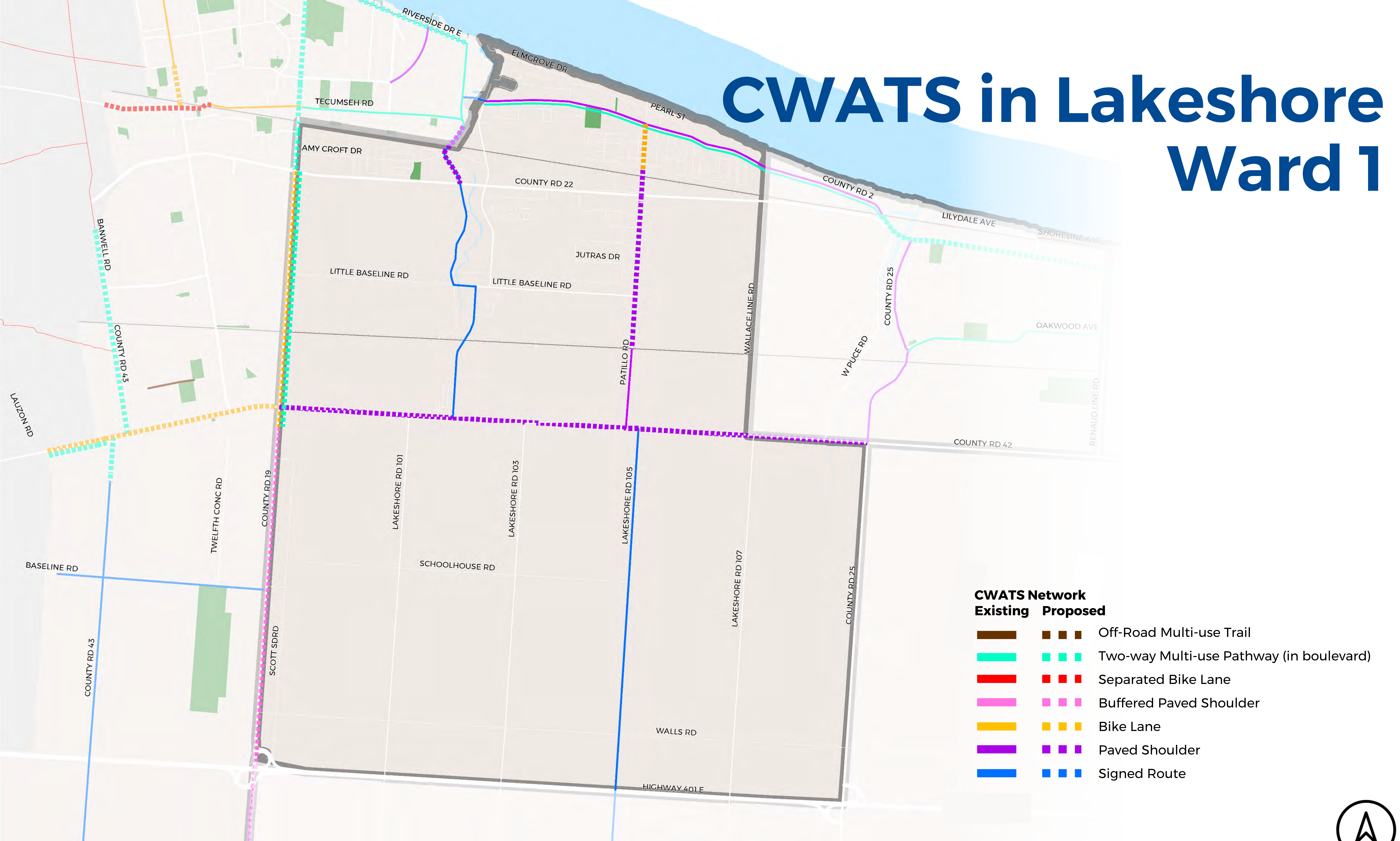
258 KM of existing and proposed CWATS routes in Lakeshore

CWATS Network Existing Proposed

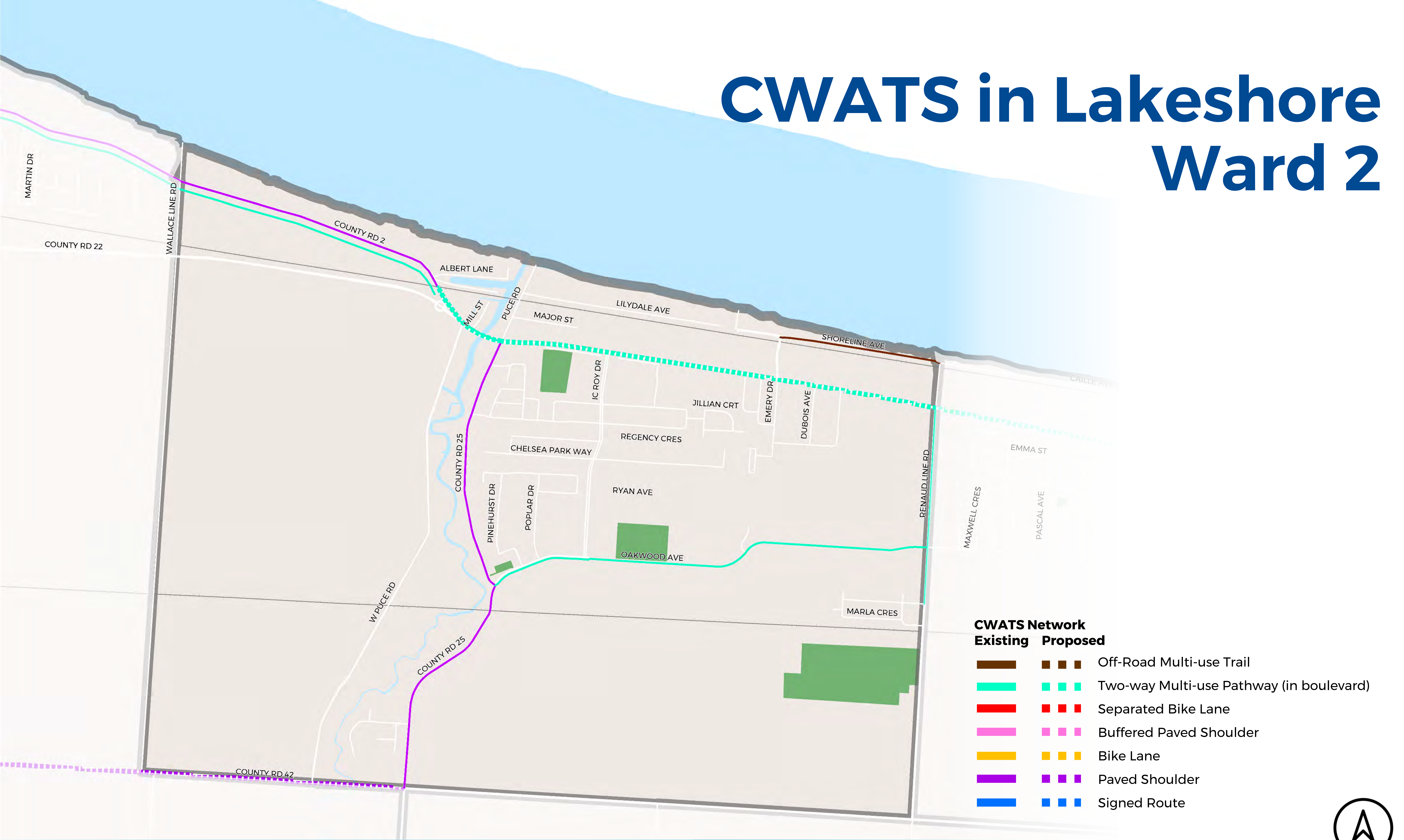
-   Off-Road Multi-use Trail
-   Two-way Multi-use Pathway (in boulevard)
-   Separated Bike Lane
-   Buffered Paved Shoulder
-   Bike Lane
-   Paved Shoulder
-   Signed Route



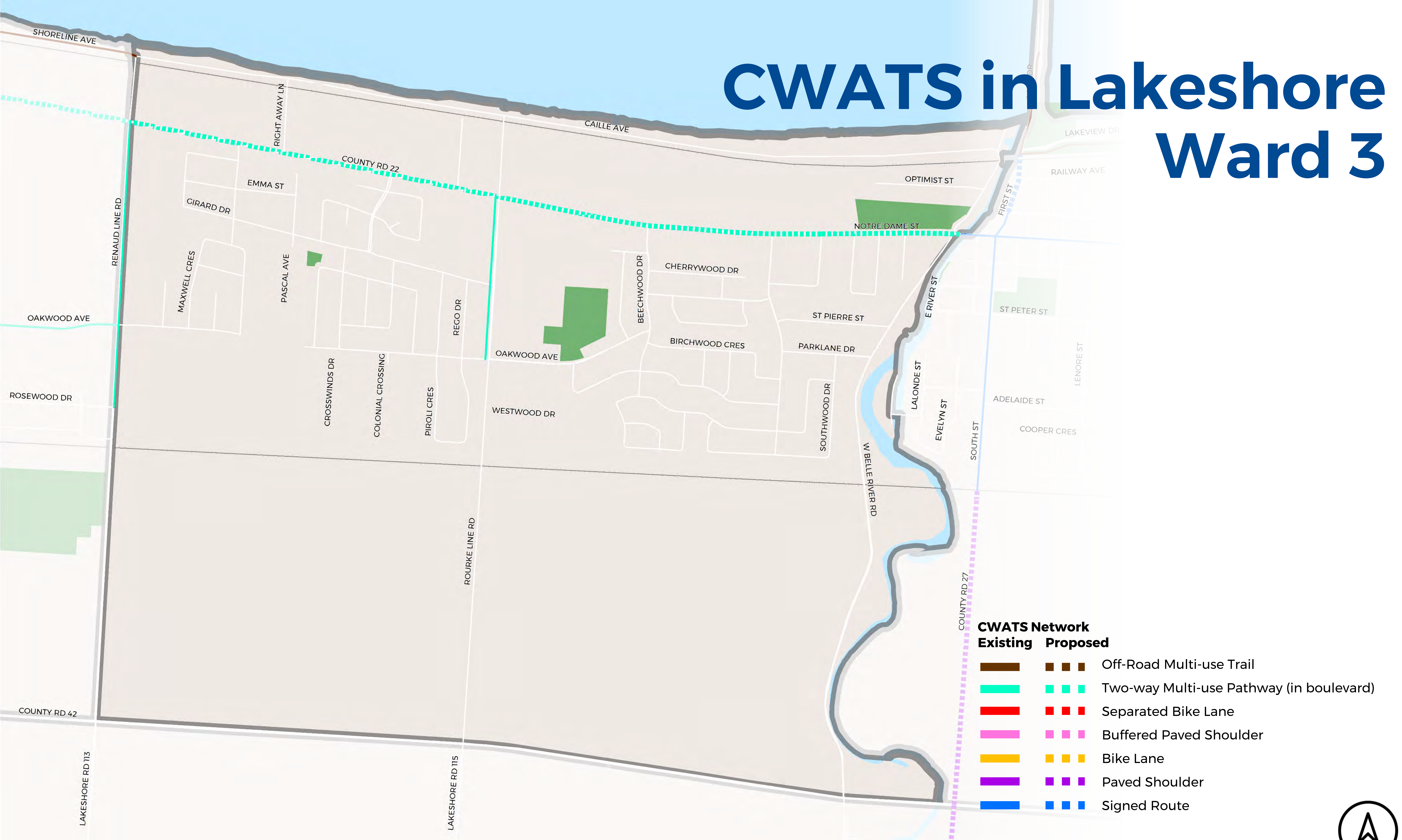
CWATS in Lakeshore Ward 1



CWATS in Lakeshore Ward 2



CWATS in Lakeshore Ward 3









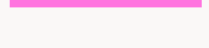







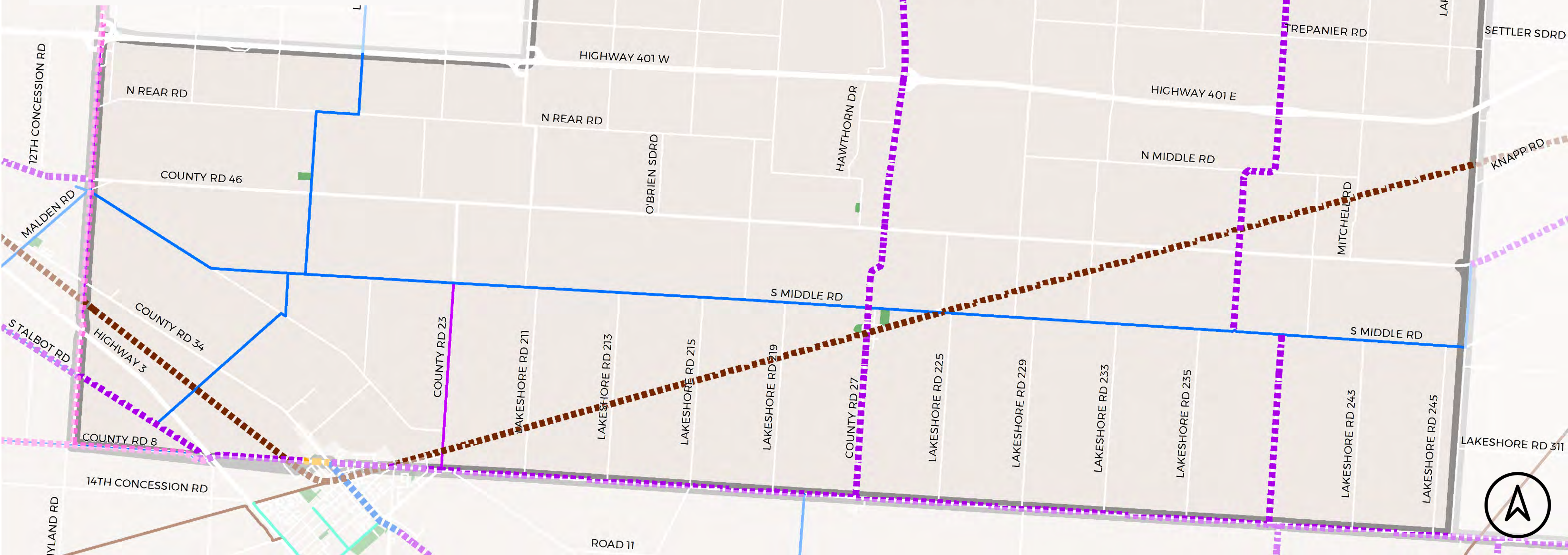
CWATS in Lakeshore Ward 4



CWATS in Lakeshore Ward 5

CWATS Network Existing Proposed

-   Off-Road Multi-use Trail
-   Two-way Multi-use Pathway (in boulevard)
-   Separated Bike Lane
-   Buffered Paved Shoulder
-   Bike Lane
-   Paved Shoulder
-   Signed Route



CWATS in Lakeshore Ward 6



CWATS Network Existing Proposed

- - - - Off-Road Multi-use Trail
- - - - Two-way Multi-use Pathway (in boulevard)
- - - - Separated Bike Lane
- - - - Buffered Paved Shoulder
- - - - Bike Lane
- - - - Paved Shoulder
- - - - Signed Route



CWATS in Lakeshore

Facility Type	Existing				Total Existing	Proposed				Total Proposed	Total
	Local	County	CCL	ERCA		Local	County	CCL	ERCA		
Off-Road Trail	3.1	0	0	7.1	10.2	0	0	0	37.6	37.6	47.8
Two-way Multi-use Pathway	12.8	2.2	0	0	15	0	8.7	0	0	8.7	23.7
Separated Bike Lane	0	0	0	0	0	0	0.6	0	0	0.6	0.6
Buffered Paved Shoulder	0	0	0	0	0	0	12.2	0	0	12.2	12.2
Bike Lane	0	0	0	0	0	0.6	3.07	0	0	3.7	3.7
Paved Shoulder	2.9	16.7	0	0	19.6	4.7	60.3	1.2	0	66.2	85.8
Signed Route	42.2	34.5	3.7	0	80.4	3.9	0	0	0	3.9	84.3
Total	61	53.4	3.7	7.1	125.2	9.2	84.8	1.2	37.6	132.8	258

Next Steps

1. The study team is currently reviewing and revising the Maintenance Chapter based on feedback received from the CWATS Committee.
2. The study team is currently drafting the Implementation Chapter including the revised phasing, costing, funding options, and other implementation considerations.

Thank you! Questions?

Jerry Behl

Manager, Transportation Planning and Development

519-776-6441 x. 1316

getactive@cwats.ca

Dave McLaughlin

WSP Project Manager

905-882-7306

Dave.McLaughlin@wsp.com

Municipality of Lakeshore - Report to Council

Community & Development Services

Development Services



To: Mayor & Members of Council
From: Aaron Hair, Planner III
Date: May 3, 2021
Subject: Subdivision Amending Agreement River Ridge Phase 6

Recommendation

Approve the amendment to the Subdivision Agreement; and,

Direct the Clerk to read By-law 43-2021 during the “Consideration of By-laws” to authorize the Mayor and Clerk to execute a Subdivision Amending Agreement with 1156756 Ontario Limited.

Background

The subject lands known as the “River Ridge Phase 6” plan of subdivision received final approval from the County of Essex on March 18, 2019. In addition a subdivision agreement was entered into by the Municipality and the developer on March 6, 2018.

The developer submitted a request for a Part Lot Control Exemption for Part of Lots 63 to 87 (inclusive) on Registered Plan 12M-657 in the Municipality of Lakeshore, which was approved by Municipal Council on March 9, 2021, and was approved by the County of Essex on March 18, 2021. As a result of the Part Lot Control By-law approval an additional piece of land is required to be conveyed to the Municipality, and this requires an amendment to the existing subdivision agreement. It is shown as Part 21, on Schedule B-1, to be used for storm water management purposes.

The site is designated ‘Residential’ the Official Plan and is zoned (R1-35), Residential – Low Density, which permits townhouses and accessory uses.

Comments

Provincial Policy Statement and County of Essex Official Plan

The application raises no concerns relative to the PPS and the proposal conforms to the County of Essex Official Plan.

Official Plan

The proposal conforms to the Town of Lakeshore Official Plan.

Zoning

As noted, the subject lands are zoned for Residential Uses in accordance with the site specific zoning of R1-35, Residential – Low Density in the Municipality of Lakeshore Zoning By-law.

This change is considered a minor change to the subdivision design, which does not require public notice or circulation to outside agencies. Administration recommends that Council approve the amendment to the subdivision agreement, and that the Mayor and Clerk be authorized to execute the agreement on the Municipality's behalf.

Others Consulted

The amending agreement was prepared by external legal counsel.

The County of Essex approved the Part Lot Control By-law March 18, 2021, which was required to create the new parcel to be conveyed.

Financial Impacts

There are no financial impacts resulting from the recommendation.

Report Approval Details

Document Title:	Subdivision Amending Agreement River Ridge Phase 6.docx
Attachments:	
Final Approval Date:	May 6, 2021

This report and all of its attachments were approved and signed as outlined below:

Tammie Ryall

Rosanna Pellerito

Kristen Newman

Truper McBride

Municipality of Lakeshore

Minutes of the Regular Council Meeting

Tuesday, April 20, 2021, 6:00 PM

Electronically hosted from Council Chambers, 419 Notre Dame Street, Belle River



Members Present: Mayor Tom Bain, Deputy Mayor Tracey Bailey, Councillor Steven Wilder, Councillor Len Janisse, Councillor Kelsey Santarossa, Councillor John Kerr, Councillor Kirk Walstedt, Councillor Linda McKinlay

Staff Present: Chief Administrative Officer Truper McBride, Director of Community & Development Services Tammie Ryall, Director of Engineering & Infrastructure Services Krystal Kalbol, Director of Finance Rosanna Pellerito, Director of Legislative & Legal Services Kristen Newman, Manager of Human Resources Lisa Granger, Manager of Information Technology Pat Girard, Manager of Legislative Services Brianna Coughlin, Manager of Operations Jeff Wilson, Manager of Recreation & Leisure Frank Jeney, Manager of Water/Wastewater Services Albert Dionne, Drainage Superintendent Jill Fiorito, Economic Development Officer Ryan Donally, Interim Manager of Planning Aaron Hair, Planner II Ayusha Hanif

1. Call to Order

Mayor Bain called the meeting to order at 6:00 PM in Council Chambers. All other members of Council participated in the meeting through video conferencing technology from remote locations.

2. Moment of Reflection

3. Disclosures of Pecuniary Interest

4. Recognitions

5. Public Meetings under the Planning Act

1. Zoning By-law Amendment ZBA-32-2016 – Glider Systems Inc.

Mayor Bain opened the public meeting at 6:02 PM.

The Planner provided a PowerPoint presentation as overview of the application and recommendation of Administration.

Melanie Muir of Dillon Consulting, representing the applicant Glider Systems Inc., was present electronically and spoke in favour of the application.

The public meeting concluded at 6:11 PM.

131-04-2021

Moved By Councillor McKinlay

Seconded By Councillor Santarossa

Approve Zoning By-law Amendment Application ZBA-32-2016 (By-law 33-2021, Municipality of Lakeshore By-law 2-2012, as amended), to rezone the parcel, indicated as the "Subject Property", on the Key Map, Appendix 1, located at 4183 Richardson Side Road, in the Municipality of Lakeshore, as follows:

- a. from the "Tourist/Recreational Commercial Zone Exception 5 (CT-5)" to "General Employment Zone Exception 9 (M1-9)" to bring the current uses in conformity to the Lakeshore Zoning By-law 2-2012, as amended and to allow for a new sewing area for the production of the rolling tarp system (manufacturing, light), additional truck bays (loading space), new office area, warehouses, and an eating establishment;
- b. To provide relief from Section 6.41.2(k) to permit gravel surface in the trailer parking area only; and
- c. To place a holding symbol on the property to be removed when the applicant enters into a site plan agreement with the Municipality.

Carried Unanimously

6. Public Presentations

1. Terri Hennessy, resident - Telecommunication Tower

Resident Terri Hennessy provided a PowerPoint presentation requesting a letter of support from Council regarding the opposition of residents to the Xplornet Telecommunication Tower proposed at 473 Talbot Street North.

132-04-2021

Moved By Councillor Walstedt

Seconded By Councillor Janisse

Strongly support the concerns of residents regarding the proposed location of a telecommunication tower at 473 Talbot Street North and the suggested relocation of the proposed tower, as presented at the April 20, 2021 Council meeting.

Carried Unanimously

7. Delegations

8. Completion of Unfinished Business

9. Consent Agenda

- 1. March 31, 2021 Special Council Meeting Minutes**
- 2. April 6, 2021 Regular Council Meeting Minutes**
- 3. April 13, 2021 Special Council Meeting Minutes**
- 4. Belle River on the Lake BIA Board Meeting Minutes of January 18, 2021**

133-04-2021

Moved By Councillor Janisse

Seconded By Councillor McKinlay

Approve minutes of the previous meetings and receive correspondence as listed on the Consent Agenda.

Carried Unanimously

134-04-2021

Moved By Councillor Santarossa

Seconded By Councillor Wilder

Direct Mayor Bain to schedule a Special Meeting to bring back the Strategic Planning Progress Report, as presented March 31, 2021, for further discussion.

In Favour (4): Mayor Bain, Councillor Wilder, Councillor Janisse, and Councillor Santarossa

Opposed (4): Deputy Mayor Bailey, Councillor Kerr, Councillor Walstedt, and Councillor McKinlay

Lost

10. Reports for Information

1. **Committee of Adjustment Meeting Minutes – March 17 2021**
2. **March 18, 2021 Draft Heritage Advisory Committee Meeting Minutes**
3. **Organizational Design**
4. **Council Assignments Monthly Tracking Report - April 2021**

135-04-2021

Moved By Councillor Walstedt

Seconded By Councillor Santarossa

Receive the Reports for Information as listed on the agenda.

Carried Unanimously

Councillor Janisse left the meeting at 7:50 PM and returned at 7:54 PM.

136-04-2021

Moved By Councillor Wilder

Seconded By Councillor McKinlay

Clarify that the report listed as 20-2020 in the Council Assignment Monthly Tracking Report should include boat, trailer, recreational vehicle, and any motorized vehicle package in a residential area, including on driveways and on the street.

Carried Unanimously

11. Reports for Direction

1. **Tender Award for 10th Concession Drain (Bank Repairs)**

137-04-2021

Moved By Councillor Walstedt

Seconded By Councillor Wilder

Award the tender for the 10th Concession Drain (Bank Repairs) to Darrell Dick Excavating in the amount of \$85,951.20 (plus HST), as presented in the April 20, 2021 Council report.

Carried Unanimously

2. Adoption of Code of Conduct for Council, Local Board & Committee Members

138-04-2021

Moved By Councillor Santarossa

Seconded By Deputy Mayor Bailey

Direct the Clerk to present By-law 35-2021 for reading during the "Consideration of the By-laws".

Carried Unanimously

3. Purchasing Card Program

139-04-2021

Direct the Clerk to present By-law 36-2021 for reading during the "Consideration of the By-laws".

Carried Unanimously

4. Maidstone Water Tower Rehabilitation Cost Update

Tony Berardi of Stantec Consulting was present to answer questions relating to the Maidstone Water Tower.

140-04-2021

Moved By Councillor Wilder

Seconded By Councillor Janisse

Receive the report regarding the Maidstone Water Tower Rehabilitation Cost Update.

In Favour (6): Mayor Bain, Councillor Wilder, Councillor Janisse, Councillor Santarossa, Councillor Walstedt, and Councillor McKinlay

Opposed (2): Deputy Mayor Bailey, Councillor Kerr

Carried

141-04-2021

Moved By Deputy Mayor Bailey

Seconded By Councillor Kerr

Direct Administration to disconnect the Maidstone Water Tower from the Belle River Water Supply System and that it be demolished in the future subject to budget approval.

In Favour (7): Mayor Bain, Deputy Mayor Bailey, Councillor Janisse, Councillor Santarossa, Councillor Kerr, Councillor Walstedt, and Councillor McKinlay

Opposed (1): Councillor Wilder

Carried

5. Mayors Arts Awards – Artist in a Pandemic 2021

142-04-2021

Moved By Councillor Santarossa

Seconded By Councillor Wilder

1. Approve the 2021 Artist in a Pandemic Grant program with the amount of \$6,000 budgeted for the Mayor's Arts award and reception to be used for grants, as presented in the Mayors Arts Awards, Artist in a Pandemic 2021 report at the April 20, 2021 Council meeting.

2. Receive the approved January 28, 2021 minutes and draft April 1, 2021 minutes of the Arts Advisory Committee.

Carried Unanimously

6. Youth Advisory Committee – Lakeshore Youth Community Champion Recognition 2021

143-04-2021

Moved By Councillor Kerr

Seconded By Councillor Santarossa

Approve the request of the Youth Advisory Committee to plan a youth community champion recognition award in 2021, with no budget implications, as described in the report presented at the April 20, 2021 Council meeting.

Carried Unanimously

12. Announcements by Mayor

13. Reports from County Council Representatives

14. Report from Closed Session

15. Notices of Motion

16. Question Period

17. Non-Agenda Business

144-04-2021

Moved By Deputy Mayor Bailey

Seconded By Councillor Wilder

Direct Administration to open the boat launches at the Belle River Marina and the Lighthouse Cove Government Dock and further to send a letter to the Premier of Ontario requesting that the regulation be amended to permit boat launches to be open across the Province.

Carried Unanimously

18. Consideration of By-laws

- 1. By-law 21-2021, Being a By-law for the Hermas Moison Drain
Creation of a New Municipal Drain in the Municipality of Lakeshore**
- 2. By-law 24-2021, Being a By-law to amend the Official Plan of the
Municipality of Lakeshore (OPA 16)**
- 3. By-law 28-2021, Being a By-law to amend By-law 54-2018, a By-law to
Provide for the Maintenance of Land in a Clean and Clear Condition**
- 4. By-law 33-2021, Being a By-law to amend By-law 2-2012, Zoning By-
law for the Municipality of Lakeshore (ZBA-32-2016)**
- 5. By-law 35-2021, Being a By-law to Adopt a New Code of Conduct for
Council, Local Board & Committee Members**
- 6. By-law 36-2021, Being a By-law to Delegate Authority to the Director
of Finance to Execute a Purchasing Card Program**
- 7. By-law 37-2021, Being a By-law to Confirm the Proceedings of
Council for the March 31st, April 6th and April 13th Meetings**

145-04-2021

Moved By Councillor McKinlay

Seconded By Councillor Santarossa

By-law 21-2021 be read a third time and adopted; and

By-laws 24-2021, 28-2021, 33-2021 and 36-2021 be read and passed in open session on April 20, 2021.

Carried Unanimously

146-04-2021

Moved By Councillor Walstedt

Seconded By Councillor Kerr

By-law 24-2021 be read and passed in open session April 20, 2021.

In Favour (6): Mayor Bain, Deputy Mayor Bailey, Councillor Santarossa, Councillor Kerr, Councillor Walstedt, and Councillor McKinlay

Opposed (2): Councillor Wilder, and Councillor Janisse

Carried

147-04-2021

Moved By Deputy Mayor Bailey

Seconded By Councillor McKinlay

By-law 37-2021 be read and passed in open session April 20, 2021.

In Favour (7): Mayor Bain, Deputy Mayor Bailey, Councillor Janisse, Councillor Santarossa, Councillor Kerr, Councillor Walstedt, and Councillor McKinlay

Opposed (1): Councillor Wilder

Carried

148-04-2021

Moved By Councillor Kerr

Seconded By Councillor Walstedt

By-law 35-2021 be read and passed in open session April 20, 2021.

In Favour (7): Mayor Bain, Deputy Mayor Bailey, Councillor Janisse, Councillor Santarossa, Councillor Kerr, Councillor Walstedt, and Councillor McKinlay

Opposed (1): Councillor Wilder

Carried

19. Closed Session**149-04-2021****Moved By** Councillor Santarossa**Seconded By** Councillor McKinlay

Council move into closed session in Council Chambers at 9:02 PM in accordance with:

- a. Paragraph 239(2)(e), (f) and (k) of the *Municipal Act, 2001* relating to potential litigation affecting the municipality, advice that is subject to solicitor-client privilege, including communications necessary for that purpose, and positions, plans, procedures, criteria or instruction to be applied to negotiations carried out on behalf of the municipality, relating to infrastructure development in Lighthouse Cove.

Carried Unanimously

21. Adjournment

The meeting was concluded in closed session at 9:25 PM.

Tom Bain
Mayor

Kristen Newman
Clerk

BIA ZOOM Board Meeting Minutes Monday, March 15, 2021 at 9am

**BIA
Board**

Ward 4 Council Representative: John Kerr
Chairman: Moe Mailloux, Moe Mailloux Financial Services Inc
Vice Chair: Laura Tremblay, National Bank

Directors: Jay Coulter Software Inc
Rachelle Crevatin, La Belle Fromage
Tina Roy, TRU Real Estate Group Ltd.
Dale Sanger, New Life Assembly
Shawn Sauve, RONA Sauvé's Home Centre
Ray Tetreault, Tetreault valu mart
Derek Trepanier, Best Pest Control

Regrets: Sandy Pepper, The Treasure Nook
Absent: Mike Sutton, Melady Funeral Home

Deputy Mayor Tracey Bailey

Lakeshore Economic Development Officer Ryan Donally

BIA Office Coordinator Janel Gagnier

Agenda Items

Declaration Of Conflict of Interest : None

#1

Motion: Adoption of the Minutes of the BIA Board Meeting on January 18, 2021

Laura Moved Ray Seconded: That the minutes from the BIA Board Meeting of January 18, 2021 be adopted as presented.

Motion # 2021 – 05 All in favour. Motion Carried

#2	<p>Sunsplash Festival July 8 – 11, 2021</p> <p>Discussion to cancel the event or modify as needed. It is too early to determine how Covid will be affecting our community this summer. Lakeshore Special Events Committee will be meeting to discuss 2021 their endorsement of events. Holding Safe Events-Finding Ways to be Socially Distanced</p> <ol style="list-style-type: none"> 1. Classic Cruise Car Show 2. Sunsplash Parade 3. Beer Tent 4. Campbell Amusements Carnival 5. SOLTRA Lawnmower Races at the High School 6. Watercross Races at the West Beach 7. Kids Fishing Derby 8. Lakeview Park Vendors and Ampitheatre Music – Spread the 4 days music out to Sunsplash Saturdays in the Park over the month of July. Invite Businesses and Vendors out. Hot Summer Night Concert Series. 9. Birds of Prey Programming at the Ampitheatre 10. NEW -We have an offer of hosting an actual Sunsplash Fishing “Tournament”
#3	<p>Stroll the Street – We will hold off on any event planning until we are in the Orange Zone.</p> <p>Tentative Dates: May 7 for Mothers Day, June 18 for Father’s Day, Sunsplash Stroll the Street, Fall Sept 17th, October Halloween themed and Christmas November 19th</p>
#4	<p>Motion: Winter Lights - Snowflake Design</p> <p>Moe Moved Derek Seconded: That the BIA request Classic Displays to construct one snowflake pole mount light to be custom made in Mississauga for the Notre Dame Street poles to determine how they will fit and look.</p> <p>Motion # 2021 – 06 All in favour. Motion Carried</p>
#5	<p>FYI:</p> <ol style="list-style-type: none"> a. BIA has submitted an application to the Healthy Communities Initiative for free Community Public Wifi on a quote from Gosfield North Communications. Letters of support by the Town of Lakeshore b. Funding Available for BIA’s for art projects that generate visual content and public engagement www.stepspublicart.org c. DMS Service Squad has been extended for 15 more weeks to continue working with businesses
	<p>Next BIA Zoom Board Meeting April 12, 2021 at 9am</p> <p>Meeting Adjournment</p> <p>Meeting Minute Approval <u>Moe Mailloux</u> Moe Mailloux Date <u>April 19/21</u></p>

APR 27 2021

phone: 519-969-2430
fax: 519-969-6053
web: www.YQG.ca

April 21, 2021

Municipality of Lakeshore
Mayor Tom Bain and Members of Council
419 Notre Dame Street
Belle River, ON
N0R 1A0

RE: NAV Canada Aeronautical Study at Windsor International Airport

Dear Mr. Mayor and Members of Council:

As you are aware, NAV Canada has made the decision to maintain air traffic control service at Windsor International Airport.

On behalf of YQG, I would like to extend our sincere appreciation for your support to retain controlled tower service at Windsor International Airport.

Stakeholder engagement is at the heart of the NAV Canada aeronautical study process. There is no doubt that your input provided NAV Canada with an indication of the importance of YQG to the local community.

Thank you again for your support.

Sincerely,

YOUR QUICK GATEWAY (WINDSOR) INC.



Mark Galvin
Chief Executive Officer

c. Mayor Drew Dilkens, Chairperson of the Board of Directors, YQG Inc.

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**CITY HALL
WINDSOR, ONTARIO
N9A 6S1**

Phone: (519)255-6211

Fax: (519)255-6868

E-mail: clerks@citywindsor.ca

WEBSITE: www.citywindsor.ca

**City Council
Decision
Monday, March 8, 2021**

Moved by: Councillor Sleiman
Seconded by: Councillor Bortolin

Decision Number: CR92/2021 ETPS 810

That Report No. 109 of the Windsor Essex County Environment Committee – To support the Windsor Essex Solid Waste Authority Regional Organic Waste Plan indicating:

That the Windsor Essex County Environment Committee recommends that the initiative by the Windsor Essex County Solid Waste Authority to develop and implement a regional food and organics waste management plan **BE SUPPORTED** by all municipalities in Windsor-Essex, and further, that correspondence **BE SENT** to each member municipality as well as the County of Essex to provide notification of this initiative.

BE APPROVED.

Carried.

Report Number: SCM 62/2021 & SCM 47/2021

Clerk's File: MB2021 8.11

Steve Vlachodimos

Deputy City Clerk/Senior Manager of Council Services

March 31, 2021

**CITY HALL
WINDSOR, ONTARIO
N9A 6S1**

Phone: (519)255-6211

Fax: (519)255-6868

E-mail: clerks@citywindsor.ca

WEBSITE: www.citywindsor.ca

**City Council
Decision
Monday, March 8, 2021**

Moved by: Councillor Sleiman
Seconded by: Councillor Bortolin

Decision Number: CR91/2021 ETPS 809

That Report No. 108 of the Windsor Essex County Environment Committee – Letter to Irek Kusmierczyk, MP regarding the commitment to tree planting in communities indicating:

That as the Provincial Government cut funding for the planting of trees in Ontario and as the Federal Government made a commitment to make funding available to plant trees in Windsor-Essex County, that a letter **BE SENT** to Irek Kusmierczyk, Member of Parliament to request funding for the planting of trees in Windsor-Essex County.

BE APPROVED.

Carried.

Report Number: SCM 61/2021 & SCM 45/2021
Clerk's File: MB2021 8.10

Steve Vlachodimos

Deputy City Clerk/Senior Manager of Council Services
March 31, 2021

**Ministry of
Municipal Affairs
and Housing**

Office of the Minister
777 Bay Street, 17th Floor
Toronto ON M7A 2J3
Tel.: 416 585-7000

**Ministère des
Affaires municipales
et du Logement**

Bureau du ministre
777, rue Bay, 17^e étage
Toronto ON M7A 2J3
Tél. : 416 585-7000



April 27, 2021

Dear Head of Council,

As you may be aware, the Ontario government is consulting on how to strengthen accountability for municipal council members. We want to ensure that councillors and heads of council maintain a safe and respectful workplace and carry out their duties as elected officials ethically and responsibly. More information on the scope of consultations can be found at [Ontario.ca](https://www.ontario.ca).

As part of this work, my colleague Jill Dunlop, Associate Minister for Children and Women's Issues will be seeking input from members of council representing each of Ontario's municipalities through one of two hour-long telephone townhall sessions with municipal representatives from Western Ontario's municipalities on June 8, 2021 at 9:30 AM EDT.

This session will provide participants with the opportunity to share their valuable feedback on:

- what changes or mechanisms are needed to better hold council members accountable for municipal code of conduct violations;
- how to effectively enforce these codes
- whether a broader range of penalties for violations of the codes of conduct are needed; and
- the circumstances in which these potential penalties could be applied.

Please identify one member of your council to participate in the session. Once chosen, the one identified member of your council should register via [Eventbrite](https://www.eventbrite.com) by Thursday, May 6, 2021. The registered member will receive instructions about how to participate in the session prior to the meeting.

We have also launched an online survey to seek input on ways to strengthen accountability mechanisms for municipal council members. I encourage members of council and municipal staff to provide their input on this important topic through the online survey: [Consultation: Strengthening accountability for municipal council members | Ontario.ca](https://www.ontario.ca). This online survey will be available until July 15, 2021. Please share this link with your municipal staff.

I hope you will accept this invitation to participate in this session, as we look forward to hearing your feedback on how to strengthen accountability for municipal council members.

Sincerely,



Steve Clark

Minister of Municipal Affairs and Housing

- c: Clerk and Chief Administrative Officers
Jill Dunlop, Associate Minister of Children and Women's Issues
Kate Manson-Smith Deputy Minister, Ministry of Municipal Affairs and Housing
Marie-Lison Fougère, Deputy Minister Responsible for Women's Issues

Petition

The Municipality of Lakeshore received the following petition on May 3, 2021:

“I support the petition to lower the speed limit on County Rd. 34 east of Manning Rd to Dawson Rd. from 80 km to at least 60 km.”

The petition included 35 signatures.

Note: this petition will be sent to the County of Essex, as it has jurisdiction over County Road 34.



Community Services

Legislative Services

April 27, 2021

File #120203

Sent via email: premier@ontario.ca

The Honourable Doug Ford, Premier of Ontario
Legislative Building
Queen's Park
Toronto, ON M7A 1A1

Honourable and Dear Sir:

Re: Province Investigating and Updating Source Water Protection Legislation

Please be advised the Municipal Council of the Town of Fort Erie at its meeting of April 26, 2021 passed the following resolution:

Whereas the Municipal Council of the Town of Fort Erie passed a resolution on October 21st, 2019 identifying that 1,100 private water wells were in operation in the Town of Fort Erie, of which 75% were used for domestic purposes including human and livestock consumption, and

Whereas the Municipal Council of the Town of Fort Erie further identified in that resolution that Council requires the protection of water in the aquifer supplying water to those wells from contamination as the result of any remediation of Pit One owned by the Port Colborne Quarries in the City of Port Colborne, and further

Whereas Report No. PDS-23-2021, approved by Council on March 22, 2021, identified that while the Niagara Peninsula Conservation Authority, The Regional Municipality of Niagara and Local Area Municipalities work together to protect source water, these plans do not generally apply to private servicing, and

Whereas Report No. PDS-23-2021 further identified efforts undertaken by the Town of Fort Erie through available provincial planning policy, regulation and legislation to protect source water within the Town of Fort Erie without any explicit ability to designate source water protection for private services, and

Whereas on July 28, 2010, through Resolution 64/292, the United Nations General Assembly explicitly recognized the human right to water and sanitation and acknowledged that clean drinking water and sanitation are essential to the realization of all human rights, and

.../2

Mailing Address:

The Corporation of the Town of Fort Erie
1 Municipal Centre Drive, Fort Erie ON L2A 2S6

Office Hours 8:30 a.m. to 5:00 p.m. Phone: (905) 871-1600 FAX: (905) 871-4022

Web-site: www.forterie.ca

Whereas it would be desirable to ensure that those in our community who rely on wells and other private servicing for clean drinking water are afforded the same source water protection as municipal drinking water systems;

Now therefore it be resolved,

That: The Municipal Council of the Town of Fort Erie recognizes and acknowledges that clean drinking water and sanitation are basic human rights and essential to the realization of all human rights, and further

That: The Municipal Council of the Town of Fort Erie requests that the Ministry of Environment, Conservation and Parks consider legislative changes that would permit the expansion of source water protection to aquifers and private services, and further

That: This resolution be circulated to The Honourable Doug Ford, Premier of Ontario, the Honourable Jeff Yurek, Minister of the Environment, Conservation and Parks, Wayne Gates, MPP Niagara Falls, Jeff Burch, MPP Niagara Centre, Jennifer Stevens, MPP St. Catharines and Sam Oosterhoff, MPP Niagara West, and further

That: This resolution be circulated to all Conservation Authorities and Municipalities in Ontario for their endorsement and support.

Thank you for your attention to this matter.

Yours very truly,



Carol Schofield, Dipl.M.A.
Manager, Legislative Services/Clerk

cschofield@forterie.ca

CS:dlk

C.C.

The Honourable Jeff Yurek, Minister of Environment, Conservation and Parks jeff.yurekco@pc.ola.org

Jeff Burch, MPP, Niagara Centre jburch-gp@ndp.on.ca

Sam Oosterhoff, MPP, Niagara West sam.oosterhoff@pc.ola.org

Jennifer Stevens, MPP, St. Catharines JStevens-co@ndp.on.ca

Wayne Gates, MPP, Niagara Falls wgates-co@ndp.on.ca

Ontario Conservation and all Ontario Conservation Authorities: kgavine@conservationontario.ca; bhomer@abca.ca; kfurlanetto@crca.ca; generalmanager@catfishcreek.ca; @cloca.com; mvytyvtskyv@hrca.on.ca; deb.martindowns@cvc.ca; tim.pidduck@croweallevy.com; tbyrne@erca.org; llaliberte@grca.on.ca; karmstrong@grandriver.ca; t.lanthier@greysauble.on.ca; Lisa.Burnside@conservationhamilton.ca; mmaichrowski@kawarthaconservation.com; elizabeth@kettlecreekconservation.on.ca; cullen@lsrca.on.ca; tammy@lakeheadca.com; jmaxwell@lprca.on.ca; mark.peacock@ltvca.ca; kelly.vandette@ltc.on.ca; beard@mvca.on.ca; David.Vallier@mattagamiregion.ca; smcintyre@mvc.on.ca; csharma@npca.ca; carl.jorgensen@conservationsudbury.ca; brian.tayler@nbmca.ca; dhevenor@nvca.on.ca; dlandry@otonabeeconservation.com; bmcnevin@quinteconservation.ca; richard.pilon@rrca.on.ca; sommer.casgrain-robertson@rvca.ca; j.stephens@svca.on.ca; cbarrett@ssmrca.ca; acoleman@nation.on.ca; bmcdougall@scrca.on.ca; John.MacKenzie@trca.ca; annett@thamesriver.on.ca

Ontario Municipalities



Township of The Archipelago

9 James Street, Parry Sound ON P2A 1T4

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www.thearchipelago.on.ca

April 9, 2021

21-073

**Moved by Councillor Barton
Seconded by Councillor Manner**

RE: Road Management Action On Invasive Phragmites

WHEREAS Phragmites australis (Phragmites) is an invasive perennial grass that continues to cause severe damage to wetlands and beaches in areas around the Great Lakes including Georgian Bay; and

WHEREAS Phragmites australis grows and spreads rapidly, allowing the plant to invade new areas and grow into large monoculture stands in a short amount of time, and is an allelopathic plant that secretes toxins from its roots into the soil which impede the growth of neighboring plant species; and

WHEREAS Phragmites australis results in loss of biodiversity and species richness, loss of habitat, changes in hydrology due to its high metabolic rate, changes in nutrient cycling as it is slow to decompose, an increased fire hazard due to the combustibility of its dead stalks, and can have an adverse impact on agriculture, particularly in drainage ditches; and

WHEREAS invasive Phragmites has been identified as Canada's worst invasive plant species by Agriculture and AgriFood Canada; and

WHEREAS the Ontario government has made it illegal to import, deposit, release, breed/grow, buy, sell, lease or trade invasive Phragmites under the Invasive Species Act; and

WHEREAS Phragmites occupy over 4,800 hectares of land around Lake St. Clair alone, while 212 hectares of Phragmites occupy land along the St. Lawrence River. The Georgian Bay Area is particularly affected by Phragmites australis, with more than 700 stands along the shorelines and multiple visible stands on the highways and roads that threaten valuable infrastructure and wetland areas; and

WHEREAS volunteers, non-governmental organizations, and various municipalities have invested tens of thousands of dollars in investments and labour annually for more than eight years in executing managements plans to control invasive Phragmites on roads, coasts, shorelines and in wetlands; and

WHEREAS roads and highways where Phragmites that are left untreated become spread vectors that continually risk new and treated wetlands and coastal shoreline areas; and

WHEREAS according to “Smart Practices for the Control of Invasive Phragmites along Ontario’s Roads” by the Ontario Phragmites Working Group, best road management practices for Phragmites australis include early detection, herbicide application, and cutting; and

WHEREAS these best management practices are most effective when used in a multi-pronged approach as opposed to when used as stand-alone control measures; and

WHEREAS mother nature does not recognize political boundaries. Therefore, it is imperative that Municipalities, Districts, the Province, and the Federal government work together in collaboration to eradicate Canada’s worst invasive plant species Phragmites australis;

NOW THEREFORE BE IT RESOLVED that Council for the Corporation of the Township of The Archipelago directs its staff to implement best management practices to promote early detection of invasive Phragmites, and to implement best management practices for invasive Phragmites, and to join the Ontario Phragmites Working Group to collaborate on the eradication of Phragmites in Ontario.

BE IT FURTHER RESOLVED that Council for the Corporation of the Township of The Archipelago directs staff to insert clean equipment protocols into tenders and that there is oversight that the protocols are followed; and

BE IT FURTHER RESOLVED that Council for the Corporation of the Township of The Archipelago requests the Ontario Ministry of Transportation to map and treat invasive Phragmites annually on all its highways; and

BE IT FURTHER RESOLVED that the Ontario Ministry of Transportation (MTO) communicates the strategy on mapping (detecting sites) and controlling invasive Phragmites on provincial highways, the specific highway management plans and results by each MTO region and each highway in the region and work in coordination with the Township of The Archipelago; and

BE IT FURTHER RESOLVED that Council for the Corporation of the Township of The Archipelago directs its staff to send this resolution to all municipalities that are part of the Georgian Bay watershed, to all municipalities in the Great Lakes watershed, to the Minister of Transportation, Christopher Balasa the Manager, Maintenance Management Office, and MPP Norman Miller.

BE IT FINALLY RESOLVED that Council for the Corporation of the Township of The Archipelago requests all levels of government to consider funding support to aid the Township of The Archipelago in managing invasive phragmites; and directs staff to send a copy of this resolution to the Ontario Minister of Environment, Conservation and Parks and the Minister of Environment and Climate Change Canada.

Carried.

Municipality of Lakeshore - Report to Council

Engineering & Infrastructure Services

Drainage Services



To: Mayor & Members of Council
From: Jill Fiorito, Drainage Superintendent
Date: April 22, 2021
Subject: Drainage Board meeting April 12, 2021

Recommendation

This report is for information only.

Background

The draft minutes from the April 12th, 2021 Drainage Board meeting are attached.

Comments

Mr. Tony Peralta from Peralta Engineering was in attendance to give a brief summary of his drainage report dated February 17th, 2021 regarding the Hermas Moison Drain.

The Drainage Board recommends that By-No. 021-2021 be recommended for third reading.

Others Consulted

Essex Regional Conservation Authority has been consulted on this report.

Financial Impacts

All costs incurred for this project will be borne by the property owner/s.

Attachment: Draft Drainage Board minutes dated April 12th, 2021

Report Approval Details

Document Title:	Drainage Board Minutes April 12, 2021.docx
Attachments:	- 4 - April.12, 2021 Drainage Board Minutes.docx
Final Approval Date:	May 3, 2021

This report and all of its attachments were approved and signed as outlined below:

Krystal Kalbol

Rosanna Pellerito

Kristen Newman

Truper McBride

MUNICIPALITY OF LAKESHORE

MINUTES OF THE DRAINAGE BOARD

PRESENT:	Chairman	-	Dave Armstrong
	Board members	-	Horst Schmidt
		-	Maurice Janisse
		-	Norbert Poggio
	Asst. Drainage Superintendent	-	Kyle Emery
	Engineers	-	Tony Peralta
	Drainage Superintendent	-	Jill Fiorito

1. CALL TO ORDER AT 5:00 PM

The Chair called the meeting to order at 5:00 p.m.

2. DISCLOSURES OF CONFLICT OF INTEREST AND THE GENERAL NATURE THEREOF

There were no disclosures of conflicts of interest.

3. APPROVING THE MINUTES OF PREVIOUS DRAINAGE BOARD MEETING

Drainage Board Meeting Minutes of March 1st, 2021.

Board Member Janisse moved and Board Member Poggio seconded

That:

The Board approve the minutes of the Drainage Board Meeting dated March 1st, 2021.

Motion Carried

4 ENGINEERING AND INFRASTRUCTURE SERVICES

COURT OF REVISION

Opening of the Court of Revision.

Board Member Poggio and Board Member Schmidt seconded:

It is recommended that:

The Drainage Board move into Court of Revision to consider appeals respecting By-law No. 021-2021 in the Municipality of Lakeshore, in the County of Essex.

Motion Carried

Hermas Moison Drain

Mr. Tony Peralta, P.Eng was in attendance and briefly outlined the key points of the access bridge in his report dated February 17th, 2021.

Mr. Peralta explained that he had not received any concerns from landowner's regarding this bridge replacement. The Drainage board has not received any questions, or appeals for this assessment.

The Chairman opened the floor for questions.

There were no concerns.

Board Member Janisse moved and Board Member Poggio seconded:

That:

The Schedule of Assessment to provide for the Hermas Moison Drain in the Municipality of Lakeshore, in the County of Essex as prepared by N.J. Peralta Engineering Ltd., dated February 17th, 2021 be approved and By-Law No. 021-2021 be recommended for third reading.

Motion Carried

Closing of the Court of Revision

Board Member Janisse moved and Board Member Schmidt seconded:

That

The Drainage Board moves to close the Court of Revision.

Motion Carried

**DAVID ARMSTRONG
CHAIRMAN**

**JILL FIORITO
DRAINAGE SUPERINTENDENT**

NEXT SCHEDULED MEETING

The next Drainage Board Meeting is schedule for 5:00pm on May 3rd, 2021 in the Municipality of Lakeshore.

Municipality of Lakeshore - Report to Council

Community & Development Services

Development Services



To: Mayor & Members of Council
From: Ian Search, Planner Level 1
Date: April 23, 2021
Subject: Committee of Adjustment Meeting Minutes – April 21, 2021

Recommendation

This report is for information only.

Background

The Committee of Adjustment decisions from the April 21, 2021 meeting is detailed below. May 10, 2021 is the last day of appeal for the Minor Variances, and May 13, 2021 is the last day of appeal for the consents.

1. Minor Variance – **Granted** – (941 Lakeshore Park) to permit a building addition to have a front yard setback of 4.69 metres (15.38 feet), and to permit a minimum driveway length of 4.69 metres (15.38 feet)
2. Minor Variance – **Granted** – (240 Maxwell Crescent) to permit an accessory structure to be setback 0.609 metre (2 feet) from the north side lot line and 0.91 metre (3 feet) from the rear lot line.
3. Consents – **Granted** – (334 E. Ruscom River Road) to create four residential lots.

Comments

The draft minutes from the April 21, 2021 Committee of Adjustment meeting are attached.

Financial Impacts

There are no financial impacts resulting from the recommendation in this report.

Attachment: Committee of Adjustment Meeting Minutes - April 21 2021

Report Approval Details

Document Title:	Committee of Adjustment Meeting Minutes - April 21 2021.docx
Attachments:	- Committee of Adjustment Minutes April 21 2021.pdf
Final Approval Date:	May 3, 2021

This report and all of its attachments were approved and signed as outlined below:

Aaron Hair

Tammie Ryall

Rosanna Pellerito

Kristen Newman

Truper McBride

**MUNICIPALITY OF LAKESHORE
COMMITTEE OF ADJUSTMENT
WEDNESDAY, APRIL 21, 2021 @ 5:45 P.M.**

The meeting opened at 6:00 P.M. with the following members present:

Chairman	- Mark Hacon
Members	- Steve Diemer
	- Ron Barrette
	- Robert Sylvestre
Secretary-Treasurer & Planner I	- Ian Search
Supervisor of Planning	- Aaron Hair
Director of Community and Development Services	- Tammie Ryall

The Chair introduced the Committee members and support staff and provided a brief outline of the process followed through the hearings.

The Chair also inquired if there were any disclosures of pecuniary interest and the general nature thereof with the applications proposed to be heard at tonight's Committee meeting.

- There were no disclosures of pecuniary interests at this time.

APPLICATION:	A/15/2021
APPLICANT:	Matthew Little
PROPERTY LOCATION:	941 Lakeshore Park (Community of Rochester)

PURPOSE OF APPLICATION

The applicant is seeking relief from Lakeshore Zoning By-law 2-2012 to permit a building addition for the following relief:

- Relief from Section 8.3 Residential Waterfront Zone Regulations to permit a front yard setback of 4.69 metres (15.38 feet), and relief from Section 6.41.4 a) Driveway Regulations to permit a minimum driveway length of 4.69 metres (15.38 feet)

Section 8.3 requires a front yard setback of 15 metres (49.21 feet) for main buildings

Section 6.41.4 a) requires a minimum driveway length of 6 metres for a residential use

PRESENT AT MEETING

Matthew Little, Applicant

CORRESPONDENCE RECEIVED

1. Lakeshore Building Dept. – No concerns
2. Lakeshore Drainage Dept. – No concerns
3. Lakeshore Engineering Dept. – No concerns
4. Lakeshore Fire – No comment
5. Lakeshore Planning Dept. –

Section 45(1) of the *Planning Act* gives the authority of granting minor relief from the provisions of the Zoning By-law to the Committee of Adjustment. Such relief can only be granted if the Minor Variance passes four tests. If the Committee is not satisfied on all four tests, then the Minor Variance cannot be approved.

The purpose of the front yard setback provision in the Zoning By-law is to provide the following:

- i) Adequate separation between the road allowance and residential uses occurring in a building: It is anticipated that a reduced setback from the road allowance will not impact the residential use in this case, given that Lakeshore Park is a rural local road that services residential lots in a hamlet area of the municipality. Furthermore, while the variance will bring the dwelling within 4.69 metres of the front property line, it will still be located an additional 5.9 metres from the edge of the road itself based on Geographic Information System (GIS) available to administration.
- ii) Sufficient area for landscaping purposes: Sufficient opportunities for landscaped open space that is visible from the road allowance will remain. The proposed building addition is 6.10 metres wide, while the subject lot has 15.24 metres frontage.
- iii) Separation required to provide for the construction and maintenance of public services within the road allowance: There is a water main located within the Lakeshore Park road allowance. The Engineering Department was circulated for comment with respect to construction and maintenance of public services.
- iv) Sufficient area to accommodate a septic system where municipal sanitary services are unavailable: The current septic system is not located or accommodated in the front yard of the subject property.

The building addition will contain a garage so a driveway will be established on the property as part of the development proposal. Given that the building addition will bring the dwelling within 4.69 metres of the front property line, the driveway – as defined in our zoning by-law – will be 4.69 metres in length, while 6 metres is required. GIS suggests an additional 5.9 metres of approach that will be available to the resident from the road itself. The Engineering Department was circulated for comment on this aspect of the proposal relative to the Lakeshore Park road allowance. The Committee may choose to consider this aspect of the variance minor if the Engineering Department is satisfied with the reduced driveway request.

The subject property is designated Hamlet and Lake St. Clair Floodprone Area in the Official Plan. Essex Region Conservation Authority was circulated the proposal for comment with respect to hazard lands and its potential impact on development. The low-density residential dwelling is a permitted use in the Hamlet designation.

The minor variance is not precedent setting and respects existing standards in the immediate area. There are several examples of properties in the immediate area that have shorter front yard setbacks than what is required in the zoning by-law, including the immediate neighbour to the east and west of the subject property. According to the site plan drawing that was submitted with the application, the dwelling located on the neighbouring property to the east is 4.34 metres from the front lot line with associated driveway, while the variance proposes a 4.69 metre front yard setback for the subject property.

If comments received from other departments and agencies suggest no outstanding issues or concerns from their perspective, then it is recommended that the requested variance meets the following four tests prescribed under Section 45 (1) of the *Planning Act*.

- i. The variance would be “minor” in nature.
 - ii. It would be desirable for the appropriate development or use of the land, building or structure.
 - iii. It would maintain the general intent and purpose of the Official Plan.
 - iv. It would maintain the general intent and purpose of the Zoning By-law.
6. ERCA – The property owner will be required to obtain a Permit and/or Clearance from the Essex Region Conservation Authority prior to any construction or site alteration or other activities affected by Section 28 of the Conservation Authorities Act. We have no objection to the application with respect to the natural heritage policies of the Provincial Policy Statement

APPLICANTS AMENDMENTS

- None

DISCUSSION

The Chair inquired if anyone in the audience wished to speak to the application. No response was received.

Matthew Little stated that he agreed with the comments as read. He stated that he had a meeting with Essex Region Conservation Authority (ERCA) and their concern was whether the septic needed to be relocated. ERCA told him it was to be determined by our Building Department.

Member Barrette asked where the septic system is located. Matthew Little stated that it is currently in the backyard.

**Moved by Member Diemer
2nd by Member Barrette**

That Minor Variance application A/15/2021 by Matthew Little be approved.

- Carried -

APPLICATION:	A/16/2021
APPLICANT:	Todd Teskey
PROPERTY LOCATION:	240 Maxwell Crescent (Community of Maidstone)

PURPOSE OF APPLICATION

The applicant is seeking relief from Lakeshore Zoning By-law 2-2012 to permit a new accessory structure for the following relief:

- Relief from Section 6.5 a) vii) Accessory Uses, Buildings and Structures to permit a 0.91 metre (3 feet) setback from the rear lot line, and a 0.609 metre (2 feet) setback from the north side lot line
- Relief from Section 6.42 d) Permitted Encroachments in Yard Setbacks to permit the eaves and gutters to encroach 1.2 metres (3.93 feet) into the required setback from the north side lot line

Section 6.5 requires accessory structures to not be built closer than 1.5 m from any lot line

Section 6.42 d) permits eaves and gutters to encroach 1 metre into any required yard setback

PRESENT AT MEETING

Todd Teskey, Applicant

CORRESPONDENCE RECEIVED

1. Lakeshore Engineering Dept. – Construction of the accessory building should not adversely impact the rear yard drainage or adjacent neighbouring lands
2. Lakeshore Drainage Dept. – No concerns
3. Lakeshore Fire Dept. – If the variance for the reduced setback from the lot line is granted that the wall(s) of the proposed structure facing the adjacent properties contain a minimum fire resistance rating identified by the Building Department.
4. Lakeshore Building Dept. – There should be a condition requiring the applicant to provide a grading plan, and to show where the downspouts are going to be directed on a plan to the satisfaction of the Building Department, and the applicant should be required to adhere to these plans. Also, there should be a condition requiring the applicant to relocate the rear yard drain if they are constructing on top of it. Applicant should be advised that pool equipment must be 5 feet from the property line and that cement patios cannot be closer than 2 feet from the lot line. Fire resistance ratings are not required by code but glazing should be limited on the side of the shed.
5. Lakeshore Planning Dept. –

Section 45(1) of the *Planning Act* gives the authority of granting minor relief from the provisions of the Zoning By-law to the Committee of Adjustment. Such relief can only be granted if the Minor Variance passes four tests. If the Committee is not satisfied on all four tests, then the Minor Variance cannot be approved.

The purpose of the setback provisions in the Zoning By-law is to provide the following:

- i) Light and air circulation: there will be little to no impact on light and air circulation given the proposed size of the structure and its location in the northwest corner of the rear yard
- ii) Maintenance: the structure will be setback 0.609 metre (2 feet) from the north side lot line, while the gutters and eaves will be setback at least 0.3 metres (1 foot). The applicant may find it awkward to perform maintenance with respect to the gutters and the Committee could impose a condition requiring the installation of gutter guards.
- iii) Fire prevention: the Building and Fire Departments were circulated notice of the application to comment on fire prevention. Geographic Information System (GIS) available to administration suggests that the proposed structure will be

- located at least 5.5 feet (1.67 metres) from an accessory structure of similar size located on the neighbouring property to the north.
- iv) Drainage: the applicant is required to retain their own water. It is noted that the subject property is located outside hazard lands and floodprone areas where elevating a structure above grade is often required. The Building department reviews water retention when processing building permits and was circulated the application for comment.

The subject property is designated Residential in the Official Plan which permits the existing single detached dwelling and uses accessory to the single detached dwelling, such as the proposed structure. In terms of existing standards in the immediate area, 2020 aerial photography suggests that there are multiple nearby properties that have similar sized accessory structures located in the corner of their rear yards with deficient setbacks. Furthermore, separating the accessory structure so that it is at least 2.13 metres (7 feet) from the outdoor pool/spa will improve comfort, convenience and safety around the pool. As long as fire prevention, drainage and building maintenance can be addressed, the variance is considered minor.

If comments received from other departments and agencies suggest no outstanding issues or concerns from their perspective, then it is recommended that the requested variance meets the following four tests prescribed under Section 45 (1) of the *Planning Act*.

- i. The variance would be “minor” in nature.
- ii. It would be desirable for the appropriate development or use of the land, building or structure.
- iii. It would maintain the general intent and purpose of the Official Plan.
- iv. It would maintain the general intent and purpose of the Zoning By-law.

APPLICANTS AMENDMENTS

- None

DISCUSSION

The Chair inquired if anyone in the audience wished to speak to the application. No response was received.

Todd Teskey stated that he was willing to satisfy the recommended conditions.

Member Barrette asked what the height of the structure will be. Ian said the maximum height permitted is 5 metres measured from grade to halfway between the eaves and ridge. Todd Teskey said the structure would be a packaged built shed so likely would be less than the height limit.

Member Diemer asked about the location of the pool equipment. Todd Teskey said its location has already been approved.

**Moved by Member Sylvestre
2nd by Member Barrette**

That Minor Variance Application A/16/2021 by Todd Teskey be approved subject to the recommended conditions of the Building Department and Planning Department.

- Carried-

APPLICATION:	B/7,8,9,10/2021
APPLICANT:	Hermas and Grace Moison
PROPERTY LOCATION:	334 E. Ruscom River Rd. (Community of Rochester)

PURPOSE OF APPLICATION

The subject land is located on the east side of East Ruscom River Road in the Community of Rochester. The applicant has applied to sever the subject land into four residential lots with one retained lot. The area and frontage of each lot to be created is as follows:

Lot 1 (B/7/2021)
Frontage – 30 m (98.42 ft), Area – 2011 m² approx. (0.497 acres)

Lot 2 (B/8/2021)
Frontage – 30 m (98.42 ft), Area – 2011 m² approx. (0.497 acres)

Lot 3 (B/9/2021)
Frontage – 30 m (98.42 ft), Area – 2011 m² approx. (0.497 acres)

Lot 4 (B/10/2021)
Frontage – 30 m (98.42 ft), Area – 2011 m² approx. (0.497 acres)

Retained Lot (Following 4 Lot Creations)
Frontage – 31.3 m (102.7 ft), Area – 89.8 acres (36.34 hectares)

If approved, the four severed lots and retained lot will comply with the Zoning By-law (lot frontage/ area)

PRESENT AT MEETING

Hermas and Grace Moison, Applicant

CORRESPONDENCE RECEIVED

1. Lakeshore Building Dept. – No comments
2. Lakeshore Engineering Dept. – Retained and severed lots subject to water buy in fee according to the tariff of fees by-law at the time of servicing. Surface water and subsurface drainage tiles and water should be redirected around any future dwelling/around the severed parcel. Any new entrances will require an entrance permit from the Municipality of Lakeshore and will need to comply with the Corridor Management and Access Control Policy and the Town's Development Manual. A grading plan should be provided to ensure drainage is retained on each of the subject properties. Coordination for future drain enclosure to be done in conjunction with future planned works of the Municipality.
6. Lakeshore Drainage Dept. – These applications will be required to go through the Drainage Act to enclose front of said properties. This will then provide each property with an entrance once the newly severed lots have been created and a legal outlet for their storm water.
7. Lakeshore Fire Dept. – No comments
8. Lakeshore Planning Dept. –

The majority of the subject land is designated Agricultural, and is partially designated Waterfront Residential along the frontage of the subject land. The Waterfront Residential designation permits the proposed lots which will be created within the Ruscom River Strip Settlement Area. The subject land is also split zoned Agriculture (A) and Residential Waterfront – Watercourse (RW1) in the Zoning By-law. All four lot creations will occur on lands zoned RW1, and will comply with the minimum lot area and lot frontage requirements of this zone. There is existing access to the retained land north of the proposed lots.

The subject land is partially designated Inland Floodplain Development Control Area, including along the frontage of the land where the lot creations are proposed. Essex Region Conservation Authority was circulated the applications for comment with respect to the proposed lots and hazard lands which may be a constraint to development.

The proposed lot creations are within 300 metres of the Ruscom River water source. The Municipality recognizes that there may be archaeological remains of prehistoric and historic habitation, or areas containing archaeological potential within the Municipality. If the Committee chooses to approve the consents, it is recommended that approval be conditional on the applicant hiring a licensed consultant archaeologist to undertake an archaeological assessment that will identify, evaluate and protect archaeological

resources on the project area where the lot creations are proposed. The consultant archaeologist is required to hold a valid professional archaeological licence issued by the Ministry of Tourism, Culture and Sport, and the applicant would be required to follow the recommendations in the archaeological assessment report.

The applicant has indicated in their application that there is an easement in favour of Hydro One along the frontage of the subject land, and that this easement is approximately 5 metres in depth. Hydro One relocated their servicing lines to the front of the subject land to accommodate previous residential lot creations on the subject land. If the Committee chooses to approve the consents, it is recommended that approval be conditional on the Municipality and/or Hydro One being satisfied that Hydro One servicing lines are relocated away from the building envelopes and access to the new proposed lots is possible.

The Drainage Department was circulated the applications for comment. The subject land may be assessed into nearby municipal drains. It is recommended that any approval of the consents be subject to recommended conditions from the Drainage Department, including recommended drainage works.

If the Committee decides to approve this application, they are advised that the proposed consents would be consistent with the Provincial Policy Statement (PPS), conforms to the Lakeshore Official Plan, subject to the following conditions of consent:

- That the applicant obtain a proper survey and Reference Plan from an Ontario Land Surveyor for the severed parcels of land, and that the draft plan be to the satisfaction of the municipality. Data shall also be provided in the format of a projection (NAD 83) UTM Zone 17.
- That all municipal taxes be paid in full prior to the stamping of the Deed.
- That a \$1,200.00 park fee be imposed for each application granted, and that such fees shall be paid prior to the stamping of the Deeds
- That the applicant, at their own expense, relocate Hydro One servicing lines away from the building envelopes to the satisfaction of the Municipality and/or Hydro One, and in doing so maintain adequate opportunity for access to each lot to the satisfaction of the Municipality and/or Hydro One
- That the applicant provide a site drainage plan, to the satisfaction of the Municipality, for the development of the new lots to identify a legal drainage outlet
- That, prior to the stamping of the deeds, the applicant hire a licensed consultant archaeologist to undertake an archaeological assessment that will identify, evaluate and protect archaeological resources on the project area where the lot creations are proposed. The consultant archaeologist is required to hold a valid

professional archaeological licence issued by the Ministry of Tourism, Culture and Sport. The archaeological assessment report is to be accepted by the Ministry of Tourism, Culture and Sport, and the applicant is required to follow the recommendations in the archaeological assessment report.

- That the applicant enter into an agreement with the Municipality to be registered on title at the expense of the applicant prior to the stamping of the Deed, that each severed and retained lot shall receive a separate water connection, and to pay any applicable water rates or fees with respect to the subject lands.
 - That the applicant establish a legal drainage outlet for the proposed lots, and enclose the drain in front of the subject property if required by the Drainage Department and to the satisfaction of the Drainage Department
 - That the applicant enter into an Agreement with the Municipality to be registered on title at the expense of the applicant prior to the stamping of the Deed, to provide an access for each severed and retained lot, which may be on a municipal drain, at the expense of the applicant in accordance with specifications and supervision of the Municipality. The access is to be maintained by the assessed owner for a period of one year at which time the access will form part of the municipal drainage system.
 - That the applicant enter into an Agreement with the municipality prior to the stamping of the Deed regarding the apportionment of any current or future local improvements or drainage charges levied against the subject property.
 - That the applicant enter into an Agreement with the municipality to be registered on title at the expense of the applicant prior to the stamping of the Deed that a Sanitary Sewer connection be provided for all severed and retained property in the Sanitary Sewer area at the expense of the applicant according to the requirements of the Ministry of the Environment if and when services become available.
 - That a “warning clause” be placed on title alerting potential purchasers of the potential for wind turbines or solar projects within the general area prior to the stamping of the Deed.
 - That the Deeds and a copy for our records be forwarded to the Secretary for stamping
 - That all conditions be met in accordance with Section 53(41) of the Planning Act, R.S.O. 1990 by **April 23, 2022**. Failure to fulfil the conditions by this date, shall deem the consent refused, as per The Planning Act.
9. ERCA – Our office has reviewed the proposal and has no concerns relating to stormwater management. We have no objection to the application with respect to the

natural heritage policies of the PPS. The Municipality of Lakeshore must ensure the lots have a legal drainage outlet. A drain was created as part of consents B-36,37,38-2019 to accommodate three southern lots and it is recommended studies be completed to include these 4 additional lots to that drain.

10. Hydro One – We have no comments or concerns at this time. Our preliminary review considers issues affection Hydro One’s High Voltage Facilities and Corridor Lands’ only. For proposals affecting ‘Low Voltage Distribution Facilities’ please consult your local area Distribution Supplier (1-888-664-9376)
11. The following comment was read to the Committee from Gary and Bonnie Guilbeault 349 Ruscom Rd East, and signed by: Joel Gardiner 356 Ruscom Rd. East, Roger St.Pierre 331 Ruscom Rd. East, Mike Michard 329 Ruscom Road East, Blade Wiese 353 Ruscom Road East, Rick Grant 337 Ruscom Road East, Allen Corcoran 341 Ruscom Road East, Dave Sabolick 357 & 351 Ruscom Road East, Ricky R. Drouillard 343 Ruscom Rd East, Jeff St. Pierre 355 Ruscom Road East, Jean Guy Godard 339 Ruscom Road East (signature not obtained for Jean Godard but mentioned in email correspondence): “We the residents of Ruscom Road East do NOT agree with the application of Hermis and Mary Molson to divide the farm land across from us to sell for future homes. We all feel that the area has lost a lot of farm land to homes and the windmills, and that the farm land is more important. Building homes there will raise the flood plane so high that the ditch will not be able to handle the water when it rains and all of the surrounding properties will be flooded. The road can not handle the traffic we now have and adding homes would only increase the traffic and the noise. We enjoy watching all the birds that migrate every year, and love to watch the sunrise. The homes will also block the internet signal that we get through a dish. So we the following residents hope that you will not grant them permission to subdivide. Thank you for your time on this matter”.

APPLICANTS AMENDMENTS

- None

DISCUSSION

The Chair inquired if anyone in the audience wished to speak to the application.

Hermas and Grace Moison asked for clarification on the conditions and comments related to drainage works. Ian stated that they will be required to enclose the drain in front of the severed lots, if required by the Drainage Department, and to the satisfaction of the Drainage Department.

Hermas and Grace Moison asked if the archaeological assessment condition could be waived because they did not have to complete one for the previous lot creations on the

subject land. Tammie Ryall advised that the condition has been imposed in light of the Provincial Policy Statement.

David Sabolick (owner: 357 East Ruscom River Road), asked what the retained land would be used for. Hermas Moison said it would be used for farming. David Sabolick said fumes from pesticide use may present and issue to new dwellings, and has been an issue for some residents in the area.

Member Sylvestre asked if the archaeological assessment should be completed prior to approval. Members of the Committee deliberated, and three of the Committee members decided to approve the consents and keep the archaeological assessment as a condition of consent approvals.

Moved by Member Diemer
2nd by Member Barrette

That Consent Applications B/7,8,9,10/2021 by Hermas and Grace Moison be approved subject to the recommended conditions from the Planning Department.

- Carried-

Moved by Member Diemer
2nd by Member Barrette

That the minutes of March 17, 2021 be adopted as printed and distributed.

- Carried –

Moved by Member Sylvestre
2nd by Member Hacon

THAT the meeting adjourn at 7:05 p.m.

- Carried –

Mark Hacon
Chairman

Ian Search
Secretary-Treasurer

The Corporation of the Town of Lakeshore

Report to Council

Community & Development Services

Building Services



To: Mayor & Members of Council
From: Morris Harding, CBO, Manager of Building Services
Date: April 7, 2021
Subject: Quarterly Building Activity Report – 2021 Q1

Recommendation

This report is provided for information only.

Background

The Building Activity Report is a quarterly report prepared to provide a comparison of building activity with the same periods in 2019, 2020 and 2021.

Comments

The report also provides a comparison of construction value for the same periods at similar quarter ends.

<u>YEAR TO DATE TOTALS:</u>	<u>2021</u>	<u>2020</u>	<u>2019</u>
Number of Permits as of March 31 st	213	150	97

This comprises the following units:

New Single Family Dwellings	34	23	21
New Homes (Semi Detached 2 Units)	4	0	0
New Homes (Multi-Unit Buildings)	<u>18</u>	<u>36</u>	0
<i>Total Dwelling Units Created</i>	56	59	21
Home Additions / Renovations	17	15	9

	<u>2021</u>	<u>2020</u>	<u>2019</u>
Plumbing/Waterline	6	9	2
Commercial (New)	1	1	0
Commercial (Renovations and Additions)	4	6	2
Industrial (New)	0	0	1
Industrial (Renovations and Additions)	2	1	1
Institutional (New)	0	0	0
Institutional (Renovations and Additions)	1	1	1
Agricultural Structures	13	0	2
Solar Panels	1	5	25
Decks	2	1	1
Fences	29	14	12
Fills	1	3	2
Garage / Sheds	13	17	12
Swimming Pools	48	10	14
Septic Systems	10	7	4
Signs	2	8	1
Demolitions	6	8	13
Tents	0	0	0
Wind Turbine	0	0	0

Mobile Homes	2	0	0
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CONSTRUCTION VALUE TO DATE (AS OF DECEMBER 31st)

	<u>2021</u>	<u>2020</u>	<u>2021</u>
ALL PERMIT TYPES	\$33,923,303.50	\$26,498,822.00	\$15,173,398.00
NEW RESIDENTIAL	\$17,687,927.00	\$10,836,734.00	\$11,836,508.00
NEW NON-RESIDENTIAL	\$25,000.00	\$800,000.00	\$1,200,000.00

BUILDING DEPARTMENT ACTIVITY (AS OF DECEMBER 31st)

Building Inspections: 1486

Zoning Letters: 31

BY-LAW ENFORCEMENT (AS OF DECEMBER 31st)

Complaints in Queue: 4

Complaints in Progress: 9

Complaints Closed: 24

Due to the COVID 19 Emergency Orders, the By-Law division has concentrated substantial amounts of time patrolling Municipally owned properties such as parks and Marinas as well as private properties.

Financial Impacts

The 2021 anticipated revenue is set in the Budget at \$775,000.00. The revenue to the end of March 31/21 is \$206,437.00. This represents 26.6% of the revenue expected for the entire year. Based on current permit activity the anticipated revenue at the end the 2021 fiscal year will be approx. \$810,000.00. This would give the Building Dept. a surplus for the year of approximately \$85,000.00. These funds will be balanced through the reserve funds.

Report Approval Details

Document Title:	Quarterly Building Activity .docx
Attachments:	
Final Approval Date:	May 3, 2021

This report and all of its attachments were approved and signed as outlined below:

Rosanna Pellerito

Kristen Newman

Truper McBride

Municipality of Lakeshore - Report to Council

Community & Development Services

Economic Development



To: Mayor & Members of Council

From: Ryan Donally, Economic Development Officer

Date: April 23, 2021

Subject: Lakeshore Economic Development Strategy – Development Process

Recommendation

This report is for information only.

Background

At the March 23rd, 2021 regular meeting of Council, the Director of Community and Development Services provided Council a report for information entitled: Economic Development Officer Work Plan with the attachments: Detailed Description of EDO Portfolios and Areas of Responsibility; and, EDO Objectives Cross Reference Document. A Lakeshore Economic Development Strategy was referenced in the report to Council and in the attachments.

Council received this report and attachments.

The Current Official Plan, Section 4: Building Healthy Communities; subsection 4.4: Economic Environment, states, “An Economic Development Strategy has been prepared for the Town of Lakeshore...” The document referenced was published in 2006 by GHK and McSweeney & Associates. This document, Economic Development Strategy 2006, has been attached to this report.

The 2019-2022 Lakeshore Strategic Plan identifies Sustainable Community Development as Priority One. Strategic Direction 1.4 identifies, “Encourage Economic Development and Tourism,” with a progress indicator of “Updating the Town of Lakeshore Economic Development Strategy, 2022” as an item to be completed.

Comments

The Economic Development Officer (EDO) has prepared the report which outlines the proposed process for the creation of a Lakeshore Economic Development Strategy.

Lakeshore Economic Development Strategy

The Lakeshore Economic Development Strategy (LEDS) will become the guiding document for economic development project prioritization over the lifespan of the strategy. The suggested lifespan of the LEDS is 5 years.

The process planned to create the Lakeshore Economic Development Strategy is as follows - broken out into three phases:

- Phase 1 – Lakeshore Economic Development Study
- Phase 2 – Lakeshore Economic Development Operational Plan
- Phase 3 – Lakeshore Economic Development Strategy

Phase 1 - The LED Study phase will examine the current state of the Lakeshore and regional economy and will provide initial recommendations for strategic economic development growth. This section will be research based and built from primary and secondary sources.

Deliverable: A Lakeshore Economic Development Study document will be produced and presented to Council.

Phase 2 - The LED Operational Plan phase will review the recommendations, prioritize the recommendations, and create implementation plans to operationalize the recommendations. Council will provide guidance to determine priority projects.

Deliverable: a Lakeshore Economic Development Operational Road Map.

Phase 3 - The LED Strategy will be the final document that will coalesce the two previous phases into a single coherent document. Administration will take guidance from Council to determine the execution of the recommended strategies.

Deliverable: the Lakeshore Economic Development Strategy.

The Lakeshore Economic Development Strategy process is built from the Ontario Ministry of Agriculture Food and Rural Affairs (OMAFRA) Business Retention and Expansion (BR&E) strategy and survey. Other best practices in economic development strategy creation will also be considered. The EDO has been in regular contact with OMAFRA and has support and encouragement from local officials. Additionally, staff have received commitment from Invest WindsorEssex (formerly WindsorEssex Economic Development Corporation) to assist throughout the project with the planning, development and subsequent execution of the LEDS.

Lakeshore Economic Development Strategy Timeline

Lakeshore Economic Development Strategy Timeline	Target Completion	Task	Title
Phase 1: Lakeshore Economic Development Study	Q3-Q4 2021	1.1	Goals and Vision Survey – Council Presentation
		1.2	Research and Engagement
		1.3	Strategy Formulation
		1.4	LEDS Synergy Team Formation
		1.5	Recommendation Generation
		1.6	Council Presentation: Report Completion
		1.7	Base Level Marketing
Phase 2: Lakeshore Economic Development Operational Plan	Q2 2022	2.1	High-Level Recommendation Planning
		2.2	Synergy Team Review
		2.3	Council Presentation: Council Priorities
		2.4	Detailed Implementation Planning
		2.5	Economic Road Map
Phase 3: Lakeshore Economic Development Strategy	Q3 2022	3.1	Final Report Writing
		3.2	Council Report: LEDS

Council Engagement

Council Reports for Information and Reports for Direction will occur throughout the Lakeshore Economic Development Strategy creation process. The planned content and approximate timelines for Council updates or engagement are as follows:

Phase 1 – Lakeshore Economic Development Study

- **Council Engagement 1:** *Council Survey* – Economic Development Vision and Goals (May 2021)
- **Council Engagement 2:** *Report for Information* – Economic Development Vision and Goals (June/July 2021)
- **Council Engagement 3:** *Report for Direction* – Phase 1 Completion: Lakeshore Economic Development Study (late Q3/ early Q4)
- Marketing and Economic Development Budget Request (Approximately \$30,000-\$40,000)

Phase 2 – Lakeshore Economic Development Operational Plan

- **Council Engagement 4:** *Report for Direction* – Council Priority Recommendations (Q1 2022)
- **Council Engagement 5:** *Report for Information* – Economic Road Map (Q2 2022)

Phase 3 – Lakeshore Economic Development Strategy

- **Council Engagement 6:** *Report for Direction* – Lakeshore Economic Development Strategy Final Report (Q3 2022)
- Implementation Budget request – Cost TBD

Others Consulted

OMAFRA

Jeff Kinsella, Agriculture and Rural Economic Development Advisor
Rian Omollo, Economic Development Specialist

Invest WindsorEssex (formerly WindsorEssex Economic Development Corporation)

Stephen MacKenzie, CEO
Sabrina Demarco, Director, Small Business and Entrepreneurship;
Lee McGrath, Director, Business Retention and Expansion;
Wendy Stark, Manager, Business Retention and Expansion;
Joe Goncalves, Director, Investment Attraction;
Matthew Johnson, Director, Innovation and Partnerships

Tourism Windsor Essex Pelee Island

Lynnette Bain, Vice-President, Destination Development
Jason Toner, Director, Marketing

Workforce WindsorEssex

Justin Falconer, CEO
Tashlyn Teskey, Manager, Projects and Research

Financial Impacts:

Administration intends to complete the Lakeshore Economic Development Strategy internally and leverage working relationships to help support the strategy. Based on the plan outlined, Administration feels that the work can be completed in-house. Administration is not recommending the hiring of an external agency to complete the work.

Any potential funding requirements to support the implementation of the Economic Development Strategy will be brought to Council ahead of Budget for consideration and direction on whether to include in the 2022 Draft Budget.

Administration will seek grant opportunities to assist with implementation funding. OMAFRA has suggested that once the completion of the first phase of the LEDS is complete, Lakeshore will be in an evidence-based position to request support funding from the Rural Economic Development Fund.

Attachments:

1. Lakeshore Economic Development Strategy – Proposal Detail
2. Economic Development Strategy 2006
3. LEDS Presentation – Presentation

Report Approval Details

Document Title:	Lakeshore Economic Development Strategy - Development Process.docx
Attachments:	- Lakeshore Economic Development Strategy - Proposal Detail.pdf - LEDS Presentation.pdf - Economic Development Strategy 2006.pdf
Final Approval Date:	May 5, 2021

This report and all of its attachments were approved and signed as outlined below:

Tammie Ryall

Rosanna Pellerito

Kristen Newman

Truper McBride

Attachment 1 - Lakeshore Economic Development Strategy – Proposal Detail

Creation of the Economic Development Strategy

Phase 1 – Lakeshore Economic Development Study

Phase 2 – Lakeshore Economic Development Operational Plan

Phase 3 – Lakeshore Economic Development Strategy

Phase 1 – Lakeshore Economic Development Study

In Q4, 2021, Council will receive an economic development study that will be developed from the plan outlined below.

Task 1.1 – Goals and Vision Survey

Council, Corporate Leaders and select Department Leaders will receive a survey that will help create an overarching Economic Development vision statement with associated Goals. The Economic Development Officer will compile the feedback and generate a vision statement and goals. The Lakeshore Economic Development Strategy Synergy Team (detailed in task 1.4) will provide guidance and feedback to this process. This vision and goals will be presented to Council as Engagement 2.

The results and subsequent report will direct the Lakeshore Economic Development Strategy development process.

Task 1.2 – Research and Engagement

Research and engagement can be broken out into two sub-headings of projects. Although split from a planning perspective, the two pieces of work will occur in parallel from a timing perspective.

Secondary Research: Administration will be conducting secondary research and exploring the following areas and themes: internal and external economic strategic audit; current and past Lakeshore economic development strategies; regional, provincial and federal economic development strategies; comparative municipal case studies; literature review of best practices in municipal economic development; Source material may include but is not limited to: EMSI; Stats Canada; Other Economic Development Plans (WE EDC, City of Windsor, County of Essex, other Lower Tiers); Invest In Canada; Invest Ontario; Internal Reports (Building, Planning, EIS, GIS); Other Sources (Peer reviewed journals, Ec. Dev. Websites, EDAC, EDCO, etc.)

Engagement/ Primary Research: Administration will be conducting primary research through a comprehensive survey, one on one conversations, and group workshops. Expected engagement includes: Lakeshore businesses (through survey and key employer meetings); regional economic development and tourism leadership; major developers; commercial real estate agents; trade associations; and Lakeshore Administration. A prescribed number of interviews and workshops will not be generated as the content created will determine the required number of engagements.

Task 1.3 – Strategy Formulation

Utilizing the research conducted in Task 1.2, Administration will generate a detailed report of findings. These findings will be very broad as there will be macro-level and micro-level considerations. For example global considerations and challenges such as COVID, geopolitical influence, all three-levels of taxation and global FDI trends will be considered. Comparatively, hyper-local or micro-level considerations such as Lake St. Clair water level, local CIP programs, servicing challenges, local Ec. Dev agencies, or the cost of housing will also be evaluated. Strategic analysis tools such as a SWOT analysis or a VRINE analysis will then be used to help uncover potential strategies for Lakeshore economic growth.

To contextualize this, here is an example of what will likely be considered: Currently, there is a federal policy that is incentivizing the creation of “Green Industry” in Canada through taxation policies. Regionally, we have a regional economic development agency (WE EDC) that is helping shape the region as a next generation automotive manufacturer. The LEDS needs to evaluate how to leverage these two facts to create an economic development opportunity for Lakeshore.

The strategies identified will be loosely themed by the traditional areas of economic development: Business Retention and Expansion, Small Business and Entrepreneurship, and Investment Attraction. The actual themes will likely have different names. Primary metrics for economic development are: jobs, investment, and new business; however, specific success metrics will be identified through the process.

Task 1.4 – LEDS Synergy Team Creation

A cross-functional team will be identified to work with the Economic Development Officer (EDO) to generate economic development ideas and work through the operational planning of the Lakeshore Economic Development Strategy. This team will be integral to the development of a well-thought-out and implementable final report. Terms of reference will be created prior to creation.

Task 1.5 – Initial Recommendation Generation

From the themes identified in the strategy formulation task, a list recommendations or actions will be created. These recommendations will not have extensive implementation plans and are still in the ideation stage. For example, the theme may be: *Increase Entrepreneurship*. The actions associated with that may be: *Open an acceleration space; create a win-this-space campaign; engage with local high schools*.

Task 1.6 – Council Report: Study Completion

A presentation of the Lakeshore Economic Development Strategy Phase 1: Economic Development Study will be made as a Report for Direction to Council. This Report for Direction is expected to have the following recommendations:

- 1) Receive the Lakeshore Economic Development Study
- 2) Provide funding for item 1.7: Base-Level Marketing

Task 1.7 – Base-Level Marketing

With the information gathered throughout the study portion of the economic development strategy, the EDO will have sufficient content and knowledge to put together a base level of marketing for Economic Development in Lakeshore. This base level marketing will require the creation of an economic development microsite that is built off the current Lakeshore.ca website. Additionally, marketing assets will need to be created to properly market Lakeshore as a location to live, work, and play. These items are base level recommendations that will need to be in place for subsequent economic development strategies. There will be a funding request made to support these initiatives.

Phase 2 – Lakeshore Economic Development Operational Plan

Task 2.1 – High Level Recommendation Planning

The LEDS Synergy team will draft a high-level implementation plan for all initial recommendations outlined in the Economic Development Study. Approximate cost, timing, economic viability, economic impact, and broader community impact may be considered at this high level stage.

Task 2.2 – Synergy Team Review

The Synergy Team will curate the original recommendations list to a prioritized list of recommendations. The high-level recommendation planning should be done in advance of this review as this rank-order list will be developed based upon a set of criteria outlined by the Synergy Team. A matrix may be created to help visualize priorities.

Task 2.3 – Council Presentation: Council Priorities

The curated list of recommendation generated by the Synergy Team will be brought forward to Council for direction. Council will be requested to provide direction on the recommendations it feels to be priority projects to the Synergy Team. These recommendations will be considered, “Council Priority”.

Task 2.4 – Detailed Implementation Planning

The Council Priority recommendations will be evaluated much more comprehensively with a full and detailed implementation plan created for each. This work will enable Council to make an informed decision as to the actions it would like to priorities related to Economic Development in Lakeshore.

Task 2.5 – Economic Development Road Map

A Gantt chart or “Road Map” will be created to visually depict the timing of each recommendation with the resource allocation associated. The content from Task 2.4 will be easily accessible for Council’s consideration. The Road Map and the Implementation Planning will be packaged together to present to Council as a Report for Information.

Phase 3 – Lakeshore Economic Development Strategy

Task 3.1 – Final Report

The Lakeshore Economic Development Study and the Lakeshore Economic Development Operational Plan will be merged into a single document entitled: Lakeshore Economic Development Strategy (LEDS).

The LEDS will be a guiding document for Lakeshore to execute over the life of the Council Priority recommendations.

Task 3.2 – Council Report: LEDS

The LEDS will be presented to Council as a report for direction. An envelope of funding may be requested to begin implementation the LEDS priorities. Conversely, this funding may be requested as a special funding package in a separate report or may be requested in the 2023 budget.

An Economic Development Strategy for the Town of Lakeshore



2006



The Corporation of the
Town of Lakeshore

419 Notre Dame Road
Belle River, ON



McSweeney & Associates
MANAGEMENT CONSULTANTS

Table of Contents

Executive Summary.....1

An Economic Vision for the Town of Lakeshore3

The Purpose of the Town of Lakeshore Economic Development Strategy4

The Current Situation5

A Vision for the Town of Lakeshore8

Building on the Competitive Strengths of the Town of Lakeshore..... 10

Strategic Directions and Key Priorities: The Town of Lakeshore's Way Forward..... 13

Action Implementation Matrices 17

Additional Action Items 23

Next Steps 25

APPENDIX Cluster Network Best Practices..... 26

References..... 28

Executive Summary

To fully realize its economic potential in the years ahead, the Town of Lakeshore must chart its economic course. To chart this course, it needs to be fully aware of the economic climate and situation it finds itself in, and Lakeshore also needs to know what its options for growth are. To achieve a prosperous and healthy economic future, action plans must be carefully planned and executed. This economic development strategy charts the course to economic prosperity for Lakeshore, identifying the growth strategies and action plans to be implemented. It's companion document, *A Situational Analysis of the Town of Lakeshore* provides a comprehensive statistical analysis of the economic situation in the Town using the most up to date data available.

While Town Council initiated the preparation of this strategy, it wisely insisted that there be significant community engagement in its preparation. Building on a solid understanding of the local economy, more than 100 stakeholders from business, manufacturing, agriculture, tourism, the public sector, and education, as well as the Steering Committee have given shape to this economic development strategy. The economic development strategy process provided four major points of opportunity for stakeholders to provide input and to influence the strategy.

The strategic themes around which it was decided (through the consultation process) that action plans would be developed include:

- Manufacturing;
- Agriculture;
- Tourism;
- Small Business; and
- Retail

The Town of Lakeshore Economic Development Strategy at a Glance

What is it?

An economic development strategy to guide the economic growth of the Town of Lakeshore over the next five years.

Why was it prepared?

The Town of Lakeshore needs a strategy to optimize its future economic growth.

How will it help?

The strategy will provide a commonly accepted direction, focus, and framework for decision-making by key stakeholders and local governments.

Who prepared it?

The firms of GHK International (Canada) Ltd. and McSweeney & Associates provided a participatory framework to enable over 100 community stakeholders and the Steering Committee to shape the development of the economic development strategy.

When was it completed?

It was completed in July 2006.

Who will implement it?

The Town of Lakeshore Council and other key business and community stakeholders will work collaboratively to implement the strategy.

Who will benefit?

Everyone who lives and/or works in the Town of Lakeshore.

Where to get more information?

David Genik, Manager Economic Development Services, the Town of Lakeshore.

Process Followed

The following page presents the process followed in graphic form.

Town of Lakeshore Economic
Development Strategy Process



An Economic Vision for the Town of Lakeshore

The stakeholders of the Town of Lakeshore see their future as having excellent infrastructure and services in place to support the continuous growth of a diverse, economically and an environmentally sustainable business sector. The Town of Lakeshore has achieved this by implementing strategies and mechanisms that allow it to meet the ever-changing needs of a range of small, medium and large sized businesses by providing the conditions under which business success can be achieved. The Town has a highly flexible and responsive bureaucracy that cooperates fully with surrounding municipalities and works with the Windsor-Essex Region to work towards goals common to all regional stakeholders.

Manufacturing in the Town of Lakeshore has diversified. While the automotive industry is still important, the Town of Lakeshore's efforts have contributed significantly to regional efforts to move towards the higher value added end of the automotive production chain and to diversify the manufacturing base more generally. In addition to the Town becoming a main centre for the design and production of advanced automotive systems, it has become a leader in key new clusters in plastics, pharmaceuticals and agriculturally-related manufacturing processes. This advantage is supported by local knowledge, creativity, research and development and particularly through mutual support and sharing of best practices within the local manufacturing community.

The Town of Lakeshore has an identifiable downtown area in Belle River offering a range of general and unique retail and commercial experiences. At the same time, several retail/commercial nodes have developed at key locations throughout the Town providing services to local residents and a growing tourist trade. The Town of Lakeshore has reconnected with its waterfront.

Agriculture has taken off again in the Town of Lakeshore. The success of a multi-faceted agricultural economic development strategy marked by the continuation of traditional agriculture along with the development of new manufacturing processes related to agricultural production built on the cooperation of local farmers, educational

institutions and other private investors has seen the Town of Lakeshore become a leader in the production of 'bio-related products'.



The Purpose of the Town of Lakeshore Economic Development Strategy

The Town of Lakeshore approved the creation of an economic development function in 2005. At the highest level, the economic development strategy is designed to help in generating sustainable growth and to align the aspirations of stakeholders towards achieving this goal. On the one hand, this necessarily means recognizing that its goals and vision are compatible with those of surrounding municipalities and the Windsor-Essex Region. On the other, it means the need to provide the infrastructure and employment lands that will allow the Town to achieve its own goals and vision. Within this context, the objective of this economic development strategy is to develop the positioning for the Town of Lakeshore marketing directions, which will increase opportunities for the growth of existing businesses, the establishment and attraction of new enterprises, to increase employment opportunities, and to maintain and improve the quality of life for all residents.

The objectives of the strategy will be achieved by the seizing of strategic regional opportunities and the implementation of the actions proposed in this document.

The Current Situation

How we arrived here...

Economic Development is a new function at the Town of Lakeshore, having been established in the summer of 2005. The primary roles for the Town's economic development department are to:

1. Develop a profile of the local economy and local businesses
2. Development and Implementation of Marketing Strategy and creating an identity for the Town;
3. Define and assess business development and attraction opportunities and implement programs to support business retention and expansion
4. Influence the economic related decisions of other levels of government
5. Coordinate and organize joint projects;
6. Open channels of communication for business and the area municipalities to develop joint approaches and share best practices.

In December of 2005, Council approved of the preparation of an overall economic development strategy. A steering committee was formed at that time to provide direction in the development of the strategy. Consultants were then engaged to facilitate the development a community based economic development strategy.

A few strengths, weaknesses, opportunities and threats...

There are several positive features possessed by the Town of Lakeshore including superb access to major US markets, a location on Lake St. Clair, a skilled manufacturing labour force, relatively inexpensive land and a superior quality of life. The desirability of the area is reflected in its growing population.

Opportunities for the Town of Lakeshore to build upon include developing synergies in the

pharmaceuticals, plastics, automotive, agricultural, warehousing and logistics clusters, the availability of land for industrial development and the creation of an identifiable downtown for the Town.

The Town does have some weaknesses however, including congestion on County Road 22, lack of public access to the waterfront, lack of a tourism destination, and overdependence on the auto industry and the presence of land use conflicts.

Some threats the Town faces include the rising Canadian dollar, global competition and the loss (or significant decline) of any one of the Big 3 auto makers.

Factors to build upon...

There are a number of factors that the Town of Lakeshore can build upon to ensure a positive future for its residents. These include:

- Population increased higher than the provincial rate between 1996 and 2001 (10% versus 6.1 % respectively)
- 2006 household incomes were 24% higher the Lakeshore than in the province as a whole
- Town of Lakeshore residents receive less income on average from government transfers (i.e. welfare, employment insurance etc) than Ontario residents as a whole
- There was a higher rate of job growth in Lakeshore (48%) than in Ontario (10%) over the 1996-2001 period

A look at the local economy

The Town of Lakeshore consists of both rural and urban areas and makes up a significant portion of the Windsor-Essex region. Between 1996 and 2001, the population of the Town increased by 10% reaching 26, 127. Current estimates have the population at around 34,000.

The Town's population is slightly younger than the Ontario average and it experienced job growth of 48% between 1996 and 2001. In addition, the

average income of households in the Town is significantly above the provincial average.

Employment Profile

The manufacturing sector provided the greatest number of jobs in 2001 (3025) and was more concentrated in the Town than either Ontario or Canada. Within the manufacturing sector there are a number of dominant major employment groups, amongst them:

- Fabricated metal products industries employing 520 people;
- Transportation equipment manufacturing employing 2230 people; and
- Machinery industries employing 100 people.

Other concentrations of employment are evident in:

- Agriculture – 500
- Construction – 475
- Retail – 760
- Transportation and storage – 290
- Education - 405

Employment Growth 1996-2001

As mentioned above, there was a 48% increase in the number of jobs in Lakeshore between 1996 and 2001. The largest employment gains were experienced in:

- Manufacturing - +2100
- Retail trade - +145
- Business services - +100
- Communication and other utilities - + 90
- Construction – +85 jobs

Within manufacturing, the largest increase in employment occurred in:

- Transportation equipment
- Chemical and chemical products
- Plastics products
- Electrical and electronic equipment

Employment losses did, however, occur in:

- Agriculture
- Health and social services
- Wholesale trade
- Government

Labour Force

While the 2001 census indicates that there were 7350 jobs in the Town of Lakeshore, the employed labour force (number of employees who live in Lakeshore) totalled 14,885. In other words, the Town is net exporter 7,535 employees. The labour force mobility analysis conducted as part of the "Situational Analysis" suggest the following:

- there are less jobs in Lakeshore than there are employed workers
- large numbers of people living in Lakeshore and working in manufacturing, health and social services and retail trade have employment outside of Lakeshore
- many people also leave Lakeshore to work in construction, transportation and storage, communications and other utilities, wholesale trade, finance and insurance, business services, government services, educational services, accommodation, food and beverages and other services

Assessment of Economic Foundations

There are several foundation elements upon which all economic activities depend if they are to be efficient and competitive. The Town of Lakeshore economic environment will be less than ideal, and will inhibit or restrict economic growth if there are one or more foundation elements with weaknesses. Weaknesses in the foundation elements suggest an area of potential economic development activity in the economic development strategic plan.

Strengths in a particular foundation element would suggest that there might be specific business types that would find it very desirable to locate in the Town of Lakeshore. For example, it is common to find a limited number of cities (or more often one city) within a country that is the financial centre for the nation. In that city, the financial centre often acts as an “engine of growth”, to which related businesses will be attracted and/or grow.

The Town of Lakeshore foundation elements were assessed through key stakeholder interviews, supplemented by the professional assessment of the consultant. Following is a description of how the foundations were assessed.

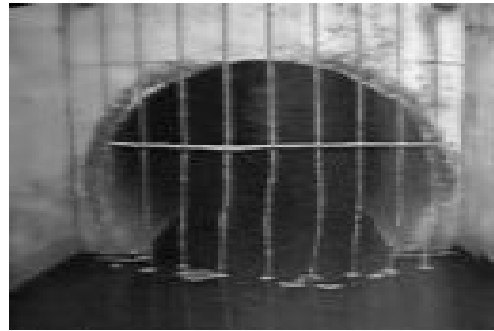
Infrastructure: The availability of land zoned for commercial and industrial uses is a constraint in the Town of Lakeshore. The Town of Lakeshore is fortunate to have an inventory of fully serviced industrial land adjacent to the Patillo Road Corridor, with good access to markets via County Road 22 and County Road 42. These lands are however, currently confronted with issues of traffic congestion and land use conflicts arising as a consequence of encroaching residential uses. Improvements to County Road 22 and County Road 42 are, however being planned. In the future the 401 corridor will offer appropriate sites for further industrial development. Commercially zoned land is located in variety of locations making the development of a coherent commercial area difficult. The 401 corridor presents opportunities for future industrial and commercial development but remains un-serviced at this time.

Until recently, the availability and stability of the power supply has been an issue. These problems have recently been resolved. High speed internet access is available throughout Windsor and Essex County including the Town of Lakeshore.

Human Resources: The availability of skilled labour was generally not perceived to be a problem

in the county or for the Town of Lakeshore. On the other hand, with recent high levels of immigration to the area, transitioning immigrants into the labour force is perceived to be problematic.

Financial Capital: Access to capital was not perceived to be a problem although perceptions of investment risk are high for the area amongst the banking community.



A Vision for the Town of Lakeshore

The challenge for the Town of Lakeshore is to take decisive strategic actions to build on its strengths, exploit its opportunities, and to mitigate against the weaknesses and threats it faces.

In the summer of 2005, a Steering Committee was created to assist the Manager of Economic Development Services in the preparation of an economic development strategy. A contract to prepare the strategy was awarded to GHK International and McSweeney & Associates in February 2006.

To begin, a thorough analysis of the Town of Lakeshore economy and a review of economic development related Lakeshore documentation was conducted. A companion document "A Situational Analysis Report of the Town of Lakeshore" provides a comprehensive statistical analysis of the economic situation in the Town using the most up to date data available.

The preparation of the Town's Economic Development Strategy was rooted however, in broad stakeholder involvement. There were a number of stages at which stakeholders were engaged and their inputs sought:

1. Interviews;
2. Focus group sessions; and
3. Summit;
4. Review of the draft strategy and the setting of priorities.

Face-to-Face Interviews

One-on-one interviews were conducted with a variety of stakeholders from throughout the Town of Lakeshore and Windsor and Essex County. The purpose of the interviews was to acquire information on strengths, weaknesses, opportunities and threats. In all 16 interviews were conducted with stakeholders from, municipal government, local chambers of commerce, private businesses and representatives of the agricultural

sector. Table 1 identifies the interviewees and their affiliations.

Table 1 Interviewees

Name	Organization/Affiliation
Roy Fritz	Brahm Industries
Professor William Crosby	Head of Biology Department, University of Windsor
Don Marsh	Windsor District Chamber of Commerce
Tony Rosati	Rosati Construction
Jenny Coco	Coco Group
Jim Lyons	Windsor Construction Association
Roman Dzus	Windsor-Essex County Commission
Robert Tuomi	Windsor-Essex County Commission
Nancy Creighton	Ontario Ministry of Economic Development and Trade
Janet Jones	Ontario Ministry of Tourism and Recreation
Barb Burgess	Ontario Ministry of Agriculture, Food and Rural Affairs
Brad Hedderson	Quality Safety Systems
Dale Martin	Caps Canada
Bill Darmon	RPPN Inc
Rob Toyne	FlexNGate
Don Hearn	ThyssenKrupp

In general, interviews lasted between 45 minutes and 1 hour. A semi-structured interview approach was used to elicit views as to the overall strengths, weaknesses, opportunities and threats facing the Town and its economy.

Focus Groups

In addition to the one-on-one interviews, a series of focus groups were held with small groups of stakeholders representing key sectors of the economy of the Town. The sectors for which focus group sessions were held included:

1. Manufacturing;
2. Agriculture;
3. Tourism;
4. Commercial Sector

In these sessions, a preliminary SWOT analysis based on the information received during the interviews was presented to each group and feedback and additional comments were requested from each group. The result of the sessions was a refined SWOT analysis that was then used to identify possible themes for which vision, goals and actions would be sought in a broader stakeholder summit.

The Summit

Stakeholders from across the Town of Lakeshore were invited to attend a one-day summit to hear the results of the analysis completed to date and more importantly to participate in the development of vision, goals and actions for several key theme areas. The Summit was held on June 15, 2006 at the Knights of Columbus Hall in Emeryville and was attended by more than 50 stakeholders representing a broad cross section of interests.

Much of the morning was devoted to presenting the results of the situational analysis as well as the refined SWOT which emerged out of the focus group sessions. There was considerable and lively discussion on a variety of points leading to an agreement on the themes for which vision, goals and actions was sought during a facilitated session held in the afternoon.



Strategic themes that emerged...

The key themes that emerged at the summit build upon the current competitive strengths of the Town of Lakeshore. The competitive strengths and themes that were agreed upon include:

- Manufacturing;
- Agriculture;
- Tourism;
- Small Business;
- Retail

In the afternoon session, Summit participants moved into smaller groups. The groups were then asked to focus discussion on developing a vision, goals, and actions to achieve them, for one of the key theme areas. Once this discussion was completed, each group reported back to the Summit at large as to the results of the discussion.

Building on the Competitive Strengths of the Town of Lakeshore

This strategy has developed through broad stakeholder consultation and rigorous economic analysis. It will guide the Town's economic development efforts in the years to come. This section of the report outlines a vision and actions for five key theme areas to which the Town will direct its economic development efforts. These theme areas were determined through the consultation process.

The following sections of the strategy build on the strengths of the Town of Lakeshore and generally outline the current situation of each theme area as well as a desired future state. Recommendations and actions to achieve the desired state are also provided.

Manufacturing

The greatest number of jobs in the Town of Lakeshore are in the manufacturing sector (3025) representing a higher concentration relative to the entire labour force that either the province of Ontario or Canada as a whole.

In total, manufacturing experienced an increase of 2900 jobs between 1996 and 2001. Based on the shift-share analysis provide in the "Situational Analysis", the growth in manufacturing jobs can be attributed was greater than what can be attributed to the growth of the national economy and industry growth and therefore the vast majority of the growth in manufacturing jobs can be attributed to the growth of the Town of Lakeshore itself.

Again, the main contributors to this growth were:

- Transportation equipment
- Chemicals and chemical products
- Plastics products
- Electrical and electronic products



Desirable Future State

The Town of Lakeshore has fully provided for the medium to long term infrastructure and services needs of its manufacturing base in a manner that supports the continuous growth of a diverse an economically sustainable manufacturing sector. The Town has achieved this through its cooperative and flexible approach to meeting the needs of a broad range of manufacturers both large and small. The Town has done this by:

- Ensuring a sufficient supply of 'ready to build' industrial land
- Ensuring a rationale pattern of land consumption focussed on already serviced land while being mindful of potential land use conflicts and through the provision of additional serviced land at strategic locations along the 401 corridor in a manner that is sensitive to the needs of competing land uses, especially agriculture

The Town' manufacturing base leads the region in terms of its diversity. It has become a leader in high value added manufacturing of auto parts and systems. At the same time, key clusters in pharmaceuticals, plastics and biotechnology have emerged. Finally, a cross-over has occurred in agriculture. Partnerships, mutual support and the sharing of best practices between the agricultural community, educational institutions and the private sector have generated a lead role for the Town in the production of agriculturally based manufactured products.

Agriculture

Desirable Future State

Prime agricultural land will have been preserved. The Town has an economically viable agricultural sector which has been achieved through diversification of income sources, new income sources from agricultural and farm property usage (particularly on less productive soils), and through the production of ecological goods and services (e.g. wind, bio-diesel, agri-tourism).

The general public and local residents in particular, will have a better appreciation of the importance of agriculture. This is made possible by consumer education, school education, the promotion of new industries emerging in the agriculture sector such as bio-fuels and organic produce and effective marketing of local product. A more holistic use of agricultural lands during the shoulder seasons is developed, allowing other non-agricultural activities to develop in tandem with this sector. Traditional agriculture will continue and be profitable but products will be more diversified and serve local and specialty (e.g. ethnic, organic) markets.

There will be a year round market to sell local produce to local residents. At the same time, farmers, working with local educational institutions and the private sector will have become partners in the development of bio-technology products, the green revolution and custom agriculture and the Town is known as being at the fore front of high value added agricultural production in North America. The farming community, along with the Town and educational institutions will be educating the public about healthy foods and alternative uses of agricultural products. They are key partners in the research and development of these high value added products.



Tourism

Desirable Future State

The coordinated efforts of the Town of Lakeshore, the Windsor-Essex Convention and Visitors Bureau of Windsor, Essex County and Pelee Island, and the Ministry of Tourism and Recreation have resulted in the opening up the Lake St. Clair waterfront for public use. Beaches have been beautified and they are the site of a variety of annual events including dragon boat racing and off-shore boat racing.

There are a variety of accommodation options for visitors to the Town and year round activities that they can enjoy. Agri-tourism has become a big attractor of visitors to the area.



Small Business

Desirable Future State

The Town of Lakeshore has a vibrant small business community located in key locations throughout the Town. The Town has ensured that key infrastructure is in place to create an environment in which small business can be creative and successful.

Communication channels between small business, the Town, the private sector and other levels of government are open and support the continued development of small business.

Key areas for the development of small business have been identified and a successful marketing strategy to attract and support small business is in place.

Retail

Desirable Future State

The Town's goal of allowing residents to meet all of their retail needs within Lakeshore has been met. An identifiable downtown located in Belle River has been established and is home to a variety of stores providing a wide range of high, medium and low order goods and services. It combines cultural, entertainment and retail experiences. There are no empty storefronts.

Retail/commercial centres have also been established in other key locations throughout the Town and provision has been made to accommodate both small, large and big box functions at appropriate locations. Collectively, they provide for needs of the Lakeshore's residents without competition causing any adverse impacts.

Supporting the retail functions in the Town is a public transportation system providing access to the main retail/commercial centres.



Strategic Directions and Key Priorities: The Town of Lakeshore's Way Forward

In this section, the actions emerging out of the consultation process are distilled into a doable set of priority items that will form the basis of the Town of Lakeshore's economic development efforts.

Priorities for each theme were established based on the discussions that occurred at the June 2006 Summit.

Manufacturing Priority Recommendations

The following are the highest priority recommendations for creating the desired future state for manufacturing in the Town of Lakeshore.

1. That a subcommittee be formed that would include local manufacturing and business stakeholders and the development community to prioritize and promote the development of business related infrastructure in the Town. The mandate for the subcommittee would include developing a rational plan for the consumption of already serviced industrial land that would help mitigate against any potential land use conflicts.

Lead: The Town of Lakeshore

Partners: Manufacturing Subcommittee, Windsor-Essex County Development Commission

Timeframe: Fall 2006

2. Supporting (where viable) the development of manufacturing clusters in **plastics, pharmaceuticals, high value added auto related production, value-added agricultural production and logistics and distribution** to facilitate the diversification of the local industrial base by:
 - a. Developing cluster profiles including an assessment of local and regional buyer-supplier relationships in each cluster and identifying gaps therein which can be filled through both BR&E and

attraction efforts and with a view to preparing specific strategies and support mechanisms for each;

- b. Developing an on-going outreach and visitation program designed to meet a minimum of business contact hours to identify cluster member requirements that can be met through Economic Development Services efforts;
- c. Facilitating the development of cluster networks that will help in the formation of strong inter-firm linkages within the Town and the region and to develop partnerships and collective marketing strategies targeting each of the clusters identified for support;
- d. Evaluate best practices in cluster networks that are in place in other jurisdictions with a view to informing what elements of each would be appropriate in the context of the Town of Lakeshore (see Appendix);
- e. Organizing independent and/or participating in provincial and federal missions (Team Canada, Team Ontario) to countries in which the Town of Lakeshore's clusters are represented and which the Town may offer unique advantages for firms wishing to expand internationally. Similarly, organize familiarization tours to Windsor-Essex and Lakeshore with businesses from other counties. These could include for example:
 - i. Auto – US, Japan, Korea, Germany, UK;
 - ii. Pharmaceuticals – US, UK, Switzerland;
 - iii. Plastics – US, UK, Germany, China;

- f. Ensuring Lakeshore's presence at international trade shows focused on its key clusters.

Lead: Town of Lakeshore

Partners: Manufacturing Subcommittee, Windsor-Essex County Development Commission

Timeframe: Winter 2006

3. To evaluate the development an industrial park along the 401 corridor consisting of strategic zones where infrastructure is put in place to match the specific needs of the various occupants. A 2006 report forecasting population, employment and employment land needs prepared for the Town of Lakeshore by C.N. Watson Associates suggest that growth in industrial sector jobs (63% to 2015; 65% to 2025 and 63% to 2031) will far outstrip the growth in jobs in any other sector and could require 8.3 million ft.² of additional floor space by 2031. This necessitates a requirement for:
 - a. A regional market analysis of the local market and demand for industrial land (serviced and partially serviced land);
 - b. An estimation of the potential future industrial land consumption needs of each cluster and a determination of the services required;
 - c. A review and analysis of the regional competitive supply of industrial land;
 - d. A location analysis of the most likely sites for development along the 401;
 - e. A preliminary feasibility analysis including estimated land and servicing costs, rate of development and absorption;
 - f. Recommendations on the feasibility of developing an industrial park(s) and next steps.

Lead: Town of Lakeshore

Partners: Manufacturing Subcommittee, Windsor – Essex County Development Commission

Timeframe: Winter 2006

Agriculture Priority Recommendations

The following are the highest priority recommendations for creating the desired future state for agriculture in the Town of Lakeshore.

1. That a subcommittee of council be struck with the support of the Essex County Federation of Agriculture to oversee and support the implementation of agricultural policies and strategies in the Town of Lakeshore including:
 - a. Ensuring that on-farm (including non-agricultural) businesses are not discouraged or prevented;
 - b. Permitting alternative employment-generating land uses on agricultural land of poorer quality land classes (with appropriate planning controls);
 - c. Investigating agri-tourism opportunities.

Lead: Town of Lakeshore

Partners: Essex County Federation of Agriculture, Agriculture and Agri-food Canada Research Branch, Greenhouse and Processing Research Centre

Timeframe: Fall 2006

2. Through the subcommittee determine the way forward in moving towards higher value added agricultural production including evaluating opportunities and products, identifying capacity constraints and the markets.

Lead: Agricultural Subcommittee

Partners: Essex County Federation of Agriculture, University of Windsor, University of Guelph, OMAFRA

Timeframe: Winter 2006

3. That the Town support and assist as appropriate, the adoption of on-farm energy generation, alternative energy generation (such as from wind), and the production of ecological goods and services (bio-diesel, pelletization of switch grass). In addition, the Town will include the agricultural community in the preparation of a Town energy strategy.

Lead: Agricultural Subcommittee

Partners: Essex County Federation of Agriculture, University of Windsor, University of Guelph, OMAFRA

Timeframe: Winter 2006

Tourism Priority Recommendations

The following are the highest priority recommendations for creating the desired future state for tourism in the Town of Lakeshore.

1. To develop a tourism strategy that would:
 - a. Identify the Town of Lakeshore's tourism assets;
 - b. Identify target segments such as agri-tourism, water-tourism, arts/culture/heritage tourism;
 - c. Identify the profiles of consumers (age, incomes, lifestyle, family status, degree of physical activity desired) of each segment to be targeted;
 - d. Identify tourism product development requirements (identify and plan to improve sub-par or needed assets, such as the need for accommodation and restaurants);
 - e. Identify product management requirements (how to use current and future assets/resources to their fullest capacity, integration of tourism product offerings);

- f. Make recommendations on planning and implementing a tourism destination marketing program with very strong consideration being given to jointly working with surrounding communities and other partners mentioned below to market the area as a tourism destination, as well as creating a mechanism for leveraging resources.

Lead: Town of Lakeshore

Partners: Convention and Visitors Bureau of Windsor, Essex County and Pelee Island, Ministry of Tourism

Timeframe: Spring 2007

2. To expand agri-tourism by identifying current and potential agri-tourism businesses and to provide the regulatory framework to allow the growth of agri-tourism to occur.

Lead: Tourism Subcommittee

Partners: Convention and Visitors Bureau of Windsor, Essex County and Pelee Island, Ministry of Tourism, Agriculture Subcommittee

Timeframe: Spring 2007

3. Consider a destination marketing program such as Northumberland County's "Rural Ramble" (<http://www.ruralramblefarmtour.com>) or Alberta's "Country Soul Stroll" (<http://www.countrysoulstroll.ca>) or Ottawa's Countryside (<http://www.ottawascountryside.ca>) after completion of the preceding action plan.

Lead: Tourism Subcommittee

Partners: Convention and Visitors Bureau of Windsor, Essex County and Pelee Island, Ministry of Tourism

Timeframe: Spring 2007

Small Business Priority Recommendations

The following are the highest priority recommendations for creating the desired future state for small business in the Town of Lakeshore

1. That an advisory group be formed to manage and ensure resources are adequately devoted to the management and promotion small business in the Town of Lakeshore.

Lead: Town of Lakeshore

Partner: Belle River BIA, Windsor-Essex County Development Commission

Timeframe: Winter 2006

2. In conjunction with the manufacturing sector subcommittee, promote and prioritize the implementation of infrastructure and services specific to the small business community.

Lead: Small Business Advisory Group

Partners: Belle River BIA, Windsor-Essex County Development Commission, Manufacturing Subcommittee

Timeframe: Spring 2007

3. That the Windsor-Essex Community Futures Development Corporation and the Windsor-Essex County Development Commission, in cooperation with manufacturing sub-committee investigate the possibility of establishing a business incubator in the Town of Lakeshore.

Lead: Town of Lakeshore

Partners: Windsor-Essex CFDC, Windsor-Essex County Development Commission

Timeframe: Spring 2007

Retail Priority Recommendations

The following are the highest priority recommendations for creating the desired future state for retail in the Town of Lakeshore.

1. To determine the possibilities under Section 28 of the Planning Act of making use of a Community Improvement Plan to help in the creation of an identifiable downtown for Lakeshore in Belle River.

Lead: Town of Lakeshore

Partners: None

Timeframe: Spring 2007

2. To develop a comprehensive retail strategy for the Town of Lakeshore that would consider the requirements for developing the Belle River downtown and the development of key retail/commercial nodes located at key locations throughout the Town.

Lead: Town of Lakeshore

Partners: Belle River BIA, Retailers

Timeframe: Spring 2007

3. Determine the feasibility of providing public transportation to support the on-going development of a new retail structure for the Town.

Lead: Town of Lakeshore

Partners: None

Timeframe: Summer 2007

Action Implementation Matrices

Manufacturing

Strategy	Action	Lead	Key Stakeholders	Partners	Resources Required	Responsibility for Follow-through	Timeline
Establishment of Manufacturing Sub-committee	<ul style="list-style-type: none"> Establish committee Prepare plan for consumption of current industrially zoned land Priority setting for infrastructure provision 	Town of Lakeshore	<ul style="list-style-type: none"> Manufacturers Development community 	<ul style="list-style-type: none"> Manufacturing Subcommittee Windsor Essex County Development Commission 	Low	Economic Development Services	Immediate
Support the Development of Key Economic Clusters	<ul style="list-style-type: none"> Establish Cluster Networks Plastics Pharmaceuticals Auto Agriculture Logistics and Distribution Develop BRE strategy for clusters Develop business plan for cluster networks and BRE strategy 	Town of Lakeshore	<ul style="list-style-type: none"> Economic development services Cluster members Windsor-Essex County Development Commission 	<ul style="list-style-type: none"> Manufacturing Subcommittee Windsor Essex County Development Commission 	Medium	Economic Development Services	Immediate
Evaluation of the Potential for Development of a Regionally Significant Industrial Park Along 401	<ul style="list-style-type: none"> Evaluate establishment of strategic zones based on BR&E focus Identify specific infrastructure needs of BR&E focus firms 	Town of Lakeshore	<ul style="list-style-type: none"> Manufacturing Sub-committee 	<ul style="list-style-type: none"> Manufacturing Subcommittee Windsor Essex County Development Commission 	Medium	Manufacturing Subcommittee	6 months

Action Implementation Matrix – Agriculture

Strategy	Action	Lead	Key Stakeholders	Partners	Resources Required	Responsibility for Follow-through	Timeline
Establish Agriculture Sub-committee	<ul style="list-style-type: none"> Oversee and support implementation of Ag policies & strategies 	Town of Lakeshore	<ul style="list-style-type: none"> Agricultural Community Agriculture Industry Association 	<ul style="list-style-type: none"> Essex County Federation of Agriculture Agriculture and Agri-food Canada Research Branch, Greenhouse and Processing Research Centre 	Low	Economic Development Services	Immediate
Develop way forward higher value added agriculture	<ul style="list-style-type: none"> Evaluate opportunities and products Identify potential markets Identify constraints 	Agriculture Subcommittee	<ul style="list-style-type: none"> Agriculture Subcommittee 	<ul style="list-style-type: none"> Essex County Federation of Agriculture University of Windsor University of Guelph OMAFRA 	Medium	Agriculture Subcommittee	Immediate
Support the adoption of on-farm energy generation technologies	<ul style="list-style-type: none"> Allowances for wind farms Allowance of alternative uses of farm lands for production of ecological goods and services 	Agriculture Subcommittee	<ul style="list-style-type: none"> Agriculture Sub-committee Agricultural Community 	<ul style="list-style-type: none"> Essex County Federation of Agriculture University of Windsor University of Guelph OMAFRA 	Medium	Agriculture Subcommittee	Immediate

Action Implementation Matrix – Tourism

Strategy	Action	Lead	Key Stakeholders	Partners	Resources Required	Responsibility for Follow-through	Timeline
Develop a Tourism Strategy	<ul style="list-style-type: none"> Identify tourism assets Identify target segments Prepare consumer profile Identify tourism product development requirements Identify product management requirements Make recommendations of tourism destination marketing program 	Town of Lakeshore	<ul style="list-style-type: none"> Town of Lakeshore Economic Development Services 	<ul style="list-style-type: none"> Convention and Visitors Bureau of Windsor, Essex County and Pelee Island Ministry of Tourism 	Medium	Tourism Services	12 Months
Expand Agri-tourism	<ul style="list-style-type: none"> Identify current and potential agri-tourism businesses Provide regulatory framework to allow agri-tourism to expand 	Tourism Sub-Committee	<ul style="list-style-type: none"> Town of Lakeshore Economic Development Services Ministry of Tourism Convention and Visitors Bureau of Windsor, Essex County and Pelee Island 	<ul style="list-style-type: none"> Convention and Visitors Bureau of Windsor, Essex County and Pelee Island Ministry of Tourism Agriculture Sub-Committee 	High	Tourism Services	18 Months
Review Destination Marketing Programs of Other Jurisdictions	<ul style="list-style-type: none"> Northumberland County Rural Ramble; Alberta Country Soul Stroll 	Tourism Sub-Committee	<ul style="list-style-type: none"> Town of Lakeshore Economic Development Services 	<ul style="list-style-type: none"> Convention and Visitors Bureau of Windsor, Essex County and 	High	Tourism Services	18 Months

			<ul style="list-style-type: none"> • Ministry of Tourism • Convention and Visitors Bureau of Windsor, Essex County and Pelee Island 	<ul style="list-style-type: none"> • Pelee Island Ministry of Tourism 			
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Action Implementation Matrix – Small Business

Strategy	Actions	Lead	Key Stakeholders	Partners	Resources Required	Responsibility for Follow-through	Timeline
Formation of Advisory Group for Small Business	<ul style="list-style-type: none"> Ensure resources are adequately devoted to support of small business 	Town of Lakeshore	<ul style="list-style-type: none"> Advisory Group Windsor-Essex County Development Commission 	<ul style="list-style-type: none"> Belle River BIA Windsor Essex County Development Commission 	Low	Advisory Group	12 months
Identify infrastructure needs of small business	<ul style="list-style-type: none"> Prioritize needs of small business Promote needs of small business 	Small Business Advisory Group	<ul style="list-style-type: none"> Advisory Group Manufacturing Sub-committee 	<ul style="list-style-type: none"> Belle River BIA Windsor Essex County Development Commission 	Medium	Advisory Group	18 Months
Investigate Establishment of Small Business Incubator	<ul style="list-style-type: none"> Establish operating parameters Prepare business plan Evaluate funding options 	Town of Lakeshore	<ul style="list-style-type: none"> Windsor-Essex Community Futures Corporation Windsor-Essex County Development Commission Manufacturing Sub-committee 	<ul style="list-style-type: none"> Belle River BIA Windsor Essex County Development Commission 	Medium	Advisory Group	18 Months

Action Implementation Matrix – Retail

Strategy	Action	Lead	Key Stakeholders	Partners	Resources Required	Responsibility for Follow-through	Timeline
Identifiable Downtown in Belle River	<ul style="list-style-type: none"> Investigate possibilities of developing a Community Improvement Plan under Section 28 of the Planning Act 	Town of Lakeshore	<ul style="list-style-type: none"> Planning Department Economic Development Services Department of Strategic Services 	<ul style="list-style-type: none"> None Belle River BIA 	High	Economic Development Services	18 Months
Develop Comprehensive Retail Strategy	<ul style="list-style-type: none"> Retail Strategy for Downtown and additional nodes throughout the Town 	Town of Lakeshore	<ul style="list-style-type: none"> Planning Department Economic Development Services Belle River BIA 	<ul style="list-style-type: none"> Retailers 	High	Economic Development Services	18 Months
Public Transportation	<ul style="list-style-type: none"> Examine feasibility of providing public transportation to support retail development 	Town of Lakeshore	<ul style="list-style-type: none"> Planning Department Public Works Department of Strategic Services 	<ul style="list-style-type: none"> None 	High	Department of Strategic Services	24 Months

Additional Action Items

This section contains additional recommendations developed for each theme area, and are meant to complement and support the development of each theme. The highest priority recommendations for creating the desired future state for each theme may be found in the body of the strategy under “Achieving the Vision” and are meant to be undertaken in the short term i.e. within the next three years. The actions below represent those that should begin in the medium to long term.

Manufacturing

Industrial Land Supply:

- Develop an industrial land inventory that is a regionally significant asset and which provides attractive locational options for firms considering locating in Windsor-Essex.

Infrastructure Development:

- The manufacturing subcommittee is to confirm and prioritize the importance of each infrastructure improvement outlined in the desired future state/vision for manufacturing.

Support for the Development of the Manufacturing Sector:

The Town of Lakeshore will provide support for the development of the manufacturing sector on a number of fronts. The support should be implemented through on-going cooperation with the Windsor-Essex County Development Commission.

That the Town implement a program of cooperation to include:

- Communicating the importance of the contribution of manufacturing to the local economy;
- Informal opportunities for relationship building and information exchange within the local manufacturing community;
- Developing strong relations between the manufacturing community and local educational institutions;

- Conduct Ontario Plant Tours (www.plantvisits.com), showcasing business excellence in manufacturing through a series of interactive factory visits. Working together with industry, government and economic development, plant tours improve the competitiveness and strength of communities by demonstrating models that work;
- Explore the possibility of developing a working partnership program between the University of Windsor, St. Clair College and other relevant educational institutions, and the Lakeshore manufacturing community to provide:
 - Scientifically challenging, industrially relevant research and development in manufacturing processes thereby providing opportunities to discover new advanced manufacturing process improvements;
 - Cooperative educational opportunities that will match the changing skills requirements of Lakeshore employers,

Agriculture

Diversification of Agricultural Income and Products:

- That the Town support the development of agri-tourism related businesses.
- Investigate the feasibility of establishing a local farmers' market, and provide support its establishment if feasible;
- Assist the agricultural community in developing a brand for Lakeshore produced agricultural products including a marketing plan with a particular emphasis on developing a year round local market for local residents as well as helping to determine how access to niche markets (i.e. ethnic, organic etc) is best achieved.
- Provide information on changing consumer preferences with respect to nutrition, foods, and food production (such as growth in organic or specialty product demand);
- Identify the potential for a food distribution centre ;

- Establish relationships with the University of Windsor, St. Clair College and the University of Guelph to help the agricultural community identify research projects of relevance to the agricultural community;
- Provide assistance in the identification of test sites for the production of new agricultural products.

Tourism

- To create & promote a broad range of tourism products, reflecting the natural assets, businesses & cultural events in the Town of Lakeshore;
- To develop effective partnerships with the Convention and Visitors Bureau of Windsor; Essex County and Pelee Island.
- To explore options for creating a close to waterfront trail along CN line;
- Partnerships: Contract with Ministry of Tourism and the Convention and Visitors Bureau of Windsor; Essex County and Pelee Island to develop a partnership strategy for tourism with each partner identifying the products & services which they wish to be promoted by the 'partnership;'
- Develop a comprehensive promotional plan, identifying key vehicles for delivering the Town's tourism message.

Small Business

Entrepreneurship and Small Business Support Services:

- Document all services currently available from various sources to identify any overlaps and gaps in services to entrepreneurs and small businesses;
- Eliminate any duplication of services and attempt to fill any gaps;

- Recruit current and past business owners for a mentorship program.

Business Incubator:

- Should the initial investigation into a business accelerator indicate positive support for an incubator, the Town should prepare and seek approval of an incubator business plan which would:
 - a. Address all of the issues related to starting and operating an incubator;
 - b. Include a core group of leaders willing to champion the vision.
 - c. Address funding opportunities, such as Human Resources and Skills Development Canada's "Self-Employment Benefits" program;
 - d. Recommend the building/conversion of an appropriate building to house the incubator;
 - e. Establish a core group of business mentors.

Business Financial Services and Support:

Provide services to small business to:

- Evaluate if there are weaknesses or missing elements in business plans being prepared for investment capital;
- Determine if existing equity is viewed by potential investors as insufficient relative to investment required;
- To assist with the identification of potential investors, and to facilitate/screen business plans for potential investors;
- Effectively communicate the existence of financial resources/services and how and where to access them;
- Attempt to communicate and influence financial institutions with respect the fact that small businesses in small communities are not inherently a bad risk.

Retail

- As key new retail nodes emerge, work with local businesses to establish Business Improvement Areas;
- Evaluate opportunities for the development of retail along the North Shore and side streets including marinas, tourism related retail, recreational services, entertainment, restaurants and hotels.

Next Steps

The actions outlined in this report are a clarion call to the Town of Lakeshore and its stakeholders from throughout the area to move forward to guarantee a positive future for the Town and its residents. The Town will need to act as leader, facilitator and partner in this endeavour and with the assistance and participation of its stakeholders, this future can be achieved.

In addition to the actions described above, the Town of Lakeshore must determine the means by which it can keep on top of trends in the key clusters it has chosen as a focus for its economic development initiatives. This imperative, along with the significant work program that this strategy embodies will require an assessment of the resources that are currently available for economic development in the Town to determine if they are sufficient to meet the requirements of the goals laid out by the stakeholders consulted.

In order to measure the performance of meeting the goals of the strategy, the Town of Lakeshore will also need to develop a scorecard to monitor achievements on an on-going basis. Economic Development Services should prepare the scorecard in conjunction with the short and medium terms of Council with respect to the economic development of the Town of Lakeshore.

The effort required to successfully implement the strategy outlined above is significant. In this context, it will be important to determine whether existing resources (budget, staffing) allocated to economic development activities in the Town of Lakeshore are sufficient.

APPENDIX Cluster Network Best Practices

Society of Plastics Industry

Founded in 1937, The Society of the Plastics Industry, Inc., is the trade association representing one of the largest manufacturing industries in the United States. SPI's members represent the entire plastics industry supply chain, including processors, machinery and equipment manufacturers and raw materials suppliers. The U.S. plastics industry employs 1.3 million workers and provides more than \$345 billion in annual shipments.

Communitech

Located in Waterloo, Ontario, Communitech is a not for profit, member supported organization that is recognized as the voice of the industry for Canada's Technology Triangle. Partnerships and collaboration are the key to all Communitech activities. Communitech brings together the initiatives and people needed for continued development of critical mass for the technology industry and the creation of a superior quality of life in the region.

Since its inception in 1997, the Association has grown to include industry leaders such as Open Text Corporation, Descartes Systems, Research In Motion, Bell Canada, and IBM Canada. Membership is diverse with representatives from almost every technology category including software developers, system integrators, telecommunications companies, internet companies, ISP's, ASP's, content developers, advanced manufacturers, and professional service companies of every sector.

As the primary hub of all initiatives and issues of concern for the area's technology industry, Communitech works diligently to remain focused on the issues that have an impact on the continued development of critical mass within the technology community of Canada's Technology Triangle

Automation Alley

Automation Alley is a technology cluster based in Oakland County, Michigan, USA. People who work in Automation Alley and live in Oakland County,

enjoy a low cost of living, competitive wages as well as quality of life second to none. Automation Alley companies have created an exceptional business climate that promotes productivity, innovation and new business growth.

The Automation Alley Consortium is an energetic alliance of private businesses dedicated to strengthening the economic base of Oakland County and its immediate area of influence by developing and promoting Oakland County's first-class technology cluster. Our membership is made up of diverse high-technology companies from a variety of industries, including:

- computer software/hardware and information systems
- telecommunications;
- consumer products;
- industrial processes;
- automotive suppliers;
- automotive R & D;
- design and engineering;
- health care; and
- diversified (non-automotive) manufacturers and more.

The Automation Alley Consortium was established to develop programs to support members in their efforts to attract world-class, high technology workers to Oakland County. Working with government agencies, the Consortium is turning Oakland County into an internationally recognized economic powerhouse. Automation Alley's 1,800 progressive businesses compete head-to-head and brain-to-brain with national powerhouses such as California's Silicon Valley and Boston's Route 128 for the world's best employment prospects. But Oakland County's distinct advantages - including high salaries, lower-than-average cost of living, low unemployment and unparalleled natural beauty - make it increasingly more attractive than many of the country's popular high-tech areas.

Membership in Automation Alley Consortium is an investment. Members benefit not only from

increased advertising and marketing but also by helping shape the future of the organization. In the process, they help define Oakland County's long-range plans for attracting high-tech talent and new business entities to the area. Members have the opportunity to say and do something about the Consortium, the County and ultimately their own prosperity.

The Pittsburg Technology Council

Since 1983, the Pittsburgh Technology Council has been the principal point of connection for companies from four primary clusters of the technology industry that are represented by a critical mass of businesses in south-western Pennsylvania:

- Information Technology;
- BioMedical Technology;
- Advanced Manufacturing/Materials; and
- Environmental Technology.

The Council help the region's technology companies grow and thrive by offering

- opportunities for meeting business contacts;
- guidance on business development;
- exclusive discounts on business products and services;
- workforce placement and development initiatives;
- knowledge-sharing forums, educational programming, and entrepreneur mentoring programs;
- TEQ and PA Manufacturer magazines, covering regional business developments, trends, and best practices;
- industry advocacy in state and federal government; and
- promotional opportunities.

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Ryan Donally Lakeshore Economic Development Strategy (LEDS)

Lakeshore Economic Development Strategy (LEDS)

<u>Lakeshore Economic Development Strategy Timeline</u>	<u>Target Completion</u>	<u>Task</u>	<u>Title</u>
Phase 1: Lakeshore Economic Development Study	Q3-Q4 2021	1.1	Goals and Vision Survey – Council Presentation
		1.2	Research and Engagement
		1.3	Strategy Formulation
		1.4	LEDS Synergy Team Formation
		1.5	Recommendation Generation
		1.6	Council Presentation: Report Completion
		1.7	Base Level Marketing
Phase 2: Lakeshore Economic Development Operational Plan	Q2 2022	2.1	High-Level Recommendation Planning
		2.2	Synergy Team Review
		2.3	Council Presentation: Council Priorities
		2.4	Detailed Implementation Planning
		2.5	Economic Road Map
Phase 3: Lakeshore Economic Development Strategy	Q3 2022	3.1	Final Report
		3.2	Council Report: LEDS

Phase 1:

Lakeshore Economic Development Study

- The first phase of the Lakeshore Economic Development Strategy will be the completion of the LED Study. The study will be research based from both primary and secondary sources.
 - Primary Research/Engagement: interviews, surveys, workshops
 - Secondary Research: relevant ec. dev. studies, literature, case studies, journals, best practices
- A Synergy Team will be formed to help guide the entire LEDS process.
- The Lakeshore Economic Development Study will be presented to Council as a Report for Direction. A small funding request will be made to create base level marketing and communications assets.

Phase 2: Lakeshore Ec. Dev. Operational Plan

- The second phase of the LEDS will generate a detailed operational plan that will be presented to council as a road map and/or Gantt Chart.



Phase 3: Lakeshore Economic Development Strategy – Final Report

- The Lakeshore Economic Development Study and the Lakeshore Economic Development Operational Plan will be merged into a single document entitled: Lakeshore Economic Development Strategy (LEDS).
- The LEDS will be present to Council as a Report for Direction.
- The funding to operationalize the strategy will be requested either in a report format, or through the 2023 budget request.



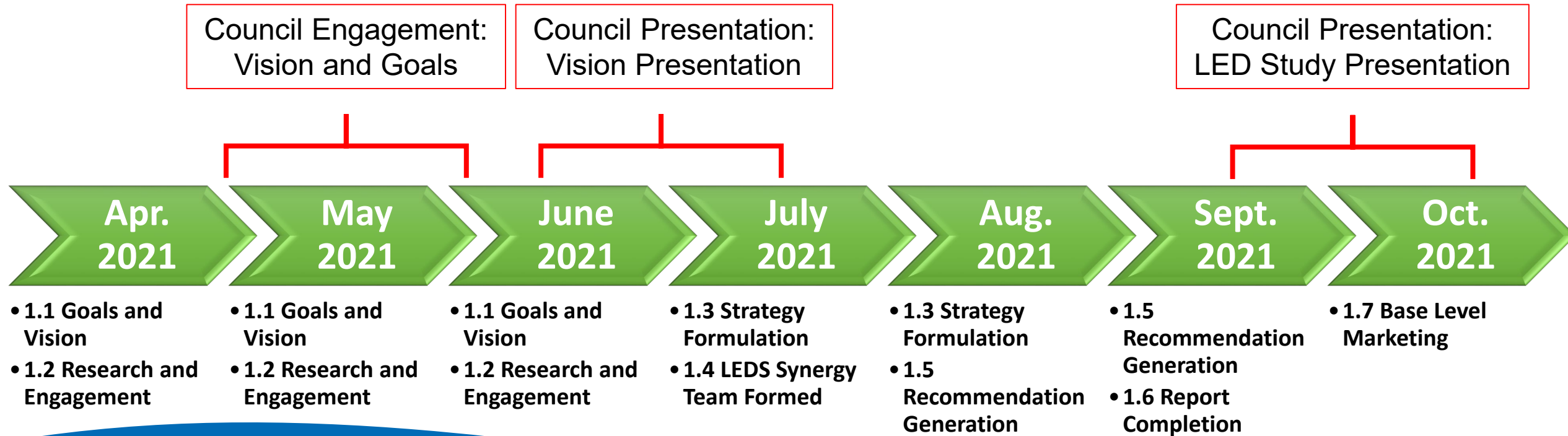
WWW.LAKESHORE.CA

Lakeshore Economic Development Strategy

Council Engagement Timeline

Lakeshore Economic Development Strategy

Phase 1: LED Study - Council Engagement

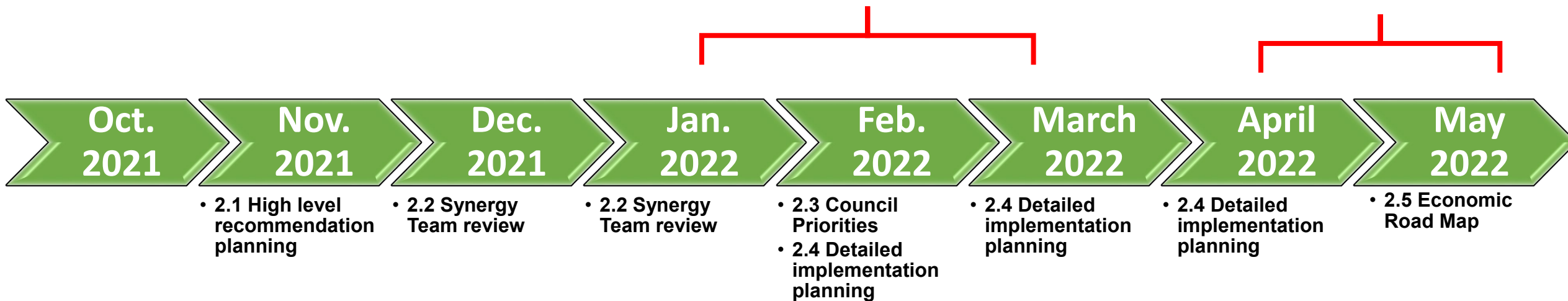


Lakeshore Economic Development Strategy

Phase 2: LED Operational Plan - Council Engagement

Council Presentation:
Council Priority Recommendations

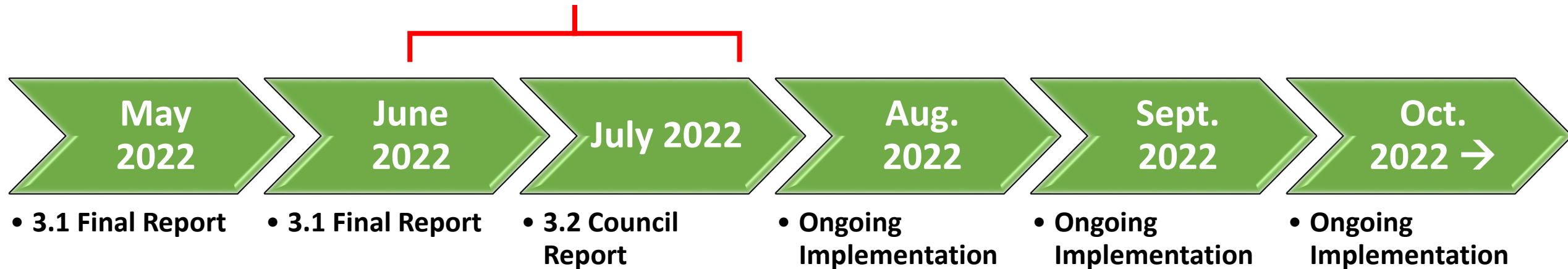
Council Presentation:
Economic Road Map



Lakeshore Economic Development Strategy

Phase 3: Final Economic Development Strategy

Council Presentation:
Final Lakeshore Economic
Development Strategy



Municipality of Lakeshore - Report to Council

Engineering & Infrastructure Services

Public Works



To: Mayor & Members of Council
From: Jeff Wilson, Manager of Operations
Date: April 28, 2021
Subject: All-Way Stop at Highway 77 and County Road 46 Intersection

Recommendation

This report is for information only.

Background

At the Council meeting held on September 22, 2020, the Municipality of Lakeshore Council noted that they have received numerous complaints and concerns related to the safety of the intersection at Highway 77 and County Road 46 and recommended that signalization of the intersection be included with the Ministry of Transportation (MTO) proposed roadway reconstruction.

At this meeting Council duly passed the following resolution:

Direct Administration to send a letter to the Province of Ontario to request signalizing the intersection at Highway 77 and County Road 46; and

Further, that the County of Essex be requested to send a letter in support of the request for a signalized intersection.

This resolution was carried unanimously.

Following the above motion from Council, residents completed a petition that was received at the November 3, 2020 Council meeting. At the meeting of November 3, 2020 the Council duly passed the following resolution:

Forward the petition by Jill Miner to MPP Nicholls and the County of Essex.

Based on this request, the MTO revisited the scope of the project and completed additional background work to further assess the warrants of the intersection in 2020.

At a meeting held on April 9, 2021 the MTO presented their recommendation for the implementation of an All-Way Stop Control at Highway 77 and County Rd 46. The following were in attendance: MTO, County of Essex, Municipality of Lakeshore and OPP.

The meeting was facilitated by Ron Lewis of the MTO and covered the below background information and analysis that resulted in the final recommendation to implement an All-Way Stop Condition at the intersection of Highway 77 and County Road 46:

- This included video surveillance from October 29, 2020 to November 5, 2020, with the main observation of more than 60% of drivers performing rolling stops.
- A warrant analysis of the intersection was completed for signalization, as well as a feasibility review for a roundabout, with a full assessment of turning movements. Their findings of either option was found to be unwarranted.
- The MTO completed an all-way-stop warrant analysis, their findings for an all-way stop condition was found to be warranted.

Comments

Since this meeting, the design for the reconstruction of Highway 77 through Comber was finalized to include an all way stop condition along with illumination improvements at the intersection of Highway 77 and County Road 46.

The County of Essex Administration is in support of the MTO's recommendation.

Others Consulted

Both Ron Lewis at the MTO and the County of Essex were consulted.

Financial Impacts

There are no financial impacts.

Report Approval Details

Document Title:	ALL-WAY STOP at Highway 77 and County Road 46 Intersection.docx
Attachments:	
Final Approval Date:	May 6, 2021

This report and all of its attachments were approved and signed as outlined below:

Krystal Kalbol

Rosanna Pellerito

Kristen Newman

Truper McBride

Municipality of Lakeshore - Report to Council

Legislative & Legal Services

Fire Services



To: Mayor & Members of Council
From: Don Williamson, Fire Chief
Date: April 20, 2021
Subject: 2016 thru 2019 Fire Department Report to Council

Recommendation

This report is for information only.

Background

The *Fire Protection and Prevention Act* requires that a fire service provide as a minimum level of service: fire inspections based on complaint and request, public education, smoke alarm programs and emergency response. This high level multi-year report provides a comparison that includes statistics related to those categories.

Comments

The following Executive Summary, attached maps and related Appendices discuss the 2016 through 2019 Fire Department performance through Emergency Response, Fire Inspection/ Code Enforcement and Public Education categories.

Emergency Response:

Lakeshore Fire Department cannot predict when someone will call for help or what type of emergency will occur. Will a single fire truck with limited staff address the emergency? Are 2 or more fire stations required? Should 1 or more chief officers attend?

Not only is a request for emergency assistance unpredictable, so is the availability of the volunteer firefighter and their depth of experience for the specific emergency type.

Lakeshore Fire Administration has 3 chief officers that monitor all emergency responses. One chief officer is always available to provide direction, upgrade the response or attend the emergency location. During the 4 year period of this report one or more chief officers responded to 824 emergency calls along with volunteer firefighting crews.

The 4 year Fire Department Activity (see **Appendix A** – page 5) is illustrated through charts and associated commentary. The call volume by year, by month and by incident type reflect the unpredictability of when, where and what kind of emergency the department can experience.

Station 1 (Puce) and Station 3 (Belle River) provide first response coverage for the northwest quadrant of Lakeshore. This area has experienced the most growth (urban-like setting), contains approximately 76% of Lakeshore's population and experiences a large portion of the municipal emergency call volume.

Fire department response data (see **Appendix B** – page 11) was analyzed and compared with historical measurements.

Actual Structure Fire Responses were compared against a former standard for consistency. As Chart 8 (page 11) shows, we can staff the first truck with at least 4 firefighters most of the time, but it is taking longer to do it over the last 4 years. As the 10 staff in 10 minute percentage indicates, we typically don't have enough firefighters to properly engage the fire ground tasks until later in the event. This means fire control measures may be delayed, rescue efforts cannot begin and in places where hydrants don't exist – the potential to run out of water.

Other high call volume categories were also analyzed. The 4 year data average shows that Chart 9 - All Fires (Excluding Structures) - page 12 and Chart 10 - MVC Responses – page 13 have at least 4 firefighters on the first truck 74% of the time and result in a total staff attendance of 7 or 8 firefighters.

A minimum staff of 8 is typically enough to work these emergency types. However, a heat warning day in the summer or a multi-vehicle collision requires more firefighter resources.

Chart 11 - Fire Alarm Activations – page 13 turns out a much smaller overall compliment of staff averaging a total of 5 firefighters. If the alarm activation is a real emergency, that staffing average is not enough to address it.

Although the staffing numbers are averages for those 4 years, it reflects calls that occurred at any time of day and any day of the week. With the volunteer firefighter service model, we have no idea who is available to respond. Every call is a wait and see.

In the daytime, Monday through Friday we know from experience and now from a stats analysis, that "if" our typical daytime staff are at home and available to respond, we only have around 20 volunteer firefighters across the municipality. That number drops between commute times in the morning and the evening as staff transition to and from work.

A 2019 analysis of the weekday Monday to Friday 6AM to 6PM response, identified that 41% of all emergency responses occurred in that timeframe, that 4 firefighters was the average attendance and that it took an average of 7 minutes for the first truck to leave the station (see **Appendix C**).

Any Fire Alarm Activation call without details to say otherwise, is assumed to be an emergency event until the Fire Department is advised or observes otherwise. Four staff members for alarm calls is not enough to work the event.

With a new 6 storey hotel followed by five – 6 storey condominiums and a proposed 8 storey apartment building, an initial weekday single fire station response of 4 or less firefighters has a very limited potential of what we can do. In an attempt to supplement that limited weekday single station staffing response, a second station will soon be automatically added to the dispatch protocol for weekday fire alarm activations. This will apply to the area from the Patillo Road corridor westward to Manning Road for any large or high occupancy buildings and multi-storey structures.

The current weekday volunteer firefighter service model is challenged to provide the firefighter resources needed to support some of the higher demand emergency response types.

The future 2021 Fire Master Plan update will identify staffing options for Council to consider.

Fire Inspection and Code Enforcement

Over the 4 year report period, the single person Fire Inspection division conducted 973 site inspections that identified 3298 fire code deficiencies. A snap shot of the 250 inspections completed in 2019 showed that 4.4 million square feet of space was inspected which impacted almost 24,000 people in our community.

The home Smoke Alarm check program was completed by fire crews during emergency response calls and through the fire inspection program. It resulted in 2226 site inspections and a 97% compliance rate.

Overall the fire inspection program has provided significant benefits for the community (see **Appendix E**).

Public Education

Public education event counts were down over the last 4 years due to both limited volunteer firefighter availability and Fire Administration review of requests that assessed their impact on public education for the cost incurred by the municipality.

Fire Prevention Week in October continues to be our biggest opportunity to engage the public through fire station open houses and in-school visits. From 2016 through 2019

Lakeshore Fire recorded Open House attendance totals at 3520 people and In-School Visits attendance at 7980.

Conclusion

The *Fire Protection and Prevention Act* implies that the level of fire protection services should meet the needs and circumstances of the community. It is the opinion of administration that the Fire Department meets the minimum expectation of that legislation as it applies to the smoke alarm program, fire inspections and public education.

However, our emergency response capabilities are challenged at times to meet those needs. Adequate and timely emergency responders during Monday to Friday daytime in one or more fire districts is limited and sometimes non-existent. There is no visibility regarding who is in their area and available to respond. Volunteer firefighting is a part-time commitment with availability dependent on many factors including full time work schedules, children and other life choices.

The residential growth along County Road 22, the large structures in the Patillo Road industrial park and now the multi-storey buildings on Amycroft, have outgrown what our typical volunteer firefighter attendance model can provide.

Administration will look to a multi-station daytime callout assessment in an attempt to get enough staffing resources.

The time may be here for Council to consider a weekday fulltime firefighter presence along the County Road 22 corridor. This would provide an assured staff response within minutes of the dispatch, backed by a volunteer firefighter response to supplement as required. The future 2021 Fire Master Plan will discuss these options further.

Financial Impacts

There are no financial impacts from this report.

Attachments:

- 2016 thru 2019 Fire Department Response Motor Vehicle Collisions
- 2016 thru 2019 Fire Response Structure Fires
- 2019 Fire Inspection Locations

Report Approval Details

Document Title:	2016 thru 2019 Fire Department Report to Council.docx
Attachments:	- 2016-2019MVA.pdf - 2016-2019StructureFires.pdf - 2019Inspections.pdf
Final Approval Date:	May 5, 2021

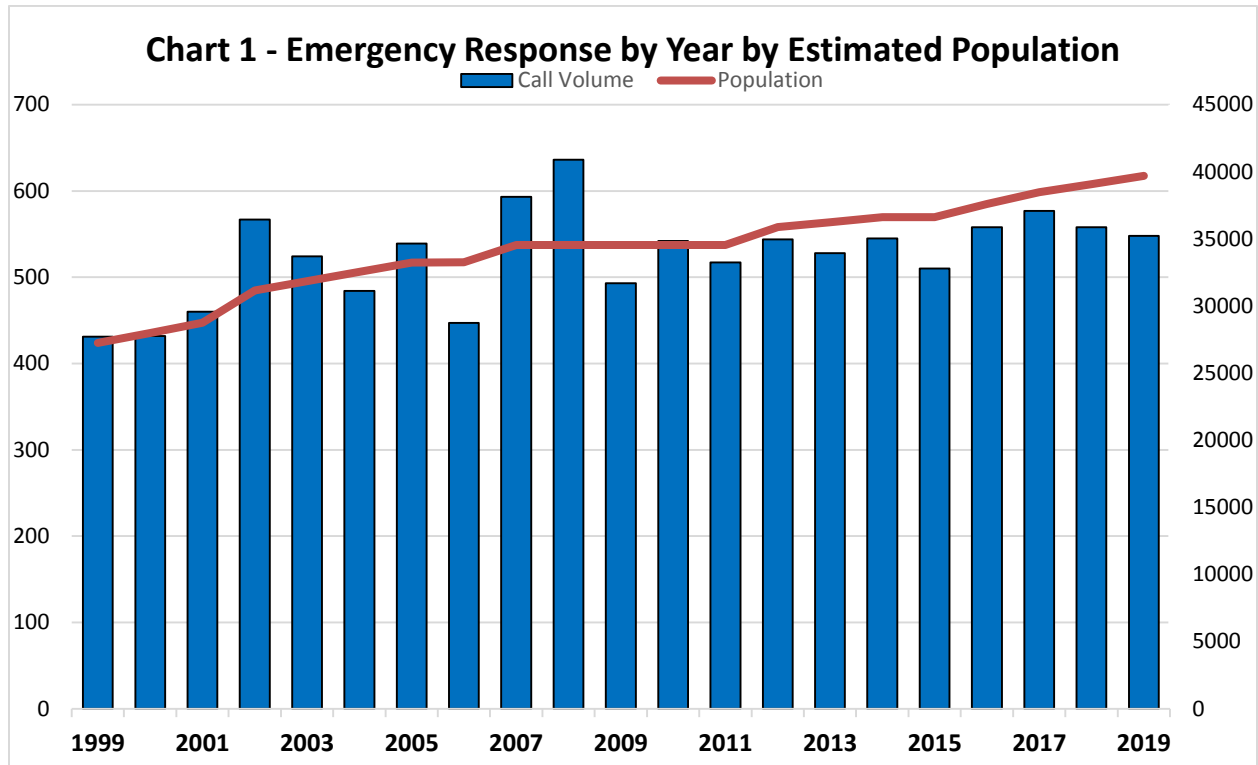
This report and all of its attachments were approved and signed as outlined below:

Kristen Newman

Rosanna Pellerito

Truper McBride

APPENDIX A



Variety of Calls

Chart 2 demonstrates the unpredictability of call volumes by month and by year. That same uncertainty relates to what day, what time, what type of call and the amount of equipment and available firefighting staff that are required to address it.

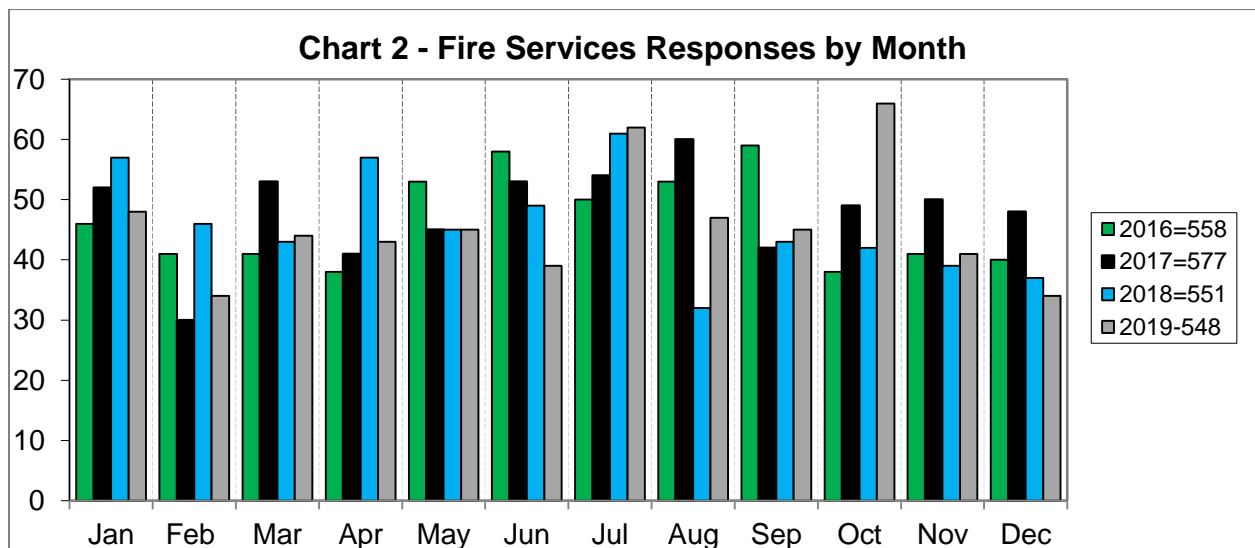
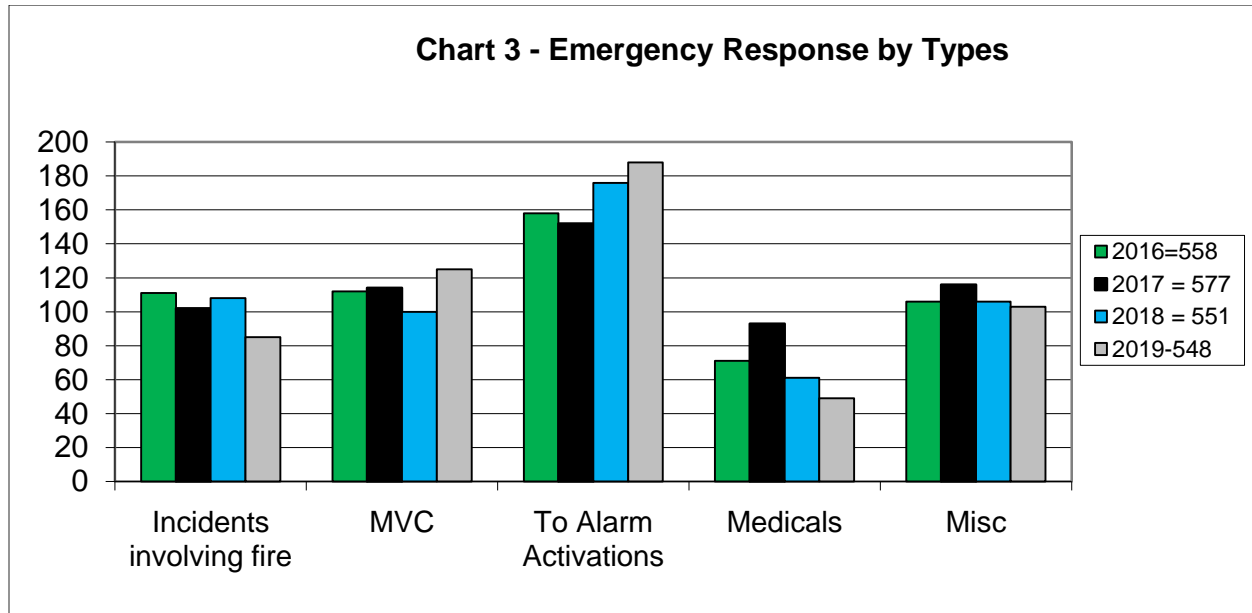


Chart 3 shows Incidents Involving Fire include: structures, vehicles, brush, dumpsters, BBQs and open burning. MVC (motor vehicle collisions) and To Alarm Activations are detailed in later charts. Miscellaneous calls can include but are not limited to: cancelled on route, assistance not required on arrival, odour complaints, wires down, natural gas leak investigation and assisting other agencies.



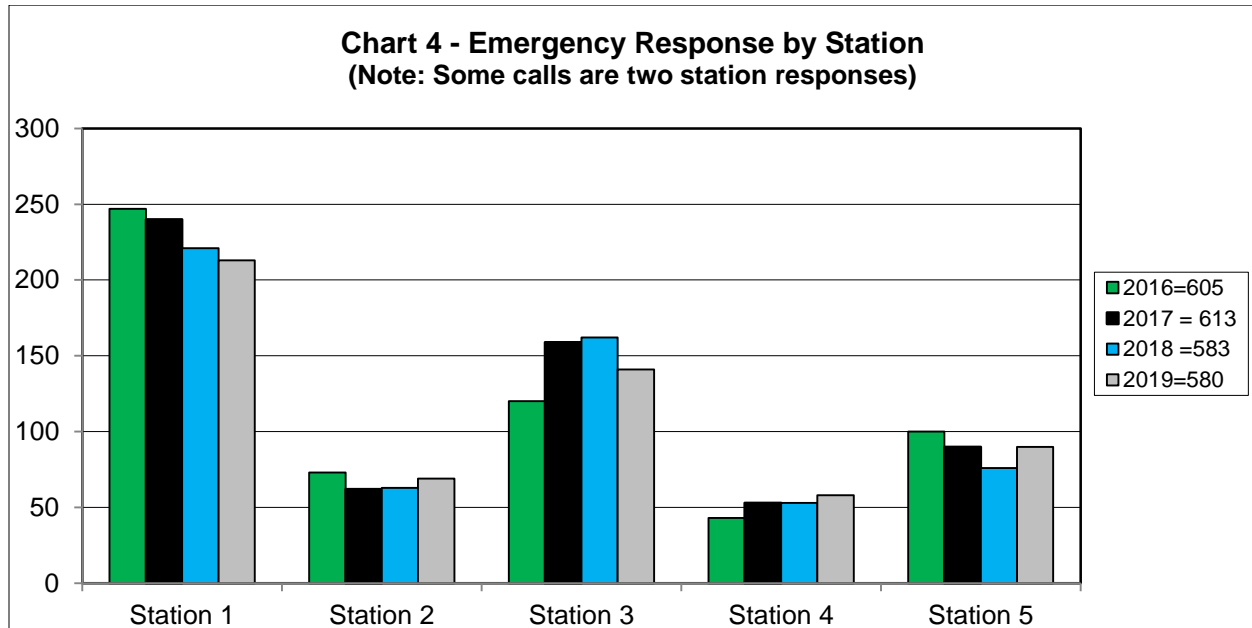
Emergency Response

The 5 Lakeshore emergency response districts shown on the attached maps (in blue, pink, orange, green and gray), were developed based on road networks, posted speed, geographical distance from the closest fire station, and the average time it takes for the first truck to leave each fire station.

Station 1 (Puce) and Station 3 (Belle River) provide first response coverage for the northwest quadrant of Lakeshore. This area has experienced the most growth (urban-like setting), contains approximately 76% of Lakeshore's population and experiences a large portion of the municipality's emergency call volume.

Station 5 (Comber) responds to the 3rd highest call volume in the largest geographical fire district that contains smaller population clusters, a large rural component and the longest stretch of highway 401.

Station 2 (Maidstone) and Station 4 (Ruscom) have similar sized rural and geographical areas. Chart 4 below shows the distribution of call volume by fire district.



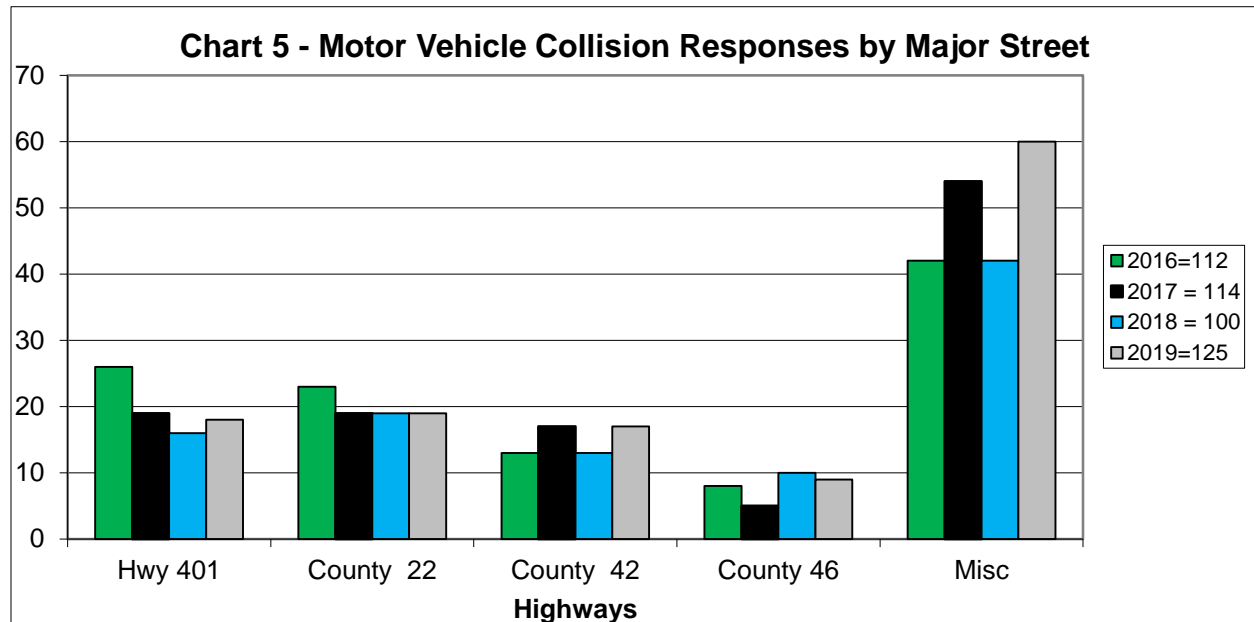
During the 4 year period of this report, one or more senior command staff (chief, deputy, assistant deputy) responded to 824 emergency calls along with volunteer firefighters. The reason for responding include:

- All structure fires are attended because of the inherent safety, complexity, data collection and the fire cause, origin and circumstances assessment that can only be completed by senior staff
- Responses that have a potential to impact firefighter mental wellness (significant injury/ entrapment/ suicide)
- When responding firefighting staff do not have an officer on the truck or the officer and/or staff have limited experience for the call type/ complexity they are responding to
- Highway 401 incidents depending on location, type and weather conditions
- Typical low firefighter availability times to supplement the staff resources
- To retrieve staff from hospital who have assisted paramedics in the ambulance
- Opportunity to observe staff to assess risks, safety, skills and conformance to operating guidelines and provide coaching as needed

Information by Type of Emergency Response

Motor Vehicle Collisions: The Fire Department is typically requested to attend a MVC when injuries, entrapment, significant fluid spill or fire conditions are reported. The incident counts below only reflect when an MVC was attended and work activities occurred. MVC calls where the department responded but were cancelled before arrival or arrived and no services were required are coded under the Miscellaneous category in Chart 3. The counts in Chart 5 below are only MVC events that the Fire Department was required and not a count of all Lakeshore motor vehicle collisions. The majority of

Highway 401 response costs are recovered by Fire Administration through the Ministry of Transportation.



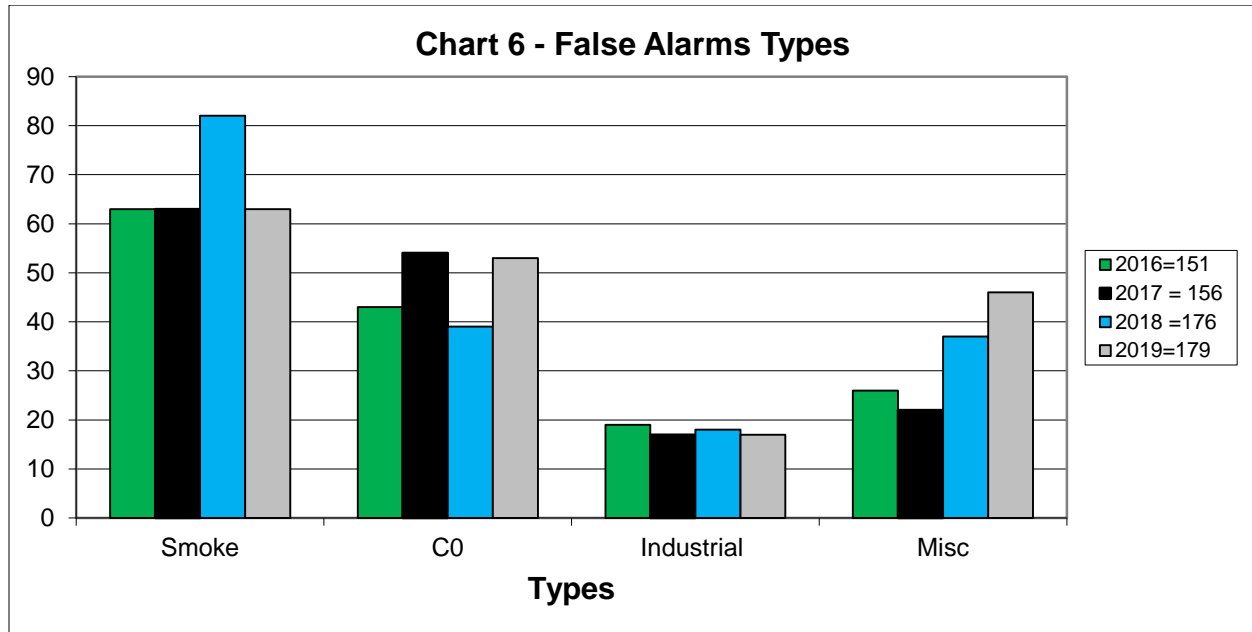
Attached is the “2016 thru 2019 Fire Department Response Motor Vehicle Collisions” map that visually identifies all the Fire Department attended sites including repeat locations and their frequency. As noted on the mapping, each fire district (identified by the 5 different colours) experiences their share of motor vehicle collisions while the west half of the municipality responds to a higher volume. Stations 1 (Puce) and 3 (Belle River) experience the higher density of vehicle collisions based on the urban-like setting.

False Alarms Types: Chart 6 below identifies the majority of false alarm categories over the last 4 years. These call types are alarm activations that result from alarm monitoring systems that notify the Fire Department or residential alarms that activate and the customer does not know why. The Fire Department responds to investigate and determine the cause.

False alarm responses can only be determined as false after the fire department has responded to investigate. Residential smoke alarm activation in this category can be from a careless cook, steam from a shower, construction dust, outdated smoke alarm, low battery alarm, and new construction multi-room smoke alarms that cause owner confusion with an accidental activation.

Carbon monoxide (CO) alarms must be investigated using a detection device to confirm CO does not exist. These false calls can be caused by low battery, outdated devices, and customer health symptoms mimicking CO exposure.

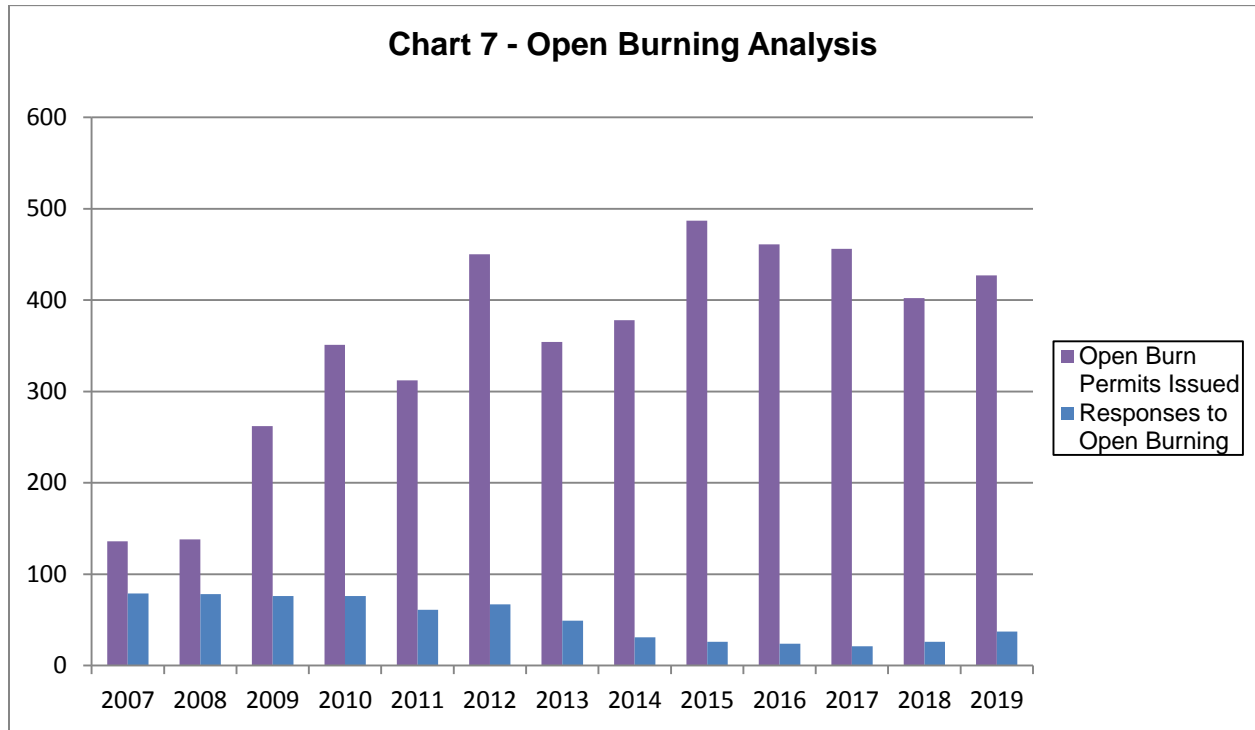
Industrial false alarms can be from bad detection devices, damaged sprinkler heads that cause water flow activating the alarm, person falsely activating a fire alarm pull station, and a fire alarm system malfunction. The fire inspection division ensures that fire alarm systems and devices are maintained in the buildings they inspect. Customers with two or more false alarms in a calendar year are assessed under the False Alarm By-law.



Open Burns

The Open Burn By-law was enacted in the spring of 2010. Chart 7 below shows open burn fire truck responses (blue) are now less than half of the 2010 response total. The no cost open burn phone call request has provided an opportunity to both educate the customer on fire safety and allow Fire Administration to know where the event is taking place.

Up until 2015 the burn permits counts shown, only represented one burn day at a time. The 2019 graph shows 427 permits which represents 1 day, 7 day and 1 month burn permissions where applicable. These changes were made to minimize customer call-in inconvenience, maximize their choice for weather appropriate burning and reduce Fire Administration time processing permit requests.



APPENDIX B

Response Data

The next 4 charts are intended to introduce our common emergency response measurements for Actual Structure Fire Responses, All Fires (Excluding Structures), MVC Responses, and Fire Alarm Activations.

The measurements shown represent all emergency responses for these categories in those years regardless of the time of day or day of the week. This connects later in the report when the Monday through Friday weekday only response focus is discussed.

Actual Structure Fire Responses: Chart 8 below is a comparative performance measure showing the “Actual Structure Fire” call volume for the last 10 years and the percentage of those calls that had at least 4 firefighters on the first responding truck. A minimum of 4 staff is required before the truck should leave the station.

Chart 8	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Actual Structure Fire Responses	19	33	16	25	20	19	20	22	22	21	23
First Response: 4 staff minimum (% of fire calls achieved)	95%	90%	100%	83%	80%	89%	90%	91%	86%	78%	88%
Depth of Service for structure fires: 10 staff/ 10 minutes 90% of the time	21%	15%	0%	4%	15%	11%	5%	9%	0%	0%	0%
Overall Department Average Assembly Time for structure fires Minutes: Seconds	6:06	5:43	6:41	6:11	6:28	6:56	7:06	5:53	5:56	6:31	7:02

The “Depth of Service” measurement was a former Ontario Fire Marshall guideline used to assess whether a minimum of 10 firefighters were on scene within 10 minutes of the call to staff the basic residential structure fire task requirements. Fire Administration has continued this measurement as a reference to historical performance.

The “Overall Department Average Assembly Time” represents how many minutes it takes for the first truck to leave the station after the pagers were activated. That truck has travel time to the location and onsite equipment set up before firefighting activities can begin. The depth of those activities is limited until additional trucks and personnel arrive. Truck launch times vary greatly depending on volunteer firefighter availability,

their location and activity when the pager is activated, day of the week, time of day along with weather and traffic conditions.

Fire doubles in size every minute. It can take 3 to 4 minutes for the process of fire discovery, initiating a 911 call and then dispatch gathering information before paging out the 2 nearest fire stations. Add assembly time for volunteer firefighters to get to the station and dress, then drive time from the fire station to the incident, and by the time fire crews arrive it will require several hours of firefighting efforts because of the amount of time the fire had to grow.

As Chart 8 shows, we can staff the first truck with 4 firefighters most of the time but it is taking longer to do it over the last 4 years. As the 10 staff in 10 minute percentage indicates, we typically don't have enough firefighters to properly engage the fire ground tasks until later in the event. This means fire control measures may be delayed, rescue efforts cannot begin and in places where hydrants don't exist – the potential to run out of water.

Attached is the "2016 thru 2019 Fire Response Structure Fires" map showing a visual representation of where the structure fires occurred across the municipality. Council will note that the majority of structure fires occur in the high density urban center throughout the Station 1(Puce) and Station 3 (Belle River) corridor. These same two fire stations respond to more than half of the Fire Department emergency responses each year.

Additional Response Data for other Call Types:

Charts 9 through 11 below show the number of calls per emergency type category, how many times there was 4 staff on the first truck, the average number of total staff that eventually attended that call type and how long it took to launch the first truck after pager activation. Note specifically the average staffing each year.

A minimum of 8 staff is typically enough to work emergency events for Charts 9 and 10.

However, change Chart 9 to a heat warning day or Chart 10 into a multi-vehicle event and the average attending staffing shown is not enough.

	2016	2017	2018	2019
Chart 9 - All Fires (Excluding Structures)	91	77	90	83
First Response: 4 staff minimum (% of fire calls achieved)	80%	71%	82%	80%
Depth of Service: Average # of Total staff	7.86	7.50	7.74	7.19
Overall Department Average Assembly Time for fires in minutes	6:46	6:25	6:54	6:13

	2016	2017	2018	2019
Chart 10 - MVC Responses	111	115	102	125
First Response: Minimum 4 staff (% of calls achieved)	71%	72%	69%	73%
Depth of Service: Average # of Total staff	7.47	6.90	6.75	6.73
Overall Department Average Assembly Time for MVA in minutes	5:59	6:30	6:26	6:02

	2016	2017	2018	2019
Chart 11 - Fire Alarm Activations	102	93	119	106
First Response: Minimum 4 staff (% of calls achieved)	78%	75%	73%	70%
Depth of Service: Average # of Total staff	5.45	5.28	4.82	5.47
Overall Department Average Assembly Time for Alarms in minutes	6:20	6:33	6:25	6:45

*Note: Actual "Fire" Alarm Activations above includes smoke/ fire alarm malfunctions, accidental activation and perceived fire emergencies. It does not include carbon monoxide alarm activation/ malfunction or related perceived emergency.

Chart 11 above shows that any fire alarm call over a 4 year period only turns out a small compliment of staff. If the alarm activation is a real emergency, those staffing numbers are not enough to address it.

APPENDIX C

Staff Coverage Discussion

Although the staffing numbers shown above are averages for those 4 years, it reflects calls that occurred at any time of day and any day of the week. With the volunteer firefighter service model, we have no idea who is available to respond. Every call is a wait and see if there is enough staff.

However, in the daytime, Monday through Friday we know from experience and now from a stats analysis, that “if” our typical daytime staff is at home and available to respond, we only have around 20 volunteer firefighters across the municipality. That number drops between commute times in the morning and the evening as staff transition to and from work.

Weekday Response Analysis:

In fact a detailed analysis of all 2019 emergency responses during Monday through Friday, from 6AM to 6PM identified that:

- 41% of all Lakeshore emergency responses occurred in that timeframe
- 4 firefighters was the average staff attendance
- 7 minutes was the average time before a truck left the station

Those average response rates Monday through Friday indicate that a potential fire event at any residential building, or a multi-storey building in the Amy Croft area (Station 1 – Puce - Fire District) would require a 4 Lakeshore fire station response to get enough staff to start the event. This delay in initial staffing and response equates to a potential delay in rescue efforts, increased structural damage and content loss, longer time to control the fire, an increased risk for firefighter safety and a lengthy displacement of the occupants.

Based on average station assembly and travel times, a hotel event would be 30 minutes underway when the final crew from Station 4 arrives to make an average total of 16 firefighters. This leaves the remaining municipality covered by Station 5 (Comber) and a request for Mutual Aid standby coverage from Kingsville, Essex and Tecumseh.

Here’s why the staff numbers in Chart 11 are concerning. Any fire alarm activation call without details to say otherwise, is assumed to be an emergency event until the Fire Department is advised or observes otherwise. If on arrival the alarm is actually a working fire, the department average daytime response of 4 staff members for alarm calls is not enough to work the event, also considering on average the first truck out only has 4 staff 74% of the time.

Each fire station is staffed between 15 to 20 firefighters with the intent that a typical emergency will turn out enough people resources. A larger event, like a reported structure fire is an automatic 2 fire station response. However, as noted in the weekday timeframe analysis, those staffing resources are limited to 4 firefighters per station.

With a new 6 storey hotel followed by five – 6 storey condominiums and a proposed 8 storey apartment building, an initial weekday single fire station alarm response of 4 or less firefighters has a very limited potential of what we can do. Windsor Fire and Rescue was consulted to determine the number of fire alarm activations and their typical response team size to a similar hotel site. They attend an average of 12 fire alarm calls per year with a minimum staffing response to that building type of 15 firefighters.

If the Windsor Fire and Rescue hotel alarm experience holds similar for Lakeshore (which does not include the multiple 6 storey condos beside the hotel and the 8 storey apartment building) Lakeshore Fire would be deploying staff from multiple stations and implementing Mutual Aid standby on a frequent basis. Something for which the Mutual Aid system was not designed.

In an attempt to supplement that limited weekday single station staffing response, a second station will soon be automatically added to the dispatch protocol for weekday fire alarm activations. This will apply to the area from the Patillo Road corridor westward to Manning Road for any large building, high occupancy building, and multi-storey structures. If this adjustment doesn't turn out the staffing numbers required, then an automatic 3 station daytime response will be considered.

The current weekday volunteer firefighter service model is challenged to provide the firefighter resources needed to support some of the higher demand emergency response types. Administration anticipates a further reduction in available weekday staffing as explained in the commentary below.

The future 2021 Fire Master Plan update will identify staffing options for Council to consider.

Additional impacts to Fire Department services:

- Currently the volunteer firefighter average service years is 16
- Over the next 2 to 3 years we anticipate 20 people will leave the department
- 7 of those are high seniority and have been retired from their fulltime employment for at least 10 years and have provided the Monday to Friday daytime emergency response coverage at their stations when available
- Those 7 also deliver fire trucks for repairs, maintain Fire Department equipment, test 27,000 feet of fire hose annually, and contribute significantly to in-school fire prevention week activities
- The only other available staff might be shift workers or those on vacation

- There is no staff coming up to replace those daytime helpers.
- Puce and Belle River fire districts should experience increased call volumes from continued municipal growth. This can push the envelope of firefighter work/ life/ mental health balance and our ability to retain them.

A fulltime firefighter presence is the only way to ensure those resources exist.

APPENDIX D

Firefighter Mental Wellness Tracking

All Fire Department staff have some level of exposure to emergency events and the various associated traumas. Our staff can be exposed to customers who experience a heart attack, significant blood loss, impalement, dismemberment, vehicle collision entrapment, suicide and in more recently – potential exposure to Covid-19. The potential physiological impact from the event itself, witnessing the effect on customer loved ones or relating the situation to someone you know, are just examples of how continued situational exposures can impact staff mental wellness.

In 2016 Fire Administration presented the R2MR (Road to Mental Readiness) Program to all firefighting staff. The principles of the training are included in yearly training topics to help keep the teachings top of mind. Fire Administration recently had 2 representatives attend 4 days of peer support training offered to all regional emergency services through Essex-Windsor EMS. Those 2 reps will take the most appropriate skills and information provided to develop a Lakeshore Fire program best suited for our department firefighter peer support representatives.

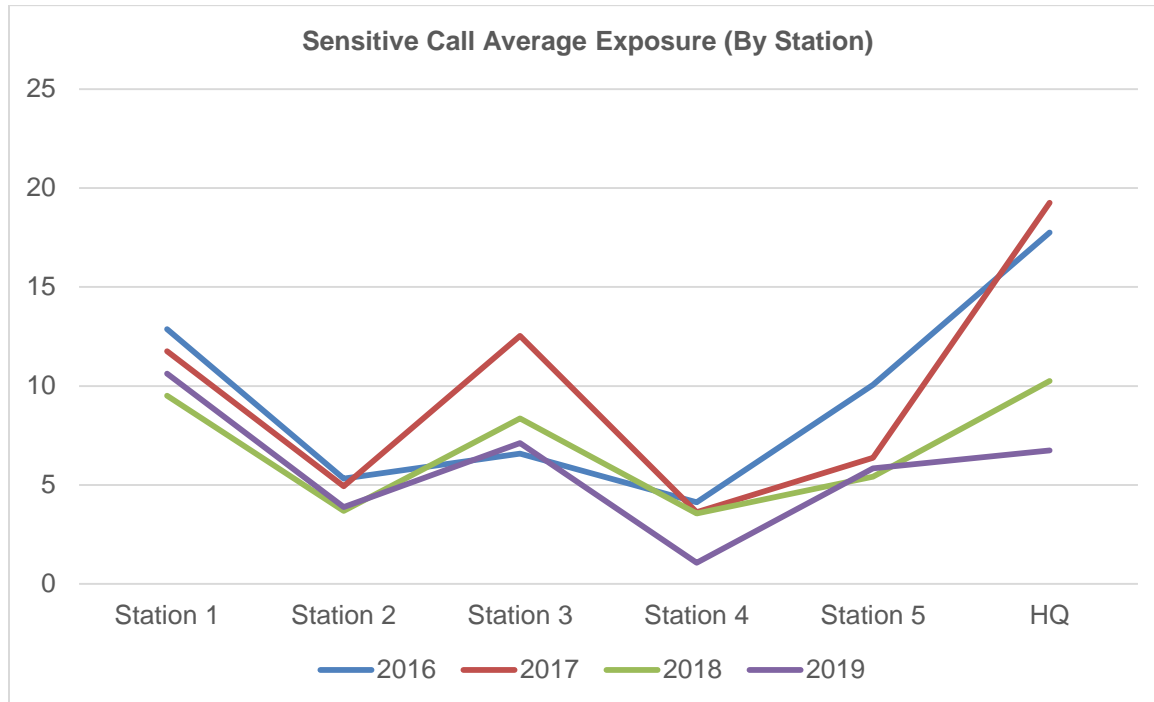
Fire Administration also began proactive tracking of first responder exposure to mental wellness events. In other words, since 2016, any emergency response call that had the potential to impact mental wellness has been tracked for each Fire Department member. Each “sensitive” call type is rated based on 1 of 4 categories:

- Assisted EMS in the ambulance on the way to hospital or assisted with body removal,
- Sights/ sounds/ hands on contact with the patient,
- On scene no exposure,
- Not on scene.

The frequency of sensitive call volume exposure is monitored and may result in a proactive discussion with involved staff to remind them of the events they have attended and the possible impact it could have on their mental wellness. Even our clerical support person can be impacted through her exposure to every fire report, downloading scene pictures and hearing office conversations from command staff.

Fire Service exposure to traumatic events can add to a staff member’s already stressed home and/ or work life. Lakeshore Fire is committed to the overall mental health of our team through these proactive measures and providing on scene support, post incident follow up and ensuring staff are aware of our Peer Support Team, Employee Assistance Plan, and access to local apps and resources available to them.

When it comes to mental health, we must look out for and support each other. Although there is always opportunity to do more, supporting the size of a volunteer firefighter model over the geography that we cover can be challenging.



The graph above demonstrates the average number of sensitive calls that firefighters attended at each station each year. Not every firefighter went to every sensitive call. Using Station 1 as an example, in 2016 (blue), of the 16 staff at that station, they were exposed on average 13 times to a sensitive call that year or a total of 45 sensitive calls over a 4 year period.

The HQ part of the graph represents the average number of sensitive calls that command staff attended across the 5 fire districts. In other words the 3 command staff (Chief, Deputy, and Assistant Deputy) were each exposed to an average of 54 calls over the same 4 year period.

Some high attendance firefighters at Station 1 have been involved in over 100 sensitive calls in the last 4 years. This points to a hidden challenge that the volunteer firefighting group faces with an increasing population area and the potential for more sensitive emergency response exposure. As a volunteer firefighter, you respond when available. A high attendance firefighter could see more sensitive calls than their fulltime city counterparts who work 7 – 24 hour shifts in a month.

Fire Administration participated in a 1.5 year Ministry of Labour Mental Health Coalition that was funded through a provincial grant. Essex-Windsor EMS Chief Bruce Krauter initiated the idea that saw representatives from all the regional emergency services, Canadian Mental Health Association, Family Services Employee Assistance Plan and other associated agencies meet to discuss mental health challenges for first responders. From that committee came several initiatives that included: regional training opportunities, development of an Equine-Facilitated Psychotherapy program, mental health videos and development of a regional first responder mental health app. The

intent was to further reduce the stigma and discrimination associated with first responder mental wellness and provide education, tools and contacts to build personal resiliency and support network awareness. Those goals and ongoing efforts continue today.

APPENDIX E

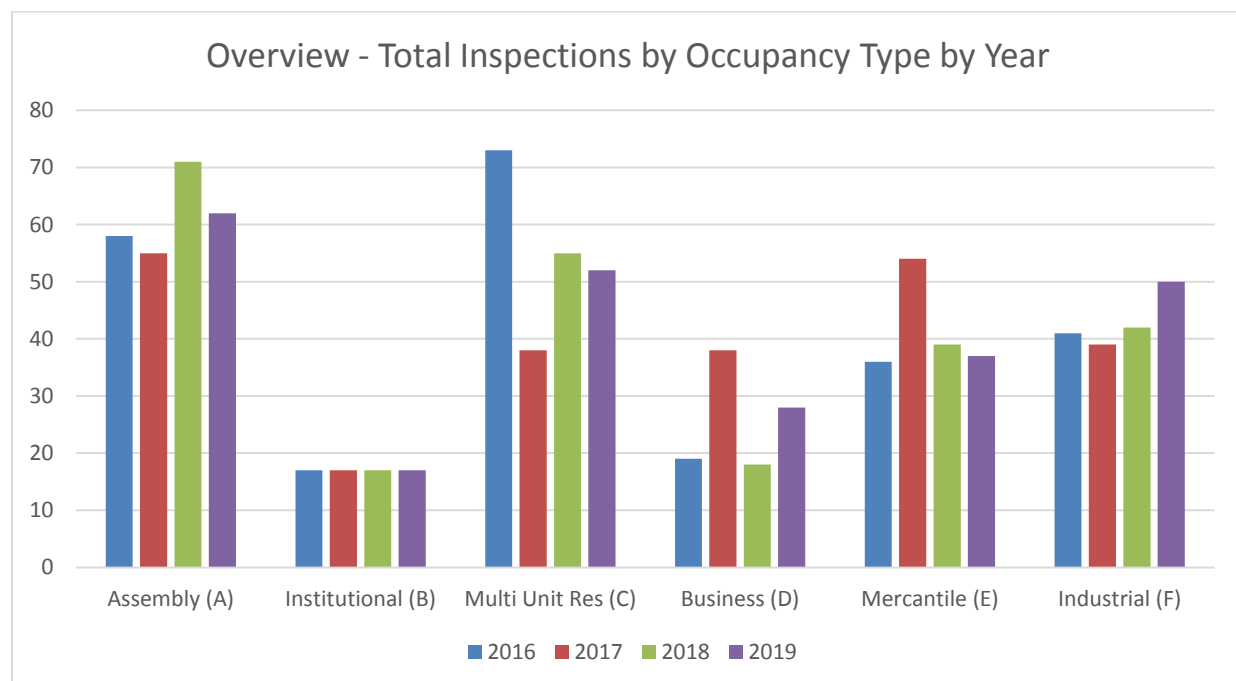
Part B: Fire Inspection and Code Enforcement:

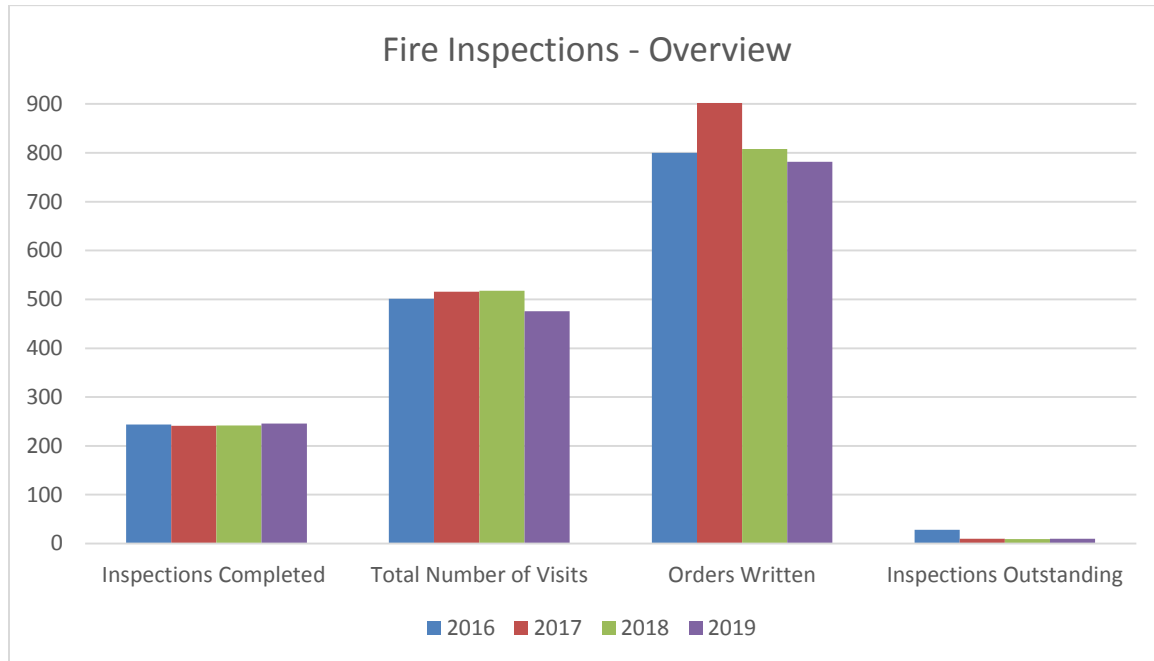
When a new building is constructed or renovated it must meet the requirements of the Ontario Building Code that include fire protection and life safety requirements. Once a building is approved by the building department for occupancy, it then becomes the responsibility of the Fire Department through the Ontario Fire Code to ensure all the fire protection and life safety devices are maintained for the life of that building.

Lakeshore's fire inspection program is "risk based" that started on high occupancy building types (schools, churches, long term care facilities, restaurants) and the high risk employment occupancies that could impact the community should the business be impacted by fire.

Depending on the occupancy type, the site inspections are based on 1, 2 and 3 year cycles. Some occupancy types must remain as annual inspections because of the associated fire risks and fire code requirements. The following 2 graphs illustrate the occupancy types that were inspected, the number of annual inspections, the number of visits to complete the inspection and the number of fire code deficiencies identified.

Through this 4 year report timeframe, there have been 973 site inspections that identified 3298 fire code deficiencies.





These statistics will vary from year to year depending on which occupancies are in the cycle (complexity), the time it takes to inspect the facility (size), the number of life safety devices that require third party confirmation they work (inspector time to review those documents), the number of deficiencies found, associated technical research, follow up visits and associated paperwork.

During this 4 year period, the Lakeshore Fire Department issued:

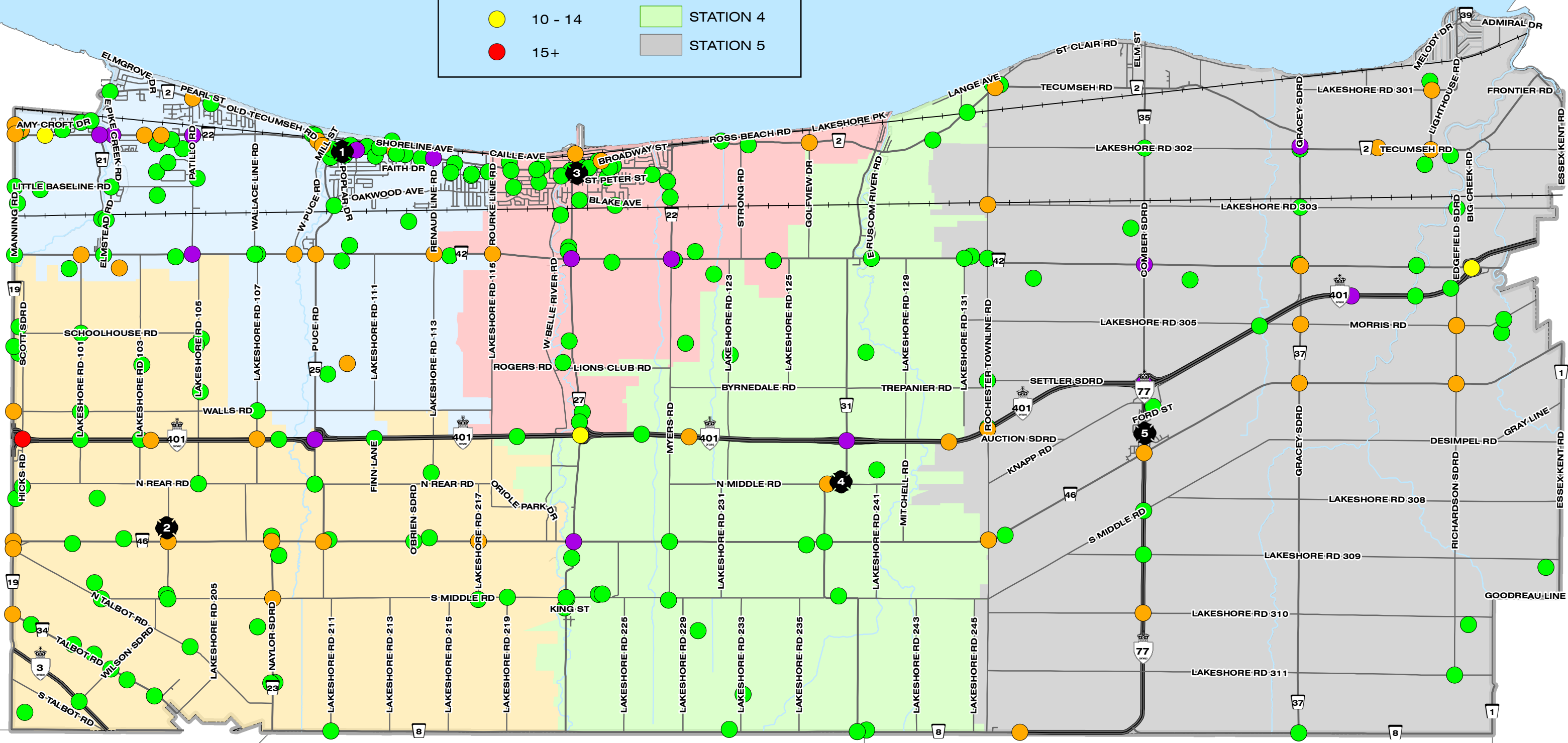
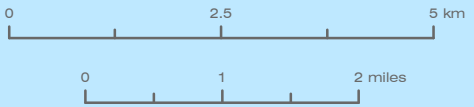
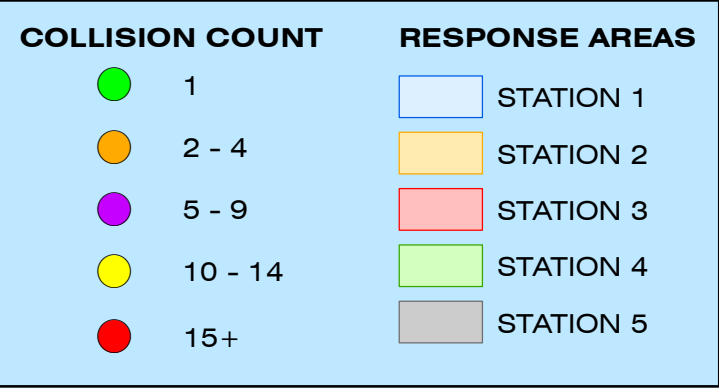
- 22 Inspection Orders
- 14 Provincial Offences Act Part 1 Tickets (total fines \$5,040)
- 1 Provincial Offences Act Part 3 Fine (\$4,350)

A snapshot of the 250 inspections completed in 2019 showed that a total of 4.4 million square feet of space was inspected which impacted almost 24,000 people in our community. Attached is the “2019 Fire Inspection Locations” map visually showing where those inspections occurred across the municipality.

The home Smoke Alarm check program was completed by fire crews during emergency response calls and through the fire inspection program. It resulted in 2226 site inspections and a 97% compliance rate.

Overall the fire inspection program has provided significant benefits for the community. Besides ensuring Fire Code compliance and a chance to educate the customer, it has identified hazardous sites, arranged Fire Department access through lock boxes, discovered buildings that have undergone illegal change of use, and provided information critical to Fire Department emergency response.

TOWN OF LAKESHORE
2016 THRU 2019 FIRE RESPONSE
MOTOR VEHICLE COLLISIONS



This map was produced by the Town of Lakeshore GIS Department and is intended for illustrative purposes only. Every attempt has been made to ensure the accuracy of this data however, errors may occur. September 2020.

TOWN OF LAKESHORE
2016 THRU 2019 FIRE RESPONSE
STRUCTURE FIRES

RESPONSE AREAS

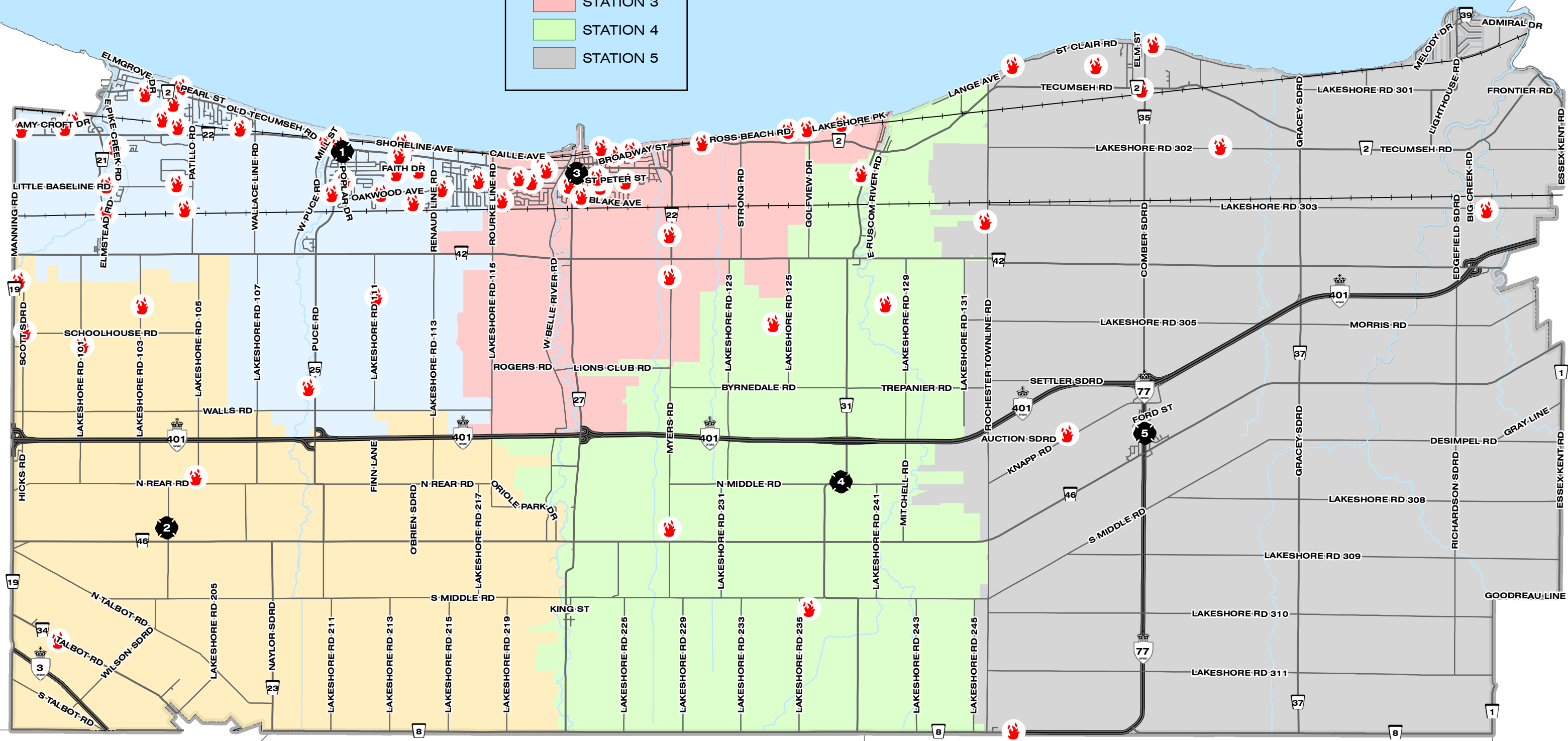
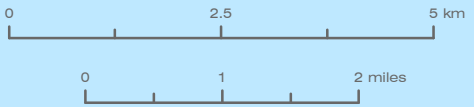
STATION 1

STATION 2

STATION 3

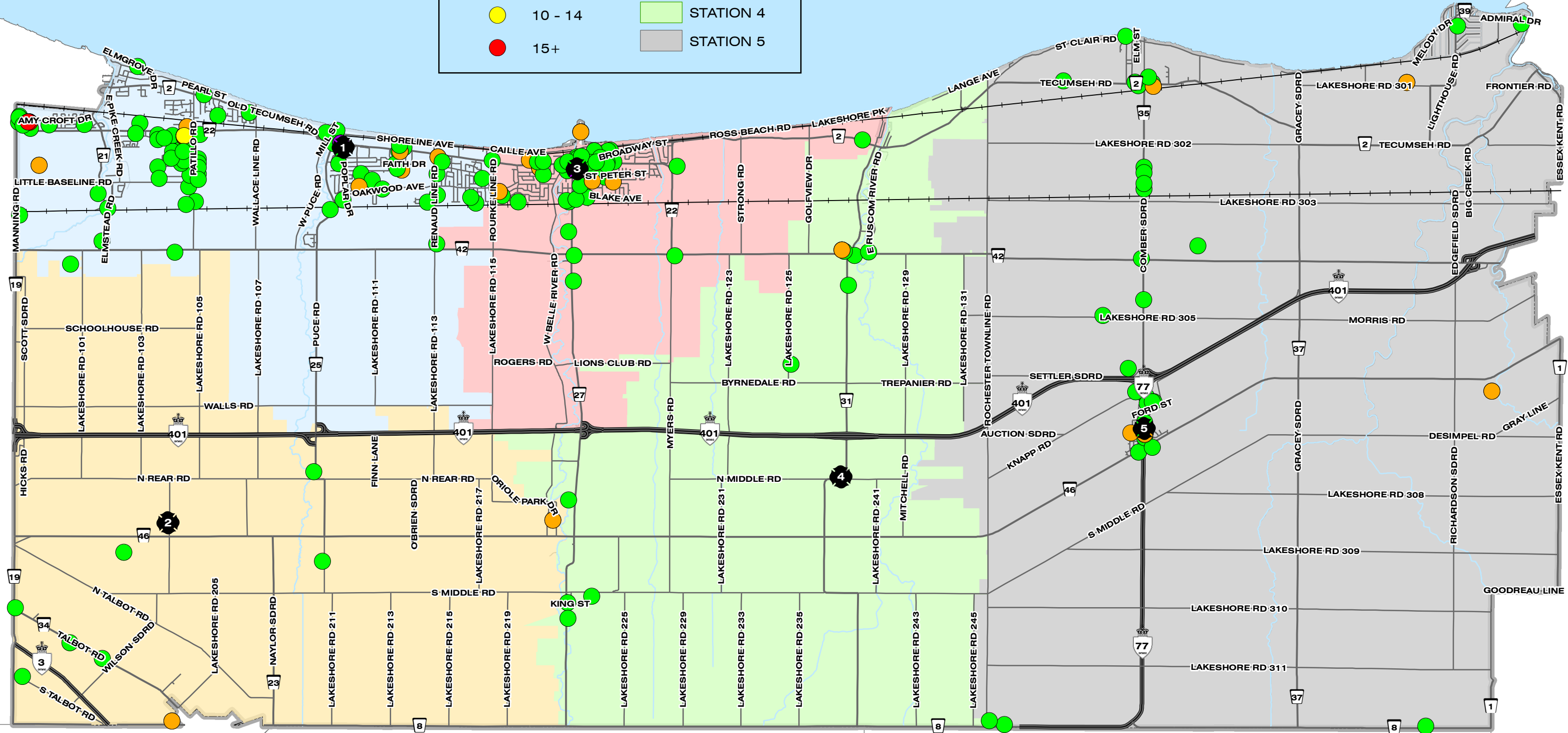
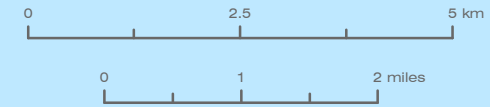
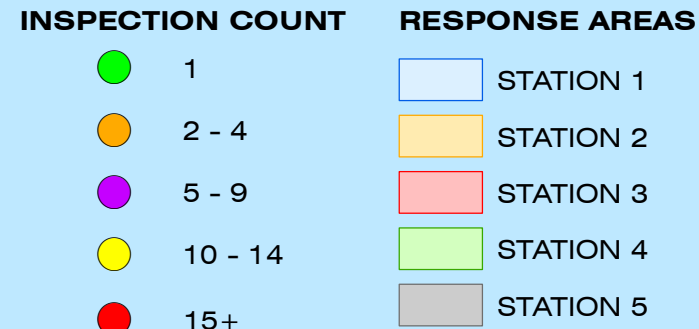
STATION 4

STATION 5



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TOWN OF LAKESHORE
2019 FIRE INSPECTION LOCATIONS



This map was produced by the Town of Lakeshore GIS Department and is intended for illustrative purposes only. Every attempt has been made to ensure the accuracy of this data however, errors may occur. September 2020.

Municipality of Lakeshore - Report to Council

Engineering & Infrastructure Services

Engineering Services



To: Mayor & Members of Council

From: Krystal Kalbol, Director of Engineering and Infrastructure Services

Date: May 6, 2021

Subject: Amy Croft Secondary Planning Area, Sanitary Sewer Conveyance Update

Recommendation

This report is for information only.

Background

At the February 2, 2021 Council meeting, Council deferred the processing of a high density residential development zoning by-law application in pursuit of further study regarding sanitary sewage conveyancing from the Amy Croft Secondary Plan Area to the Denis St. Pierre Sewage Treatment Plant.

This study was undertaken by Stantec Consulting Ltd. commencing in early 2021. The Amy Croft Sanitary Servicing Study report dated May 6, 2021 has been appended for information as Appendix A.

Six (6) options (and various sub options) were evaluated that could provide additional sanitary conveyance capacity to service the Amy Croft Secondary Plan Area. Estimated costs were assessed for each option. The options set forth in the attached report range in cost from \$7 M to \$17.9 M.

The following should be noted:

- The sanitary sewer (recently installed) along the Lanoue Street extension and the sanitary sewer along Amy Croft Drive would require upsizing/replacement;
- These options propose a sanitary sewer from the Amy Croft Secondary Planning Area to the Municipality's sanitary trunk main (Wallace Woods trunk main) crossing the Puce River (located on West Puce River Road);
- The options presented all propose to utilize capacity in the Wallace Woods trunk main to convey sewage from the Puce River crossing (located on West Puce River Road) to the DSPWTP;
- Any of the options identified would impact the future development of the Wallace Woods Secondary Planning Area related to sanitary conveyance capacity and in

turn this area would require additional sanitary sewage conveyance capacity to service the lands within the Wallace Woods Secondary Planning Area; and

- Ideally, this type of growth and density should be looked at and/or accommodated in areas where initial planning of the infrastructure would allow for the proper conveyance to accommodate medium to high density through a Secondary Planning process whereby the developers are responsible for all costs associated with servicing the lands.

Comments

The density for the undeveloped lands within the Amy Croft Planning Area were put forward and approved through the Amy Croft Secondary Plan, Planning Report (dated June 2018), through the provisions of the Zoning By-law and subsequently through execution of the current site plan agreements.

As identified in the attached report, the Do Nothing option (Option 6) continues to remain in line with the approved Amy Croft Secondary Plan and the existing sanitary sewer capacity that is available to service this area.

Currently, several of the parcels in the Amy Croft Secondary Plan have been or are in the process of being developed. If the remaining vacant parcels were to put forward proposals at a higher density than what was previously planned for in the plan, the existing sanitary sewer conveyance system would not have capacity to accommodate this and Options 1 to 5 noted in the attached report would need to be considered.

If the developer(s) wish to pursue additional servicing to this area, the Municipality would be required to update the 2018 Water Wastewater Master Plan. This update would be triggered by the developer or developers (a consortium) to facilitate and lead the implementation of any of the proposed options--then the Municipality can commence with a formal update to the Master Plan.

Conclusion

Following this Report to Council, the options presented by Stantec Consulting Ltd. to increase the sanitary sewage conveyance to the Amy Croft Area will be discussed with proponents pursuing development in the Amy Croft Secondary Plan Area.

Others Consulted

Stantec Consulting Ltd. was consulted as part of this report.

Financial Impacts

The financial impact to the Municipality was the cost to complete the attached report (Amy Croft Sanitary Servicing Study report dated May 6, 2021) in the amount of \$37,800 plus HST. This is being funded through the Wastewater consulting operating budget.

Attachment: Appendix A – Amy Croft Sanitary Servicing Study – May 6, 2021

Report Approval Details

Document Title:	Amy Croft Sanitary Conveyance Update.docx
Attachments:	- Amy Croft Sanitary Servicing Study - May 6 2021.pdf
Final Approval Date:	May 6, 2021

This report and all of its attachments were approved and signed as outlined below:

Rosanna Pellerito

Kristen Newman

Truper McBride

**Municipality of Lakeshore
Amy Croft Sanitary Servicing
Study**



Prepared for:
Municipality of Lakeshore

Prepared by:
Stantec Consulting Ltd.

May 6, 2021

Sign-off Sheet

This document entitled Municipality of Lakeshore – Amycroft Sanitary Servicing Study was prepared by Stantec Consulting Ltd. ("Stantec") for the Municipality of Lakeshore (the "Client"). Any reliance on this document by any third party is strictly prohibited. The material in it reflects Stantec's professional judgment in light of the scope, schedule and other limitations stated in the document and in the contract between Stantec and the Client. The opinions in the document are based on conditions and information existing at the time the document was published and do not take into account any subsequent changes. In preparing the document, Stantec did not verify information supplied to it by others. Any use which a third party makes of this document is the responsibility of such third party. Such third party agrees that Stantec shall not be responsible for costs or damages of any kind, if any, suffered by it or any other third party as a result of decisions made or actions taken based on this document.



Prepared by _____

(signature)

Lina Florian, EIT



Approved by _____

(signature)

Clarence Jubenville, P.Eng.

Table of Contents

EXECUTIVE SUMMARY	I
ABBREVIATIONS.....	IV
1.0 INTRODUCTION	1.1
1.1 BACKGROUND.....	1.1
1.2 REVIEW OF ALTERNATIVE SOLUTIONS.....	1.2
1.3 OBJECTIVE	1.3
1.4 DATA SOURCE.....	1.3
1.5 SERVICING STUDY METHODOLOGY	1.3
1.5.1 Overview.....	1.3
1.5.2 Population Data	1.3
1.5.3 Considerations.....	1.4
1.6 EXISTING CONDITIONS.....	1.4
1.6.1 Topography.....	1.4
1.6.2 Soil Conditions.....	1.4
1.6.3 Environmental Conditions	1.5
2.0 INFRASTRUCTURE AND SERVICE AREAS.....	2.1
2.1 EXISTING INFRASTRUCTURE AND SERVICE AREAS	2.1
2.1.1 General.....	2.1
2.1.2 Existing Wastewater Collection System	2.1
2.2 PROPOSED HIGH DENSITY DEVELOPMENT.....	2.2
2.2.1 General.....	2.2
2.2.2 Proposed Options to Accommodate High Density Development	2.2
3.0 SANITARY DESIGN CRITERIA	3.1
3.1 WASTEWATER FLOW CRITERIA.....	3.1
3.2 TRIBUTARY AREAS AND POPULATIONS	3.2
3.2.1 Existing Sanitary Servicing Area.....	3.2
3.2.2 Northwest Area.....	3.2
3.3 EXISTING AND PROJECTED WASTEWATER FLOWS	3.2
4.0 OPINION OF PROBABLE COST AND COST SHARING	4.1
4.1 GENERAL.....	4.1
4.2 LEVEL OF ACCURACY	4.1
4.3 OPINION OF PROBABLE COST.....	4.2
5.0 SUMMARY.....	5.1
5.1 RECOMMENDATIONS	5.1
5.2 PERMITS AND APPROVALS.....	5.1
6.0 REFERENCES.....	6.1

LIST OF TABLES

TABLE 3-1: SANITARY FLOW PROJECTION DESIGN CRITERIA	3.2
TABLE 4-1: CLASSIFICATION OF OPINIONS OF PROBABLE COST	4.2
TABLE 4-2: OPINION OF PROBABLE COST SUMMARY	4.3

LIST OF APPENDICES

APPENDIX A FIGURES

FIGURE A and B - Summary of Options
FIGURE 1 - Option 1
FIGURE 2 – Option 1A
FIGURE 3 – Option 2
FIGURE 4 – Option 2A
FIGURE 5 – Option 3
FIGURE 6 – Option 3A
FIGURE 7 – Option 4
FIGURE 8 – Option 4A
FIGURE 9 – Option 4B
FIGURE 10 – Option 4C
FIGURE 11 - Option 5

APPENDIX B PRELIMINARY SEWER DESIGN SHEETS

SANITARY SEWER DESIGN SHEET 1 – Option 1-4C
SANITARY SEWER DESIGN SHEET 2 – Option 1
SANITARY SEWER DESIGN SHEET 3 – Option 1A
SANITARY SEWER DESIGN SHEET 4 – Option 5

Executive Summary

GENERAL

Proposed new medium to high density developments are expected in the Municipality of Lakeshore's northwest service area which covers approximately 16.35 hectares (ha). The northwest area comprises mostly of agricultural or fallow land surrounded by residential and commercial land use.

In 2006 when the Amy Croft Secondary Plan Study was conducted, it was anticipated that the area would be developed as commercial use with low density sewage servicing requirements similar to the existing commercial developments in the abutting areas.

In 2017, the Municipality approached the property owners in the study area to discuss cost sharing of the required infrastructure to help facilitate the construction of the servicing improvements. The 2017 discussions revealed that some of the developments were proposing uses with medium density sewage capacity requirements. Prior to finalizing agreements with the developers, CH2MHill had conducted the Lakeshore Sanitary Masterplan and confirmed that the added sewage from the submitted developments could be accommodated into the system downstream of Amy Croft and the sewers along Lanoue St were designed to accommodate this anticipated medium density sewage servicing requirements.

The area is presently serviced by an existing municipal wastewater collection system that was sized to support low to medium density future growth. Wastewater generated by the proposed new developments in the northwest area is to be conveyed to the St Clair Shore Pumping station and ultimately to the Denis St Pierre Water Pollution Control Plant (DSPWPCP). Some developers in the northwest area have requested that the Municipality of Lakeshore allow higher density development and provide the necessary sanitary servicing infrastructure in the area to allow for the orderly development of the lands.

The intent of this servicing study is to review the existing municipal infrastructure and identify upgrades or new infrastructure required to provide higher density sanitary servicing for the proposed new developments, within the northwest area of the Municipality of Lakeshore. This report discusses anticipated costs of the municipal infrastructure and includes various development scenarios as well as the preferred strategy.

This study comprises of Sections 1 to 6 inclusive and Appendix A to C. A brief description of each section follows.

SECTION 1 – INTRODUCTION

This section describes the circumstances necessitating a sanitary servicing study for the Municipality of Lakeshore's Amy Croft area and provides background history of the existing infrastructure in the Municipality and current conditions of the area.

SECTION 2 – INFRASTRUCTURE AND SERVICE AREAS

This section describes the existing infrastructure in the Municipality of Lakeshore as it relates to sanitary sewers and pumping stations. This section also describes the proposed sanitary servicing requirements needed for proposed higher density new developments in northwestern area of the Municipality.

SECTION 3 – SANITARY DESIGN CRITERIA

This section outlines the existing and projected wastewater flows based on established tributary areas, estimated total population densities and the Municipality of Lakeshore design standards. The sanitary design criteria establish the parameters utilized to develop projected flows, evaluate system capacities and determine future needs. For the northwest sanitary service area, various development scenarios were examined to determine the proposed new conveyance infrastructure and location as well as verify if the existing infrastructure in the Municipality has sufficient capacity for the additional wastewater flows.

SECTION 4 – INFRASTRUCTURE REQUIREMENTS

This section summarizes the options to adequately service the ultimate buildout of the proposed new higher density developments in northwest area of the Municipality.

In order to accommodate the proposed higher density buildout of all the potential developments identified in this report, improvements to the existing sanitary sewer along Amy Croft Drive and downstream should be constructed with new pumping stations, forcemain and gravity sewers to the existing Oakwood Trunk Sanitary sewer along West Puce River Rd. If the changes to the system are contemplated to provide addition capacity to the northwest service area, these changes should be reflected in the Municipality's Stormwater Master Plan when updates to the Mater Plan are conducted.

SECTION 5 – OPINION OF PROBABLE COST AND COST SHARING

A total of ten alternatives were reviewed to provide additional servicing capacity to the undeveloped lands in the Amy Croft area. This section summarizes anticipated probable costs for proposed works with the various alternatives that were analyzed (in 2021 dollars). Additional options or modifications to options can be reviewed if requested by the Municipality.

SECTION 6 – SUMMARY

This section summarizes recommendations that are made with respect to this study.

If higher density future development in the northwest area were to be accommodated, upgrades to the existing sanitary sewer system will be required. Since the anticipated costs of the options to upgrade the sewer conveyance are very high and the added sanitary flow to the system significantly impacts the systems downstream, it is recommended that the Option 6 “Do Nothing” is accepted. If there is a desire by the developers and Municipality to pursue higher density development in the Amy Croft area, the Municipality's Sanitary Master Plan would have to be revisited and amended to accommodate the significant added flows.

For this recommended Option 6 “Do Nothing”, the following works are proposed as follows:

- With this option, no improvements to the existing sanitary conveyance system would be made, so there would be no additional costs.
- With no improvements to the sanitary sewer system, the future development of lands would be subject to the low to medium density as designed.

SECTION 7 – REFERENCES

This section lists previously completed reports referenced in this sanitary servicing study.

Abbreviations

DSPWPCP	Denis St Pierre Water Pollution Control Plant
AVDY	Average Day Demands
ECA	Environmental Compliance Approval
ERCA	Essex Region Conservation Authority
FUS	Fire Underwriters Survey
ICI	Industrial, Commercial, and Institutional
I&I	Inflow and Infiltration
kPa	Kilopascal
L/cap/day	Liters per capita per day
MECP	The Ontario Ministry of the Environment, Conservation and Parks
MXDY	Maximum Day Demands
psi	Pounds per square inch
TDH	Total Dynamic Head

1.0 INTRODUCTION

1.1 BACKGROUND

Proposed new developments are expected in the Municipality of Lakeshore's northwest service area west of West Pike Creek Rd and north of County Rd No. 22. The undeveloped lands in this area cover approximately 16.35 hectares (ha). The northwest undeveloped area comprises mostly of agricultural or fallow land surrounded by residential and commercial land use.

An Infrastructure Component of the Amy Croft Secondary Plan Study was completed in 2006 by Stantec Consulting to implement recommended solutions for servicing. At that time, it was anticipated that the area would be developed as commercial to match existing abutting land use with low sewage requirements. The design criteria used included 3.25 people per lot for existing residential, 25 people (equivalent population) per Ha for commercial, 450 L/capita/day consumption and 0.10 L/Ha/s for peak extraneous flow. The MOE guidelines at that time recommended that residential populations be estimated based on the anticipated population for the area, a minimum of 25 people per Ha where low density development is anticipated but the use is unknown, 225 to 450 L/capita/day consumption and peak extraneous flow subject to designer's judgement based on pipe joint type, etc.

In 2017, the Municipality approached the property owners in the study area to discuss cost sharing of the required infrastructure to help facilitate the construction of the servicing improvements. The 2017 discussions revealed that some of the developments were proposing uses with medium density sewage capacity requirements. Prior to finalizing agreements with the developers, CH2M Hill had conducted the Lakeshore Sanitary Masterplan and confirmed that the added sewage from the submitted developments could be accommodated into the system downstream of Amy Croft and the sewers along Lanoue St were designed to accommodate this anticipated low to medium density sewage servicing requirements.

The area is presently serviced by an existing municipal wastewater collection system that was sized to support low to medium density commercial future growth. Wastewater generated by the proposed new developments in the northwest area is currently designed to be conveyed to the St Clair Shores Pumping station and ultimately to the DSPWPCP. Some developers in the northwest area have requested that the Municipality of Lakeshore allow medium to high density (some properties are proposing densities as high as 343 people per Ha.) development and provide the necessary sanitary servicing infrastructure in the area to allow for the orderly development of the lands.

In order to allow for higher sewage requirements, the existing sewage conveyance infrastructure would have to be reviewed to determine what upgrades, if any would be required.

In 2018, the Municipality of Lakeshore extended the Oakwood Trunk sanitary sewer across Puce River to service lands west of Puce River. When the downstream sections of this trunk sanitary

sewer were designed and constructed nearly twenty years ago, it was anticipated that the lands to the west in the undeveloped service area would be low density (Residential density of 25 people per Ha. and Commercial / Industrial equivalent density of 15 people per Ha.). It was also anticipated that the existing areas that were currently serviced by the trunk sanitary sewer along County Rd No. 2 would continue to drain to that trunk sewer. The Oakwood Trunk sanitary sewer can accommodate some diverted flows from the County Rd No. 2 trunk sewer in the interim but ultimately, the Sanitary Masterplan should be updated in the future with strategies to accommodate these changes and potentially higher density development in the future service area.

1.2 REVIEW OF ALTERNATIVE SOLUTIONS

The Provincial Policy Statement, 2014 (PPS) sets the policy foundation for regulating the development and use of land. Section 1.6.6.2 of the PPS clearly states that municipal sewage services are the preferred form of servicing for settlement areas. We considered feasible alternatives to service the existing undeveloped lands within the western portion of the service area with higher density development. The following alternatives were screened out from further consideration in this design study:

- **Holding Tank / Limited Discharge**– this alternative is not desirable by the Municipality of Lakeshore as the potential for failure would be significant.
- **Septic Tank/Weeping Bed Systems** – this alternative is not feasible or desirable by the Municipality of Lakeshore as numerous tanks/weeping beds would be required. The ground conditions in the study area do not support this (i.e., clay) and the proposed developments in densely populated areas.
- **Low Pressure Sewers/Grinder Pumps** – this alternative is not feasible or desirable by the Municipality of Lakeshore as it would require servicing each individual building and new collector/trunk sewers or pumping stations. Forcemains would still be needed.
- **Vacuum Sewers** – this alternative is not feasible or desirable by the Municipality of Lakeshore as it would still require a more conventional means of sewage collection through the use of a pump station/force main system or gravity sanitary sewers.
- **Package Treatment Plants** – this alternative is not feasible or desirable by the Municipality of Lakeshore as numerous package plants would be required with a collection piping system. Also, the Municipality is currently proceeding with completing the necessary upgrades to the Main Sewage Treatment Plant to accommodate current and future wastewater flows. There is an existing package plant near Patillo Rd that is currently not in service. The costs to improve this pumping station to meet current effluent requirements and the costs to maintain this system would far outweigh the small benefits of removing this sewage from the sewer system.

1.3 OBJECTIVE

The intent of this servicing study is to review the existing municipal infrastructure and identify upgrades or new infrastructure required to provide additional sanitary servicing capacity for the proposed new developments, within the northwest area of the Municipality of Lakeshore. This report discusses anticipated costs and includes various development scenarios as well as development of design criteria.

1.4 DATA SOURCE

The sources of information referred to in this study include record drawings, reports, codes, standards and guidelines. The list of references includes:

- Municipality of Lakeshore Interactive Mapping Service
- Municipality of Lakeshore GIS data
- Municipality of Lakeshore Sanitary Sewer Design Criteria
- Ontario Ministry of the Environment, Conservation and Parks (MECP) Sewage Design Guidelines for Sewage Works (2008)

Specific information addressing requests received from the developers and the staff of the Municipality of Lakeshore, together with the results of the Sanitary Master Plan were also used in preparing this report.

1.5 SERVICING STUDY METHODOLOGY

1.5.1 Overview

This study evaluates the existing wastewater collection systems in the northwest area of the Municipality of Lakeshore, with a focus on the sanitary infrastructure capacities that are ultimately serviced by the Municipality's Denis St Pierre Water Pollution Control Plant.

The wastewater flows are calculated based on current Municipality of Lakeshore design criteria and MECP sewage design guidelines. The capacities of the existing systems are compared with the existing and proposed demands of the northwest service area to identify gaps which require new or upgraded infrastructure to address servicing needs.

Various scenarios were considered and evaluated based on environmental and economic impacts.

1.5.2 Population Data

This study presents estimated total population density for the Municipality of Lakeshore based on existing number of homes, industrial, commercial, and institutional land use within the sanitary drainage area. Shopping centers, schools, community halls, etc. have been accounted for and

INTRODUCTION

May 6, 2021

converted to equivalent number of residential lots for population estimating purposes. The Municipality's standard design criteria is used to conservatively estimate existing and future population for the various development scenarios and preferred servicing strategy.

1.5.3 Considerations

This study considered the following:

- Physical and Natural Environment:
 - Surface drainage, soil and geology
 - Impact on areas of natural and scientific interest, and environmentally sensitive areas
 - Review of topographical features
- Social and Economic Environment:
 - Impact on existing and proposed development
 - Impact on other utilities
- Financial Factors:
 - Construction, operation and maintenance (life-cycle) costs
 - Best use of existing infrastructure
- Technical Factors:
 - Level of service
 - Impact on existing infrastructure
 - Constructability
 - Impact on operations and maintenance
 - Meeting legislative criteria and regulations

1.6 EXISTING CONDITIONS

1.6.1 Topography

The Municipality of Lakeshore's northwest area's topography is somewhat flat. The land falls from south to north between Manning Road and West Pike Creek Rd with elevations varying from 178.5 m to 177.0 m., generally sloping towards Pike Creek.

1.6.2 Soil Conditions

Soil conditions for the site were determined based on the Soils Map of Essex County. Majority of the lands in the Municipality of Lakeshore from Manning Road to Puce River can be generally classified as Brookston Clay (Bc) with some Wauseon Sandy Loam just south of County Rd No. 2 northerly to Lake St Clair.

1.6.3 Environmental Conditions

The northwest area of the Municipality of Lakeshore lies within the Puce River and Pike Creek watersheds. The watershed is made up of various municipal drains that collect municipal residential and agricultural runoff and outlet to river and creek.

Environmental protection zones are located around the watersheds (primarily at water courses) and require buffer zones.

2.0 INFRASTRUCTURE AND SERVICE AREAS

2.1 EXISTING INFRASTRUCTURE AND SERVICE AREAS

2.1.1 General

The northwest portion of the Municipality of Lakeshore is serviced by wastewater treatment facilities at the DSPWPCP located along Rourke Line Rd.

Wastewater generated by the proposed new developments in the northwest area of the Municipality will be conveyed to the DSPWPCP.

2.1.2 Existing Wastewater Collection System

2.1.2.1 Wastewater Treatment Plant

The DSPWPCP is located along Rourke Line Rd just south of County Rd 22 and services existing urban areas within the Municipality of Lakeshore.

The Engineering and Infrastructure Services Department is responsible for the maintenance of the Municipality's sewage collection systems working in cooperation with Ontario Clean Water Agency (OCWA).

The Municipality of Lakeshore is currently working on completing upgrades and expansion of the existing DSPWPCP to accommodate current and future wastewater flows. Wastewater generated by the proposed new developments in the northwest area is to be conveyed with pumping stations, forcemains and gravity sewers and ultimately to the DSPWPCP.

2.1.2.2 Sanitary Pumping Stations, Forcemains and Gravity Sewers

Sanitary sewage from developments in the northwest area of the Municipality of Lakeshore currently drain by gravity sewers easterly to the St Clair Shores Pumping Station, then northerly through a forcemain that outlets to a run of gravity sewers along County Rd 2 and Elmgrove Dr. The sewer run continues easterly along Russell Woods Rd, where flows from Pump Station No 7 are additionally introduced. The sewer run continues to drain easterly to Pumping Station No 6, then southerly / easterly to Pumping Station No 5, then easterly through gravity sewers to Pumping Station No 4, then easterly through gravity sewers to Pumping Station No 2 and ultimately through gravity sewers to the DSPWPCP.

The Municipality's Water and Wastewater Master Plan was completed by Stantec Consulting and CH2M Hill in 2018. As part of the work, CH2M Hill prepared a sanitary sewer model to review capacities of the existing infrastructure. CH2M Hill confirmed that the original anticipated low to medium density design commercial flows from the undeveloped lands west of West Pike Creek

Rd at the northwest area of the Municipality could be accommodated into the existing sanitary conveyance system, however, the system could not accommodate higher density design flows.

In 2009, the Municipality upgraded the above noted pumping stations to optimize conveyance capacity through the system from the west end of the Municipality to the DSPWPCP. Our analysis of the improvements that were made to the pumping stations noted above were to optimize flows through the system. No significant flow conveyance can be added without major improvements or replacement of the pumping stations and trunk sanitary sewers all the way from Amy Croft Drive to the DSPWPCP. The pumping station capacity was reviewed on a case-by-case basis to determine if it could be upgraded or if it would require total replacement to accommodate the anticipated flows for the various options.

2.2 PROPOSED HIGH DENSITY DEVELOPMENT

2.2.1 General

The undeveloped lands west of West Pike Creek Rd north of County Rd 22 in the Municipality of Lakeshore covers an area of approximately 16.35 hectares of land.

The area lies within the DSPWPCP service area. The area is currently serviced by an existing municipal wastewater collection system but will require upgrades to allow for the orderly development of higher density lands.

2.2.2 Proposed Options to Accommodate High Density Development

Several alternatives were reviewed to provide additional sewage capacity for undeveloped lands at the northwest area of the Municipality west of West Pike Creek Rd to accommodate higher density development on these lands. The various options that were reviewed can be seen in **Figures A and B**.

2.2.2.1 Option 1

Option 1 can be seen in **Figure 1** and will involve the following improvements:

- Replacement of deficient sewers west of St Clair Shores Pumping Station.
- Replacement of St Clair Shores Pumping Station.
- Replacement of forcemain and gravity sewers between Pumping Station No 7 and Pumping Station No 6.
- Replacement of Pumping Station No 6.
- Replacement of deficient gravity sewers between Pumping Station No 6 and Pumping Station No 5.
- Replacement of deficient gravity sewers between Pumping Station No 5 and new Pumping Station at West Puce River Rd.
- Diverting flows from Advance Boulevard Pumping Station (Pump Station No. 9) easterly along County Rd 22 with a new forcemain from Patillo Rd to West Puce River Rd

MUNICIPALITY OF LAKESHORE – AMY CROFT SANITARY SERVICING STUDY

INFRASTRUCTURE AND SERVICE AREAS

May 6, 2021

- Construction of a new Pumping Station at West Puce River Rd.
- Construction of a new forcemain along West Puce River Rd from County Rd 22 to the existing Oakwood Trunk Sanitary Sewer.

The above improvements would provide the following benefits to the conveyance system:

- Provides additional capacity for high density development west of West Pike Creek Rd.
- Replacement of older sewers and pumping stations with new infrastructure.
- May address some I & I issues in the existing conveyance system west of Puce River along County Rd 2. This will reduce the risk of surcharging of the sanitary sewer system during wet weather events.
- Will provide some additional capacity in the existing system along County Rd 22 from Puce River easterly to the DSPWPCP. This will reduce the risk of surcharging of the sanitary sewer system during wet weather events.

2.2.2.2 Option 1A

Option 1A is similar to Option 1, however, with this option flows along Patillo Rd are not diverted easterly along County Road 22 to West Puce River Rd.

Option 1A can be seen in **Figure 2** and will involve the following improvements:

- Replacement of deficient sewers west of St Clair Shores Pumping Station.
- Replacement of St Clair Shores Pumping Station.
- Replacement of forcemain and gravity sewers between Pumping Station No 7 and Pumping Station No 6.
- Replacement of Pumping Station No 6.
- Replacement of forcemain and gravity sewers between Pumping Station No 6 and Pumping Station No 5.
- Replacement of Pumping Station No 5.
- Replacement of forcemain and gravity sewers between Pumping Station No 5 and West Puce River Rd.
- Construction of a new Pumping Station at West Puce River Rd.
- Construction of a new forcemain along West Puce River Rd from County Rd 22 to the existing Oakwood Trunk Sanitary Sewer.

The above improvements would provide the following benefits to the conveyance system:

- Provides additional capacity for high density development west of West Pike Creek Rd.
- Replacement of older sewers and pumping stations with new infrastructure.
- May address some I & I issues in the existing conveyance system along County Rd 2 west of Puce River. This will reduce the risk of surcharging of the sanitary sewer system during wet weather events.

MUNICIPALITY OF LAKESHORE – AMY CROFT SANITARY SERVICING STUDY

INFRASTRUCTURE AND SERVICE AREAS

May 6, 2021

- Will provide additional capacity in the existing system along County Rd 22 from Puce River easterly to the DSPWPCP. This will reduce the risk of surcharging of the sanitary sewer system during wet weather events.

2.2.2.3 Option 2

Option 2 can be seen in **Figure 3** and will involve the following improvements:

- Replacement of deficient sewers west of St Clair Shores Pumping Station.
- Replacement of St Clair Shores Pumping Station.
- Divert flows from the St Clair Shores Pumping Station southerly and easterly in a new forcemain to a new Pumping Station near Wallace Line / County Rd 22.
- Construction of a new Pumping Station near Wallace Line / County Rd 22.
- Construction of a new forcemain along County Rd 22 from Wallace Line to West Puce River Rd.
- Construction of a new forcemain along West Puce River Rd from County Rd 22 to the existing Oakwood Trunk Sanitary Sewer.

The above improvements would provide the following benefits to the conveyance system:

- Provides additional capacity for high density development west of West Pike Creek Rd.
- Will provide additional capacity in the existing system along County Rd 2 / 22 from West Pike Creek Rd easterly to the DSPWPCP. This will reduce the risk of surcharging of the sanitary sewer system during wet weather events.

2.2.2.4 Option 2A

Option 2A is similar to Option 2, however, with this option flows along Patillo Rd are diverted easterly along County Road 22 to West Puce River Rd.

Option 2A can be seen in **Figure 4** and will involve the following improvements:

- Replacement of deficient sewers west of St Clair Shores Pumping Station.
- Replacement of St Clair Shores Pumping Station.
- Divert flows from the St Clair Shores Pumping Station southerly and easterly in a new forcemain to a new Pumping Station at Advance Boulevard (Pump Station No.9).
- Divert flows from the Advance Boulevard Pumping Station (Pump Station No.9) with a forcemain easterly to east of Patillo Rd
- Construction of a new forcemain along County Rd 22 from east of Patillo Rd to West Puce River Rd.
- Construction of a new forcemain along West Puce River Rd from County Rd 22 to the existing Oakwood Trunk Sanitary Sewer.

The above improvements would provide the following benefits to the conveyance system:

MUNICIPALITY OF LAKESHORE – AMY CROFT SANITARY SERVICING STUDY

INFRASTRUCTURE AND SERVICE AREAS

May 6, 2021

- Provides additional capacity for high density development west of West Pike Creek Rd.
- Will provide additional capacity in the existing system along County Rd 2 / 22 from West Pike Creek Rd easterly to the DSPWPCP. This will reduce the risk of surcharging of the sanitary sewer system during wet weather events.

2.2.2.5 Option 3

Option 3 can be seen in **Figure 5** and will involve the following improvements:

- Replacement of deficient sewers west of St Clair Shores Pumping Station.
- Replacement of St Clair Shores Pumping Station.
- Divert flows from the St Clair Shores Pumping Station southerly and easterly in a new forcemain to a new Pumping Station at Advance Boulevard (Pump Station No.9).
- Divert flows from the Advance Boulevard Pumping Station (Pump Station No.9) with a forcemain easterly to Wallace Line
- Construction of a new Pumping Station near Wallace Line / County Rd 22.
- Construction of a new forcemain along Wallace Line southerly and then easterly to West Puce River Rd the existing Oakwood Trunk Sanitary Sewer.

The above improvements would provide the following benefits to the conveyance system:

- Provides additional capacity for high density development west of West Pike Creek Rd.
- Will provide additional capacity in the existing system along County Rd 2 / 22 from West Pike Creek Rd easterly to the DSPWPCP. This will reduce the risk of surcharging of the sanitary sewer system during wet weather events.

2.2.2.6 Option 3A

Option 3A is similar to Option 3, however, with this option the forcemain along Wallace Line Road and the future road easterly is replaced with a gravity sewer.

Option 3A can be seen in **Figure 6** and will involve the following improvements:

- Replacement of deficient sewers west of St Clair Shores Pumping Station.
- Replacement of St Clair Shores Pumping Station.
- Divert flows from the St Clair Shores Pumping Station southerly and easterly in a new forcemain to a new Pumping Station at Advance Boulevard.
- Advance Boulevard (Pump Station No. 9) Upgrades.
- Divert flows from the Advance Boulevard Pumping Station (Pump Station No.9) with a forcemain easterly to Wallace Line
- Construction of a new gravity sewer along Wallace Line southerly and then easterly to West Puce River Rd the existing Oakwood Trunk Sanitary Sewer.

The above improvements would provide the following benefits to the conveyance system:



MUNICIPALITY OF LAKESHORE – AMY CROFT SANITARY SERVICING STUDY

INFRASTRUCTURE AND SERVICE AREAS

May 6, 2021

- Provides additional capacity for high density development west of West Pike Creek Rd.
- Will provide additional capacity in the existing system along County Rd 2 / 22 from West Pike Creek Rd easterly to the DSPWPCP. This will reduce the risk of surcharging of the sanitary sewer system during wet weather events.
- With a gravity sewer constructed through the vacant lands west of East Puce River Rd, this will facilitate development of these vacant lands.

2.2.2.7 Option 4

Option 4 can be seen in **Figure 7** and will involve the following improvements:

- Replacement of deficient sewers west of St Clair Shores Pumping Station.
- Replacement of St Clair Shores Pumping Station.
- Divert flows from the St Clair Shores Pumping Station southerly and easterly in a new forcemain along County Rd 22 to a new Pumping Station at Advance Boulevard (Pump Station No.9).
- Divert flows from the Advance Boulevard Pumping Station (Pump Station No.9) with a forcemain southerly along Patillo Rd to Little Baseline Rd
- Construction of a new Pump Station at the intersection of Patillo Rd and Little Baseline Rd.
- Construction of a new forcemain along future road easterly to West Puce River Rd the existing Oakwood Trunk Sanitary Sewer.

The above improvements would provide the following benefits to the conveyance system:

- Provides additional capacity for high density development west of West Pike Creek Rd.
- Will provide additional capacity in the existing system along County Rd 2 / 22 from West Pike Creek Rd easterly to the DSPWPCP. This will reduce the risk of surcharging of the sanitary sewer system during wet weather events.

2.2.2.8 Option 4A

Option 4A is similar to Option 4, however, with this option the forcemain along County Road 22 is realigned along Croft Drive.

Option 4A can be seen in **Figure 8** and will involve the following improvements:

- Replacement of deficient sewers west of St Clair Shores Pumping Station.
- Replacement of St Clair Shores Pumping Station.
- Divert flows from the St Clair Shores Pumping Station southerly and easterly in a new forcemain along Advance Blvd to a new Pumping Station at Advance Boulevard (Pump Station No.9).
- Divert flows from the Advance Boulevard Pumping Station (Pump Station No.9) with a forcemain southerly along Patillo Rd to Little Baseline Rd

MUNICIPALITY OF LAKESHORE – AMY CROFT SANITARY SERVICING STUDY

INFRASTRUCTURE AND SERVICE AREAS

May 6, 2021

- Construction of a new Pump Station at the intersection of Patillo Rd and Little Baseline Rd. Construction of a new forcemain along future road easterly to West Puce River Rd the existing Oakwood Trunk Sanitary Sewer.

The above improvements would provide the following benefits to the conveyance system:

- Provides additional capacity for high density development west of West Pike Creek Rd.
- Will provide additional capacity in the existing system along County Rd 2 / 22 from West Pike Creek Rd easterly to the DSPWPCP. This will reduce the risk of surcharging of the sanitary sewer system during wet weather events.

2.2.2.9 Option 4B

Option 4B is similar to Option 4A, however, with this option flows from the trailer park are added to the system along Croft Drive.

Option 4B can be seen in **Figure 9** and will involve the following improvements:

- Replacement of deficient sewers west of St Clair Shores Pumping Station.
- Replacement of St Clair Shores Pumping Station.
- Divert flows from the St Clair Shores Pumping Station southerly and easterly in a new forcemain along Advance Blvd to a new Pumping Station at Advance Boulevard (Pump Station No.9).
- Add flows from the existing trailer park into Advance Boulevard gravity sewer system.
- Divert flows from the Advance Boulevard Pumping Station (Pump Station No.9) with a forcemain southerly along Patillo Rd to Little Baseline Rd
- Construction of a new Pump Station at the intersection of Patillo Rd and Little Baseline Rd.
- Construction of a new forcemain along future road easterly to West Puce River Rd the existing Oakwood Trunk Sanitary Sewer.

The above improvements would provide the following benefits to the conveyance system:

- Provides additional capacity for high density development west of West Pike Creek Rd.
- Will provide additional capacity in the existing system along County Rd 2 / 22 from West Pike Creek Rd easterly to the DSPWPCP. This will reduce the risk of surcharging of the sanitary sewer system during wet weather events.
- The trailer park is now serviced and the sewage lagoon could be decommissioned. Cost sharing with the park owners would reduce the overall shared costs with the other proponents.

2.2.2.10 Option 4C

Option 4C is similar to Option 4B, however, with this option the forcemain along Patillo Rd and easterly along the future road is replaced with gravity sewers.

Option 4C can be seen in **Figure 10** and will involve the following improvements:

- Replacement of deficient sewers west of St Clair Shores Pumping Station.
- Replacement of St Clair Shores Pumping Station.
- Divert flows from the St Clair Shores Pumping Station southerly and easterly in a new forcemain along Advance Blvd to a new Pumping Station at Advance Boulevard (Pump Station No.9).
- Add flows from the existing trailer park into Advance Boulevard gravity sewer system.
- Divert flows from the Advance Boulevard Pumping Station (Pump Station No.9) with a forcemain southerly along Patillo Rd to Little Baseline Rd
- Construction of a new Pump Station at the intersection of Patillo Rd and Little Baseline Rd.
- Construction of a new forcemain along future road easterly to West Puce River Rd the existing Oakwood Trunk Sanitary Sewer.

The above improvements would provide the following benefits to the conveyance system:

- Provides additional capacity for high density development west of West Pike Creek Rd.
- Will provide additional capacity in the existing system along County Rd 2 / 22 from West Pike Creek Rd easterly to the DSPWPCP. This will reduce the risk of surcharging of the sanitary sewer system during wet weather events.
- The trailer park is now serviced and the sewage lagoon could be decommissioned. Cost sharing with the park owners would reduce the overall shared costs with the other proponents.
- With a gravity sewer constructed through the vacant lands west of East Puce River Rd, this will facilitate development of these vacant lands.

2.2.2.11 Option 5

Option 5 can be seen in **Figure 11** and will involve the following improvements:

- Construction of new pumping station to service property at southeast corner of Lanoue St / Manning Rd.
- Construction of a new forcemain along Lanoue St, and the bermed up area north of Amy Croft Linear Pond, West Pike Cr, Advance Blvd, Patillo Rd.
- New Pump station on the intersection of Little Baseline Rd and Patillo Rd.
- Construction of forcemain on future road to the existing Oakwood Trunk Sanitary Sewer at West Puce River Rd.

MUNICIPALITY OF LAKESHORE – AMY CROFT SANITARY SERVICING STUDY

INFRASTRUCTURE AND SERVICE AREAS

May 6, 2021

The above improvements would provide the following benefits to the conveyance system:

- Provides additional capacity for one high density development west of West Pike Creek Rd.

2.2.2.12 Option 6

Option 6 is the “**Do Nothing**” option.

- With this option, no improvements to the existing sanitary conveyance system would be made, so there would be no additional costs.
- With no improvements to the sanitary sewer system, the future development of lands would be subject to the low to medium density as per secondary plan and zoning bylaw.

3.0 SANITARY DESIGN CRITERIA

The sanitary design criteria utilized for the Municipality of Lakeshore Amy Croft Sanitary Servicing Study is based on the Municipality's current design standards and the MECP Sewage Design Guidelines (2008).

The sanitary design criteria establish the parameters utilized to develop projected flows, evaluate system capacities and determine future needs.

3.1 WASTEWATER FLOW CRITERIA

Municipal wastewater flows are made up of waste discharges from residential, industrial, commercial, and institutional establishments plus extraneous non-waste flow components from sources such as groundwater and surface runoff.

Extraneous flow includes inflow and infiltration (I&I). Infiltration is water entering a sewer system and service connections from the ground through such means as defective pipes, pipe joints, connections and manholes. Inflow is water discharged into a sewer system and service connections from such sources as roof leaders, cellar, yard and area drains, foundation drains, cooling water discharges, drains from springs and swampy areas, manhole covers, cross connections from storm sewers and combined sewers, catch basins, storm water, surface run-off and street washes or drainage. In general, inflow increases with the amount of precipitation. Increases in inflow have also been observed during winter thaws that produce runoff from melting of accumulated snow cover.

According to the MECP Sewage Design Guidelines for Sewage Works (2008), the recommended design value for average daily domestic flow ranges from 225 to 450 L/cap/day plus an extraneous flow allowance. The MECP sewage design guidelines recommend the designer to consider pipe joints, soil conditions, etc. when determining a suitable allowance for peak extraneous flow factor, in L/(ha · s). The Municipality's Development Manual was referenced and the applicable factor is fairly conservative at 0.21 L/(ha · s). The guidelines further recommend the domestic component of the peak sewage flow be calculated using peaking factors in accordance with the Harmon Formula.

Projected wastewater flows for the existing sewer system in the Municipality and future development within the northwest area was established based on the Municipality's standard design criteria. This design criteria generally complies with the MECP sewage design guidelines noted above and is considered a conservative approach when estimating wastewater flows. Past experience and studies have shown that the design parameters used to estimate peak sewage flows are notably conservative and thus yield higher flow rates than measured actual peak flows.

The design criteria used in the analysis is present in **TABLE 3-1**

TABLE 3-1: SANITARY FLOW PROJECTION DESIGN CRITERIA

Parameter	Design Criteria
Hydraulic sewer sizing	Manning's Equation
Manning's Roughness Coefficient 'n'	0.013
Peaking Factor	Based on Harmon Formula
Infiltration allowance/peak extraneous flow	0.21 L/ha/s (18,144 L/ha/day)
Industrial/Commercial/Institutional (ICI) population densities	Unit sewage Flow Rates – MECP Table 5-3
Future development – high density	300 persons/ha
Residential population densities (single home)	3 persons/unit
Average daily domestic flow	350 L/cap/day
Note: The Municipality of Lakeshore design parameters are considered conservative values when estimating peak sewage flows.	

3.2 TRIBUTARY AREAS AND POPULATIONS

3.2.1 Existing Sanitary Servicing Area

For the existing DSPWPCP service area, the tributary areas and populations were estimated. Tributary areas were estimated based on a review of the Municipality's existing sanitary sewer system. Populations were estimated based on the existing number of homes, and equivalent population for ICI land uses. The equivalent residential population was estimated from unit sewage flows based on anticipated use.

3.2.2 Northwest Area

The northwest area has approximately 16.35 ha of future development. For a majority of this undeveloped area, the proposed land use is unknown in this mixed-use area. The sanitary sewer system in this area is currently designed to accommodate low to medium density sewage requirements. Some of the developer's in the area have requested additional sewage capacity for much denser development. In order to accommodate this request, a future population density (where type of development was unknown) was estimated based on the high-density development site plan that was submitted for the property at the southeast corner of Lanoue St / Manning Rd to ensure that the sewage system improvements are properly sized.

3.3 EXISTING AND PROJECTED WASTEWATER FLOWS

The existing sanitary sewer capacities, within the DSPWPCP service area, were evaluated to determine if the existing sanitary sewer system is adequate to convey additional wastewater flows generated by the proposed new developments in the northwest area of the Municipality.

The associated sanitary sewer design spreadsheets included in **Appendix B** were created using record drawings and the above noted design parameters for the DSPWPCP sanitary service area. The future sanitary sewers are preliminary designs only and should be confirmed during the

MUNICIPALITY OF LAKESHORE – AMY CROFT SANITARY SERVICING STUDY

SANITARY DESIGN CRITERIA

May 6, 2021

detailed design stage. The associated sanitary sewer design spreadsheets were used to determine the theoretical Total Sewage and Infiltration Maximum Flow from the existing and proposed developments, within the Municipality of Lakeshore, that can be conveyed to the DSPWPCP without exceeding the sanitary trunk sewer capacities.

4.0 OPINION OF PROBABLE COST AND COST SHARING

4.1 GENERAL

This section discusses and provides an opinion on the probable cost of the various options for the design and construction of new sanitary trunk sewers, forcemains and pumping stations for the higher density development of future lands of the northwest area in the Municipality of Lakeshore.

An opinion of probable cost of the various options for the design and construction of new sanitary trunk sewers, forcemains and pumping stations have been developed to project what someone else would be willing to contract for in the future to do design and construction work which has not yet been defined in detail and which is subject to changes in scope, design and market conditions.

4.2 LEVEL OF ACCURACY

Opinions of probable cost are typically provided throughout various stages of a project's life cycle. There are several classifications for estimates that identify typical minimum and maximum probable costs or levels of accuracy. These classifications vary widely by industry and the level of accuracy is directly proportional to the level of detail available at the time the opinions of probable cost are prepared at each stage of the project.

The level of accuracy increases as the project moves through the various stages of the project life cycle from planning to preliminary design to final design. A wide range of accuracy would be expected at the planning stage of project development because many details are unknown. As the project moves closer to completion of final design, the opinion of probable cost becomes more accurate due to the increased level of detail available and the reduced number of unknown issues.

The following **TABLE 4-1** summarizes typical cost classifications throughout a project's life cycle including a description of the project stage and range of accuracy.

The opinions of probable cost in **Section 4.3** below are estimated at the servicing study stage (Class 2) and the corresponding level of accuracy could range from -15% to +30% from the opinion presented in the report.

TABLE 4-1: CLASSIFICATION OF OPINIONS OF PROBABLE COST

Class	Description	Level of Accuracy	Stage of Project Lifecycle
1	Conceptual Stage	+50% to -30%	Screening of alternatives
2	Study Stage	+30% to -15%	Servicing study
3	Preliminary Stage	+25% to -10%	Pre-design report
4	Detailed Stage	+15% to -5%	Completed plans and specifications
5	Tender Stage	+10% to -3%	Tendered price (varies depending on the amount of contingency allowance consumed)

4.3 OPINION OF PROBABLE COST

The opinion of probable costs for the proposed servicing requirements for the Lakeshore northwest service area are presented below in **TABLE 4-2**. Refer to **Section 5.0** for explanation of proposed servicing requirements.

The following factors were considered when developing the opinions of probable cost:

- All estimates are 2021 dollars.
- Costs do not include utility relocation work, if necessary.
- It is assumed the Contractor will have unrestricted access to the site and will complete the work during normal working hours from 7:00 am to 6:00 pm Monday to Friday. There is no allowance for premium time included.
- Labour costs are based on union labour rates for the Windsor area.
- An allowance is included for mobilization and demobilization and the Contractor's overhead and profit.
- Equipment costs are based on vendor supplied price quotations and historical pricing of similar equipment.
- Bulk material and equipment rental costs used are typical for the Windsor area.
- Costs of application or permit fees are excluded.
- All taxes including HST are not included.
- Allowances for engineering and contingencies (15% and 15% respectively) are included.
- No allowance is included for interim financing costs or legal costs.
- No allowance is included for property acquisition costs. Actual cost may vary significantly.
- No allowance is included for escalation beyond the date of this report.

MUNICIPALITY OF LAKESHORE – AMY CROFT SANITARY SERVICING STUDY

OPINION OF PROBABLE COST AND COST SHARING

May 6, 2021

TABLE 4-2: OPINION OF PROBABLE COST SUMMARY

	Sub - Total	Contingency (+/-15%)	Engineering (+/-15%)	EA if Required	Total (not incl. H.S.T. or Property Acquisition)
Option 1	\$13,528,100.00	\$2,029,300.00	\$2,333,600.00	\$80,000.00	\$17,971,00.00
Option 1A	\$11,791,000.00	\$1,768,700.00	\$2,034,000.00	\$80,000.00	\$15,673,700.00
Option 2	\$8,072,500.00	\$1,210,900.00	\$1,392,500.00	\$80,000.00	\$10,755,900.00
Option 2A	\$8,929,000.00	\$1,339,400.00	\$1,540,300.00	\$80,000.00	\$11,888,700.00
Option 3	\$8,952,700.00	\$1,343,000.00	\$1,544,400.00	\$80,000.00	\$11,920,100.00
Option 3A	\$8,767,600.00	\$1,315,200.00	\$1,512,500.00	\$80,000.00	\$11,675,300.00
Option 4	\$8,577,000.00	\$1,286,600.00	\$1,479,600.00	\$80,000.00	\$11,423,200.00
Option 4A	\$8,567,900.00	\$1,285,200.00	\$1,478,000.00	\$80,000.00	\$11,411,100.00
Option 4B	\$8,810,000.00	\$1,321,500.00	\$1,519,800.00	\$80,000.00	\$11,731,300.00
Option 4C	\$10,324,600.00	\$1,548,700.00	\$1,781,000.00	\$80,000.00	\$13,734,300.00
Option 5	\$5,226,100.00	\$784,000.00	\$901,600.00	\$80,000.00	\$ 6,991,700.00

SUMMARY
May 6, 2021

5.0 SUMMARY

5.1 RECOMMENDATIONS

In order to accommodate higher density future development in the northwest area of the Municipality of Lakeshore, upgrades to the existing sanitary sewer system will be required. Since the anticipated costs of the options to upgrade the sewer conveyance are very high and the added sanitary flow to the system significantly impacts the systems downstream, it is recommended that the **Option 6 “Do Nothing”** is accepted. If there is a desire by the developers and Municipality to pursue higher density development in the Amy Croft area, the Municipality's Sanitary Master Plan would have to be revisited and amended to accommodate the significant added flows.

For this recommended Option 6 “Do Nothing”, the following works are proposed as follows:

- With this option, no improvements to the existing sanitary conveyance system would be made, so there would be no additional costs.
- With no improvements to the sanitary sewer system, the future development of lands would be subject to the low to medium density as designed.

5.2 PERMITS AND APPROVALS

If improvements are made to the sanitary sewer system, a MECP Environmental Compliance Approval (ECA) (formerly known as a Certificate of Approval) is to be obtained prior to tendering the sanitary service portions of the project. Application is to be made upon completion of the design brief followed by completion of the detailed design drawings and specifications. A permit will also be required from the Essex Regional Conservation Authority (ERCA) to cross any municipal drain and for all works in ERCA regulated lands. The permit should be obtained prior to tendering the project.

The options require work to be completed along County Roads. Approval from the County of Essex would be required prior to proceeding.

Some of the options require work to be completed across VIA Railway. Approval from the railway would be required for those options prior to proceeding.

Stantec is not aware of any other regulatory permits and approvals that are necessary with respect to the proposed improvements.

REFERENCES

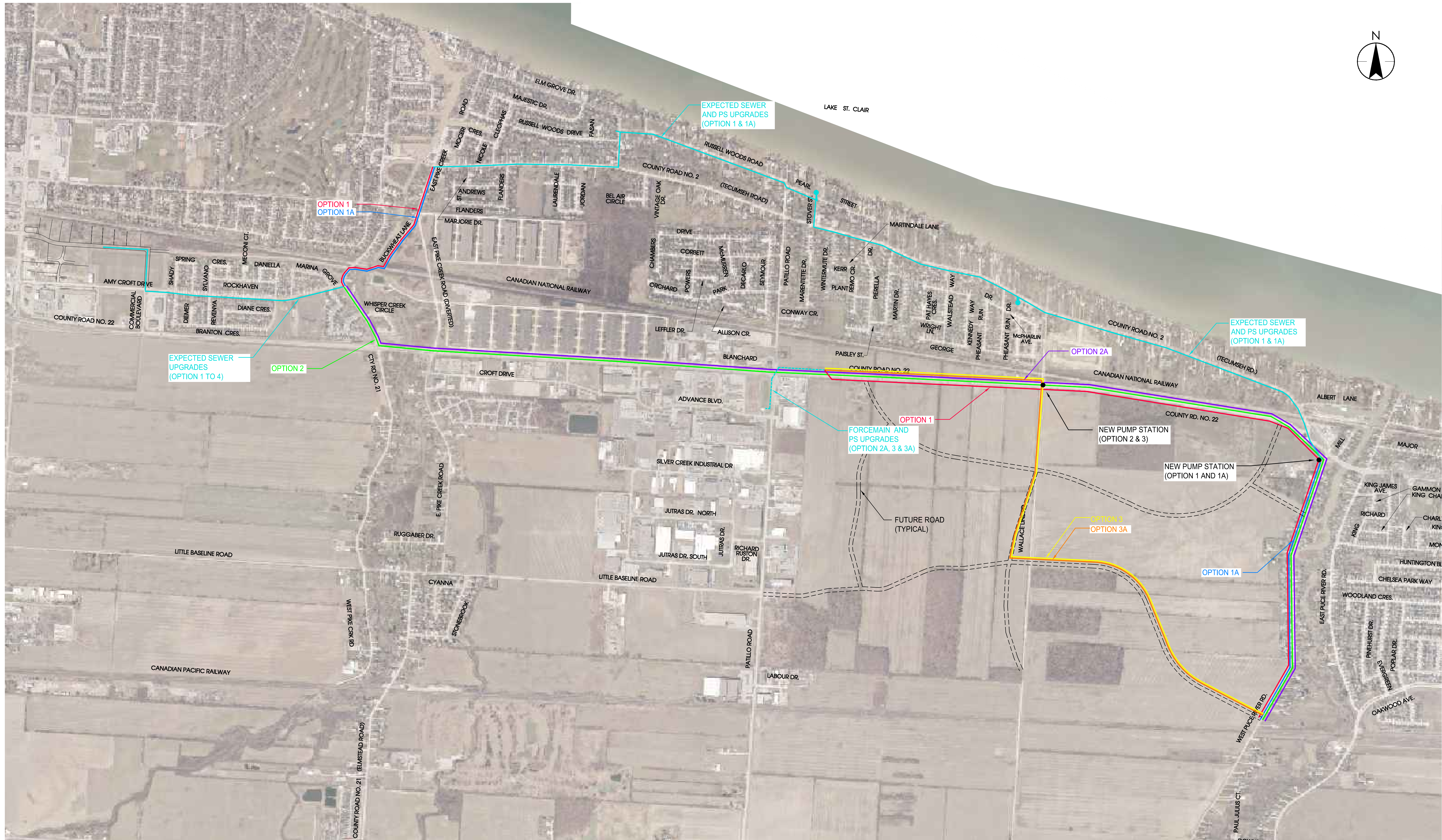
May 6, 2021

6.0 REFERENCES

- Stantec Consulting Ltd. & CH2M Hill Canada Limited. (2018). *Municipality of Lakeshore Water and Wastewater Master Plan*.
- Stantec Consulting Limited. (2006). *Municipality of Lakeshore d) Master Plan and Water Tower Class Environmental Assessment*

Appendix A **FIGURESFIGURES**

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TOWN OF LAKESHORE
AMY CROFT WASTEWATER SERVICING

OVERALL SERVICING OPTIONS PLAN – 1 TO 3

PROJECT NO.
165620128



DRAWING NO.
FIGURE A

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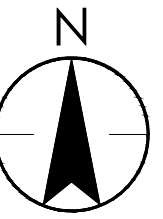
TOWN OF LAKESHORE
AMY CROFT WASTEWATER SERVICING

OVERALL SERVICING OPTIONS PLAN - 4 & 5

PROJECT NO.
165620128

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DRAWING NO.
FIGURE B



LEGEND

- NEW FORCEMAIN
- EXPECTED SEWER UPGRADES



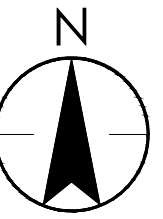
TOWN OF LAKESHORE
AMY CROFT WASTEWATER SERVICING

SANITARY SERVICING – OPTION 1A

PROJECT NO.
165620128

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DRAWING NO.
FIGURE 2



LEGEND

- NEW FORCEMAIN
- EXPECTED SEWER UPGRADES



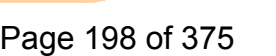
TOWN OF LAKESHORE
AMY CROFT WASTEWATER SERVICING

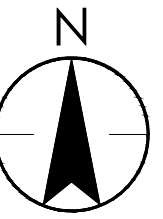
SANITARY SERVICING — OPTION 2

PROJECT NO.
165620128



DRAWING NO.
FIGURE 3





LEGEND

- NEW FORCEMAIN
- EXPECTED SEWER UPGRADES



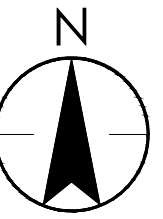
TOWN OF LAKESHORE
AMY CROFT WASTEWATER SERVICING

SANITARY SERVICING — OPTION 3

PROJECT NO.
165620128

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DRAWING NO.
FIGURE 5



LEGEND

- NEW FORCEMAIN
- EXPECTED SEWER UPGRADES



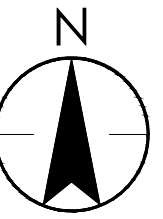
TOWN OF LAKESHORE
AMY CROFT WASTEWATER SERVICING

SANITARY SERVICING – OPTION 3A

PROJECT NO.
165620128

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DRAWING NO.
FIGURE 6



LEGEND

- NEW FORCEMAIN
- EXPECTED SEWER UPGRADES



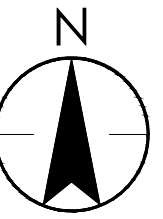
TOWN OF LAKESHORE
AMY CROFT WASTEWATER SERVICING

SANITARY SERVICING — OPTION 4

PROJECT NO.
165620128



DRAWING NO.
FIGURE 7



LEGEND

- NEW FORCEMAIN
- EXPECTED SEWER UPGRADES



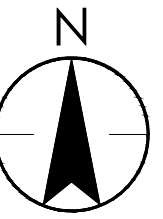
TOWN OF LAKESHORE
AMY CROFT WASTEWATER SERVICING

SANITARY SERVICING – OPTION 4A

PROJECT NO.
165620128

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DRAWING NO.
FIGURE 8



LEGEND

- NEW FORCEMAIN
- EXPECTED SEWER UPGRADES



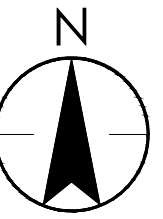
TOWN OF LAKESHORE
AMY CROFT WASTEWATER SERVICING

SANITARY SERVICING -- OPTION 4B

PROJECT NO.
165620128

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DRAWING NO.
FIGURE 9



LEGEND

- NEW FORCE MAIN
- EXPECTED SEWER UPGRADES



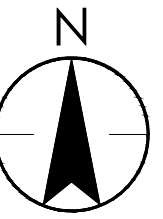
TOWN OF LAKESHORE
AMY CROFT WASTEWATER SERVICING

SANITARY SERVICING – OPTION 4C

PROJECT NO.
165620128

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DRAWING NO.
FIGURE 10



LEGEND

- NEW FORCE MAIN
- EXPECTED SEWER UPGRADES



TOWN OF LAKESHORE
AMY CROFT WASTEWATER SERVICING

SANITARY SERVICING — OPTION 5

PROJECT NO.
165620128



DRAWING NO.
FIGURE 11

Appendix B SEWER DESIGN SHEETS

Croft Dr									
Use	Classification	Unit Sewage Flow (L/d)	Source	Flow Unit per	Area (m²)	Assumed Unit count	Total Flow (L/d)	Conversion to residential population equivalent (L/cap'd)	Residential Person equivalence
Aerospace NorthStar 204 E Pike Creek Rd, Tecumseh, ON N8N 2L9	Industrial	75	Metcalf & Eddy	Employee	3082.8	23.0	1724.9	350	4.9
All State Fastener of Canada 307 Croft Dr 310 Croft Dr 311 Croft Dr 317 Croft Dr 320 Croft Dr 340 Croft Dr 344 Croft Dr 354 Croft Dr 360 Croft Dr 357 Croft Dr	Office	50	Metcalf & Eddy	Employee	1321.9	94.2	4711.4	350	13.5
	Office	50	Metcalf & Eddy	Employee	1322.0	94.2	4711.8	350	13.5
	Office	50	Metcalf & Eddy	Employee	1302.2	92.8	4641.3	350	13.3
	Industrial	75	Metcalf & Eddy	Employee	625.4	4.7	349.9	350	1.0
	Office	50	Metcalf & Eddy	Employee	1071.2	72.5	3625.6	350	10.4
	Office	50	Metcalf & Eddy	Employee	1189.6	84.8	4240.0	350	12.1
	Shopping Centre	3.5	MOE	Area (m²)	916.4	916.4	3207.5	350	9.2
	Shopping Centre	3.5	MOE	Area (m²)	817.8	817.8	2862.3	350	8.2
	Recreational	7.5	MOE	Area (m²)	2079.5	2079.5	15600.0	350	44.6
	Automobile Service Station	50	Metcalf & Eddy	Employee	688.0	6.0	300.0	350	0.9
361 Croft Dr	Industrial	75	Metcalf & Eddy	Employee	712.2	5.3	398.5	350	1.1
361 Croft Dr	Industrial	75	Metcalf & Eddy	Employee	683.3	5.1	382.3	350	1.1
375 Croft Dr	Office	50	Metcalf & Eddy	Employee	1033.8	73.7	3684.6	350	10.5

0.007 Average transported to other industrial sites (ppl/sq.m)

354 Croft Dr	Assumed 10 hr day: 4 sinks 4 water closets	375 150	L/fixture/day L/fixture/hr
	Sewage Flows =	15600	L/d
	Area =	2079.5	m ²

Advance Blvd									
Use	Classification	Unit Sewage Flow (L/d)	Source	Flow Unit per	Area (m ²)	Assumed Unit count	Total Flow (L/d)	Conversion to residential population equivalent (L/cap'd)	Residential Person equivalence
417 Advance Blvd	Industrial	75	Metcalf & Eddy	Employee	8358.9	62.4	4677.1	350	13.4
416 Advance Blvd	Industrial	75	Metcalf & Eddy	Employee	3024.0	22.6	1692.1	350	4.8
430 Advance Blvd	Daycare	75	OBC	Staff/Student	1223.3	82.0	6150.0	350	17.6
440 Advance Blvd	Office	50	Metcalf & Eddy	Employee	1103.5	78.7	3933.2	350	11.2
444 Advance Blvd	Daycare	75	OBC	Staff/Student	1008.0	67.6	5068.0	350	14.5
447 Advance Blvd	Industrial	75	Metcalf & Eddy	Employee	24527.9	183.0	13724.2	350	39.2
201 Advance Blvd	Industrial	75	Metcalf & Eddy	Employee	26649.3	198.8	14911.2	350	42.6
446 Advance Blvd	Gym	4.8	OBC	Area (m ²)	3374.7	3374.7	15600.0	350	44.6
462 Advance Blvd	Church	36	OBC	Area (m ²)	1888.9	100.0	3600.0	350	10.3
468 Advance Blvd	Shopping Centre	3.5	MOE	Area (m ²)	5482.5	5482.5	19188.9	350	54.8

0.067 Average transported to other industrial sites (ppl/sq.m)

446 Advance Blvd	Assumed 10 hr day: 8 sinks 8 water closets	375 L/fixture/day 150 L/fixture/hr
	Sewage Flows =	15600 L/d
	Area =	3374.73 m ²

Flows Mobile Home Park

Assumed	2.5 ppl/unit	Units	224
Area	112171.24 sq.m		
Area	11.2 ha	Density	49.9 ppl/ha
People	560		

Ex. S-MH-01318 - P89									
Use	Classification	Unit Sewage Flow (L/d)	Source	Flow Unit per	Area (m ²)	Assumed Unit count	Total Flow (L/d)	Conversion to residential population equivalent (L/cap'd)	Residential Person equivalence
409 Patillo Rd	Industrial	75	Metcalf & Eddy	Employee	18410.1	137.3	10301.1	350	29.4
500 Harvard Dr	Industrial	75	Metcalf & Eddy	Employee	1018.4	7.6	568.8	350	1.6
501 Harvard Dr	Industrial	75	Metcalf & Eddy	Employee	2420.3	18.1	1354.2	350	3.9
502 Harvard Dr	Industrial	75	Metcalf & Eddy	Employee	450.4	3.2	240.8	350	0.7
505 Harvard Dr	Industrial	75	Metcalf & Eddy	Employee	1167.9	8.7	653.5	350	1.9
504 Harvard Dr	Industrial	75	Metcalf & Eddy	Employee	973.2	7.3	544.6	350	1.6
383 Patillo Rd	Industrial	75	Metcalf & Eddy	Employee	13537.4	101.0	7574.6	350	21.6
328 Patillo Rd	Office	50	Metcalf & Eddy	Employee	2706.8	193.0	9647.7	350	27.6
302 Patillo Rd	Office	50	Metcalf & Eddy	Employee	2389.6	170.3	8516.8	350	24.3
288 Patillo Rd	Office	50	Metcalf & Eddy	Employee	2350.4	167.5	8377.3	350	23.9
278 Patillo Rd	Office	50	Metcalf & Eddy	Employee	791.4	58.4	2820.7	350	8.1
268 Patillo Rd	Office	50	Metcalf & Eddy	Employee	876.2	62.5	3122.8	350	8.9
250 Patillo Rd	Office	50	Metcalf & Eddy	Employee	230.2	16.4	820.6	350	2.3
305 Patillo Rd	Industrial	75	Metcalf & Eddy	Employee	8380.0	62.5	4888.9	350	13.4
360 Richard Ruston	Industrial	75	Metcalf & Eddy	Employee	7631.1	56.9	4269.9	350	12.2
472 Justas Rd N	Industrial	75	Metcalf & Eddy	Employee	1892.16	14.1	1059.0	350	3.0
464 Justas Rd N	Industrial	75	Metcalf & Eddy	Employee	1057.7	7.9	591.8	350	1.7
434 Justas Rd N	Industrial	75	Metcalf & Eddy	Employee	2404.7	17.9	1345.5	350	3.8
424 Justas Rd N	Industrial	75	Metcalf & Eddy	Employee	1530.9	11.4	856.6	350	2.4
428 Justas Rd N	Industrial	75	Metcalf & Eddy	Employee	16786.0	125.2	9392.3	350	26.8
360 Silvercreek Industrial Dr	Industrial	75	Metcalf & Eddy	Employee	20336.6	151.7	11379.0	350	32.5
446 Justas Rd N	Industrial	75	Metcalf & Eddy	Employee	11282.3	84.2	6312.8	350	18.0
417 Justas Rd N	Industrial	75	Metcalf & Eddy	Employee	17453.8	130.2	9766.0	350	27.9
417 Justas Rd S	Industrial	75	Metcalf & Eddy	Employee	5918.9	44.2	3311.8	350	9.5
439 Justas Rd S	Industrial	75	Metcalf & Eddy	Employee	3172.2	23.7	1775.0	350	5.1
402 Justas Rd S	Industrial	75	Metcalf & Eddy	Employee	3941.2	29.4	2205.3	350	6.3
465 Justas Rd S	Industrial	75	Metcalf & Eddy	Employee	7991.2	57.4	4303.5	350	12.3
418 Silvercreek Industrial Dr	Industrial	75	Metcalf & Eddy	Employee	9354.3	69.8	5234.0	350	15.0
440 Silvercreek Industrial Dr	Industrial	75	Metcalf & Eddy	Employee	2185.9	16.3	1223.1	350	3.5
452 Silvercreek Industrial Dr	Industrial	75	Metcalf & Eddy	Employee	4700.7	35.1	2630.2	350	7.5
456 Silvercreek Industrial Dr	Industrial	75	Metcalf & Eddy	Employee	6219.6	46.4	3480.1	350	9.9
466 Silvercreek Industrial Dr	Industrial	75	Metcalf & Eddy	Employee	10296.2	76.8	5760.5	350	16.5
255 Silvercreek Industrial Dr	Industrial	75	Metcalf & Eddy	Employee	17117.7	127.7	9577.9	350	27.4
435 Silvercreek Industrial Dr	Industrial	75	Metcalf & Eddy	Employee	1299.2	9.7	127.0	350	2.1
430 Silvercreek Industrial Dr	Industrial	75	Metcalf & Eddy	Employee	1699.4	12.7	950.9	350	2.7
447 Silvercreek Industrial Dr	Industrial	75	Metcalf & Eddy	Employee	283.2	2.1	158.4	350	0.5
455 Silvercreek Industrial Dr	Industrial	75	Metcalf & Eddy	Employee	4652.3	34.7	2603.1	350	7.4
469 Silvercreek Industrial Dr	Industrial	75	Metcalf & Eddy	Employee	5804.9	43.3	3248.1	350	9.3
481 Silvercreek Industrial Dr	Industrial	75	Metcalf & Eddy	Employee	8074.8	60.2	4518.1	350	12.9
447 Advance - Phase 4	Industrial	75	Metcalf & Eddy	Employee	4190.0	31.3	2344.4	350	6.7
485 Silvercreek Industrial Dr	Industrial	75	Metcalf & Eddy	Employee	13700.4	102.2	7665.8	350	21.9

Patillo - Blanchard									
Use	Classification	Unit Sewage Flow (L/d)	Source	Flow Unit per	Area (m²)	Assumed Unit count	Total Flow (L/d)	Conversion to residential population equivalent (Licap'd)	Residential Person equivalence
Leisure Trailer Sales 204 Patillo Rd, Tecumseh, ON N8N 2L9	Industrial	75	Metcalf & Eddy	Employee	2332.7	17.4	1305.2	350	3.7
Relax Pools and Spas 216 Patillo Rd, Tecumseh, ON N8N 2L9	Shopping Centre	3.5	MOE	Area (m²)	1537.0	1537.0	5379.5	350	15.4
GW Argon 220 Patillo Rd, Tecumseh, ON N8N 2L9	Industrial	75	Metcalf & Eddy	Employee	4257.6	31.8	2382.3	350	6.8
Flex n' Gate 538 Blanchard Park, Tecumseh, ON N8N 2L9	Industrial	75	Metcalf & Eddy	Employee	16084.8	120.0	9000.0	350	25.7
Guardian Storage 538 Blanchard Park, Tecumseh, ON N8N 2L9	Office	50	Metcalf & Eddy	Employee	140.9	10.0	502.2	350	1.4
Special Events & Tents Inc 492 Blanchard Park Unit # 1, Tecumseh, ON N8N 2L9	Office	50	Metcalf & Eddy	Employee	1291.7	92.1	4604.0	350	13.2
ITALIUL 498 Blanchard Park, Tecumseh, ON N8N 2L9	Office	50	Metcalf & Eddy	Employee	655.2	46.7	2335.2	350	6.7
Industrial Fastener 179 BLANCHARD DR	Industrial	75	Metcalf & Eddy	Employee	581.5	4.3	325.3	350	0.9
Garage 183 BLANCHARD DR	Office	50	Metcalf & Eddy	Employee	581.5	41.4	2072.4	350	5.9
Lakeshore Carwash 187 Blanchard Dr, Windsor, ON N8N 2L9	Car Wash	189	Nova Scotia Sewage Guidelines	Car	297.0	20.0	3780.0	350	10.8
Lakeshore Stamping 528 Blanchard Park, Tecumseh, ON N8N 2L9	Industrial	75	Metcalf & Eddy	Employee	6386.0	47.6	3573.2	350	10.2
CSN Emeryville Collision Auto 516 Blanchard Park, Tecumseh, ON N8N 2L9	Automobile Service Station	50	Metcalf & Eddy	Employee	1749.5	20.0	1000.0	350	2.9

0.007 Average transposed to other industrial sites (pp1sq.m)

0.007 Average transposed to other industrial sites (pp1sq.m)

Old Tecumseh Road									
Use	Classification	Unit Sewage Flow (L/d)	Source	Flow Unit per	Area (m²)	Assumed Unit count	Total Flow (L/d)	Conversion to residential population equivalent (Licap'd)	Residential Person equivalence
PureCycle Spin and Yoga Studio 540 Old Tecumseh Rd, Belle River, ON NOR 1A0	Recreational Centre	3.1	Metcalf & Eddy	Area (m²)	1245.5	1245.5	3900.0	350	11.1
NAPA Auto Parts - NAPA Lakeshore Auto Parts & Tofflemire Auto Centres 962 Old Tecumseh Rd, Belle River, ON NOR 1A0	Shopping Centre	3.5	MOE	Area (m²)	2520.5	2520.5	8821.6	350	25.2

PureCycle Spin and Yoga Studio
540 Old Tecumseh Rd, Belle River, ON NOR 1A0

Assumed 10 hr
day
1 sinks
1 water closets
Sewage Flows = 3900
Area = 1245.51 L/d
m²

SANITARY SEWER DESIGN SHEET - OPTION (1-4) SEWER UPGRADES TRUNK SEWER

DESIGN CRITERIA
RESIDENTIAL SINGLE FAMILY
RESIDENTIAL CONDO / TOWN HOUSE
COMMERCIAL
INSTITUTIONAL

3 People/Unit
2 People/Ha.
1 People/180 m² building
37 People/Ha.

AVERAGE DAILY PER CAPITA FLOW
PEAK EXTRANEIOUS FLOW
HARMON'S PEAK FACTOR
VELOCITY RANGE
MINIMUM PIPE SIZE

350 L/cap/day
0.21 L/ha/s
1+14/(4+(P/1000)^{0.5})
0.61 m/s to 0.71 m/s
300 mm

Upgraded Sewers

Project : Lanoue Street Extension from Manning Road to Amy Croft Drive
Client : Town of Lakeshore
Project No. : 165620128

STREET OR EASEMENT	LOCATION			SEWER LENGTH (m)	DESIGN AREA SERVED (HECTARES)		DESIGN POPULATION (PERSONS)			PEAK FACTOR	MAXIMUM FLOW			SEWER DESIGN				
	FROM MH	TO MH	INCREMENT		TOTAL	UNITS	INCREMENT	TOTAL	INFILTRATION (L/s)		SEWAGE (L/s)	TOTAL SEWAGE AND INFILTRATION (L/s)	SEWER SLOPE (%)	DIAMETER (mm)	MANNING'S "n"	CAPACITY FULL (L/s)	VELOCITY FULL (m/s)	
Lanoue Street	MH S-9	MH S-8	82.1	3.18	3.18	954	954	3.81	0.67	14.74	15.40	0.20%	300	0.013	43.3	0.61		
Lanoue Street	MH S-8	MH S-7	95.5	1.10	4.28	330	1284	3.73	0.90	19.39	20.29	0.20%	300	0.013	43.3	0.61		
Lanoue Street	MH S-7	MH S-6	97.0	3.35	7.63	663	1947	3.59	1.60	28.36	29.96	0.20%	300	0.013	43.3	0.61		
Lanoue Street	MH S-6	MH S-5	118.4	2.10	9.73	629	2576	3.50	2.04	36.51	38.55	0.20%	300	0.013	43.3	0.61		
Lanoue Street	MH S-5	MH S-4	122.1	2.05	11.78	616	3193	3.42	2.47	44.22	46.70	0.20%	375	0.013	78.4	0.71		
Lanoue Street	MH S-4	MH S-3	121.7	0.73	12.51	219	3412	3.39	2.63	46.91	49.54	0.20%	375	0.013	78.4	0.71		
Lanoue Street	MH S-3	MH S-2	111.7	3.84	16.35	1152	4564	3.28	3.43	60.66	64.10	0.20%	375	0.013	78.4	0.71		
Lanoue Street	MH S-2	MH S-1	111.7	0.00	16.35	0	4564	3.28	3.43	60.66	64.10	0.20%	375	0.013	78.4	0.71		
Amycroft Drive	Ex MH: S-MH-00739	Ex MH: S-MH-01886	71.7	2.24	2.24	9	9	4.42	0.47	0.16	0.63	0.22%	300	0.013	45.4	0.64		
Amycroft Drive	Ex MH: S-MH-01886	Ex MH: S-MH-00740	42.6	0.00	2.24	0	9	4.42	0.47	0.16	0.63	0.22%	300	0.013	45.4	0.64		
Amycroft Drive	Ex MH: S-MH-00740	Ex MH: S-MH-01885	78.9	2.63	4.87	38	47	4.32	1.02	0.82	1.85	0.22%	300	0.013	45.4	0.64		
Amycroft Drive	Ex MH: S-MH-01885	Ex MH: S-MH-00741	36.5	3.65	8.52	389	436	4.00	1.79	7.07	8.86	0.22%	300	0.013	45.4	0.64		
Amycroft Drive	Ex MH: S-MH-00741	Ex MH: S-MH-00742	114.2	2.31	10.83	29	465	3.99	2.27	7.52	9.79	0.22%	300	0.013	45.4	0.64		
Amycroft Drive	Ex MH: S-MH-00742	Ex MH: S-MH-00743	114.9	4.10	14.93	346	811	3.86	3.14	12.67	15.81	0.22%	300	0.013	45.4	0.64		
Amycroft Drive	Ex MH: S-MH-00743	Ex MH: S-MH-00744	114.5	2.88	17.81	864	1675	3.64	3.74	24.73	28.47	0.22%	300	0.013	45.4	0.64		
Amycroft Drive	Ex MH: S-MH-00744	Ex MH: S-MH-01887	96.3	3.55	21.36	697	2372	3.53	4.49	33.89	38.38	0.22%	300	0.013	45.4	0.64		
Amycroft Drive	Ex MH: S-MH-01887	MH S-1	8.8	0.00	21.36	0	2372	3.53	4.49	33.89	38.38	0.22%	300	0.013	45.4	0.64		
Amycroft Drive	MH S-1	Ex MH: S-MH-00745	9.7	16.35	37.71	4564	6936	3.11	7.92	87.39	95.31	0.31%	375	0.013	97.6	0.88		
Amycroft Drive	Ex MH: S-MH-00745	Ex MH: S-MH-00746	110.8	4.90	42.61	149	7085	3.10	8.95	89.01	97.96	0.22%	450	0.013	133.7	0.84		
Amycroft Drive	Ex MH: S-MH-00746	Ex MH: S-MH-00747	51.4	0.37	42.98	4.0	12	7097	3.10	9.03	89.15	98.17	0.22%	450	0.013	133.7	0.84	
Amycroft Drive	Ex MH: S-MH-00747	Ex MH: S-MH-00748	92.2	3.31	46.28	42.0	126	7223	3.09	9.72	90.51	100.23	0.22%	450	0.013	133.7	0.84	
Amycroft Drive	Ex MH: S-MH-00748	Ex MH: S-MH-00749	97.3	2.63	48.91	31.0	93	7316	3.09	10.27	91.52	101.79	0.22%	450	0.013	133.7	0.84	
Amycroft Drive	Ex MH: S-MH-00749	Ex MH: S-MH-00750	120.3	5.38	54.29	64.0	192	7508	3.08	11.40	93.59	104.99	0.22%	450	0.013	133.7	0.84	
Amycroft Drive	Ex MH: S-MH-00750	Ex MH: S-MH-00751	119.2	1.17	55.46	17.0	51	7559	3.07	11.65	94.13	105.78	0.22%	450	0.013	133.7	0.84	
Amycroft Drive	Ex MH: S-MH-00751	Ex MH: S-MH-00752	119.8	0.95	56.41	13.0	39	7598	3.07	11.85	94.55	106.40	0.22%	450	0.013	133.7	0.84	
Amycroft Drive	Ex MH: S-MH-00752	Ex MH: S-MH-00800	88.6	12.11	68.52	149.0	447	8045	3.05	14.39	99.33	113.72	0.27%	450	0.013	148.2	0.93	
Amycroft Drive	Ex MH: S-MH-00800	Ex MH: S-MH-00801	114.8	1.87	70.39	19.0	57	8102	3.04	14.78	99.93	114.71	0.29%	450	0.013	153.6	0.97	
Amycroft Drive	Ex MH: S-MH-00801	Ex MH: S-MH-00802	105.5	4.44	74.83	3.0	21	8123	3.04	15.71	100.16	115.87	0.31%	450	0.013	158.8	1.00	
Amycroft Drive	Ex MH: S-MH-00802	Ex MH: S-MH-00803	66.1	8.66	83.49	74.0	222	8345	3.03	17.53	102.50	120.04	0.39%	450	0.013	178.1	1.12	
Amycroft Drive	Ex MH: S-MH-00803	Sanitary PS	22.0	0.00	83.49	0	8345	3.03	17.53	102.50	120.04	0.39%	450	0.013	178.1	1.12		

Notes: Shopping Centres 2.5 L/s.m/day Equivalent population calculated and included in calculations.
Church - Kitchen and Facilities Provided 36 L/d Value from the OBC per seat, assumed 150 seats. Equivalent population calculated and included in calculations.

High Residential Dev				From ALEO - FSR : 450 people in 1.5 ha is used to find the allocated populations of future development which in this scenario are designated as High Density Residential
Townhomes	2.5	ppl/unit	300	
Condos	3	ppl/unit	ppl/ha	

SANITARY SEWER DESIGN SHEET - OPTION 1 SEWER UPGRADES TRUNK SEWER (PS7 - New PS)

DESIGN CRITERIA
RESIDENTIAL SINGLE FAMILY
EXISTING COMMERCIAL/ INDUSTRIAL

3
Total Flow based on Unit Sewage
Flow Converted to Residential
Person Equivalence

People/Unit

AVERAGE DAILY PER CAPITA FLOW
PEAK EXTRANEOUS FLOW
HARMON'S PEAK FACTOR
VELOCITY RANGE
MINIMUM PIPE SIZE

350 L/cap/day
0.21 L/hw
1+14/(4+(P/1000)^{0.5})
0.58 m/s to
300 mm

Upgraded Sewers

Project : Lanoue Street Extension from Manning Road to Amy Croft Drive
Client : Town of Lakeshore
Project No. : 165620128

STREET OR EASEMENT	LOCATION		SEWER LENGTH (m)	DESIGN AREA SERVED (HECTARES)		DESIGN POPULATION (PERSONS)		PEAK FACTOR	MAXIMUM FLOW		TOTAL SEWAGE AND INFILTRATION (L/s)	SEWER SLOPE (%)	DIAMETER (mm)	SEWER DESIGN		VELOCITY FULL (m/s)	
	FROM MH	TO MH		INCREMENT	TOTAL	UNITS	INCREMENT		TOTAL	INFILTRATION (L/s)				SEWAGE (L/s)	FULL (L/s)		"n"
Old Tecumseh Rd	Ex MH: S-MH-01530	Ex MH: S-MH-01862	13.6	0.00	83.49	0	8345	3.03	17.53	102.50	120.04	0.22%	450	0.013	133.7	0.84	
Old Tecumseh Rd	Ex MH: S-MH-01862	Ex MH: S-MH-01524	119.3	0.00	83.49	0	8345	3.03	17.53	102.50	120.04	0.22%	450	0.013	133.7	0.84	
Old Tecumseh Rd	Ex MH: S-MH-01524	Ex MH: S-MH-01863	61.2	0.00	83.49	0	8345	3.03	17.53	102.50	120.04	0.22%	450	0.013	133.7	0.84	
Old Tecumseh Rd	Ex MH: S-MH-01863	Ex MH: S-MH-01525	84.2	0.00	83.49	0	8345	3.03	17.53	102.50	120.04	0.22%	450	0.013	133.7	0.84	
Old Tecumseh Rd	Ex MH: S-MH-01525	Ex MH: S-MH-01526	124.3	0.00	83.49	0	8345	3.03	17.53	102.50	120.04	0.22%	450	0.013	133.7	0.84	
Old Tecumseh Rd	Ex MH: S-MH-01526	Ex MH: S-MH-01527	120.6	0.00	83.49	0	8345	3.03	17.53	102.50	120.04	0.22%	450	0.013	133.7	0.84	
Old Tecumseh Rd	Ex MH: S-MH-01527	Ex MH: S-MH-01528	122.2	0.00	83.49	0	8345	3.03	17.53	102.50	120.04	0.22%	450	0.013	133.7	0.84	
Old Tecumseh Rd	Ex MH: S-MH-01528	Ex MH: S-MH-01529	121.4	0.00	83.49	0	8345	3.03	17.53	102.50	120.04	0.22%	450	0.013	133.7	0.84	
Old Tecumseh Rd	Ex MH: S-MH-01529	Ex MH: S-MH-01532	122.4	0.00	83.49	0	8345	3.03	17.53	102.50	120.04	0.22%	450	0.013	133.7	0.84	
Old Tecumseh Rd	Ex MH: S-MH-01532	Ex MH: S-MH-01864	90.5	0.00	83.49	0	8345	3.03	17.53	102.50	120.04	0.22%	450	0.013	133.7	0.84	
Old Tecumseh Rd	Ex MH: S-MH-01864	Ex MH: S-MH-01531	31.4	0.00	83.49	0	8345	3.03	17.53	102.50	120.04	0.22%	450	0.013	133.7	0.84	
Elmgrove Dr	Ex MH: S-MH-01531	Ex MH: S-MH-01533	101.0	0.00	83.49	0	8345	3.03	17.53	102.50	120.04	0.22%	450	0.013	133.7	0.84	
Elmgrove Dr	Ex MH: S-MH-01533	Ex MH: S-MH-01435	98.0	0.00	83.49	0	8345	3.03	17.53	102.50	120.04	0.22%	450	0.013	133.7	0.84	
Russell Woods Dr	PS 7 - Outlet	Ex MH: S-MH-01435	28.8	99.03	99.03	563	1690	1690	3.64	20.80	24.93	45.73	0.13%	450	0.013	102.8	0.65
Russell Woods Dr	Ex MH: S-MH-01435	Ex MH: S-MH-01804	93.4	0.73	183.25	3.0	9	10044	2.95	38.48	120.14	158.63	0.07%	600	0.013	162.5	0.57
Russell Woods Dr	Ex MH: S-MH-01804	Ex MH: S-MH-01200	82.3	2.34	185.59	6.0	18	10062	2.95	38.97	120.33	159.30	0.14%	600	0.013	229.8	0.81
Russell Woods Dr	Ex MH: S-MH-01200	Ex MH: S-MH-01803	116.8	2.50	188.09	7.0	21	10083	2.95	39.50	120.54	160.04	0.11%	600	0.013	203.7	0.72
Russell Woods Dr	Ex MH: S-MH-01803	Ex MH: S-MH-01805	122.0	2.79	190.88	7.0	21	10104	2.95	40.08	120.76	160.84	0.11%	600	0.013	203.7	0.72
Russell Woods Dr	Ex MH: S-MH-01805	Ex MH: S-MH-01448	119.6	2.39	193.27	6.0	18	10122	2.95	40.59	120.94	161.53	0.15%	600	0.013	237.8	0.84
Russell Woods Dr	Ex MH: S-MH-01448	Ex MH: S-MH-01447	121.7	2.62	195.89	7.0	21	10143	2.95	41.14	121.15	162.29	0.13%	600	0.013	221.4	0.78
Russell Woods Dr	Ex MH: S-MH-01447	Ex MH: S-MH-01446	120.0	3.33	199.22	7.0	21	10164	2.95	41.84	121.37	163.20	0.12%	600	0.013	212.7	0.75
Russell Woods Dr	Ex MH: S-MH-01446	Ex MH: S-MH-01445	111.3	2.07	201.29	5.0	15	10179	2.95	42.27	121.52	163.79	0.11%	600	0.013	203.7	0.72
Russell Woods Dr	Ex MH: S-MH-01445	Ex MH: S-MH-01093	56.8	1.36	202.65	4.0	12	10191	2.95	42.56	121.64	164.20	0.16%	600	0.013	245.6	0.87
Russell Woods Dr	Ex MH: S-MH-01093	Ex MH: S-MH-01094	29.6	0.00	202.65	0.0	0	10191	2.95	42.56	121.64	164.20	0.26%	600	0.013	313.1	1.11
Patillo Rd	Ex MH: S-MH-01439	Ex MH: S-MH-01094	80.4	65.83	65.83	386	1157	1157	3.76	13.82	17.61	31.44	0.30%	250	0.013	32.6	0.66
Pearl St	Ex MH: S-MH-01094	Ex MH: S-MH-01440	100.1	2.20	270.68	6.0	18	11366	2.90	56.84	133.49	190.33	0.18%	600	0.013	260.5	0.92
Pearl St	Ex MH: S-MH-01440	Ex MH: S-MH-01442	75.8	1.14	271.82	4.0	12	11378	2.90	57.08	133.61	190.69	0.22%	600	0.013	288.0	1.02
Pearl St	Ex MH: S-MH-01739	Ex MH: S-MH-01740	84.7	1.89	189	8.0	24	24	4.37	0.40	0.42	0.82	0.48%	200	0.013	22.7	0.72
Pearl St	Ex MH: S-MH-01740	Ex MH: S-MH-01444	48.1	0.64	253	2.0	6	30	4.35	0.53	0.93	1.06	0.87%	200	0.013	30.6	0.97
Pearl St	Ex MH: S-MH-01444	Ex MH: S-MH-01443	93.7	2.01	4.54	9.0	27	57	4.30	0.95	0.99	1.95	0.41%	200	0.013	21.0	0.67
Pearl St	Ex MH: S-MH-01443	Ex MH: S-MH-01442	109.3	1.90	6.44	5.0	15	72	4.28	1.35	1.25	2.60	0.35%	200	0.013	19.4	0.62
Easement	Ex MH: S-MH-01442	PS - 6 Inlet	29.30	0.00	278.26	0.00	0	11450	2.90	56.43	134.33	192.76	0.17%	600	0.013	251.0	0.89
Stover Street	PS 6 - Outlet	Ex MH: S-MH-01441	34.30	0.00	278.26	0	0	11450	2.90	56.43	134.33	192.76	0.29%	525	0.013	231.6	1.07
Stover Street	Ex MH: S-MH-01441	Ex MH: S-MH-01806	74.90	0.34	278.60	1	3	11453	2.90	58.51	134.36	192.86	0.19%	600	0.013	267.7	0.95
Stover Street	Ex MH: S-MH-01806	Ex MH: S-MH-01097	74.50	0.32	278.92	1	3	11456	2.90	58.97	134.39	192.96	0.19%	600	0.013	267.7	0.95
Old Tecumseh Rd	Ex MH: S-MH-01097	Ex MH: S-MH-01098	108.00	8.00	286.92	53	159	11615	2.89	60.25	135.97	196.23	0.26%	600	0.013	313.1	1.11
Old Tecumseh Rd	Ex MH: S-MH-01098	Ex MH: S-MH-01099	102.80	0.44	287.36	0	0	11615	2.89	60.35	135.97	196.32	0.22%	600	0.013	288.0	1.02
Old Tecumseh Rd	Ex MH: S-MH-01099	Ex MH: S-MH-00977	85.60	15.89	303.25	102	306	11921	2.88	63.68	139.01	202.69	0.10%	675	0.013	265.9	0.74
Old Tecumseh Rd	Ex MH: S-MH-00977	Ex MH: S-MH-01100	94.20	1.81	304.86	6	18	11939	2.88	64.02	139.19	203.21	0.08%	675	0.013	237.8	0.66
Old Tecumseh Rd	Ex MH: S-MH-01100	Ex MH: S-MH-01101	77.30	10.73	315.59	72	216	12155	2.87	66.27	141.32	207.60	0.08%	675	0.013	237.8	0.66
Old Tecumseh Rd	Ex MH: S-MH-01101	Ex MH: S-MH-01102	15.50	0.15	315.74	1	3	12158	2.87	66.31	141.35	207.66	0.07%	675	0.013	222.4	0.62
Old Tecumseh Rd	Ex MH: S-MH-01102	Ex MH: S-MH-01103	110.00	3.03	318.77	9	27	12185	2.87	66.94	141.62	208.56	0.09%	675	0.013	252.2	0.80
Old Tecumseh Rd	Ex MH: S-MH-01103	Ex MH: S-MH-01434	93.30	2.99	321.76	7	21	12206	2.87	67.57	141.83	209.39	0.10%	675	0.013	265.9	0.74
Old Tecumseh Rd	Ex MH: S-MH-01434	Ex MH: S-MH-00994	99.40	18.29	340.05	116	348	12554	2.86	71.41	145.25	216.66	0.10%	675	0.013	265.9	0.74
Old Tecumseh Rd	Ex MH: S-MH-00994	Ex MH: S-MH-01227	106.40	2.46	342.51	8	24	12578	2.86	71.93	145.48	217.41	0.07%	675	0.013	222.4	0.62
Old Tecumseh Rd	Ex MH: S-MH-01227	Ex MH: S-MH-01228	63.40	1.46	343.97	6	18	12596	2.85	72.23	145.66	217.89	0.12%	675	0.013	291.2	0.81
Old Tecumseh Rd	Ex MH: S-MH-01228	Ex MH: S-MH-01229	130.90	2.99	346.96	14	42	12638	2.85	72.86	146.07	218.93	0.12%	675	0.013	291.2	0.81
Old Tecumseh Rd	Ex MH: S-MH-01229	Ex MH: S-MH-01585	20.70	0.57	347.53	2	6	12644	2.85	72.98	146.13	219.11	0.12%	675	0.013	291.2	0.81
Old Tecumseh Rd	Ex MH: S-MH-01585	Ex MH: S-MH-01231	87.10	8.44	355.97	66	198	12842	2.85	74.75	148.06	222.82	0.10%	675	0.013	265.9	0.74
Old Tecumseh Rd	Ex MH: S-MH-01231	PS 6 - Inlet	26.40	0.00	355.97	0	0	12842	2.85	74.75	148.06	222.82	0.10%	675	0.013	265.9	0.74
Old Tecumseh Rd	Ex MH: S-MH-01232	Ex MH: S-MH-01230	24.00	5.85	361.82	50	150	12992	2.84	75.98	149.53	225.51	0.08%	675	0.013	237.8	0.66
Old Tecumseh Rd	Ex MH: S-MH-01230	Ex MH: S-MH-01233	88.10	2.19	364.01	8	24	13016	2.84	76.44	149.76	226.20	0.09%	675	0.013	252.2	0.70
Old Tecumseh Rd	Ex MH: S-MH-01233	Ex MH: S-MH-01234	89.50	1.59	365.60	6	18	13034	2.84	76.78	149.93	226.71	0.12%	675	0.013	291.2	0.81
Old Tecumseh Rd	Ex MH: S-MH-01234	Ex MH: S-MH-01235	115.00	3.68	369.28	11	33	13067	2.84	77.55	150.26	227.80	0.05%	750	0.013	249.0	0.56
Old Tecumseh Rd	Ex MH: S-MH-01235	Ex MH: S-MH-01236	122.90	11.36	380.64	92	276	13343	2.83	79.93	152.94	232.87	0.07%	750	0.013	294.6	0.67
Old Tecumseh Rd	Ex MH: S-MH-01236	Ex MH: S-MH-01237	123.00	2.94	383.58	12	36	13379	2.83	80.55	153.29	233.84	0.08%	750	0.013	314.9	0.71
Old Tecumseh Rd	Ex MH: S-MH-01237	Ex MH: S-MH-01238	115.20	4.66	388.24	10	30	13409	2.83	81.53	153.58	235.11	0.07%	750	0.013	294.6	0.67
Old Tecumseh Rd	Ex MH: S-MH-01238	Ex MH: S-MH-01239	113.10	4.93	393.17	11	33	13442	2.83	82.57	153.90	236.46	0.08%	750	0.013	314.9	0.71
Old Tecumseh Rd	Ex MH: S-MH-01239	Ex MH: S-MH-01240	86.00	3.83	396.80	8	24	13466	2.83	83.33	154.13	237.46	0.08%	750	0.013		

SANITARY SEWER DESIGN SHEET - OPTION 1A SEWER UPGRADES TRUNK SEWER (PS7 - NEW PS)

DESIGN CRITERIA
RESIDENTIAL SINGLE FAMILY
EXISTING COMMERCIAL/ INDUSTRIAL

2
Total Flow based on Unit Sewage
Flow Converted to Residential Person
Equivalence

AVERAGE DAILY PER CAPITA FLOW
PEAK EXTRANEOUS FLOW
HARMON'S PEAK FACTOR
VELOCITY RANGE
MINIMUM PIPE SIZE

350 L/cap/day
0.21 L/sft
1+14/(4+P/1000)^{0.5}
0.57 m/s to
300 mm

Upgraded Sewers

Project : Lanoue Street Extension from Manning Road to Amy Croft Drive
Client : Town of Lakeshore
Project No. : 165620128

STREET OR EASEMENT	LOCATION		SEWER LENGTH (m)	DESIGN AREA SERVED (HECTARES)		DESIGN POPULATION (PERSONS)			PEAK FACTOR	MAXIMUM FLOW			SEWER SLOPE (%)	DIAMETER (mm)	SEWER DESIGN		VELOCITY FULL (m/s)
	FROM MH	TO MH		INCREMENT	TOTAL	UNITS	INCREMENT	TOTAL		INFILTRATION (L/s)	SEWAGE (L/s)	TOTAL SEWAGE AND INFILTRATION (L/s)			SEWER CAPACITY FULL (L/s)		
																n"	
Old Tecumseh Rd	Ex MH: S-MH-01530	Ex MH: S-MH-01862	13.6	0.00	83.49	0	8345	3.03	17.53	102.50	120.04	0.22%	450	0.013	133.7	0.84	
Old Tecumseh Rd	Ex MH: S-MH-01862	Ex MH: S-MH-01524	119.3	0.00	83.49	0	8345	3.03	17.53	102.50	120.04	0.22%	450	0.013	133.7	0.84	
Old Tecumseh Rd	Ex MH: S-MH-01524	Ex MH: S-MH-01863	61.2	0.00	83.49	0	8345	3.03	17.53	102.50	120.04	0.22%	450	0.013	133.7	0.84	
Old Tecumseh Rd	Ex MH: S-MH-01863	Ex MH: S-MH-01525	84.2	0.00	83.49	0	8345	3.03	17.53	102.50	120.04	0.22%	450	0.013	133.7	0.84	
Old Tecumseh Rd	Ex MH: S-MH-01525	Ex MH: S-MH-01526	124.3	0.00	83.49	0	8345	3.03	17.53	102.50	120.04	0.22%	450	0.013	133.7	0.84	
Old Tecumseh Rd	Ex MH: S-MH-01526	Ex MH: S-MH-01527	120.6	0.00	83.49	0	8345	3.03	17.53	102.50	120.04	0.22%	450	0.013	133.7	0.84	
Old Tecumseh Rd	Ex MH: S-MH-01527	Ex MH: S-MH-01528	122.2	0.00	83.49	0	8345	3.03	17.53	102.50	120.04	0.22%	450	0.013	133.7	0.84	
Old Tecumseh Rd	Ex MH: S-MH-01528	Ex MH: S-MH-01529	121.4	0.00	83.49	0	8345	3.03	17.53	102.50	120.04	0.22%	450	0.013	133.7	0.84	
Old Tecumseh Rd	Ex MH: S-MH-01529	Ex MH: S-MH-01532	122.4	0.00	83.49	0	8345	3.03	17.53	102.50	120.04	0.22%	450	0.013	133.7	0.84	
Old Tecumseh Rd	Ex MH: S-MH-01532	Ex MH: S-MH-01864	90.5	0.00	83.49	0	8345	3.03	17.53	102.50	120.04	0.22%	450	0.013	133.7	0.84	
Old Tecumseh Rd	Ex MH: S-MH-01864	Ex MH: S-MH-01531	31.4	0.00	83.49	0	8345	3.03	17.53	102.50	120.04	0.22%	450	0.013	133.7	0.84	
Elmgrove Dr	Ex MH: S-MH-01531	Ex MH: S-MH-01533	101.0	0.00	83.49	0	8345	3.03	17.53	102.50	120.04	0.22%	450	0.013	133.7	0.84	
Elmgrove Dr	Ex MH: S-MH-01533	Ex MH: S-MH-01435	98.0	0.00	83.49	0	8345	3.03	17.53	102.50	120.04	0.22%	450	0.013	133.7	0.84	
Russell Woods Dr	PS 7 - Outlet	Ex MH: S-MH-01435	28.8	99.03	99.03	564	1691	1691	3.64	20.80	24.94	45.74	0.13%	450	0.013	102.8	0.65
Russell Woods Dr	Ex MH: S-MH-01435	Ex MH: S-MH-01804	93.4	0.73	183.25	3.0	9	10045	2.95	38.48	120.15	158.63	0.07%	600	0.013	162.5	0.57
Russell Woods Dr	Ex MH: S-MH-01804	Ex MH: S-MH-01200	82.3	2.34	185.59	6.0	18	10063	2.95	38.97	120.33	159.30	0.14%	600	0.013	229.8	0.81
Russell Woods Dr	Ex MH: S-MH-01200	Ex MH: S-MH-01803	116.8	2.50	188.09	7.0	21	10084	2.95	39.50	120.55	160.04	0.11%	600	0.013	203.7	0.72
Russell Woods Dr	Ex MH: S-MH-01803	Ex MH: S-MH-01805	122.0	2.79	190.88	7.0	21	10105	2.95	40.08	120.76	160.84	0.10%	600	0.013	194.2	0.69
Russell Woods Dr	Ex MH: S-MH-01805	Ex MH: S-MH-01448	119.6	2.39	193.27	6.0	18	10123	2.95	40.59	120.94	161.53	0.15%	600	0.013	237.8	0.84
Russell Woods Dr	Ex MH: S-MH-01448	Ex MH: S-MH-01447	121.7	2.62	195.89	7.0	21	10144	2.95	41.14	121.16	162.29	0.13%	600	0.013	221.4	0.78
Russell Woods Dr	Ex MH: S-MH-01447	Ex MH: S-MH-01446	120.0	3.33	199.22	7.0	21	10165	2.95	41.84	121.37	163.21	0.12%	600	0.013	212.7	0.75
Russell Woods Dr	Ex MH: S-MH-01446	Ex MH: S-MH-01445	111.3	2.07	201.29	5.0	15	10179	2.95	42.17	121.52	163.79	0.10%	600	0.013	194.2	0.69
Russell Woods Dr	Ex MH: S-MH-01445	Ex MH: S-MH-01093	56.8	1.36	202.65	4.0	12	10192	2.95	42.56	121.65	164.20	0.16%	600	0.013	245.6	0.87
Russell Woods Dr	Ex MH: S-MH-01093	Ex MH: S-MH-01094	29.6	0.00	202.65	0.0	0	10192	2.95	42.56	121.65	164.20	0.26%	600	0.013	313.1	1.11
Patillo Rd	Ex MH: S-MH-01439	Ex MH: S-MH-01094	80.4	65.83	65.83	386	1157	1157	3.76	13.82	17.61	31.44	0.30%	250	0.013	32.6	0.66
Pearl St	Ex MH: S-MH-01094	Ex MH: S-MH-01440	100.1	2.20	270.68	6.0	18	11366	2.90	56.84	133.49	190.34	0.18%	600	0.013	260.5	0.92
Pearl St	Ex MH: S-MH-01440	Ex MH: S-MH-01442	75.8	1.14	271.82	4.0	12	11378	2.90	57.08	133.61	190.69	0.22%	600	0.013	288.0	1.02
Pearl St	Ex MH: S-MH-01739	Ex MH: S-MH-01740	84.7	1.89	1.89	8.0	24	24	4.37	0.40	0.42	0.82	0.48%	200	0.013	22.7	0.72
Pearl St	Ex MH: S-MH-01740	Ex MH: S-MH-01444	48.1	0.64	2.53	2.0	6	30	4.35	0.53	0.53	1.06	0.87%	200	0.013	30.6	0.97
Pearl St	Ex MH: S-MH-01444	Ex MH: S-MH-01443	93.7	2.01	4.54	9.0	27	57	4.30	0.95	0.99	1.95	0.41%	200	0.013	21.0	0.67
Pearl St	Ex MH: S-MH-01443	Ex MH: S-MH-01442	109.3	1.90	6.44	5.0	15	72	4.28	1.35	1.25	2.60	0.35%	200	0.013	19.4	0.62
Easement	Ex MH: S-MH-01442	PS 6 Inlet	29.30	0.00	278.26	0.00	0	11450	2.90	58.43	134.33	192.77	0.17%	600	0.013	251.0	0.89
Stover Street	PS 6 - Outlet	Ex MH: S-MH-01441	34.30	0.00	278.26	0	0	11450	2.90	58.43	134.33	192.77	0.29%	525	0.013	231.6	1.07
Stover Street	Ex MH: S-MH-01441	Ex MH: S-MH-01806	74.90	0.34	278.60	1	3	11453	2.90	58.51	134.36	192.87	0.19%	600	0.013	267.7	0.95
Stover Street	Ex MH: S-MH-01806	Ex MH: S-MH-01097	74.50	0.32	278.92	1	3	11456	2.90	58.57	134.39	192.96	0.19%	600	0.013	267.7	0.95
Old Tecumseh Rd	Ex MH: S-MH-01097	Ex MH: S-MH-01098	108.00	8.00	286.92	53	159	11616	2.89	60.25	135.98	196.23	0.26%	600	0.013	313.1	1.11
Old Tecumseh Rd	Ex MH: S-MH-01098	Ex MH: S-MH-01099	102.80	0.40	287.36	0	0	11616	2.89	60.35	135.98	196.32	0.22%	600	0.013	288.0	1.02
Old Tecumseh Rd	Ex MH: S-MH-01099	Ex MH: S-MH-00977	85.60	176.11	463.47	102	3126	14742	2.79	97.33	166.36	263.69	0.10%	675	0.013	265.9	0.74
Old Tecumseh Rd	Ex MH: S-MH-00977	Ex MH: S-MH-01100	94.20	1.61	465.08	6	18	14760	2.79	97.67	166.53	264.20	0.08%	750	0.013	314.9	0.71
Old Tecumseh Rd	Ex MH: S-MH-01100	Ex MH: S-MH-01101	77.30	10.73	475.81	72	216	14976	2.78	99.92	168.59	268.51	0.08%	750	0.013	314.9	0.71
Old Tecumseh Rd	Ex MH: S-MH-01101	Ex MH: S-MH-01102	15.50	0.15	475.96	1	3	14979	2.78	99.95	168.61	268.57	0.06%	750	0.013	272.7	0.62
Old Tecumseh Rd	Ex MH: S-MH-01102	Ex MH: S-MH-01103	110.00	3.03	478.99	9	27	15006	2.78	100.59	168.87	269.46	0.09%	750	0.013	334.0	0.76
Old Tecumseh Rd	Ex MH: S-MH-01103	Ex MH: S-MH-01434	93.30	2.99	481.98	7	21	15027	2.78	101.22	169.07	270.29	0.10%	750	0.013	352.1	0.80
Old Tecumseh Rd	Ex MH: S-MH-01434	Ex MH: S-MH-00994	99.40	18.29	500.27	116	348	15375	2.77	105.06	172.36	277.42	0.10%	750	0.013	352.1	0.80
Old Tecumseh Rd	Ex MH: S-MH-00994	Ex MH: S-MH-01227	106.40	2.46	502.73	8	24	15399	2.77	105.57	172.59	278.16	0.07%	750	0.013	294.6	0.67
Old Tecumseh Rd	Ex MH: S-MH-01227	Ex MH: S-MH-01228	63.40	1.46	504.19	0	18	15417	2.77	105.88	172.76	278.64	0.12%	750	0.013	385.7	0.87
Old Tecumseh Rd	Ex MH: S-MH-01228	Ex MH: S-MH-01229	130.90	2.99	507.18	14	42	15459	2.77	106.51	173.15	279.66	0.12%	750	0.013	385.7	0.87
Old Tecumseh Rd	Ex MH: S-MH-01229	Ex MH: S-MH-01585	20.70	0.57	507.75	2	6	15465	2.76	106.63	173.21	279.84	0.12%	750	0.013	385.7	0.87
Old Tecumseh Rd	Ex MH: S-MH-01585	Ex MH: S-MH-01231	87.10	8.44	516.19	66	198	15663	2.76	108.40	175.08	283.47	0.10%	750	0.013	352.1	0.80
Old Tecumseh Rd	Ex MH: S-MH-01231	PS 5 - Inlet	26.40	0.00	516.19	0	0	15663	2.76	108.40	175.08	283.47	0.10%	750	0.013	352.1	0.80
Old Tecumseh Rd	Ex MH: S-MH-01232	Ex MH: S-MH-01230	24.00	5.85	522.04	50	150	15813	2.76	109.63	176.48	286.11	0.08%	750	0.013	314.9	0.71
Old Tecumseh Rd	Ex MH: S-MH-01230	Ex MH: S-MH-01233	88.10	2.19	524.23	8	24	15837	2.75	110.09	176.71	286.80	0.09%	750	0.013	334.0	0.76
Old Tecumseh Rd	Ex MH: S-MH-01233	Ex MH: S-MH-01234	89.50	1.59	525.82	6	18	15855	2.75	110.42	176.88	287.30	0.12%	750	0.013	385.7	0.87
Old Tecumseh Rd	Ex MH: S-MH-01234	Ex MH: S-MH-01235	115.00	3.68	529.50	11	33	15888	2.75	111.20	177.19	288.38	0.07%	750	0.013	294.6	0.67
Old Tecumseh Rd	Ex MH: S-MH-01235	Ex MH: S-MH-01236	122.90	11.36	540.86	92	276	16164	2.75	113.58	179.77	293.35	0.07%	750	0.013	294.6	0.67
Old Tecumseh Rd	Ex MH: S-MH-01236	Ex MH: S-MH-01237	123.00	2.94	543.80	12	36	16200	2.74	114.20	180.11	294.31	0.08%	750	0.013	314.9	0.71
Old Tecumseh Rd	Ex MH: S-MH-01237	Ex MH: S-MH-01238	115.20	4.66	548.46	10	30	16230	2.74	115.18	180.39	295.57	0.08%	750	0.013	304.9	0.69
Old Tecumseh Rd	Ex MH: S-MH-01238	Ex MH: S-MH-01239	113.10	4.93	553.39	11	33	16263	2.74	116.21	180.70	296.91					

SANITARY SEWER DESIGN SHEET - OPTION 4C SEWER UPGRADES TRUNK SEWER (Whisper Creek - Oakwood Park Sewer)

DESIGN CRITERIA
RESIDENTIAL SINGLE FAMILY
EXISTING COMMERCIAL INDUSTRIAL

3

People/Unit

AVERAGE DAILY PER CAPITA FLOW

PEAK EXTRANEOUS FLOW

HARMON'S PEAK FACTOR

VELOCITY RANGE

MINIMUM PIPE SIZE

350 L/cap/day

0.21 L/s

1+14(+)(P1000)*0.5)

0.52 m/s to

0.79 m/s

Project :

Client :

Legend
Upgraded Sewers
New Sewers



Lennox Street Extension from Manning Road to Amy Croft Drive

Town of Lakeshore

Project No. : 165620128

STREET OR EASEMENT	LOCATION		SEWER LENGTH (m)	DESIGN AREA SERVED (HECTARES)		DESIGN POPULATION (PERSONS)		PEAK FACTOR	MAXIMUM FLOW		TOTAL SEWAGE AND INFILTRATION		SEWER SLOPE (%)	DIAMETER (mm)	MANNING'S "n"	CAPACITY FULL (L/s)	VELOCITY FULL (m/s)	PROFILE					
	FROM MH	TO MH		INCREMENT	TOTAL	UNITS	INCREMENT		TOTAL	FILTRATION (L/s)	SEWAGE (L/s)	TOTAL SEWAGE AND INFILTRATION (L/s)						UPSTREAM ELEVATION INVERT (m)	GROUND (m)	COVER (m)	DOWNSTREAM ELEVATION INVERT (m)	GROUND (m)	COVER (m)
Whisper Creek	Ex MH-SMH-00732	Ex MH-SMH-00733	54.3	0.87	0.87	3.0	9	4.42	0.18	0.16	0.34	0.43%	200	0.013	21.5	0.68	-	-	-				
Whisper Creek	Ex MH-SMH-00733	Ex MH-SMH-00734	40.8	0.40	1.27	6.0	18	27	4.36	0.27	0.48	0.74	0.38%	200	0.013	20.2	0.64	-	-	-			
Whisper Creek	Ex MH-SMH-00734	Ex MH-SMH-00735	46.7	0.46	1.73	7.0	21	48	4.32	0.36	0.84	1.20	0.39%	200	0.013	20.9	0.65	-	-	-			
Whisper Creek	Ex MH-SMH-00735	Ex MH-SMH-00736	35.2	0.90	2.63	7.0	21	69	4.28	0.55	1.20	0.75	0.36%	200	0.013	19.7	0.63	-	-	-			
Whisper Creek	Ex MH-SMH-00736	Ex MH-SMH-00738	31.0	0.19	2.82	6.0	18	87	4.26	0.59	1.50	2.09	0.39%	200	0.013	20.5	0.65	-	-	-			
Whisper Creek	Ex MH-SMH-00738	PS - Whisper Creek	46.0	0.83	3.65	7.0	21	108	4.23	0.77	1.85	2.62	0.39%	200	0.013	20.5	0.65	-	-	-			
Croft Dr	Ex MH-SMH-00893	Ex MH-SMH-00894	142.7	3.26	6.91	31.9	96	204	4.15	1.45	3.42	4.87	0.40%	200	0.013	20.7	0.66	-	-	-			
Croft Dr	Ex MH-SMH-00894	Ex MH-SMH-00895	132.9	2.81	9.52	36.7	110	314	4.07	2.00	5.17	7.17	0.40%	200	0.013	20.7	0.66	-	-	-			
Croft Dr	Ex MH-SMH-00895	Ex MH-SMH-00896	133.0	0.73	10.25	8.2	25	338	4.06	2.15	5.56	7.71	0.40%	200	0.013	20.7	0.66	-	-	-			
Croft Dr	Ex MH-SMH-00896	Ex MH-SMH-00897	133.0	1.80	12.05	44.6	134	472	3.99	2.53	7.62	10.15	0.40%	200	0.013	20.7	0.66	-	-	-			
Croft Dr	Ex MH-SMH-00897	Ex MH-SMH-00898	132.9	1.42	13.47	2.0	6	478	3.98	2.83	7.71	10.54	0.49%	200	0.013	23.0	0.73	-	-	-			
Croft Dr	Ex MH-SMH-00898	Ex MH-SMH-00899	54.5	0.47	13.94	1.1	3	481	3.98	2.93	7.76	10.69	0.54%	200	0.013	24.1	0.77	-	-	-			
Croft Dr	Ex MH-SMH-00899	PS - Croft	24.0	0.97	14.91	10.5	32	513	3.97	3.13	8.24	11.38	0.46%	200	0.013	22.2	0.71	-	-	-			
Advance Blvd	Ex MH-SMH-01588	Ex MH-SMH-01591	96.3	16.28	31.19	18.2	615	1127	3.77	6.55	17.20	23.75	0.24%	300	0.013	47.4	0.67	-	-	-			
Advance Blvd	Ex MH-SMH-01591	Ex MH-SMH-01471	48.7	0.58	31.77	17.6	53	1180	3.75	6.67	17.94	24.61	0.32%	300	0.013	54.7	0.77	-	-	-			
Advance Blvd	Ex MH-SMH-01471	Ex MH-SMH-01500	57.2	0.00	31.77	0.0	0	1180	3.75	6.67	17.94	24.61	0.34%	300	0.013	56.1	0.79	-	-	-			
Advance Blvd	Ex MH-SMH-01500	Ex MH-SMH-01472	78.1	1.16	32.93	25.7	77	1257	3.73	6.92	19.02	25.93	0.20%	300	0.013	43.3	0.61	-	-	-			
Advance Blvd	Ex MH-SMH-01472	Ex MH-SMH-01592	80.4	10.56	43.49	39.2	118	1375	3.71	9.13	20.64	29.76	0.19%	300	0.013	42.5	0.60	-	-	-			
Advance Blvd	Ex MH-SMH-01592	Ex MH-SMH-01473	103.1	2.00	45.49	44.6	134	1509	3.68	9.55	22.48	32.03	0.18%	300	0.013	41.0	0.58	-	-	-			
Advance Blvd	Ex MH-SMH-01473	Ex MH-SMH-01474	97.0	2.76	48.25	10.3	31	1540	3.67	10.13	22.90	33.03	0.25%	300	0.013	48.3	0.68	-	-	-			
Advance Blvd	Ex MH-SMH-01474	Ex MH-SMH-01475	88.7	8.43	56.68	42.6	128	1667	3.65	11.90	24.63	36.53	0.18%	300	0.013	41.0	0.58	-	-	-			
Advance Blvd	Ex MH-SMH-01475	Ex MH-SMH-01476	88.4	2.95	59.63	54.8	164	1832	3.62	12.52	26.83	39.35	0.17%	300	0.013	46.2	0.57	-	-	-			
Advance Blvd	Ex MH-SMH-01476	Ex MH-SMH-01477	101.2	0.00	59.63	0.0	0	1832	3.62	12.52	26.83	39.35	0.18%	300	0.013	41.0	0.58	-	-	-			
Advance Blvd	Ex MH-SMH-01477	PS9	30.0	0.00	59.63	0.0	0	1832	3.62	12.52	26.83	39.35	0.18%	300	0.013	41.0	0.58	-	-	-			
Patillo Rd	Ex-SMH-01318	PS9	30.0	111.79	111.79	516.1	1548	1548	3.67	23.48	23.01	46.49	0.25%	300	0.013	48.4	0.68	-	-	-			
Patillo Rd	PS9	New MH1	40.0	0.00	171.42	0.0	0	3380	3.40	36.00	46.52	82.52	0.10%	450	0.013	96.2	0.57	177.541	178.500	0.959	177.501		
Patillo Rd	New MH1	New MH2	100.0	0.00	254.91	0.0	0	11725	2.89	53.53	137.06	190.59	0.06%	675	0.013	205.9	0.58	177.481	178.500	1.019	177.421		
Patillo Rd	New MH2	New MH3	100.0	0.00	254.91	0.0	0	11725	2.89	53.53	137.06	190.59	0.06%	675	0.013	205.9	0.58	177.401	178.549	1.148	177.341		
Patillo Rd	New MH3	New MH4	100.0	0.00	254.91	0.0	0	11725	2.89	53.53	137.06	190.59	0.06%	675	0.013	205.9	0.58	177.321	178.597	1.276	177.261		
Patillo Rd	New MH4	New MH5	100.0	0.00	254.91	0.0	0	11725	2.89	53.53	137.06	190.59	0.06%	675	0.013	205.9	0.58	177.241	178.646	1.405	177.181		
Patillo Rd	New MH5	New MH6	100.0	0.00	254.91	0.0	0	11725	2.89	53.53	137.06	190.59	0.06%	675	0.013	205.9	0.58	177.161	178.694	1.533	177.101		
Patillo Rd	New MH6	New MH7	100.0	0.00	254.91	0.0	0	11725	2.89	53.53	137.06	190.59	0.06%	675	0.013	205.9	0.58	177.081	178.743	1.662	177.021		
Patillo Rd	New MH7	New MH8	100.0	0.00	254.91	0.0	0	11725	2.89	53.53	137.06	190.59	0.06%	675	0.013	205.9	0.58	177.001	178.791	1.790	177.941		
Patillo Rd	New MH8	New MH9	100.0	0.00	254.91	0.0	0	11725	2.89	53.53	137.06	190.59	0.06%	675	0.013	205.9	0.58	176.921	178.840	1.899	177.889		
Patillo Rd	New MH9	New MH10	100.0	0.00	254.91	0.0	0	11725	2.89	53.53	137.06	190.59	0.06%	675	0.013	205.9	0.58	176.841	178.888	2.007	177.837		
Patillo Rd	New MH10	New MH11	100.0	0.00	254.91	0.0	0	11725	2.89	53.53	137.06	190.59	0.06%	675	0.013	205.9	0.58	176.761	178.888	2.107	177.786		
Patillo Rd	New MH11	New MH12	100.0	0.00	254.91	0.0	0	11725	2.89	53.53	137.06	190.59	0.06%	675	0.013	205.9	0.58	176.681	178.937	2.156	177.734		
Patillo Rd	New MH12	New PS - Little River Patillo	30.0	0.00	254.91	0.0	0	11725	2.89	53.53	137.06	190.59	0.06%	675	0.013	205.9	0.58	176.601	178.985	2.247	177.682		
Future Rd	New PS - Little River Patillo	New MH12	120.0	0.00	254.91	0.0	0	11725	2.89	53.53	137.06	190.59	0.06%	675	0.013	205.9	0.58	176.521	179.000	2.337	177.630		
Future Rd	New MH12	New MH13	120.0	0.00	254.91	0.0	0	11725	2.89	53.53	137.06	190.59	0.06%	675	0.013	205.9	0.58	176.441	179.000	2.429	177.578		
Future Rd	New MH13	New MH14	120.0	0.00	254.91	0.0	0	11725	2.89	53.53	137.06	190.59	0.06%	675	0.013	205.9	0.58	176.361	179.000	2.521	177.526		
Future Rd	New MH14	New MH15	120.0	0.00	254.91	0.0	0	11725	2.89	53.53	137.06	190.59	0.06%	675	0.013	205.9	0.58	176.281	179.000	2.613	177.474		
Future Rd	New MH15	New MH16	120.0	0.00	254.91	0.0	0	11725	2.89	53.53	137.06	190.59	0.06%	675	0.013	205.9	0.58	176.201	179.000	2.705	177.422		
Future Rd	New MH16	New MH17	120.0	0.00	254.91	0.0	0	11725	2.89	53.53	137.06	190.59	0.06%	675	0.013	205.9	0.58	176.121	179.000	2.797	177.370		
Future Rd	New MH17	New MH18	120.0	0.00	254.91	0.0	0	11725	2.89	53.53	137.06	190.59	0.06%	675	0.013	205.9	0.58	176.041	179.000	2.889	177.318		
Future Rd	New MH18	New MH19	120.0	0.00	254.91	0.0	0	11725	2.89	53.53	137.06	190.59	0.06%	675	0.013	205.9	0.58	175.961	179.000	2.981	177.266		
Future Rd	New MH19	New MH20	120.0	0.00	254.91	0.0	0	11725	2.89	53.53	137.06	190.59	0.06%	675	0.013	205.9	0.58	175.881	179.000	3.073	177.214		
Future Rd	New MH20	New MH21	120.0	0.00	254.91	0.0	0	11725	2.89	53.53	137.06	190.59	0.06%	675	0.013	205.9	0.58	175.801	179.000	3.165	177.162		
Future Rd	New MH21	New MH22	120.0	0.00	254.91	0.0	0	11725	2.89	53.53	137.06	190.59	0.06%	675	0.013	205.9	0.58	175.721	179.000	3.257	177.110		
Future Rd	New MH22	New MH23	120.0	0.00	254.91	0.0	0	11725	2.89	53.53	137.06	190.59	0.06%	675	0.013	205.9	0.58	175.641	179.000	3.349	177.058		
Future Rd	New MH23	New MH24	120.0	0.00	254.91	0.0	0	11725	2.89	53.53	137.06	190.59	0.06%	675	0.013	205.9	0.58	175.561	179.000	3.441	177.006		
Future Rd	New MH24	New MH25	120.0	0.00	254.91	0.0	0	11725	2.89	53.53	137.06	190.59	0.06%	675	0.013	205.9	0.58	175.481	179.000	3.533	176.954		
Future Rd	New MH25	New MH26	120.0	0.00	254.91	0.0	0	11725	2.89	53.53	137.06	190.59	0.06%	675	0.013	205.9	0.58	175.401	179.000	3.625	176.902		
Future Rd	New MH26	New MH27	120.0	0.00	254.91	0.0	0	11725	2.89	53.53	137.06	190.59	0.06%	675	0.013	205.9	0.58	175.321	179.000	3.717	176.850		
Future Rd	New MH27	New MH28	120.0	0.00	254.91	0.0	0	11725	2.89	53.53	137.06	190.59	0.06%	675	0.013	205.9	0.58	175.241	179.000	3.809	176.798		
Future Rd	New MH28	New MH29	120.0	0.00	254.91	0.0	0	11725	2.89	53.53	137.06	190.59	0.06%	675	0.013	205.9	0.58	175.161	179.000	3.901	176.746		
Future Rd	New MH29	New MH30	120.0	0.00	254.91	0.0	0	11725	2.89	53.53	137.06	190.59	0.06%	675	0.013	205.9	0.58	175.081	179.000	3.993	176.694		

Municipality of Lakeshore - Report to Council

Legislative & Legal Services

Legal Services



To: Mayor & Members of Council

From: Kristen Newman, Director of Legislative & Legal Services

Date: May 5, 2021

Subject: April 26, 2021 Police Services Board Meeting Minutes and Updates regarding Community Safety and Well-being Plan and OPP Detachment Boards

Recommendation

This report is for information only.

Background

The Police Services Board met on April 26th, 2021. The draft minutes from the April 26th meeting are attached for Council's information.

Comments

This report accompanies the draft minutes of the Lakeshore Police Services Board (attached as Appendix "A").

Community Safety and Well-Being Planning

Project Manager Mr. Leonardo Gil updated the Board on the progress of the Regional Community Safety & Well-being Plan. The Plan will not be completed by the statutory deadline of January 1, 2021 due to delays resulting from COVID-19; however, the Plan is proceeding in accordance with the project schedule. The Project Manager and consultants are currently reviewing the public engagement feedback and working with other stakeholder groups with a view to finalizing data for the Plan.

OPP Detachment Boards

The Province is seeking municipal and First Nations input regarding the composition of the OPP Detachment Boards that were introduced by the *Comprehensive Ontario Police Services Act, 2019* ["COPSA"]. The Province has requested that municipalities work with other local municipalities in the detachment that receive direct or supplemental services from the OPP detachment to submit one proposal per detachment indicating the

composition of the new board and, if needed, a rationale for multiple boards and the composition of each additional board by June 7th. The new Boards will commence January 1, 2022 with the coming into force of COPSA.

Proposals must meet base requirements set by the Ministry of the Solicitor General which include:

- a minimum number of five members per board,
- 20% of board members must be community representatives, and,
- 20% of board members must be provincial appointees.

The local municipalities are asked to work together with affected First Nations to determine the composition of the Boards as well.

The Board discussed the Province's upcoming deadline for proposals regarding the composition of OPP Detachment Boards and resolved as follows:

The Chair to arrange a meeting for discussion on the OPP detachment restructuring with the Chairs of the five area Police Services Boards and Chiefs of the local Indigenous communities.

Tecumseh's Police Services Board appears to have been thinking in a similar fashion and extended an invite or a meeting relating to this topic. The Mayor, Chair and Director of Legislative & Legal Services will be attending this meeting on May 13th to participate in discussions regarding Board Composition. The Director will prepare a report to Council regarding the outcomes of that meeting prior to the June 7th proposal deadline in order for Council to meet this deadline.

At the meeting, the topic of discussion will be whether the participating municipalities will be supporting the Foresight Report (attached at Appendix "B") and an OPP Detachment Board composition that incorporates the composition required by the Ministry and based on the recommendations from the Foresight Report (Tecumseh PSB prepared analysis attached as Appendix "C").

For information the composition of the Board has been considered a few times prior to the most recent request from the Province:

On January 27, 2020, the Lakeshore Police Services Board passed the following resolution:

That the Board supports a two board system approximately divided between the north and south Municipalities of the County for the region with billing apportioned by municipality.

On January 28, 2020, Council also provided its support for a Board comprised of the northern Essex County local municipalities passing the following resolution:

Support the January 27, 2020 motion of the Lakeshore Police Services Board regarding a proposed two board system approximately divided between the north and south municipalities of the County for the region with billing apportioned by municipality.

On February 11, 2020 Council passed the following resolution:

1. Council endorse the contents of this report entitled “Town of Lakeshore Submission regarding OPP Detachment Boards” as the Town of Lakeshore’s submission to the Province regarding the OPP Detachment Boards; and
2. The Clerk forward this report to the Ministry of the Solicitor General.

In March 2020, Tecumseh Council advised that it would be pursuing a Board composition as set out in the Foresight Report (attached as Appendix “D”).

Financial Impacts

There are no financial impacts resulting from the recommendation on this report.

Attachment:

Appendix A – April 26th Police Services Board meeting minutes

Appendix B – Foresight Report – OPP Detachment Board

Appendix C – Town of Tecumseh Analysis

Appendix D – Letter from Mayor of Town of Tecumseh

Report Approval Details

Document Title:	Police Services Board Meeting Minutes - April 26, 2021.docx
Attachments:	<ul style="list-style-type: none">- Appendix A - Police Services Board Meeting Minutes April 26 2021.docx- Appendix B - Foresight Report - OPP Detachment Board.pdf- Appendix C - Town of Tecumseh Analysis.pdf- Appendix D - Letter from Mayor of Town of Tecumseh.pdf
Final Approval Date:	May 6, 2021

This report and all of its attachments were approved and signed as outlined below:

Kristen Newman

Rosanna Pellerito

Truper McBride

Municipality of Lakeshore

Minutes of the Police Services Board Meeting



Monday, April 26, 2021, 10:00 AM

Members Present: _____ Mayor, Tom Bain
 _____ Councillor, Kirk Walstedt
 _____ Member, John Quennell
 _____ Chair Francis Kennette
 _____ Member Ed Hooker

Staff Present: _____ Director of Legislative and Legal Services, Kristen Newman
 _____ Inspector, Glenn Miller
 _____ Board Secretary, Cindy Lanoue
 _____ Sergeant Byron Hornick, OPP
 _____ Sergeant Jamie Smith, OPP

1. Call to Order

Chair Kennette called the meeting to order at 10:00 AM.

2. Disclosures of Pecuniary Interest

3. Public Presentations

a. Project Manager Leonardo Gil, Community Safety and Well-being Plan Update

Project Manager Leonardo Gil provided the Board with updates on the Community Safety and Well-being Plan.

4. Delegations

5. Completion of Unfinished Business

6. **Consent Agenda**

Approve minutes of the previous meeting and receive correspondence as listed on the Consent Agenda.

5-04-2021

Moved By Member Quennell

Seconded By Councillor Walstedt

Carried Unanimously

a. **February 22, 2021 Meeting Minutes**

b. **Zone 6 Meeting**

Member Quennell provided the Board with a brief recap of the March 24, 2021 OAPSB Zone 6 meeting.

Discussion ensued regarding the restructuring of the OPP detachments and confirmation of Lakeshore's PSB supporting a two Board restructuring.

6-04-2021

Moved By Mayor Bain

Seconded By Councillor Walstedt

The Chair to arrange a meeting for discussion on the OPP detachment restructuring with the Chairs of the five area Police Services Boards and Chiefs of the local Indigenous communities.

Carried Unanimously

c. **Enforcement of the Stay at Home Order**

Inspector Miller spoke on the "Stay at Home" order and the consequences associated with members of the community that don't comply.

d. **Solicitor General - Ontario Provincial Police Detachment Boards**

7. Reports for Information

Sgt. Smith provided an overview of recent policing activity in Lakeshore. Sgt. Smith provided additional information regarding Calls for Service and services not classified as a billable service.

Receive the Reports for Information as listed on the agenda.

7-04-2021

Moved By Member Quennell

Seconded By Councillor Walstedt

Carried Unanimously

a. **Police Services Board Report - February 2021**

b. **Essex County Overview - February 2021**

c. **Police Services Board Report - March 2021**

d. **Essex County Overview - March 2021**

8. **Reports for Direction**

9. **Notices of Motion**

10. **Question Period**

11. **Non-Agenda Business**

12. **Adjournment**

Moved By Mayor Bain

Seconded By Member Quennell

The Police Services Board adjourn its meeting at 11:06 PM.

Carried Unanimously

Francis Kennette
Chair

Cindy Lanoue
Secretary



OPP Detachment Board Report

Prepared by: Janice Forsyth, PhD
President
Foresight Management Consulting
jforsyth@foresightconsulting.ca

January 23, 2020

OPP Detachment Board Report

Background

The *Comprehensive Ontario Police Services Act, 2019* received Royal Assent on March 26, 2019 creating the *Community Safety and Policing Act, 2019* (CSPA). Once in force, the CSPA will replace the *Police Services Act, 1990*. The Solicitor General is working toward bringing the CSPA into effect in 2021. In advance of that, regulations must be developed, and the Province has committed to broad community consultation on these regulations.

The new CSPA carries over similar principles as are currently in effect in the *Police Services Act* (PSA). Principles new to the CSPA include an additional requirement for police service boards to be representative of the communities they serve. There is also a new principle that ensures all parts of Ontario including First Nation (FN) Territories receive equitable levels of policing.

The Solicitor General has new duties under the CSPA, including the duty to develop, promote and provide education and training toward professional policing and a duty to assist members of police service boards, OPP detachment boards and FN OPP boards in performing their duties.

The CSPA is predicated on the provision of ‘adequate and effective police services’; this is carried over from the current PSA. Adequate and effective police services must include crime prevention, law enforcement, assistance to victims of crime, public order maintenance and emergency response. The CSPA provides flexibility to add other policing functions by regulation. The new CSPA also requires that policing functions be delivered in accordance with:

- the Canadian Charter of Rights and Freedoms and the Ontario Human Rights Code; and
- a conflict of interest standard to be set in regulation.

The CSPA clarifies that the enforcement of municipal by-laws (except as may be set out in regulation) and court security are not part of the requirement for adequate and effective police service delivery.

The CSPA makes police service boards and the Commissioner of the OPP responsible for the delivery of adequate and effective policing in their area of policing responsibility. Municipalities continue to have options regarding how policing services are delivered, including establishing their own police service, sharing a municipal police service or through the OPP.

Introduction

For municipalities with OPP service, Section 10 agreements between municipalities and the OPP will not exist under the CSPA. Municipalities with Section 10 police service boards are to transition to an OPP detachment board. Municipalities can still enter into agreements for additional services/enhancements (for services not required as part of adequate and effective policing) under the CSPA. A regulation is to be developed to guide the transition from PSA agreements to the CSPA, including alignment of OPP billing to a detachment board model.

The CSPA creates a requirement for one OPP detachment board per OPP detachment. A regulation will be developed that sets out requirements for community representation and input, including:

- board composition, in terms of size and representation;
- board member terms of office; and
- board member remuneration.

The regulation will also address detachment board flexibility to address geography, where more than one board may be needed, such as northern communities.

OPP detachment boards are to represent the full diversity of population groups within a detachment, e.g. Indigenous peoples, Franco-Ontarians, etc. Municipalities in a detachment are responsible for sharing the costs of operating a detachment board.

Given this reality, a meeting was convened on December 18, 2019 with the Mayors, the Police Service Boards Chairs and the respective municipal Chief Administrative Officers from Tecumseh, Lakeshore, Essex, Kingsville & Leamington to prepare recommendations for the Community Safety & Policing Act regulations.

The following individuals participated in the meeting:

Town of Essex:

Larry Snively – Mayor and PSB Chair
Kim Verbeek – PSB Vice Chair
Chris Nepszy – CAO

Town of Kingsville:

Nelson Santos, Mayor and PSB Chair
Will Chisholm, PSB Vice Chair
Peggy Van Mierlo-West, CAO

Town of Lakeshore:

Tom Bain, Mayor
Francis Kennette, PSB Chair
Kristen Newman, Director of Legislative and Legal Services

Municipality of Leamington:

Joan McSweeney, PSB Vice Chair
Ruth Orton, Director of Legal and Legislative Services

Town of Tecumseh:

Gary McNamara, Mayor
Christopher Hales, PSB Chair
Margaret Misek-Evans, CAO
Ellen Preuschat, PSB Recording Secretary

The purpose of this report is to summarize the feedback from the December 18, 2019 meeting and make recommendations to the Community Safety & Policing Act regulations.

Recommendations to the *Community Safety & Policing Act* Regulations

The discussion was organized around three themes with recommendations and context presented for each theme as follows:

1. Composition of OPP Detachment Boards

- a) Flexible approach including diversity requirements of population groups within a detachment.

It was discussed that for larger detachments (containing a higher number of municipalities) the model could become unwieldy therefore the recommendation is for a flexible approach. Participating municipalities could self-govern, within a certain framework, i.e. change the terms of reference on what the board looks like, with Ministerial approval.

There was agreement that every municipality needs a voice and should be represented on the detachment board. This approach could also assist in meeting the CSPA diversity requirements.

- b) Representatives by municipal population: up to 10,000 has one member appointed to the detachment board, and two members appointed with a population of 10,000 + 2 provincial representatives.

There was consensus that equal representation by municipality is not the ideal situation. It was proposed that a form of representation by population be instituted. The group agreed on the recommendation that a municipality with a population up to 10,000 has one member appointed to the detachment board, and two members appointed with a population of 10,000 +.

Based on the context above, the recommended composition of the new detachment board (Tecumseh, Lakeshore, Essex, Kingsville & Leamington)

would be 2 representatives from each municipality present plus 1 from Pelee Island and 2 provincial appointments (as per legislation).

- c) Representatives chosen by individual councils: may be Mayor, Council member and/or citizen.

The group discussed the fact that the Board provides oversight, however the Council approves the contract/budget and that these are different functions. From that perspective, it is important to have Mayor/Council representation on the board. The final conclusion, following further discussion, was that it should be up to each individual Council to decide who will represent them.

- d) Term is same as Council – with community members up to 8 years.

Regarding terms of office, it was emphasized that there is a significant training/orientation period for new members and continuity is critical. Members indicated that a longer term would be ideal with 6 to 8 years maximum service. Terms for elected officials would be defined by their Council terms however community appointees could serve for multiple terms, to a maximum of two terms or 8 years.

- e) Remuneration standardized for the group.

To ensure the equitable distribution of remuneration across the detachment the group proposes that each board member would be remunerated equally. In other words, remuneration would be the same for each member, regardless of which municipality appoints the individual.

2. Transitioning to OPP Detachment Boards

- a) One bill per detachment board that is based on hours of service vs. calls to enhance transparency and accountability for officer hours.

Discussion included concerns with the current billing model primarily related to value for money. Municipalities have no way of assessing proactive policing service received in a model that relies on reactive service calls as the basis for billing and reporting. The group recommended an open and transparent model like the previous hours of service approach. Also, as an integrated service – officers and staff may be moved from municipality to municipality. The group agreed that they don't need to break down for calls for service and that hours of service would better reflect an integrated service delivery model including a provision for a guaranteed minimum staffing level for each shift. Allowance would be made for OPP coverage of major incidents.

- b) Municipalities responsible for own enhancements.

As is current practice, the group supported Municipalities having the ability to enhance services within their community and be responsible for funding and implementing the enhancement.

- c) Define adequate and effective policing with input into the definition from each community or provide opportunity for municipalities to define locally.

The group discussed revising the whole approach toward “adequate and effective policing,” incorporating feedback from municipalities regarding the definition. It is recommended that the regulations should more clearly spell out what is meant by adequate and effective policing. As the billing model is a regulation, this may be the ideal time to re-define adequate and effective policing.

3. OPP Board Governance

- a) A representative of the detachment board must report to Council regularly and provide feedback from Council through a formal feedback mechanism including comparing statistics and metrics for accountability.

With the expectation that each municipality would have adequate representation, the role would include ensuring statistics and metrics are collected and communicated back to each Council. The group felt strongly that this must be a formal feedback mechanism, reporting must be mandated from the detachment board to each municipality in the detachment with a prescribed format for municipal questions/concerns/requests to be considered by the board. Similarly, there must be a mechanism whereby each Council can provide input to local action plans and strategies affecting policing in their community.

- b) Development and updating of the local action plan to increase local engagement and input into decision making.

The group recommends a bottom up approach input process regarding the development and updating of the local action plan. This approach would demonstrate how the board is unique with distinctive partners. Mandatory consultation with Municipal Council regarding the development of the Local Action Plan is recommended to ensure boards establish objectives, priorities and policies for the entire detachment, not just for policing a single community within the detachment area.

The current feeling among the group is that existing PSBs do not have adequate decision making powers and with fewer boards, it is believed that we will have less say on the policing service provided, without a mechanism in the regulation to provide otherwise. Regular meetings, regular consultation and presentation of

statistics (metrics to be included in the action plan, DC responsible for reporting out of the metrics) would improve engagement and accountability.

- c) Develop regulations for the funding formula that reflects the added time and responsibility of developing local policies and action plans, as well as, reporting to member municipalities.

The group discussed that the regulations should set out a funding formula, i.e. based on per property, per person, per household for funding detachment board operations including timelines for submission to partners for budgeting. It was noted that detachment boards' compensation would need to reflect the added time and responsibility of developing local policies, action plans, governance training and reporting to member municipalities.

Conclusion

The *Community Safety and Policing Act* has established a requirement for one OPP detachment board per OPP detachment with requirements for community representation and input. The Municipalities of Tecumseh, Lakeshore, Essex, Kingsville & Leamington convened a meeting to discuss the regulation and prepare a report to provide input into the regulation. The above recommendations are intended to ensure that detachment boards will represent the needs of all municipalities served by the detachment while adhering to the CSPA.

Attachment 2: Analysis of Foresight Report Detachment Board Framework

The tables below set out the resulting framework summarized in the Foresight Report relative to the OPP detachment board composition requirements provided by the Solicitor General (Fact Sheet attached to the Letter of March 17, 2021).

- The minimum size of the detachment board is 5 members:

Municipality	Community Members	Provincial Appointees	Total
Essex	2	2	
Kingsville	2		
Lakeshore	2		
Leamington	2		
Pelee*	1		
Tecumseh	2		
Size with Leamington	11	2	13
Size without Leamington	9	2	11

* Confirmation required.

Should Leamington choose not to participate on a detachment board in light of their recent decision to terminate the OPP Policing contract, the total number of members would be reduced to 11.

- There is no maximum size for the detachment Board.
- Composition of the detachment board requires a minimum of
 - o 20% community representatives
 - o 20% Provincial appointees

Municipality	Community Members		Provincial Appointees	Total
	Elected	Community Representative		
Essex	1	1	2	
Kingsville	1	1		
Lakeshore	1	1		
Leamington	1	1		
Pelee*	1			
Tecumseh	1	1		
Composition with Leamington	6 46%	5 38%	2 16%	13 100%
Composition without Leamington	5 45%	4 36%	2 18%	11 100%

* Confirmation required.

It may be necessary to increase the number of Provincial appointees to 3 in order to meet the minimum 20% threshold set out by the Solicitor General.

On community representation to the detachment board, the Foresight Report summarized (p. 5 c)):

“The group discussed the fact that the Board provides oversight, however the Council approves the contract/budget and that these are different functions. From that perspective, it is important to have Mayor/Council representation on the board. The final conclusion, following further discussion, was that it should be up to each individual Council to decide who will represent them.”

For the purposes of the table above, community members have been evenly split between Council representation and community representation, except for Pelee where there is only one representative proposed.

Note that the FAQ also indicates that Municipal Councils within a detachment board will have the ability to nominate individuals for consideration as Provincial appointees.



The Corporation of the Town of Tecumseh

Office of the Mayor

March 31, 2020

Mayor Tom Bain
Town of Lakeshore
419 Notre Dame Street
Belle River, ON N0R 1A0

Dear Mayor Bain:

RE: Town of Lakeshore's Correspondence regarding OPP Detachment Boards

I am writing in response to the letter dated January 30, 2020, sent by the Clerk for the Town of Lakeshore, Ms. Kristen Newman. It advised of Lakeshore Council's resolution of support (22-01-2020) for the Lakeshore Police Services Board's proposal of a 'two board system' for Essex County as its preferred option. Further, this has been recommended to the Solicitor General as input to the regulations for OPP detachment boards under development for the *Community Safety and Policing Act, 2019*.

This letter was considered by Tecumseh Town Council at its meeting of February 25, 2020, where it was referred to the Tecumseh Police Services Board. The Tecumseh PSB held its next meeting on March 4, 2020, at which the following resolution was passed (PSB 11/20):

Whereas a consensus was reached at the joint meeting of Mayors, Police Services Board Chairs, and Chief Administrative Officers of the Towns of Essex, Kingsville, Lakeshore, Leamington and Tecumseh held on December 18, 2019 in Essex, ON, on the recommendations to the Solicitor General for a regional approach to the establishment of an OPP Detachment Board; and

Whereas this consensus was recorded in the report by Foresight Management Consulting dated January 23, 2020 entitled "OPP Detachment Board Report" (Foresight Report); and

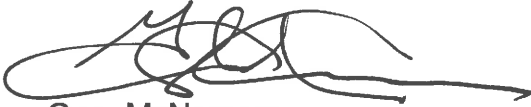
Whereas no written objection to the contents of the Foresight Report was received by the Tecumseh Police Services Board;

Therefore be it Resolved that the Tecumseh Police Services Board **recommend** to Tecumseh Town Council that the Mayor send a letter to the Town of Lakeshore, in response to their letter dated January 30, 2020, confirming support for the recommendations as set out in the Foresight Report, with a copy to be sent to the Solicitor General and the other OPP policed municipalities in Essex County.

.../2

Tecumseh Town Council accepted this recommendation at its March 24, 2020 meeting, and accordingly, I am writing to confirm our support for the recommendations as set out in the aforementioned Foresight Report. We have copied the Solicitor General and the municipalities in the Essex OPP Detachment.

Yours truly,

A handwritten signature in black ink, appearing to read 'Gary McNamara', with a long horizontal flourish extending to the right.

Gary McNamara
Mayor

c: Ministry of the Solicitor General
Town of Essex
Town of Kingsville
Municipality of Leamington

Municipality of Lakeshore - Report to Council

Community & Development Services

Development Services



To: Mayor & Members of Council

From: Aaron Hair, MCIP, RPP, Planner III

Date: April 16, 2021

Subject: Part Lot Control Exemption By-law (PLC-3-2021) New Centre Estates

Recommendation

Approve the application for exemption for Part Lot Control for Blocks 48 - 66 (inclusive) on Registered Plan 12M-668 in the Municipality of Lakeshore; and

Direct the Clerk to read By-law 38-2021 during the "Consideration of By-laws".

Background

The subject lands known as the "New Centre Estates" received final approval from the County of Essex on March 9, 2020. The subject lands under consideration are located on the east side of the New Centre Estates Plan of Subdivision (See Appendix A – Phase 3A).

The developer has submitted a request for a Part Lot Control Exemption for Blocks 48 – 66 (inclusive) on Registered Plan 12M-668 in the Municipality of Lakeshore (See Appendix B). The purpose of the part-lot control by-law is to allow the blocks on the Registered Plan to be divided into smaller parcels to develop 6 semi-detached dwelling units and 48 townhouse units. A subdivision agreement was entered into by the municipality and the developer on November 5, 2019.

The site is designated 'Residential' in the Lakeshore Official Plan and is zoned (R2-16), Residential – Medium Density, which permits single detached dwelling, semi-detached dwelling, townhouses and accessory uses.

Comments

The *Planning Act* under Subsection 50(7) authorizes Council to pass a by-law to designate a part or parts of a registered plan of subdivision as not being subject to the part lot control provisions of Subsection 50(5) of the *Planning Act*, in effect allowing further subdivision of the designated lands by means of a Reference Plan and without going through the consent or subdivision process. Passage of the part lot control by-law would permit the owner to convey all or portions of a Lot or Block in a registered Plan of

Subdivision. Applications of this type are not subject to public hearings or appeal. Public notice has already occurred through the subdivision approval process. Final approval of the by-law rests with the County of Essex, the subdivision approval authority.

The application will facilitate the development of semi-detached and townhouse dwellings, which will increase the range and mix of new residential units in the Municipality, implementing Section 4.3.1.3 i) of the Official Plan which states that the Municipality will encourage:

“supporting increased residential densities in appropriate locations and a full range of housing types, adequate land supply, redevelopment and residential intensification, where practical.”

Analysis

Provincial Policy Statement and County of Essex Official Plan

The application raises no concerns relative to the PPS and the proposal conforms to the County of Essex Official Plan.

Official Plan

The proposal conforms to the Lakeshore Official Plan.

Zoning

As noted, the subject lands are zoned for Residential Uses in accordance with the site specific zoning of R2-16, Residential – Medium Density in the Municipality of Lakeshore Zoning By-law.

Conclusion

That the following recommendations be approved:

1. Council approve the application for exemption for Part Lot Control for Blocks 48 - 66 (inclusive) on Registered Plan 12M-668 in the Municipality of Lakeshore; and
2. Council adopt By-law 38-2021.

Others Consulted

The County of Essex has been forwarded the draft by-law for comment.

Financial Impacts

There are no financial impacts resulting from the recommendation.

Appendix A - Key Map

Appendix B - Plan of Survey

Report Approval Details

Document Title:	Part Lot Control Exemption Report for Direction (PLC-3-2021) New Centre Estates.docx
Attachments:	- Appendix A - Key Map RE PLC-3-2021.jpg - Appendix B - Plan of survey RE PLC-3-2021.pdf
Final Approval Date:	May 3, 2021

This report and all of its attachments were approved and signed as outlined below:

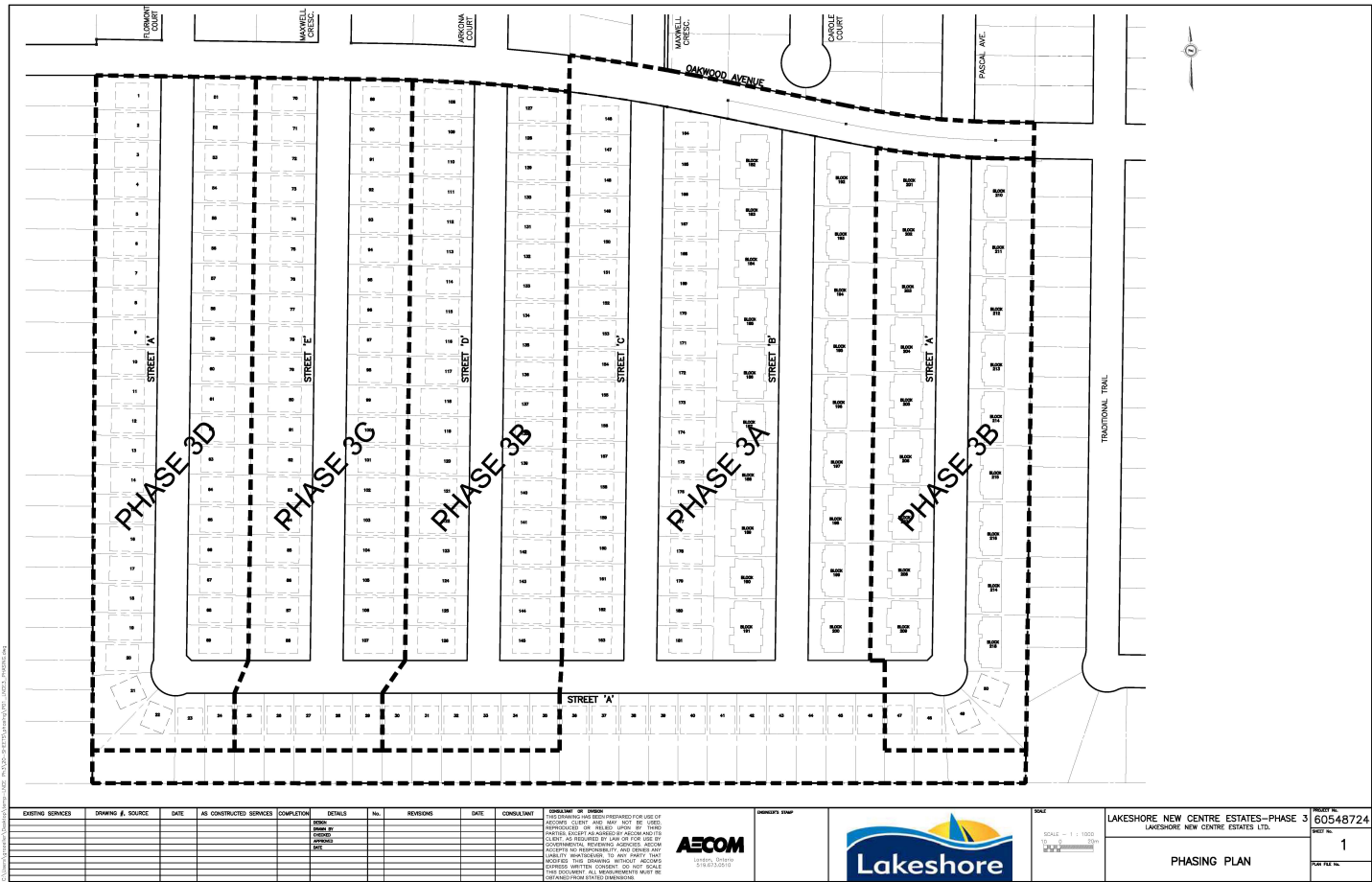
Aaron Hair

Tammie Ryall

Rosanna Pellerito

Kristen Newman

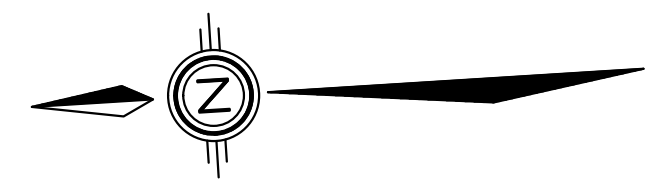
Truper McBride



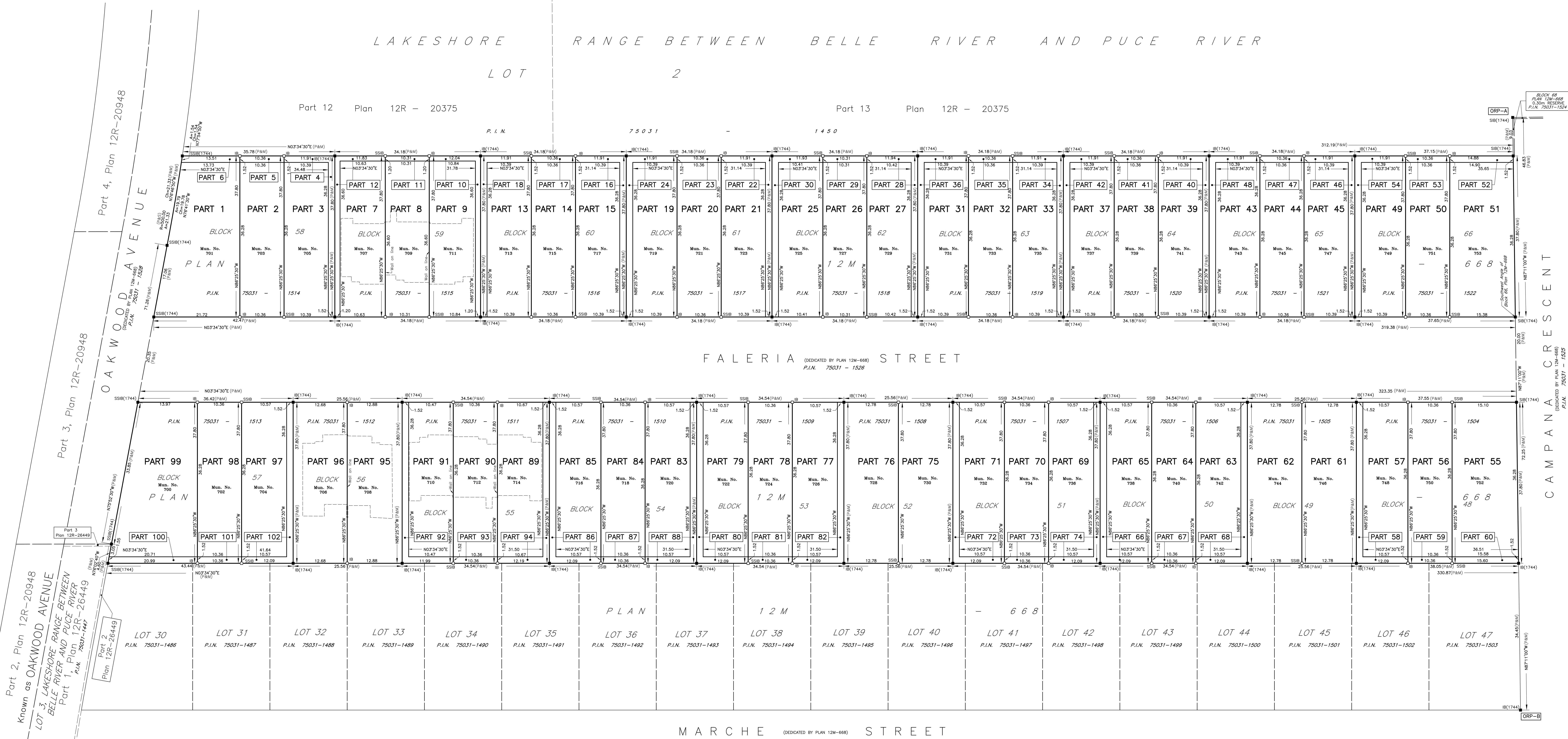
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1				13				25				37				49				61				73				85				97								
2				14				26				38				50				62				74				86				98								
3	ALL OF BLOCK 58		ALL OF 75031-1514	15	ALL OF BLOCK 60		ALL OF 75031-1516	27	ALL OF BLOCK 62		ALL OF 75031-1518	39	ALL OF BLOCK 64		ALL OF 75031-1520	51	ALL OF BLOCK 66		ALL OF 75031-1522	63				75	ALL OF BLOCK 53	PLAN 12M-668	ALL OF 75031-1500	87	ALL OF BLOCK 54	PLAN 12M-668	ALL OF 75031-1510	99	ALL OF BLOCK 55	PLAN 12M-668	ALL OF 75031-1511	101	ALL OF BLOCK 57	PLAN 12M-668	ALL OF 75031-1513	
4				16				28				40				52				64				76				88				100								
5				17				29				41				53				65				77				89				102								
6		PLAN 12M-668		18				30				42				54				66				78				90				103								
7				19				31				43				55				67				79				91				104								
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10				22				34				46				58				70				82				94				107								
11				23				35				47				59				71				83				95				108								
12				24				36				48				60				72				84				96				109								

PLAN 12R-28532
Received and deposited
February 19th, 2021
Joanne Mason
Representative for the
Land Registrar for the
Land Titles Division of
Essex (No.12)

COORDINATE DATA	
COORDINATES ARE DERIVED FROM GRID OBSERVATIONS USING THE CAN-NET NETWORK SERVICE AND ARE REFERRED TO UTM ZONE 17 (81° WEST LONGITUDE) NAD83 (CSRS) (2010.0).	
COORDINATE VALUES ARE TO AN URBAN ACCURACY IN ACCORDANCE WITH SECTION 14(2) OF THE REGISTRY ACT.	
POINT ID	NORTHING
GRP-A	44565028.59
GRP-B	44565028.59
GRP-C	44565028.59
COORDINATES CANNOT, IN THEMSELVES, BE USED TO RE-ESTABLISH CORNERS OR BOUNDARIES SHOWN ON THIS PLAN.	



PLAN OF SURVEY
OF
BLOCKS 48 to 66 (incl.)
PLAN 12M-668
IN THE
TOWN OF LAKESHORE
COUNTY OF ESSEX, ONTARIO
VERHAEGEN LAND SURVEYORS
SCALE = 1:300
BEARINGS ARE UTM GRID DERIVED FROM OBSERVED REFERENCE POINTS "A" AND "B" BY REAL TIME NETWORK OBSERVATIONS AND ARE REFERRED TO UTM ZONE 17 (81° WEST LONGITUDE) NAD 83 (CSRS) (2010.0).
DISTANCES ON THIS PLAN ARE GROUND AND CAN BE CONVERTED TO GRID BY MULTIPLYING BY THE CORRECTION SCALE FACTOR OF 0.9999927.
LEGEND AND NOTES:
■ DENOTES SURVEY MONUMENT FOUND
SMB DENOTES SURVEY MONUMENT SET
SMB DENOTES STANDARD IRON BAR
SMB DENOTES SHORT STANDARD IRON BAR
B DENOTES IRON BAR
B DENOTES PLASTER BAR
M DENOTES MEASURED
W DENOTES WITNESS
L DENOTES LATERAL
S DENOTES SET
M DENOTES MEASURED
O DENOTES OBSERVED REFERENCE POINT (O) DENOTES DEED
GRP DENOTES GRIP
ALL SET SSB AND IRON MONUMENTS WERE USED DUE TO LACK OF OVERLAP IN SECTION 11 (4) OF THE REGISTRY ACT.
(P) DENOTES PLAN 12M-668 SURVEYORS
(1744) DENOTES VERHAEGEN LAND SURVEYORS
"METRIC" DISTANCES AND COORDINATES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048



FRONTAGE AND LOT AREA CERTIFICATE	
FRONTAGE CALCULATIONS ARE BASED ON ZONING BY-LAW 2-2012 ADOPTED JANUARY 10, 2012. ALL PART NUMBERS, FRONTAGE CALCULATIONS AND AREAS ARE BASED ON A PLAN 12R-28532	
PART	AREA m ² FRONTAGE m
1 & 6	632.4 18.8
2 & 5	391.6 10.36
3 & 4	450.2 11.91
7 & 12	447.2 11.83
8 & 11	388.7 10.31
9 & 10	454.8 12.04
13 & 18	450.2 11.91
14 & 17	391.6 10.36
15 & 16	450.2 11.91
19 & 24	450.2 11.91
20 & 23	391.6 10.36
21 & 22	450.2 11.91
25 & 36	451.2 11.93
26 & 29	388.7 10.31
27 & 28	450.9 11.94
31 & 36	450.2 11.91
32 & 35	391.6 10.36
33 & 34	450.2 11.91
37 & 42	450.2 11.91
38 & 43	391.6 10.36
39 & 40	450.2 11.91
43 & 48	450.2 11.91
44 & 47	391.6 10.36
45 & 46	450.2 11.91
49 & 54	450.2 11.91
50 & 53	391.6 10.36
51 & 52	571.9 15.28
55 & 60	580.0 15.19
56 & 59	391.6 10.36
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Municipality of Lakeshore

Report to Council

Engineering & Infrastructure Services

Environmental Services



To: Mayor & Members of Council

From: Albert Dionne, C.E.T.
Manager of Water/Wastewater Services

Date: April 1, 2021

Subject: 2020-2021 MECP Drinking Water Inspections

Recommendations

Receive the Ministry of Environment, Conservation and Parks (MECP) Drinking Water Inspections for the Municipality of Lakeshore's following systems for information:

1. Lakeshore Drinking Water System – Report dated November 10, 2020
2. Tecumseh Distribution System – Report dated August 18, 2020
3. Union Distribution System – Report dated November 10, 2020
4. Stoney Point Drinking Water System – Report dated February 2, 2021, as presented at the May 11, 2021 Council meeting.

Background

The Ministry of Environment, Conservation and Parks (MECP) conducts inspections of the Municipality's water systems annually. Lakeshore has four (4) drinking water systems as follows:

1. Lakeshore Drinking Water System - The Lakeshore drinking water system delivers drinking water to the north-west part of the Municipality, generally bound by Lake St. Clair to the south to Highway 401 from County Road 19 (Manning Road) to Rochester Townline Road. Water is supplied from the Lakeshore Water Treatment plant on Lakeview Drive in Belle River. The water treatment plant and the water distribution system were inspected.
2. Tecumseh Distribution System - Under a service agreement between the Municipality of Lakeshore and the Town of Tecumseh, water is supplied to two small areas within the Municipality of Lakeshore both off County Road 19 (Manning Road). The first area is along Little Baseline Road for approximately 700 metres east from County Road 19 (Manning Road) while the second area is the rural area between County Road 42 and Highway 401 immediately west of

County Road 19 (Manning Road) along Scott Sideroad and Walls Road. These service areas have a total equivalent population of approximately 200 people. The Tecumseh Water Supply System is supplied with water from the Windsor Water Supply System (under a service agreement between the Town of Tecumseh and the Windsor Utilities Commission).

3. Union Distribution System - The Union Distribution drinking water system delivers drinking water to the south-west part of the municipality, generally bound by Highway 401 from County Road 19 (Manning Road) to Rochester Townline Road. Water is supplied from the Union Water Supply System Water Treatment plant in Ruthven.
4. Stoney Point Drinking Water System - The Stoney Point Drinking Water System delivers drinking water to most of the eastern part of the municipality and is generally bound by Lake St. Clair to County Road 8 and from Rochester Townline to just west of Richardson Sideroad. Water is supplied from Lakeshore's Water Treatment plant on St. Clair Road in Stoney Point. The water treatment plant and the water distribution system were inspected.

Comments

This report confirms that Council (as the owner of the drinking water system) has been informed when an MECP inspection takes place and the results of the inspections.

Further, these reports are being provided to Council in fulfilment of regulatory requirements under the Safe Drinking Water Act, 2002.

The results of the inspections are summarized below:

Lakeshore Drinking Water System

An announced inspection of the Lakeshore Drinking Water System was carried out by the MECP on November 10, 2020. The inspection report gives an overall rating of 100% and is appended to this report.

There were no items noted under “**Non-Compliance with Regulatory Requirements and Actions Required**”.

There was one (1) item identified under “**Summary of Best Practice Issues and Recommendations**” on page 14 of the appended report and is summarized as follows:

The following issues were also noted during the inspection:

1. *As per Condition 1.6.4, Schedule C of the License, a monthly UV alarm summary report shall be prepared, and include the time, date and duration of each UV equipment alarm. These summary reports were completed for the inspection period, however, do not include the volume of water treated during each alarm period, as required.*

Recommendation:

- 1. The volume of water treated during each alarm period should be added to the monthly UV alarm summary report and documented going forward.*

Tecumseh Distribution System

An announced inspection of the Tecumseh Distribution System was carried out by the MECP on August 18, 2020. The inspection report gives an overall inspection rating of 100% and is appended to this report.

There are no items noted under “**Non-Compliance with Regulatory Requirements and Actions Required**”.

There are no items noted under “**Summary of Best Practice Issues and Recommendations**”.

Union Distribution System

An announced inspection of the Union Distribution System was carried out by the MECP on November 10, 2020. The inspection report gives an overall inspection rating of 100% and is appended to this report.

There are no items noted under “**Non-Compliance with Regulatory Requirements and Actions Required**”.

There are no items noted under “**Summary of Best Practice Issues and Recommendations**”.

Stoney Point Drinking Water System

An announced inspection of the Stoney Point Drinking Water System was carried out by the MECP on February 2, 2021. The inspection report gives an overall inspection rating of 100% and is appended to this report.

There are no items noted under “**Non-Compliance with Regulatory Requirements and Actions Required**”.

There are two (2) items noted under the “**Summary of Best Practice Issues and Recommendations**” on page 14 of the appended report and is summarized as follows:

The following issues were also noted during the inspection:

- 1. The operating authority indicated that there is no Standard Operating Procedure for the transfer of treated water from the Stoney Point reservoir to Haycroft Pumping Station. Since this procedure is outside normal operations and could significantly impact the water quality and pressure in*

the distribution system, it is important to have a clear procedure for operators to follow.

2. *As recommended in the last inspection, all continuous meters that measure the parameters used to calculate CT were calibrated, with the exception of plant effluent temperature.*

Recommendation:

1. *By May 3, 2021, the operating authority shall develop and submit to the undersigned officer an SOP for this procedure. This procedure should include, at minimum, the following steps:*
 - *Confirm the water hauling truck you retain is only used for transporting treated drinking water*
 - *Ensure connections from the truck to the line are disinfected*
 - *Measure and record the date, time, delivery agent and the free chlorine residual upon delivery.*
2. *The operating authority is reminded to include the continuous meter that measures plant effluent temperature in their annual calibration schedule.*

All reports have been appended herein in their entirety.

Financial Impacts

There are no financial impacts as a result of the inspection reports.

Attachments:

- Lakeshore Drinking Water System – Report dated November 10, 2020
- Tecumseh Distribution System – Report dated August 18, 2020
- Union Distribution System – Report dated November 10, 2020
- Stoney Point Drinking Water System – Report dated February 2, 2021

Report Approval Details

Document Title:	2020-2021 MECP Drinking Water Inspections.docx
Attachments:	<ul style="list-style-type: none">- Lakeshore (Union) 2020-21 Inspection Report-EA.pdf- Lakeshore (Tecumseh) DS - 2020-21 Inspection Report-EA.pdf- Lakeshore DWS - 2020-21 Inspection - EA.pdf- Stoney Pt 2020-21 Inspection Report -EA.pdf
Final Approval Date:	May 3, 2021

This report and all of its attachments were approved and signed as outlined below:

Krystal Kalbol

Rosanna Pellerito

Kristen Newman

Truper McBride

**Ministry of the Environment,
Conservation and Parks**

620 – 4510 Rhodes Dr
Windsor ON N8W 5K5
Tel. : 519 948-1464
1-800-387-8826
Fax: 519 948-2396

**Ministère de l'Environnement, de la
Protection de la nature et des Parcs**

620 – 4510, chemin Rhodes
Windsor ON N8W 5K5
Tél. : 519 948-1464
1-800-387-8826
Télééc. : 519 948-2396



January 5, 2021

File: SI-ES-LA-540

Town of Lakeshore
419 Notre Dame St.
Belle River, ON N0R 1A0

Attention: Mr. Truper McBride, CAO

Re: Town of Lakeshore (Union) Drinking Water System Inspection Report

Please find enclosed the Drinking Water System Inspection Report for the inspection that was conducted at the Town of Lakeshore (Union) Drinking Water System (DWS# 260004995) on November 10, 2020.

Section 19 of the Safe Drinking Water Act (Standard of Care) creates a number of obligations for individuals who exercise decision-making authority over municipal drinking water systems. Please be aware that the Ministry has encouraged such individuals, particularly municipal councillors, to take steps to be better informed about the drinking water systems over which they have decision-making authority. These steps could include asking for a copy of this inspection report and a review of its findings. Further information about Section 19 can be found in "Taking Care of Your Drinking Water: A guide for members of municipal council" found under "Resources" on the Drinking Water Ontario website at www.ontario.ca/drinkingwater.

In order to measure individual inspection results, the Ministry has established an inspection compliance risk framework based on the principles of the Inspection, Investigation & Enforcement (II&E) Secretariat and advice of internal/external risk experts. The Inspection Summary Rating Record (IRR), included as Appendix B of the inspection report, provides the Ministry, the system owner and the local Public Health Units with a summarized quantitative measure of the drinking water system's annual inspection and regulated water quality testing performance.

IRR ratings are published (for the previous inspection year) in the Ministry's Chief Drinking Water Inspectors' Annual Report. If you have any questions or concerns regarding the rating, please contact Marc Bechard, Water Compliance Supervisor, at 519-383-3778.

If you have any questions or concerns regarding this report, please call me at (226) 280-1406.

Yours truly,

Emily Awad
Water Inspector, Provincial Officer #1823
Drinking Water and Environmental Compliance Division
Sarnia/Windsor District

Encl.

cc: Garry Punt, Supervisor, Water Operations, Darryl Dunsby, Compliance Coordinator, Darrin Johnston, Water Treatment Operator, Krystal Kalbol, Director of Engineering & IS, Albert Dionne, Manager Environmental Services, Town of Lakeshore;
Samuel Wen, Process & Compliance Technician, Union Water Supply System;
Dr. Wajid Ahmed, Medical Officer of Health (A), Theresa Marentette, Director of Health Protection, Kristy McBeth, Director of Health Protection, Phil Wong, Manager, Health Inspection Department, Victoria Peczulis, Manager, Environmental Health, Windsor-Essex County Health Unit;
Marc Bechard, Supervisor, Ministry of the Environment, Conservation and Parks.



Ministry of the Environment, Conservation and Parks

TOWN OF LAKESHORE DRINKING WATER SYSTEM - UNION DS
Inspection Report

Site Number:	260004995
Inspection Number:	1-NXSNO
Date of Inspection:	Nov 10, 2020
Inspected By:	Emily Awad

Table of Contents

Owner Information	2
Inspection Details	2
Inspection Summary	4
Introduction	4
Treatment Processes	4
Treatment Process Monitoring	5
Operations Manuals	5
Logbooks	5
Security	5
Certification and Training	6
Water Quality Monitoring	6
Water Quality Assessment	6
Non-Compliance with Regulatory Requirements and Actions Required	7
Summary of Recommendations and Best Practice Issues	8
Signatures	9

Appendix A: Key Reference and Guidance Material

Appendix B: Inspection Summary Rating Record

OWNER INFORMATION:

Company Name:	LAKESHORE, THE CORPORATION OF THE TOWN OF	Unit Identifier:	
Street Number:	419		
Street Name:	NOTRE DAME St		
City:	BELLE RIVER		
Province:	ON	Postal Code:	N0R 1A0

CONTACT INFORMATION

Type:	Operating Authority	Name:	Darryl Dunsby
Phone:	(519) 796-6780	Fax:	(519) 728-4110
Email:	ddunsby@lakeshore.ca		
Title:	Compliance Coordinator		

Type:	Operating Authority	Name:	Darrin Johnston
Phone:	(519) 728-9142	Fax:	(519) 728-4110
Email:	djohnston@lakeshore.ca		
Title:	Water Treatment Working Foreman - ORO		

Type:	Operator	Name:	Sam Wen
Phone:	(519) 326-4447	Fax:	(519) 326-0450
Email:	swen@owca.com		
Title:	Process & Compliance Technician		

Type:	Operating Authority	Name:	Garry Punt
Phone:	(226) 345-2079	Fax:	(519) 728-4110
Email:	gpunt@lakeshore.ca		
Title:	Water Operations Supervisor		

INSPECTION DETAILS:

Site Name:	TOWN OF LAKESHORE DRINKING WATER SYSTEM - UNION DS
Site Address:	LAKESHORE
County/District:	LAKESHORE
MECP District/Area Office:	Windsor Area Office
Health Unit:	WINDSOR-ESSEX COUNTY HEALTH UNIT
Conservation Authority:	Essex Region Conservation Authority
MNR Office:	
Category:	Large Municipal Residential
Site Number:	260004995
Inspection Type:	Announced
Inspection Number:	1-NXSNO
Date of Inspection:	Nov 10, 2020
Date of Previous Inspection:	Nov 12, 2019

COMPONENTS DESCRIPTION

Site (Name): LAKESHORE (UNION) DISTRIBUTION SYSTEM
Type: Other **Sub Type:** Class I

Comments:

The Lakeshore (Union) Distribution System is a standalone distribution system which supplies water to the area of the Town of Lakeshore roughly bounded by Rochester Townline Road to the east, Manning Road to the west, the King's Highway 401 to the north and Lakeshore's southern municipal boundaries with the Town of Essex, Town of Kingsville and Municipality of Leamington. Source water is from the Union Area Water Supply System (UWSS) located in Ruthven, Ontario. The Town of Lakeshore is part owner of the UWSS through the UWSS Joint Management Board. According to the drinking water system profile, a population of approximately 4,066 residents in 1,452 service connections are served by the Lakeshore (Union) Distribution System. It therefore falls into the "large municipal residential" category under O. Regulation 170/03.

Transmission mains take treated water (supplied with chlorination for secondary disinfection) from the UWSS to the service area via metered connection points with Essex and Kingsville. The major transmission mains, are owned by the UWSS and are not included within the scope of this inspection. Distribution system pressure is maintained by:

- Booster pumps at the Cottam reservoir in Kingsville, controlled and monitored from the UWSS;
- The elevated storage tank in the community of Essex, and
- Two control valves, housed in underground chambers, which govern pressure to the tower supplied by the Cottam reservoir.

INSPECTION SUMMARY:

Introduction

- The primary focus of this inspection is to confirm compliance with Ministry of the Environment, Conservation and Parks (MECP) legislation as well as evaluating conformance with ministry drinking water policies and guidelines during the inspection period.

This drinking water system is subject to the legislative requirements of the Safe Drinking Water Act, 2002 (SDWA) and regulations made therein, including Ontario Regulation 170/03, "Drinking Water Systems" (O. Reg. 170/03). This inspection has been conducted pursuant to Section 81 of the SDWA.

This report is based on an inspection of a "stand alone connected distribution system". This type of system receives treated water from a separately owned "donor" system. This report contains the elements required to assess key compliance and conformance issues associated with a "receiver" system. This report does not contain items associated with the inspection of the donor system, such as source waters, intakes/wells and treatment facilities.

This report is based on a "focused" inspection of the system. Although the inspection involved fewer activities than those normally undertaken in a detailed inspection, it contained critical elements required to assess key compliance issues. This system was chosen for a focused inspection because the system's performance met the ministry's criteria, most importantly that there were no deficiencies as identified in O. Reg. 172/03 over the past 3 years. The undertaking of a focused inspection at this drinking water system does not ensure that a similar type of inspection will be conducted at any point in the future.

This inspection report does not suggest that all applicable legislation and regulations were evaluated. It remains the responsibility of the owner to ensure compliance with all applicable legislative and regulatory requirements.

Specifically, this review includes an assessment of compliance/conformance in relation to the following:

- Drinking Water Systems Regulation (O. Reg. 170/03)
- Drinking Water Operator and Water Quality Analyst Certification Regulation (O. Reg. 128/04)
- Drinking Water System Licence 031-101, Issue Number 2, issued June 6, 2016
- Drinking Water Works Permit 031-201, Issue Number 4, issued June 6, 2016
- Ontario Drinking Water Quality Standards (ODWQS; O. Reg. 169/03) based on water quality data generated since the previous inspection.

The inspection was conducted on November 10, 2020 and covers the period from December 1, 2019 to October 31, 2020.

Treatment Processes

- **Where an activity has occurred that could introduce contamination, all parts of the drinking water system were disinfected in accordance with Schedule B, Condition 2.3 of the Drinking Water Works Permit.**
According to the Watermain Break Repair Standard Operating Procedure (SOP #2000397), all parts of the drinking water system are disinfected in accordance with the ministry's Watermain Disinfection Procedure and other procedures.

Treatment Process Monitoring

- **The secondary disinfectant residual was measured as required for the distribution system.**

Secondary disinfection is supplied entirely by the Union Water Supply System (UWSS). No re-chlorination takes place after entering the Lakeshore distribution system.

Logs show that distribution system chlorine residuals were taken and measured seven times per week as required; four and three samples on separate days, at least 48 hours apart.

Records from the inspection period show that none of the samples had free chlorine residuals (FCR) less than 0.05 mg/L during the inspection period. FCR measurements ranged from 0.43 to 1.66 mg/L. An audit sample was taken on November 9, 2020 at SS-LS-08 and the secondary disinfectant residual was sufficient (FCR= 0.94 mg/L; total chlorine residual (TCR) =1.06 mg/L).

Operations Manuals

- **The operations and maintenance manuals contained plans, drawings and process descriptions sufficient for the safe and efficient operation of the system.**

The distribution system manuals contain general and specific procedures and directions related to distribution maintenance and repair activities, as well as contingencies. Distribution operators have access to maps produced on the owner's GIS system. The GIS maps identify locations of watermain, water services, hydrants, valves, blow-offs, and curb-stops as well as archived drawings and maps. Water distribution operators access this system via tablets or the garage computer.

- **The operations and maintenance manuals met the requirements of the Drinking Water Works Permit and Municipal Drinking Water Licence issued under Part V of the SDWA.**

The Contingency Binder and the standard operating procedures meet the requirements of Condition 16.2, Schedule B of the Drinking Water System Licence.

Copies of the Municipal Drinking Water System Licence and Drinking Water Works Permit are kept in a separate binder available to operators.

Logbooks

- **Logbooks were properly maintained and contained the required information.**

The Daily Operational Log includes the operators on each shift, the operator in charge (OIC) and the overall responsible operator (ORO), as well as general details on the work completed by each operator. More specific information, including the time and date, can be found in the work order system as well as the valve maintenance and hydrant maintenance spreadsheets.

- **Records or other record keeping mechanisms confirmed that operational testing not performed by continuous monitoring equipment was being done by a certified operator, water quality analyst, or person who suffices the requirements of O. Reg. 170/03 7-5.**

Chlorine residual monitoring, conducted during regular compliance sampling, was done by certified operators from OCWA. Chlorine residual sampling during maintenance flushing of hydrants and blow-offs is conducted by the Lakeshore Water Distribution operators.

Security

- **The owner had provided security measures to protect components of the drinking water system.**

This is a standalone distribution system with no treatment, rechlorination, booster or storage facilities.

Security

It was noted by the operating authority that all sampling stations, boundary meters and the one (1) auto flusher are locked.

Certification and Training

- **The overall responsible operator had been designated for each subsystem.**

The ORO for the distribution system holds class 3 certification; exceeding the water distribution subsystem class 1 certification of the Lakeshore (Union) distribution system.

- **Operators-in-charge had been designated for all subsystems which comprised the drinking water system.**
OICs for each shift are identified in a designated field in the Daily Operational Log book.
- **All operators possessed the required certification.**

Water Quality Monitoring

- **All microbiological water quality monitoring requirements for distribution samples were being met.**

As required under Sch. 10-2, O. Regulation 170/03, a minimum of one sample per week, and at least 12 samples per month must be taken and analysed for E. coli and total coliforms. In addition, at least 25% of the distribution microbiological samples must be analysed for heterotrophic plate count (HPC).

The operating authority surpassed the minimum sampling requirements. The distribution system was sampled at a minimum of four locations every week from eight sample stations, on a rotational basis, resulting in a minimum of 16 samples per month. Half of the samples taken were analysed for HPC.

- **All haloacetic acid water quality monitoring requirements prescribed by legislation are being conducted within the required frequency and at the required location.**

As required under Sch. 13-6.1 of O. Regulation 170/03, samples must be taken and analysed for haloacetic acids in every calendar quarter (60-120 days after previous sample). Samples were taken as required, and within the prescribed time frame. The running annual average for the last four quarters is 15.7 ug/L.

- **All trihalomethane water quality monitoring requirements prescribed by legislation were conducted within the required frequency and at the required location.**

As required under Sch. 13-6 of O. Regulation 170/03, samples must be taken and analysed for Trihalomethanes in every calendar quarter (60-120 days after previous sample). Monthly sampling was conducted until December 2019, during the switch from chloramine to free chlorine disinfection at the Union Area Water Supply System. The operating authority resumed quarterly sampling in 2020. The running annual average for the last four quarters is 47.25 ug/L.

- **Records confirmed that chlorine residual tests were being conducted at the same time and at the same location that microbiological samples were obtained.**

Water Quality Assessment

- **Records showed that all water sample results taken during the inspection review period did not exceed the values of tables 1, 2 and 3 of the Ontario Drinking Water Quality Standards (O.Reg. 169/03).**

NON-COMPLIANCE WITH REGULATORY REQUIREMENTS AND ACTIONS REQUIRED

This section provides a summary of all non-compliance with regulatory requirements identified during the inspection period, as well as actions required to address these issues. Further details pertaining to these items can be found in the body of the inspection report.

Not Applicable

SUMMARY OF RECOMMENDATIONS AND BEST PRACTICE ISSUES

This section provides a summary of all recommendations and best practice issues identified during the inspection period. Details pertaining to these items can be found in the body of the inspection report. In the interest of continuous improvement in the interim, it is recommended that owners and operators develop an awareness of the following issues and consider measures to address them.

Not Applicable

SIGNATURES

Inspected By:

Emily Awad

Signature: (Provincial Officer)

Reviewed & Approved By:

Marc Bechard

Signature: (Supervisor)

Review & Approval Date:

Note: This inspection does not in any way suggest that there is or has been compliance with applicable legislation and regulations as they apply or may apply to this facility. It is, and remains, the responsibility of the owner and/or operating authority to ensure compliance with all applicable legislative and regulatory requirements.

Stakeholder Appendix

Key Reference and Guidance Material for Municipal Residential Drinking Water Systems

Many useful materials are available to help you operate your drinking water system. Below is a list of key materials owners and operators of municipal residential drinking water systems frequently use.

To access these materials online click on their titles in the table below or use your web browser to search for their titles. Contact the Ministry if you need assistance or have questions at 1-866-793-2588 or waterforms@ontario.ca.

For more information on Ontario's drinking water visit www.ontario.ca/drinkingwater



PUBLICATION TITLE	PUBLICATION NUMBER
FORMS: Drinking Water System Profile Information Laboratory Services Notification Adverse Test Result Notification	012-2149E 012-2148E 012-4444E
Taking Care of Your Drinking Water: A Guide for Members of Municipal Councils	Website
Procedure for Disinfection of Drinking Water in Ontario	Website
Strategies for Minimizing the Disinfection Products Trihalomethanes and Haloacetic Acids	Website
Filtration Processes Technical Bulletin	Website
Ultraviolet Disinfection Technical Bulletin	Website
Guide for Applying for Drinking Water Works Permit Amendments, & License Amendments	Website
Certification Guide for Operators and Water Quality Analysts	Website
Guide to Drinking Water Operator Training Requirements	9802E
Community Sampling and Testing for Lead: Standard and Reduced Sampling and Eligibility for Exemption	Website
Drinking Water System Contact List	7128E01
Ontario's Drinking Water Quality Management Standard - Pocket Guide	Website
Watermain Disinfection Procedure	Website
List of Licensed Laboratories	Website

Inspection Rating Record

Ministry of the Environment - Inspection Summary Rating Record (Reporting Year - 2020-2021)

DWS Name: TOWN OF LAKESHORE DRINKING WATER SYSTEM - UNION DS
DWS Number: 260004995
DWS Owner: Lakeshore, The Corporation Of The Town Of
Municipal Location: Lakeshore

Regulation: O.REG 170/03

Category: Large Municipal Residential System

Type Of Inspection: Adhoc

Inspection Date: November 10, 2020

Ministry Office: Windsor Area Office

Maximum Question Rating: 167

Inspection Module	Non-Compliance Rating
Treatment Processes	0 / 21
Operations Manuals	0 / 28
Logbooks	0 / 18
Certification and Training	0 / 28
Water Quality Monitoring	0 / 51
Treatment Process Monitoring	0 / 21
TOTAL	0 / 167

Inspection Risk Rating	0.00%
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FINAL INSPECTION RATING:	100.00%
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Ministry of the Environment - Detailed Inspection Rating Record (Reporting Year - 2020-2021)

DWS Name: TOWN OF LAKESHORE DRINKING WATER SYSTEM - UNION DS
DWS Number: 260004995
DWS Owner: Lakeshore, The Corporation Of The Town Of
Municipal Location: Lakeshore

Regulation: O.REG 170/03

Category: Large Municipal Residential System

Type Of Inspection: Adhoc

Inspection Date: November 10, 2020

Ministry Office: Windsor Area Office

Maximum Question Rating: 167

Inspection Risk Rating	0.00%
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FINAL INSPECTION RATING:	100.00%
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**Ministry of the Environment,
Conservation and Parks**

620 – 4510 Rhodes Dr
Windsor ON N8W 5K5
Tel. : 519 948-1464
1-800-387-8826
Fax: 519 948-2396

**Ministère de l'Environnement, de la
Protection de la nature et des Parcs**

620 – 4510, chemin Rhodes
Windsor ON N8W 5K5
Tél. : 519 948-1464
1-800-387-8826
Télééc. : 519 948-2396



August 25, 2020

File: SI-ES-LA-540

Town of Lakeshore
419 Notre Dame St.
Belle River, ON N0R 1A0

Attention: Mr. Truper McBride, CAO

Re: Town of Lakeshore (Tecumseh) Drinking Water System Inspection Report

Please find enclosed the Drinking Water System Inspection Report for the inspection that was conducted at the Town of Lakeshore (Tecumseh) Drinking Water System (DWS# 260004982) on August 18, 2020.

Section 19 of the Safe Drinking Water Act (Standard of Care) creates a number of obligations for individuals who exercise decision-making authority over municipal drinking water systems. Please be aware that the Ministry has encouraged such individuals, particularly municipal councillors, to take steps to be better informed about the drinking water systems over which they have decision-making authority. These steps could include asking for a copy of this inspection report and a review of its findings. Further information about Section 19 can be found in "Taking Care of Your Drinking Water: A guide for members of municipal council" found under "Resources" on the Drinking Water Ontario website at www.ontario.ca/drinkingwater.

In order to measure individual inspection results, the Ministry has established an inspection compliance risk framework based on the principles of the Inspection, Investigation & Enforcement (II&E) Secretariat and advice of internal/external risk experts. The Inspection Summary Rating Record (IRR), included as Appendix B of the inspection report, provides the Ministry, the system owner and the local Public Health Units with a summarized quantitative measure of the drinking water system's annual inspection and regulated water quality testing performance.

IRR ratings are published (for the previous inspection year) in the Ministry's Chief Drinking Water Inspectors' Annual Report. If you have any questions or concerns regarding the rating, please contact Marc Bechard, Water Compliance Supervisor, at 519-383-3778.

If you have any questions or concerns regarding this report, please call me at (226) 280-1406.

Yours truly,

Emily Awad
Water Inspector, Provincial Officer #1823
Drinking Water and Environmental Compliance Division
Sarnia/Windsor District

Encl.

cc: Garry Punt, Supervisor, Water Operations, Ken Robert, Water Quality Compliance/Water Operator, Nelson Cavacas, Director of Engineering &IS, Albert Dionne, Manager Environmental Services, Town of Lakeshore;

Dr. Wajid Ahmed, Medical Officer of Health (A), Theresa Marentette, Director of Health Protection, Kristy McBeth, Director of Health Protection, Phil Wong, Manager, Health Inspection Department, Victoria Peczulis, Manager, Environmental Health, Windsor-Essex County Health Unit;

Marc Bechard, Supervisor, Ministry of the Environment, Conservation and Parks.



Ministry of the Environment, Conservation and Parks

TOWN OF LAKESHORE DRINKING WATER SYSTEM - TECUMSEH DS
Inspection Report

Site Number:	260004982
Inspection Number:	1-O08G0
Date of Inspection:	Aug 18, 2020
Inspected By:	Emily Awad

Table of Contents

Owner Information	2
Inspection Details	2
Inspection Summary	4
Introduction	4
Treatment Process Monitoring	4
Operations Manuals	5
Logbooks	5
Security	5
Certification and Training	5
Water Quality Monitoring	6
Water Quality Assessment	6
Non-Compliance with Regulatory Requirements and Actions Required	7
Summary of Recommendations and Best Practice Issues	8
Signatures	9

Appendix A: Key Reference and Guidance Material

Appendix B: Inspection Summary Rating Record

OWNER INFORMATION:

Company Name:	LAKESHORE, THE CORPORATION OF THE TOWN OF	Unit Identifier:	
Street Number:	419		
Street Name:	NOTRE DAME St		
City:	BELLE RIVER		
Province:	ON	Postal Code:	N0R 1A0

CONTACT INFORMATION

Type:	Main Contact	Name:	Nicole Bradley
Phone:	(519) 728-9142	Fax:	(519) 728-4110
Email:	nbradley@lakeshore.ca		
Title:	Water Quality Compliance / Water Operator		

Type:	Operating Authority	Name:	Garry Punt
Phone:	(226) 345-2079	Fax:	(519) 728-4110
Email:	gpunt@lakeshore.ca		
Title:	Water Operations Supervisor		

INSPECTION DETAILS:

Site Name:	TOWN OF LAKESHORE DRINKING WATER SYSTEM - TECUMSEH DS
Site Address:	LAKESHORE
County/District:	LAKESHORE
MECP District/Area Office:	Windsor Area Office
Health Unit:	WINDSOR-ESSEX COUNTY HEALTH UNIT
Conservation Authority:	Essex Region Conservation Authority
MNR Office:	
Category:	Small Municipal Residential
Site Number:	260004982
Inspection Type:	Announced
Inspection Number:	1-O08G0
Date of Inspection:	Aug 18, 2020
Date of Previous Inspection:	Oct 28, 2019

COMPONENTS DESCRIPTION

Site (Name):	Lakeshore (Tecumseh Water Service Area) Distribution System
Type:	Other
Sub Type:	

Comments:

The Lakeshore (Tecumseh) Distribution System is a standalone distribution system which supplies water to the area of the Town of Lakeshore roughly bounded to the east by lot lines east of Scott Sideroad, Manning Road to the west, the King's Highway 401 to the south and Essex County Road 42 to the north. Another individual stub is located along Little Baseline Road. The distribution system boundaries were revised in December 2016 when service to Lakeshore Road 103 and Lakeshore Road 101 was switched to the Lakeshore (Belle River) water service area. According to the current drinking water system profile, a population of approximately 129 residents in 46 customer connections is served by the Lakeshore (Tecumseh) Distribution System. It therefore falls into the "small municipal residential"

category under O. Regulation 170/03.

Water is supplied from the City of Windsor drinking water system via the Tecumseh distribution system. The City of Windsor draws its source water from the Detroit River in the vicinity of Belle Isle. Water mains take treated water from the City of Windsor to the service area via 150 and 200 mm diameter connection points with Tecumseh. The elevated storage tank in the community of Tecumseh (owned by the Town of Tecumseh) maintains distribution system pressure. Secondary disinfection is provided by the City of Windsor's A.H. Weeks water treatment plant, operated by the Windsor Utilities Commission. Neither the Town of Tecumseh, nor the Town of Lakeshore provide re-chlorination.

The Tecumseh Distribution System 2018 annual report, prepared by the Town of Tecumseh, states that:

- Tecumseh entered into an agreement on May 13, 2003 (By-law 70-2003) whereby the Tecumseh distribution system supplies drinking water to the Lakeshore distribution system.
- The agreement expired on December 31, 2007 and is currently being renegotiated; the status quo is maintained until a new agreement is signed.

INSPECTION SUMMARY:

Introduction

- The primary focus of this inspection is to confirm compliance with Ministry of the Environment, Conservation and Parks (MECP) legislation as well as evaluating conformance with ministry drinking water policies and guidelines during the inspection period.

This drinking water system is subject to the legislative requirements of the Safe Drinking Water Act, 2002 (SDWA) and regulations made therein, including Ontario Regulation 170/03, "Drinking Water Systems" (O. Reg. 170/03). This inspection has been conducted pursuant to Section 81 of the SDWA.

This report is based on an inspection of a "stand alone connected distribution system". This type of system receives treated water from a separately owned "donor" system. This report contains the elements required to assess key compliance and conformance issues associated with a "receiver" system. This report does not contain items associated with the inspection of the donor system, such as source waters, intakes/wells and treatment facilities.

This report is based on a "focused" inspection of the system. Although the inspection involved fewer activities than those normally undertaken in a detailed inspection, it contained critical elements required to assess key compliance issues. This system was chosen for a focused inspection because the system's performance met the ministry's criteria, most importantly that there were no deficiencies as identified in O.Reg. 172/03 over the past 3 years. The undertaking of a focused inspection at this drinking water system does not ensure that a similar type of inspection will be conducted at any point in the future.

This inspection report does not suggest that all applicable legislation and regulations were evaluated. It remains the responsibility of the owner to ensure compliance with all applicable legislative and regulatory requirements.

Specifically, this review includes an assessment of compliance/conformance in relation to the following:

- Drinking Water Systems Regulation (O. Reg. 170/03)
- Drinking Water Operator and Water Quality Analyst Certification Regulation (O. Reg. 128/04)
- Drinking Water System Licence 031-101, Issue Number 2, issued June 6, 2016
- Drinking Water Works Permit 031-201, Issue Number 4, issued June 6, 2016
- Ontario Drinking Water Quality Standards (ODWQS; O. Reg. 169/03) based on water quality data generated since the previous inspection.

The inspection was conducted on an announced basis on August 18, 2020. Due to restrictions caused by the COVID-19 pandemic, no physical inspection was conducted. The inspection included a review of the documentation provided and interview of operational staff. The inspection covers the period from November 1, 2019 to July 31, 2020.

Treatment Process Monitoring

- **The secondary disinfectant residual was measured as required for the distribution system.**

Secondary disinfection is supplied entirely by the City of Windsor drinking water system via the Tecumseh distribution system. No rechlorination takes place after entering the Lakeshore distribution system.

Logs show that distribution system chlorine residuals were taken and measured seven times per week as required; taken on two different days, 48 hours apart, at four and then three stations. Free chlorine measurements ranged

Treatment Process Monitoring

from 0.59 to 1.54 mg/L during the inspection period.

Operations Manuals

- **The operations and maintenance manuals contained plans, drawings and process descriptions sufficient for the safe and efficient operation of the system.**

Water distribution operators have access to maps produced on the owner's GIS system, available on six tablets, with more to come. The GIS maps identify locations of mains, hydrants and valves. Curb-stops are also entered each summer to complete the map set, although locating services and old archived maps are still needed for identifying older services. All as-built drawings are scanned into electronic files and hyperlinks to those files have recently been incorporated onto the GIS distribution maps. Hydrant and valve asset data are also hyperlinked.

- **The operations and maintenance manuals met the requirements of the Drinking Water Works Permit and Municipal Drinking Water Licence issued under Part V of the SDWA.**

The master copy of the standard operating procedures (SOPs) is maintained at the Lakeshore DWS Belle River water plant. Selected procedures are maintained in the "Lakeshore Water Supply System - Operations & Maintenance/Contingency Plan Manual" binder maintained for the distribution group. The SOPs were provided with the documentation and the three SOPs that were updated during this inspection period were reviewed.

Copies of the Municipal Drinking Water System Licence and Drinking Water Works Permit are kept in a separate binder available to operators.

Logbooks

- **Logbooks were properly maintained and contained the required information.**

Operators conducting compliance and operational testing record their activities in a Daily Operational Log, used as a shift log. Work orders, repair records and log sheets are used to document details of these activities.

- **Records or other record keeping mechanisms confirmed that operational testing not performed by continuous monitoring equipment was being done by a certified operator, water quality analyst, or person who suffices the requirements of O. Reg. 170/03 7-5.**

Free chlorine residual monitoring is conducted by Lakeshore Water Distribution/Treatment operators, all of whom are properly certified.

Security

- **The owner had provided security measures to protect components of the drinking water system.**

This is a standalone distribution system with no treatment, rechlorination, booster or storage facilities. All sampling stations and boundary meters are locked.

Certification and Training

- **The overall responsible operator had been designated for each subsystem.**

The overall responsible operator (ORO) for the distribution system holds a Class 3 certification; exceeding the water distribution subsystem class 1 certification of the Lakeshore (Tecumseh) distribution system.

- **Operators-in-charge had been designated for all subsystems which comprised the drinking water system.**

Operators in charge (OIC) for each shift are required to be identified in a designated field in the Daily Operational Log book, however, this is not always completed for the distribution system.

Certification and Training

- All operators possessed the required certification.

Water Quality Monitoring

- All microbiological water quality monitoring requirements for distribution samples prescribed by legislation were being met.

For a Small Municipal Residential drinking water system, O. Regulation 170/03 requires the owner and operating authority to take a minimum of one sample every two weeks from the distribution system. All samples must be analysed for E. coli, total coliforms and heterotrophic plate count (HPC).

The distribution system was generally sampled at a minimum of two locations every week, from four routine sample locations, resulting in 8 to 10 samples per month. Each of the samples taken was analysed for HPC.

- All haloacetic acid water quality monitoring requirements prescribed by legislation are being conducted within the required frequency and at the required location.

As required under Sch. 13-6.1 of O. Regulation 170/03, samples must be taken and analysed for haloacetic acids in every calendar quarter (60 to 120 days apart). Samples were taken as required, and within the prescribed time frame. The running annual average (RAA) for the inspection period is 8.9 ug/L (based on previous 3 samples). With the inclusion of the July 30, 2019 sample, the RAA is 9.53 ug/L.

- All trihalomethane water quality monitoring requirements prescribed by legislation were conducted within the required frequency and at the required location.

As required under Sch. 13-6 of O. Regulation 170/03, samples must be taken and analysed for trihalomethanes in every calendar quarter (60 to 120 days apart). Samples were taken as required, and within the prescribed time frame. The running annual average for the inspection period is 17.9 ug/L (based on previous 3 samples). With the inclusion of the July 30, 2019 sample, the RAA is 18.9 ug/L.

- Records confirmed that chlorine residual tests were being conducted at the same time and at the same location that microbiological samples were obtained.

Water Quality Assessment

- Records showed that all water sample results taken during the inspection review period did not exceed the values of tables 1, 2 and 3 of the Ontario Drinking Water Quality Standards (O.Reg. 169/03).

NON-COMPLIANCE WITH REGULATORY REQUIREMENTS AND ACTIONS REQUIRED

This section provides a summary of all non-compliance with regulatory requirements identified during the inspection period, as well as actions required to address these issues. Further details pertaining to these items can be found in the body of the inspection report.

Not Applicable

SUMMARY OF RECOMMENDATIONS AND BEST PRACTICE ISSUES

This section provides a summary of all recommendations and best practice issues identified during the inspection period. Details pertaining to these items can be found in the body of the inspection report. In the interest of continuous improvement in the interim, it is recommended that owners and operators develop an awareness of the following issues and consider measures to address them.

Not Applicable

SIGNATURES

Inspected By:

Emily Awad

Signature: (Provincial Officer)

Reviewed & Approved By:

Marc Bechard

Signature: (Supervisor)

Review & Approval Date:

Note: This inspection does not in any way suggest that there is or has been compliance with applicable legislation and regulations as they apply or may apply to this facility. It is, and remains, the responsibility of the owner and/or operating authority to ensure compliance with all applicable legislative and regulatory requirements.

Stakeholder Appendix

Key Reference and Guidance Material for Municipal Residential Drinking Water Systems

Many useful materials are available to help you operate your drinking water system. Below is a list of key materials owners and operators of municipal residential drinking water systems frequently use.

To access these materials online click on their titles in the table below or use your web browser to search for their titles. Contact the Ministry if you need assistance or have questions at 1-866-793-2588 or waterforms@ontario.ca.

For more information on Ontario's drinking water visit www.ontario.ca/drinkingwater



PUBLICATION TITLE	PUBLICATION NUMBER
FORMS: Drinking Water System Profile Information Laboratory Services Notification Adverse Test Result Notification	012-2149E 012-2148E 012-4444E
Taking Care of Your Drinking Water: A Guide for Members of Municipal Councils	Website
Procedure for Disinfection of Drinking Water in Ontario	Website
Strategies for Minimizing the Disinfection Products Trihalomethanes and Haloacetic Acids	Website
Filtration Processes Technical Bulletin	Website
Ultraviolet Disinfection Technical Bulletin	Website
Guide for Applying for Drinking Water Works Permit Amendments, & License Amendments	Website
Certification Guide for Operators and Water Quality Analysts	Website
Guide to Drinking Water Operator Training Requirements	9802E
Community Sampling and Testing for Lead: Standard and Reduced Sampling and Eligibility for Exemption	Website
Drinking Water System Contact List	7128E01
Ontario's Drinking Water Quality Management Standard - Pocket Guide	Website
Watermain Disinfection Procedure	Website
List of Licensed Laboratories	Website

Inspection Rating Record

Ministry of the Environment - Inspection Summary Rating Record (Reporting Year - 2020-2021)

DWS Name: TOWN OF LAKESHORE DRINKING WATER SYSTEM - TECUMSEH DS
DWS Number: 260004982
DWS Owner: Lakeshore, The Corporation Of The Town Of
Municipal Location: Lakeshore

Regulation: O.REG 170/03

Category: Small Municipal Residential System

Type Of Inspection: Adhoc

Inspection Date: August 18, 2020

Ministry Office: Windsor Area Office

Maximum Question Rating: 146

Inspection Module	Non-Compliance Rating
Operations Manuals	0 / 28
Logbooks	0 / 18
Certification and Training	0 / 28
Water Quality Monitoring	0 / 51
Treatment Process Monitoring	0 / 21
TOTAL	0 / 146

Inspection Risk Rating 0.00%

FINAL INSPECTION RATING: 100.00%

Ministry of the Environment - Detailed Inspection Rating Record (Reporting Year - 2020-2021)

DWS Name: TOWN OF LAKESHORE DRINKING WATER SYSTEM - TECUMSEH DS
DWS Number: 260004982
DWS Owner: Lakeshore, The Corporation Of The Town Of
Municipal Location: Lakeshore

Regulation: O.REG 170/03

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Maximum Question Rating: 146

Inspection Risk Rating 0.00%

FINAL INSPECTION RATING: 100.00%

**Ministry of the Environment,
Conservation and Parks**

620 – 4510 Rhodes Dr
Windsor ON N8W 5K5
Tel. : 519 948-1464
1-800-387-8826
Fax: 519 948-2396

**Ministère de l'Environnement , de la
Protection de la nature et des Parcs**

620 – 4510, chemin Rhodes
Windsor ON N8W 5K5
Tél. : 519 948-1464
1-800-387-8826
Téléc. : 519 948-2396



February 1, 2021

File: SI-ES-LA-540

Town of Lakeshore
419 Notre Dame St.
Belle River, ON N0R 1A0

Attention: Mr. Truper McBride, CAO

Re: Town of Lakeshore Drinking Water System (DWS#260091507) Inspection Report

Please find enclosed the Inspection Report for the inspection that was conducted at the Lakeshore Drinking Water System (DWS#260091507) on November 10, 2020.

IRR ratings are published (for the previous inspection year) in the Ministry's Chief Drinking Water Inspectors' Annual Report. If you have any questions or concerns regarding the rating, please contact Marc Bechard, Water Compliance Supervisor, at 519-383-3778.

A **Summary of Recommendations and Best Practice Issues** are found on page 14 in the attached inspection report.

If you have any questions or concerns regarding this report, please call me at (226) 280-1406.

Yours truly,

Emily Awad
Water Inspector, Provincial Officer #1823
Drinking Water and Environmental Compliance Division
Sarnia/Windsor District

Encl.

cc: Garry Punt, Supervisor, Water Operations, Darryl Dunsby, Compliance Coordinator, Darrin Johnston, Water Treatment Operator, Krystal Kalbol, Director of Engineering & IS, Albert Dionne, Manager Environmental Services, Town of Lakeshore;
Dr. Wajid Ahmed, Medical Officer of Health (A), Theresa Marentette, Director of Health Protection, Kristy McBeth, Director of Health Protection, Phil Wong, Manager, Health Inspection Department, Victoria Peczulis, Manager, Environmental Health, Windsor-Essex County Health Unit;
Katie Stammmler, Source Water Protection Manager, ERCA;
Marc Bechard, Supervisor, Ministry of the Environment, Conservation and Parks.



Ministry of the Environment, Conservation and Parks

MUNICIPALITY OF LAKESHORE DRINKING WATER SYSTEM
Inspection Report

Site Number:	260091507
Inspection Number:	1-NXSOB
Date of Inspection:	Nov 10, 2020
Inspected By:	Emily Awad

Table of Contents

Owner Information	2
Inspection Details	2
Inspection Summary	4
Introduction	4
Source	4
Capacity Assessment	4
Treatment Processes	5
Treatment Process Monitoring	7
Operations Manuals	9
Logbooks	9
Security	9
Certification and Training	10
Water Quality Monitoring	10
Water Quality Assessment	12
Reporting & Corrective Actions	12
Other Inspection Findings	12
Non-Compliance with Regulatory Requirements and Actions Required	13
Summary of Recommendations and Best Practice Issues	14
Signatures	15

Appendix A: Key Reference and Guidance Material

Appendix B: Inspection Summary Rating Record

OWNER INFORMATION:

Company Name:	LAKESHORE, THE MUNICIPALITY OF	Unit Identifier:	
Street Number:	419		
Street Name:	NOTRE DAME ST		
City:	BELLE RIVER		
Province:	ON	Postal Code:	N0R 1A0

CONTACT INFORMATION

Type:	Operating Authority	Name:	Darryl Dunsby
Phone:	(519) 796-6780	Fax:	(519) 728-4110
Email:	ddunsby@lakeshore.ca		
Title:	Compliance Coordinator		

Type:	Operating Authority	Name:	Darrin Johnston
Phone:	(519) 728-9142	Fax:	(519) 728-4110
Email:	djohnston@lakeshore.ca		
Title:	Water Treatment Working Foreman - ORO		

Type:	Operating Authority	Name:	Garry Punt
Phone:	(226) 345-2079	Fax:	(519) 728-4110
Email:	gpunt@lakeshore.ca		
Title:	Water Operations Supervisor		

INSPECTION DETAILS:

Site Name:	MUNICIPALITY OF LAKESHORE DRINKING WATER SYSTEM
Site Address:	492 LAKEVIEW Drive BELLE RIVER ON N0R 1A0
County/District:	LAKESHORE
MECP District/Area Office:	Windsor Area Office
Health Unit:	WINDSOR-ESSEX COUNTY HEALTH UNIT
Conservation Authority:	
MNR Office:	
Category:	Large Municipal Residential
Site Number:	260091507
Inspection Type:	Announced
Inspection Number:	1-NXSOB
Date of Inspection:	Nov 10, 2020
Date of Previous Inspection:	Nov 12, 2019

COMPONENTS DESCRIPTION

Site (Name):	Distribution System	Sub Type:	
Type:			
Comments:	The Lakeshore Drinking Water System is owned by the Town of Lakeshore, and supplies water to the community of Belle River and the former township of Maidstone. According to the drinking water system registration profile, this		

results in a total serviced population of approximately 29,000 persons. The system is considered a "large municipal residential system" under O. Regulation 170/03.

The communities of Belle River and Maidstone are equipped with water towers, including the newer Belle River tower. However, the operating levels established with the Belle River tower would cause the Maidstone tower to overflow and no longer be able to "float" on distribution pressure. Therefore, the tower is isolated from the distribution system, although it is kept on standby to use when the Belle River tower is removed from service for maintenance. The Town is considering long term options for operating the Maidstone Tower.

Site (Name): Intake & Raw Water Pumping Station

Type: Source

Sub Type:

Comments:

The treatment facility in Belle River, receives water from Lake St. Clair via a low lift pumping station. Four variable speed drive low lift pumps can draw water through a 1050 m long intake pipe from a circular crib. The low lift station is equipped for zebra mussel control consisting of a chlorine solution line originating from the chlorine room in the water plant, fitted through a conduit in the low-lift station and extending to a diffuser located within the intake crib. Frazzle ice control is also supplied to the intake using compressed air and air blowers which supply coarse air through diffusers around the intake crib via carrier pipe fitted through the same conduit line. The low lift pumping station consists of:

- A raw water well, equipped with float controls for low level shutoff/alarming.
- Two separate screening well channels (one equipped with an automatic travelling screen and the other a bypass equipped with a manually removed mesh screen).
- A two-cell pump-well.

Site (Name): Treatment Process

Type:

Sub Type:

Comments:

The treatment plant is currently rated at 36,400 m³/d approved capacity. It is a conventional water treatment plant consisting of contact clarification via four solids upflow clarifiers equipped with inclined tube settlers after coagulant (DelPac aluminum chloride hydroxide sulphate) and coagulant aid addition. Activated carbon slurry feed is also maintained for service but has not been employed since initial plant commissioning. Clarified water flows into four dual media-type filters (granulated activated carbon and sand). The filters are equipped with backwash facilities via two backwash pumps. Sedimentation sludge is directed to sanitary sewer, and backwash from the filters is directed to a residue management pump station and transferred to two dissolved air flotation (DAF) tanks with sequenced rapid mix, flocculation and clarification stages after being dosed with polymer treatment chemical. Clarification supernatant overflow is discharged into an on-site drainage ditch which empties to Lake St. Clair and concentrated sludge is directed to sanitary sewer.

Primary disinfection is provided via UV disinfection of filtered water and chlorine gas solution injection into a post-UV location. Chlorine contact is achieved in a two-cell on-site reservoir. Free chlorine is monitored ahead of the reservoirs, and free and total chlorine is monitored after the reservoirs and from the point of entry to the distribution system. Post-contact trim chlorine can also be added at the high-lift well. The high-lift well is a four-compartment structure equipped with three vertical turbine high-lift pumps (two duty/one standby) which supply pressure to the distribution system; filling the Belle River (and/or Maidstone) tower.

INSPECTION SUMMARY:

Introduction

- The primary focus of this inspection is to confirm compliance with Ministry of the Environment, Conservation and Parks (MECP) legislation as well as evaluating conformance with ministry drinking water related policies and guidelines during the inspection period. The ministry utilizes a comprehensive, multi-barrier approach in the inspection of water systems that focuses on the source, treatment and distribution components as well as management practices.

This drinking water system is subject to the legislative requirements of the Safe Drinking Water Act, 2002 (SDWA) and regulations made therein, including Ontario Regulation 170/03, "Drinking Water Systems" (O.Reg. 170/03). This inspection has been conducted pursuant to Section 81 of the SDWA.

This report is based on a "focused" inspection of the system. Although the inspection involved fewer activities than those normally undertaken in a detailed inspection, it contained critical elements required to assess key compliance issues. This system was chosen for a focused inspection because the system's performance met the ministry's criteria, most importantly that there were no deficiencies as identified in O.Reg. 172/03 over the past 3 years. The undertaking of a focused inspection at this drinking water system does not ensure that a similar type of inspection will be conducted at any point in the future.

This inspection report does not suggest that all applicable legislation and regulations were evaluated. It remains the responsibility of the owner to ensure compliance with all applicable legislative and regulatory requirements.

Specifically, this review includes an assessment of compliance/conformance in relation to the following:

- Drinking Water Systems Regulation (O. Reg. 170/03)
- Drinking Water Operator and Water Quality Analyst Certification Regulation (O. Reg. 128/04)
- Drinking Water System Licence 031-101, Issue Number 2, issued June 6, 2016
- Drinking Water Works Permit 031-201, Issue Number 4, issued June 6, 2016
- Permit to Take Water 3648-B3EQWX, Issued August 16, 2018, and
- Ontario Drinking Water Quality Standards (ODWQS; O. Reg. 169/03) based on water quality data generated since the previous inspection.

The inspection was conducted on November 10, 2020 and included a physical inspection of the John George Water Treatment Plant, and the Low Lift and High Lift Pumping Stations. A follow-up site visit was conducted on December 11, 2020. The inspection covers the period from November 1, 2019 to October 31, 2020.

Source

- The owner had a harmful algal bloom monitoring plan in place.

Standard Operating Procedure (SOP) #2000661 indicates the monitoring schedule for blue-green algae and procedures for notification. During the warmer season, raw and treated samples are collected weekly. Sampling goes from June 1 to October 1 each year.

The operating authority was notified that in the new Licence/Permit to be issued in 2021, there will be a requirement to continue sampling until October 31st each season.

Capacity Assessment

- There was sufficient monitoring of flow as required by the Municipal Drinking Water Licence or Drinking

Capacity Assessment

Water Works Permit issued under Part V of the SDWA.

Condition 2.1, Schedule C of MDWL 031-101 for Town of Lakeshore Drinking Water System requires continuous flow measurement and recording to be undertaken for:

- The flow rate and daily volume of treated water that flows from the treatment subsystem to the distribution system,
- The flow rate and daily volume of water that flows into the treatment subsystem.

Endress & Hauser Promag magnetic type meters are installed on each of the raw inlet supplies to the up-flow clarifiers; four in total. At the site inspection on November 10, 2020 the raw flow into the plant was observed at each of the four Clarifier flow meters; the sum of the readings was 78.5 L/s. Endress & Hauser Promag meters are also installed on each filter effluent line and the two filter effluent headers which draw water into the UV reactor units. An Endress & Hauser magnetic type meter is installed on the high-lift discharge header to the distribution system. During the inspection, there was no treated flow observed at the high lift pumping station as the pumps were off; treated water from the Belle River Tower was feeding the distribution system at that time. Additionally flow meters are installed to measure filter backwash and waste residual treatment flows. Flows from these meters are recorded on the SCADA system Historian server.

- **The owner was in compliance with the conditions associated with maximum flow rate or the rated capacity conditions in the Municipal Drinking Water Licence issued under Part V of the SDWA.**

Condition 1.1, Schedule C of MDWL 031-101 prescribes the maximum allowable daily volume of treated water from the treatment subsystem to the distribution system at 36,400 m³/day.

Record review indicates the maximum flow (18,235 m³/day) from treatment to distribution during the inspection period occurred in July 2020 at 50% of the rated capacity of the plant. The maximum average flow (14,257 m³/day) to the distribution system occurred in June 2020, and was 39% of the rated capacity of the plant.

Treatment Processes

- **The owner had ensured that all equipment was installed in accordance with Schedule A and Schedule C of the Drinking Water Works Permit.**

All equipment listed in the Permit was observed at the plant inspection. UV2 was in service during the inspection. The operating authority has submitted their application for a Licence/Permit renewal which included the correction to the duty polymer feed pumps in the Chemical Feed Facilities section, identified in the last inspection.

During the inspection, it was observed that the screens on the vents of the treated water storage reservoir were replaced with a #24 mesh (0.70 mm) non-corrodible screen, as recommended in the last inspection. The operating authority stated that the flowmeter on UV2 had just been replaced and the other flowmeter is scheduled to be replaced. In addition, they are planning on adding a fourth High Lift pump to help with maintenance on the other pumps.

The coagulant DELPAC XG was used on a trial basis from May 25 to October 10, 2020. As this coagulant did not optimize plant performance or reduce the aluminum residuals in the treated water, the coagulant was switched back to DELPAC 2020.

The Owner has hired a consultant to assess the pH of the raw water. They are currently in the bench testing phase of this study and, once complete, may propose the installation of a pH adjustment system at the intake. This would require an amendment to the Licence and review by the ministry prior to implementation.

- **The owner/operating authority was in compliance with the requirement to prepare Form 1 documents as required by their Drinking Water Works Permit during the inspection period.**

A Form 1 "Record of Watermains Authorized as a Future Alteration" document was prepared for:

Treatment Processes

1. Watermain additions for Serenity Bay Development. Date: Oct. 9, 2019; commissioned: Nov. 16, 2020.
2. New watermain installation for Lakeshore new Centre Estates Subdivision, Phase 3A. Date: Mar. 23, 2020; commissioned: July 22, 2020.
3. Watermain additions for Phase 7B of the River Ridge Subdivision, servicing 72 new townhome units. Date: June 17, 2020; commissioned: Aug. 5, 2020.

The owner/operating authority is reminded to complete all parts of the Form 1's (including the Permit number).

- **The owner/operating authority was in compliance with the requirement to prepare Form 2 documents as required by their Drinking Water Works Permit during the inspection period.**

A Form 2 "Record of Minor Modifications or Replacement to the Drinking Water System" document was prepared for:

1. Aluminum residual trial: DELPAC 2020 coagulant substituted with DELPAC XG for a trial period, as recommended by supplier, in order to reduce aluminum residuals in treated water. Date: May 1, 2020; Trial: May 25-Oct. 10, 2020.
2. Replacement of Plant effluent and Reservoir 2 Chlorine analyzers with new ProMinent free and total continuous analyzers. Date: June 17, 2020. commissioned: Sept. 2, 2020.
3. Replacement of UV2 Endress Hauser 24 inch Promag 400 flow meter with new Endress Hauser Promag 400 flow meter. Date: July 3, 2020; commissioned: Sept. 17, 2020.

- **Records indicated that the treatment equipment was operated in a manner that achieved the design capabilities required under Ontario Regulation 170/03 or a Drinking Water Works Permit and/or Municipal Drinking Water Licence issued under Part V of the SDWA at all times that water was being supplied to consumers.**

Operating logs and continuous trends from November 2019 to October 2020 were reviewed.

In order to claim applicable Cryptosporidium oocyst and Giardia cyst removal credits, the Procedure for Disinfection of Drinking Water Supplies in Ontario states that performance must meet filtered water turbidity of less than or equal to 0.3 NTU in 95% of the turbidity measurements each month. The performance standard was met at each filter in each month (99.89% to 100% of the time).

The Disinfection Procedure requires that in order to be considered conventional filtration and meet or exceed the 2.5 log Giardia cyst removal, the 2.0 log Cryptosporidium oocyst removal and 2.0 log virus removal credits, the filtration process must use a chemical coagulant at all times when the treatment plant is in operation. Coagulant flow data was provided in 15 minute intervals for the inspection period. All instances of prolonged coagulant interruption or low flow corresponded to plant shutdowns, no raw water flow or calibrations.

UV calculated dosage data was provided in 5 minute intervals for the inspection period. It indicated that adequate UV disinfection was consistently provided, with the exception of one instance. In general, when the UV equipment is not operating as designed, flow is automatically shutdown and water cannot be treated. However, on June 4, 2020, a power outage shut down the plant. The lack of power prevented the valve that stops flow through the UV system from closing, and water flowed through UV2 for 25 minutes without any UV treatment. The CT calculation for this instance was provided during the inspection, and it did indicate that the required chlorine CT was being met; however, chlorine is not included in the disinfection credits in the Licence. The operating authority will be submitting an application to have chlorine added to the disinfection credits on their Licence. In the future, operators shall review data during or immediately after major power outages to ensure that the CT achieved is sufficient. In addition, the owner shall investigate the reason for the delay in the switchover to backup power. On all other occasions, the UV disinfection equipment maintained a continuous passthrough UV dose of at least 40mJ/cm² while operating (range 55-120mJ/cm²) as required by Condition 1.6 in Schedule C of the Licence.

- **Records confirmed that the water treatment equipment which provides chlorination or chloramination for**

Treatment Processes

secondary disinfection purposes was operated so that at all times and all locations in the distribution system the chlorine residual was never less than 0.05 mg/l free or 0.25 mg/l combined.

During the inspection period, available chlorine residual data from the distribution system showed that free chlorine residuals ranged from 0.25 to 1.57 mg/L, never falling below 0.05 mg/L. At the inspection, chlorine residuals were measured at the new Lakeshore Operations Centre at 304 Rourke Line in the lunch/training room. The free chlorine residual was 0.44 mg/L and the total chlorine residual was 0.47 mg/L.

- **Where an activity has occurred that could introduce contamination, all parts of the drinking water system were disinfected in accordance with Schedule B, Condition 2.3 of the Drinking Water Works Permit.**

According to the Watermain Break Repair Standard Operating Procedure (SOP #2000397), all parts of the drinking water system are disinfected in accordance with the ministry's Watermain Disinfection Procedure and other procedures. Work orders were reviewed and it was noted that the Water Distribution Report Forms were missing key information, such as, the post repair flushing location, start and stop time, chlorine residuals, flow. The operating authority is reminded to complete all pertinent information on the Water Distribution Report.

- **The primary disinfection equipment was equipped with alarms or shut-off mechanisms that satisfied the standards described in Section 1-6 (1) of Schedule 1 of Ontario Regulation 170/03.**

The two Trojan UV Swift units are equipped with four manufacturer supplied photodiode sensors (one per lamp) which monitor UV intensity within the reactors. A low UV dosage alarm setting of 50 mJ/cm² (internal alarm) and a low-low setting of 40 mJ/cm², which shuts down the units, are programmed (default from manufacturer). Reactor lockout on low dosage or failure is accomplished via motorized valves located just downstream of the reactor units. The alarms are enunciated audibly and visually at the site and via SCADA to the operator on-call pager through the security company.

Treatment Process Monitoring

- **Primary disinfection chlorine monitoring was conducted at a location approved by Municipal Drinking Water Licence and/or Drinking Water Works Permit issued under Part V of the SDWA, or at/near a location where the intended CT has just been achieved.**

According to the licence, chlorine does not provide primary disinfection for this system; only conventional filtration and UV are included for log removal credits. A ProMinent D1C continuous chlorine monitor/controller with CLE probe measures free chlorine on the reservoir outlet line. This location is prior to the post-reservoir injection point for free chlorine top-up/trim which is periodically employed to boost the concentration of secondary disinfectant directed to the distribution system. Free chlorine residual data was provided at 5 minute intervals, and ranged from 1.15 to 2.36 mg/L. At the inspection, the chlorine residuals were measured at this location: free: 1.40 mg/L (continuous analyzer: 1.46 mg/L) and total: 1.59 mg/L (continuous analyzer: 1.69 mg/L).

- **Continuous monitoring of each filter effluent line was being performed for turbidity.**

Filter effluent turbidity values are measured by Hach 1720E turbidity sensors with SC100 controllers. Results are recorded by the SCADA Historian system and each has a SD card backup. During the inspection, all four filters had operating turbidimeters and the following were recorded: Filter #1=0.021, Filter #2=0.022, Filter #3=0.021, and Filter #4=0.026 NTU.

Filter turbidity data was provided at 15 minute intervals for the inspection period. Data review showed that turbidity was monitored continuously and any shutdowns due to backwash or maintenance were documented in the logbooks.

- **The secondary disinfectant residual was measured as required for the distribution system.**

Logs show that distribution system free chlorine residuals were taken and measured at least seven times per week as required; four and three times on separate days, with the sets of measurements being made at least 48 hours

Treatment Process Monitoring

apart.

- **Operators were examining continuous monitoring test results and they were examining the results within 72 hours of the test.**

Operators examine continuous monitoring data daily. In accordance with the operating authority's Routine Plant Rounds standard operating procedure, and as reflected in the project logs, reviews of continuous monitoring results are completed once per day and recorded in the operating logbook.

- **All continuous monitoring equipment utilized for sampling and testing required by O. Reg.170/03, or Municipal Drinking Water Licence or Drinking Water Works Permit or order, were equipped with alarms or shut-off mechanisms that satisfy the standards described in Schedule 6.**

The low chlorine alarm setting for the CT analyser is 0.75 mg/L. Low and low-low alarms for secondary disinfection free chlorine level leaving the plant are also set at 1.0 and 0.8 mg/L, respectively. Filter turbidity alarm and filter-to-waste set-points are similarly setup in SCADA to respond to measured tests from these analysers, including high and high-high alarms of 0.3 NTU and 1.0 NTU and a filter to waste set point of 0.9 NTU. The 1.0 NTU setting triggers a filter shutdown. Operational alarms for clarifier effluent turbidity prior to filtration are set at 3 NTU.

Alarms are enunciated via SCADA to an audible horn in the plant and visual display at the SCADA terminal. Critical alarms are also alarmed out to a security company who is required to contact a sequence of contact numbers starting with the on-call operator's phone. The operator indicated that the audible can be heard throughout the plant. The plant is not staffed 24 hours per day, but an operations shift is conducted from 7:00 AM to 3:30 PM.

- **Continuous monitoring equipment that was being utilized to fulfill O. Reg. 170/03 requirements was performing tests for the parameters with at least the minimum frequency specified in the Table in Schedule 6 of O. Reg. 170/03 and recording data with the prescribed format.**

O. Regulation 170 sub-section 6-5(1), paragraph 1 requires the continuous monitoring equipment to record the date, time, sampling location and result of every test for the parameter with at least the minimum frequency prescribed as follows:

1. Free chlorine residual required to achieve primary disinfection - 5 minutes [currently not required for log disinfection credits];
2. Filter effluent turbidity - 15 minutes.

The operating authority reported a communication loss on March 1, 2020 due to a Remote Processing Unit (RPU)/Programmable Logic Controller (PLC) failure. This caused the Historian to go down for approximately 20 minutes (16:07 to 16:41). They were able to retrieve the data from the SD card backup on the new HACH turbidimeters, and the turbidity was steady during the outage. In addition, it was noted that the audible alarm was not operating; only the banner alarm on the SCADA screen and the pager call-out was functioning. On March 4, 2020, it was reported that the audible tone for the alarm notification was repaired. This audible alarm tone was demonstrated during the inspection.

- **The owner and operating authority ensured that the primary disinfection equipment had a recording device that continuously recorded the performance of the disinfection equipment.**

As per Condition 1.6 in Schedule C of the Licence, the UV disinfection equipment monitors UV calculated dose, flow rate, transmittance and lamp status continuously.

- **All continuous analysers were calibrated, maintained, and operated, in accordance with the manufacturer's instructions or the regulation.**

Records show that continuous chlorine and turbidity analysers, as well as handheld meters, are verified/calibrated on a regular basis. Maintenance and calibrations are tracked in the Antero work order system and documented in the operating authority's logbooks and instrument calibration logs. Continuous analyzers are verified monthly

Treatment Process Monitoring

against a laboratory bench test and a handheld meter, respectively; maintenance is completed if required (e.g. flushing and cleaning of sensors).

Annual instrument calibrations and maintenance were completed by manufacturer and/or instrument supplier representatives: turbidimeters: Filter 1-4 (Hach; Nov. 3/2020); chlorine analyzers in the plant and at the Belle River tower (SCG; Sept. 2/2020); flowmeters (Endress & Hauser; March 2020); portable turbidimeters/colorimeters (Hach; July 8/2020). Calibration certificates were provided.

- **All UV sensors were checked and calibrated as required.**

As per "EPA Disinfection Guidance Manual for the Final LT2ESWTR" (2006), UV sensors were calibrated monthly by H2flow for TrojanUV. The reference sensor was validated on July 17, 2020 and is scheduled to be revalidated prior to June 2023.

Operations Manuals

- **The operations and maintenance manuals contained plans, drawings and process descriptions sufficient for the safe and efficient operation of the system.**

The operations manual, created by the plant's design engineer, details unit operations. The associated record drawings for the water plant, including process and instrumentation diagrams, are available for reference by operators on map racks in the boardroom.

Distribution system manuals contain general and specific procedures and directions related to distribution maintenance and repair activities, and contingencies. Distribution operators have access to maps produced on the owner's GIS system. The GIS maps identify locations of watermain, water services, hydrants, valves, blow-offs, and curb-stops as well as archived drawings/maps. Water distribution operators access this system via tablets or the garage computer.

- **The operations and maintenance manuals met the requirements of the Drinking Water Works Permit and Municipal Drinking Water Licence issued under Part V of the SDWA.**

The SOPs meet the requirements of Condition 16.2, Schedule B of the Licence. Copies of the Licence and Permit are kept in a separate binder which is available to operators in the control room. Similarly, standard operating procedures and contingencies are maintained for the distribution group within the "Lakeshore Water Supply System - Operations & Maintenance/Contingency Plan Manual" binder. A copy of the UV validation certificate, as required by Condition 16.2.3, Schedule B of the Licence, was provided at a previous inspection.

As per Condition 1.6.4, Schedule C of the Licence, a monthly UV alarm summary report shall be prepared, and include the time, date and duration of each UV equipment alarm. These summary reports were completed for the inspection period, however, do not include the volume of water treated during each alarm period, as required. This field should be added to the monthly UV alarm summary report and documented going forward.

Logbooks

- **Records or other record keeping mechanisms confirmed that operational testing not performed by continuous monitoring equipment was being done by a certified operator, water quality analyst, or person who suffices the requirements of O. Reg. 170/03 7-5.**

For the calibration and lab analysis records reviewed, operational testing such as total chlorine residual, pH, temperature, conductivity, hardness, colour and aluminum residual, conducted during regular compliance, operational and additional program sampling, was done by the operating authority's certified operators.

Security

- **The owner had provided security measures to protect components of the drinking water system.**

Security

The John George Facility is gated around the perimeter and all outer doors are locked. Visitors must be buzzed in for access. The facility is equipped with security cameras monitored by operators in the SCADA room. As recommended during the last inspection, a camera overlooking the reservoir was installed to improve security monitoring at the plant. The low lift building is in a separate brick structure which is not fully fenced, although it has security fencing with padlocked gates installed to prevent access to the side and rear of the compound. The outward facing walls are windowless walls and are equipped with lockable steel security doors. The building is equipped with remote camera monitoring, intruder door contact alarms and keycode access.

Four additional security cameras have been installed since the last inspection, and a new keycard access security system was being installed on the lowlift and plant doors during the inspection.

Certification and Training

- **The overall responsible operator had been designated for each subsystem.**

The plant supervisor is the designated overall responsible operator (ORO) for the system and he holds a class 3 water treatment certification matching the water treatment subsystem 3 classification of the plant. The backup ORO for the treatment system also holds a class 3 certification and the backup ORO for the distribution system holds a class 3 certification exceeding the water distribution subsystem 2 classification of the distribution system.

- **Operators-in-charge had been designated for all subsystems which comprised the drinking water system.**

The operator on call each week is the designated Operator in Charge (OIC) of Operations. For both treatment and distribution subsystems, the OIC for each shift is identified in the designated field in the Daily Operational Log book.

- **All operators possessed the required certification.**
- **Only certified operators made adjustments to the treatment equipment.**

Water Quality Monitoring

- **All microbiological water quality monitoring requirements for distribution samples were being met.**

O. Regulation 170/03, Sch.10-2 requires the owner and operating authority to take a minimum of one sample per week, and at least 36 samples per month from the distribution system. All samples must be analysed for E. coli and total coliforms. In addition, at least 25% of the distribution microbiological samples must be analysed for heterotrophic plate count (HPC).

The operating authority collected 40-50 samples per month from approximately 72 sample stations throughout the distribution system. Samples were analyzed for E.coli, total coliform, and more than 25% of the samples (16-20 samples/month) were tested for HPC.

- **All microbiological water quality monitoring requirements for treated samples were being met.**

O. Regulation 170/03, Sch. 10-3 requires the owner and operating authority to sample treated water once per week and analyse them for E. coli, total coliforms and heterotrophic plate count (HPC).

For the period reviewed, duplicate treated water samples were taken at the High Lift pump building each week.

- **All inorganic water quality monitoring requirements prescribed by legislation were conducted within the required frequency.**

Provided that previous sample results haven't exceeded one-half the maximum acceptable concentration (MAC) for any parameter under Schedule 23, O. Regulation 170/03 Schedule 13-2 requires that samples must be taken and

Water Quality Monitoring

analysed for Schedule 23 parameters every 12 months (+/- 30 days) for a surface water supply. The required samples were taken November 13, 2019, within the prescribed time frame. No parameters exceeded one-half the maximum acceptable concentration (MAC) listed in O.Reg. 169/03.

- **All organic water quality monitoring requirements prescribed by legislation were conducted within the required frequency.**

Provided that previous sample results haven't exceeded one-half the maximum acceptable concentration (MAC) for any parameter under Schedule 24, O. Regulation 170/03 Schedule 13-2 requires that samples must be taken and analysed for Schedule 24 parameters every 12 months (+/- 30 days) for a surface water supply. The required samples were taken November 13, 2019, within the prescribed time frame. No parameters exceeded one-half the maximum acceptable concentration (MAC) listed in O.Reg. 169/03.

- **All haloacetic acid water quality monitoring requirements prescribed by legislation are being conducted within the required frequency and at the required location.**

As required under O. Regulation 170/03 Schedule 13-6 (2), samples must be taken and analysed for haloacetic acid quarterly (60-120 days after previous sample). Samples were taken within the prescribed time frame. The running annual average (RAA) was 5.2 ug/L.

- **All trihalomethane water quality monitoring requirements prescribed by legislation were conducted within the required frequency and at the required location.**

As required under O. Regulation 170/03 Schedule 13-6 (2), samples must be taken and analysed for trihalomethanes quarterly (60-120 days after previous sample). Samples were taken within the prescribed time frame. The running annual average (RAA) was 17.6 ug/L. Samples were also taken from treated water at the High Lift pump building quarterly and the RAA was 11.9 ug/L.

- **All nitrate/nitrite water quality monitoring requirements prescribed by legislation were conducted within the required frequency for the DWS.**

During the inspection review period, one treated water sample was collected quarterly (from the high lift pump station) for nitrate and nitrite, as prescribed in Sch. 13-7 of O.Regulation 170/03. Nitrate concentrations ranged from 0.14 to 1.4 mg/L, well below the standard of 10 mg/L, and nitrite concentrations were all below the method detection limit (0.01-0.05mg/L), as well as the standard of 1 mg/L.

- **All sodium water quality monitoring requirements prescribed by legislation were conducted within the required frequency.**

O. Regulation 170/03 Schedule 13-8 requires sampling and analysis of sodium every 60 months. The sample for sodium was last taken on November 13, 2019 and the result was 11.5 mg/L. The previous sample was taken on September 26, 2017. A sample was also taken from the distribution system for sodium on November 13, 2019 and the result was 11.2 mg/L.

- **All fluoride water quality monitoring requirements prescribed by legislation were conducted within the required frequency.**

O. Regulation 170/03 Schedule 13-9 requires sampling and analysis of fluoride every 60 months. The sample for fluoride was taken on November 13, 2019 and the result was 0.069 mg/L. The previous sample was taken on October 23, 2018. A sample was also taken from the distribution system for fluoride on November 13, 2019 and the result was 0.068 mg/L.

- **All water quality monitoring requirements imposed by the MDWL or DWWP issued under Part V of the SDWA were being met.**

Condition 1.6 under Schedule C of the Drinking Water System Licence requires the owner and operating authority to continuously monitor and record flow rate, calculated UV dose, UV transmittance and UV lamp status with a

Water Quality Monitoring

minimum testing/reading and recording frequency of every five minutes. Control data output includes recording of calculated UV dosage, lamp status for each of the lamps, reactor flow rate and UV transmittance. The frequency of measurement and recording of these parameters is at least every five minutes.

Condition 4.4 under Schedule C of the Drinking Water System Licence requires monthly sampling of composite samples of total suspended solids (TSS) from the waste residual discharge point. The annual average cannot exceed 15mg/L. For 2019, the annual average was 10.55 mg/L. The average for this portion of 2020 (January to October) was 6.28 mg/L.

- **Records confirmed that chlorine residual tests were being conducted at the same time and at the same location that microbiological samples were obtained.**

Chlorine residual measurements were observed on all laboratory chain of command sheets. Free chlorine residual ranged from 0.40 to 1.57 mg/L.

Water Quality Assessment

- **Records showed that all water sample results taken during the inspection review period did not exceed the values of tables 1, 2 and 3 of the Ontario Drinking Water Quality Standards (O.Reg. 169/03).**

Reporting & Corrective Actions

- **Where required continuous monitoring equipment used for the monitoring of chlorine residual and/or turbidity triggered an alarm or an automatic shut-off, a qualified person responded in a timely manner and took appropriate actions.**

Water plant operating logs reviewed indicate that certified operators responded to alarms in a timely manner and took appropriate actions.

- **When the primary disinfection equipment, other than that used for chlorination or chloramination, has failed causing an alarm to sound or an automatic shut-off to occur, a certified operator responded in a timely manner and took appropriate actions.**

UV reactor units shutdown as designed on abnormal conditions and alarms. The UV system SCADA control incorporates an auto-start and switchover function to the standby unit. Nonetheless, a UV critical alarm requires an operator's immediate attendance to confirm the status of operations. Critical alarms are documented in the Critical Control Limit Exceedances Binder. A critical alarm for low UV calculated dosage occurred on January 15, 2020 and August 16, 2020. There was one instance (June 30, 2020), where a critical UV alarm was noted in the logbook but was not included in the Critical Control Limit Exceedance log. In most cases, the response to plant and UV alarm conditions documented in the logbook were sufficient. There were a handful of instances, in which the alarm conditions and/or corrective actions were not clearly documented in the logbook. Operators are reminded to document alarms and corrective actions in the Facility Logbook as well as on the monthly summaries.

Other Inspection Findings

- **The following issues were also noted during the inspection:**

See SUMMARY OF RECOMMENDATIONS AND BEST PRACTICE ISSUES.

NON-COMPLIANCE WITH REGULATORY REQUIREMENTS AND ACTIONS REQUIRED

This section provides a summary of all non-compliance with regulatory requirements identified during the inspection period, as well as actions required to address these issues. Further details pertaining to these items can be found in the body of the inspection report.

Not Applicable

SUMMARY OF RECOMMENDATIONS AND BEST PRACTICE ISSUES

This section provides a summary of all recommendations and best practice issues identified during the inspection period. Details pertaining to these items can be found in the body of the inspection report. In the interest of continuous improvement in the interim, it is recommended that owners and operators develop an awareness of the following issues and consider measures to address them.

1. The following issues were also noted during the inspection:

As per Condition 1.6.4, Schedule C of the Licence, a monthly UV alarm summary report shall be prepared, and include the time, date and duration of each UV equipment alarm. These summary reports were completed for the inspection period, however, do not include the volume of water treated during each alarm period, as required.

Recommendation:

The volume of water treated during each alarm period should be added to the monthly UV alarm summary report and documented going forward.

SIGNATURES

Inspected By:

Emily Awad

Signature: (Provincial Officer)

Reviewed & Approved By:

Marc Bechard

Signature: (Supervisor)

Review & Approval Date:

Note: This inspection does not in any way suggest that there is or has been compliance with applicable legislation and regulations as they apply or may apply to this facility. It is, and remains, the responsibility of the owner and/or operating authority to ensure compliance with all applicable legislative and regulatory requirements.

Stakeholder Appendix

Key Reference and Guidance Material for Municipal Residential Drinking Water Systems

Many useful materials are available to help you operate your drinking water system. Below is a list of key materials owners and operators of municipal residential drinking water systems frequently use.

To access these materials online click on their titles in the table below or use your web browser to search for their titles. Contact the Ministry if you need assistance or have questions at 1-866-793-2588 or waterforms@ontario.ca.

For more information on Ontario's drinking water visit www.ontario.ca/drinkingwater



PUBLICATION TITLE	PUBLICATION NUMBER
FORMS: Drinking Water System Profile Information Laboratory Services Notification Adverse Test Result Notification	012-2149E 012-2148E 012-4444E
Taking Care of Your Drinking Water: A Guide for Members of Municipal Councils	Website
Procedure for Disinfection of Drinking Water in Ontario	Website
Strategies for Minimizing the Disinfection Products Trihalomethanes and Haloacetic Acids	Website
Filtration Processes Technical Bulletin	Website
Ultraviolet Disinfection Technical Bulletin	Website
Guide for Applying for Drinking Water Works Permit Amendments, & License Amendments	Website
Certification Guide for Operators and Water Quality Analysts	Website
Guide to Drinking Water Operator Training Requirements	9802E
Community Sampling and Testing for Lead: Standard and Reduced Sampling and Eligibility for Exemption	Website
Drinking Water System Contact List	7128E01
Ontario's Drinking Water Quality Management Standard - Pocket Guide	Website
Watermain Disinfection Procedure	Website
List of Licensed Laboratories	Website

Inspection Rating Record

Ministry of the Environment - Inspection Summary Rating Record (Reporting Year - 2020-2021)

DWS Name: TOWN OF LAKESHORE DRINKING WATER SYSTEM
DWS Number: 260091507
DWS Owner: Lakeshore, The Corporation Of The Town Of
Municipal Location: Lakeshore

Regulation: O.REG 170/03
Category: Large Municipal Residential System
Type Of Inspection: Focused
Inspection Date: November 10, 2020
Ministry Office: Windsor Area Office

Maximum Question Rating: 525

Inspection Module	Non-Compliance Rating
Capacity Assessment	0 / 30
Treatment Processes	0 / 106
Operations Manuals	0 / 28
Logbooks	0 / 14
Certification and Training	0 / 42
Water Quality Monitoring	0 / 112
Reporting & Corrective Actions	0 / 42
Treatment Process Monitoring	0 / 151
TOTAL	0 / 525

Inspection Risk Rating	0.00%
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FINAL INSPECTION RATING:	100.00%
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Ministry of the Environment - Detailed Inspection Rating Record (Reporting Year - 2020-2021)

DWS Name: TOWN OF LAKESHORE DRINKING WATER SYSTEM
DWS Number: 260091507
DWS Owner: Lakeshore, The Corporation Of The Town Of
Municipal Location: Lakeshore

Regulation: O.REG 170/03
Category: Large Municipal Residential System
Type Of Inspection: Focused
Inspection Date: November 10, 2020
Ministry Office: Windsor Area Office

Maximum Question Rating: 525

Inspection Risk Rating	0.00%
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FINAL INSPECTION RATING:	100.00%
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March 26, 2021

File: SI-ES-LA-540

Town of Lakeshore
419 Notre Dame St.
Belle River, ON N0R 1A0

Attention: Mr. Truper McBride, CAO

Re: Municipality of Lakeshore Drinking Water System – Stoney Point Inspection Report

Please find enclosed the Inspection Report for the inspection of the Stoney Point facility (DWS#220003396) on Feb 02, 2021.

A **Summary of Recommendations and Best Practice Issues** are found on page 14 in the attached inspection report.

In order to measure individual inspection results, the Ministry has established an inspection compliance risk framework based on the principles of the Inspection, Investigation & Enforcement (II&E) Secretariat and advice of internal/external risk experts. The Inspection Summary Rating Record (IRR), included as Appendix B of the inspection report, provides the Ministry, the system owner and the local Public Health Units with a summarized quantitative measure of the drinking water system's annual inspection and regulated water quality testing performance. IRR ratings are published (for the previous inspection year) in the Ministry's Chief Drinking Water Inspectors' Annual Report. If you have any questions or concerns regarding the rating, please contact Marc Bechard, Water Compliance Supervisor, at 519-383-3778.

If you have any questions or concerns regarding this report, please call me at (226) 280-1406.

Yours truly,

Emily Awad
Water Inspector, Provincial Officer #1823
Drinking Water and Environmental Compliance Division
Sarnia/Windsor District

Encl.

cc: Garry Punt, Supervisor, Water Operations, Darryl Dunsby, Compliance Coordinator, Krystal Kalbol, Director of Engineering & IS, Albert Dionne, Manager Environmental Services, Town of Lakeshore;
Dr. Wajid Ahmed, Medical Officer of Health (A), Theresa Marentette, Director of Health Protection, Kristy McBeth, Director of Health Protection, Phil Wong, Manager, Health Inspection Department, Victoria Peczulis, Manager, Environmental Health, Windsor-Essex County Health Unit;
Katie Stammmer, Source Water Protection Manager, ERCA;
Marc Bechard, Supervisor, Ministry of the Environment, Conservation and Parks.



Ministry of the Environment, Conservation and Parks

MUNICIPALITY OF LAKESHORE DRINKING WATER SYSTEM - STONEY POINT
Inspection Report

Site Number:	220003396
Inspection Number:	1-NXSMZ
Date of Inspection:	Feb 02, 2021
Inspected By:	Emily Awad

Table of Contents

Owner Information	2
Inspection Details	2
Inspection Summary	5
Introduction	5
Source	5
Capacity Assessment	6
Treatment Processes	6
Treatment Process Monitoring	7
Operations Manuals	9
Logbooks	9
Security	9
Certification and Training	9
Water Quality Monitoring	10
Water Quality Assessment	11
Reporting & Corrective Actions	11
Other Inspection Findings	12
Non-Compliance with Regulatory Requirements and Actions Required	13
Summary of Recommendations and Best Practice Issues	14
Signatures	15

Appendix A: Key Reference and Guidance Material

Appendix B: Inspection Summary Rating Record

OWNER INFORMATION:

Company Name:	LAKESHORE, THE CORPORATION OF THE TOWN OF	Unit Identifier:	
Street Number:	419		
Street Name:	NOTRE DAME St		
City:	BELLE RIVER		
Province:	ON	Postal Code:	N0R 1A0

CONTACT INFORMATION

Type:	Operating Authority	Name:	Darryl Dunsby
Phone:	(519) 796-6780	Fax:	(519) 728-4110
Email:	ddunsby@lakeshore.ca		
Title:	Compliance Coordinator		

Type:	Operating Authority	Name:	John Merritt
Phone:	(519) 728-1975 x341	Fax:	(519) 728-4110
Email:	jmerritt@lakeshore.ca		
Title:	Operator		

Type:	Operating Authority	Name:	Darrin Johnston
Phone:	(519) 728-9142	Fax:	(519) 728-4110
Email:	djohnston@lakeshore.ca		
Title:	Water Treatment Working Foreman - ORO		

Type:	Operating Authority	Name:	Garry Punt
Phone:	(226) 345-2079	Fax:	(519) 728-4110
Email:	gpunt@lakeshore.ca		
Title:	Water Operations Supervisor		

INSPECTION DETAILS:

Site Name:	MUNICIPALITY OF LAKESHORE DRINKING WATER SYSTEM - STONEY POINT
Site Address:	6011 ST.CLAIR Road STONEY POINT ON N0R 1N0
County/District:	LAKESHORE
MECP District/Area Office:	Windsor Area Office
Health Unit:	WINDSOR-ESSEX COUNTY HEALTH UNIT
Conservation Authority:	
MNR Office:	
Category:	Large Municipal Residential
Site Number:	220003396
Inspection Type:	Unannounced
Inspection Number:	1-NXSMZ
Date of Inspection:	Feb 02, 2021
Date of Previous Inspection:	Feb 05, 2020

COMPONENTS DESCRIPTION

Site (Name): Distribution System

Type: Other

Sub Type:

Comments:

The Town of Lakeshore Stoney Point Drinking Water System is located in Stoney Point, Ontario. The drinking water system is owned by the Town of Lakeshore, and supplies water to the north-eastern portion of the Town of Lakeshore, roughly bounded by Rochester Townline Road to the west, Big Creek to the east, Lake St. Clair to the north, and Essex County Road 8 to the south. The communities of Stoney Point, Comber, Staples, Lighthouse Cove and rural areas within the boundaries are included in the service area. According to the drinking water system registration profile, this results in a total serviced population of approximately 6,516 persons in 2,327 service connections. The system is considered a "large municipal residential system" under O. Regulation 170/03. Other than the storage located at the treatment plant site, reservoir booster pumping and re-chlorination stations are located in the village of Comber (1018 m3 storage volume) and hamlet of Haycroft (425 m3 storage volume). Since there are no towers or elevated tanks located on the system, plant high-lifts and booster station pumps supply the system's pressure by continually operating pumps. Consequently, the service area consists of four pressure zones:

- Stoney Point Pressure Zone - Stoney Point urban area and adjacent lakefront areas; maintained by water plant high-lift pumping
- Haycroft Pressure Zone - rural areas south of lakefront and generally north of Highway 401; which can be maintained by the Stoney Point water plant high-lift pumping or the Haycroft booster station high-lift pumping
- Comber Pressure Zone - Comber urban area; maintained by the Comber booster station high-lift pumping (Comber header)
- South Pressure Zone - Staples and rural areas South of Highway 401; maintained by the Comber booster station high-lift pumping (Tilbury West header).

Site (Name): Source Water

Type: Source

Sub Type:

Comments:

The treatment facility in Stoney Point, receives water from Lake St. Clair via a low lift pumping station. Two low lift pumps draw water through a 1219 m long, 600 mm diameter intake pipe, located in approximately 2.5 m of water. The intake is equipped with a zebra mussel chemical control system consisting of a prechlorination line, feeding from the water treatment plant chlorine room to the low lift pumping station. The chlorine solution pipe is installed through the intake pipe at the low lift station and terminates at the intake crib. The low lift pumping station consists of a 79 m3 single chamber raw water intake well, equipped with float controls for low level shutoff/alarming.

Site (Name): Treatment Plant

Type: Treated Water POE

Sub Type:

Comments:

The treatment plant is currently rated at 4,546 m3/day approved capacity. It is a conventional water treatment plant consisting of contact clarification via a single upflow solids clarifier, after alum coagulant addition. A polymer coagulant aid system is present but the equipment has been dismantled and has not been used for some time. Powdered activated carbon slurry feed is added seasonally. The chemical addition systems are located within the low lift structure; within the same compound as the contact clarifier. Clarified water is collected in an intermediate wet well located in the filtration/high-lift building. This wet well is equipped with three vertical turbine pumps (two duty/one standby) which deliver the clarified effluent into the filter influent channel for feeding into two dual media-type filters (450 mm anthracite and 300 mm silica sand). The filters are equipped with backwash facilities via one air scour blower and one backwash pump. Sedimentation sludge and backwash flows from the filters are directed to residue management pump basins; one adjacent to the clarifier and one outside the filtration building. Both waste flows are transferred from the main basin to one of two available wastewater lagoons. Lagoon supernatant overflow is discharged to an on-site drainage ditch which flows to Lake St. Clair.

Filtered water is received into a two-cell filter clearwell operated in series; having a combined capacity of 1380 m3 total volume. Primary disinfection is provided by addition of gas chlorine solution which is normally added into the

intermediate wet well pump discharge header ahead of the filter inlet channel and ahead of the filtered water reservoir. An alternate pre-chlorine injection point is also available at the inlet of the intermediate wet well. Chlorine contact time is achieved within the clearwell. Post-contact trim chlorine can also be added at either the inlet of the high-lift well or into the high-lift pump discharge. Free chlorine is monitored ahead of the filter clearwell (from each filter effluent) and after the contact time in the clearwell prior to trim chlorine addition in the high-lift pumpwell. Free and total chlorine is also monitored from the point of entry to the distribution system. The high-lift well is a two-cell structure equipped with three vertical turbine high-lift pumps (two duty/one standby) which supply pressure to the distribution system and supply the Haycroft and Comber reservoir booster pumping stations. Each of the reservoirs at Haycroft and Comber are equipped with gas chlorine re-chlorination facilities to maintain secondary disinfectant levels in the distribution system.

INSPECTION SUMMARY:

Introduction

- The primary focus of this inspection is to confirm compliance with Ministry of the Environment, Conservation and Parks (MECP) legislation as well as evaluating conformance with ministry drinking water related policies and guidelines during the inspection period. The ministry utilizes a comprehensive, multi-barrier approach in the inspection of water systems that focuses on the source, treatment and distribution components as well as management practices.

This drinking water system is subject to the legislative requirements of the Safe Drinking Water Act, 2002 (SDWA) and regulations made therein, including Ontario Regulation 170/03, "Drinking Water Systems" (O.Reg. 170/03). This inspection has been conducted pursuant to Section 81 of the SDWA.

This report is based on a "focused" inspection of the system. Although the inspection involved fewer activities than those normally undertaken in a detailed inspection, it contained critical elements required to assess key compliance issues. This system was chosen for a focused inspection because the system's performance met the ministry's criteria, most importantly that there were no deficiencies as identified in O.Reg. 172/03 over the past 3 years. The undertaking of a focused inspection at this drinking water system does not ensure that a similar type of inspection will be conducted at any point in the future.

This inspection report does not suggest that all applicable legislation and regulations were evaluated. It remains the responsibility of the owner to ensure compliance with all applicable legislative and regulatory requirements.

Specifically, this review includes an assessment of compliance/conformance in relation to the following:

- Drinking Water Systems Regulation (O. Reg. 170/03)
- Drinking Water Operator and Water Quality Analyst Certification Regulation (O. Reg. 128/04)
- Drinking Water System Licence 031-101, Issue Number 2, issued June 6, 2016
- Drinking Water Works Permit 031-201, Issue Number 4, issued June 6, 2016
- Permit to Take Water #3123-BLQKBM, issued April 17, 2020
- Ontario Drinking Water Quality Standards (ODWQS; O. Reg. 169/03) based on water quality data generated since the previous inspection, and
- Required actions and recommendations from the previous ministry inspection report (February 5, 2019).

The inspection was conducted on an un-announced basis on February 1, 2021 and included a telephone interview due to the Stay-at-Home-Order (O. Reg. 11/21) in Ontario. The inspection covers the period from February 1, 2020 to January 31, 2021.

Source

- **The owner had a harmful algal bloom monitoring plan in place.**

Standard Operating Procedure (SOP) #2000661 indicates the monitoring schedule for blue-green algae and procedures for notification. During the warmer season, raw and treated samples are collected weekly. Sampling goes from June 1 to October 1 each year.

The operating authority was notified that in the new Licence/Permit to be issued in 2021, there will be a requirement to continue sampling until October 31st each season.

Capacity Assessment

- **There was sufficient monitoring of flow as required by the Municipal Drinking Water Licence or Drinking Water Works Permit issued under Part V of the SDWA.**

Condition 2.1, Schedule C of the Licence for the Town of Lakeshore Drinking Water System requires the continuous flow measurement and recording to be undertaken for:

- The flow rate and daily volume of treated water that flows from the treatment subsystem to the distribution system
- The flow rate and daily volume of water that flows into the treatment subsystem

An ABB Magmaster magnetic type meter is installed at the discharge from the intermediate wet well feeding the filter inlet channel. ABB Watermaster magnetic type meters are installed on the following: the raw water discharge, the filter 1 and 2 effluent lines, the high-lift discharge header to the north, Comber line to the south, and the discharge headers of the booster/re-chlorination stations at Haycroft and Comber.

- **The owner was in compliance with the conditions associated with maximum flow rate or the rated capacity conditions in the Municipal Drinking Water Licence issued under Part V of the SDWA.**

Condition 1.1 of Schedule C of the Licence states that the maximum daily volume of treated water that flows from the treatment subsystem to the distribution system at the Stoney Point Water Treatment Plant shall not exceed 4,546 m³/day.

During the inspection period the maximum day flow of treated water, which occurred in August 2020, was 2,611 m³/d, or approximately 57% of the approved rated capacity. The peak flow of 71.9 L/s occurred in May 2020.

Treatment Processes

- **The owner had ensured that all equipment was installed in accordance with Schedule A and Schedule C of the Drinking Water Works Permit.**

The owner stated that there have been no changes to the plant during the inspection period, with the exception of the rehabilitation work on the clarifier.

A Schedule C Authorization to Alter the Drinking Water System, dated August 27, 2019, approved the installation of a temporary SUEZ Ultrafiltration membrane rental trailer unit into the bypass facility to act as a substitute to the existing clarifier, and to allow for rehabilitation of the existing clarifier. This trailer was placed into service on June 16, 2020 and remained in service until December 11, 2020. On August 28, 2020, a site visit and tour of the temporary treatment trailer was conducted. Besides some initial delays due to the power supply requirements, the SUEZ trailer performed very well, and was instrumental in enabling the existing clarifier facility to be bypassed and rehabilitated, while maintaining the water treatment process.

- **The owner/operating authority was in compliance with the requirement to prepare Form 2 documents as required by their Drinking Water Works Permit during the inspection period.**

A Form 2 - Record of Minor Modifications or Replacements to the Drinking Water System, was completed for the following:

1. Installation of new intermediate Hach turbidity analyzer, controller, and automatic cleaning module. Date: March 2, 2020.
2. Removal of a total chlorine analyzer from low lift building. Date: March 3, 2020.
3. Addition of conductivity analyzer, pH analyzer and temperature sensor to the low lift building. Old prominent chlorine analyzer replaced with new prominent analyzer. March 3, 2020.
4. Installation of new filter #1 Hach turbidity analyzer, controller, and automatic cleaning module. Date: March 6, 2020.
5. Installation of new filter #2 Hach turbidity analyzer, controller, and automatic cleaning module. Date: March 6, 2020.
6. Installation of new plant effluent Hach turbidity analyzer, controller, and automatic cleaning module. Date: March

Treatment Processes

6, 2020.

7. Installation of new HMI and PLC at Comber Pump Station. Date: May 6, 2020.

8. Installation of new HMI and PLC at Haycroft Pump Station. Date: May 20, 2020.

- **Records indicated that the treatment equipment was operated in a manner that achieved the design capabilities required under Ontario Regulation 170/03 or a Drinking Water Works Permit and/or Municipal Drinking Water Licence issued under Part V of the SDWA at all times that water was being supplied to consumers.**

Schedule E of the Licence stipulates that the Stoney Point facility must utilize chemically assisted filtration and primary disinfection using chlorination to meet log removal credits.

In order to claim applicable *Cryptosporidium* oocyst and *Giardia* cyst removal credits, the Procedure for Disinfection of Drinking Water Supplies in Ontario states that performance must meet filtered water turbidity of less than or equal to 0.3 NTU in 95% of the turbidity measurements each month. Filter turbidity reports show that 98.65 to 100% of the time, turbidity values were less than 0.3 NTU. The criteria was met at each filter in each month. On December 11, 2020, the clarifier was placed back online and caused some prolonged increased turbidity. The operator monitored the turbidity and any results over 0.3 NTU were included in the monthly calculation for the filter performance (98.65%).

The Disinfection Procedure requires that in order to be considered conventional filtration and meet or exceed the 2.5 log *Giardia* cyst removal, the 2.0 log *Cryptosporidium* oocyst removal and 2.0 log virus removal credits, the filtration process must use a chemical coagulant at all times when the treatment plant is in operation. Regular jar testing (once per week or as required) is conducted to determine the optimum coagulant dosage. Coagulant flow is metered to directly alert the operator to flow interruptions and the system is equipped with flow/pressure regulating valves to eliminate dosing rate variability caused by the head pressure (level) in the bulk alum tank. During the clarifier rehabilitation, coagulant was not required for the SUEZ ultrafiltration membrane. Review of alum flow data (in 5 minute intervals) indicated that alum was flowing at all times otherwise. In the 2018 inspection, an issue with the coagulant flow data (SCADA) was identified and has since been resolved.

Primary disinfection using chlorine accounted for at least 0.5 log inactivation credits for *Giardia* and 2 log inactivation credits for viruses. To meet inactivation credits, CT must be achieved at all times. Records demonstrated that CT was achieved for the duration of the review period.

- **Records confirmed that the water treatment equipment which provides chlorination or chloramination for secondary disinfection purposes was operated so that at all times and all locations in the distribution system the chlorine residual was never less than 0.05 mg/l free or 0.25 mg/l combined.**

Available chlorine residual measurements taken during routine microbiological sampling and the weekly residual checks showed that free chlorine residuals in the distribution system ranged from 0.10 to 1.86 mg/L, never falling below 0.05mg/L.

- **Where an activity has occurred that could introduce contamination, all parts of the drinking water system were disinfected in accordance with Schedule B, Condition 2.3 of the Drinking Water Works Permit.**

According to the Watermain Break Repair Standard Operating Procedure (SOP #2000397), all parts of the drinking water system are disinfected in accordance with the ministry's Watermain Disinfection Procedure and the other required procedures.

Treatment Process Monitoring

- **Primary disinfection chlorine monitoring was conducted at a location approved by Municipal Drinking Water Licence and/or Drinking Water Works Permit issued under Part V of the SDWA, or at/near a location where the intended CT has just been achieved.**

Treatment Process Monitoring

ProMinent D1C continuous chlorine monitor/controllers with CLE probes measure free chlorine on both the reservoir outlet (CRA-4) and the high-lift outlet (CRA-6). Depending on the use of the post-chlorination system for providing free chlorine top-up/trim, results from one or the other analyser can be used for measuring primary disinfection CT, consistent with the Ministry's "Procedure for Disinfection of Drinking Water in Ontario". Free chlorine top-up/trim can be employed to boost the concentration of secondary disinfectant directed to the distribution system at either the inlet to the high-lift well or into the high-lift discharge header. Pre-chlorination prior to the filters provides the majority of the disinfection.

- **Continuous monitoring of each filter effluent line was being performed for turbidity.**

Filter effluent turbidity values are measured by Hach TU5300sc turbidity sensors with a SC200 controller on filters 1 and 2. Results are recorded by SCADA Historian.

- **The secondary disinfectant residual was measured as required for the distribution system.**

Logs show that weekly distribution system free chlorine residuals were taken and measured from at least four and three stations on separate days, at least 48 hours apart.

- **Operators were examining continuous monitoring test results and they were examining the results within 72 hours of the test.**

In accordance with the operating authority's Routine Plant Rounds standard operating procedure (PEN-292), and as reflected in the project logs, reviews of continuous monitoring results are completed once per day and recorded in the operational logbook.

- **All continuous monitoring equipment utilized for sampling and testing required by O. Reg.170/03, or Municipal Drinking Water Licence or Drinking Water Works Permit or order, were equipped with alarms or shut-off mechanisms that satisfy the standards described in Schedule 6.**

The low chlorine alarm setting for the CT analyser (CRA4) is 1.4 mg/L. A low alarm for secondary disinfection free chlorine level leaving the plant is also set at 1.4 mg/L. High turbidity operational alarms of 0.25 NTU are set for each filter effluent turbidimeter. Additionally, high turbidity operational set points are used to establish filter to waste controls during the filter backwash sequence and filter shutdown in response to elevated readings. Filter shutdown is currently set at 0.70 NTU. An adjustable operational alarm for clarifier effluent turbidity prior to filtration can also be set. It is currently set at 3 NTU.

While the facility is staffed, operators are made aware of alarms through the SCADA system and audible sounds. Critical alarms that occur after hours are routed to a security company who will notify the on-call operator.

- **Continuous monitoring equipment that was being utilized to fulfill O. Reg. 170/03 requirements was performing tests for the parameters with at least the minimum frequency specified in the Table in Schedule 6 of O. Reg. 170/03 and recording data with the prescribed format.**

O. Regulation 170 sub-section 6-5(1), paragraph 1 requires the continuous monitoring equipment to record the date, time, sampling location and result of every test for the parameter with at least the minimum frequency prescribed as follows:

1. Free chlorine residual required to achieve primary disinfection: 5 minutes
2. Filter effluent turbidity: 15 minutes

The Historian data recording system records these values at a frequency at least as often as that required under the Regulation.

- **All continuous analysers were calibrated, maintained, and operated, in accordance with the manufacturer's instructions or the regulation.**

Calibration records provided showed that Flowmetrix calibrated all level meters on July 28, 2020 and all flow meters

Treatment Process Monitoring

and continuous chlorine analyzers on September 2, 2020. Hach calibrated the four turbidity analyzers on March 10, 2020. Internal checks/verifications against standards were performed on the Hach handheld meters (chlorine, turbidity, pH and the lab spectrophotometer) approximately once per month. Operators also checked/verified continuous turbidity and pH analyzers approximately once per month; chlorine analyzers were verified more frequently: ranging from several times per month to once per day.

As recommended in the last inspection, all continuous meters that measure the parameters used to calculate CT were calibrated, with the exception of plant effluent temperature. The operating authority is reminded to include this temperature meter in their annual calibration schedule.

Operations Manuals

- **The operations and maintenance manuals contained plans, drawings and process descriptions sufficient for the safe and efficient operation of the system.**

Distribution system manuals contain general and specific procedures and directions related to distribution maintenance and repair activities, and contingencies. Distribution operators have access to maps produced on the owner's GIS system. The GIS maps identify locations of watermains, water services, hydrants, valves, blow-offs, and curb-stops as well as archived drawings/maps. Water distribution operators access this system via tablets or the garage computer.

- **The operations and maintenance manuals met the requirements of the Drinking Water Works Permit and Municipal Drinking Water Licence issued under Part V of the SDWA.**

The master copy of the standard operating procedures is maintained at the Stoney Point water plant. Selected procedures are included in the "Lakeshore Water Supply System - Operations & Maintenance/Contingency Plan Manual" binder maintained for the distribution group. Copies of the Municipal Drinking Water System Licence and Drinking Water Works Permit are also kept in a the Contingency binder. Current electronic versions of the standard operating procedures are available in the Compliance Science Programme.

Logbooks

- **Records or other record keeping mechanisms confirmed that operational testing not performed by continuous monitoring equipment was being done by a certified operator, water quality analyst, or person who suffices the requirements of O. Reg. 170/03 7-5.**

Operational testing is conducted daily and recorded on the Daily Plant Lab Analysis logsheets.

Security

- **The owner had provided security measures to protect components of the drinking water system.**

All components of the drinking water system are fully fenced and doors are locked. The plant is staffed between 7am and 3:30pm during the week and for four hour shifts on the weekends. Video monitoring of the main plant and lowlift station is conducted. Recently, lighting was increased around the plant and a keycard access security system was installed.

Certification and Training

- **The overall responsible operator had been designated for each subsystem.**

The overall responsible operator (ORO) for the treatment and distribution system has class 3 water treatment certification and class 3 water distribution certification.

- **Operators-in-charge had been designated for all subsystems which comprised the drinking water system.**

Certification and Training

Any certified operator on shift is designated the OIC and is identified in the sign-in logbook.

- All operators possessed the required certification.
- Only certified operators made adjustments to the treatment equipment.

Water Quality Monitoring

- All microbiological water quality monitoring requirements for distribution samples were being met.

O. Regulation 170/03, Sch.10-2 requires the owner and operating authority to take a minimum of one sample per week, and at least 15 samples per month from the distribution system. All samples must be analysed for E. coli and total coliforms. In addition, at least 25% of the distribution microbiological samples must be analysed for heterotrophic plate count (HPC).

The owner/operating authority collected 20-25 samples per month from 27 sample stations throughout the distribution system. Samples were analyzed for E.coli, total coliform, and more than 25% of the samples (8-10 samples/month) were tested for HPC.

- All microbiological water quality monitoring requirements for treated samples were being met.

O. Regulation 170/03, Sch. 10-3 requires the owner and operating authority to sample treated water once per week and analyse them for E. coli, total coliforms and heterotrophic plate count (HPC).

For the period reviewed, treated water microbiological samples were taken each week. For each sampling event, two treated water samples were collected.

- All inorganic water quality monitoring requirements prescribed by legislation were conducted within the required frequency.

Provided that previous sample results haven't exceeded one-half maximum acceptable concentration (MAC) for any parameter under Schedule 23, O. Regulation 170/03, Sch. 13-2 requires that samples must be taken and analysed for Schedule 23 parameters every 12 months for a surface water supply. The required samples were taken December 7, 2020. No parameters exceeded one-half the MAC listed in O. Reg. 169/03.

- All organic water quality monitoring requirements prescribed by legislation were conducted within the required frequency.

Provided that previous sample results haven't exceeded one-half MAC for any parameter under Schedule 24, O. Regulation 170/03, Sch. 13-4 requires that samples must be taken and analysed for Schedule 24 parameters every 12 months for a surface water supply. The required samples were taken December 7, 2020. No parameters exceeded one-half the MAC listed in O.Reg. 169/03.

- All haloacetic acid water quality monitoring requirements prescribed by legislation are being conducted within the required frequency and at the required location.

As required under O. Regulation 170/03, Sch. 13-6 (2), samples must be taken and analysed for haloacetic acids (HAAs) quarterly. The Ontario drinking water quality limit for HAAs is 0.080 mg/L; calculated as a running annual average of quarterly test results.

Samples were taken within the prescribed time frame. The running annual average (RAA) was 0.0375 mg/L.

- All trihalomethane water quality monitoring requirements prescribed by legislation were conducted within the required frequency and at the required location.

As required under O. Regulation 170/03, Sch. 13-6(2), samples must be taken and analysed for trihalomethanes

Water Quality Monitoring

(THMs) quarterly. The Ontario drinking water quality limit for THMs is 0.100 mg/L; calculated as a running annual average of quarterly test results.

Samples were taken within the prescribed time frame. The RAA was 0.041 mg/L. Samples were also taken from treated water at the high lift pump station quarterly and the RAA was 0.027 mg/L.

- **All nitrate/nitrite water quality monitoring requirements prescribed by legislation were conducted within the required frequency for the DWS.**

During the inspection review period, one sample was collected quarterly (from the high lift pump station) for nitrate and nitrite, as prescribed in Sch. 13-7 of O.Reg. 170/03. Nitrate concentrations ranged from 0.174 to 1.56 mg/L, well below the standard of 10 mg/L, and nitrite concentrations were all below the method detection limit (0.01 mg/L) and well below the standard of 1 mg/L.

- **All sodium water quality monitoring requirements prescribed by legislation were conducted within the required frequency.**

O. Regulation 170/03, Sch. 13-8 requires sampling and analysis of sodium every 60 months. The sample for sodium was last taken on December 1, 2020 and the result was 8.98 mg/L.

- **All fluoride water quality monitoring requirements prescribed by legislation were conducted within the required frequency.**

O. Regulation 170/03, Sch. 13-9 requires sampling and analysis of fluoride every 60 months. The sample for fluoride was last taken on December 1, 2020 and the result was below detection (<0.10mg/L). A sample was also taken from treated water at the high lift pump station and the result was below detection.

- **All water quality monitoring requirements imposed by the MDWL or DWWP issued under Part V of the SDWA were being met.**

Solids removed from the clarifier and filters were pumped to a residue management facility that consisted of two (2) settling ponds. Condition 1.5 under Schedule C of the Licence requires monthly sampling of composite samples of total suspended solids (TSS) from the point of discharge. The annual average cannot exceed 25mg/L. For the inspection period, TSS ranged from below method detection to 52.2mg/L. These results are much higher than in recent years, due to the SUEZ ultrafiltration membrane system, which required much more frequent backwashing. The annual average TSS for 2020 was 12.4 mg/L.

- **Records confirmed that chlorine residual tests were being conducted at the same time and at the same location that microbiological samples were obtained.**

Free chlorine residuals taken at the same time of the microbiological samples ranged from 0.53 to 1.76 mg/L.

Water Quality Assessment

- **Records showed that all water sample results taken during the inspection review period did not exceed the values of tables 1, 2 and 3 of the Ontario Drinking Water Quality Standards (O.Reg. 169/03).**

Reporting & Corrective Actions

- **Where required continuous monitoring equipment used for the monitoring of chlorine residual and/or turbidity triggered an alarm or an automatic shut-off, a qualified person responded in a timely manner and took appropriate actions.**

Water plant operating logs reviewed indicate that certified operators responded to alarms in a timely manner and took appropriate actions. Critical alarms are documented in the Critical Control Limit Exceedances Binder. There were 8 critical alarms during the inspection period, including high clarifier well turbidity, intermediate well turbidity, filter effluent turbidity, and plant effluent turbidity, as well as low free chlorine at Haycroft Water Pumping Station.

Reporting & Corrective Actions

Appropriate actions were documented in logbooks.

Other Inspection Findings

- **The following issues were also noted during the inspection:**

On May 2, 2020, a watermain break affected flow from the plant to Haycroft booster pumping station. The high-lift pumps at the plant supply pressure to the distribution system via the Haycroft and Comber reservoir booster pumping stations. At 6:45am, an operator was paged due to alarms for high plant flow and low Haycroft pressure. The watermain break was preventing water flow into Haycroft reservoir. As repair work on the watermain continued, the operator called in a water hauling company to transport treated water from the Lakeshore Water Treatment Plant to Haycroft station reservoir to maintain pressure in the distribution system. This manual transfer of treated water began at 1:15pm and lasted until approximately 4:30pm. The free chlorine residual was measured in each hauled load of treated water and ranged from 1.52 to 1.93 mg/L.

The operating authority indicated that there is no Standard Operating Procedure for the transfer of treated water from the Stoney Point reservoir to Haycroft Pumping Station. Since this procedure is outside normal operations and could significantly impact the water quality and pressure in the distribution system, it is important to have a clear procedure for operators to follow. By May 3, 2021, the operating authority shall develop and submit to the undersigned officer an SOP for this procedure. This procedure should include, at minimum, the following steps:

- Confirm the water hauling truck you retain is only used for transporting treated drinking water
- Ensure connections from the truck to the line are disinfected
- Measure and record the date, time, delivery agent and the free chlorine residual upon delivery.

NON-COMPLIANCE WITH REGULATORY REQUIREMENTS AND ACTIONS REQUIRED

This section provides a summary of all non-compliance with regulatory requirements identified during the inspection period, as well as actions required to address these issues. Further details pertaining to these items can be found in the body of the inspection report.

Not Applicable

SUMMARY OF RECOMMENDATIONS AND BEST PRACTICE ISSUES

This section provides a summary of all recommendations and best practice issues identified during the inspection period. Details pertaining to these items can be found in the body of the inspection report. In the interest of continuous improvement in the interim, it is recommended that owners and operators develop an awareness of the following issues and consider measures to address them.

1. The following issues were also noted during the inspection:

1. The operating authority indicated that there is no Standard Operating Procedure for the transfer of treated water from the Stoney Point reservoir to Haycroft Pumping Station. Since this procedure is outside normal operations and could significantly impact the water quality and pressure in the distribution system, it is important to have a clear procedure for operators to follow.

2. As recommended in the last inspection, all continuous meters that measure the parameters used to calculate CT were calibrated, with the exception of plant effluent temperature.

Recommendation:

1. By May 3, 2021, the operating authority shall develop and submit to the undersigned officer an SOP for this procedure. This procedure should include, at minimum, the following steps:

- Confirm the water hauling truck you retain is only used for transporting treated drinking water
- Ensure connections from the truck to the line are disinfected
- Measure and record the date, time, delivery agent and the free chlorine residual upon delivery.

2. The operating authority is reminded to include the continuous meter that measures plant effluent temperature in their annual calibration schedule.

SIGNATURES

Inspected By:

Emily Awad

Signature: (Provincial Officer)

Reviewed & Approved By:

Marc Bechard

Signature: (Supervisor)

Review & Approval Date:

Note: This inspection does not in any way suggest that there is or has been compliance with applicable legislation and regulations as they apply or may apply to this facility. It is, and remains, the responsibility of the owner and/or operating authority to ensure compliance with all applicable legislative and regulatory requirements.

Stakeholder Appendix

Key Reference and Guidance Material for Municipal Residential Drinking Water Systems

Many useful materials are available to help you operate your drinking water system. Below is a list of key materials owners and operators of municipal residential drinking water systems frequently use.

To access these materials online click on their titles in the table below or use your web browser to search for their titles. Contact the Ministry if you need assistance or have questions at 1-866-793-2588 or waterforms@ontario.ca.

For more information on Ontario's drinking water visit www.ontario.ca/drinkingwater



PUBLICATION TITLE	PUBLICATION NUMBER
FORMS: Drinking Water System Profile Information Laboratory Services Notification Adverse Test Result Notification	012-2149E 012-2148E 012-4444E
Taking Care of Your Drinking Water: A Guide for Members of Municipal Councils	Website
Procedure for Disinfection of Drinking Water in Ontario	Website
Strategies for Minimizing the Disinfection Products Trihalomethanes and Haloacetic Acids	Website
Filtration Processes Technical Bulletin	Website
Ultraviolet Disinfection Technical Bulletin	Website
Guide for Applying for Drinking Water Works Permit Amendments, & License Amendments	Website
Certification Guide for Operators and Water Quality Analysts	Website
Guide to Drinking Water Operator Training Requirements	9802E
Community Sampling and Testing for Lead: Standard and Reduced Sampling and Eligibility for Exemption	Website
Drinking Water System Contact List	7128E01
Ontario's Drinking Water Quality Management Standard - Pocket Guide	Website
Watermain Disinfection Procedure	Website
List of Licensed Laboratories	Website

Inspection Rating Record

Ministry of the Environment - Inspection Summary Rating Record (Reporting Year - 2020-2021)

DWS Name: TOWN OF LAKESHORE DRINKING WATER SYSTEM - STONEY POINT
DWS Number: 220003396
DWS Owner: Lakeshore, The Corporation Of The Town Of
Municipal Location: Lakeshore

Regulation: O.REG 170/03
Category: Large Municipal Residential System
Type Of Inspection: Focused
Inspection Date: February 2, 2021
Ministry Office: Windsor Area Office

Maximum Question Rating: 461

Inspection Module	Non-Compliance Rating
Capacity Assessment	0 / 30
Treatment Processes	0 / 81
Operations Manuals	0 / 28
Logbooks	0 / 14
Certification and Training	0 / 42
Water Quality Monitoring	0 / 112
Reporting & Corrective Actions	0 / 21
Treatment Process Monitoring	0 / 133
TOTAL	0 / 461

Inspection Risk Rating	0.00%
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FINAL INSPECTION RATING:	100.00%
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Ministry of the Environment - Detailed Inspection Rating Record (Reporting Year - 2020-2021)

DWS Name: TOWN OF LAKESHORE DRINKING WATER SYSTEM - STONEY POINT
DWS Number: 220003396
DWS Owner: Lakeshore, The Corporation Of The Town Of
Municipal Location: Lakeshore

Regulation: O.REG 170/03

Category: Large Municipal Residential System

Type Of Inspection: Focused

Inspection Date: February 2, 2021

Ministry Office: Windsor Area Office

Maximum Question Rating: 461

Inspection Risk Rating	0.00%
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FINAL INSPECTION RATING:	100.00%
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Municipality of Lakeshore - Report to Council

Legislative & Legal Services

Fire Services



To: Mayor & Members of Council

From: Don Williamson, Fire Chief

Date: April 30, 2021

Subject: 2021 Fire Safety Grant

Recommendation

Approve the Treasurer's execution of the 2021 Fire Safety Grant Transfer Payment Agreement for \$13,600 between the Municipality of Lakeshore and the Province of Ontario as described in the report of the Fire Chief at the May 11, 2021 Council meeting; and,

Direct the Clerk to read the execution by-law during the "Consideration of the By-laws".

Background

In March 2021, the Province of Ontario announced a one-time \$5M grant to assist municipal fire services in addressing the challenges associated with department training and fire inspections during the COVID-19 pandemic.

This announcement included a high level description of related criteria that would be considered for potential approval. The Office of the Fire Marshal would review each municipal application to determine its eligibility.

On March 25th, Lakeshore received provincial confirmation that our proposed project was approved in principle. Once Administration acknowledged support for allocating the grant funding to the project identified below, steps can continue to secure the funds through the Transfer Payment Agreement process.

Comments

Administration reviewed the challenges encountered with both fire department training and inspection programs.

Fire Department Training before COVID consisted of all station members training in the same room or off-site together. Since the pandemic, it has transitioned through some

on-line-at home self-study (in-person training was suspended) and now, in-station cohort style learning (only half the station at a time social distanced) to minimize staff interaction.

A common weakness was identified in the training process starting at the development of our on-line training programs through to the in-station training delivery. That weakness was technology. The training laptop in each fire station was 8 or more years old and had become a bottle neck because of their slower processing speeds and having no connectivity capability beyond the individual fire stations.

The Fire Inspection Program is very paper intensive and can require file folders to accompany the inspector along with a camera and other tools to document the inspection. This grant opportunity was a chance to see how technology can assist to streamline that process.

The 2020 budget included support for Lakeshore Fire to connect with a new Fire Department Records Management Software. The City of Windsor hosts that software and was launching it into their own fire service.

Windsor's 2020 rollout was delayed in part by COVID and through some unforeseen software challenges. As a result, Lakeshore's implementation has been delayed until late 2021.

The provincial grant timing works well as it will address both COVID challenges and tie into the new software launch. The Provincial Fire Safety Grant formula determined Lakeshore's allotment to be \$13,600.

The following technology upgrades were submitted for provincial grant approval:

- 5 fire station training tablets
- 2 Assistant Deputy Chief (ADC) tablets for training development
- 2 Fire Prevention Officer (FPO) tablets for fire inspections
- 9 Rugged tablet covers and magnetic keyboards
- 9 – 1 year wireless connectivity cards

The fire station training tablets will have the speed and connectivity to run streamed training programs in station or at off-site locations. This will also connect with the upcoming fire software modernization so on-line emergency response reporting and other fire software modules can be completed back at the station.

Both ADCs develop department training programs with one supervising the FPOs. This provides a tool for training program and video development while providing familiarity with the same tablet used by emergency responders and the FPOs.

As the fire prevention division transitions into the new software, the new tablets will provide them with wireless connectivity to the software with remote access to historical inspection information. This will save transporting paper files and may permit opportunity to transmit inspection documents to the customer before leaving the site.

Each of these devices and their connectivity card closes the communication gap between user and fire administration. The Fire Safety Grant application for Lakeshore Fire was submitted to the province with an estimated value of \$13,455 for the items listed above.

Financial Impacts

The Municipality applied for the Fire Safety Grant pursuant to the authority delegated to the Director of Finance under By-law 93-2019.

The Municipality has been approved for \$13,600 from the Fire Safety Grant program. The grant will be used to offset the cost of the conversion of 5 laptops to tablets that were included in the 2021 lifecycle replacement program, as well as 4 additional tablets that were not previously budgeted. These items will be added to the technology lifecycle program on a go forward basis.

The Fire Department will require an annual operating budget increase of \$1,100 beginning in 2022 to cover the annual cost of the connectivity cards.

Attachment: FM Approved – Transfer Payment Agreement - Lakeshore

Report Approval Details

Document Title:	2021 Fire Safety Grant.docx
Attachments:	- FM APPROVED - Transfer Payment Agreement - Lakeshore.pdf
Final Approval Date:	May 5, 2021

This report and all of its attachments were approved and signed as outlined below:

Kristen Newman

Rosanna Pellerito

Kristen Newman

Truper McBride

FIRE SAFETY GRANT TRANSFER PAYMENT AGREEMENT

THE AGREEMENT, effective as of the 13th day of April, 2021 (the “**Effective Date**”)

B E T W E E N :

**Her Majesty the Queen in right of Ontario
as represented by the Office of the Fire Marshal**

(the “**Province**”)

- and -

Town of Lake Shore (a.k.a. Municipality of Lakeshore)

(the “**Recipient**”)

CONSIDERATION

In consideration of the mutual covenants and agreements contained in this Agreement and for other good and valuable consideration, the receipt and sufficiency of which are expressly acknowledged, the Province and the Recipient agree as follows:

1.0 ENTIRE AGREEMENT

1.1 The agreement, together with:

Schedule “A” - General Terms and Conditions
Schedule “B” - Project Specific Information and Additional Provisions
Schedule “C” - Project
Schedule “D” - Budget
Schedule “E” - Reports, and
any amending agreement entered into as provided for in section 3.1,

constitutes the entire agreement between the Parties with respect to the subject matter contained in the Agreement and supersedes all prior oral or written representations and agreements.

2.0 CONFLICT OR INCONSISTENCY

2.1 In the event of a conflict or inconsistency between the Additional Provisions and Schedule “A”, the Additional Provisions will prevail.

3.0 AMENDING THE AGREEMENT

3.1 The Agreement may only be amended by a written agreement duly executed by the Parties.

4.0 ACKNOWLEDGEMENT

4.1 The Recipient acknowledges that:

- (a) the Funds are:
 - (i) to assist the Recipient to carry out the Project and not to provide goods or services to the Province;
 - (ii) funding for the purposes of the Public Sector Salary Disclosure Act, 1996 (Ontario);
- (b) the Province is not responsible for carrying out the Project; and
- (c) the Province is bound by the *Freedom of Information and Protection of Privacy Act* (Ontario) and that any information provided to the Province in connection with the Project or otherwise in connection with the Agreement may be subject to disclosure in accordance with that Act.

The Parties have executed the Agreement on the dates set out below.

April 13th, 2021

Date

**HER MAJESTY THE QUEEN IN RIGHT OF
ONTARIO as represented by the Office of the Fire
Marshal**

Signature: _____

Name: Jon Pegg

Title: Fire Marshal

March 25, 2021

Date

Town of Lakeshore (a.k.a. Municipality of Lakeshore)

Signature: _____

Name: Rosanna Pellerito

Title: **Director of Finance/Treasurer**

I have authority to bind the Recipient.

SCHEDULE “A”
GENERAL TERMS AND CONDITIONS

A1.0 DEFINITIONS

A1.1 Definitions. In the Agreement, the following terms will have the following meanings:

“Additional Provisions” means the terms and conditions set out in Schedule “B”.

“Agreement” means this agreement entered into between the Province and the Recipient, all of the schedules listed in section 1.1, and any amending agreement entered into pursuant to section 3.1.

“Budget” means the budget attached to the Agreement as Schedule “D”.

“Effective Date” means the date set out at the top of the Agreement.

“Event of Default” has the meaning ascribed to it in section A12.1.

“Expiry Date” means the expiry date set out in Schedule “B”.

“Funding Year” means:

- (a) in the case of the first Funding Year, the period commencing on March 31, 2021 and ending on August 31, 2021; and

“Funds” means the money the Province provides to the Recipient pursuant to the Agreement.

“Indemnified Parties” means Her Majesty the Queen in right of Ontario, Her ministers, agents, appointees and employees.

“Maximum Funds” means the maximum Funds set out in Schedule “B”.

“Notice” means any communication given or required to be given pursuant to the Agreement.

“Notice Period” means the period of time within which the Recipient is required to remedy an Event of Default, and includes any such period or periods of time by which the Province extends that time.

“Parties” means the Province and the Recipient.

“Party” means either the Province or the Recipient.

“Project” means the undertaking described in Schedule “C”.

“Reports” means the reports described in Schedule “E”.

A2.0 REPRESENTATIONS, WARRANTIES AND COVENANTS

A2.1 General. The Recipient represents, warrants and covenants that:

- (a) it is, and will continue to be a validly existing legal entity with full power to fulfill its obligations under the Agreement;
- (b) it has the full power and authority to enter into the Agreement and has taken all necessary actions to authorize the execution of the Agreement;
- (c) it has, and will continue to have the experience and expertise necessary to carry out the Project;
- (d) it is in compliance with, and will continue to comply with all federal and provincial laws and regulations, all municipal by-laws, and any other orders, rules and by-laws related to any aspect of the Project, the Funds or both; and
- (e) unless otherwise provided for in the Agreement, any information the Recipient provided to the Province in support of its request for funds (including information relating to any eligibility requirements) was true and complete at the time the Recipient provided it and will continue to be true and complete.

A2.2 Governance. The Recipient represents, warrants and covenants that it has, will maintain, in writing, and will follow:

- (a) a code of conduct and ethical responsibilities for all persons at all levels of the Recipient’s organization;
- (b) procedures to enable the Recipient’s ongoing effective functioning;
- (c) decision-making mechanisms for the Recipient;
- (d) procedures to enable the Recipient to manage Funds prudently and effectively;
- (e) procedures to enable the Recipient to complete the Project successfully; and
- (f) procedures to enable the preparation and submission of all Reports required pursuant to Article A6.0.

A3.0 TERM OF THE AGREEMENT

A3.1 Term. The term of the Agreement will commence on March 31, 2021 and will expire on the Expiry Date.

A4.0 FUNDS AND CARRYING OUT THE PROJECT

A4.1 Funds Provided. The Province will:

- (a) provide the Recipient up to the Maximum Funds allocated as part of this grant exercise;
- (b) provide the Funds to the Recipient in accordance with the payment plan set out in Schedule “D”; and
- (c) deposit the Funds into an account designated by the Recipient provided that the account:
 - (i) resides at a Canadian financial institution; and
 - (ii) is in the name of the Recipient.

A4.2 Use of Funds and Carry Out the Project. The Recipient will do all of the following:

- (a) carry out the Project in accordance with the Agreement;
- (b) use the Funds only for the purpose of carrying out the Project;
- (c) spend the Funds only in accordance with the Budget;
- (d) not use the Funds to cover any cost that has or will be funded or reimbursed by one or more of any third party, ministry, agency or organization of the Government of Ontario.

A5.0 CONFLICT OF INTEREST

A5.1 No Conflict of Interest. The Recipient will carry out the Project and use the Funds without a conflict of interest. The Recipient will disclose to the Province, without delay, any situation that a reasonable person would interpret as an actual, potential or perceived conflict of interest; and comply with any terms and conditions that the Province may prescribe as a result of the disclosure.

A6.0 REPORTING, ACCOUNTING AND REVIEW

A6.1 Preparation and Submission. The Recipient will submit to the Province at the address referred to in section A15.1, all Reports in accordance with the timelines and content requirements provided for in Schedule “E”, or in a form as specified by the Province from time to time.

A6.2 **Record Maintenance.** The Recipient will keep, maintain and make available to the Province, its authorized representatives or an independent auditor identified by the Province for inspection and copying:

- (a) all financial records (including invoices) relating to the Funds or otherwise to the Project in a manner consistent with generally accepted accounting principles; and
- (b) all non-financial documents and records relating to the Funds or otherwise to the Project.

A7.0 COMMUNICATIONS REQUIREMENTS

A7.1 **Acknowledge Support.** Unless otherwise directed by the Province, the Recipient will acknowledge the support of the Province for the Project in a form and manner as directed by the Province.

A7.2 **Publication.** The Recipient will indicate, in any of its Project-related publications, whether written, oral, or visual, that the views expressed in the publication are the views of the Recipient and do not necessarily reflect those of the Province.

A8.0 INDEMNITY

A8.1 **Indemnification.** The Recipient will indemnify and hold harmless the Indemnified Parties from and against any and all liability, loss, costs, damages and expenses (including legal, expert and consultant fees), causes of action, actions, claims, demands, lawsuits or other proceedings, by whomever made, sustained, incurred, brought or prosecuted, in any way arising out of or in connection with the Project or otherwise in connection with the Agreement, unless solely caused by the negligence or wilful misconduct of the Indemnified Parties.

A9.0 INSURANCE

A9.1 **Recipient's Insurance.** The Recipient represents, warrants and covenants that it has, and will maintain, at its own cost and expense, with insurers having a secure A.M. Best rating of B+ or greater, or the equivalent, all the necessary and appropriate insurance that a prudent person carrying out a project similar to the Project would maintain, including commercial general liability insurance on an occurrence basis for third party bodily injury, personal injury and property damage, to an inclusive limit of not less than the amount provided for in Schedule "B" per occurrence. The insurance policy will include the following:

- (a) the Indemnified Parties as additional insureds with respect to liability

arising in the course of performance of the Recipient's obligations under, or otherwise in connection with, the Agreement;

- (b) a cross-liability clause;
- (c) contractual liability coverage; and
- (d) a 30 day written notice of cancellation.

A9.2 Proof of Insurance. If requested, the Recipient will provide the Province with certificates of insurance, or other proof as may be requested by the Province, that confirms the insurance coverage as provided for in section A9.1.

A10.0 EVENT OF DEFAULT, CORRECTIVE ACTION AND TERMINATION FOR DEFAULT

A10.1 Events of Default. Each of the following events will constitute an Event of Default:

- (a) in the opinion of the Province, the Recipient breaches any representation, warranty, covenant or other material term of the Agreement, including failing to do any of the following in accordance with the terms and conditions of the Agreement:
 - (i) carry out the Project;
 - (ii) use or spend Funds; or
 - (iii) provide, in accordance with section A6.1, Reports or such other reports as may have been requested by the Province;
- (b) the Recipient's operations, its financial condition, or its organizational structure, changes such that it no longer meets one or more of the eligibility requirements of the program under which the Province provides the Funds;
- (c) the Recipient makes an assignment, proposal, compromise, or arrangement for the benefit of creditors, or a creditor makes an application for an order adjudging the Recipient bankrupt, or applies for the appointment of a receiver; or
- (d) the Recipient ceases to operate.

A10.2 Consequences of Events of Default and Corrective Action. If an Event of Default occurs, the Province may, at any time, take one or more of the following actions:

- (a) initiate any action the Province considers necessary in order to facilitate the successful continuation or completion of the Project;

- (b) provide the Recipient with an opportunity to remedy the Event of Default;
- (c) suspend the payment of Funds for such period as the Province determines appropriate;
- (d) reduce the amount of the Funds;
- (e) cancel further instalments of Funds;
- (f) demand from the Recipient the payment of any Funds remaining in the possession or under the control of the Recipient;
- (g) demand from the Recipient the payment of an amount equal to any Funds the Recipient used, but did not use in accordance with the Agreement;
- (h) demand from the Recipient the payment of an amount equal to any Funds the Province provided to the Recipient; and
- (i) terminate the Agreement at any time, including immediately, without liability, penalty or costs to the Province upon giving Notice to the Recipient.

A10.3 When Termination Effective. Termination under this Article will take effect as provided for in the Notice.

A11.0 FUNDS AT THE END OF A FUNDING YEAR

A11.1 Funds at the End of a Funding Year. Without limiting any rights of the Province under Article A12.0, if the Recipient has not spent all of the Funds allocated for the Funding Year as provided for in the Budget, the Province may take one or both of the following actions:

- (a) demand from the Recipient the payment of the unspent Funds; and
- (b) adjust the amount of any further instalments of Funds accordingly.

A12.0 FUNDS UPON EXPIRY

A12.1 Funds Upon Expiry. The Recipient will, upon expiry of the Agreement, pay to the Province any Funds remaining in its possession or under its control.

A13.0 NOTICE

A13.1 Notice in Writing and Addressed. Notice will be in writing and will be delivered by email, postage-prepaid mail, personal delivery or fax, and will be addressed to the Province and the Recipient respectively as provided for in Schedule "B", or as either Party later designates to the other by Notice.

A13.2 **Notice Given.** Notice will be deemed to have been given:

- (a) in the case of postage-prepaid mail, five business days after the Notice is mailed; or
- (b) in the case of email, personal delivery or fax, one business day after the Notice is delivered.

A14.0 CONSENT BY PROVINCE AND COMPLIANCE BY RECIPIENT

A14.1 **Consent.** When the Province provides its consent pursuant to the Agreement, it may impose any terms and conditions on such consent and the Recipient will comply with such terms and conditions.

A15.0 INDEPENDENT PARTIES

A15.1 **Parties Independent.** The Recipient is not an agent, joint venturer, partner or employee of the Province, and the Recipient will not represent itself in any way that might be taken by a reasonable person to suggest that it is, or take any actions that could establish or imply such a relationship.

A16.0 ASSIGNMENT OF AGREEMENT OR FUNDS

A16.1 **No Assignment.** The Recipient will not, without the prior written consent of the Province, assign any of its rights, or obligations under the Agreement. All rights and obligations contained in the Agreement will extend to and be binding on the Parties' permitted assigns.

A17.0 GOVERNING LAW

A17.1 **Governing Law.** The Agreement and the rights, obligations and relations of the Parties will be governed by and construed in accordance with the laws of the Province of Ontario and the applicable federal laws of Canada. Any actions or proceedings arising in connection with the Agreement will be conducted in the courts of Ontario, which will have exclusive jurisdiction over such proceedings.

A18.0 FAILURE TO COMPLY WITH OTHER AGREEMENTS

A18.1 **Other Agreements.** If the Recipient:

- (a) has failed to comply with any term, condition or obligation under any other agreement with Her Majesty the Queen in right of Ontario or one of Her agencies (a "**Failure**");
- (b) has been provided with notice of such Failure in accordance with the

TP Agreement – Shortened

Page 9 of 14

requirements of such other agreement;

(c) has, if applicable, failed to rectify such Failure in accordance with the requirements of such other agreement; and

(d) such Failure is continuing,

the Province may suspend the payment of Funds for such period as the Province determines appropriate.

A19.0 SURVIVAL

A19.1 **Survival.** All Articles and sections, and all applicable cross-referenced sections and schedules, will continue in full force and effect for a period of seven years from the date of expiry or termination of the Agreement.

- END OF GENERAL TERMS AND CONDITIONS -

SCHEDULE "B"

PROJECT SPECIFIC INFORMATION AND ADDITIONAL PROVISIONS

Maximum Funds	\$13,600.00
Expiry Date	August 1, 2021
Insurance	\$ 2,000,000
Contact information for the purposes of Notice to the Province	Name: Jon Pegg Position: Fire Marshal Address: 25 Morton Shulman Ave, Toronto, M3M 0B1 Email: jon.pegg@ontario.ca
Contact information for the purposes of Notice to the Recipient	Position: Manager of Financial Planning and Analysis Address: 419 Notre Dame St, Belle River, ON N0R1A0 Fax: Email: jgaspard@lakeshore.ca
Contact information for the senior financial person in the Recipient organization (e.g., CFO, CAO) – to respond as required to requests from the Province related to the Agreement	Position: Director of Finance/Treasurer Address: 419 Notre Dame St, Belle River, ON N0R1A0 Fax: Email: rpellertio@lakeshore.ca

Additional Provisions:

(None)

SCHEDULE “C”

PROJECT

The Municipal Fire Protection Grant has been established to provide critical support to municipalities in 2020-21 to offset costs and potential barriers for issues stemming from the COVID-19 pandemic. Such issues include access to training, and equipment or other critical upgrades that are needed at the local level to support virtual inspections.

Ontario’s fire departments vary in size and capacity and they all serve different communities that each present different levels of risk. There is a significant cost to ensure that every department has skilled first responders who are adequately trained and equipped to meet the needs of their community.

Funding could represent the difference in allowing fire departments to train more staff, purchase much needed equipment to allow them to adapt and respond to COVID-19 related risks in their communities in a way that ensures both community and personnel safety.

The use of the one-time 2020-21 Municipal Fire Protection Grant will focus on the needs of municipal fire departments to ensure community safety with a focus on issues that have presented due to the COVID-19 pandemic, including:

- Training to offset the pressures in training as a result of the COVID-19 pandemic.
- Specialty training to respond to the dynamics of the COVID-19 pandemic and the need to ensure fire safety in their communities such as virtual inspections.
- Small improvements to fire department infrastructure, such as accessing high speed internet to support training and virtual inspections.

The fire service has expressed concerns with training and fire code compliance since the start of the pandemic. Some of these concerns include critical inspections being delayed or impacted given the apprehension with entering premises. Similarly, training has been impacted given that fire services have been responding to challenges associated with the pandemic (staffing shortages, increased calls for service, etc.). Many departments continued training online as the Office of the Fire Marshal enhanced its online course availability at the start of the pandemic. This emergency COVID relief funding provides support for increased access to training, support for fire code compliance inspections through virtual inspections, and equipment or other critical upgrades that are needed at the local level to support community risks during the pandemic and the switch to virtual training and inspections.

<insert a copy of the letter of intent from the municipality to outline proposed use of funds>

**Ministry of
Community Safety and
Correctional Services**

Office of the
Fire Marshal and
Emergency Management

25 Morton Shulman Avenue
Toronto ON M3M 0B1
Tel: 647-329-1100
Fax: 647-329-1143

**Ministère de la
Sécurité communautaire et
des Services correctionnels**

Bureau du
commissaire des incendies et
de la gestion des situations d'urgence

25, Avenue Morton Shulman
Toronto ON M3M 0B1
Tél. : 647-329-1100
Télééc. : 647-329-1143



March 25, 2021

Jessica Gaspard
Town of Lakeshore (a.k.a. Municipality of Lakeshore)
419 Notre Dame
Belle River, ON N0R1A0

Dear Jessica Gaspard,

Further to ongoing discussions regarding the Fire Safety Grant Program, I am writing to confirm that the fire service has agreed (in principle) to utilizing its grant allocation to support its intended purpose as outlined below.

The Town of Lakeshore (a.k.a. Municipality of Lakeshore) will be provided a total of \$13,600.00 to support:

- Increased training opportunities and the establishment of a virtual inspection program

This aligns with the intended purpose of Fire Safety Grant Program.

As part of this process, formalization of the grant allocation and the Transfer Payment Agreement is required and will be tabled by you for your municipal council at its next meeting.

The Office of the Fire Marshal will reach out to finalize and execute the Transfer Payment Agreement once municipal council has had the opportunity to approve your proposal for spending the funds provided.

Sincerely,

A handwritten signature in blue ink, appearing to read "Jon Pegg".

Jon Pegg
Fire Marshal

Instructions to the Municipal Representative:

Please complete and submit a copy of this document to our office at ofm@ontario.ca by no later than March 29, 2021.

I hereby accept the grant allocation and proposed strategy for utilization, pending approval by Municipality of Lakeshore as outlined above.

Print Name: Rosanna Pellerito	Title: Director of Finance /Treasurer	Signature: A handwritten signature in blue ink, appearing to read "Rosanna Pellerito".	Date: March 25, 2021
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SCHEDULE “D”

BUDGET

Funding will be provided to the Town of Lakeshore (a.k.a. Municipality of Lakeshore) upon execution of this Agreement. The funds will need to be spent by the municipality by August 1, 2021.

SCHEDULE “E”

REPORTS

As a condition of the Municipal Fire Protection Grant, a report back to the Office of the Fire Marshal must be received by September 1, 2021 to outline how the grant was utilized at the department level.

Municipality of Lakeshore - Report to Council

Community & Development Services

Recreation Services



To: Mayor & Members of Council

From: Frank Jeney – Manager of Recreation & Leisure

Date: April 23, 2021

Subject: Atlas Tube Recreation Centre Park Master Plan Phasing Plan

Recommendation

Approve the Atlas Tube Recreation Centre Park Master Plan Phasing Plan for the development of the Atlas Tube Recreation Centre regional park as presented in the Atlas Tube Recreation Centre Park Master Plan - Phasing Plan report, at the May 11, 2021 Council meeting.

Background

Within the Municipality of Lakeshore's Parks Master Plan, the Atlas Tube Recreation Centre is identified as one of two Regional Parks in the Municipality. Section 6.4.1 identifies Regional Park master design upgrades for the Atlas Tube Recreation Centre (ATRC) as a component of focus. Section 4.7.4 of the Lakeshore Parks & Recreation Master Plan mentions that the ATRC site presents an opportunity for the Municipality to provide a destination and regional park to further enhance the recreational opportunities in Lakeshore while promoting sports tourism.

On May 6th 2019, the Municipality of Lakeshore entered into an agreement with Stantec Consulting Ltd. in the amount of \$98,240 to undertake a Master Plan for the park.

This agreement outlines four parts:

- Part A – Project Initiation and Visioning
- Part B – Conceptual Design- *Currently here.*
- Part C – Final Conceptual Design
- Part D – Project Management & Coordination

Stantec engaged members of the public on July 12, 2019 and held a Public Information Session #1 on September 26, 2019 at the ATRC. Attachments 1 and 2 contain summaries of the public comments received. On November 5th 2019, Stantec had public engagement meetings at the Atlas Tube Recreation Centre with Soccer and Baseball stakeholders. (Attachments 3 and 4, Stantec Lakeshore Stakeholders Meeting Baseball/Soccer). The

outcome for both Stakeholder meetings was clear that more space is required to continue to grow these outdoor sports in the future, and technological upgrades to the Lakeshore outdoor sports facilities will help increase safety and longevity of our athletes using our facilities. For example, upgrades such as synthetic turf fields and improved drainage will extend the playing of sports during the winter months.

Comments

Lakeshore is a growing community, and there is a significant demand for newer outdoor sports fields and amenities. This regional park development would enhance the daily usage of our outdoor sports fields, as well as allow our great sports organizations the opportunity to bid on Provincial and National Championship tournaments, further increasing sport tourism in our area. Updating the technologies involved in our sports fields would also increase the usage seasons for Lakeshore organizations, further growing athletic development opportunities for all stakeholders.

A phased approach would be used over a 15-20 year time frame. This is the approach that was espoused in the presentation of the 5 Year Parks Plan presented at the Strategic Planning Update Special Meeting on March 31, 2021. Using a phased approach will allow Lakeshore the opportunity to phase in the new fields, with the goal of focusing recreational activities in one location. Phasing would allow informed decision making on which current sports fields in other parks could be decommissioned or re-used.

The phasing of the Atlas Tube Recreation Centre Master Plan would take into consideration that the Municipality has a lease agreement with Belle River Minor Soccer until August 2032.

Phasing plan draft.

1. **Phase One.** Expanded tennis courts and pickle ball courts.

This expansion would not only meet demand, but would allow organizations to host leagues and tournaments, which would increase tourism to our facilities. Courts would be oriented at the industry standard of North/South to minimize the effect of sun on play, particularly in the early morning and late afternoon.



2. **Phase Two.** Development of natural grass diamonds and pitches. Pitches would be installed at the industry standard of North/South to minimize the effect of sun on play, particularly in the early morning and late afternoon. Diamonds would be installed with home plate to pitchers mound on a North-Northeast orientation, to minimize the effect of sun on play, particularly in the early morning and late afternoon. Fences would be installed around these fields for protection and rental use.

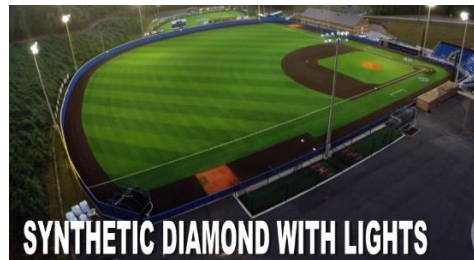


NATURAL PITCHES



NATURAL DIAMONDS

3. **Phase Three.** Install synthetic turf baseball diamond and soccer pitch. This would increase the playability of Lakeshore outdoor athletics further into the year, as well as limit rainouts. Lights would also be included at these two fields to allow bookings to go into the evenings.



SYNTHETIC DIAMOND WITH LIGHTS



SYNTHETIC PITCH WITH LIGHTS

4. **Phase Four.** Develop more natural grass fields and civic pavilions for events and tournaments.
5. **Phase Five.** Develop the most Northern land at the park. This area could include a skate park, bicycle pump track, parking, and an indoor synthetic turf fieldhouse located to the West of the Atlas Tube Recreation Centre.



FIELDHOUSE



SKATE PARK



PUMP TRACK

6. **Phase Six.** Possible expansion on the Atlas Tube Recreation Centre adding a fourth Ice Skating Rink. (Not included in costing)

All phases would include smaller amenities such as maintenance sheds, restrooms, park trails, trees, batting cages, storm water management, parking, and more.



This proposal is based on the goal to focus recreational activities in one location. This would not completely eliminate all other sports field parks in Lakeshore. The sports fields currently in use at other locations should also have a plan for increased capabilities and technology, in keeping with the schedule of improvements set out in the Parks and Recreation Master Plan and the 5 year plan for Parks improvements.

Others Consulted

Lakeshore user groups

Stantec Consulting

Financial Impacts

The total cost of all phases described above is expected to be approximately \$41.5M (in 2021 dollars). This includes a 35% contingency. These costs could appreciate with inflation over the years.

Below is a summary of the costs for each phase

Phasing Plan (Attachment: Stantec – Phase Costing)

Phase 1 OPC with 35% contingency: \$1,268,750.25
Phase 2 OPC with 35% contingency: \$19,185,052.50
Phase 3 OPC with 35% contingency \$10,817,836.88
Phase 4 OPC with 35% contingency: \$3,644,041.50
Phase 5 OPC with 35% contingency: \$6,534,222.75

The Municipality does not have a dedicated funding source for this project. Should Council wish to proceed with the project a long term funding strategy would need to be developed. This would be brought forward to Council as part of the 2022 budget.

Alternatively, Council could approve the master plan in principle and direct Administration to proceed as grant opportunities become available.

Attachments:

Attachments 1 and 2: Summaries of comments from the public.

Attachments 3 and 4: Stantec Lakeshore Stakeholders Meeting Baseball/Soccer

Attachment 5: Existing Conditions map

Report Approval Details

Document Title:	Atlas Tube Recreation Centre Park Plan Phasing Plan.docx
Attachments:	<ul style="list-style-type: none">- Attachment 3 Stantec - Lakeshore Stakeholders Meeting BASEBALL.pdf- Attachment 4 Stantec - Lakeshore Stakeholders Meeting SOCCER.pdf- Attachment 5 Map Existing Conditions.pdf- Attachment 1 Comment Summary - July 12, 2019.pdf- Attachment 2 Comment Summary - PIC No. 1 September 26, 2019.pdf
Final Approval Date:	May 5, 2021

This report and all of its attachments were approved and signed as outlined below:

Rosanna Pellerito

Kristen Newman

Truper McBride

Atlas Tube Centre Regional Park Public Consultation Pop-Up Event

Lakeview Regional Park / 116500616

Date/Time: July 12, 2019 / 4:00 PM
Place: SunSplash Car Show (outside Town Hall), 419 Notre Dame St., Belle River, ON
Next Meeting: TBD

Items:

Note: Participants declined to fill out hard copy comment sheets. The following comments are a record of Stantec staff discussions with participants.

General Comments

- Need seating / rest sites along new asphalt trail. Too long a stretch for elderly users.
- Need trees along trail for shade.
- Need another ice rink to open up rink time (Synchronized Skating Coach)
- Need air conditioning in rinks for the warm months.
- The parking lot is full when soccer is on (including gravel parking and roadway on north side of fields). Parking is congested / unorganized in gravel area.
- People need better way to get to splashpad. May not always realize the facility is there because it is set off from main user area.

The meeting adjourned at 7:00 PM

The foregoing is considered to be a true and accurate record of all items discussed. If any discrepancies or inconsistencies are noted, please contact the writer immediately.

Stantec Consulting Ltd.



Haley Sadler CALA, CSLA, LEED AP
Senior Landscape Architect, Community Development

Phone: 519-675-6615
haley.sadler@stantec.com

c. Truper McBride, Rita Chappell - Town of Lakeshore; Chris Jennings, Stephanie Bergman, Eric Schertzer, Nick Dyjach - Stantec

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Atlas Tube Centre Recreation Master Plan Consultation #1

Atlas Tube Centre / 116500679

Date/Time: September 26, 2019 / 4:00 PM
Place: Atlas Tube Centre, 447 Renaud Line, Belle River, ON
Next Meeting: TBD

Comment Panels:**What outdoor recreation facilities do you like and use at the Atlas Tube Centre?**

- The walking and biking trail – “On it every day!”
- Basketball courts
- Soccer fields
- Splashpad
- Tennis / Badminton
- Pickleball
- “All of it so far!”

What additional amenities do you want to see here?**Court Sports**

- Ball Hockey Pad
- Pickleball Courts with wind screens, washroom facilities and official pickleball nets

Field Sports

- Turf soccer field with fieldhouse (washrooms)
- Baseball diamonds
- Tournament quality baseball diamonds (with lights)
- Batting cage
- Indoor soccer facility

Freestyle Sport

- Skateboard Park (big one with lots of track)
- BMX Track would be great

Bike Trails

- Exciting bike trails
- Dirt and hills forest

Walking Trails & Related Amenities

- Shade trees and flowers along the walking / biking path
- Clean up bags for dogs

Design with community in mind

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- Walking / biking path from the ATC trail to Lakeshore Discovery / St. Anne's (a more direct path)
- Bridge over tracks to subdivision (pedestrian)

Nature and Wildlife

- Nature areas / animal preserve (butterfly zones, bee pollination, frog area) to go with Earth Walk Trail Theme
- Nature areas to support wildlife
- Pretty flowers
- Animal reserve

Festivals and Events

- Event space
- Art in the Park / Food / Music Weekend
- Outdoor amphitheater

Health & Well-Being

- Meditation Garden
- Outdoor fitness park

Play and Splashpad

- Better splashpad (not just jets)
- Playground (fully accessible)
- Playground geared to older kids ages 8-12 (monkey bars)
- An awesome gigantic park with lots of room

Indoor Uses

- Curling Rink
- Indoor firearm range – rifle, pistol, and revolver
- More hockey rinks
- Karate
- Goalie Pad
- Squash
- Separate gymnastics facility

Vehicular Circulation

- Handicap Parking near Pool
- Parking at Puce Rd. trail entrance
- Parking lot access from Rink C

Other

- Cards – Teaching Bridge
- Relocate concession area – Terrible setup now
- Revise concession layout to eliminate bottleneck

Comment Sheets:

Trails

- Want a good mountain biking trail
- Provide natural habitat for butterflies and wildlife along existing walking / biking path – far enough from path to not be disturbed
 - o Wildflowers for butterflies and bees
 - o Ponds for frogs
 - o Discussions should be had with pipeline company to determine what can be done in the corridor

Hockey

- Want an outdoor hockey rink
- ATC main entrance reconfiguration
 - o Increase area of front entrance by moving wall out into entrance plaza to eliminate congestion and create a grand entrance.
 - o New space could be used for concession stand relocation and customer service desk (sketch on comment sheet)
- Add a parking lot on the north side of Rink C to reduce foot traffic moving past the concession stand
- Need bigger entrance as it is too congested by the hockey rinks
- Add goalie ice pad
- Add indoor sports training room

Soccer

- Need field house for soccer fields with washrooms and storage
- Improve field conditions and parking
- Add trees for shade
- Should use stormwater pond to water the soccer fields
- East fields need additional room (too tight to fit required fields)
- West fields are not in good condition, need to be leveled, compost added, and over-seeded
- Drainage on fields is good

- Movement between different field areas is not safe for kids

Tennis

- Add windscreens
- Courts need to be resurfaced and regraded for positive drainage
- Would like painted surface (not just painted lines)
- Would like courts to be lit

Basketball

- Courts need to be resurfaced and regraded for positive drainage
- Would like painted surface (not just painted lines)
- Courts should be lit for night use

Events

- Would like pavilion to host festivals
 - o Could include BBQ area for use at soccer tournaments

Splash Pad

- Improve play value

ATC Concession

- Add more options for purchase, i.e. hot pretzels, freezies and juice

Dotmocracy:

- Refer to attached document summary

The meeting adjourned at 7:15 PM

The foregoing is considered to be a true and accurate record of all items discussed. If any discrepancies or inconsistencies are noted, please contact the writer immediately.

Stantec Consulting Ltd.



Haley Sadler OALA, CSLA, LEED AP
Senior Landscape Architect, Community Development

Phone: 519-675-6615
haley.sadler@stantec.com

Design with community in mind

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Atlas Tube Centre Recreation Master Plan - PIC #1 Dotmocracy Summary

Amenity	Number of Dots	Additional Comments
Baseball	45	Adult sized baseball diamonds; Lights; Batting Cage; Tournament Quality Diamonds; Fix drainage on existing diamonds; More diamonds around the ATC
Playground	41	Fully accessible; Playgrounds geared to older kids (ages 8-12) (e.g. monkey bars)
BMX Track	36	This would be great!; Cross walks and side walks on busy roads to get to new path
Pickleball	36	Add wind breaks; Official pickleball nets; Bathroom facilities
Naturalized Walking Trails	34	Natural areas to support wildlife
Event Space	33	Include promoters in planning of festivals
Outdoor Fitness	30	Great for all ages
Soccer	28	Field house with washrooms Grass is not playable
Splashpad	28	Real splash pad, not just jets
Picnic Shelter	22	
Gymnastics	20	Separate facility
Wetland Habitat	10	
Skateboard Park	9	Big one with lots of track

Amenity	Number of Dots	Additional Comments
Indoor Figure Skating	7	
Baseketball / Ball Hockey	6	
Cricket	4	
Bocce Ball	3	
Tennis	1	
Add Your Own:		
Indoor Soccer	7	
Goalie Pad	6	
Squash	2	
Karate	2	
Hockey	1	1 more hockey rink

Atlas Tube Centre Recreation Master Plan

Belle River Minor Baseball Association Stakeholder Engagement #1 / 116500679

Date/Time: November 5, 2019 / 7:00 PM
Place: ATC Boardroom – 447 Renaud Line, Belle River, ON
Next Meeting: TBD
Attendees: Geoff Stephenson – President - Belle River Minor Baseball Association (BRMBA)
Brian Alexander – Vice President - BRMBA
Jeffrey Frey – Scheduler - BRMBA
Haley Sadler – Stantec
Hillary Eppel – Stantec
Absentees: N/A
Distribution: All Attendees / Absentees (via email)

Item:**Action:****1.0 Introductions**

- Attendees completed round-table introductions.
- BRMBA attendees and Stantec staff clarified their roles.
- Stantec is facilitating the development of the ATC Recreation Master Plan, on behalf of the Town of Lakeshore (Town), including visioning, public / stakeholder engagement and conceptual design.

2.0 Summary of Master Plan Process

- Stantec provided a summary of the master plan process to date:
 - o Public Consultation #1 – Recreation Master Plan Visioning – September 2019
 - o PlaceSpeak – Online Engagement has been initiated.
 - o Stakeholder Engagement – Underway.
- The Town / Stantec are engaging key stakeholders early in the process to participate in project visioning. The purpose of the meeting is to determine BRMBA's future vision as it relates to the ATC property, as well as current / future needs.

Design with community in mind

Item:

Action:

- Stantec noted that the Town is considering potential additional land needs as a part of this process.

3.0 General Information

- Existing tournament facilities include full use of one (1) 90 ft. base path diamond and shared use of one (1) 90 ft. base path diamond.
- Currently have 370 players (412 if summer day-camps / clinics included).
- General rule of thumb for registration: 1% of overall population of Lakeshore.
- BRMBA provided current player growth and information on team / player counts (see attached documents). Anticipate approx. 120 additional registrants in the next two years.
- Softball is a growing sport with a lot of interest from the community.

**BRMBA to provide
future projection
numbers.**

4.0 Land Issues / Concerns

- A lack of facilities / diamond slots per week is preventing growth. Local players are going to other leagues.
 - o Teams currently get two diamond slots per week. Teams that play at the Vollmer Complex in LaSalle get 4-5 slots per week.
 - o BRMBA signed 35 releases in 2019 to allow players to go to other leagues. (i.e. Essex, Tecumseh, Woodslee, etc.)
 - o Would like to host men's competitive tournaments.
 - o Would like to expand girl's division. Currently lose players to Forest Glade and LaSalle.
- Flooding of the baseball fields throughout the Town is a major issue due to old infrastructure and poor drainage.
 - o 2hrs of steady rain means that fields are closed for the day and possibly the next. Even 15min. of steady rain can close fields for the day.
 - o If there is a full day of rain the fields are closed for up to three days.

Design with community in mind

Item:

Action:

- Cancellation of games due to weather / flooding has become a problem and further restricts the amount of play during the season.
- No off-season facilities exist for indoor practice.
 - Currently renting high school gyms (\$7/hr) but facilities are inadequate.
 - Renting a gym at the ATC with a drop-down baseball net is cost prohibitive (\$22/hr) at this time.
- Unable to accommodate tournaments.
 - BRMBA only hosts one (1) C Level Bantam tournament (12-18 teams) annually.
 - Each age group has 6-8 tournaments each year, so there is an opportunity for more tournaments to come to Lakeshore.
 - Need multiple 90 ft. base path diamonds.
 - Challenge with limited overnight accommodations in the area for travelling families.

5.0 Desired ATC Amenities

- Outdoor Facilities
 - 2 cloverleaves (8 diamonds) minimum; 3 cloverleaves (12 diamonds) would be ideal (all 90 ft. base paths).
 - Batting cages.
 - Centralized amenities including concession, equipment storage and washrooms.
 - Seating – player benches and spectator (ideally shaded).
 - Field lighting.
 - Field materials red clay with natural turf (no gravel).
 - One (1) artificial turf field if possible.

Design with community in mind

Item:

Action:

- Indoor Training Facilities (to allow year-round training)
 - o Batting cages and pitching lanes.
 - o Wouldn't necessarily have to go as far as a dome structure.

6.0 Potential Amenities within Town

- Lions Park would be an ideal location for a 'show-stopper' baseball field, as it is walkable within the Belle River community.
 - o Potential for Lions Field #1 to be converted into a field similar to Green Giants (Lacasse Field, Tecumseh) or Mini Orioles.
 - o Add concession and lighting.
 - o Upgrade to artificial turf.
 - o Keep Lions #3 and add fencing.
- A baseball event could easily be incorporated into the SunSplash Festival.

7.0 Additional Comments

- Having improved facilities would bring players back to BRMBA.
- BRMBA would like to see the Lakeshore community grow and thrive.
- Potential to involve the BIA, high school teams or other baseball associations.
- With additional baseball facilities at the ATC and improved facilities at Lions Park, Optimist Park could be converted to parkland.
- Baseball would provide a return on investment, i.e. concession, tourism from tournaments. Will a business impact assessment be completed?

8.0 Next Steps

- Follow up on action items.
- Stantec to distribute meeting minutes to the group.
- Town / Stantec to meet with BRMBA to obtain input on conceptual alternatives prior to finalizing the Recreation Master Plan (timing TBD).

Design with community in mind

Item:

Action:

The meeting adjourned at 8:00 PM

The foregoing is considered to be a true and accurate record of all items discussed. If any discrepancies or inconsistencies are noted, please contact the writer immediately.

Stantec Consulting Ltd.



Haley Sadler OALA, CSLA, LEED AP
Senior Landscape Architect, Community Development

Phone: 519-675-6615
haley.sadler@stantec.com

Attachments: Sign-In Sheet, BRMBA team / player counts

c. Terry Fink, Tammie Ryall – Town of Lakeshore; Chris Jennings, Eric Schertzer – Stantec (via. email)

Design with community in mind

LEVEL	DIVISION	PLAYERS/TEAM	TEAMS	NIGHTS	TEAMS/SLOT	SLOTS	55'	60'	65'	75'	90'	PLAYER COUNT
HL	TBALL	10	6	2	2	6		6				60
	FP	10	6	2	2	6			6			60
	ROOKIE	10	6	2	1.5	8			8			60
	MOSQUITO	12	4	2	1.5	6			6			48
GIRLS	PEEWEE	12	4	2	1.5	6				6		48
	BANTAM	14	4	2	1.5	6					6	56
	JUNIOR	12	2	2	1	4	4					24
	INTERMEDIATE	12	1	2	1	2		2				12
REP	SENIOR	12	1	2	1	2			2			12
	8U	12	1	3	1	3			3			12
	9U	12	1	3	1	3			3			12
	10U	12	1	3	1	3			3			12
	11U	12	1	3	1	3			3			12
	12U	14	1	3	1	3				3		14
	13U	14	1	3	1	3				3		14
	14U	15	1	3	1	3					3	15
	15U	15	1	3	1	3					3	15
	16U	16	1	3	1	3					3	16
	17U	16	1	3	1	3					3	16
	SENIOR	16	1	3	1	3					3	16
SELECT	FP	10	1	1	1	1			1			0
	ROOKIE	10	1	1	1	1			1			0
	MOSQUITO	12	1	1	1	1			1			0
	PEEWEE	12	1	1	1	1				1		0
	BANTAM	14	1	1	1	1					1	0
						84	4	8	34	12	22	534

diamond slots / week

PLAYER GROWTH TREND

LEVEL	DIVISION	2017	2018	2019	2020
HL	TBALL	NA	NA	42	46
	FP	NA	NA	63	60
	ROOKIE	NA	NA	48	52
	MOSQUITO	NA	NA	48	42
	PEEWEE	NA	NA	26	36
	BANTAM	NA	NA	26	36
GIRLS	PIXIE	NA	NA	0	20
	JUNIOR	NA	NA	21	22
	INTERMEDIATE	NA	NA	0	12
	SENIOR	NA	NA	0	0
REP	8U	NA	NA	12	12
	9U	NA	NA	12	12
	10U	NA	NA	12	12
	11U	NA	NA	12	12
	12U	NA	NA	14	14
	13U	NA	NA	12	12
	14U	NA	NA	13	13
	15U	NA	NA	14	14
	16U	NA	NA	14	14
	17U	NA	NA	14	14
	SENIOR	NA	NA	17	16
TOTALS		350	356	412	471

↑ summer.
incl. daycamp / clinics.
370.

Atlas Tube Centre Recreation Master PlanBelle River Soccer Stakeholder Engagement #1 / 116500679

Date/Time: November 5, 2019 / 5:00 PM
Place: ATC Boardroom – 447 Renaud Line, Belle River, ON
Next Meeting: TBD
Attendees: Dan Pipitone – Director - Belle River Soccer
Joe O'Neil – Director - Belle River Soccer
Ed Hooker – Counsel – Belle River Soccer
Dave Hartleib - Director - Belle River Soccer
Haley Sadler – Stantec
Hillary Eppel – Stantec
Absentees: N/A
Distribution: All Attendees / Absentees (via email)

Item:**Action:****1.0 Introductions**

- Attendees completed round-table introductions.
- Belle River Soccer (BRS) attendees and Stantec staff clarified their roles.
- Stantec is facilitating the development of the ATC Recreation Master Plan, on behalf of the Town of Lakeshore (Town), including visioning, public / stakeholder engagement and conceptual design.

2.0 Summary of Master Plan Process

- Stantec provided a summary of the master plan process to date:
 - o Public Consultation #1 – Recreation Master Plan Visioning – September 2019
 - o PlaceSpeak – Online Engagement has been initiated.
 - o Stakeholder Engagement – Underway.
- The Town / Stantec are engaging key stakeholders early in the process to participate in project visioning. The purpose of the meeting is to determine BRS's future vision as it relates to the ATC property, as well as current / future needs.

Design with community in mind

Item:

Action:

- Stantec noted that the Town is considering potential additional land needs as a part of this process.

3.0 General Information

- BRS player demographic is largely children (numerous house league teams and 13 travel teams) and some adult teams.
- Travel teams currently practice in school gymnasiums in the off-season (not reliable / adequate facilities).
- There is a three-year lag time from residential development to new soccer player registration (important to note for future registration forecasting).

4.0 Land Issues / Requirements

- The west end of the site is within the 100-year flood plain and is Essex Region Conservation Authority (ERCA) regulated lands.
- ERCA has said in the past that BRS cannot develop this area for soccer use (i.e. grading to create a field). BRS would like to make use of this land for play if possible.
- The original lease with the Town was for 77 acres. The soccer fields have been split into two field areas (i.e. east and west) with the ATC building in between. The west fields are currently in poor playing condition.
- The land available for soccer fields has shrunk overtime as registration has grown.
 - o 700 registrants in 1994 with 25 acres for fields vs. 1,200 registrants in 2019 with 17 acres for fields.
 - o BRS had to turn away registrants in 2019 due to lack of space.
- The current ideal total land for BRS soccer is 25 acres min., with future expansion up to 50 acres to accommodate future growth (preferably in one connected block of land).
- BRS to review and confirm anticipated future needs based on current player growth trends.
- Field sizes / layout change each year based on registrant needs. Constricted space in east fields requires non-standard field sizes to make

**Stantec to discuss
ERCA requirements
with the Town.**

**BRS to take a closer
look at player growth
trends to determine
future needs and
provide to the Town /
Stantec.**

Design with community in mind

Item:

Action:

play fit within the space (very tight squeeze). Existing ditch, berm and fire route on the north side of the east fields further constricts space available (north / south constriction).

- There is limited parking / formalized parking in close proximity to the fields. Users currently park anywhere there is space, including along the gravel fire route.

5.0 Concerns with Amenities

- Storage - The current storage shed is too small and not conveniently located. Currently located behind the ATC building (north-west corner).
- Washroom Facilities – BRS currently installs porta potties beside the fields each year. Need a more permanent solution.
- Irrigation - Existing fields are hard and dry in the summer due to being double-tiled.

6.0 Safety Concerns

- Pedestrian Access – There is no direct pedestrian access between the east and west fields. Players must travel through the parking area and over a ditch filled with river rock (angular stone) to move between fields. One grassed pedestrian crossing exists over the ditch but is not conveniently located. Players are crossing the ditch.
- Vehicular Speeds - Vehicles are moving too fast along the roadway beside the fields. Traffic calming is needed, i.e. speed bumps, etc.
- Vehicle / Player Conflicts - The fencing between the fields and the road is too low to catch balls. Players are running out onto the road to retrieve stray soccer balls.
- Uneven Fields – The west fields are in poor condition with an uneven surface. There is a concern for player safety.

7.0 Immediate Needs Based on Safety Concerns

- Traffic calming (i.e. speed bumps, etc.) on internal roads to slow vehicles.
- Netting on south side of the east field to prevent balls from reaching the road.

Design with community in mind

Item:

Action:

- Second crossing of the river rock ditch in a more convenient location (i.e. in-line with existing pedestrian route).
- Regrade / seed west field to provide even playing surface.

8.0 Desired Amenities

8.1 Must Have

- Flexibility in space to set fields as needed (25 acres min.)
- 3 full-sized natural turf fields (irrigated with proper crowning for drainage).
- Irrigation for all fields.
- At least one (1) outdoor travel field in addition to the house league fields.
- Improved Storage
- Storage for frequently used items (200 sq. ft.) in close proximity to the fields.
- Separate storage for field maintenance equipment and less used items (approx. 1,100 sq. ft.)
- Field house in close proximity to east fields, including washrooms, concession and storage (per note above).
- Additional formalized parking.

8.2 Nice to Have / Future Growth

- Room for growth in field space up to 50 acres (one connected space preferred).
- International-sized artificial turf field (lit with players benches and stands for spectators).
- 1-2 Indoor full-size fields for indoor league and travel league practice.

Design with community in mind

Item:

Action:

9.0 Next Steps

- Follow up on action items.
- Stantec to distribute meeting minutes to the group.
- Town / Stantec to meet with BRS to obtain input on conceptual alternatives prior to finalizing the Recreation Master Plan (timing TBD).

The meeting adjourned at 6:15 PM

The foregoing is considered to be a true and accurate record of all items discussed. If any discrepancies or inconsistencies are noted, please contact the writer immediately.

Stantec Consulting Ltd.



Haley Sadler CALA, CSLA, LEED AP
Senior Landscape Architect, Community Development

Phone: 519-675-6615
haley.sadler@stantec.com

Attachments: Sign-In Sheet

c. Terry Fink, Tammie Ryall – Town of Lakeshore; Chris Jennings, Eric Schertzer – Stantec (via. email)

Design with community in mind



Summary of Existing Exterior Amenities	
TOTAL #	Amenity
3	Full-Size Soccer Pitches
15	Mini and Practice Soccer Pitches
4	Tennis Courts
2	Basketball Courts
1	Splash Pad

TOWN OF LAKESHORE

Atlas Tube Centre
Recreation Master Plan
Existing Conditions

Municipality of Lakeshore

By-law 38-2021

Being a By-law to exempt certain lands from Part Lot Control within Blocks 48 - 66 (inclusive), Registered Plan 12M-668, In the Municipality of Lakeshore (PLC-3-2021)

Whereas the *Planning Act*, R.S.O. 1990, c.P.13 provides that part-lot control shall apply where land is within a plan of subdivision registered before or after the coming into force of the Act;

And whereas subsection 50(7) of the *Planning Act* provides that the Council of the Municipality may by by-law provide that the part lot control provisions of section 50 of the *Planning Act* does not apply to lands within a registered plan(s) of subdivision(s) or part(s) as designated in the by-law, and where the by-law is passed and approved part lot control as described in Subsection 5 of Section 50, ceases to apply to such land;

And whereas it is deemed in the interest of good planning that the provisions of subsection 50(5) of the *Planning Act* shall not apply to certain lands that are within Blocks 48 - 66 (inclusive), Registered Plan 12M-668, in the Municipality of Lakeshore;

Now therefore the Council of the Municipality of Lakeshore enacts as follows:

1. Subsection 50(5) of the *Planning Act*, R.S.O. 1990, C. P.13 shall not apply to the lands within part of the registered plan of subdivision designated as follows:

Blocks 48 - 66 (inclusive), Registered Plan 12M-668, in the Municipality of Lakeshore.

2. The development of the lands more particularly described in section 1 of this by-law shall be only by way of descriptions of lands on a registered Reference Plan, which Reference Plan has been duly approved by the Municipality.

Enactment

3. (a) This by-law shall come into force and effect upon passage subject to subsection (b).

(b) The part lot control exemption shall become final in accordance with subsection 50(7.1) of the *Planning Act*.

4. This by-law shall expire on May 11, 2024.

Read and passed in open session on May 11, 2021.

**Mayor
Tom Bain**

**Clerk
Kristen Newman**

Municipality of Lakeshore

By-law 39-2021

Being a By-law to amend By-law 2-2012, Zoning By-law for the Municipality of Lakeshore (ZBA-09-2021)

Whereas By-law 2-2012 is the Municipality's comprehensive Zoning By-law regulating the use of lands and the character, location and use of buildings and structures within the Municipality of Lakeshore;

And whereas the Council of the Municipality of Lakeshore deems it expedient and in the best interest of proper planning to further amend By-law 2-2012;

And whereas this amendment is in conformity with the Lakeshore Official Plan;

Now therefore the Council of the Municipality of Lakeshore enacts as follows:

1. Schedule "A", Map 73 to By-law 2-2012, is amended by changing the zoning classification on Plan 219 Lot 19, shown on Schedule "A" attached to this by-law and forming a part thereof from "Central Area Commercial (CA) Zone" to a site-specific "Central Area Exception 17 (CA-17) zone".
2. Section 9.14, Central Area (CA) Zone Exceptions is hereby further amended by adding Subsection 9.14.17 to immediately follow Subsection 9.14.16 and to read as follows:

"9.14.17 Central Area Exception 17 (CA-17) as shown on Map 73, Schedule "A" of this By-law.

a) Permitted Uses

- i) Notwithstanding Section 7, Table 7.1 or any other provision of this by-law to the contrary, a Medical Office shall be an additional permitted use.

b) Zoning Regulations

- i) All other building requirements for a Medical Office shall be in accordance with the requirements of the CA Zone."

3. This by-law shall come into force in accordance with Section 34 of the *Planning Act*, R.S.O. 1990, c. P. 13.

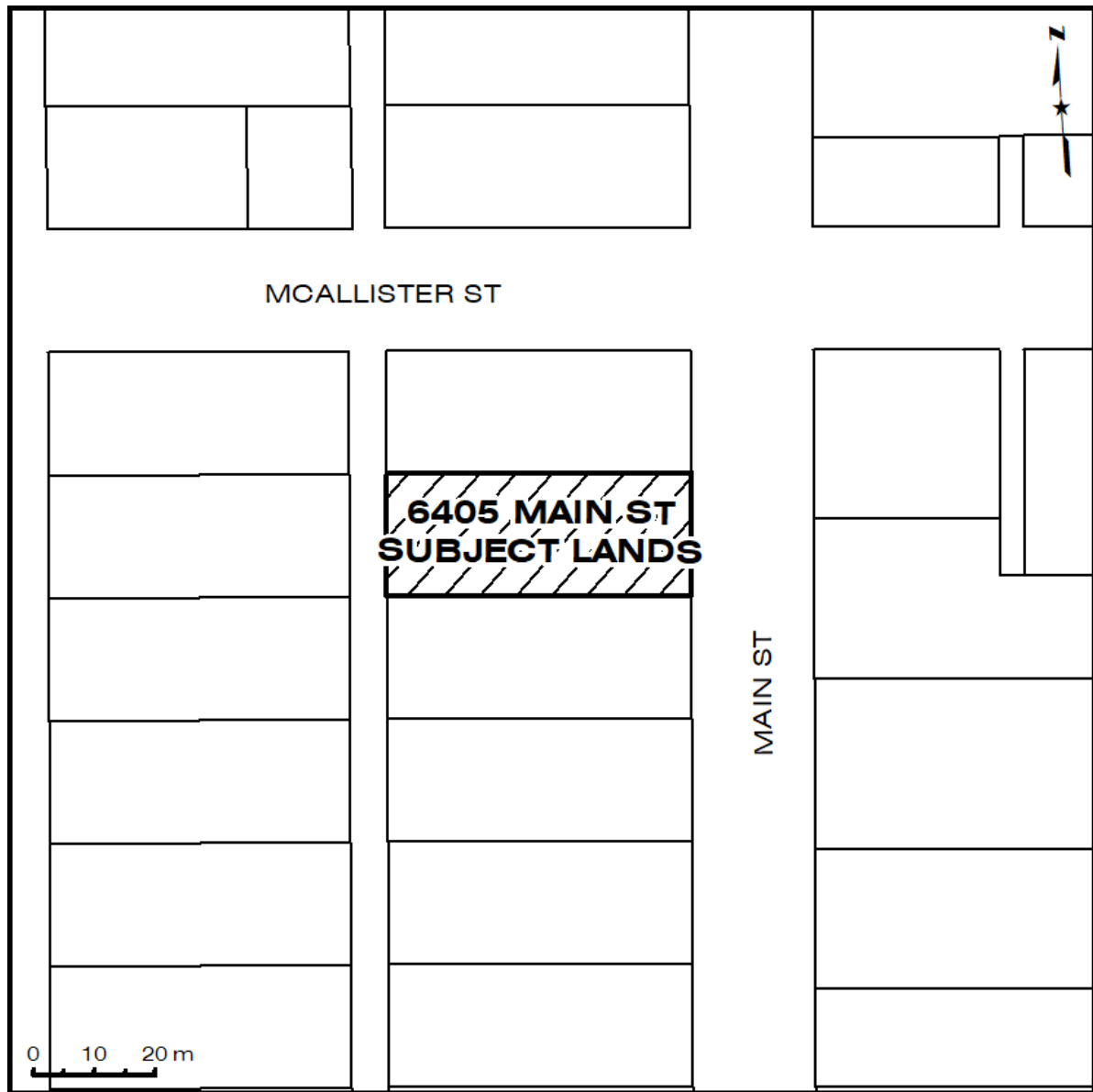
Read and passed in open session May 11, 2021.

**Mayor
Tom Bain**

**Clerk
Kristen Newman**

**Schedule “A”
to By-law 39-2021**

Plan 219 Lot 19
Municipality of Lakeshore



Amend from “Central Area Commercial (CA) Zone” to a site-specific
“Central Area Exception 17 (CA-17) zone”

**MUNICIPALITY OF LAKESHORE
BY-LAW 040 - 2021**

**BEING A BY-LAW FOR THE MIDDLE ROAD DRAIN ENCLOSURE IMPROVEMENTS
IN THE MUNICIPALITY OF LAKESHORE - IN THE COUNTY OF
ESSEX.**

WHEREAS, the Council of the Municipality of Lakeshore in the County of Essex in accordance with the provisions of the Drainage Act, R.S.O. 1990 C.D. 17 deems it expedient that the following drain be created in accordance with Section 78 of the said Act.

**MIDDLE ROAD DRAIN ENCLOSURE IMPROVEMENTS
IN THE MUNICIPALITY OF LAKESHORE –
IN THE COUNTY OF ESSEX.**

AND WHEREAS, the estimate cost of repairing and improving the drainage works is \$106,020.00

THEREFORE the Council of the Municipality of Lakeshore pursuant to the Drainage Act, 1990 enacts as follows:

1. The considered report dated April 7, 2021 and attached hereto is hereby adopted and the drainage works as therein indicated and set forth is hereby authorized and shall be completed in accordance therewith.
2. The Municipality of Lakeshore may borrow on the credit of the Municipality the amount of \$106,020.00 being the amount necessary for construction of the drainage works.
3. The Municipality may issue debentures for the amount borrowed less the total amount of,
 - (a) Grants received under Section 85 of the Act;
 - (b) Commuted payments made in respect of the lands and roads assessed within the municipality;
 - (c) Monies paid under subsection 61 (3) of the Act, and;
 - (d) Monies assessed in and payable by another municipality.
4. Such debentures shall be made payable within five (5) years from the date of the debentures. If greater than \$10,000 and upon request for a ten (10) year debenture term, such debentures shall be made payable within a ten (10) year period from the date of the debentures. Debentures shall bear interest at a rate established at the date of issuance of such debentures.
5. A special equal annual rate sufficient to redeem the principal and interest on the debentures, shall be levied upon the lands and roads identified in the engineers report and will be collected in the same manner and at the same time as other taxes are collected in each year for five (5) and/or ten (10) years after the passing of this By-law.
6. All assessments of \$750.00 or less are payable in the year in which the assessment is imposed.
7. This By-law comes into force on the passing thereof and may be cited as Middle Road Drain Enclosure Improvements

First Reading: May 11th, 2021

Second Reading: May 11th, 2021

Provisionally adopted this 11th day of May, 2021

Tom Bain,
Mayor

Kristen Newman,
Director of Legislative and Legal
Services

Third Reading this day of , 2021.
Enacted this day of , 2021.

Tom Bain,
Mayor

Kristen Newman,
Director of Legislative and Legal
Services

**MUNICIPALITY OF LAKESHORE
BY-LAW 041 - 2021**

**BEING A BY-LAW FOR THE MOISSON CREEK DRAIN
IN THE MUNICIPALITY OF LAKESHORE - IN THE COUNTY OF
ESSEX.**

WHEREAS, the Council of the Municipality of Lakeshore in the County of Essex in accordance with the provisions of the Drainage Act, R.S.O. 1990 C.D. 17 deems it expedient that the following drain be created in accordance with Section 78 of the said Act.

**MOISSON CREEK DRAIN
IN THE MUNICIPALITY OF LAKESHORE –
IN THE COUNTY OF ESSEX.**

AND WHEREAS, the estimate cost of repairing and improving the drainage works is \$209,400.00

THEREFORE the Council of the Municipality of Lakeshore pursuant to the Drainage Act, 1990 enacts as follows:

1. The considered report dated February 24th, 2021 and attached hereto is hereby adopted and the drainage works as therein indicated and set forth is hereby authorized and shall be completed in accordance therewith.
2. The Municipality of Lakeshore may borrow on the credit of the Municipality the amount of \$209,400.00 being the amount necessary for construction of the drainage works.
3. The Municipality may issue debentures for the amount borrowed less the total amount of,
 - (a) Grants received under Section 85 of the Act;
 - (b) Commuted payments made in respect of the lands and roads assessed within the municipality;
 - (c) Monies paid under subsection 61 (3) of the Act, and;
 - (d) Monies assessed in and payable by another municipality.
4. Such debentures shall be made payable within five (5) years from the date of the debentures. If greater than \$10,000 and upon request for a ten (10) year debenture term, such debentures shall be made payable within a ten (10) year period from the date of the debentures. Debentures shall bear interest at a rate established at the date of issuance of such debentures.
5. A special equal annual rate sufficient to redeem the principal and interest on the debentures, shall be levied upon the lands and roads identified in the engineers report and will be collected in the same manner and at the same time as other taxes are collected in each year for five (5) and/or ten (10) years after the passing of this By-law.
6. All assessments of \$750.00 or less are payable in the year in which the assessment is imposed.
7. This By-law comes into force on the passing thereof and may be cited as Moisson Creek Drain

First Reading: May 11th, 2021

Second Reading: May 11th, 2021

Provisionally adopted this 11th day of May, 2021

Tom Bain,
Mayor

Kristen Newman,
Director of Legislative and Legal
Services

Third Reading this day of , 2021.
Enacted this day of , 2021.

Tom Bain,
Mayor

Kristen Newman,
Director of Legislative and Legal
Services

Municipality of Lakeshore

By-law 42-2021

**Being a By-law to Confirm the Proceedings of the
Council of the Municipality of Lakeshore.**

Whereas, in accordance with the *Municipal Act 2001*, S.O. 2001, c. 25, municipalities are given powers and duties in accordance with this Act and many other Acts for purposes which include providing the services and other things that a municipality considers are necessary or desirable for the municipality;

And Whereas, in accordance with said Act, the powers of a municipality shall be exercised by its Council;

And Whereas, municipal powers, including a municipality’s capacity, rights, powers and privileges 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 Municipality of Lakeshore at these sessions be confirmed and adopted by By-law.

Now therefore the Council of the Municipality of Lakeshore enacts as follows:

- 1. The actions of the Council of the Municipality of Lakeshore in respect of all recommendations in reports of Committees, all motions and resolutions and all other action passed and taken by the Council of the Municipality of Lakeshore, documents and transactions entered into during the April 20th 2021 session of Council be adopted and confirmed as if the same were expressly embodied in this By-law.
- 2. The Mayor or the Deputy Mayor together with the Clerk are authorized and directed to execute all documents necessary to the action taken by this Council as described in paragraph 1 of this By-law and to affix the Seal of the Municipality of Lakeshore to all documents referred to in said paragraph 1 above.

Read and passed in an open session on May 11th 2021.

**Mayor
Tom Bain**

**Kristen Newman
Clerk**

/cl

Municipality of Lakeshore

By-law 43-2021

Being a By-law to authorize the execution of a Subdivision Amending Agreement pertaining to River Ridge (Phase 6)

Whereas pursuant to the *Planning Act*, R.S.O. 1990, c.P.13, representatives of 1156756 Ontario Limited received Draft Plan Approval (File# 37-T-97010) for a plan of subdivision prepared by Verhaegen Stubberfield Hartley Brewer Bezaire Inc. and signed on August 11, 1999, which was subsequently amended on July 11, 2005 to create 257 blocks (the "Original Development") on lands legally described as Part of Lots 3, 4 and 5 Concession East of Puce River, Town of Lakeshore;

And whereas the parties entered into a Subdivision Agreement for the Original Development on November 2, 1999, and registered on January 31, 2000, as in instrument number LT0265467 that is the subject to various amendments (the "Original Agreement");

And whereas the Parties entered into a supplementary subdivision agreement dated March 6, 2018 and registered as instrument number CE822906 on April 3, 2018 (the "Supplementary Agreement");

And whereas it has become necessary to amend the Supplementary Agreement to incorporate a requirement for the conveyance of additional lands for stormwater management;

Now therefore the Council of the Municipality of Lakeshore enacts as follows:

1. The Mayor and Clerk are authorized to execute an amendment to the Supplementary Subdivision Agreement attached as Schedule "A" to this by-law.
2. This by-law shall come into force and effect upon passage.

Read and passed in open session May 11, 2021.

**Mayor
Tom Bain**

**Clerk
Kristen Newman**

**Schedule “A” to
By-law 43-2021**

**AGREEMENT TO AMEND SUPPLEMENTARY SUBDIVISION AGREEMENT
(1156756 Ontario Limited Phase 6)**

THIS AGREEMENT made this 11th day of May, 2021,

BETWEEN:

MUNICIPALITY OF LAKESHORE
("Lakeshore"),

- and -

1156756 ONTARIO LIMITED
(the "Owner"),

WHEREAS the Parties entered into a supplementary subdivision agreement dated March 6, 2018 and registered as instrument number CE822906 on April 3, 2018 (the "Supplementary Agreement");

AND WHEREAS it has therefore become necessary to amend the Supplementary Agreement to incorporate a requirement for the conveyance of additional lands for stormwater management;

AND WHEREAS by way of By-law 43-2020, passed May 26, 2020, The Corporation of the Town of Lakeshore changed its name to Municipality of Lakeshore, effective January 1, 2021;

NOW THEREFORE this agreement witnesseth that in consideration of the aforesaid premises, the covenants hereinafter contained and those contained in the Original Agreement and in consideration of the sum of Five (\$5.00) Dollars the receipt and sufficiency of which is hereby expressly acknowledged, the parties hereto covenant and agree one with the other as follows:

1. The Parties agree that the above recitals are true and are incorporated into and form part of this agreement as though repeated herein.
2. The Supplementary Agreement is hereby amended by:
 - a) Adding Schedule "B" of this Agreement as Schedule "B.1" of the Supplementary Agreement;
 - b) Adding the following to the end of section 4.4:

"Without limiting the generality of the foregoing, the Owner shall convey Part 21 shown on the reference plan 12R-28606 attached to this agreement as Schedule B.1 to the Municipality of Lakeshore for stormwater management purposes."
 - c) Adding the following to section 12.1:

Schedule “A” to
By-law 43-2021

“SCHEDULE B.1 Stormwater Management Conveyance”; and

- d) Adding to Schedule under “Lands to be Conveyed”:
“Part 21 on Reference Plan 12R-28606, as shown on Schedule B.1 attached to this agreement.”
- e) Delete all references to the “Town of Lakeshore” and replace them with “Municipality of Lakeshore”.

- 3. This Agreement may be executed in any number of counterparts, each of which shall be deemed to be an original and all of which taken together shall constitute one agreement.
- 4. This Agreement may be signed in paper form, by facsimile signature or by electronic signature in accordance with section 11 of the Electronic Commerce Act, 2000 (Ontario). Once signed, this Agreement may be sufficiently delivered by one party to the other party by sending the entire Agreement, or just the signing page, by personal delivery, facsimile or by e-mail of the signing page in Adobe® Portable Document Format (PDF).

IN WITNESS WHEREOF the Parties have respectively caused this agreement to be executed by the hands of their proper signing officers duly authorized in that behalf.

SIGNED, SEALED & DELIVERED)	MUNICIPALITY OF LAKESHORE
in the presence of)	
)	
)	per:_____
)	Tom Bain, Mayor
)	
)	
)	per:_____
)	Kristen Newman, Director of Legislative
)	and Legal Services/Clerk
)	We have authority to bind the Corporation.
)	
)	
)	1156756 ONTARIO LIMITED
)	
)	
)	per:_____
)	Jenny Coco, President
)	I have authority to bind the Corporation.

**Schedule “A” to
By-law 43-2021**

SCHEDULE “A”

LEGAL DESCRIPTION

LAND TITLES DIVISION OF ESSEX **(12)**

Part of Lots 82 and 83, Plan 12M657, designated as Part 21 on Plan 12R28606; Municipality of Lakeshore; being part of the Property Identifier Number 75005-2405(LT)

SCHEDULE B.1

