

# Municipality of Lakeshore

## Regular Council Meeting Agenda



Tuesday, May 25, 2021, 6:00 PM

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

Pages

1. Call to Order
2. Moment of Reflection
3. Disclosures of Pecuniary Interest
4. Recognitions
5. Public Meetings under the Planning Act

1. Public Meeting for Tracey Estates Subdivision Phase 2, Comber

6

### Recommendation:

Direct Administration to notify the County of Essex that the Municipality of Lakeshore supports the draft plan approval for the Tracey Estates Subdivision Phase 2 as described in the report "Public Meeting for Tracey Estates Subdivision Phase 2, Comber" from the Interim Manager of Planning presented at the May 25, 2021 Council meeting; and,

Direct Administration to forward any comments from the public meeting to the County of Essex.

6. Public Presentations

1. Hydro One - Chatham-Kent to Lakeshore Transmission Line

18

7. Delegations
8. Completion of Unfinished Business
9. Consent Agenda

### Recommendation:

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

1. May 11, 2021 Regular Council Meeting Minutes

34



2.	<b>MP Dave Epp - National Suicide Prevention Hotline</b>	43
3.	<b>Ministry for Seniors and Accessibility - Senior of the Year Award</b>	45
4.	<b>Windsor Essex County Health Unit - Boat Launches and Marinas - Reopening Ontario Act</b>	48
10.	<b>Reports for Information</b>	
	<b>Recommendation:</b>	
	Receive the Reports for Information as listed on the agenda.	
1.	<b>Accessibility Advisory Committee, February 9, 2021 Meeting Minutes</b>	49
2.	<b>2019-2022 Strategic Plan Update</b>	54
3.	<b>Council Requested Report Tracking - May 2021</b>	130
11.	<b>Reports for Direction</b>	
1.	<b>OPP Detachment Board – Support for Two Police Services Board System &amp; Submission to the Solicitor General</b>	133
	<b>Recommendation:</b>	
	Support the creation of two police services boards for the Essex OPP Detachment with 1 board comprised of the Town of Tecumseh and Municipality of Lakeshore and a 2 <sup>nd</sup> board comprised of the Town of Kingsville, Municipality of Leamington and the Township of Pelee Island;	
	Support the inclusion of the Town of Essex in the Board of its choice; and,	
	Direct the Clerk to send this resolution to the Clerk of the Town of Tecumseh to include in its submission to the Solicitor General on behalf of all of the local municipalities, all of which is further described in the Council report at the May 25, 2021 Council meeting.	
2.	<b>Part Lot Control Exemption By-law (PLC-2-2021) River Ridge Phase 7B</b>	159
	<b>Recommendation:</b>	
	Approve the application for exemption for Part Lot Control for Blocks 5, 6, 7 and 8, on Registered Plan 12M-659 in the Municipality of Lakeshore, as described in the May 25, 2021 Council report; and,	
	Direct the Clerk to read By-law 44-2021 during the “Consideration of By-laws” portion of the agenda.	



3. **Amended Report - Municipal Accommodations Tax** 164
- Recommendation:**  
Approve in principle, the imposition of Municipal Accommodations Tax (MAT) on Hotel, Motel, Inn and Resort properties;
- Direct Administration to prepare the appropriate Municipal Accommodations Tax by-law; and
- Direct Administration to investigate using the Ontario Restaurant Hotel and Motel Association to facilitate collections of the MAT and report to Council, as described in the report presented at the May 25, 2021 Council meeting.
4. **Tender Award- Surface Treatment Program 2021** 176
- Recommendation:**  
Award the tender for the 2021 Surface Treatment Program to Shepley Road Maintenance Ltd. in the amount of \$812,929.25 plus applicable HST to be funded in part from the 2021 approved capital budget up to a maximum of \$470,000 and, in part and up to a maximum of \$469,100 from the roads reserve in 2021, as described in the May 25, 2021 Council report.
5. **Tender Award - Bridge Rehabilitation Program** 180
- Recommendation:**  
Award the tender for the Bridge Rehabilitation Program to South Shore Contracting of Essex County Inc. in the amount of \$1,095,865 plus applicable HST for maintenance repairs of identified bridges, as described in the May 25, 2021 Council Report; and
- Approve an over-expenditure not to exceed \$385,690.97 to be funded from the Public Works, Bridges and Culverts Reserve.
6. **Drainage Board Meeting May 3rd, 2021** 184
- Recommendation:**  
Receive the Drainage Board Minutes dated May 3, 2021 attached for information; and,
- Direct Administration to tender the work associated with the Moison Creek Drain, Wall Improvements and further approve \$10,000 for Lakeshore's assessment for this work to be funded from the Roads Reserve, as reported in the May 25, 2021 Council Report.



7.	<b>2021 Final Tax Rates - Amendment to Schedule C</b>	191
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**Recommendation:**

Approve the amended 2021 final tax rates as described in the report at the Supervisor of Revenue at the May 25, 2021 Council meeting; and, Direct the Clerk to read By-law 45-2021 during the "Consideration of the By-laws".

8.	<b>Community Benefit Fund Grant</b>	193
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**Recommendation:**

Defer the 2021 Lakeshore Community Benefit Grant program to August 2021 or when recreation programming is permitted to resume.

- 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**
- 18. **Consideration of By-laws**

**Recommendation:**

By-laws 32-2021, 44-2021, 45-2021 and 47-2021 be read and passed in open session on May 25, 2021.

1.	<b>By-law 32-2021, Being a By-law to Declare Surplus a Portion of Stoney Point Park</b>	196
2.	<b>By-law 44-2021, Being a By-law to exempt certain lands from Part Lot Control within Blocks 5, 6, 7 and 8, on Registered Plan 12M-659, in the Municipality of Lakeshore (PLC-2-2021)</b>	197
3.	<b>By-law 45-2021, Being a By-law to Amend By-law 25-2021, a By-law to Adopt the 2021 Final Tax Levy, 2021 Tax and Garbage Rates and to Provide for Penalty and Interest in Default of Any Payment for the Year 2021</b>	199
4.	<b>By-law 47-2021, Being a By-law to Confirm the Proceedings of Council for May 11, 2021</b>	202



19. Closed Session

20. 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 22, 2021

**Subject:** Public Meeting for Tracey Estates Subdivision Phase 2, Comber

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### Recommendation

Direct Administration to notify the County of Essex that the Municipality of Lakeshore supports the draft plan approval for the Tracey Estates Subdivision Phase 2 as described in the report “Public Meeting for Tracey Estates Subdivision Phase 2, Comber” from the Interim Manager of Planning presented at the May 25, 2021 Council meeting; and,

Direct Administration to forward any comments from the public meeting to the County of Essex.

### Background

The site is located on the north side of County Road 46, west of Taylor Avenue, in the Community of Comber (See Appendix 1). The subject lands are continuous to Phase 1 of the Tracey Estates Subdivision and is being referred to as Phase 2, which is proposed to contain 37 lots, for single detached dwellings. The subject lands are currently vacant and used for agricultural purposes (crop farming).

In May of 2019 the Municipality entered into a Subdivision Agreement with the applicant for Phase 1, for 41 lots for single detached dwellings, 1 block for stormwater management and one parkland block.

Portion of Subject Property to be Developed	Overall Area: 9. 14 Hectares Existing Use: Vacant Land / Farming of Crops  Proposed Use: Residential Subdivision — 37 single detached dwelling lots  Access: internal subdivision roads, primary access is off of Taylor Avenue and County Road 46
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	Services: Full Municipal Services
Official Plan	Residential Land Use, Flood Plain, Limit of Regulated Area - LTVCA
Zoning By-law	R1 Zone – Residential Low Density

### Adjacent Land Uses

North	School, Residential
South	Residential, County Road 46
West	Agricultural
East	Taylor Avenue, Commercial, Residential and Institutional

### Proposed Development Details

Area of Draft Plan (ha)	Total area of subdivision: 6.709ha Total Residential Area: 3.813ha
Number of Proposed Lots	37 Lots for Single Detached Dwellings
Proposed Local Road ROW Width	20 metre ROW 66 feet
Parkland	Block 51 was dedicated as part of Phase 1.
Density (dwellings / ha)	9.703 units per hectare
Minimum lot frontages Single Detached Dwellings Required by R1 Zone	Min. 15 m
Minimum Lot Area Required by R1 Zone	500m <sup>2</sup>

## **Comments**

### Provincial Policy Statement (PPS)

The proposed subdivision development is consistent with the applicable policies of the PPS. The subject lands are located within Comber, an identified Settlement Area. Although it can be stated that the proposal supports and implements many of the document's policies, I would like to specifically highlight the following important policies which the project supports:

- Section 1.1.3.1, Settlement Areas, of the PPS states "Settlement areas shall be the focus of growth and development"
- Section 1.1.3.2(a), Settlement Areas, of the PPS states "Land use patterns...efficiently use land and resources"
- Section 1.1.3.2(b), Settlement Areas, of the PPS states "Land use patterns...are appropriate for, and efficiently use, the infrastructure and public service facilities which are planned or available, and avoid the need for their unjustified and/or uneconomical expansion"
- Section 1.4.3, Housing – this section speaks to planning authorities providing for a range of housing options and densities, and this entire section is applicable.



### County Official Plan (COP)

The County of Essex Official Plan, Schedule A1, Land Use Plan, designates the subject lands as Settlement Area. Schedule A1, Settlement Structure Plan, designates the subject lands as Secondary Settlement Area.

It can be stated that the proposed subdivision development conforms to the COP in that the subject lands are currently designated to support the proposed residential subdivision.

### Lakeshore Official Plan (LOP)

The current Lakeshore Official Plan, as well as the New Lakeshore Official Plan (County approval pending), designates the subject property as Residential. The proposed plan of subdivision conforms to the applicable policies within both of these documents in that the subject lands are currently designated to support the proposed residential subdivision.

### Zoning By-law

The existing R1, Residential zoning on the subject lands permits the development of the proposed single-detached dwellings, and provides for the applicable performance standards for each lot.

### Plan of Subdivision

A plan of subdivision is a legal survey (for example, M-166) that divides a parcel of land into smaller lots or blocks and secures the developer's obligations through a subdivision agreement (See Appendix 2). The developer / owner is required to sign a subdivision agreement with the Municipality prior to construction. Once final servicing plans are approved, lots in the subdivision can be sold (legally transferred to the purchaser) and building permits issued.

The subdivision agreement will outline the developer's obligations to the Municipality, including but not limited to:

- Provision of performance and maintenance securities to guarantee satisfaction of the developer's obligations under the subdivision agreement;
- Provision of a mud deposit to keep Lakeshore's roads and other lands free from dirt and debris during construction;
- Provision of a payment for boulevard trees to enhance the streetscape;
- Payment of any outstanding taxes and other accounts (i.e. legal and engineering fees);
- Provision of public liability and property insurance during the period of construction;



- Installation of all stormwater management measures, including land conveyance for the pond and access road;
- Allocation of sanitary sewage treatment capacity for the plan to a maximum of 37 single detached dwellings;
- Conveyance of .3 m reserves
- Compliance with the Lakeshore Development Manual for the construction of roads, sewers, watermains, stormwater, parks, sidewalks, lighting, fencing and other services in the subdivision;
- Requirement to post on all road frontages, a subdivision map to show the lotting pattern, land uses, roadways, sidewalks etc.; and
- Requirement to submit a Construction Management Plan.

### Draft Plan Considerations

#### Local Roads

The proposed development will include a local road network with a typical right-of-way width of 20.12 metres (66ft). Access to the Phase 2 is to be accommodated through Tracey Estates Phase 1, with the primary accesses being on Taylor Ave and County Road 46.

The Zoning By-law 2-2012, as amended, requires site triangles on all corner lots fronting local roads, however these triangles are not dedicated to the Municipality to maintain. It will be the responsibility of the individual homeowners to maintain those lands in accordance with the Zoning By-law regulations for site triangles on local roads.

#### Traffic / Signalization

A *Traffic Impact Assessment* was prepared by Baird/AE dated February 19, 2021. No capacity improvement measures or additional traffic control devices were warranted.

#### Pedestrian Facilities

As per the Municipality's Development Manual, sidewalks will be required on one side of the right-of-way on all local roads (excluding cul-de-sacs) internal to the proposed subdivision.

#### Parkland

Under Section 51 of the *Planning Act* the municipality may acquire up to 5% of the lands being developed through the Plan of Subdivision process for park purposes or collect the



cash value of 5% of the property in lieu of parkland dedication. In the case of development or redevelopment where land has not been conveyed or has not been required pursuant to Sections 51.1 or 53 of the Planning Act, Lakeshore shall require the conveyance of land as a condition of development or redevelopment prior to building permit issuance in accordance with Section 42 of the Planning Act.

As part of Phase 1 the developer conveyed Block 51 to the municipality for parkland dedication. Block 51 is 0.902ha (2.23acre) in size and meets the 5% parkland dedication for Phases 1 and 2 of the subdivision.

### Fencing

The owner will also be required to provide all corner and exterior lot fencing, in accordance with the Development Manual and to the satisfaction of the Municipality. The location of all required fencing shall be shown on a plan submitted by the owner / developer to the Lakeshore's satisfaction. Fencing maintenance and repair shall be the responsibility of the individual property owner purchasing a lot, unless otherwise stated in the implementing subdivision agreement.

### Site Servicing

Administrative comments confirm both that municipal water supply and sanitary sewer services are available to service the subject lands. Sanitary servicing for the site will be through the existing municipal sanitary sewer system, which goes to the lagoon in Comber. Engineering and Infrastructure Services has confirmed that the existing lagoon can accommodate the proposed 37 lots, and then it will be at capacity. Water servicing for the site will be through the existing municipal watermain system. Administration has completed a cursory review of the site servicing and are in agreement with the proposal. Detailed review will be undertaken through the submission of more detailed engineering drawings, following approval of the draft plan. Electrical distribution, telecommunications and natural gas are available for the site from the existing right-of-ways.

### Stormwater Management

As part of Phase 1 of Tracey Estates the stormwater management facility was designed and constructed to accommodate the full build out of all phases of the subdivision.

### Archeological Assessment

A *Stage 1 and 2 Archaeological Resource Assessment* was conducted for the subject lands by Earthworks Archaeological Services Inc. Based on the report the study area is considered to be free of archaeological material and no further archaeological study is required.

### Affordable Housing

As per section 4.3.1.3 of Lakeshore's Official Plan (2010), the Municipality will work with the County of Essex to identify targets for housing that is affordable to low and moderate



income households and that the Municipality will encourage the provision of affordable housing.

Under the 2021 Official Plan (Pending County Approval), the Municipality will seek to achieve 20% of all new residential development on an annual basis, to meet the Municipality's definition of affordable housing, which may include ownership housing or rental housing.

*Affordable: in the case of housing, means:*

*a) in the case of ownership housing, the least expensive of:*

- i. housing for which the purchase price results in annual accommodation costs which do not exceed 30 percent of gross annual household income for low and moderate income households; or*
- ii. housing for which the purchase price is at least 10 percent below the average purchase price of a resale unit in the regional market area.*

*b) in the case of rental housing, the least expensive of:*

- i) a unit for which the rent does not exceed 30 percent of gross annual household income for low and moderate income households; or*
- ii) a unit for which the rent is at or below the average market rent of a unit in the regional market area. (Source: PPS, 2020)*

At this time, there is no information on how the proposed subdivision will meet the affordability criteria. We assume that the lots will not be affordable.

## **Others Consulted**

### Pre-Application Consultation

A pre-application consultation meeting was held with the applicant to discuss complete application submission requirements and to identify preliminary issues with the proposal.

### Departments and Agency Comments

The application has been circulated to internal departments (Fire, Engineering and Building) of the Municipality for comments. External agencies were circulated for comments by the approval authority, the County of Essex.

The County has provided Lakeshore with written comments from the following agencies:

- Bell Canada (no objections) requested the following condition be imposed:
  - o *"The Owner agrees that should any conflict arise with existing Bell Canada facilities where a current and valid easement exists within the subject area, the Owner shall be responsible for the relocation of any such facilities or easements at their own cost."*
- County Infrastructure (no objections) advised what the County Setbacks are and that new development or changes to existing development within their regulated area requires permit from them.



- Greater Essex County District School Board (no objections) requested the following conditions be imposed:
  - *“That the subdivision agreement between the Owner and the Municipality contain provisions, to the satisfaction of the Greater Essex County District School Board requiring sidewalks as per municipal requirements or a hard surface pad to facilitate bus stops, student safety and walkers.”*
  - *“That the subdivision agreement between the Owner and the Municipality contain provisions, to the satisfaction of the Greater Essex County District School Board requiring notice in every agreement of purchase and sale for purchasers of lots to be aware that students may not be able to attend the closest neighbourhood school and could be bused to a distant school with available capacity.”*
- Windsor-Essex Catholic District School Board (no objection) requested that the subdivision agreement address the following:
  - *“The Developer and Municipality should note that families purchasing property within the proposed development may not be able to be accommodated in the Catholic school nearest to their place of residence and may require busing to a school with available capacity.”*
  - *“The Developer and Municipality should note that sidewalks or recreation pathways shall be provided to facilitate bus stops, student safety and walkers to the satisfaction of the Municipality and the Windsor-Essex Catholic District School Board.”*
- Ministry of Transportation (no objection)
- Lower Thames Conservation Authority (no objection) provided the following comments:
  - *The Fenner Drain runs along the north side of County Road 46, abutting this property. Any proposed structures will be required to be setback 15 m from the top of the bank of the drain. If structures are proposed closer to the drain than the 15 m, then discussions with the Drainage Superintendent will have to be undertaken, and a permit from this office will be required.*
  - *A permit from this office will be required for any road culvert installations over the Fenner Drain (review process under the Drainage Act).*
  - *The information provided to this office notes that the Stormwater Management Pond has already been constructed. A brief description of the stormwater facility was provided. If it was approved then there should be no CA concerns. If not, CA staff may have to check the calculations.*
  - *It is strongly recommended that LID (Low Impact Design) be incorporated as much as possible into the design of this subdivision to aid in incorporating as much water back into the groundwater table.*
  - *Please be advised that the subject property is located in an Intake Protection Zone [IPZ] as identified through the Lower Thames Valley Assessment Report in the Thames, Sydenham and Region Source Protection Region as it relates to the Fenner Drain. For further information regarding this matter and how it may affect any proposed development please refer to the Thames, Sydenham and Region Source Protection website at [www.sourcewaterprotection.on.ca](http://www.sourcewaterprotection.on.ca).*



### *Public Notice of the Subdivision*

Notice of the public meeting was sent by mail to property owners within 120m of the subject lands, in addition notice was posted on site at the principal entrance to the subject site.

As of the writing of this report, no submissions from the public have been received.

### Conclusion

As the County of Essex is the approval authority for draft plan of subdivision applications, the options open to Council need to be considered in terms related to the recommendation of this report:

- i) Accept the recommendation – the proposed draft conditions, which are acceptable to the applicant, will be forwarded to the County of Essex. Theoretically the County could revise or refuse these conditions and the Municipality and/or the Developer would have the right to appeal to the Local Planning Appeal Tribunal.
- ii) Refuse the recommendation – in this case Council would in effect refuse to support the application. Similar to above, the County could proceed with an approval, which the Municipality could appeal, or following Council's lead, refuse the application, which the developer could then appeal to the Local Planning Appeal Tribunal.
- iii) Modify the recommendation – Council could alter the proposed draft conditions, which would then be forwarded to the County. Depending on the nature of the modifications, the Developer could ultimately appeal the decision to the Local Planning Appeal Tribunal.

Based on the foregoing, the Administration supports the proposed plan, as it is consistent with the Provincial Policy Statement and conforms with the policies of the County of Essex and Municipality of Lakeshore Official Plans, and recommends that the draft conditions be submitted to the approval authority, the County of Essex.

### **Alternative Recommendation:**

Direct administration to draft conditions to incorporate feedback as a result of the public meeting and bring them back to Council at a subsequent Council meeting for endorsement, prior to being forwarded to the County.

### **Financial Impacts**

None.

### **Attachments:**

- Appendix 1: Key Map
- Appendix 2: Draft Plan
- Appendix 3: Tracey Phasing Plan



## Report Approval Details

Document Title:	Public Meeting for Tracey Estates Phase 2, Comber.docx
Attachments:	- Appendix 1 Key Map.pdf - Appendix 2 Draft Plan.pdf - Appendix 3 Tracey Phasing Plan.pdf
Final Approval Date:	May 20, 2021

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

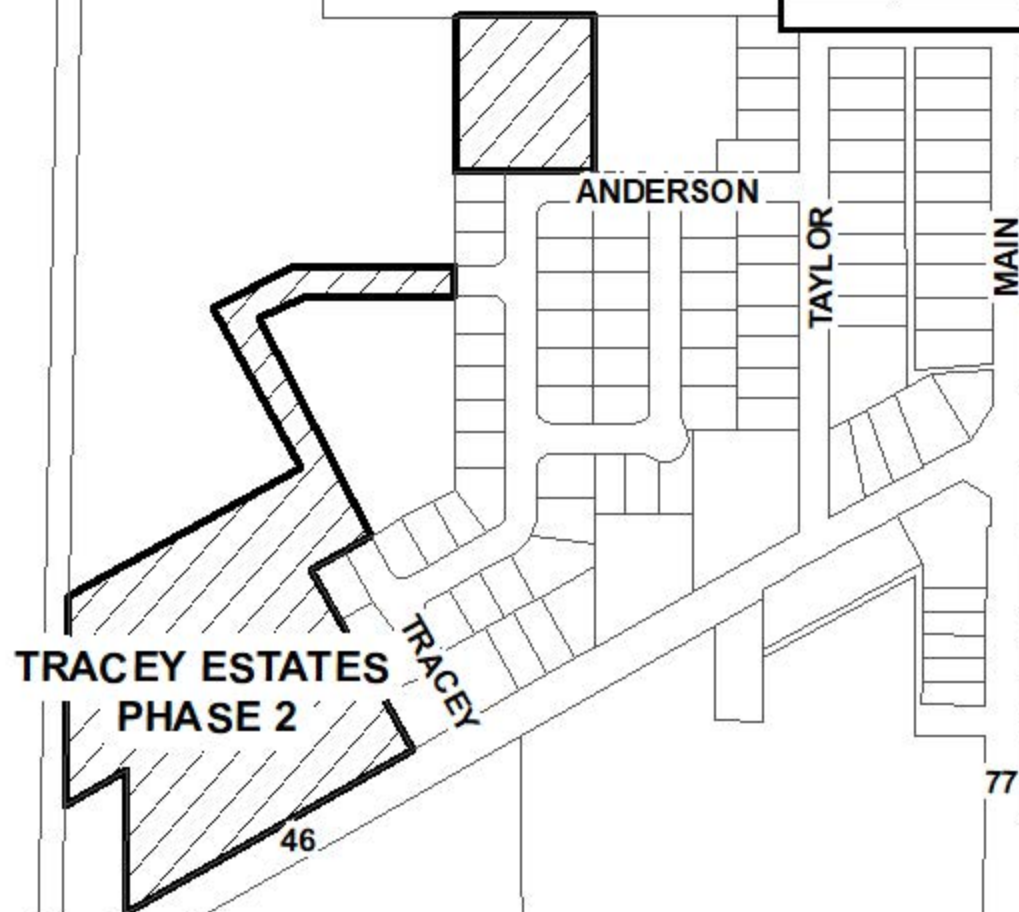
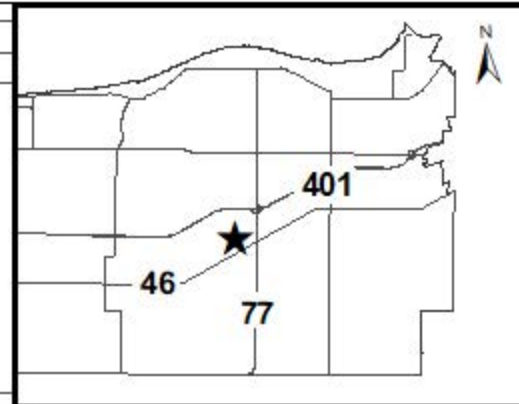
Tammie Ryall

Rosanna Pellerito

Kristen Newman

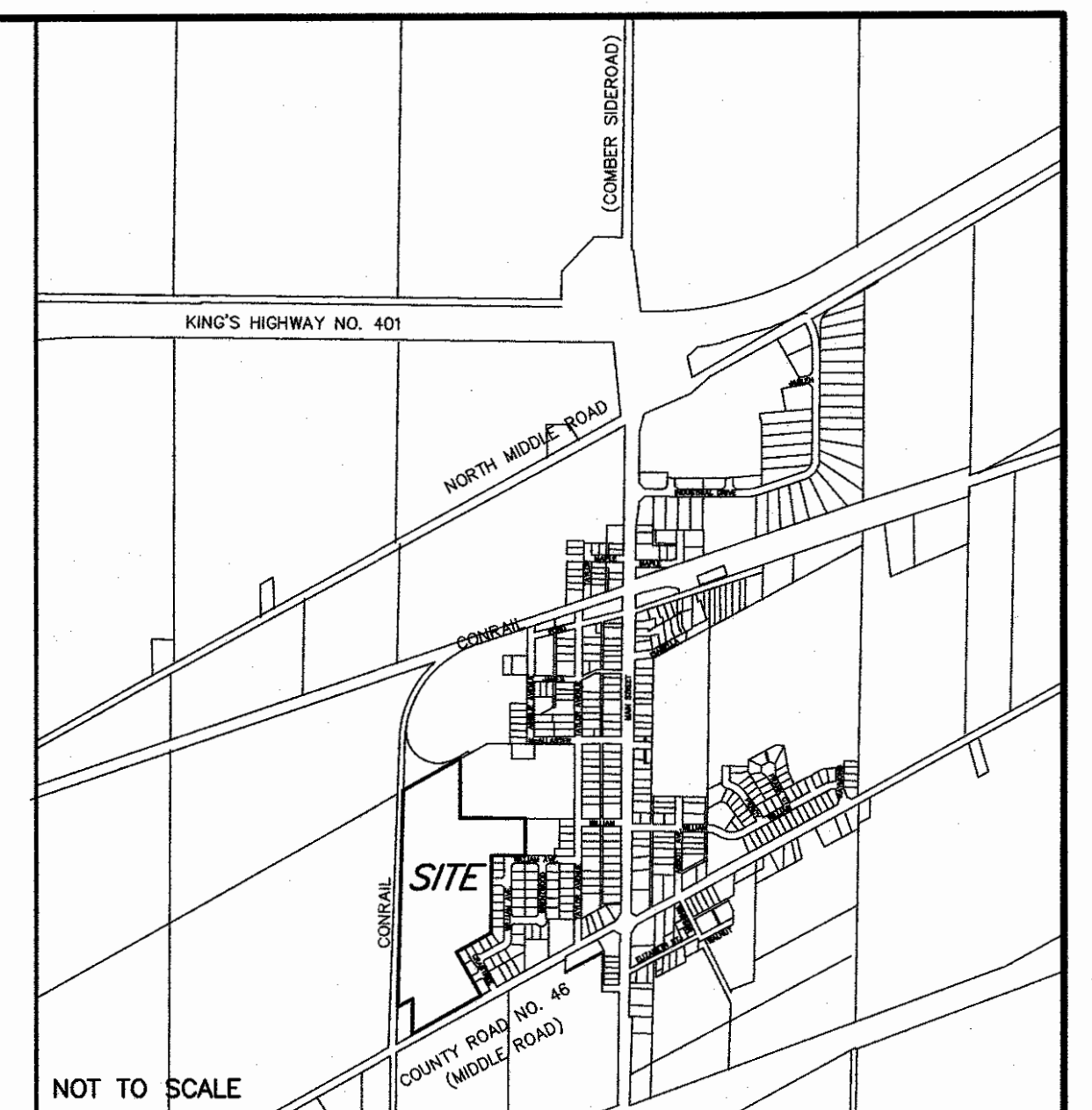
Truper McBride







CURVE	RADIUS	ARC	CHORD	CHORD BEARING
C1	9.00	5.78	5.66	N44°54'40"E
C2	9.00	5.88	5.77	N07°15'50"W
C3	15.00	43.17	29.74	N70°59'00"W
C4	15.00	2.35	2.35	N51°04'50"E
C5	15.00	19.26	17.98	N72°23'40"E
C6	15.00	17.66	16.86	N70°09'40"W
C7	15.00	3.90	3.89	N04°00'10"E
C8	9.17	5.88	5.78	N44°52'40"W
C9	9.00	5.90	5.80	N82°47'30"E
C10	9.00	2.49	2.48	N86°20'50"W
C11	9.00	3.41	3.39	N74°52'10"E
C12	15.00	43.17	29.74	N19°00'20"E
C13	15.00	10.45	10.24	N43°28'30"W
C14	15.00	15.16	14.52	N05°25'20"E
C15	15.00	17.56	16.58	N67°54'10"E
C16	15.00	66.73	23.83	N86°35'20"W
C17	15.00	3.34	3.34	N27°37'40"W
C18	15.00	14.85	14.25	N07°07'10"E
C19	15.00	14.93	14.32	N63°59'10"E
C20	15.00	14.02	13.51	N60°44'30"W
C21	15.00	14.09	13.57	N07°04'40"W
C22	15.00	5.50	5.47	N30°19'40"E
C23	9.00	5.88	5.78	N22°07'20"E
C24	9.00	5.88	5.78	N19°18'00"W
C25	30.00	15.37	15.20	N78°45'40"E
C26	50.12	25.67	25.39	N78°45'40"E



# DRAFT PLAN OF SUBDIVISION OF PART OF LOT 6 CONCESSION NORTH MIDDLE ROAD GEOGRAPHIC TOWNSHIP OF TILBURY WEST NOW IN THE TOWN OF LAKESHORE COUNTY OF ESSEX, ONTARIO © VERHAEGEN LAND SURVEYORS, A DIVISION OF J.D. BARNES LTD.

SCALE = 1:1000  
0 10.00 20.00 40.00 60.00 METRES  
100.00

"METRIC" DISTANCES AND COORDINATES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048

INTEGRATION DATA			
OBSERVED REFERENCE POINTS (ORPs): UTM ZONE 17 NAD83 (CSRS) (2010.0).			
COORDINATES TO URBAN ACCURACY PER SECTION 14 (2) OF O.REG 216/10.			
POINT ID	NORTHING	EASTING	
ORP-A	4675841.95	371212.11	
ORP-B	4676707.78	371274.97	
COORDINATES IN THEMSELVES, BE USED TO RE-ESTABLISH CORNERS OR BOUNDARIES SHOWN ON THIS PLAN.			

**LEGEND AND NOTES**  
BEARINGS ARE UTM GRID, DERIVED FROM OBSERVED REFERENCE POINTS A AND B, BY REAL TIME NETWORK (RTN) OBSERVATIONS, UTM ZONE 17, NAD83 (CSRS) (2010.0).  
DISTANCES ON THIS PLAN ARE GROUND AND CAN BE CONVERTED TO GRID BY MULTIPLYING BY THE COMBINED SCALE FACTOR OF 0.99977982.  
ALL MONUMENTS SHOWN THUSLY □ ARE IRON BARS (IB) UNLESS OTHERWISE NOTED.  
IB DENOTES 25mm X 25mm X 1.22m STANDARD IRON BAR  
SIB DENOTES 25mm X 25mm X 0.61m SHORT STANDARD IRON BAR  
IB # DENOTES 19mm diameter X 0.61m ROUND IRON BAR  
CC DENOTES CUT-CROSS  
CP DENOTES 50mm X 50mm STEEL PIN  
PB DENOTES PLASTIC BAK  
■ DENOTES SURVEY MONUMENT FOUND  
■ DENOTES SURVEY MONUMENT SET AND MARKED 1744  
WIT. DENOTES WITNESS L DENOTES MEASURED (L) DENOTES INST. NO.  
(S) DENOTES SET (N) DENOTES NOTED  
ORP DENOTES OBSERVED REFERENCE POINT  
ALL SET SIBS AND PB MONUMENTS WERE USED DUE TO LACK OF OVERBURDEN AND/OR PROXIMITY OF UNDERGROUND UTILITIES IN ACCORDANCE WITH SECTION 11(4) OF O. REG. 525/91.  
(S/P) DENOTES SET PROPORTIONALLY (N) DENOTES NOT IDENTIFIABLE  
(P) DENOTES PLAN 12R-5649 (P1) DENOTES PLAN 12R-27891  
(P2) DENOTES PLAN 12R-19211 (P3) DENOTES PLAN M-166  
(1744) DENOTES VERHAEGEN STUBBERFIELD HARTLEY BREWER BEAZER INC., O.L.S.  
(1040) DENOTES WILLIAM J. SETTERINGTON, O.L.S.  
(MTO) DENOTES MINISTRY OF TRANSPORTATION, ONTARIO

**SITE INFORMATION:**  
SINGLE FAMILY DWELLINGS = 37 UNITS  
TOTAL AREA OF SUBDIVISION = 6.709 HECTARES (16.578 ACRES)  
TOTAL RESIDENTIAL AREA = 3.813 HECTARES  
RESIDENTIAL DENSITY = 9.703 UNITS PER HECTARE

**ADDITIONAL INFORMATION:**  
REQUIRED UNDER SECTION 51(17) OF THE PLANNING ACT (R.S.O. 1990)  
(A) AS SHOWN ON PLAN (G) AS SHOWN ON PLAN  
(B) AS SHOWN ON PLAN (H) PIPED MUNICIPAL  
(C) AS SHOWN ON PLAN (I) SILTY SAND WITH TRACE CLAY DEPOSITS  
(D) RESIDENTIAL (J) AS SHOWN ON PLAN  
(E) REFER TO KEY PLAN (K) ALL SERVICES TO BE PROVIDED  
(F) AS SHOWN ON PLAN (L) AS SHOWN ON PLAN

**OWNER'S CERTIFICATE**  
RAYMOND JOSEPH TRACEY AND DEBORAH DALANE TRACEY BEING THE REGISTERED OWNERS OF THE SUBJECT LANDS HEREBY AUTHORIZE VERHAEGEN LAND SURVEYORS TO PREPARE AND SUBMIT THIS DRAFT PLAN OF SUBDIVISION FOR APPROVAL

DATED: FEBRUARY 25, 2021.  
RAYMOND JOSEPH TRACEY  
I HAVE AUTHORITY TO BIND THE CORPORATION

DATED: FEBRUARY 25, 2021.  
DEBORAH DALANE TRACEY  
I HAVE AUTHORITY TO BIND THE CORPORATION

**SURVEYOR'S CERTIFICATE**  
I CERTIFY THAT:  
THE BOUNDARIES OF THE LANDS TO BE SUBDIVIDED AND THEIR RELATIONSHIP TO THE ADJACENT LANDS HAVE BEEN ACCURATELY AND CORRECTLY SHOWN.

DATE: FEBRUARY 25, 2021.  
BRIAN COO  
ONTARIO LAND SURVEYOR

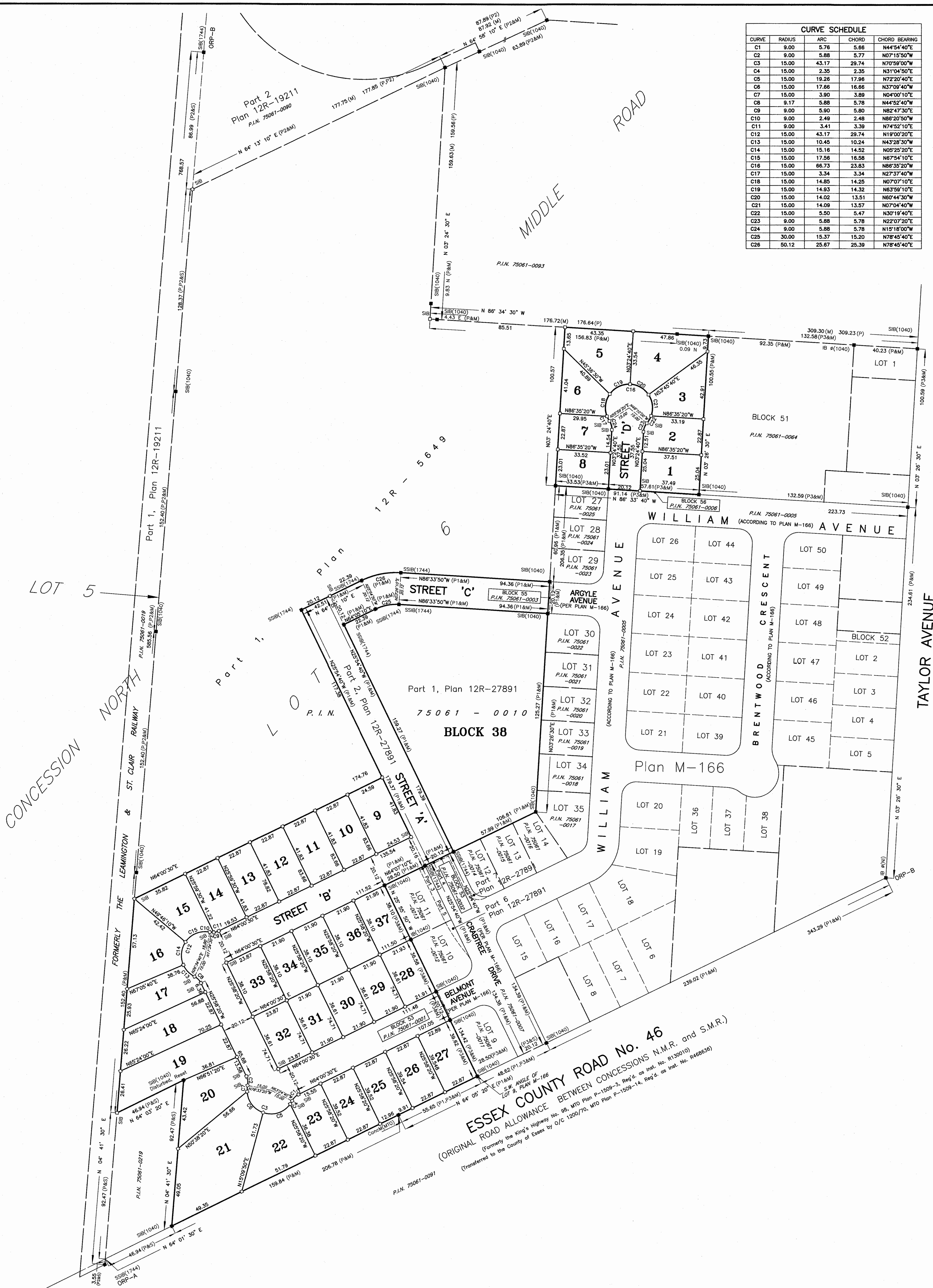
**VERHAEGEN** SURVEYING  
LAND SURVEYORS MAPPING  
A Division of  
J. D. Barnes Limited  
187 TALBOT ST. E. LAKESHORE, ON, N8H 1L8  
T: (519) 322-2375 F: (519) 322-2875 www.jdbarnes.com

DRAWN BY: GMM CHECKED BY: BC REFERENCE NO.: 19-48-054-05  
CAD Date: March 8, 2021 10:22 AM FILE NO.: E-Tilbury West-N.M.R.-6  
CAD File: 19-48-054-05.dwg

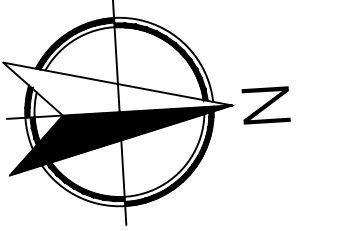
37-T-  
This Draft Plan of Subdivision is approved under ss 51 (31) of the Planning Act on this \_\_\_\_\_, 2021.

REBECCA BELANGER, M.O.P., R.P.P.  
Manager, Planning Services  
County of Essex

**ESSEX COUNTY ROAD No. 46**  
(ORIGINAL ROAD ALLOWANCE BETWEEN CONCESSIONS N.M.R. and S.M.R.)  
(Formerly the King's Highway No. 98, MTO Plan P-1509-3, Reg'd. as Inst. No. R130010)  
(Transferred to the County of Essex by O/C 1200/70, MTO Plan P-1509-14, Reg'd. as Inst. No. R468636)







17-087 - TRACEY PHASE 1 CONCEPT DMS  
JANUARY 2021

DATE: SEP 08, 2020		DATE		REVISIONS		DATE		REVISIONS	



**BAIRD | AE**  
architecture + engineering

27 PRINCESS STREET, SUITE #102  
LEAMINGTON, ONTARIO  
N8R 2X8

1000 - 267 PELLISSIER STREET,  
WINDSOR, ONTARIO  
N9A 6K4

PROJECT TITLE:  
**TRACEY SUBDIVISION**  
PART OF LOT 6, NORTH MIDDLE RD. COMBER LAKESHORE

SHEET TITLE:  
**PROPOSED PHASE AND FUTURE PHASE PLAN**

DATE: SEP 08, 2020	PROJECT NO: <b>17-087</b>
SCALE: 1:1000	
DRAWN BY: P.S.	SHEET NO: <b>23 OF 28</b>
CHECKED BY: M.J.B.	



# CHATHAM TO LAKESHORE LINE PROJECT

**May 25, 2021**



# Background



- Hydro One is committed to energizing life in Southwestern Ontario
- The Chatham to Lakeshore line is one investment we are making to improve reliability for homes and businesses, and power the local economy and region
- Following a yearlong evaluation process, in March 2021, Hydro One announced the preferred route for the new line, which extends through Comber



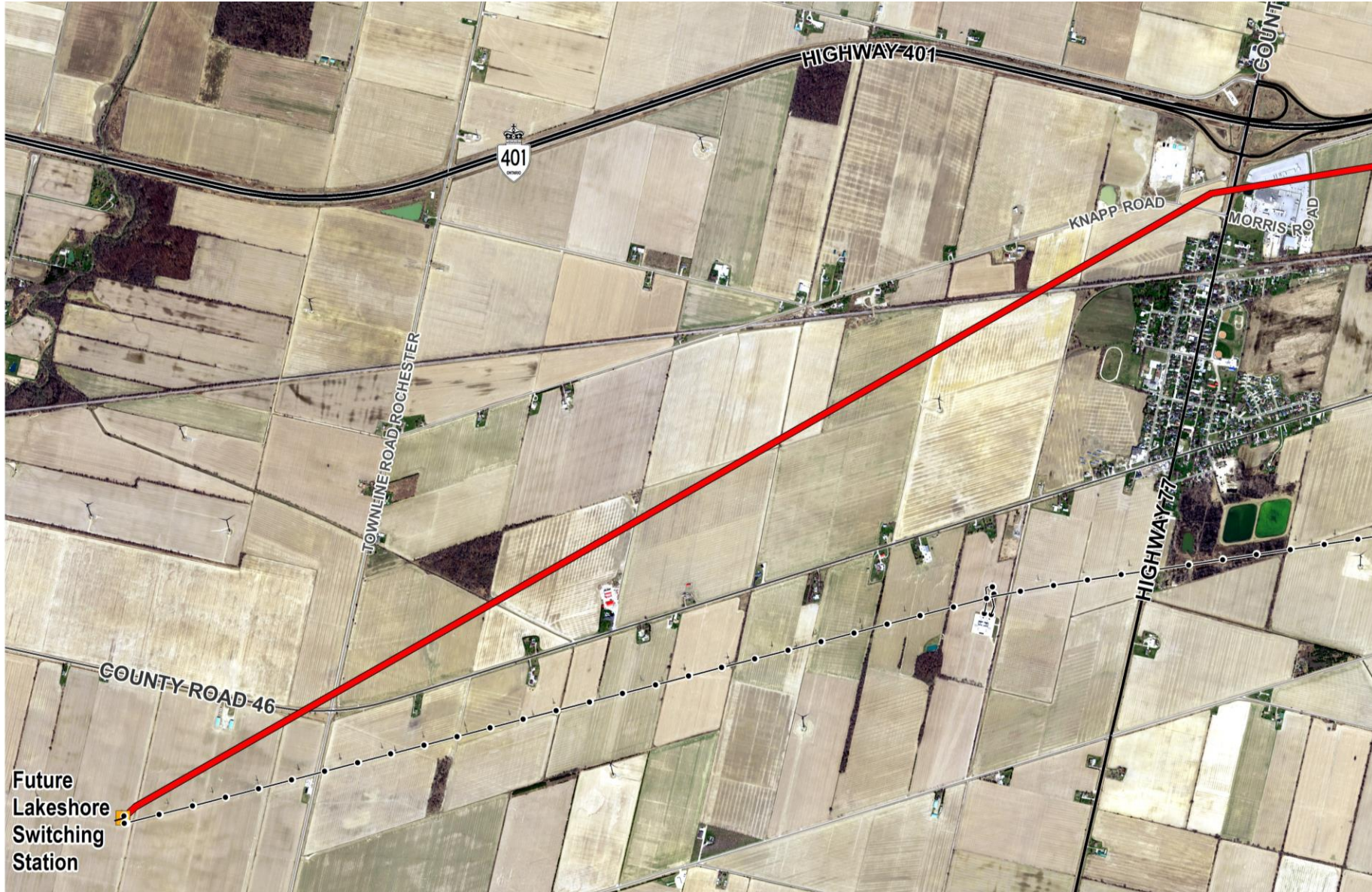
# What We Heard



- We understand the Municipality of Lakeshore has shared concerns regarding potential impacts to future and existing development as well as agricultural lands along the preferred route
- We understand future land use considerations could include a hotel or industrial development such as tool and dye manufacturing
- The Municipality has suggested two route diversions for Hydro One to consider
- We have examined these diversions in comparison to the preferred route, while keeping feedback we heard from all stakeholders top of mind
- We want to share these findings and also review our commitment to working together and with property owners to ensure the community's growth can be maximized



# Preferred Alternative Through Comber





# Route Evaluation Framework



	 Natural Environment	 Socio-Economic Environment	 Technical and Cost	 First Nations and Haudenosaunee Culture, Values and Land Use
Alternative 1A	★★	★★	★★★★★	★
Alternative 1B	★	★★★★★	★★	★
Alternative 1C	★★★★	★	★★	★★★★
Alternative 1D	★★★	★	★	★★
Alternative 2A	★★★★★	★★★★★	★★★★★	★★★★★
Alternative 2B	★★★★★	★★★	★★★★★	★★★★★
Alternative 2C	★★★	★★★	★★	★★★★
Alternative 3	★★★	★★★	★★★★★	★

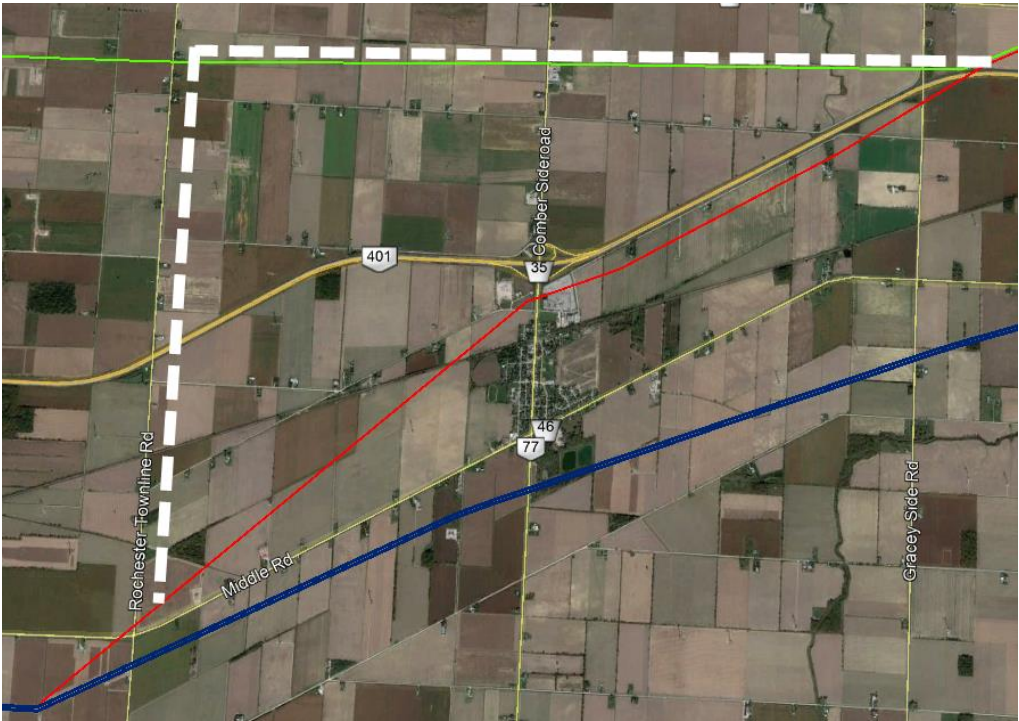
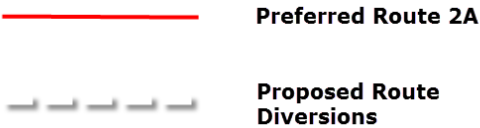
- To select route 2A, an evaluation framework was used, based on project engagement and our understanding of key important considerations
- The suggested diversions were reviewed in comparison to Route 2A



# Route Diversions Suggested by Lakeshore



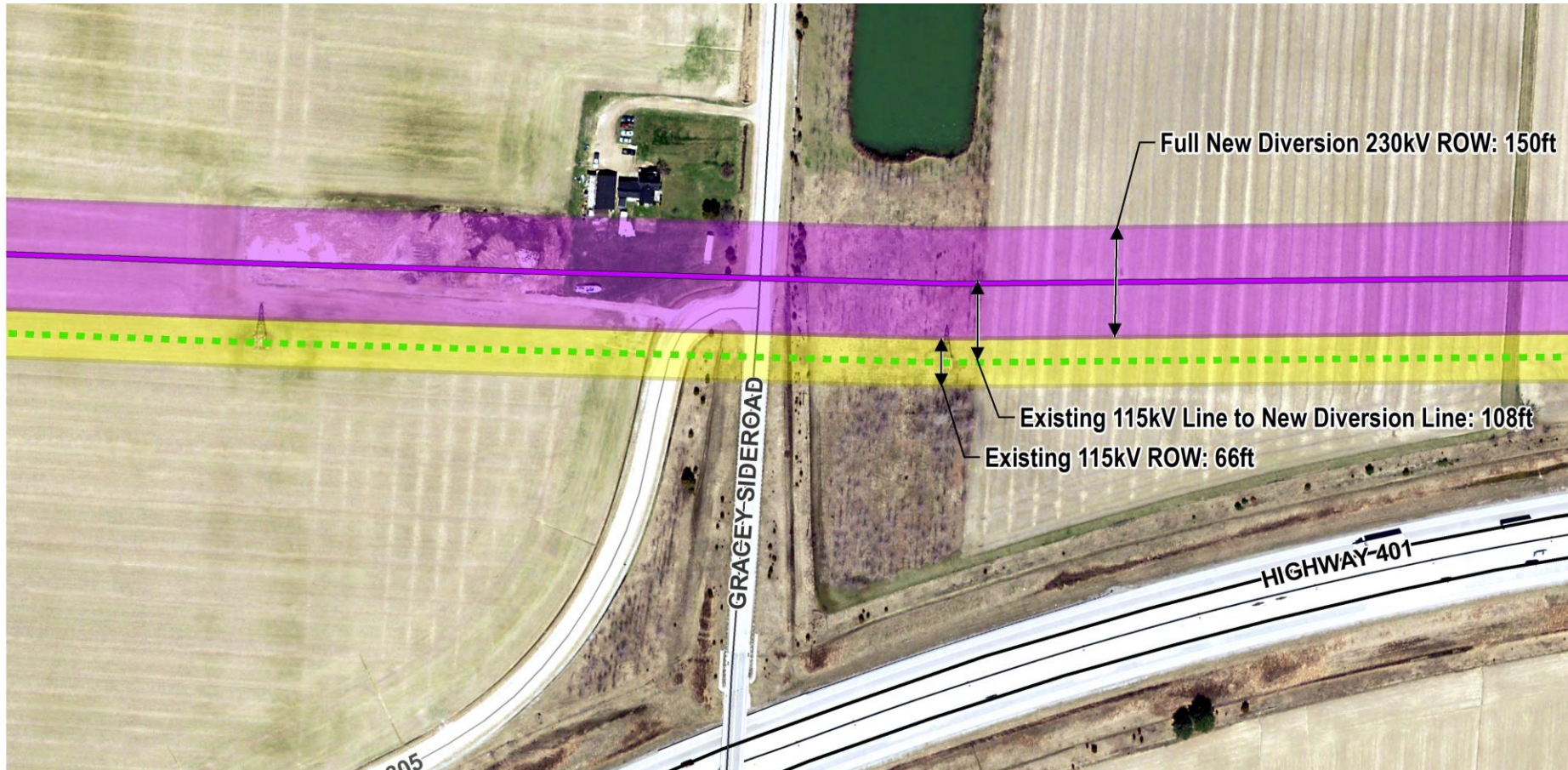
Lakeshore Diversion 1



Lakeshore Diversion 2



# Findings of Proposed Route Diversions: Utilizing Existing Corridors





# Findings of Proposed Route Diversions: Diversion 1 Compared to 2A

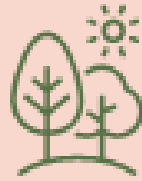
## Fewer Impacts

Designated Employment Lands

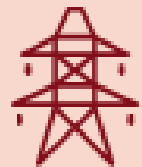


## Greater Impacts

- Species at risk
- Natural hazards, wetlands and floodplain



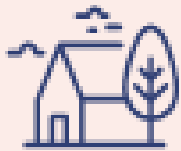
- Line length
- Line angles
- Crossings



- Rare/undisturbed native habitats
- Rare/sensitive species regeneration potential



- Agricultural operations
- Residential buildings, properties or site plans
- Source water protection







# Findings of Proposed Route Diversions: Diversion 2 Compared to 2A


## Fewer Impacts


Designated Employment Lands




## Greater Impacts

- Fish and aquatic habitat
  - Terrestrial & wildlife habitat
  - Species at risk
  - Natural hazards, wetlands and floodplain
  - Designated natural areas
- 

- Line length
  - Line angles
  - Crossings
- 

- Rare/undisturbed native habitats
  - Rare/sensitive species regeneration potential
  - Areas that support fish bearing waters with game fish species
- 

- Agricultural operations
  - Residential buildings, properties or site plans
  - Source water protection
  - Commercial/industrial buildings, properties, site plans or business operations
- 



# Overall Observations



- When compared to route 2A, both route diversions introduce greater adverse net effects
- As such, we will proceed with planning the project with route 2A remaining the preferred alternative and will not be making further refinements

## Our Commitment to the Municipality of Lakeshore

- We know the municipality's ability to develop these lands is important and we believe we have the ability to support Lakeshore's vision of growth and attracting investment to the zoned employment lands
- We believe the line will bring inherent benefits to the area and would like to work together to best integrate our infrastructure
- We will continue to work with individual property owners to mitigate and protect agricultural land



# Supporting Future Development



## Installing Broadband Capacity

- We will install fibre optic telecommunication cables on the new transmission towers for the Chatham to Lakeshore line
- This fibre optic cable can be an enabler for improving broadband capacity in the area by providing the 'backbone' for future broadband infrastructure

## Supporting Community Initiatives

- We are committed to working with the Municipality to identify community initiatives within or near the designated employment lands, which could include supporting a trail system or recreational amenities



# Integrating with Future Planning



Example of Industrial development





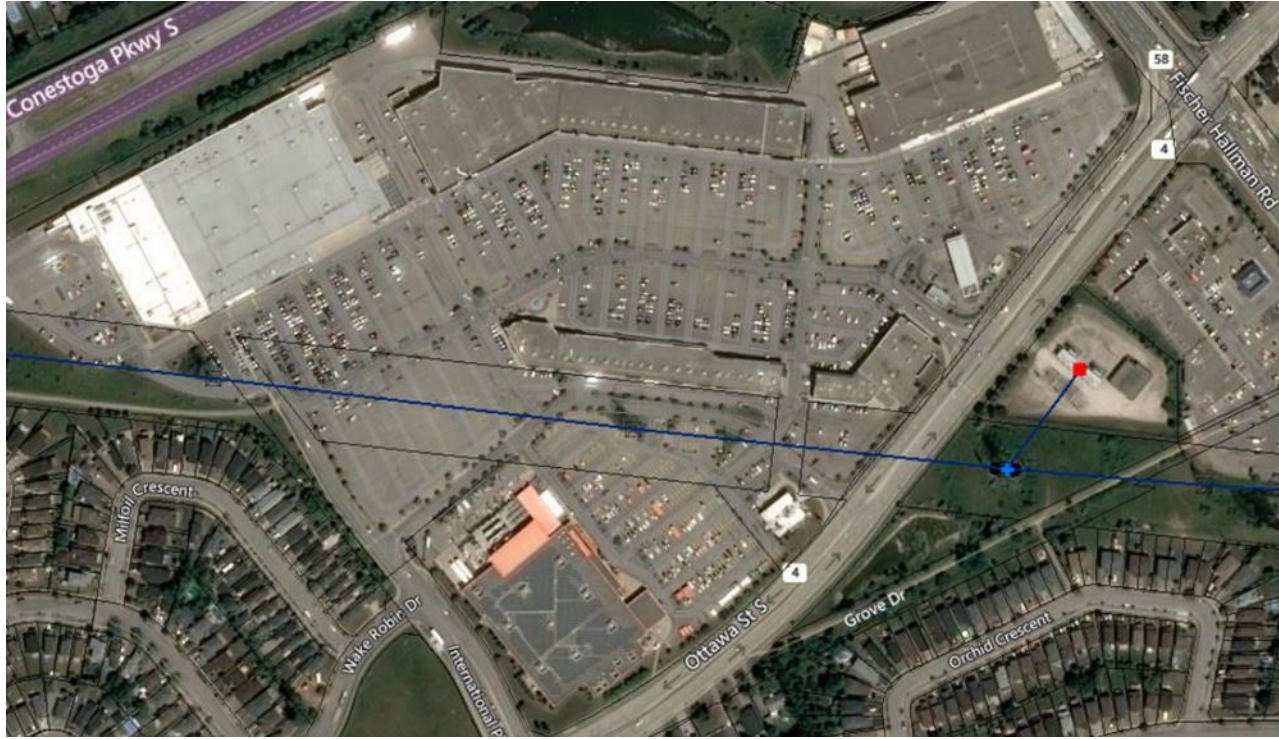
# Integrating with Future Planning



Example of Hotel/Conference Centre with integrated trail and subdivision



# Integrating with Future Planning



Example of Smart Centre/Commercial plaza



# Project Next Steps



- As we continue to design the new line and plan for construction, we will work with land owners to further understand their properties and concerns and where possible continue to refine mitigation solutions
- As part of the next step in the Class Environmental Assessment, we will be releasing a draft Environmental Study Report in June for public review and comment



# Discussion



# Municipality of Lakeshore

## Minutes of the Regular Council Meeting

Tuesday, May 11, 2021, 5:00 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 Building Services Morris Harding, 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, Economic Development Officer Ryan Donally, Fire Chief Don Williamson, Interim Manager of Planning Aaron Hair

---

### 1. Call to Order

Mayor Bain called the meeting to order at 5:04 PM in Council Chambers. All other members of Council participated in the meeting through video conferencing technology from remote locations.

### 2. Closed Session

**150-05-2021**

**Moved By** Councillor Walstedt

**Seconded By** Councillor McKinlay

Council move into closed session in Council Chambers at 5:04 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.

**Carried Unanimously**

### **3. Return to Open Session**

Council returned to open session at 6:11 PM.

### **5. Moment of Reflection**

### **8. Public Meetings under the *Planning Act***

#### **1. Zoning By-law Amendment (ZBA-9-2021) – 6405 Main Street Comber**

Mayor Bain opened the public meeting at 6:22 PM.

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

There were no members of the public registered to speak to the application.

The public meeting concluded at 6:30 PM.

**151-05-2021**

**Moved By** Councillor Kerr

**Seconded By** Councillor McKinlay

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.

**Carried Unanimously**



**9. Public Presentations**

1. **Christina Valente and Dave McLaughlin, WSP - County Wide Active Transportation System (CWATS) Workshop**

**10. Delegations**

1. **Subdivision Amending Agreement River Ridge Phase 6**

**152-05-2021**

**Moved By** Councillor Janisse

**Seconded By** Councillor Walstedt

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.

**Carried Unanimously**

**11. Completion of Unfinished Business**

**12. Consent Agenda**

1. **April 20, 2021 Regular Council Meeting Minutes**
2. **Belle River on the Lake BIA Board Meeting of March 15, 2021**
3. **NAV Canada Aeronautical Study at Windsor International Airport**
4. **City of Windsor - Regional Organic Waste Plan**
5. **City of Windsor - Request for Funding Tree Planting**
6. **Ministry of Municipal Affairs and Housing - Code of Conduct Consultation**
7. **Petition - Request for Speed Limit Reduction on County Rd. 34**
8. **Town of Fort Erie - Source Water Protection Legislation**
9. **Township of Archipelago - Road Management Action on Invasive Phragmites**



**153-05-2021****Moved By** Councillor McKinlay**Seconded By** Councillor Santarossa

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

**Carried Unanimously****154-05-2021****Moved By** Councillor Kerr**Seconded By** Councillor McKinlay

Defer consideration of the resolution by the City of Windsor regarding the Windsor Essex Solid Waste Authority Regional Organic Waste Plan pending Council's receipt of a report with information regarding the Plan.

In Favour (5): Mayor Bain, Deputy Mayor Bailey, Councillor Janisse, Councillor Kerr, and Councillor McKinlay

Opposed (3): Councillor Wilder, Councillor Santarossa, and Councillor Walstedt

**Carried****155-05-2021****Moved By** Councillor McKinlay**Seconded By** Councillor Walstedt

Support the resolution by the City of Windsor regarding a Request for Funding Tree Planting.

**Carried Unanimously****156-05-2021****Moved By** Deputy Mayor Bailey**Seconded By** Councillor McKinlay

Appoint Councillor Santarossa to represent the Municipality of Lakeshore for the Code of Conduct consultation process by the Ministry for Children and Women's Issues.

In Favour (5): Deputy Mayor Bailey, Councillor Santarossa, Councillor Kerr, Councillor Walstedt, and Councillor McKinlay

Opposed (3): Mayor Bain, Councillor Wilder, and Councillor Janisse

**Carried**



**157-05-2021**

**Moved By** Councillor Walstedt

**Seconded By** Councillor Wilder

Accept the petition regarding a request for a speed limit reduction on County Road 34 and send to the County of Essex for consideration; and support a reduction of 50 km/h to be consistent with the west side of the road.

**Carried Unanimously**

**158-05-2021**

**Moved By** Councillor McKinlay

**Seconded By** Councillor Wilder

Support the resolution by the Town of Fort Erie regarding Source Water Protection Legislation.

**Carried Unanimously**

**159-05-2021**

**Moved By** Councillor Walstedt

**Seconded By** Councillor Kerr

Support the resolution by the Township of Archipelago regarding Road Management Action on Invasive Phragmites.

**Carried Unanimously**

### **13. Reports for Information**

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



**160-05-2021**

**Moved By** Councillor McKinlay

**Seconded By** Councillor Kerr

Receive the Reports for Information as listed on the agenda.

**Carried Unanimously**

**161-05-2021**

**Moved By** Councillor Wilder

**Seconded By** Councillor Walstedt

Forward the Quarterly Building Activity Report – 2021 Q1 to the County of Essex.

**Carried Unanimously**

Mayor Bain called a recess at 8:05 PM and reconvened the meeting at 8:15 PM.

**162-05-2021**

**Moved By** Councillor Wilder

**Seconded By** Councillor Janisse

Bring forward Item 14.3.

**Carried Unanimously**

#### **14. Reports for Direction**

##### **3. 2021 Fire Safety Grant**

**163-05-2021**

**Moved By** Councillor Wilder

**Seconded By** Councillor Santarossa

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".

**Carried Unanimously**



### 13. Reports for Information

**164-05-2021**

**Moved By** Councillor Santarossa

**Seconded By** Councillor Walstedt

Receive the Amy Croft Secondary Planning Area, Sanitary Sewer Conveyance Update for information.

**Carried Unanimously**

### 14. Reports for Direction

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

**165-05-2021**

**Moved By** Councillor Santarossa

**Seconded By** Councillor Walstedt

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”.

**Carried Unanimously**

#### 2. 2020-2021 MECP Drinking Water Inspections

**166-05-2021**

**Moved By** Councillor Janisse

**Seconded By** Councillor Kerr

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.

**Carried Unanimously**



**4. Atlas Tube Recreation Centre Park Master Plan Phasing Plan**

**167-05-2021**

**Moved By** Councillor Janisse

**Seconded By** Councillor Wilder

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.

In Favour (5): Deputy Mayor Bailey, Councillor Wilder, Councillor Janisse, Councillor Santarossa, and Councillor Kerr

Opposed (3): Mayor Bain, Councillor Walstedt, and Councillor McKinlay

**Carried**

**15. Announcements by Mayor**

**16. Reports from County Council Representatives**

Deputy Mayor Bailey provided a verbal report regarding County of Essex Council matters.

**17. Report from Closed Session**

**18. Notices of Motion**

**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)**
- 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)**
- 3. By-law-40-2021, Being a By-law for the Middle Road Drain Enclosure Improvements**
- 4. By-law 41-2021, Being a By-law for the Moison Creek Drain**
- 5. By-law 42-2021, Being a By-law to Confirm Proceedings of Council for April 20, 2021**
- 6. By-law 43-2021, Being a By-law to authorize the execution of a Subdivision Amending Agreement pertaining to River Ridge (Phase 6)**



**168-05-2021**

**Moved By** Councillor Santarossa

**Seconded By** Deputy Mayor Bailey

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.

**Carried Unanimously**

**19. Question Period**

**169-05-2021**

**Moved By** Councillor McKinlay

**Seconded By** Councillor Walstedt

Request that the Province of Ontario lower the speed limit on the Highway 401 overpass on Highway 77 from 80 km/h to 50 km/h.

**Carried Unanimously**

**22. Adjournment**

**170-05-2021**

**Moved By** Councillor Walstedt

**Seconded By** Deputy Mayor Bailey

Council adjourn its meeting at 9:30 PM.

**Carried Unanimously**

---

Tom Bain  
Mayor

---

Kristen Newman  
Clerk





Tom Bain  
Mayor, Town of Lakeshore  
419 Notre Dame St.  
Belle River, ON NOR 1A0

May 7, 2021

By email:

Dear Tom,

On December 11<sup>th</sup>, 2020, the House of Commons passed a motion introduced by Conservative MP Todd Doherty, through unanimous consent, to bring a national 3-digit suicide prevention hotline line to Canada.

**That, given that the alarming rate of suicide in Canada constitutes a national health crisis, the House call on the government to take immediate action, in collaboration with our provinces, to establish a national suicide prevention hotline that consolidates all suicide crisis numbers into one easy to remember three-digit (988) hot- line that is accessible to all Canadians.**

We're asking all municipalities across Canada to consider passing a motion similar, to the one below. In order to make 988 a reality, we must continue to put pressure on the government and the Canadian Radio-television and Telecommunications Commission (CRTC).

The past year has been a challenging year. Lives and livelihoods have been lost. We have begun to see the devastating impacts that COVID has had, through isolation, on the mental health of Canadians. The rates of suicide continue to rise. As elected officials and as leaders, and especially during this period of difficulty as a nation, Canadians are counting on all of us to make a difference.

Please consider passing this motion as soon as possible.

Sincerely,

Dave Epp  
Member of Parliament  
Chatham-Kent Leamington







**Draft motion:**

Support for 988 Crisis Line

WHEREAS the Federal government has passed a motion to adopt 988, a National three-digit suicide and crisis hotline;

AND WHEREAS the ongoing COVID-19 pandemic has increased the demand for suicide prevention services by 200 per cent;

AND WHEREAS existing suicide prevention hotlines require the user to remember a 10-digit number and go through directories or be placed on hold;

AND WHEREAS in 2022 the United States will have in place a national 988 crisis hotline;

AND WHEREAS the Town of Lakeshore recognizes that it is a significant and important initiative to ensure critical barriers are removed to those in a crisis and seeking help;

NOW THEREFORE BE IT RESOLVED THAT the Town of Lakeshore endorses this 988 crisis line initiative;

and that Staff be directed to send a letter indicating such support to the local MP, MPP, Federal Minister of Health, the CRTC and local area municipalities to indicate our support.





**Ministry for  
Seniors  
and Accessibility**

**Ministère des Services  
aux aînés et de  
l'Accessibilité**



Minister

Ministre

College Park  
777 Bay Street  
5<sup>th</sup> Floor  
Toronto ON M7A 1S5

College Park  
777, rue Bay  
5<sup>e</sup> étage  
Toronto (Ontario) M7A 1S5

May 7, 2021

Dear Mayor, Reeve and Members of Council:

I am writing to invite you to submit a nomination for the 2021 [Senior of the Year Award](#).

Our seniors have worked hard to help to build this great province that all Ontarians enjoy today. This award gives each municipality in Ontario the opportunity to honour one of their outstanding local seniors and the contributions they've made to enrich the social, cultural, or civic life of their community.

**This year, the nomination deadline has been extended to May 31, 2021.**

For more information and to download the nomination form, please visit the [Senior of the Year](#) webpage. Once you submit a nomination, a personalized certificate with your nominee's name will be sent to you. I encourage you to present it to your nominee in June in conjunction with Seniors' Month.

I would also encourage you to promote Seniors Month in your community, as much as possible. This year's theme is Stay Safe, Active and Connected. For more information, keep checking the Seniors' Month webpage: [Celebrating seniors in Ontario](#).

The government of Ontario is proud to work with municipalities on this initiative. Seniors have generously offered their time, knowledge and expertise to make this province a great place to live, and it is important we recognize those valuable contributions.

If you have any questions about the 2021 Senior of the Year Award, please contact the Volunteer Recognition team at [OntarioVolunteerServiceAwards@ontario.ca](mailto:OntarioVolunteerServiceAwards@ontario.ca).

Thank you in advance for your support of local seniors and Seniors' Month.

Sincerely,



Raymond Cho  
Minister for Seniors and Accessibility



**Ministry for  
Seniors  
and Accessibility**

**Ministère des Services  
aux aînés et de  
l'Accessibilité**



Minister

Ministre

College Park  
777 Bay Street  
5<sup>th</sup> Floor  
Toronto ON M7A 1S5

College Park  
777, rue Bay  
5<sup>e</sup> étage  
Toronto (Ontario) M7A 1S5

Le 7 mai 2021

Monsieur le Maire/Madame la Mairesse, Préfet et Membres du Conseil,

Je vous écris pour vous inviter à soumettre une candidature pour le [Prix de la personne âgée de l'année de l'Ontario](#) pour 2021.

Nos aînés ont travaillé fort pour bâtir la merveilleuse province dont peuvent profiter aujourd'hui tous les Ontariens et toutes les Ontariennes. Ce prix offre l'occasion à chaque municipalité de l'Ontario de rendre hommage à l'un des remarquables aînés de sa région et de souligner ses contributions ayant permis d'enrichir la vie sociale, culturelle ou citoyenne de sa communauté.

**Cette année, la date limite pour la soumission des candidatures a été reportée au 31 mai 2021.**

Pour en savoir plus ou télécharger le formulaire de mise en candidature, consultez la page Web du [Prix de la personne âgée de l'année de l'Ontario](#). Une fois que votre candidature est soumise, un certificat personnalisé, comprenant le nom de votre candidat ou candidate, vous sera envoyé. Je vous encourage à le présenter au récipiendaire en juin, dans le cadre du Mois des aînés.

Je vous encourage également à promouvoir le plus possible le Mois des aînés dans votre collectivité. Le thème de cette année est « Rester en sécurité, actif et branché ». Pour en savoir plus, consultez régulièrement la page Web du Mois des aînés : [Hommage aux personnes âgées de l'Ontario](#).

Le gouvernement de l'Ontario est fier de collaborer avec les municipalités dans le cadre de cette initiative. Les aînés offrent généreusement leur temps, leurs connaissances et leurs compétences pour faire de notre province un endroit où il est agréable de vivre, et il est important que nous soulignons leurs précieuses contributions.



Si vous avez des questions au sujet du Prix de la personne âgée de l'année 2021, communiquez avec l'Unité de la reconnaissance des bénévoles à [OntarioVolunteerServiceAwards@ontario.ca](mailto:OntarioVolunteerServiceAwards@ontario.ca).

Merci à l'avance du soutien que vous offrez aux aînés de votre région et de vos efforts visant à souligner le Mois des aînés.

Cordialement,

A handwritten signature in black ink that reads "Raymond Cho". The signature is fluid and cursive, with the first name "Raymond" and the last name "Cho" clearly distinguishable.

Raymond Cho  
Ministre des Services aux aînés et de l'Accessibilité



May 19, 2021

To: Windsor-Essex County Chief Administrative Officers (CAOs)

**Boat Launches and Marinas**

In follow up to recent questions we have received regarding boat launches and marinas under the [Reopening Ontario Act](#), we have further consulted with our legal counsel and discussed this internally with our departments responsible for enforcement.

We would consider boat launches as an outdoor recreational amenity under s.4 (3) Schedule of Ontario Regulation 82/20 and as such are required to be closed except for the purpose of maintenance, safety, and/or law enforcement. Given the intent of the regulation and the case counts across the province, it is our interpretation that boat launches should be closed under the restrictions for outdoor amenities.

The WECHU recognizes that boat launches are not expressly identified in the regulation however it is our interpretation that this does not preclude their closure and would be inconsistent with language for marinas. Under the regulation, parks are permitted to be open and specific outdoor amenities common to parks are identified as must be closed. Given that boat launches are not a common element of a park they are not included in this listing.

Sincerely,



Dr. Wajid Ahmed, MBBS, MAS, MSc, FRCPC  
Medical Officer of Health



# Municipality of Lakeshore - Report to Council

## Community & Development Services

### Building Services



**To:** Mayor & Members of Council

**From:** Tammie Ryall, Director of Community and Development Services

**Date:** May 14, 2021

**Subject:** Accessibility Advisory Committee, February 9, 2021 Meeting Minutes

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### Recommendation

This report is for information only.

### Background

The purpose of the Accessibility Advisory Committee is to provide advice to Council on accessibility-related issues and matters to identify and break down barriers for people with disabilities in the Municipality of Lakeshore.

### Comments

The February 9, 2021 Accessibility Advisory Committee meeting minutes, as adopted at the May 4, 2021 meeting, are attached as Appendix 1.

### Financial Impacts

There are no financial impacts from this report.

**Attachment:** Accessibility Advisory Committee Meeting Minutes, February 9, 2021.



## Report Approval Details

Document Title:	Accessibility Advisory Committee February 9, 2021 Meeting Minutes.docx
Attachments:	- Attachment 1 Feb 9 2021- Lakeshore Accessibility Advisory Committee Meeting Minutes.pdf
Final Approval Date:	May 19, 2021

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

Rosanna Pellerito

Kristen Newman

Truper McBride





**Municipality of Lakeshore Minutes of the  
Accessibility Advisory Committee Meeting  
Held Virtually Tuesday, February 9, 2021 at 2:30 PM**

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Members Present: Mayor Tom Bain  
Carol Pavlov, Rolf Keller, Lydia Williams, Joe Matz

Staff Present: Manager of Communications & Strategic Initiatives,  
Rita Chappell

**Call to Order**

Chair Keller called the meeting to order at 2:41 PM.

**Disclosures of Pecuniary Interest**

None noted.

**Adoption of the Minutes**

**The Accessibility Advisory Committee Minutes of November 17, 2020**

**02-9-2021 – Williams/Pavlov**

Revise Delegation comments to include indoor and outdoor when referencing the plans.

Add Williams / Bailey to 02/11/2020 Motion

That the November 17, 2020 Accessibility Advisory Committee Meeting Minutes be approved.

**Carried**



## **Delegation**

None

## **Old Business**

- a) LAAC Table Cover / Banner / Flag. Discussion ensued regarding the design of these items. The Committee determined the Banner shall not be the indoor pull-up version but one that can be hung from a tent during an event. Municipal Liaison Chappell to email designs to entire committee for review and comment. Report to Council slated for February 16 meeting to obtain approval for purchase of items.
- b) ECAAC Joint AAC Meeting with County Municipalities is scheduled for March 11, 2021. Committee Chair and Vice Chair along with Municipal Liaison are invited to attend.
- c) Municipal Liaison Chappell has applied for the Complimentary RHFAC accessibility rating of Atlas Tube Centre and will notify the committee once she has received a response on the application.
- d) LAAC Committee members are encouraged to email Municipal Liaison Chappell with 2-3 goals for the committee by March 31 so they can be compiled and discussed at the May 4 meeting. LAAC Chair Keller to inquire with the County of Essex AAC to determine if they have goals as requested by Mayor Bain.

## **New Business**

- a) Accessibility Professional Network webinar Feb. 4. Member Williams provided a brief overview of the webinar which focused on building accessibility.
- b) Accessibility Professional Network Virtual Conference March 11-12. Chair Keller and Member Williams have registered for this conference. Other members who are interested must contact Municipal Liaison Chappell if they are interested in attending.
- c) The Dave C Onley Leadership in Accessibility Awards is open for nominations until February 26, 2021. Municipal Liaison Chappell to email link to members if they are interested in nominating someone. Mayor



Bain stated it may hold more weight if a nomination comes from the committee.

**d) Date of Next Meetings**

Please ensure you have the following meeting dates noted on your calendar.

- May 4, 2021 at 2:30 PM
- September 14, 2021 at 2:30 PM
- November 2, 2021 at 2:30 PM

**Adjournment**

**09-Feb-2021 – Matz / Pavlov**

That the meeting adjourn at 3:30 PM.

**Carried**



## **Municipality of Lakeshore - Report to Council**

### **Chief Administrative Officer**



**To:** Mayor & Members of Council  
**From:** Truper McBride, Chief Administrative Officer  
**Date:** May 3, 2021  
**Subject:** 2019-2022 Strategic Plan Update

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### **Recommendation**

This report is for information only.

### **Background**

A Strategic Planning Session was held remotely at a Special meeting of Council March 31, 2021. The intent of this session was to confirm that the current Strategic Plan continues to align with Council's priorities and to present projected multi-year capital and operating impacts.

Administration verbally presented to Council a progress report on key initiatives and actions on how Council and staff will achieve these goals and priorities. Administration also presented to Council the following plans:

- 5 Year Roads Plan
- Gravel Conversion Plan
- 5 Year Parks Plan
- Financial Plan
- By-law Development Process
- List of By-laws.

### **Comments**

There were no formal changes required to the Strategic Plan as a result of the discussions held at the Strategic Planning Session March 31, 2021.

Attached as appendices to this report are the 2019 – 2022 Strategic Plan and the 2019 – 2022 Strategic Plan Progress Report as presented at the March 31, 2021 Special Council meeting. The 2019 – 2022 Strategic Plan has been revised to include our new name 'Municipality of Lakeshore' and the following completed Strategic Initiatives:



- 5 Year Parks Implementation Plan
- Employment Land Study
- West Beach/Marina/Lakeview Park Master Plan
- 5 Year Roads Program
- Service Delivery Review
- Organizational Review
- Community Survey

The appendices provided in the earlier Strategic Plan Report are provided for information regarding attaining the objectives set out in the Strategic Plan but do not form part of the Plan. Should Council wish to make changes to the priorities as articulated in the presentations, a motion will be required. Otherwise Administration will proceed as stated in the Plans.

In 2022, Administration will provide Council with a progress report on the implementation of the Strategic Plan which will once again include a review of the strategic priorities and progress indicators to ensure they continue to align with Council's strategic goals. Administration will begin to provide financial updates and forecasting to Council as part of the strategic planning process.

Administration anticipates to have most of the Strategic Initiatives completed by mid-next year. The Corporate Leadership Team will continue to measure, evaluate and report the results and determine the success of the municipality based on the vision and mission values.

### **Financial Impacts**

There are no immediate impacts. Financial implications will be identified in the draft 2022 Budget.

### **Attachments:**

Appendix A – 2019 – 2022 Revised Strategic Plan

Appendix B – 2019 – 2022 Strategic Plan Progress Report



## Report Approval Details

Document Title:	2021 Update to 2019 to 2020 Council Strategic Plan.docx
Attachments:	- Appendix A 2019-2022 Revised StrategicPlan-May 2021.pdf - Appendix B Strategic Plan Progress Report.pdf
Final Approval Date:	May 6, 2021

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

Truper McBride

Rosanna Pellerito

Kristen Newman

Truper McBride





2019-2022

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# Lakeshore's Strategic Plan



OUR COMMUNITIES. OUR HOME.





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# Executive Summary

The Strategic Plan is built upon the foundation of core business that the Municipality of Lakeshore provides and spends most of its resources and focus on. The Strategic Plan provides the key direction for the Municipality to ensure that the organization is addressing the issues that the municipality faces today and will face in the future.

*Welcome to Lakeshore*

## Sustainable Community Development

Council is committed to engaging our communities to develop individual community plans that address and enhance their local character and identity as well as directing future public investment.

Moving forward with Secondary Plans, Regional Park Plans and an Employment Land Study will assist the municipality in being deliberate in the way Lakeshore will grow by ensuring balance between economic, social, and environmental objectives that complement our existing communities.

Council has expressed interest in enhancing the municipality's economic development and tourism service offerings in order to promote Lakeshore as the premier place to live work and play.

## Infrastructure and Roads

*Roads, roads, roads.*

Council has prioritized the maintenance and upgrades to local roads to keep up with growth and enhance service levels. This includes improvement and resurfacing of existing roads and safe access for pedestrians.

To address aging infrastructure, the municipality will continue waterline and water meter replacements.

In order to prevent sewer system backups, strains and interruptions, the municipality will continue to prioritize investment in sewer and inflow and infiltration systems.



# Shoreline protection and investment in the long term resiliency of our communities

With fluctuating water levels and changing weather patterns, the municipality will embark on developing a **Climate Adaptation Strategy** and a Shoreline **Management Plan** to establish the science to inform future land use decisions and ensure resilience of public assets and interests.



## Fiscal Sustainability

The Municipality respects the hard earned tax dollars provided by its citizens and stakeholders.

The Municipality will establish a healthy and robust fiscal reserve program and establish an investment policy in order to manage sustainable tax rate increases and support the municipality’s current and future needs and expectations of a growing community.

The Municipality will establish a 10 year capital budget and multi-year operational budget to inform a broader 10 year financial plan for the municipality.

## Organizational Excellence

The Municipality will make strategic internal investments to enhance customer service, service delivery, and resourcing to address the growing expectations brought about by recent population growth.

The Municipality will provide enhanced focus on improving internal and external communication by leveraging new technologies and creative public engagement to support transparent and inclusive decisionmaking.

# Introduction

The 2019—2022 Priorities of Council

In July, 2019 Council met with Senior Municipal Administration to establish the strategic direction and key priorities of the municipality for the 2019—2022 term. Council will revisit these strategic priorities and measure progress annually, making adjustments as needed in order to ensure progress is made towards the Municipality’s vision statement. The priorities outlined in this Strategic Plan will provide direction for Administration in the development of yearly business plans and division budgets.





“

A small group of thoughtful people could change the world. Indeed, it's the only thing that ever has.

*Margaret Mead*

## Context and Connection to Decision Making

### Our Vision for Lakeshore

A progressive Municipality of healthy, integrated communities.

### Our Mission Statement

To nurture a unified Municipality that sees possibility, inspires innovation and realizes potential.



This Strategic Plan for the Municipality of Lakeshore is intended to provide high level direction for the organization. Based on an analysis of key trends affecting the Municipality and the previous Strategic Plan, this Strategic Plan gives guidance for Administration as it moves forward to implement Council's Vision Lakeshore.

The objective of this plan is to provide clarity on direction to allow for all levels of plans, actions and activities of the Municipality to align with Council's strategy, and with one another. Building on the vital day-to-day services that the Municipality provides to the community, this Strategic Plan indicates where the organization should focus its efforts in order to meet the challenges of the current environment as effectively as possible.





# The Strategic Plan is composed of three elements:

- 1

**Guiding Themes** are overarching ideas and principles the Municipality will use to guide business plans and actions. They are defined as those areas of greatest importance in the future success of the Municipality and ones where the municipality has a high capacity to influence changes required. Each Guiding Theme is supported and clarified by a descriptive statement that follows to assist Administration and the public in interpreting Council's priorities.
- 2

**Strategic Directions** refer to high level focus areas to which Administration will develop yearly business plans to support. The Strategic Directions focus on strategic matters as opposed to routine day-to-day items.
- 3

**Progress Indicators** are means by which Council and Administration can review progress on identified Strategic Directions. Often the Progress Indicators are priority projects that will demonstrate action towards Council's future vision for Lakeshore. Draft timelines for completion have been provided to demonstrate the potential sequencing of strategic work priorities.





# Monitoring and Communicating Progress

This Strategic Plan will help guide Council and Administration in carrying out their strategic directions and ensure the appropriate resources are allocated in order to meet those priorities.

The Municipality of Lakeshore Administration has developed progress indicators to deliver the strategic directions outlined by Council.

This Strategic Plan is a 'living document' which means it is intended to undergo an iterative review process each year to front end the yearly business planning process and budget development.

In order to facilitate continuous evaluation, learning and improvement, it is important for Municipal leadership to have a clear and effective evaluation and reporting process in order to inform the yearly review process.



## This Evaluation and Reporting Process includes:

- STEP  
01

**Identifying Strategic Links**  
Every element of a Division business plan should align with a Strategic Direction(s). When creating business plans, the Leadership Team will identify which Strategic Direction(s) their business plans and budget requests align with.
- STEP  
02

**Sort actions by Guiding Themes. Review status and provide feedback to the Corporate Leadership Team (CLT).**  
With the cross-reference to the Strategic Plan in place, the cumulative activities under each Guiding Theme can be evaluated to determine if adequate resourcing is available.
- STEP  
03

**Corporate Leadership Team (CLT) Evaluation.**  
After organizing actions under each guiding theme, CLT will evaluate the organization's progress at the strategic level. Once the evaluation is completed by the CLT, quarterly reports on progress are presented to Council and reported to the public.



# 1

## Priority One



## Sustainable Community Development

Guiding Theme: The Municipality of Lakeshore supports and encourages complete community development that balances economic, social and environmental considerations.



Strategic Directions	Progress Indicators	Completed
1.1 Promote Lakeshore as the premier place to live work and play in southern Ontario.	Draft Wallace Woods Secondary Plan presented to Council in 2020 ATC Park Master Plan 2020 5 Year Parks Implementation Plan 2020 Employment Land Study	Completed Completed
1.2 Develop area-specific community plans (to include CIP's) that addresses and enhances the local character and identity of Lakeshore's communities.	Draft Lighthouse Cove Community Plan 2020 Community Improvement Plans for existing communities 2021	
1.3 Leverage the lake as a community amenity which includes clean-up and improved access.	West Beach/Marina/Lakeview Park Plan with detailed design and phase 1 construction in 2021.	Completed
1.4 Encourage Economic Development and Tourism	Update the Municipality of Lakeshore Economic Development Strategy 2021	



# 2

## Priority Two



### Roads and Infrastructure Investment

Guiding Theme: The Municipality of Lakeshore is committed to investing in roads and infrastructure, supported by an Asset Management Plan, to keep people moving and the municipality running.

Strategic Directions	Progress Indicators	Completed
2.1 Maintain and upgrade roads	Develop an ongoing 5 Year Roads Program 2020  Ongoing yearly implementation of 5 Year Roads Program	Completed
2.2 Improve water and wastewater systems in particular in rural areas (i.e. Lighthouse Cove)	Implementation of recommendations from the Lighthouse Cove Secondary Plan 2022	
2.3 Support the efficient movement of people and the strategic movement of goods throughout Lakeshore	Develop new Transportation Master Plan in 2022 to be completed in 2023	



3

Priority Three

Shoreline Protection and Community Resiliency

Guiding Theme: The Municipality of Lakeshore will respect the ecological integrity of Lake St. Clair and our riparian environments. As temperatures, rain patterns and water levels continue to fluctuate, Lakeshore will invest in the long term resiliency of our communities.

Strategic Directions	Progress Indicators	Completed
3.1 Ensure the long term resiliency of Lakeshore communities	Shoreline Management Plan complete in 2020	
3.2 Ensure the resiliency of Municipal assets and services in the face of fluctuating water levels and weather patterns	Develop Lakeshore Climate Adaptation Strategy 2022	



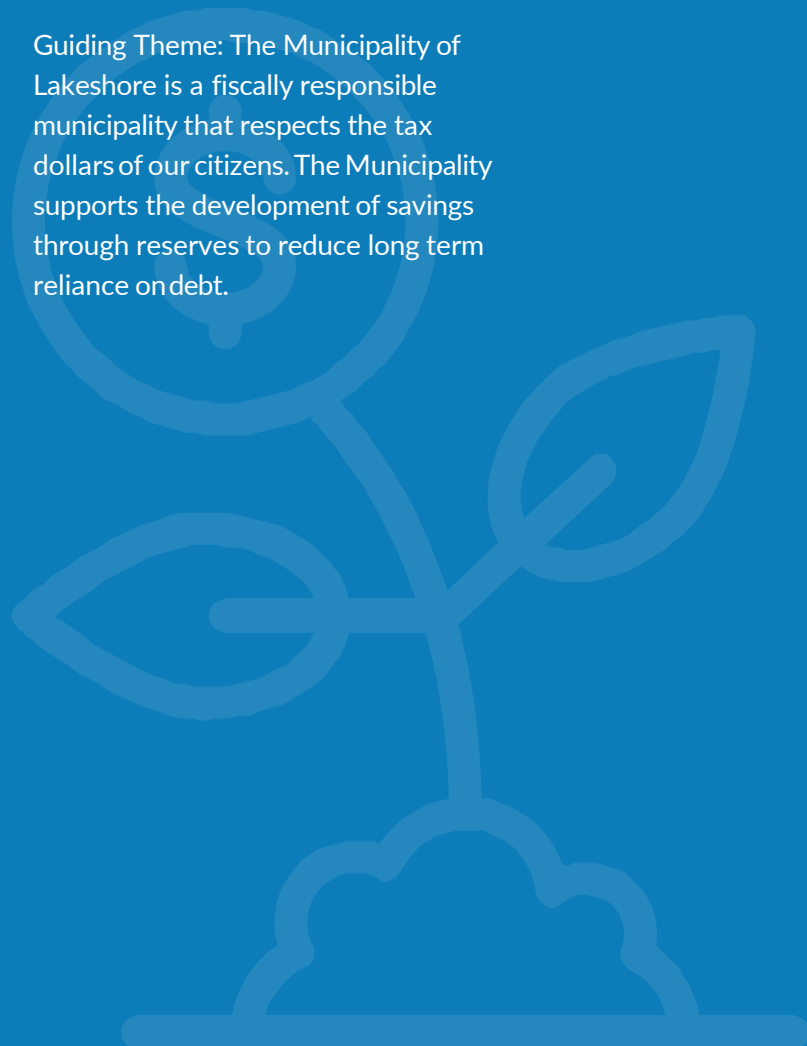
# 4

## Priority Four



## Financial Sustainability

Guiding Theme: The Municipality of Lakeshore is a fiscally responsible municipality that respects the tax dollars of our citizens. The Municipality supports the development of savings through reserves to reduce long term reliance on debt.



Strategic Directions		Progress Indicators	Completed
4.1	Manage sustainable increases to the tax rate to support changing community expectations and service levels	Undertake Service Level Review in 2019  Establish an Investment Policy for monies in Reserve Accounts  Establish multi-year budgeting process 2022  Establish a 10 year capital plan	Completed
4.2	Support future needs through well-funded and healthy reserves	Develop reserve benchmarking indicators to accompany budget and variance meetings	



# 5

## Priority Five



## Organizational Excellence

Guiding Theme: The Municipality of Lakeshore is a dynamic organization and employer of choice that encourages continuous improvement, innovation and accountability from our employees.



Strategic Directions	Progress Indicators	Completed
5.1 Align service delivery with community expectations	Undertake Service Delivery Review 2020  Undertake Organizational Review to align levels of service with staffing requirements 2020  Undertake statistically accurate Community Survey to receive residents feedback on quality of life and service expectations	Completed  Completed  Completed
5.2 Enhance internal and external communications	Establish Customer Service Standards	
5.3 Adopt a leadership role within the Essex Region	Regional Leadership with the County Official Plan	
5.4 Support succession planning and training for staff	Succession Plan for staff 2023  Leadership training program review in 2021, adoption in 2022	





Municipality of Lakeshore  
419 Notre Dame St.  
Belle River, Ontario, NOR 1A0

Phone: 519-728-2700  
Toll Free: 1-877-249-3367  
Fax: 519-728-9530

  [LAKESHORE.CA](http://LAKESHORE.CA)



## **Municipality of Lakeshore - Report to Council**

### **Chief Administrative Officer**



**To:** Mayor & Members of Council  
**From:** Truper McBride, Chief Administrative Officer  
**Date:** March 22, 2021  
**Subject:** 2019 – 2022 Strategic Plan Progress Report

---

### **Recommendation**

This report is for information only.

### **Background**

The last Strategic Planning Session for Council and Administration was held remotely at a Special Meeting of Council May 7, 2020. The intent of the session was to review the existing Strategic Plan to ensure it still reflects each of Council's five priorities listed below, review the progress indicators through reporting from Administration, and then consider whether any changes or revisions were required to the Plan as we move into the second year of implementation of the Plan.

1. Sustainable Community Development
2. Roads and Infrastructure
3. Shoreline Protection and Community Resiliency
4. Financial Sustainability
5. Organizational Excellence

The Chief Administrative Officer provided new timelines for the Progress Indicators in his presentation to Council which indicated delays were being realized on a number of projects due to overall workloads which have been compounded as a result of the COVID-19 pandemic and evolving priorities and requests for reports over the course of the year. COVID has presented extraordinary conditions that have persisted for over a year that has had a sustained impact on project delivery and operations.

Administration was directed to revise the 2019 - 2022 Strategic Plan at the June 9, 2020 Council meeting with the addition of a 5 Year Parks Implementation Plan as a progress indicator under Sustainable Community Development.



## Comments

The Strategic Priorities are integrated into the Municipality's annual business plans and budgets are reviewed throughout the Council term. Annual progress reports outline the progress made. Administration presented a report to Council in December, 2020 entitled '2020 Major Accomplishments' that highlighted both action on Council's Strategic Plan and individual projects and initiatives completed in 2020.

Attached as appendices to this report are the slides Administration will be verbally presenting to Council in a workshop type session. This progress report outlines key initiatives and actions on how Council and staff will achieve these goals and priorities.

Progress Indicators are one of the three elements of the Strategic Plan and are a means by which Council and Administration can review progress on identified Strategic Directions. Often the Progress Indicators are priority projects that will demonstrate action towards Council's future vision for Lakeshore.

With the mid-point in this term of office being reached, it is important to take stock of the Council's accomplishments to date in taking action against the Strategic Plan:

- Service Delivery Review - Complete
- Waterfront Park Master Plan - Complete
- Employment Lands Strategy - Complete (work realigned to support County Official Plan)
- Economic Development Office - Setup and Staffed
- 5 Year Roads Plan - Complete
- Service Delivery Review – Complete
- Organizational Review – Complete
- Community Survey – Complete

The intent of the March 31<sup>st</sup> 2021 Strategic Planning session is to confirm that the current Strategic Plan continues to align with Council's priorities and to present projected multi-year capital and operating impacts. The information is being presented to Council as information, Administration will return to Council later in Q2 with any formal changes required to the Strategic Plan as an outcome of the discussions.



The progress status of the 2019 – 2022 Strategic Plan is shown below:

<b>Guiding Theme: Sustainable Community Development</b>  The Municipality of Lakeshore supports and encourages complete community development that balances economic, social, and environmental considerations.				
<b>Strategic Directions</b>		<b>Progress Indicators</b>	<b>Progress Actions</b>	<b>Status</b>
1.1	Promote Lakeshore as the premier place to live work and play in southern Ontario.	Draft Wallace Woods Secondary Plan 2020	Awaiting comments from the County regarding road access on CR 22	In progress
		ATC Parks Master Plan 2020	A closed session report will be presented to Council April 6, 2021	In progress but behind schedule
		5 Year Parks Implementation Plan 2020	Council approved in principle at the Nov. 10, 2020 Council meeting	In progress
		Employment Land Study	Complete	Complete



## Guiding Theme: Sustainable Community Development

The Municipality of Lakeshore supports and encourages complete community development that balances economic, social, and environmental considerations.

Strategic Directions		Progress Indicators	Progress Actions	Status
1.2	Develop area-specific community plans (to include CIPs) that addresses and enhances the local character and identity of Lakeshore's communities.	Lighthouse Cove Community Plan 2020	A report will be presented to Council in Q2, 2021 with the option to improve municipal services and servicing or limit growth	In progress
		Community Improvement Plans for existing communities 2021	On hold until Q4, 2021	To be developed, pending hire of Manager of Planning
1.3	Leverage the lake as a community amenity which includes clean-up and improved access.	West Beach /Marina/Lakeview Park Plan with detailed design and phase 1 construction in 2021	Stantec will complete the detailed design work for certain components in 2021. NOTE: Funding to construct has not been identified by Council as a priority	In Progress
1.4	Encourage Economic Development and Tourism	Update the Town of Lakeshore Economic Development Strategy 2022	Report to Council on the Economic Development Officer Work Plan Q2, 2021. Economic Development Strategy Q2, 2021	In progress



### Guiding Theme: Roads and Infrastructure Investment

The Municipality of Lakeshore is committed to investing in roads and infrastructure, supported by an asset management plan, to keep people moving and the municipality running.

Strategic Directions		Progress Indicators	Progress Actions	Status
2.1	Maintain and upgrade roads.	Develop an ongoing 5 Year Roads Program 2020	Presented to Council June, 2020 with yearly implementation	Complete
		Ongoing yearly implementation of 5 Year Roads Program	Update to be presented to Council March 31, 2021	Ongoing
2.2	Improve water and wastewater systems in particular in rural areas (i.e. Lighthouse Cove).	Implement recommendations of the Lighthouse Cove Secondary Plan 2020	Implementation of recommendations from the Lighthouse Cove Secondary Plan 2022. Pilot septic testing program being developed as a proposal to Council in Q2 2021	To be implemented pending completion of the plan
2.3	Support the efficient movement of people and strategic movement of goods throughout Lakeshore.	Develop new Transportation Master Plan in 2021 to be completed in 2022	Develop new Transportation Master Plan in 2022 to be completed in 2023	On Track to be commenced in 2022



<b>Guiding Theme: Shoreline Protection and Community Resiliency</b> The Municipality of Lakeshore will respect the ecological integrity of Lake St. Clair and our riparian environments. As temperatures, rain patters, and water levels continue to fluctuate, Lakeshore will invest in the long term resiliency of our communities.				
<b>Strategic Directions</b>		<b>Progress Indicators</b>	<b>Progress Actions</b>	<b>Status</b>
3.1	Ensure the long term resiliency of Lakeshore communities	Shoreline Management Plan complete in 2020	PIC has been scheduled for April 22, 2021	Ongoing
		Riparian Management Plan	Delayed one year	2023
3.2	Ensure the resiliency of municipal assets and services in the face of fluctuating water levels and weather patterns	Develop Lakeshore Climate Adaptation Strategy 2022	No change	Not yet commenced



### Guiding Theme: Financial Sustainability

The Municipality of Lakeshore is a fiscally responsible corporation that respects the tax dollars of our citizens. The municipality supports the development of savings through reserves to reduce long term reliance on debt.

Strategic Directions		Progress Indicators	Progress Actions	Status
4.1	Manage sustainable increases to the tax rate to support changing community expectations and service levels	Undertake Service Level Review in 2020		Complete
		Establish an Investment Policy for monies in Reserve	To be presented to Council for approval Q2, 2021	In Progress
		Establish multi-year budgeting process	Commence the framework with staff in 2021 and roll-out to Council with the Draft 2022 Budget	In Progress
		Establish 10 year capital plan	Finalized for the 2023 Budget	In Progress
4.2	Support future needs through well-funded and healthy reserves	Develop reserve benchmarking indicators to accompany budget and variance meetings	Refinement of the Policy will likely be achievable in 2021	In Progress



<b>Guiding Theme: Organizational Excellence</b>  The Municipality of Lakeshore is a dynamic organization and employer of choice that encourages continuous improvement, innovation, and accountability from our employees.				
<b>Strategic Directions</b>		<b>Progress Indicators</b>	<b>Progress Actions</b>	<b>Status</b>
5.1	Align service delivery with communication expectations	Undertake Service Delivery Review 2020	Council received the report for information Oct, 2020	Complete
		Organizational Review to align levels of service with staffing requirements 2020	A report to Council for information March 23, 2021	Complete
		Undertake statistically accurate Community Survey to receive resident feedback on quality of life and service level expectations	Council received the report for information May 12, 2020	Complete
5.2	Enhance internal and external communications	Establish Customer Service Standards	Deferred to 2021 following Customer Service Training. EIS Call Flow and Customer Service Standards were developed and may be used as a template for other areas	In 2021 workplan
5.3	Adopt a leadership role within the Essex Region	Regional Leadership with the County Official Plan		Ongoing



5.4	Support succession planning and training for staff	Succession Plan for staff 2022	A draft Plan has been developed and will be reviewed for implementation and funding with the completion of the Org Review	In progress
		Leadership training program review in 2021, adoption in 2022	Program to be reviewed in 2021, adoption in 2022	In progress

Each year, a review of the strategic priorities and progress indicators will be undertaken to ensure they continue to align with Council's strategic goals. For 2022, financial implications will be identified to Council as part of the Budget Process with the introduction of multi-year budgets. Administration will begin to provide financial updates and forecasting to Council as part of the strategic planning process.

The Senior Management Team will continue to measure, evaluate and report the results and determine the success of the municipality based on the vision and mission values.

### Conclusion

Administration is providing this information to Council to support a review of current priorities and ensure they continue to align with Council's vision and objectives. As Council is now over halfway through the current term of office, Council may wish to focus priorities during the remainder of the term to ensure the highest priorities are completed. The longer the list of priorities, the less of a priority each item becomes.

### **Financial Impacts**

There are no immediate impacts as a result of this report. Any financial implications arising from Council's strategic plan will be identified in the Draft 2022 Budget.

### **Attachments**

Appendix A – Strategic Planning presentation

Appendix B – 5 Year Roads Plan presentation

Appendix C – Gravel Conversion Plan presentation



Appendix D – 5 Year Parks Plan presentation

Appendix E – Financial Planning presentation

Appendix F – By-law Development Process presentation

Appendix G – List of by-laws (and Council policies) for review

### **Report Approval Details**

Document Title:	2019 – 2022 Strategic Plan Progress Report.docx
Attachments:	<ul style="list-style-type: none"><li>- Appendix A Strategic Planning.pptx</li><li>- Appendix B-D 5 Year Road Plan, Gravel Conversion Plan and Parks Plan.pptx</li><li>- Appendix E Financial Planning.pptx</li><li>- Appendix F By-law Development Process.pptx</li><li>- Appendix G List of by-laws and Council policies for review.docx</li></ul>
Final Approval Date:	Mar 26, 2021

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

Krystal Kalbol

Tammie Ryall

Rosanna Pellerito

Kristen Newman





# Lakeshore's Strategic Plan

## Progress Reporting

### Appendix A

**March 31<sup>st</sup> 2021**





2019 - 2022

# Lakeshore's Strategic Plan

- Council's priorities
- Informs development of business plans
- Drives Yearly Budget Process
- Progress Monitored Bi-Weekly by SMT
- Yearly Reporting to Council
- Yearly Review Process with Council



# The Golden Circle

## WHAT

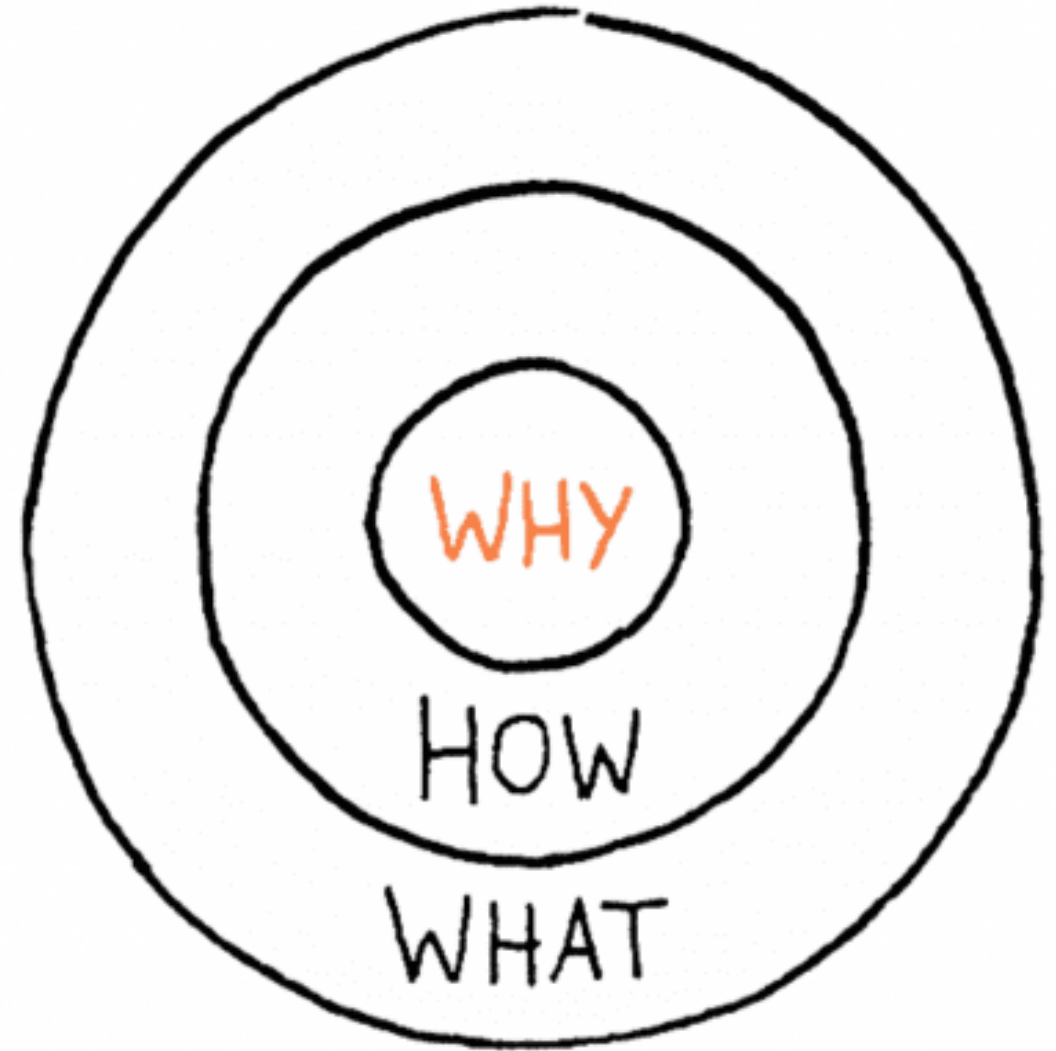
Every organization on the planet knows **WHAT** they do. These are the products they sell or the services they provide

## HOW

Some organizations know **HOW** they do it. These are the things that make them special or set them apart for their competitors

## WHY

Very few organizations know **WHY** they do what they do. **WHY** is not about making money or having a job. That's a result. **WHY** is a purpose, cause or belief. It's the very reason your organization exists.







## Our Reason for Being

### Vision

A progressive municipality of healthy, integrated Communities.

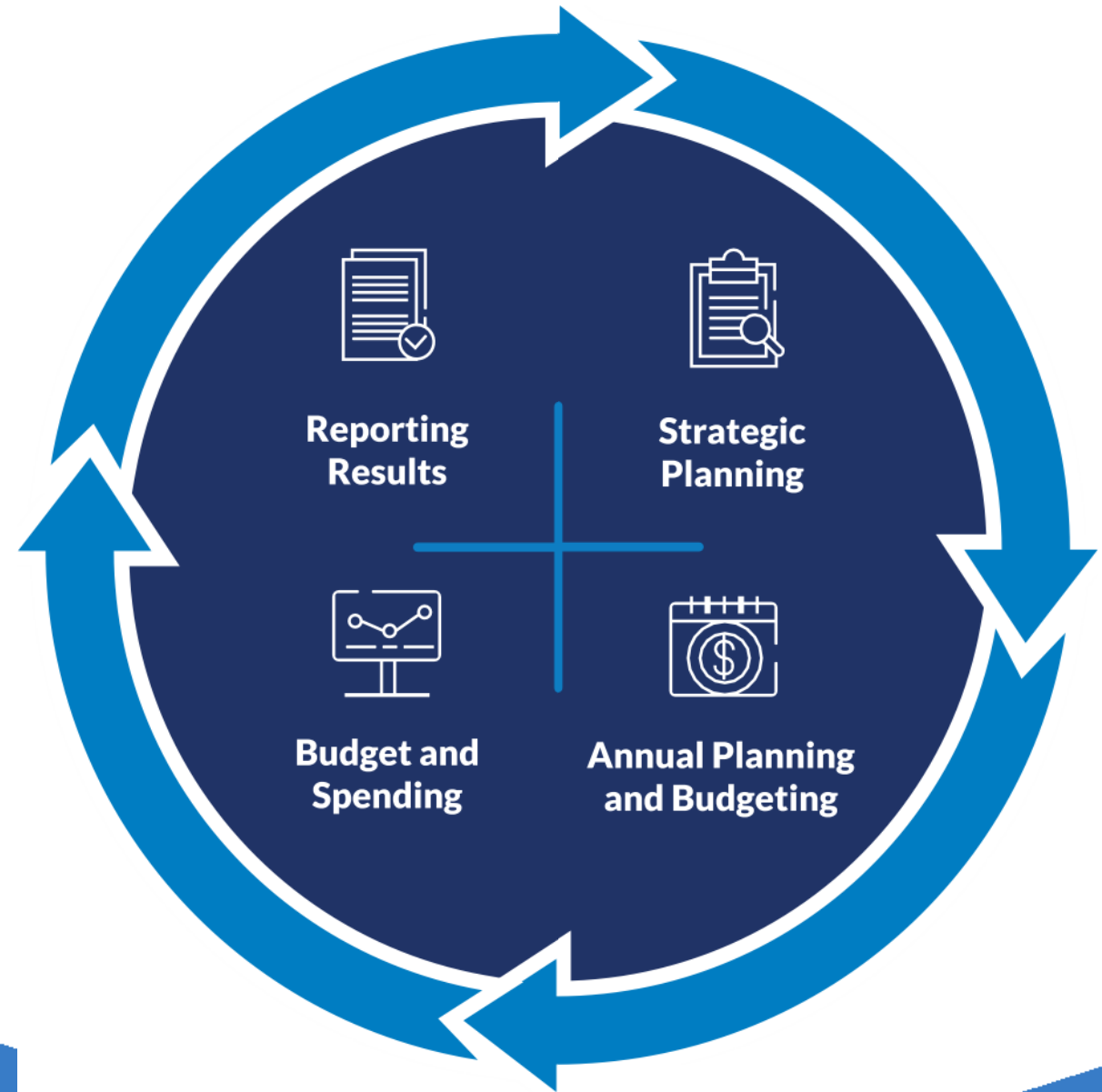
### Mission

To nurture a unified municipality that sees possibility, inspires innovation and realizes potential.



# Lakeshore's Business Planning Cycle

- An iterative process
- Strategic Planning fundamentally connected to Budgeting
- Requires multi-year **Business Plans**
- Requires multi-year budgets
- Team Approach with Council and Management





# 1

## Priority One



## Sustainable Community Development

Guiding Theme: The Municipality of Lakeshore supports and encourages complete community development that balances economic, social and environmental considerations.



Strategic Directions	Progress Indicators
1.1 Promote Lakeshore as the premier place to live work and play in southern Ontario	<ul style="list-style-type: none"><li>● ATC Park Plan (2021)</li></ul>
1.2 Develop area-specific community plans	<ul style="list-style-type: none"><li>● Wallace Woods Secondary Plan (2021)</li><li>● Lighthouse Cove Secondary Plan complete (2021)</li><li>● Undertake Community Improvement Plans (2021)</li></ul>
1.3 Leverage the lake as a community amenity which includes clean-up and improved access	<ul style="list-style-type: none"><li>● Update to Municipal Economic Development Strategy (2021)</li></ul>
1.4 Encourage Economic Development	



## Priority Two

# 2

## Roads and Infrastructure Investment

Guiding Theme: The Municipality of Lakeshore is committed to investing in roads and infrastructure supported by an

Management Plan to ensure that money is being spent wisely and quality running.

### Strategic Directions

### Progress Indicators

2.1

Maintain and upgrade roads



Develop an ongoing 5 Year Roads Program (Completed)

2.2

Improve water and wastewater systems in particular in rural areas (i.e. LighthouseCove)



Ongoing yearly implement 5 Year Roads Program



Lighthouse Cove Secondary Plan complete in 2022

2.3

Support the efficient movement of people and the strategic movement of goods throughoutLakeshore



Develop new Transportation Master Plan in 2022 to be completed in 2023



# 3

## Priority Three



## Shoreline Protection and Community Resiliency

Guiding Theme: The Municipality of Lakeshore will respect the ecological integrity of Lake St. Clair and our riparian environments. As temperatures, rain patterns and water levels continue to fluctuate, Lakeshore will invest in the long term resiliency of our communities.

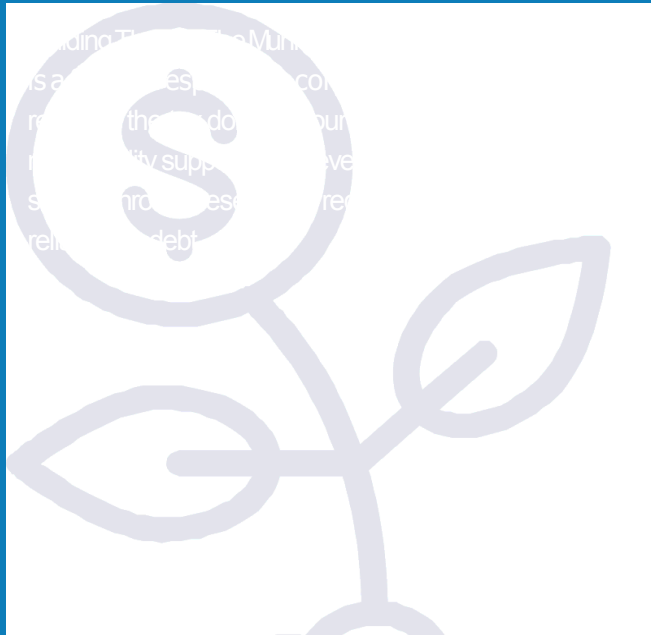
Strategic Directions		Progress Indicators
3.1	Ensure the long term resiliency of Lakeshore communities	<div><div></div> Shoreline Management Plan 2021</div> <div><div></div> Riparian Management Plan 2023</div> <div><div></div> Lighthouse Cove Secondary Plan 2022</div> <div><div></div> Develop Lakeshore Climate Adaptation Strategy 2022</div>
3.2	Ensure the resiliency of municipal own assets and services in the face of fluctuating water levels and weather patterns	



# 4

## Priority Four

### Financial Sustainability



Strategic Directions	Progress Indicators
<b>4.1</b> Manage sustainable increases to the tax rate to support changing community expectations and service levels	<ul style="list-style-type: none"><li>● Establish Investment Policy (Q3, 2021)</li><li>● Establish multi-year budget process (2021 - 2022)</li><li>● Establish a 10 year capital plan (2022)</li><li>● Develop reserve benchmark indicators to accompany budget/variance meetings (2021)</li></ul>
<b>4.2</b> Support future needs through well-funded and healthy reserves	



# 5

## Priority Five

### Organizational Excellence

Guiding Theme: The Municipality of Lakeshore is a dynamic organization and employer of choice that encourages continuous improvement, innovation and accountability from our employees.



Strategic Directions		Progress Indicators
5.1	Align service delivery with community expectations	<ul style="list-style-type: none"><li>● Service Delivery Review</li><li>● Organizational Review</li><li>● Community Survey</li><li>● Continue to Enhance Communications</li></ul>
5.2	Enhance internal and external communications	<ul style="list-style-type: none"><li>● Establish Customer Service Standards 2021</li><li>● Strong participation in County Official Plan Process</li></ul>
5.3	Adopt a leadership role within Essex County	<ul style="list-style-type: none"><li>● Succession Plan Framework in place for 2022</li></ul>
5.4	Support a succession program for staff	<ul style="list-style-type: none"><li>● Leadership training program review in 2021, adoption in 2022</li></ul>



# STRATEGIC GOALS

## 1 SUSTAINABLE DEVELOPMENT

The Town of Lakeshore supports and encourages complete community development that balances economic, social and environmental considerations.

## 2 ROADS AND INFRASTRUCTURE

The Town of Lakeshore is committed to investing in roads and infrastructure, supported by an Asset Management Plan, to keep people moving and the municipality running.

## 3 SHORELINE PROTECTION AND COMMUNITY RESILIENCY

The Town of Lakeshore will respect the ecological integrity of Lake St. Clair and our riparian environments. As temperatures, rain patterns and water levels continue to fluctuate, Lakeshore will invest in the long term resiliency of our communities.

## 5 ORGANIZATIONAL EXCELLENCE

The Corporation of the Town of Lakeshore is a dynamic organization and employer of choice that encourages continuous improvement, innovation, and accountability from our employees.

## 4 FINANCIAL SUSTAINABILITY

The Town of Lakeshore is a fiscally responsible corporation that respects the tax dollars of our citizens. The Town supports the development of savings through reserves to reduce long term reliance on debt.







# **5 Year Roads Plan - Reconstruction, Rehabilitation & Treatment of Lakeshore Roads**

## **Appendix B**



# Pavement Management & Assessment

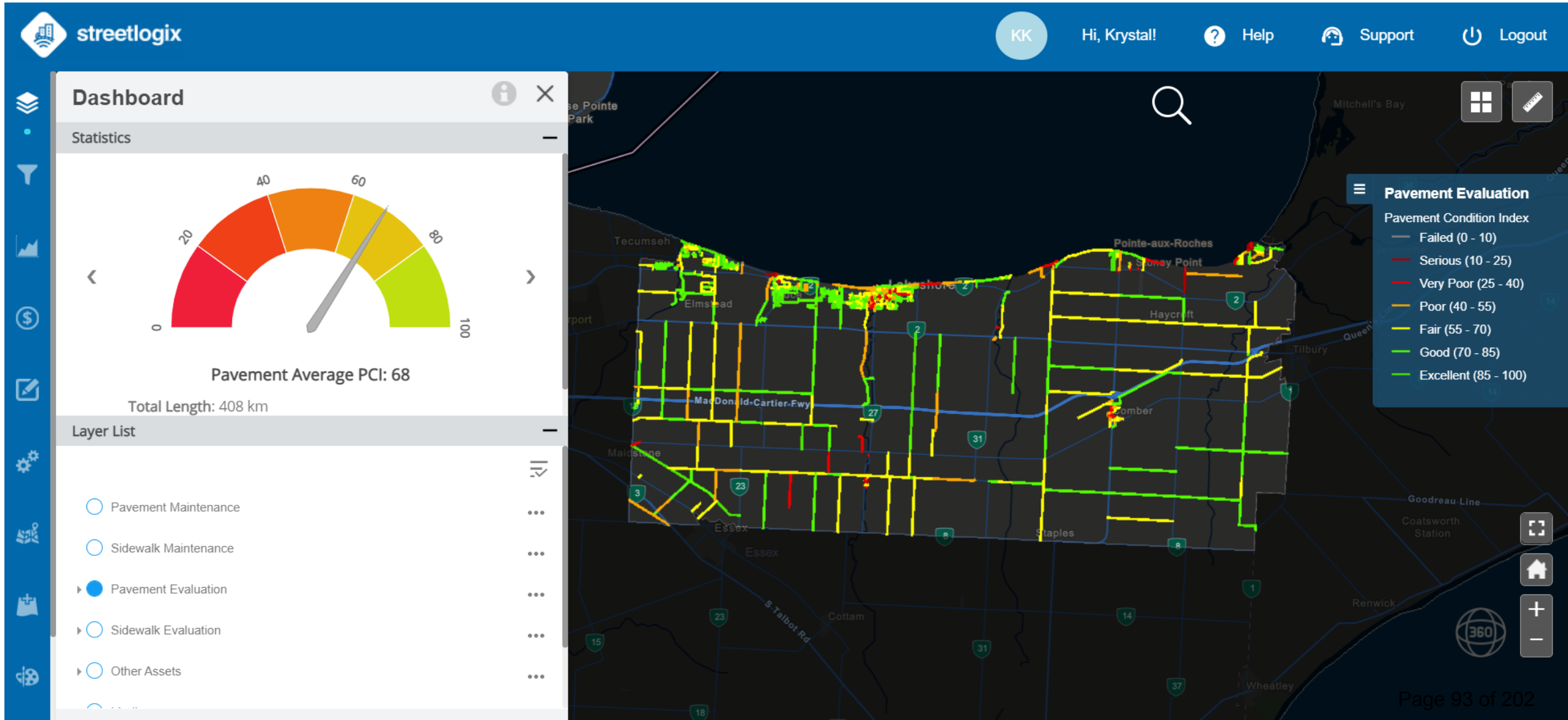
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- Municipality has a total of 537 km of roadway
- The roadways within Lakeshore are broken down into the following:
  - Asphalt Paved Roadways
  - Surface Treated Roadways
  - Gravel Roadways
- Asphalt Roadways are either reconstructed or rehabilitated (different levels of rehabilitation) pending the age, condition of roadways and the PCI value
- Surface Treated Roadways are pulverized and retreated through their lifetime pending wear and condition (PCI)
- Gravel Roadways are assessed yearly and general maintenance is completed, a full lift of gravel placement is completed on average every 4 years

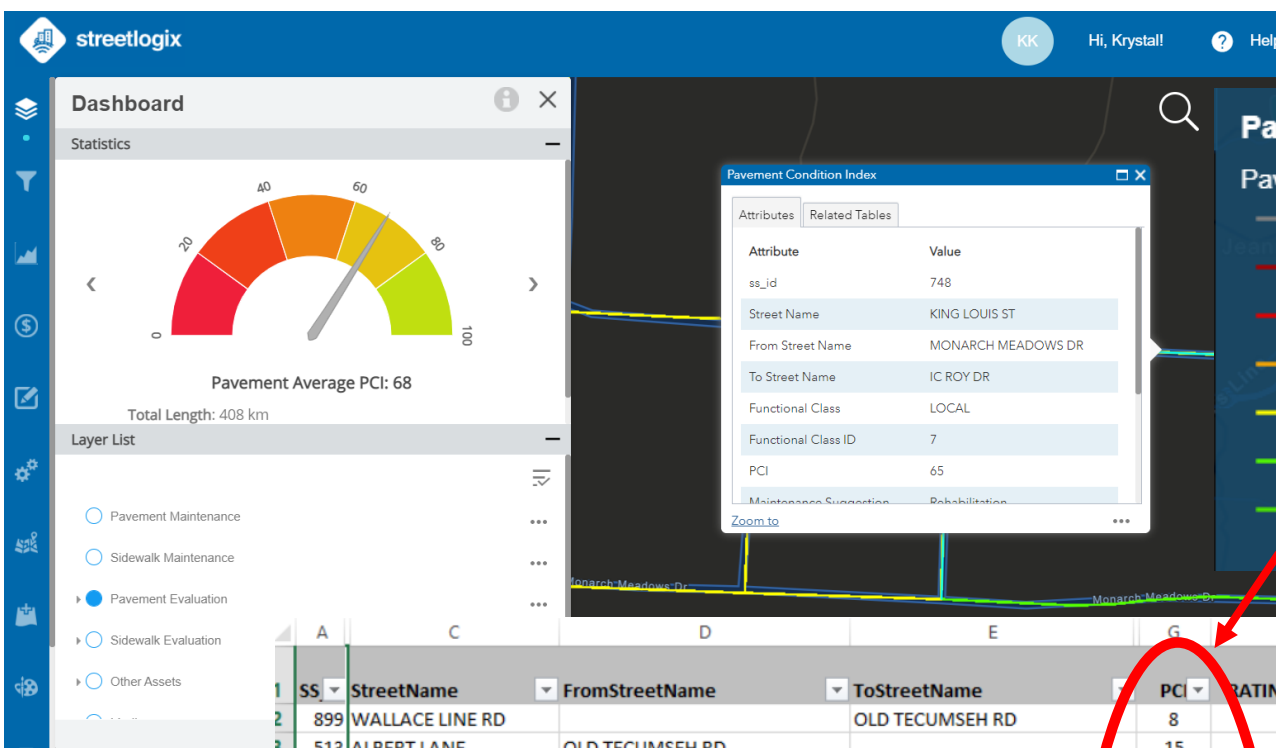




# Streetlogix – Street Asset Management Platform





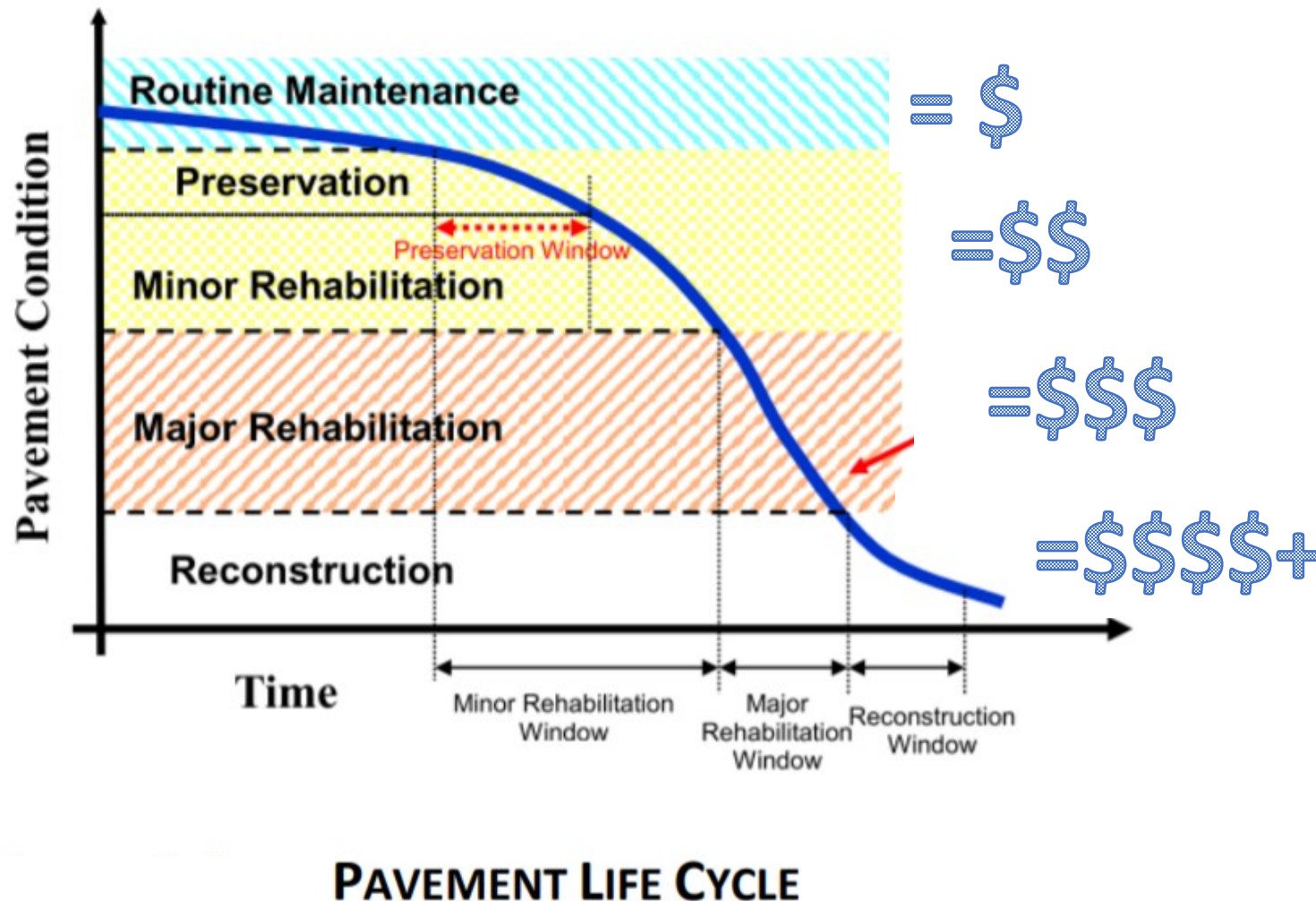


- Streetlogix manages, assesses and records PCI (Pavement Condition Index) value via StreetScan.
- Reports are generated (with PCI values) and roadways are confirmed through a technical review (including desktop and field assessment) and geotechnical opinion (pending concerns on the condition of the roadway).

	A	C	D	E	G	H	I	J	L	M	N
	SS	StreetName	FromStreetName	ToStreetName	PCI	RATING/GEOTECHNICAL	Functional Class	Surface Type	Length (m)	Width (m)	Maintenance Suggestion
1	899	WALLACE LINE RD		OLD TECUMSEH RD	8		LOCAL	Asphalt	184	8	Rehabilitation Class A
2	513	ALBERT LANE	OLD TECUMSEH RD		15		LOCAL	Asphalt	477	8	Reconstruction
3	841	CHURCH ST	KING ST	COUNTY RD 27	20		LOCAL	Surface Treated	197	8	Pulvarize & Treat
4	596	ZOE ST	ST CHARLES ST		20		LOCAL	Asphalt	44	8	Reconstruction
5	263	KING ST	CHURCH ST		22		LOCAL	Surface Treated	129	8	Pulvarize & Treat
6	288	MELODY DR	MARKHAM DR	TISDELLE DR	23		LOCAL	Asphalt	182	8	Reconstruction
7	456	ANDREW CRES		MULHALL DR	23		LOCAL	Asphalt	155	8	Reconstruction
8	419	ST JOHN ST	ST LOUIS ST	ST PETER ST	23		LOCAL	Asphalt	96	8	Reconstruction
9	90	ISLAND CRES	CANAL RD	MELODY DR	24		LOCAL	Surface Treated	525	8	Pulvarize & Treat
0	420	ST LAWRENCE ST	ST CHARLES ST	ST LOUIS ST	24		LOCAL	Asphalt	102	8	Reconstruction
1	297	GRACEY SDRD	LAKESHORE RD 301	TECUMSEH RD	25		COLLECTOR	Surface Treated	1064	10	Preventive Maintenance
2	651	CENTRE ST	OUELLETTE ST	SOUTH ST	25		LOCAL	Asphalt	77	8	Rehabilitation Class B
3	44	NINTH ST	LAVOIE ST	NOTRE DAME ST	25		LOCAL	Asphalt	92	8	Rehabilitation Class B
4	89	ISLAND CRES		CANAL RD	26		LOCAL	Surface Treated	42	8	Pulvarize & Treat
5	646	EVELYN ST	HENRY ST	RIVIERA ESTATE DR	26		LOCAL	Asphalt	252	8	Reconstruction
6	517	NOTRE DAME ST	DUCHARME ST	ELEVENTH ST	27		ARTERIAL	Asphalt	370	13	Preventive Maintenance
7	168	ELEVENTH ST	BROADWAY ST	NOTRE DAME ST	27		LOCAL	Asphalt	299	8	Reconstruction
8	47	EIGHTH ST	LAVOIE ST	NOTRE DAME ST	27		LOCAL	Asphalt	91	8	Reconstruction
9	652	OUELLETTE ST	ST CHARLES ST	CENTRE ST	27		LOCAL	Asphalt	98	8	Rehabilitation Class B
0	88	CANAL RD	ISLAND CRES		28		LOCAL	Surface Treated	236	8	Pulvarize & Treat
1	318	SUNSET VIEW LANE			28		LOCAL	Surface Treated	108	8	Pulvarize & Treat
2	299	ORIENT ST		TECUMSEH RD	28		LOCAL	Surface Treated	101	8	Pulvarize & Treat
3	264	KING ST	COUNTY RD 27	CHURCH ST	28		LOCAL	Asphalt	113	8	Pulvarize & Treat
4	48	EIGHTH ST	NOTRE DAME ST	ST CHARLES ST	28		LOCAL	Asphalt	101	8	Reconstruction
5	175	ST PETER ST	FRONT ST	KILREA AVE & E RIVER ST	28		LOCAL	Asphalt	85	8	Rehabilitation Class B



# 5 Year Road Program - Criteria and Assessment (Asphalt)



- Based on the significant growth experienced in Lakeshore the focus was on new roadways – shift priority in 2018 to the rehabilitation of existing roadways
- Some roadways deteriorated into and below the Minor Rehabilitation level (window)
- Proactively scheduling program before a road needs expensive repairs (major rehabilitation or reconstruction)
- Required drainage improvements and age of municipal services play a critical role in creation of the program
- ***Roadways are prioritized by balancing of key criteria (PCI to age of infrastructure to rehabilitation level required to costs) to avoid more extensive repairs (and costs) on roadways***



# Capital Reconstruction Program

Capital Reconstruction Project Criteria are related to:

=\$\$\$\$+

- Widening to Accommodate Growth & Key Areas (upgrading roadways from rural to urban)
- Road Use and Volume (local vs. collector vs. arterial)
- Municipal Services and Drainage Works/Upgrades
- PCI falls below Rehabilitation Level (Very Poor/Serious Condition)



Notre Dame Street Reconstruction **BEFORE**



Notre Dame Street Reconstruction **AFTER**



# Lifecycle Asphalt Resurfacing Program (Rehabilitation)

## Rehabilitation Criteria and Assessment



### Minor Rehabilitation

Mill and Pave  
(Terra Lou Drive)



### Major Rehabilitation

Areas of or all full depth  
pavement removal  
(Plant Drive)



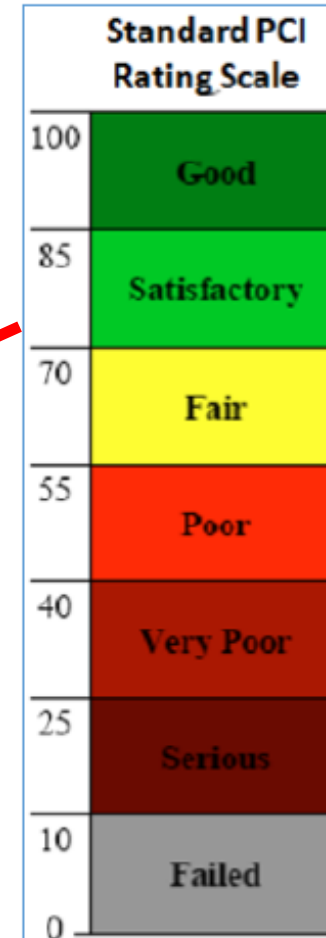
- Challenges with the Rehabilitation Criteria exist
- Projects may need to be deferred based on the transition of the level of rehabilitation required and the identified budget
- Some roadways experience escalation in deterioration pending several factors (use, base stability, drainage) - i.e. Chambers Drive (minor to major repairs are required, increasing costs (*not anticipated*))
- **Recommendation for improvement**
  - ***Complete geotechnical investigations in prior year budget to solidify the plan for the upcoming year (communication to residents more accurate)***
  - ***Include geotechnical budget in 2022 for 2023 project assessment for confirmation***
  - ***Investigate use of Geotextile paving fabric and other innovative solutions to extend pavement life when rehabilitation is completed***



# Lifecycle Surface Treatment Resurfacing (Gravel Converted Roadways)

## Resurfacing Criteria

SS		StreetName	FromStreetName	ToStreetName	PCI
841	2023	CHURCH ST	KING ST	COUNTY RD 27	20
263	2023	KING ST	CHURCH ST		22
90	2021	ISLAND CRES	CANAL RD	MELODY DR	24
89	2021	ISLAND CRES		CANAL RD	26
88	2021	CANAL RD	ISLAND CRES		28
318	2023	SUNSET VIEW LANE			28
299	2023	ORIENT ST		TECUMSEH RD	28
264	2023	KING ST	COUNTY RD 27	CHURCH ST	28
592	2021	BUSHEY ST	SOUTH WIND CRT	TECUMSEH RD	33
272	2021	LAKESHORE RD 213	S MIDDLE RD	COUNTY RD 8	35
311	2023	ST CLAIR RD	CLAIREVIEW DR		35
323	2024	SYLVESTRE CRES	COUNTY RD 31		35
703	2024	BEAUNE ST	TECUMSEH RD		35
219	2024	MIDDLE RD	MANNING RD	COUNTY RD 46	36
260	2024	QUEEN ST	COUNTY RD 27	CHURCH ST	36
321	2023	LANGE AVE		ROCHESTER TOWNLINE RD & SUITE	40
201	2022	LAKESHORE RD 107	WALLS RD	N REAR RD	41
492	2022	W BELLE RIVER RD	COUNTY RD 42	ROGERS RD	42
320	2022	ROCHESTER TOWNLINE RD	LANGE AVE	TECUMSEH RD & COUNTY RD 2	43
240	2023	WALLACE AVE		MAIN ST	45
239	2024	JAMES ST	AINSLIE AVE	TAYLOR AVE	45
65	2025	WALLACE AVE	EMERSON AVE	MAIN ST	46
40	2025	AINSLIE AVE	JAMES ST	MCALLISTER ST	47
839	2024	ROSS BEACH RD			48



- Location of project is considered in this case as PCI ratings are relatively similar and do not experience the same challenges as rehabilitation
- Recommendation for Improvement:**
  - Reinforce program by considering additional lifts before degradation occurs (proactive approach)***
  - Cost associated with this will require review***



Note: Projects Deferred from 2020 shaded in green  
Note: Roads being resurfacing in conjunction with watermain replacement shaded in blue

Description	From	To	2021	2022	2023	2024	2025
			1	2	3	4	5
			\$ 6,930,000	\$ 5,975,000	\$ 7,125,000	\$ 9,300,000	\$ 10,500,000
<b>2024 Lifecycle Surface Treatment Resurfacing</b>						\$750,000	
BEAUNE ST	TECUMSEH RD	END					
SYLVESTRE CRES	COUNTY RD 31	END					
QUEEN ST	COUNTY RD 27	CHURCH ST					
MIDDLE RD	MANNING RD	COUNTY RD 46					
ROSS BEACH RD	STRONG RD	MN/683 ROSS BEACH RD					
W BELLE RIVER RD - 3rd Lift	COUNTY RD 42	ROGERS RD					
LAKESHORE RD 205	S MIDDLE RD	N TALBOT RD					
LAKESHORE RD 301	GRACEY SDRD	COUTURE RD					
STRONG RD	ROSS BEACH RD	COUNTY RD 2					
<b>2025</b>							
<b>2025 Capital Reconstruction Program</b>							
Patillo Road Widening & Improvements - Phase 2							\$9,500,000
<b>2025 Lifecycle Asphalt Resurfacing Program</b>							\$200,000
WILLIAM ST	MAIN ST	ABBOTT AVE					
AINSLIE AVE	JAMES ST	MCALLISTER ST					
CHURCH ST	QUEEN ST	KING ST					
PHEASANT RUN DR	QUINLAN DR	RAFIH CRESC					
MCMURREN CRES	CHAMBERS DR	END					
<b>2025 Lifecycle Surface Treatment Resurfacing</b>							\$800,000
CHURCH ST - 3rd Lift	KING ST	COUNTY RD 27					
KING ST - 3rd Lift	COUNTY RD 27	EAST END					
KING ST - 3rd Lift	COUNTY RD 27	WEST END					
ORIENT ST - 3rd Lift	TECUMSEH RD	END					
SUNSET VIEW LANE - 3rd Lift	ROCHESTER TOWNLINE RD	E END					
ST CLAIR RD - 3rd Lift	CLAIREVIEW DR	END					
LANGE AVE - 3rd Lift	ROCHESTER TOWNLINE RD	W END					
<del>SUNSET VIEW LANE - 3rd Lift - Remove duplicate</del>	<del>ROCHESTER TOWNLINE RD</del>	<del>E END</del>					
WALLACE AVE - 3rd lift	EMERSON AVE	MAIN ST					
CREST RIVER AVE	TISDELLE DR	END					
WALLS RD	MANNING RD	SCOTT SDRD					
COMBER SDRD	ST CLAIR RD	TECUMSEH RD					
<del>LAKESHORE RD 403 - 3rd Lift - Remove completed</del>	<del>WALLS RD</del>	<del>N REAR RD</del>					
S MIDDLE RD - 3rd Lift	LAKESHORE RD 205	NAYLOR SDRD					
ELLIS SDRD	TALBOT RD & WILSON SDRD	HIGHWAY 3					
S TALBOT RD	ELLIS SDRD	COUNTY RD 8					
LAKESHORE RD 203	N REAR RD	COUNTY RD 46					
<b>Total Capital Expenditures</b>			\$ 6,930,000.00	\$ 5,975,000.00	\$ 7,125,000.00	\$ 9,300,000.00	\$ 10,500,000.00



Note: Projects Deferred from 2020 shaded in green

Note: Roads being resurfacing in conjunction with watermain replacement shaded in blue

Description	From	To	2021	2022	2023	2024	2025
			1 \$ 6,930,000	2 \$ 5,975,000	3 \$ 7,125,000	4 \$ 9,300,000	5 \$ 10,500,000
<b>2022 Lifecycle Surface Treatment Resurfacing</b>				\$675,000			
HARBOUR DR - 3rd Lift	LAKESIDE DR	LOWER THAMES LANE					
ISLAND CRES - 3rd Lift	CANAL RD	MELODY DR					
CANAL RD - 3rd Lift	ISLAND CRES	END					
MARINER'S DR - 3rd Lift	TISDELLE DR	ADMIRAL DR					
LAKESHORE RD 107 - 3rd Lift	COUNTY RD 42	N REAR RD					
LAKESHORE RD 213 - 3rd Lift	S MIDDLE RD	SOUTH of Former CN RAILWAY					
LAKESHORE RD 217 - 3rd Lift	COUNTY RD 46	S MIDDLE RD					
W BELLE RIVER RD	COUNTY RD 42	ROGERS RD					
<b>2023</b>							
<b>2023 Capital Reconstruction Program</b>							
Lillydale Ave Reconstruction Phase 1 and 2	Puce Road	Approx. 500m W. of Puce			\$4,400,000		
Wallace Line Reconstruction	Old Tecumseh Rd (CR2)	CR22			\$1,850,000		
<b>2023</b>							
<b>2023 Lifecycle Asphalt Resurfacing Program</b>					\$200,000		
COMMUNITY CENTRE ST	MAIN ST	END - Parking Lot					
MCALLISTER ST	MAIN ST	AINSLIE AVE					
VICTORIA ST	STOWE ST	N END					
VICTORIA ST	STOWE ST	S END					
CHISHOLM ST	BROADWAY ST	NOTRE DAME ST					
WALLACE AVE	MAIN ST	E END					
DUBOIS AVE	COUNTY RD 22	FAITH DR					
<b>2023 Lifecycle Surface Treatment Resurfacing</b>					\$675,000		
CHURCH ST	KING ST	COUNTY RD 27					
KING ST	COUNTY RD 27	WEST END					
ORIENT ST	TECUMSEH RD	END					
SUNSET VIEW LANE	ROCHESTER TOWNLINE RD	E END					
ST CLAIR RD	CLAIREVIEW DR	END					
MCALLISTER ST	AINSLIE AVE	TAYLOR AVE					
LANGE AVE	ROCHESTER TOWNLINE RD	W END					
LAKESHORE RD 123 - 3rd Lift	BYRNDALE RD	N MIDDLE RD					
LAKESHORE RD 301 - 3rd Lift	COUTURE RD	LIGHTHOUSE RD					
<del>LAKESHORE RD 103 - Remove completed</del>	<del>WALLS RD</del>	<del>N-REAR RD</del>					
S MIDDLE RD	LAKESHORE RD 205	NAYLOR SDRD					
<b>2024</b>							
<b>2024 Capital Reconstruction Program</b>							
Patillo Road Widening & Improvements - Phase 1	Advance Blvd	CP Railway				\$8,000,000	
<b>2024 Lifecycle Asphalt Resurfacing Program</b>						\$550,000	
JAMES ST	MAIN ST	AINSLIE AVE					
EARL ST	PIERRE AVE	CARUHEL DR					
ABBOTT AVE	COUNTY RD 46	N END					
SURF CLUB DR	COUNTY RD 2	W END					
PIERRE AVE	COUNTY RD 22	EARL ST					
DUPUIS ST	NOTRE DAME ST	ST CHARLES ST					
DUPUIS ST	BROADWAY ST	NOTRE DAME ST					
RAILWAY AVE	FIRST ST	DEPUIS ST					



Note: Projects Deferred from 2020 shaded in green

Note: Roads being resurfacing in conjunction with watermain replacement shaded in blue

Description	From	To	2021	2022	2023	2024	2025
			1	2	3	4	5
			\$ 6,930,000	\$ 5,975,000	\$ 7,125,000	\$ 9,300,000	\$ 10,500,000
<b>2024 Lifecycle Surface Treatment Resurfacing</b>						\$750,000	
BEAUNE ST	TECUMSEH RD	END					
SYLVESTRE CRES	COUNTY RD 31	END					
QUEEN ST	COUNTY RD 27	CHURCH ST					
MIDDLE RD	MANNING RD	COUNTY RD 48					
ROSS BEACH RD	STRONG RD	MN/883 ROSS BEACH RD					
W BELLE RIVER RD - 3rd Lift	COUNTY RD 42	ROGERS RD					
LAKESHORE RD 205	S MIDDLE RD	N TALBOT RD					
LAKESHORE RD 301	GRACEY SDRD	COUTURE RD					
STRONG RD	ROSS BEACH RD	COUNTY RD 2					
<b>2025</b>							
<b>2025 Capital Reconstruction Program</b>							
Patillo Road Widening & Improvements - Phase 2							\$9,500,000
<b>2025 Lifecycle Asphalt Resurfacing Program</b>							\$200,000
WILLIAM ST	MAIN ST	ABBOTT AVE					
AINSLIE AVE	JAMES ST	MCALLISTER ST					
CHURCH ST	QUEEN ST	KING ST					
PHEASANT RUN DR	QUINLAN DR	RAFIH CRESC					
MCMURREN CRES	CHAMBERS DR	END					
<b>2025 Lifecycle Surface Treatment Resurfacing</b>							\$800,000
CHURCH ST - 3rd Lift	KING ST	COUNTY RD 27					
KING ST - 3rd Lift	COUNTY RD 27	EAST END					
KING ST - 3rd Lift	COUNTY RD 27	WEST END					
ORIENT ST - 3rd Lift	TECUMSEH RD	END					
SUNSET VIEW LANE - 3rd Lift	ROCHESTER TOWNLIN RD	E END					
ST CLAIR RD - 3rd Lift	CLAIREVIEW DR	END					
LANGE AVE - 3rd Lift	ROCHESTER TOWNLIN RD	W END					
<del>SUNSET VIEW LANE - 3rd Lift - Remove duplicate</del>	<del>ROCHESTER TOWNLIN RD</del>	<del>E END</del>					
WALLACE AVE - 3rd lift	EMERSON AVE	MAIN ST					
CREST RIVER AVE	TISDELLE DR	END					
WALLS RD	MANNING RD	SCOTT SDRD					
COMBER SDRD	ST CLAIR RD	TECUMSEH RD					
<del>LAKESHORE RD 103 - 3rd Lift - Remove completed</del>	<del>WALLS RD</del>	<del>N REAR RD</del>					
S MIDDLE RD - 3rd Lift	LAKESHORE RD 205	NAYLOR SDRD					
ELLIS SDRD	TALBOT RD & WILSON SDRD	HIGHWAY 3					
S TALBOT RD	ELLIS SDRD	COUNTY RD 8					
LAKESHORE RD 203	N REAR RD	COUNTY RD 48					
<b>Total Capital Expenditures</b>			\$ 6,930,000.00	\$ 5,975,000.00	\$ 7,125,000.00	\$ 9,300,000.00	\$ 10,500,000.00





# Gravel Conversion Criteria & 10 Year Plan

## Appendix C



# Gravel Conversion Criteria

The original Gravel Road Conversion Program implemented in 2009 focused on the conversion of roadways that would allow for paved connectivity moving east to west joining the Municipality's rural road system with other Municipal roads and/or the County road system. This original program did not consider the number of residential houses along these routes and only focused on the network as a whole.

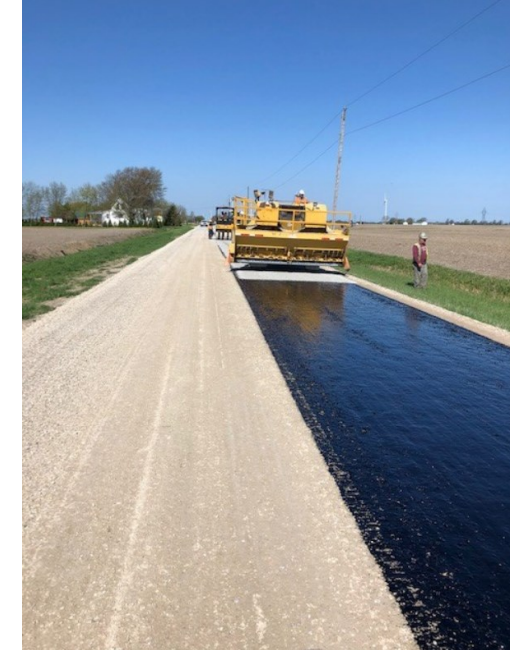
The revised criteria for the gravel conversion program adopted in 2017 was amended to give consideration to the number of residents along the route. This program criteria was expanded to consider two factors, residential density per kilometer and connectivity.

Residential density takes into consideration the number of residence per kilometer of a particular road section while connectivity continues to ensure that paved roads connect to other paved roads creating travel routes for residents across the Municipality. Connectivity is an important criteria to be included in any gravel conversion program as it accounts for the broader public interest in improving a stretch of roadway as opposed to

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Gravel Conversion Base Preparation

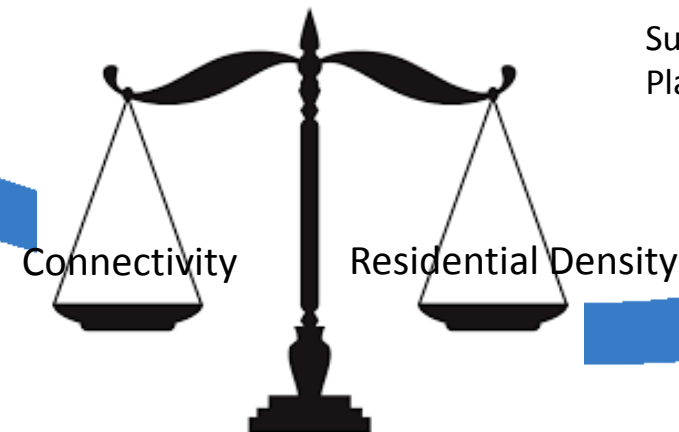


Surface Treatment Placement

Gravel Road Conversion Criteria and Amended 10 Year Gravel Conversion Program  
Page 2 of 4

the private benefit to those residing along a stretch of road. If a road does not provide a benefit to the broader public through improving connectivity then a local improvement process is likely a better option than subsidizing the improvement by using public dollars.

This was considered in the equal weighting of density and connectivity.





# Gravel Conversion Criteria Modified

If Gravel Conversion Criteria is modified to exclude/reduce Connectivity the following roadways would be prioritized:



Dockside Street  
Admiral to end



Baseline Road  
County Road 27 to end



Oriole Park Drive  
North Rear Road to end



Frontier Road  
Tecumseh Road to end

VS

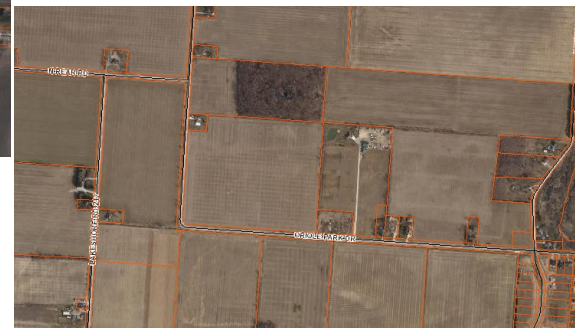
Existing Gravel Conversion the following roadways would be prioritized:



N Middle Road  
Myers Road to Lakeshore Road 123



Knapp Road  
Rochester Townline to Auction Sideroad



Oriole Park Drive  
North Rear Road to Hawthorne Drive



Lakeshore Road 243  
S Middle Road to County Road 8



Gravel Road Conversions Description	From	To	Length (m)	2021 \$ 900,000	2022 \$ 1,177,000	2023 \$ 915,000	2024 \$ 1,231,200	2025 \$ 1,110,000	2026 \$ 1,175,000	2027 \$ 1,020,000	2028 \$ 1,095,000	2029 \$ 1,065,000	2030 \$ 1,061,000	2031 \$ 1,086,000	2032 \$ 428,000	COMMENTS
<b>2021</b>																
HAWTHORN DR	Bissonette Lane	End of Cul-de-sac		\$900,000												
<b>2022</b>																
HAWTHORN DR - ( 3rd Lift )	Bissonette Lane	Oriole Park Dr			\$27,000											
HAWTHORN DR - ( 3rd Lift )	Bissonette Lane	End of Cul-de-sac			\$18,000											
LUCS LANE	Tecumseh Road	End of Street	76.0		\$11,000											
FRONTIER ROAD	Tecumseh Road	Kent Road 1	650.8		\$91,000											
LAKESHORE ROAD 115	Rogers Road	County Road 42	2,660.0		\$370,000											
LAKESHORE ROAD 111	County Road 42	Walls Road	3,665.4		\$480,000											
N MIDDLE RD	Myers Road	Lakeshore Road 123	1,363.1		\$180,000											
<b>2023</b>																
LAKESHORE RD 243	South Middle Road	County Road 8	3,128.7			\$410,000										
KNAPP RD	Rochester Townline Road	Auction Sideroad	2,068.5		\$270,000											
AUCTION SORD	Rochester Townline Road	Knapp Road	1,798.1		\$235,000											
<b>2024</b>																
LUCS LANE - ( 3rd lift )	Tecumseh Road	End of Street	76.0				\$2,200									
FRONTIER ROAD - ( 3rd Lift )	Tecumseh Road	Kent Road 1	650.8				\$18,000									
LAKESHORE ROAD 115 - ( 3rd Lift )	Rogers Road	County Road 42	2,660.0				\$74,000									
LAKESHORE ROAD 111 - ( 3rd Lift )	County Road 42	Walls Road	3,665.4				\$100,000									
N MIDDLE RD - ( 3rd Lift )	Myers Road	Lakeshore Road 123	1,363.1				\$38,000									
ORIOLE PARK DR	North Rear Road	Hawthorn Drive	1,818.1				\$240,000									
LAKESHORE RD 213	Former CN Railway (South of S. Middle Rd)	County Road 8	1,208.1				\$160,000									
SCHOOLHOUSE RD	Scott Sideroad	Lakeshore Road 101	1,353.7				\$180,000									
LAKESHORE RD 245	South Middle Road	County Road 8	3,125.3				\$410,000									
<b>2025</b>																
KNAPP RD - ( 3rd Lift )	Rochester Townline Road	Auction Sideroad						\$80,000								
LAKESHORE RD 243 - ( 3rd Lift )	South Middle Road	County Road 8						\$90,000								
AUCTION SORD - ( 3rd Lift )	Rochester Townline Road	Knapp Road						\$50,000								
LAKESHORE RD 245	South Middle Road	County Road 8	3,125.3					\$410,000								
BYRNEDALE RD	Myers Road	Lakeshore Road 123	1,361.6					\$180,000								
LAKESHORE RD 309	Richardson Sideroad	Essex Kent Road	2,445.7					\$320,000								
<b>2026</b>																
LAKESHORE RD 245 - ( 3rd Lift )	South Middle Road	County Road 8							\$90,000							
ORIOLE PARK DR - ( 3rd Lift )	North Rear Road	Hawthorn Drive							\$50,000							
SCHOOLHOUSE RD - ( 3rd Lift )	Scott Sideroad	Lakeshore Road 101							\$40,000							
LAKESHORE RD 213 - ( 3rd Lift )	Former CN Railway (South of S. Middle Rd)	County Road 8							\$35,000							
LAKESHORE RD 309	Gracey Sideroad	Richardson Sideroad	3,665.4						\$480,000							
LAKESHORE RD 311	Gracey Sideroad	Richardson Sideroad	3,672.4						\$480,000							
<b>2027</b>																
LAKESHORE RD 309 - ( 3rd Lift )	Richardson Sideroad	Essex Kent Road								\$70,000						
LAKESHORE RD 245 - ( 3rd Lift )	South Middle Road	County Road 8								\$90,000						
BYRNEDALE RD - ( 3rd Lift )	Myers Road	Lakeshore Road 123								\$40,000						
LAKESHORE RD 233	South Middle Road	County Road 8	3,141.4							\$410,000						
LAKESHORE RD 235	South Middle Road	County Road 8	3,137.8							\$410,000						
<b>2028</b>																
LAKESHORE RD 309 - ( 3rd Lift )	Gracey Sideroad	Richardson Sideroad									\$105,000					
LAKESHORE RD 311 - ( 3rd Lift )	Gracey Sideroad	Richardson Sideroad									\$105,000					
LAKESHORE RD 311	Rochester Townline Road	Highway 77	3,640.0								\$475,000					
LAKESHORE RD 233	South Middle Road	County Road 8	3,141.4								\$410,000					
<b>2029</b>																
LAKESHORE RD 233 - ( 3rd Lift )	South Middle Road	County Road 8										\$90,000				
LAKESHORE RD 235 - ( 3rd Lift )	South Middle Road	County Road 8										\$90,000				
LAKESHORE RD 209	Puce Road & County Road	South Middle Road	1,328.3									\$175,000				
LAKESHORE RD 241	County Road 46	South Middle Road	1,316.5									\$175,000				
SCHOOLHOUSE RD	Lakeshore Road 101	Lakeshore Road 103	1,390.4									\$185,000				
SCHOOLHOUSE RD	Lakeshore Road 103	Lakeshore Road 105	1,363.7									\$180,000				
LAKESHORE RD 231	County Road 46	South Middle Road	1,313.0									\$170,000				



Gravel Road Conversions Description	From	To	Length (m)	2021 \$ 900,000	2022 1 \$ 1,177,000	2023 1 \$ 915,000	2024 2 \$ 1,231,200	2025 3 \$ 1,110,000	2026 4 \$ 1,175,000	2027 5 \$ 1,020,000	2028 6 \$ 1,095,000	2029 7 \$ 1,065,000	2030 8 \$ 1,061,000	2031 9 \$ 1,086,000	2032 10 \$ 428,000	COMMENTS
<b>2030</b>																
LAKESHORE RD 311 - ( 3rd Lift )	Rochester Townline Road	Highway 77											\$105,000			
LAKESHORE RD 233 - ( 3rd Lift )	South Middle Road	County Road 8											\$90,000			
CREEKSIDE ROAD	Tecumseh Road	Essex Kent Road 1	1,974.6										\$280,000			
DOCKSIDE STREET	Admiral Drive	End of street	180.0										\$26,000			
TREPANIER RD	County Road 31	Lakeshore Road 129	1,382.9										\$190,000			
WALLACE LINE RD	County Road 22	County Road 42	2,813.5										\$370,000			
<b>2031</b>																
LAKESHORE RD 241 - ( 3rd Lift )	County Road 46	South Middle Road												\$40,000		
LAKESHORE RD 231 - ( 3rd Lift )	County Road 46	South Middle Road												\$35,000		
LAKESHORE RD 209 - ( 3rd Lift )	Puce Road & County Road	South Middle Road												\$40,000		
SCHOOLHOUSE RD - ( 3rd Lift )	Lakeshore Road 101	Lakeshore Road 103												\$38,000		
SCHOOLHOUSE RD - ( 3rd Lift )	Lakeshore Road 103	Lakeshore Road 105												\$38,000		
LIONS CLUB RD	County Road 27	Myers Road	2,235.4											\$295,000		
GOLFVIEW DR	County Road 2	County Road 42												\$300,000		
STRONG RD	County Road 2	County Road 42												\$300,000		
<b>2032</b>																
TREPANIER RD - ( 3rd Lift )	County Road 31	Lakeshore Road 129													\$40,000	
DOCKSIDE STREET - ( 3rd Lift )	Admiral Drive	End of street													\$10,000	
CREEKSIDE ROAD - ( 3rd Lift )	Tecumseh Road	Essex Kent Road 1													\$55,000	
WALLACE LINE RD - ( 3rd Lift )	County Road 22	County Road 42													\$80,000	
LAKESHORE ROAD 115			560.0												\$80,000	
ORIOLE PARK DR	North Rear Road	End of Street	1,045.9												\$140,000	
BASELINE ROAD	County Road 27	End of street	212.6												\$23,000	
<b>Total Capital Expenditures</b>			<b>76,428.7</b>	<b>\$900,000</b>	<b>\$1,177,000</b>	<b>\$915,000</b>	<b>\$ 1,231,200</b>	<b>\$ 1,110,000</b>	<b>\$ 1,175,000</b>	<b>\$ 1,020,000</b>	<b>\$ 1,095,000</b>	<b>\$ 1,065,000</b>	<b>\$ 1,061,000</b>	<b>\$ 1,086,000</b>	<b>\$ 428,000</b>	

These roads require field assessment, and will be subject to one or more of the following, platform widening, drainage works or possible land acquisition. Planning will be required with the potential of conversions being spread over 3 years  
Considerations will be brought forward during budget  
These items only include the cost for gravel conversions, with no additional works.





# 5 Year Park Plan

## Appendix D



# List of Parks & Classifications

## Regional Parks

- Atlas Tube Centre Regional Park (79 Acres)
- Lakeshore/West Beach/Belle River Marina Regional Park (25 acres)

## Community Parks

- Leffler Peace Park (11 Acres)
- River Ridge Park (13 Acres)
- Optimist Park (9.5 Acres)
- Millen Park (9.9 Acres)
- Stoney Point Park (23 Acres)
- GERALYN TELLIER-PERDU MEMORIAL PARK (8.8 Acres)
- Comber Fairgrounds Park (16 Acres)

## Neighbourhood Parks

- St. Clair Shores Park (5.1 Acres)
- River Downs Park (2.1 Acres)
- Oakwood Park (1.5 Acres)
- Duck Creek Park (5.7 Acres)
- Lions Park (6.1 Acres)
- Shanahan Park (Acres)
- Memorial Park (4.7 Acres)
- Staples Community Park (0.8 Acres)

## Neighbourhood Parks with Sports

- Centennial Park (8.5 Acres)
- Maidstone Park (11 Acres)
- Ladouceur Park (6.6 Acres)

## Parkettes

- Russel Woods Parkette (0.8 Acres)
- Wallace Line Lakefront Parkette(0.1 Acres)
- Puce Road Lakefront Parkette (0.3 Acres)
- Renaud Line Lakefront Parkette (0.2 Acres)
- Rourke Line Parkette (0.2 Acres)
- Johnson Riverview Parkette (0.3Acres)
- Helena Parkette (0.4 Acres)
- Legion Parkette (.50 Acres)
- Stuart Lane Lakefront Parkette (0.2 Acres)
- Terra Lou Parkette (0.2 Acres)
- Strong Road Lakefront Parkette (0.2 Acres)
- Golfview Drive Lakefront Parkette (0.2 acres)
- St. Clair Road Lakefront Parkette (0.3 Acres)
- Stoney Point Lakefront Parkette (0.7 acres)
- Gracey Sideroad Lakefront Parkette (0.4 acres)
- Rafih Crescent Parkette (0.28 acres)



# Goals of the 5 Year Park Plan

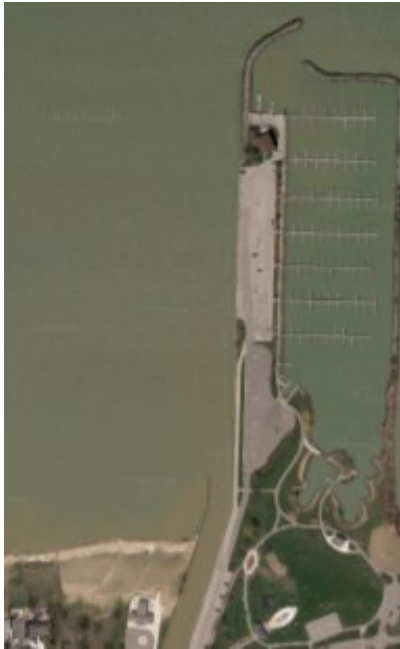
- Advance work on both Regional Parks
- Full development of 1 Community Park (River Ridge Park)
- Improvements in 25 Parks
- Advance work on trail system
- Project Sequencing - Visioning, Design, Construction
- Shovel Ready Projects
- Include the basics - trees, benches, trash receptacles
- Lifecycle replacements for playground equipment
- Develop 1 new neighbourhood park where warranted due to increased growth



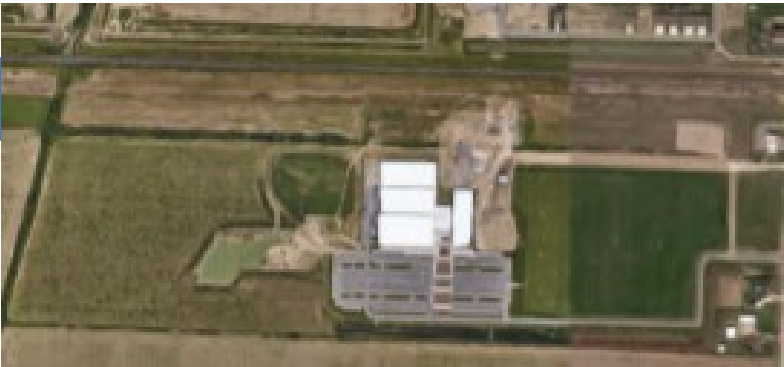


# 5 Year Park Plan

5 Year Park Plan						
A. Prior Funding		2021	2022	2023	2024	2025
1	Develop River Ridge Park (Phase 1 & 2)	1,700,000				
2	Regional Park Visioning -ATC	100,000				
3	Neighbourhood Park Visioning/Design St. Clair Shores Park	30,000				
4	Regional Park Design - West Beach/Lakeview Park and Belle River Marina	600,000				
Subtotal Prior Funding		2,430,000				



West Beach/Lakeview Park  
and Belle River Marina  
Regional Park



ATC Regional Park



5 Year Park Plan						
B. Capital Projects		2021	2022	2023	2024	2025
1	Balance of Development at River Ridge Park	700,000				
2	Splash Pad at Stoney Point Park			450,000		
3	Splash Pad at Millen Park				460,000	
4	Splash Pad at Leffler Peace Park					470,000
5	Basketball Pad at Millen Park				20,000	
6	Basketball Pad at Stoney Point Park					20,000
7	Community Park Tree Planting - Leffler	10,000				
8	Community Park Tree Planting - Optimist		10,000			
9	Community Park Tree Planting - Stoney Point			10,000		
10	Community Park Tree Planting - Millen				10,000	
11	Community Park Tree Planting - Geralyn					10,000
12	Community. Park Tree Planting - Comber					10,000
13	Playground Replacement - Centennial	90,000				
14	Playground Replacement - Shanahan	45,000				
15	Playground Replacement - Stoney Point		115,000			
16	Playground Replacement			90,000		
17	Playground Replacement				100,000	
18	Playground Replacement					105,000
19	Washroom at Optimist Park					500,000
20	Sand Volleyball at Millen				15,000	
21	Sand Volleyball at Geralyn-Tellier					15,000
22	Kayak Launch - TBD					30,000
23	Maidstone Tennis (or pickle ball conversion)_		60,000			
24	Neighbourhood Park Dev. - St. Clair Shores Park		250,000			
25	Deep well Trash	15,000	15,000		15,000	15,000
26	Bench Program	15,000	15,000		15,000	15,000
27	Pavilion Rehabilitation - Geralyn Tellier Perdu	8,000				
28	Parks Electrical Upgrades	6,000	6,000	6,000	6,000	6,000
29	Spectator Bleacher Replacement - Geralyn Tellier Perdu	16,000	15,000	20,000	20,000	
30	West Beach Grading /Belle River Dredging	240,000				
31	AODA Park Paths - Comber, Gerard, Leffler, Millen 2022 Shanahan, Staples, Stoney Point	20,000	20,000			
32	Surface Conversion Playgrounds, Ladouceur, Centennial, Woodslee Memorial	22,000				
	Subtotal Capital Projects	1,187,000	506,000	576,000	661,000	1,198,000

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5 Year Park Plan						
C. Design & Planning		2021	2022	2023	2024	2025
1	Visioning - Greenway/CWATS			50,000		
2	Community Park Review/Visioning - Stoney Point		7,500			
3	Community Park Design - Stoney Point		60,000			
4	Community Park Review/Visioning – Millen		7,500			
5	Community Park Design – Millen			60,000		
6	Community Park Review/Visioning - Geralyn			7,500		
7	Community Park Design - Geralyn				60,000	
8	Community Park Review/Visioning - Optimist			7,500		
9	Community Park Review/Visioning - Leffler Peace Park				7,500	
10	Community Park Design - Optimist Park				60,000	
11	Community Park Design - Leffler Peace Park					60,000
	<b>Subtotal Design and Planning</b>	-	75,000	125,000	127,500	60,000
	<b>Capital Projects plus Design and Plan*</b>	1,187,000	581,000	701,000	788,500	1,256,000
* Does not include Section A. Prior Funding						



# 2021 Parks Projects & Update

## River Ridge Park

- Tender in April 2021
- Tender award in May 2021
- Construction expected to be completed in October 2021
- Staging of construction around existing park amenities (parking and pathway) will be required

## RIVER RIDGE PARK **COMING SOON**



## Geralyn Tellier Perdu

- Tender in January 2021 and awarded in March 2021
- Construction expected to commence in May 2021
- Expected completion is July 2021



## Lakeside Estates

- Tendered and awarded in January 2021
- Construction to commence in May 2021
- Expected completion is July 2021





# 2021 Parks Projects & Update Continued

## West Beach Lakeview Park Belle River Marina Master Plan design

- Waterfront Master Plan approved by Council in September 2020
- Detailed design is underway
- \$600,000 in current budget. \$1,052,250 total allocated for the detail design portion of all phases of the plan.
- Intent is to apply for grant opportunities when they become available for redevelopment of the parks.
- The high level estimates for redevelopment of the four areas outlined in the Waterfront Master Plan are:
  - West Beach \$2,155,000
  - Lakeview Park \$2,000,000
  - The Pier & Marina \$2,050,000
  - Natural Habitat \$810,000



## ATC Park Master Plan & Visioning

- Atlas Tube Recreation Centre Master Plan underway
- Currently in the visioning stage. Council approval and more public engagement required.
- Public and Stakeholder Engagement in 2019
- The high level estimates for 5 phases of development which include synthetic and grass playing fields, washrooms, trails, event space, parking lots, internal roads, storm water management - \$42 million.
- Phasing over 15-20 years.



ATLAS TUBE  
CENTRE



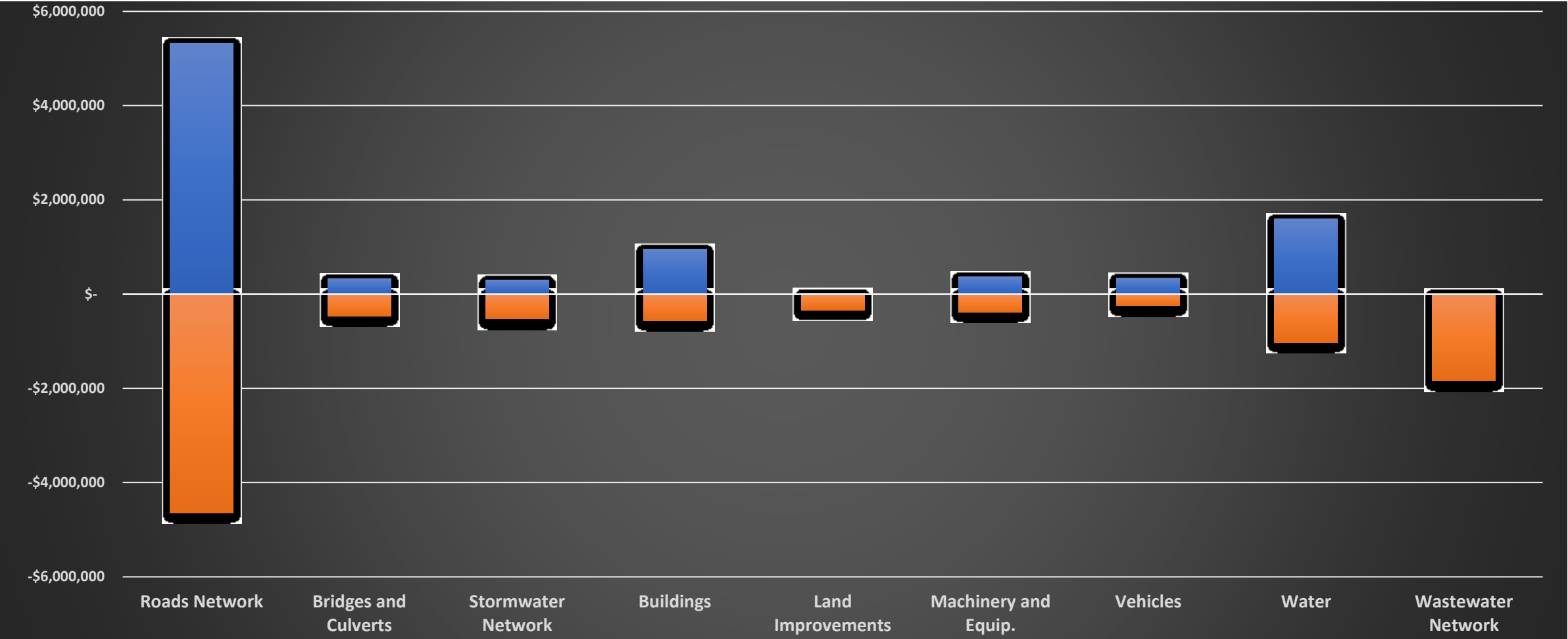


# Financial Planning Update

## 2021 Council Strategic Planning Meeting



# 2017 Annual Recommended AMP Funding vs. 2017 Actual AMP Funding

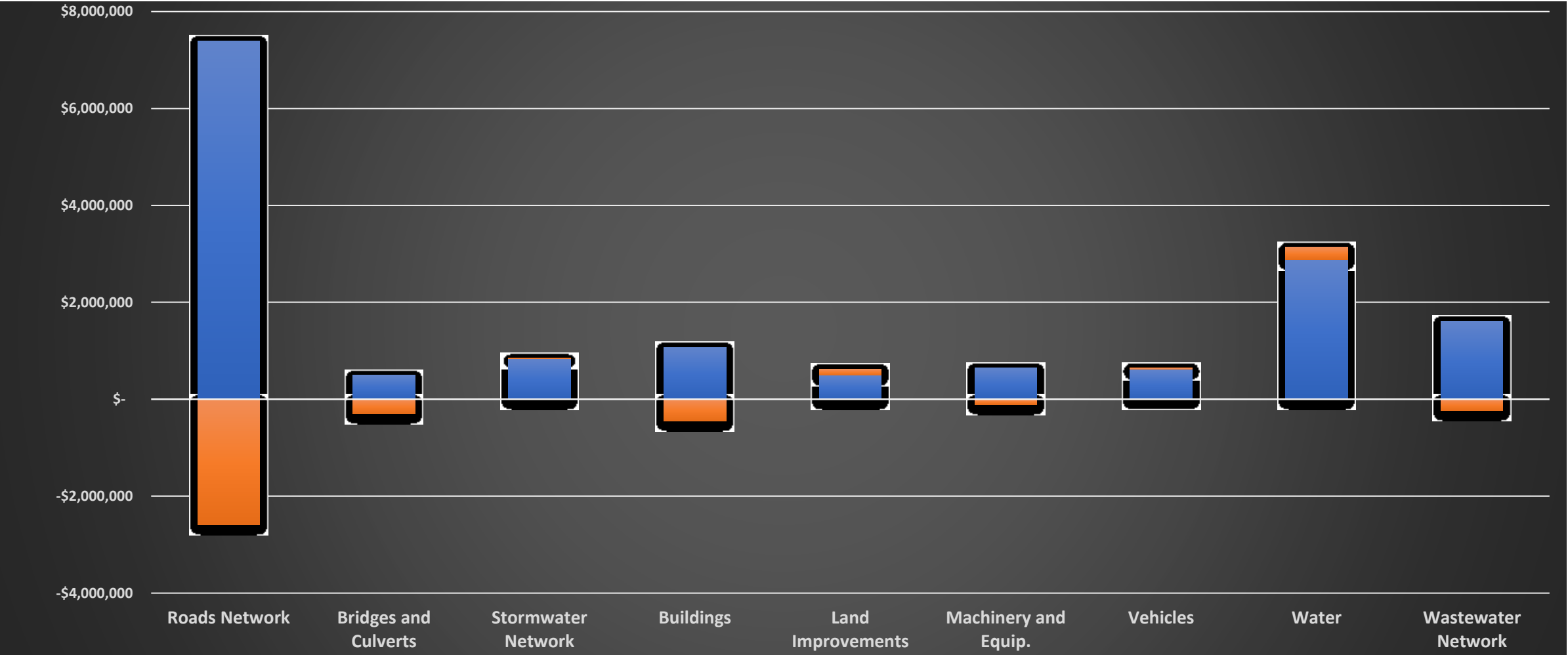


Notes:

- Blue shading represents budgeted funding levels
- Orange shading represents funding shortfalls



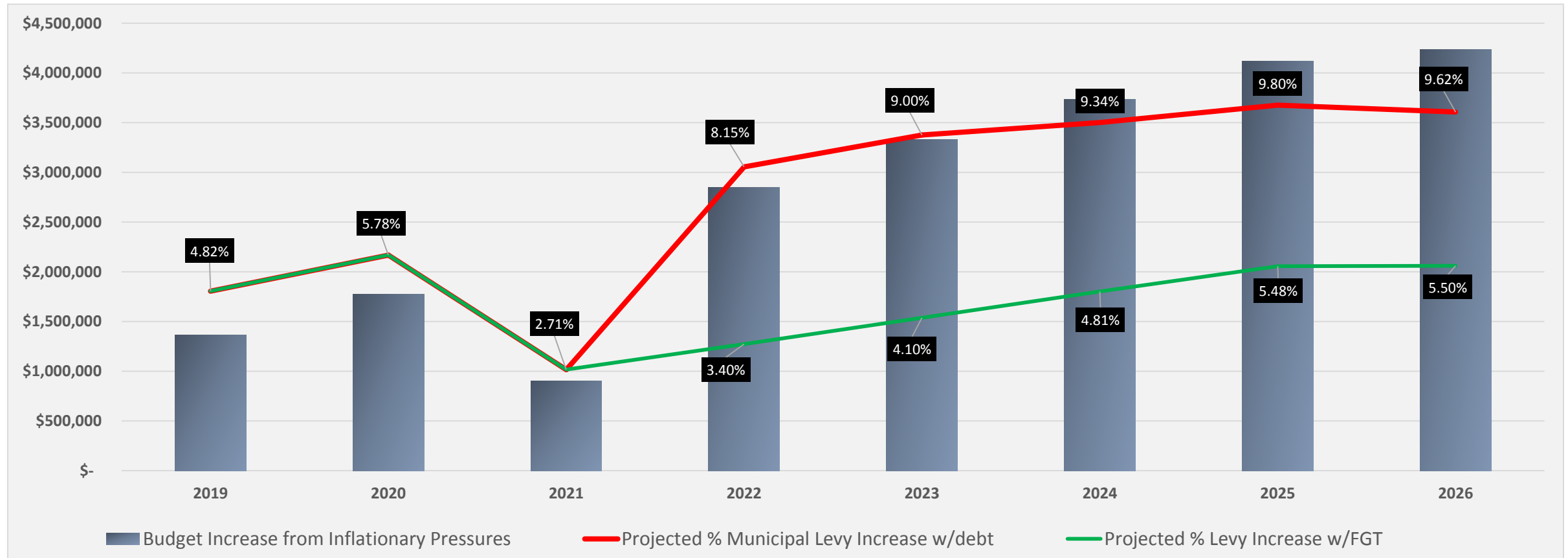
# 2017 Annual Recommended AMP Funding vs. 2021 Actual AMP Funding



- Notes:
- Blue shading represents budgeted funding levels
  - Orange shading represents funding shortfalls or over contributions
  - Recommended funding levels may change with the update of the AMP



# Projected 5 year Operating Budget Impacts on the Municipal Levy



## Notes:

- Applicable revenues and expenses indexed using long term CPI projections
- Red line represents potential levy impacts with annual debt payments for Denis St. Pierre
- Green line represents potential levy impacts using Federal Gas Tax to fund annual debt payments for Denis St Pierre
- Budget increases includes annual capital enhancements of \$745,000 to address shortfall in funding of future capital needs & asset management
- 3 to 4 new positions added each year to address levels of service (based on historical trend) (subject to org review recommendations)
- Annual assessment growth based on 3 year average of \$700,000 (reassessments being delayed beyond 2022 – no impact on municipal levy)
- Does not include Atlas Tube Centre park redevelopment or Lakeshore Park/Marina redevelopment



# Impacts of Assessment Growth on Municipal Levy – Simplified Calculation

2021 Simplified Taxation Data		Scenario 1 Growth in Assessment Base 0% Levy Change	Scenario 2 Growth in Assessment Base 0% Tax Rate Change	Scenario 3 Growth in Assessment Base Increase in CPI
Weighted Assessment	5,579,656,360	5,579,656,360	5,579,656,360	5,579,656,360
Change in Assessment Value	NIL	121,206,396	121,206,396	121,206,396
Revised Weighted Assessment	5,579,656,360	5,700,862,756	5,700,862,756	5,700,862,756
Municipal Levy	\$ 35,000,000.00	\$35,000,000.00	\$35,915,435.36	\$36,633,744.07
Change in Municipal Levy			\$915,435.36	\$1,633,744.07
Simplified Tax Rate	0.0063000	0.0061394	0.0063000	0.0064260
Taxes on a Home Assessed at \$350,000	\$ 2,205.00	\$2,148.80	\$2,205.00	\$2,249.10

Under scenario 1, the assessment base has increased but the Municipal Levy has not. This has resulted in a reduction in the tax rate. However by holding the levy at \$35M there is no accommodation for inflationary increases with the result that the levy received would not account for increases in costs of delivery of services and expenses.

Under scenario 2, the assessment base has increased and the Municipal levy has also increased to an amount that would result in a 0% tax rate increase. Inflationary increases to the existing levels of service are paid for through assessment growth which may fluctuate from year to year.

Scenario 3 captures the impact on the tax levy and the tax rate by taking into account assessment growth and inflationary increases. You will note in this case that inflationary increases are greater than the increase from assessment growth in scenario 2. Therefore growth alone will not fully fund inflationary impacts.





# By-law Development Process

## Appendix F

**March 31<sup>st</sup>, 2021**



# By-law Development

- ❖ Valid by-laws must be passed in a transparent and open manner to be lawful
  - Council has broad discretion to pass by-laws
  - By-laws are taken on their face to be considered valid
  - By-laws may not be passed in closed session
  - Must be passed in good faith (MA, 2001, s. 272)
  - By-laws may be challenged in various courts by various means
  
- ❖ Factors bolstering the notion that municipality has acted with fairness, candour and transparency in passing a by-law include:
  - Legitimate policy reasons for creating by-law
  - Took a lengthy time to pass the by-law through council
  - Extensive pre-meeting announcements for public meetings and council debates
  - Public meetings on the issue
  - Solicited and received advice/submissions from outside experts, stakeholders, delegations

(*Payne v. Windsor (City)*, 2011 CarswellOnt 10685 (SCJ))
  
- ❖ Regulatory and policy development requires the involvement of several resources
  - At minimum: subject matter expert(s), policy analyst, communicator, legislative drafter, Council



# By-law Development

## Identify

- Identify, describe and analyze the problem that is demanding new policy and/or regulation
- Often arises through public demand, change in circumstances
- Assemble affected internal stakeholders: minimum team of subject matter experts (operating department), by-law compliance (enforcement expertise), drafter, communicator

## Research

- Assess legislative and non-legislative options
- Identify sub-issues and policy options
- Resource: Policy analyst, subject matter experts

## Engage

- Identify influencers and external stakeholders
- Resource: Communicator, subject matter experts

## Assess

- Review engagement feedback
- Develop detailed legislative framework for policy, procedure, by-law (often a Council or committee report)
- Resource: Internal stakeholders



# By-law Development

## Draft

- Prepare draft policy/by-law/procedures
- Resource: Subject matter expert, Drafter

## Re-Engage

- Develop forms, permits/licences
- Resource: Communicator, policy analyst, subject matter experts, enforcement

## Finalize

- Finalize policy/by-law/procedures
- Develop forms, permits/licences
- Resource: Subject matter expert, Drafter

## Promote

- Communicate, communicate, communicate
- Train staff
- Resource: Communicator, policy analyst, subject matter expert, enforcement



# By-law & Policy Development Efforts

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- ❖ Each year Administration prepares 100 to 150 by-laws
  - Routine by-laws require a minimum of 15 minutes for the most routine and up to 1 hour for routine approvals/delegations from start to finish in Legislative Services
  - In each year there are several by-laws which require drafting expertise, policy analysis from the operating department, public or internal communications exercises and 1 or more Council reports
    - These exercises can consume hundreds of hours of staff time across the staff team working on them
- ❖ Administration has implemented efforts to expedite and streamline policy and by-law development
  - Creation of Policy Review Committee (administrative committee) to provide multi-faceted review and support for development of corporate-wide and policies proposed for approval by Council
  - Creation of By-law Review Working Group (administrative) to prioritize and provide input into development process



## By-law & Policy Development Efforts

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- ❖ Appendix G shows the list of by-laws and policies that have recently been completed, are currently under review/revision, and are forthcoming
  - A rough scale shows the scope of the exercise 0-4 with 0 for routine by-laws that are not included in this list
- ❖ The list shows the order in which Administration intends to proceed with its review through the By-law Review Committee



## Appendix “G”

### By-law Development & Review

By-laws are listed in the order in which Administration plan to review. Should Council wish for reviews to proceed in a different order, a Council resolution will be required.

<b>By-law</b>	<b>Scope/Nature of Project</b>	<b>Resources Required</b>	<b>Timeline/Comments</b>
Fill By-law	2 - Amend	Enforcement, policy, drafter	Complete
Name Change	1 - Comprehensive	Policy, drafter, communications	Complete
Development Charges By-law	1 – Comprehensive New	Policy, drafter, consultant, Finance	Complete
Mask By-law	3 - New	Enforcement, policy, drafter, communications	Complete
Interim Control By-law	3 - New	Enforcement, by-law, drafter, Planning, consultant, communications	Complete
Vehicle for Hire By-law	4- Comprehensive Review	Enforcement, drafter, policy, communications	Complete
Yard Maintenance By-law	2 – Amend	Enforcement, drafter, drafter, policy, communications	Returning for direction at April 6, 2021 Council Meeting
Official Plan Adoption By-law	4 – Comprehensive	Enforcement, drafter, Planning, consultant, communications	Draft anticipated April 2021
Purchasing By-law	4- Comprehensive Review	Drafter, policy, consulting, Finance	Draft anticipated April 2021
Animal Control By-law	4- Comprehensive Review	Enforcement, policy, drafter, communications	Draft anticipated April 2021
Procedure By-law	4- Comprehensive Review	Drafter, policy, Council Members, communications	Commencing Q2 2021
Interpretation By-law	3 - New	Drafter	Travels with Procedure By-law
User Fee By-law	4 – Comprehensive review	Drafter, Finance, All Departments, communications	Commencing Q2 2021



Delegation By-law	3 – Consolidation of existing and additional delegations of functions being performed	Drafter, policy, internal communications	To consolidate existing authorities and regularize processes.  Presentation in 2022
Bits and Pieces By-law	4 – Comprehensive (Creation of new process)	Planning, Engineering, drafter, policy	Commencing Q1 2021
Short Term Accommodation By-law	4 – Comprehensive new	Economic Development, Planning, Engineering, drafter, policy	Possibility of a by-law. Council to make determination after public consultations process.
Indemnification By-law	4 – Comprehensive new	Drafter, policy, insurer, external legal	To regularize indemnification of Council and staff members in a by-law
Parkland Dedication	2 - Amend	Drafter, Planning, communications, Economic Development	To address acceptance of land in lieu and parkland payments in lieu
Site Plan Control By-law	2 – Review/amend	Planning, enforcement, drafter, communications	To add enforcement provisions
Smoking By-law	2 – review/amend	Enforcement, drafter, policy, communications	To review and add additional items (ie. vaping)
Property Standards By-law	3 – Comprehensive review	Enforcement, drafter, communications, planning	Review
Road Fouling	4 – Comprehensive new	Operations, policy, enforcement, drafter, communications	Introduce new by-law
Zoning By-law	4 - Comprehensive	Enforcement, drafter, Planning, consultant, communications	Review
Sewer Use By-law	4 – Comprehensive review	Water/Wastewater, enforcement, drafter, policy, communications	Increase enforcement provisions and update
Traffic By-law	4 – Comprehensive review	Operations, policy, enforcement,	Comprehensive large-scale review



		drafter, communications	
Road Occupancy	4 - Comprehensive	Operations, policy, enforcement, drafter, communications	To issue permits in relation to use of municipal roads, require traffic plans
Noise By-law	3-Narrow review	Enforcement, drafter, policy, communications	Raised at March 9, 2021 Council meeting.
Tree By-law	4 – Comprehensive new	Planning, enforcement, Engineering, policy, drafter, communications	To reflect Tree Canopy Policy required by section 270 of Municipal Act, 2001
Public Spaces By-law	4 – Comprehensive	Planning, Recreation, policy, drafter, communications	Review of existing Parks By-law and expansion for green spaces and other municipal facilities
Parking By-law (introduction of AMPS)	4 – Comprehensive review	Operations, enforcement, policy, drafter, communications	Enhance options for parking enforcement; introduce an administrative monetary penalties enforcement mechanism
Off-Road Vehicles By-law	3 - New	Operations, enforcement, policy, drafter	Removed from list at March 23, 2021 Council Meeting

## Scope

4-Extra Large (broad comprehensive review or large new)

3-Large (comprehensive or new narrow topic)

2-Medium (update to existing)

1-Small (routine)\*

0-Routine\*

There are between 80 and 100 by-laws prepared each year that are small and routine which demand 15 minutes to 1 hour preparation each year.



### **List of Forthcoming Council Policies**

1. Tree Canopy & Natural Vegetation Policy (required pursuant to section 270 of the Municipal Act, 2001)
2. Investment Policy
3. Use of Municipal Resources Policy (required pursuant to Municipal Elections Act, 1996)
4. Sports Field Allocation Policy
5. Festival and Events Policy review
6. Telecommunications Tower Policy review
7. Municipal Drain Abandonment Policy
8. Public Art Policy



COUNCIL REQUESTED REPORT TRACKING					MAY 11, 2021	
ISSUE #	ASSIGNEE	DATE	COUNCIL ASSIGNOR	DESCRIPTION	COMMENTS	Public Consultation / Open House
12-2019	EIS	03-05-19	M-Councillor Kerr S-Councillor Walstedt	Prepare a report to Council with the community involvement to restore passive lake access on Ruston Dr.	<b>04/05/19</b> Discussed with ERCA. Director of EIS to schedule a meeting with residents and review options. <b>02/14/20</b> Report to Council anticipated Q4. <b>09/11/20</b> Work with ERCA to schedule a PIC with the residents.	
15-2019	EIS	03-19-19	M-Councillor Walstedt S-Councillor Wilder	Prepare a report to Council regarding half-load designations on Class B roads.	<b>01/30/20</b> Report to Council anticipated Q4, 2020. <b>09/11/20</b> To be consolidated in the Traffic Bylaw report for Q2, 2021.	
64-2019	CDS	03-05-19	M-Councillor Wilder S-Councillor McKinlay	Draft a Tree Canopy and Natural Vegetation By-law to protect trees in provincially designated woodlots, riparian corridors and signifcant wetlands, and all those on public property.	<b>02/10/21</b> Report to Council anticipated Q2, 2021.	
68-2019	LLS	12-10-19	M-Councillor Santarossa S-Councillor McKinlay	Work wih the Town's regional partners to develop a Community Safety and Well-being Plan.	<b>01/24/20</b> The CSWB Plan is underway. <b>06/10/20</b> The Province delayed it due to COVID-19. <b>09/02/20</b> Restarting meetings. <b>10/21/20</b> The City of Windsor will be making a presentation to Council on Dec. 8, 2020. Stakeholder engagement and on-line survey planned for March 4, 2021. <b>03/15/21</b> On-going engagement and plan building. <b>04/20/21</b> Analyzing results.	
1-2020	CAO	01-14-20	M-Councillor Janisse S-Councillor Santarossa	Develop an implementation plan that will detail the planning and process of next steps required to construct a new Town Civic Centre Facility.	<b>01/29/20</b> Report to Council anticipated Q1, 2021. <b>05/19/21</b> A follow-up report is anticipated June 8, 2021.	
9-2020	CDS	05-26-20	M-Councillor Kerr S-Councillor Janisse	<b>05/26/20</b> Prepare a report to Council regarding the conversion of the south-east emergency door at the ATC to an accessible door, including costs to be considered during the 2021 Budget deliberations.	<b>05/29/20</b> Report to Council through 2021 Budget. <b>12/11/20</b> Report to Council Q2, 2021. <b>03/10/21</b> Administration will consult with the Accessibility Advisory Committee at the appropriate time.	



COUNCIL REQUESTED REPORT TRACKING					MAY 11, 2021	
ISSUE #	ASSIGNEE	DATE	COUNCIL ASSIGNOR	DESCRIPTION	COMMENTS	Public Consultation / Open House
19-2020	EIS	11-03-20	M-Councillor Kerr S-Councillor Wilder	11/03/20 Administration to investigate a vacuum leaf yard waste program for the Town of Lakeshore.	11/17/20 Report to Council anticipated Q2, 2021. 12/11/20 Email to be sent to Council in May, 2021.	
21-2020	CDS	12-08-20	M-Councillor Wilder S-Councillor Janisse	04/20/21 Prepare a report outlining boat, trailer and any motorized vehicle parking in a driveway or residential area.	12/11/20 Report to Council through the zoning bylaw review Q3, 2021. 04/14/21 The review will include all recreational vehicles parked in residential areas.	
3-2021	EIS	01-19-21	M-Councillor Walstedt S-Councillor Kerr	01/19/21 Prepare a survey for users of the Bulk water station re: the proposed move of the bulk water station.	02/12/21 Report to Council on the results in Q2, 2021.	
4-2021	EIS	02-16-21	M-Councillor Kerr S-Councillor Janisse	02/16/21 Administration draft a street cleaning and repair by-law.	03/18/21 Report to Council anticipated late Q3/Q4, 2021.	
5-2021	EIS	02-16-21	M-Councillor Kerr S-Councillor Wilder	02/16/21 Prepare a report regarding light recreation use of property around stormwater management ponds and beautification.	03/18/21 Report to Council anticipated Q2, 2021.	
6-2021	CDS	02-16-21	M-Councillor Kerr S-Councillor Wilder	02/16/21 Prepare a report regarding access to Lake St. Clair for winter recreation.	03/10/21 Report to Council Q4, 2021.	
7-2021	EIS	02-16-21	M-Councillor Janisse S-Councillor Santarossa	02/16/21 Prepare a report for the 2022 Budget on the cost to include Maidstone Park to the park winter maintenance list.	03/18/21 Report to Council anticipated Q3, 2021.	



COUNCIL REQUESTED REPORT TRACKING						MAY 11, 2021
ISSUE #	ASSIGNEE	DATE	COUNCIL ASSIGNOR	DESCRIPTION	COMMENTS	Public Consultation / Open House
8-2021	EIS	04-06-21	M-Councillor Kerr S-Councillor McKinlay	<b>04/06/21</b> Prepare a report regarding imposing a 40 km/hr speed limit in all residential areas of the Municipality of Lakeshore and develop a policy to implement 40 km/hr speed limits in all new residential areas in Lakeshore.	<b>04/12/21</b> Report to Council late Q2, 2021.	
9-2021	EIS	04-06-21	M-Councillor McKinlay S-Councillor Kerr	<b>04/06/21</b> Prepare a report regarding the purchase of Christmas lights for communities hosting wind turbines, with the cost to be funded from the Community Benefit Fund.	<b>04/12/21</b> Report to Council late Q2, 2021.	



## Municipality of Lakeshore - Report to Council

### Legislative & Legal Services



**To:** Mayor & Members of Council

**From:** Kristen Newman, Director of Legislative & Legal Services

**Date:** May 18, 2021

**Subject:** OPP Detachment Board – Support for Two Police Services Board System & Submission to the Solicitor General

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#### Recommendation

Support the creation of two police services boards for the Essex OPP Detachment with 1 board comprised of the Town of Tecumseh and Municipality of Lakeshore and a 2<sup>nd</sup> board comprised of the Town of Kingsville, Municipality of Leamington and the Township of Pelee Island;

Support the inclusion of the Town of Essex in the Board of its choice; and,

Direct the Clerk to send this resolution to the Clerk of the Town of Tecumseh to include in its submission to the Solicitor General on behalf of all of the local municipalities, all of which is further described in the Council report at the May 25, 2021 Council meeting.

#### Background

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 “A”) which was the result of a meeting of Mayors, Board Chairs and CAOs/Delegates in 2020.

### Comments

As reported at the May 11, 2021 Council meeting, 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 7<sup>th</sup>. 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 Mayor, Chair and Director of Legislative & Legal Services attended a meeting with most of the Mayors, Chairs of the Essex County Police Services Boards and Chief Administrative Officers (or delegates) on May 13<sup>th</sup> to participate in discussions regarding Board Composition (agenda attached as Appendix “B” and minutes attached as Appendix “C”).

At that meeting, the participants received presentations regarding the Single Board Option (Tecumseh PSB prepared analysis attached as Appendix “D”) and 3 approaches



to the Two Board Option (attached as Appendix “E”).<sup>1</sup> The Single Board option includes all local municipalities, community representation, and contemplates representation from the Caldwell First Nation. The Two Board options include the following 3 approaches:

<b>Approach</b>	<b>Board 1</b>	<b>Board 2</b>
1 – Essex with South*	Lakeshore, Tecumseh	Essex, Pelee Island, Kingsville, Leamington, Caldwell First Nation
2 – Essex with North	Essex, Lakeshore, Tecumseh	Pelee Island, Kingsville, Leamington, Caldwell First Nation
3 – Essex Split*	Essex (1), Lakeshore, Tecumseh	Essex (1), Pelee Island, Kingsville, Leamington, Caldwell First Nation

\*First Nations membership can be solicited through community representation.

At the May 13<sup>th</sup> OPP Detachment Board Meeting, the Mayors of the municipalities passed the following resolution:

That the consensus of the elected officials attending today is to recommend a two-board model to our municipal Councils for consideration of support, permitting the Town of Essex to determine which board they wish to join;

And that the municipal Councils and Caldwell First Nation be provided with this motion and the minutes from today’s meeting.

As noted above, the two board system is the approach supported by the Lakeshore Police Services Board and that which Council has supported in the past. As such, Administration is recommending that Council pass a resolution in support of a two board OPP detachment model as described in the Recommendation.

At the time of the drafting of this report, the Councils of the other municipalities had not yet considered the resolution emanating from the May 13<sup>th</sup> Detachment Board Meeting.

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<sup>1</sup> The Director of Legal & Legislative Services from Leamington advised that, despite the fact that Leamington was currently considering discontinuing the services of the OPP in favour of a municipal police force that it would still be using OPP services for at least 1 year. Subsequent to that meeting, on May 18, 2021, Leamington Council rejected proposals by municipal police forces to provide Leamington police services. As such, Administration understands that policing will continue to be provided by the OPP indefinitely.



## Financial Impacts

There are no financial impacts resulting from the recommendation on this report. Administration will bring a further report in 2021 with further details regarding the funding of and detailed composition of the new Board.

## Attachments:

Appendix A – Foresight Report

Appendix B – Agenda for the May 13, 2021 OPP Detachment Board Meeting of Mayors, PSB Chairs and CAO/Designates

Appendix C – Minutes of the May 13, 2021 OPP Detachment Board Meeting of Mayors, PSB Chairs and CAO/Designates

Appendix D – One Board Option

Appendix E – Two Board Option

## Report Approval Details

Document Title:	OPPDetachmentBoard-TwoBoardSystem.docx
Attachments:	- A - Foresight Report - OPP Detachment Board.pdf - B-Agenda -Essex County OPP Detachment Board Zoom Meeting - 13 May 2021.pdf - C-Minutes - Essex County OPP Detachment Board Meeting - May 13 2021.pdf - D- Single Board Option.pdf - E - Two Board Option.pdf
Final Approval Date:	May 19, 2021

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

Rosanna Pellerito

Truper McBride





## **OPP Detachment Board Report**

Prepared by: Janice Forsyth, PhD  
President  
Foresight Management Consulting  
[jforsyth@foresightconsulting.ca](mailto: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.



Joint Municipal and PSB Meeting  
Re: Essex County OPP Detachment Board

Chaired by: Mayor Gary McNamara

**Agenda**

**Thursday, May 13, 2021**

**9:00 a.m.**

**Zoom Meeting**

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ITEM	TOPIC	TIME (min)
1.	Welcome and Introduction <ul style="list-style-type: none"><li>Roll Call</li></ul>	5
2.	Purpose of the Meeting and How to Reach Consensus <ul style="list-style-type: none"><li>SOLGEN PPT – Virtual Information Session</li></ul>	10
3.	Presentation - Lakeshore PSB Proposed Detachment Board Model <ul style="list-style-type: none"><li>Essex County OPP Two Board Concept</li></ul>	5
4.	Presentation - Proposed Detachment Board Model based on Foresight Management Consulting Report <ul style="list-style-type: none"><li>Analysis of Foresight Report Detachment Board Framework</li></ul>	5
5.	Update on Policing Services from Leamington	5
6.	Discussion/Decision on Proposed Detachment Board Models	50
7.	Nomination of Municipality to Submit Detachment Board Proposal to Ministry of the Solicitor General (deadline June 7, 2021)	5
8.	Next Steps	5
9.	Adjournment	



**Joint Municipal and Police Services Board Meeting  
Re: Essex County OPP Detachment Board**

**Minutes**

Date: Thursday, May 13, 2021  
Time: 9:00 am  
Location: Electronic meeting using Zoom

Present:

**Municipality of Lakeshore**

Mayor Tom Bain  
Francis Kennette, PSB Chair  
Kristen Newman, Director of Legislative and Legal Services

**Municipality of Leamington**

Mayor Hilda MacDonald  
Peter Neufeld, Chief Administrative Officer  
Ruth Orton, Director of Legal and Legislative Services

**Town of Essex**

Councillor Kim Verbeek, PSB Chair  
Chris Nepszy, Chief Administrative Officer

**Town of Kingsville**

Mayor Nelson Santos  
William Chisholm, PSB Vice Chair  
John Norton, Chief Administrative Officer

**Town of Tecumseh**

Mayor Gary McNamara – Meeting Chair  
Christopher Hales, PSB Chair  
Margaret Misk-Evans, Chief Administrative Officer

**Township of Pelee**

Mayor Ray Durocher

Also Present:

Councillor Kimberley DeYong, Town of Kingsville (observer)  
Ellen Preuschat, Recording Secretary, Tecumseh PSB

**1. Welcome and Introduction**

Mayor Gary McNamara called the meeting to order at 9:05 am, conducted the roll call and thanked everyone for their participation.

**2. Purpose of the Meeting and How to Reach Consensus**

Mayor McNamara summarized the agenda and outlined the purpose of the meeting:



- Based on the Solicitor General's recent correspondence and Virtual Information Sessions (See meeting agenda Attachment 1 – Community Safety and Policing Act, 2019: Ontario Provincial Police Detachment Board Framework and Proposal Submission Process, Virtual Information Session, April 20, 2021), municipalities and First Nations within each detachment area are to submit one proposal indicating the composition of their new OPP detachment board and, if requested, their rationale for multiple boards.
- This group needs to settle on a board composition proposal to take to each municipal Council for a resolution prior to submitting the form to the Ministry of the Solicitor General.
- The proposal form is to be submitted by June 7, 2021, although it now appears there is some flexibility to extend this time frame.
- The Solicitor General will establish a ministerial working group to review each proposal received.
- This meeting will consider two different proposal models.
- Following presentations on the proposal models, Leamington is invited to provide an update on policing in their community and then the Mayors and elected officials at today's meeting will be given first opportunity to voice their opinions.

Mayor McNamara noted the Caldwell First Nation (Caldwell FN) was invited to attend, however a response was not received from them.

Discussion followed on how best to reach a consensus today on a board composition proposal. Mayor Santos observed that this joint group does not have the authority to bind anyone, but a 'preferred option' could be recommended to all Councils to support. Mayor McNamara emphasized the importance of developing a proposal so that the final decision on board composition does not rest with the Ministry.

Moved by Mayor Tom Bain, Lakeshore  
Seconded by Mayor Ray Durocher, Pelee

**That** the result of a majority vote by the Mayors or other elected official from the municipalities participating in this meeting represent a consensus on the Essex County OPP detachment board model to be presented to the respective Councils as the preferred option for submission to the Solicitor General.

Carried

### **3. Presentation – Lakeshore PSB Proposed Detachment Board Model**

Kristen Newman summarized the two-board model proposed by the Lakeshore PSB and supported by Lakeshore Council (See meeting agenda Attachment 2 – "Two Board Approach"). The rationale for this model is that it:

- reflects the current operational reality of the OPP Essex Detachment;
- reflects that demographic and industry clusters are similarly aligned in the communities north and south of County Road 8; and



- results in a more manageable size of detachment board that maximizes opportunities for input from communities.

Three versions of the two-board model were presented, in which the Town of Essex either (1) joins Tecumseh and Lakeshore, (2) joins Kingsville, Leamington, Pelee Island, and Caldwell FN, or (3) is split between the two boards.

#### **4. Presentation – Proposed Detachment Board Model based on Foresight Management Consulting Report**

Margaret Misek-Evans summarized the detachment board framework contained in the “OPP Detachment Board Report” by Foresight Management Consulting (Foresight Report). This report resulted from a joint municipal and PSB meeting held on December 19, 2019. (See meeting agenda Attachment 3 – “Analysis of Foresight Report Detachment Board Framework.”) She noted that Caldwell FN was not included in the analysis, as no communications had been received from them. It may be necessary to increase the number of Provincial appointees to three, rather than two as recommended by the Foresight Report, to meet the threshold of 20% set by the Solicitor General subsequent to the writing of the Foresight Report.

#### **5. Update on Policing Services from Leamington**

Ruth Orton reported that Leamington is holding a Special Council Meeting on May 18, 2021, with respect to policing services, and that Administration is recommending Council not accept any proposal submitted in response to the RFP for Police Services.

She noted that even if a proposal were to be accepted there would be a one-year transition period, so in her opinion, Leamington would be part of the Essex County OPP detachment board in the short term.

#### **6. Discussion/Decision on Proposed Detachment Board Models**

The Chair opened discussion with an invitation to the Mayors and elected officials to speak first. The following comments were offered during the discussion on the proposed detachment board models:

Mayor Bain – Lakeshore feels strongly that the best way to keep strong representation and a strong voice on the board is through the two board model. The economic activities in the north and south municipalities are quite different, with the Tecumseh and Lakeshore being more industrially oriented and Essex, Kingsville, Leamington and Pelee being more focused on agriculture, including greenhouse industry, and tourism.

Mayor Santos – A single board would be very large, and no community wants to lose representation. Kingsville is very concerned with fair local representation. A two board model best maintains local representation. We need a proposal that would provide balanced representation while meeting the Solicitor General’s requirements.

Mayor MacDonald – It is important that the board not be unwieldy and that the unique needs of each municipality are recognized. Leamington, for example, is dealing with more cannabis related issues than the northern municipalities currently are. A two board system would keep the dialogue more specific. Essex will need to determine its preference.



Mayor Durocher – Pelee is small and does not share the same concerns, but acknowledges that Pelee resembles Leamington and Kingsville to an extent. Recommend the two board system, but not splitting Essex between two boards.

Kim Verbeek – A lot of work went into the Foresight Report and Essex supported it. However, there are valid reasons for considering a two board system, as presented today. Dividing Essex between boards is not recommended. Essex Council will need to consider the options.

Christopher Hales – Wellington County provides a good example of how a board at an amalgamated level functions very differently than a municipal board – it deals only with high level governance matters. In Wellington County, the OPP Detachment Commander meets with the Mayors on a monthly basis to discuss specific municipal policing concerns. (Mayor McNamara noted that all of Wellington County is policed by the OPP so the structure is different than it would be in Essex County.)

Francis Kennette – With the OPP and support staff added to the high number of members, a single board would be very large and cumbersome. An additional concern is that civilian oversight is needed over the provincial functions of the OPP (marine, highway patrol). The governance model should more closely reflect that of S. 31 boards.

Mayor MacDonald – Does not agree that Essex is comparable to Wellington County. Noted that it is important to Leamington to have a voice at the table. She sensed receptiveness to local input on policing by the new OPP Western Region Chief Superintendent during recent conversation.

Mayor McNamara – With respect to oversight of the OPP, both AMO and the Future of Policing Advisory Committee (FPAC) dealt extensively with this issue, and AMO is very supportive of an integrated model, although representation must not be lost in an integrated model. It is important we are unified in addressing oversight locally. There appears to be a preference for a two board system, although splitting Essex is not recommended. It is vitally important that a decision on our local approach not be left up to the Solicitor General. Expressed some reservation between the concept of “the north and the south” as he does not want to convey any divisiveness in Essex County.

Mayor Bain – If we move to a two board system, we should continue holding joint PSB meetings on a regular basis, as we have in the past, to address matters of mutual interest.

Francis Kennette – The inclusion of an at-large member would provide some flexibility to add representation from Indigenous or marginalized groups.

Mayor McNamara – Noted that Caldwell FN has the option to constitute its own board.

Peter Neufeld – With respect to Caldwell FN, Leamington has been in preliminary discussions with them regarding municipal service agreements. It is an urban reserve that they are establishing, and they are looking for service integration. He opined that Caldwell FN may be waiting for Leamington to make a decision on the future direction of its policing service.

Mayor Durocher – Raised the possibility of Pelee Island having a second representative on the two board model.



Moved by Mayor Tom Bain, Lakeshore  
Seconded by Mayor Hilda MacDonald, Leamington

**That** the consensus of the elected officials attending today is to recommend a two-board model to our municipal Councils for consideration of support, permitting the Town of Essex to determine which board they wish to join;

**And** that the municipal Councils and Caldwell First Nation be provided with this motion and the minutes from today's meeting.

Carried

**7. Nomination of Municipality to Submit Detachment Board Proposal to Ministry of the Solicitor General (deadline June 7, 2021)**

Moved by Francis Kennette, Lakeshore PSB Chair  
Seconded by Mayor Hilda MacDonald, Leamington

**That** the Town of Tecumseh submit the Essex County OPP detachment board proposal to the Ministry of the Solicitor General.

Carried

**8. Next Steps**

Mayor McNamara advised that the meeting minutes will be distributed.

The next step is for all municipalities to submit the consensus recommendation on detachment board composition to their respective Councils for consideration of endorsement.

A decision on which two-board model is preferred by the Town of Essex is required.

All Council motions are to be submitted to Tecumseh for inclusion in the final detachment board proposal to the Solicitor General.

**9. Adjournment**

Moved by Mayor Nelson Santos, Kingsville  
Seconded by William Chisholm, Kingsville PSB Vice Chair

**That** there being no further business to discuss, the Joint Municipal and Police Services Board Meeting regarding the Essex County OPP Detachment Board, adjourn at 10:34 a.m.

Carried

Attachment: Meeting Agenda of the Joint Municipal and PSB Meeting re: Essex County OPP Detachment Board, Thursday, May 13, 2021 by Zoom teleconference.



### **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.



## Two Board Approach

### History

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, Lakeshore 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.

### Rationale

- **Reflects Current Reality**
- Essex Detachment operations are currently divided by North and South (Essex Detachment is divided operationally)
- **Community Attributes**
- Communities north of County Road 8 are similarly aligned in terms of demographic and industry clusters (bedroom communities to the North; tourism/greenhouse industry to the South)
- **Board Size**
- Reduces size of Board meetings to allow for more efficient decision-making process while maximizing opportunities for input from communities
- Reduces size of Board while ensuring the Provincial minimum Board size of 5 members

### Options

- 3 options proposed below that contemplate 2 Boards



## 1. Two Board Option – Essex with South

- Reflects principle of more representation over population 10,000 (Foresight Report)
- Municipal appointee can be chosen from municipal council or community (Foresight Report)
- Achieves 20% community and 20% provincial appointee membership (Provincial requirement)
- Achieves requirement of minimum of 5 Board members (Provincial requirement)

\*Community Member numbers can be increased by an additional member to provide an odd number for Board composition. Also, for North Board without formal First Nations Membership an at large member could be selected

\*\*Community representatives selected by Municipal Council that the Community Member represents

### North Board

<b>Municipality</b>	<b>Community Members** (20% required)</b>	<b>Municipal Appointee</b>	<b>Provincial Appointee (20% required)</b>	<b>Total</b>
	<b>Elected</b>	<b>Appointed</b>		
Tecumseh	1	1		2
Lakeshore	1	1		2
Province			2	2
<b>Total</b>	<b>2 (33.33%)</b>	<b>2 (33.33%)</b>	<b>2 (33.33%)</b>	<b>6</b>
<b>Total with at large member*</b>	<b>3 (42.9%)</b>	<b>2 (28.57%)</b>	<b>2 (28.57%)</b>	<b>7</b>

\*Could add general community member with First Nations background to be added as an at large member which would increase Board composition to a total of 7 members



## South Board

<b>Municipality</b>	<b>Community Members** (20% required)</b>	<b>Municipal Appointee</b>	<b>Provincial Appointee (20% required)</b>	<b>Total</b>
	<b>Elected</b>	<b>Appointed</b>		
Essex	1	1		2
Kingsville	1	1		2
Pelee Island		1		1
Caldwell FN		1		1
Province			2	2
<b>Total</b>	<b>2 (25%)</b>	<b>4 (50%)</b>	<b>2 (25%)</b>	<b>8</b>
<b>Total with Leamington</b>	<b>3 (30%)</b>	<b>5 (50%)</b>	<b>2 (20%)</b>	<b>10</b>
<b>Total with at large member**</b>	<b>3 (33.33%)</b>	<b>4 (44.44%)</b>	<b>2 (22.22%)</b>	<b>9</b>

\*Could add general community member to be added as an at large member which would increase Board composition to a total of 9 members



## 2. Two Board Option – Essex with North

- Reflects principle of more representation over population 10,000 (Foresight Report)
- Municipal appointee can be chosen from municipal council or community (Foresight Report)
- Achieves 20% community and 20% provincial appointee membership (Provincial requirement)
- Achieves requirement of minimum of 5 Board members (Provincial requirement)

\*Community Member numbers can be increased by an additional member to provide an odd number for Board composition. Also, for North Board without formal First Nations Membership an at large member could be selected

\*\*Community representatives selected by Municipal Council that the Community Member represents

### North Board

<b>Municipality</b>	<b>Community Members** (20% required)</b>	<b>Municipal Appointee</b>	<b>Provincial Appointee (20% required)</b>	<b>Total</b>
	<b>Elected</b>	<b>Appointed</b>		
Essex	1	1		2
Tecumseh	1	1		2
Lakeshore	1	1		2
Province			2	2
<b>Total</b>	<b>3 (37.5%)</b>	<b>3 (37.5%)</b>	<b>2 (25%)</b>	<b>8</b>
<b>Total at large member</b>	<b>4 (44.44%)</b>	<b>3 (33.33%)</b>	<b>2 (22.22%)</b>	<b>9</b>

\*Could add general community member with First Nations background to be added as an at large member which would increase Board composition to a total of 9 members



## South Board

<b>Municipality</b>	<b>Community Members  (20% required)</b>	<b>Municipal Appointee</b>	<b>Provincial Appointee  (20% required)</b>	<b>Total</b>
	<b>Elected</b>	<b>Appointed</b>		
Kingsville	1	1		2
Pelee Island		1		1
Caldwell FN		1		1
Province			2	2
<b>Total ***</b>	<b>1 (16.67%)</b>	<b>3 (50%)</b>	<b>2 (33.33%)</b>	<b>6</b>
<b>Total with at large member</b>	<b>2* (28.57%)</b>	<b>3 (42.86%)</b>	<b>2* (28.57%)</b>	<b>7</b>
<b>Total with Leamington</b>	<b>2 (25%)</b>	<b>4 (50%)</b>	<b>2 (25%)</b>	<b>8</b>

\*\*\*Not in keeping with legislative requirements: Require community member to ensure 20% representation of community members



### 3. Two Board Option - Essex Split

- Reflects principle of more representation over population 10,000 (Foresight Report)
- Municipal appointee can be chosen from municipal council or community (Foresight Report)
- Achieves 20% community and 20% provincial appointee membership (Provincial requirement)
- Achieves requirement of minimum of 5 Board members (Provincial requirement)

\*Community Member numbers can be increased by an additional member to provide an odd number for Board composition. Also, for North Board without formal First Nations Membership an at large member could be selected

\*\*Community representatives selected by Municipal Council that the Community Member represents

#### North Board

<b>Municipality</b>	<b>Community Members (20% required)</b>	<b>Municipal Appointee</b>	<b>Provincial Appointee (20% required)</b>	<b>Total</b>
	<b>Elected</b>	<b>Appointed</b>		
Essex		1		1
Tecumseh	1	1		2
Lakeshore	1	1		2
Province			2	2
<b>Total</b>	<b>2 (28.57%)</b>	<b>3 (42.86%)</b>	<b>2 (28.57%)</b>	<b>7</b>



## South Board

<b>Municipality</b>	<b>Community Members  (20% required)</b>	<b>Municipal Appointee</b>	<b>Provincial Appointee  (20% required)</b>	<b>Total</b>
	<b>Elected</b>	<b>Appointed</b>		
Kingsville	1	1		2
Essex	1			1
Pelee Island		1		1
Caldwell		1		1
Province			2	2
<b>Total</b>	<b>2 (28.57%)</b>	<b>3 (42.86%)</b>	<b>2 (28.57%)</b>	<b>7</b>



# Municipality of Lakeshore - Report to Council

## Community & Development Services

### Development Services



**To:** Mayor & Members of Council

**From:** Aaron Hair, Planner III

**Date:** May 18, 2021

**Subject:** Part Lot Control Exemption By-law (PLC-2-2021) River Ridge Phase 7B

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### Recommendation

Approve the application for exemption for Part Lot Control for Blocks 5, 6, 7 and 8, on Registered Plan 12M-659 in the Municipality of Lakeshore, as described in the May 25, 2021 Council report; and,

Direct the Clerk to read By-law 44-2021 during the “Consideration of By-laws” portion of the agenda.

### Background

The subject lands known as the “River Ridge Phase 7B (Lakeland Homes)” received final approval from the County of Essex on May 18, 2018. The subject lands under consideration are located on the south side of Oakwood Ave, adjacent to St. Anne Catholic High School. (See Appendix A).

The developer has submitted a request for a Part Lot Control Exemption for Blocks 5 to 8 on Registered Plan 12M-659 in the Municipality of Lakeshore (See Appendix B). A subdivision agreement was entered into by the Municipality and the developer on September 11, 2018.

The site is designated ‘Residential’ in the Lakeshore’s Official Plan and is zoned (R2-22), Residential – Medium Density, which permits single detached dwelling, semi-detached dwelling, townhouses and accessory uses.

The requested part lot control exemption, is consistent with the approved subdivision in terms of lot layout, housing form, density and servicing.

### Comments

The *Planning Act* under Section 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 Section 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 of Block in a registered Plan of Subdivision. Applications of this type are not subject to public hearings or appeal. Final approval of the by-law rests with the County of Essex, the subdivision approval authority.

## **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 R2-22, Residential – Medium Density in the Municipality of Lakeshore Zoning By-law.

### *Conclusion*

Based on the foregoing, Administration recommends that Council approve the application for exemption for Part Lot Control for Blocks 5, 6, 7 and 8, on Registered Plan 12M-659 in the Municipality of Lakeshore as it is consistent with the Provincial Policy Statement and conforms with the policies of the Lakeshore Zoning By-law; and adopt By-law 44-2021.

## **Others Consulted**

The County of Essex has been forwarded the draft by-law and advised that Part Lot Control exemption can only be used to permit whole blocks and lots within a registered plan of subdivision to be further divided. As a result of these comments Part of Block 11, was removed from this Part Lot Control Exemption, and will be dealt with under a separate planning application.

## **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 By-law (PLC-2-2021) River Ridge Phase 7B .docx
Attachments:	- Appendix A - Key Map.pdf - Appendix B - Plan of Survey.pdf
Final Approval Date:	May 20, 2021

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

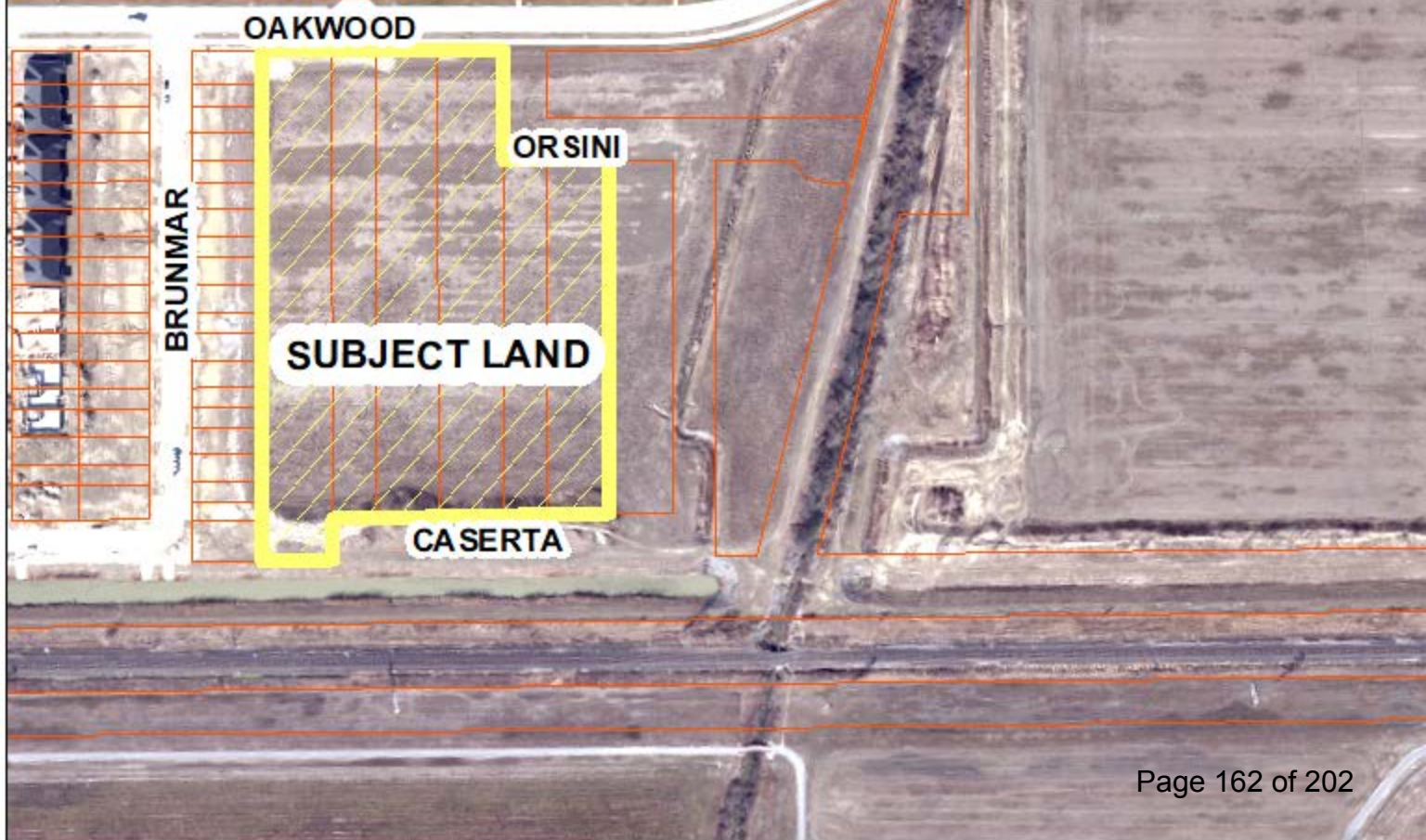
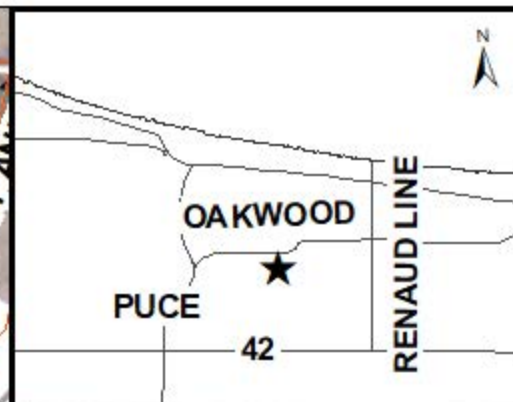
Tammie Ryall

Rosanna Pellerito

Kristen Newman

Truper McBride





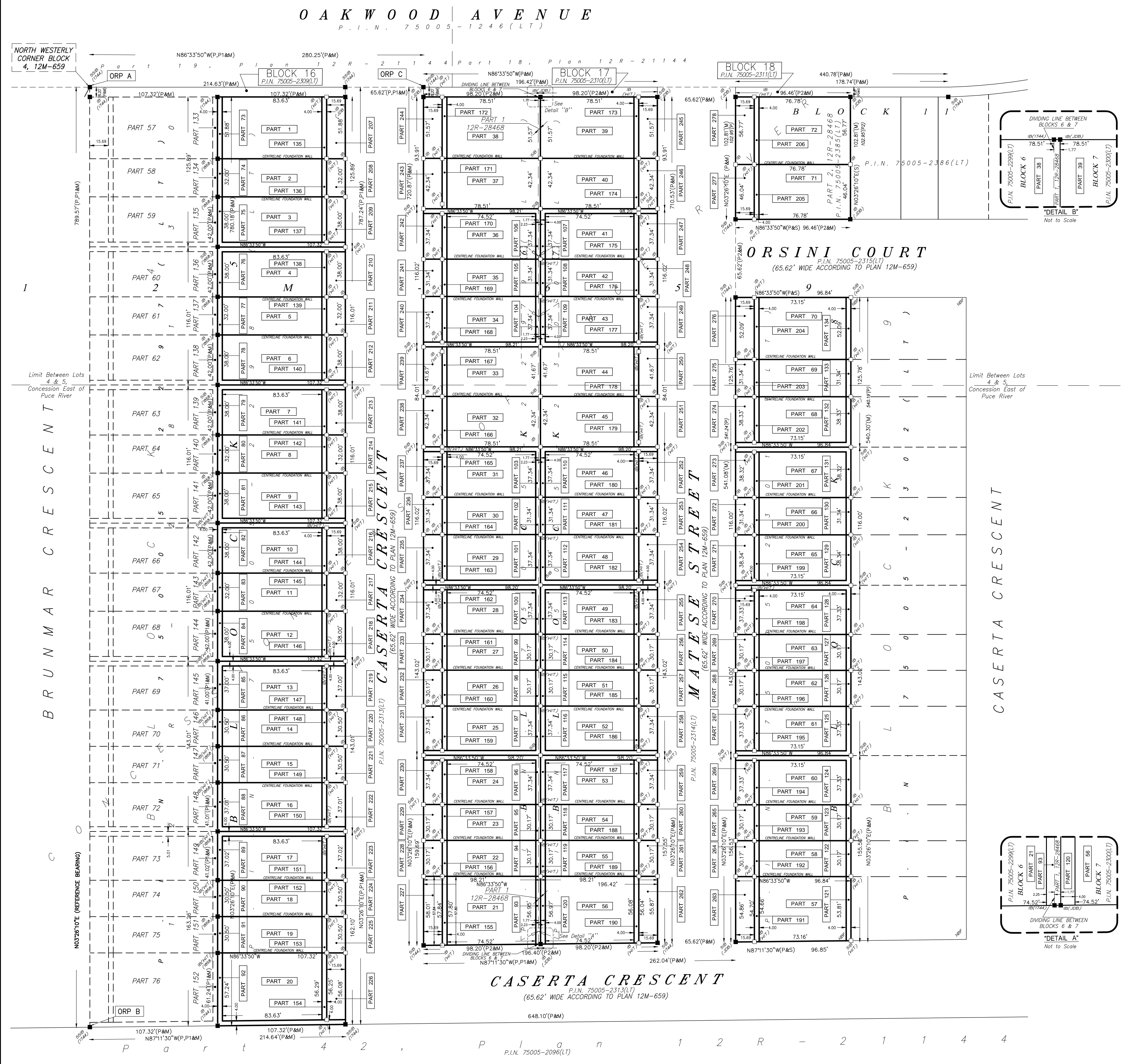


COORDINATES ARE DERIVED FROM GRID OBSERVATIONS USING THE SMART-NET NETWORK SERVICE AND ARE REFERRED TO UTM ZONE 17 (81° WEST LONGITUDE) NAD83 (CSRS) (2010.0).		
COORDINATE VALUES ARE TO AN URBAN ACCURACY IN ACCORDANCE WITH SECTION 14(2) OREGON 216/10		
POINT ID	NORTHING	EASTING
ORP-A	15365223.51	1162297.02
ORP-B	15364435.52	1162209.73
ORP-C	15365206.69	1162536.63
COORDINATES CANNOT, IN THEMSELVES, BE USED TO RE-ESTABLISH CORNERS OR BOUNDARIES SHOWN ON THIS PLAN.		

**LEGEND**

SIB DENOTES 1" X 1" X 4'-0" STANDARD IRON BAR  
SSIB DENOTES 1" X 1" X 2'-0" SHORT STANDARD IRON BAR  
IB DENOTES 3/4" X 3/4" X 2'-0" IRON BAR  
IBØ DENOTES 3/4" DIAMETER X 2'-0" ROUND IRON BAR  
SIBØ DENOTES SURVEY MONUMENT FOUND  
Q DENOTES WITNESS  
(S) DENOTES SET  
(PROP) DENOTES SET PROPORTIONALLY  
(OU) DENOTES ORIGIN UNKNOWN  
(N.T.S.) DENOTES LINE NOT TO SCALE  
(D) DENOTES DEED REGISTRY  
(P1) DENOTES PLAN 12M-659  
(JDB) J.D. BARNES LTD., O.L.S.  
(1744) DENOTES VERHAEGEN STUBBENFELD HARTLEY BREWER BEZARE INC., O.L.S.  
(1858) DENOTES TOTAL TECH SURVEYING INC., O.L.S.

(M) DENOTES MEASURED  
(C) DENOTES CALCULATED  
(L) DENOTES LAND TITLES  
(NBP) DENOTES NO BAR FOUND  
(P) DENOTES PLAN 12M-659  
(P2) DENOTES PLAN 12M-20468



PARTS SCHEDULE					PARTS SCHEDULE					PARTS SCHEDULE					PARTS SCHEDULE					PARTS SCHEDULE					PARTS SCHEDULE					
PART	BLOCK	PLAN	PARCEL/P.I.N./Inst.	AREA(sq.ft.)	PART	BLOCK	PLAN	PARCEL/P.I.N./Inst.	AREA(sq.ft.)	PART	BLOCK	PLAN	PARCEL/P.I.N./Inst.	AREA(sq.ft.)	PART	BLOCK	PLAN	PARCEL/P.I.N./Inst.	AREA(sq.ft.)	PART	BLOCK	PLAN	PARCEL/P.I.N./Inst.	AREA(sq.ft.)	PART	BLOCK	PLAN	PARCEL/P.I.N./Inst.	AREA(sq.ft.)	
1	PART OF BLOCK 5	PLAN 12M-659	PART OF 75005-2298(LT)	4338.7	18	PART OF BLOCK 6	PLAN 12M-659	PART OF 75005-2298(LT)	2550.7	35	PART OF BLOCK 7	PLAN 12M-659	PART OF 75005-2299(LT)	2782.6	69	PART OF BLOCK 8	PLAN 12M-659	PART OF 75005-2300(LT)	2292.5	86	PART OF BLOCK 9	PLAN 12M-659	PART OF 75005-2301(LT)	122.0	103	PART OF BLOCK 6	PLAN 12M-659	PART OF 75005-2298(LT)	122.0	103
2			PART OF 75005-2298(LT)	2676.2	19			PART OF 75005-2298(LT)	2550.7	36			PART OF 75005-2299(LT)	2782.6	70			PART OF 75005-2301(LT)	3810.4	87			PART OF 75005-2298(LT)	122.0	104			PART OF 75005-2299(LT)	542.2	
3			PART OF 75005-2298(LT)	3177.9	20			PART OF 75005-2298(LT)	4748.7	37			PART OF 75005-2299(LT)	4048.8	55			PART OF 75005-2300(LT)	3535.0	88			PART OF 75005-2298(LT)	577.3	105			PART OF 75005-2300(LT)	125.4	
4			PART OF 75005-2298(LT)	3177.9	21			PART OF 75005-2298(LT)	4276.8	38			PART OF 75005-2299(LT)	4048.8	54			PART OF 75005-2300(LT)	4215.0	73			PART OF 75005-2298(LT)	577.4	106				542.2	
5			PART OF 75005-2298(LT)	2676.2	22			PART OF 75005-2298(LT)	2248.3	39			PART OF 75005-2299(LT)	3242.1	57			PART OF 75005-2300(LT)	128.0	90			PART OF 75005-2298(LT)	207.5	107				125.4	
6			PART OF 75005-2298(LT)	3177.9	23			PART OF 75005-2298(LT)	2248.3	40			PART OF 75005-2299(LT)	3242.1	57			PART OF 75005-2300(LT)	128.0	91			PART OF 75005-2298(LT)	207.5	108				542.2	
7			PART OF 75005-2298(LT)	3177.9	24			PART OF 75005-2298(LT)	2782.6	41			PART OF 75005-2299(LT)	2782.6	58			PART OF 75005-2300(LT)	581.3	92			PART OF 75005-2298(LT)	653.6	109				542.2	
8			PART OF 75005-2298(LT)	2676.2	25			PART OF 75005-2298(LT)	2782.6	42			PART OF 75005-2299(LT)	2335.5	59			PART OF 75005-2300(LT)	581.3	93			PART OF 75005-2298(LT)	120.7	110				542.2	
9			PART OF 75005-2298(LT)	3177.9	26			PART OF 75005-2298(LT)	2248.3	43			PART OF 75005-2299(LT)	2782.6	60			PART OF 75005-2300(LT)	128.0	94			PART OF 75005-2298(LT)	120.7	111				125.4	
10			PART OF 75005-2298(LT)	3177.9	27			PART OF 75005-2298(LT)	2248.3	44			PART OF 75005-2299(LT)	3271.5	61			PART OF 75005-2300(LT)	581.3	95			PART OF 75005-2298(LT)	120.7	112				542.2	
11			PART OF 75005-2298(LT)	2676.2	28			PART OF 75005-2298(LT)	2782.6	45			PART OF 75005-2299(LT)	3242.1	62			PART OF 75005-2300(LT)	128.0	96			PART OF 75005-2298(LT)	542.2	113				542.2	
12			PART OF 75005-2298(LT)	3177.9	29			PART OF 75005-2298(LT)	2782.6	46			PART OF 75005-2299(LT)	2782.6	63			PART OF 75005-2300(LT)	128.0	97			PART OF 75005-2298(LT)	542.2	114				120.7	
13			PART OF 75005-2298(LT)	3094.3	30			PART OF 75005-2298(LT)	2335.5	47			PART OF 75005-2299(LT)	2335.5	64			PART OF 75005-2300(LT)	581.3	98			PART OF 75005-2298(LT)	120.7	115				120.7	
14			PART OF 75005-2298(LT)	2550.7	31			PART OF 75005-2298(LT)	2782.6	48			PART OF 75005-2299(LT)	2782.6	65			PART OF 75005-2300(LT)	2804.6	82			PART OF 75005-2298(LT)	581.3	99				120.7	
15			PART OF 75005-2298(LT)	2550.7	32			PART OF 75005-2298(LT)	3324.1	49			PART OF 75005-2299(LT)	2782.6	66			PART OF 75005-2300(LT)	2292.5	83			PART OF 75005-2298(LT)	128.0	100				542.2	
16			PART OF 75005-2298(LT)	3095.1	33			PART OF 75005-2298(LT)	3271.5	50			PART OF 75005-2299(LT)	2248.3	67			PART OF 75005-2300(LT)	2803.1	84			PART OF 75005-2298(LT)	581.3	101				542.2	
17			PART OF 75005-2298(LT)	3096.0	34			PART OF 75005-2298(LT)	2782.6	51			PART OF 75005-2299(LT)	2248.3	68			PART OF 75005-2300(LT)	2803.1	85			PART OF 75005-2298(LT)	577.3	102				120.7	

I REQUIRE THIS PLAN TO BE DEPOSITED UNDER THE LAND TITLES ACT  
DATE: APRIL 19, 2021  
BLOSS J. SUTHERLAND  
ONTARIO LAND SURVEYOR

PLAN 12R-  
RECEIVED AND DEPOSITED  
DATE: \_\_\_\_\_  
REPRESENTATIVE FOR LAND REGISTRAR FOR THE LAND TITLES DIVISION OF ESSEX (12)

PLAN OF SURVEY  
OF  
BLOCKS 5, 6, 7, & 8 and PART OF  
BLOCK 11 on PLAN 12M-659  
IN THE MUNICIPALITY OF LAKESHORE  
COUNTY OF ESSEX, ONTARIO

PARTS SCHEDULE					PARTS SCHEDULE					PARTS SCHEDULE					PARTS SCHEDULE											
PART	BLOCK	PLAN	P.I.N.	AREA(sq.ft.)	PART	BLOCK	PLAN	P.I.N.	AREA(sq.ft.)	PART	BLOCK	PLAN	P.I.N.	AREA(sq.ft.)	PART	BLOCK	PLAN	P.I.N.	AREA(sq.ft.)							
120	PART OF BLOCK 7	PLAN 12M-659	PART OF 75005-2300(LT)	227.8	168	PART OF BLOCK 6	PLAN 12M-659	PART OF 75005-2298(LT)	149.4	216	PART OF BLOCK 5	PLAN 12M-659	PART OF 75005-2298(LT)	596.2	248	PART OF BLOCK 7	PLAN 12M-659	PART OF 75005-2300(LT)	491.7							
121			PART OF 75005-2300(LT)	215.2	169			PART OF 75005-2298(LT)	125.4	217			PART OF 75005-2298(LT)	502.1	249				585.9							
122			PART OF 75005-2300(LT)	120.7	170			PART OF 75005-2298(LT)	149.4	218			PART OF 75005-2298(LT)	596.2	250				653.8							
123			PART OF 75005-2300(LT)	120.7	171			PART OF 75005-2298(LT)	169.4	219			PART OF 75005-2298(LT)	580.5	251				664.3							
124			PART OF 75005-2300(LT)	536.7	172			PART OF 75005-2298(LT)	206.3	220			PART OF 75005-2298(LT)	478.5	252				585.9							
125			PART OF 75005-2300(LT)	536.7	173			PART OF 75005-2298(LT)	206.3	221			PART OF 75005-2298(LT)	478.5	253				491.7							
126			PART OF 75005-2300(LT)	120.7	174			PART OF 75005-2298(LT)	169.4	222			PART OF 75005-2298(LT)	580.7	254				585							
127			PART OF 75005-2300(LT)	120.7	175			PART OF 75005-2298(LT)	149.4	223			PART OF 75005-2298(LT)	580.8	255				585.9							
128			PART OF 75005-2300(LT)	536.7	176			PART OF 75005-2298(LT)	125.4	224			PART OF 75005-2298(LT)	478.5	256				473.4							
129			PART OF 75005-2300(LT)	540.7	177			PART OF 75005-2298(LT)	149.4	225			PART OF 75005-2298(LT)	478.5	257				473.4							
130			PART OF 75005-2300(LT)	125.4	178			PART OF 75005-2298(LT)	166.7	226			PART OF 75005-2298(LT)	881.2	258				585.9							
131			PART OF 75005-2300(LT)	540.6	179			PART OF 75005-2298(LT)	169.4	227				908.8	259				585.9							
132			PART OF 75005-2300(LT)	540.7	180			PART OF 75005-2300(LT)	149.4	228				473.4	260				473.4							
133			PART OF 75005-2300(LT)	125.4	181			PART OF 75005-2300(LT)	125.4	229				473.4	261				473.4							
134			PART OF 75005-2300(LT)	208.4	182			PART OF 75005-2300(LT)	149.4	230				585.9	262				877.9							
135			PART OF 75005-2298(LT)	207.5	183			PART OF 75005-2298(LT)	149.4	231				585.9	263				859.4							
136	PART OF 75005-2298(LT)	128.0	184	PLAN 12M-659	120.7	232		473.4	264	473.4																
137	PART OF 75005-2298(LT)	152.0	185	PLAN 12M-659	120.7	233		473.4	265	473.4																
138	PART OF 75005-2298(LT)	152.0	186	PLAN 12M-659	149.4	234		585.9	266	585.7																
139	PART OF 75005-2298(LT)	128.0	187	PLAN 12M-659	149.4	235	PART OF BLOCK 6	585.9	267	585.7																
140	PART OF 75005-2298(LT)	152.0	188	PLAN 12M-659	120.7	236		491.7	268	473.4																
141	PART OF 75005-2298(LT)	152.0	189	PLAN 12M-659	120.7	237		585.9	269	473.4																
142	PART OF 75005-2298(LT)	128.0	190	PLAN 12M-659	224.2	238		664.3	270	585.7																
143	PART OF BLOCK 5	PLAN 12M-659	PART OF 75005-2300(LT)	152.0	191	PART OF BLOCK 8	PLAN 12M-659	PART OF 75005-2300(LT)	218.7	239	PART OF BLOCK 7	PLAN 12M-659	PART OF 75005-2298(LT)	653.8	271	PART OF BLOCK 9	PLAN 12M-659	PART OF 75005-2300(LT)	601.6							
144			PART OF 75005-2298(LT)	152.0	192			PART OF 75005-2300(LT)	120.7	240			PART OF 75005-2300(LT)	585.9	272			PART OF 75005-2300(LT)	491.7							
145			PART OF 75005-2298(LT)	128.0	193			PART OF 75005-2300(LT)	120.7	241			PART OF 75005-2300(LT)	491.7	273			PART OF 75005-2300(LT)	601.6							
146			PART OF 75005-2298(LT)	152.0	194			PART OF 75005-2300(LT)	149.3	242			PART OF 75005-2300(LT)	585.9	274			PART OF 75005-2300(LT)	601.2							
147			PART OF 75005-2298(LT)	148.0	195			PART OF 75005-2300(LT)	149.3	243			PART OF 75005-2300(LT)	664.3	275			PART OF 75005-2300(LT)	491.7							
148			PART OF 75005-2298(LT)	122.0	196			PART OF 75005-2300(LT)	120.7	244			PART OF 75005-2300(LT)	809.1	276			PART OF 75005-2300(LT)	817.3							
149			PART OF 75005-2298(LT)	122.0	197			PART OF 75005-2300(LT)	120.7	245			PART OF 75005-2300(LT)	809.1	277			PART OF 75005-2300(LT)	722.4							
150			PART OF 75005-2298(LT)	148.0	198			PART OF 75005-2300(LT)	149.3	246			PART OF 75005-2300(LT)	664.3	278			PART OF 75005-2300(LT)	890.7							
151			PART OF 75005-2298(LT)	148.1	199			PART OF 75005-2300(LT)	153.4	247				585.9												
152			PART OF 75005-2298(LT)	122.0	200			PART OF 75005-2300(LT)	125.4				PARTS 1 to 20(INCLUSIVE), 73 to 90(INCLUSIVE), 135 to 154(INCLUSIVE), 207 to 226(INCLUSIVE) COMPRESSES ALL OF PN 75005-2298(LT)													
153			PART OF 75005-2298(LT)	122.0	201			PART OF 75005-2300(LT)	153.3				PARTS 21 to 38(INCLUSIVE), 93 to 108(INCLUSIVE), 155 to 172(INCLUSIVE), 227 to 246(INCLUSIVE) COMPRESSES ALL OF PN 75005-2299(LT)													
154			PART OF 75005-2298(LT)	225.1	202			PART OF 75005-2300(LT)	153.3				PARTS 39 to 56(INCLUSIVE), 107 to 120(INCLUSIVE), 173 to 190(INCLUSIVE), 245 to 260(INCLUSIVE) COMPRESSES ALL OF PN 75005-2300(LT)													
155			PART OF 75005-2298(LT)	231.3	203			PART OF 75005-2300(LT)	125.4				PARTS 57 to 70(INCLUSIVE), 121 to 134(INCLUSIVE), 191 to 206(INCLUSIVE), 263 to 276(INCLUSIVE) COMPRESSES ALL OF PN 75005-2300(LT)													
156			PART OF 75005-2298(LT)	120.7	204			PART OF 75005-2300(LT)	208.4				PARTS 71 and 72(INCLUSIVE), 205 and 206(INCLUSIVE), 277 and 278(INCLUSIVE) COMPRESSES ALL OF PN 75005-2385(LT)													
157			PART OF 75005-2298(LT)	120.7	205			PART OF 75005-2300(LT)	184.2																	
158			PART OF 75005-2298(LT)	149.4	206			PART OF 75005-2300(LT)	227.1																	
159	PART OF 75005-2298(LT)	149.4	207	PART OF 75005-2300(LT)	814.0																					
160	PART OF 75005-2298(LT)	120.7	208	PART OF 75005-2300(LT)	502.1																					
161	PART OF 75005-2298(LT)	120.7	209	PART OF 75005-2300(LT)	596.2																					
162	PART OF BLOCK 6	PLAN 12M-659	PART OF 75005-2299(LT)	149.4	210	PART OF BLOCK 5	PLAN 12M-659	PART OF 75005-2298(LT)	596.2																	
163			PART OF 75005-2298(LT)	149.4	211			PART OF 75005-2298(LT)	596.2																	
164			PART OF 75005-2298(LT)	125.4	212			PART OF 75005-2298(LT)	596.2																	
165			PART OF 75005-2298(LT)	149.4	213			PART OF 75005-2298(LT)	596.2																	
166			PART OF 75005-2298(LT)	169.4	214			PART OF 75005-2298(LT)	502.1																	
167			PART OF 75005-2298(LT)	166.7	215			PART OF 75005-2298(LT)	596.2																	



# Municipality of Lakeshore - Report to Council

## Community & Development Services

### Economic Development



**To:** Mayor & Members of Council  
**From:** Ryan Donally, Economic Development Officer  
**Date:** May 6, 2021  
**Subject:** Amended Report - Municipal Accommodations Tax

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### Recommendation

Approve in principle, the imposition of Municipal Accommodations Tax (MAT) on Hotel, Motel, Inn and Resort properties;

Direct Administration to prepare the appropriate Municipal Accommodations Tax by-law; and

Direct Administration to investigate using the Ontario Restaurant Hotel and Motel Association to facilitate collections of the MAT and report to Council, as described in the report presented at the May 25, 2021 Council meeting.

### Background

At the October 8, 2019 Council meeting, the following motion was passed:

457-10-2019

“That Administration be directed to bring back a report regarding a MAT tax for fixed room short-term accommodation”.

At the March 23, 2021 Council meeting, Council deferred the Municipal Accommodations Tax (MAT) Report.

100-03-2021

“Defer consideration of the Municipal Accommodations Tax Report until after public consultation for Short Term Rentals has occurred.”

The public engagement period for Short Term Rentals is completed. A report on Short Term Rentals will be prepared for Council's consideration in the near future.



## Comments

Since the previous report to Council in March, the Holiday Inn Express & Suites Lakeshore opened in April of 2021. The Holiday Inn wishes to impose the 4% tax to their customers to be consistent with other Holiday Inn hotels in the Region that impose the 4% MAT. Administration is prepared to provide recommendation on this matter after consulting with key stakeholders who support the imposition of MAT.

## Legislation

The introduction of the Municipal Accommodations Tax (MAT) follows the Province of Ontario passing of [Bill 127: Stronger, Healthier Ontario Act \(Budget Measures\) 2017](#), which allows lower or single tier municipalities in Ontario to charge a mandatory MAT, often referred to as a “Hotel Tax.” The addition to the *Ontario Municipal Act, 2001* (the Act) and accompanying *Ontario Regulation 435/17*, [Transient Accommodations Tax](#) came into effect on December 1, 2017. A four percent (4%) Municipal Accommodations Tax is recommended under the legislation to be imposed on all transient accommodations including hotel, motel, inn, bed and breakfast, resorts, and short term rentals for stays of 30 days or less. As per the legislation, a municipality must spend the proceeds of the MAT on tourism related promotion.

Customers renting rooms are charged the 4% tax on the cost of the room rental. As an example, a room renting for \$100 per night would have an additional charge of \$4.00 added to the cost of the room.

## Regional and Provincial Comparators

Administration contacted municipalities in the region on whether they are collecting Municipal Accommodations Tax. Windsor, Sarnia and London are collecting a MAT. Additionally, Ontario Restaurant Hotel and Motel Association (ORHMA) has provided a list of Municipalities across Ontario that it is aware of that are collecting MAT. Council will recognize a significant percentage of Ontario Cities and Towns are collecting MAT. Please see Attachment 1, Regional and Provincial MAT Status.

## Proposed Exemptions<sup>1</sup>

To assist in implementation, a By-law would list accommodations that would be exempted from the payment of Municipal Administration Tax. The list of exemptions used in the City of Ottawa is as follows.

- Accommodations that are rented by the month, 30+ days
- Every hospital referred to in the list of hospitals and their grades and classifications maintained by the minister of Health and Long-Term Care under the *Public Hospitals Act* and every private hospital operated under the authority of a license issued under the *Private Hospitals Act*
- Every long-term care home as defined in subsection 2(1) of the *Long-Term Care Homes Act, 2007*, retirement home and hospices
- Accommodations paid for by a School Board as defined in subsection 1 (1) of the *Education Act*.

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<sup>1</sup> <https://ottawa.ca/en/living-ottawa/taxes/hotel-and-short-term-Accommodations-tax>



- Treatment centres that receive provincial aid under the Ministry of Community and Social Services Act
- Every house of refuge, or lodging for the reformation of offenders
- Every charitable, non-profit philanthropic corporation organized as shelters for the relief of the poor or for emergency
- Every tent or trailer sites supplied by a campground, tourist camp or trailer park that is not listed on short term rental websites
- Every Accommodations supplied by employers to their employees in premises operated by the employer
- Every hospitality room in an establishment that does not contain a bed and is used for displaying merchandise, holding meetings, or entertaining

Should Council endorse the concept of charging a MAT, Administration would recommend that a similar list of exemptions be included in a By-law for the Municipality of Lakeshore.

## **Analysis**

Administration undertook consultation with various key stakeholders in the tourism and accommodation industry. The detailed comments are included in Attachment- Comments from Stakeholders. From these conversations, it was found that there exists unanimous support of OHRMA, the local ORHMA representative, the General Manager of the Holiday Inn Express and Suites Lakeshore and the Owner of Iron Kettle Bed and Breakfast.

Stakeholders have asked Lakeshore to create an 'equal playing field' by ensuring that if a MAT is imposed, that it apply to all potentially applicable accommodations.

As mentioned above, the legislation directs that the potential revenue generated from MAT will fund the municipality's tourism product and tourism infrastructure development which will further grow the municipality's attractions, restaurants, retail, and services and products.

Based on best practice from other jurisdictions, administration proposes the creation of a tourism advisory group, organized by the Economic Development Officer and comprised of tourism related stakeholders, to advise the Municipality to best use the revenue generated from MAT to support tourism development in the Municipality.

The establishment and enhancement of tourism efforts fits well with multiple strategic priorities of Council, including: 1.1 Promote Lakeshore as the premier place to live, work, and play in southern Ontario; 1.4 & 5.4 Encourage Economic Development and Tourism.

## **Feedback from Residents**

On the Short Term Rental Engagement, Administration asked the opinions of residents about a MAT potentially being imposed in Lakeshore. The following data was pulled from the responses:



Question: Do you think that Lakeshore should impose a MAT on tourists/visitors to our Municipality to help support additional tourism into the area?

Responses	Count	Percentage
Yes	116	46%
No	82	32%
No Answer	56	22%
Total Responses	254	

### Response by Location

Location of Respondent	Yes		No		No Answer		Grand Total
	Count	Percentage	Count	Percentage	Count	Percentage	Total
Ward 1	10	43%	9	39%	4	17%	23
Ward 2	6	30%	12	60%	2	10%	20
Ward 3	15	48%	10	32%	6	19%	31
Ward 4	55	54%	23	23%	24	24%	102
Ward 5	5	56%	2	22%	2	22%	9
Ward 6	19	37%	20	39%	12	24%	51
No Label	1	50%	0	0%	1	50%	2
Non-Resident	5	31%	6	38%	5	31%	16
<b>Grand Total</b>	<b>116</b>	<b>46%</b>	<b>82</b>	<b>32%</b>	<b>56</b>	<b>22%</b>	<b>254</b>

Administration acknowledges that Council has yet to provide direction regarding the regulation of online short term rental accommodations (STR). Should Council allow and/or regulate STRs, Administration would recommend including STRs in the MAT Bylaw to ensure that there are equal taxes imposed on all types of accommodations. Traditional Bed and Breakfast accommodations should be considered at the same time as online STRs. Until that occurs, it is recommended that a MAT By-law be passed to apply to other types of accommodation including hotels, motels, inns and resorts. The MAT By-law will be developed to include definitions of the various types of accommodations.

### Conclusion

Based on the research undertaken, Administration recommends the passing of a by-law imposing a Municipal Accommodations Tax (MAT) at 4% of rental rate to transient accommodations including hotel, motel, inn, and , resorts. The imposition of a MAT to traditional bed and breakfast establishments and short term rentals will follow by an amendment to the By-law, should Council provide direction to regulate these types of accommodations.

Administration also recommends engaging with ORHMA to facilitate the collection of the MAT. Additional details are provided in the Financial Consideration section of this report.



## **Others Consulted**

**Tony Elenis**, President & CEO, Ontario Restaurant Hotel and Motel Association

**Stacy King**, General Manager, Holiday Inn Express & Suites - Lakeshore,

**Benjamin Leblanc-Beaudoin**, Owner, Iron Kettle Bed and Breakfast

**Dharmesh Patel**, Regional Chair Ontario Restaurant Hotel and Motel Association (ORHMA), General Manager, Quality Inn Leamington

**Shannon Pavia**, Municipality of Chatham Kent – Tourism

**Lynnette Bain**, Tourism Windsor Essex Pelee Island

## **Financial Impacts**

As per the Transient Accommodations Tax bill, the intent of the revenue generated is intended to “promote tourism” in the municipality and therefore fifty percent (50%) of revenue, less reasonable costs of collecting and administering the tax, is to be directed to an eligible tourism entity whose mandate includes the promotion of tourism in Ontario.

Tourism Windsor Essex Pelee Island (TWEPI) is the official Destination Marketing Organization (DMO) for the Municipality of Lakeshore. If implemented, TWEPI would receive 50% of the revenue.

The remaining 50% would be held by the Municipality of Lakeshore as per the legislation, to be used exclusively for tourism related activities within Lakeshore.

Below is a summary of the potential revenue that could be collected should a MAT tax be implemented;



### Potential Revenue Model including Bed and Breakfast and Short Term Rentals:

Type	Assumptions	Annual Projected Guest Revenue	MAT (4%)
Hotel	105 Rooms, 60% Occupancy, \$120 per night	\$ 2,759,400.00	\$ 110,376.00
Motels	20 rooms, 30% Occupancy, \$50 per night	\$ 109,500.00	\$ 4,380.00
Traditional B&B's	6 Rooms, 30% Occupancy, \$100 per night	\$ 65,700.00	\$ 2,628.00
Short Term Rentals	1664 nights, \$215 per night	\$ 357,760.00	\$ 14,310.40
<b>TOTAL Annual MAT Revenue</b>			<b>\$ 131,694.40</b>
TWEPI 50%			\$ 65,847.20
Lakeshore 50%			\$ 65,847.20

\*\*\* The revenue model is based on projected occupancy and rental rates. Data has been supported by either the hotel management, or secondary research. External factors (COVID-19, competition, etc.) may adjust actual revenues and subsequent MAT revenue.

As mentioned above, the total collected MAT could be in the range of \$131,000 per year. Of this total 50% of the revenue would be allocated to Tourism Windsor Essex Pelee Island, and 50% would be maintained within the Municipality and earmarked specifically for tourism efforts and tourism development.

Depending on the model chosen, there may be staff time that would need to be allocated to collecting the MAT.

As with any by-law, enforcement would be required. A process to provide for administering this program including processing remittances, providing for routine financial audits, verification of remittances and monitoring timing of remittances, would be required. This may lead to the need for additional staffing resources.

Alternatively, Council can direct Administration to procure a vendor such as Ontario Restaurant, Hotel and Motel Association (ORHMA) who could collect the tax on behalf of the Municipality for a fee. Based on the proposed revenue chart above, the anticipated annual fee for this service is expected to be approximately \$2,200 per year. The fee is based on the volume of MAT remittances and paid out prior to disbursement to TWEPI. The possibility of using the ORHMA to collect the tax is included in the recommendation.

### Attachments:

1. Regional and Provincial MAT Status
2. Detailed Comments from Stakeholders
3. ORHMA's Direction to the Municipal Accommodations Tax



## Report Approval Details

Document Title:	Amended Municipal Accommodations Tax Report.docx
Attachments:	<ul style="list-style-type: none"><li>- Regional and Provincial MAT Status.pdf</li><li>- Detailed Comments from Stakeholders.pdf</li><li>- ORHMA's Direction to the Municipal Accommodation Tax.pdf</li></ul>
Final Approval Date:	May 20, 2021

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

Tammie Ryall

Rosanna Pellerito

Kristen Newman

Truper McBride



## Regional and Provincial MAT Status

Prepared for the May 25<sup>th</sup> Regular Meeting of Council

The table below was compiled by administration to inform Council about regional status of MAT in the neighbouring Municipalities.

<b><u>Regional Comparison</u></b>	<b><u>MAT in place (Y/N)</u></b>	<b><u>Traditional hotel in Municipality (Y/N)</u></b>
Windsor	Y	Y
Tecumseh	N	N
Leamington	N	Y
Kingsville	N	Y
Essex	N	N
Amherstburg	N	N
Pelee Island	N	N
LaSalle	N	N
Chatham-Kent	N	Y
Sarnia	Y	Y
London	Y	Y

The following list was provided by Ontario Restaurant Hotel Motel Association. Of note, both large cities and small towns have adopted the MAT to support tourism development in their municipality. A quick online search indicates there are other Cities and Towns that have implemented the MAT so the list below is not completely exhaustive.

<b><u>Region/Municipality</u></b>	<b><u>MAT Implementation</u></b>	<b><u>Population</u></b>
Ottawa	01-Jan-18	934,243
Toronto	01-Apr-18	2,731,571
Mississauga	01-Apr-18	721,599
Brockville	01-May-18	21,346
Cornwall	01-Jun-18	46,589
Sudbury	01-Jul-18	21,546
Kingston	01-Aug-18	123,789
Sault Ste. Marie	01-Sep-18	73,368
Thunder Bay	01-Sep-18	107,909
Kenora	01-Sep-18	15,069
London	01-Oct-18	383,822
Windsor	01-Oct-18	217,188
Niagara Falls	01-Jan-19 - \$2 per room night	88,071
Oakville	01-Jan-19	193,832



Markham	01-Jan-19	328,966
Barrie	01-Jan-19	141,434
Cochrane	01-Jan-19	5,321
Fort Frances	01-Jan-19	7,739
North Bay	01-Feb-19	51,553
Vaughan	01-Apr-19	306,233
Huntsville	01-Apr-19	19,816
Timmins	01-May-19	41,788
Town of Marathon	01-Jun-19	3,273
Waterloo Region	01-Jul-19	535,154
Belleville	01-Jul-19	50,716
City of Quinte West	01-Jul-19	43,577
Peterborough	01-Oct-19	81,032
Sioux Lookout	01-Jan-20	5,272
City of Dryden	01-Jan-20	7,749
Point Edward	01-Jan-20	2,037
Sarnia	01-Jul-20	71,594
City of Orillia	01-Apr-20	31,166
Red Lake	01-Jan-20	4,107
Prince Edward County	01-Feb-21	24,735
Burlington	Implementation on hold – COVID	183,314
Hamilton	Destination Marketing Fee remains in place. MAT in talks	536,917
Niagara on the Lake	No existing Destination Marketing Fee – revisiting MAT	17,511
Brantford	Destination Marketing Fee in place. MAT in talks	97,496
Oshawa	Approved in Principle	308,875

Population sourced from Statistics Canada, 2016 Census



## **Detailed Comments from Stakeholders**

Prepared for May 25th, Regular Meeting of Council

### **Tony Elenis, President & CEO, Ontario Restaurant Hotel and Motel Association December 18, 2020**

See attached ORHMA's Direction on the Municipal Accommodations Tax (MAT).

### **Stacy King, General Manager, Holiday Inn Express & Suites, Lakeshore, January 22, 2021**

The stance of Ms. King is in favour of the Municipal Accommodation Tax. She was the President of the London Hotel Association for the past 8 years, is current Chair for the Ontario Restaurant Hotel Motel Association London Region and has been on the Municipal Accommodation Tax Adjudication Committee with Tourism London since it was implemented in October 2018. She has been a strong advocate and leader in the adoption of the Municipal Accommodation Tax in London and is expecting to provide feedback to Lakeshore Tourism and Tourism Windsor Essex Pelee Island for creative and valuable ways to leverage the funding for additional tourism stays.

### **Dharmesh Patel, Regional Chair Ontario Restaurant Hotel and Motel Association (ORHMA), General Manager, Quality Inn Leamington December 12, 2020**

*"I fully support the MAT tax only because our region needs to be competitive with other regions. The funds are needed to truly support tourism campaigns."*

*"ORHMA has been assisting with implementation and even offer collection services to reduce the burden and headache on municipalities. Currently we run the program in several areas including London."*

*"As a hotelier it can be seen two ways – from one point it can be viewed as a tax grab for customers but our research shows most guests don't mind as they know that it's going towards supporting the local tourism economy and grow jobs."*

### **Benjamin Leblanc-Beaudoin, Owner, Iron Kettle Bed and Breakfast**

Mr. Leblanc-Beaudoin is in favour of creation of a Municipal Accommodation Tax so long as the imposition of the MAT is remitted from all short term accommodations and short term rentals. Additionally, the MAT should only be used for the development of tourism related activities and developments to drive additional tourism in the Municipality.



## **Others Consulted**

**Shannon Pavia**, Municipality of Chatham Kent – Tourism

**Lynnette Bain**, Tourism Windsor Essex Pelee Island





## **ORHMA's Direction on the Municipal Accommodations Tax (MAT)**

In 2017, the Ontario government, through legislation, provided municipalities with the ability to add a **Municipal Accommodations Tax (MAT)** and each Ontario municipality will now have the option to implement such a tax. ORHMA strongly opposed this and unsuccessfully advocated against a MAT. It is ORHMA's belief that, with the exemption of large metro areas that draw new business from markets outside of the province, a MAT will only shift current Ontario business from one destination to another and, with a few exemptions a MAT will not generate incremental revenues to Ontario's tourism industry.

Municipalities across Ontario are starting to embrace a MAT and with a minimum of 50 per cent of the funding collected aimed to be used for tourism promotion and development it will create tourism business shifts between destinations. Those with larger tourism budgets will steal market share from the others.

It's not about not wanting to apply a MAT to one's hotel rate. The industry advocated against a government hotel tax, however, this battle was lost. Now it's about evaluating your market ensuring your municipality's tourism budget has the capacity to prevent erosion of the existing city tourism business and having the ability to generate new business. Competition between municipalities will be fiercer.

### **Taking the right steps to put heads in beds:**

- While a MAT will be entertained by municipalities, it is advantageous for tourism organizations and the hotel community to work together demanding that the largest portion of the MAT go towards funding tourism sales and marketing and the remaining for tourism product/infrastructure development.
- The City portion of the MAT is spend in tourism product and infrastructure development which will further grow the municipality's economy.
- When tourism development is included in the funding it is essential that it supports new business growth to hotels
- Able time for implementation of MAT given to the hotel industry to ensure efficient preparation.
- Proper consultations taking place.
- The hotel sector is represented on the tourism organization's Board of Directors to influence and impact decisions and activities aimed to support a destination's hotel success. An empowered and influential hotel steering committee is highly recommended.
- A tourism strategic plan to be in place for MAT spending.
- The hotel community should work with the tourism organization in support of maintaining existing city tourism funding.
- The local tourism organization's performance should be measured through established metrics and held accountable.

Hotels will be generating the funding thus it is important in supporting a municipal room tax that the destination has the ability to generate revenue to support the hotel industry's success. Hotel growth supports job growth and the local economy including attractions, restaurants, retail and many services and products. Furthermore the funding generated from hotels located in rural areas must be used to promote their own destination.

The MAT is an option a municipality in need of dollars can initiate and they do have the legal power to implement. It is important that synergies are established between tourism organizations and the hotel community to support a destination's overall tourism success.



# Municipality of Lakeshore - Report to Council

## Engineering & Infrastructure Services

### Public Works



**To:** Mayor & Members of Council  
**From:** Jeff Wilson Manager of Operations  
**Date:** May 14, 2021  
**Subject:** Tender Award- Surface Treatment Program 2021

---

### Recommendation

Award the tender for the 2021 Surface Treatment Program to Shepley Road Maintenance Ltd. in the amount of \$812,929.25 plus applicable HST to be funded in part from the 2021 approved capital budget up to a maximum of \$470,000 and, in part and up to a maximum of \$469,100 from the roads reserve in 2021, as described in the May 25, 2021 Council report.

### Background

The request for tender for the 2021 Surface Treatment Program was publicly advertised on Bids & Tenders on Thursday, April 22, 2021 with a closing date of May 7, 2021. The tender contained eight (8) road sections listed below (with the applicable treatment method identified):

1. Lakeshore Road 213 (pulverize and double-lift)
2. Lakeshore Road 217 (pulverize and double-lift)
3. Island Crescent (pulverize and double-lift)
4. Canal Road (pulverize and double-lift)
5. Hawthorne Drive (placement of 3<sup>rd</sup> lift)
6. Walls Road (additional granular base and double-lift)
7. Lakeshore Road 115 (additional granular base and double-lift)
8. Rogers Road (additional granular base and double-lift)

A map has been appended showing the above sections.

### Comments

There were 7 plan takers for this tender. Shepley was the only vendor to bid. This is common with this type of tender and similar to what other Municipalities are experiencing with surface treatment tenders.



Below is a summary of the tender price received.

<b>Tenderer</b>	<b>Price (excluding HST)</b>	<b>Price (including non-refundable HST)</b>
Shepley Road Maintenance Ltd.	\$812,929.25	\$827,236.81

### Financial Impacts

Council approved \$470,000 in the 2021 budget for the annual roads lifecycle treatment program. This would include four (4) roads scheduled to be pulverized and apply a double lift of surface treatment and one (1) road receiving a third lift of surface treatment.

On February 16<sup>th</sup>, 2021 Council approved \$469,100 for three (3) roads having gravel placed as well as the application of a double lift of surface treatment to be funded from the roads reserve fund.

The 2021 Surface Treatment Program financial breakdown is shown in the table below:

<b>2021 Surface Treatment Program</b>	<b>2021 Budget</b>	<b>Contract Amount (excluding HST)</b>	<b>Contract Amount (including non-refundable HST)</b>	<b>Difference (over)/under</b>
Lakeshore Road 213	\$470,000	\$812,929	\$827,237	\$111,863
Lakeshore Road 217				
Island Crescent				
Canal Road				
Hawthorne Drive				
Walls Road	\$469,100	\$812,929	\$827,237	\$111,863
Lakeshore Road 115				
Rogers Road				
<b>Total Tender Cost</b>	<b>\$939,100</b>	<b>\$812,929</b>	<b>\$827,237</b>	<b>\$111,863</b>

As noted in the table above the tender for the 2021 Surface Treatment program is within the overall approved budgets allocated for this work.

The final costs for 2021 may differ from the tender price depending on the actual amounts of emulsion and aggregate required to be used in the surface treatment process. The quantities contained in the Surface Treatment Tender specifications are estimates only.

Should the actual quantities required to complete the 2021 surface treatment work differ materially from the estimated quantities, Administration with report back to Council if additional costs are incurred.

**Attachment:** Appendix A – 2021 Surface Treatment Tender Map



## Report Approval Details

Document Title:	Tender Award- Surface Treatment Program 2021.docx
Attachments:	- Appendix A – 2021 Surface Treatment Tender Map.pdf
Final Approval Date:	May 20, 2021

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

Krystal Kalbol

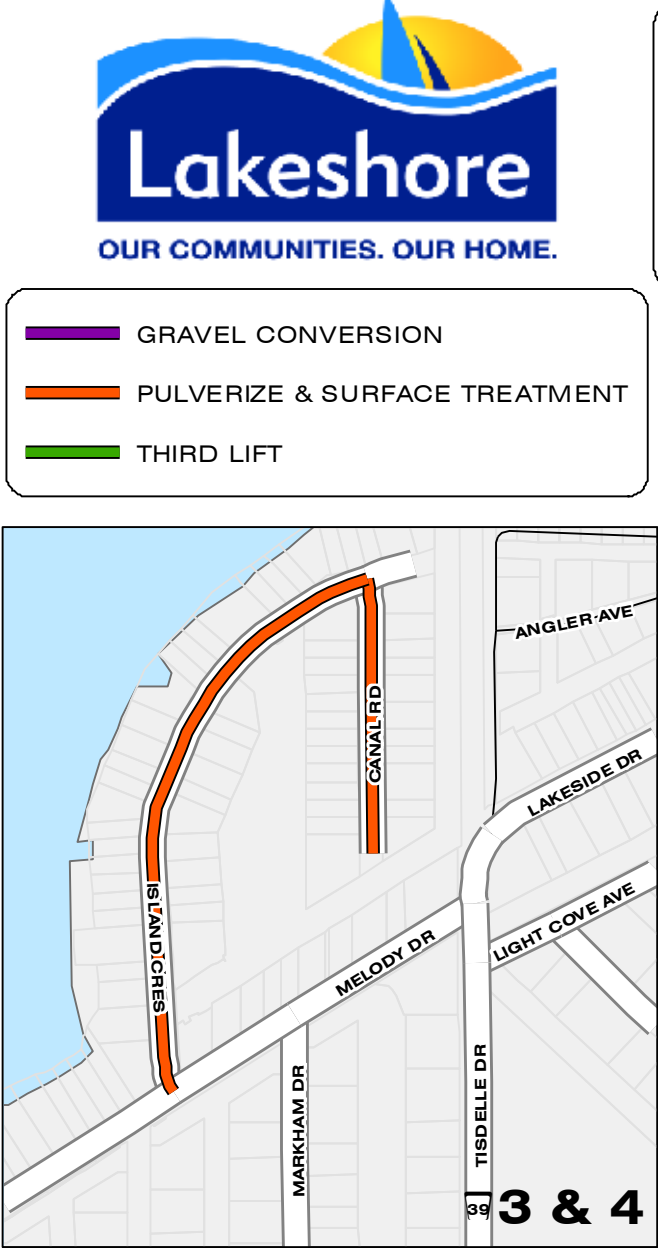
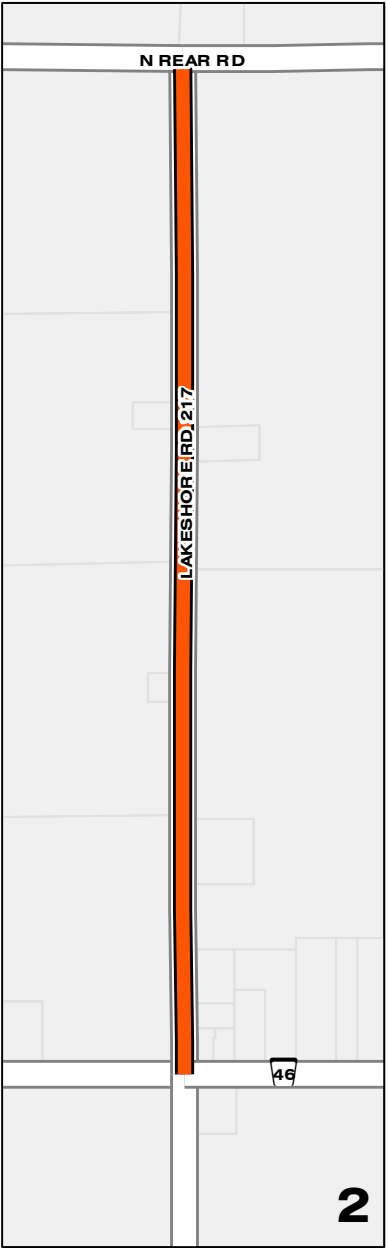
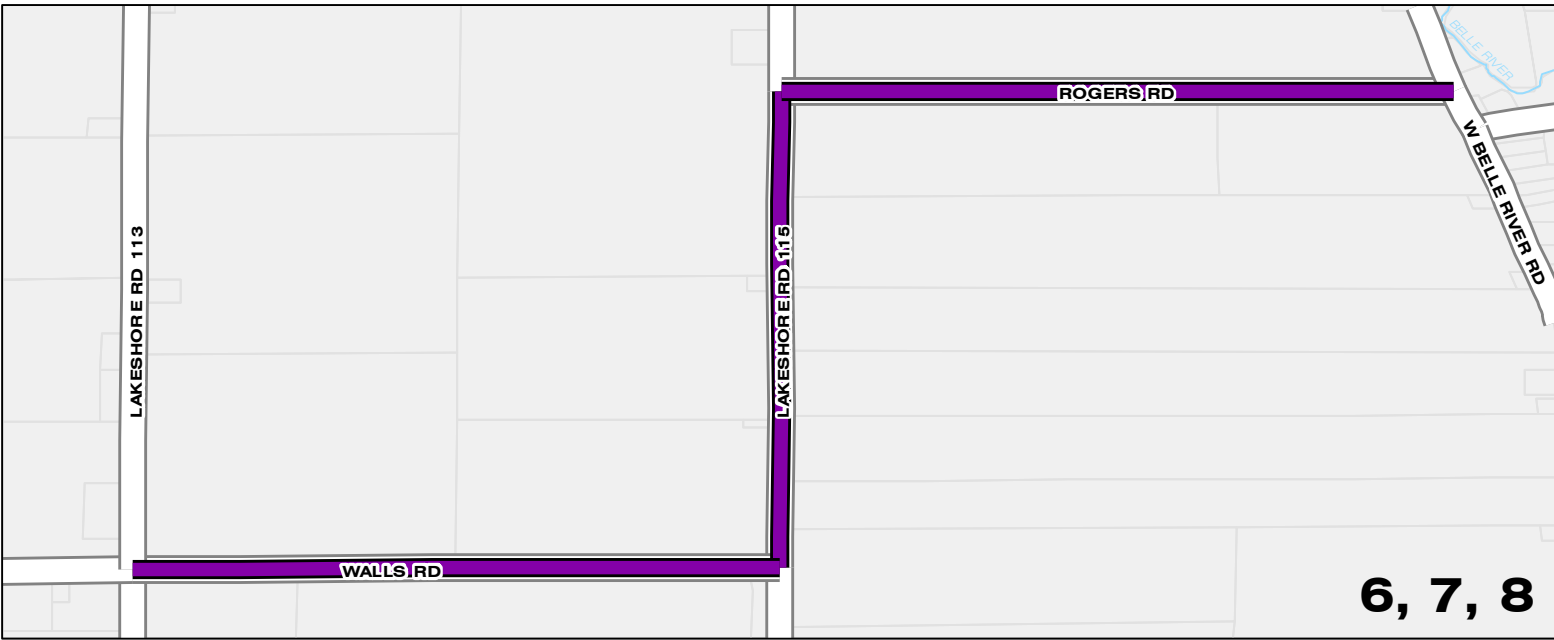
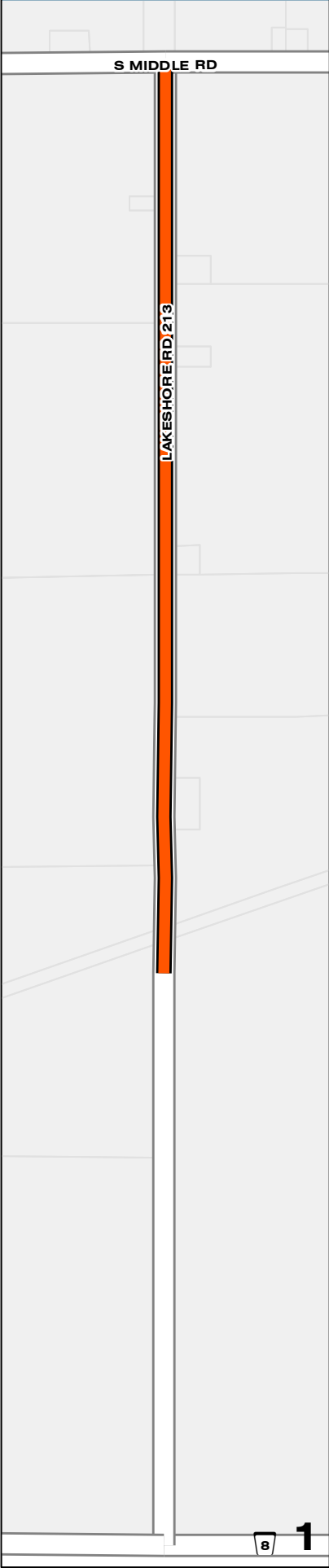
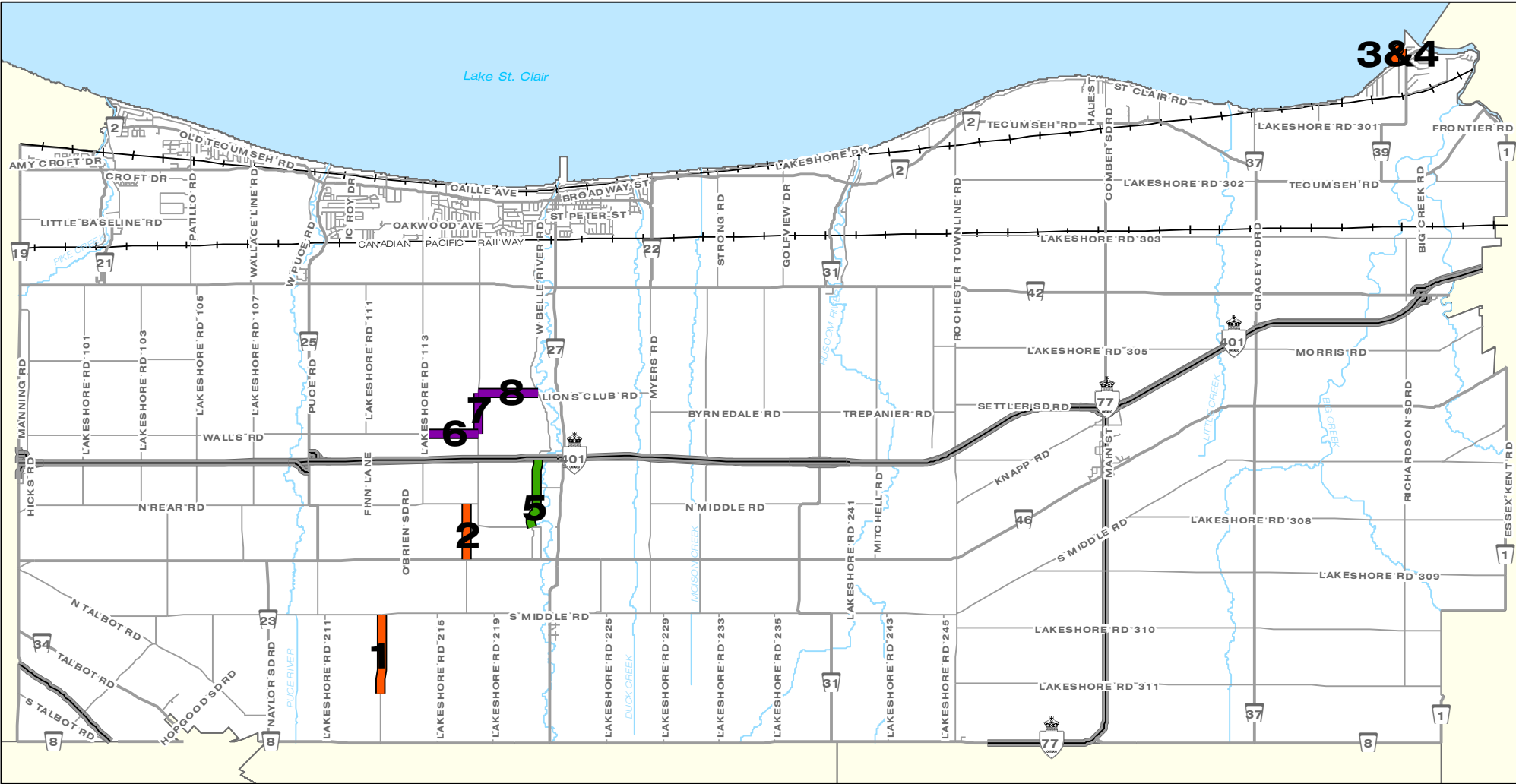
Rosanna Pellerito

Kristen Newman

Truper McBride



MUNICIPALITY OF LAKESHORE  
2021 SURFACE TREATMENT TENDER



- GRAVEL CONVERSION
- PULVERIZE & SURFACE TREATMENT
- THIRD LIFT

ROAD NAME	LENGTH (m)
LAKESHORE RD 213	1998
LAKESHORE RD 217	1348
ISLAND CRES	526
CANAL RD	237
WALLS RD	1372
LAKESHORE RD 115	1006
ROGERS RD	1424
HAWTHORNE DR	1650



# Municipality of Lakeshore - Report to Council

## Engineering & Infrastructure Services

### Public Works



**To:** Mayor & Members of Council  
**From:** Jeff Wilson, Manager of Operations  
**Date:** May 14, 2021  
**Subject:** Tender Award - Bridge Rehabilitation Program

---

### Recommendation

Award the tender for the Bridge Rehabilitation Program to South Shore Contracting of Essex County Inc. in the amount of \$1,095,865 plus applicable HST for maintenance repairs of identified bridges, as described in the May 25, 2021 Council Report; and

Approve an over-expenditure not to exceed \$385,690.97 to be funded from the Public Works, Bridges and Culverts Reserve.

### Background

The request for tender for the 2021 Bridge Rehabilitation Program was publicly advertised on Bids & Tenders on March 29, 2021 and closed on April 30, 2021. The tender contained four (4) bridges identified to be rehabilitated as identified below:

1. Walls Road over Browns Creek (PW-BC-00016)
2. Walls Road over Puce River (PW-BC-00501)
3. Lions Club Road over Duck Creek (PW-BC-01500)
4. Morris Road over Little Creek (PW-BC-02018)

A map has been appended showing the above bridges.

### Comments

There was a total of 46 plan takers for this tender. There was only three vendors that provided bids. The Municipality received comments through Bids & Tender from Contractors that they could not bid on this work as they "cannot handle due to current workload".

Below is a summary of the 3 tender prices received.



<b>Tenderer</b>	<b>Price (excluding HST)</b>	<b>Price (including non- refundable HST)</b>
South Shore Contracting of Essex County Inc.	\$1,095,865.00	\$1,115,152.23
Sterling Ridge Infrastructure Inc	\$1,128,824.00	\$1,148,691.31
Facca Incorporated	\$1,578,700.00	\$1,606,485.13

The bridge rehabilitation at Walls Road over Browns Creek (PW-BC-00016) and Morris Road over Little Creek (PW-BC-02018) will require a full road closure while the remaining bridge rehabilitation projects will only require temporary lane closures. These traffic impacts will be communicated to emergency services, school transportation, Municipal website and adjacent property owners once a final project schedule has been established.

Pending award of tender, it is anticipated that the project will commence construction in late July 2021 and completed by October 2021.

#### **Others Consulted**

R. C. Spencer and Associates were consulted in the preparation of this report.

#### **Financial Impacts**

The following table illustrates the estimated costs and associated funding sources for this project.

<b>2021 Bridge Rehabilitation Program</b>	<b>Tender Amount incl. net HST</b>
Bridge Rehabilitation Tender	\$1,095,865.00
Engineering & Consulting Services	\$59,491.69
Non-refundable HST	\$20,334.28
<b>Total</b>	<b>\$1,175,690.97</b>
<b>Approved Budget (2019 Budget)</b>	<b>\$790,000.00</b>
<b>Budget Shortfall</b>	<b>(\$385,690.97)</b>

The approved budget for the four bridge structures being rehabilitated is \$790,000.00. This budget was approved as part of the 2019 Budget. This work was delayed in 2019 due to workload constraints and then in 2020 due to COVID related constraints. The budget has since been carried over into 2021.

The individual prices included in the lowest tender were over budget for the four structures. The over budget amount is approximately 30% over budget due primarily to the current COVID pandemic situation.



It is recommended that all four structures be completed and an over-expenditure be funded from the Bridges and Culvert Reserves account, not to exceed \$385,690.97 be approved.

**Attachment:** Bridges Rehabilitation Map

**Report Approval Details**

Document Title:	Tender Award- Bridge Rehabilitation Program 2021.docx
Attachments:	- Bridge Rehabilitation Program 2021.pdf
Final Approval Date:	May 20, 2021

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

Krystal Kalbol

Rosanna Pellerito

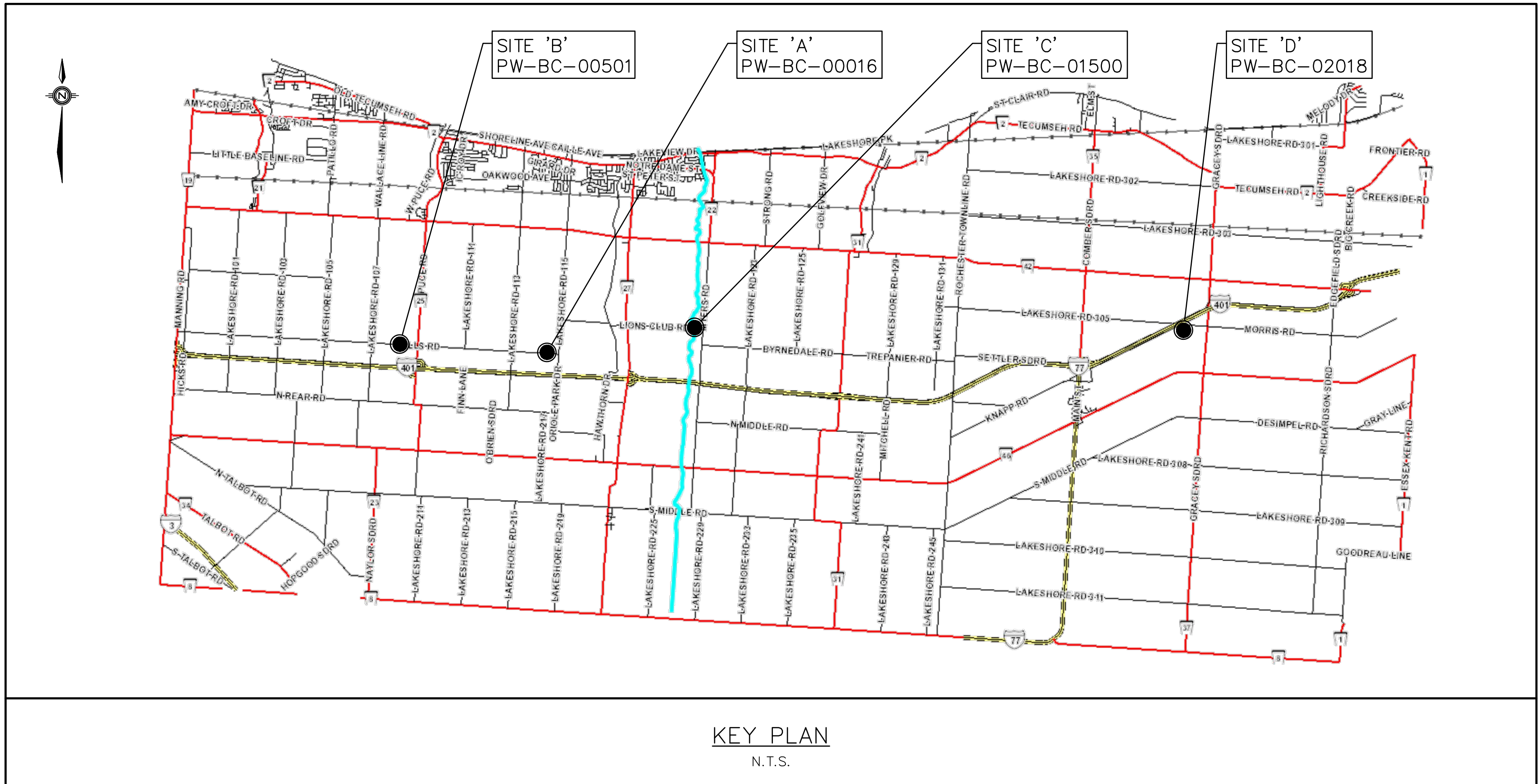
Kristen Newman

Truper McBride



# 2020 REHABILITATION OF VARIOUS LAKESHORE BRIDGES

TENDER PW-2021-02



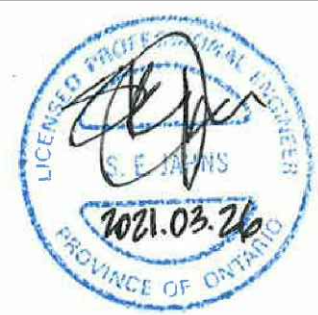
KEY PLAN  
N.T.S.

INDEX	
No.	DESCRIPTION
TS	INDEX, KEY PLAN & BENCH MARK
SITE 'A' : PW-BC-00016 WALLS ROAD OVER BROWN'S CREEK	
1A.	SITE PLAN, REMOVALS AND NEW CONSTRUCTION
2A.	EXISTING CONDITIONS, CROSS-SECTIONS AND DETAILS
3A.	NEW CONSTRUCTION - 1
4A.	NEW CONSTRUCTION - 2
5A.	SEDIMENT CONTROL AND MISCELLANEOUS DETAILS
6A.	SUGGESTED TRAFFIC DETOUR PLAN
7A.	WATERMAIN RELOCATION
8A.	GUIDERAIL DETAILS
SITE 'B' : PW-BC-00501 WALLS ROAD OVER PUCE RIVER	
1B.	EXISTING CONDITIONS AND REMOVALS
2B.	NEW CONSTRUCTION
3B.	GUIDERAIL DETAILS AND ROAD CROSS-SECTIONS
SITE 'C' : PW-BC-01500 LIONS CLUB ROAD OVER DUCK CREEK	
1C.	EXISTING CONDITIONS AND REMOVALS
2C.	NEW CONSTRUCTION
3C.	GUIDERAIL DETAILS
SITE 'D' : PW-BC-02018 MORRIS ROAD OVER LITTLE CREEK	
1D.	EXISTING AND PROPOSED SITE PLAN
2D.	EXISTING AND PROPOSED SECTIONS PLUS DETAILS
3D.	SECTIONS AND DETAILS
4D.	GUIDERAIL DETAILS
5D.	SUGGESTED TRAFFIC DETOUR PLAN

TENDER PW-2021-02

PROJECT No. 20-1030

2020 REHABILITATION OF LAKESHORE BRIDGES  
MUNICIPALITY OF LAKESHORE



**RC SPENCER ASSOCIATES INC.**  
Consulting Engineers  
Windsor: 800 University Avenue W., Windsor, ON N9A 5R9  
Leamington: 18 Talbot Street W., Leamington, ON N8H 1M4  
Chatham-Kent: 49 Raleigh Street, Chatham, ON N7M 2M6



NO.	REVISION	DATE	BY	APP.

NO.	REVISION	DATE	BY	APP.
4.	MUNICIPAL COMMENTS & ISSUED FOR TENDER	28 MAR. 2021	S.E.J.	S.E.J.
3.	ISSUED FOR TENDER	25 JAN. 2021	S.E.J.	S.E.J.
2.	MUNICIPAL REVIEW	28 OCT. 2020	S.E.J.	S.E.J.
1.	SUBMIT TO TOWN FOR REVIEW	29 SEP. 2020	M.M.H.	S.E.J.

DESIGN	M.M.H.
CHECKED	S.E.J.
DRAWN	M.M.H.
CHECKED	S.M.L.
DATE	JULY 2020
SCALE	N.T.S.

2020 REHABILITATION OF LAKESHORE BRIDGES

TITLE SHEET

PROJECT NO.  
20-1030  
SHEET NO.  
TS  
OF 20



# **Municipality of Lakeshore - Report to Council**

## **Engineering & Infrastructure Services**

### **Drainage Services**



**To:** Mayor & Members of Council  
**From:** Jill Fiorito, Drainage Superintendent  
**Date:** May 18, 2021  
**Subject:** Drainage Board Meeting May 3rd, 2021

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#### **Recommendation**

Receive the Drainage Board Minutes dated May 3, 2021 attached for information; and,  
  
Direct Administration to tender the work associated with the Moison Creek Drain, Wall Improvements and further approve \$10,000 for Lakeshore's assessment for this work to be funded from the Roads Reserve, as reported in the May 25, 2021 Council Report.

#### **Background**

The draft minutes from May 3<sup>rd</sup>, 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 April 7<sup>th</sup>, 2021 (Middle Road Drain Enclosure Improvements).

Mr. Gerard Rood from Rood Engineering was in attendance to give a brief summary of his drainage report dated February 24<sup>th</sup>, 2021 (Moison Creek Drain – Wall Improvements

The Drainage Board recommended that By-law 40-2021 (Middle Road Drain Enclosure Improvements) and By-law 41-2021 (Moison Creek Drain – Wall Improvements) be recommended for first and second reading.

#### **Others Consulted**

Essex Regional Conservation Authority has been consulted on this project.



## Financial Impacts

All costs associated with the Middle Road Drain Enclosure Improvements works will be assessed out according to the proportions outlined in the engineer's report. There are no financial costs to the Municipality of Lakeshore.

All costs associated with the Moison Creek Drain, Wall Improvements will be assessed out according to the proportions outlined in the engineer's report. The Municipality of Lakeshore's estimated costs for this project is approximately \$10,000. These monies were not included as part of the 2021 budget and therefore, require approval to be funded out of the Roads reserve.

The tender awards will be brought back to Council for approval.

**Attachment:** Draft Drainage Board minutes dated May 3<sup>rd</sup> 2021

## Report Approval Details

Document Title:	Drainage Board meeting May 3rd, 2021.docx
Attachments:	- 5 - May.3, 2021 Drainage Board Minutes.docx
Final Approval Date:	May 20, 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

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### MINUTES OF THE DRAINAGE BOARD

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

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**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 April 12<sup>th</sup>, 2021.

Board Member Janisse moved and Board Member Poggio seconded

***That:***

***The Board approve the minutes of the Drainage Board Meeting dated April 12<sup>th</sup>, 2021.***

**Motion Carried**



#### 4. ENGINEERING AND INFRASTRUCTURE SERVICES

##### **READING OF THE REPORT**

###### **Middle Road Drain Enclosure Improvements**

Mr. Tony Peralta, P.Eng was in attendance and briefly outlined the key points of the report dated April 7<sup>th</sup>, 2021.

The Chairman opened the floor for questions.

There were no concerns.

Board Member Schmidt moved and Board Member Janisse seconded:

###### ***That:***

*The Engineer's considered report prepared by N.J. Peralta Engineering Ltd., dated April 7<sup>th</sup>, 2021 Middle Road Drain Enclosure Improvements in the Municipality of Lakeshore, in the County of Essex be adopted and By-Law 040-2021 be recommended for the first and second reading.*

##### **Motion Carried**

###### **Moison Creek Drain – Wall Improvements**

Mr. Gerard Rood, P.Eng was in attendance and briefly outlined the key points of the report dated February 24<sup>th</sup>, 2021.

The Chairman opened the floor for questions.

Mr. Ingram questioned why there are no flows stated on the plan or anywhere within the report and if the reduction in the width of the drain after the Via Rail tracks are of any concerns to the overall watershed.

Mr. Rood stated that we aren't typically required to provide flows and there are no concerns with the drain in respect to the train tracks as we are not changing the original alignment of the drain.



Mr. Ingram stated that the drain bottle necks at the train tracks and during heavy rain events and the water backups up onto adjacent properties.

Mr. Rood noted that train tracks are required to be designed to meet 100 year storm flows capacities. As per the Drainage Act we are only required to design this system to a 1 in 2 year storm. The Via-Rail train tracks should not be of any concern.

Mr. Gneo stated that he doesn't understand the bank failure, he asked if the sheet pile wall will help.

Mr. Rood confirmed that the sheet pile wall is the most economical way of protecting the embankment and adjacent properties from further erosion.

Mr. Paolo questioned if the existing sheet pile wall failing.

Mr. Rood replied, yes, it is failing.

Mr. Paolo questioned if the wave action is different from the East embankment to the West embankment.

Mr. Rood stated that at an onsite meeting it was noted that some of the worst wave action comes from the North West.

Mr. Paolo asked if the installation of the sheet pile wall affected the grade adjacent to it.

Mr. Rood stated that he was not present during the time of installation and all sheet pile wall installation would have been approved by ERCA.

Mr. Paolo asked when the existing sheet pile was installed.

Mr. Rood stated that the exact date is unknown.

Mr. Gneo stated that the renovations happened around 2017, if sheet pile wall installation was installed at that time why is the life cycle of the wall so short?

Mr. Rood stated we don't know the exact date of installation. This is a unique situation and could not be predicted.

Mr. Gneo asked if this warrants the entire side of the property having sheet wall installed.

Mr. Rood noted that in previous reports it specifies a berm that spanned the whole length of the property to provide sufficient outlet and protect adjacent properties. Since the berm is failing in its entirety we are obligated to repair the embankment/berm the full length.



Mrs. Cooper asked if Mr. Rood would kindly explain the last answer again as she didn't think it was answered clearly, use layman terms.

Mr. Rood stated we are restoring what was initially an earth berm, but due to increased water levels a steel sheet pile wall is the most economical option at this time. We have an obligation under the Drainage Act to protect adjacent properties.

Mrs. Cooper asked why the East embankment is affected more than the West.

Mr. Rood stated that is likely due to the predominantly North-West winds striking the drain outlet. This was clear based on the evidence observed at site.

Mr. Gneo questioned based on the market conditions and the cost of materials, would it be best to wait to complete this project.

Chairman Armstrong stated that the cost will only increase over time and cause more erosion to the drain.

Mrs. Popov stated that her father owns a 100 acre farm in Woodslee, how is our assessment determined to be \$1600.

Mr. Rood stated that all assessments are evaluated based on multiple factors, outlet liability, surface area of land, run off factor and contributing flows are considered.

Mrs. Popov asked so everyone is assessed with the same criteria no matter how far you are from the project.

Mr. Rood stated that is correct as everyone within the scheme needs to bring their flows to a sufficient outlet.

Board Member Schmidt moved and Board Member Janisse seconded:

***That:***

*The Engineer's considered report prepared by Rood Engineering Limited dated February 21, 2021 Moison Creek Drain (Wall Improvements) in the Municipality of Lakeshore, in the County of Essex be adopted and By-Law 041-2021 be recommended for the first and second reading.*

**Motion Carried**



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**DAVID ARMSTRONG**  
**CHAIRMAN**

---

**JILL FIORITO**  
**DRAINAGE SUPERINTENDENT**

**NEXT SCHEDULED MEETING**

The next Drainage Board Meeting is schedule for 5:00pm on June 7<sup>th</sup>, 2021 in the Municipality of Lakeshore.



# Municipality of Lakeshore - Report to Council

## Finance Services

## Revenue Services



**To:** Mayor & Members of Council  
**From:** Michelle Heslop, Supervisor of Revenue  
**Date:** May 12, 2021  
**Subject:** 2021 Final Tax Rates - Amendment to Schedule C

---

### Recommendation

Approve the amended 2021 final tax rates as described in the report at the Supervisor of Revenue at the May 25, 2021 Council meeting; and, Direct the Clerk to read By-law 45-2021 during the "Consideration of the By-laws".

### Background

At its meeting of March 9, 2021, Council read and passed By-law 25-2021 establishing the budget estimates, tax rates and further to provide for penalty and interest in default of any payment for the year 2021. Section 15 of the by-law states that Schedules A, B and C are attached as part of the by-law. Schedule C outlines the 2021 Municipal Tax rates to be applied to the Final Tax bill in June 2021.

When calculating the Municipal final tax rates for the year, Administration references the Online Property Tax Analysis (OPTA) system to confirm tax ratios from the County and the Province.

### Comments

On February 17, 2021, the County of Essex read and passed By-law 2021-06, to Establish Tax Policy and Levy Property Taxes for 2021. Further to Section 308(7) of the *Municipal Act, 2001*, a by-law must be established for each property class, a single tax ratio for the upper-tier municipality and its lower-tier municipalities. The County by-law adopted a revised tax ratio for the Multi-Residential class from 1.955400 to 1.745510 effective Jan 1, 2021.

Lakeshore's final tax rates were prepared in advance of the County uploading their rates in OPTA therefore not taking into account the change to the multi-residential tax class. As such, Lakeshore's by-law requires an amendment to comply with the County tax rates. The effects of this change are outlined in Schedule A to By-law 45-2021, which amends Schedule C of By-law 25-2021.



## Others Consulted

Director of Financial Services, Treasurer, County of Essex.

## Financial Impacts

A change in the rate of one property tax class will have an effect on all the other property tax classes. In this case the reduction in the multi-residential tax rate resulted in a shift to all the other tax rates in Schedule C. However, overall the municipal levy has not changed and therefore there is no financial impact to the municipality.

## Report Approval Details

Document Title:	2021 Final Levy Amendment.docx
Attachments:	
Final Approval Date:	May 20, 2021

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

Rosanna Pellerito

Brianna Coughlin

Kristen Newman

Truper McBride



## Municipality of Lakeshore - Report to Council

### Finance Services



**To:** Mayor & Members of Council  
**From:** Rosanna Pellerito, Director of Finance  
**Date:** April 7, 2021  
**Subject:** 2021 Lakeshore Community Benefit Fund Grant

---

### Recommendation

Defer the 2021 Lakeshore Community Benefit Grant program to August 2021 or when recreation programming is permitted to resume.

### Background

In November 2019 Council approved the establishment and policy of the Lakeshore Community Benefit Fund Grant (LCBFG) program. In 2020 Council approved an annual budget of \$25,500 for this program. To date one payment has been approved from this fund in 2020 for \$10,170. The 2020 balance of \$15,330 was carried over to 2021. The total available balance to be allocated in 2021 is \$40,830.

To be approved for funding, an organization must be a not-for-profit located in Lakeshore and provide a community benefit to Lakeshore residence. The grant must be for funding categories related to social and community services, senior or youth programs, historical, arts and cultural events, fundraisers for municipal projects or community beautification and protection of the environment.

Section 1.5 of the policy reads as follows:

*1.5 The Community Benefit Fund is meant for one time funding of projects or initiatives and is not intended to fund:*

- a) the waiver of fees relating to development charges, building permit, planning fees;*
- b) deficits from operations of past years;*
- c) projects or initiatives that duplicate or resemble projects or initiatives offered by the Town.*



## **Comments**

The Municipality requested grant applications in September of 2020 for the 2021 budget year.

Below is a summary of the applications received.

### Windsor Express Community Sports Association

This organization is seeking an annual cash grant or waiver of fees of \$4,440 which equates to the cost of the annual gym rental for a basketball camp program in Lakeshore.

The waiver of fees would help fund the monthly basketball camp that this organization organizes throughout the year at the ATRC. According to the applicant, each camp has approximately 60 youth participating each month. It is estimated that 80% of participants are from Lakeshore of which 30% are female.

After further discussion with the applicant, the grant request is no longer applicable given that recreation facilities are closed in Lakeshore and as a result this program is not currently available. They wish to be considered for future grant opportunities when recreation programming is permitted to resume. As such, Administration is not recommending approving this grant application at this time.

### Skate Lakeshore

Skate Lakeshore is a not-for-profit organization that provides skating programming to the youth and adult of the Municipality of Lakeshore. This organization runs its programs at the ATRC and attracts approximately 275 participants annually.

Skate Lakeshore is requesting a one-time waiver of fees of \$9,613 to help offset the cost of ice rentals due to lost revenue resulting from capacity restrictions related to COVID.

After further discussions with Skate Lakeshore, they too have confirmed their application is no longer applicable with the ATRC being closed and would like to be considered for future grant opportunities when programming is permitted to resume. As such, Administration is not recommending approving this grant application at this time.

## **Financial Impacts**

The 2020 balance of \$15,330 was carried over to 2021. The 2021 approved budget allocation was \$25,500. The total available balance to be allocated in 2021 is \$40,830. The balance of unused grant funds will be carried over into 2022.



Below is a summary of the applications that were received for 2021.

Organization	Grant Category	Amount Reqeusted	Amount Recommended
Windsor Express	Waiver of Fees	4,400	-
Skate Lakeshore	Waiver of Fees	9,613	-
Total		14,013	-

Administration is not recommending approval of these grant applications at this time.

Administration is recommending the Municipality issue a second intake for 2021 later in the year when recreation programming is permitted to resume.

### Report Approval Details

Document Title:	2021 Lakeshore Community Benefit Fund Grant .docx
Attachments:	
Final Approval Date:	May 20, 2021

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

Kristen Newman

Truper McBride



# Municipality of Lakeshore

## By-law 32-2021

### Being a By-law to Declare Surplus a portion of Stoney Point Park

**Whereas** the Municipality of Lakeshore has the authority pursuant to the *Municipal Act, 2001*, S.O. 2001, c.25, to close, stop up or declare surplus lands that are owned by the Municipality;

**And whereas** Council approved resolution 22-03-2021 during the confidential closed session held March 23, 2021 relating to an encroachment at Stoney Point Park;

**And whereas** Council deems it necessary and desirable to close, stop up and declare surplus a portion of Stoney Point Park more particularly described as Part of Lot 7, Concession Broken Front; Tilbury, being part of the Property Identifier Number 75067-0112(LT);

### Now therefore the Council of the Municipality of Lakeshore enacts as follows:

1. The land legally described as Part of Lot 7, Concession Broken Front; Tilbury, being part of the Property Identifier Number 75067-0112(LT), is permanently closed, stopped up and declared surplus to the Municipality's land needs.
2. The Mayor and Clerk are authorized and directed to execute all documents and instruments necessary to implement the intent of this by-law.
3. This by-law shall come into force and effect upon registration in the Land Registry Office for the Registry Division of Essex (No. 12).

Read and passed in open session on May 25, 2021.

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**Mayor**  
**Tom Bain**

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**Clerk**  
**Kristen Newman**



# **Municipality of Lakeshore**

## **By-law 44-2021**

### **Being a By-law to exempt certain lands from Part Lot Control within Blocks 5, 6, 7 and 8, on Registered Plan 12M-659, in the Municipality of Lakeshore (PLC-2-2021)**

**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 5, 6, 7 and 8 on Registered Plan 12M-659, 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 5, 6, 7 and 8, on Registered Plan 12M-659, 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 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 25, 2024.



Read and passed in open session on May 25, 2021.

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**Mayor  
Tom Bain**

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**Clerk  
Kristen Newman**



# **Municipality of Lakeshore**

## **By-law 45-2021**

### **Being a By-law to Amend By-law 25-2021, a By-law to Adopt the 2021 Final Tax Levy, 2021 Tax and Garbage Rates and to Provide for Penalty and Interest in Default of Any Payment for the Year 2021**

**Whereas** pursuant to section 312 of the *Municipal Act, 2001*, S.O. 2001, c. 25, Council may pass by-laws to levy a separate tax rate on the assessment in each property subclass;

**And whereas** on March 9, 2021, pursuant to section 312 of the *Municipal Act, 2001*, S.O. 2001, c. 25, Council adopted By-law 25-2021, being a by-law to adopt the 2021 Final Tax Levy, 2021 Tax and Garbage Rates and to Provide for Penalty and Interest in Default of Any Payment for the Year 2021;

**And whereas** pursuant to section 312 of the *Municipal Act, 2001*, S.O. 2001, c. 25, tax rates must be established in the same proportion to tax ratios;

**And whereas** it is recommended by the Director of Finance, as described in the report to Council presented May 25, 2021 that the 2021 tax rates be revised to align with the tax ratios approved by the County of Essex on February 17, 2021;

**Now therefore the Council of the Municipality of Lakeshore enacts as follows:**

1. By-law 25-2021 shall be amended as follows:
  - a. Schedule "C" of By-law 25-2021 is repealed and replaced by Schedule "A" to this by-law.
2. This By-law comes into force and effect upon passage.

Read and passed in open session on May 25, 2021.

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**Mayor  
Tom Bain**

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**Clerk  
Kristen Newman**



**Schedule “A”  
to By-law 45-2021**

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**Schedule “C”  
to By-law 25-2021**

**2021 Municipal Tax Rates**

<b>Assessment Class</b>	<b>RTC</b>	<b>RTQ</b>	<b>Tax Rate</b>	<b>BIA Tax Rate</b>
Commercial: Taxable: Farmland Awaiting Development Phase I	C	1	0.00156760	
Commercial: Payment in Lieu: Full	C	F	0.00678500	
Commercial: Payment in Lieu: General	C	G	0.00678500	
Commercial: Taxable: Full, Shared Payment in Lieu	C	H	0.00678500	
Commercial: Taxable: Full	C	T	0.00678500	0.00252290
Commercial: Taxable: Excess Land	C	U	0.00474950	0.00176600
Commercial: Taxable: Vacant Land	C	X	0.00365260	0.00135810
Commercial: Payment in Lieu: Full, Vacant Land	C	Y	0.00365260	
Exempt	E			
Farm: Taxable: Full	F	T	0.00156760	
Parking Lot: Taxable: Full	G	T	0.00365260	0.00135810
Industrial: Taxable: Farmland Awaiting Development Phase I	I	1	0.00156760	
Industrial: Taxable: Full, Shared Payment in Lieu	I	H	0.01218050	
Industrial: Taxable: Full	I	T	0.01218050	
Industrial: Taxable: Excess Land	I	U	0.00791730	
Industrial: Taxable: Vacant Land	I	X	0.00791730	
Industrial (New Construction): Taxable: Full	J	T	0.01218050	
Industrial (New Construction): Taxable: Excess Land	J	U	0.00791730	
Large Industrial (New Construction): Taxable: Full	K	T	0.01684330	
Large Industrial (New Construction): Taxable: Excess Land	K	U	0.01094820	
Large Industrial: Taxable: Full	L	T	0.01684330	
Large Industrial: Taxable: Excess Land	L	U	0.01094820	
Multi-Residential: Taxable: Full	M	T	0.01094820	
Pipeline: Taxable: Full	P	T	0.00817050	
Residential: Taxable: Farmland Awaiting Development Phase I	R	1	0.00156760	
Residential: Payment in Lieu: Full	R	F	0.00627050	
Residential: Payment in Lieu: General	R	G	0.00627050	
Residential: Payment in Lieu: Full, Taxable Tenant of Province	R	P	0.00627050	



Assessment Class	RTC	RTQ	Tax Rate	BIA Tax Rate
Residential: Taxable: Full	R	T	0.00627050	
Shopping Centre: Taxable: Full	S	T	0.00678500	0.00252290
Shopping Centre: Taxable: Excess Land	S	U	0.00474850	
Managed Forests: Taxable: Full	T	T	0.00156760	
Utility Transmission: Taxable: Full, Shared Payment in Lieu	U	H		
Railway: Taxable: Full	W	T		
Commercial (New Construction): Taxable: Full	X	T	0.00678500	0.00252290
Commercial (New Construction): Taxable: Excess Land	X	U	0.00474850	
Office Building	Y	T	0.00678500	
Shopping Centre (New Construction): Taxable: Full	Z	T	0.00678500	



**Municipality of Lakeshore**

**By-law 47-2021**

**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 May 11<sup>th</sup> 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 25<sup>th</sup> 2021.**

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**Mayor  
Tom Bain**

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**Kristen Newman  
Clerk**

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