

Municipality of Lakeshore

Regular Council Meeting Agenda



Tuesday, January 18, 2022, 5:00 PM

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

Pages

1. Call to Order

2. Closed Session

Recommendation:

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

- a. Paragraph 239(2)(e) and (f) of the *Municipal Act, 2001* to discuss litigation or potential litigation, including matters before administrative tribunals, affecting the municipality and advice that is subject to solicitor-client privilege, including communications necessary for that purpose, regarding an application under the *Municipal Conflict of Interest Act*.
- b. Paragraph 239(2)(d) and (k) of the *Municipal Act, 2001* for the purpose of discussing labour relations or employee negotiations and positions and plans to be applied to negotiations to be carried on by the Municipality relating to collective bargaining.

3. Return to Open Session

4. Moment of Reflection

5. Disclosures of Pecuniary Interest

6. Recognitions

7. Public Meetings under the Planning Act

8. Public Presentations

1. County of Essex - County-Wide Active Transportation System (CWATS) Overview

9. Delegations

10. Completion of Unfinished Business

11. Consent Agenda

Recommendation:

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

1.	December 14, 2021 Regular Council Meeting Minutes	32
2.	December 22, 2021 Special Council Meeting Minutes	41
3.	January 11-12, 2022 Council Meeting Minutes (2022 Budget)	43
4.	City of Kitchener - Fire Safety Measures	51
5.	City of St. Catharines - National Childcare Program	53
6.	Town of Essex - Letter of Instruction from the Windsor-Essex County Health Unit	55
7.	Police Services Report for Lakeshore - October 2021	59
8.	Police Services Report for Lakeshore - November 2021	81
9.	Police Services Report for Lakeshore - December 2021	104
10.	BIA Belle River on the Lake - Traffic Calming Measures Required for Safety in Downtown Core	127

12. Reports for Information

Recommendation:

Receive the Reports for Information as listed on the agenda.

1.	2021 Organizational Accomplishments	128
2.	2021 Council Meetings Annual & Closed Meeting Report	134
3.	Quarterly Building Activity Report – 2021 Q4	145
4.	Police Services Board Meeting Minutes of September 27 and November 29, 2021	149

13. Reports for Direction

1. **Contract – Provision of Soft Drinks for sale in Municipal Buildings** 160
Recommendation:
Authorize the Mayor and Clerk to enter into a 5 year contract with Pepsico Beverages for the provision of beverage supply within all Lakeshore owned buildings, as presented at the January 18, 2022 Council meeting.
2. **Tender Award – Atlas Tube Recreation Centre LED Lighting** 162
Recommendation:
Award the tender for the Atlas Tube Recreation Centre LED Lighting retrofit to Energy Network Services in the amount of \$344,665.80 plus applicable HST to be funded in part from the 2021 capital projects budget to a maximum of \$237,450.85 and, in part and up to a maximum of \$44,814.95 from the facilities reserve in 2022, all as presented at the January 18, 2022 Council meeting.
3. **Continuation of Integrity Commissioner Services** 170
Recommendation:
Direct the Clerk to read By-law 8-2022 appointing Bruce Elman as the Municipality's integrity commissioner and authorizing the Mayor and Clerk to execute the necessary instruments to extend the contract for services with Bruce Elman until such time as a successor is appointed and the appointment takes effect; and,

Proceed with Option ____ as described in the report of the Corporate Leader-Strategic & Legal Affairs presented at the January 18, 2022 Council meeting.
4. **Revisions to Mandatory COVID-19 Vaccination Policy for Employees** 211
Recommendation:
Direct the Clerk to read By-law 9-2022 adopting the revised Council Policy – Employee COVID-19 Vaccination Policy, as presented at the January 18, 2022 Council meeting.

5. Half Load Designation for Class B Roads 221

Recommendation:

Direct Administration to prepare an amendment to By-Law 2-2002 being a By-law to Regulate Traffic on Highways under the jurisdiction of the Municipality of Lakeshore, to include year round load restrictions on Municipal Class B Roads pursuant to section 122 of the *Highway Traffic Act* from January 1st to December 31st of each year; and

Approve the cost of \$38,000.00 (including applicable HST) to purchase and install signage, as required, as described in the report presented at the January 18, 2022 Council meeting.

6. Assumption of Developed Roadways and Municipal Services 229

Recommendation:

Direct the Clerk to read By-law 10-2022 during the Consideration of By-laws, for the assumption of developed roadways and municipal services, as presented at the January 18, 2022 Council meeting.

14. Announcements by Mayor

15. Reports from County Council Representatives

16. Report from Closed Session

17. Notices of Motion

18. Question Period

19. Non-Agenda Business

20. Consideration of By-laws

Recommendation:

By-laws 1-2022, 2-2022, 7-2022, 8-2022, 9-2022 and 10-2022 be read and passed in open session on January 18, 2022.

1. By-law 1-2022, Being a By-law to Authorize Temporary Borrowing from Time to Time to Meet Current Expenditures during the Fiscal Year Ending December 31, 2022 231

2. By-law 2-2022, Being a By-law to Raise \$500,000 to Aid in the Construction of Drainage Works under the Tile Drainage Act 233

3.	By-law 7-2022 - Confirming Meetings of Council for December 14 and 22, 2021 and January 11 and 12, 2022	235
4.	By-law 8-2022, Being a By-law to Appoint an Integrity Commissioner and Execute Agreements Related Thereto	236
5.	By-law 9-2022, Being a By-law to Adopt an Employee COVID-19 Vaccination Policy for the Municipality of Lakeshore	238
6.	By-law 10-2022, Being a By-law for the Assumption of Municipal Services in the Municipality of Lakeshore	246

21. Adjournment

Recommendation:

Council adjourn its meeting at ____ PM.



County of
Essex

CWATS Overview

Presentation to Municipality of Lakeshore Council

January 18, 2021

Diana Radulescu
Active Transportation
Coordinator
County of Essex

Jerry Behl
Manager, Transportation
Planning & Development
County of Essex

Ryan Donally
Division Leader - Economic
Development & Mobility
Town of Lakeshore
CWATS Committee Member

What is CWATS?

- CWATS = County-Wide Active Transportation System
- Provide for and champion safe active transportation
- Create connected communities
- Contribute to economic development & tourism
- Collectively share in the economic, health and quality of life benefits that active transportation offers.



Connected
communities



Health and
active living



Economic
development
and tourism



2012 CWATS Master Plan

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

Key Components of the 2012 Master Plan include:

Policies



Revisions to Official Plan policies, recommendations for an AT Charter and supportive CWATS policies.



Network



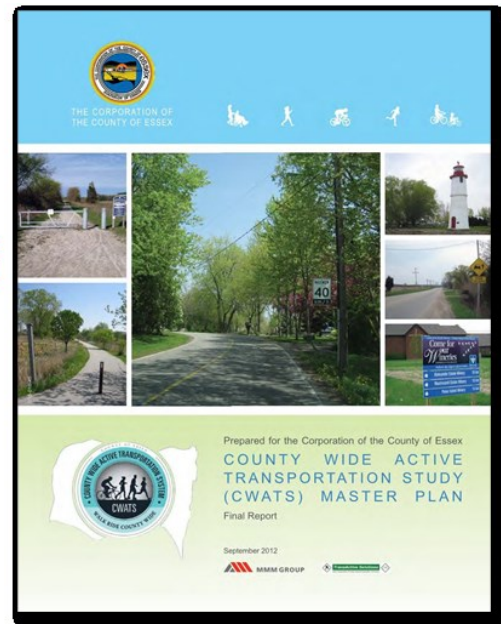
Working with local municipalities and partners to build routes, facilities and other supportive amenities.



Programs



Identifying initiatives and programs to shift travel behaviours and encourage increased AT use.



Signed and promoted by all 7 municipalities and the County of Essex

Types of Facilities

**Generally Lower
Volume, Lower Speed
Less Facility
Separation**



**Generally Higher
Volume, Higher Speed
Greater Facility
Separation**

Paved Shoulder



One-Way Cycle Path



Multi-Use Path



Signed Route



Bike Lane



Two-Way Cycle Path



Multi-Use Trail



How It Works

CWATS Core Infrastructure

- 1) CWATS Municipalities submit applications for segments identified in 2012 Master Plan (with council support)
- 2) County reviews: CWATS Committee deliberates and votes
- 3) Design work or construction follows the following year

County encourages applications that complete a segment and enhance connections

2022 annual budget:
\$1,500,000

CWATS Cost-Sharing Formula (2012 CWATS Master Plan)



Facility Type	County of Essex Share	Local Municipality Share	ERCA Share
On Street Bike Lanes / Paved Shoulder / Context Sensitive Solution - on a County Road in a Rural Area	100%	0%	0%
On Street Bike Lanes / Paved Shoulder / Multi-use Trail with or without separation/ Context Sensitive Solution - on a County Road in an Urban Area	40%	60%	0%
On Street Bike Lanes / Paved Shoulder / Multi-use Trail with or without separation/ Context Sensitive Solution - on a Local Road anywhere.	0%	100%	0%
Signed Routes - anywhere on the AT Network	100%	0%	0%
Sidewalks - anywhere on the AT Network	0%	100%	0%
Multi-Use Trails - outside of County and/or Local Right-of-way	0%	0%	100%
Multi-Use Trails - outside of County and/or Local Right-of-way and owned by Municipality	0%	100%	0%
Note: Cost sharing is applied to the design, construction and maintenance of facilities. However, the maintenance on County Roads within urban areas is the responsibility of the host municipality.			

How It Works



Municipal Partnership Program

- 1) CWATS Municipalities submit applications for AT-supportive programs and non-infrastructure facilities
- 2) County reviews: CWATS Committee deliberates and votes
- 3) Implementation follows the following year

50% cost-share between County
& municipalities
Non-infrastructure projects

Annual budget: \$100,000



Paved Shoulder Program

- 1) County aligns 5-year road rehabilitation program with CWATS paved shoulder facilities identified in Master Plan
- 2) Implementation follows according to the road rehab schedule

Cost-efficiency in procurement,
faster implementation

Annual budget: \$2,800,000

CWATS Committee Members



Diana Radulescu
Jerry Behl



Jonathan Osborne



Todd Hewitt



Corinne Chiasson



John Pilmer



Brian Hillman



Tim Del Greco



Ryan Donally



Kevin Morse



MINISTRY OF TRANSPORTATION

Matthew Fabilli



Kevin Money



Genevieve Champagne



Jeff Hagan

External Partnerships



CWATS Master Plan – Chapters Developed to Date

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



Online Surveys



Open Houses



Pop Ups



Bike Rides



Meetings with
CWATS Committee

Proposed CWATS Network

Timeline:
20+ year plan



128.9 KM of proposed CWATS routes in Lakeshore

Notes:

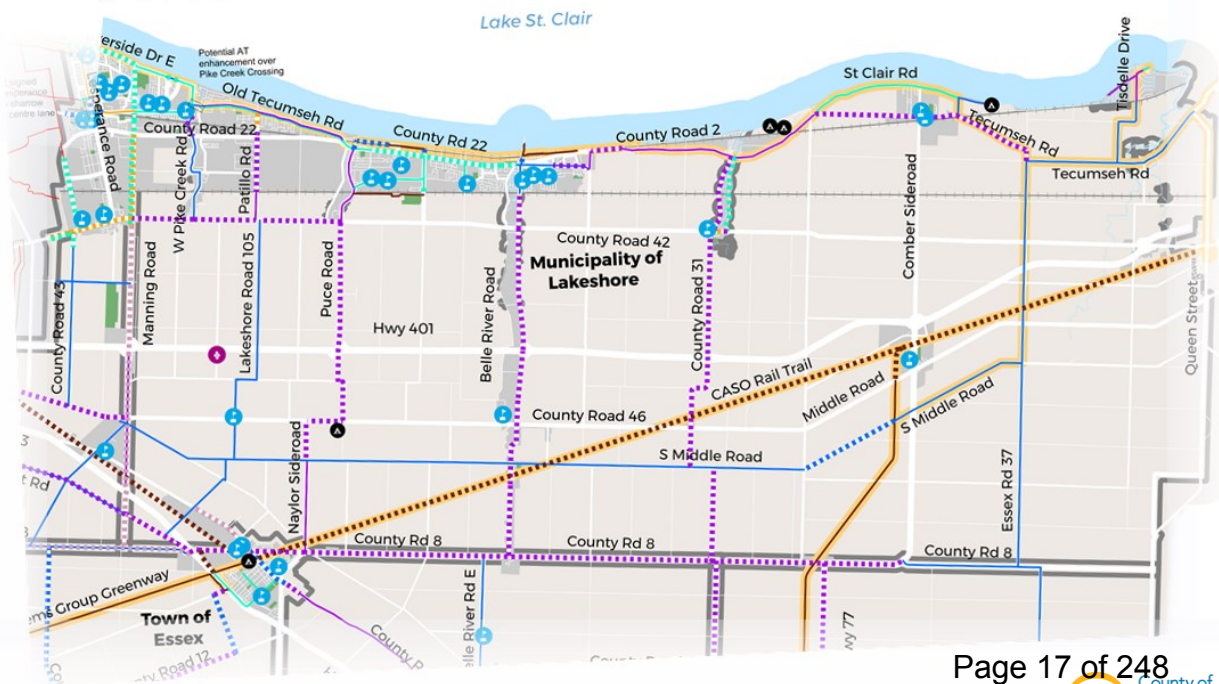
- For segments along common municipal boundaries, it is assumed that 50% of the distance would be attributed to the total length for Lakeshore.

CWATS Network

Existing

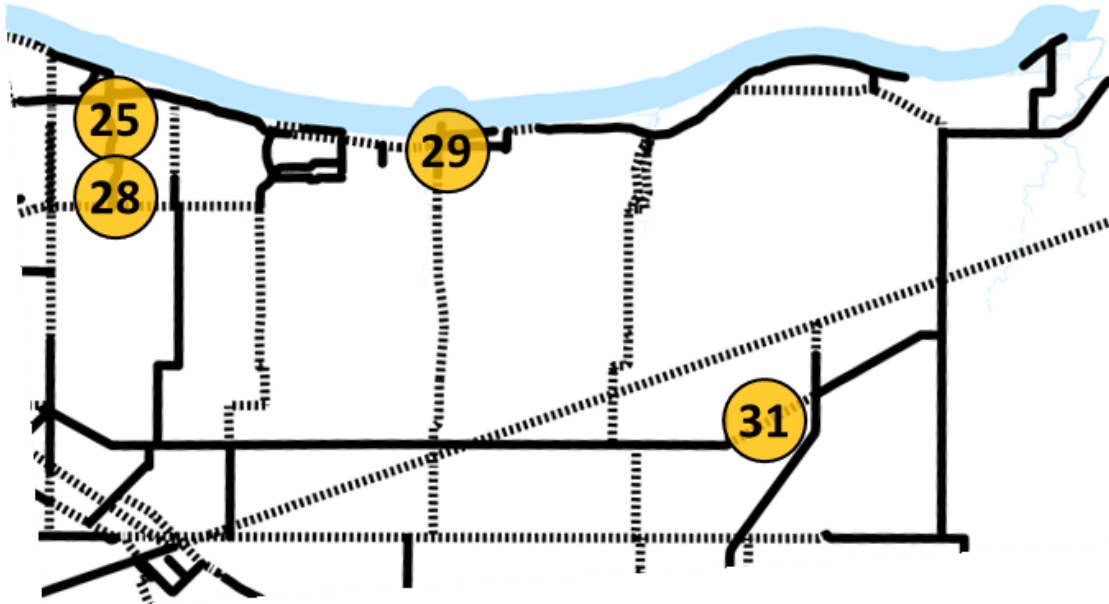
Proposed

	Off-road Multi-use Trail
	Two-way Multi-use Pathway
	One-way Cycle Path / Track
	Separated Bike Lane
	Buffered Paved Shoulders
	Bike Lane
	Paved Shoulder
	Signed Route



Summary of Changes to Previously Proposed CWATS Routes in Lakeshore

Since the 2012 Plan, the following previously proposed routes were reviewed and modified to better reflect current data and updated design guidelines:



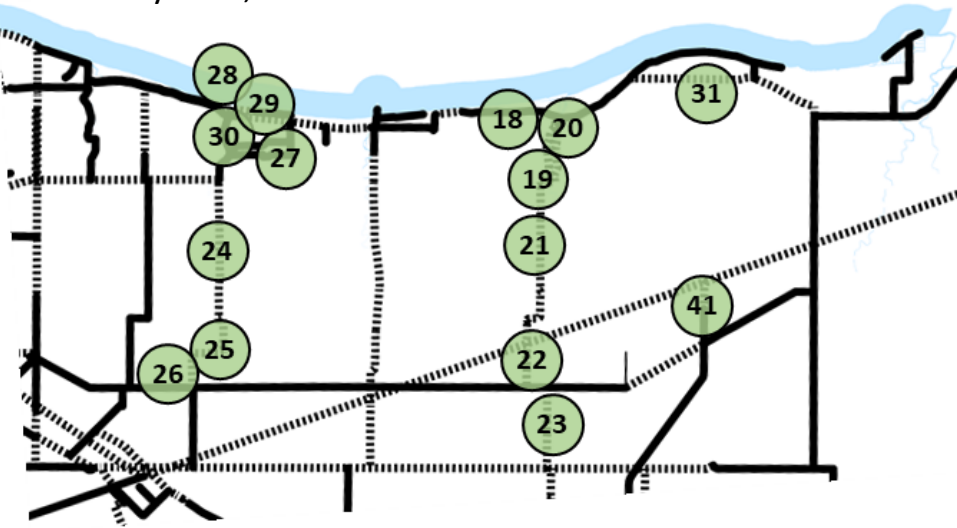
#	Segment
25	Paved Shoulder along Brighton Rd from Rail Corridor to Old Tecumseh Rd (Previously Proposed and Implemented as Signed Route)
28	Paved Shoulder along W Pike Creek Rd from Rail Corridor to County Rd 22 (Previously Proposed and Implemented as Signed Route)
29	Paved Shoulder along Notre Dame St from 11 th St to County Road 22 (Previously Proposed and Implemented as Signed Route)
31	Signed Route along S Middle Rd from Rochester Townline to Trans Canada Trail (Previously Proposed as Paved Shoulders)

Notes:

1. ID's are pulled from County-wide map

Summary of New CWATS Routes in Lakeshore

Through the review of the CWATS network, **the following new routes were identified in locations where there were no facilities proposed in 2012.** These new routes were identified based on updated design guidelines, current data, and consultation and input from Local and County Staff, Council and other stakeholders:



Notes:

1. ID's are pulled from County-wide map

#	Segment
18	Paved Shoulder along West Ruscom River Rd from County Rd 2 to County Road 49
19	Bike Lane along County Rd 42 from County Rd 31 to East Ruscom River Rd
20	Multi-Use Pathway along East Ruscom River Rd from County Rd 2 to County Road 42
21	Paved Shoulder along County Rd 31 from County Rd 42 to Hwy 401
22	Paved Shoulder along County Rd 31 from Hwy 401 to S Middle Rd
23	Paved Shoulder along County Rd 31 from S Middle Rd to County Rd 8
24	Paved Shoulder along Puce Rd from County Rd 42 to County Rd 46
25	Paved Shoulder along County Rd 46 from County Rd 25 to County Rd 23
26	Paved Shoulder along County Rd 23 from County Rd 46 to S Middle Road
27	Multi-Use Pathway along Renaud Line Rd from Marla Cres to Earthwalk Trail
28	Signed Route along Renaud Line Rd from Shoreline Avenue to County Road 22
29	Signed Route along Lilydale Ave from Waterfront Trail to Puce Rd
30	Signed Route along Puce Rd from Lilydale Ave to County Rd 22
31	Paved Shoulder along County Rd 2 from St Clair Rd to Claireview Dr
41	Multi-Use Pathway from County Road 8 to County Road 46

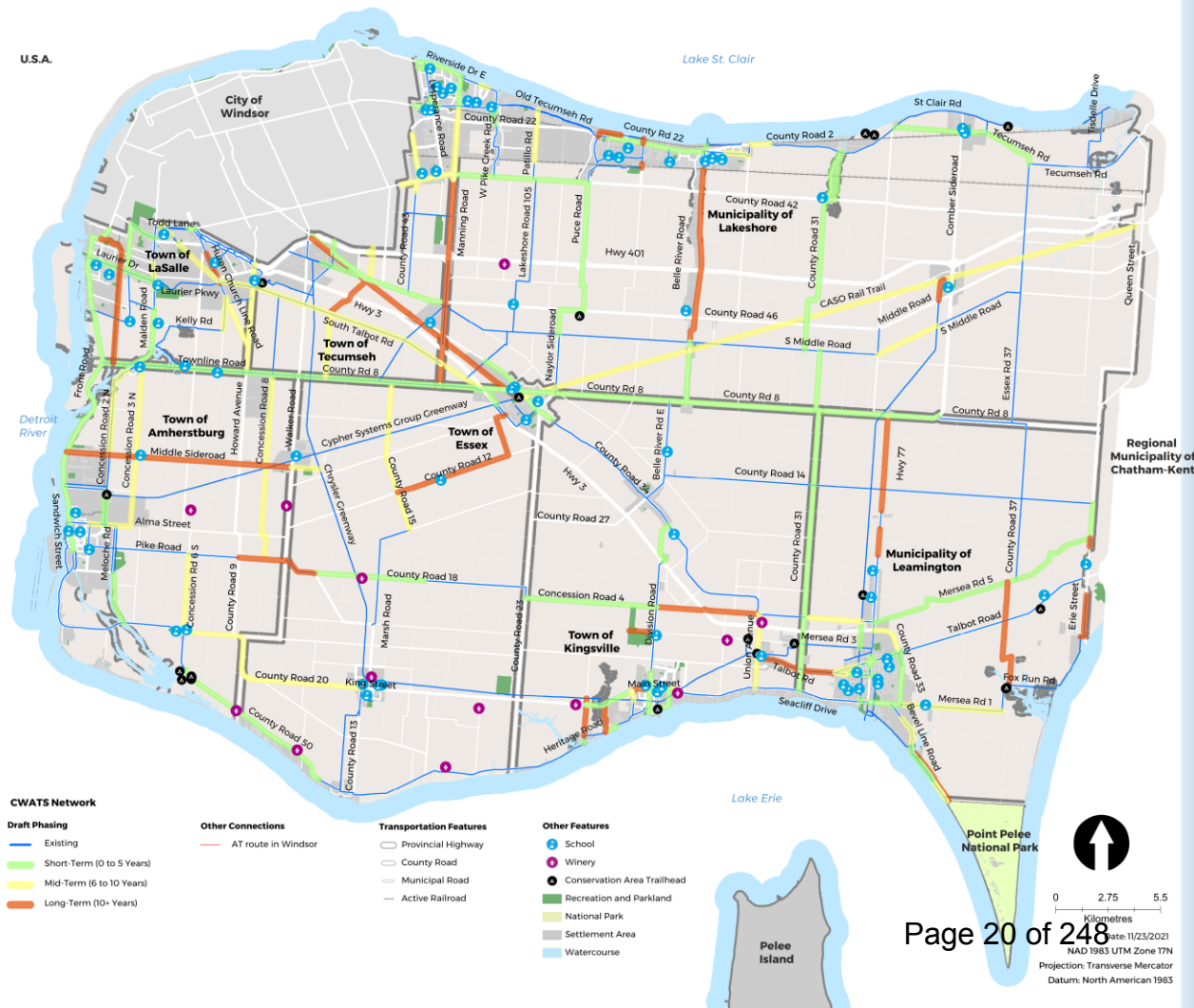
Proposed CWATS Network Phasing

Horizons:

Short-Term (0 to 5 Years)

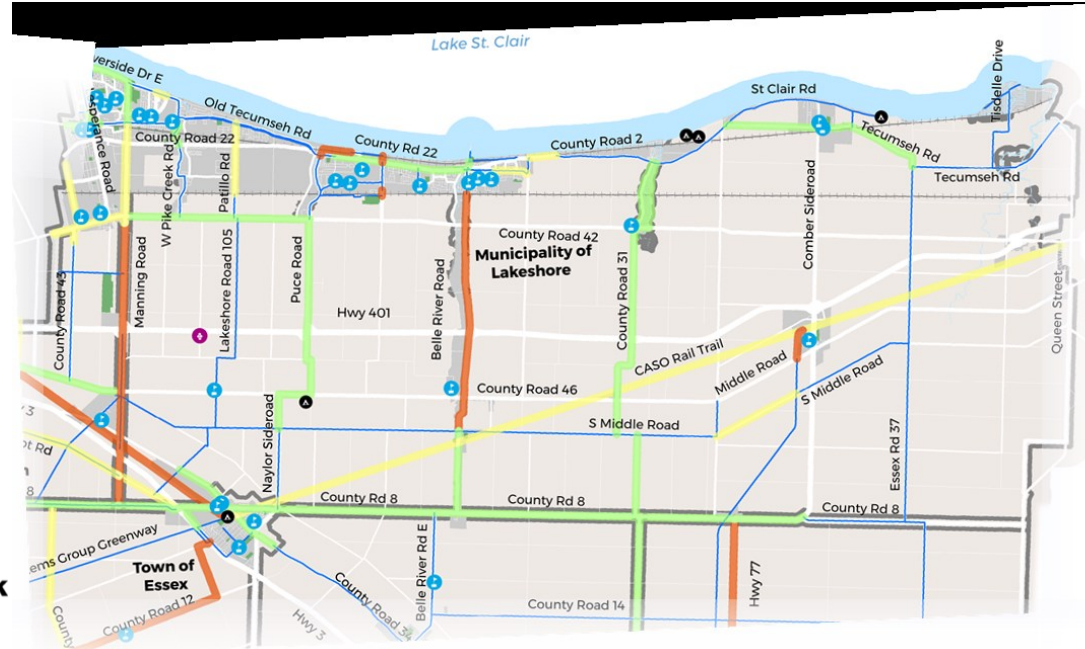
Mid-Term (5 to 10 years)

Long-Term (10+ Years)



The proposed CWATS Network was prioritized using the following criteria:

- Planned projects under the Paved Shoulder Program (aligned with County's Road Rehabilitation schedule)
- Planned Capital Works
- Recent feasibility design studies
- Key tourism routes



CWATS – What was the Investment Estimate in 2012?

2012 CWATS PLAN COST IMPLEMENTATION SUMMARY							
By Jurisdiction and Cost Share Arrangement							
JURISDICTION	COUNTY OF ESSEX TOTAL	LOCAL MUNICIPAL		PROVINCIAL TOTAL	ERCA TOTAL	TOTAL	% of Total Network
		TOTAL	ESTIMATED COST PER YEAR (BASED ON 20 YEARS)				
Amherstburg	\$3,615,240	\$2,679,600	\$133,980	-	\$800,000	\$7,094,840	14%
Essex	\$3,321,520	\$2,024,680	\$101,234	\$400,000	\$632,000	\$6,378,200	13%
Kingsville	\$5,323,740	\$1,936,600	\$96,830	-	\$136,000	\$7,396,340	15%
Lakeshore	\$4,668,380	\$2,885,900	\$144,295	-	\$2,920,000	\$10,474,280	21%
LaSalle	\$2,703,900	\$1,796,400	\$89,820	-	\$16,000	\$4,516,300	9%
Leamington	\$2,405,980	\$3,301,000	\$165,050	-	\$240,000	\$5,946,980	12%
Tecumseh	\$978,760	\$1,682,340	\$84,117	\$600,000	\$752,000	\$4,013,100	8%
Segments along Common Municipal Boundaries	\$3,944,680	-	-	-	-	\$3,944,680	8%
Province of Ontario	-	-	-	\$1,045,000	-	\$1,045,000	2%
TOTAL – NETWORK	\$26,962,200	\$16,306,520		\$2,045,000	\$5,496,000	\$50,809,720	100%

Total County of Essex Investment: **\$26,962,200**

Total Local Municipal Investment: **\$16,306,520**

Total Provincial Investment: **\$2,045,000**

Total ERCA Investment: **\$5,496,000**

Notes:

1. The ERCA levy will not contain any funding component that relates to the purchase of land or capital upgrades for those trails or bicycle lanes/paths identified in the CWATS report.
2. Local Municipal Shares of Segments along Common Municipal Boundaries have been included Local Municipal Totals, where applicable.
3. Annual cost per year is based on an assumption of equal costs per year over 20 years for budgeting purposes.
4. Some projects are cost shared and are based on the cost share arrangement based on the approved 2012 CWATS Master Plan (40% County of Essex and 60% local municipality)

Lakeshore CWATS Network by Phase (Draft)

FACILITY TYPE	SHORT 0 TO 5 YEARS		MID 6 TO 10 YEARS		LONG 10+ YEARS		TOTAL	
	KM	\$	KM	\$	KM	\$	KM	\$
Multi-Use Trail	0.0	\$ -	32.4	\$8,743,071	4.1	\$2,052,394	36.4	\$10,795,465
Multi-Use Path	7.5	\$3,812,975	1.8	\$858,618	0.2	\$116,026	9.6	\$4,787,620
Separated Bike Lane	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -
Cycle Track	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -
Buffered Paved Shoulder	1.1	\$375,065	0.0	\$ -	5.5	\$1,840,616	6.6	\$2,215,681
Paved Shoulder	52.4	\$14,094,715	10.4	\$2,807,499	9.2	\$2,488,113	72.0	\$19,390,828
Bike Lane	0.4	\$25,833	2.1	\$454,654	0.0	\$ -	2.5	\$480,487
Signed Route	0.2	\$356	0.0	\$ -	1.6	\$2,636	1.8	\$2,993
Total	61.6	\$18,308,946	46.7	\$12,863,842	20.6	\$6,499,785	128.9	\$37,672,573
% of Total Network	48%	49%	36%	34%	16%	17%	100%	100%

Total Short-Term
Investment:
\$18,308,946

Total Mid-Term
Investment:
\$12,863,842

Total Long-Term
Investment:
\$6,499,785

Notes:

1. Costs subject to change following further CWATS Network refinement. Costs represent the network as of November 2021.
2. Some projects are cost shared and are based on the cost share arrangement based on the approved 2012 CWATS Master Plan (40% County of Essex and 60% local municipality). These cost sharing agreements have also been applied to the lengths.
3. For segments along common municipal boundaries, it is assumed that 50% of the distance would be attributed to each of the local municipalities.

Next Steps



1. Municipality of Lakeshore to provide comments on draft Network to County by February 11, 2022



2. County to continue refining the CWATS Master Plan Network and Implementation Chapters



3. County to return to Lakeshore Council with full draft of Master Plan Update Report for approval later in 2022

Thank

you

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Active Transportation
Coordinator
County of Essex

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Town of Lakeshore
CWATS Committee
Member

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Appendix



County of
Essex

COUNTYOFESSEX.CA

CWATS Update – What is the New Investment Estimate? (Draft)

20 year
timeframe

JURISDICTION	COUNTY			LOCAL				PROVINCIAL			ERCA			TOTAL		
	KM	\$	% OF COST	KM	\$	EST. \$/YR BASED ON 20 YEARS	% OF COST	KM	\$	% OF COST	KM	\$	% OF COST	KM	\$	% OF COST
Amherstburg	56.4	\$9,530,162	13.8%	16.2	\$5,109,664	\$255,483	10.8%	0.0	\$0	0.0%	0.0	\$0	0.0%	72.7	\$14,639,826	11.1%
Essex	42.9	\$8,516,706	12.3%	8.8	\$2,482,044	\$124,102	5.3%	0.9	\$453,693	20.7%	2.0	\$3,200	0.0%	54.6	\$11,455,644	8.7%
Kingsville	40.3	\$8,980,491	13.0%	10.8	\$3,546,497	\$177,325	7.5%	0.0	\$0	0.0%	0.0	\$0	0.0%	51.1	\$12,526,988	9.5%
Lakeshore	64.7	\$17,936,213	25.9%	27.8	\$8,940,896	\$447,045	18.9%	0.0	\$0	0.0%	36.4	\$10,795,465	81.7%	128.9	\$37,672,573	28.6%
LaSalle	18.7	\$5,648,690	8.2%	27.6	\$10,043,675	\$502,184	21.3%	0.0	\$0	0.0%	0.0	\$0	0.0%	46.3	\$15,692,365	11.9%
Learnington	42.7	\$8,815,707	12.7%	22.7	\$8,056,895	\$402,845	17.1%	6.4	\$1,738,860	79.3%	0.0	\$0	0.0%	71.8	\$18,611,462	14.1%
Tecumseh	34.5	\$9,764,487	14.1%	26.3	\$9,030,447	\$451,522	19.1%	0.0	\$0	0.0%	8.9	\$2,415,231	18.3%	69.7	\$21,210,165	16.1%
Total	300.3	\$69,192,456	100.0%	140.2	\$47,210,117	\$2,360,506	100.0%	7.3	\$2,192,554	100.0%	47.4	\$13,213,896	100.0%	495.2	\$131,809,023	100.0%

Total County
of Essex Investment:
\$69,192,456

Total Local Municipal
Investment:
\$47,210,117

Total Provincial
Investment:
\$2,192,554

Total ERCA
Investment:
\$13,213,896

Notes:

1. Costs subject to change following further CWATS Network refinement. Costs represent the network as of November 2021.
2. Annual cost per year is based on an assumption of equal costs per year over 20 years for budgeting purposes. As phasing is being developed, the annual cost per year will change based on the number of CWATS routes planned to be implemented each year.
3. Some projects are cost shared and are based on the cost share arrangement based on the approved 2012 CWATS Master Plan (40% County of Essex and 60% local municipality). These cost sharing agreements have also been applied to the lengths.
4. For segments along common municipal boundaries, it is assumed that 50% of the distance would be attributed to each of the local municipalities.

CWATS Update – What is the Investment Estimate in Lakeshore? (Draft)

FACILITY	COUNTY			LOCAL				PROVINCIAL			ERCA			TOTAL		
	KM	\$	% OF COST	KM	\$	EST. \$/YR BASED ON 20 YEARS	% OF COST	KM	\$	% OF COST	KM	\$	% OF COST	KM	\$	% OF COST
Multi-Use Trail	0.0	\$ -	0%	0.0	\$ -	\$ -	0%	0.0	\$ -	0%	36.4	\$10,795,465	100%	36.4	\$10,795,465	29%
Multi-Use Path	2.7	\$1,345,331	8%	6.9	\$3,442,289	\$172,114	39%	0.0	\$ -	0%	0.0	\$ -	0%	9.6	\$4,787,620	13%
Separated Bike Lane	0.0	\$ -	0%	0.0	\$ -	\$ -	0%	0.0	\$ -	0%	0.0	\$ -	0%	0.0	\$ -	0%
Cycle Track	0.0	\$ -	0%	0.0	\$ -	\$ -	0%	0.0	\$ -	0%	0.0	\$ -	0%	0.0	\$ -	0%
Buffered Paved Shoulder	5.9	\$2,002,552	11%	0.6	\$213,129	\$10,656	2%	0.0	\$ -	0%	0.0	\$ -	0%	6.6	\$ 2,215,681	6%
Paved Shoulder	53.5	\$14,409,099	80%	18.6	\$4,981,228	\$249,061	56%	0.0	\$ -	0%	0.0	\$ -	0%	72.0	\$19,390,328	51%
Bike Lane	0.8	\$176,238	1%	1.7	\$304,249	\$15,212	3%	0.0	\$ -	0%	0.0	\$ -	0%	2.5	\$480,487	1%
Signed Route	1.8	\$2,993	0%	0.0	\$ -	\$ -	0%	0.0	\$ -	0%	0.0	\$ -	0%	1.8	\$2,993	0%
Total	64.7	\$17,936,213	100%	27.8	\$8,940,896	\$447,045	100%	0.0	\$ -	0%	36.4	\$10,795,465	100%	128.9	\$37,672,573	100%

Total County
of Essex Investment:
\$17,936,213

Total Local Municipal
Investment: **\$8,940,896**

Total Provincial
Investment: **\$ -**

Total ERCA
Investment:
\$10,795,465

Notes:

- Costs subject to change following further CWATS Network refinement. Costs represent the network as of November 2021.
- Annual cost per year is based on an assumption of equal costs per year over 20 years for budgeting purposes. As phasing is being developed, the annual cost per year will change based on the number of CWATS routes planned to be implemented each year.
- Some projects are cost shared and are based on the cost share arrangement based on the approved 2012 CWATS Master Plan (40% County of Essex and 60% local municipality). These cost sharing agreements have also been applied to the lengths.
- For segments along common municipal boundaries, it is assumed that 50% of the distance would be attributed to each of the local municipalities.

Lakeshore CWATS Network: Short-Term (Draft)

FACILITY	COUNTY			LOCAL				PROVINCIAL			ERCA			TOTAL		
	KM	\$	% OF COST	KM	\$	Est. \$/yr Based on 5 Years (0 to 5 Years)	% OF COST	KM	\$	% OF COST	KM	\$	% OF COST	KM	\$	% OF COST
Multi-Use Trail	0.0	\$ -	0%	0.0	\$ -	\$ -	0%	0.0	\$ -	0%	0.0	\$ -	0%	0.0	\$ -	0%
Multi-Use Path	2.0	\$1,001,883	8%	5.6	\$2,811,092	\$562,218	49%	0.0	\$ -	0%	0.0	\$ -	0%	7.5	\$3,812,975	20%
Separated Bike Lane	0.0	\$ -	0%	0.0	\$ -	\$ -	0%	0.0	\$ -	0%	0.0	\$ -	0%	0.0	\$ -	0%
Cycle Track	0.0	\$ -	0%	0.0	\$ -	\$ -	0%	0.0	\$ -	0%	0.0	\$ -	0%	0.0	\$ -	0%
Buffered Paved Shoulder	1.1	\$375,065	2%	0.0	\$ -	\$ -	0%	0.0	\$ -	0%	0.0	\$ -	0%	1.1	\$375,065	2%
Paved Shoulder	41.7	\$11,240,662	89%	10.7	\$2,854,054	\$570,811	50%	0.0	\$ -	0%	0.0	\$ -	0%	52.4	\$14,094,715	76%
Bike Lane	0.1	\$10,333	1%	0.2	\$15,500	\$3,100	1%	0.0	\$ -	0%	0.0	\$ -	0%	0.4	\$25,833	1%
Signed Route	0.2	\$356	0%	0.0	\$ -	\$ -	0%	0.0	\$ -	0%	0.0	\$ -	0%	0.2	\$356	1%
Total	45.2	\$12,628,300	100%	16.5	\$5,680,646	\$1,136,129	100%	0.0	\$ -	0%	0.0	\$ -	0%	61.6	\$18,308,946	100%

Total County of Essex Investment:
\$12,628,300

Total Local Municipal Investment:
\$5,680,646

Total Provincial Investment: **\$ 0**

Total ERCA Investment: **\$ 0**

Notes:

- Costs subject to change following further CWATS Network refinement. Costs represent the network as of November 2021.
- Annual cost per year is based on an assumption of equal costs per year over 5 years for budgeting purposes. As phasing is being developed, the annual cost per year will change based on the number of CWATS routes planned to be implemented each year for the short-term phase.
- Some projects are cost shared and are based on the cost share arrangement based on the approved 2012 CWATS Master Plan (40% County of Essex and 60% local municipality). These cost sharing agreements have also been applied to the lengths.
- For segments along common municipal boundaries, it is assumed that 50% of the distance would be attributed to each of the local municipalities.

Lakeshore CWATS Network: Mid-Term (Draft)

FACILITY	COUNTY			LOCAL				PROVINCIAL			ERCA			TOTAL		
	KM	\$	% OF COST	KM	\$	Est. \$/yr Based on 5 Years (6 to 10 years)	% OF COST	KM	\$	% OF COST	KM	\$	% OF COST	KM	\$	% OF COST
Multi-Use Trail	0.0	\$ -	0%	0.0	\$ -	\$ -	0%	0.0	\$ -	0%	32.4	\$8,743,071	100%	32.4	\$8,743,071	68%
Multi-Use Path	0.7	\$343,447	22%	1.1	\$515,171	\$103,034	20%	0.0	\$ -	0%	0.0	\$ -	0%	1.8	\$858,618	7%
Separated Bike Lane	0.0	\$ -	0%	0.0	\$ -	\$ -	0%	0.0	\$ -	0%	0.0	\$ -	0%	0.0	\$ -	0%
Cycle Track	0.0	\$ -	0%	0.0	\$ -	\$ -	0%	0.0	\$ -	0%	0.0	\$ -	0%	0.0	\$ -	0%
Buffered Paved Shoulder	0.0	\$ -	0%	0.0	\$ -	\$ -	0%	0.0	\$ -	0%	0.0	\$ -	0%	0.0	\$ -	0%
Paved Shoulder	3.9	\$1,049,340	67%	6.5	\$1,758,159	\$351,632	69%	0.0	\$ -	0%	0.0	\$ -	0%	10.4	\$2,807,499	22%
Bike Lane	0.6	\$165,905	11%	1.5	\$288,749	\$57,750	11%	0.0	\$ -	0%	0.0	\$ -	0%	2.1	\$454,654	4%
Signed Route	0.0	\$ -	0%	0.0	\$ -	\$ -	0%	0.0	\$ -	0%	0.0	\$ -	0%	0.0	\$ -	0%
Total	5.2	\$1,558,693	100%	9.1	\$2,562,079	\$512,416	100%	0.0	\$ -	0%	32.4	\$8,743,071	100%	46.7	\$12,863,842	100%

Total County of Essex Investment: **\$1,558,693**

Total Local Municipal Investment: **\$2,562,079**

Total Provincial Investment: **\$0**

Total ERCA Investment: **\$8,743,071**

Notes:

- Costs subject to change following further CWATS Network refinement. Costs represent the network as of November 2021.
- Annual cost per year is based on an assumption of equal costs per year over 5 years for budgeting purposes. As phasing is being developed, the annual cost per year will change based on the number of CWATS routes planned to be implemented each year in the mid-term phase.
- Some projects are cost shared and are based on the cost share arrangement based on the approved 2012 CWATS Master Plan (40% County of Essex and 60% local municipality). These cost sharing agreements have also been applied to the lengths.
- For segments along common municipal boundaries, it is assumed that 50% of the distance would be attributed to each of the local municipalities.

Lakeshore CWATS Network: Long-Term (Draft)

FACILITY	COUNTY			LOCAL				PROVINCIAL			ERCA			TOTAL		
	KM	\$	% OF COST	KM	\$	Est. \$/yr Based on 10 Years (11-20 years)	% OF COST	KM	\$	% OF COST	KM	\$	% OF COST	KM	\$	% OF COST
Multi-Use Trail	0.0	\$ -	0%	0.0	\$ -	\$ -	0%	0.0	\$ -	0%	4.1	\$2,052,394	100%	4.1	\$2,052,394	31%
Multi-Use Path	0.0	\$ -	0%	0.2	\$116,026	\$11,603	17%	0.0	\$ -	0%	0.0	\$ -	0%	0.2	\$116,026	2%
Separated Bike Lane	0.0	\$ -	0%	0.0	\$ -	\$ -	0%	0.0	\$ -	0%	0.0	\$ -	0%	0.0	\$ -	0%
Cycle Track	0.0	\$ -	0%	0.0	\$ -	\$ -	0%	0.0	\$ -	0%	0.0	\$ -	0%	0.0	\$ -	0%
Buffered Paved Shoulder	4.8	\$1,627,487	43%	0.6	\$213,129	\$21,313	31%	0.0	\$ -	0%	0.0	\$ -	0%	5.5	\$1,840,616	28%
Paved Shoulder	7.8	\$2,119,098	56%	1.4	\$369,016	\$36,902	53%	0.0	\$ -	0%	0.0	\$ -	0%	9.2	\$2,488,113	38%
Bike Lane	0.0	\$ -	0%	0.0	\$ -	\$ -	0%	0.0	\$ -	0%	0.0	\$ -	0%	0.0	\$ -	0%
Signed Route	1.6	\$2,636	1%	0.0	\$ -	\$ -	0%	0.0	\$ -	0%	0.0	\$ -	0%	1.6	\$2,636	1%
Total	14.3	\$3,749,221	100%	2.2	\$698,171	\$69,817	100%	0.0	\$0	0%	4.1	\$2,052,394	100%	20.6	\$6,499,785	100%

Total County of Essex Investment: **\$3,749,221**

Total Local Municipal Investment: **\$698,171**

Total Provincial Investment: **\$0**

Total ERCA Investment: **\$2,052,394**

Notes:

- Costs subject to change following further CWATS Network refinement. Costs represent the network as of November 2021.
- Annual cost per year is based on an assumption of equal costs per year over 10 years for budgeting purposes. As phasing is being developed, the annual cost per year will change based on the number of CWATS routes planned to be implemented each year in the long-term phase.
- Some projects are cost shared and are based on the cost share arrangement based on the approved 2012 CWATS Master Plan (40% County of Essex and 60% local municipality). These cost sharing agreements have also been applied to the lengths.
- For segments along common municipal boundaries, it is assumed that 50% of the distance would be attributed to each of the local municipalities.

Municipality of Lakeshore

Minutes of the Regular Council Meeting

Tuesday, December 14, 2021, 5:00 PM

Electronically hosted from Town Hall, 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, Corporate Leader – Chief Financial Officer Justin Rousseau, Corporate Leader - Growth & Sustainability Tammie Ryall, Corporate Leader - Operations Krystal Kalbol, Corporate Leader - Strategic & Legal Affairs Kristen Newman, Division Leader - Civic Affairs Brianna Coughlin, Division Leader - Community Planning Aaron Hair, Division Leader - Community Services Frank Jeney, Division Leader - Economic Development & Mobility Ryan Donally, Division Leader - Roads, Parks & Facilities Jeff Wilson, Division Leader - Water Management Albert Dionne, Interim Division Leader - Information Management & Technology Solutions Mark Donlon, Planner I Ian Search

1. Call to Order

Mayor Bain called the meeting to order at 5:09 PM in Council Chambers. All other members of Council participated in the meeting through video conferencing technology from remote locations.

2. Moment of Reflection

3. Disclosures of Pecuniary Interest

4. Recognitions

6. Closed Session

410-12-2021

Moved By Councillor Walstedt

Seconded By Councillor McKinlay

Council move into closed session at 5:10 PM in accordance with:

1. Paragraph 239(2)(c), (e), (f) and (k) of the *Municipal Act, 2001* to discuss a proposed or pending acquisition or disposition of land by the municipality, litigation before multiple courts and the Ontario Land Tribunal, advice that is subject to solicitor-client privilege and a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality regarding Ontario Land Tribunal Appeal of Zoning By-law Amendment ZBA-9-2020 (1654 Manning Road).
2. Paragraph 239(2)(e) and (f) of the *Municipal Act, 2001* to discuss litigation or potential litigation, including matters before administrative tribunals, affecting the municipality and advice that is subject to solicitor-client privilege regarding a professional services contract.

Carried Unanimously

7. Return to Open Session

Council returned to open session at 6:30 PM. Mayor Bain advised that Item 5.1 was withdrawn from the agenda at the request of Administration.

8. Public Presentations

1. Enbridge Gas Inc. - 2023 Panhandle Regional Expansion Project

Members of Enbridge Gas Inc. were present electronically and provided a PowerPoint presentation as overview of the 2023 Panhandle Regional Expansion Project.

9. Delegations

1. Transport Services Funding - Community Support Centre

Deputy Mayor Bailey declared a conflict of interest relating to this item.

Samantha LaPlante, Supervisor of Transportation Services with the Community Support Centre of Essex County, was present electronically to answer questions relating to transportation services.

411-12-2021**Moved By** Councillor Santarossa**Seconded By** Councillor McKinlay

Direct Administration to amend the agreement with Lakeshore Community Services (now Community Support Centre of Essex County) dated January 16, 2016 to extend transit services until December 31, 2023 and revise the maximum annual allocated funding for the provision of services to a limit of \$15,000 per year; and

Direct the Clerk to read By-law 114-2021 during the Consideration of By-laws, authorizing the Mayor and Clerk to execute an agreement with the Community Support Centre of Essex County, all as presented at the December 14, 2021 Council meeting.

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

Carried**2. Stoney Point Library – Temporary Portable Building**

Robin Greenall, Chief Librarian/CEO of the Essex County Library, was present electronically to answer questions by Council relating to library services.

412-12-2021**Moved By** Councillor Wilder**Seconded By** Councillor Janisse

Defer consideration until public consultation can take place relating to a temporary portable for library services.

In Favour (3): Mayor Bain, Councillor Wilder, and Councillor Janisse

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

Lost

413-12-2021**Moved By** Deputy Mayor Bailey**Seconded By** Councillor McKinlay

Approve a transfer from the Facilities Reserve budget in the amount of \$185,000 (including applicable HST) to purchase, service and install a temporary portable mobile building unit (24' x 40') within the Stoney Point Park to offer library and community services, as presented at the December 14, 2021 Council meeting.

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**10. Public Meetings under the Planning Act (6:00 PM)****1. ZBA-11-2021 – Denis and Gabriel Levasseur**

Mayor Bain called the public meeting to order at 7:45 PM.

The Planner provided a PowerPoint as overview of the application.

Applicant Denis Levasseur was present electronically to answer any questions relating to the application.

Mayor Bain closed the meeting at 7:50 PM.

414-12-2021**Moved By** Councillor Walstedt**Seconded By** Councillor McKinlay

Approve Zoning By-law Amendment Application ZBA-11-2021 (By-law 111-2021, Municipality of Lakeshore By-law 2-2012) to rezone the portion of the farm parcel indicated as the "Retained Farmland" on the Key Map, Appendix A, located at 1962 County Road 31, in the Municipality of Lakeshore, from "Agriculture (A) Zone" to a site-specific "Agriculture Zone Exception (A-1)", which prohibits a single detached dwelling, as described at the December 14, 2021 Council meeting.

Carried Unanimously**11. Completion of Unfinished Business**

12. Consent Agenda

415-12-2021

Moved By Councillor McKinlay

Seconded By Councillor Santarossa

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

Carried Unanimously

1. November 23, 2021 Special Council Meeting Minutes

2. November 30, 2021 Special Council Meeting Minutes

13. Reports for Information

416-12-2021

Moved By Councillor Walstedt

Seconded By Councillor Wilder

Receive the Reports for Information as listed on the agenda.

Carried Unanimously

1. Committee of Adjustment Meeting Minutes – October 20 and November 17 2021

2. Committee of Adjustment Meeting Minutes – December 8, 2021

3. Property Standard Committee Hearing Minutes – October 27 2021

14. Reports for Direction

1. 2022 Interim Levy By-Law

417-12-2021

Moved By Councillor Wilder

Seconded By Councillor McKinlay

Direct the Clerk to read By-law 102-2021 during the Consideration of By-laws, to adopt the Interim Tax Levy for 2022, as presented at the December 14, 2021 Council meeting.

Carried Unanimously

2. Variance - County Road 31 Sidewalk and Drain Enclosure

418-12-2021

Moved By Deputy Mayor Bailey

Seconded By Councillor Walstedt

Approve the amount of \$30,284.63 (including applicable HST) to cover the overage from the installation of the new sidewalk along County Road 31, to be funded from the Trails Reserve, as described in the December 14, 2021 Council meeting report.

Carried Unanimously

3. Source Water Protection Plan Part IV Enforcement Transfer Agreement

419-12-2021

Moved By Councillor McKinlay

Seconded By Councillor Santarossa

Approve the Municipality entering into Amendment No 2 - Source Water Protection Plan Part IV Enforcement Transfer Agreement with the Essex Region Conservation Authority (ERCA) effective the January 1, 2022 for the purpose of extending the original agreement for an additional 3 years at a total cost of \$6,900, as described at the December 14, 2021 Council meeting; and

Direct the Clerk read By-law 115-2021 during the Consideration of By-laws, authorizing the Mayor and Clerk to execute the agreement.

Carried Unanimously

4. Site Plan (SPC-13-2020) and Condominium Agreement (S-A-02-2020) – King Homes & Development

420-12-2021

Moved By Councillor Janisse

Seconded By Councillor McKinlay

The Mayor and Clerk be authorized by By-law 110-2021 to execute the Site Plan and Condominium Agreement between King Homes & Development and the Municipality of Lakeshore as presented at the December 14, 2021 Council meeting.

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

Opposed (1): Councillor Wilder

Carried

5. 2022 User Fee By-Law

421-12-2021

Moved By Councillor Santarossa

Seconded By Councillor Walstedt

Approve the changes to the User Fee schedule, as described at the December 14, 2021 Council meeting; and

Direct the Clerk to read By-law 113-2021 during the Consideration of By-laws.

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

Opposed (2): Councillor Wilder, and Councillor Janisse

Carried

15. Announcements by Mayor

16. Reports from County Council Representatives

Deputy Mayor Bailey provided an overview of the County of Essex Council matters.

17. Report from Closed Session

18. Notices of Motion

19. Question Period

422-12-2021

Moved By Councillor Kerr

Seconded By Councillor Walstedt

Request that the Greater Essex County District School Board undertake a traffic study to mitigate high traffic impact due to student pickup at Belle River Public School, located at 370 St. Peter Street.

Carried Unanimously

423-12-2021**Moved By** Councillor Janisse**Seconded By** Councillor McKinlay

Direct Administration to bring forward a Land Acknowledgement statement for consideration at the February 1, 2021 Council meeting.

Carried Unanimously**20. Non-Agenda Business****21. Consideration of By-laws****424-12-2021****Moved By** Councillor McKinlay**Seconded By** Councillor Santarossa

By-laws 102-2021, 111-2021, 114-2021, 115-2021 and 116-2021 be read and passed in open session on December 14, 2021.

Carried Unanimously**425-12-2021****Moved By** Councillor Santarossa**Seconded By** Councillor McKinlay

By-law 113-2021 be read and passed in open session on December 14, 2021.

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

Opposed (2): Councillor Wilder, and Councillor Janisse

Carried**426-12-2021****Moved By** Councillor Walstedt**Seconded By** Councillor McKinlay

By-law 110-2021 be read and passed in open session on December 14, 2021.

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

Opposed (1): Councillor Wilder

Carried

1. **By-law 102-2021, Being a By-law to Authorize an Interim Tax Levy Prior to the Adoption of the Estimates for the Year 2022**
2. **By-law 110-2021, Being a By-law to authorize the execution of a Site Plan Agreement and Condominium Agreement pertaining to 1403439 Ontario Limited (SPC-13-2020 and S-A-02-2020)**
3. **By-law 111-2021, Being a By-law to amend By-law 2-2012, Zoning By-law for the Municipality of Lakeshore (ZBA-11-2021)**
4. **By-law 113-2021, Being a By-law to By-law to Establish User Fees for Certain Services Provided by Municipality of Lakeshore**
5. **By-law 114-2021, Being a By-law to Delegate Authority to the Mayor and Clerk to Execute an Agreement with the Community Support Centre of Essex County**
6. **By-law 115-2021, Being a By-law to Delegate Authority to the Mayor and Clerk to Execute an Agreement with the Essex Region Conservation Authority**
7. **By-law 116-2021, Being a By-law to Confirm the Proceedings of the Council of the Municipality of Lakeshore for November 23 and 30, 2021**

22. Adjournment

427-12-2021

Moved By Deputy Mayor Bailey

Seconded By Councillor Walstedt

Council adjourn its meeting at 9:10 PM.

Carried Unanimously

Tom Bain
Mayor

Kristen Newman
Clerk

Municipality of Lakeshore

Minutes of the Special Council Meeting

Wednesday, December 22, 2021, 5:00 PM

Electronically hosted from Town Hall, 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 Kirk Walstedt, Councillor Linda McKinlay

Members Absent: Councillor John Kerr

Staff Present: Corporate Leader – Chief Financial Officer Justin Rousseau, Division Leader - Civic Affairs Brianna Coughlin

1. Call to Order

Mayor Bain called the meeting to order at 5:03 PM in Council Chambers. All other members of Council participated in the meeting through video conferencing technology from remote locations.

2. Moment of Reflection

3. Disclosures of Pecuniary Interest

4. Closed Session

428-12-2021

Moved By Councillor Walstedt

Seconded By Councillor Santarossa

Council move into closed session at 5:04 PM in accordance with:

1. Paragraph 239(2)(e) and (f) of the *Municipal Act, 2001* to discuss litigation or potential litigation, including matters before administrative tribunals, affecting the municipality and advice that is subject to solicitor-client privilege, including communications necessary for that purpose, regarding an application under the *Municipal Conflict of Interest Act*.

Carried Unanimously

5. Adjournment

The meeting was concluded in closed session at 5:48 PM.

Tom Bain
Mayor

Brianna Coughlin
Deputy Clerk

Municipality of Lakeshore

Minutes of the Regular Council Meeting

Tuesday, January 11, 2022, 9:00 AM

Electronically hosted from Town Hall, 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, Corporate Leader – Chief Financial Officer Justin Rousseau, Corporate Leader - Growth & Sustainability Tammie Ryall, Corporate Leader - Operations Krystal Kalbol, Corporate Leader - Strategic & Legal Affairs Kristen Newman, Division Leader - Building Morris Harding, Division Leader - Bylaw Robert Sassine, Division Leader - Capital Projects Wayne Ormshaw, Division Leader - Civic Affairs Brianna Coughlin, Division Leader - Community Planning Aaron Hair, Division Leader - Community Services Frank Jeney, Division Leader - Digital Transformation & Cloud Services Michael Martin, Division Leader - Economic Development & Mobility Ryan Donally, Division Leader - Engineering and Infrastructure Services Marco Villella, Division Leader - Financial Analysis & Planning Jessica Gaspard, Division Leader - Water Management Albert Dionne, Division Leader - Workplace Development Lisa Granger, Drainage Superintendent Jill Fiorito, Fire Chief Don Williamson, IT Technical Analyst Mark Donlon

1. Call to Order

Mayor Bain called the meeting to order at 9:03 AM in Council Chambers. All other members of Council participated in the meeting through video conferencing technology from remote locations.

2. Closed Session

1-01-2022

Moved By Councillor Santarossa

Seconded By Councillor McKinlay

Council move into closed session in Council Chambers at 9:00 AM in accordance with:

1. Paragraph 239(2)(e) and (f) of the *Municipal Act, 2001* to discuss litigation or potential litigation, including matters before administrative tribunals, affecting the municipality and advice that is subject to solicitor-client privilege regarding insurance claims.

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

Carried

Councillor Steven Wilder joined the meeting in closed session at 9:04 AM.

3. Return to Open Session

Council returned to open session at 9:16 AM.

4. Moment of Reflection

5. Disclosures of Pecuniary Interest

6. Delegations

7. Reports for Information

2-01-2022

Moved By Councillor McKinlay

Seconded By Councillor Walstedt

Receive the Report for Information as listed on the agenda.

Carried Unanimously

1. 2022 Insurance Renewal

8. Reports for Direction

3-01-2022

Moved By Councillor Janisse

Seconded By Councillor Wilder

Direct Administration to revise the draft budget to include a maximum 1% tax levy increase, including all capital programming.

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

Opposed (4): Councillor Santarossa, Councillor Kerr, Councillor Walstedt, and Councillor McKinlay

Lost

1. County Wide Active Transportation System (CWATS) 2022 Municipal Partnership Program Submission

4-01-2022

Moved By Deputy Mayor Bailey

Seconded By Councillor Santarossa

Direct Administration to apply for the County Wide Active Transportation System (CWATS) Municipal Partnership Program (2022 intake) for the installation of up to seven bike racks with shelters; and authorize the Mayor and Clerk to enter into any required grant agreements, all as presented at the January 11, 2022, Council meeting.

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

Opposed (1): Councillor Wilder

Carried

2. 2022 Draft Budget

5-01-2022

Moved By Deputy Mayor Bailey

Seconded By Councillor Walstedt

Direct Administration to revise the draft budget to include a maximum 1.5% tax levy increase, remove the positions not previously approved by Council or hired, with the exception of Water/Wastewater position, and that reserves and capital projects remain intact.

In Favour (6): Mayor Bain, Deputy Mayor Bailey, Councillor Wilder, Councillor Janisse, Councillor Kerr, and Councillor Walstedt

Opposed (2): Councillor Santarossa, and Councillor McKinlay

Carried

Mayor Bain called a recess at 10:17 AM. The meeting was resumed at 1:00 PM.

The Corporate Leader - Chief Financial Officer presented the revised budget as requested with a 1.5% tax increase, including two options for relating to staff positions.

6-01-2022

Moved By Deputy Mayor Bailey

Seconded By Councillor Wilder

Remove the Division Leader – Legal, Workforce Development Advisor, By-law Administrative Assistant and Leadership Development Program from the draft budget.

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

Opposed (1): Councillor Santarossa

Carried

7-01-2022

Moved By Councillor Wilder

Seconded By Councillor Santarossa

Reduce the Council training and development budget in the Council Services section to \$32,000.

Carried Unanimously

Mayor Bain called a recess at 1:48 PM. The meeting was resumed at 1:55 PM.

8-01-2022

Moved By Councillor Wilder

Seconded By Councillor McKinlay

Add a Workforce Development student position to the budget for \$14,215.

Carried Unanimously

9-01-2022

Moved By Councillor Kerr

Seconded By Councillor McKinlay

Direct Administration to include \$10,697 in the Police operating budget to be used for special events.

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

Opposed (1): Councillor Wilder

Carried

Mayor Bain called a recess at 3:32 PM. The meeting was resumed at 3:53 PM.

10-1-2022

Moved By Councillor McKinlay

Seconded By Councillor Santarossa

Direct Administration to begin the Stoney Point Park visioning exercise on or before April 1, 2022.

Carried Unanimously

11-01-2022

Moved By Councillor Janisse

Seconded By Councillor McKinlay

Adjourn the meeting until January 12, 2022 at 5:00 PM.

Carried Unanimously

9. **Return to Order - January 12, 2022**

Mayor Bain called the meeting back to order on January 12, 2022 at 5:03 PM in Council Chambers. All other members of Council participated in the meeting through video conferencing technology from remote locations.

The Corporate Leader - Chief Financial Officer provided an overview of the changes made by Council January 11, 2022 and the effect on the draft budget.

Councillor Wilder joined the meeting at 5:06 PM.

12-01-2022

Moved By Councillor Walstedt

Seconded By Councillor McKinlay

Direct that \$1 million be transferred from the Gravel Road Reserve to continue gravel road conversion in 2022.

Carried Unanimously

13-01-2022

Moved By Councillor Santarossa

Seconded By Councillor Wilder

Direct that \$350,000 be transferred to the Roads Reserve to continue the road resurfacing program for 2022.

Carried Unanimously

14-01-2022

Moved By Councillor McKinlay

Seconded By Councillor Walstedt

Direct that \$100,000 be transferred from the Facilities Reserve for the Comber and Stoney Point library capital projects and that \$200,000 be allocated for each project.

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

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

Lost

Deputy Mayor Bailey left the meeting at 7:03 PM and returned at 7:04 PM.

Mayor Bain called a recess at 7:20 PM and reconvened the meeting at 7:32 PM.

15-01-2022

Moved By Councillor Wilder

Seconded By Deputy Mayor Bailey

Reduce Locate Services in the Roads and Fleet division of the draft budget from \$175,000 to \$125,000.

Carried Unanimously

16-01-2022

Moved By Councillor Wilder

Seconded By Councillor Santarossa

Revise the draft budget by \$5,000 to reflect the purchase of one hybrid fire vehicle and one gas fire vehicle.

Carried Unanimously

17-01-2022

Moved By Councillor Wilder

Seconded By Councillor Janisse

Direct Administration to prepare a report regarding review of the payment in lieu of parkland dedication fees to be presented to Council in February.

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

Opposed (1): Councillor McKinlay

Carried

18-01-2022

Moved By Councillor Wilder

Seconded By Councillor Santarossa

Direct Administration to prepare a report regarding what needs to be done to bring speed reductions in the approach to the 401 and over the 401 into compliance while also complying with the speed study.

In Favour (6): Mayor Bain, Deputy Mayor Bailey, Councillor Wilder, Councillor Janisse, Councillor Santarossa, and Councillor Kerr

Opposed (2): Councillor Walstedt, and Councillor McKinlay

Carried

19-01-2022

Moved By Councillor Santarossa

Seconded By Councillor McKinlay

Extend the meeting to 9:15 PM.

Carried Unanimously

20-01-2022

Moved By Councillor Santarossa

Seconded By Councillor Walstedt

Approve the budget with the changes made by Council.

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

Opposed (2): Councillor Wilder, and Councillor Janisse

Carried

10. Adjournment

21-01-2022

Moved By Councillor McKinlay

Seconded By Councillor Walstedt

Council adjourn its meeting at 9:08 PM.

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

Opposed (1): Councillor Wilder

Carried

Tom Bain
Mayor

Kristen Newman
Clerk



CHRISTINE TARLING
Director of Legislated Services & City Clerk
Corporate Services Department
Kitchener City Hall, 2nd Floor
200 King Street West, P.O. Box 1118
Kitchener, ON N2G 4G7
Phone: 519.741.2200 x 7809 Fax: 519.741.2705
christine.tarling@kitchener.ca
TTY: 519-741-2385

December 1, 2021

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

Dear Premier Ford:

This is to advise that City Council, at a meeting held on November 22, 2021, passed the following resolution regarding fire safety measures:

"WHEREAS the Government of Ontario, in December 1975, enacted the Ontario Building Code for the purpose of regulating the construction of new, safe buildings within the Province of Ontario; and,

WHEREAS the Government of Ontario, in November 1981 enacted the Ontario Fire Code for the purpose of maintaining the life safety systems of all buildings within the Province of Ontario; and,

WHEREAS the Government of Ontario, in November 1983 began the process of amending the Ontario Fire Code to include Retrofit provisions, for the purpose of providing a minimum level of life safety for those existing buildings which had not been built under the provisions of any version of the Ontario Building Code; and,

WHEREAS the government of Ontario, in October 1992 amended the Ontario Fire Code Retrofit provisions, for the purpose of providing a minimum level of life safety to buildings classed as low rise residential (9.5); and,

WHEREAS October 2021 marks twenty-nine (29) years since the requirements outlined by Retrofit 9.5 have been substantially updated; and,

WHEREAS this lack of currently appropriate standards for self-closing devices on suite doors and positive latching on exit stairwell doors has led to significant serious injuries, deaths, long term dislodgement of residents, and significant unnecessary insurance loss due to allowed building deficiencies;

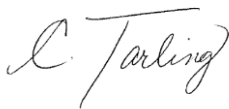
THEREFORE IT BE RESOLVED that the City of Kitchener urges the government of Ontario to direct the Ontario Fire Marshal's Office – Technical Services, to undertake an immediate review of that portion of the Ontario Fire Code known as Retrofit Section 9.5;

THEREFORE IT FURTHER BE RESOLVED that the City of Kitchener urges the Government of Ontario to, as expeditiously as possible, amend the Ontario Fire Code Sentence 9.5.2.8.(1) to require self closing devices on all suite closures (doors) within low rise residential buildings: and,

THEREFORE IT FURTHER BE RESOLVED that the City of Kitchener urges the Government of Ontario to, as expeditiously as possible, amend the Ontario Fire Code Sentence 9.5.3.3.(3) to require that closures (doors) entering exit stairwells be equipped with both self-closing devices and positive latching; and,

THEREFORE IT FINALLY BE RESOLVED that a copy of this resolution be forwarded to the Honourable Premier of Ontario, the Minister of Municipal Affairs and Housing, the Association of Municipalities of Ontario; and, all other Ontario municipalities."

Yours truly,

A handwritten signature in cursive script, appearing to read "C. Tarling".

C. Tarling
Director of Legislated Services
& City Clerk

c: Honourable Steve Clark, Minister of Municipal Affairs and Housing
Monika Turner, Association of Municipalities of Ontario
Ontario Municipalities

December 1, 2021

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

Sent via email: premier@ontario.ca

**Re: National Childcare Program
Our Files:**

Dear Premier Ford,

At its meeting held on November 15, 2021, St. Catharines City Council approved the following motion:

“WHEREAS the province of Ontario has the most expensive childcare in the country, presenting a financial hardship for many families and a barrier for women’s full economic participation; and

WHEREAS the \$34 billion early learning and childcare spending commitment announced this year by the federal government will bring transformative change to childcare by lowering parent fees and expanding the supply of regulated not-for-profit and public childcare in this country; and

WHEREAS the federal government has already reached childcare agreements with BC, Nova Scotia, Manitoba, Saskatchewan, Yukon Territory, PEI, Newfoundland and Labrador and Quebec; and

WHEREAS the provisions of each agreement vary to some degree, but the majority of the jurisdictions have agreed to use the federal funds to:

- (a) lower parent fees by 50 per cent by the end of 2022 and to \$10 a day by 2025-26 or sooner;
- (b) improve the wages and working conditions of early childhood educators, and
- (c) publicly fund the expansion of not-profit and public childcare;

THEREFORE BE IT RESOLVED that the City of St. Catharines request that the provincial government take the necessary steps to work with the federal government on

a bilateral agreement to ensure the new national child care program be made available to Ontarians, and that it focuses on increased access, affordability, quality and responsiveness, all of which are essential to the COVID-19 pandemic response; and

BE IT FURTHER RESOLVED that staff actively monitor federal developments and engage in provincial and regional discussions; and

BE IT FURTHER RESOLVED that City Council request the City Clerk circulate Council's decision to other municipalities in Ontario, the Ontario Municipal Social Services Association and the Association of Municipalities of Ontario.”

If you have any questions, please contact the Office of the City Clerk at extension 1524.



Bonnie Nistico-Dunk, City Clerk
Legal and Clerks Services, Office of the City Clerk
:mb

cc: Niagara Area MPPs
Ontario Municipal Social Services Association
Ontario Municipalities
Association of Municipalities of Ontario, amo@amo.on.ca



December 8, 2021

TO: Windsor-Essex County Health Unit
Dr. Shanker Nesathurai
Ouellette Avenue
Windsor, ON N9A 4J8
Email: snathurai@wechu.org

AND TO: Windsor-Essex County Health Unit
Nicole Dupuis, Chief Executive Officer
Email: ndupuis@wechu.org

Re: Letter of Instruction from Windsor-Essex County Health Unit

At its Regular Council Meeting of December 7, 2021, Essex Town Council had a discussion concerning the Letter of Instruction issued on December 5 by the Acting Medical Officer of Health. Council discussed the cumulative impact that the current COVID-19 pandemic and its continuing restrictions have had on both our residents and our business community. In particular reference was made to the significant implications that 50 percent of total indoor capacity will have on local bars, restaurants and the general local economy during the current holiday season. As a result of the discussion Council passed the following resolution:

R21-12-480

Moved By: Councillor Bondy

Seconded By: Councillor Bjorkman

That Essex Council let the Windsor-Essex County Health Unit ("WECHU") know that it opposes the Letter of Instruction dated December 5, 2021, which limits the indoor capacity of bars and restaurants to be only at 50 percent of their total capacity.



Whereas residents in Windsor- Essex are able to cross the border to attend sporting events, restaurants and concerts without capacity restrictions.

Whereas residents are able to attend local sporting events, shop in big box stores locally without capacity limits.

Whereas grants and subsidies for businesses that have struggled since March 2020, have now been cancelled and businesses are expected to start making repayments all while entering into a reduced capacity period.

Whereas Windsor- Essex residents have a high vaccination rate and businesses are legislated to already check vaccination documents and these businesses cannot afford to lose more patrons during the month of December.

Whereas many of our local business owner/operators are mentally exhausted and have suffered personal financial hardships over the last two years struggling to provide for their families and pay their bills.

Whereas last year our businesses were shut down around the same time and Windsor- Essex residents were told that with vaccination and the checking of vaccination records we would get back to normal and here we are hurting our business industry once again.

Therefore, we issue this letter from Essex Council to the WECHU, all local municipalities impacted, County Council, our Member of Provincial Parliament Taras Natyshak and Premier Doug Ford requesting that the Letter of Instruction be revoked so our businesses can operate on an equal playing field.

"Carried by 8-0 Recorded Vote"



I trust you will find this satisfactory. If you have any questions or comments please feel free to contact the undersigned.

Yours truly,

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

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

c.c. The Honourable Doug Ford
Premier of Ontario
Email: Doug.fordco@pc.ola.org

MPP Taras Natyshak
Email: tnatyshak-cp@ndp.on.ca

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

Valerie Critchley, Municipal Clerk
Town of Amherstburg
Email: vcritchley@amherstburg.ca

Jennifer Astrologo, Director of Council Services/Clerk
Town of LaSalle
Email: jastrologo@lasalle.ca

Paula Parker, Town Clerk
Town of Kingsville
Email: skitchen@kingsville.ca



Kristen Newman, Corporate Leader, Strategic and Legal Affairs
Municipality of Lakeshore
Email: knewman@lakeshore.ca

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

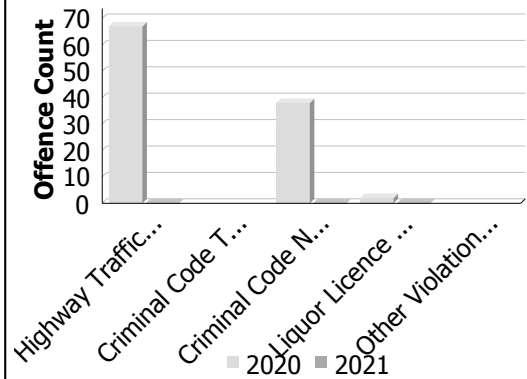
Laura Moy, Director of Corporate Services/Clerk
Town of Tecumseh
Email: lmoy@tecumseh.ca

Steve Vlachodimos, City Clerk and Manager of Council Services
City of Windsor
Email: svlachodimos@city.windsor.on.ca

Police Services Board Report for Lakeshore
Integrated Court Offence Network
October - 2021

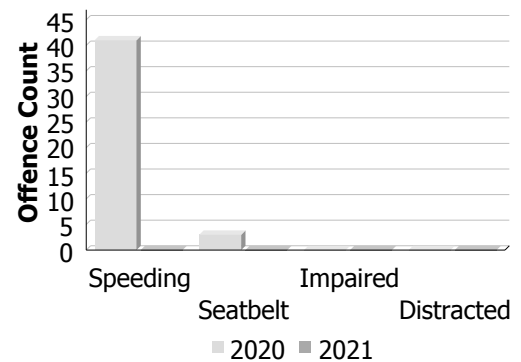
Criminal Code and Provincial Statute Charges Laid

Offence Count	October			Year to Date - October		
	2020	2021	% Change	2020	2021	% Change
Highway Traffic Act	67	0	-100.0%	685	349	-49.1%
Criminal Code Traffic	--	--	--	--	--	--
CCC Non-Traffic	--	--	--	--	--	--
Liquor Licence Act	2	0	-100.0%	20	12	-40.0%
Other Violations	--	--	--	--	--	--



Traffic Related Charges

Offence Count	October			Year to Date - October		
	2020	2021	% Change	2020	2021	% Change
Speeding	41	0	-100.0%	364	188	-48.4%
Seatbelt	3	0	-100.0%	17	3	-82.4%
Impaired	0	0	--	0	0	--
Distracted	0	0	--	7	1	-85.7%



Integrated Court Offence Network data is updated on a monthly basis: Data could be as much as a month and a half behind.

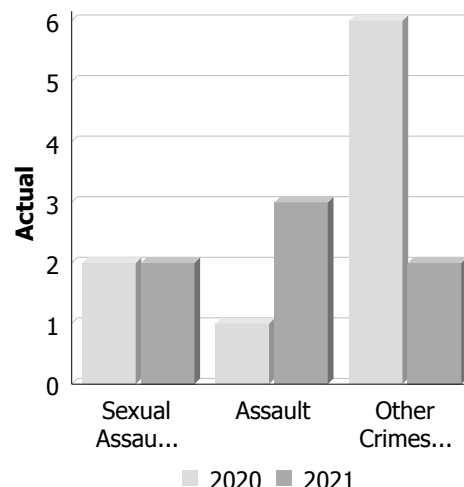
Data Utilized

- Ministry of Attorney General, Integrated Court Offence Network
- Integrated Court Offence Network Charge Business Intelligence Cube

Police Services Board Report for Lakeshore
Records Management System
October - 2021

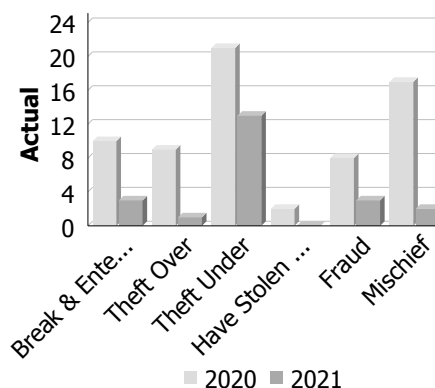
Violent Crime

Actual	October			Year to Date - October		
	2020	2021	% Change	2020	2021	% Change
Murder	0	0	--	0	0	--
Other Offences Causing Death	0	0	--	0	0	--
Attempted Murder	0	0	--	0	0	--
Sexual Assault	2	2	0.0%	17	15	-11.8%
Assault	1	3	200.0%	52	46	-11.5%
Abduction	0	0	--	2	0	-100.0%
Robbery	0	0	--	4	1	-75.0%
Other Crimes Against a Person	6	2	-66.7%	37	39	5.4%
Total	9	7	-22.2%	112	101	-9.8%



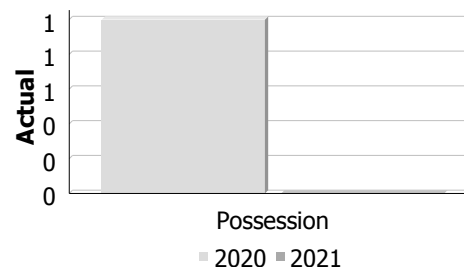
Property Crime

Actual	October			Year to Date - October		
	2020	2021	% Change	2020	2021	% Change
Arson	0	0	--	0	1	--
Break & Enter	10	3	-70.0%	58	40	-31.0%
Theft Over	9	1	-88.9%	42	34	-19.0%
Theft Under	21	13	-38.1%	132	130	-1.5%
Have Stolen Goods	2	0	-100.0%	10	4	-60.0%
Fraud	8	3	-62.5%	104	72	-30.8%
Mischief	17	2	-88.2%	100	65	-35.0%
Total	67	22	-67.2%	446	346	-22.4%



Drug Crime

Actual	October			Year to Date - October		
	2020	2021	% Change	2020	2021	% Change
Possession	1	0	-100.0%	3	3	0.0%
Trafficking	0	0	--	2	4	100.0%
Importation and Production	0	0	--	0	0	--
Total	1	0	-100.0%	5	7	40.0%



Detachment: 6E - ESSEX COUNTY
Location code(s): 6E20 - LAKESHORE

Data source date:
 2021/11/06

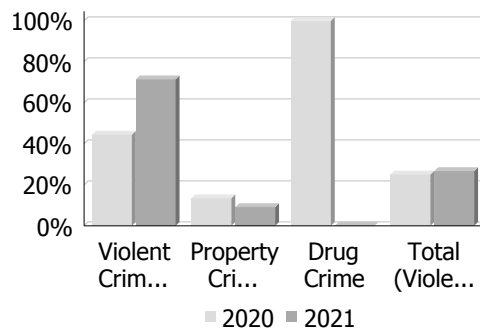
Report Generated by:
 Pharand, Lise

Report Generated on:
 Nov 10, 2021 11:03:57 AM
 PP-CSC-Operational Planning-4300

Police Services Board Report for Lakeshore
Records Management System
October - 2021

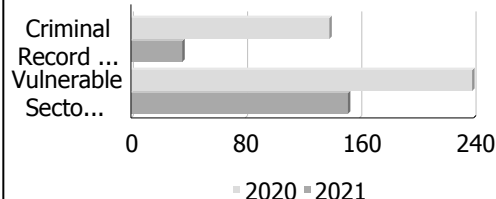
Clearance Rate

Clearance Rate	October			Year to Date - October		
	2020	2021	Difference	2020	2021	Difference
Violent Crime	44.4%	71.4%	27.0%	62.5%	61.4%	-1.1%
Property Crime	13.4%	9.1%	-4.3%	16.4%	12.1%	-4.2%
Drug Crime	100.0%	--	--	60.0%	71.4%	11.4%
Total (Violent, Property & Drug)	25.0%	26.7%	1.7%	29.1%	28.0%	-1.1%



Criminal Record and Vulnerable Sector Screening Checks

Actual	October			Year to Date - October		
	2020	2021	% Change	2020	2021	% Change
Criminal Record Checks	139	36	-74.1%	412	286	-30.6%
Vulnerable Sector Screening Checks	239	152	-36.4%	784	1,175	49.9%



Data contained within this report is dynamic in nature and numbers will change over time as the Ontario Provincial Police continue to investigate and solve crime.

Data Utilized

- Major Crimes
- Niche RMS All Offence Level Business Intelligence Cube

Detachment: 6E - ESSEX COUNTY

Location code(s): 6E20 - LAKESHORE

Data source date:

2021/11/06

Report Generated by:

Pharand, Lise

Report Generated on:

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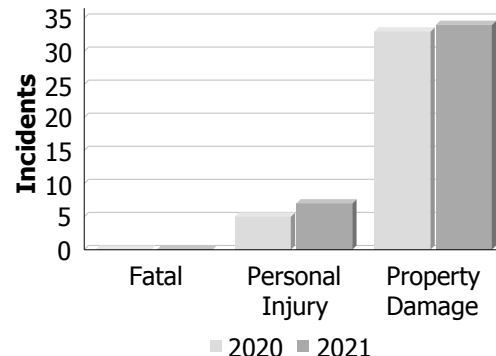
PP-CSC-Operational Planning-4300

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Police Services Board Report for Lakeshore
Collision Reporting System
October - 2021

Motor Vehicle Collisions by Type

Incidents	October			Year to Date - October		
	2020	2021	% Change	2020	2021	% Change
Fatal	0	0	--	4	0	-100.0%
Personal Injury	5	7	40.0%	46	43	-6.5%
Property Damage	33	34	3.0%	209	246	17.7%
Total	38	41	7.9%	259	289	11.6%



Fatalities in Detachment Area

Incidents		October			Year to Date - October		
		2020	2021	% Change	2020	2021	% Change
Motor Vehicle Collision	Fatal Incidents	0	0	--	4	0	-100.0%
	Alcohol Related	0	0	--	2	0	-100.0%
Off-Road Vehicle	Fatal Incidents	0	0	--	0	0	--
	Alcohol Related	0	0	--	0	0	--
Motorized Snow Vehicle	Fatal Incidents	0	0	--	0	0	--
	Alcohol Related	0	0	--	0	0	--

Persons Killed		October			Year to Date - October		
		2020	2021	% Change	2020	2021	% Change
Motor Vehicle Collision		0	0	--	4	0	-100.0%
Off-Road Vehicle		0	0	--	0	0	--
Motorized Snow Vehicle		0	0	--	0	0	--

Data Utilized

- SQL online application reporting system – OPP CRS 2.3.09
- Collision Reporting System Business Intelligence Cube

Detachment: 6E - ESSEX

Location code(s): 6E20-LAKESHORE

Data source date:

2021/11/09

Report Generated by:

Pharand, Lise

Report Generated on:

Nov 10, 2021 10:57:25 AM

PP-CSC-Operational Planning-4300

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**Police Services Board Report for Lakeshore
2021/Oct**

Public Complaints	
Policy	0
Service	0
Conduct	0

Date information collected from Professional Standards Bureau Commander Reports: 2021-11-10

Data Source

Ontario Provincial Police, Professional Standards Bureau Commander Reports

- Includes all public policy, service and conduct complaints submitted to the Office of the Independent Police Review Director (OIPRD)

Secondary Employment

Daily Activity Reporting Patrol Hours	
Total Hours	2021/Oct
Number of Cruiser Patrol Hours	808.00
Number of Motorcycle Patrol Hours	1.00
Number of Marine Patrol Hours	0.00
Number of ATV Patrol Hours	0.00
Number of Snowmobile Patrol Hours	0.00
Number of Bicycle Patrol Hours	0.00
Number of Foot Patrol Hours	57.00
Number of School Patrol Hours	20.00

Data source (Daily Activity Reporting System) date: 2021/11/05

Detachment: 6E - ESSEX COUNTY

Location code(s): 6E20 - LAKESHORE

Report Generated by:
Pharand, Lise

Report Generated on:
Nov 10, 2021 10:53:10 AM
PP-CSC-Operational Planning-4300
Page 63 of 248

Ontario Provincial Police
Essex County Detachment

1219 Hicks Rd.
P.O. Box 910
Essex, Ontario
N8M 2Y2

Tel: (519) 723-2493 Fax: (519) 723-2133



Police provincial de l'Ontario
Détachement du Comté d'Essex

1219 rue Hicks
C.P. 910
Essex, Ontario
N8M 2Y2

Tel: (519) 723-2493 Télécopieur: (519) 723-2133

File Reference/

November 10, 2021

Lakeshore PSB information for the month of October:

High School Resource Officer: 0 hours

Suspensions: 4

Charges: 99

Police Record Checks: 34

Vulnerable Sector Record Checks: 151

G. (Glenn) MILLER, Inspector
Detachment Commander
Essex County O.P.P.



Calls For Service (CFS) Billing Summary Report

Town of Lakeshore October - 2021

Billing Categories (Billing categories below do not match traditional crime groupings)		2021				2020			
		October	Year to Date	Time Standard	Year To Date Weighted Hours	October	Year to Date	Time Standard	Year To Date Weighted Hours
Violent Criminal Code	Sexual Assault With a Weapon	0	1	16.0	16.0	0	0		0.0
	Sexual Assault	2	10	16.0	160.0	2	16	16.0	256.0
	Sexual Interference	0	3	16.0	48.0	0	2	16.0	32.0
	Invitation to Sexual Touching	0	1	16.0	16.0	0	0		0.0
	Non-Consensual Distribution of Intimate Images	0	1	16.0	16.0	1	1	16.0	16.0
	Aggravated Assault-Level 3	0	0		0.0	0	2	16.0	32.0
	Assault With Weapon or Causing Bodily Harm-Level 2	0	8	16.0	128.0	0	10	16.0	160.0
	Assault-Level 1	0	36	16.0	576.0	3	44	16.0	704.0
	Discharge Firearm with Intent	0	1	16.0	16.0	0	0		0.0
	Pointing a Firearm	0	0		0.0	0	1	16.0	16.0
	Assault Peace Officer w/weapon Bodily Harm	0	0		0.0	0	2	16.0	32.0
	Kidnapping	0	0		0.0	0	1	16.0	16.0
	Forcible confinement	0	0		0.0	0	1	16.0	16.0
	Robbery -Master code	0	0		0.0	0	2	16.0	32.0
	Robbery, With Threat of Violence	0	1	16.0	16.0	0	1	16.0	16.0
	Robbery - Other	0	0		0.0	0	1	16.0	16.0
	Extortion	1	4	16.0	64.0	0	0		0.0
	Criminal Harassment	0	14	16.0	224.0	3	17	16.0	272.0
	Criminal Harassment - Offender Unknown	0	2	16.0	32.0	0	0		0.0
	Indecent/Harassing Communications	0	3	16.0	48.0	1	3	16.0	48.0
	Utter Threats -Master code	0	2	16.0	32.0	0	1	16.0	16.0
	Utter Threats to Person	0	25	16.0	400.0	3	34	16.0	544.0
	Total	3	112	16.0	1,792.0	13	139	16.0	2,224.0
Property Crime Violations	Arson - Auto	0	1	6.5	6.5	0	0		0.0
	Break & Enter	2	40	6.5	260.0	11	64	6.5	416.0
	Break & Enter - steal firearm from motor vehicle	0	1	6.5	6.5	0	0		0.0
	Theft Over -master code	0	0		0.0	1	1	6.5	6.5
	Theft Over - Farm Equipment	0	0		0.0	0	1	6.5	6.5
	Theft Over - Construction Site	0	2	6.5	13.0	0	0		0.0



Calls For Service (CFS) Billing Summary Report

Town of Lakeshore October - 2021

Billing Categories (Billing categories below do not match traditional crime groupings)		2021				2020			
		October	Year to Date	Time Standard	Year To Date Weighted Hours	October	Year to Date	Time Standard	Year To Date Weighted Hours
Property Crime Violations	Theft Over - Bicycles	0	1	6.5	6.5	0	0		0.0
	Theft Over - Trailers	0	3	6.5	19.5	0	1	6.5	6.5
	Theft Over - Other Theft	0	6	6.5	39.0	0	4	6.5	26.0
	Theft Over - Boat (Vessel)	0	2	6.5	13.0	0	0		0.0
	Theft of - Mail	0	0		0.0	1	1	6.5	6.5
	Theft FROM Motor Vehicle Over \$5,000	0	2	6.5	13.0	0	3	6.5	19.5
	Theft of Motor Vehicle	0	16	6.5	104.0	5	15	6.5	97.5
	Theft of - Automobile	0	8	6.5	52.0	1	5	6.5	32.5
	Theft of - Trucks	0	3	6.5	19.5	0	5	6.5	32.5
	Theft of - Motorcycles	0	2	6.5	13.0	1	3	6.5	19.5
	Theft of - Mopeds	0	1	6.5	6.5	0	0		0.0
	Theft of - Snow Vehicles	0	1	6.5	6.5	0	0		0.0
	Theft of - All Terrain Vehicles	0	1	6.5	6.5	0	2	6.5	13.0
	Theft of - Farm Vehicles	0	1	6.5	6.5	0	0		0.0
	Theft of - Construction Vehicles	0	0		0.0	0	1	6.5	6.5
	Theft of - Other Motor Vehicles	0	0		0.0	0	1	6.5	6.5
	Theft Under -master code	0	4	6.5	26.0	2	6	6.5	39.0
	Theft under - Farm Equipment	0	0		0.0	0	1	6.5	6.5
	Theft Under - Construction Site	0	4	6.5	26.0	0	1	6.5	6.5
	Theft under - Bicycles	0	6	6.5	39.0	0	1	6.5	6.5
	Theft under - Building	0	1	6.5	6.5	0	1	6.5	6.5
	Theft under - Persons	0	1	6.5	6.5	0	1	6.5	6.5
	Theft under - Trailers	0	2	6.5	13.0	0	1	6.5	6.5
	Theft under - Other Theft	3	34	6.5	221.0	2	43	6.5	279.5
	Theft under - Boat (Vessel)	0	1	6.5	6.5	0	1	6.5	6.5
	Theft under - Boat Motor	0	2	6.5	13.0	0	2	6.5	13.0
	Theft Under - Mining Product	0	0		0.0	0	1	6.5	6.5
	Theft Under - Gasoline Drive-off	0	37	6.5	240.5	3	30	6.5	195.0
	Theft FROM Motor Vehicle Under \$5,000	1	41	6.5	266.5	14	37	6.5	240.5
	Theft Under \$5,000 [SHOPLIFTING]	1	12	6.5	78.0	0	15	6.5	97.5
	Possession of Stolen Goods over \$5,000	0	1	6.5	6.5	0	0		0.0



Calls For Service (CFS) Billing Summary Report

Town of Lakeshore October - 2021

Billing Categories (Billing categories below do not match traditional crime groupings)		2021				2020			
		October	Year to Date	Time Standard	Year To Date Weighted Hours	October	Year to Date	Time Standard	Year To Date Weighted Hours
Property Crime Violations	Trafficking in Stolen Goods under \$5,000 (incl. possession w	0	0		0.0	0	1	6.5	6.5
	Possession of Stolen Goods under \$5,000	0	3	6.5	19.5	2	10	6.5	65.0
	Fraud -Master code	0	3	6.5	19.5	2	12	6.5	78.0
	Fraud - Steal/Forge/Poss./Use Credit Card	1	6	6.5	39.0	4	12	6.5	78.0
	Fraud - False Pretence < = \$5,000	0	2	6.5	13.0	1	1	6.5	6.5
	Fraud - Forgery & Uttering	0	1	6.5	6.5	0	1	6.5	6.5
	Fraud - Account closed	0	2	6.5	13.0	0	2	6.5	13.0
	Fraud - Fraud through mails	0	0		0.0	0	3	6.5	19.5
	Fraud -Money/property/ security > \$5,000	0	6	6.5	39.0	0	9	6.5	58.5
	Fraud -Money/property/ security <= \$5,000	1	22	6.5	143.0	0	29	6.5	188.5
	Fraud - Welfare benefits	0	2	6.5	13.0	0	1	6.5	6.5
	Fraud - Other	0	30	6.5	195.0	2	38	6.5	247.0
	Personation with Intent (fraud)	0	3	6.5	19.5	0	4	6.5	26.0
	Fraud - False Pretence > \$5,000	0	1	6.5	6.5	0	1	6.5	6.5
	Identity Theft	0	1	6.5	6.5	0	0		0.0
	Identity Fraud	0	4	6.5	26.0	0	3	6.5	19.5
	Mischief - master code	2	59	6.5	383.5	16	90	6.5	585.0
	Mischief [Graffiti - Non Gang Related]	0	5	6.5	32.5	0	1	6.5	6.5
	Willful act/omission likely to cause mischief	0	1	6.5	6.5	0	0		0.0
	Interfere with lawful use, enjoyment of property	0	1	6.5	6.5	0	2	6.5	13.0
	Property Damage	1	22	6.5	143.0	2	27	6.5	175.5
	Total	12	411	6.5	2,671.5	70	495	6.5	3,217.5
Other Criminal Code Violations (Excluding traffic)	Offensive Weapons-Possession of Weapons	0	0		0.0	0	2	7.8	15.6
	Offensive Weapons-Carry concealed	0	0		0.0	0	1	7.8	7.8
	Offensive Weapons-In Vehicle	0	0		0.0	0	1	7.8	7.8
	Offensive Weapons-Other Offensive Weapons	0	1	7.8	7.8	0	1	7.8	7.8



Calls For Service (CFS) Billing Summary Report

Town of Lakeshore October - 2021

Billing Categories <i>(Billing categories below do not match traditional crime groupings)</i>		2021				2020			
		October	Year to Date	Time Standard	Year To Date Weighted Hours	October	Year to Date	Time Standard	Year To Date Weighted Hours
Other Criminal Code Violations (Excluding traffic)	Bail Violations -Master code	0	0		0.0	0	1	7.8	7.8
	Bail Violations - Fail To Comply	0	16	7.8	124.8	1	14	7.8	109.2
	Bail Violations - Fail To Appear	0	1	7.8	7.8	0	4	7.8	31.2
	Bail Violations - Appearance Notice	0	1	7.8	7.8	0	0		0.0
	Bail Violations - Others	0	0		0.0	0	1	7.8	7.8
	Bail Violations - Recognizance	0	1	7.8	7.8	0	0		0.0
	Counterfeit Money - Master code	0	1	7.8	7.8	0	1	7.8	7.8
	Counterfeit Money - Others	0	0		0.0	0	1	7.8	7.8
	Disturb the Peace	0	7	7.8	54.6	0	8	7.8	62.4
	Indecent acts -Other	0	1	7.8	7.8	0	2	7.8	15.6
	Indecent acts -exposure to person under 14	0	1	7.8	7.8	0	1	7.8	7.8
	Child Pornography - Possess child pornography	0	0		0.0	0	2	7.8	15.6
	Public Morals	0	1	7.8	7.8	0	3	7.8	23.4
	Obstruct Public Peace Officer	0	1	7.8	7.8	0	1	7.8	7.8
	Trespass at Night	0	0		0.0	0	3	7.8	23.4
	Breach of Probation	0	3	7.8	23.4	0	3	7.8	23.4
	Utter Threats to Property / Animals	0	1	7.8	7.8	0	0		0.0
	Personate Peace Officer	0	0		0.0	0	2	7.8	15.6
	Other Criminal Code * Sec.215 - Sec.319	0	0		0.0	0	1	7.8	7.8
	Utter Threats to damage property	0	0		0.0	0	1	7.8	7.8
	Libel - Defamatory	0	0		0.0	0	1	7.8	7.8
	Animals - Cruelty	0	0		0.0	0	2	7.8	15.6
	Animals - Others	0	0		0.0	0	1	7.8	7.8
	Other Criminal Code * Sec.462 - Sec.753	0	1	7.8	7.8	0	0		0.0
	Total	0	37	7.8	288.6	1	58	7.8	452.4
Drug Possession	Possession Cocaine	0	1	6.5	6.5	0	0		0.0
	Possession Other Controlled Drugs and Substance Act	0	0		0.0	0	1	6.5	6.5



Calls For Service (CFS) Billing Summary Report

Town of Lakeshore October - 2021

Billing Categories (Billing categories below do not match traditional crime groupings)		2021				2020			
		October	Year to Date	Time Standard	Year To Date Weighted Hours	October	Year to Date	Time Standard	Year To Date Weighted Hours
Drug Possession	Possession - Methamphetamine (Crystal Meth)	0	2	6.5	13.0	1	2	6.5	13.0
	Possession û Opioid (other than heroin)	0	1	6.5	6.5	0	1	6.5	6.5
	DRUG Operation - Master Code	0	1	6.5	6.5	0	1	6.5	6.5
	Drug related occurrence	0	14	6.5	91.0	4	12	6.5	78.0
	Total	0	19	6.5	123.5	5	17	6.5	110.5
Drugs	Trafficking Cocaine	0	2	45.9	91.8	0	2	45.9	91.8
	Trafficking Other Controlled Drugs and Substance Act	0	2	45.9	91.8	0	0		0.0
	Possession of cannabis for purpose of selling	0	0		0.0	0	1	45.9	45.9
	Total	0	4	45.9	183.6	0	3	45.9	137.7
Statutes & Acts	Landlord/Tenant	5	69	3.4	234.6	6	59	3.4	200.6
	Mental Health Act	3	46	3.4	156.4	5	62	3.4	210.8
	Mental Health Act - No contact with Police	1	16	3.4	54.4	4	22	3.4	74.8
	Mental Health Act - Attempt Suicide	0	7	3.4	23.8	1	3	3.4	10.2
	Mental Health Act - Threat of Suicide	0	37	3.4	125.8	1	33	3.4	112.2
	Mental Health Act - Voluntary Transport	1	18	3.4	61.2	3	28	3.4	95.2
	Mental Health Act - Placed on Form	1	7	3.4	23.8	0	18	3.4	61.2
	Mental Health Act - Apprehension	0	10	3.4	34.0	2	2	3.4	6.8
	Custody Dispute	0	2	3.4	6.8	0	0		0.0
	Trespass To Property Act	3	91	3.4	309.4	5	67	3.4	227.8
	Children's Law Reform Act -Custody order	0	0		0.0	0	1	3.4	3.4
	Total	14	303	3.4	1,030.2	27	295	3.4	1,003.0
Operational	Animal -Master code	0	0		0.0	0	1	3.6	3.6
	Animal - Left in Vehicle	0	0		0.0	0	1	3.6	3.6
	Animal Rabid	0	0		0.0	0	2	3.6	7.2
	Animal Bite	0	1	3.6	3.6	0	5	3.6	18.0
	Animal Stray	0	2	3.6	7.2	1	9	3.6	32.4
	Animal Injured	1	8	3.6	28.8	2	12	3.6	43.2
	Animal - Other	1	12	3.6	43.2	1	6	3.6	21.6
	Animal - Dog Owners Liability Act	0	0		0.0	0	2	3.6	7.2



Calls For Service (CFS) Billing Summary Report

Town of Lakeshore October - 2021

Billing Categories (Billing categories below do not match traditional crime groupings)		2021				2020			
		October	Year to Date	Time Standard	Year To Date Weighted Hours	October	Year to Date	Time Standard	Year To Date Weighted Hours
Operational	Alarm -Others	0	1	3.6	3.6	0	0		0.0
	Domestic Disturbance	6	157	3.6	565.2	20	158	3.6	568.8
	Suspicious Person	7	161	3.6	579.6	29	185	3.6	666.0
	Phone -Master code	0	1	3.6	3.6	0	4	3.6	14.4
	Phone -Nuisance - No Charges Laid	1	36	3.6	129.6	5	22	3.6	79.2
	Phone -Obscene - No Charges Laid	0	1	3.6	3.6	0	2	3.6	7.2
	Phone -Threatening - No Charges Laid	0	4	3.6	14.4	0	3	3.6	10.8
	Phone -Other - No Charges Laid	0	13	3.6	46.8	1	9	3.6	32.4
	Text- related Incident (Texting)	0	0		0.0	0	3	3.6	10.8
	Fire - Building	1	5	3.6	18.0	0	11	3.6	39.6
	Fire - Vehicle	0	3	3.6	10.8	1	3	3.6	10.8
	Fire - Other	0	8	3.6	28.8	0	8	3.6	28.8
	Insecure Condition - Master code	1	8	3.6	28.8	0	7	3.6	25.2
	Insecure Condition - Building	0	0		0.0	0	2	3.6	7.2
	Missing Person under 12	1	2	3.6	7.2	0	3	3.6	10.8
	Missing Person 12 & older	0	10	3.6	36.0	2	16	3.6	57.6
	Missing Person Located Under 12	0	0		0.0	0	3	3.6	10.8
	Missing Person Located 12 & older	1	4	3.6	14.4	3	16	3.6	57.6
	Noise Complaint -Master code	2	8	3.6	28.8	1	38	3.6	136.8
	Noise Complaint - Vehicle	0	0		0.0	0	6	3.6	21.6
	Noise Complaint - Residence	0	3	3.6	10.8	1	33	3.6	118.8
	Noise Complaint - Business	0	0		0.0	0	1	3.6	3.6
	Noise Complaint - Animal	0	4	3.6	14.4	0	9	3.6	32.4
	Noise Complaint - Others	0	0		0.0	0	1	3.6	3.6
	Accident - non-MVC - Master code	0	2	3.6	7.2	1	2	3.6	7.2
	Accident - non-MVC - Industrial	0	0		0.0	0	2	3.6	7.2
	Accident - non-MVC - Commercial	0	0		0.0	0	2	3.6	7.2



Calls For Service (CFS) Billing Summary Report

Town of Lakeshore October - 2021

Billing Categories (Billing categories below do not match traditional crime groupings)		2021				2020			
		October	Year to Date	Time Standard	Year To Date Weighted Hours	October	Year to Date	Time Standard	Year To Date Weighted Hours
Operational	Accident - non-MVC - Residential	0	0		0.0	0	2	3.6	7.2
	Accident -non MVC - Others	0	0		0.0	0	1	3.6	3.6
	Found Property -Master code	4	55	3.6	198.0	5	30	3.6	108.0
	Found - License Plate	0	3	3.6	10.8	0	3	3.6	10.8
	Found - Vehicle Accessories	0	0		0.0	0	2	3.6	7.2
	Found-Personal Accessories	0	4	3.6	14.4	1	9	3.6	32.4
	Found-Household Property	1	2	3.6	7.2	0	0		0.0
	Found-Radio,TV,Sound-Reprod. Equip.	0	1	3.6	3.6	0	2	3.6	7.2
	Found-Machinery & Tools	0	0		0.0	0	1	3.6	3.6
	Found-Bicycles	0	2	3.6	7.2	0	1	3.6	3.6
	Found - Gun	0	0		0.0	0	1	3.6	3.6
	Found-Others	0	18	3.6	64.8	3	14	3.6	50.4
	Lost Property -Master code	1	16	3.6	57.6	0	10	3.6	36.0
	Lost License Plate	0	6	3.6	21.6	1	5	3.6	18.0
	Lost - Computer, parts & accessories	0	0		0.0	0	1	3.6	3.6
	Lost-Personal Accessories	1	17	3.6	61.2	0	8	3.6	28.8
	Lost-Household Property	0	2	3.6	7.2	1	2	3.6	7.2
	Lost-Jewellery	0	0		0.0	0	1	3.6	3.6
	Lost-Radio,TV,Sound-Reprod. Equip.	0	3	3.6	10.8	0	2	3.6	7.2
	Lost-Bicycles	1	2	3.6	7.2	0	0		0.0
	Lost-Others	0	11	3.6	39.6	1	9	3.6	32.4
	Sudden Death - Drowning	0	1	3.6	3.6	0	0		0.0
	Sudden Death - Suicide	0	1	3.6	3.6	0	1	3.6	3.6
	Sudden Death - Natural Causes	2	24	3.6	86.4	3	21	3.6	75.6
	Sudden Death - Others	0	2	3.6	7.2	0	2	3.6	7.2
	Sudden Death - Apparent Overdose-Overdose	0	2	3.6	7.2	0	0		0.0
	Suspicious Vehicle	9	118	3.6	424.8	18	145	3.6	522.0
	Trouble with Youth	6	79	3.6	284.4	10	93	3.6	334.8
	Medical Assistance - Other	0	0		0.0	0	2	3.6	7.2



Calls For Service (CFS) Billing Summary Report

Town of Lakeshore October - 2021

Billing Categories (Billing categories below do not match traditional crime groupings)		2021				2020			
		October	Year to Date	Time Standard	Year To Date Weighted Hours	October	Year to Date	Time Standard	Year To Date Weighted Hours
Operational	Vehicle Recovered - Master code	0	0		0.0	0	1	3.6	3.6
	Vehicle Recovered - Automobile	0	21	3.6	75.6	5	37	3.6	133.2
	Vehicle Recovered - Trucks	0	5	3.6	18.0	3	7	3.6	25.2
	Vehicle Recovered - Motorcycles	0	0		0.0	1	1	3.6	3.6
	Vehicle Recovered - All Terrain Veh	0	2	3.6	7.2	0	1	3.6	3.6
	Vehicle Recovered - Farm Vehicles	0	0		0.0	0	1	3.6	3.6
	Vehicle Recovered - Constr. Vehicle	1	1	3.6	3.6	0	1	3.6	3.6
	Vehicle Recovered - Other	0	4	3.6	14.4	0	0		0.0
	Unwanted Persons	1	50	3.6	180.0	4	43	3.6	154.8
	Neighbour Dispute	5	143	3.6	514.8	6	167	3.6	601.2
	By-Law -Master code	0	6	3.6	21.6	2	13	3.6	46.8
	Noise By-Law	8	185	3.6	666.0	17	121	3.6	435.6
	Dogs By-Law	1	20	3.6	72.0	1	27	3.6	97.2
	Firearms (Discharge) By-Law	2	7	3.6	25.2	0	2	3.6	7.2
	Smoking By-Law	0	2	3.6	7.2	0	0		0.0
	Other Municipal By-Laws	2	35	3.6	126.0	3	39	3.6	140.4
	Fireworks By-Law	1	13	3.6	46.8	0	8	3.6	28.8
	Traffic By-Law	3	76	3.6	273.6	3	56	3.6	201.6
	Taxi By-Law	1	1	3.6	3.6	0	0		0.0
	Overdose/Suspected Overdose	0	0		0.0	0	1	3.6	3.6
	Overdose/Suspected Overdose - Opioid Related	0	0		0.0	0	2	3.6	7.2
	Assist Fire Department	0	1	3.6	3.6	0	2	3.6	7.2
	Assist Public	6	152	3.6	547.2	17	232	3.6	835.2
	Distressed/Overdue Motorist	0	1	3.6	3.6	0	2	3.6	7.2
	Compassionate Message	0	0		0.0	0	1	3.6	3.6
	Family Dispute	6	142	3.6	511.2	18	153	3.6	550.8
	Suspicious Package	0	0		0.0	0	1	3.6	3.6
	Protest - Demonstration	0	4	3.6	14.4	0	6	3.6	21.6
	Total	84	1,694	3.6	6,098.4	191	1,880	3.6	6,768.0



Calls For Service (CFS) Billing Summary Report

Town of Lakeshore October - 2021

Billing Categories (Billing categories below do not match traditional crime groupings)		2021				2020			
		October	Year to Date	Time Standard	Year To Date Weighted Hours	October	Year to Date	Time Standard	Year To Date Weighted Hours
Operational2	False Alarm-Accidental Trip	0	3	1.3	3.9	0	0		0.0
	False Alarm-Malfunction	0	4	1.3	5.2	0	5	1.3	6.5
	False Holdup Alarm-Accidental Trip	3	31	1.3	40.3	2	20	1.3	26.0
	False Alarm -Others	18	267	1.3	347.1	20	257	1.3	334.1
	False Alarm -Cancelled	0	0		0.0	0	5	1.3	6.5
	Keep the Peace	3	98	1.3	127.4	8	78	1.3	101.4
	911 call / 911 hang up	6	140	1.3	182.0	10	93	1.3	120.9
	911 hang up - Pocket Dial	0	2	1.3	2.6	0	1	1.3	1.3
	911 call - Dropped Cell	3	61	1.3	79.3	4	64	1.3	83.2
	Total	33	606	1.3	787.8	44	523	1.3	679.9
Traffic	MVC (MOTOR VEHICLE COLLISION) -Master code	0	4	3.4	13.6	2	5	3.4	17.0
	MVC - Personal Injury (MOTOR VEHICLE COLLISION)	3	47	3.4	159.8	5	51	3.4	173.4
	MVC - Prop. Dam. Non Reportable	4	70	3.4	238.0	2	78	3.4	265.2
	MVC - Prop. Dam. Reportable (MOTOR VEHICLE COLLISION)	15	205	3.4	697.0	26	209	3.4	710.6
	MVC - Prop. Dam. Failed to Remain (MOTOR VEHICLE COLLISION)	1	23	3.4	78.2	1	25	3.4	85.0
	MVC - Pers. Inj. Failed To Remain (MOTOR VEHICLE COLLISION)	0	0		0.0	0	2	3.4	6.8
	MVC - Fatal (MOTOR VEHICLE COLLISION)	1	1	3.4	3.4	0	3	3.4	10.2
	MVC - Others (MOTOR VEHICLE COLLISION)	0	0		0.0	0	1	3.4	3.4
	Road Rage	0	0		0.0	1	1	3.4	3.4
	Total	24	350	3.4	1,190.0	37	375	3.4	1,275.0
Total		170	3,536		14,165.6	388	3,785		15,868.0

Note to Detachment Commanders:

- The content of each report is to be shared by the Detachment Commander only with the municipality for which it was generated. The municipality may treat this as a public document and distribute it as they wish.
- All data is sourced from the Niche RMS application. Included are 'reported' occurrences (actuals and unfounded occurrences) for 'billable' occurrences ONLY. Data is refreshed on a weekly basis.
- The Traffic category includes motor vehicle collision (MVC) occurrences entered into Niche (UCR code 8521). MVCs are NOT sourced from the eCRS application for this report.
- Only the primary violation is counted within an occurrence.
- Time standards displayed are for the 2021 billing period.

Report Content Last Updated:
2021/10/16

Report generated by:
Pharand, Lise

Report generated on:
Nov 10, 2021 10:49:48 AM

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Calls For Service (CFS) Billing Summary Report

Town of Lakeshore
October - 2021

Note to Municipalities:

- Data contained within this report is dynamic in nature and numbers will change over time as the Ontario Provincial Police continues to investigate and solve crime.
- This report is NOT to be used for crime trend analysis as not all occurrences are included.
- Data groupings within this report do not match traditional crime groupings seen in other public reports such as the OPP Police Services Board reports or Statistics Canada reporting.



Windsor & Essex County Crime Stoppers

Police Coordinator Report

October 1st – 31st, 2021

Overview

- The Coronavirus Disease (Covid-19) hit many world Countries including Canada and Windsor and Essex County limiting much of our community involvement to media and social media venues.
- Crime Stoppers continued to receive normal Tip volume despite the Pandemic that swept the area.

Program Education and Community Events

- Public Education Presentation to the Legion
- Crime Stoppers Training to Investigating Officers
 - WPS Domestic Violence, WPS Major Crimes, WPS DIGS, WPS Target, OPP/WPS/RCMP Marine

AM800

“Crime of the Week” report with AM800 radio recorded every Monday which airs every Tuesday morning and afternoon.

- October 4 – Essex County OPP – Mischiefs to phone and cable lines
- October 12 – Crime Stoppers Statistics and Program Education
- October 18 – WPS Fatal Hit and Run - Janette/ Elliott
- October 25 – WPS BOLO Reward – Nouraldin Rabee

St. Clair College-Media Plex and Radio CJAM FM 99.1

- Recorded weekly through Zoom – Crime of the Week.

Social Media

- Daily/Weekly Facebook, Twitter and Instagram posts

Crime Stoppers Upcoming Calendar

- Fundraiser at India 47 Restaurant and Bar – December 5th, 2021

Should you wish a Crime Stoppers Police Coordinator to attend an upcoming meeting or event in your community, please feel free to contact our office.

Windsor Police Coordinator Lauren Brisco - 519-255-6700 ext 4493

OPP Police Coordinator Sarah Werstein - 519-255-6700 ext. 4496

This statistical report is reflective of October 1st – 31st, 2021.

Crime Stoppers tip information was distributed to the following agencies during this period.

Windsor Police Service
Chatham-Kent Crime Stoppers
Crime Stoppers of Newfoundland and Labrador
WPS - Amherstburg Detachment
Ontario Provincial Police
LaSalle Police Service
Ministry of Revenue and Finance
Windsor & Essex County Health Unit- Tobacco Enforcement
Crime Stoppers Toronto
RCMP
CBSA
Ministry of Natural Resource and Forestry
ROPE
Windsor Police Criminal Intelligence Unit – Cannabis Enforcement

Attached documents include:

Police Coordinators Report
Monthly Statistical Report
Tip Summary Report

This Report was Prepared By:

Constable Sarah Werstein – OPP Police Coordinator

TOTAL POPULATION REPRESENTED – 398,718 (2019 CENSUS)

*POPULATION (CITY) – 217,188
POPULATION (COUNTY) – 126,314
POPULATION (LASALLE) – 33,180
POPULATION (AMHERSTBURG) – 22,036*

**SI on Statistical Report is “Since Inception” – 1985

Statistic	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Tips Received	200	137	144	145	165	150	162	112	123	129	0	0
Tip Follow-ups	162	119	150	160	145	113	131	85	123	84	0	0
Arrests	14	6	10	7	1	2	2	12	5	16	0	0
Cases Cleared	13	4	5	4	1	5	3	3	2	3	0	0
Charges Laid	2	48	41	22	4	13	13	51	43	25	0	0
Fugitives	0	0	0	0	0	0	0	0	0	0	0	0
Administrative Discipline	0	0	0	0	0	0	0	0	0	0	0	0
# of Rewards Approved	6	5	3	6	3	2	4	1	4	1	0	0
Rewards Approved	\$1,950	\$1,450	\$650	\$1,550	\$400	\$500	\$2,025	\$450	\$2,400	\$300	\$0	\$0
# of Rewards Paid	4	3	0	5	2	1	3	1	0	0	0	0
Rewards Paid	\$1,450	\$850	\$0	\$1,050	\$650	\$100	\$1,725	\$300	\$0	\$0	\$0	\$0
# of Weapons Recovered	1	0	3	1	0	0	1	4	2	1	0	0
# of Vehicles Recovered	0	0	3	0	0	1	0	0	0	0	0	0
Property Recovered	\$0	\$0	\$11,800	\$1,000	\$0	\$18,000	\$40,300	\$2,950	\$600	\$500	\$0	\$0
Cash Recovered	\$11,016	\$0	\$37,550	\$680	\$1,150	\$0	\$28,456	\$1,510	\$5,675	\$0	\$0	\$0
Drugs Seized	\$17,800	\$0	\$7,572	\$525	\$34,910	\$0	\$2,490	\$177,000	\$83,000	\$13,570	\$0	\$0
Total Recovered	\$28,816	\$0	\$56,922	\$2,205	\$36,060	\$18,000	\$71,246	\$181,460	\$89,275	\$14,070	\$0	\$0

Statistic	Q1	Q2	Q3	Q4	YTD	SI
Tips Received	481	460	397	129	1,467	58,328
Tip Follow-ups	431	418	339	84	1,272	18,704
Calls Received	0	0	0	0	0	3,138
Arrests	30	10	19	16	75	7,009
Cases Cleared	22	10	8	3	43	10,357
Charges Laid	91	39	107	25	262	9,992
Fugitives	0	0	0	0	0	625
Administrative Discipline	0	0	0	0	0	3
# of Rewards Approved	14	11	9	1	35	1,815
Rewards Approved	\$4,050	\$2,450	\$4,875	\$300	\$11,675	\$1,243,235
# of Rewards Paid	7	8	4	0	19	940
Rewards Paid	\$2,300	\$1,800	\$2,025	\$0	\$6,125	\$819,227
# of Weapons Recovered	4	1	7	1	13	537
# of Vehicles Recovered	3	1	0	0	4	31
Property Recovered	\$11,800	\$19,000	\$43,850	\$500	\$75,150	\$13,341,131
Cash Recovered	\$48,566	\$1,830	\$35,641	\$0	\$86,037	\$553,578
Drugs Seized	\$25,372	\$35,435	\$262,490	\$13,570	\$336,867	\$53,541,788
Total Recovered	\$85,738	\$56,265	\$341,981	\$14,070	\$498,054	\$67,436,497

Windsor - Essex County Crime Stoppers Tip Summary Report

Created Date: 2021/10/01 to 2021/10/31

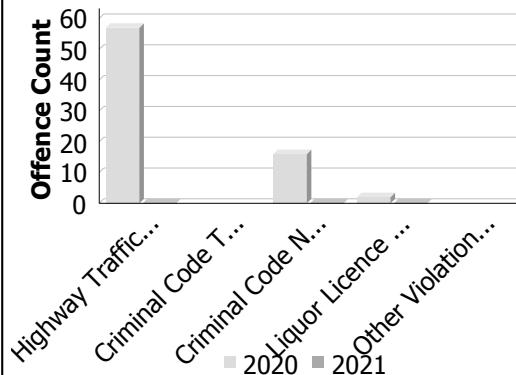
Offense Type	Count
Animal Cruelty	2
Arson	8
Assault	4
Breach of Condition	4
Break and Enter	1
By Law	0
Child Abuse	3
COVID-19	1
Cybercrime	0
Disqualified Driving	1
Drugs	40
Elder Abuse	1
Fraud	5
Highway Traffic Act	8
Hit and Run / Fail to Remain	9
Homicide	0
Human Smuggling	0
Human Trafficking	0
Illegal Cigarettes	5
Immigration	1

Impaired Driver	1
Indecent Act	0
Liquor (sales to minors, sales without licence)	0
Mischief	6
Missing Person	1
Possession of Stolen Property	1
Prostitution/Morality	0
Repeat Impaired Driver	1
Robbery	7
Sexual Assault	0
Stolen Vehicle	1
Suspended Driver	1
Suspicious Activity	7
Terrorism	0
Test Tip	0
Theft	2
Warrant	1
Weapons	2
<i>Other</i>	6
<i>Unknown</i>	2
Total	132

Police Services Board Report for Lakeshore
Integrated Court Offence Network
November - 2021

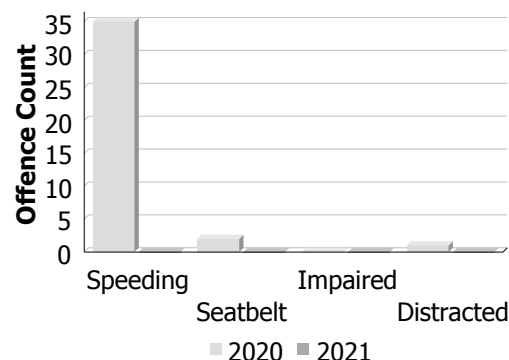
Criminal Code and Provincial Statute Charges Laid

Offence Count	November			Year to Date - November		
	2020	2021	% Change	2020	2021	% Change
Highway Traffic Act	57	0	-100.0%	743	370	-50.2%
Criminal Code Traffic	--	--	--	--	--	--
CCC Non-Traffic	--	--	--	--	--	--
Liquor Licence Act	2	0	-100.0%	22	13	-40.9%
Other Violations	--	--	--	--	--	--



Traffic Related Charges

Offence Count	November			Year to Date - November		
	2020	2021	% Change	2020	2021	% Change
Speeding	35	0	-100.0%	399	200	-49.9%
Seatbelt	2	0	-100.0%	19	3	-84.2%
Impaired	0	0	--	0	0	--
Distracted	1	0	-100.0%	8	1	-87.5%



Integrated Court Offence Network data is updated on a monthly basis: Data could be as much as a month and a half behind.

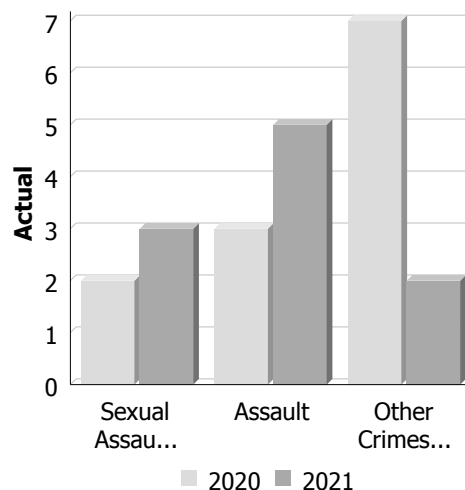
Data Utilized

- Ministry of Attorney General, Integrated Court Offence Network
- Integrated Court Offence Network Charge Business Intelligence Cube

**Police Services Board Report for Lakeshore
Records Management System
November - 2021**

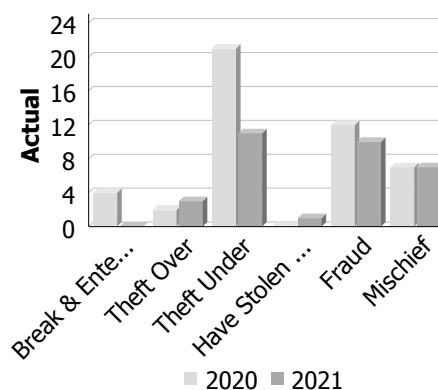
Violent Crime

Actual	November			Year to Date - November		
	2020	2021	% Change	2020	2021	% Change
Murder	0	0	--	0	0	--
Other Offences Causing Death	0	0	--	0	0	--
Attempted Murder	0	0	--	0	0	--
Sexual Assault	2	3	50.0%	19	18	-5.3%
Assault	3	5	66.7%	55	51	-7.3%
Abduction	0	0	--	2	0	-100.0%
Robbery	0	0	--	4	1	-75.0%
Other Crimes Against a Person	7	2	-71.4%	44	42	-4.5%
Total	12	10	-16.7%	124	112	-9.7%



Property Crime

Actual	November			Year to Date - November		
	2020	2021	% Change	2020	2021	% Change
Arson	0	0	--	0	1	--
Break & Enter	4	0	-100.0%	62	43	-30.6%
Theft Over	2	3	50.0%	44	37	-15.9%
Theft Under	21	11	-47.6%	153	144	-5.9%
Have Stolen Goods	0	1	--	10	5	-50.0%
Fraud	12	10	-16.7%	116	84	-27.6%
Mischief	7	7	0.0%	107	74	-30.8%
Total	46	32	-30.4%	492	388	-21.1%



Drug Crime

Actual	November			Year to Date - November		
	2020	2021	% Change	2020	2021	% Change
Possession	0	0	--	3	3	0.0%
Trafficking	0	0	--	2	4	100.0%
Importation and Production	0	0	--	0	0	--
Total	0	0	--	5	7	40.0%



Detachment: 6E - ESSEX COUNTY
Location code(s): 6E20 - LAKESHORE

Data source date:
2021/12/04

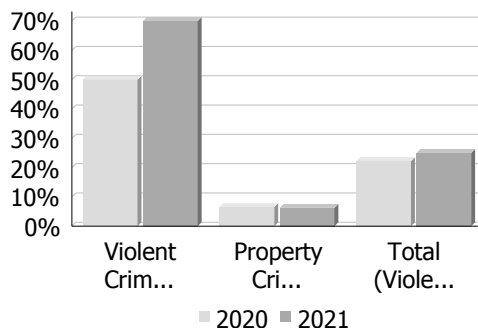
Report Generated by:
Pharand, Lise

Report Generated on:
Dec 8, 2021 1:26:15 PM
PP-CSC-Operational Planning-4300

**Police Services Board Report for Lakeshore
Records Management System
November - 2021**

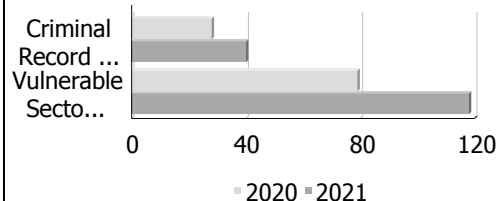
Clearance Rate

Clearance Rate	November			Year to Date - November		
	2020	2021	Difference	2020	2021	Difference
Violent Crime	50.0%	70.0%	20.0%	61.3%	61.6%	0.3%
Property Crime	6.5%	6.2%	-0.3%	15.4%	11.6%	-3.8%
Drug Crime	--	--	--	60.0%	71.4%	11.4%
Total (Violent, Property & Drug)	22.2%	25.0%	2.8%	28.4%	27.3%	-1.1%



Criminal Record and Vulnerable Sector Screening Checks

Actual	November			Year to Date - November		
	2020	2021	% Change	2020	2021	% Change
Criminal Record Checks	28	40	42.9%	440	326	-25.9%
Vulnerable Sector Screening Checks	79	118	49.4%	863	1,293	49.8%



Data contained within this report is dynamic in nature and numbers will change over time as the Ontario Provincial Police continue to investigate and solve crime.

Data Utilized

- Major Crimes
- Niche RMS All Offence Level Business Intelligence Cube

Detachment: 6E - ESSEX COUNTY

Location code(s): 6E20 - LAKESHORE

Data source date:

2021/12/04

Report Generated by:

Pharand, Lise

Report Generated on:

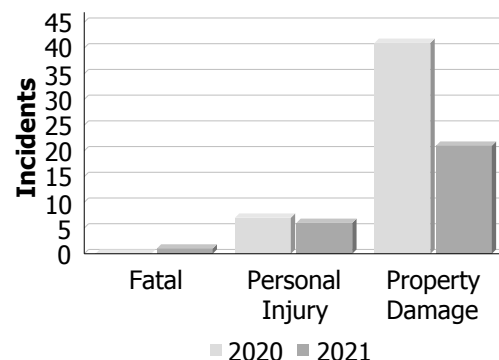
Dec 8, 2021 1:26:15 PM

PP-CSC-Operational Planning-4300

Police Services Board Report for Lakeshore
Collision Reporting System
November - 2021

Motor Vehicle Collisions by Type

Incidents	November			Year to Date - November		
	2020	2021	% Change	2020	2021	% Change
Fatal	0	1	--	4	1	-75.0%
Personal Injury	7	6	-14.3%	53	49	-7.5%
Property Damage	41	21	-48.8%	250	267	6.8%
Total	48	28	-41.7%	307	317	3.3%



Fatalities in Detachment Area

Incidents		November			Year to Date - November		
		2020	2021	% Change	2020	2021	% Change
Motor Vehicle Collision	Fatal Incidents	0	1	--	4	1	-75.0%
	Alcohol Related	0	1	--	2	1	-50.0%
Off-Road Vehicle	Fatal Incidents	0	0	--	0	0	--
	Alcohol Related	0	0	--	0	0	--
Motorized Snow Vehicle	Fatal Incidents	0	0	--	0	0	--
	Alcohol Related	0	0	--	0	0	--

Persons Killed		November			Year to Date - November		
		2020	2021	% Change	2020	2021	% Change
Motor Vehicle Collision		0	1	--	4	1	-75.0%
Off-Road Vehicle		0	0	--	0	0	--
Motorized Snow Vehicle		0	0	--	0	0	--

Data Utilized

- SQL online application reporting system – OPP CRS 2.3.09
- Collision Reporting System Business Intelligence Cube

Detachment: 6E - ESSEX

Location code(s): 6E20-LAKESHORE

Data source date:

2021/12/07

Report Generated by:

Pharand, Lise

Report Generated on:

Dec 8, 2021 1:22:25 PM

PP-CSC-Operational Planning-4300

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**Police Services Board Report for Lakeshore
2021/Nov**

Public Complaints	
Policy	0
Service	0
Conduct	0

Date information collected from Professional Standards Bureau Commander Reports: 2021-12-08

Data Source

Ontario Provincial Police, Professional Standards Bureau Commander Reports

- Includes all public policy, service and conduct complaints submitted to the Office of the Independent Police Review Director (OIPRD)

Secondary Employment

Daily Activity Reporting Patrol Hours	
Total Hours	2021/Nov
Number of Cruiser Patrol Hours	647.25
Number of Motorcycle Patrol Hours	0.00
Number of Marine Patrol Hours	0.00
Number of ATV Patrol Hours	0.00
Number of Snowmobile Patrol Hours	0.00
Number of Bicycle Patrol Hours	0.00
Number of Foot Patrol Hours	49.00
Number of School Patrol Hours	11.00

Data source (Daily Activity Reporting System) date: 2021/12/06

Detachment: 6E - ESSEX COUNTY

Location code(s): 6E20 - LAKESHORE

Report Generated by:
Pharand, Lise

Report Generated on:
Dec 8, 2021 1:18:31 PM
PP-CSC-Operational Planning-4300
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Ontario Provincial Police
Essex County Detachment

1219 Hicks Rd.
P.O. Box 910
Essex, Ontario
N8M 2Y2

Tel: (519) 723-2493 Fax: (519) 723-2133



Police provincial de l'Ontario
Détachement du Comté d'Essex

1219 rue Hicks
C.P. 910
Essex, Ontario
N8M 2Y2

Tel: (519) 723-2493 Télécopieur: (519) 723-2133

File Reference/

December 07, 2021

Lakeshore PSB information for the month of November:

High School Resource Officer: 0 hours

Suspensions: 4

Charges: 104

Police Record Checks: 39

Vulnerable Sector Record Checks: 119

G. (Glenn) MILLER, Inspector
Detachment Commander
Essex County O.P.P.



Calls For Service (CFS) Billing Summary Report

Town of Lakeshore November - 2021

Billing Categories <i>(Billing categories below do not match traditional crime groupings)</i>		2021				2020			
		November	Year to Date	Time Standard	Year To Date Weighted Hours	November	Year to Date	Time Standard	Year To Date Weighted Hours
Violent Criminal Code	Sexual Assault With a Weapon	0	1	16.0	16.0	0	0		0.0
	Sexual Assault	1	11	16.0	176.0	1	17	16.0	272.0
	Sexual Interference	2	5	16.0	80.0	1	3	16.0	48.0
	Invitation to Sexual Touching	0	1	16.0	16.0	0	0		0.0
	Non-Consensual Distribution of Intimate Images	0	1	16.0	16.0	0	1	16.0	16.0
	Aggravated Assault-Level 3	0	0		0.0	0	2	16.0	32.0
	Assault With Weapon or Causing Bodily Harm-Level 2	1	10	16.0	160.0	0	10	16.0	160.0
	Assault-Level 1	3	41	16.0	656.0	5	49	16.0	784.0
	Discharge Firearm with Intent	0	1	16.0	16.0	0	0		0.0
	Pointing a Firearm	0	0		0.0	1	2	16.0	32.0
	Assault Peace Officer	1	1	16.0	16.0	0	0		0.0
	Assault Peace Officer w/weapon Bodily Harm	0	0		0.0	0	2	16.0	32.0
	Kidnapping	0	0		0.0	0	1	16.0	16.0
	Forcible confinement	0	0		0.0	0	1	16.0	16.0
	Robbery -Master code	0	0		0.0	0	2	16.0	32.0
	Robbery, With Threat of Violence	0	1	16.0	16.0	0	1	16.0	16.0
	Robbery - Other	0	0		0.0	0	1	16.0	16.0
	Extortion	0	4	16.0	64.0	0	0		0.0
	Criminal Harassment	1	13	16.0	208.0	2	19	16.0	304.0
	Criminal Harassment - Offender Unknown	0	3	16.0	48.0	0	0		0.0
	Indecent/Harassing Communications	0	3	16.0	48.0	1	4	16.0	64.0
	Utter Threats -Master code	0	2	16.0	32.0	0	1	16.0	16.0
	Utter Threats to Person	2	28	16.0	448.0	7	41	16.0	656.0
	Total	11	126	16.0	2,016.0	18	157	16.0	2,512.0
Property Crime Violations	Arson - Auto	0	1	6.5	6.5	0	0		0.0
	Break & Enter	1	46	6.5	299.0	4	69	6.5	448.5
	Break & Enter - steal firearm from motor vehicle	0	1	6.5	6.5	0	0		0.0



Calls For Service (CFS) Billing Summary Report

Town of Lakeshore November - 2021

Billing Categories <i>(Billing categories below do not match traditional crime groupings)</i>		2021				2020			
		November	Year to Date	Time Standard	Year To Date Weighted Hours	November	Year to Date	Time Standard	Year To Date Weighted Hours
Property Crime Violations	Theft Over -master code	0	0		0.0	0	1	6.5	6.5
	Theft Over - Farm Equipment	0	0		0.0	0	1	6.5	6.5
	Theft Over - Construction Site	0	1	6.5	6.5	0	0		0.0
	Theft Over - Bicycles	0	1	6.5	6.5	0	0		0.0
	Theft Over - Trailers	0	3	6.5	19.5	0	1	6.5	6.5
	Theft Over - Other Theft	0	6	6.5	39.0	0	4	6.5	26.0
	Theft Over - Boat (Vessel)	0	2	6.5	13.0	0	0		0.0
	Theft of - Mail	0	0		0.0	0	1	6.5	6.5
	Theft FROM Motor Vehicle Over \$5,000	0	2	6.5	13.0	1	4	6.5	26.0
	Theft of Motor Vehicle	1	17	6.5	110.5	1	16	6.5	104.0
	Theft of - Automobile	6	15	6.5	97.5	0	5	6.5	32.5
	Theft of - Trucks	0	3	6.5	19.5	0	5	6.5	32.5
	Theft of - Motorcycles	0	2	6.5	13.0	0	3	6.5	19.5
	Theft of - Mopeds	0	1	6.5	6.5	0	0		0.0
	Theft of - Snow Vehicles	0	1	6.5	6.5	0	0		0.0
	Theft of - All Terrain Vehicles	0	1	6.5	6.5	1	3	6.5	19.5
	Theft of - Farm Vehicles	0	1	6.5	6.5	0	0		0.0
	Theft of - Construction Vehicles	1	1	6.5	6.5	0	1	6.5	6.5
	Theft of - Other Motor Vehicles	0	0		0.0	0	1	6.5	6.5
	Theft Under -master code	1	7	6.5	45.5	3	9	6.5	58.5
	Theft under - Farm Equipment	0	0		0.0	0	1	6.5	6.5
	Theft Under - Construction Site	0	3	6.5	19.5	0	1	6.5	6.5
	Theft under - Bicycles	0	5	6.5	32.5	0	1	6.5	6.5
	Theft under - Building	1	2	6.5	13.0	0	1	6.5	6.5
	Theft under - Persons	0	1	6.5	6.5	0	1	6.5	6.5
	Theft under - Trailers	0	2	6.5	13.0	0	1	6.5	6.5
	Theft under - Other Theft	3	41	6.5	266.5	3	46	6.5	299.0
	Theft under - Boat (Vessel)	0	1	6.5	6.5	0	1	6.5	6.5



Calls For Service (CFS) Billing Summary Report

Town of Lakeshore November - 2021

Billing Categories <i>(Billing categories below do not match traditional crime groupings)</i>		2021				2020			
		November	Year to Date	Time Standard	Year To Date Weighted Hours	November	Year to Date	Time Standard	Year To Date Weighted Hours
Property Crime Violations	Theft under - Boat Motor	0	2	6.5	13.0	0	2	6.5	13.0
	Theft Under - Mining Product	0	0		0.0	0	1	6.5	6.5
	Theft Under - Gasoline Drive-off	2	40	6.5	260.0	5	35	6.5	227.5
	Theft FROM Motor Vehicle Under \$5,000	5	49	6.5	318.5	8	45	6.5	292.5
	Theft Under \$5,000 [SHOPLIFTING]	0	16	6.5	104.0	2	17	6.5	110.5
	Possession of Stolen Goods over \$5,000	1	2	6.5	13.0	0	0		0.0
	Trafficking in Stolen Goods under \$5,000 (incl. possession w	0	0		0.0	0	1	6.5	6.5
	Possession of Stolen Goods under \$5,000	0	3	6.5	19.5	0	10	6.5	65.0
	Fraud -Master code	0	4	6.5	26.0	3	15	6.5	97.5
	Fraud - Steal/Forge/Poss./ Use Credit Card	0	6	6.5	39.0	0	12	6.5	78.0
	Fraud - False Pretence <= \$5,000	0	2	6.5	13.0	0	1	6.5	6.5
	Fraud - Forgery & Uttering	0	1	6.5	6.5	0	1	6.5	6.5
	Fraud - Account closed	0	2	6.5	13.0	0	2	6.5	13.0
	Fraud - Fraud through mails	1	1	6.5	6.5	0	3	6.5	19.5
	Fraud -Money/ property/security > \$5,000	2	10	6.5	65.0	1	10	6.5	65.0
	Fraud -Money/ property/security <= \$5,000	7	30	6.5	195.0	4	33	6.5	214.5
	Fraud - Welfare benefits	0	2	6.5	13.0	0	1	6.5	6.5
	Fraud - Other	2	30	6.5	195.0	3	41	6.5	266.5
	Personation with Intent (fraud)	0	3	6.5	19.5	1	5	6.5	32.5
	Fraud - False Pretence > \$5,000	0	1	6.5	6.5	0	1	6.5	6.5
	Identity Theft	0	1	6.5	6.5	0	0		0.0
	Identity Fraud	0	4	6.5	26.0	1	4	6.5	26.0
	Mischief - master code	6	68	6.5	442.0	5	95	6.5	617.5
	Mischief [Graffiti - Non Gang Related]	0	5	6.5	32.5	0	1	6.5	6.5



Calls For Service (CFS) Billing Summary Report

Town of Lakeshore November - 2021

Billing Categories <i>(Billing categories below do not match traditional crime groupings)</i>		2021				2020			
		November	Year to Date	Time Standard	Year To Date Weighted Hours	November	Year to Date	Time Standard	Year To Date Weighted Hours
Property Crime Violations	Willful act/omission likely to cause mischief	0	1	6.5	6.5	1	1	6.5	6.5
	Interfere with lawful use, enjoyment of property	1	2	6.5	13.0	0	2	6.5	13.0
	Property Damage	2	27	6.5	175.5	2	29	6.5	188.5
	Total	43	479	6.5	3,113.5	49	545	6.5	3,542.5
Other Criminal Code Violations (Excluding traffic)	Offensive Weapons-Possession of Weapons	1	1	7.8	7.8	0	2	7.8	15.6
	Offensive Weapons-Carry concealed	0	0		0.0	0	1	7.8	7.8
	Offensive Weapons-In Vehicle	0	0		0.0	0	1	7.8	7.8
	Offensive Weapons-Prohibited	1	1	7.8	7.8	0	0		0.0
	Offensive Weapons-Other Offensive Weapons	0	1	7.8	7.8	0	1	7.8	7.8
	Bail Violations - Master code	0	0		0.0	0	1	7.8	7.8
	Bail Violations - Fail To Comply	0	18	7.8	140.4	2	16	7.8	124.8
	Bail Violations - Fail To Appear	0	1	7.8	7.8	0	4	7.8	31.2
	Bail Violations - Appearance Notice	0	1	7.8	7.8	0	0		0.0
	Bail Violations - Others	0	1	7.8	7.8	0	1	7.8	7.8
	Bail Violations - Recognizance	0	2	7.8	15.6	0	0		0.0
	Counterfeit Money - Master code	0	1	7.8	7.8	2	3	7.8	23.4
	Counterfeit Money - Others	0	0		0.0	0	1	7.8	7.8
	Disturb the Peace	1	8	7.8	62.4	0	8	7.8	62.4
	Indecent acts -Master code	0	1	7.8	7.8	0	0		0.0
	Indecent acts -Other	0	1	7.8	7.8	0	2	7.8	15.6
	Indecent acts - exposure to person under 14	0	2	7.8	15.6	0	1	7.8	7.8
	Child Pornography - Possess child pornography	0	0		0.0	0	2	7.8	15.6
	Public Morals	0	1	7.8	7.8	0	3	7.8	23.4
	Obstruct Public Peace Officer	0	1	7.8	7.8	0	1	7.8	7.8



Calls For Service (CFS) Billing Summary Report

Town of Lakeshore November - 2021

Billing Categories <i>(Billing categories below do not match traditional crime groupings)</i>		2021				2020			
		November	Year to Date	Time Standard	Year To Date Weighted Hours	November	Year to Date	Time Standard	Year To Date Weighted Hours
Other Criminal Code Violations (Excluding traffic)	Trespass at Night	0	0		0.0	0	3	7.8	23.4
	Breach of Probation	0	3	7.8	23.4	0	3	7.8	23.4
	Utter Threats to Property / Animals	0	1	7.8	7.8	0	0		0.0
	Personate Peace Officer	0	0		0.0	0	2	7.8	15.6
	Other Criminal Code * Sec.215 - Sec.319	0	0		0.0	0	1	7.8	7.8
	Utter Threats to damage property	0	0		0.0	0	1	7.8	7.8
	Libel - Defamatory	0	0		0.0	0	1	7.8	7.8
	Animals - Cruelty	0	0		0.0	0	2	7.8	15.6
	Animals - Others	0	0		0.0	0	1	7.8	7.8
	Other Criminal Code * Sec.462 - Sec.753	0	1	7.8	7.8	0	0		0.0
	Total	3	46	7.8	358.8	4	62	7.8	483.6
Drug Possession	Possession Cocaine	0	1	6.5	6.5	0	0		0.0
	Possession Other Controlled Drugs and Substance Act	0	0		0.0	0	1	6.5	6.5
	Possession - Methamphetamine (Crystal Meth)	0	2	6.5	13.0	0	2	6.5	13.0
	Possession ð Opioid (other than heroin)	0	1	6.5	6.5	0	1	6.5	6.5
	DRUG Operation - Master Code	0	1	6.5	6.5	0	1	6.5	6.5
	Drug related occurrence	1	16	6.5	104.0	2	14	6.5	91.0
	Total	1	21	6.5	136.5	2	19	6.5	123.5
Drugs	Trafficking Cocaine	0	2	45.9	91.8	0	2	45.9	91.8
	Trafficking Other Controlled Drugs and Substance Act	0	2	45.9	91.8	0	0		0.0
	Possession of cannabis for purpose of selling	0	0		0.0	0	1	45.9	45.9
	Total	0	4	45.9	183.6	0	3	45.9	137.7
Statutes & Acts	Landlord/Tenant	8	82	3.4	278.8	9	68	3.4	231.2
	Mental Health Act	4	52	3.4	176.8	7	69	3.4	234.6
	Mental Health Act - No contact with Police	5	23	3.4	78.2	0	22	3.4	74.8
	Mental Health Act - Attempt Suicide	0	8	3.4	27.2	2	5	3.4	17.0
	Mental Health Act - Threat of Suicide	4	45	3.4	153.0	2	35	3.4	119.0



Calls For Service (CFS) Billing Summary Report

Town of Lakeshore November - 2021

Billing Categories <i>(Billing categories below do not match traditional crime groupings)</i>		2021				2020			
		November	Year to Date	Time Standard	Year To Date Weighted Hours	November	Year to Date	Time Standard	Year To Date Weighted Hours
Statutes & Acts	Mental Health Act - Voluntary Transport	0	18	3.4	61.2	0	28	3.4	95.2
	Mental Health Act - Placed on Form	2	10	3.4	34.0	0	18	3.4	61.2
	Mental Health Act - Apprehension	2	15	3.4	51.0	1	3	3.4	10.2
	Custody Dispute	0	2	3.4	6.8	0	0		0.0
	Trespass To Property Act	5	104	3.4	353.6	1	68	3.4	231.2
	Children's Law Reform Act -Custody order	0	0		0.0	0	1	3.4	3.4
	Total	30	359	3.4	1,220.6	22	317	3.4	1,077.8
Operational	Animal -Master code	0	0		0.0	0	1	3.6	3.6
	Animal - Left in Vehicle	0	0		0.0	0	1	3.6	3.6
	Animal Rabid	0	0		0.0	0	2	3.6	7.2
	Animal Bite	0	1	3.6	3.6	0	5	3.6	18.0
	Animal Stray	1	3	3.6	10.8	0	9	3.6	32.4
	Animal Injured	0	8	3.6	28.8	0	12	3.6	43.2
	Animal - Other	0	12	3.6	43.2	0	6	3.6	21.6
	Animal - Dog Owners Liability Act	0	0		0.0	0	2	3.6	7.2
	Alarm -Others	0	1	3.6	3.6	0	0		0.0
	Domestic Disturbance	14	176	3.6	633.6	16	174	3.6	626.4
	Suspicious Person	18	189	3.6	680.4	25	210	3.6	756.0
	Phone -Master code	0	2	3.6	7.2	1	5	3.6	18.0
	Phone -Nuisance - No Charges Laid	4	41	3.6	147.6	0	22	3.6	79.2
	Phone -Obscene - No Charges Laid	1	2	3.6	7.2	0	2	3.6	7.2
	Phone -Threatening - No Charges Laid	1	5	3.6	18.0	0	3	3.6	10.8
	Phone -Other - No Charges Laid	2	16	3.6	57.6	0	9	3.6	32.4
	Text-related Incident (Texting)	2	2	3.6	7.2	0	3	3.6	10.8
	Fire - Building	0	5	3.6	18.0	0	11	3.6	39.6
	Fire - Vehicle	0	3	3.6	10.8	0	3	3.6	10.8
	Fire - Other	0	9	3.6	32.4	0	8	3.6	28.8
	Insecure Condition - Master code	0	9	3.6	32.4	0	7	3.6	25.2
	Insecure Condition - Building	0	0		0.0	0	2	3.6	7.2



Calls For Service (CFS) Billing Summary Report

Town of Lakeshore November - 2021

Billing Categories (Billing categories below do not match traditional crime groupings)		2021				2020			
		November	Year to Date	Time Standard	Year To Date Weighted Hours	November	Year to Date	Time Standard	Year To Date Weighted Hours
Operational	Missing Person - Master code	0	0		0.0	1	1	3.6	3.6
	Missing Person under 12	0	2	3.6	7.2	0	3	3.6	10.8
	Missing Person 12 & older	1	11	3.6	39.6	1	17	3.6	61.2
	Missing Person Located Under 12	0	0		0.0	0	3	3.6	10.8
	Missing Person Located 12 & older	0	4	3.6	14.4	0	16	3.6	57.6
	Noise Complaint - Master code	0	7	3.6	25.2	0	38	3.6	136.8
	Noise Complaint - Vehicle	0	0		0.0	0	6	3.6	21.6
	Noise Complaint - Residence	0	3	3.6	10.8	0	33	3.6	118.8
	Noise Complaint - Business	0	0		0.0	0	1	3.6	3.6
	Noise Complaint - Animal	0	4	3.6	14.4	1	10	3.6	36.0
	Noise Complaint - Others	0	0		0.0	1	2	3.6	7.2
	Accident - non-MVC - Master code	0	2	3.6	7.2	0	2	3.6	7.2
	Accident - non-MVC - Industrial	0	0		0.0	0	2	3.6	7.2
	Accident - non-MVC - Commercial	0	0		0.0	0	2	3.6	7.2
	Accident - non-MVC - Residential	0	0		0.0	0	2	3.6	7.2
	Accident -non MVC - Others	0	0		0.0	0	1	3.6	3.6
	Found Property - Master code	4	59	3.6	212.4	2	32	3.6	115.2
	Found - License Plate	1	5	3.6	18.0	0	3	3.6	10.8
	Found - Vehicle Accessories	0	0		0.0	0	2	3.6	7.2
	Found-Personal Accessories	0	5	3.6	18.0	1	10	3.6	36.0
	Found-Household Property	0	2	3.6	7.2	1	1	3.6	3.6
	Found-Radio,TV,Sound-Reprod. Equip.	0	1	3.6	3.6	0	2	3.6	7.2
	Found-Machinery & Tools	0	0		0.0	0	1	3.6	3.6
	Found-Bicycles	0	3	3.6	10.8	0	1	3.6	3.6
	Found - Gun	0	0		0.0	0	1	3.6	3.6



Calls For Service (CFS) Billing Summary Report

Town of Lakeshore November - 2021

Billing Categories <i>(Billing categories below do not match traditional crime groupings)</i>		2021				2020			
		November	Year to Date	Time Standard	Year To Date Weighted Hours	November	Year to Date	Time Standard	Year To Date Weighted Hours
Operational	Found-Others	0	19	3.6	68.4	2	16	3.6	57.6
	Lost Property -Master code	2	19	3.6	68.4	3	13	3.6	46.8
	Lost License Plate	2	8	3.6	28.8	0	5	3.6	18.0
	Lost - Computer, parts & accessories	0	0		0.0	0	1	3.6	3.6
	Lost - Vehicle Accessories	0	1	3.6	3.6	0	0		0.0
	Lost-Personal Accessories	1	19	3.6	68.4	0	8	3.6	28.8
	Lost-Household Property	0	2	3.6	7.2	0	2	3.6	7.2
	Lost-Jewellery	0	0		0.0	0	1	3.6	3.6
	Lost-Radio,TV,Sound-Reprod. Equip.	0	3	3.6	10.8	0	2	3.6	7.2
	Lost-Machinery & Tools	1	1	3.6	3.6	0	0		0.0
	Lost-Bicycles	0	2	3.6	7.2	0	0		0.0
	Lost-Others	1	14	3.6	50.4	1	10	3.6	36.0
	Sudden Death - Drowning	0	1	3.6	3.6	0	0		0.0
	Sudden Death - Suicide	0	1	3.6	3.6	1	2	3.6	7.2
	Sudden Death - Natural Causes	3	28	3.6	100.8	1	22	3.6	79.2
	Sudden Death - Others	0	2	3.6	7.2	0	2	3.6	7.2
	Sudden Death - Apparent Overdose-Overdose	0	2	3.6	7.2	1	1	3.6	3.6
	Suspicious Vehicle	9	130	3.6	468.0	19	164	3.6	590.4
	Trouble with Youth	11	103	3.6	370.8	5	98	3.6	352.8
	Medical Assistance - Other	0	0		0.0	0	2	3.6	7.2
	Vehicle Recovered - Master code	0	0		0.0	1	2	3.6	7.2
	Vehicle Recovered - Automobile	1	24	3.6	86.4	1	38	3.6	136.8
	Vehicle Recovered - Trucks	2	6	3.6	21.6	0	7	3.6	25.2
	Vehicle Recovered - Motorcycles	0	0		0.0	0	1	3.6	3.6
	Vehicle Recovered - All Terrain Veh	0	2	3.6	7.2	0	1	3.6	3.6
	Vehicle Recovered - Farm Vehicles	0	0		0.0	0	1	3.6	3.6



Calls For Service (CFS) Billing Summary Report

Town of Lakeshore November - 2021

Billing Categories (Billing categories below do not match traditional crime groupings)		2021				2020			
		November	Year to Date	Time Standard	Year To Date Weighted Hours	November	Year to Date	Time Standard	Year To Date Weighted Hours
Operational	Vehicle Recovered - Constr. Vehicle	0	1	3.6	3.6	0	1	3.6	3.6
	Vehicle Recovered - Other	0	4	3.6	14.4	0	0		0.0
	Unwanted Persons	3	54	3.6	194.4	5	48	3.6	172.8
	Neighbour Dispute	12	162	3.6	583.2	14	181	3.6	651.6
	By-Law -Master code	0	6	3.6	21.6	0	13	3.6	46.8
	Noise By-Law	11	207	3.6	745.2	16	137	3.6	493.2
	Dogs By-Law	1	24	3.6	86.4	1	28	3.6	100.8
	Firearms (Discharge) By-Law	0	8	3.6	28.8	0	2	3.6	7.2
	Smoking By-Law	0	2	3.6	7.2	0	0		0.0
	Other Municipal By-Laws	5	41	3.6	147.6	7	46	3.6	165.6
	Fireworks By-Law	1	14	3.6	50.4	3	11	3.6	39.6
	Traffic By-Law	13	90	3.6	324.0	9	65	3.6	234.0
	Taxi By-Law	0	1	3.6	3.6	0	0		0.0
	Overdose/Suspected Overdose	0	1	3.6	3.6	0	1	3.6	3.6
	Overdose/Suspected Overdose - Opioid Related	0	0		0.0	0	2	3.6	7.2
	Assist Fire Department	0	1	3.6	3.6	2	4	3.6	14.4
	Assist Public	13	168	3.6	604.8	3	236	3.6	849.6
	Distressed/Overdue Motorist	1	2	3.6	7.2	0	2	3.6	7.2
	Compassionate Message	0	0		0.0	0	1	3.6	3.6
	Family Dispute	16	163	3.6	586.8	13	166	3.6	597.6
	Suspicious Package	0	0		0.0	0	1	3.6	3.6
	Protest - Demonstration	0	4	3.6	14.4	0	6	3.6	21.6
	Total	158	1,932	3.6	6,955.2	158	2,039	3.6	7,340.4
Operational2	False Alarm-Accidental Trip	0	3	1.3	3.9	1	1	1.3	1.3
	False Alarm-Malfunction	1	5	1.3	6.5	1	6	1.3	7.8
	False Holdup Alarm-Accidental Trip	3	36	1.3	46.8	3	23	1.3	29.9
	False Alarm -Others	28	311	1.3	404.3	21	278	1.3	361.4
	False Alarm - Cancelled	2	2	1.3	2.6	0	5	1.3	6.5
	Keep the Peace	12	112	1.3	145.6	6	84	1.3	109.2
	911 call / 911 hang up	3	148	1.3	192.4	16	109	1.3	141.7



Calls For Service (CFS) Billing Summary Report

Town of Lakeshore November - 2021

Billing Categories (Billing categories below do not match traditional crime groupings)		2021				2020			
		November	Year to Date	Time Standard	Year To Date Weighted Hours	November	Year to Date	Time Standard	Year To Date Weighted Hours
Operational2	911 hang up - Pocket Dial	0	2	1.3	2.6	0	1	1.3	1.3
	911 call - Dropped Cell	4	67	1.3	87.1	10	74	1.3	96.2
	Total	53	686	1.3	891.8	58	581	1.3	755.3
Traffic	MVC (MOTOR VEHICLE COLLISION) -Master code	0	4	3.4	13.6	5	10	3.4	34.0
	MVC - Personal Injury (MOTOR VEHICLE COLLISION)	9	61	3.4	207.4	7	58	3.4	197.2
	MVC - Prop. Dam. Non Reportable	8	85	3.4	289.0	9	87	3.4	295.8
	MVC - Prop. Dam. Reportable (MOTOR VEHICLE COLLISION)	26	252	3.4	856.8	32	241	3.4	819.4
	MVC - Prop. Dam. Failed to Remain (MOTOR VEHICLE COLLISION)	0	25	3.4	85.0	4	29	3.4	98.6
	MVC - Pers. Inj. Failed To Remain (MOTOR VEHICLE COLLISION)	0	0		0.0	0	2	3.4	6.8
	MVC - Fatal (MOTOR VEHICLE COLLISION)	1	2	3.4	6.8	0	3	3.4	10.2
	MVC - Others (MOTOR VEHICLE COLLISION)	1	1	3.4	3.4	0	1	3.4	3.4
	Road Rage	0	0		0.0	0	1	3.4	3.4
	Total	45	430	3.4	1,462.0	57	432	3.4	1,468.8
Total		344	4,083		16,338.0	368	4,155		17,441.6

Note to Detachment Commanders:

- The content of each report is to be shared by the Detachment Commander only with the municipality for which it was generated. The municipality may treat this as a public document and distribute it as they wish.
- All data is sourced from the Niche RMS application. Included are 'reported' occurrences (actuals and unfounded occurrences) for 'billable' occurrences ONLY. Data is refreshed on a weekly basis.
- The Traffic category includes motor vehicle collision (MVC) occurrences entered into Niche (UCR code 8521). MVCs are NOT sourced from the eCRS application for this report.
- Only the primary violation is counted within an occurrence.
- Time standards displayed are for the 2021 billing period.

Note to Municipalities:

- Data contained within this report is dynamic in nature and numbers will change over time as the Ontario Provincial Police continues to investigate and solve crime.



Calls For Service (CFS) Billing Summary Report

Town of Lakeshore November - 2021

- This report is NOT to be used for crime trend analysis as not all occurrences are included.
- Data groupings within this report do not match traditional crime groupings seen in other public reports such as the OPP Police Services Board reports or Statistics Canada reporting.



Windsor & Essex County Crime Stoppers

Police Coordinator Report

November 1st – 30th, 2021

Overview

- The Coronavirus Disease (Covid-19) hit many world Countries including Canada and Windsor and Essex County limiting much of our community involvement to media and social media venues.
- Crime Stoppers continued to receive normal Tip volume despite the Pandemic that swept the area.

Program Education and Community Events

- Public Education at Devonshire Mall for Crime Prevention Week.
- Crime Stoppers Training to OPP Investigating Officers
- CTV Interview taped and aired on November 19th
- AM 800 Interview taped and aired on November 27th

AM800

“Crime of the Week” report with AM800 radio recorded every Monday which airs every Tuesday morning and afternoon.

- November 2- Death Investigation in 3400 blk of Peter- WPS
- November 9- Explosion in 2100 blk of Chrysler Centre Drive- WPS
- November 16- Updated images of October Robbery- WPS
- November 23- Homicide Investigation- WPS
- November 30- Porch Pirates and Holiday Safety Tips

St. Clair College-Media Plex and Radio CJAM FM 99.1

- Recorded weekly through Zoom – Crime of the Week.

Social Media

- Daily/Weekly Facebook, Twitter and Instagram posts

Crime Stoppers Upcoming Calendar

- Fundraiser at India 47 Restaurant and Bar – December 5th, 2021

Should you wish a Crime Stoppers Police Coordinator to attend an upcoming meeting or event in your community, please feel free to contact our office.

Windsor Police Coordinator Lauren Brisco - 519-255-6700 ext 4493

OPP Police Coordinator Sarah Werstein - 519-255-6700 ext. 4496

This statistical report is reflective of November 1st – 30th 2021.

Crime Stoppers tip information was distributed to the following agencies during this period.

Windsor Police Service
Chatham-Kent Crime Stoppers
Crime Stoppers of Newfoundland and Labrador
WPS - Amherstburg Detachment
Ontario Provincial Police
LaSalle Police Service
Ministry of Revenue and Finance
Windsor & Essex County Health Unit- Tobacco Enforcement
Crime Stoppers Toronto
RCMP
CBSA
Ministry of Natural Resource and Forestry
ROPE
Windsor Police Criminal Intelligence Unit – Cannabis Enforcement

Attached documents include:

Police Coordinators Report
Monthly Statistical Report
Tip Summary Report

This Report was Prepared By:

Constable Lauren Brisco – WPS Police Coordinator

TOTAL POPULATION REPRESENTED – 398,718 (2019 CENSUS)

*POPULATION (CITY) – 217,188
POPULATION (COUNTY) – 126,314
POPULATION (LASALLE) – 33,180
POPULATION (AMHERSTBURG) – 22,036*

**SI on Statistical Report is “Since Inception” – 1985



Windsor - Essex County Crime Stoppers - Statistical Report

Filter Date: December 2021 Run Date: 2021/12/01

Statistic	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Tips Received	200	137	144	145	165	150	162	112	123	129	141	2
Tip Follow-ups	162	119	150	160	145	113	131	85	123	84	144	2
Arrests	14	6	10	7	1	2	2	12	5	16	4	0
Cases Cleared	13	4	5	4	1	5	3	3	2	3	3	0
Charges Laid	2	48	41	21	4	13	13	51	43	25	16	0
Fugitives	0	0	0	0	0	0	0	0	0	0	0	0
Administrative Discipline	0	0	0	0	0	0	0	0	0	0	0	0
# of Rewards Approved	6	5	3	6	3	2	4	1	4	1	5	1
Rewards Approved	\$1,950	\$1,450	\$650	\$1,550	\$400	\$500	\$2,025	\$450	\$2,400	\$300	\$875	\$750
# of Rewards Paid	4	3	0	5	2	1	3	1	2	1	4	0
Rewards Paid	\$1,450	\$850	\$0	\$1,050	\$650	\$100	\$1,725	\$300	\$1,500	\$700	\$1,000	\$0
# of Weapons Recovered	1	0	3	1	0	0	1	4	2	1	0	0
# of Vehicles Recovered	0	0	3	0	0	1	0	0	0	0	0	0
Property Recovered	\$0	\$0	\$11,800	\$1,000	\$0	\$18,000	\$40,300	\$2,950	\$600	\$500	\$0	\$0
Cash Recovered	\$11,016	\$0	\$37,550	\$680	\$1,150	\$0	\$28,456	\$1,510	\$5,675	\$0	\$17,390	\$0
Drugs Seized	\$17,800	\$0	\$7,572	\$525	\$34,910	\$0	\$2,490	\$177,000	\$83,000	\$13,570	\$187,940	\$0
Total Recovered	\$28,816	\$0	\$56,922	\$2,205	\$36,060	\$18,000	\$71,246	\$181,460	\$89,275	\$14,070	\$205,330	\$0

Statistic	Q1	Q2	Q3	Q4	YTD	SI
Tips Received	481	460	397	272	1,610	58,471
Tip Follow-ups	431	418	339	230	1,418	18,850
Calls Received	0	0	0	0	0	3,138
Arrests	30	10	19	20	79	7,013
Cases Cleared	22	10	8	6	46	10,360
Charges Laid	91	38	107	41	277	10,007
Fugitives	0	0	0	0	0	625
Administrative Discipline	0	0	0	0	0	3
# of Rewards Approved	14	11	9	7	41	1,821
Rewards Approved	\$4,050	\$2,450	\$4,875	\$1,925	\$13,300	\$1,244,860
# of Rewards Paid	7	8	6	5	26	947
Rewards Paid	\$2,300	\$1,800	\$3,525	\$1,700	\$9,325	\$822,427
# of Weapons Recovered	4	1	7	1	13	537
# of Vehicles Recovered	3	1	0	0	4	31
Property Recovered	\$11,800	\$19,000	\$43,850	\$500	\$75,150	\$13,341,131
Cash Recovered	\$48,566	\$1,830	\$35,641	\$17,390	\$103,427	\$570,968
Drugs Seized	\$25,372	\$35,435	\$262,490	\$201,510	\$524,807	\$53,729,728
Total Recovered	\$85,738	\$56,265	\$341,981	\$219,400	\$703,384	\$67,641,827

Windsor - Essex County Crime Stoppers Tip Summary Report

Created Date: 2021/11/01 to 2021/12/01

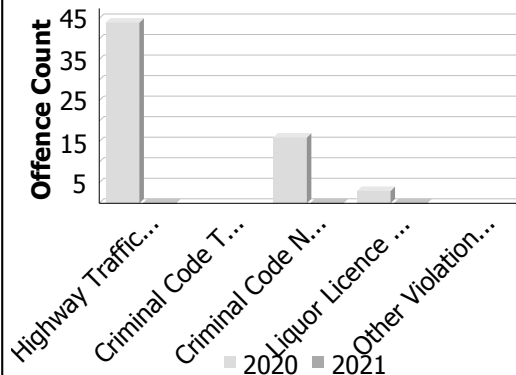
Offense Type	Count
Animal Cruelty	0
Arson	2
Assault	2
Breach of Condition	4
Break and Enter	2
By Law	2
Child Abuse	1
COVID-19	2
Cybercrime	2
Disqualified Driving	3
Drugs	47
Elder Abuse	0
Fraud	4
Highway Traffic Act	3
Hit and Run / Fail to Remain	1
Homicide	2
Human Smuggling	0
Human Trafficking	1
Illegal Cigarettes	0
Immigration	2

Impaired Driver	1
Indecent Act	0
Liquor (sales to minors, sales without licence)	0
Mischief	2
Missing Person	2
Motor Vehicle Collision	2
Possession of Stolen Property	2
Prostitution/Morality	1
Repeat Impaired Driver	0
Robbery	4
Sexual Assault	0
Stolen Vehicle	2
Suspended Driver	3
Suspicious Activity	7
Terrorism	2
Test Tip	0
Theft	8
Warrant	5
Weapons	6
<i>Other</i>	15
<i>Unknown</i>	4
Total	146

Police Services Board Report for Lakeshore
Integrated Court Offence Network
December - 2021

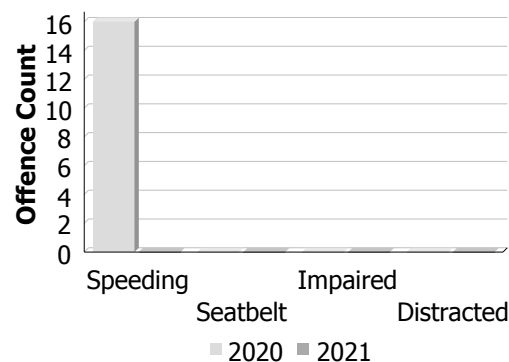
Criminal Code and Provincial Statute Charges Laid

Offence Count	December			Year to Date - December		
	2020	2021	% Change	2020	2021	% Change
Highway Traffic Act	44	0	-100.0%	787	386	-51.0%
Criminal Code Traffic	--	--	--	--	--	--
CCC Non-Traffic	--	--	--	--	--	--
Liquor Licence Act	3	0	-100.0%	25	13	-48.0%
Other Violations	--	--	--	--	--	--



Traffic Related Charges

Offence Count	December			Year to Date - December		
	2020	2021	% Change	2020	2021	% Change
Speeding	16	0	-100.0%	415	207	-50.1%
Seatbelt	0	0	--	19	4	-78.9%
Impaired	0	0	--	0	0	--
Distracted	0	0	--	8	1	-87.5%



Integrated Court Offence Network data is updated on a monthly basis: Data could be as much as a month and a half behind.

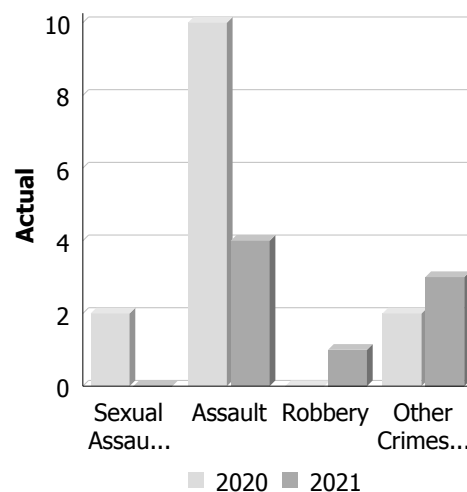
Data Utilized

- Ministry of Attorney General, Integrated Court Offence Network
- Integrated Court Offence Network Charge Business Intelligence Cube

**Police Services Board Report for Lakeshore
Records Management System
December - 2021**

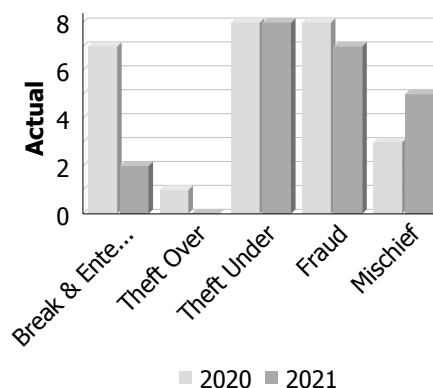
Violent Crime

Actual	December			Year to Date - December		
	2020	2021	% Change	2020	2021	% Change
Murder	0	0	--	0	0	--
Other Offences Causing Death	0	0	--	0	0	--
Attempted Murder	0	0	--	0	0	--
Sexual Assault	2	0	-100.0%	21	18	-14.3%
Assault	10	4	-60.0%	65	55	-15.4%
Abduction	0	0	--	3	0	-100.0%
Robbery	0	1	--	4	2	-50.0%
Other Crimes Against a Person	2	3	50.0%	46	46	0.0%
Total	14	8	-42.9%	139	121	-12.9%



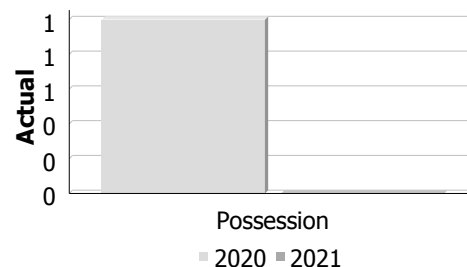
Property Crime

Actual	December			Year to Date - December		
	2020	2021	% Change	2020	2021	% Change
Arson	0	0	--	0	1	--
Break & Enter	7	2	-71.4%	69	45	-34.8%
Theft Over	1	0	-100.0%	45	36	-20.0%
Theft Under	8	8	0.0%	161	153	-5.0%
Have Stolen Goods	0	0	--	10	5	-50.0%
Fraud	8	7	-12.5%	124	93	-25.0%
Mischief	3	5	66.7%	110	80	-27.3%
Total	27	22	-18.5%	519	413	-20.4%



Drug Crime

Actual	December			Year to Date - December		
	2020	2021	% Change	2020	2021	% Change
Possession	1	0	-100.0%	4	2	-50.0%
Trafficking	0	0	--	2	4	100.0%
Importation and Production	0	0	--	0	0	--
Total	1	0	-100.0%	6	6	0.0%



Detachment: 6E - ESSEX COUNTY
Location code(s): 6E20 - LAKESHORE

Data source date:
2022/01/08

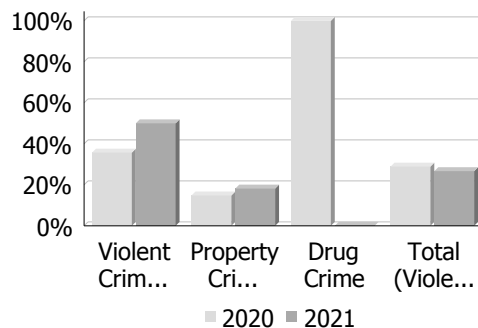
Report Generated by:
Pharand, Lise

Report Generated on:
Jan 11, 2022 11:40:12 AM
PP-CSC-Operational Planning-4300

Police Services Board Report for Lakeshore
Records Management System
December - 2021

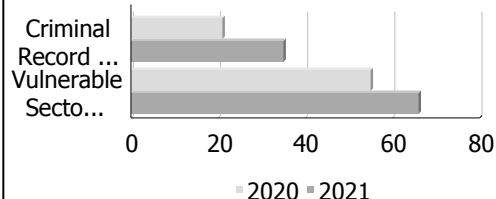
Clearance Rate

Clearance Rate	December			Year to Date - December		
	2020	2021	Difference	2020	2021	Difference
Violent Crime	35.7%	50.0%	14.3%	59.0%	60.3%	1.3%
Property Crime	14.8%	18.2%	3.4%	15.4%	11.6%	-3.8%
Drug Crime	100.0%	--	--	66.7%	66.7%	0.0%
Total (Violent, Property & Drug)	28.9%	26.7%	-2.2%	28.6%	26.8%	-1.7%



Criminal Record and Vulnerable Sector Screening Checks

Actual	December			Year to Date - December		
	2020	2021	% Change	2020	2021	% Change
Criminal Record Checks	21	35	66.7%	461	361	-21.7%
Vulnerable Sector Screening Checks	55	66	20.0%	918	1,359	48.0%



Data contained within this report is dynamic in nature and numbers will change over time as the Ontario Provincial Police continue to investigate and solve crime.

Data Utilized

- Major Crimes
- Niche RMS All Offence Level Business Intelligence Cube

Detachment: 6E - ESSEX COUNTY

Location code(s): 6E20 - LAKESHORE

Data source date:

2022/01/08

Report Generated by:

Pharand, Lise

Report Generated on:

Jan 11, 2022 11:40:12 AM

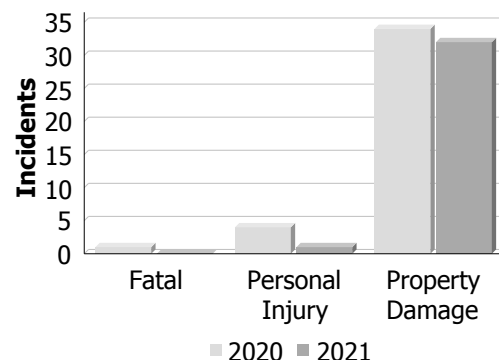
PP-CSC-Operational Planning-4300

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Police Services Board Report for Lakeshore
Collision Reporting System
December - 2021

Motor Vehicle Collisions by Type

Incidents	December			Year to Date - December		
	2020	2021	% Change	2020	2021	% Change
Fatal	1	0	-100.0%	5	1	-80.0%
Personal Injury	4	1	-75.0%	57	51	-10.5%
Property Damage	34	32	-5.9%	284	300	5.6%
Total	39	33	-15.4%	346	352	1.7%



Fatalities in Detachment Area

Incidents		December			Year to Date - December		
		2020	2021	% Change	2020	2021	% Change
Motor Vehicle Collision	Fatal Incidents	1	0	-100.0%	5	1	-80.0%
	Alcohol Related	0	0	--	2	1	-50.0%
Off-Road Vehicle	Fatal Incidents	0	0	--	0	0	--
	Alcohol Related	0	0	--	0	0	--
Motorized Snow Vehicle	Fatal Incidents	0	0	--	0	0	--
	Alcohol Related	0	0	--	0	0	--

Persons Killed		December			Year to Date - December		
		2020	2021	% Change	2020	2021	% Change
Motor Vehicle Collision		1	0	-100.0%	5	1	-80.0%
Off-Road Vehicle		0	0	--	0	0	--
Motorized Snow Vehicle		0	0	--	0	0	--

Data Utilized

- SQL online application reporting system – OPP CRS 2.3.09
- Collision Reporting System Business Intelligence Cube

Detachment: 6E - ESSEX

Location code(s): 6E20-LAKESHORE

Data source date:

2022/01/10

Report Generated by:

Pharand, Lise

Report Generated on:

Jan 11, 2022 11:35:46 AM

PP-CSC-Operational Planning-4300

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**Police Services Board Report for Lakeshore
2021/Dec**

Public Complaints	
Policy	0
Service	0
Conduct	0

Date information collected from Professional Standards Bureau Commander Reports: 2022-01-11

Data Source

Ontario Provincial Police, Professional Standards Bureau Commander Reports

- Includes all public policy, service and conduct complaints submitted to the Office of the Independent Police Review Director (OIPRD)

Secondary Employment

Daily Activity Reporting Patrol Hours	
Total Hours	2021/Dec
Number of Cruiser Patrol Hours	693.00
Number of Motorcycle Patrol Hours	0.00
Number of Marine Patrol Hours	0.00
Number of ATV Patrol Hours	0.00
Number of Snowmobile Patrol Hours	0.00
Number of Bicycle Patrol Hours	0.00
Number of Foot Patrol Hours	49.75
Number of School Patrol Hours	3.00

Data source (Daily Activity Reporting System) date: 2022/01/07

Detachment: 6E - ESSEX COUNTY

Location code(s): 6E20 - LAKESHORE

Report Generated by:
Pharand, Lise

Report Generated on:
Jan 11, 2022 11:30:56 AM
PP-CSC-Operational Planning-4300
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Ontario Provincial Police
Essex County Detachment

1219 Hicks Rd.
P.O. Box 910
Essex, Ontario
N8M 2Y2

Tel: (519) 723-2493 Fax: (519) 723-2133



Police provincial de l'Ontario
Détachement du Comté d'Essex

1219 rue Hicks
C.P. 910
Essex, Ontario
N8M 2Y2

Tel: (519) 723-2493 Télécopieur: (519) 723-2133

File Reference/

January 11, 2022

Lakeshore PSB information for the month of December:

High School Resource Officer: 0 hours

Suspensions: 4

Charges: 90

Police Record Checks: 35

Vulnerable Sector Record Checks: 66

G. (Glenn) MILLER, Inspector
Detachment Commander
Essex County O.P.P.



Calls For Service (CFS) Billing Summary Report

Town of Lakeshore December - 2021

Billing Categories <i>(Billing categories below do not match traditional crime groupings)</i>		2021				2020			
		December	Year to Date	Time Standard	Year To Date Weighted Hours	December	Year to Date	Time Standard	Year To Date Weighted Hours
Violent Criminal Code	Sexual Assault With a Weapon	0	1	16.0	16.0	0	0		0.0
	Sexual Assault	0	11	16.0	176.0	1	18	16.0	288.0
	Sexual Interference	0	5	16.0	80.0	0	3	16.0	48.0
	Invitation to Sexual Touching	0	1	16.0	16.0	0	0		0.0
	Non-Consensual Distribution of Intimate Images	1	3	16.0	48.0	0	1	16.0	16.0
	Aggravated Assault-Level 3	0	0		0.0	1	3	16.0	48.0
	Assault With Weapon or Causing Bodily Harm-Level 2	2	12	16.0	192.0	0	10	16.0	160.0
	Assault-Level 1	2	43	16.0	688.0	8	57	16.0	912.0
	Discharge Firearm with Intent	0	1	16.0	16.0	0	0		0.0
	Pointing a Firearm	0	0		0.0	0	2	16.0	32.0
	Assault Peace Officer	0	1	16.0	16.0	0	0		0.0
	Assault Peace Officer w/weapon Bodily Harm	0	0		0.0	0	2	16.0	32.0
	Other Assaults / Admin Noxious thing	0	0		0.0	1	1	16.0	16.0
	Kidnapping	0	0		0.0	0	1	16.0	16.0
	Forcible confinement	0	0		0.0	0	2	16.0	32.0
	Robbery -Master code	0	0		0.0	0	2	16.0	32.0
	Robbery, With Threat of Violence	1	2	16.0	32.0	0	1	16.0	16.0
	Robbery - Other	0	0		0.0	0	1	16.0	16.0
	Extortion	0	4	16.0	64.0	0	0		0.0
	Criminal Harassment	0	13	16.0	208.0	0	19	16.0	304.0
	Criminal Harassment - Offender Unknown	0	3	16.0	48.0	0	0		0.0
	Indecent/Harassing Communications	0	3	16.0	48.0	0	4	16.0	64.0
	Utter Threats -Master code	0	2	16.0	32.0	0	1	16.0	16.0
	Utter Threats to Person	3	33	16.0	528.0	2	43	16.0	688.0
	Total	9	138	16.0	2,208.0	13	171	16.0	2,736.0
Property Crime Violations	Arson - Auto	0	1	6.5	6.5	0	0		0.0
	Break & Enter	3	48	6.5	312.0	9	78	6.5	507.0



Calls For Service (CFS) Billing Summary Report

Town of Lakeshore December - 2021

Billing Categories <i>(Billing categories below do not match traditional crime groupings)</i>		2021				2020			
		December	Year to Date	Time Standard	Year To Date Weighted Hours	December	Year to Date	Time Standard	Year To Date Weighted Hours
Property Crime Violations	Break & Enter - steal firearm from motor vehicle	0	1	6.5	6.5	0	0		0.0
	Theft Over -master code	1	1	6.5	6.5	0	1	6.5	6.5
	Theft Over - Farm Equipment	0	0		0.0	0	1	6.5	6.5
	Theft Over - Construction Site	0	1	6.5	6.5	0	0		0.0
	Theft Over - Bicycles	0	1	6.5	6.5	0	0		0.0
	Theft Over - Trailers	0	3	6.5	19.5	0	1	6.5	6.5
	Theft Over - Other Theft	0	6	6.5	39.0	0	4	6.5	26.0
	Theft Over - Boat (Vessel)	0	2	6.5	13.0	0	0		0.0
	Theft of - Mail	0	0		0.0	0	1	6.5	6.5
	Theft FROM Motor Vehicle Over \$5,000	0	2	6.5	13.0	0	4	6.5	26.0
	Theft of Motor Vehicle	0	16	6.5	104.0	0	16	6.5	104.0
	Theft of - Automobile	0	15	6.5	97.5	0	5	6.5	32.5
	Theft of - Trucks	0	3	6.5	19.5	0	5	6.5	32.5
	Theft of - Motorcycles	0	2	6.5	13.0	0	3	6.5	19.5
	Theft of - Mopeds	0	1	6.5	6.5	0	0		0.0
	Theft of - Snow Vehicles	0	1	6.5	6.5	1	1	6.5	6.5
	Theft of - All Terrain Vehicles	0	1	6.5	6.5	0	3	6.5	19.5
	Theft of - Farm Vehicles	0	1	6.5	6.5	0	0		0.0
	Theft of - Construction Vehicles	0	1	6.5	6.5	0	1	6.5	6.5
	Theft of - Other Motor Vehicles	0	0		0.0	0	1	6.5	6.5
	Theft Under -master code	0	8	6.5	52.0	0	9	6.5	58.5
	Theft under - Farm Equipment	0	0		0.0	0	1	6.5	6.5
	Theft Under - Construction Site	0	3	6.5	19.5	2	3	6.5	19.5
	Theft under - Bicycles	0	5	6.5	32.5	0	1	6.5	6.5
	Theft under - Building	0	2	6.5	13.0	0	1	6.5	6.5
	Theft under - Persons	0	1	6.5	6.5	0	1	6.5	6.5
	Theft under - Trailers	0	2	6.5	13.0	0	1	6.5	6.5
	Theft under - Other Theft	3	43	6.5	279.5	2	48	6.5	312.0



Calls For Service (CFS) Billing Summary Report

Town of Lakeshore December - 2021

Billing Categories <i>(Billing categories below do not match traditional crime groupings)</i>		2021				2020			
		December	Year to Date	Time Standard	Year To Date Weighted Hours	December	Year to Date	Time Standard	Year To Date Weighted Hours
Property Crime Violations	Theft under - Boat (Vessel)	0	1	6.5	6.5	0	1	6.5	6.5
	Theft under - Boat Motor	0	2	6.5	13.0	0	2	6.5	13.0
	Theft Under - Mining Product	0	0		0.0	0	1	6.5	6.5
	Theft Under - Gasoline Drive-off	4	44	6.5	286.0	1	36	6.5	234.0
	Theft FROM Motor Vehicle Under \$5,000	2	51	6.5	331.5	4	49	6.5	318.5
	Theft Under \$5,000 [SHOPLIFTING]	2	19	6.5	123.5	1	18	6.5	117.0
	Possession of Stolen Goods over \$5,000	0	2	6.5	13.0	0	0		0.0
	Trafficking in Stolen Goods under \$5,000 (incl. possession w	0	0		0.0	0	1	6.5	6.5
	Possession of Stolen Goods under \$5,000	0	3	6.5	19.5	0	10	6.5	65.0
	Fraud -Master code	0	4	6.5	26.0	2	17	6.5	110.5
	Fraud - Steal/Forge/Poss./ Use Credit Card	1	7	6.5	45.5	0	12	6.5	78.0
	Fraud - False Pretence <= \$5,000	0	2	6.5	13.0	0	1	6.5	6.5
	Fraud - Forgery & Uttering	0	1	6.5	6.5	0	1	6.5	6.5
	Fraud - Account closed	0	2	6.5	13.0	0	2	6.5	13.0
	Fraud - Fraud through mails	0	1	6.5	6.5	0	3	6.5	19.5
	Fraud -Money/ property/security > \$5,000	0	10	6.5	65.0	2	12	6.5	78.0
	Fraud -Money/ property/security <= \$5,000	3	35	6.5	227.5	1	34	6.5	221.0
	Fraud - Welfare benefits	0	2	6.5	13.0	0	1	6.5	6.5
	Fraud - Other	2	32	6.5	208.0	0	41	6.5	266.5
	Personation with Intent (fraud)	1	4	6.5	26.0	1	6	6.5	39.0
	Fraud - False Pretence > \$5,000	0	1	6.5	6.5	1	2	6.5	13.0
	Identity Theft	0	1	6.5	6.5	1	1	6.5	6.5
	Identity Fraud	0	4	6.5	26.0	0	4	6.5	26.0
	Mischief - master code	3	72	6.5	468.0	3	98	6.5	637.0



Calls For Service (CFS) Billing Summary Report

Town of Lakeshore December - 2021

Billing Categories <i>(Billing categories below do not match traditional crime groupings)</i>		2021				2020			
		December	Year to Date	Time Standard	Year To Date Weighted Hours	December	Year to Date	Time Standard	Year To Date Weighted Hours
Property Crime Violations	Mischief [Graffiti - Non Gang Related]	0	5	6.5	32.5	0	1	6.5	6.5
	Willful act/omission likely to cause mischief	0	1	6.5	6.5	0	1	6.5	6.5
	Interfere with lawful use, enjoyment of property	2	4	6.5	26.0	0	2	6.5	13.0
	Property Damage	5	32	6.5	208.0	1	30	6.5	195.0
	Total	32	513	6.5	3,334.5	32	577	6.5	3,750.5
Other Criminal Code Violations (Excluding traffic)	Offensive Weapons-Possession of Weapons	0	1	7.8	7.8	0	2	7.8	15.6
	Offensive Weapons-Carry concealed	0	0		0.0	0	1	7.8	7.8
	Offensive Weapons-In Vehicle	0	0		0.0	0	1	7.8	7.8
	Offensive Weapons-Prohibited	0	1	7.8	7.8	0	0		0.0
	Offensive Weapons-Other Offensive Weapons	0	1	7.8	7.8	0	1	7.8	7.8
	Bail Violations - Master code	0	0		0.0	0	1	7.8	7.8
	Bail Violations - Fail To Comply	2	19	7.8	148.2	2	18	7.8	140.4
	Bail Violations - Fail To Appear	0	1	7.8	7.8	0	4	7.8	31.2
	Bail Violations - Appearance Notice	0	1	7.8	7.8	0	0		0.0
	Bail Violations - Others	0	1	7.8	7.8	0	1	7.8	7.8
	Bail Violations - Recognizance	0	2	7.8	15.6	0	0		0.0
	Counterfeit Money - Master code	0	1	7.8	7.8	0	3	7.8	23.4
	Counterfeit Money - Others	0	0		0.0	1	2	7.8	15.6
	Disturb the Peace	0	8	7.8	62.4	1	9	7.8	70.2
	Indecent acts -Master code	0	1	7.8	7.8	0	0		0.0
	Indecent acts -Other	0	1	7.8	7.8	0	2	7.8	15.6
	Indecent acts - exposure to person under 14	0	2	7.8	15.6	0	1	7.8	7.8
	Child Pornography - Possess child pornography	0	0		0.0	0	2	7.8	15.6
	Public Morals	0	1	7.8	7.8	0	3	7.8	23.4



Calls For Service (CFS) Billing Summary Report

Town of Lakeshore December - 2021

Billing Categories <i>(Billing categories below do not match traditional crime groupings)</i>		2021				2020			
		December	Year to Date	Time Standard	Year To Date Weighted Hours	December	Year to Date	Time Standard	Year To Date Weighted Hours
Other Criminal Code Violations (Excluding traffic)	Obstruct Public Peace Officer	0	1	7.8	7.8	0	1	7.8	7.8
	Trespass at Night	0	0		0.0	0	3	7.8	23.4
	Breach of Probation	0	3	7.8	23.4	0	3	7.8	23.4
	Utter Threats to Property / Animals	0	1	7.8	7.8	0	0		0.0
	Personate Peace Officer	0	0		0.0	0	2	7.8	15.6
	Other Criminal Code * Sec.215 - Sec.319	0	0		0.0	0	1	7.8	7.8
	Utter Threats to damage property	0	0		0.0	1	2	7.8	15.6
	Libel - Defamatory	0	0		0.0	0	1	7.8	7.8
	Animals - Cruelty	0	0		0.0	0	2	7.8	15.6
	Animals - Unnecessary suffering	0	0		0.0	1	1	7.8	7.8
	Animals - Others	0	0		0.0	0	1	7.8	7.8
	Other Criminal Code * Sec.462 - Sec.753	0	1	7.8	7.8	0	0		0.0
	Total	2	47	7.8	366.6	6	68	7.8	530.4
Drug Possession	Possession Cocaine	0	0		0.0	1	1	6.5	6.5
	Possession Other Controlled Drugs and Substance Act	0	0		0.0	0	1	6.5	6.5
	Possession - Methamphetamine (Crystal Meth)	0	2	6.5	13.0	0	2	6.5	13.0
	Possession ð Opioid (other than heroin)	0	1	6.5	6.5	0	1	6.5	6.5
	DRUG Operation - Master Code	0	1	6.5	6.5	0	1	6.5	6.5
	Drug related occurrence	0	16	6.5	104.0	0	14	6.5	91.0
	Total	0	20	6.5	130.0	1	20	6.5	130.0
Drugs	Trafficking Cocaine	0	2	45.9	91.8	0	2	45.9	91.8
	Trafficking Other Controlled Drugs and Substance Act	0	2	45.9	91.8	0	0		0.0
	Possession of cannabis for purpose of selling	0	0		0.0	0	1	45.9	45.9
	Cultivate, propagate or harvest cannabis by adult	0	2	45.9	91.8	0	0		0.0
	Total	0	6	45.9	275.4	0	3	45.9	137.7
Statutes & Acts	Landlord/Tenant	6	88	3.4	299.2	6	74	3.4	251.6



Calls For Service (CFS) Billing Summary Report

Town of Lakeshore December - 2021

Billing Categories <i>(Billing categories below do not match traditional crime groupings)</i>		2021				2020			
		December	Year to Date	Time Standard	Year To Date Weighted Hours	December	Year to Date	Time Standard	Year To Date Weighted Hours
Statutes & Acts	Mental Health Act	6	58	3.4	197.2	6	75	3.4	255.0
	Mental Health Act - No contact with Police	1	24	3.4	81.6	2	24	3.4	81.6
	Mental Health Act - Attempt Suicide	1	9	3.4	30.6	0	5	3.4	17.0
	Mental Health Act - Threat of Suicide	4	49	3.4	166.6	1	36	3.4	122.4
	Mental Health Act - Voluntary Transport	0	18	3.4	61.2	1	29	3.4	98.6
	Mental Health Act - Placed on Form	0	10	3.4	34.0	0	18	3.4	61.2
	Mental Health Act - Apprehension	0	15	3.4	51.0	1	4	3.4	13.6
	Custody Dispute	1	3	3.4	10.2	0	0		0.0
	Trespass To Property Act	3	107	3.4	363.8	11	79	3.4	268.6
	Children's Law Reform Act -Custody order	0	0		0.0	0	1	3.4	3.4
	Total	22	381	3.4	1,295.4	28	345	3.4	1,173.0
Operational	Animal -Master code	0	0		0.0	1	2	3.6	7.2
	Animal - Left in Vehicle	0	0		0.0	0	1	3.6	3.6
	Animal Rabid	0	0		0.0	0	2	3.6	7.2
	Animal Bite	1	2	3.6	7.2	0	5	3.6	18.0
	Animal Stray	0	3	3.6	10.8	0	9	3.6	32.4
	Animal Injured	2	10	3.6	36.0	0	12	3.6	43.2
	Animal - Other	0	12	3.6	43.2	0	6	3.6	21.6
	Animal - Dog Owners Liability Act	0	0		0.0	0	2	3.6	7.2
	Alarm -Others	0	1	3.6	3.6	0	0		0.0
	Domestic Disturbance	11	186	3.6	669.6	13	187	3.6	673.2
	Suspicious Person	21	212	3.6	763.2	11	221	3.6	795.6
	Phone -Master code	0	2	3.6	7.2	0	5	3.6	18.0
	Phone -Nuisance - No Charges Laid	2	44	3.6	158.4	2	24	3.6	86.4
	Phone -Obscene - No Charges Laid	0	2	3.6	7.2	0	2	3.6	7.2
	Phone -Threatening - No Charges Laid	1	6	3.6	21.6	0	3	3.6	10.8
	Phone -Other - No Charges Laid	2	19	3.6	68.4	1	10	3.6	36.0
	Text- related Incident (Texting)	1	3	3.6	10.8	0	3	3.6	10.8
	Fire - Building	0	5	3.6	18.0	0	11	3.6	39.6



Calls For Service (CFS) Billing Summary Report

Town of Lakeshore December - 2021

Billing Categories (Billing categories below do not match traditional crime groupings)		2021				2020			
		December	Year to Date	Time Standard	Year To Date Weighted Hours	December	Year to Date	Time Standard	Year To Date Weighted Hours
Operational	Fire - Vehicle	0	3	3.6	10.8	0	3	3.6	10.8
	Fire - Other	0	9	3.6	32.4	0	8	3.6	28.8
	Insecure Condition - Master code	1	10	3.6	36.0	0	7	3.6	25.2
	Insecure Condition - Building	1	1	3.6	3.6	0	2	3.6	7.2
	Missing Person - Master code	0	0		0.0	0	1	3.6	3.6
	Missing Person under 12	1	3	3.6	10.8	0	3	3.6	10.8
	Missing Person 12 & older	0	11	3.6	39.6	2	19	3.6	68.4
	Missing Person Located Under 12	0	0		0.0	0	3	3.6	10.8
	Missing Person Located 12 & older	0	4	3.6	14.4	1	16	3.6	57.6
	Noise Complaint - Master code	0	7	3.6	25.2	1	39	3.6	140.4
	Noise Complaint - Vehicle	0	0		0.0	0	6	3.6	21.6
	Noise Complaint - Residence	0	4	3.6	14.4	1	34	3.6	122.4
	Noise Complaint - Business	0	0		0.0	0	1	3.6	3.6
	Noise Complaint - Animal	0	4	3.6	14.4	0	10	3.6	36.0
	Noise Complaint - Others	0	0		0.0	0	2	3.6	7.2
	Accident - non-MVC - Master code	0	2	3.6	7.2	0	2	3.6	7.2
	Accident - non-MVC - Industrial	0	0		0.0	0	2	3.6	7.2
	Accident - non-MVC - Commercial	0	0		0.0	0	2	3.6	7.2
	Accident - non-MVC - Residential	0	0		0.0	0	2	3.6	7.2
	Accident -non MVC - Others	0	0		0.0	0	1	3.6	3.6
	Found Property - Master code	4	60	3.6	216.0	2	34	3.6	122.4
	Found - License Plate	0	5	3.6	18.0	0	3	3.6	10.8
	Found - Computer, parts & accessories	0	0		0.0	1	1	3.6	3.6
	Found - Vehicle Accessories	0	1	3.6	3.6	0	2	3.6	7.2
	Found-Personal Accessories	0	5	3.6	18.0	0	10	3.6	36.0



Calls For Service (CFS) Billing Summary Report

Town of Lakeshore December - 2021

Billing Categories (Billing categories below do not match traditional crime groupings)		2021				2020			
		December	Year to Date	Time Standard	Year To Date Weighted Hours	December	Year to Date	Time Standard	Year To Date Weighted Hours
Operational	Found-Household Property	0	2	3.6	7.2	0	1	3.6	3.6
	Found-Radio,TV,Sound-Reprod. Equip.	0	2	3.6	7.2	0	2	3.6	7.2
	Found-Machinery & Tools	0	0		0.0	0	1	3.6	3.6
	Found-Bicycles	0	3	3.6	10.8	0	1	3.6	3.6
	Found - Gun	0	0		0.0	0	1	3.6	3.6
	Found-Others	0	20	3.6	72.0	0	16	3.6	57.6
	Lost Property -Master code	4	23	3.6	82.8	0	13	3.6	46.8
	Lost License Plate	0	8	3.6	28.8	0	5	3.6	18.0
	Lost - Computer, parts & accessories	0	0		0.0	0	1	3.6	3.6
	Lost - Vehicle Accessories	0	1	3.6	3.6	0	0		0.0
	Lost-Personal Accessories	0	19	3.6	68.4	0	8	3.6	28.8
	Lost-Household Property	0	2	3.6	7.2	0	2	3.6	7.2
	Lost-Jewellery	0	0		0.0	0	1	3.6	3.6
	Lost-Radio,TV,Sound-Reprod. Equip.	0	3	3.6	10.8	0	2	3.6	7.2
	Lost-Machinery & Tools	0	1	3.6	3.6	0	0		0.0
	Lost-Bicycles	0	2	3.6	7.2	0	0		0.0
	Lost-Others	2	16	3.6	57.6	2	12	3.6	43.2
	Sudden Death - Drowning	0	1	3.6	3.6	0	0		0.0
	Sudden Death - Suicide	1	2	3.6	7.2	1	3	3.6	10.8
	Sudden Death - Natural Causes	2	30	3.6	108.0	1	23	3.6	82.8
	Sudden Death - Others	1	3	3.6	10.8	0	2	3.6	7.2
	Sudden Death - Apparent Overdose-Overdose	0	2	3.6	7.2	0	1	3.6	3.6
	Suspicious Vehicle	16	146	3.6	525.6	18	182	3.6	655.2
	Trouble with Youth	3	106	3.6	381.6	8	106	3.6	381.6
	Medical Assistance - Other	0	0		0.0	0	2	3.6	7.2
	Vehicle Recovered - Master code	0	0		0.0	0	2	3.6	7.2



Calls For Service (CFS) Billing Summary Report

Town of Lakeshore December - 2021

Billing Categories <i>(Billing categories below do not match traditional crime groupings)</i>		2021				2020			
		December	Year to Date	Time Standard	Year To Date Weighted Hours	December	Year to Date	Time Standard	Year To Date Weighted Hours
Operational	Vehicle Recovered - Automobile	0	24	3.6	86.4	0	38	3.6	136.8
	Vehicle Recovered - Trucks	0	6	3.6	21.6	0	7	3.6	25.2
	Vehicle Recovered - Motorcycles	0	0		0.0	0	1	3.6	3.6
	Vehicle Recovered - All Terrain Veh	0	2	3.6	7.2	0	1	3.6	3.6
	Vehicle Recovered - Farm Vehicles	0	0		0.0	0	1	3.6	3.6
	Vehicle Recovered - Constr. Vehicle	0	1	3.6	3.6	0	1	3.6	3.6
	Vehicle Recovered - Other	0	4	3.6	14.4	1	1	3.6	3.6
	Unwanted Persons	5	59	3.6	212.4	2	50	3.6	180.0
	Neighbour Dispute	7	169	3.6	608.4	8	189	3.6	680.4
	By-Law -Master code	2	8	3.6	28.8	1	14	3.6	50.4
	Noise By-Law	14	220	3.6	792.0	12	149	3.6	536.4
	Dogs By-Law	4	28	3.6	100.8	1	29	3.6	104.4
	Firearms (Discharge) By-Law	0	8	3.6	28.8	2	4	3.6	14.4
	Smoking By-Law	0	2	3.6	7.2	0	0		0.0
	Other Municipal By-Laws	2	43	3.6	154.8	3	49	3.6	176.4
	Fireworks By-Law	0	14	3.6	50.4	0	11	3.6	39.6
	Traffic By-Law	4	94	3.6	338.4	4	69	3.6	248.4
	Taxi By-Law	0	1	3.6	3.6	0	0		0.0
	Overdose/Suspected Overdose	0	1	3.6	3.6	1	2	3.6	7.2
	Overdose/Suspected Overdose - Opioid Related	0	0		0.0	0	2	3.6	7.2
	Assist Fire Department	0	1	3.6	3.6	0	4	3.6	14.4
	Assist Public	3	172	3.6	619.2	15	251	3.6	903.6
	Distressed/Overdue Motorist	0	2	3.6	7.2	0	2	3.6	7.2
	Compassionate Message	0	0		0.0	0	1	3.6	3.6
	Family Dispute	13	176	3.6	633.6	12	178	3.6	640.8
	Suspicious Package	0	0		0.0	0	1	3.6	3.6
	Protest - Demonstration	0	4	3.6	14.4	0	6	3.6	21.6
	Total	131	2,067	3.6	7,441.2	128	2,166	3.6	7,797.6
Operational2	False Alarm-Accidental Trip	0	3	1.3	3.9	0	1	1.3	1.3



Calls For Service (CFS) Billing Summary Report

Town of Lakeshore December - 2021

Billing Categories (Billing categories below do not match traditional crime groupings)		2021				2020			
		December	Year to Date	Time Standard	Year To Date Weighted Hours	December	Year to Date	Time Standard	Year To Date Weighted Hours
Operational2	False Alarm-Malfunction	4	10	1.3	13.0	1	7	1.3	9.1
	False Holdup Alarm-Accidental Trip	2	38	1.3	49.4	3	26	1.3	33.8
	False Alarm -Others	31	341	1.3	443.3	21	299	1.3	388.7
	False Alarm - Cancelled	0	2	1.3	2.6	1	6	1.3	7.8
	Keep the Peace	7	119	1.3	154.7	2	86	1.3	111.8
	911 call / 911 hang up	6	154	1.3	200.2	23	132	1.3	171.6
	911 hang up - Pocket Dial	0	2	1.3	2.6	0	1	1.3	1.3
	911 call - Dropped Cell	2	69	1.3	89.7	6	80	1.3	104.0
	Total	52	738	1.3	959.4	57	638	1.3	829.4
Traffic	MVC (MOTOR VEHICLE COLLISION) -Master code	0	3	3.4	10.2	0	10	3.4	34.0
	MVC - Personal Injury (MOTOR VEHICLE COLLISION)	2	61	3.4	207.4	4	62	3.4	210.8
	MVC - Prop. Dam. Non Reportable	12	97	3.4	329.8	11	98	3.4	333.2
	MVC - Prop. Dam. Reportable (MOTOR VEHICLE COLLISION)	33	286	3.4	972.4	35	276	3.4	938.4
	MVC - Prop. Dam. Failed to Remain (MOTOR VEHICLE COLLISION)	3	28	3.4	95.2	1	30	3.4	102.0
	MVC - Pers. Inj. Failed To Remain (MOTOR VEHICLE COLLISION)	0	0		0.0	0	2	3.4	6.8
	MVC - Fatal (MOTOR VEHICLE COLLISION)	0	2	3.4	6.8	0	3	3.4	10.2
	MVC - Others (MOTOR VEHICLE COLLISION)	0	1	3.4	3.4	0	1	3.4	3.4
	Road Rage	0	0		0.0	0	1	3.4	3.4
	Total	50	478	3.4	1,625.2	51	483	3.4	1,642.2
Total		298	4,388		17,635.7	316	4,471		18,726.8

Note to Detachment Commanders:

- The content of each report is to be shared by the Detachment Commander only with the municipality for which it was generated. The municipality may treat this as a public document and distribute it as they wish.
- All data is sourced from the Niche RMS application. Included are 'reported' occurrences (actuals and unfounded occurrences) for 'billable' occurrences ONLY. Data is refreshed on a weekly basis.

Report Content Last Updated:
2022/01/08

Report generated by:
Pharand, Lise

Report generated on:
Jan 11, 2022 11:26:16 AM
Page 10 of 11

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Calls For Service (CFS) Billing Summary Report

Town of Lakeshore December - 2021

- The Traffic category includes motor vehicle collision (MVC) occurrences entered into Niche (UCR code 8521). MVCs are NOT sourced from the eCRS application for this report.
- Only the primary violation is counted within an occurrence.
- Time standards displayed are for the 2021 billing period.

Note to Municipalities:

- Data contained within this report is dynamic in nature and numbers will change over time as the Ontario Provincial Police continues to investigate and solve crime.
- This report is NOT to be used for crime trend analysis as not all occurrences are included.
- Data groupings within this report do not match traditional crime groupings seen in other public reports such as the OPP Police Services Board reports or Statistics Canada reporting.



Windsor & Essex County Crime Stoppers

Police Coordinator Report

December 1st – 31st, 2021

Overview

- Our Program Manager of 6 years, Tyler Lamphier, has resigned from our program on December 23rd. We have since welcomed Denise Pelaccia as our newest Program Manager.

Program Education and Community Events

- Essex High School Zoom Presentation – Law Class
- Fundraiser held at India 47 Restaurant and Bar on December 5th

AM800

“Crime of the Week” report with AM800 radio recorded every Monday which airs every Tuesday morning and afternoon.

- December 7th – WPS Homicide – Division Road, Windsor
- December 13th – OPP Theft – Maidstone Ave, Essex
- December 20th and 27th – Porch Pirate Campaign

St. Clair College-Media Plex and Radio CJAM FM 99.1

- Recorded weekly through Zoom – Crime of the Week.
- Special Recording with Home Safety Tips during the holidays.

Social Media

- Daily/Weekly Facebook, Twitter and Instagram posts

Crime Stoppers Upcoming Calendar

- January is Crime Stoppers Month. The theme for the month is “STOP THE CRIME OF HUMAN TRAFFICKING” #STCOHT

Should you wish a Crime Stoppers Police Coordinator to attend an upcoming meeting or event in your community, please feel free to contact our office.

Windsor Police Coordinator Lauren Brisco - 519-255-6700 ext 4493

OPP Police Coordinator Sarah Werstein - 519-255-6700 ext. 4496

This statistical report is reflective of December 1st – 31st, 2021.

Crime Stoppers tip information was distributed to the following agencies during this period.

Windsor Police Service
WPS - Amherstburg Detachment
Ontario Provincial Police
LaSalle Police Service
Ministry of Revenue and Finance
Windsor & Essex County Health Unit- Tobacco Enforcement
CBSA
Windsor Police Criminal Intelligence Unit – Cannabis Enforcement
Crime Stoppers of Michigan
Metro Vancouver Crime Stoppers
Sarnia/Lambton Crime Stoppers
Alcohol and Gaming Commission of Ontario

Attached documents include:

Police Coordinators Report
Monthly Statistical Report
Tip Summary Report

This Report was Prepared By:

Constable Sarah Werstein – OPP Police Coordinator

TOTAL POPULATION REPRESENTED – 398,718 (2019 CENSUS)

*POPULATION (CITY) – 217,188
POPULATION (COUNTY) – 126,314
POPULATION (LASALLE) – 33,180
POPULATION (AMHERSTBURG) – 22,036*

****SI on Statistical Report is “Since Inception” – 1985**

Statistic	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Tips Received	200	137	144	145	165	150	162	112	123	129	141	80
Tip Follow-ups	162	119	150	160	145	113	131	85	123	84	144	109
Arrests	14	6	10	7	1	2	2	12	5	16	4	4
Cases Cleared	13	4	5	4	1	5	3	3	2	3	3	3
Charges Laid	2	48	41	21	4	13	13	51	43	25	16	16
Fugitives	0	0	0	0	0	0	0	0	0	0	0	0
Administrative Discipline	0	0	0	0	0	0	0	0	0	0	0	0
# of Rewards Approved	6	5	3	6	3	2	4	1	4	1	5	1
Rewards Approved	\$1,950	\$1,450	\$650	\$1,550	\$400	\$500	\$2,025	\$450	\$2,400	\$300	\$875	\$750
# of Rewards Paid	4	3	0	5	2	1	3	1	2	1	4	0
Rewards Paid	\$1,450	\$850	\$0	\$1,050	\$650	\$100	\$1,725	\$300	\$1,500	\$700	\$1,000	\$0
# of Weapons Recovered	1	0	3	1	0	0	1	4	2	1	0	1
# of Vehicles Recovered	0	0	3	0	0	1	0	0	0	0	0	1
Property Recovered	\$0	\$0	\$11,800	\$1,000	\$0	\$18,000	\$40,300	\$2,950	\$600	\$500	\$0	\$4,800
Cash Recovered	\$11,016	\$0	\$37,550	\$680	\$1,150	\$0	\$28,456	\$1,510	\$5,675	\$0	\$17,390	\$0
Drugs Seized	\$17,800	\$0	\$7,572	\$525	\$34,910	\$0	\$2,490	\$177,000	\$83,000	\$13,570	\$187,940	\$140
Total Recovered	\$28,816	\$0	\$56,922	\$2,205	\$36,060	\$18,000	\$71,246	\$181,460	\$89,275	\$14,070	\$205,330	\$4,940

Statistic	Q1	Q2	Q3	Q4	YTD	SI
Tips Received	481	460	397	350	1,688	58,549
Tip Follow-ups	431	418	339	337	1,525	18,957
Calls Received	0	0	0	0	0	3,138
Arrests	30	10	19	24	83	7,017
Cases Cleared	22	10	8	9	49	10,363
Charges Laid	91	38	107	57	293	10,023
Fugitives	0	0	0	0	0	625
Administrative Discipline	0	0	0	0	0	3
# of Rewards Approved	14	11	9	7	41	1,821
Rewards Approved	\$4,050	\$2,450	\$4,875	\$1,925	\$13,300	\$1,244,860
# of Rewards Paid	7	8	6	5	26	947
Rewards Paid	\$2,300	\$1,800	\$3,525	\$1,700	\$9,325	\$822,427
# of Weapons Recovered	4	1	7	2	14	538
# of Vehicles Recovered	3	1	0	1	5	32
Property Recovered	\$11,800	\$19,000	\$43,850	\$5,300	\$79,950	\$13,345,931
Cash Recovered	\$48,566	\$1,830	\$35,641	\$17,390	\$103,427	\$570,968
Drugs Seized	\$25,372	\$35,435	\$262,490	\$201,650	\$524,947	\$53,729,868
Total Recovered	\$85,738	\$56,265	\$341,981	\$224,340	\$708,324	\$67,646,767

Windsor - Essex County Crime Stoppers Tip Summary Report

Created Date: 2021/12/01 to 2021/12/31

Offense Type	Count
Animal Cruelty	3
Arson	1
Assault	0
Breach of Condition	1
Break and Enter	3
By Law	0
Child Abuse	0
COVID-19	2
Cybercrime	1
Disqualified Driving	0
Drugs	21
Elder Abuse	1
Fraud	3
Highway Traffic Act	4
Hit and Run / Fail to Remain	0
Homicide	0
Human Smuggling	0
Human Trafficking	0
Illegal Cigarettes	1
Immigration	4

Impaired Driver	2
Indecent Act	1
Liquor (sales to minors, sales without licence)	1
Mischief	0
Missing Person	0
Motor Vehicle Collision	0
Possession of Stolen Property	4
Prostitution/Morality	0
Repeat Impaired Driver	0
Robbery	4
Sexual Assault	0
Stolen Vehicle	0
Suspended Driver	0
Suspicious Activity	3
Terrorism	1
Test Tip	0
Theft	1
Warrant	1
Weapons	6
<i>Other</i>	8
<i>Unknown</i>	6
Total	83



A BIA is integral to advancing a distinct, livable, vibrant and resilient business district within its local community.

“A truly successful BIA creates a spirit of cooperation that improves the local community not only for all businesses but for property owners and local residents as well.”

Monday, December 13, 2021

Lakeshore Administration and Council

RE: Traffic Calming Measures Required for Safety in Downtown Core

As Chairman of the Belle River-On the Lake BIA, I am writing to express my concerns for the need of traffic calming measures on Notre Dame Street. Located on the south shore of Lake St. Clair, in the heart of the Municipality of Lakeshore, Belle River is a vibrant and growing community with a great quality of life and outstanding amenities. With a growing population approaching 5,000, both residents and commercial businesses require a safe environment to do business.

There has been much discussion at BIA Board Meetings, Stroll the Street Committee meetings as well as from the business owners on Notre Dame Street who experience the speeding and high traffic volume daily. The current speed of 50km should be reduced to 40km, enforced and new signage posted to raise awareness of the new slower speed for safety.

Traffic has increased greatly as Lakeshore grows. The volume of traffic flow makes it difficult for pedestrians to cross the street to visit commercial enterprises, as well as to even enter Notre Dame Street in a vehicle from the side streets. Add speeding to the traffic flow and it becomes dangerous to cross the street for people of all ages –young families, people with pets and those who can't run to cross the street.

Traffic calming measures are necessary for the safety of all those who come to Belle River to work, shop, visit and explore.

Sincerely,

Moe Mailloux,
Chairman of the Belle River-On the Lake BIA

Please feel free to contact us:

Belle River-On the Lake BIA - Business Improvement Area

Belle River, ON N0R 1A0

519.728.4624

info@belleriverbia.com BelleRiverBIA.com

Municipality of Lakeshore – Report to Council

Chief Administrative Officer



To: Mayor & Members of Council
From: Truper McBride, Chief Administrative Officer
Date: December 6, 2021
Subject: 2021 Organizational Accomplishments

Recommendation

This report is for information only.

Background

Every year, Administration brings forward this report to highlight and celebrate achievements that staff are particularly proud of and wanted to showcase to Council.

Lakeshore staff are proud to serve the people of Lakeshore and play a large role in making our communities great places to live, work, and play.

Below are the highlights as brought forward by staff.

Comments

This annual report documents the many projects and initiatives completed in 2021 as directed and supported by Council through the 2021 Budget, Strategic Plan, master plans and studies.

The primary purpose of the Chief Administrative Officer is to ensure Council's priorities, goals and objectives are efficiently and effectively carried out. Some of the key accomplishments and initiatives achieved this year include:

CAO's Office

- Recognition of 74 employees that reached service milestones from 10 – 50 years through the 2021 Long Term Service Awards
- Organizational Review
- Migration to Office 365
- Development of a full Disaster Recovery and Mitigation Strategy

- Interim Backup program in place to mitigate risks of future data loss

Strategic and Legal Affairs

Workforce Development

- Ratification of the IBEW full time agreement
- Salary review for non-union employees
- COVID program improvements
- Wage subsidies of up to \$125,000 for students and training subsidies for new hires
- 80 recruitments including students (only half the normal amount hired due to COVID-19)
- Partial implementation of a new HR system.
- Recipient of the Healthy Workplace Award
- Developing an organizational Culture Strategy to act as our vision and beacon as we continue to tackle and shift our culture, becoming an employer of choice in Ontario.

Civic Affairs

- 10 Technical Advisory Synergy Team meetings
- 6 Police Services Board meetings
- 2 Inter-municipal Committee meetings (hosted by Lakeshore)
- 2 Dog Pound Committee meetings
- Reviewed 10 policies with the Public Review Committee (PRC).
- Commenced training/transition of Committee meetings in Escribe software

Fire Division

- Increased interaction with the public for other call types since fire related responses are down significantly.
- Replacement of the Assistant Deputy Fire Chief and recruitment of an additional full time Fire Inspector has provided additional resources towards the ongoing fire services customer needs.
- Development and completion of both theory and practical High-Rise Training for Stations 1, 2, and 3.
- 12 Firefighters and 10 Officers completed provincial theory and practical testing towards North American recognized certification.
- Recipient of the 2021 Safe Community Project Zero Campaign in which the municipality received 216 combination smoke/CO alarms through the Fire Marshal's Public Fire Safety Council in partnership with Enbridge.
- Fire Prevention Officers have conducted 295 inspections resulting in a total of 425 site visits to commercial, multi-unit residential, industrial, and vulnerable sites (including care facilities and schools). Identified and corrected 725 Ontario Fire Code contraventions which protected 23,000 occupants.

- 520-525 emergency responses for 2021. This is consistent with pre-pandemic numbers.
- Fire Prevention Week focused heavily through social media which was complimented with a school tour/parade with all five stations represented. Firefighters attended 10 primary schools in the municipality and socially distanced visits with children in grades JK – 3.
- New Record Management System (RMS) for the Fire Division.

Finance

- Working towards implementing a new Financial Accounting System. The new system automates the purchasing process, payables, and reoccurring billings.
- Council approved investment policy.
- Launch of purchasing cards, and work completed on vendor performance modules and vendor feedback processes.

Growth and Sustainability

Community Services

- The Atlas Tube Recreation Centre (ATRC) was the host site for the inaugural “Artists in Season” Art Exhibition hosted by the Lakeshore Art Community organization, featuring 12 local artist displays.
- Renaming of the Atlas Tube Recreation Centre, with the addition of a 120ft x 6ft fully LED sign located on the south side of the complex, and refurbishment of the 36ft by 8ft sign on the east side of the complex.
- Successfully implemented seamless access to the ATRC for visitors amid ever changing COVID related restrictions and regulations.
- Lakeshore outdoor tennis/pickleball court keys sales increased by 25% in 2021 from the previous season.
- Awarded grants to honour, support and promote working artists during the COVID-19 pandemic.
- Recruitment of the Team Leader Public Service Unit. The new unit will be dedicated to delivering great service, providing information, taking payments, and driving issue resolution on complaints.

Building and Bylaw

- Modernized and streamlined building approval process through digitization (paperless permit application and issuance, online payment, electronic plan review, etc.)
- Successfully issued 970 permits (13% increase from 2020) 6,917 inspections have been conducted.

- Effectively administered a successful year despite significant external and internal challenges related to the global pandemic; sanitary capacity limitations; flooding/storm events; and new staffing.

Economic Development and Mobility

- Mobility Feasibility Study acceptance by Council – moves the municipality towards a more inclusive and mobile community.
- Strategic planning and department launch – developed internal and external strategy for the successful launch of a new division.
- Committee Leadership – led or participated in 8 internal and external committees related to municipal or regional economic development and mobility initiatives.
- Regional Energy Plan approved in principle.

Community Planning

- Received and worked on 283 *Planning Act* applications in 2021.
- Increase in department staff through recruitment of vacant positions and GIS staff. This will assist in meeting the growing demands of the municipality.
- Council approval of the Official Plan.

Operations

Overall Department

- Promote Wellness in the department – issued 11 employee recognitions/shout outs through 2021. Staff were recognized for their contributions beyond daily tasks.
- Increased communication and shared information – held 4 staff meetings virtually.

Water Management

- Implementation of Cityworks, a work order program. Water Operators use tablets in the field to review and create work orders.
- Water Treatment Operators are the first in Essex County to use Eris Electronic logbooks to create accurate flow of information for the two water treatment plants
- Fully implemented a program called Dig Smart to create and send locate requests to Ontario One Call. This improved response time for locate requests.
- Completed smoke testing and recommended repairs in Comber, gaining 15% capacity in the Comber lagoons.

Public Works – Roads, Parks and Facilities

- Improved the Lifecycle Asphalt Road Resurfacing Program with proper geotechnical support and the addition of Fort-a-fiber to the asphalt on St. Mary's Road and Oriole Park Drive.
- Introduced the use of new dolomite maintenance stone for increased level of service on gravel roadways.
- Replacement and widening of the Browns Creek Bridge on Walls Road and the completion of the west to east connectivity on Walls Road from Manning Rd. to West Belle River Rd.
- Expansion of the winter lights program to the communities of Woodslee, Comber, Stoney Point, Lighthouse Cove and St. Joachim.
- Launched a Tree Planting Pilot Project, planting over 200 trees in various locations of the municipality including new developments and surrounding Seasons of the Creek Stormwater Management Facility.
- Rejuvenated Lakeview Park to improve all landscaping and gardens. Lakeview Park has also been enhanced by the completion of the Lakeview Park Wetland project (under the Swim Drink Fish Grant) including placement of final signage.
- Extensive upgrades and maintenance to the ball diamonds which met with positive feedback from the user groups.
- Parks staff assisted with the COVID Cohort Plan, relocating staff to various facilities multiple times throughout the year.
- Park washrooms were cleaned twice a day to maintain a high level of cleanliness.
- Commencement and substantial completion of the Mill St. project which included drainage improvements and roadway upgrades to urban cross section.
- Council awarded the contract for the Denis St. Pierre Treatment Plant Expansion. Construction began in November with the official groundbreaking ceremony November 30th.
- Commenced watermain replacement and road reconstruction for Railway Avenue mid-November.
- River Ridge Park Improvement Project is underway and is expected to be completed in the summer of 2022.

Engineering & Infrastructure

- The Flood Mitigation and Protection Framework (FMPF) was implemented to assist with management of storm events and mitigating flooding concerns.
- Division staff have been successfully monitoring over 50 municipal consent permits for new fibre builds and connectivity projects in existing developments throughout the municipality.
- Collaboration and coordination internally and externally on sanitary capacity constraints within the Denis St. Pierre Sewage Treatment Plant boundaries.

Conclusion

The pandemic has provided us with the opportunity to rethink how we do business. It has allowed us to take advantage of technology through electronic meetings and to work remotely.

As we come to the end of this year, Administration would like to thank Council for all the leadership and support they have provided. The Corporate Leadership Team would also like to thank the Leadership Team and support staff for their continued commitment to public service, our residents, and our communities.

Financial Impacts

There are no financial impacts as a result of this report.

Report Approval Details

Document Title:	2021 Organizational Accomplishments.docx
Attachments:	
Final Approval Date:	Dec 7, 2021

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

Justin Rousseau

Kristen Newman

Municipality of Lakeshore - Report to Council

Strategic & Legal Affairs

Civic Affairs



To: Mayor & Members of Council
From: Brianna Coughlin, Division Leader - Civic Affairs
Date: January 5, 2022
Subject: 2021 Council Meetings Annual & Closed Meeting Report

Recommendation

This report is for information only.

Background

The Municipality of Lakeshore is committed to conducting meetings in an open and transparent manner. All meetings of Council are advertised on the municipal website and are video-recorded in order to allow residents to watch the proceedings from their homes or other locations.

Despite this commitment to openness, there are times where Council must deliberate confidentially in order to protect the privacy of an individual or the position of the corporation.

Section 239(2) of the *Municipal Act, 2001* allows municipalities to go into closed session to consider matters for the following reasons:

- a) the security of the property of the municipality or local board;
- b) personal matters about an identifiable individual, including municipal or local board employees;
- c) a proposed or pending acquisition or disposition of land by the municipality or local board;
- d) labour relations or employee negotiations;
- e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;

- f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- g) a matter in respect of which a council, board, committee or other body may hold a closed meeting under another Act;
- h) information explicitly supplied in confidence to the municipality or local board by Canada, a province or territory or a Crown agency of any of them;
- i) a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization;
- j) a trade secret or scientific, technical, commercial or financial information that belongs to the municipality or local board and has monetary value or potential monetary value; or
- k) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.

Council may also go into closed session pursuant to Section 239(3.1) of the Act to undertake education or training, as long as no member discusses or otherwise deals with any matter in a way that materially advances the business or decision-making of the Council.

Comments

Open Meetings

At the October 27, 2020 meeting, Council approved the schedule of meetings for 2021, including four potential dates for budget deliberations. These are considered “regular” meetings.

Due to unforeseen circumstances relating to the budget preparation process, the 2022 Budget deliberations were rescheduled for January 2022. In total, Council held 19 regular meetings in 2021.

In addition to these regular meetings, Council held an additional 5 special meetings in 2021. These include:

- 1 meeting dedicated to the Strategic Plan;
- 1 meeting dedicated to the Flooding Mitigation and Protection Framework;

- 1 additional meeting for regular business in place of the originally scheduled November 23 budget meeting;
- 4 meetings to complete unfinished business from previous meetings.

Note: The April 13 and December 22 special meetings were held to complete closed session matters only and therefore are identified in the Closed Meeting section only.

The following table outlines the dates of the meetings, the time spent in open session, the types of items on the agenda and the number of items deferred to subsequent meetings. Approximately 74 hours were spent in open session throughout these meetings.

Note: the times in the table represent the time spent in open session on a particular date; closed session times are explained further in the report. To compare total meeting times for each date, it will require adding the open and closed session times together. For example, 2 hours in open session + 1 hour in closed session = 3 hours total.

2021 Meeting Date	Time Spent in Open Session	Public Meetings	Presentations and Delegations	Agenda Items for Direction**	Notices of Motion	Direction Items Deferred
January 12	3h 9		3	5	1	3
January 19 Special Meeting	1h 6			3	1	
February 2	2h 21	2		1	1	
February 16	3h 15			7	3	
March 9	2h 2	2	2	12		
March 23	3h 9	1	1	5		2
March 31 Special Meeting	3h 13					
April 6	2h 58	1	3	6	2	

2021 Meeting Date	Time Spent in Open Session	Public Meetings	Presentations and Delegations	Agenda Items for Direction**	Notices of Motion	Direction Items Deferred
April 20	3h 2	1	1	7		
May 11	3h	1	2	6		
May 25	3h 4	1	1	9		1
June 8	3h 30		1	3	1	
June 22	3h 14	1	3	6		
July 13	3h 21	5		9		2
August 10	3h 40	3	1	11	2	6
August 12 Special Meeting	2h 10			4	2	2
September 14	3h 7	3	3	14		11
September 16 Special Meeting	2h 53		1	12		1
September 28	1h 58	1		8		1
October 12	2h 56	1	3	9		
October 26	2h 41		1	10		1
November 2 Special Meeting	1h 49		11			

2021 Meeting Date	Time Spent in Open Session	Public Meetings	Presentations and Delegations	Agenda Items for Direction**	Notices of Motion	Direction Items Deferred
November 9	3h 35	1	1	7	2	1
November 23 Special Meeting	3h 49		12	5	4	5
November 30 Special Meeting	1h 52			3	1	
December 14	2h 50	1	3	8		

**Does not include presentation and reading of by-laws.

Closed Meetings

In 2021, Council held 19 closed session meetings in order to consider 39 items. Approximately 15 hours were spent in closed session throughout these meetings.

The following table outlines the dates of the meetings, the subject matter discussed, the reasons the items were discussed during a closed session meeting and the outcome of the discussion.

2021 Meeting Date	Time Spent in Closed Session	Subject	Reasons to go into Closed session	Vote for Direction
January 12	49 min	Sewage capacity in the Denis St. Pierre Water Treatment Plant servicing area	a), e), f) and k)	Yes
		Portable construction cranes	f)	Deferred

2021 Meeting Date	Time Spent in Closed Session	Subject	Reasons to go into Closed session	Vote for Direction
		Chief Administrative Officer performance evaluation	b)	Deferred
January 19 Special	18 min	Portable construction cranes	f)	No
		Chief Administrative Officer performance evaluation	b)	Deferred
February 2	1h 48	Chief Administrative Officer performance evaluation	b)	Yes
		Local Planning Appeal Tribunal Appeal of Zoning By-law Amendment ZBA-9-2020 (1654 Manning Road)	e), f) and k)	Yes
		Local Planning Appeal Tribunal Appeal of Consent B/6/2020 (0 Canadian Southern Railway Property)	e), f) and k)	Yes
		Municipal property on Main Street, Comber	c) and k)	Yes
		Plans to accommodate Municipality staff	c) and k)	Yes
March 9	42 min	Litigation relating to the Amy Croft area	e), f) and k)	Yes
		Local Planning Appeal Tribunal Appeal of	e), f) and k)	Yes

2021 Meeting Date	Time Spent in Closed Session	Subject	Reasons to go into Closed session	Vote for Direction
		Zoning By-law Amendment ZBA-20-2020 (1654 Manning Road)		
March 23	6 min	Collective bargaining	d), f) and k)	Yes
		Disposition of land relating to Tecumseh Road	c), e) and f)	Yes
April 6	35 min	Potential litigation relating to Tisdelle Road	e) and f)	No
		Personal matters relating to an employee	b), d) and f)	Deferred
		Personal matters relating to an employee	b), d) and f)	Deferred
April 13 Special Meeting	52 min	Personal matters relating to an employee	b), d) and f)	Yes
		Personal matters relating to an employee	b), d) and f)	Yes
April 20	13 min	Litigation relating to infrastructure development in Lighthouse Cove	e), f) and k)	Yes

2021 Meeting Date	Time Spent in Closed Session	Subject	Reasons to go into Closed session	Vote for Direction
May 11	1h 5	Litigation relating to the Amy Croft Secondary Plan Area infrastructure	e), f) and k)	No
		Disposition of land relating to Blake Avenue	c) and k)	Yes
		Acquisition of land relating to the Atlas Tube Recreation Centre	c) and k)	Yes
July 13	1h 20	Plans to accommodate Municipality staff	c) and k)	Yes
		Float homes	f)	Yes
		Hydro One Chatham to Lakeshore Transmission Line	e) and f)	Yes
August 12 Special Meeting	22 min	Litigation relating to the Amy Croft area	e), f) and k)	Yes
September 14	46 min	Property on Comber Road	f)	No
September 28	1h 37	Litigation relating to the Amy Croft area	e), f) and k)	Yes
		Information Technology Security	a)	No

2021 Meeting Date	Time Spent in Closed Session	Subject	Reasons to go into Closed session	Vote for Direction
		Mandatory Vaccination Policy	d) and f)	No
		Collective Agreement relating to a Paid Holiday	d)	Yes
		Recruitment of an employee	b) and d)	Yes
October 26	1h 25	Employee Retention	b) and d)	No
		Salary Review for Non-union Employees	b) and d)	Yes
November 9	28 min	Ontario Land Tribunal appeal of ZBA-9-2020	e) and f)	Yes
November 23 Special Meeting	15 min	Personal matters relating to an employee	b) and d)	Deferred
		Compensation review for volunteer firefighters	b) and d)	Deferred
		Collective bargaining	d), f) and k)	Deferred
		Ontario Land Tribunal appeal of ZBA-9-2020	e) and f)	Yes
		Acquisition of land in Lighthouse Cove	c)	Deferred
November 30 Special Meeting	1h	Personal matters relating to an employee	b) and d)	No

2021 Meeting Date	Time Spent in Closed Session	Subject	Reasons to go into Closed session	Vote for Direction
		Compensation review for volunteer firefighters	b) and d)	Yes
		Collective bargaining	d), f) and k)	Yes
		Acquisition of land in Lighthouse Cove	c)	Yes
December 14	1h	Ontario Land Tribunal appeal of ZBA-9-2020	e), f) and k)	No
		Professional services contract	e) and f)	Yes
December 22	45 min	Application under the <i>Municipal Conflict of Interest Act</i>	e) and f)	Deferred

Financial Impacts

Printing and courier costs associated with the special meetings were offset by a reduction in meeting expenses due to the fact that Council meetings were held virtually for all of 2021. There are supplementary costs for each additional meeting held (courier, meal, overtime where necessary) and of course, a significant amount of staff time to prepare for meetings.

Report Approval Details

Document Title:	2021 Council Meetings Annual and Closed Meeting Report.docx
Attachments:	
Final Approval Date:	Jan 13, 2022

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

Kristen Newman

Justin Rousseau

Truper McBride

Municipality of Lakeshore – Report to Council

Growth & Sustainability

Building Services



To: Mayor & Members of Council
From: Morris Harding, Division Leader – Building & Chief Building Official
Date: January 18, 2022
Subject: Quarterly Building Activity Report – 2021 Q4

Recommendation

This report is provided for information only.

Background

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

Comments

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

Year to Date Totals	2021	2020	2019
Number of Permits as of December 31 st	1003	926	773
This comprises the following units:			
New Single Family Dwellings	206	183	141
New Homes (Semi Detached 2 Units)	25	8	0
New Homes (Multi-Unit Buildings)	82	115	28
Total Dwelling Units Created	313	306	169

Type of Permit	2021	2020	2019
Home Additions / Renovations	81	75	53
Plumbing/Waterline	55	62	31
Commercial (New)	2	6	7
Commercial (Renovations & Additions)	19	15	19
Industrial (New)	0	1	1
Industrial (Renovations and Additions)	5	3	6
Institutional (New)	1	0	0
Institutional (Renovations and Additions)	6	4	2
Agricultural Structures	21	26	18
Garages & Sheds	91	85	102
Swimming Pools	158	122	88
Fences	115	109	124
Decks	13	21	28
Septic Systems	59	58	51
Demolition	24	19	34
Fills	1	1	1
Tents	19	3	22
Signs	13	7	7
Solar Panels	0	1	4
Wind Turbines	0	0	0
Mobile Homes	4	1	6
Liquor Licenses	3	1	0

Construction Value to Date (as of December 31 st)	2021	2020	2019
All Permit Types	\$190,299,190.00	\$178,565,431.00	\$105,427,555.00
New Residential	\$160,375,477.00	\$149,254,354.00	\$71,952,203.00
New Non-Residential	\$955,125.00	\$8,630,000.00	\$16,335,000.00

Building Department Activity (as of December 31st)

Building Inspections: 7384

Zoning Letters: 113

By-law Enforcement (as of December 31st)

Complaints in Queue: 0

Complaints in Progress: 29

Complaints Closed: 321

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

Financial Impacts

The 2021 anticipated revenue is set in the Budget at \$775,000.00. The revenue to the end of December/21 is \$1,067,596.82. This represents a 27.41% (\$ 292,596.82) increase in revenue expected for the entire year.

As the Building Department is self-funded according to the *Building Code Act*, any surplus or deficit in operations will close out to the Building Services- Operational Reserve.

Report Approval Details

Document Title:	Quarterly Building Activity Report - 2021 Q4.docx
Attachments:	
Final Approval Date:	Jan 13, 2022

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

Morris Harding

Tammie Ryall

Justin Rousseau

Kristen Newman

Truper McBride

Municipality of Lakeshore – Report to Council

Strategic & Legal Affairs

Legal Services



To: Mayor & Members of Council

From: Kristen Newman, Corporate Leader -Strategic & Legal Affairs

Date: January 12, 2022

Subject: Police Services Board Meeting Minutes of September 27 and November 29, 2021.

Recommendation

This report is for information only.

Background

The Police Services Board met on September 27th and November 29th, 2021. The draft minutes from the September 27th and November 29th meetings are attached for Council's information.

Comments

Commissioner's Citation Awards for Lifesaving and Bravery were presented at the September 27th, 2021, meeting. There were five Lakeshore recipients that received the awards.

At the September 27th meeting Provincial Constable Blake Cohoe and Stephanie Bula presented a 5-year analysis on the future demand for the Mental Health Unit.

The Police Services Board supported the application, and the following resolutions were passed:

12-09-2021

The Lakeshore Police Services Board strongly supports the Ontario Provincial Police's Essex County Detachment application for funding pursuant to the Mobile Crisis Response Team Enhancement Grant.

Direct the Chair to provide a letter in support; and

Direct the Chair and Secretary to execute a funding agreement and any related amendments.

Carried Unanimously

At the November 29th meeting, Provincial Constable Cohoe provided an update regarding the Mobile Crisis Response Team and the OPP's wish to apply for grant funding to continue the program. The Police Services Board passed the resolution for the continued use of Community Safety and Policing Grant funding. To that end, the Board passed the following resolutions:

16-11-2021

Moved By Member Quennell

Seconded By Councillor Walstedt

That the Police Services Board continue to support the current use of funding of the Community Safety and Policing Grant.

Carried Unanimously

17-11-2021

Moved By Member Quennell

Seconded By Councillor Walstedt

That the Board direct the Recording Secretary provide a letter of support to Constable Cohoe for continued use of Community Safety and Policing Grant funding for 2022-2023 - 2024-2025 Local Priorities Funding Stream.

Carried Unanimously

The Board also considered recent enforcement activities relating to golf cart use on public roads and passed the following resolution:

20-11-2021

Moved By Member Quennell

Seconded By Councillor Walstedt

Police Services Board support not allowing golf carts to drive on public roads.

Carried Unanimously

Financial Impacts

The Police Services Board supported the continued use of Community Safety and Policing Grant funding for 2022-2023 – 2024-2025 Local Priorities Funding Stream.

Attachments September 27 and November 29, 2021, Police Services Board minutes

Report Approval Details

Document Title:	Police Services Board Meeting Minutes of September 27 and November 29, 2021 .docx
Attachments:	- Police Services Board Meeting Minutes - September 27, 2021.docx - Police Services Board Meeting Minutes - November 29, 2021.docx
Final Approval Date:	Jan 13, 2022

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

Kristen Newman

Justin Rousseau

Truper McBride

Municipality of Lakeshore

Minutes of the Police Services Board Meeting



Monday, September 27, 2021, 10:00 AM

Electronically hosted from Town Hall, 419 Notre Dame Street, Belle River

Members Present: Mayor Tom Bain, Councillor Kirk Walstedt, Member John Quennell, Member Ed Hooker

Staff Present: Corporate Leader - Strategic & Legal Affairs Kristen Newman, Inspector, Glenn Miller, Board Secretary Cindy Lanoue, Sergeant Byron Hornick, OPP, Sergeant Jamie Smith OPP

Members Absent Chair Francis Kennette

1. Call to Order

2. Disclosures of Pecuniary Interest

3. Public Presentations

a. Commissioner's Citations for Lifesaving and Bravery

Inspector Miller presented the OPP Citation Award recipients.

Vice-Chair Walstedt on behalf of the Lakeshore Police Services Board and Mayor Bain on behalf of the Municipality of Lakeshore expressed appreciation for the efforts of the Citation Award recipients.

b. Essex County *Mental Health Act* Calls for Service (CFS) 5 - Year Analysis

Provincial Constable Blake Cohoe and Stephanie Bula presented a 5 year analysis and spoke about the community's future demand for the Mental Health Unit's assistance. PC Cohoe also presented the grant opportunity for enhancements to the Mobile Crisis Response Team.

12-09-2021

Moved By Member Quennell

Seconded By Mayor Bain

The Lakeshore Police Services Board strongly supports the Ontario Provincial Police's Essex County Detachment application for funding pursuant to the Mobile Crisis Response Team Enhancement Grant.

Direct the Chair to provide a letter in support; and

Direct the Chair and Secretary to execute a funding agreement and any related amendments.

Carried Unanimously

4. **Delegations**
5. **Completion of Unfinished Business**
6. **Consent Agenda**

13-09-2021

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

Moved By Member Hooker

Seconded By Member Quennell

Carried Unanimously

- a. **June 28th, 2021 Meeting Minutes**
- b. **OAPSB Comments – Ontario Police Arbitration and Adjudication Commission Proposed Regulation**
- c. **Proposed Regulation – Code of Conduct for Police Service Board Members – OAPSB Comments**
- d. **OAPSB Comments – Alternative Provision of Policing Functions**
- e. **OAPSB Comments – Active Attacker Incidents Proposed Regulation**
- f. **Essex Two Board Proposal submitted to the Solicitor General**
- g. **Action Plan 2020 - 2022**
7. **Reports for Information**

Staff Sergeant Smith reviewed the Police Services Board reports for Lakeshore.

The Board questioned Sgt. Smith about speeding in Lakeshore specifically referencing Caille Ave.

Sgt. Smith provided the Board with the results of the OPP speed monitoring. Sgt. Smith informed the Board that most speeders had been identified as Caille Ave. residents.

14-09-2021

Moved By Mayor Bain

Seconded By Member Quennell

Receive the Reports for Information as listed on the agenda.

Carried Unanimously

- a. **Police Services Board report for Essex County - June**
- b. **Police Services Board Monthly Overview - June**
- c. **Police Services Board Report for Essex County - July**
- d. **Police Services Board Monthly Overview - July**
- e. **Police Services Board Report for Essex County - August**
- f. **Police Services Board Monthly Overview - August**
- 8. **Reports for Direction**
- 9. **Notices of Motion**
- 10. **Question Period**
 - a. **Discussion on COVID-19 Proof of Vaccine Control**

Inspector Miller requested patience from the community in responding to vaccine controls in private businesses.
- 11. **Non-Agenda Business**

Inspector Miller welcomed ten new OPP recruits to the area.

Mayor Bain thanked the Auxiliary Officers for their important presence at the Stroll the Street event.

Sgt. Hornick informed the Board of a gym and exercise room that was installed in the old water treatment plant. The OPP Members are seeking the Board's support to fund equipment for the gym.
- 12. **Adjournment**

15-09-2021

Moved By Member Hooker

Seconded By Mayor Bain

The Police Services Board adjourn its meeting at 11:14 AM.

Carried Unanimously

Francis Kennette
Chair

Cindy Lanoue
Secretary

Municipality of Lakeshore

Minutes of the Police Services Board Meeting

Monday, November 29, 2021, 10:00 AM

Members Present: Mayor Tom Bain, Councillor Kirk Walstedt, Member John Quennell, Chair Francis Kennette, Member Ed Hooker

Staff Present: Corporate Leader - Strategic & Legal Affairs Kristen Newman, Inspector Glenn Miller, Board Secretary Cindy Lanoue, Sergeant Byron Hornick OPP, Sergeant Jamie Smith OPP

1. Call to Order

Chair Kennette called the meeting to order at 10:00 AM.

Chair Kennette welcomed Tecumseh Chief Administrative Officer Margaret Misek-Evans. CAO Evans spoke on alternate uses of the Community Safety and Policing grant money with a focus on traffic calming measures.

2. Disclosures of Pecuniary Interest

3. Public Presentations

a. Constable Blake Cohoe - Community Safety and Policing Grant 2022-2023 - 2024-2025 Local Priorities Funding Stream

Constable Cohoe updated the Board on the need to continue to fund the Mental Health Unit, Mobile Crisis Response Team and how additional grant money would be allocated to hire an additional social worker. PC Cohoe spoke on the continued demand for assistance when dealing with mental health issues and how they are assisting all ages. PC Cohoe projected that grant funds would be applied to wages creating a surplus in Lakeshore's OPP billing. In turn this surplus would potentially be applied to assist with traffic calming measures.

Inspector Miller supported the idea of continuing to fund the Mobile Crisis Response Team and to apply surplus funds to traffic calming measures. Inspector advised that these surplus funds may be used to pay for technology to monitor speeding and traffic concerns.

The Board questioned PC Cohoe on the break down of funding among the municipalities and how the funds were to be distributed.

Discussion ensued and the Board was opposed to reducing any funding or altering the current support of the Mental Health Unit. The Board was in favour of applying surplus funding to traffic calming measures.

16-11-2021

Moved By Member Quennell

Seconded By Councillor Walstedt

That the Police Services Board continue to support the current use of funding of the Community Safety and Policing Grant.

Carried Unanimously

17-11-2021

Moved By Member Quennell

Seconded By Councillor Walstedt

That the Board direct the Recording Secretary provide a letter of support to Constable Cohoe for continued use of Community Safety and Policing Grant funding for 2022-2023 - 2024-2025 Local Priorities Funding Stream.

Carried Unanimously

4. **Delegations**
5. **Completion of Unfinished Business**
6. **Consent Agenda**

18-11-2021

Moved By Member Quennell

Seconded By Mayor Bain

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

Carried

- a. **September 27, 2021 Meeting Minutes**
- b. **County of Essex - Windsor Essex Regional Community Safety and Well Being Plan, 2022-2026**
- c. **James Lee - Office of Solicitor General-Call for Applications 2022-2023 - 2024-2025 Community Safety and Policing Grant**

7. Reports for Information

Sgt. Jamie Smith reviewed the Police Services Board reports for Lakeshore.

Sgt. Smith updated the Board on the OPP response to complaints and calls from residents regarding the use of golf carts on residential roads at the Lighthouse Cove. The Board expressed concern over the possibility of golf carts being licensed to drive on the roads. Sgt. Smith updated the Board on the initiatives that were conducted with the OPP and the focus on golf carts' illegal use at Lighthouse Cove. The residents were first warned of upcoming enforcement and the following week several tickets were issued for golf carts being driven on public roadways.

Member Quennell spoke of his past experience with Lakeshore's fire department and past difficulty responding to fire calls and having to dodge golf carts.

Member Ed Hooker joined the meeting at 11:00 AM.

19-11-2021

Moved By Member Quennell

Seconded By Councillor Walstedt

Receive the Report for Information as listed on the agenda.

Carried Unanimously

20-11-2021

Moved By Member Quennell

Seconded By Councillor Walstedt

Police Services Board support not allowing golf carts to drive on public roads.

Carried

- a. **Police Services Board Report for Essex County - September**
- b. **Police Services Board Monthly Overview - September**
- c. **Police Services Board Report for Essex County - October**
- d. **Police Services Board Monthly Overview - October**

8. Reports for Direction

9. Notices of Motion

10. Question Period

Councillor Walstedt questioned the current condition of the Caille Ave. speeding concerns. Sgt. Smith informed the Board that there have not been any new complaints.

11. Non-Agenda Business

12. Adjournment

21-11-2021

Moved By Councillor Walstedt

Seconded By Member Hooker

The Police Services Board adjourn its meeting at 11:17 AM.

Carried Unanimously

Francis Kennette
Chair

Cindy Lanoue
Secretary

Municipality of Lakeshore – Report to Council

Growth & Sustainability

Community Services



To: Mayor & Members of Council

From: Frank Jeney, Division Leader – Community Planning

Date: November 22, 2021

Subject: Contract – Provision of Soft Drinks for sale in Municipal Buildings

Recommendation

Authorize the Mayor and Clerk to enter into a 5 year contract with PepsiCo Beverages for the provision of beverage supply within all Lakeshore owned buildings, as presented at the January 18, 2022 Council meeting.

Background

The Municipality of Lakeshore recently had a contract with the Pepsi Bottling Group for beverage supply sales within all Lakeshore owned buildings. This contract expired on March 31, 2020. It was decided to hold off calling for new proposals until the Atlas Tube Recreation Centre re-opened post COVID-19 related closures.

Comments

In November of 2021 a Request for Tenders for a beverage supply contract was posted to Bids and Tenders. On November 19th the tender closed and the Municipality of Lakeshore administration received proposals from both PepsiCo Beverages and Coke Canada Bottling LTD.

The two (2) proposals were analyzed and PepsiCo Beverages had the best proposal.

Vendor	City, Province	Submission Name	Unofficial Value
PepsiCo Beverages	Essex, ON	Submission 1	\$99,000.00 total 5 year revenue to Lakeshore
Coke Canada Bottling LTD	Windsor, ON	Submission 1	\$88,262.00 total 5 year revenue to Lakeshore

Based on the Vendor chart, it is recommended by administration that the five (5) year contract be awarded to Pepsico Beverages.

Financial Impacts

By awarding this contract to Pepsico Beverages, the Municipality of Lakeshore would receive revenue of approximately \$19,800 annually for each of the next five (5) years for a total of \$99,000.

Report Approval Details

Document Title:	Contract – Beverage Sales in Municipal Buildings.docx
Attachments:	
Final Approval Date:	Dec 7, 2021

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

Justin Rousseau

Kristen Newman

Truper McBride

Municipality of Lakeshore – Report to Council

Growth & Sustainability

Community Services



To: Mayor & Members of Council

From: Frank Jeney, Division Leader – Community Services

Date: November 22, 2021

Subject: Tender Award – Atlas Tube Recreation Centre LED Lighting

Recommendation

Award the tender for the Atlas Tube Recreation Centre LED Lighting retrofit to Energy Network Services in the amount of \$344,665.80 plus applicable HST to be funded in part from the 2021 capital projects budget to a maximum of \$237,450.85 and, in part and up to a maximum of \$44,814.95 from the facilities reserve in 2022, all as presented at the January 18, 2022 Council meeting.

Background

The Municipality of Lakeshore entered into a contract with SNP Technical Services on March 22nd 2021 after an RFP for the Atlas Tube Recreation Centre's LED Lighting Consulting Services. SNP Technical Services began work on March 23rd 2021. The consultant was tasked with providing information regarding which LED fixtures would be best used in the many spaces within the Atlas Tube Recreation Centre's Phase One (1) portion of the building. (This does not include the WFCU Pools, phase two (2)).

The goal is to reduce lighting operating and maintenance costs by \$124,100 annually (10 year NPV of over \$571,000) and to capture \$62,400 in SaveOnEnergy incentives. The existing lighting being used in the original section of the recreational complex is fluorescent T8 or T5 tubes, along with some fluorescent pot lights. Due to recent increases in maintenance costs of the existing lights, LED technology is being implemented. This retrofit will be eligible for incentives from the IESO. An application has been submitted for the SaveOnEnergy incentives before starting the project (after Council had approved the Project in the 2021 Budget). It is expected that the incentive will be approximately \$62,400.

In August 2021, samples from four different lighting manufacturers were installed within the Rock Rink at the ATRC. These lights and controls were tested and evaluated for function, operation, ease of installation and expected material cost. Estimated material and installation costs and warranty replacement costs were considered together with material availability and warranty coverage.

In October 2021, a RFT for LED Lighting at the ATRC was posted publicly on Bids & Tenders with a closing date of November 5th 2021. The tender specified the manufacturer and models of fixtures to be installed, together with locations for all lighting retrofits. The attachment 1 (ATRC LED List of New Fixtures Lamps Ballasts) outlines the fixtures specified in the RFT.

Based on the lowest bid received from the RFT, an updated Lighting Retrofit Project Financial Analysis (attachment 2) was completed in November 2021 by SNP Technical Services (recently re-branded as Tandem Engineering Group), outlining the updated project financials such as Simple Payback of 2.3 years, and SaveOnEnergy incentive estimate of \$62,400.

Comments

There were four (4) submissions for the ATRC LED Lighting RFT which are detailed below. Energy Network Services has the most cost effective proposal.

Energy Network Services	Energy Network Services	Master In Electric	Master In Electric	Dynamic Energy Services	Dynamic Energy Services	Vollmer	Vollmer
Material, <u>Daytime</u> Labour and Disposal	Material, <u>Evening/Weekend</u> Labour and Disposal	Material, <u>Daytime</u> Labour and Disposal	Material, <u>Evening/Weekend</u> Labour and Disposal	Material, <u>Daytime</u> Labour and Disposal	Material, <u>Evening/Weekend</u> Labour and Disposal	Material, <u>Daytime</u> Labour and Disposal	Material, <u>Evening/Weekend</u> Labour and Disposal
\$344,665	\$344,665	\$384,570	\$571,180	\$382,207	\$399,654	\$501,469	\$518,178

Others Consulted

SNP Technical Services (recently re-branded as Tandem Engineering Group)

Financial Impacts

The financial break down of the Recommendation is detailed below.

\$260,000.00	Approved in 2021 Budget	Capital Project	ATC-21-6516
-\$11,599.45	SNP LED Lighting Consulting	Phase 1	Pre-Tender: Design, Build, Tender

-\$10,949.70	SNO LEF Lighting Consulting	Phase 2	Post-Tender: Construction, Commissioning
\$237,450.85	Remaining after consulting		
-\$344,665.80	Energy Network Services		Material, Labour (Install), Disposal
-\$107,214.95	Shortfall		
\$62,400.00	Estimated SaveOn Energy incentive		See attachment “LED Project Financial Analysis - Nov 2021”
\$-44,814.95	Requested from Facilities Reserve		Pending Council Approval

Attachments

Attachment 1 - LED Project Financial Analysis – Nov 2021

Attachment 2 - ATRC LED List of New Fixtures Lamps Ballasts

Report Approval Details

Document Title:	Tender Award – Atlas Tube Recreation Centre LED Lighting.docx
Attachments:	- Attachment 1 LED Project Financial Analysis - Nov 2021.pdf - Attachment 2 ATRC LED List of New Fixtures Lamps Ballasts.pdf
Final Approval Date:	Dec 7, 2021

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

Justin Rousseau

Kristen Newman

Truper McBride



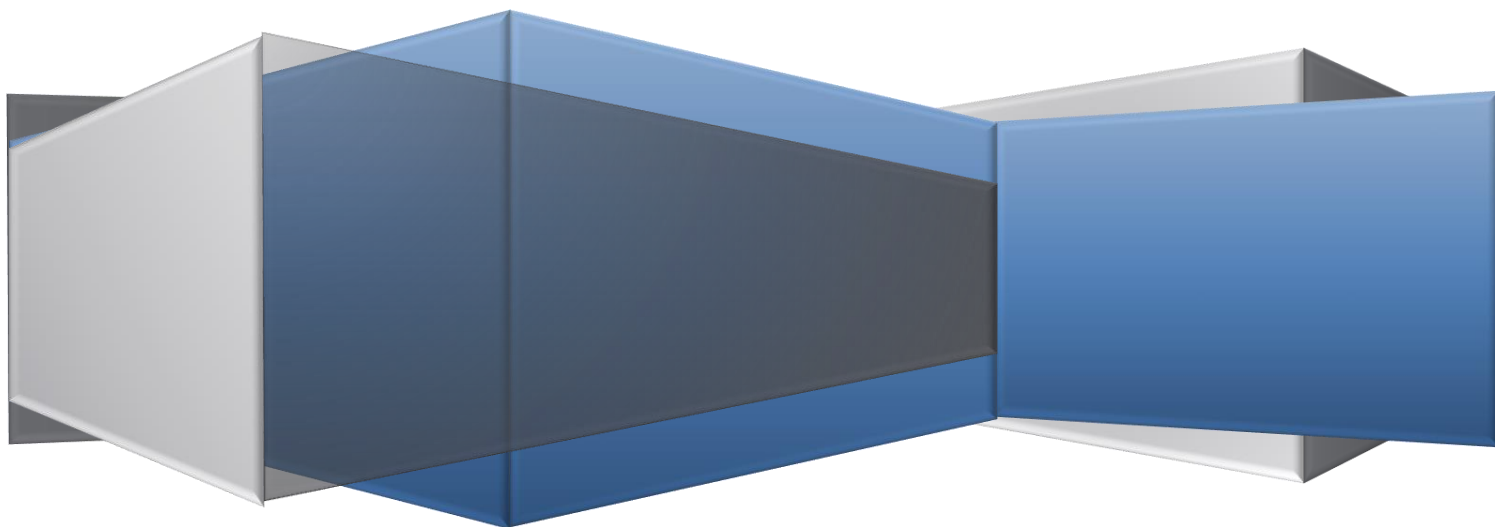
Lighting Retrofit Project

Financial Analysis

November 2021

Brian Muscat P.Eng.

519-567-8840



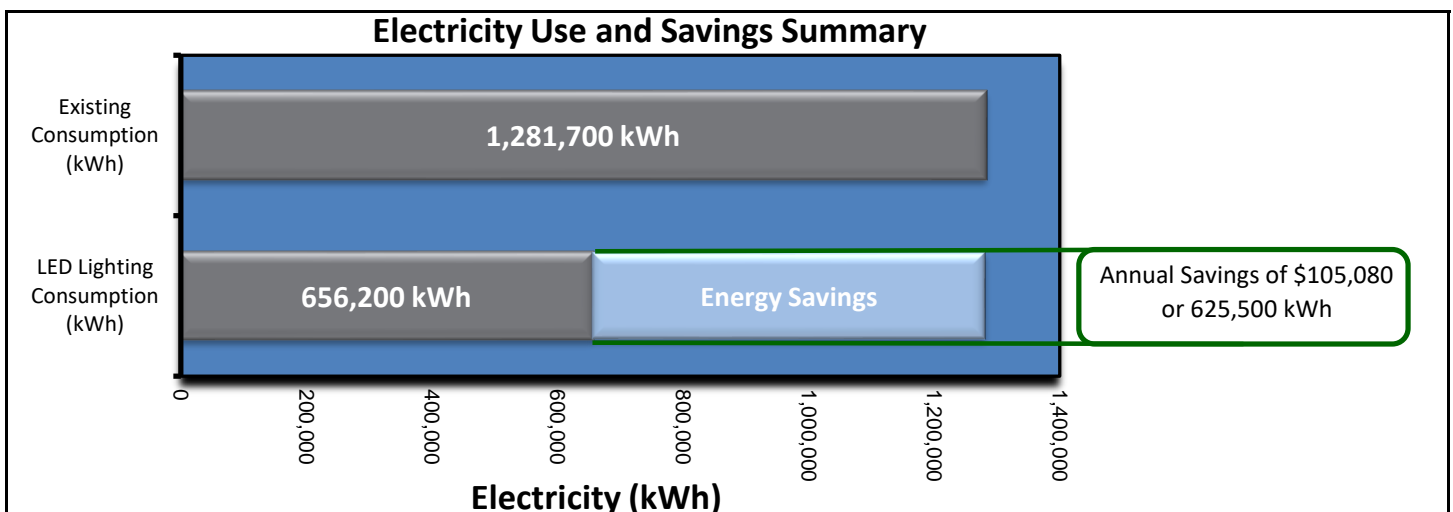
40% Lower Energy Cost for Atlas Tube Recreation Centre at 447 Renaud Line

GOAL: Reduce Operating and Maintenance costs, Save Electricity and install ENERGY EFFICIENT, LONG LASTING LED TECHNOLOGY

- To reduce lighting operating and maintenance costs by \$124,100 annually (10 year NPV of over \$571,000)
- To capture \$62,400 in SaveOnEnergy incentives.

The existing lighting being used in the original section of the recreational complex is fluorescent T8 or T5 tubes, along with some fluorescent pot lights. Due to recent increases in maintenance costs of the existing lights, LED technology is being investigated.

This retrofit will be eligible for incentives from the IESO. An applicant representative will apply for the SaveOnEnergy incentives before starting the project. It is expected that the incentive will be approximately \$62,400.



FINANCIAL:

The NET project cost* is estimated at \$282,180 after applying the SaveOnEnergy incentive of \$62,480. A 10 year analysis yields a net present value of \$571,920 and a savings to investment ratio of over 3.

Simple Payback	2.3 years	Net Present Value ¹	\$571,900.00
Return on Investment	44%	Savings to Investment Ratio	3.02
Internal Rate of Return	46%	Modified Internal Rate of Return	23%

¹ NPV assumes 10 year analysis term, 3% inflation, and 10% discount rate

² MIRR assumes 10% finance rate and 10% reinvestment rate

* final project cost is based on the lowest bid.

40% Lower Energy Cost for Atlas Tube Recreation Centre at 447 Renaud Line

The financial estimates listed include the lighting controls system being installed at ATRC. The energy savings without the lighting controls would only be **552,400kWh** with an ROI of **2.6 years** and an annual savings of **\$93,000**.

STATUS: An RFT was issued in October 2021, with the results of the bidding shown below.

ACTION: Frank Jeney and Bill Quinlan are seeking authorization to award the Tender to the lowest bidder.

Energy Network Services		Master In Electric		Dynamic Energy Services		Vollmer	
Material + Labour (Daytime Hours) + Disposal Cost	Material + Labour (Evening / Weekend Hours) + Disposal	Material + Labour (Daytime Hours) + Disposal Cost	Material + Labour (Evening / Weekend Hours) + Disposal	Material + Labour (Daytime Hours) + Disposal Cost	Material + Labour (Evening / Weekend Hours) + Disposal	Material + Labour (Daytime Hours) + Disposal Cost	Material + Labour (Evening / Weekend Hours) + Disposal
\$ 344,665.80	\$ 344,665.80	\$ 384,570.00	\$ 571,180.00	\$ 382,207.03	\$ 399,654.32	\$ 501,469.53	\$ 518,178.78

DISCLAIMER

Information contained within this report are for informational purposes only and are not to be solely relied upon to project actual cost savings, energy savings or incentives. Actual cost savings, energy savings and incentives will be finalized as the projects are initiated, and will be determined by third parties (i.e. vendors, engineers, technical reviewers). Tandem Engineering Group disclaims any liability for any other use of the information supplied herein.

ATRC - Pricing Sheet - Removal of Existing and Installation of New Fixtures/Lamps/Ballasts

In this section, indicate separate material and labour costs for each Area / Line Item

Indicate the labour costs associated with removing and installing the prescribed quantity of new fixtures or tubes/ballasts, in that Area, if completed during daytime hours and if completed during nighttime hours.

Area	Description (Room)	Type of Fixture	Description	Retrofit Type	Tube Model	Ballast Model	Fixture Model	Description of Work	Fixture Qty*	Lamp Qty*
A	Front Lobby	Recessed	4' 1L-T5	Tube and Ballast	Vin-TSHE4FT-13-4000K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	71	71
B	Drop Ceiling at Entrance to Muzzatti Gym Corridor	Recessed	3' 1L-T5	Tube and Ballast	Vin-TSHE3FT-9-4000K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	4	4
B	Drop Ceiling at Entrance to Muzzatti Gym Corridor	Recessed	4' 1L-T5	Tube and Ballast	Vin-TSHO4FT-25.5-4000K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	6	6
C	Drop Ceiling at Entrance to Library	Recessed	3' 1L-T5	Tube and Ballast	Vin-TSHE3FT-9-4000K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	4	4
C	Drop Ceiling at Entrance to Library	Recessed	4' 1L-T5	Tube and Ballast	Vin-TSHO4FT-25.5-4000K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	6	6
D	High Ceiling at Muzzatti Gym Corridor	Recessed	4' 1L-T5	Tube and Ballast	Vin-TSHE4FT-13-4000K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	20	20
D	High Ceiling at Muzzatti Gym Corridor	Recessed	4" Pot Light	LED Fixture	n/a	n/a	TGL-PREMDL-15W	Replace existing CFL Pot Light with new LED Recessed Fixture of same diameter	2	2
E	MP Room C (068)	Recessed	4' 1L-T5	Tube and Ballast	Vin-TSHO4FT-25.5-4000K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	6	6
E	MP Room C (068)	Recessed	4" Pot Light	LED Fixture	n/a	n/a	TGL-PREMDL-15W	Replace existing CFL Pot Light with new LED Recessed Fixture of same diameter	5	5
F	MP Room B (069)	Recessed	4' 1L-T5	Tube and Ballast	Vin-TSHO4FT-25.5-4000K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	12	12
G	MP Room A (070)	Recessed	4' 1L-T5	Tube and Ballast	Vin-TSHO4FT-25.5-4000K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	6	6
H	Storage Room (072)	Pendant	4' 1L-T8	Tube and Ballast	PREM-12W-4FT-410K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	2	2
I/J	Bathroom / First Aid (073/071)	Troffer	1x4	LED Fixture	n/a	n/a	PREM-1X4-3CCT-30WD	Replace existing fixture with new 1x4 LED Flat Panel	2	4
K/L	Storage Room	Surface	4' 1L-T8	Tube and Ballast	PREM-12W-4FT-410K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	2	2
M	Gym (065)	High Bay	4' 6L-T5	LED Fixture	n/a	n/a	TGL-THOTH-200-HE	Replace existing tube and ballast with new High Bay LED Fixture (re-using existing aircraft cable) using existing/new plug	32	192
Stairs	Stair M	Surface	4' 1L-T8	Tube and Ballast	PREM-12W-4FT-410K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	3	3
Stairs	Stair M	Pendant	4' 1L-T8	Tube and Ballast	PREM-12W-4FT-410K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	1	1
N	Service Room Area (129, 130,133, 134)	Pendant	4' 1L-T8	Tube and Ballast	PREM-12W-4FT-410K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	7	7
N	Service Room Area (129, 130,133, 134)	Pendant	4' 1L-T8	Tube and Ballast	PREM-12W-4FT-410K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	23	46
O	Gym Storage (062)	Pendant	4' 1L-T8	Tube and Ballast	PREM-12W-4FT-410K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	5	5
P	Admin Offices (005,006)	Troffer	1x4	LED Fixture	n/a	n/a	PREM-1X4-3CCT-30WD	Replace existing fixture with new 1x4 LED Flat Panel	6	12
Q	Reception (003)	Troffer	1x4	LED Fixture	n/a	n/a	PREM-1X4-3CCT-30WD	Replace existing fixture with new 1x4 LED Flat Panel	6	12
R	Renaud Room (007)	Recessed	4' 1L-T5	Tube and Ballast	Vin-TSHO4FT-25.5-4000K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	48	48
R	Storage (004,008)	Surface	4' 1L-T8	Tube and Ballast	PREM-12W-4FT-410K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	3	3
R	Kitchen (011)	Troffer	1x4	LED Fixture	n/a	n/a	PREM-1X4-3CCT-30WD	Replace existing fixture with new 1x4 LED Flat Panel	4	8
R	Pro Shop (010)	Troffer	1x4	LED Fixture	n/a	n/a	PREM-1X4-3CCT-30WD	Replace existing fixture with new 1x4 LED Flat Panel	4	8
R	Rink Office (009)	Troffer	1x4	LED Fixture	n/a	n/a	PREM-1X4-3CCT-30WD	Replace existing fixture with new 1x4 LED Flat Panel	3	6
R	Snack Bar (012)	Troffer	1x4	LED Fixture	n/a	n/a	PREM-1X4-3CCT-30WD	Replace existing fixture with new 1x4 LED Flat Panel	4	8
S	Vestibules	Vaportight	4' 2L-T8	Tube and Ballast	PREM-12W-4FT-410K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	8	16
T	Communication Room (132)	Pendant	4' 2L-T8	Tube and Ballast	PREM-12W-4FT-410K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	3	6
U	Hallways	Recessed	4" Pot Light	LED Fixture	n/a	n/a	TGL-PREMDL-15W	Replace existing CFL Pot Light with new LED Recessed Fixture of same diameter	37	37
U	Hallways	High Bay	4' 4L-T5	LED Fixture	n/a	n/a	TGL-THOTH-200-HE	Replace existing LED Fixture with new High Bay LED Fixture (re-using existing aircraft cable) using existing/new plug	33	132
V	Bath/Change Rooms	Troffer	1x4	LED Fixture	n/a	n/a	PREM-1X4-3CCT-30WD	Replace existing fixture with new 1x4 LED Flat Panel	22	44
V	Bath/Change Rooms	Surface	4' Strip	Tube and Ballast	PREM-12W-4FT-410K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	6	6
V	Bath/Change Rooms	Recessed	8" Pot	LED Fixture	n/a	n/a	TGL-PREMDL-20W	Replace existing CFL Pot Light with new LED Recessed Fixture of same diameter	10	10
W	Library (074)	Recessed	4' 1L-T5	Tube and Ballast	Vin-TSHE4FT-13-4000K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	96	96
W	Library (074)	Pendant	4' 2L-T5	Tube and Ballast	Vin-TSHE4FT-13-4000K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	24	48
W	Library (074)	Recessed	4" Pot Light	LED Fixture	n/a	n/a	TGL-PREMDL-15W	Replace existing CFL Pot Light with new LED Recessed Fixture of same diameter	13	13
W	Storage/Office (075, 081)	Troffer	1x4	LED Fixture	n/a	n/a	PREM-1X4-3CCT-30WD	Replace existing fixture with new 1x4 LED Flat Panel	7	14
X	Janitor (080)	Pendant	4' 1L-T8	Tube and Ballast	PREM-12W-4FT-410K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	2	2
Y	Corridor (West)	High Bay	4' 4L-T5	LED Fixture	n/a	n/a	TGL-THOTH-200-HE	Replace existing LED Fixture with new High Bay LED Fixture (re-using existing aircraft cable) using existing/new plug	4	16
Y	Corridor (West)	Surface	4' 1L-T5	Tube and Ballast	Vin-TSHO4FT-25.5-4000K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	28	28
Y	Corridor (West)	Surface	3' 1L-T5	Tube and Ballast	Vin-TSHE3FT-9-4000K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	2	2
Y	Corridor (West)	Vaportight	4' 2L-T8	Tube and Ballast	PREM-12W-4FT-410K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	1	2
Z	Rink A West Wall (015)	Vaportight	4' 2L-T8	Tube and Ballast	PREM-12W-4FT-410K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	16	32
1A	Zamboni Area (019,020,021)	Pendant	4' 1L-T8	Tube and Ballast	PREM-12W-4FT-410K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	36	36
1B	Corridors between Change Rooms (022)	Vaportight	4' 2L-T8	Tube and Ballast	PREM-12W-4FT-410K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	30	60
Change Rooms	CR6	Vaportight	4' 2L-T8	Tube and Ballast	PREM-12W-4FT-410K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	8	16
Change Rooms	CR6	Surface	4' Strip	Tube and Ballast	PREM-12W-4FT-410K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	1	1
Change Rooms	CR1	Vaportight	4' 2L-T8	Tube and Ballast	PREM-12W-4FT-410K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	8	16
Change Rooms	CR1	Surface	4' Strip	Tube and Ballast	PREM-12W-4FT-410K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	1	1
Change Rooms	CR7	Vaportight	4' 2L-T8	Tube and Ballast	PREM-12W-4FT-410K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	8	16
Change Rooms	CR7	Surface	4' Strip	Tube and Ballast	PREM-12W-4FT-410K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	1	1
Change Rooms	CR2	Vaportight	4' 2L-T8	Tube and Ballast	PREM-12W-4FT-410K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	8	16
Change Rooms	CR2	Surface	4' Strip	Tube and Ballast	PREM-12W-4FT-410K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	1	1
Change Rooms	CR8	Vaportight	4' 2L-T8	Tube and Ballast	PREM-12W-4FT-410K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	8	16
Change Rooms	CR8	Surface	4' Strip	Tube and Ballast	PREM-12W-4FT-410K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	1	1
Change Rooms	CR3	Vaportight	4' 2L-T8	Tube and Ballast	PREM-12W-4FT-410K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	8	16
Change Rooms	CR3	Surface	4' Strip	Tube and Ballast	PREM-12W-4FT-410K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	1	1
Change Rooms	CR9	Vaportight	4' 2L-T8	Tube and Ballast	PREM-12W-4FT-410K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	9	18
Change Rooms	CR9	Surface	4' Strip	Tube and Ballast	PREM-12W-4FT-410K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	1	1
Change Rooms	CR4	Vaportight	4' 2L-T8	Tube and Ballast	PREM-12W-4FT-410K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	8	16
Change Rooms	CR4	Surface	4' Strip	Tube and Ballast	PREM-12W-4FT-410K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	1	1
Change Rooms	Ref B	Vaportight	4' 2L-T8	Tube and Ballast	PREM-12W-4FT-410K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	4	8
Change Rooms	Ref A	Vaportight	4' 2L-T8	Tube and Ballast	PREM-12W-4FT-410K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	4	8
Change Rooms	CR10	Vaportight	4' 2L-T8	Tube and Ballast	PREM-12W-4FT-410K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	8	16
Change Rooms	CR10	Surface	4' Strip	Tube and Ballast	PREM-12W-4FT-410K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	1	1
Change Rooms	CR5	Vaportight	4' 2L-T8	Tube and Ballast	PREM-12W-4FT-410K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	8	16
Change Rooms	CR5	Surface	4' Strip	Tube and Ballast	PREM-12W-4FT-410K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	1	1
Change Rooms	Handicap BR (034)	Vaportight	4' 2L-T8	Tube and Ballast	PREM-12W-4FT-410K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	1	2
Change Rooms	Handicap BR (034)	Surface	4' Strip	Tube and Ballast	PREM-12W-4FT-410K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	1	1

ATRC - Pricing Sheet - Removal of Existing and Installation of New Fixtures/Lamps/Ballasts

In this section, indicate separate material and labour costs for each Area / Line Item

Indicate the labour costs associated with removing and installing the prescribed quantity of new fixtures or tubes/ballasts, in that Area, if completed during daytime hours and if completed during nighttime hours.

Change Rooms	Men BR (033)	Vaportight	4' 2L-T8	Tube and Ballast	PREM-12W-4FT-410K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	5	10
Change Rooms	Men BR (033)	Surface	4' Strip	Tube and Ballast	PREM-12W-4FT-410K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	2	2
Change Rooms	Women BR (032)	Vaportight	4' 2L-T8	Tube and Ballast	PREM-12W-4FT-410K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	6	12
Change Rooms	Women BR (032)	Surface	4' Strip	Tube and Ballast	PREM-12W-4FT-410K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	2	2
Change Rooms	Ref C (052)	Vaportight	4' 2L-T8	Tube and Ballast	PREM-12W-4FT-410K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	4	8
Change Rooms	CR15	Vaportight	4' 2L-T8	Tube and Ballast	PREM-12W-4FT-410K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	10	20
Change Rooms	CR15	Surface	4' Strip	Tube and Ballast	PREM-12W-4FT-410K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	1	1
Change Rooms	CR14	Vaportight	4' 2L-T8	Tube and Ballast	PREM-12W-4FT-410K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	10	20
Change Rooms	CR14	Surface	4' Strip	Tube and Ballast	PREM-12W-4FT-410K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	1	1
Change Rooms	CR13	Vaportight	4' 2L-T8	Tube and Ballast	PREM-12W-4FT-410K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	10	20
Change Rooms	CR13	Surface	4' Strip	Tube and Ballast	PREM-12W-4FT-410K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	1	1
Change Rooms	CR12	Vaportight	4' 2L-T8	Tube and Ballast	PREM-12W-4FT-410K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	10	20
Change Rooms	CR12	Surface	4' Strip	Tube and Ballast	PREM-12W-4FT-410K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	1	1
Change Rooms	CR11	Vaportight	4' 2L-T8	Tube and Ballast	PREM-12W-4FT-410K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	10	20
Change Rooms	CR11	Surface	4' Strip	Tube and Ballast	PREM-12W-4FT-410K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	1	1
Change Rooms	Nobles Room	Pendant	4' 1L-T8	Tube and Ballast	PREM-12W-4FT-410K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	5	5
Change Rooms	Skate Lakeshore	Pendant	4' 1L-T8	Tube and Ballast	PREM-12W-4FT-410K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	3	3
Change Rooms	Skate Lakeshore	Pendant	4' 2L-T8	Tube and Ballast	PREM-12W-4FT-410K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	1	2
RMR	Room R	Vaportight	4' 2L-T8	Tube and Ballast	PREM-12W-4FT-410K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	6	12
RMR	Room R	Surface	4' Strip	Tube and Ballast	PREM-12W-4FT-410K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	2	2
1C	East Zamboni Corridor Area (021, 050)	Pendant	4' 2L-T8	Tube and Ballast	PREM-12W-4FT-410K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	26	52
1D	West Corridor	High Bay	4' 4L-T5	LED Fixture	n/a	n/a	TGL-THOTH-200-HE	Replace existing LED Fixture with new High Bay LED Fixture (re-using existing aircraft cable) using existing/new plug	27	108
1E/1H	Rink A Offices (2nd Floor) (105-116), Media Room	Troffer	1x4	LED Fixture	n/a	n/a	PREM-1X4-3CCT-30WD	Replace existing fixture with new 1x4 LED Flat Panel	56	112
1E/1H	Rink A Offices (2nd Floor) (105-116), Media Room	Surface	4' Strip	Tube and Ballast	PREM-12W-4FT-410K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	4	4
1E/1H	Rink A Offices (2nd Floor) (105-116), Media Room	Vaportight	4' 2L-T8	Tube and Ballast	PREM-12W-4FT-410K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	4	8
1E/1H	Rink A Offices (2nd Floor) (105-116), Media Room	Pendant	4' 1L-T8	Tube and Ballast	PREM-12W-4FT-410K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	6	6
1E/1H	Rink A Offices (2nd Floor) (105-116), Media Room	Pendant	4' 2L-T8	Tube and Ballast	PREM-12W-4FT-410K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	8	16
1E/1H	Rink A Offices (2nd Floor) (105-116), Media Room	Surface	4' 2L-T8	Tube and Ballast	PREM-12W-4FT-410K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	3	6
Stairs	E and F Stairs	Pendant	4' 1L-T8	Tube and Ballast	PREM-12W-4FT-410K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	2	2
Stairs	E and F Stairs	Surface	4' 1L-T8	Tube and Ballast	PREM-12W-4FT-410K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	12	12
1G	Mechanical Room/J Stairs (118,128)	Pendant	4' 1L-T8	Tube and Ballast	PREM-12W-4FT-410K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	64	64
1G	Mechanical Room/J Stairs (118,128)	Surface	4' 1L-T8	Tube and Ballast	PREM-12W-4FT-410K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	10	10
1J	Canadians Rooms (016,017,018)	Vaportight	4' 2L-T8	Tube and Ballast	PREM-12W-4FT-410K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	17	34
1J	Canadians Rooms (016,017,018)	Pendant	4' 1L-T8	Tube and Ballast	PREM-12W-4FT-410K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	4	4
1J	Canadians Rooms (016,017,018)	Surface	4' Strip	Tube and Ballast	PREM-12W-4FT-410K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	1	1
REF	Refrigeration Room (046)	Pendant	4' 2L-T8	Tube and Ballast	PREM-12W-4FT-410K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	1	2
REF	Refrigeration Room (046)	Pendant	4' 1L-T8	Tube and Ballast	PREM-12W-4FT-410K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	15	15
Entrance Soffits	Entrance Soffits	Vaportight	4' 1L-T8	Tube and Ballast	PREM-12W-4FT-410K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	82	82
Rink C	Rink C	Vaportight	4' 2L-T8	Tube and Ballast	PREM-12W-4FT-410K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	3	6
Rink C	Rink C	Pendant	4' 1L-T8	Tube and Ballast	PREM-12W-4FT-410K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	2	2
Rink C	Rink C	High Bay	4' 6L-T5	LED Fixture	n/a	n/a	TGL-THOTH-200-HE	Replace existing LED Fixture with new High Bay LED Fixture (re-using existing aircraft cable) using existing/new plug	80	480
Rink B	Rink B	Vaportight	4' 2L-T8	Tube and Ballast	PREM-12W-4FT-410K	See App. G	n/a	Replace existing tube and ballast with new compatible electronic ballast and LED Tube	1	2
Rink B	Rink B	High Bay	4' 6L-T5	LED Fixture	n/a	n/a	TGL-THOTH-200-HE	Replace existing LED Fixture with new High Bay LED Fixture (re-using existing aircraft cable) using existing/new plug	80	480
Rink A	Rink A	High Bay	4' 6L-T5	LED Fixture	n/a	n/a	TGL-THOTH-200-HE	Replace existing LED Fixture with new High Bay LED Fixture (re-using existing aircraft cable) using existing/new plug	128	840
Rink A	Rink A	High Bay	4' 4L-T5	LED Fixture	n/a	n/a	TGL-THOTH-200-HE	Replace existing LED Fixture with new High Bay LED Fixture (re-using existing aircraft cable) using existing/new plug	50	200

Municipality of Lakeshore – Report to Council

Strategic & Legal Affairs

Civic Affairs



To: Mayor & Members of Council

From: Kristen Newman, Corporate Leader-Strategic & Legal Affairs

Date: January 12, 2022

Subject: Continuation of Integrity Commissioner Services

Recommendation

Direct the Clerk to read By-law 8-2022 appointing Bruce Elman as the Municipality's integrity commissioner and authorizing the Mayor and Clerk to execute the necessary instruments to extend the contract for services with Bruce Elman until such time as a successor is appointed and the appointment takes effect; and,

Proceed with Option ____ as described in the report of the Corporate Leader-Strategic & Legal Affairs presented at the January 18, 2022 Council meeting.

Background

The *Municipal Act, 2001* ["MA, 2001"] requires that municipal councils appoint an Integrity Commissioner effective March 1, 2019 for the following responsibilities in relation to municipal councils:

- the application of the code of conduct for members;
- the application of any procedures, rules and policies governing the ethical behaviour of members;
- the application of provisions of the *Municipal Conflict of Interest Act* to members;
- requests from members for advice respecting a member's obligations under the code of conduct;
- requests from Council Members for advice respecting their obligations under a procedure, rule or policy governing the ethical behaviour of members;
- requests from Council Members for advice respecting their obligations under the *Municipal Conflict of Interest Act*; and
- educating members, the municipality and the public about the municipality's codes of
- conduct for members of council and members of local boards and about the *Municipal Conflict of Interest Act*.

On February 19, 2019, Council passed resolution #92-02-2019 directing the following:

Administration prepare[s] a report to Council regarding the use of the City of Windsor's Integrity Commissioner and the use of LAS as a Closed Meeting Investigator for the Town of Lakeshore.

At the February 19, 2019 meeting, Council adopted By-law 22-2019 establishing the Office of the Integrity Commissioner.

On July 16, 2019, Council passed resolution #346-07-2019 which states:

The Council of The Corporation of the Town of Lakeshore adopt By-law 85-2019 appointing Bruce Elman as the Town's integrity commissioner and authorizing the Mayor and Clerk to execute an agreement with Bruce Elman to retain interim integrity commissioner services;

And that Administration approach the City of Windsor and Town of Amherstburg to negotiate a proposal to the City of Windsor and Town of Amherstburg for a joint integrity commissioner services agreement for 2020, as described in the report of the Director of Legislative & Legal Services presented at the July 16, 2019 Council meeting.

On July 16, 2019, Council passed By-law 85-2019 appointing Bruce Elman as the integrity commissioner until December 31, 2019. Administration arranged, pursuant to section 223.3(1.1) of the MA, 2001, for Mr. Elman to continue to provide integrity commissioner services pending further direction from Council as to how it wishes to proceed with respect to the provision of integrity commissioner services.

Comments

In the fall, City of Windsor Administration sought out Lakeshore Administration's plans with respect to the options it planned to put to Council regarding the appointment of an integrity commissioner. Further to Council's 2019 direction regarding the use of the City of Windsor's integrity commissioner, Administration indicated that Lakeshore Administration wished to be able to present Council with an option to appoint the integrity commissioner procured through the City of Windsor's procurement process. Principles Integrity was the successful applicant for the role for Windsor and will be commencing active services July 1 after working through a six-month transition period with the current Integrity Commissioner. The City of Windsor's Expression of Interest is attached as Attachment "A" to this report.

Principles Integrity indicated that it would be willing to present a proposal to Lakeshore following the Windsor EOI process. Principles Integrity's proposal is attachment "B" to this report.

Option A: Mr. Elman has indicated his willingness to continue to provide services until December 31, 2023 or until such time as transition to an alternative service provider were to occur. Mr. Elman would continue with a monthly retainer of \$300 and an hourly rate of \$300. Should the Town of Amherstburg continue with the services of Mr. Elman

there may be opportunity to continue to share the costs of joint advisory bulletins where applicable. Amherstburg's decision with respect to services is forthcoming.

Option B: Principles Integrity proposes a 3 year term contract that includes a \$1,000 annual retainer, a \$1750 per diem block fee for preparation and attendance at Workshops, Training/Orientation Sessions (half-day per diems) and a \$275 hourly rate for all other services.

Principles Integrity indicated that it could assume service provision in the spring or summer of 2021 which would ensure a smooth transition prior to the election. This timing would provide an opportunity for Principles to review and prepare any Code of Conduct recommendations and develop an orientation for the next term of Council. Administration could also arrange an overlap to ensure a period for smooth transition.

Finally, as noted above and notwithstanding which option Council chooses (A or B), Administration recommends appointing Mr. Elman as the integrity commissioner. This appointment would be retroactive to January 1st formalizing the services arranged with Mr. Elman. Administration will then take the necessary steps to implement the option that Council wishes to pursue (of options A and B above).

Others Consulted

Mr. Bruce Elman

Principles Integrity

City of Windsor

Town of Amherstburg

Financial Impacts

Integrity Commissioner services are budgeted on an annual basis. The 2022 budget includes \$11,700 for integrity commissioner services. This amount is anticipated to cover integrity commissioner services. In the event that the budgeted amount is not sufficient, Administration will review other funding sources and seek direction from Council with respect to funding.

Attachments

A-1 – City of Windsor Expression of Interest

B – Principles Integrity Commissioner Proposal

Report Approval Details

Document Title:	IntegrityCommissionerAppointment.docx
Attachments:	A – City of Windsor Expression of Interest.pdf B – Principles Integrity Commissioner Proposal.pdf
Final Approval Date:	Jan 14, 2022

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

Justin Rousseau

Truper McBride



INTEGRITY COMMISSIONER

EXPRESSION OF INTEREST #151-21

“ELECTRONIC SUBMISSIONS ONLY”

SUBMISSION DEADLINE/CLOSING DATE:

THURSDAY, November 4, 2021 at Eleven-Thirty Fifty-Nine (11:30:59) a.m. (E.D.T)

I. Overview

Pursuant to the provisions of the Municipal Act, S.O. 2001, Section 223.3 the Corporation of the City of Windsor is seeking Expressions of Interest (EOI) from qualified individuals for the position of Integrity Commissioner for purposes concerning the application of the Code of Conduct and other by-laws/policies governing elected officials and/or members of local boards.

II. Opportunity

The City of Windsor is seeking an Integrity Commissioner for a ** year term to fulfill the requirements of the position as defined in the *Municipal Act*.

The Integrity Commissioner shall be independent and have the authority to deal with requests to investigate contraventions of the Code of Conduct and other by-laws/policies and have the right of free access to all records of the municipality, a Councillor or a local board that the Integrity Commissioner requires to investigate an inquiry. The Integrity Commissioner shall also be authorized and responsible for complaint adjudication, and for providing an educational and advisory component to officials in accordance with the following terms of reference.

Work shall be provided on a flexible, as-needed basis. Candidates shall not have any involvement in any form of political campaign, endorsement, and shall comply fully with the City of Windsor's Conflict of Interest policy.

Job Tasks:

1. **Advisory:** The Integrity Commissioner will provide written and oral advice to individual members of Council about their own situation respecting Code of Conduct and other by-laws/policies governing the ethical behaviour of members, including general interpretation of the *Municipal Conflict of Interest Act*; and providing the full Council with specific and general opinions and advice respecting compliance by elected officials with the provisions of governing Acts and other council policies;
2. **Complaint Investigation:** The Integrity Commissioner will have the power to assess and investigate complaints made to the Commissioner from a member of Council/public; or the whole Council, in a timely manner, all pursuant to section 223.3 of the *Municipal Act*;
3. **Complaint Adjudication:** The Integrity Commissioner will have the power to determine whether a member of Council has in fact violated a City protocol, a by-law or policy governing their ethical behaviour and to recommend appropriate sanctions as prescribed by the *Municipal Act*, except that Council shall make the final decision on whether any penalty recommended is imposed on the member found in contravention;
4. **Education:** The Integrity Commissioner will publish an annual report on findings of typical advice and complaint cases, will provide, as required, outreach programs to members of Council and staff on legislation, protocols and office procedures emphasizing the importance of ethics for public confidence in municipal government; and will disseminate information regarding the Office of Integrity Commissioner to the public.

III. Proponent Criteria

Qualifications

The general qualifications for the office of Integrity Commissioner are as follows:

- a) A degree in a relevant field of study such as Law, Ethics, or Public Administration;
- b) Comprehensive knowledge of the legislative framework, including the *Municipal Act*, lobbying legislation and by-laws, municipal codes of conduct, and the *Municipal Conflict of Interest Act*, enhanced by extensive experience with municipal government, governance and administrative law;
- c) Ability to interpret and apply the provisions of various statutes, regulations, policies, and other enabling frameworks;
- d) Experience managing sensitive inquiries, conducting investigations, and making appropriate recommendations;
- e) Familiarity with investigatory procedures and the applicable legal principles, particularly as they relate to evidence, legal interpretation and natural justice, as well as the application of alternative dispute resolution methods;
- f) At least ten (10) years of senior-level management, legal or judicial experience with preference given to those with judicial experience, or having dealt with compliance matters, conducted investigations, developed policy and delivered advisory and educational services.

The ideal candidate will inspire trust and confidence by demonstrating:

- (a) Proven impartiality, independence, neutrality, sound judgment, and high ethical standards;
- (b) Outstanding written and oral communication skills and experience interacting at a senior level, in the public realm, with a broad range of stakeholders and decision-makers.

The successful proponent will be invited to enter into a contract with the City of Windsor, the terms and conditions of which will be subject to City Council approval.

IV. Submission Requirements

Please include the following in your submission:

- a) Name of person/corporation and contact information;
- b) Resumes and descriptions of all individuals proposed to provide services under the contract, outlining qualifications, experience and any other relevant information;
- c) At least three references that attest to your experience and skills;
- d) A brief statement (no more than one page) describing your understanding of the requirements of the role of Integrity Commissioner.
- e) A brief discussion (no more than one page) discussing your philosophy and approach to fulfilling the role of Integrity Commissioner;

- f) Your fee structure/proposal;
- g) At least two examples of related work you have performed.
- h) Signed Copy of the Expression of Interest Form (Attached as Appendix “A”).

V. Submission Process

Interested parties are asked to submit one electronic submission through the Biddingo System.

- i. **“Bidding System”** means the electronic system used by the City for the advertisement of public bid opportunities at the following website: www.biddingo.com.

OR:

- ii. Electronic submissions via email only **will be accepted** for this Expression of Interest. Submit to: purchasing@citywindsor.ca

Subject line: **EOI 151-21, INTEGRITY COMMISSIONER**

“Submission Deadline” means **Thursday, November 4, 2021** at Eleven-Thirty Fifty-Nine (11:30:59) a.m. (E.D.T), as **received** by the Bidding System time (synchronized with any computer clock) during the upload / submission process or as **received** by the purchasing@citywindsor.ca Inbox time (synchronized with any computer clock) during the upload / submission process.

Expressions must include a completed Expression of Interest Form (attached as Appendix A.)

Acceptance and/or rejection of any Expression of Interest will be made accordingly to the City of Windsor Purchasing By-Law 93-2012, and as amended thereto.

The City may, but is not obliged, to ask one or more respondents to attend at an interview or interviews in conjunction with this EOI process, in its sole and absolute discretion.

The selected respondent's proposal will be presented to City Council and recommended for negotiation. City Council may accept or reject this recommendation in its sole and absolute discretion.

VI. Use of Submissions

This Expression of Interest is only for the purposes of obtaining information and does not in any sense create a binding relationship or obligation between the City and the respondent, nor will neither the City nor the respondent have any liability as between them for any reason related to this Expression of Interest.

*** Please note submission will not be returned**

VII. Inquiries

Questions related to the request for expressions of interest must be received at least two working days prior to closing and are to be directed in writing only to purchasing@citywindsor.ca using the subject line “***Integrity Commissioner – EOI 151-21***” in the subject line.

APPENDIX "A"

EXPRESSION OF INTEREST FORM

THE CORPORATION OF THE CITY OF WINDSOR
EOI # 151-21
INTEGRITY COMMISSIONER

This Expression of Interest is submitted by:

Proponent's Registered Legal Business Name

Mailing Address

City, Province/State, Postal/Zip

Proponent Contact Person

()
Telephone

Email

Corporate Name

Name (Please Print)

Signature, and Title

1. **I, WE DECLARE** that no person, firm or Corporation other than the one whose signature is attached below, has any interest in this Expression of Interest.
2. **I, WE FURTHER DECLARE** that this Expression of Interest is made without any connection, knowledge, comparison of figures or arrangements with any other Company, Firm or person making a response for the same work and is in all respects fair and without collusion or fraud.
3. The undersigned have carefully read the requirements as specified in the Expression of Interest, and have examined the content and otherwise satisfied ourselves as to the conditions under which the information is to be provided.
4. I/We have received and allowed for Addenda number (s) _____ in preparing my/our submission.
5. I/We have carefully examined the Expression of Interest documents and have a clear and comprehensive knowledge of the services required and the purpose and intent of the Expression of Interest. By this submission, we agree and consent to the terms, conditions and provisions of the Expression of Interest. I acknowledge that no relationship or obligation will exist between me and the City based on the submission, receipt or evaluation of this Expression of Interest.

Dated at _____ this _____ day of _____, 2021

Name (Please Print)

Signature, and Title

Name (Please Print)

Signature, and Title

CITY OF WINDSOR

Code of Conduct for Members of Council and Local Boards

Appendix B to By-law 98-2011

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I – Preamble

Improving the quality of public administration and governance can be achieved by encouraging high standards of conduct on the part of all government officials. In particular, the public is entitled to expect the highest standards of conduct from the Members that it elects to local government. In turn, adherence to these standards will protect and maintain the City of Windsor's reputation and integrity.

To these ends, in 2011, as part of the adoption of the new Procedure By-Law for the City of Windsor ([By-Law 98-2011](#)) (hereinafter referred to as the "Procedure By-Law") Council adopted the *Code of Conduct for Members of Council*. This *Code of Conduct* was amended in 2017.

II – Framework and Interpretation

The *Code of Conduct* is to be given a broad, liberal interpretation in accordance with applicable legislation and the definitions set out herein. As a living document, the *Code of Conduct* will be brought forward for review when relevant legislation is amended and at other times when it is appropriate to ensure that it remains current and continues to be a useful guide to Council.

In particular, the *Code of Conduct* should be interpreted having regard to the key principles in Article III.

From time to time, additional commentary and examples may be added to this document and supplementary materials may be produced by the Integrity Commissioner as deemed appropriate.

Elected officials who are seeking clarification and who are provided with general advice by the Integrity Commissioner cannot rely upon that advice to the same extent as advice that is given based upon specific facts. Advice that is general in nature is subject to change when applied to specific facts that may not have been known at the time that the general advice was provided.

Members seeking clarification of any part of this *Code* should consult with the Integrity Commissioner.

This *Code of Conduct* operates along with, and as a supplement to, the existing statutes governing the conduct of Members. Four provincial statutes, in particular, govern the conduct of Members of Council:

- The *Municipal Act*;
- The *Municipal Conflict of Interest Act*;
- The *Municipal Elections Act*, 1996; and
- The *Municipal Freedom of Information and Protection of Privacy Act*.

The *Criminal Code* of Canada also governs the conduct of Members of Council.

III – Key Principles

The key principles that underline the *Code of Conduct* are as follows:

- [a] Members of Council shall serve and be seen to serve their constituents in a conscientious and diligent manner;
- [b] Members of Council shall be committed to performing their functions with integrity and to avoiding the improper use of the influence of their office, and conflicts of interests, both apparent and real;
- [c] Members of Council are expected to perform their duties in office and arrange their private affairs in a manner that promotes public confidence and will bear close public scrutiny; and
- [d] Members of Council shall seek to serve the public interest by upholding both the letter and the spirit of the laws and policies established by the Federal Parliament, Legislative Assembly of Ontario, and the City Council.

Members of Council shall be required to sign a declaration at the beginning of the term of Council that they are aware of the the *Code of Conduct*, have read and understand their obligations under the *Code*, and that they will will uphold it. Should a Member of Council be elected in a by-election, the Member shall be required to sign the declaration prior to their swearing-in as a Member of Council.

Members of Council, Council committees, and local agencies, boards, and commissions shall receive regular training on the *Code of Conduct*.

RULE NO. 1 – APPLICATION

- 1.0 Subject to Rule 1.3, this *Code of Conduct* applies to the Mayor and all Members of Council.
- 1.1 This *Code of Conduct* also applies to Council appointments to local boards as defined in section 1(1) of the *Municipal Act*, and to appointments to City committees, agencies, boards, and commissions.
- 1.2 The provisions of the *Municipal Conflict of Interest Act* also apply to local boards with decision-making power, as defined in that Act.
- 1.3 Where a Local Board as defined in section (1) of the *Municipal Act* has passed, by proper resolution, its own Code of Conduct for its Members, and there is a conflict between the provisions of the Code of the Local Board and this Code, the more stringent provision of the two shall apply.

RULE NO. 2 – DEFINITIONS

2.0 In this *Code of Conduct* and all schedules or appendices hereto, the following terms have the following meanings:

“conflict of interest” has the same meaning as in the *Municipal Conflict of Interest Act*;

In the *Code of Conduct*, the terms “child”, “parent” and “spouse” have the same meaning as in the *Municipal Conflict of Interest Act*;

“child” means a child born within or outside marriage and includes adopted children and a person whom a parent has demonstrated a settled intention to treat as a child of their family;

“Member” means any person elected or appointed to City Council, a committee of City Council, or a local board or agency;

“parent” means a person who has demonstrated a settled intention to treat a child as a member of their family whether or not the person is the natural parent of the child; and

“spouse” means a person to whom the person is married or with whom the person is living in a conjugal relationship outside marriage.

RULE NO. 3 – GIFTS AND BENEFITS

3.0 No Member shall accept a commission, fee, advance, gift, gift certificate, bonus, reward, or personal benefit that is connected directly or indirectly with the performance of his or her duties of Office, unless permitted by the following exceptions:

- [a] compensation authorized by law;
- [b] such gifts or benefits that normally accompany the responsibilities of office and are received as an incident of protocol or social obligations;
- [c] a political contribution otherwise reported under the *Municipal Elections Act*;
- [d] services provided without compensation by persons volunteering their time;
- [e] a suitable memento of a function honouring the Member;
- [f] food, lodging, transportation, and entertainment provided by provincial, regional, and local governments or political subdivisions of them, by the Federal government or by a foreign government within a foreign country;
- [g] food and beverages consumed at banquets, receptions or similar events, if:
 - i. attendance serves a legitimate business purpose
 - ii. the person extending the invitation or a representative of the organization is in attendance; and
 - iii. the value is reasonable and the invitation infrequent;
- [h] communication to the offices of a Member, including subscriptions to newspapers and periodicals.

3.1 For the purposes of this *Code*, any commission, fee, advance, gift, gift certificate, bonus, reward, or personal benefit provided with the Member's knowledge to a Member's spouse, child, or parent, or to a Member's staff that is connected directly or indirectly to the performance of the Member's duties is deemed to be a gift to that Member.

Commentary

- [1] Gifts and benefits are often received by Members in the course of their duties. These "perks" can be signs of respect and admiration for the Member, but can also be seen as instruments of influence or manipulation. This provision of the *Code* prohibits the acceptance of gifts that would, to a reasonable Member of the public, appear to be in gratitude for influence, to induce influence, or otherwise to go beyond the necessary and appropriate public functions involved.
- [2] Personal integrity and sound business practices require that relationships with developers, vendors, contractors, and any other party doing business with the City be such that no Member is perceived as showing favouritism or bias.
- [3] Any doubts about the propriety of a gift should be resolved in favour of not accepting it or not keeping it. It may be helpful to consult with the Integrity

Commissioner when a Member chooses to decline a gift, as well as when a recipient may opt to keep a gift.

- 3.2 Each Member is individually accountable to the public and shall keep a list of all gifts and benefits received from individuals, firms, or associations, with estimated values, in their offices for review by the Integrity Commissioner in the event of a Complaint.
- 3.3 In cases of categories (b), (e), (f), (g), and (h), if the value of the gift or benefit exceeds \$300.00, or if the total value received from any one source during the course of a calendar year exceeds \$300.00, the Member shall file a disclosure statement with the Integrity Commissioner within 30 days of receipt of the gift or reaching the annual limit.
- 3.4 The disclosure statement must indicate:
1. the nature of the gift or benefit;
 2. its source and date of receipt;
 3. its estimated value;
 4. what the recipient intends to do with any gift; and
 5. whether any gift will at any point be left with the City.
- 3.5 Any disclosure statement is a matter of public record.
- 3.6 On receiving disclosure statements, the Integrity Commissioner shall examine it to ascertain whether the receipt of the gift or benefit might, in their opinion, create a conflict between a private interest and the public duty of a Member. In the event that the Integrity Commissioner makes the preliminary determination, they shall call upon the Member to justify receipt of the gift or benefit.
- 3.7 Should the Integrity Commissioner determine that receipt was inappropriate, he or she may direct the Member to return the gift, reimburse the donor for the value of any gift or benefit already consumed, forfeit the gift, or remit the value of any gift or benefit already consumed to the City.
- 3.8 Except in the case of category (f), a Member may not accept a gift or benefit worth in excess of \$500.00 or gifts and benefits from one source during a calendar year worth in excess of \$500.00.

RULE NO. 4 – REMUNERATION

- 4.0 Every Councillor shall, on an annual basis, publicly disclose all remuneration paid to him or her as a result of being elected as a Member of Council, including all amounts earned in connection with sitting on any and all Agencies, Boards, Commissions, and Council Committees to which they are appointed by virtue of being Members of Council.

RULE NO. 5 – CONFIDENTIALITY

- 5.0 No Member shall disclose or release by any means to any member of the public, any confidential information acquired by virtue of their office, in either oral or written form, except when required by law or authorized by Council to do so. Nor shall any Member permit any persons other than those who are entitled thereto to have access to confidential information.
- 5.1 No Member shall use confidential information for personal or private gain, or for the gain of relatives or any person or corporation.
- 5.2 Members should not access or attempt to gain access to confidential information in the custody of the City unless it is necessary for the performance of their duties and not prohibited by Council policy.
- 5.3. Pursuant to the *Procedure By-Law*, a matter that has been discussed at an *in-camera* (closed) meeting remains confidential. No Member shall disclose the content of any such matter, or the substance of deliberations, of the *in-camera* meeting until the Council or committee, local board or agency discusses the information at a meeting that is open to the public or releases the information to the public.
- 5.4 Pursuant to the *Municipal Act*, information that concerns personnel, labour relations, litigation, property acquisitions, the security of the property of the City or a local board, and matters authorized in other legislation shall remain confidential. For the purposes of the *Code of Conduct*, “confidential information” also includes this type of information.

Commentary

- [1] Confidential information includes information in the possession of the City that the City is either prohibited from disclosing, or is required to refuse to disclose, under the *Municipal Freedom of Information and Protection of Privacy Act* (“MFIPPA”), or other legislation. Generally, MFIPPA restricts or prohibits disclosure of information received in confidence from third parties of a corporate, commercial, scientific or technical nature, information that is personal, and information that is subject to solicitor-client privilege.
- [2] The following is a non-exhaustive list of examples of the types of information that a Member must keep confidential:
- a. items under litigation, negotiation, or personnel matters;
 - b. information that infringes on the rights of others (i.e. sources of complaints where the identity of a complainant is given in confidence);
 - c. unit pricing pertaining to lump-sum contracts, tenders, or requests for proposal
 - d. information deemed to be “personal information” under the *Municipal*

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| <p><i>Conflict of Interest Act</i>; and</p> <p>e. statistical data required by law not to be released (i.e. certain census or assessment data).</p> |
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RULE NO. 6 – CONFLICT OF INTEREST

- 6.0 Members are bound by the *Municipal Conflict of Interest Act* and part 5 of the *Procedure By-law* to identify and disclose any pecuniary interest in any item or matter before the Council or any Standing Committee or other committees of Council.
- 6.1 Members shall not participate in activities that grant, or appear to grant, any special consideration, treatment, or advantage to an individual which is not applicable to every other individual member of the public.
- 6.2 Members of Council may seek conflict of interest advice, including a written opinion, from the Integrity Commissioner, as per Rule 18 of the *Code of Conduct*. However, this will not provide immunity in any proceeding in a court of law brought pursuant to the *Municipal Conflict of Interest Act*.
- 6.3 Members shall not use their positions to further their private interests, nor shall they vote on any issue at Council or committee that puts them in a real or apparent conflict with their personal finances. They shall declare their conflict and recuse themselves.
- 6.4 Members of Council shall take all necessary steps to avoid preferential treatment or the appearance of preferential treatment for friends or family. Members shall recuse themselves from matters that pose a conflict with the finances of their spouses, parents, or children.
- 6.5 Members of Council shall not concurrently accept employment by an outside interest that is either incompatible with or in conflict with their official duties.

<i>Commentary</i>

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| <p>[1] Members of Council are governed by the <i>Municipal Conflict of Interest Act</i> and in the event a complaint under the Act is filed with the Court, the provisions of that statute take precedence over any authority given to the Integrity Commissioner to receive or investigate complaints regarding the alleged contraventions under the <i>Municipal Conflict of Interest Act</i>.</p> |
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RULE NO. 7 – USE OF CITY PROPERTY, SERVICES, AND OTHER RESOURCES

- 7.0 No Member of Council should use, or permit the use of City land, facilities, equipment, supplies, services, staff, or other resources for activities other than the business of the Corporation.

Commentary
[1] “Other resources” in Rule 7.0 can include, but are not limited to, City-owned materials, websites, Council transportation delivery services, and Councillors’ global budgets.

- 7.1 No Member should obtain financial gain from the use or sale of City-developed intellectual property, computer programs, technical innovations, or other items capable of being patented, since all property remains exclusively that of the City.

RULE NO. 8 – IMPROPER USE OF INFLUENCE

- 8.0 No Member of Council shall use the influence of their office for any purpose other than the exercise of their official duties.
- 8.1 Members shall not hold out of the prospect or promise of future advantage through a Member’s supposed influence within Council in return for present action or inaction.

Commentary
[1] Examples of prohibited conduct are the use of one’s status as a Member of Council to improperly influence the decision of another person to the private advantage of oneself, or one’s parents, children, spouse, staff Members, friends, or associates (business or otherwise).
[2] This includes attempts to secure preferential treatment beyond activities in which Members normally engage on behalf of their constituents as part of their official duties.
[3] For the purpose of this <i>Code</i> , “private advantage” does not include a matter: [a] that is of a general application; [b] that affects a Member of Council, their parents, children, spouse, staff members, friends, or associates as one of a broad class or persons; or [c] that concerns the remuneration or benefits of a Member of Council in his or her capacity as a Member.

RULE NO. 9 – BUSINESS RELATIONS

- 9.0 No Member shall act as a paid agent before Council, its committees, or an agency, board, or commission of the City except in compliance with the *Municipal Conflict of Interest Act*.
- 9.1 A Member shall not refer a third party to a person, partnership, or corporation in exchange for payment or other personal benefit.

- 9.2 No Member shall borrow money from any person who regularly does business with the City unless such person is an institution or company regulated under the *Bank Act*, SC 1991, c 46.

RULE NO. 10 – CONDUCT RESPECTING CURRENT AND PROSPECTIVE EMPLOYMENT

- 10.0 No Member shall allow the prospect of their future employment by a person or entity to affect the performance of their duties to the City.

RULE NO. 11 – ELECTION CAMPAIGN WORK

- 11.0 In the case of a regular election, members who are seeking re-election are required to follow the City Clerk's Procedure #A-7, "Use of Corporate Resources by Council Member seeking Re-election" (Schedule "A-1" attached) and sign Form EL13 (Schedule "A-2" attached), both as amended from time to time, under the provisions of the *Municipal Elections Act*, S.12(1).

Commentary

- [1] The prohibition applies to both the promotion of, and opposition to, the candidacy of a person for elected office.
- [2] Election-related activity applies not only to a Member's personal campaign for office, but also for other campaigns for municipal, provincial, and federal office .

RULE NO. 12 – CONDUCT AT COUNCIL

- 12.0 Members shall conduct themselves with decorum at Council in accordance with the provisions of the *Procedure By-Law*.

Commentary

- [1] Part 14 of the Procedure By-Law establishes that Members shall:
- [a] not use indecent, offensive words or insulting expressions at any time toward other Members of Council, Civic Administration, delegations, or Members of the public;
 - [b] not speak in a manner that is discriminatory in nature based upon an individual's race, ancestry, place of origin, ethnic origin, creed, gender, sexual orientation, age, colour, marital status, or disability; and
 - [c] not criticize any decision of the Council except for the purpose of introducing a motion for reconsideration under section 13 of the Procedure By-law.

RULE NO. 13 – CONDUCT RESPECTING STAFF

- 13.0 No Member shall use, or attempt to use, their authority or influence for the purpose of intimidating, threatening, coercing, commanding, or influencing any staff Member with the intent of interfering with that person’s duties, including the duty to disclose improper activities.
- 13.1 Members shall be respectful of the role of City staff to advise based on political neutrality and objectivity and without undue influence from any individual Member or faction of Council. Accordingly, no Member shall maliciously or falsely injure the professional or ethical reputation, or the prospects or practice of staff, and all Members shall show respect for the professional capacities of the staff of the City.
- 13.2 No Member shall compel staff to engage in partisan political activities or subject staff to threats or discrimination for their refusal to engage in such activities.
- 13.3 Only Council as a whole has the authority to approve budget, policy, committee processes, and other such matters. Accordingly, Members shall direct requests outside of Council-approved budget, process, or policy to the appropriate committee of Council.

Commentary

- [1] Under the direction of the Chief Administrative Officer, staff serves the Council as a whole, and the combined interests of all Members as evidenced through the decision of Council.
- [2] In practical terms, there are distinct and specialized roles carried out by Council as a whole and by Members when performing other roles. The key requirement of these roles are captured in Schedule “B” to the *Code of Conduct* and include dealing with the constituents and the general public, participating as Council Committee Members, participating as Chairs of Council Committees, and participating as Council representatives on agencies, boards, commissions, and other bodies. Similarly, there are distinct and specialized roles expected of City staff in both the carrying out of their responsibilities and in dealing with Council.

RULE NO. 14 – MANDATORY WARD MEETINGS

- 14.0 There shall be, on an annual basis, a minimum of one (1) ward meeting held per electoral ward, and the Councillor representing each ward shall schedule and chair said meeting.

RULE NO. 15 – DISCREDITABLE CONDUCT

- 15.0 All Members of Council have a duty to treat Members of the public, one another, and staff appropriately and without abuse, bullying, or intimidation, and to ensure that their work environment is free from discrimination and harassment.

Commentary
[1] <i>The Ontario Human Rights Code</i> , as well as the City of Windsor Workplace Violence Policy and Workplace Harassment Policy, applies to the conduct of all Members.

RULE NO. 16 – TRANSPARENCY AND OPENNESS IN DECISION MAKING

- 16.0 Members shall endeavour to conduct and convey Council business and all their duties in an open and transparent manner other than for those decisions which by virtue of legislation are authorized to be dealt with in a confidential manner in closed session, so that stakeholders can observe the process and rationale which was used to reach decisions, and the reasons for taking certain actions.
- 16.1 Members shall accurately communicate the decisions of City Council, even if they disagree with the majority decision of Council, and by so doing affirm the respect for and integrity in the decision-making processes of Council.
- 16.2 A Member may state that they did not support a decision or voted against a decision. However, Members shall refrain from making disparaging comments about other Members or about Council's processes and decisions.
- 16.3 When communicating with the public, a Member shall at all times refrain from speculating or reflecting upon the motives of other Members in respect of their actions as a Member of Council.
- 16.4 Members shall note that section 14.1(e) of the *Procedure By-law* states that Members shall not criticize any decision of Council except for the purpose of introducing a motion for reconsideration under s.13 of the *Procedure By-law*.

RULE NO. 17 – FAILURE TO ADHERE TO COUNCIL POLICIES AND PROCEDURES

- 17.0 Members of Council are required to observe the terms of all policies and procedures adopted by Council.
- 17.1 This provision does not prevent a Member of Council from requesting that Council grant an exemption from a policy

RULE NO. 18 – REPRISALS AND OBSTRUCTION

- 18.0 Any reprisal or threat of reprisal against a complainant or anyone providing relevant information to the Integrity Commissioner is prohibited.
- 18.1 It is a violation of the *Code of Conduct* to obstruct the Integrity Commissioner in the carrying out of their responsibilities through, for example, the destruction of documents or the erasing of electronic communications.
- 18.2 Members shall respect the integrity of the *Code of Conduct* and any investigations conducted under it.

RULE NO. 19 – ACTING ON THE ADVICE OF THE INTEGRITY COMMISSIONER

- 19.0 Any written advice given by the Integrity Commissioner to a Member binds the Integrity Commissioner in any subsequent consideration of the conduct of the Member, as long as all of the relevant facts known to the Member were disclosed to the Integrity Commissioner.

RULE NO. 20 – COMPLIANCE WITH THE CODE OF CONDUCT

- 20.0 Sub-section 223.3(5) of the Municipal Act authorizes Council to impose either of two penalties on a Member of Council or a local board following a report by the Integrity Commissioner that, in their opinion, there has been a violation of the *Code of Conduct*:
- a. A reprimand; or
 - b. Suspension of the remuneration paid to the Member in respect of their services as a Member of Council or the local board, as the case may be, for a period of up to 90 days.
- 20.1 For remedial purposes, the Integrity Commissioner may also recommend that Council or a local board take the following actions:
- a. revocation of a Member's membership on a committee or local board;
 - b. removal of a Member from the Chair of a committee or local board;
 - c. repayment or reimbursement of monies received;
 - d. return of property or reimbursement of its value; or
 - e. a request for an apology to Council, the complainant, or both.

Commentary

- [1] Members of Council are accountable to the public through the four-year election process. Between elections, they may become disqualified and lose their seat if, for example, they are convicted of an offence under the *Criminal Code* of Canada or for failing to declare a conflict of personal interest under the *Municipal Conflict of Interest Act*.

**Schedule “A-1” to the Code of Conduct
City of Windsor Clerk Procedure #A-7
Use of Corporate Resources by Council Members Seeking Re-election
(Effective 2 January 2018)**

1. PURPOSE

1.1 To establish guidelines on the appropriate use of corporate resources by incumbent Council members **seeking re-election** for the 2018 Municipal Election to ensure they are not receiving campaign contributions from the Corporation of the City of Windsor. This procedure will protect the interests of both the Council members and the Corporation.

2. SOURCE

2.1 *Municipal Elections Act, Sections 12(2), 88.8(4)5*

2.2 *Code of Conduct for Members of Council, Rule 7 and Rule 11*

2.3 Note: *The Municipal Elections Act prohibits a municipality from making a contribution to a candidate. The Act also prohibits a candidate, or someone acting on the candidate’s behalf, from accepting a contribution from a person or entity who is not entitled to make a contribution.*

As a contribution may take the form of money, goods or services, any use by a Member of Council of the Corporation’s resources for his or her election campaign would be viewed as a contribution by the municipality to the incumbent, which is a violation of the Act and could result in penalties.

3. PROCEDURES

PREAMBLE

It is the responsibility of members of City Council seeking re-election for the 2018 municipal election to read *Clerk’s Procedure A-7, Use of Corporate Resources by Council Member Seeking Re-Election* thoroughly and to sign Form EL13, the cover letter to this procedure. The original signed copy of the letter will be retained by the Clerk’s Office with the candidate’s nomination form. These procedures come into effect for the Councillor seeking re-election upon the filing of their nomination paper with the City Clerk during the candidate’s campaign period even if the incumbent becomes acclaimed to the Office during the election process.

Nothing in this procedure shall preclude a member of Council from performing their duties as an elected Councillor, nor inhibit them from representing the interests of the constituents they represent in their respective ward.

3.1 The Use of Formal City Council Meetings

Members of Council seeking re-election and registered as nominated candidates for

the 2018 municipal election, may not use City Council and Committee meetings for campaigning purposes.

3.2 The Use of City Equipment and Supplies

Members of Council seeking re-election and registered as nominated candidates for the 2018 municipal election shall not use Corporate property for election campaigning purposes including but not limited to Corporate computers, email system, printers, telephones, voicemail system, and stationery supplies. This also includes posting links on the City's website and the City's social media networks.

3.3 (a) The Use of City-owned Facilities

Subject to subsection 3.3(c), all registered candidates for the 2018 municipal election may rent a room(s) in a City-owned facility for election-related purposes using the established rental payment process that is available to the public. This will ensure that all candidates running in the election are treated fairly and equitably by the municipality.

(b) The Use of City-owned Properties

Subject to subsection 3.3(c), registered candidates for the 2018 municipal election are not allowed to use city-owned properties for election-related activities such as fund-raising functions, gatherings, media events, and signage, save and except areas that are for public use which are not subject to a rental fee. For example, general campaigning in a City park.

(c) The Use of City Hall (350 City Hall Square West and 400 City Hall Square East

No candidate shall use the actual administrative buildings of either 350 City Hall Square West and 400 City Hall Square East for any campaigning purposes relating to a municipal election.

3.4 The Use of Councillor Constituency Office

Members of Council seeking re-election and registered as nominated candidates for the 2018 municipal election may not use their constituency office for election purposes or display election-related material in that office.

3.5 The Use of City Employees

Members of Council seeking re-election and registered as nominated candidates for the 2018 municipal election may not use city staff to canvass or actively work in support of a municipal candidate during normal working hours unless they are on a leave of absence without pay, lieu time, or vacation leave.

3.6 The Use of Election Signs

Members of Council seeking re-election and registered as nominated candidates for the 2018 municipal election should make reference to the City of Windsor's Sign By-law 250-2004, Guidelines from the Chief Building Official, and the Public Works By-law 25-2010 with respect to the allowable placement of election signs. These documents are contained in the Candidate's Package distributed to all registered candidates at the time of filing the nomination paper.

3.7 The Use of Councillor Funding Sources

Members of Council seeking re-election and registered as nominated candidates for the 2018 municipal election may not use Municipal funding sources for any election-related purpose.

Incumbent candidates may not print or distribute any material paid by municipal funds that illustrates that they or any other individual is registered as a candidate in an election.

It is the responsibility of the incumbent candidate to ensure that the content of any communications material, including printed material such as newsletters, advertising, etc. funded by the municipality for the operation of each Councillor's Office, is not election-related.

3.8 The Use of Ward Funds

Members of Council may not initiate projects using municipal ward funds from Nomination Day, Friday, July 27, 2018 up to Voting Day, Monday, October 22, 2018, unless specifically approved by Council.

3.9 The Distribution of Candidate Election Campaign Material

Members of Council seeking re-election and registered as nominated candidates for the 2018 municipal election are not allowed to distribute their campaign-related material in any City-owned facility

Incumbents are not allowed to distribute their campaign material to city employees while the employee is being paid by the Corporation of the City of Windsor.

3.10 The Discontinuation of Select Corporate Resources

The following will be discontinued for members of Council from the day prior to Nomination Day, Thursday, July 26, 2018 to Voting Day, Monday, October 22, 2018:

- **All forms of advertising, including in-house municipal publications;**
- **All printing and distribution of newsletters, unless directed by Council;**
- **The ordering of office furniture and furnishings except those of an emergency nature;**
- **No movement of furniture and furnishings;**
- **No ordering of stationery and office supplies.**

4. RECORDS, FORMS, AND ATTACHMENTS

4.1 Form EL13 – Cover letter signed by City Clerk

**Schedule "A-2" to the Code of Conduct
City of Windsor Form EL13
Use of Corporate Resources and Corporate Communication Tools by Council Members
Seeking Re-election
(Effective 2 January 2018)**

NOTICE TO INCUMBENT CANDIDATES

Re: Use of Corporate Resources and Corporate Communication Tools during an Election Year

If you have filed your nomination paper with the City Clerk for the October 2018 election your campaign period begins with the day you file your nomination with the City Clerk and will end on December 31, 2018. Campaign contributions and expenses may only occur during your campaign period.

Section 88.8(4)5 of the *Municipal Elections Act* specifically prohibits a municipality from contributing to a candidate's election campaign. Any use of the City's Corporate property such as facilities, services, land, monetary resources, etc. for election purposes could be interpreted as a contribution from the municipality to your campaign and therefore a violation of the *Act*, which could carry a penalty.

The following procedure established under section 12(1), *Municipal Elections Act* provides current members of council who are registered nominated candidates for the 2018 municipal election with guidelines on the appropriate use of corporate property during the election process.

Please review this procedure at the time of filing your nomination paper with the City Clerk and formally sign this document as evidence that you are aware of this election procedure.

The intent of this election procedure is not to inhibit Councillors from representing the interests of their constituents who elected them, but only to set out guidelines as to the restrictions within the context of the *Municipal Elections Act*.

Questions about this communication may be directed to the Deputy City Clerk or Manager, Records and Elections.

Date

Valerie Critchley

City Clerk or Designate

Candidate

**Schedule “B” to the Code of Conduct
City of Windsor Council-Staff Protocol (Revised August 2016)**

INTRODUCTION

Members of Council and staff of the City are both servants of the public and they are indispensable to one another. The Council directs the business of the City and passes by-laws, or resolution as appropriate, for decisions adopted by Council. The City of Windsor’s Council Staff Protocol sets out guidelines and ground rules for the effective interaction of City Council and staff members in the governing and management of the municipality.

Council has delegated responsibility to the Chief Administrative Officer for the administration of the affairs of the City in accordance with the by-laws adopted. This means that under the direction of the CAO, staff have the responsibility and the authority to provide consultation, advice and direction to Council and to implement Council-approved policy. Accordingly, staff establish the appropriate administrative directives, procedures, systems, structures and internal controls to implement the goals and objectives of Council, and to manage implementation within the resources at their disposal.

Role clarification and sensitivity to the difference between the roles played by Council and staff are fundamental to the success of our working relationships. Both Council and staff have a responsibility to understand their role and follow the Council-Staff Protocol accordingly. Both Council and staff are expected to enhance public education by providing context and process information about decision-making. Council and staff are required to work together towards policy development and implementation while understanding the various roles and expectations necessary for a highly effective working relationship.

Council and staff operate within a very complex environment. Therefore, some flexibility is required. Maintaining mutual respect between City staff and Council Members is the only way to foster highly effective working relationships. Defining roles and expectations in advance helps achieve effective relationships that are equitable and without favouritism. Council and staff demonstrate respect by refraining from expressing criticism of each other in public or through public communications regardless of the medium.

SCOPE

This Council-Staff protocol applies to all Members of City Council and City staff, and members of boards and staff of related agencies, boards, and commissions.

Council and Administration will review the Council-Staff Protocol at the beginning of each new term of Council (at least once every four years) and incorporate any necessary amendments.

ROLES, RESPONSIBILITIES, AND EXPECTATIONS

General

The core values held by Members of Council, committees, or local boards and City staff are *integrity, ethics, accountability, responsibility, service, service quality, trust, and leadership*. These values will be reflected in policy decisions, policy implementation, and will form a vital part of the City of Windsor's everyday operation.

In order to best embody these values, the jointly-held responsibilities of all Members of Council, committees, or local boards and City staff are as follows:

- [a] Demonstrate commitment to communication and consultation among ourselves and with the general public.
- [b] Show leadership, relying on our knowledge and judgment, and respond based upon our areas of expertise.
- [c] Maintain confidentiality at in-camera, committee and other meetings.

The Mayor

The Mayor, for example:

- [a] Is the Chief Executive Officer of the Municipality;
- [b] Carries out the duties of the head of Council under the Municipal Act or any other Act
- [c] sees that the laws for the government of the Corporation are duly executed and obeyed;
- [d] oversees the conduct of the subordinate officers in the government and administration and sees that all proven negligence, carelessness and violation of duty are dealt with;
- [e] communicates information and recommendations to the Council from time to time that will tend to the improvement of the government;
- [f] presides at all meetings of Council and ensures that all proceedings and conduct are enacted in accordance with the Procedure By-Law so that the business of Council can be carried out efficiently and effectively;
- [g] may summon a special meeting of the Council within a specified time period, as well as when requested to do so in writing by a majority of Members;
- [h] represents the views and interest of the City, its residents and taxpayers at a variety of official, public, ceremonial and intergovernmental events; and
- [i] signs all By-laws and may sign debentures and promissory notes on behalf of the municipality.

Council

The Whole Council, for example:

- [a] exercises the authority delegated by the provincial legislature to the municipality and does not possess authority separate to that derived from provincial statute;
- [b] is the legislative arm of the municipality and makes laws, determines property taxation levels, allocates expenditures and holds civic staff accountable by providing them with direction, assigning resources and monitoring policy decisions as implemented by staff;
- [c] must have a quorum in order to vote to amend or enact by-laws;
- [d] in a Committee-of-the-Whole meets as a general Committee to discuss and vote on which recommendations shall be forwarded to Council for subsequent decision;
- [e] may sub-delegate administrative authority where the delegation does not entail power to determine or adjudicate rights; make policy; or take legislative action;
- [f] receives all reports of all Standing Committees and other designated bodies for their acceptance, amendment, deferral as the Council deems appropriate;
- [g] holds regular and special meetings of Council in open sessions; a Committee-of-the-Whole meeting in open or closed session for legal, personnel or property matters of a sensitive nature; and
- [h] may not amend or pass any by-law where Council meets as a Committee-of-the-Whole;
- [i] follows the procedures it establishes in the Council Procedure By-law.

Councillors generally, for example:

- [a] represent the views of the public and exercise judgment to make decisions on behalf of them;
- [b] respond to resident inquiries or refer such inquiries to appropriate staff or other organizations and generally provide assistance to constituents;
- [c] participate in Council meetings and undertake the activities within the authority, operations and procedures of Council as outlined in (a) above;
- [d] choose among alternatives and reconcile conflict among competing priorities;
- [e] stay informed and keep up to date;
- [f] in Council, correct deficiencies in the system; and
- [g] in Council, determine the overall system and structure of the Corporation.

Committees of Council, as a Whole, for example:

- [a] request reports as required to aid in their decisions on recommendations to Council;
- [b] report and make recommendations to Council on policy matters referred to them;
- [c] provide access to public communication and deputation on matters within their purview; and
- [d] examine all accounts connected with discharging its duties or under its supervision in accordance with the *Procedure By-law*, the *Purchasing By-law*, and other by-laws.

Council Committee Chairs, for example:

- [a] review, identify and prepare agenda items and priorities with Department Heads and the Office of the clerk's as appropriate;
- [b] ensure program policies and priorities are established by the Committee;
- [c] are often called upon at Council to answer questions on Committee recommendations;

- [d] conduct meetings, provide direction, ensure fair and open discussion of agenda items in accordance with established procedures; and
- [e] may call special meetings of the Committee when the Chair or Members feel it is necessary to so so.

Council Members on Agencies, Boards and Commission, generally:

- [a] perform as part of a Board, most of the same roles as Standing Committees;
- [b] balance their role as the custodian of the City's tax dollars and representative of Council policies, with that of their fiduciary and other duties as a Board Member;
- [c] provide specialized advice and expertise to aid in decision making; and
- [d] provide an essential link between the body and Council such that Council positions can be conveyed to the body and vice-versa.

The expectations of Council, its committees, and its Members in fulfilling the above roles and responsibilities are as follows:

- [a] Govern and provide/set clear political direction.
- [b] Establish the municipality's vision and goals, and define needs and outcomes to be achieved through empowerment and effective staff performance.
- [c] Act as a whole in developing policy.
- [d] Respond to constituents concerns, keep City staff members informed, be open to discussion and ask for clarification when needed.
- [e] Understand that individual Council Members represent Council as a whole in the eyes of the public and staff members. Council Members have a responsibility to bring controversial decisions back to the whole Council.
- [f] Refrain from providing individual direction to the chief Administrative Officer to initiate any action or prepare any report of a significant nature, or initiate any project or study without the consent of the entire Council.
- [g] Ask questions of staff members prior to the public meetings whenever possible.
- [h] Refrain from attempting on an individual basis to change or interfere with the operations and practices of any City department. Any questions or concerns related to operating rules and practices should be directed to the Executive Director of the department and any service requests should be directed to 311;
- [i] Be sensitive to staff workload and resources
- [j] Refrain from using administrative resources for political/personal purposes.
- [k] Refrain from micro-managing
- [l] Be open-minded, supportive; staff are fallible
- [m] Praise publicly and criticize privately
- [n] Respect administrative expertise; show respect

Staff

City Staff, for example:

- [a] provide timely and useful advice to Council and its Committee;

- [b] carry out specific directives, motions and policies approved or delegated to them by the Council;
- [c] follow the intent of Council directions;
- [d] alert Council to legal limitations of proposals, or changes in legislation, or unintended impacts of decisions;
- [e] administer the organization and are responsible for day-to-day tasks in operations management;
- [f] recommend policies, programs and budgets to Standing Committees and Council;
- [g] respond to public inquiries and advise on Council approved policies;
- [h] use allocated resources appropriately;
- [i] stay informed and up to date;
- [j] undertake research and report in findings;
- [k] evaluate staff assigned and correct any performance as required; and
- [l] encourage the development of all staff under their supervision.

The expectations of City staff in fulfilling the above roles and responsibilities are as follows:

- [a] Adhere to current Council approved policy.
- [b] Accept that Council sets the agenda; refrain from directly or indirectly lobbying Council.
- [c] Changes to policy should be formalized through reports to City Council. Keep Council informed and do not blind side them (no surprises).
- [d] Respect the limitations of the time of Council Members
- [e] Be respectful and patient; don't point fingers of blame toward City Council.
- [f] Provide factual, clear, timely and professional advice based upon professional judgment but also include a range of options where applicable.
- [g] Provide high quality advice to Council based on political neutrality and objectivity irrespective of party politics, the loyalties of persons in power, or their personal opinions.
- [h] Respect Council's political decisions and refrain from making public any personal comments related to those decisions.
- [i] Address Council questions on a timely basis and seek clarification when necessary and where appropriate.

January 13, 2022

Kristen Newman
Corporate Leader - Strategic and Legal Affairs
Municipality of Lakeshore
419 Notre Dame Street, Belle River, ON, N0R 1A0

Dear Ms Newman,

RE: Expression of Interest – Municipality of Lakeshore Integrity Commissioner

This is further to our telephone conversation of January 13, 2022 in which you requested that we submit a proposal for the provision of integrity commissioner services to the Municipality of Lakeshore. At your request we are keeping this submission brief but would be pleased to expand upon our qualifications and approach at your direction.

The principals of Principles *Integrity* have extensive experience as both consumers and providers of Integrity Commissioner Services. Established in early 2017, Principles *Integrity* is a partnership operated by its two principals Jeffrey Abrams and Janice Atwood-Petkovski, two experienced municipal lawyers and corporate leaders, with over 35 years of experience each in municipal law and governance. Our unique perspective enhances our ability to provide context-relevant guidance that focuses on the things that matter.

Partnership Profile:

Name: Principles *Integrity*
Principals: Jeffrey A. Abrams, B.A., LL.B and Janice Atwood-Petkovski, B.A., LL.B.
Email: postoffice@principlesintegrity.org
Telephone: (647) 259-8697
Administrative Address: 30 Haddon Street, Toronto ON, M5M 3M9

Principles *Integrity* currently serves as Integrity Commissioner for over 40 municipalities and other public sector organizations across Ontario. Our clients are well served by our broad-based experience in developing and implementing codes of conduct and other policies governing ethical behaviours; providing education and training; providing timely, customized confidential advice to elected officials on request; conducting skilled complaint administration with a focus on informal resolution; and publishing clear public reports which emphasize opportunities for lessons-learned and reconciliation.

We also actively participate in our professional association, the Municipal Integrity Commissioners of Ontario (MICO), where we have led the development of integrity commissioner practices and operating principles.

The Principles *Integrity* approach

Principles *Integrity* believes that there is one overarching objective for a municipality in appointing an accountability officer such as Integrity Commissioner and that is to raise the public's perception and confidence that their elected officials meet established ethical standards. This is done by helping build a practical ethical policy framework which has a central focus on good governance rather than mere technical compliance; providing timely, reasoned and helpful advice, guidance, and education to the governing body and key members of staff; and where necessary, serving as an independent review mechanism when assertions are made that an elected official has not abided by the relevant ethical standards.

We exercise the authority given to us in a manner that promotes good governance and effective and ethical solutions. When required to respond to a complaint, we exercise restraint and carry a solution-oriented perspective, favouring teaching opportunities over sanctions.

We have substantial expertise in the application of the *Municipal Conflict of Interest Act* and have developed an effective codification of statutory and common law that assists elected officials in avoiding both real and apparent conflicts of interest while enabling them to carry out the duties for which they were elected.

Principles *Integrity*

Though our emphasis is on developing a robust ethical framework and providing education and advice to support elected officials in carrying out their duties ethically, complaints are sometimes filed. Exercising independence of judgement, we will be sensitive to the concerns of the community as they are raised, and will seek to resolve matters firstly by informal discussion and review. Informal resolution may be achieved through education, the setting of reasonable expectations for outcomes, referrals to more relevant processes and agencies, and at the very least the articulation and narrowing of issues to be reviewed. No formal reports will be issued as a result of informal resolution, because to do so would interfere with the parties' commitment to resolution of the dispute.

Formal investigations, if they occur, will emphasize procedural fairness, the achievement of public interest objectives, and conclude with public reports which help guide participants in proper ethical practices.

Thank you for your consideration of this Expression of Interest. We would be pleased to meet with you or any other Municipal representatives to discuss our submission further. Attached as requested is our pricing proposal, and résumés.

Respectfully submitted,

Principles *Integrity*,

through its principals:

Jeffrey A. Abrams and Janice Atwood-Petkovski

Pricing Proposal:

Principles *Integrity* proposes the following fee structure for the services of Integrity Commissioner for the Municipality of Lakeshore

\$1,000 Annual Retainer

\$1750 Per Diem Block Fee for preparation and attendance at Workshops, Training/Orientation Sessions which we would schedule in consultation with our local contact. Half-day per diems would be applied where appropriate.

\$275 Hourly rate for all other services, including:

- Providing advice to Members on the application of the Code of Conduct, policies, procedures and rules, and on their obligations under the *Municipal Conflict of Interest Act*;
- Assessing, and when informal resolution of a complaint is not possible, investigating complaints about a Member under the Code of Conduct and other policies, procedures and rules governing the ethical behaviour of Members; reporting to Council with recommendations on appropriate sanctions, if applicable, and other remedial action;
- Reviewing and providing recommendations on the Code of Conduct, and on the request of Council or the local contact, other Municipal policies and procedures.

Disbursements:

Mileage will be charged at \$.54 per km or at the rate otherwise in place at the Municipality. Other forms of transportation will be considered with the prime focus being minimizing cost to the Municipality. We will not charge for faxes, minor printing, clerical services or long distance telephone calls. For large printing production (an annual report, for example) we request the Municipality to provide support. In the alternative, we would arrange these printing jobs and disburse the cost without markup.

Interview and inquiry space:

Where the Municipality is unable to provide space, if required, during the course of an inquiry we would arrange for suitable space and disburse the cost without markup. Unless an expense is incurred in the course of a confidential investigation (in the rare event, for example, that process server costs must be incurred), all other disbursements will be pre-approved by the local contact and would be at cost, without markup.

Point of Contact:

Subject to other arrangements, it is expected that the Corporate Leader - Strategic and Legal Affairs will be the Integrity Commissioner's on-site point of contact for the receipt of documentation and other administrative interactions.

Term:

Principles *Integrity* acknowledges that the Municipality's appointee to the position of Integrity Commissioner will be required to enter a multi-year contract. We propose that the initial term of that contract be no less than three years.

Principal's Credentials and Resumes:

Because the traditional resumé format does not readily speak to the applicability of employment experience and credentials to support the objectives of an appointment process, the following brief summary is provided to assist the Municipality in understanding how the principals' resumes on the following pages demonstrate their qualifications and experience to fulfill the role of the TBPSB's Integrity Commissioner.

Experience:

Jeffrey Abrams and Janice Atwood-Petkovski, the principals of Principles Integrity have:

- each been serving municipalities in various capacities for over thirty-five years, have abundant experience in the application of administrative law, and good governance practices
- have for better than a decade worked in the Integrity Commissioner field – not only are they experienced integrity commissioners, but they have seen and experienced the impact of an integrity commissioner's work from the perspective of municipal staff and elected officials
- as prominent members of the profession, led the Municipal Integrity Commissioners of Ontario (MICO) project to develop a Statement of Principles to guide integrity commissioners in the practice of their profession, and in the preparation of MICO's submission to the provincial government on the role of integrity commissioners and codes of conduct for municipalities
- have developed innovative Code of Conduct provisions to help elected and appointed officials, including provisions endorsed in the recent report of the Collingwood Judicial Inquiry which reconcile an official's obligation to abide by not only the Municipal Conflict of Interest Act but the common law

Principles *Integrity*

Jeffrey A. Abrams, B.A., LL.B.

CURRENT:

Co-Principal of Principles *Integrity*

2017 -

Principles *Integrity* is a partnership dedicated exclusively to providing professional services as an Integrity Commissioner (including at times Lobbyist Registrar, Closed Meeting Investigator and Municipal Ombudsman services) to local governments and officials. Through the provision of trusted, reliable and timely advice, customized education and training, and fair and independent complaint investigations, Principles *Integrity* delivers a solutions-focused approach to supporting good governance and proper ethical behaviour. The firm serves as Integrity Commissioner to approximately 40 municipalities and other public bodies across Ontario.

GTA MUNICIPAL GOVERNMENT:

2004 - 2017

CITY CLERK (2008 – 2017)

The Corporation of the City of Vaughan

Directed the statutory and administrative functions of the City Clerk's Office. Advanced City's reputation for accountability and transparency, principally through the design and implementation of governance strategies. Responsible for the oversight of numerous diverse operations (e.g. Secretariat, Access & Privacy, Risk Management, Elections, Records Management, Development Services, Committee of Adjustment, High Speed Reproduction, Council/Corporate administration). Key influencer in development of City's first code of conduct (2008). Served as City's initial Lobbyist Registrar (2016).

DEPUTY REGIONAL CLERK (2005 - 2008)

The Regional Municipality of York

Responsible for council and committee processes and for the corporate Access and Privacy program. Participated in a variety of corporate initiatives, and carried broad administrative and management responsibilities. Served as Senior Legal Counsel to the municipality and its Police Services Board on information technology matters.

PRINCIPAL (2004 – 2006)

Abrams Law & Strategy

Principal of a legal services and strategic consulting practice providing services to government agencies and private enterprises, and specialized in governance and communication matters, risk management, procurement, legislative reform, business development, and other commercial and operational matters.

ONTARIO PUBLIC SERVICE:

2002 - 2004

COUNSEL - SPECIAL PROJECTS (2004)

Chief Election Officer, Elections Ontario

Reporting to the Chief Election Officer, responsible for providing strategic and legal advice to support Election Ontario's efforts in modernizing election policy and administration in Ontario.

EXECUTIVE LEAD - CONTRACT MANAGEMENT (2004)

Youth Justice Transition

Ministry of Children and Youth Services

Reporting to the ADM, and the Transition Project Director, responsible for leading the disentanglement of all transfer payment agency agreements shared between adult and youth correctional systems.

PROJECT DIRECTOR - ALTERNATIVE SERVICE DELIVERY (on secondment) (2002 - 2003)

Ministry of Community Safety and Correctional Services

Reporting to the Executive Lead (ADM), responsible for leading a project to create a unique provincial facility for the secure treatment of severely mentally ill sentenced adult offenders. (Acting Executive Lead, reporting to Deputy Minister, for six months)

METROPOLITAN TORONTO / CITY OF TORONTO:

1986 - 2002

DIRECTOR - SECRETARIAT, PRINTING & DISTRIBUTION (1998 - 2002)

City Clerk's Division

Directed two major portfolios, which when taken together represented the majority of the City Clerk's mandate. Responsible for the City's deliberative legislative bodies including City Council and for the City's offset printing, networked high-speed reproduction, mail and distribution systems.

SENIOR SOLICITOR (1986 - 1998)

Legal Services Division

Served as counsel to every major department and agency of the former Metropolitan government, as well as to their respective political oversight boards and committees, with an emphasis on governance, *Planning Act* matters, commercial transactions, high technology acquisitions, and procurement matters.

EDUCATION AND PROFESSIONAL DEVELOPMENT

OSGOODE/FORUM OF CANADIAN OMBUDSMAN (FCO) - ESSENTIALS FOR OMBUDS CERTIFICATE

SCHULICH MASTER'S CERTIFICATE IN MUNICIPAL MANAGEMENT, 2012

LAW SOCIETY OF UPPER CANADA (and other providers), *Continuing Legal Education*, (ongoing)

QUEEN'S UNIVERSITY, School of Business, *Public Executive Program*, 2002

UNIVERSITY OF WINDSOR, Faculty of Law (LL.B.) 1983; **Admitted to THE ONTARIO BAR**, 1985

UNIVERSITY OF TORONTO, B.A., *Urban Studies*, 1980

OTHER ACCOMPLISHMENTS AND MEMBERSHIPS

MEMBER, MUNICIPAL INTEGRITY COMMISSIONERS OF ONTARIO (MICO)

AMCTO PRESTIGE AWARD, 2015

MEMBER, PAST VICE CHAIR, ONTARIO MUNICIPAL INSURANCE EXCHANGE (OMEX)

PAST CHAIR, MUNICIPAL EDUCATION RESEARCH FOUNDATION

MEMBER, ASSOCIATION OF MUNICIPAL MANAGERS, CLERKS AND TREASURERS OF ONTARIO (Past Vice Chair, Legislative Committee)

MEMBER, SENECA COLLEGE MUNICIPAL PROGRAM ADVISORY COMMITTEE

FORMER PART-TIME PROFESSOR

SCHOOL OF LEGAL AND PUBLIC ADMINISTRATION, SENECA COLLEGE

PAST MEMBER, ONTARIO PROFESSIONAL PLANNERS INSTITUTE (OPPI) DISCIPLINE COMMITTEE

Principles *Integrity*

JANICE ATWOOD-PETKOVSKI, Hon.B.A., LL.B.

Co-Principal of Principles *Integrity*

2017-

Principles *Integrity* is a partnership dedicated exclusively to providing professional services as an Integrity Commissioner (including at times Lobbyist Registrar, Closed Meeting Investigator and Municipal Ombudsman services) to local governments and officials. Through the provision of trusted, reliable and timely advice, customized education and training, and fair and independent complaint investigations, Principles *Integrity* delivers a solutions-focused approach to supporting good governance and proper ethical behaviour. The firm serves as Integrity Commissioner to approximately 40 municipalities and other public bodies across Ontario.

CITY OF HAMILTON

2013 – 2017

City Solicitor

Legal advisor to Council, committees, and Senior Management Team, on legal, governance and procedural issues.

Responsible for Legal Services and Prosecutions, leading a team of 55, managing a budget of \$3M, advising on diverse issues including corporate commercial, procurement, acquisition, real estate, construction law, planning & development, and litigation.

Responsible for Annual Budget, program review, performance measures, business planning.

Implemented Lobbyist Registry.

CITY OF VAUGHAN

2006 – 2012

Commissioner of Legal & Administrative Services & City Solicitor

(Responsible for Legal Services, Human Resources, City Clerk Dept, and Enforcement)

Provided direct leadership to Legal Services, Real Estate, Office of the City Clerk including Risk & Insurance, Records Management and Access & Privacy, Licensing, Enforcement Services and Human Resources, with 110 full time staff and an operating budget of \$16M

Senior legal advisor to Council, providing strategic, legal and procedural advice to committees on municipal roles, responsibilities and governance matters. Leadership role for planning and implementing corporate and departmental initiatives, establishing goals and objectives including performance measures. Active role in developing Strategic Plan, Annual Budgets, Program Review, Performance Measures, and other corporate initiatives

Directly led a team of in-house counsel, handling diverse issues including labour and employment, corporate commercial, procurement, acquisition, real estate, construction law, planning & development, and litigation. Directed and managed external legal counsel.

Effective in establishing priorities, developing work plans, delegating responsibilities, working closely and collaboratively with staff to produce effective solutions and measurable results. Provided strong and effective leadership, encouraging open communication, fostering cooperation, building consensus and demonstrating accountability. As an energetic and enthusiastic leader, motivated and inspired others to reach full potential

CITY OF MISSISSAUGA

2004 – 2005

Legal Counsel

Provided legal and strategic advice to Council, Committees and management.

Prepared reports, attending counsel to provide legal advice.

Provided legal advice relating to OMB/litigation & administrative law group & prosecutors.

CITY OF BRAMPTON

1989 – 2004

Director of Enforcement and Administrative Law

Provided legal and strategic advice to Council, Committees and management.

Principles *Integrity*

Prepared reports, budgets, developed business plans, appeared at Court and OMB.

Provided legal advice, direction and oversight to lawyers and staff within administrative law group, prosecutors and enforcement staff.

PEEL DISTRICT SCHOOL BOARD
Trustee, Ward 9

1991 – 1994

Memberships/ Participation

Municipal Integrity Commissioner Association of Ontario (MICO) 2017-present

Society of Ontario Adjudicators and Regulators (SOAR) 2017

Municipal Law Dept. Association of Ontario (Treasurer 2006 – 2008)

Co-Chair, Annual Municipal Enforcement Conference 2010 - 2012

School Board Trustee, Peel District School Board 1991 - 1994

Vice-President/President, Peel Music Festival 1999 - 2006

Education

LL.B., Osgoode Law School, York University

Past Certified Specialist in Municipal Law

Masters Certificate Municipal Leadership,

Schulich Executive School of Business

Certified Municipal Manager III, OMMI

Hon.B.A, Queen's University

Institut de traducteurs et interpretes, Belgium

Municipality of Lakeshore – Report to Council

Strategic & Legal Affairs

Workforce Development



To: Mayor & Members of Council

From: Lisa Granger, Division Leader – Workforce Development

Date: January 13, 2022

Subject: Revisions to Mandatory COVID-19 Vaccination Policy for Employees

Recommendation

Direct the Clerk to read By-law 9-2022 adopting the revised Council Policy – Employee COVID-19 Vaccination Policy, as presented at the January 18, 2022 Council meeting.

Background

In the Council Meeting on September 28, 2021, Council directed Administration to revise the policy as follows:

318-09-2021

Direct Administration to revise draft Council Policy - Employee COVID-19 Vaccination Policy, as presented at the September 28, 2021 Council meeting, to include a two-test requirement for employees that are not vaccinated.

In the Council Meeting of October 26, 2021, Council approved revisions to the policy which included testing options to align with the direction from Council in Council Meeting on September 28, 2021.

Comments

Administration developed and rolled out procedures maintaining Council's intent of implementing a vaccination/rapid antigen testing program. Changes to the vaccination regime (widespread recommendation of boosters), as well as significant administrative planning and supply chain disruptions have resulted in a greater need for flexibility in terms of the administration of the policy.

The procedures were released to all staff on December 17, 2021 with the requirement for Employees to have:

- A first dose by February 11, 2022;

- A second dose by April 1, 2022; and,
- A booster within 4 weeks after the booster becomes available and the Employee is eligible to receive the booster.

These procedures introduced a longer time period to achieve full vaccination in order to ensure that the Employees have the necessary amount of time to understand the procedures and the time to comply.

At the time of writing this report, 32% of the workforce have reported receiving the first 2 vaccine doses and 16% have reported receiving the booster. There is 1% of the workforce who have reported they intend to pursue rapid antigen testing. There is still 47% of the workforce who remain undeclared at this time.

The revisions proposed are attached as Appendix A. The revisions include replacing the deadline of January 4, 2022 with being Fully Vaccinated (or participating in rapid antigen testing) in accordance with the COVID-19 Vaccination and Rapid Antigen Testing Procedures. The reasons for this change involve:

- To ensure employees have sufficient time to get fully vaccinated;
- To ensure consistency between the policy and procedure;
- To ensure that the Municipality can respond to the continuous changes associated with Provincially regulated restrictions for COVID;
- To ensure that employees can respond to the continuous changes associated with what constitutes “Full Vaccination”; and,
- To enable Administration to continue to respond to public health authority recommendations while maintaining the policy set out by Council to promote full vaccination or participate in rapid antigen testing twice per week.

Accordingly, Administration is recommending Council approve the revised Council policy as attached in Appendix A by adopting Bylaw 9-2022.

Financial Impacts

There are no financial impacts specific to the revisions described.

Attachments

Appendix A: Red-line version of revised Council Policy on Mandatory COVID-19 Vaccinations for Employees.

Report Approval Details

Document Title:	Revisions to Mandatory COVID19 Vaccination for Employees .docx
Attachments:	- Appendix A COVID19VaccinationPolicy for Employees - redline.pdf
Final Approval Date:	Jan 14, 2022

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

Kristen Newman

Justin Rousseau

Truper McBride



Employee COVID-19 Vaccination Policy

Policy # [C or A] - [DI] - XXXXXX

Date Last Reviewed:

1.0 Purpose and Scope

- 1.1 The Municipality of Lakeshore is committed to taking every reasonable precaution in the circumstances for the protection of the health and safety of workers from the hazard of COVID-19 as required by the *Occupational Health and Safety Act* (OHSA).
- 1.2 Vaccination in accordance with federal and provincial directives has been shown to be effective in reducing COVID-19 virus transmission and protecting unvaccinated individuals from severe consequences of COVID-19 and COVID-19 variants. Therefore, it is critical for employees to be vaccinated in order to protect themselves from COVID-19 as well as to provide indirect protection to others during service delivery.
- 1.3 The Municipality is committed to a workplace free from discrimination and harassment. The Municipality will accommodate employees qualifying for medical exemption or who qualify based on one or more of the protected grounds of discrimination in the Human Rights Code up to the point of undue hardship.
- 1.4 This policy applies to all Municipal employees including those employed on a permanent, part-time or contract basis (for example contracted by the Municipality directly or those employed by an employment agency), co-op and placement students whether in receipt of compensation or salary or not, volunteers.
- 1.5 Where employees are subject to an Ontario provincial directive with respect to COVID-19 vaccination that is more strict than this policy, an employee vaccination policy for those employees will be established in accordance with such directive and that specific policy will prevail over this policy. In addition, where an employee's departmental COVID-19 vaccination policy is more stringent than this policy, such departmental policy will prevail over this policy.

2.0 Definitions

- 2.1 **COVID-19:** coronavirus disease is an infectious disease caused by the SARS-CoV-2 virus and includes variants of this disease.



Employee COVID-19 Vaccination Policy

Policy # [C or A] - [DI] - XXXXXX

Date Last Reviewed:

- 2.2 Fire Call:** means a call from the Municipality's Fire Dispatch provider to dispatch Volunteer Firefighters.
- 2.3 Exemption:** means a Medical or Protected Ground Exemption.
- 2.4 Fully Vaccinated and Full Vaccination:** means 14 days after having received the completed series of an accepted COVID-19 vaccine as recommended by Chief Medical Officer of Health for the Province of Ontario. In the event that a Government of Canada or Province of Ontario health official recommends an additional vaccine dose (or booster), such dose shall be required to be considered Fully Vaccinated.
- 2.5 Lab-Based Test:** This a polymerase chain reaction (PCR) test taken through a medical laboratory that detects SARS-CoV-2 genetic material and is used to diagnose an active COVID-19 infection.
- 2.6 Leadership:** This group of positions includes persons in the role of Team Leaders, Division Leaders, Corporate Leaders and the Chief Administrative Officer and any other persons deemed to be supervisors under the OHSA.
- 2.7 Medical Exemption:** This is a situation in which an employee has provided written proof in a form satisfactory to the Municipality from an appropriately qualified physician or nurse practitioner of a medical reason for not being Fully Vaccinated.
- 2.8 Protected Ground Exemption:** This is a situation in which an employee has provided written proof in a form satisfactory to the Municipality of a valid exemption from the requirement to be Fully Vaccinated based on a protected ground under the *Human Rights Code*.
- 2.9 Rapid Antigen Test:** This is a COVID-19 test administered using a nasal swab to identify positive cases in asymptomatic individuals. This test safely yields a result within 15 minutes.



Employee COVID-19 Vaccination Policy

Policy # [C or A] - [DI] - XXXXXX

Date Last Reviewed:

- 2.10 Workplace:** Any location that a Municipal employee performs tasks, jobs or projects for the Municipality, but does not include a person's home if working remotely.
- 2.11 Vaccine:** a preparation that is administered (as by injection) to stimulate the body's immune response against a specific infectious agent or disease. A vaccine approved by Health Canada for use in Canada in relation to COVID-19.

3.0 Policy

- 3.1** Subject to 3.2, all employees are required to become Fully Vaccinated before January 4, 2022 in accordance with the COVID-19 Vaccination/Rapid Antigen Testing Procedures approved by the Chief Administrative Officer.
- 3.2** The Municipality respects its obligations pursuant to the Human Rights Code and OHSA. As such, to ensure the health and safety of its employees, the Municipality will accommodate those employees that are not able to be Fully Vaccinated for a reason relating to an Exemption. Employees seeking any such exemption shall provide valid written proof of evidence as required by the Municipality COVID-19 Employee Vaccination Policy.
- 3.2.1** After January 3, 2022, An Employee that has been granted an Exemption or is awaiting a decision with respect to an Exemption must participate in rapid antigen testing twice per week which shall be performed at the cost of the Municipality.
- 3.3** Commencing January 4, 2022, An Employee that is not eligible for an Exemption and is not Fully Vaccinated shall not enter the Workplace without engaging in a Rapid Antigen Testing two times per week in accordance with Municipal procedures.
- 3.4** Despite anything to the contrary in this policy, Volunteer Firefighters that are not Fully Vaccinated shall not respond to a Fire Call.



Employee COVID-19 Vaccination Policy

Policy # [C or A] - [DI] - XXXXXX

Date Last Reviewed:

- 3.5** In addition to COVID-19 screening results collected by the Municipality, the Municipality will maintain the confidentiality of an employee's vaccination status. The collection of personal health information will be limited to:

3.5.1 Rapid Antigen Test results;

3.5.2 Lab-based Test Results;

3.5.3 Proof of Exemption;

3.5.4 Ministry of Health Dose Administration Receipts or other Provincially-sanctioned proof of vaccination; and

3.5.5 Personnel records associated with Exemptions, administration of this policy and vaccination, where necessary.

3.5.6 The personal health information collected in accordance with this policy may be used for the purpose of administering this policy. The personal health information may be disclosed only for the purpose of this purpose or for otherwise permitted in accordance with applicable law.

3.5.7 Notwithstanding an Employee having received a vaccine or Exemption, all Employees shall continue to comply with COVID-19 preventative measures including COVID-19 screening, donning a mask, maintaining a physical distance and the use of barriers where possible.

4.0 Responsibilities

- 4.1** Workforce Development is responsible for developing administrative procedures to accompany this policy.



Employee COVID-19 Vaccination Policy

Policy # [C or A] - [DI] - XXXXXX

Date Last Reviewed:

- 4.2 Workforce Development and all levels of Leadership are responsible for the administration of this policy in accordance with applicable law.
- 4.3 All employees are responsible for compliance with this policy, and shall comply with all applicable legal obligations in doing so, including with respect to public health measures such as physical distancing, wearing a mask, and staying home if they are sick.

5.0 Consequences

- 5.1 ~~After January 3, 2022, No~~ employee will be permitted to attend a Workplace unless:
 - 5.1.1 The employee is Fully Vaccinated and has provided proof of vaccination to the Municipality in accordance with the COVID-19 Vaccination/Rapid Antigen Testing Procedures; or
 - 5.1.2 The employee has been granted an Exemption and has complied with Municipal testing requirements in accordance with the COVID-19 Vaccination/Rapid Antigen Testing Procedures; or
 - 5.1.3 The employee has submitted the employee's request for an Exemption and is awaiting a decision from the Municipality with respect to the request and has complied with Municipal testing requirements in accordance with the COVID-19 Vaccination/Rapid Antigen Testing Procedures; or
 - 5.1.4 The employee has provided Rapid Antigen Testing in accordance with the COVID-19 Vaccination/Rapid Antigen Testing Procedures~~in accordance with Municipal procedures.~~
- 5.2 Employees who refuse to disclose their vaccination status in accordance with this policy may be subject to certain health and safety measures and progressive discipline, including without limitation~~-,~~ restricting access to the workplace, placing the individual on an unpaid leave of absence, and/or modifying or terminating their contract of employment.



Employee COVID-19 Vaccination Policy

Policy # [C or A] - [DI] - XXXXXX

Date Last Reviewed:

5.3 Employees failing to follow this policy may be subject to disciplinary action up to and including termination of employment.

6.0 Reference Documents

6.1 *Occupational Health and Safety Act*

6.2 Human Rights Code

6.3 Employee COVID-19 Vaccination/Rapid Antigen Testing Procedures

7.0 Communication and Training

7.1 All employees will be notified of this policy through email or employees meetings.

8.0 Review/Revisions

8.1 The Municipality will review this policy and update it as required and as reasonable in the evolving nature of the pandemic, vaccine availability and government and public health authority direction.

#	Date Revised	Author	Section	Details of Change
1	Sept 2021	<u>Workforce Development</u>		New draft policy
2	October 2021	<u>Workforce Development</u>		Revised draft policy
<u>3</u>	<u>October 2021</u>	<u>Workforce Development</u>		<u>Policy approved</u>
3	<u>January 2022</u>	<u>Workforce Development</u>		<u>Revised</u>



Employee COVID-19 Vaccination Policy

Policy # [C or A] - [DI] - XXXXXX

Date Last Reviewed:

#	Date Revised	Author	Section	Details of Change
4				

Refer policy questions to: Workforce Development

Municipality of Lakeshore – Report to Council

Operations

Roads, Parks & Facilities



To: Mayor & Members of Council
From: Jeff Wilson, Division Leader of Roads, Parks & Facilities
Date: December 3, 2021
Subject: Half Load Designation for Class B Roads

Recommendation

Direct Administration to prepare an amendment to By-Law 2-2002 being a By-law to Regulate Traffic on Highways under the jurisdiction of the Municipality of Lakeshore, to include year round load restrictions on Municipal Class B Roads pursuant to section 122 of the *Highway Traffic Act* from January 1st to December 31st of each year; and

Approve the cost of \$38,000.00 (including applicable HST) to purchase and install signage, as required, as described in the report presented at the January 18, 2022 Council meeting.

Background

In 2008, Council approved an amendment to By-Law 2-2002 adding Schedule K, introducing load restrictions on Class B roads. This amendment only included load restrictions on North Rear Road (from County Road 25 to County Road 19) all year.

In 2010, Council approved an amendment to Schedule K (to By-Law 2-2002) to further include load restrictions on North Talbot Road (from County Road 23 to County Road 19) all year.

Previous practice by the former Municipalities, prior to amalgamation, was to post weight (load) restrictions signage only during half-load season (in the spring of each year between March 1 and May 31). This practice would involve temporarily posting 334 signs throughout the Municipality and would only protect Class B roads for 3 months out of the year.

Comments

Under subsection 122(7) of the *Highway Traffic Act* the following is stated:

A Municipality or other Authority having jurisdiction over a highway may by by-law designate the date on which a reduced load period shall start or end

and the highway or portion thereof under its jurisdiction to which the designation applies.

The Municipality is able to designate specific road sections that are deemed susceptible to damage as Class B roads and restrict truck traffic on these roadways at all times of the year.

Administration is purposing a further amendment to the by-law to regulate year-round to further protect Municipal Class B roads against damage created by trucks caused from nearby road closures and rerouting of traffic.

Attached is the amendment to By-Law 2-2002 for Council approval.

Designation of these roads under this By-law will help mitigate damage through the ability to enforcement the restrictions.

If the by-law amendment proceeds, Municipality will put out a media release advising of the load restrictions under this By-Law in advance of the sign placements.

Financial Impacts

The cost to supply and install 334 signs, as approved, will be \$38,000.00 (including applicable HST). This cost includes signs, posts, and hardware along with the cost of a contractor for hydro excavation services. This will be funded from the Roads Reserve.

Attachments

Attachment 1 - Schedule 'K' Class B Roads.

Attachment 2 - Class B Roads Map, Half Load Designation.

Report Approval Details

Document Title:	Half Load Designation for Class B Roads (3).docx
Attachments:	- Schedule K Class B Roads.xls - Class B Roads Map Half Load Designation.pdf
Final Approval Date:	Jan 14, 2022

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

Krystal Kalbol

Justin Rousseau

Kristen Newman

Truper McBride

SCHEDULE 'K'



ROAD NAME	FROM	TO
ARNALD LANE	MANNING RD	SCOTT SDRD
BIG CREEK RD	TECUMSEH RD	LAKESHORE RD 303
EDGEFIELD SDRD	LAKESHORE RD 303	COUNTY RD 42
EDGEFIELD SDRD	COUNTY RD 42	
ELLIS SDRD	TALBOT RD & WILSON SDRD	HIGHWAY 3
ELLIS SDRD	HIGHWAY 3	S TALBOT RD
GRACEY SDRD	LAFORÉ BEACH RD & CRYSTAL BEACH RD	LAKESHORE RD 301
GRACEY SDRD	LAKESHORE RD 301	TECUMSEH RD
HAWTHORN DR		BISSENETTE LANE
HAWTHORN DR	BISSENETTE LANE	ORIOLE PARK DR
HICKS RD		LAWHEAD LANE
HOPGOOD SDRD	N TALBOT RD	TALBOT RD
KNAPP RD	AUCTION SDRD	LINDSAY SDRD
KNAPP RD	LINDSAY SDRD	HIGHWAY 77 & INDUSTRIAL DR & MAIN ST
LAKESHORE RD 101	COUNTY RD 42	SCHOOLHOUSE RD
LAKESHORE RD 101	SCHOOLHOUSE RD	WALLS RD
LAKESHORE RD 101	WALLS RD	N REAR RD
LAKESHORE RD 103	COUNTY RD 42	SCHOOLHOUSE RD
LAKESHORE RD 103	SCHOOLHOUSE RD	WALLS RD
LAKESHORE RD 103	WALLS RD	N REAR RD
LAKESHORE RD 105	COUNTY RD 42	SCHOOLHOUSE RD
LAKESHORE RD 105	SCHOOLHOUSE RD	WALLS RD
LAKESHORE RD 105	WALLS RD	N REAR RD
LAKESHORE RD 107	COUNTY RD 42	WALLS RD
LAKESHORE RD 107	WALLS RD	N REAR RD
LAKESHORE RD 113	COUNTY RD 42 & RENAUD LINE RD	WALLS RD
LAKESHORE RD 113	WALLS RD	N REAR RD
LAKESHORE RD 115	WALLS RD	ROGERS ROAD
LAKESHORE RD 123	COUNTY RD 42	BYRNEDALE RD
LAKESHORE RD 123	BYRNEDALE RD	N MIDDLE RD
LAKESHORE RD 129	COUNTY RD 42	TREPANIER RD
LAKESHORE RD 201	S MIDDLE RD	N TALBOT RD
LAKESHORE RD 203	N REAR RD	COUNTY RD 46
LAKESHORE RD 203	COUNTY RD 46	S MIDDLE RD
LAKESHORE RD 205	S MIDDLE RD	N TALBOT RD
LAKESHORE RD 211	S MIDDLE RD	COUNTY RD 8
LAKESHORE RD 213	S MIDDLE RD	COUNTY RD 8
LAKESHORE RD 215	S MIDDLE RD	COUNTY RD 8
LAKESHORE RD 217	N REAR RD	COUNTY RD 46

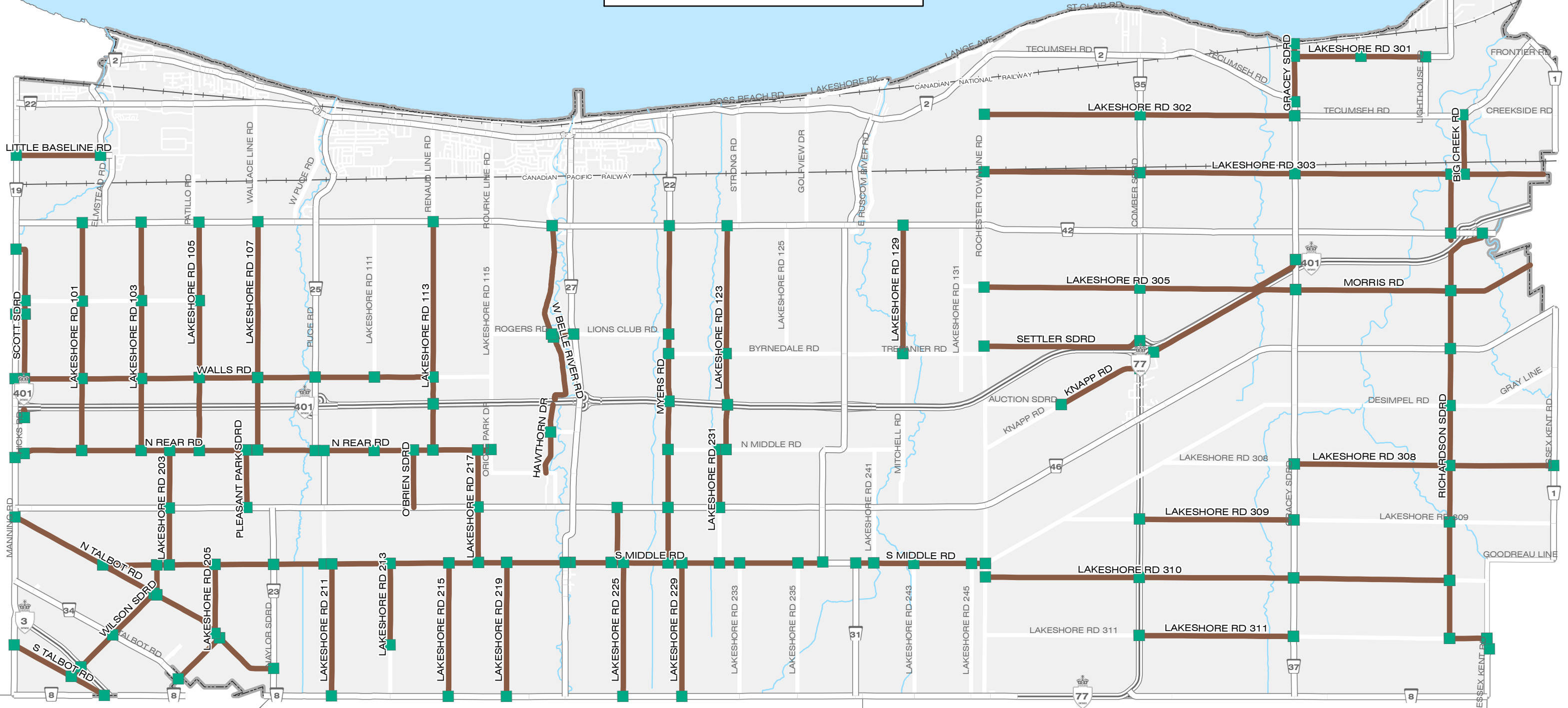
LAKESHORE RD 217	COUNTY RD 46	S MIDDLE RD
LAKESHORE RD 219	S MIDDLE RD	COUNTY RD 8
LAKESHORE RD 223	COUNTY RD 46	S MIDDLE RD
LAKESHORE RD 225	S MIDDLE RD	COUNTY RD 8
LAKESHORE RD 229	S MIDDLE RD	COUNTY RD 8
LAKESHORE RD 231	N MIDDLE RD	COUNTY RD 46
LAKESHORE RD 301	GRACEY SDRD	COUTURE RD
LAKESHORE RD 301	COUTURE RD	LIGHTHOUSE RD
LAKESHORE RD 302	ROCHESTER TOWNLINE RD	COMBER SDRD
LAKESHORE RD 302	COMBER SDRD	GRACEY SDRD
LAKESHORE RD 303	ROCHESTER TOWNLINE RD	COMBER SDRD
LAKESHORE RD 303	COMBER SDRD	GRACEY SDRD
LAKESHORE RD 303	GRACEY SDRD	EDGEFIELD SDRD
LAKESHORE RD 303	EDGEFIELD SDRD	BIG CREEK RD
LAKESHORE RD 303	BIG CREEK RD	
LAKESHORE RD 305	ROCHESTER TOWNLINE RD	COMBER SDRD
LAKESHORE RD 305	COMBER SDRD	GRACEY SDRD
LAKESHORE RD 308	GRACEY SDRD	RICHARDSON SDRD
LAKESHORE RD 308	RICHARDSON SDRD	ESSEX KENT RD
LAKESHORE RD 309	HIGHWAY 77	GRACEY SDRD
LAKESHORE RD 310	ROCHESTER TOWNLINE RD	HIGHWAY 77
LAKESHORE RD 310	HIGHWAY 77	GRACEY SDRD
LAKESHORE RD 310	GRACEY SDRD	RICHARDSON SDRD
LAKESHORE RD 311	HIGHWAY 77	GRACEY SDRD
LAKESHORE RD 311	RICHARDSON SDRD	TILBURY W AND ROMNEY TLINE
LIONS CLUB RD	W BELLE RIVER RD	COUNTY RD 27
LITTLE BASELINE RD	MANNING RD	W PIKE CREEK RD
MORRIS RD	INDUSTRIAL DR	GRACEY SDRD
MORRIS RD	GRACEY SDRD	RICHARDSON SDRD
MORRIS RD	RICHARDSON SDRD	
MYERS RD	COUNTY RD 22 & COUNTY RD 42	LIONS CLUB RD
MYERS RD	LIONS CLUB RD	BYRNEDALE RD
MYERS RD	BYRNEDALE RD	N MIDDLE RD
MYERS RD	N MIDDLE RD	COUNTY RD 46
MYERS RD	COUNTY RD 46	S MIDDLE RD
N MIDDLE RD	LAKESHORE RD 231	LAKESHORE RD 123
N REAR RD	MANNING RD	HICKS RD
N REAR RD	HICKS RD	LAKESHORE RD 101
N REAR RD	LAKESHORE RD 101	LAKESHORE RD 103
N REAR RD	LAKESHORE RD 103	LAKESHORE RD 203
N REAR RD	LAKESHORE RD 203	LAKESHORE RD 105
N REAR RD	LAKESHORE RD 105	PLEASANT PARK SDRD

N REAR RD	PLEASANT PARK SDRD	LAKESHORE RD 107
N REAR RD	LAKESHORE RD 107	PUCE RD
N REAR RD	PUCE RD	FINN LANE
N REAR RD	FINN LANE	O'BRIEN SDRD
N REAR RD	O'BRIEN SDRD	LAKESHORE RD 113
N REAR RD	LAKESHORE RD 113	LAKESHORE RD 217
N REAR RD	LAKESHORE RD 217	ORIOLE PARK DR
N TALBOT RD	MANNING RD	S MIDDLE RD
N TALBOT RD	S MIDDLE RD	WILSON SDRD
N TALBOT RD	WILSON SDRD	LAKESHORE RD 201
N TALBOT RD	LAKESHORE RD 201	LAKESHORE RD 205
N TALBOT RD	LAKESHORE RD 205	HOPGOOD SDRD
N TALBOT RD	HOPGOOD SDRD	NAYLOR SDRD
O'BRIEN SDRD	N REAR RD	COUNTY RD 46
PLEASANT PARK SDRD	N REAR RD	COUNTY RD 46
RICHARDSON SDRD	COUNTY RD 42	MORRIS RD
RICHARDSON SDRD	MORRIS RD	COUNTY RD 46
RICHARDSON SDRD	COUNTY RD 46	DESIMPEL RD
RICHARDSON SDRD	DESIMPEL RD	LAKESHORE RD 308
RICHARDSON SDRD	LAKESHORE RD 308	LAKESHORE RD 309
RICHARDSON SDRD	LAKESHORE RD 309	LAKESHORE RD 310
RICHARDSON SDRD	LAKESHORE RD 310	LAKESHORE RD 311
ROGERS ROAD	LAKESHORE RD 115	WEST BELLE RIVER ROAD
S MIDDLE RD	N TALBOT RD	LAKESHORE RD 201
S MIDDLE RD	LAKESHORE RD 201	LAKESHORE RD 203
S MIDDLE RD	LAKESHORE RD 203	LAKESHORE RD 205
S MIDDLE RD	LAKESHORE RD 205	NAYLOR SDRD
S MIDDLE RD	NAYLOR SDRD	LAKESHORE RD 209
S MIDDLE RD	LAKESHORE RD 209	LAKESHORE RD 211
S MIDDLE RD	LAKESHORE RD 211	LAKESHORE RD 213
S MIDDLE RD	LAKESHORE RD 213	LAKESHORE RD 215
S MIDDLE RD	LAKESHORE RD 215	LAKESHORE RD 217
S MIDDLE RD	LAKESHORE RD 217	LAKESHORE RD 219
S MIDDLE RD	LAKESHORE RD 219	COUNTY RD 27
S MIDDLE RD	COUNTY RD 27	CHURCH ST
S MIDDLE RD	CHURCH ST	LAKESHORE RD 223
S MIDDLE RD	LAKESHORE RD 223	LAKESHORE RD 225
S MIDDLE RD	LAKESHORE RD 225	MYERS RD
S MIDDLE RD	MYERS RD	LAKESHORE RD 229
S MIDDLE RD	LAKESHORE RD 229	LAKESHORE RD 231
S MIDDLE RD	LAKESHORE RD 231	LAKESHORE RD 233
S MIDDLE RD	LAKESHORE RD 233	LAKESHORE RD 235

S MIDDLE RD	LAKESHORE RD 235	COUNTY RD 31
S MIDDLE RD	COUNTY RD 31	LAKESHORE RD 241
S MIDDLE RD	LAKESHORE RD 241	LAKESHORE RD 243
S MIDDLE RD	LAKESHORE RD 243	LAKESHORE RD 245
S MIDDLE RD	LAKESHORE RD 245	ROCHESTER TOWNLINE RD
S TALBOT RD	MANNING RD	ELLIS SDRD
S TALBOT RD	ELLIS SDRD	
SCOTT SDRD	MANNING RD	SCHOOLHOUSE RD
SCOTT SDRD	SCHOOLHOUSE RD	ARNALD LANE
SCOTT SDRD	ARNALD LANE	WALLS RD
SCOTT SDRD	WALLS RD	
SETTLER SDRD	ROCHESTER TOWNLINE RD	COMBER SDRD
TILBURY W AND ROMNEY T	LAKESHORE RD 311	ESSEX KENT RD
W BELLE RIVER RD	COUNTY RD 42	ROGERS RD
W BELLE RIVER RD	ROGERS RD	LIONS CLUB RD
W BELLE RIVER RD	LIONS CLUB RD	
WALLS RD	MANNING RD	SCOTT SDRD
WALLS RD	SCOTT SDRD	LAKESHORE RD 101
WALLS RD	LAKESHORE RD 101	LAKESHORE RD 103
WALLS RD	LAKESHORE RD 103	LAKESHORE RD 105
WALLS RD	LAKESHORE RD 105	LAKESHORE RD 107
WALLS RD	LAKESHORE RD 107	PUCE RD
WALLS RD	PUCE RD	LAKESHORE RD 111
WALLS RD	LAKESHORE RD 111	LAKESHORE RD 113
WALLS RD	LAKESHORE RD 113	LAKESHORE RD 115
WILSON SDRD	N TALBOT RD	ELLIS SDRD & TALBOT RD



 CLASS B ROADS
 INTERSECTIONS REQUIRING SIGNAGE



This map was produced by the Municipality of Lakeshore GIS Department and is intended for illustrative purposes only. January 2021

Municipality of Lakeshore – Report to Council

Operations

Engineering & Infrastructure



To: Mayor & Members of Council

From: Krystal Kalbol, P. Eng., Corporate Leader – Operations

Date: January 12, 2022

Subject: Assumption of Developed Roadways and Municipal Services

Recommendation

Direct the Clerk to read By-law 10-2022 during the Consideration of By-laws, for the assumption of developed roadways and municipal services, as presented at the January 18, 2022 Council meeting.

Background

Upon completion of developments, which include the assumption of new Municipal roadways and services, Council is required to pass a bylaw to formally assume ownership and responsibility of any new established right of ways and infrastructure.

In the past, the assumption of new Municipal roadways has been either informal or completed at the time of approval of the development agreement.

Based on the current subdivision agreement language, the following is identified:

Section 7 - ASSUMPTION OF PLAN OF SUBDIVISION

7.2 Within 30 days following the expiration of the maintenance period contemplated by section 6.1 of this agreement, Lakeshore's Department of Engineering and Infrastructure Services shall prepare a written report stating whether the Works were completed in a satisfactory fashion and remain in good working order. In addition, Lakeshore's Finance Department shall prepare a written report stating whether all financial requirements have been met. If the aforementioned reports state that the requirements of this Agreement have been satisfactorily met, Lakeshore's Director of Engineering and Infrastructure Services shall recommend that Lakeshore Council pass a by-law assuming the Works. The assumption of new roadways will reflect the above.

Moving forward, the Corporate Leader – Operations will bring forward a report with a by-law to Council for formal assumption of developed roadways and municipal services on a semi-annual basis (or as required). This will occur when the services and roadway are complete, and the subdivision agreement conditions have been met and confirmed by Engineering & Infrastructure and Finance.

In the event, that the by-law is passed, Administration will implement the close-out of the development agreement including reduction of final maintenance securities and assume responsibility of the right of way.

Comments

By-law 10-2022 has been prepared for the assumption of the following developed roadways and Municipal services:

- Seasons at the Creek, Phase 2 (Spring Street); and
- Seasons South (Summer Street).

The services and roadway are complete for the above noted developments and the subdivision agreement conditions have been fulfilled.

Financial Impacts

All required maintenance securities will be released for the above noted developments upon passing of the bylaw.

Report Approval Details

Document Title:	Assumption of Developed Roadways.docx
Attachments:	
Final Approval Date:	Jan 14, 2022

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

Justin Rousseau

Kristen Newman

Truper McBride

Municipality of Lakeshore

By-law 1-2022

Being a By-law to Authorize Temporary Borrowing from Time to Time to Meet Current Expenditures during the Fiscal Year Ending December 31, 2022

Whereas section 407 of the *Municipal Act, 2001* provides that at any time during a fiscal year, a municipality may authorize temporary borrowing, until the taxes are collected and other revenues are received, of the amounts that the municipality considers necessary to meet the expenses of the municipality for the year and of the amounts, whether or not they are expenses for the year, that the municipality requires in the year;

And whereas the total amount which may be borrowed from all sources at any one time to meet the current expenditures of the Municipality, except with the approval of the Municipal Board, is limited by section 407 of the *Municipal Act, 2001*;

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

1. In this by-law:
 - a. "Authorized Borrowers" means the Mayor and Treasurer;
 - b. "Municipality" means the Municipality of Lakeshore; and,
 - c. "Current Year" means the year commencing at 12:00:00 AM January 1, 2022 and ending at 11:59:59 PM on December 31, 2022.
2. The Authorized Borrowers are jointly authorized to borrow from time to time during the Current Year, such sums as may be necessary to meet, until taxes are collected and other revenues are received, the current expenditures of the Municipality for the current year.
3. The lender(s) from whom amounts may be borrowed under authority of this by-law shall be the Toronto Dominion Bank, and such other lender(s) as may be determined from time to time by by-law of Council.
4. The total amount which may be borrowed at any one time under this by-law plus any outstanding amounts of principal borrowed and accrued interest under section 407 of the *Municipal Act, 2001* that together with the total of any similar borrowings that have not been repaid, shall not exceed from January 1st to September 30th of the current year, 50 percent of the total estimated revenues of the Municipality as set out in the budget adopted for the current year, and from October 1st to December 31st of the current year, 25 percent of the total of the estimated revenues of the Municipality as set out in the budget adopted for the Current Year.

5. The Treasurer shall, at the time when any amount is borrowed under this by-law, ensure that the lender is or has been furnished with a certified copy of this by-law, a certified copy of the resolution mentioned in section 2 determining the lender, if applicable, and a statement showing the nature and amount of the estimated revenues for the current year and also showing the total of any other amounts borrowed from any and all sources under authority of Section 407 of the *Municipal Act* that have not been repaid.
6. For the purposes of this by-law the estimated revenues referred to in section 3, 4, and 5 do not include revenues derivable or derived from,
 - a. any borrowing, including through any issue of debentures;
 - b. a surplus, including arrears of taxes, fees or charges; or
 - c. a transfer from the capital fund, reserve funds or reserves.
7. The Treasurer is authorized and directed to apply in payment of all or any sums borrowed under this by-law, together with interest thereon, all or any of the monies hereafter collected or received, either on account of or realized in respect of the taxes levied for the current year and previous years or from any other source, that may be lawfully applied for such purpose.
8. Evidence of indebtedness in respect of any borrowing occurring under section 1 shall be signed by each of the Authorized Borrowers.
9. This by-law shall come into force upon passage.

Read and passed in open session on January 18, 2022.

**Mayor
Tom Bain**

**Clerk
Kristen Newman**

Municipality of Lakeshore

By-law 2-2022

Being a By-law to Raise \$500,000 to Aid in the Construction of Drainage Works under the *Tile Drainage Act*

Whereas section 2(1) of the *Tile Drainage Act*, R.S.O. 1990, c.T.8, provides that the council of a local municipality may pass by-laws in the prescribed form authorizing the borrowing of money from the Minister of Agriculture, Food and Rural Affairs for the purpose of lending the money for the construction of drainage work;

And whereas it is deemed expedient to authorize the borrowing of money pursuant to the *Tile Drainage Act*;

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

1. The Municipality of Lakeshore may, subject to the provisions of this by-law, borrow on the credit of the Municipality such sums not exceeding in the whole \$500,000.00 as determined by the Council, and may issue debentures of the Municipality for the amount borrowed as provided in the *Act* payable to the Minister of Finance, which debentures shall reserve the right to prepay the whole or any part of principal and interest owing at the time of such prepayment.
2. Where an application for a loan under the *Act* is approved by the Council and the inspector of drainage has filed with the Clerk an Inspection and Completion Certificate, the Council may include a sum, not exceeding the amount applied for or seventy-five percent (75%) of the total cost of the drainage works with respect to which the loan is made, in a debenture payable to the Minister of Finance in accordance with the *Act*, and may approve of the Municipality lending the said sum to the applicant.
3. A special annual rate shall be imposed, levied and collected over and above all other rates upon the land in respect of which the money is borrowed, sufficient for the payment of the principal and interest as provided by the *Act*.
4. By-law 2-2021 and all other by-laws which are inconsistent herewith with respect to the borrowing of monies under the *Tile Drainage Act* are hereby repealed.
5. This by-law shall be known as the "Drainage Borrowing By-law".
6. This by-law shall come into force upon passage.

Read and passed in open session on January 18, 2022.

**Mayor
Tom Bain**

**Clerk
Kristen Newman**

Municipality of Lakeshore

By-law 7-2022

**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 actions passed and taken by the Council of the Municipality of Lakeshore, documents and transactions entered into during the December 14th, 22nd and January 11th and 12th 2022 sessions 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 January 18th.

**Mayor
Tom Bain**

**Kristen Newman
Clerk**

/cl

Municipality of Lakeshore

By-law 8-2022

Being a By-law to Appoint an Integrity Commissioner and Execute Agreements Related Thereto

Whereas section 223.1 of the *Municipal Act, 2001*, S.O. 2001, c. 25, provides that the council of a municipality shall establish an office of an integrity commissioner;

And whereas Council passed resolution #92-02-2019 directing Administration to prepare a report to Council regarding the use of the City of Windsor's Integrity Commissioner;

And whereas on July 16, 2019 Council passed resolution #346-07-2019 directing Administration to negotiate a proposal with the City of Windsor and Town of Amherstburg for a joint integrity commissioner services agreement for 2020;

And whereas on December 10, 2019 Council adopted By-law 137-2019 appointing Bruce Elman as Integrity Commissioner for the term of January 1, 2020 through to and including December 31, 2021 and the Municipality entered into an agreement with Bruce Elman and The Corporations of the City of Windsor and Amherstburg to retain the services of Bruce Elman;

And whereas section 223.3(1.1) of the *Municipal Act, 2001* provides that a municipality shall make arrangements for all of the responsibilities set out in subsection 223.2(1) of the *Municipal Act, 2001* to be provided by a Commissioner of another municipality;

And whereas the Municipality arranged for Bruce Elman, the Commissioner for the City of Windsor and Town of Amherstburg, to continue to provide services to the Municipality;

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

1. Bruce Elman is appointed as the Integrity Commissioner for the Municipality of Lakeshore until such time as a successor's appointment takes effect.
2. The Mayor and the Clerk are authorized to sign the instruments necessary to give effect to this appointment.
3. Section 1 shall be deemed to have come into force on January 1, 2022.
4. Subject to section 3, this by-law comes into force upon passage.

Read and passed in open session on January 18, 2022.

**Mayor
Tom Bain**

**Clerk
Kristen Newman**

Municipality of Lakeshore

By-law 9-2022

Being a By-law to Adopt an Employee COVID-19 Vaccination Policy for the Municipality of Lakeshore

Whereas section 8 of the *Municipal Act, 2001*, S.O. 2001, c. 25, provides that a municipality has the authority to govern its affairs as it considers appropriate and to enhance the municipality's ability to respond to municipal issues;

And whereas the Council of the Municipality of Lakeshore passed a resolution directing the Clerk read a by-law to adopt an Employee COVID-19 Vaccination Policy for the Municipality of Lakeshore, as recommended by the Division Leader – Workforce Development at the October 26, 2021 Council meeting;

And whereas the Council of the Municipality of Lakeshore passed a resolution directing the Clerk read a by-law to adopt a revised Employee COVID-19 Vaccination Policy for the Municipality of Lakeshore, as recommended by the Division Leader – Workforce Development at the January 18, 2022 Council meeting;

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

1. Schedule "A" to this By-Law is adopted and shall be referred to as the "Employee COVID-19 Vaccination Policy".
2. By-law 83-2021, including the policy attached thereto, is repealed.
3. This By-law comes into force upon passage.

Read and passed in open session on January 18, 2022.

**Mayor
Tom Bain**

**Clerk
Kristen Newman**



Schedule "A" to By-law 9-2022 **Employee COVID-19 Vaccination Policy**

Policy # [C or A] - [DI] - XXXXXX

Date Last Reviewed:

1.0 Purpose and Scope

- 1.1** The Municipality of Lakeshore is committed to taking every reasonable precaution in the circumstances for the protection of the health and safety of workers from the hazard of COVID-19 as required by the *Occupational Health and Safety Act* (OHSA).
- 1.2** Vaccination in accordance with federal and provincial directives has been shown to be effective in reducing COVID-19 virus transmission and protecting unvaccinated individuals from severe consequences of COVID-19 and COVID-19 variants. Therefore, it is critical for employees to be vaccinated in order to protect themselves from COVID-19 as well as to provide indirect protection to others during service delivery.
- 1.3** The Municipality is committed to a workplace free from discrimination and harassment. The Municipality will accommodate employees qualifying for medical exemption or who qualify based on one or more of the protected grounds of discrimination in the Human Rights Code up to the point of undue hardship.
- 1.4** This policy applies to all Municipal employees including those employed on a permanent, part-time or contract basis (for example contracted by the Municipality directly or those employed by an employment agency), co-op and placement students whether in receipt of compensation or salary or not, volunteers.
- 1.5** Where employees are subject to an Ontario provincial directive with respect to COVID-19 vaccination that is more strict than this policy, an employee vaccination policy for those employees will be established in accordance with such directive and that specific policy will prevail over this policy. In addition, where an employee's departmental COVID-19 vaccination policy is more stringent than this policy, such departmental policy will prevail over this policy.

2.0 Definitions

- 2.1 COVID-19:** coronavirus disease is an infectious disease caused by the SARS-CoV-2 virus and includes variants of this disease.



Employee COVID-19 Vaccination Policy

Policy # [C or A] - [DI] - XXXXXX

Date Last Reviewed:

- 2.2 Fire Call:** means a call from the Municipality's Fire Dispatch provider to dispatch Volunteer Firefighters.
- 2.3 Exemption:** means a Medical or Protected Ground Exemption.
- 2.4 Fully Vaccinated and Full Vaccination:** means 14 days after having received the completed series of an accepted COVID-19 vaccine as recommended by Chief Medical Officer of Health for the Province of Ontario. In the event that a Government of Canada or Province of Ontario health official recommends an additional vaccine dose (or booster), such dose shall be required to be considered Fully Vaccinated.
- 2.5 Lab-Based Test:** This a polymerase chain reaction (PCR) test taken through a medical laboratory that detects SARS-CoV-2 genetic material and is used to diagnose an active COVID-19 infection.
- 2.6 Leadership:** This group of positions includes persons in the role of Team Leaders, Division Leaders, Corporate Leaders and the Chief Administrative Officer and any other persons deemed to be supervisors under the OHSA.
- 2.7 Medical Exemption:** This is a situation in which an employee has provided written proof in a form satisfactory to the Municipality from an appropriately qualified physician or nurse practitioner of a medical reason for not being Fully Vaccinated.
- 2.8 Protected Ground Exemption:** This is a situation in which an employee has provided written proof in a form satisfactory to the Municipality of a valid exemption from the requirement to be Fully Vaccinated based on a protected ground under the *Human Rights Code*.
- 2.9 Rapid Antigen Test:** This is a COVID-19 test administered using a nasal swab to identify positive cases in asymptomatic individuals. This test safely yields a result within 15 minutes.



Employee COVID-19 Vaccination Policy

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2.10 Workplace: Any location that a Municipal employee performs tasks, jobs or projects for the Municipality, but does not include a person's home if working remotely.

2.11 Vaccine: a preparation that is administered (as by injection) to stimulate the body's immune response against a specific infectious agent or disease. A vaccine approved by Health Canada for use in Canada in relation to COVID-19.

3.0 Policy

3.1 Subject to 3.2, all employees are required to become Fully Vaccinated in accordance with the COVID-19 Vaccination/Rapid Antigen Testing Procedures approved by the Chief Administrative Officer.

3.2 The Municipality respects its obligations pursuant to the Human Rights Code and OHSA. As such, to ensure the health and safety of its employees, the Municipality will accommodate those employees that are not able to be Fully Vaccinated for a reason relating to an Exemption. Employees seeking any such exemption shall provide valid written proof of evidence as required by the Municipality COVID-19 Employee Vaccination Policy.

3.2.1 An Employee that has been granted an Exemption or is awaiting a decision with respect to an Exemption must participate in rapid antigen testing twice per week which shall be performed at the cost of the Municipality.

3.3 An Employee that is not eligible for an Exemption and is not Fully Vaccinated shall not enter the Workplace without engaging in a Rapid Antigen Testing two times per week in accordance with Municipal procedures.

3.4 Despite anything to the contrary in this policy, Volunteer Firefighters that are not Fully Vaccinated shall not respond to a Fire Call.



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- 3.5** In addition to COVID-19 screening results collected by the Municipality, the Municipality will maintain the confidentiality of an employee's vaccination status. The collection of personal health information will be limited to:

3.5.1 Rapid Antigen Test results;

3.5.2 Lab-based Test Results;

3.5.3 Proof of Exemption;

3.5.4 Ministry of Health Dose Administration Receipts or other Provincially-sanctioned proof of vaccination; and

3.5.5 Personnel records associated with Exemptions, administration of this policy and vaccination, where necessary.

3.5.6 The personal health information collected in accordance with this policy may be used for the purpose of administering this policy. The personal health information may be disclosed only for the purpose of this purpose or for otherwise permitted in accordance with applicable law.

3.5.7 Notwithstanding an Employee having received a vaccine or Exemption, all Employees shall continue to comply with COVID-19 preventative measures including COVID-19 screening, donning a mask, maintaining a physical distance and the use of barriers where possible.

4.0 Responsibilities

- 4.1** Workforce Development is responsible for developing administrative procedures to accompany this policy.



Employee COVID-19 Vaccination Policy

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Date Last Reviewed:

- 4.2** Workforce Development and all levels of Leadership are responsible for the administration of this policy in accordance with applicable law.
- 4.3** All employees are responsible for compliance with this policy, and shall comply with all applicable legal obligations in doing so, including with respect to public health measures such as physical distancing, wearing a mask, and staying home if they are sick.

5.0 Consequences

- 5.1** No employee will be permitted to attend a Workplace unless:
 - 5.1.1** The employee is Fully Vaccinated and has provided proof of vaccination to the Municipality in accordance with the COVID-19 Vaccination/Rapid Antigen Testing Procedures; or
 - 5.1.2** The employee has been granted an Exemption and has complied with Municipal testing requirements in accordance with the COVID-19 Vaccination/Rapid Antigen Testing Procedures; or
 - 5.1.3** The employee has submitted the employee's request for an Exemption and is awaiting a decision from the Municipality with respect to the request and has complied with Municipal testing requirements in accordance with the COVID-19 Vaccination/Rapid Antigen Testing Procedures; or
 - 5.1.4** The employee has provided Rapid Antigen Testing in accordance with the COVID-19 Vaccination/Rapid Antigen Testing Procedures.
- 5.2** Employees who refuse to disclose their vaccination status in accordance with this policy may be subject to certain health and safety measures and progressive discipline, including without limitation, restricting access to the workplace, placing the individual on an unpaid leave of absence, and/or modifying or terminating their contract of employment.



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Date Last Reviewed:

- 5.3** Employees failing to follow this policy may be subject to disciplinary action up to and including termination of employment.

6.0 Reference Documents

6.1 *Occupational Health and Safety Act*

6.2 Human Rights Code

6.3 Employee COVID-19 Vaccination/Rapid Antigen Testing Procedures

7.0 Communication and Training

- 7.1** All employees will be notified of this policy through email or employees meetings.

8.0 Review/Revisions

- 8.1** The Municipality will review this policy and update it as required and as reasonable in the evolving nature of the pandemic, vaccine availability and government and public health authority direction.

#	Date Revised	Author	Section	Details of Change
1	Sept 2021	Workforce Development		New draft policy
2	October 2021	Workforce Development		Revised draft policy
3	October 2021	Workforce Development		Policy approved
3	January 2022	Workforce Development		Revised



Employee COVID-19 Vaccination Policy

Policy # [C or A] - [DI] - XXXXXX

Date Last Reviewed:

#	Date Revised	Author	Section	Details of Change
4				

Refer policy questions to: Workforce Development

Municipality of Lakeshore

By-law 10-2022

Being a By-law for the Assumption of Municipal Services in the Municipality of Lakeshore - Seasons South and Seasons at the Creek Phase 2

Whereas pursuant to section 56(26) of the *Planning Act*, R.S.O. 1990, c.P.13, municipalities may enter into agreements imposed as a condition to the approval of a plan of subdivision;

And whereas the Municipality of Lakeshore has entered into subdivision agreements, more particularly described in Schedule “A” to this by-law, which provide for the installation of certain public services such as roads, sidewalk, sewers, streetlights and pump stations;

And whereas in accordance with the subdivision agreements, financial securities paid by the developer are held by the Municipality of Lakeshore until such time as the municipal services have been constructed and installed to the satisfaction of the Municipality and assumed as public services by by-law;

And whereas the Corporate Leader – Operations has received confirmation that the services in the registered plans, described in Schedule “A” to this by-law, have all been constructed and installed in accordance with Municipality of Lakeshore specifications and approval;

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

1. The municipal services, road allowances, highway and streets in the registered plans of subdivision described in column “A” of Schedule “A” to this by-law are assumed as municipal services and the road allowances, highways and streets are assumed and opened for public use.
2. Schedule “A” forms part of this by-law.
3. This By-law comes into force upon passage.

Read and passed in open session on January 18, 2022.

**Mayor
Tom Bain**

**Clerk
Kristen Newman**

**Schedule “A”
to By-law 10-2022**

A	B	C
Subdivision Agreement	Registered Plan	Location of Roads and Services to be Assumed
Seasons at the Creek Phase 2 By-law #32-2004	12M509	Spring Street
Seasons South By-law #61-2017	12R18080	Summer Street

Note: roads and services are to be assumed in accordance with subdivision agreements and Municipality of Lakeshore specifications and approval.