

Municipality of Lakeshore

Regular Council Meeting Agenda



Tuesday, July 18, 2023, 5:00 PM

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 ____ PM in accordance with:

- a. Paragraph 239(3.1) of the *Municipal Act, 2001* for the purpose of educating and training members in relation to Community Improvement Plans.

3. Return to Open Session

Note: if the closed session is complete before 6:00 PM, a recess will be called until 6:00 PM and the open session will resume at that time.

Should the closed session still be in session at 6:00 PM, the open session will resume once the closed session is complete.

4. Land Acknowledgement

5. Moment of Reflection

6. Disclosures of Pecuniary Interest

7. Recognitions

8. Public Meetings under the Planning Act

9. Public Presentations

10. Delegations

1.	Association of Municipalities of Ontario (AMO) - Sewer and Water Line Warranty Program	8
	<p>Recommendation: Endorse the Local Authorities Service (LAS) Sewer and Water Warranty Program, offered through Service Line Warranties of Canada (SLWC), including the applicable credit to the residents in lieu of collection of paid royalties; and</p> <p>Authorize the Mayor and Clerk to execute an agreement with Service Line Warranties of Canada (SLWC), to use the Municipality's name and logo to promote the program, as presented at the July 18, 2023 Council meeting.</p> <p>1. Elise Dostal - Service Line Warranties</p>	
2.	2023 – 2026 Strategic Plan	22
	<p>Recommendation: Support the proposed vision, mission and strategic objectives, as laid out in Appendix A of the 2023-2026 Strategic Plan report presented at the July 18, 2023 Council meeting; and</p> <p>Direct Administration to finalize the 2023 to 2026 Strategic Plan.</p> <p>1. J.P. Gedeon - Transformative Directions</p>	
3.	Removal of Development Charges for Sanitary Sewers on Belle River Road	32
	<p>Recommendation: Received the report for information only.</p> <p>1. Daryl Abbs - Watson & Associates Economists Ltd.</p>	
11.	Completion of Unfinished Business	
12.	Consent Agenda	
	<p>Recommendation: Approve minutes of the previous meetings and receive correspondence as listed on the Consent Agenda.</p>	
1.	June 23, 2023 Special Council Meeting Minutes	60
2.	June 27, 2023 Regular Council Meeting Minutes	62

3.	Town of Fort Erie - The Helping Homebuyers, Protecting Tenants Act - Bill 97- Renovictions	71
4.	Violence Against Women Coordinating Committee Windsor-Essex - Intimate Partner Violence	74
5.	Police Services Report for Lakeshore - March 2023	85
6.	Police Services Report for Lakeshore - April 2023	103
7.	Police Services Report for Lakeshore - May 2023	122
13.	Reports for Information	
	Recommendation:	
	Receive the Report for Information as listed on the agenda.	
1.	Quarterly Building Activity Report – 2023 Q2	141
14.	Reports for Direction	
1.	Tile Loan Application – Ian Ruston & Shaundra Raycraft, 0 Lakeshore Road 308	144
	Recommendation:	
	Approve the Tile Loan submitted by Ian Ruston & Shaundra Raycraft for tiling work to be performed at 0 Lakeshore Road 308 (Roll No.650.000.00700) in the amount of \$50,000, subject to Provincial Funding as presented at the July 18, 2023 Council meeting.	
2.	Community Improvement Plan for the Belle River Business Improvement Area – Extension	146
	Recommendation:	
1.	Extend the Community Improvement Plan funding and application intake for the Belle River Business Improvement Area until the 2026 fiscal year and direct Administration to prepare the necessary by-law.	
2.	Direct Administration to prepare a report detailing the process and cost of a downtown Belle River Growth Strategy and associated Community Improvement Plan, all as presented at the July 18, 2023 Regular Meeting of Council.	

3. **Roundabout Landscaping and Design Concept** 226
- Recommendation:**
Direct Administration to proceed with Option 1 and approve the Roundabout Landscaping and Design Concept; and
- Approve an additional amount of \$20,000.00 to be funded for the Roads Reserves, all as presented at the July 18, 2023 Council meeting.
4. **Windsor Essex Community Foundation (WECF) 40th Anniversary Municipal Legacy Project** 235
- Recommendation:**
Approve the WECF 40th Anniversary Municipal Legacy Project concept; and
- Approve a budget of \$15,000.00 to assist with supporting the project, to be funded from the Parks reserves, as presented at the July 18, 2023 Council meeting.
5. **Removal of the Pedestrian Bridge across the 4th Concession Drain** 252
- Recommendation:**
Approve the amount of \$3,000.00 (including applicable HST) for the removal and disposal of the pedestrian bridge that crosses over the 4th Concession Drain that provides access from the pathway along the stormwater pond, through 1203 Faith Drive (Urban Field House), as presented at the July 18, 2023 Council meeting.
6. **Update to the Windsor/Essex Region Stormwater Management Standards Manual (WERSMSM)** 255
- Recommendation:**
Direct Administration to participate in updating the Windsor/Essex Region Stormwater Management Standards Manual and contribute the Municipality of Lakeshore's share in the amount of \$7,500.00 (including applicable HST), as presented at the July 18, 2023 Council meeting.

7. **Policies for Short Term Rentals in the Municipality of Lakeshore Official Plan Review, Official Plan Amendment No. 16** 257
- Recommendation:**
Endorse the policies to regulate Short Term Rentals in the Lakeshore Official Plan Review, Official Plan Amendment No. 16, as included in Attachment 1;

Direct Administration to advise the County of Essex of Council's endorsement of the Short Term Rental policies; and

Prepare a zoning by-law amendment to implement the Short Term Rental policies and Council direction; all as presented at the July 18, 2023 Regular Council meeting.
8. **Workplace Assessment - Outcome of Request for Proposal** 285
- Recommendation:**
Direct Administration to execute Option # ____ regarding the Workplace Assessment Review, as presented at the July 18, 2023 Council meeting.
9. **Delegation of Authority By-law** 291
- Recommendation:**
Direct the Clerk to read By-law 63-2023 during the Consideration of By-laws, as presented at the July 18, 2023 Council meeting.
15. **Announcements by Mayor**
16. **Reports from County Council Representatives**
17. **Report from Closed Session**
18. **Notices of Motion**
1. **Deputy Mayor Walstedt - Council Member Compensation** 293
- Recommendation:**
Approve an increase to Council Member compensation in alignment with any non-union economic adjustment until such time as Council conducts a review of Council Member compensation, anticipated by end of 2023.

2. Councillor Ruston - Community Benefit Fund Grant

294

Recommendation:

Whereas the Lakeshore Community Benefit Fund Grant program requires applicants to be not-for-profit organizations;

And whereas the Cadotte Hockey Academy is a not a not-for-profit organization but provides charitable activities through its youth hockey camp;

And whereas the cost for ice rental at the Atlas Tube Recreation Centre was increased by Council in 2023;

Now be it resolved that the Cadotte Hockey Academy be allowed to apply to the Community Benefit Fund Grant program for the 2023 intake only, up to an amount of \$1,800.00, in order to offset the increased cost of ice rental for 2023.

3. Councillor Vogler - Installation of Services - Melody Drive

295

Recommendation:

Whereas the Municipality of Lakeshore is scheduled to begin reconstruction of Melody Drive this summer;

And whereas existing private water and electrical services running beneath the road will be removed during construction;

And whereas residents have been given the option to apply for an easement and to reinstall hydro services;

And whereas private water services have run beneath Melody (and other Municipal roads) for decades without incident;

And whereas there is no bylaw restricting this option;

And whereas residents agree to bear all additional costs associated with engineering, installation, and maintenance;

And whereas residents will enter into a binding agreement regarding liability and duties of maintenance;

Be it resolved that the Municipality of Lakeshore allow for conduits and private water lines, for fresh water and/or irrigation, to be professionally installed under the Municipal roadway within the easement referenced above.

19. Question Period

20. Non-Agenda Business

21. Consideration of By-laws

Recommendation:

By-laws 63-2023 and 64-2023 be read and passed in open session on July 18, 2023.

- | | | |
|----|---------------------------------------------------------------------------------------------------------|-----|
| 1. | By-law 63-2023, Being a By-law to Delegate Authority | 296 |
| 2. | By-law 64-2023, Being a By-law to Confirm Proceedings of the June 23 and June 27, 2023 Council Meetings | 322 |

22. Adjournment

Recommendation:

Council adjourn its meeting at ____ PM.

Municipality of Lakeshore – Report to Council

Operations

Engineering & Infrastructure



To: Mayor & Members of Council

From: Marco Villella, P.Eng. Division Leader – Engineering and Infrastructure

Date: May 22, 2023

Subject: Association of Municipalities of Ontario (AMO) - Sewer and Water Line Warranty Program

Recommendation

Endorse the Local Authorities Service (LAS) Sewer and Water Warranty Program, offered through Service Line Warranties of Canada (SLWC), including the applicable credit to the residents in lieu of collection of paid royalties; and

Authorize the Mayor and Clerk to execute an agreement with Service Line Warranties of Canada (SLWC), to use the Municipality's name and logo to promote the program, as presented at the July 18, 2023 Council meeting.

Background

Residential property owners are responsible for the maintenance of the buried water and sewer lines that run from the property line to the exterior of their home (within private property limits). When these lines break, leak or become obstructed, the homeowner is often surprised to learn that it is not a municipal responsibility, and most home insurance policies will not cover the expense to repair and/or replace these pipes. Some insurance policies will allow homeowners to add on this type of rider, however there is an expensive deductible and many exclusions (for example, most companies will not cover frozen service pipes).

The resident would be advised to contact a local service provider, who will in turn determine the source of the issue.

It should be noted that if, during this investigation, it is determined that the contributing issue is on the municipal side of the property line, the cost for the investigation is assumed by the municipality and municipal resources are used to address and resolve the issue. However, if the issue is determined to be on the private side of the property line, all work is the responsibility of the resident.

In some cases, residents request a recommendation by Administration on service providers (which typically are not provided) and are often frustrated related to the coordination and costs associated with having to undertake these works.

These concerns were not only found to be at a local level but were occurring provincially.

To assist with these concerns, a program was established and put forward by the LAS. As part of this program, SLWC (service provider) was endorsed as a vendor of choice by the LAS.

AMO approached SLWC after their partnership with the City of Hamilton in 2014 to agree to offer this pricing to all Ontario residents after the same partnership was put in place.

The program includes water service lines, sewer laterals, and even internal home plumbing and drainage repair and replacement services. For clarity, the program offers coverage for residential property owners for either their (i) exterior water service line, (ii) exterior sewer/septic line (refers to sanitary system only), and (iii) interior plumbing system. Currently, the program does not include storm lines/systems, and the program is limited to water and sanitary.

It should be noted that this program is not only designed and currently offered to residential properties tied to municipal water and wastewater systems but is also available to residential properties on private systems (i.e. well, cistern or septic).

The program requires a fixed monthly fee, whereby the Warranty Provider (SLWC) will perform any repairs required to the private infrastructure. If the resident is a member of a service line warranty program the first point of contact for repair work would be SLWC, who would be responsible for facilitating the diagnosis and repair of the issue. With the SLWC model, work is always performed by licensed contractors (local where available), to ensure a timely response and adherence to local code requirements.

SLWC would also liaise directly with municipal staff for any repairs required on the municipal side on behalf of the resident.

This is a turnkey program, administered solely by SLWC about customer service, billing etc. and no municipal funds are used, with minimal staff resources.

A list of frequently asked questions related to the program has been provided for further information in the attached SLWC Partnership Overview (2023).

SLWC is the only company in Canada presently providing this type of coverage as a warranty. Council would not be favouring SLWC over another provider (i.e. single sourcing), because SLWC is the only provider of this service in Canada.

Comments

To participate in this program, municipal endorsement of the program model is required. The endorsement allows SLWC to credibly market the program to residential property owners. There is no direct participation cost to the municipality.

The program allows the municipality to receive a nominal fee from SLWC in exchange for its endorsement of the service (to assist with the compensation for any staff time which may be spent answering questions about the program. SLWC provides an onboarding and training call for staff prior to launching the program.

A Marketing Agreement would be required to be signed between the Municipality of Lakeshore and SLWC (proposed agreement is attached). The contractual agreement permits SLWC to present the warranty services being offered utilizing the Municipality's name, logo, and residential contact information.

The proposed term of the Contract between the Municipality and SLWC is 3 years with an option to renew after the first contract expires.

SLWC enters into the contracts directly with the resident. There would be no contract between the Municipality and the resident.

The Warranty Provider (SLWC) further undertakes to indemnify the Municipality and staff against claims, actions and suits. The Municipality's contract and the resident's contract can be cancelled at any time.

Homeowners are under no obligation to participate in the SLWC program; however, they are encouraged to check their homeowner policy and find out what coverage they currently have for their water, sewer and internal plumbing and speak with their insurer to ensure this is the correct option for the resident.

Should Council endorse this program, property owners will be notified through various communication resources such as mail and advertising by SLWC and promotion of the program on the Municipality's website, through social media and as part of the Flood Mitigation and Protection Framework (FMPF).

Pricing and Program Coverage

The following are costs to the homeowner if opted to sign up for the warranty program:

Service	Cost	Coverage Cap
Exterior Water Service Line Plan (WSL)	\$7.00 per month	\$5,000 per incident
Exterior Sewer/Septic Line Plan (SSL)	\$8.00 per month	\$8,000 per incident
Interior Plumbing and Drainage Plan (IPD)	\$9.00 per month	\$3,000 per incident

Agreements with SLWC allow for modest price increases tied in with inflation/CPI.

Others Consulted

Service Line Warranties of Canada was consulted as part of this process.

Financial Impacts

There is no cost associated with the implementation or operation of the program to the Municipality, however the Municipality is entitled to a royalty paid to the Municipality annually.

The royalty consists of 5% of the revenue collected from residential property owners enrolled in the program, intended as compensation to the Municipality for any staff resources to get the program up and running.

Alternatively, this 5% can be passed along in savings to residents who have signed up for the warranty program, reducing their monthly cost by approximately \$0.50.

It is recommended that the royalty fees be passed along to the residents that register for this program. The administration of the application of these savings is completed by SLWC.

Attachments

SLWC Partnership Overview (2023)

Marketing Agreement - Municipality of Lakeshore and SLWC (Proposed)

Report Approval Details

Document Title:	AMO-LAS Water and Sewer Line Warranty Program.docx
Attachments:	- SLWC Partnership Overview (2023).pdf - Marketing Agreement (Proposed).pdf
Final Approval Date:	Jul 12, 2023

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

Prepared by Marco Villella

Submitted by Krystal Kalbol

Approved by Justin Rousseau and Truper McBride

Service Line Warranty Program

Information for Municipal Staff & Elected Officials

Service Line Warranties of Canada (SLWC), a portfolio company of Canadian-based Brookfield Infrastructure, was originally founded by HomeServe in 1993 in the United Kingdom. We currently operate programs in Canada, the United States, the United Kingdom, France, Spain, and Japan.

We partner with municipalities to offer their residential homeowners a low-cost warranty program that provides significant protection for repair costs relating to their privately owned water and wastewater service lines.

Program Benefits

SLWC Funded Education Campaign. Our partners benefit from an SLWC-funded awareness campaign which educates residents on their water and sewer service line responsibility and offers an optional solution.

Solving an Expensive Problem. Repairs to lines on homeowners' property are often not covered by a standard homeowners' insurance policy and can result in a sudden out-of-pocket expense that an average homeowner may not have access to in their savings. Our latest survey results show that many Canadian homeowners have only \$500 or less saved for a home emergency.

Peace of Mind. Our repair hotline is available 24/7/365 and repairs are given the highest priority and licensed, and approved contractors are dispatched to customers' homes — all with no callout fees.

Trusted Partner. SLWC, together with HomeServe is partnered with over 1,100 municipalities and utilities across North America, including over 70 in Ontario and Alberta and provides service to more than 2.8 million homeowners. SLWC entered the Ontario market in 2014 and is an accredited Better Business Bureau organization with an A+ rating. SLWC has saved Canadian homeowners +\$8 million on 16,500+ jobs in the last 7+ years. SLWC is endorsed by the Local Authority Services (LAS), a not-for-profit organization created by the Association of Municipalities of Ontario. LAS works with Ontario municipalities to help lower costs and enhance staff capacity through co-operative procurement efforts, and other programs.

Partnering with SLWC

Why do municipalities partner with SLWC?

- To take advantage of an SLWC funded awareness campaign to educate their residents about their responsibility for the repair and replacement of water and sewer service lines on their private property.
- To make sure all repairs are performed to code and that all appropriate permitting is pulled.
- Reduce expense to property owners as service plans encourage residents to report exterior water service and sewer leaks in a timely manner. Timely water and sewer service line repairs conserve water, reduce water loss for the town, and help the environment by minimizing wastewater pollution.
- Long-term reduction of staff involvement in private infrastructure issues.

Doesn't homeowner's insurance cover these repairs?

- Typically, no. While most average homeowners' policies will pay to repair the water damage created by failed utility lines, they typically do not cover the cost of the repair or replacement of the line itself, which could be thousands of dollars. SLWC encourages residents to call their insurance company to determine the scope of their coverage. Some insurance companies offer add coverage for the water and sewer lines but come with exclusions and deductibles which typically range from \$500-\$1,000, individual plans vary.
- SLWC plans have no deductible. If a homeowner has a single claim in a year under the homeowners insurance rider, they will pay more than using a no deductible SLWC plan. Plans also take the effort out of finding a contractor to do the work.
- With a claim under added coverage through home insurance, the homeowner is responsible for finding a qualified and trustworthy contractor to complete the repair, pay them and wait for reimbursement. With our plan, a local contractor from our trusted network will complete the repairs, taking away the cost and the inconvenience of this type of home emergency.

Why does Service Line Warranties want permission to place our logo on the materials mailed to our residents?

- Your community is inundated with all kinds of offers for their home and it can be difficult to determine what is legitimate and what is not. Vulnerable residents could be taken advantage of, and people may pay for services that do not end up being reliable. Most of your population has never heard of AMO/LAS and if they had not lived in one of the over 70 municipalities where the program is offered, they may not have heard of SLWC.
- As a result, our campaign investment in educating your residents on how to mitigate their risk may be dismissed as junk mail. It would not be feasible to offer this level of coverage at the low-cost rates that AMO/LAS secured for Ontario municipalities, without the open rates that we rely on when residents recognize it is a credible offer, supported by their municipality, and could be worth looking into.
- We are committed to transparency in all our communications. All our materials clearly state that the services the company offers are voluntary and that they are offered by SLWC, a private company that is separate from a homeowner's local utility or municipality.

Would we be giving preference to Service Line Warranties over another company?

Service Line Warranties is the only company in Canada offering this type of program structured as a warranty and after winning Hamilton's RFP as one of two responders (which are now one company), AMO-LAS approached SLWC to make it available to all Ontario municipalities.

Do homeowners in our municipality need to manage their risk of unexpected repair costs?

- Staff are aware of the problems residents have had, will continue to have, and how costly it can be, particularly when it happens unexpectedly, as these things often do. If residents choose to enroll in this optional warranty, they are given the peace of mind that if they pay a low monthly or annual fee, any problems of this nature that arise will be taken care of.
- It is very difficult to determine when a pipe may fail, with key contributors being the type of piping material, age of the service pipe, soil conditions and installation quality.

Can we cancel the program at any time? Can our residents?

The municipality can cancel the agreement with 90 days' notice. Residents can cancel anytime with no penalties by calling the 1-800 number.

How does the relationship work between SLWC and local plumbers?

- Contractors are welcome to apply to join our network if they meet the standards of licensing, insurance, doing repairs up to code and our high level of customer service.
- Contractors in our network can receive additional jobs because it allows homeowners to be proactive instead of potentially avoiding calling a plumber due to worries about a bill, which can also hurt water conservation initiatives. Further, it ensures plumbers get paid in a timely manner with no haggling over price.
- A resident with a plan is more apt to call for service on a minor problem before it becomes worse, and potentially hazardous. Once on-site, our contractors can check other systems to ensure there are no additional issues and if any are discovered they can be fixed immediately.

What does this mean in terms of service for your homeowners?

- Without a plan, it could take some time for homeowners to find and secure a reputable plumber to come and complete their job. SLWC customers quickly receive a call back from a qualified contractor after calling our repair line to arrange a convenient time to get the resident back up and running as soon as possible.
- Calling a stranger from the internet to address a problem in the home can be risky. SLWC network contractors are fully vetted, licensed, and insured and are accountable to our high standards of service. Customers are asked to complete a survey after the visit to provide carefully monitored feedback.
- There are many financial risks of using unlicensed contractors including poor quality work, non-permitted work which can impact property value, liability for personal injury and damage to third parties.

How will you communicate information to our residents?

A seasonal SLWC campaign typically involves a multichannel approach centered around a direct mail piece. Any communications from SLWC to your residents about the program will always require municipal approval. We work with you to continually evolve our messaging and ensure we are putting our best foot forward in communicating with your residents.

Will the municipality be compensated?

SLWC provides a modest 5% royalty to the municipality designed to compensate for any staff time or resources taken up by this partnership. We have a turnkey approach and administer all aspects of the program, but occasionally staff need to answer questions from residents, provide approvals, etc. If the municipality does not wish to receive funds from SLWC, it can reduce rates for residents by 5%. Most of our partners receive a royalty and reinvest it in other areas of the budget.

Are there ways to support low-income homeowners in our community?

We are proud to offer our partners access to our CARES fund which is designed to help low-income homeowners in your community who do not have coverage through us or their home insurance. Eligible Homeowner's in your community who are struggling to afford repairs relating to their water line, sewer line or interior plumbing can apply for us to cover the cost of their repairs. We are always happy to lend a helping hand to those who need it.

To learn more visit: www.servicelinewarranties.ca/slwc-cares/

MARKETING AGREEMENT

This MARKETING AGREEMENT (“**Agreement**”) is entered into and made effective as of _____ (“**Effective Date**”), by and between the Municipality of Lakeshore, Ontario (“**Municipality**”), and Service Line Warranties of Canada, Inc. (“**SLWC**,” and together with Municipality, the “**Parties**,” and each, a “**Party**”).

WHEREAS, SLWC has entered into a Master Contract with Local Authority Services, a not-for-profit corporation under the laws of Canada and an affiliate of the Association of Municipalities of Ontario, to provide services to participating Ontario municipalities;

WHEREAS, individual, residential property owners within Municipality’s geographical boundaries (“**Customer(s)**”) are responsible for sewer and water line laterals between the mainlines and the connection to their property;

WHEREAS, Municipality desires to offer Customers the opportunity to purchase plans to repair such lines as set forth in Schedule A or as otherwise mutually agreed by the Parties in writing (including by email) (“**Plan(s)**”); and

WHEREAS, SLWC has agreed to provide the Plans to Customers subject to the terms and conditions contained herein.

NOW, THEREFORE, in consideration of the foregoing recitals, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, and with the intent to be legally bound hereby, the Parties agree as follows:

1. **Purpose.** Municipality grants to SLWC the right to offer and market service Plans to Customers within Municipality’s geographical boundaries subject to the terms and conditions of this Agreement. Municipality agrees to provide SLWC with the applicable postal codes encompassing its municipal boundaries. During the Term, SLWC shall conduct marketing campaigns at the times and prices indicated on Schedule A attached hereto or as otherwise mutually agreed by the Parties in writing (including by email).

2. **Municipality Obligations.** Municipality grants to SLWC a non-exclusive license (“**License**”) to use Municipality’s designated names, symbols, trademarks, service marks, logotypes, trade names and insignias owned by Municipality or its affiliates, which may include the use of Municipality’s logo and name in advertising (including in digital marketing, which may be done jointly by Municipality and SLWC, e.g., on SLWC’s websites or social media sites, and on Municipality’s websites or social media sites), in signature lines, and in marketing materials to be sent to Customers, all at SLWC’s sole cost and subject to Municipality’s prior review and approval, which will not be unreasonably conditioned, delayed, denied, or withheld. In consideration of the compensation set forth in Schedule A (“**Compensation**”), any other fees, and SLWC’s marketing activities, Municipality shall not advertise, promote, administer, offer, or sell, directly or indirectly, any plans that are the same as, or substantially similar to, the Plans during the Term. In the event that Municipality extends a similar license to a competitor of SLWC during the Term, Municipality shall provide thirty (30) days’ written notice prior to such grant of license and SLWC may immediately terminate this Agreement.

3. **Term; Termination.** The term of this Agreement shall be for the number of years in Schedule A commencing with the Effective Date (“**Initial Term**”). The Agreement will automatically renew for the additional one (1) year terms, unless one of the Parties gives the other written notice at least ninety (90) days prior to the end of the then current term (each a “**Renewal Term**” and collectively with the Initial Term, the “**Term**”) that the Party does not intend to renew this Agreement. In the event that SLWC is in material breach of this Agreement, Municipality may terminate this Agreement thirty (30) days after giving written notice to SLWC of such breach, (i) if said breach is not cured during said thirty (30) day period, or, (ii) if such breach is incapable of being cured in such period, SLWC has failed to take during such period substantive steps to cure such breach. SLWC will be permitted to complete any marketing initiative initiated prior to termination of this Agreement after which time, neither Party will have any further obligations to the other and this Agreement will terminate.

4. **Consideration.**

A. As consideration for the License, during the Term, SLWC will pay to Municipality the Compensation. The first payment of Compensation shall be due by January 30th of the year immediately following the Effective Date. Subsequent payments shall be made on an annual basis throughout the Term, due and payable on January 30th of each succeeding year.

B. During the Term and for one (1) year after termination of this Agreement, Municipality will have the right, at its sole expense, to reasonably request in writing copies of SLWC's books and records pertaining to any Compensation.

5. **Applicable Laws.** Each Party shall comply at all times with all applicable laws, statutes, treaties, rules, codes, ordinances, regulations, permits, official guidelines, orders, interpretations, and licenses of any governmental authority, and judgments, decrees, injunctions, writs, orders or like action of any court, arbitrator or other judicial or quasi-judicial tribunal of competent jurisdiction ("**Applicable Laws**") with respect to its obligations under this Agreement.

6. **Confidentiality.** "**Confidential Information**" of a Party means any non-public, proprietary, or information that is marked "confidential", whether or not it constitutes a trade secret under Applicable Laws, and any other information that a reasonable person would expect to be confidential. Each Party will treat Confidential Information received from the other Party as confidential, and such Party shall not disclose or use such information in a manner contrary to the purposes of this Agreement. Notwithstanding the foregoing, a Party shall not be liable to the other Party for any disclosure of Confidential Information that is required under any Applicable Laws, applicable public records act or under court order. To the extent legally permissible, a Party shall provide written notice to the other Party prior to any such disclosure. For greater certainty, the Parties hereto agree and acknowledge that Municipality is bound by the provisions of the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c.M.56 as amended.

7. **Ruling and/or Code Change.** In the event that: (i) a change or proposed change in Applicable Laws, or municipal or similar codes; or (ii) an interpretation, policy, ruling, or order by any court, tribunal, arbitrator, regulatory agency, commission, including a public service commission or similar body of a municipality, or other instrumentality of the Province of Ontario, or any other political subdivision, negatively or potentially negatively impacts the terms of this Agreement or the obligations of the Parties set forth in this Agreement, the Parties shall negotiate in good faith to modify the terms of this Agreement accordingly. Should the Parties be unable to reach a mutual agreement to revise this Agreement, then either Party may terminate this Agreement on thirty (30) days' written notice to the other Party.

8. **Indemnification.** SLWC (the "**Indemnifying Party**") hereby agrees to indemnify, defend and hold Municipality and its Representatives (meaning a Party's directors, managers, members, elected officials, officers, employees, contractors, subcontractors, and agents) (collectively or individually, "**Indemnitee**") harmless from and against any and all third party claims, damages, losses, expenses, suits, actions, decrees, judgments, awards, reasonable legal fees and court costs ("**Claim(s)**"), which an Indemnitee may suffer or which may be sought against or are recovered or obtainable from an Indemnitee, as a result of or arising out of any breach of this Agreement or any Plan sold in connection herewith to a Customer by the Indemnifying Party, or any negligent or fraudulent act or omission of the Indemnifying Party or its Representatives in the performance of this Agreement or any Plan sold in connection herewith to a Customer; provided that the applicable Indemnitee notifies the Indemnifying Party of any such Claim within a time that does not prejudice the ability of the Indemnifying Party to defend against such Claim. Any Indemnitee under this Agreement may participate in its own defense, but will be responsible for all costs incurred, including reasonable legal fees, in connection with such participation.

9. **Independent Contractor Status.** SLWC shall be an independent contractor and shall have responsibility for and control over the details and means for providing the Plans under this Agreement. Neither Party nor any of its Representatives shall be considered an employee, representative, agent or subcontractor of the other Party or its Representatives.

10. **Notice.** Any notice required to be given under this Agreement shall be deemed to have been received when delivered (i) by personal service, (ii) by electronic mail with confirmation of delivery and receipt (provided a hard copy is sent promptly by regular mail), or (iii) by registered mail with proof of receipt with the Canada Post Corporation, addressed as follows:

To: Municipality:
Municipality of Lakeshore
ATTN: Clerk
419 Notre Dame Street
Belle River, ON N0R 1A0
Phone: (519) 728-2700
Email: clerk@lakeshore.ca

To: SLWC:
Service Line Warranties of Canada, Inc.
150 King St. W, Suite 200
Toronto, ON M5H 1J9
Attention: Michael Van Horne, Business Development
email: mvanhorne@slwofc.ca
Phone: (647) 325-7614

With a copy to:
Hilary Glassman, General Counsel
email: hilary.glassman@homeserveusa.com

11. **Entire Agreement; No Third-Party Beneficiaries; Severability.** The Parties acknowledge that no representations, agreements, or promises were made by the other Party or by any of its Representatives other than those specifically contained in this Agreement. This Agreement, including the recitals as well as any attachments or schedules, constitutes the entire agreement of the Parties with respect to the matters contemplated in this Agreement, and supersedes any prior agreement or understanding with respect to them. The Parties agree that this Agreement was entered into solely for the respective benefit of each of them and their respective successors and assigns, and nothing in this Agreement is intended to create any third-party beneficiaries. This Agreement may be amended or modified only by a written instrument executed by an authorized representative of each of the Parties. No term or provision hereof shall be deemed waived and no breach excused unless such waiver or consent is in writing and signed by the Party claimed to have waived or consented. Subject to Applicable Laws, the invalidity or unenforceability of a specific provision in the Agreement shall not render any other provision(s) invalid, inoperative, or unenforceable.

12. **Assignment.** Neither Party may assign or transfer any of its rights under this Agreement without the prior written consent of the other Party, which consent shall not be unreasonably delayed, withheld, conditioned, or denied, except to an affiliate of the assigning Party or an acquirer of all or substantially all of the assets of the assigning Party. Any purported assignment or delegation in violation of this Section 13 shall be null and void. No assignment or transfer of this Agreement shall relieve the assigning Party of any of its obligations under this Agreement. This Agreement shall be binding upon and shall inure to the benefit of the Parties as well as their respective successors or permitted assigns.

13. **Counterparts; Electronic Delivery.** This Agreement may be executed in counterparts delivered by email, DocuSign, or other electronic transmission; such counterparts will be deemed originals and binding upon the Parties upon receipt, regardless of whether originals are delivered thereafter. All such counterparts will constitute one and the same contract, and the signature of any Party to any counterpart will be deemed a signature to any other counterpart.

14. **Governing Law; Arbitration; Waiver of Jury Trial.** The Parties shall comply with all Applicable Laws with respect to their respective obligations under this Agreement. This Agreement is governed by and shall be construed in accordance with the laws of the Province of Ontario, without regard to the choice of law principles thereof. Except for Small Claims Court Cases that meet the jurisdictional requirements of the applicable courts, to the extent permitted by Applicable Law, any dispute, controversy or claim arising out of or relating to this Agreement, or the breach thereof, and this provision agreeing to arbitrate, including any question regarding each of their existence, interpretation, enforcement, validity, applicability, breach or termination, or the relationship created by this Agreement, shall be submitted to final and binding arbitration, without a right of appeal, administered by the International Centre for Dispute Resolution Canada in accordance

with its Canadian Arbitration Rules, or by such other arbitral institution as may be mutually agreed by the Parties. The place of arbitration shall be Toronto, Ontario. The language of the arbitration shall be English. Except as may be required by law, neither a Party nor its representatives may disclose the existence, content, or results of any arbitration hereunder without the prior written consent of the Parties.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement as of the Effective Date.

MUNICIPALITY OF LAKESHORE

By: _____
Name: _____
Title: _____

**SERVICE LINE WARRANTIES
OF CANADA, INC.**

DocuSigned by:
By:  _____
CB0BA390E86A4E0...
Name: Michael Van Horne
Title: General Manager

Schedule A

Marketing Agreement

Municipality of Lakeshore, Ontario Term Sheet

- I. **Initial Term.** Three Years, with the option for Renewal Term(s).

- II. **Compensation.** Five percent (5%) of the fees actually received from Customers during the Term under any Plans sold under the Agreement, **net** of any discount, rebates, refunds, chargebacks, credits, and sales or similar taxes. The Parties may agree as to the types and frequency of reporting related to such Compensation to be provided by SLWC.

- III. **Plans; Plan Fees; Scope of Coverage.** The summary of coverage is accurate as of the Effective Date but is subject to change at SLWC's sole discretion due to changes required by Applicable Law or the service agreements for the Plans.
 - A. Exterior water service line plan ("WSL") (initially, CAD \$ 7.00 per month)
 - i. Covers Customer's responsibility: from the main to the home.
 - ii. Covers thawing of frozen external water lines.
 - iii. Covers well service lines if applicable: From the external wall of Customer's well casing to the external foundation wall of the home.
 - iv. Coverage Cap: Unlimited calls, CAD \$5,000 per call

 - B. Exterior sewer/septic line plan ("SSL") (initially, CAD \$ 8.00 per month)
 - i. Covers Customer's responsibility: from the home to the property line.
 - ii. Covers septic lines if applicable: From the external foundation wall of the home to the point of connection to the septic tank of the home.
 - iii. Coverage Cap: Unlimited calls, CAD \$8,000 per call

 - C. Interior plumbing and drainage plan ("IPD") (initially, CAD \$ 9.00 per month)
 - i. Covers repair or replacement of the following inside the home, for which the Customers have sole responsibility, that is damaged due to normal wear and tear:
 1. The blocked or leaking interior water supply and drainage system pipes that carry fresh or drinkable water and wastewater.
 - ii. Coverage Cap: Unlimited calls, CAD \$3,000 per call

Pricing does not include taxes. SLWC may adjust the foregoing Plan fees once every twelve (12) months during the Term or any Renewal Term based on increases in the consumer price index ("CPI") for services in Ontario as defined by Statistics Canada. Any such adjustment shall not exceed the CPI percentage change over the prior year plus two (2) percentage points unless the Parties agree in writing.

Plans will include a thirty (30) day "waiting period" upon enrollment before a Customer can request a service call from Company. Customers with lines and/or systems with pre-existing conditions will not be eligible to enroll in the Plan(s).

- IV. **Marketing Campaigns.** SLWC shall have the right to conduct up to three (3) campaigns per year (each campaign consists of two (2) direct mailings) for the Plans and market the Plans in such other channels as may be mutually agreed by the Parties.

Municipality of Lakeshore – Report to Council

Chief Administrative Officer



To: Mayor & Members of Council
From: Truper McBride, Chief Administrative Officer
Date: July 12, 2023
Subject: 2023 – 2026 Strategic Plan

Recommendation

Support the proposed vision, mission and strategic objectives, as laid out in Appendix A of the 2023-2026 Strategic Plan report presented at the July 18, 2023 Council meeting; and

Direct Administration to finalize the 2023 to 2026 Strategic Plan.

Background

Strategic plans are tools used by municipal governments to identify a desired future state and then develop strategies to arrive there. Accordingly, strategic plans are more than just a list of things to do, they are intended align organizational capacity and work plans through corporate strategy to achieve stated goals in the future.

In March 2023, the Municipality commenced a strategic planning process for the 2023 to 2026 term of office. Once adopted, the Plan will be used by Administration to structure business plans and work programs for Council that will directly inform the annual budget process for the remainder of the term.

Comments

Dr. J.P. Gedeon's report titled 'Lakeshore Strategic Plan – Laying Down the Basics' is attached to this report as Appendix A.

Appendix B – Moving Lakeshore Forward is provided as a visual summary to demonstrate desired outcomes and objectives of the Plan.

Five strategic objectives have been identified. Each strategic objective is supported by a number of activities and projects that will demonstrate action towards Council's vision for Lakeshore as laid out in the Strategic Plan.

Five Strategic Objectives:

1. Building and Stewarding Municipal Infrastructure
 - Asset management planning, stormwater, water/wastewater infrastructure, gravel road conversion.
2. Developing Our Future Communities
 - Wallace Woods Secondary Plan, individual community plans, delivering one park per term.
3. Modernizing and Enhancing Municipal Function
 - Automation of service delivery through technology, risk management framework, records management.
4. Becoming a Leader in Essex County
 - Regional industrial park, business attraction and retention plan, greenhouse business park, corporate branding/communication initiatives to tell Lakeshore's story as an economic leader.
5. Modernizing Citizen-Centered Service
 - Bylaw modernization, adoption of citizen response time levels of service, online service delivery enhancements.

Council is being requested to review the draft Strategic Plan report provided by Dr. Gedeon and consider whether further changes, refinements, additions, or deletions need to be made. Any changes to the draft may be done through Council resolution and Administration will return to the next Council meeting with a revised version containing the requested revisions.

Following Council's review and approval, the draft 2023 – 2026 Strategic Plan will be finalized and graphically designed into a print and web version

After adoption of the Strategic Plan, Administration will develop a multi-year implementation plan that will be brought to Council at a subsequent meeting for review and approval.

Others Consulted

Dr. J.P. Gedeon, Transformative Directions

Financial Impacts

There are no financial impacts associated with this report however there will be budget implications arising from strategic directions adopted by Council.

Attachments

Appendix A – Strategic Plan, Laying Down the Basics

Appendix B – Moving Lakeshore Forward Infographic

Report Approval Details

Document Title:	2023 to 2026 Strategic Plan.docx
Attachments:	- Appendix B Moving Lakeshore Forward.pdf - Appendix A - Lakeshore Strategic Plan - Laying Down the Basics.docx
Final Approval Date:	Jul 13, 2023

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

Prepared by Truper McBride

Approved by Justin Rousseau

Lakeshore Strategic Plan Laying Down the Basics

*By Dr. JP Gedeon
July 9, 2023*

BACKGROUND

In early 2023, Lakeshore Council retained the services of Dr. JP Gedeon to help in the compilation of the Strategic Plan for this term of Council. Building on the success evidenced by Council to date and furthering the new priorities that have arisen after the 2022 election, this new Strategic Plan will guide the activities of the municipality into 2026 and beyond.

PROCESS

The Strategic Planning process began in early 2023 when Dr. Gedeon facilitated an in-depth discussion intended to garner agreement on the best process to undertake to complete the Strategic Plan. After that discussion, staff undertook the task of completing comprehensive SWOT and PESTEL analyses (both departmentally and corporately) in order to ensure that Councillors had access to the most relevant and recent information regarding the state of municipality. These analyses were presented to Council in a full-day, in-person, and facilitated exercise, thereby priming the stage for further discussion and elucidation of the contents of the Strategic Plan.

IS THIS COUNCIL'S PLAN?

It was important to Council to ensure that the eventual Strategic Plan reflect the voices and preferences of Councillors, with staff involvement being limited to research and the provision of information. As a result, after the initial facilitation involving both staff and Council, Dr. Gedeon engaged each Councillor exclusively in one-on-one interviews in order to more fully understand that Councillor's particular views and preferences. In addition, Dr. Gedeon compiled the information he received from Councillors and provided a questionnaire to Council intended to better clarify their thoughts and move toward a consensual decision regarding the contents of the Strategic Plan. Staff was not involved in this process of development and dialogue. As such, we can confidently assert that the proposed contents of this report reflect the thoughts of Council only. This Strategic Plan will, in every way, be definitively Council's plan.

PURPOSE

The purpose of this report is to provide Council with the building blocks of the Strategic Plan – the building blocks asserted by the Councillors themselves, as measured and modulated by consensual viewpoints garnered through the Strategic Planning questionnaire. As such, this report presents the seminal areas of the Strategic Plan with proposed statements. Once ratified, the contents of this report will be used by Dr.

Gedeon and his team to pull together the final Strategic Plan that can be posted on the corporate website and used throughout the municipality as a guiding document of implementation for the activities of this term of Council

VISION STATEMENT

The Vision Statement describes the “dreamed-about” end point of Strategic Planning. What are we going to build? And most importantly, who do we want to become? In discussing this question, Councillors had a few comments/concerns:

1. There was universal support for the notions of intentionality, diversity, and design
2. There was universal agreement that the various communities across Lakeshore are distinct and that their distinct characters are to be respected and fostered
3. There was also a push from Councillors to maintain simplicity in the Vision Statement, in order to broker clarity for the whole community

The questionnaire provided 5 options for a Vision Statement. Taking the viewpoints of Councillors into account (listed above), the new and proposed Vision Statement is a slight variation on Council’s preferred choice:

Intentionally building connected, distinct and proud communities

MISSION STATEMENT

The Mission Statement is intended to delineate what we do, for whom, and why. As such, the statement is intended to be more tactical and practical than the Vision Statement. In discussing this concept, Councillors had the following concerns/comments:

1. The statement should use clear language and remain simple in design
2. Councillors stated their belief in the importance of open communication and timely, accessible services for Lakeshore residents
3. Councillors wanted to ensure that strategic function serves to increase communication between the municipality and residents, in order to promote ever-better service in future

Of the proposed statements, one statement was voted as preferred by most Councillors. The proposed Mission Statement is as follows:

Serving and celebrating our passionate communities by promoting civic communication, facilitating services, and planning our bright future

OBJECTIVES

Following from the concepts of the Vision and Mission statements, Councillors were asked to distill their preferences for actionable objectives intended to govern this term of Council. There was unilateral support to the Objective areas listed below. Subsequently, the questionnaire asked Councillors to rank the Objectives in terms of

importance. A higher ranking implies that the Objective should be undertaken before others and that it should also command a larger share of resources, in order to ensure its responsible completion.

Councillors had the following comments/concerns regarding Objectives:

1. The need to address the growth and management of Infrastructure is critical at the present time.
2. To better manage infrastructure development and construction, a long-ranging plan of municipal development is necessary, in order to ensure that Lakeshore communities retain their distinct characters as well as to properly allocate where infrastructure should be built and why.
3. The Municipal corporation itself needs attention to ensure that it is poised and ready to deliver on the substantial requirements of the coming years. Without this priority being followed, there are concerns that the Municipal system has “holes in its bucket” that would curtail actual progress on strategic priorities.

The ranked set of Objectives is as follows:

- 1. Building and Stewarding Municipal Infrastructure.**
- 2. Developing Our Future Communities.**
- 3. Modernizing and Enhancing Municipal Function.**
- 4. Become an Economic Leader in Essex County.**
- 5. Modernizing Resident-Centered Service.**

MEASURES

For each of the Objectives listed above, a series of discreet and implementable actions must serve as accountability measures, in order to ensure that the intent of each Objective is pursued and attained. As part of the process, Councillors were asked to identify and rank possible actions under each Objective. The following represents the list of actions, as chosen and prioritized by the collective responses of all Councillors. The ranking number accompanying the actions is based on a scale where 1 = the highest priority. Ranking results were calculated by the automated system as averages based on the overall responses of each Councillor.

MEASURES FOR OBJECTIVE #1: BUILDING AND STEWARDING MUNICIPAL INFRASTRUCTURE

The following reflects the chosen measures for Objective #1, ranked and rated according to Council's preferences:

Measure	Ranking
Update Asset Management Plan to align with Provincial legislative requirements	1.57
Complete Infrastructure delivery plans for water/wastewater and stormwater and develop a phased funding model to deliver (including setting of storm water levy)	2.00
Renew plans to convert gravel roads for conversion and establish a sustainable funding model to support lifecycling.	2.43

MEASURES FOR OBJECTIVE #2: DEVELOPING OUR FUTURE COMMUNITIES

The following reflects the chosen measures for Objective #2, ranked and rated according to Council's preferences:

Measure	Ranking
Develop 25-year Community Plans for all communities/regions	1.57
Develop Wallace Woods Secondary Plan	2.14
Create a stakeholder engagement and management plan to identify and help leverage important community relationships, support collaboration with community members, and leverage local wisdom.	2.86
Design and build one park per term	3.43

MEASURES FOR OBJECTIVE #3: MODERNIZING AND ENHANCING MUNICIPAL FUNCTION

The following reflects the chosen measures for Objective #3, ranked and rated according to Council's preferences:

Measure	Ranking
Compile, organize, and index files, records, and data across the corporation to further evolve evidence-based decision making and increase staff efficiencies accessing information.	1.43
Revise business processes to establish and employ a risk management framework, improved workflow management, and financial modelling to inform management of reserves.	1.96

Continue investment in modernized services, including the integration of current best practices and automation, by engaging in service transformation and process mapping"	2.71
----------------------------------------------------------------------------------------------------------------------------------------------------------------------------	------

MEASURES FOR OBJECTIVE #4: BECOMING AN ECONOMIC LEADER IN ESSEX

The following reflects the chosen measures for Objective #4, ranked and rated according to Council's preferences:

Measure	Ranking
Plan, partner, and design a regional industrial park	1.29
Develop a Business Attraction and Retention Plan	2.00
Plan and design the Greenhouse Business Park	3.00
Create a corporate branding and communication initiative (to boldly tell our story)	3.71

MEASURES FOR OBJECTIVE #5: MODERNIZE CITIZEN-CENTERED SERVICE

The following reflects the chosen measures for Objective #5, ranked and rated according to Council's preferences:

Measure	Ranking
By-Law Modernization (including a calendar of by-law review and effective enforcement strategies/capabilities	1.86
Conceiving and implementing a plan for resident-service standards (including establishing a response policy for all inquiries to the municipality, IT solutions/apps/portals, phone protocols, virtual enablement, self-serve portals	2.00
Setting policy and standard operating procedures for resident communication and followups	2.30

THE ROAD FORWARD

Once ratified, the contents of this report will form the basis for a formalized and graphically designed Strategic Plan. This finalized plan will include additional sections and features (such as an address from the Mayor, an address from the CAO, a description of the municipality and its relevant history, among other things) that do not require Council approval.

Finally, staff will take the ratified Strategic Plan and use it as the guiding document for the remaining term of Council. The implementation plan will allow staff to bring forward periodic progress reports, keeping Council abreast of the work completed, resources

expended/needed, and the remaining work that needs to be completed. As such, the lines of communication between staff and Council will remain maximally open to ensure the smooth and informed implementation of each of Council's priorities.

Every spring a strategic plan review meeting will be held with Council to assess progress against the plan, determine what, if any barriers have arisen in achieving the stated goals, and review priorities to ensure they continue to reflect the direction of Council.



Municipality of Lakeshore – Report to Council

Finance

Financial Planning & Analysis



To: Mayor & Members of Council

From: Justin Rousseau, Corporate Leader- Chief Financial Officer
Tammie Ryall, Corporate Leader- Growth and Sustainability

Date: April 28, 2023

Subject: Removal of Development Charges for Sanitary Sewers on Belle River Road

Recommendation

This report is for information only.

Background

During the process of updating the Development Charge By-Law for the increased cost to the construction of the Dennis St Pierre Water Pollution Control Plant, at the May 31st, 2022, Council Meeting Lakeshore Council passed Resolution #211-05-2022:

Direct Administration to prepare a report setting out the steps required to remove the sanitary sewer portion of the Development Charges for Belle River Road and West Belle River Road south of County Road 42.

The resolution was out of residents' and Council's concerns and questions as to why new residences along this area are required to pay sewer Development Charges in advance of sanitary sewage services being provided. In the interim, landowners must build a private septic system to service their dwellings. Paying for both appears to create inequity in urban vs rural development areas.

As a result of the motion of Council, Administration engaged Watson & Associates to prepare a memo to help understand the implication of such a policy change, as well as the legislation at play and the logic behind Lakeshore's current practices.

One of the key factors in the time it has taken to prepare the report to Council is that Administration was aware of pending legislative changes through Bill 109, and later Bill 23. On November 28, 2022, Bill 23 received Royal Assent. This Bill amends a number of pieces of legislation including the Planning Act and the Development Charges Act (D.C.A.) which all had impacts on what the outcome would be for the removal of this

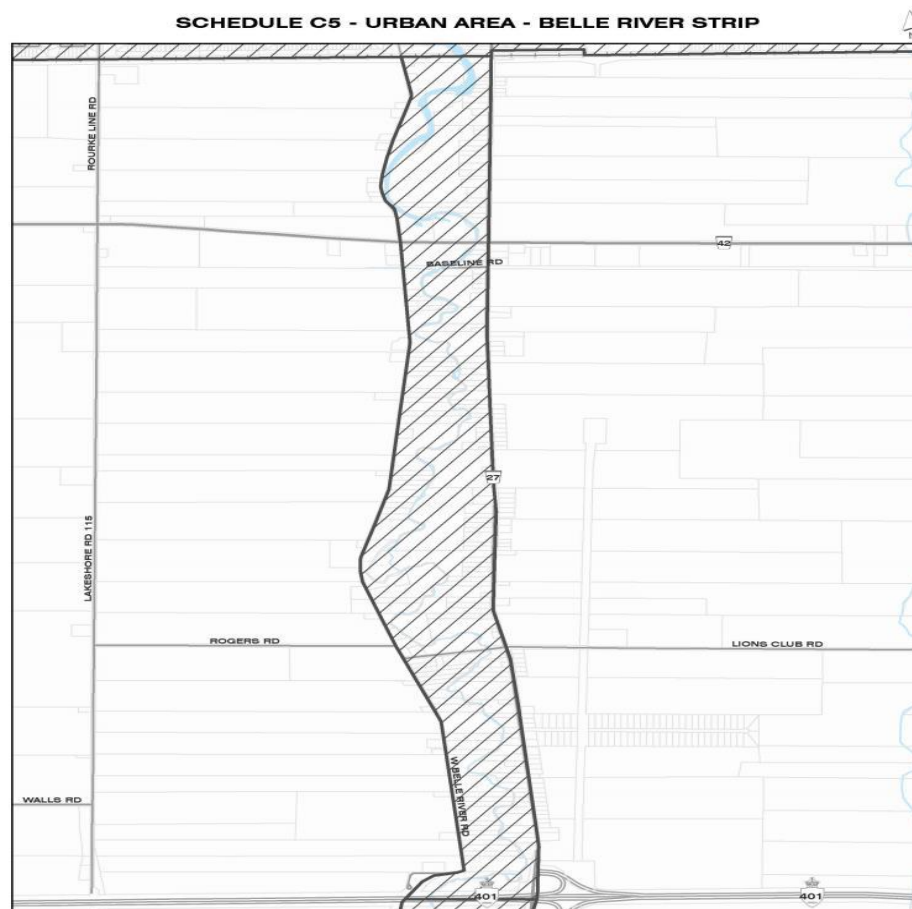
section of the primary settlement area in the Lakeshore Development Charge Study. Those impacts also must be considered when making a decision on the matter.

Attached in Appendix A is the detailed memo from Watson & Associates for Council's consideration. The Memo has detailed information on the following:

- Overview of the municipal planning framework and the utilization of development charges (D.C.) in that framework;
- Overview of the D.C. calculation methodology;
- Process for amending a D.C. by-law under the Development Charges Act (D.C.A.);
- Impacts of removing a project from the D.C. by-law;
- Impacts of Bill 23, More Homes Built Faster Act; and
- Options for Council's consideration

Comments

The area in question for removal is outlined in Schedule C5 of the Development Charge Study. The Area boundary extends from the Canadian Pacific Railway on the north to Highway 401 on the south, and from the east side of W Belle River Rd to the west side Belle River Rd. (It is not on both sides, please see below.)



The same area is designated in the Lakeshore and County of Essex Official Plans as a Settlement Area.

The Lakeshore Official Plan states that: “Full municipal sanitary sewage, stormwater management and potable water services are the preferred means of servicing within the Waterfront Area.” ... “For Waterfront Areas where full municipal services do not exist, development will only be permitted on partial services within the existing Waterfront Area to:

- i) address failed individual on-site sewage and individual on-site water services within existing development;
- ii) allow for infilling and rounding out of existing development provided that the development is within the reserve sewage system and/or reserve water system capacity; and
- iii) provided site conditions are suitable for the long-term provision of such services.”

Section 7.3 of the Official Plan (OP) clearly states that municipal sewage and water are required to service Waterfront Areas in the long term. This includes the: “Belle River Strip; Ruscom River Strip; Puce River Strip; and various un-named Settlement Areas along the Lake St. Clair shoreline”.

Administration has also completed a detailed review of the area with GIS Mapping (Appendix B) and can confirm that there are currently 194 address points in this settlement area and 3 vacant lots.

From a desktop exercise, there are approximately 24 vacant or potentially severable properties in the area described. This is in addition to the 194 address points that already exist. So, there could potentially be approximately 24 residences added in this area, through infilling of new severed lots.

The capital needs required to accommodate development in the Belle River Strip are identified as project 6 – Belle River Rd/N Woodslee/S Woodslee Conveyance. The gross capital cost of this project (in 2020\$) is \$10.2 million with \$2.04 million being attributed to post-period benefit, leaving a net amount of \$8.16 million which is shared 65%/35% between residential and non-residential development.

If Project 6 was removed from the D.C. calculations, this would result in the removal of \$5.30 million from the residential D.C. calculation and \$2.86 million from the non-residential D.C. calculation. However, without the quantum of development to be removed, the actual impact on the D.C. calculation is not known at this time.

To remove this project, the calculations would need to be modified to remove the development anticipated to occur in the Belle River Strip. Since the D.C. calculations for wastewater are based on the total costs to service the total development anticipated in the Municipality, this may result in a change in the wastewater D.C. for all other areas.

Note that the growth anticipated in this area was not separately identified in the Municipality's D.C. growth forecast (Appendix A to the background study).

The removal of this development will also impact the calculations for the Denis St. Pierre Water Pollution Control Plant Expansion as this project was sized to accommodate growth in the Belle River Strip. This would result in more of the costs of the plant expansion to be considered Post-period Benefit, which would need to be cash flowed by the Municipality until such time that the development was included in the D.C. forecast.

Because of the significant changes to the calculation that would be required, it will trigger the need for a new development charge study that would now fall into the new requirements of Bill 23. Any amendments to the By-law will need to consider the impact of Bill 23, More Homes Built Faster Act, 2022. Bill 23 introduced a number of changes to the Development Charges Act (D.C.A.), along with nine other Acts including the Planning Act, which seek to increase the supply of housing. The changes to the D.C.A. that would impact the Municipality upon amending or passing a new D.C. By-law are as follows:

- Mandatory Phase-in; and
- Removal of growth-related studies

Mandatory Phase-in

For all D.C. By-laws passed the charge must be phased in annually over the first five (5) years the By-law is in force as follows:

- Year 1 – 80% of the maximum charge;
- Year 2 – 85% of the maximum charge;
- Year 3 – 90% of the maximum charge;
- Year 4 – 95% of the maximum charge; and
- Year 5 to expiry – 100% of the maximum charge.

As a result, if the Municipality amended the D.C. By-law to reduce the charge, the reduced charge would need to be phased in as per the above. For example, if the new charge was calculated at \$10,000 per single detached unit, the maximum the Municipality could impose in the first year would be \$8,000. Note that this would apply to **all services** in the By-law, not just wastewater services.

Removal of Growth-related Studies

The definition of eligible capital costs has been revised to remove the costs of studies, including the preparation of the D.C. Background Study. This applies to by-laws passed after November 28, 2022. As a result, any amendment to the existing By-law or new By-law may result in the removal of growth-related studies from the Lakeshore D.C. By-law.

Lakeshore Considerations not dealt with in the Memo:

Lakeshore's vast land mass and our unique rural communities in our Official Plan create some unique issues when it comes to servicing sanitary sewers. Lakeshore has a mix of lands that are serviced by the Denis St. Pierre pollution control plant, the Stoney

Point and Comber sanitary lagoon systems, smaller plants for North and South Woodslee and areas where private septic systems exist where, should future growth occur in those settlement areas, upgrades to the system will be needed, as set out in the Official Plan. The settlement areas in the Official Plan are mirrored in the Development Charges Study.

The area identified by Council in the resolution of the Belle River Road and West Belle River Road is just one of those areas where private septic systems are used with future development expansion plans to be funded by Development Charges. The areas in the Development Charges Schedules C2- Lighthouse Cove, C7 Essex Fringe and C11 Shoreline all have implications in the development charge study.

Options for Council Consideration

1) Recommended Option- Status Quo

Council may elect to keep the D.C. calculations as-is. Although development is proceeding in advance of the servicing, the Municipality has the ability to impose the D.C. The By-law has clear rules regarding who will pay a D.C. and who is exempt (wholly or partially), and in this situation, these rules do not exempt these properties. The services these areas will be required to contribute towards include fire, police, library, parks and recreation, growth studies, roads/public works, sanitary sewer and water. All of these services, except water and sewer, are imposed by the By-law, on development occurring anywhere within the Municipal boundaries. The Municipality has determined that the anticipated development over the planning period will increase the needs for these services and that all development should pay a D.C. As these services are, and will be, of benefit to these proposed development areas, a D.C. should be paid. In regard to sewer services, although development in some areas may need to build septic systems for their developments, the area where the development will be built is within the urban boundary and the services will be built by the Municipality over the forecast period. The owners of these properties have chosen to build in advance of those services and hence, would be required to build interim servicing for their properties as well as pay the D.C.

When servicing is available, the existing properties **will not have to pay** to hook into the system as they will have already paid their D.C. This is of great benefit to the landowner in the future, but understandably is of concern to the current landowner.

As mentioned above, Administration has identified that 194 addresses and 3 current vacant lots exist, with the possibility of approximately 24 more vacant lots to be created. Presumably most of the 194 addresses have already paid the Development Charge. If municipal sanitary services are extended into this area in

the future, there could be additional lots created due to the smaller lot sizes that could be supported on municipal services.

2) Not Recommended – Removal of Project and Anticipated Development from the D.C.

If Council elects to remove the anticipated development and capital costs from the D.C. study, there may also be planning implications to consider. The O.P. identifies the Belle River Strip as an urban area. If Council removes the projects and development from the D.C., they may no longer be planning for urban development in this area which is contrary to the Municipality's O.P. However, should Council choose this approach, there will be no D.C. funding identified for the conveyance works when the Municipality plans to service the area. As a result, the Municipality may have to utilize Part XII of the Municipal Act to impose capital charges on the existing and new development in the area. Those properties that have developed and have not paid a D.C. may be required by the Municipality to connect to the system and pay the capital charge.

This approach would result in the removal of growth studies from the Lakeshore By-law, as well as trigger a review of the level of service calculations on a 15-year period and trigger the mandatory phase-in required by Bill 23.

This is not recommended as triggering a mandatory phase-in will cost the Municipality Development Charge Funds not just in this area but also across the entire Municipality the potential impacts are outlined in financial matters.

It would also create a tracking of who has and has not paid for Development charges with no dedicated or defined business process in place to do so administratively. The development and administration of which would come with a need for increased service levels and potential staffing.

Administration has identified that all 194 addresses and 3 current vacant lots exist with the possibility of approximately 24 more vacant lots to be created.

3) Not Recommended- Utilizing Delayed Payment Agreements

If the number of developments proceeding in advance of the servicing may be limited, the Municipality may consider utilizing section 27 of the D.C.A. to enter into delayed payment agreements with the property owners. This would allow the Municipality to maintain the D.C. calculations and allow the property owners to pay their D.C.s at a later date. This can be a specific date determined through the agreement (e.g., the date servicing is available). This approach does come with additional administrative burden however, as staff will be responsible for creating the agreements and monitoring the agreements until the D.C.s are paid for this area.

This would also create a tracking of who has and has not paid for Development charges with no dedicated or defined business process in place to do so administratively. The development and administration of which would come at a need for increased service levels and potentially staffing. Administration has identified that all existing addresses have paid a Development Charge in this area. However, vacant or lots created in the future would not pay a Development Charge for sewer connection. This could create an issue where residents who had to pay in advance would come and seek a refund and deferral agreement. It also may come with the same concern from other areas of Lakeshore that have paid D.C. in advance of servicing.

There is also the matter of who would bear the legal cost to create and register on title all these agreements and at which point they are triggered.

It could create a situation where developers build a home without paying the D.C. and then sell the home. A number of years later, when municipal sewage systems are installed, the homeowners are hit with what they may see as a surprise bill for Development Charges as it is an uncommon practice and may not be reviewed by lawyers on change of title.

4) Not Recommended- Updating the D.C. Forecast Periods

There is no required time horizon to include in the D.C. when planning for development. The Municipality may also consider updating the D.C. study to utilize a smaller time horizon for conveyance services. Since the conveyance project for the Belle River Strip is not anticipated for a number of years, Council may consider using a shorter time horizon which would exclude this project and the development from the calculations. As the Municipality gets closer to the date of servicing, this area and the capital needs can be added into the calculations. However, if the forecast period for sanitary sewers is shortened, the charges for treatment would still be payable, unless that forecast was shortened as well. If the forecast for treatment was shortened as well, the share of the costs for the Denis St. Pierre plant (and potentially other projects) would be increased, increasing the amount that would have to be financed with wastewater rates.

This approach would result in the removal of growth studies from the Lakeshore By-law, as well as trigger a review of the level of service calculations on a 15-year period and trigger the mandatory phase-in required by Bill 23.

This is not recommended as triggering a mandatory phase-in will cost the Municipality Development Charge Funds, not just in this area, but also across the entire Municipality. The potential impacts are outlined in financial matters.

Others Consulted

Watson & Associates Economists Ltd.

Financial Impacts

Regarding options 2 & 4 and the triggering of a new development charge study the following would require a Development Charge Background study at a cost of \$50,000-\$75,000 in professional fees and the diversion of resources of staff to review the study.

The removal of growth-related studies would eliminate the Municipality's ability to collect D.C. to fund \$1,384,571 (2020 dollars) of studies because of Bill 23 implications.

It would also require a phase-in of Development Charges. By using the 2023 Rates and a CPI of 3% going forward and assuming 200 homes built in a year the following table would illustrate the potential loss of D.C. over the proposed phase-in.

	Single and Semi-Detached Development Charge Rate Total	Number of Homes	Total without Phase-In	Phase-In %	Loss because of Phase-In
Year 1	\$34,581	200	\$6,916,200	80%	\$(1,383,240)
Year 2	\$35,618	200	\$7,123,600	85%	\$(1,068,540)
Year 3	\$36,686	200	\$7,337,200	90%	\$(733,720)
Year 4	\$37,786	200	\$7,557,200	95%	\$(377,860)
Year 5 and after	\$38,920	200		100%	Nil
Total Loss Because of Phase-In					\$(3,563,360)

The estimated total for the loss of D.C. should the study be opened up to phase in applications in the scenario above is \$3.56 million dollars but could very well exceed

that calculation should house build increase and non-residential construction CPI keep with current trends.

Regarding option 3, the new business process and tracking of properties to this level would possibly require more staffing in revenue and building departments as well as custom software development in both accounting and building department software. Additional legal service support may be needed as well as tracking of connections to the sanitary system in the operations department. At this time the business case has not been completed and should Council consider this option it would need to be done and brought back before Council and would also require some commitment of internal resources to complete.

At the end of 2021, the Development Charge reserve sits at the following balances.

Development Charge Reserve	Balance
Services Related to a Highway	\$5,241,313
Water	\$(4,576,483)
Wastewater	\$4,275,345
Protection	\$2,055,089
Parks and Recreation	\$(2,013,672)
Administration	\$(101,067)
Total	\$4,880,525

It should also be noted that \$15,905,696 of the municipalities long-term debt at the end of 2021 is tied to past Development Charge related projects in which repayment of the debt is partially funded by the annual collections of Development Charges.

As well as the future Council approved Debt for the Dennis St Pierre expansion is to be 90% funded by the annual collections of Development Charges.

A deviation from the status quo when looking at the current balances in Development Charges Reserves when combined with the future debt allocations as well as growth-related capital projects would cause significant fiscal constraints for the Municipality of Lakeshore and is not advised at this time.

Attachments

Appendix A- Watson & Associates Memo on Removal of Belle River and West Belle River Road.

Appendix B- Map of Belle River Road and West Belle River Road Addresses and Homes.

Appendix C – Current Development Charges Rates

Report Approval Details

Document Title:	Removal of Development Charges for Sanitary Sewers on Belle River Road.docx
Attachments:	- Lakeshore DC Memo - Final.pdf - Capture.PNG - Appendix C - Current DC Rates -By-law-CPI-2023.pdf
Final Approval Date:	May 24, 2023

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

Prepared by Justin Rousseau and Tammie Ryall

Approved by Truper McBride

Memorandum

To	Justin Rousseau
From	Gary Scandlan and Daryl Abbs
Date	April 25, 2023
Re:	Municipality of Lakeshore – Removing the Belle River Road Project from the Development Charges Study.

Fax ☐ Courier ☐ Mail ☐ Email ☒

As per Council resolution #211-05-2022 *“Direct Administration to prepare a report setting out the steps required to remove the sanitary sewer portion of the Development Charges for Belle River Road and West Belle River Road south of County Road 42.”* As a result, Lakeshore staff have requested that Watson & Associates Economists Ltd. (Watson) prepare a detailed memo on the following:

- Overview of the municipal planning framework and the utilization of development charges (D.C.) in that framework;
- Overview of the D.C. calculation methodology;
- Process for amending a D.C. by-law under the Development Charges Act (D.C.A.);
- Impacts of removing a project from the D.C. by-law;
- Impacts of Bill 23, More Homes Built Faster Act; and
- Options for Council’s consideration.

This memo provides the requested information for your consideration.

1. Introduction

In 2020 Watson & Associates Economists Ltd. (Watson) undertook a Development Charges (D.C.) Background Study for the Municipality of Lakeshore as required under the Development Charges Act (D.C.A.). This study provided the necessary background for the Municipality to pass D.C. by-law #89-2020.

D.C.s provide for the recovery of growth-related capital expenditures from new development. The D.C.A. is the statutory basis to recover these charges. As part of the 2020 study, the Municipality identified a number of conveyance systems to be included as growth-related capital projects related to wastewater services. One of these projects is the Belle River Rd./North Woodslee/South Woodslee conveyance. The anticipated timing for the servicing of this area was identified as commencing between 2035 to



2040. As such, this project was included in the D.C. calculations to recover the growth-related capital costs from new development.

Development/new home construction in the Belle River area has proceeded in advance of the anticipated servicing. These new homes would be required to initially install private septic systems. Residents have inquired to Council about paying the wastewater D.C. in advance of the construction of the infrastructure, as well as paying to have their own private septic system installed.

With regard to wastewater services, although development in some areas may need to build septic systems for their developments, the area where the development is occurring is within the urban boundary and the services will be built by the Municipality over the forecast period. The owners of these properties have chosen to build in advance of those services and hence, would be required to build interim servicing for their properties as well as pay the development charge.

2. Development Charges Calculation Overview

2.1 Municipal Planning Framework

D.C.s recover the cost of capital expenditures required to accommodate development. As such, the calculations are based on a combination of planning estimates and engineering estimates.

The general municipal planning process begins with the preparation of the Official Plan (O.P.). The Municipality's O.P., dated March 2021, identifies the lands to be developed, the type of development anticipated (e.g. residential, industrial, commercial, etc.) as well as the growth targets for those development areas. Further, the O.P. identifies settlement boundaries for urban properties to be serviced with water and wastewater.

After the O.P. lands and targets were established, the Municipality undertook master planning studies to identify the required capital needs to service the population and employment targets. The Municipality completed a water and wastewater master plan in 2020 to identify the infrastructure required to service development lands in the defined urban areas.

Subsequent to the completion of the master planning work, the Municipality then prepared a D.C. background study in 2020 (with an update in 2022). This study utilized the planning and development targets established in the O.P., along with the growth-related infrastructure needs identified in the master plans to calculate a development charge applicable to new development in the Municipality. The following section describes the methodology of the calculations in further detail.



2.2 D.C. Methodology

The D.C. calculation commences with an estimate of “the increase in the need for service attributable to the anticipated development,” for each service to be covered by the by-law. There must be some form of link or attribution between the anticipated development and the estimated increase in the need for service. While the need could conceivably be expressed generally in terms of units of capacity, subsection 5 (1) 3 of the D.C.A., which requires that Municipal Council indicate that it intends to ensure that such an increase in need will be met, suggests that a project-specific expression of need would be most appropriate.

The following steps provide the overall methodology to calculating the D.C.:

1. **Identify the amount, type and location of growth** – as noted above the planning estimates are based on those outlined in the O.P. More specifically for water and wastewater, the growth is separated into urban areas (to be serviced) versus rural areas (not to be serviced).
2. **Identify the servicing needs to accommodate growth** – the growth-related needs related to step 1 have to be identified (i.e., what services are required in the growth areas, e.g., water, wastewater, parks and recreation, etc.).
3. **Identify capital costs to provide services to meet the needs** – what capital projects are required to accommodate the servicing needs (e.g., those projects outlined in the water and wastewater master plan).
4. **Capital costs identified in step 3 must be reduced by deducting:**
 - a. Grants (either from the Provincial or Federal government, etc.), subsidies and other contributions (i.e. donations, funds from fundraisers, etc.) received by the Municipality;
 - b. Benefit to existing development – the extent to which an increase in service to meet the increased need would benefit the existing development;
 - c. Amounts in excess of 15-year historical service calculation – an increase that would result in the level of service exceeding the average level of that service provided in the municipality over the 15-year period; and
 - d. D.C. Reserve funds (where applicable) – remaining balances in a D.C.-eligible service reserve fund (e.g., if there is a positive ending balance in the reserve fund for wastewater, this amount needs to be deducted from the total capital costs related to wastewater in the D.C. calculation).



5. **Net costs are then allocated between residential and non-residential benefit** on various metrics depending on the service. For example, wastewater services are shared 65%/35% between residential and non-residential based on the population to employment ratio over the 20-year forecast period for the urban area defined in the O.P.
6. **Net costs are then divided by growth to calculate the D.C.:**
 - a. For the residential calculations, the total cost is divided by the “gross” (new resident) population to determine the per capita amount. The eligible D.C. costs determined in step 4 are based on the net anticipated population increase (the forecast new unit population less the anticipated decline in existing units). The cost per capita is then multiplied by the average occupancy of the new units to calculate the charge.
 - b. For the non-residential development, the total costs in the charge allocated to non-residential development (based on the need for service) are divided by the anticipated development over the planning period to calculate a cost per square foot (sq.ft.) of gross floor area (G.F.A.).

Figure 2-1 provides for the wastewater calculation as provided in the 2022 update background study.

Figure 2-1
D.C. Calculation for Wastewater

SERVICE/CLASS	2020\$ D.C.-Eligible Cost		2020\$ D.C.-Eligible Cost	
	Residential	Non-Residential	S.D.U.	per sq.ft.
1. <u>Wastewater Services</u>	\$	\$	\$	\$
1.1 Treatment plants	39,010,847	21,005,840	10,903	4.67
1.2 Sewers	11,495,377	6,189,818	3,213	1.38
	50,506,223	27,195,659	14,116	6.05
2. <u>Water Services</u>				
2.1 Treatment plants and storage	9,882,778	5,321,496	2,762	1.19
2.2 Distribution systems	5,223,010	2,812,390	1,460	0.63
	15,105,788	8,133,886	4,222	1.82
TOTAL	65,612,011	\$35,329,544	\$18,338	\$7.87
D.C.-Eligible Capital Cost	\$65,612,011	\$35,329,544		
20 Year Urban Gross Population/GFA Growth (sq.ft.)	11,918	4,489,500		
Cost Per Capita/Non-Residential GFA (sq.ft.)	\$5,505.29	\$7.87		
By Residential Unit Type	P.P.U.			
Single and Semi-Detached Dwelling	3.331	\$18,338		
Other Multiples	1.947	\$10,719		
Apartments - 2 Bedrooms +	1.703	\$9,376		
Apartments - Bachelor and 1 Bedroom	1.316	\$7,245		

Based on the figure above, the total residential cost to be recovered for wastewater is approximately \$50.51 million, while the total anticipated gross population growth is



11,918. When divided, the D.C. per capita is approximately \$5,505. This is then multiplied by the Persons per Unit (P.P.U.) assumptions to calculate the D.C. by residential unit type. Note, amending the D.C. by-law to remove the Belle River Strip conveyance project (discussed in Section 4), would result in a change in the highlighted D.C. Calculation for sewers.

3. Process for Amending a D.C. By-law

As discussions have occurred with Council regarding the removal of the project required to service the Belle River Strip, it has been requested from staff that a summary of the process for amending a D.C. by-law be provided.

The process for amending a D.C. by-law, as set out in Section 19 (1) of the D.C.A. states the following:

“Sections 10 to 18 apply, with necessary modifications, to an amendment to a development charge by-law other than an amendment by, or pursuant to an order of, the Ontario Land Tribunal.”

To summarize the requirements generally, the following must be undertaken:

1. The Municipality must complete a background study, which shall include:
 - The estimates of the anticipated amount, type and location of development;
 - The calculations for each service to which the D.C. by-law would relate;
 - An examination, for each service to which the D.C. by-law relate, of the long-term capital and operating costs for capital infrastructure required for the service;
 - Consideration of the use of more than one D.C. by-law to reflect different needs for services in different areas;
 - An asset management plan; and
 - Other information as may be prescribed by the D.C.A.
2. The background study must be made available to the public at least 60 days prior to the passing of the D.C. by-law and until the by-law expires or is repealed by posting the study on the website of the municipality, or if there is no website, in the municipal office.
3. Before passing a D.C. by-law Council must hold at least one public meeting, of which at least 20-days notice has to be given; and ensure the proposed by-law and background study are made available to the public at least two (2) weeks prior to the public meeting.



4. The Clerk of a municipality has to give written notice of the passing of the by-law, and of the last day for appealing the by-law, which will be the day that is 40 days after the day the by-law is passed.
5. Any person or organization may appeal a development charge by-law to the Ontario Land Tribunal by filing with the clerk of the municipality on or before the last day for appealing the by-law.

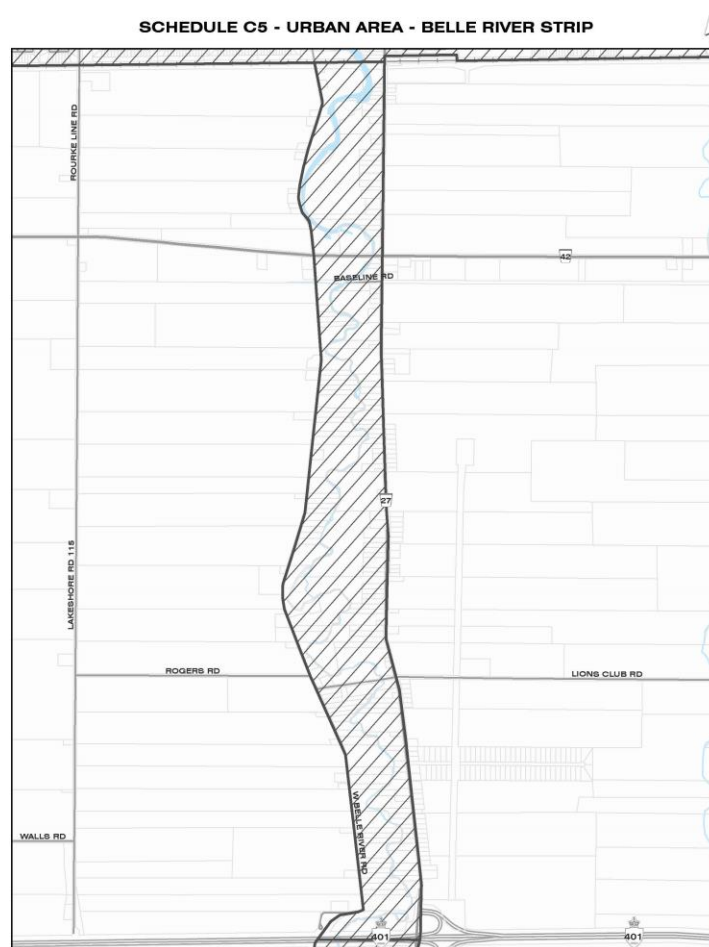
Based on the above, any amendment to a D.C. by-law requires a D.C. background study and full public process.



4. Potential Considerations/Implications of Removing a Project from the D.C. Background Study

4.1 Anticipated Impacts to the Calculations

Discussions regarding development paying for D.C.s for municipal wastewater in advance of the services being provided have occurred due to recent applications to develop homes in Belle River. The servicing area is provided in the following map.



Chapter 5 of the D.C. 2020 background study sets out the capital needs to accommodate development for wastewater services. The capital needs required to accommodate development in the Belle River Strip are identified as project 6 – Belle River Rd/N Woodslee/S Woodslee Conveyance. The gross capital cost of this project (in 2020\$) is \$10.2 million with \$2.04 million being attributed to post period benefit, leaving a net amount of \$8.16 million which is shared 65%/35% between residential and non-residential development. The capital worksheet from the D.C. background study is shown in Table 4-1.



If Project 6 was removed from the D.C. calculations, this would result in the removal of \$5.30 million from the residential D.C. calculation and \$2.86 million from the non-residential D.C. calculation. However, without the quantum of development to be removed, the actual impact on the D.C. calculation is not known at this time.

To remove this project, the calculations would need to be modified to remove the development anticipated to occur in the Belle River Strip. Since the D.C. calculations for wastewater are based on the total costs to service the total development anticipated in the Municipality, this may result in a change in the wastewater D.C. for all other areas. Note that the growth anticipated in this area was not separately identified in the Municipality's D.C. growth forecast (Appendix A to the background study).

The removal of this development will also impact the calculations for the Denis St. Pierre Water Pollution Plant Expansion as this project was sized to accommodate growth in the Belle River Strip. This would result in more of the costs of the plant expansion to be considered Post-period Benefit, which would need to be cash flowed by the Municipality until such time that the development was included in the D.C. forecast.



Table 4-1
Municipality of Lakeshore
Infrastructure Costs Included in the Development Charges Calculation for
Wastewater Services

Prj.No	Increased Service Needs Attributable to Anticipated Development	Timing* (year)	Gross Capital Cost Estimate (2020\$)	Post Period Benefit	Other Deductions	Net Capital Cost	Less:		Potential D.C. Recoverable Cost		
							Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development	Total	Residential Share 65%	Non-Residential Share 35%
	2020-2039 (Urban)										
1	Forcemain to transmit wastewater from Comber to the new STF (Phase 1)	2030	4,007,000	337,000		3,670,000	2,203,850		1,466,150	952,998	513,153
2	Pump Station to transmit wastewater from Stoney Point to the new STF (Phase 1)	2030	500,000	42,000		458,000	275,000		183,000	118,950	64,050
3	New Pumping Station and forcemain to transmit sewage from Lighthouse Cove to the new STF (Phase 1)	2035	2,282,100	191,900		2,090,200	1,255,155		835,045	542,779	292,266
4	Rochester Place conveyance system1	2035	3,192,100	319,200		2,872,900	1,596,050		1,276,850	829,953	446,898
5	Belle River/Maidstone Conveyance (Puce to Manning)	2022-2027	13,975,100	1,397,600		12,577,500	6,987,550		5,589,950	3,633,468	1,956,483
6	Belle River Rd/N Woodslee/S Woodslee conveyance	2035-2040	10,200,000	2,040,100		8,159,900	-		8,159,900	5,303,935	2,855,965
7	Essex Fringe Conveyance System	2040	3,346,900	334,700		3,012,200	3,012,200		-	-	-
8	Sanitary Trunk Line Cost Sharing Agreement - CE30476 (09/08/03)		174,300	-		174,300	-		174,300	113,295	61,005
9	Pike Creek Gravity Collection System	2035-2040	4,400,000	4,400,000		-	-		-	-	-
	Total		42,077,500	9,062,500	-	33,015,000	15,329,805	-	17,685,195	11,495,377	6,189,818



4.2 Bill 23, More Homes Built Faster Act, 2022

In addition to the above impacts to the calculations, any amendments to the by-law will need to consider Bill 23, More Homes Built Faster Act, 2022. Bill 23 introduced a number of changes to the Development Charges Act (D.C.A.), along with nine other Acts including the Planning Act, which seek to increase the supply of housing. The changes to the D.C.A. that would impact the Municipality upon amending or passing a new D.C. by-law are as follows:

- Mandatory Phase-in; and
- Removal of growth-related studies.

See Appendix A for a summary of all changes to the D.C.A. arising from Bill 23.

4.2.1 *Mandatory Phase-in*

For all D.C. By-laws passed the charge must be phased in annually over the first five (5) years the by-law is in force as follows:

- Year 1 – 80% of the maximum charge;
- Year 2 – 85% of the maximum charge;
- Year 3 – 90% of the maximum charge;
- Year 4 – 95% of the maximum charge; and
- Year 5 to expiry – 100% of the maximum charge.

As a result, if the Municipality amended the D.C. by-law to reduce the charge, the reduced charge would need to be phased-in as per the above. For example, if the new charge was calculated at \$10,000 per single detached unit, the maximum the Municipality could impose in the first year would be \$8,000. Note that this would apply to all services in the by-law, not just wastewater services.

4.2.2 *Removal of Growth-related Studies*

The definition of eligible capital costs has been revised to remove the costs of studies, including the preparation of the D.C. Background Study. This applies to by-laws passed after November 28, 2022. As a result, any amendment to the existing by-law or new by-law may result in the removal of growth-related studies from the D.C. by-law.

5. Options for Council's Consideration

5.1 Overview of Options

Given there have been inquiries into payment of D.C.s in the Belle River Strip, there are a number of options Council may consider. The subsequent sections provide a brief overview of the following options:



- Status quo;
- Removal of the project and anticipated development from the D.C.;
- Utilizing delayed payment agreements; and
- Updating the D.C. forecast periods.

5.2 Status Quo

Council may elect to keep the D.C. calculations as-is. Although development is proceeding in advance of the servicing, the Municipality has the ability to impose the D.C. The by-law has clear rules regarding who will pay a D.C. and who is exempt (wholly or partially), and in this situation, these rules do not exempt these properties. The services these areas will be required to contribute towards include fire, police, library, parks and recreation, growth studies, roads/public works, sanitary sewer and water. All of these services, except water and sewer are imposed by the by-law, on development occurring anywhere within the Municipal boundaries. The Municipality has determined that the anticipated development over the planning period will increase the needs for these services and that all development should pay a D.C. As these services are, and will be, of benefit to these proposed development areas, a D.C. should be paid. In regard to sewer services, although development in some areas may need to build septic systems for their developments, the area where the development will be built is within the urban boundary and the services will be built by the Municipality over the forecast period. The owners of these properties have chosen to build in advance of those services and hence, would be required to build interim servicing for their properties as well as pay the D.C.

When servicing is available, the existing properties will not have to pay to hook-into the system as they will have already paid their D.C.

5.3 Removal of Project and Anticipated Development from the D.C.

If Council elects to remove the anticipated development and capital costs from the D.C. study, there may also be planning implications to consider. The O.P. identifies the Belle River Strip as an urban area. If Council removes the projects and development from the D.C., they may no longer be planning for urban development in this area which is contrary to the Municipality's O.P. However, should Council choose this approach, there will be no D.C. funding identified for the conveyance works when the Municipality plans to service the area. As a result, the Municipality may have to utilize Part XII of the Municipal Act to impose capital charges on the existing and new development in the area. Those properties that have developed and have not paid a D.C. may be required by the Municipality to connect to the system and pay the capital charge.

This approach would result in the removal of growth studies from the by-law, as well as trigger a review of the level of service calculations on a 15-year period and trigger the mandatory phase-in required by Bill 23.



5.4 Utilizing Delayed Payment Agreements

If the number of developments proceeding in advance of the servicing may be limited, the Municipality may consider utilizing section 27 of the D.C.A. to enter into delayed payment agreements with the property owners. This would allow the Municipality to maintain the D.C. calculations and allow the property owners to pay their D.C.s at a later date. This can be a specific date determined through the agreement (e.g. the date servicing is available). This approach does come with additional administrative burden however, as staff will be responsible for creating the agreements and monitoring the agreements until the D.C.s are paid for this area.

5.5 Updating the D.C. Forecast Periods

There is no required time horizon to include in the D.C. when planning for development. The Municipality may also consider updating the D.C. study to utilize a smaller time horizon for conveyance services. Since the conveyance project for the Belle River Strip is not anticipated for a number of years, Council may consider using a shorter time horizon which would exclude this project and the development from the calculations. As the Municipality gets closer to the date of servicing, this area and the capital needs can be added into the calculations. However, if the forecast period for sanitary sewers is shortened, the charges for treatment would still be payable, unless that forecast was shortened as well. If the forecast for treatment was shortened as well, the share of the costs for the Denis St. Pierre plant (and potentially other projects) would be increased, increasing the amount that would have to be financed with wastewater rates.

This approach would result in the removal of growth studies from the by-law, as well as trigger a review of the level of service calculations on a 15-year period and trigger the mandatory phase-in required by Bill 23.

Based on Council's consideration of the above, we would be pleased to undertake any refinements required to the Municipality's D.C. by-law.



Appendix A

Bill 23, More Homes Built Faster Act – Impacts to D.C.A.



Bill 23, More Homes Built Faster Act

On November 28, 2022, Bill 23 received Royal Assent. This Bill amends a number of pieces of legislation including the Planning Act and the D.C.A. The following provides a summary of the changes to the D.C.A.:

Additional Residential Unit Exemption

The rules for these exemptions are now provided in the D.C.A., rather than the regulations and are summarized as follows:

- Exemption for residential units in existing rental residential buildings – For rental residential buildings with four or more residential units, the creation of the greater of one unit or 1% of the existing residential units will be exempt from a D.C.
- Exemption for additional residential units in existing and new residential buildings – The following developments will be exempt from a D.C.:
 - A second unit in a detached, semi-detached, or rowhouse if all buildings and ancillary structures cumulatively contain no more than one residential unit;
 - A third unit in a detached, semi-detached, or rowhouse if no buildings or ancillary structures contain any residential units; and
 - One residential unit in a building or structure ancillary to a detached, semi-detached, or rowhouse on a parcel of urban land, if the detached, semi-detached, or rowhouse contains no more than two residential units and no other buildings or ancillary structures contain any residential units.

Removal of Housing as an Eligible D.C. Service

Housing services is removed as an eligible service. Municipalities with by-laws that include a charge for housing services can no longer collect for this service.

New Statutory Exemption for Non-Profit Housing

Non-profit housing units are exempt from D.C.s and D.C. instalment payments due after November 28, 2022.

New Statutory Exemptions for Affordable Units, Attainable Units, and Affordable Inclusionary Zoning Units

Affordable units, attainable units, and inclusionary zoning units (affordable) are exempt from the payment of D.C.s, as follows:

- **Affordable Rental Units:** Where rent is no more than 80% of the average market rent as defined by a new bulletin published by the Ministry of Municipal Affairs and Housing.



- **Affordable Owned Units:** Where the price of the unit is no more than 80% of the average purchase price as defined by a new bulletin published by the Ministry of Municipal Affairs and Housing.
- **Attainable Units:** Excludes affordable units and rental units; will be defined as prescribed development or class of development and sold to a person who is at “arm’s length” from the seller.
 - Note: for affordable and attainable units, the municipality shall enter into an agreement that ensures the unit remains affordable or attainable for 25 years.

The above exemptions are not currently in force. These exemptions will be in force upon proclamation and revisions to the regulations. The bulletin has yet to be published as at the time of writing this report.

- **Inclusionary Zoning Units:** Affordable housing units required under inclusionary zoning by-laws are exempt from a D.C.

Historical Level of Service extended to previous 15-year period

Prior to Bill 23, the increase in need for service was limited by the average historical level of service calculated over the 10-year period preceding the preparation of the D.C. background study. This average is now extended to the historical 15-year period.

Revised Definition of Capital Costs

The definition of capital costs has been revised to remove studies. Further, the regulations to the Act may prescribe services for which land or an interest in land will be restricted. As at the time of writing, no services have been prescribed.

Mandatory Phase-in of a D.C.

For all D.C. by-laws passed after January 1, 2022, the charge must be phased-in annually over the first five years the by-law is in force, as follows:

- Year 1 – 80% of the maximum charge;
- Year 2 – 85% of the maximum charge;
- Year 3 – 90% of the maximum charge;
- Year 4 – 95% of the maximum charge; and
- Year 5 to expiry – 100% of the maximum charge.

D.C. By-law Expiry

A D.C. by-law now expires 10 years after the day it comes into force (unless the by-law provides for an earlier expiry date). This extends the by-law’s life from five (5) years, prior to Bill 23.



Installment Payments

Non-profit housing development has been removed from the instalment payment section of the Act (section 26.1), as these units are now exempt from the payment of a D.C.

Rental Housing Discount

The D.C. payable for rental housing development will be reduced based on the number of bedrooms in each unit as follows:

- Three or more bedrooms – 25% reduction;
- Two bedrooms – 20% reduction; and
- All other bedroom quantities – 15% reduction.

Maximum Interest Rate for Instalments and Determination of Charge for Eligible Site Plan and Zoning By-law Amendment Applications

No maximum interest rate was previously prescribed. As per Bill 23, the maximum interest rate is set at the average prime rate plus 1%. This maximum interest rate provision would apply to all instalment payments and eligible site plan and zoning by-law amendment applications occurring after November 28, 2022.

Requirement to Allocate Funds Received

Annually, beginning in 2023, municipalities will be required to spend or allocate at least 60% of the monies in a reserve fund at the beginning of the year for water, wastewater, and services related to a highway. Other services may be prescribed by the regulation.



SCHEDULE "B"

BY-LAW NO. 2020 -89 January 1, 2023

SCHEDULE OF DEVELOPMENT CHARGES

Service/Class of Service	Single and Semi-Detached Dwelling (per unit)	Other Multiples (per unit)	Apartments - 2 Bedrooms + (per unit)	Apartments - Bachelor and 1 Bedroom (per unit)	Special Care/Special Dwelling Units (per unit)	Non-residential (per sq.ft. of Gross Floor Area)	Wind Turbines & Communication Towers (per Turbine/Tower)	Solar Farm (per sq. ft.)
Services Related to a Highway	6,912	4,040	3,534	2,730	2,282	3.07	6,912	3.07
Public Works	654	383	334	259	216	0.28	0	0.00
Fire Protection Services	822	481	421	325	272	0.35	822	0.35
Policing Services	123	72	62	49	40	0.06	123	0.06
Parks and Recreation Services	4,340	2,536	2,218	1,714	1,433	0.20	0	0.00
Library Services	0	0	0	0	0	0.00	0	0.00
Growth Studies	532	311	272	210	176	0.23	532	0.23
Total Municipal Wide Services/Classes of Services	13,382	7,823	6,841	5,288	4,419	4.20	8,388	3.72
Wastewater Services	16,318	9,538	7,217	6,447	5,389	6.99	0	0.00
Water Services	4,881	2,853	2,159	1,928	1,611	2.10	0	0.00
Total Urban Services	21,199	12,391	9,376	8,375	7,001	9.09	0	0.00
GRAND TOTAL RURAL AREA	13,382	7,823	6,841	5,288	4,419	4.20	8,388	3.72
GRAND TOTAL URBAN AREA	34,581	20,214	16,217	13,663	11,420	13.29	8,388	3.72

Municipality of Lakeshore

Minutes of the Special Council Meeting

Friday, June 23, 2023, 9:00 AM

Council Chambers, 419 Notre Dame Street, Belle River



Members Present: Mayor Tracey Bailey, Deputy Mayor Kirk Walstedt, Councillor Paddy Byrne, Councillor John Kerr, Councillor Larissa Vogler

Members Absent: Councillor Ryan McNamara, Councillor Kelsey Santarossa, Councillor Ian Ruston

Staff Present: Chief Administrative Officer Truper McBride, Corporate Leader - Growth & Sustainability Tammie Ryall, Corporate Leader - Operations Krystal Kalbol, Corporate Leader - Strategic & Legal Affairs Kristen Newman, Division Leader - Civic Affairs Brianna Coughlin

1. Call to Order

Mayor Bailey called the meeting to order at 9:00 AM in Council Chambers.

2. Land Acknowledgement

3. Moment of Reflection

4. Disclosures of Pecuniary Interest

5. Closed Session

177-06-2023

Moved By Councillor Vogler

Seconded By Deputy Mayor Walstedt

Council move into closed session in Council Chambers at 9:05 AM in accordance with:

- a. Paragraph 239(3.1) of the *Municipal Act, 2001* for the purpose of educating and training members in relation to the *Safe Drinking Water Act*.
- b. Paragraph 239(3.1) of the *Municipal Act, 2001* for the purpose of educating and training members in relation to the Code of Conduct and the role of the Integrity Commissioner.

Carried Unanimously

6. Adjournment

The meeting was adjourned in closed session at 3:23 PM.

Tracey Bailey
Mayor

Brianna Coughlin
Clerk

Municipality of Lakeshore

Minutes of the Regular Council Meeting

Tuesday, June 27, 2023, 4:30 PM

Council Chambers, 419 Notre Dame Street, Belle River



Members Present: Mayor Tracey Bailey, Deputy Mayor Kirk Walstedt, Councillor Ryan McNamara, Councillor Paddy Byrne, Councillor Kelsey Santarossa, Councillor John Kerr, Councillor Ian Ruston, Councillor Larissa Vogler

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 Services Frank Jeney, Division Leader - Digital Transformation & Cloud Services Michael Martin, Division Leader - Workplace Development Lisa Granger, Team Leader - Civic Engagement Alex Denonville, Associate Lawyer Nuala Kenny, Team Leader - Development Services Kristina Brcic, IT Technical Analyst Erik Pelland

1. Call to Order

Mayor Bailey called the meeting to order at 4:38 PM in Council Chambers.

2. Closed Session

178-06-2023

Moved By Councillor McNamara

Seconded By Councillor Ruston

Council move into closed session in Council Chambers at 4:40 PM in accordance with:

- a. Paragraph 239(2)(e), (f) and (k) of the *Municipal Act, 2001* to discuss litigation or potential litigation, including matters before administrative tribunals, affecting the municipality, advice that is subject to solicitor-client privilege, including communications necessary for that purpose, and a position, plan, 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 the Amy Croft area.

- b. Paragraph 239(2)(b) and (d) of the *Municipal Act, 2001* to discuss personal matters about an identifiable individual, including municipal or local board employees and labour relations or employee negotiations, relating to the annual economic adjustment rate for non-union positions.
- c. Paragraph 239(2)(f) of the *Municipal Act, 2001* to discuss advice that is subject to solicitor-client privilege, including communications necessary for that purpose, regarding Couture Road (private road).
- d. Paragraph 239(2)(b), (e) and (f) of the *Municipal Act, 2001* to discuss personal matters about an identifiable individual, including municipal or local board employees, litigation affecting the municipality and advice that is subject to solicitor-client privilege relating to Council members and employees of the Municipality.

Carried Unanimously

Mayor Bailey, Deputy Mayor Walstedt, Councillor Kerr and Councillor Santarossa declared a conflict of interest relating to item 5c) of the closed session agenda and left Council Chambers during consideration of this matter. Councillor Byrne assumed the role of Acting Mayor at this time.

3. Return to Open Session

The closed session was recessed at 5:40 PM.

Mayor Bailey called the open session meeting back to order at 6:00 PM.

4. Land Acknowledgement

5. Moment of Reflection

6. Disclosures of Pecuniary Interest

7. Recognitions

8. Public Meetings under the Planning Act

1. Zoning By-law Amendment File ZBA-09-2023 at 0 Middle Rd by Stephen O'Neil

Mayor Bailey opened the public meeting at 6:03 PM.

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

Stephen O'Neil, applicant, was present and spoke in favour of the application.

Laura Vermeer, resident, was present and spoke in opposition of the application.

The public meeting concluded at 6:11 PM.

179-06-2023

Moved By Councillor Ruston

Seconded By Councillor McNamara

Approve Zoning By-law Amendment Application ZBA-09-2023 (Zoning By-law 2-2012, as amended), to rezone the lands known municipally as 0 Middle Road, and legally as PT S1/2 LOT 1 CON NMR MAIDSTONE DESIGNATED AS PT 1 ON 12R29146 from 'Rural Commercial / Employment (CR)' to 'Rural Commercial / Employment Exception 53 (CR-53)'; and

Direct the Clerk to read By-law 59-2023 during the Consideration of By-laws, all as presented at the June 27, 2023 Council meeting.

Carried Unanimously

9. Public Presentations

1. Vince Renaud - Potholes on Couture Road

Merrick McCall spoke representing the presenter, Vince Renaud.

Mr. McCall provided a handout to Council members with photos of Couture Road. Mr. McCall requested that Council approve the repair of Couture Road to fix the potholes, noting that this is a different situation from other private roads in his opinion because this is an access road that has no homes.

Mayor Bailey noted that in closed session, Council had directed the Mayor to state in open session that Council has directed Administration to work with the property owner regarding the remediation of Couture Road.

10. Delegations

1. Asset Management Strategy

Jordan Gonda, PSD Citywide Inc., was present electronically and provided a PowerPoint presentation as overview of the proposed Asset Management Strategy.

180-06-2023

Moved By Councillor McNamara

Seconded By Councillor Santarossa

Approve the Asset Management Strategy for the Municipality of Lakeshore presented at the June 27, 2023 Council meeting; and Administration develop an action plan and funding strategy in the development of future budgets for the implementation of the Asset Management Strategy.

Carried Unanimously

2. S-A-01-2023 Draft Plan of Subdivision Application for River Ridge Phase 10 by 1156756 Ontario Ltd & River Ridge (Lakeshore) Inc.

Theresa O'Neill and Karl Tanner from Dillon Consulting Limited, representing the applicant, were present and spoke in favour of the application.

181-06-2023

Moved By Deputy Mayor Walstedt

Seconded By Councillor Ruston

Direct Administration to advise the County of Essex that the Municipality of Lakeshore supports the draft plan approval for the River Ridge Phase 10 subdivision by 1156756 Ontario Ltd & River Ridge (Lakeshore) Inc. as described in the report presented at the June 27, 2023 Council Meeting.

Carried Unanimously

11. Completion of Unfinished Business

12. Consent Agenda**182-06-2023****Moved By** Councillor Byrne**Seconded By** Councillor McNamara

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

1. June 13, 2023 Special Council Meeting Minutes
2. June 13, 2023 Regular Council Meeting Minutes
3. City of Quinte West - Improve Municipal Codes of Conduct and Enforcement
4. Town of Bradford West Gwillimbury - Right to Repair

Carried Unanimously**13. Reports for Information****183-06-2023****Moved By** Councillor McNamara**Seconded By** Councillor Vogler

Receive the Reports for Information as listed on the agenda.

1. Noise By-law Review
2. 2023 Quarter 1 (March 2023) Variance Report

Carried Unanimously**14. Reports for Direction****1. IT Network RFP Award****184-06-2023****Moved By** Councillor Kerr**Seconded By** Councillor Ruston

Award the RFP for the design and replacement of the IT Network to Optimus Tech Solutions as the respondent with the highest total score, direct Administration to fund the overage of \$46,248 from the IT Lifecycle Reserve, as presented at the June 27, 2023 Council Meeting.

Carried Unanimously

2. **ATRC Room 010 – Options for Use**

185-06-2023

Moved By Deputy Mayor Walstedt

Seconded By Councillor Ruston

Direct the Division Leader – Community Services:

- a. To investigate possible solutions to the Atlas Tube Recreation Centre's concession location, to mitigate patrons within the ice rink hallways, utilizing the Atlas Tube Recreation Centre's room's 010 (pro shop), 011 (common kitchen or server), and room 012 (snack bar or concessions); and
- b. To prepare an agreement to enter into a one-year contract with Belle River Source for Sports for the rental of the Atlas Tube Recreation Centre's Room 010 – Pro Shop, in the amount of \$308 per month, during the months of September 2023 to March 2024, for a total of \$2,156.00 plus HST; and
- c. To post an RFP for Concession operations for a one year term from September 2023 to March 2024, to allow for potential changes to the space beginning in April 2024; all as presented at the June 27, 2023 Council meeting.

Carried Unanimously

3. **Request for Designation of Municipally Significant Event – WKND Hospitality (Sunsplash) – July 13-16, 2023**

186-06-2023

Moved By Councillor Kerr

Seconded By Councillor Byrne

Designate the Sunsplash event, scheduled for July 13 to 16, 2023, as "municipally significant", subject to the conditions outlined in the report presented at the June 27, 2023 Council meeting.

Carried Unanimously

4. Amendment to Appointments By-law 34-2019

187-06-2023

Moved By Councillor Santarossa

Seconded By Deputy Mayor Walstedt

Direct the Clerk to read By-law 43-2023, being a by-law to amend By-law 34-2019, during the Consideration of the By-laws, as presented at the June 27, 2023 Council meeting.

Carried Unanimously

5. New Procedure By-law

188-06-2023

Moved By Councillor Santarossa

Seconded By Councillor Vogler

Direct Administration to prepare a draft Procedure By-law for consideration which includes the recommended changes described in the report presented at the June 27, 2023 Council meeting.

Carried Unanimously

15. Announcements by Mayor

16. Reports from County Council Representatives

17. Report from Closed Session

18. Notices of Motion

Deputy Mayor Walstedt advised that he would bring forward a motion at the next Council meeting that Council Member compensation be increased in alignment with any non-union economic adjustment until such time as Council conducts a review of Council Member compensation later this year.

19. Question Period

20. Non-Agenda Business

189-06-2023

Moved By Councillor Kerr

Seconded By Councillor Byrne

Waive the rules of the Procedural By-law to allow for a notice of motion to be heard without the proper notice, regarding Jet Ski races.

Carried Unanimously

190-06-2023

Moved By Councillor Kerr

Seconded By Councillor Byrne

Have Council approve that Lakeshore's events committee be the overseer and ultimate approval authority of Mr. Demoney's Jet Ski Race event at the West Beach on August 12th and 13th.

In Favour (7): Mayor Bailey, Councillor McNamara, Councillor Byrne, Councillor Santarossa, Councillor Kerr, Councillor Ruston, and Councillor Vogler

Opposed (1): Deputy Mayor Walstedt

Carried

21. Consideration of By-laws

191-06-2023

Moved By Councillor Ruston

Seconded By Councillor McNamara

By-laws 44-2023, 45-2023, 46-2023 and 47-2023 be read a third time and adopted; and

By-laws 43-2023, 59-2023 and 61-2023 be read and passed in open session on June 27, 2023.

Carried Unanimously

- 1. By-law 43-2023, Being a By-law to Amend By-law 34-2019 to Appoint Statutory Officials and Enforcement Officers**
- 2. By-law 44-2023, Being a By-law for the Beattie Drain South Branch (Ellis Drain Outlet)**
- 4. By-law 46-2023, Being a By-law for the Girard Drain (Damphouse Bridge)**
- 5. By-law 47-2023, Being a By-law for the T. Renaud Drain North Branch**
- 6. By-law 59-2023, Being a By-law to amend By-law 2-2012, Zoning By-law for the Municipality of Lakeshore (ZBA-09-2022)**
- 7. By-law 61-2023, Being a By-law to Confirm the Proceedings of the June 13, 2023 Council Meetings**

22. Return to Closed Session**192-06-2023****Moved By** Councillor Vogler**Seconded By** Councillor Ruston

Council move into closed session in Council Chambers at 7:58 PM in accordance with:

- a. Paragraph 239(2)(b) of the *Municipal Act, 2001* to discuss personal matters about an identifiable individual, including municipal or local board employees, relating to the Chief Administrative Officer performance evaluation.

Carried Unanimously**23. Adjournment**

The meeting was adjourned in closed session at 8:53 PM.

Tracey Bailey
Mayor

Brianna Coughlin
Clerk



Legislative Services

June 27, 2023

Sent via email: premier@ontario.ca

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

Honourable and Dear Sir:

Re: Bill 97, The Helping Homebuyers, Protecting Tenants Act, 2023 and Protect Tenants from “Bad Faith” – Renovictions – City of Quinte West Correspondence

Please be advised the Municipal Council of the Town of Fort Erie at its meeting of June 26, 2023 received and supported correspondence from the City of West Quinte dated June 2, 2023 requesting the Province to pass Bill 97, The Helping Homebuyers, Protecting Tenants Act, 2023 and Protect Tenants from “Bad Faith” – Renovictions.

Attached please find a copy of the City of West Quinte correspondence dated June 2, 2023

Thank you for your attention to this matter.

Kind regards,

Ashlea Carter, AMP
Deputy Clerk

acarter@forterie.ca

AC:dlk

Attach.

c.c. The Honourable Steve Clark, Minister of Municipal Affairs and Housing minister.mah@ontario.ca
The Honourable Todd Smith, Minister of Energy Todd.Smithco@pc.ola.org
Federation of Municipalities of Ontario resolutions@fcm.ca
Eastern Ontario Wardens Caucus meredith.staveley-watson@eowc.org
The Association of Municipalities of Ontario amo@amo.on.ca
John Machesney, City Clerk, City of Quinte West christinae@quintewest.ca
All Ontario Municipalities

P.O. Box 490
7 Creswell Drive
Trenton, Ontario K8V 5R6
www.quintewest.ca



A Natural Attraction

Tel: 613-392-2841
Toll Free: 1-866-485-2841
Josh.machesney@quintewest.ca

Josh Machesney, City Clerk

June 2, 2023

The Honourable Doug Ford
Premier of Ontario
Premier's Office, Room 281
Legislative Building
Queen's Park, Toronto, ON M7A 1A1

RE: Resolution – “Renovictions” Support Request

Dear Premier Ford:

This letter will serve to advise that at a meeting of City of Quinte West Council held on May 31, 2023 Council passed the following resolution:

Motion No 23-245 – Notice of Motion – Councillor McCue - Renovictions

Moved by Councillor McCue

Seconded by Councillor Card

WHEREAS renovictions, a practice by which landlords evict tenants from their homes by claiming they will complete major renovations, demolish or convert the unit to commercial use, has had a significant adverse impact on Quinte West residents in the past few months;

AND WHEREAS renovictions have been and continue to be a contributing factor in perpetuating the Provincial housing crisis by making rental housing less affordable for Ontarians, particularly for seniors, individuals with disabilities, single-parent families, and students;

AND WHEREAS municipalities in Ontario have no ability to protect their residents from renovictions;

AND WHEREAS the Ontario Provincial Government has tabled legislation: Bill 97, the Helping Homebuyers, Protecting Tenants Act, 2023, to protect tenants from “bad faith” renovictions and to add more resources to the Landlord Tenant Board;

AND WHEREAS Quinte West City Council passed Motion 23-300 directing staff to prepare a resolution for Council's consideration on the matter;

RECEIVED

JUN 26 2023

BY COUNCIL

NOW THEREFORE BE IT RESOLVED THAT the City of Quinte West Council urges the Province to:

- Pass Bill 97, the Helping Homebuyers, Protecting Tenants Act, 2023;
- Add regulations requiring landlords to provide renovation updates when they evict tenants to ensure tenants are updated when they can exercise their right of return in order to protect tenants from "bad faith" renovictions;
- Consider an increase in fines for landlords who are found to have undertaken "bad faith" renovictions;

AND THAT Ontario municipalities be urged to voice their concerns regarding "bad faith" renovictions;

AND FURTHER THAT a copy of this resolution be sent to all Ontario municipalities, the Hon. Doug Ford, Premier of Ontario, the Hon. Steve Clerk, Minister of Municipal Affairs and Housing; Todd Smith, Bay of Quinte MPP, the Association of Municipalities of Ontario (AMO), the Federation of Canadian Municipalities (FCM), and the Eastern Ontario Wardens Caucus. **Carried**

We trust that you will give favourable consideration to this request.

Yours truly,

CITY OF QUINTE WEST



Josh Machesney,
City Clerk

cc: Hon. Steve Clark, Minister of Municipal Affairs and Housing
Hon. Todd Smith, Minister of Energy, MPP, Bay of Quinte
Carole Saab, CEO, Federation of Canadian Municipalities (FCM)
Colin Best, President, Association of Municipalities of Ontario (AMO)
Jim Pine, CAO, Eastern Ontario Wardens Caucus
All Municipalities in Ontario



Violence Against Women Coordinating Committee Windsor-Essex

vawccwe@gmail.com

Mayor Tracey Bailey
Town of Lakeshore
419 Notre Dame Street
Belle River, Ontario N0R 1A0

July 12, 2023

Mayor Bailey,

Our local Violence Against Women Coordinating Committee Windsor Essex (VAWCCWE) requests your support in declaring Intimate Partner Violence an epidemic in Windsor and Essex County. The VAWCCWE is a cross-sectorial committee comprised of community-based organizations that work together to provide a coordinated response for women experiencing violence and their children.

The Office of the Chief Coroner set forth 86 recommendations after the inquest into the deaths of Carol Culleton, Anastasia Kuzyk and Nathalie Warmerdam in Renfrew County (<https://www.ontario.ca/page/2022-coroners-inquests-verdicts-and-recommendations#section-4>). These recommendations are very important to the safety of women and children experiencing violence. Since October 2021, there have been four femicides in Windsor and Essex County and the number of intimate partner violent incidents are not decreasing. As a Committee, we hope to raise awareness of this complex social health issue and the numerous factors that need to be considered to help keep women and children safe.

Over 30 municipalities across Ontario have already declared Intimate Partner Violence an epidemic in their communities and we hope Essex County and the Town of Lakeshore will join them. This is an essential first step, as recommended in the Renfrew inquest and discussed in the Mass Casualty Commission's final report on April 18-19, 2020, in Nova Scotia (<https://masscasualtycommission.ca/>). Given your leadership role, we ask that you support our local VAWCCWE in taking steps towards the systemic change that needs to occur in Canada to best protect those at risk. We also welcome the opportunity for future discussions on ways to support survivors through the integration of services in town planning and the ongoing collaboration required to address violence and femicide in our community.

We acknowledge that the province of Ontario rejected the idea of formally declaring intimate partner violence an epidemic, based on the definition of the word. However, research and documentation has shown that Intimate Partner Violence is a pervasive social and public health issue that has significant consequences for victims, their families, and the communities in which they live. We appreciate your advocacy and look forward to speaking with you further.

Sincerely,

Members of the Violence Against Women Coordinating Committee Windsor-Essex (VAWCCWE).

*The VAWCCWE is a member of Building a Bigger Wave <http://www.buildingabiggerwave.org/> (the provincial organization) and the Southwest Regional Coordinating Committee (SWRCC). Information available under VAWCCWE at <https://hiatushouse.com/about-us/#tab-625aad90bbfdd-7> or <https://www.facebook.com/VAWCCWE/>.



Intimate Partner Violence IS an Epidemic

The jury in the Renfrew Inquest put forth numerous recommendations, including the declaration of intimate partner violence (IPV) as an epidemic. While the provincial government accepted or partially accepted many of these recommendations, they rejected the specific recommendation to declare IPV as an epidemic, reasoning that “intimate partner violence would not be considered an epidemic as it is not an infectious or communicable disease.” However, this rationale is deeply flawed.

According to the Merriam-Webster definition, an epidemic can be described as “affecting or tending to affect a disproportionately large number of individuals within a population, community, or region at the same time,” an “outbreak of disease that spreads quickly and affects many individuals at the same time,” and “an outbreak or product of sudden rapid spread, growth, or development.”¹ While IPV may not meet the definition of an epidemic as an “outbreak of disease,” it certainly meets the criteria of affecting a disproportionately large number of individuals within a population.

The **scale and prevalence** of IPV alone should warrant the declaration of an epidemic. Statistics reveal that almost half (44%) of all Canadian women have experienced IPV in their lifetimes², and nearly two-thirds of people in Canada (64%) personally know a woman who has experienced abuse.³ Over a hundred women and girls lose their lives to violence in Canada each year, demonstrating the extensive reach and impact of this problem. In fact, in Ontario alone, 52 women were killed by their current or former intimate partners between November 2021 and November 2022⁴, and since October 2021, there have been 4 femicides in Windsor-Essex. Like many diseases, IPV has no boundaries, impacting individuals from all backgrounds, communities, and social groups. However, IPV does disproportionately affect women, Indigenous women, women living with disabilities, visible minority women, and those who identify as LGBTQ2.⁵

Recognizing IPV as an epidemic aligns with global perspectives and leaders in health. The World Health Organization has classified violence against women as a “**global health problem of epidemic proportions**,”⁶ and the United Nations Secretary-General has referred to violence against women and girls as the **world’s longest, deadliest pandemic**⁷. It is not only international bodies recognizing this, as over 30 municipalities and townships in Ontario have already declared IPV an epidemic, acknowledging that it is a complex social and public health issue. It is time for Windsor-Essex to do the same.

Similar to how diseases affect various systems in the body, IPV has multidimensional impacts and consequences for survivors, and these impacts extend beyond the individual. IPV disrupts the social fabric of families, social networks, and communities. In 2009, the Department of Justice estimated that the **costs associated with IPV in Canada exceed \$7.4 billion dollars each year**, noting that this “is a

¹ www.merriam-webster.com

² Statistics Canada (2021) <https://www150.statcan.gc.ca/n1/en/pub/85-002-x/2021001/article/00014-eng.pdf?st=iKS-JQPH>

³ Canadian Women’s Foundation (2021) [https://canadianwomen.org/the-facts/gender-based-violence/#?text=More%20than%204%20in%2010,\(Statistics%20Canada%2C%202021\)](https://canadianwomen.org/the-facts/gender-based-violence/#?text=More%20than%204%20in%2010,(Statistics%20Canada%2C%202021)).

⁴ OAITH (2023) <https://www.oaith.ca/oaith-work/we-count-femicide-because/femicide-reports-and-analysis.html>

⁵ Women and Gender Equality Canada (2022) <https://women-gender-equality.canada.ca/en/gender-based-violence/intimate-partner-violence.html>

⁶ WHO, 2013 <https://www.who.int/news/item/20-06-2013-violence-against-women-a-global-health-problem-of-epidemic-proportions->

⁷ United Nations (2022) <https://press.un.org/en/2022/sgsm21195.doc.htm>

conservative estimate.”⁸ These costs encompass justice system expenses (police, courts, prosecution, legal aid, corrections, civil protection orders, child protection system, etc.), victim costs (medical attention, lost wages, lost education, stolen/damaged property, pain and suffering), and third-party costs (social services, losses to employers, negative impacts on children and other government expenditures).⁹

Additionally, the cyclical and intergenerational transmission of IPV cannot be ignored. Children who are exposed to IPV have an increased risk of developing psychological, social, and behavioural problems such as mood and anxiety disorders, PTSD, and substance abuse^{10, 11}. They may also face school-related issues¹² and are at an increased risk of experiencing emotional abuse, sexual abuse, physical abuse, neglect¹³ and, in some cases, death.¹⁴ Furthermore, just like a disease, exposure can lead to further transmission, as children who are exposed to IPV are at risk of perpetuating violence in adulthood^{15,16,17,18,19}, emphasizing the need to address this issue comprehensively.

The initial recommendation to declare IPV an epidemic is based on the understanding that epidemic status extends beyond the realm of infectious diseases. It acknowledges the pervasive and widespread impact of IPV on individuals, families, and communities. By disregarding the recommendation and using a narrow definition of an epidemic, the province is overlooking the severity and urgency of IPV as a public health crisis. IPV is often deemed a “private matter” because it happens behind closed doors. Declaring IPV as an epidemic will help to bring it out of the shadows.

Understanding the parallels between IPV and disease epidemics underscore the urgency of addressing IPV as a public health issue. It necessitates a comprehensive response encompassing prevention, intervention, support services, and community education and awareness to effectively combat the pervasiveness and multidimensional impact and cycle of IPV.

Just as Ontario was the first province in Canada to address domestic violence in the workplace by amending the Occupational Health and Safety Act, let us take the lead once again. Together, by declaring IPV an epidemic in Windsor-Essex, we will work towards making Ontario the trailblazer in formally recognizing and addressing IPV as the urgent public health crisis it is.

Sincerely,

Amy Peirone, Coordinator, Violence Against Women Coordinating Committee Windsor-Essex

⁸ Department of Justice, 2009 https://www.justice.gc.ca/eng/rp-pr/cj-ip/fv-vf/rr12_7/p0.html

⁹ Department of Justice, 2009 https://www.justice.gc.ca/eng/rp-pr/cj-ip/fv-vf/rr12_7/p0.html

¹⁰ Osofsky, J.D. (2003). Prevalence of children’s exposure to domestic violence and child maltreatment: Implications for prevention and intervention. *Clinical Child & Family Psychology Review*, 6, 161–70.

¹¹ Wathen, N.C., & MacMillan, H.L. (2013). Children’s exposure to intimate partner violence: Impacts and Interventions. *Paediatric Child Health*, 18(8).

¹² Levendosky, A.A, Bogat, G.A, & Martinez-Torteya, C. (2013). PTSD symptoms in young children exposed to intimate partner violence. *Violence Against Women*, 19, 187–201.

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Declare Intimate Partner Violence An Epidemic

What is Intimate Partner Violence?

Intimate partner violence (IPV) is the use of behaviour to gain control and power over an intimate partner (i.e. a current or former spouse, dating, or sexual partner). It may include a pattern of physical or sexual violence, criminal harassment, threats of physical or sexual violence, reproductive coercion, coercive control, spiritual abuse, cyber-violence, and/or emotional, financial, or psychological abuse.⁶ In some cases, IPV culminates in femicide, broadly defined as the gender-based killing of women and girls.⁷

Who Experiences Intimate Partner Violence?

Victims can be of any age, gender, sexual orientation, educational background or income.⁸ However, IPV is highly gendered, as women account for the majority of those victimized by IPV, and experience IPV with greater frequency/severity (i.e., being choked, being assaulted or threatened with a weapon, or being sexually assaulted).⁹ Due to the devastating impacts of colonialism, IPV against Indigenous women is significantly higher than non-Indigenous women.¹⁰

Background

In June 2022, an inquest was held for the 2015 deaths of Carol Culleton, Anastasia Kuzyk, and Nathalie Warmerdam of Renfrew County, who were murdered by their former partner. Out of this inquest, the jury made 86 recommendations for change. The first jury recommendation is for the Government of Ontario to declare intimate partner violence an epidemic.¹

Why Declare Intimate Partner Violence an Epidemic?

2021 marked the seventh consecutive year of an increase in police-reported IPV in Canada.² Nearly half of all women in Canada report some form of IPV in their life, and one woman is killed every six days by a current or former partner.³ IPV requires immediate and creative responses from all levels of government, and all sectors of service provision. The consequences of IPV are long-lasting and far-reaching. Two-thirds of Canadians know a woman who has experienced some form of intimate partner violence.⁴ These women are our friends, children, parents, colleagues, employees, and employers. Despite continuing progress in public education, a stigma is still attached to being a victim of IPV. Many choose not to report because they believe their experiences of violence are a private matter and that they may not be believed or taken seriously.⁵

In declaring intimate partner violence an epidemic, Windsor-Essex will have the opportunity to demonstrate leadership on this issue, representing a community committed to ending violence in intimate relationships. This declaration will send a strong message to victims of IPV that they need not suffer violence in private and that they are part of a community that will stand with them, support them, believe them, and prioritize their right to safety. Further, this declaration will make it clear to our residents and the province that Windsor-Essex will not tolerate this violence in our community.

Progress on Recommendation #1

On December 14, 2022, Lanark County became the first county in Ontario to declare IPV an epidemic. On International Women's Day, (March 8, 2023), the Ottawa city council declared IPV an epidemic with the support of the Ottawa Police Service. To date, over a dozen counties, townships and municipalities have supported the declaration to make intimate partner violence an epidemic.

What We Ask of You

We ask that Windsor Essex demonstrate leadership, compassion, and commitment to the safety of our residents by declaring intimate partner violence an epidemic.



Who Perpetrates Intimate Partner Violence?

Men are more likely than women to perpetrate intimate partner violence.²¹ One review of IPV convictions in Ontario showed that 92% of offenders were men.²² Children who have been exposed to IPV are more likely to carry out acts of violence in their intimate relationships as they grow up.²³ The Children's Aid Society is mandated to investigate IPV in a home where a child is present. In 2018, 45% of all substantiated Children's Aid Society investigations in the province were for a child's exposure to IPV.²⁴

Who are we?

The Violence Against Women Coordinating Committee of Windsor-Essex is a cross-sectorial committee comprised of community-based organizations that work together to provide a trauma-informed coordinated response for women experiencing violence and their children. Currently, there are 35 members from 28 local organizations throughout Windsor and Essex County.

Declare Intimate Partner Violence An Epidemic

IPV in Windsor-Essex

Since October 2021, four women were killed by a current or former intimate partner in Windsor-Essex. Many others have experienced IPV, which did not, or has not yet, culminated in their murder. In 2022, Windsor Police Service reported 2378 calls to police for IPV. During that same period, Hiatus House, our local provider of domestic violence services for women, received 2357 crisis calls. Sharing the work to provide shelter in crisis, Hiatus House, The Welcome Centre Shelter for Women & Families and Nisa Homes sheltered 1234 women and children. Due to capacity challenges, 53 women and children had to be turned away from Hiatus House.

Intimate Partner Violence in Canada

According to the 2018 Survey of Safety in Public and Private Spaces, 43% of Canadian women have experienced psychological violence from an intimate partner, and 23% of Canadian women have experienced physical violence from an intimate partner.¹¹

Further highlighting the severity of this, is that every six days, a woman in Canada is murdered by her intimate partner.¹² Moreover, a known history of intimate partner violence precedes six of every ten homicides perpetrated by an intimate partner.¹³ The Ontario Association of Interval and Transition Houses most recent report, spanning November 2021 to November 2022 showed 52 women and girls murdered in Ontario during that period.¹⁴

While victims of IPV represented 30% of all victims of police-reported crime in Canada¹⁵, only 20% of IPV cases are reported to police.¹⁶ In 2019, there were 30,185 victims of police-reported IPV in our province, a 4% increase since 2018.¹⁷ In four years, from 2012-2016, 10,935 visits were made to Emergency Rooms in hospitals across Ontario for injuries caused by IPV.¹⁸

The Department of Justice Canada estimates that each year, \$7.4 billion dollars is spent on the aftermath of IPV.¹⁹ These projections consider the costs of the involvement of police, criminal justice system and costs such as emergency room visits, loss of income, funeral expenses, and intangible costs (e.g., pain and suffering). Studies show that IPV is one of the leading causes of housing instability and homelessness for women and girls in Canada.²⁰

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POLICING & JUSTICE

POLICE & JUSTICE



Intimate Partner Violence Calls to Police

2,378

Appels à la police pour violence entre partenaires intimes

Sexual Violence Calls to Police

229

Appels à la police pour violence sexuelle

Human Trafficking Calls to Police

16

Appels à la police pour trafic humain

Referrals to Partner Assault Response Program

419

Aiguillage vers le programme de réponse aux agressions par des partenaires

*Calls to police represent Windsor-Police Calls.

CRISIS RESPONSE



RÉPONSE AUX APPELS DE CRISE



Crisis Calls to Women's Shelter

2,357

Appels de crise à la maison d'hébergement

Sexual Assault Crisis Calls

423

Appels pour agression sexuelle

Victim Services Crisis Response

1,557

Services d'aide aux victimes - Intervention en cas de crise

Crisis Walk-Ins & Visits

3,766

Visites en cas de crise

Emergency Department Visits for Opioid Overdose

362

Visites au service d'urgence liées à une intoxication aux opioïdes

HOUSING



LOGEMENT



Women & Children in Shelter *
(53 Women and children turned away from DV shelter)

1,234

Femmes et enfants dans les maisons d'hébergement *
(Accès refusé à 53 femmes et enfants)

Immigrant & Refugee Women & Children
Supported in Transitional Housing

108

Femmes et enfants immigrés et réfugiés
hébergés dans les logements de transition

of times single women turned away from shelter

667

de fois où une femme célibataire s'est vue refuser
l'accès à un centre d'hébergement

*Hiatus House, Welcome Centre Shelter for Women and Families, & Nisa Homes

*Hiatus House, Welcome Centre Shelter for Women and Families, & Nisa Homes

SUPPORTS



SOUTIEN



Clients Receiving Counselling Services*

999

Clientèles recevant des services de Counseling*

Served in French (RFSOO)

167

Servies en français (RFSOO)

Served with Interpretation

159

Servies avec interprétation

New Intakes to Support Individuals Trafficked (into Sex Trade, for Marriage, and for Labour)

85

Nouvelles admissions de personnes victimes de trafic humains (pour la prostitution, le mariage et le travail)

Visitors to Homelessness & Housing Help Hub (H4)

1300

de visiteurs au centre d'aide aux sans-abri et au logement "H4" (Housing Help Hub)

Visitors to The Windsor Youth Centre

381

de visiteurs au Centre de jeunes de Windsor

Victim Services Funding Supports (for basic necessities, safety enhancements, and residential treatment)

\$150,000

Soutien financier aux services d'aide aux victimes (pour les produits de première nécessité, les articles de renforcement de la sécurité et le traitement résidentiel)

*RFSOO, SACC, Family Services & Victim Services of Windsor & Essex

*RFSOO, SACC, Family Services & Victim Services of Windsor & Essex

POVERTY



PAUVRETÉ



Individuals accessing food banks

21,091

Personnes ayant accès aux banques alimentaires

Individuals provided with housing supports

1,175

Les personnes fournies avec un soutien au logement

Youth referred to partner agencies

362

Les jeunes orientés vers des organismes partenaires

Individuals assisted to job readiness

48

Les personnes aidées à la préparation à l'emploi

CHILD WELFARE



PROTECTION DE L'ENFANCE



Child protection investigations

2,648

Enquêtes sur la protection de l'enfance

Average # of children in care

395

moyen d'enfants pris en charge

Total families serviced

3,460

Total des familles servies

COMMUNITY SERVICE GAPS

- Service demands result in waitlists.
- Need for an increase in services for those with severe mental health issues

LACUNES DANS LES SERVICES COMMUNAUTAIRES

- La demande de services entraîne des listes d'attente.
- Nécessité d'augmenter les services pour les personnes souffrant de graves problèmes de santé mentale.

The VAWCCWE of Windsor-Essex works collaboratively with a network of organizations, groups, and individuals to end domestic violence through leadership, education and advocacy.

Le Comité de coordination contre la violence faite aux femmes de Windsor-Essex (CCCVFFWE) travaille en collaboration avec un réseau d'organismes, de groupes et d'individus pour mettre fin à la violence conjugale grâce au leadership, à l'éducation et à la sensibilisation.

MEMBER ORGANIZATIONS / ORGANISMES MEMBRES

- AIPARG, University of Windsor
- Beauty is Me
- Can-Am Indian Friendship Centre
- Community Living Essex County
- Correctional Service Canada
- Downtown Mission of Windsor *
- Family Services Windsor-Essex Counselling & Advocacy Centre *
- Hiatus House *
- LaSalle Police Service
- Legal Assistance of Windsor / WEFIGHT *
- Members-at-Large/Survivors
- Ministry of Children, Community and Social Services
- Ministry of Community Safety and Correctional Services
- Multicultural Council of Windsor and Essex County *
- Neighbours, Friends & Family
- Nisa Homes *
- Ontario Association of Interval and Transition Houses (OAITH)
- Ontario Ministry of the Attorney General/Office of the Crown Attorney
- OAITH Survivor Advisory Committee (OSAC)
- Probation and Parole (Ontario)
- Réseau-Femmes du Sud-Ouest de l'Ontario *
- Service Canada
- Sexual Assault Crisis Centre of Essex County *
- South Asian Centre of Windsor
- TransWellness Ontario
- University of Windsor
- Victim Services of Windsor and Essex County*
- Victim Witness Assistance Program
- Welcome Centre Shelter for Women*
- Women's Enterprise Skills Training of Windsor Inc.
- Windsor-Essex Children's Aid Society *
- Windsor Police Service *
- Windsor Sexual Assault/Domestic Violence & Safekids Care Centre
- Windsor Women Working With Immigrant Women
- YMCA of Southwestern Ontario

*Organization provided data for this snapshot. / Organisme qui a fourni des données.

Note: Windsor-Essex Population (Source: Statistics Canada, 2021 Census of Population) / Population de Windsor-Essex (Source: Statistique Canada, recensement de la population de 2021).



List of Municipalities and Townships that Declared IPV an Epidemic

1. City of Windsor
2. City of Ottawa
3. Conmee Township
4. Halton Region
5. City of Burlington
6. Town of Halton Hills
7. Town of Milton
8. Town of Oakville
9. Head, Clare and Maria Township
10. Lanark County
11. Town of Carleton Place
12. Town of Mississippi Mills
13. Town of Perth
14. Municipality of Mattice - Val Côté
15. Municipality of Kincardine
16. North Algona Wilberforce Township
17. Oxford County
18. City of Woodstock
19. Peel Region
20. City of Brampton
21. Prince Edward County
22. Regional Municipality of Durham
23. Town of Ajax
24. Municipality of Clarington
25. City of Pickering
26. Town of Whitby
27. Renfrew County
28. Township of Armour
29. Township of Enniskillen
30. Town of Hawkesbury
31. Town of Laurentian Hills
32. Town of Rainy River
33. Town of Renfrew
34. Town of Smith Falls



Organizations that Support the Declaration of IPV an Epidemic in Windsor-Essex

- 1) Hiatus House
- 2) LaSalle Police Service
- 3) Legal Assistance of Windsor
- 4) Nisa Homes Windsor
- 5) Probation and Parole
- 6) Sexual Assault Crisis Centre
- 7) Southwest Ontario Aboriginal Health Access Centre
- 8) Southwest Detention Centre
- 9) St. Leonard's House Windsor
- 10) The Welcome Centre Shelter for Women and Families
- 11) The University of Windsor, President
- 12) The Animal and Interpersonal Abuse Research Group (AiPARG)
- 13) The Health Research Centre for the Study of Violence Against Women (HRC-VAW)
- 14) Sexual Misconduct Response & Prevention Office
- 15) Victim Services of Windsor and Essex County
- 16) Windsor Essex Children's Aid Society
- 17) Windsor Essex Community Health Centre
- 18) Windsor Family Health Team
- 19) Windsor Women Working with Immigrant Women
- 20) YMCA Southwestern Ontario
- 21) Essex County Youth Diversion
- 22) Réseau-Femmes du Sud-Ouest de l'Ontario
- 23) House of Sophrosyne
- 24) Downtown Mission of Windsor



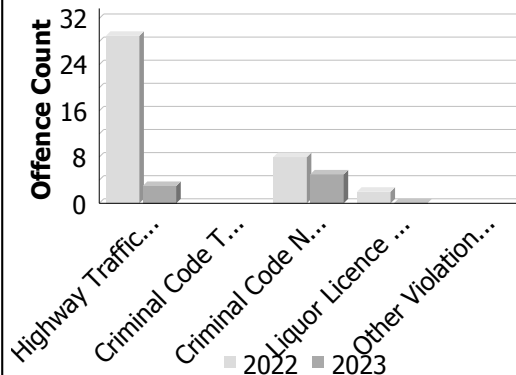
How Local Municipalities Can Help

- Declare Intimate Partner Violence (IPV) an Epidemic.
- Integrate IPV into the Regional Community Safety and Well-Being plan to recognize that this is a priority within Windsor & Essex County.
- Consult with stakeholders to strengthen local supports for survivors of IPV by building service capacity through the increase of coordination between city services (housing, transit, child care) with other core supports (substance, mental health, probation, police, shelters, justice and health care).
- Streamline case processing and management for ease of access for community partners assisting survivors in navigating the system.
- Continue to work with service providers in granting survivors of IPV priority one status for social housing lists.
- Work with local shelters and stakeholders to address the lack of transitional housing so victims of IPV are not discharged from shelters into homelessness and can rebuild their lives in a safe space.
- Advocate for IPV supports at the Provincial and Federal levels of government. Ask that the recommendations outlined in the final report of the National Inquiry into Missing and Murdered Indigenous Women and Girls (MMIWG), the Verdict of Coroner's Jury for the Renfrew Inquest & The Nova Scotia Mass Casualty Commission be implemented.
- Recognize the importance of the National Action Plan on Gender-Based Violence, Claire's Law, Coercive Control, and other tailored approaches designed to tackle and address IPV.
- Support a local multi-sector risk assessment screening tool and increase training for municipal employees to help identify the warning signs of IPV and to provide information on how best to assist survivors. Recognize the importance of our multi-cultural jurisdiction and the statistics that indigenous and racialized groups are at higher risk.
- Partner with the local VAWCCWE to produce public information campaigns to educate on program availability (e.g., Neighbours, Friends, and Families, Bystander Training) and safety planning resources.

Police Services Board Report for Lakeshore
Integrated Court Offence Network
January - 2023

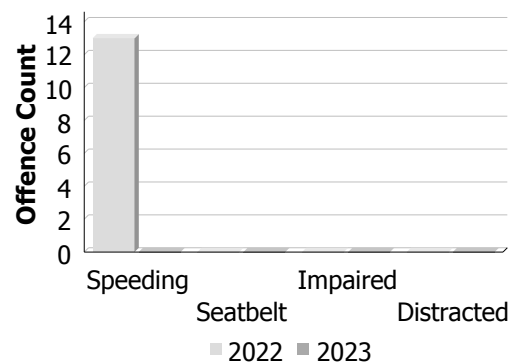
Criminal Code and Provincial Statute Charges Laid

Offence Count	January			Year to Date - January		
	2022	2023	% Change	2022	2023	% Change
Highway Traffic Act	29	3	-89.7%	29	3	-89.7%
Criminal Code Traffic	--	--	--	--	--	--
CCC Non-Traffic	--	--	--	--	--	--
Liquor Licence Act	2	0	-100.0%	2	0	-100.0%
Other Violations	--	--	--	--	--	--



Traffic Related Charges

Offence Count	January			Year to Date - January		
	2022	2023	% Change	2022	2023	% Change
Speeding	13	0	-100.0%	13	0	-100.0%
Seatbelt	0	0	--	0	0	--
Impaired	0	0	--	0	0	--
Distracted	0	0	--	0	0	--



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

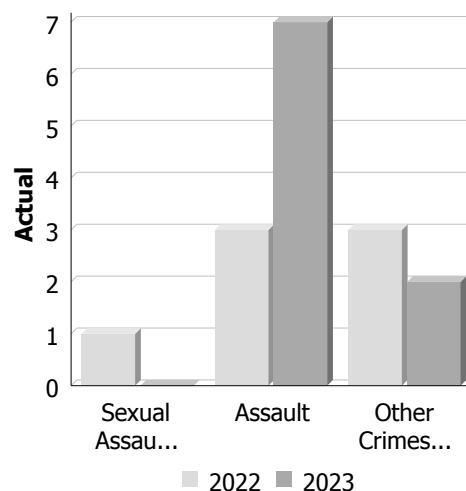
Data Utilized

- 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
March - 2023

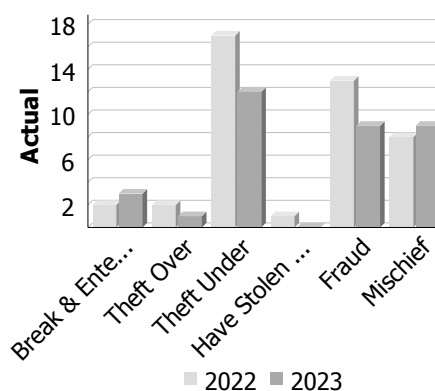
Violent Crime

Actual	March			Year to Date - March		
	2022	2023	% Change	2022	2023	% Change
Murder	0	0	--	0	0	--
Other Offences Causing Death	0	0	--	0	0	--
Attempted Murder	0	0	--	0	0	--
Sexual Assault	1	0	-100.0%	5	2	-60.0%
Assault	3	7	133.3%	10	21	110.0%
Abduction	0	0	--	0	0	--
Robbery	0	0	--	0	0	--
Other Crimes Against a Person	3	2	-33.3%	10	9	-10.0%
Total	7	9	28.6%	25	32	28.0%



Property Crime

Actual	March			Year to Date - March		
	2022	2023	% Change	2022	2023	% Change
Arson	0	0	--	1	0	-100.0%
Break & Enter	2	3	50.0%	8	11	37.5%
Theft Over	2	1	-50.0%	14	8	-42.9%
Theft Under	17	12	-29.4%	52	38	-26.9%
Have Stolen Goods	1	0	-100.0%	3	0	-100.0%
Fraud	13	9	-30.8%	32	26	-18.8%
Mischief	8	9	12.5%	19	13	-31.6%
Total	43	34	-20.9%	129	96	-25.6%



Drug Crime

Actual	March			Year to Date - March		
	2022	2023	% Change	2022	2023	% Change
Possession	0	0	--	1	0	-100.0%
Trafficking	0	0	--	0	0	--
Importation and Production	0	0	--	0	0	--
Total	0	0	--	1	0	-100.0%



Clearance Rate

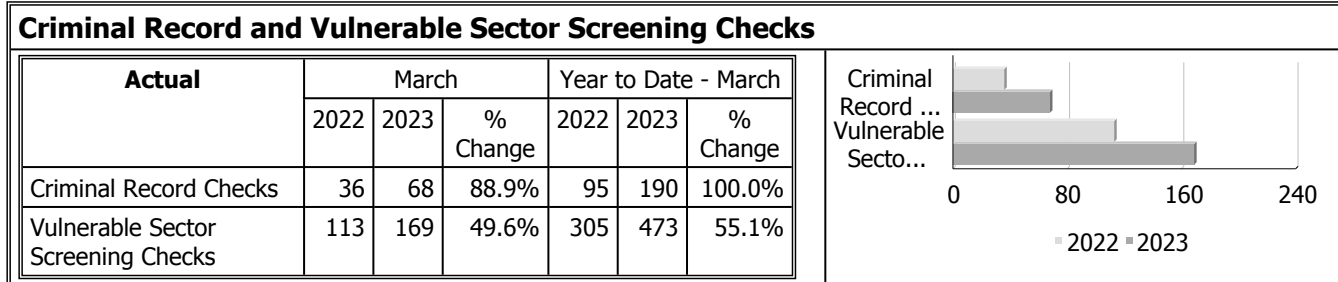
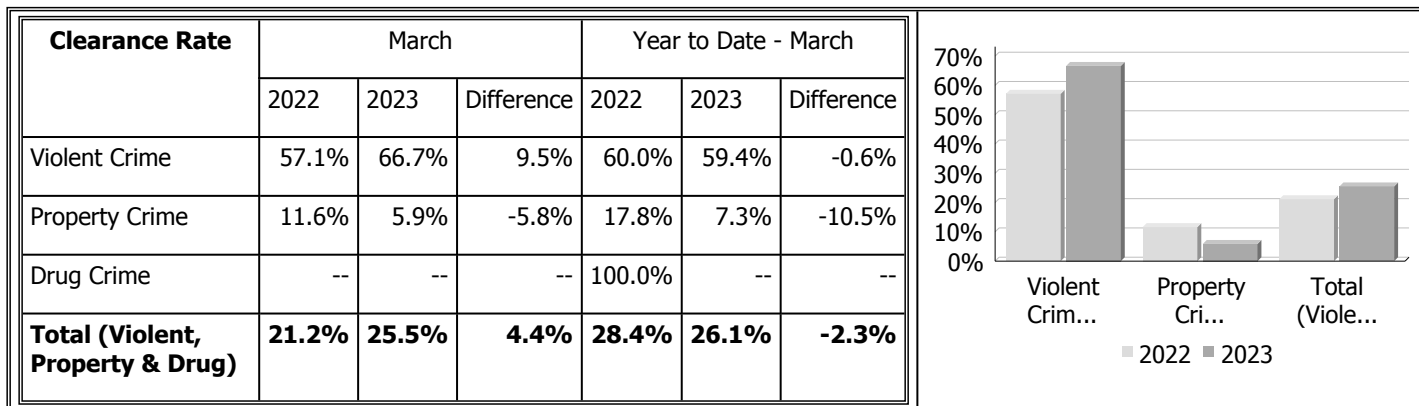
Detachment: 6E - ESSEX COUNTY
Location code(s): 6E20 - LAKESHORE

Data source date:
2023/04/01

Report Generated by:
Pharand, Lise

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Apr 4, 2023 3:45:07 PM
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Police Services Board Report for Lakeshore
Records Management System
March - 2023



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:

2023/04/01

Report Generated by:

Pharand, Lise

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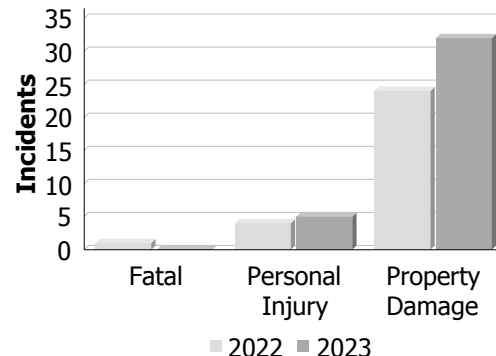
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Police Services Board Report for Lakeshore
Collision Reporting System
March - 2023

Motor Vehicle Collisions by Type

Incidents	March			Year to Date - March		
	2022	2023	% Change	2022	2023	% Change
Fatal	1	0	-100.0%	1	0	-100.0%
Personal Injury	4	5	25.0%	14	10	-28.6%
Property Damage	24	32	33.3%	75	94	25.3%
Total	29	37	27.6%	90	104	15.6%



Fatalities in Detachment Area

Incidents		March			Year to Date - March		
		2022	2023	% Change	2022	2023	% Change
Motor Vehicle Collision	Fatal Incidents	1	0	-100.0%	1	0	-100.0%
	Alcohol Related	0	0	--	0	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	March			Year to Date - March		
	2022	2023	% Change	2022	2023	% Change
Motor Vehicle Collision	1	0	-100.0%	1	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:
2023/04/03

Report Generated by:
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PP-CSC-Operational Planning-4300
Page 88 of 322

**Police Services Board Report for Lakeshore
2023/Mar**

Public Complaints	
Policy	0
Service	0
Conduct	0

Date information collected from Professional Standards Bureau Commander Reports: 2023-04-04

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	2023/Mar
Number of Cruiser Patrol Hours	402.00
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	22.50
Number of School Patrol Hours	0.00

Data source (Daily Activity Reporting System) date: 2023/03/31

Detachment: 6E - ESSEX COUNTY

Location code(s): 6E20 - LAKESHORE

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Pharand, Lise

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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/

April 3, 2023

Lakeshore PSB information for the month of March:

Suspensions: 6

Charges: 270

Police Record Checks: 69

Vulnerable Sector Record Checks: 177

Jamie Smith, Staff Sergeant
Detachment Manager
Essex County O.P.P.



Calls For Service (CFS) Billing Summary Report

Town of Lakeshore March - 2023

Billing Categories (Billing categories below do not match traditional crime groupings)		2023				2022			
		March	Year to Date	Time Standard	Year To Date Weighted Hours	March	Year to Date	Time Standard	Year To Date Weighted Hours
Violent Criminal Code	Sexual offence occurring prior to January 4, 1983	0	0		0.0	1	1	15.8	15.8
	Sexual Assault	1	3	15.8	47.4	0	2	15.8	31.6
	Invitation to Sexual Touching	0	0		0.0	1	3	15.8	47.4
	Non-Consensual Distribution of Intimate Images	0	0		0.0	1	1	15.8	15.8
	Assault With Weapon or Causing Bodily Harm-Level 2	1	4	15.8	63.2	0	1	15.8	15.8
	Assault-Level 1	6	18	15.8	284.4	3	9	15.8	142.2
	Discharge Firearm with Intent	0	2	15.8	31.6	0	0		0.0
	Extortion	0	0		0.0	1	2	15.8	31.6
	Criminal Harassment	1	3	15.8	47.4	2	4	15.8	63.2
	Indecent/Harassing Communications	0	1	15.8	15.8	0	1	15.8	15.8
	Utter Threats to Person	1	7	15.8	110.6	0	4	15.8	63.2
	Total	10	38	15.8	600.4	9	28	15.8	442.4
Property Crime Violations	Arson - Others	0	0		0.0	0	1	6.4	6.4
	Break & Enter	4	13	6.4	83.2	3	10	6.4	64.0
	Theft Over -master code	0	1	6.4	6.4	0	0		0.0
	Theft Over - Farm Equipment	0	0		0.0	0	1	6.4	6.4
	Theft Over - Trailers	1	2	6.4	12.8	0	0		0.0
	Theft Over - Other Theft	0	1	6.4	6.4	0	0		0.0
	Theft of - Mail	0	1	6.4	6.4	0	0		0.0
	Theft FROM Motor Vehicle Over \$5,000	0	0		0.0	0	1	6.4	6.4
	Theft of Motor Vehicle	1	4	6.4	25.6	1	7	6.4	44.8
	Theft of - Automobile	0	3	6.4	19.2	1	4	6.4	25.6
	Theft of - Trucks	0	1	6.4	6.4	0	2	6.4	12.8
	Theft of - All Terrain Vehicles	0	0		0.0	0	1	6.4	6.4
	Theft Under -master code	1	4	6.4	25.6	1	3	6.4	19.2
	Theft under - Farm Agricultural Produce	0	1	6.4	6.4	0	0		0.0
	Theft Under - Construction Site	0	0		0.0	1	1	6.4	6.4
	Theft under - Building	0	1	6.4	6.4	0	0		0.0
	Theft under - Persons	0	0		0.0	1	2	6.4	12.8
	Theft under - Trailers	0	1	6.4	6.4	0	0		0.0
	Theft under - Other Theft	2	8	6.4	51.2	2	13	6.4	83.2



Calls For Service (CFS) Billing Summary Report

Town of Lakeshore March - 2023

Billing Categories (Billing categories below do not match traditional crime groupings)		2023				2022			
		March	Year to Date	Time Standard	Year To Date Weighted Hours	March	Year to Date	Time Standard	Year To Date Weighted Hours
Property Crime Violations	Theft Under - Gasoline Drive-off	3	5	6.4	32.0	6	10	6.4	64.0
	Theft FROM Motor Vehicle Under \$5,000	4	8	6.4	51.2	4	13	6.4	83.2
	Theft Under \$5,000 [SHOPLIFTING]	5	9	6.4	57.6	5	17	6.4	108.8
	Possession of Stolen Goods over \$5,000	0	0		0.0	1	2	6.4	12.8
	Possession of Stolen Goods under \$5,000	0	0		0.0	0	1	6.4	6.4
	Fraud -Master code	0	3	6.4	19.2	0	1	6.4	6.4
	Fraud - Steal/Forge/Poss./Use Credit Card	0	0		0.0	0	1	6.4	6.4
	Fraud - False Pretence <= \$5,000	0	0		0.0	0	1	6.4	6.4
	Fraud - Forgery & Uttering	0	1	6.4	6.4	0	0		0.0
	Fraud - Fraud through mails	0	0		0.0	1	2	6.4	12.8
	Fraud -Money/property/ security > \$5,000	3	4	6.4	25.6	1	2	6.4	12.8
	Fraud -Money/property/ security <= \$5,000	3	13	6.4	83.2	4	12	6.4	76.8
	Fraud - Other	3	7	6.4	44.8	7	12	6.4	76.8
	Personation with Intent (fraud)	0	0		0.0	0	1	6.4	6.4
	Fraud - False Pretence > \$5,000	1	1	6.4	6.4	0	0		0.0
	Identity Fraud	1	1	6.4	6.4	1	1	6.4	6.4
	Mischief - master code	10	14	6.4	89.6	8	17	6.4	108.8
	Property Damage	2	5	6.4	32.0	1	7	6.4	44.8
	Total	44	112	6.4	716.8	49	146	6.4	934.4
Other Criminal Code Violations (Excluding traffic)	Offensive Weapons-Possession of Weapons	0	2	7.5	15.0	0	0		0.0
	Offensive Weapons-Restricted	0	1	7.5	7.5	0	0		0.0
	Bail Violations - Fail To Comply	1	3	7.5	22.5	0	1	7.5	7.5
	Bail Violations - Others	0	0		0.0	0	1	7.5	7.5
	Possession Of Counterfeit Money	0	1	7.5	7.5	0	0		0.0
	Counterfeit Money - Others	0	1	7.5	7.5	0	1	7.5	7.5
	Disturb the Peace	2	3	7.5	22.5	0	1	7.5	7.5
	Breach of Probation	0	1	7.5	7.5	0	1	7.5	7.5



Calls For Service (CFS) Billing Summary Report

Town of Lakeshore March - 2023

Billing Categories (Billing categories below do not match traditional crime groupings)		2023				2022			
		March	Year to Date	Time Standard	Year To Date Weighted Hours	March	Year to Date	Time Standard	Year To Date Weighted Hours
Other Criminal Code Violations (Excluding traffic)	Disobey court order/Misconduct executing process	1	1	7.5	7.5	0	0		0.0
	Public mischief - mislead peace officer	0	0		0.0	0	1	7.5	7.5
	Total	4	13	7.5	97.5	0	6	7.5	45.0
Drug Possession	Possession - Methamphetamine (Crystal Meth)	0	0		0.0	0	1	7.1	7.1
	Drug related occurrence	1	2	7.1	14.2	1	3	7.1	21.3
	Total	1	2	7.1	14.2	1	4	7.1	28.4
Statutes & Acts	Landlord/Tenant	3	15	3.4	51.0	2	11	3.4	37.4
	Mental Health Act	14	32	3.4	108.8	4	16	3.4	54.4
	Mental Health Act - No contact with Police	1	1	3.4	3.4	1	2	3.4	6.8
	Mental Health Act - Attempt Suicide	1	2	3.4	6.8	1	2	3.4	6.8
	Mental Health Act - Threat of Suicide	6	20	3.4	68.0	4	9	3.4	30.6
	Mental Health Act - Voluntary Transport	1	1	3.4	3.4	2	4	3.4	13.6
	Mental Health Act - Placed on Form	0	1	3.4	3.4	1	2	3.4	6.8
	Mental Health Act - Apprehension	1	4	3.4	13.6	4	13	3.4	44.2
	Custody Dispute	0	1	3.4	3.4	0	0		0.0
	Trespass To Property Act	3	7	3.4	23.8	6	18	3.4	61.2
	Total	30	84	3.4	285.6	25	77	3.4	261.8
Operational	Animal -Master code	0	2	3.8	7.6	0	0		0.0
	Animal Bite	1	1	3.8	3.8	1	1	3.8	3.8
	Animal Stray	0	3	3.8	11.4	0	1	3.8	3.8
	Animal Injured	4	8	3.8	30.4	2	3	3.8	11.4
	Animal - Other	0	2	3.8	7.6	0	1	3.8	3.8
	Animal - Dog Owners Liability Act	0	0		0.0	1	1	3.8	3.8
	Domestic Disturbance	13	35	3.8	133.0	19	48	3.8	182.4
	Suspicious Person	20	50	3.8	190.0	16	43	3.8	163.4
	Phone -Master code	0	2	3.8	7.6	0	0		0.0
	Phone -Nuisance - No Charges Laid	4	8	3.8	30.4	2	7	3.8	26.6
	Phone -Obscene - No Charges Laid	0	0		0.0	0	1	3.8	3.8
	Phone -Threatening - No Charges Laid	1	3	3.8	11.4	0	2	3.8	7.6



Calls For Service (CFS) Billing Summary Report

Town of Lakeshore March - 2023

Billing Categories <i>(Billing categories below do not match traditional crime groupings)</i>		2023				2022			
		March	Year to Date	Time Standard	Year To Date Weighted Hours	March	Year to Date	Time Standard	Year To Date Weighted Hours
Operational	Phone -Other - No Charges Laid	1	2	3.8	7.6	2	3	3.8	11.4
	Fire - Building	1	6	3.8	22.8	1	5	3.8	19.0
	Fire - Vehicle	0	0		0.0	1	2	3.8	7.6
	Fire - Other	0	0		0.0	0	1	3.8	3.8
	Insecure Condition -Master code	0	1	3.8	3.8	1	2	3.8	7.6
	Missing Person 12 & older	2	2	3.8	7.6	2	5	3.8	19.0
	Missing Person Located 12 & older	4	4	3.8	15.2	1	3	3.8	11.4
	Noise Complaint - Animal	0	0		0.0	1	2	3.8	7.6
	Accident - non-MVC - Master code	0	0		0.0	1	1	3.8	3.8
	Found Property -Master code	3	10	3.8	38.0	1	5	3.8	19.0
	Found - License Plate	0	0		0.0	1	3	3.8	11.4
	Found-Bicycles	0	1	3.8	3.8	0	0		0.0
	Found - Gun	0	0		0.0	0	1	3.8	3.8
	Found-Others	3	7	3.8	26.6	2	9	3.8	34.2
	Lost Property -Master code	3	4	3.8	15.2	4	7	3.8	26.6
	Lost License Plate	1	1	3.8	3.8	2	2	3.8	7.6
	Lost Disabled Parking Permit	0	0		0.0	1	1	3.8	3.8
	Lost-Personal Accessories	0	2	3.8	7.6	0	5	3.8	19.0
	Lost-Radio,TV,Sound-Reprod. Equip.	1	2	3.8	7.6	0	0		0.0
	Lost-Machinery & Tools	0	0		0.0	0	1	3.8	3.8
	Lost - Gun	0	2	3.8	7.6	0	0		0.0
	Lost-Others	0	3	3.8	11.4	0	4	3.8	15.2
	Sudden Death - Suicide	0	0		0.0	0	1	3.8	3.8
	Sudden Death - Natural Causes	1	6	3.8	22.8	1	8	3.8	30.4
	Sudden Death - Others	0	2	3.8	7.6	1	2	3.8	7.6
	Sudden Death - Apparent Overdose-Overdose	0	0		0.0	0	2	3.8	7.6
	Suspicious Vehicle	21	42	3.8	159.6	10	27	3.8	102.6
	Trouble with Youth	11	28	3.8	106.4	6	12	3.8	45.6
	Vehicle Recovered - Automobile	0	3	3.8	11.4	4	10	3.8	38.0
	Vehicle Recovered - Trucks	0	0		0.0	4	7	3.8	26.6
	Vehicle Recovered - All Terrain Veh	1	1	3.8	3.8	0	0		0.0



Calls For Service (CFS) Billing Summary Report

Town of Lakeshore March - 2023

Billing Categories (Billing categories below do not match traditional crime groupings)		2023				2022			
		March	Year to Date	Time Standard	Year To Date Weighted Hours	March	Year to Date	Time Standard	Year To Date Weighted Hours
Operational	Unwanted Persons	1	7	3.8	26.6	3	9	3.8	34.2
	Neighbour Dispute	10	28	3.8	106.4	8	16	3.8	60.8
	By-Law -Master code	1	2	3.8	7.6	0	2	3.8	7.6
	Noise By-Law	3	16	3.8	60.8	2	20	3.8	76.0
	Dogs By-Law	4	12	3.8	45.6	0	4	3.8	15.2
	Firearms (Discharge) By-Law	0	0		0.0	0	1	3.8	3.8
	Other Municipal By-Laws	5	6	3.8	22.8	3	11	3.8	41.8
	Traffic By-Law	2	6	3.8	22.8	4	18	3.8	68.4
	Taxi By-Law	0	0		0.0	1	1	3.8	3.8
	Assist Fire Department	0	1	3.8	3.8	0	0		0.0
	Assist Public	15	27	3.8	102.6	24	48	3.8	182.4
	Distressed/Overdue Motorist	1	1	3.8	3.8	1	1	3.8	3.8
	Family Dispute	9	30	3.8	114.0	5	40	3.8	152.0
	Protest - Demonstration	0	0		0.0	0	2	3.8	7.6
	Total	147	379	3.8	1,440.2	139	412	3.8	1,565.6
Operational2	False Alarm-Accidental Trip	0	3	1.4	4.2	0	0		0.0
	False Alarm-Malfunction	1	5	1.4	7.0	3	4	1.4	5.6
	False Holdup Alarm-Accidental Trip	0	4	1.4	5.6	1	9	1.4	12.6
	False Alarm -Others	24	71	1.4	99.4	31	89	1.4	124.6
	False Alarm -Cancelled	0	1	1.4	1.4	0	1	1.4	1.4
	Keep the Peace	15	31	1.4	43.4	6	18	1.4	25.2
	911 call / 911 hang up	6	22	1.4	30.8	8	19	1.4	26.6
	911 call - Dropped Cell	4	15	1.4	21.0	8	19	1.4	26.6
	Total	50	152	1.4	212.8	57	159	1.4	222.6
Traffic	MVC (MOTOR VEHICLE COLLISION) -Master code	0	3	3.7	11.1	1	2	3.7	7.4
	MVC - Personal Injury (MOTOR VEHICLE COLLISION)	2	9	3.7	33.3	4	15	3.7	55.5
	MVC - Prop. Dam. Non Reportable	9	22	3.7	81.4	6	27	3.7	99.9
	MVC - Prop. Dam. Reportable (MOTOR VEHICLE COLLISION)	18	60	3.7	222.0	25	85	3.7	314.5
	MVC - Prop. Dam. Failed to Remain (MOTOR VEHICLE COLLISION)	5	10	3.7	37.0	3	8	3.7	29.6
	MVC - Fatal (MOTOR VEHICLE COLLISION)	0	0		0.0	1	1	3.7	3.7
	MVC - Others (MOTOR VEHICLE COLLISION)	0	0		0.0	1	3	3.7	11.1



Calls For Service (CFS) Billing Summary Report

Town of Lakeshore March - 2023

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		March	Year to Date	Time Standard	Year To Date Weighted Hours	March	Year to Date	Time Standard	Year To Date Weighted Hours
Traffic	Road Rage	0	0		0.0	1	1	3.7	3.7
	Total	34	104	3.7	384.8	42	142	3.7	525.4
Total		320	884		3,752.3	322	974		4,025.6

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 2023 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

March 1st – 31st, 2023

Overview

Crime Stoppers exists to provide a means for the public to pass along anonymous information that assists in solving crimes, recovering stolen property, seizing illegal drugs, and locating those for whom there is an outstanding warrant of arrest. Locally, the program is operated jointly as Windsor-Essex County Crime Stoppers and has the responsibility to receive and disseminate information to all law enforcement agencies within Essex County.

Program Education and Community Events

Chuck-A-Puck Event at Windsor Spitfires Game – March 15th

Crime Stoppers Presentation at Filipino Community Centre- March 22nd

Community Housing Corporation Health Fair- 2455 Rivard- March 27th

AM800

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

- March 6th – WPS – Cold Case Dee Dee Williamson and Xavier Rucker homicide
- March 13th – Grandparent Scam
- March 20th – WPS – Robbery with offensive weapon 7100 block Tecumseh Road East
- March 27th – LaSalle Police- Arson at 1077 Reaume Road

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

- Recorded weekly – Crime of the Week.

CTV News

- Arson in 300 block of Giles Blvd East

Social Media

- Daily/Weekly Facebook, Twitter and Instagram posts

Crime Stoppers Upcoming Calendar

- Charity K9 Calendar for 2023/2024
- Raffle Calendar- selling \$20 each- Draw in June. More details to come.
- Community Housing Corporation Health Fair- 920 Ouellette Ave- April 3rd
- Crime Stoppers Presentation at St. Clair College- April 4th
- Point Pelee Southern Footprints Run- April 23rd
- Recycling Day at Devonshire Mall- April 29th
- Save the date- Crime Stoppers Golf Tournament August 24th

This statistical report is reflective of March 1st-31st, 2023.

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

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*

Statistic	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Tips Received	175	166	152	0	0	0	0	0	0	0	0	0
Tip Follow-ups	138	100	100	0	0	0	0	0	0	0	0	0
Arrests	4	8	9	0	0	0	0	0	0	0	0	0
Cases Cleared	2	7	11	0	0	0	0	0	0	0	0	0
Charges Laid	18	24	26	0	0	0	0	0	0	0	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	1	6	8	0	0	0	0	0	0	0	0	0
Rewards Approved	\$750	\$2,700	\$3,400	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
# of Rewards Paid	0	3	4	0	0	0	0	0	0	0	0	0
Rewards Paid	\$0	\$1,100	\$2,700	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
# of Weapons Recovered	0	3	5	0	0	0	0	0	0	0	0	0
# of Vehicles Recovered	0	1	0	0	0	0	0	0	0	0	0	0
Property Recovered	\$0	\$38,750	\$3,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Cash Recovered	\$910	\$13,021	\$350	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Drugs Seized	\$49,250	\$62,300	\$72,230	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Recovered	\$50,160	\$114,071	\$76,080	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Statistic	Q1	Q2	Q3	Q4	YTD	SI
Tips Received	493	0	0	0	493	60,425
Tip Follow-ups	338	0	0	0	338	20,515
Calls Received	0	0	0	0	0	3,138
Arrests	21	0	0	0	21	7,079
Cases Cleared	20	0	0	0	20	10,418
Charges Laid	68	0	0	0	68	10,243
Fugitives	0	0	0	0	0	625
Administrative Discipline	0	0	0	0	0	3
# of Rewards Approved	15	0	0	0	15	1,872
Rewards Approved	\$6,850	\$0	\$0	\$0	\$6,850	\$1,263,935
# of Rewards Paid	7	0	0	0	7	968
Rewards Paid	\$3,800	\$0	\$0	\$0	\$3,800	\$832,702
# of Weapons Recovered	8	0	0	0	8	553
# of Vehicles Recovered	1	0	0	0	1	33
Property Recovered	\$42,250	\$0	\$0	\$0	\$42,250	\$13,474,173
Cash Recovered	\$14,281	\$0	\$0	\$0	\$14,281	\$604,449
Drugs Seized	\$183,780	\$0	\$0	\$0	\$183,780	\$119,513,368
Total Recovered	\$240,311	\$0	\$0	\$0	\$240,311	\$133,591,990

Windsor - Essex County Crime Stoppers Tip Summary Report

Created Date: 2023/03/01 to 2023/03/31

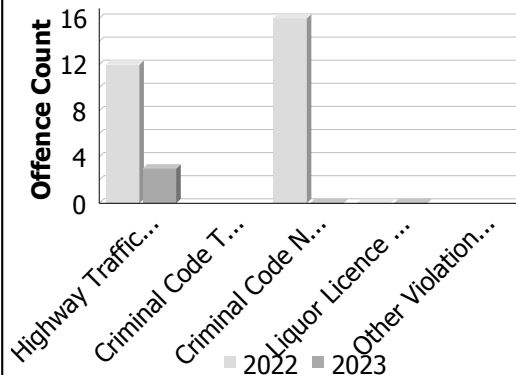
Offense Type	Count
Animal Cruelty	1
Arson	3
Assault	3
Attempt Murder	0
Breach of Condition	0
Break and Enter	3
By Law	1
Child Abuse	0
COVID-19	0
Cybercrime	0
Disqualified Driving	3
Drugs	29
Elder Abuse	0
Fraud	21
Highway Traffic Act	2
Hit and Run / Fail to Remain	2
Homicide	3
Human Smuggling	0
Human Trafficking	0
Illegal Cigarettes	0
Immigration	2

Impaired Driver	2
Indecent Act	0
Liquor (sales to minors, sales without licence)	0
Mischief	0
Missing Person	5
Motor Vehicle Collision	0
Possession of Stolen Property	0
Prostitution/Morality	0
Repeat Impaired Driver	0
Robbery	6
Sexual Assault	1
Stolen Vehicle	2
Suspended Driver	2
Suspicious Activity	6
Terrorism	2
Test Tip	0
Theft	28
Threats	0
Warrant	1
Weapons	4
<i>Other</i>	17
<i>Unknown</i>	5
Total	154

Police Services Board Report for Lakeshore
Integrated Court Offence Network
February - 2023

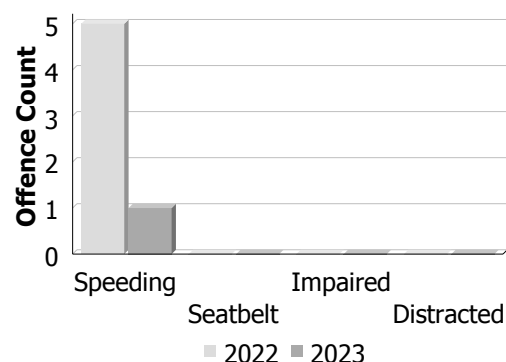
Criminal Code and Provincial Statute Charges Laid

Offence Count	February			Year to Date - February		
	2022	2023	% Change	2022	2023	% Change
Highway Traffic Act	12	3	-75.0%	41	6	-85.4%
Criminal Code Traffic	--	--	--	--	--	--
CCC Non-Traffic	--	--	--	--	--	--
Liquor Licence Act	0	0	--	2	0	-100.0%
Other Violations	--	--	--	--	--	--



Traffic Related Charges

Offence Count	February			Year to Date - February		
	2022	2023	% Change	2022	2023	% Change
Speeding	5	1	-80.0%	18	1	-94.4%
Seatbelt	0	0	--	0	0	--
Impaired	0	0	--	0	0	--
Distracted	0	0	--	0	0	--



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

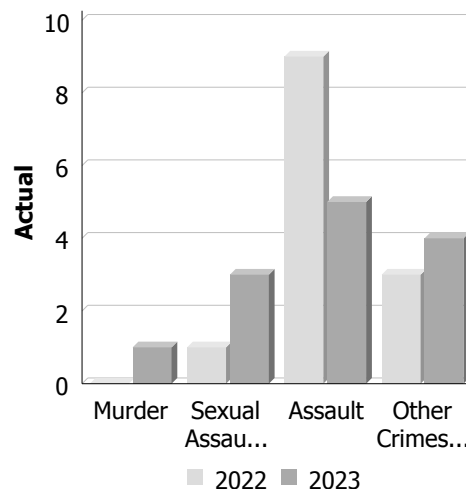
Data Utilized

- 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
April - 2023

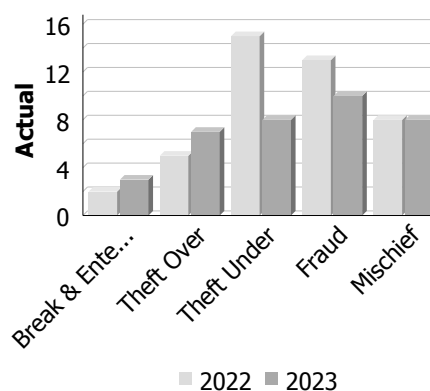
Violent Crime

Actual	April			Year to Date - April		
	2022	2023	% Change	2022	2023	% Change
Murder	0	1	--	0	1	--
Other Offences Causing Death	0	0	--	0	0	--
Attempted Murder	0	0	--	0	0	--
Sexual Assault	1	3	200.0%	6	5	-16.7%
Assault	9	5	-44.4%	19	26	36.8%
Abduction	0	0	--	0	0	--
Robbery	0	0	--	0	0	--
Other Crimes Against a Person	3	4	33.3%	13	14	7.7%
Total	13	13	0.0%	38	46	21.1%



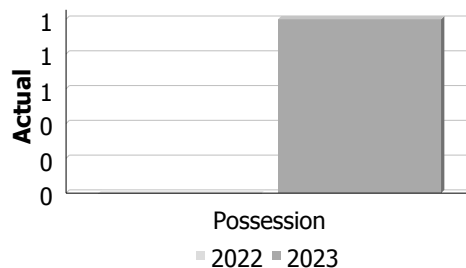
Property Crime

Actual	April			Year to Date - April		
	2022	2023	% Change	2022	2023	% Change
Arson	0	0	--	1	0	-100.0%
Break & Enter	2	3	50.0%	10	15	50.0%
Theft Over	5	7	40.0%	19	16	-15.8%
Theft Under	15	8	-46.7%	67	47	-29.9%
Have Stolen Goods	0	0	--	3	0	-100.0%
Fraud	13	10	-23.1%	45	41	-8.9%
Mischief	8	8	0.0%	27	22	-18.5%
Total	43	36	-16.3%	172	141	-18.0%



Drug Crime

Actual	April			Year to Date - April		
	2022	2023	% Change	2022	2023	% Change
Possession	0	1	--	1	1	0.0%
Trafficking	0	0	--	0	0	--
Importation and Production	0	0	--	0	0	--
Total	0	1	--	1	1	0.0%



Clearance Rate

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

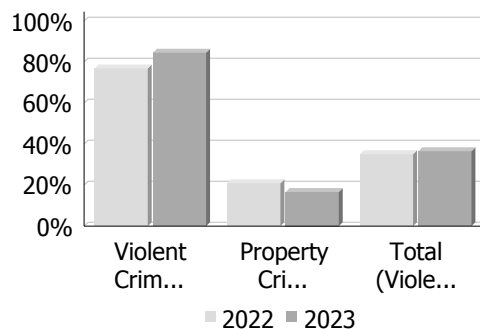
Data source date:
 2023/05/06

Report Generated by:
 Pharand, Lise

Report Generated on:
 May 8, 2023 3:02:41 PM
 PP-CSC-Operational Planning-4300

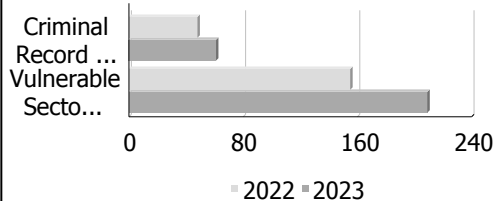
**Police Services Board Report for Lakeshore
Records Management System
April - 2023**

Clearance Rate	April			Year to Date - April		
	2022	2023	Difference	2022	2023	Difference
Violent Crime	76.9%	84.6%	7.7%	65.8%	67.4%	1.6%
Property Crime	20.9%	16.7%	-4.3%	18.6%	9.2%	-9.4%
Drug Crime	--	0.0%	--	100.0%	0.0%	-100.0%
Total (Violent, Property & Drug)	35.1%	36.5%	1.4%	30.1%	28.0%	-2.1%



Criminal Record and Vulnerable Sector Screening Checks

Actual	April			Year to Date - April		
	2022	2023	% Change	2022	2023	% Change
Criminal Record Checks	48	61	27.1%	143	252	76.2%
Vulnerable Sector Screening Checks	155	209	34.8%	460	689	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:
2023/05/06

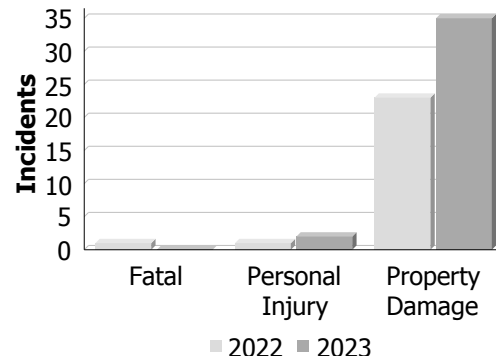
Report Generated by:
Pharand, Lise

Report Generated on:
May 8, 2023 3:02:41 PM
PP-CSC-Operational Planning-4300

Police Services Board Report for Lakeshore
Collision Reporting System
April - 2023

Motor Vehicle Collisions by Type

Incidents	April			Year to Date - April		
	2022	2023	% Change	2022	2023	% Change
Fatal	1	0	-100.0%	2	0	-100.0%
Personal Injury	1	2	100.0%	15	12	-20.0%
Property Damage	23	35	52.2%	98	131	33.7%
Total	25	37	48.0%	115	143	24.3%



Fatalities in Detachment Area

Incidents		April			Year to Date - April		
		2022	2023	% Change	2022	2023	% Change
Motor Vehicle Collision	Fatal Incidents	1	0	-100.0%	2	0	-100.0%
	Alcohol Related	1	0	-100.0%	1	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	April			Year to Date - April		
	2022	2023	% Change	2022	2023	% Change
Motor Vehicle Collision	1	0	-100.0%	2	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:
2023/05/08

Report Generated by:
Pharand, Lise

Report Generated on:
May 8, 2023 2:59:21 PM
PP-CSC-Operational Planning-4300
Page 106 of 322

**Police Services Board Report for Lakeshore
2023/Apr**

Public Complaints	
Policy	0
Service	0
Conduct	0

Date information collected from Professional Standards Bureau Commander Reports: 2023-05-08

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	2023/Apr
Number of Cruiser Patrol Hours	498.25
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	28.75
Number of School Patrol Hours	0.00

Data source (Daily Activity Reporting System) date: 2023/05/06

Detachment: 6E - ESSEX COUNTY

Location code(s): 6E20 - LAKESHORE

Report Generated by:
Pharand, Lise

Report Generated on:
May 8, 2023 2:52:01 PM
PP-CSC-Operational Planning-4300
Page 107 of 322

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/

May 8, 2023

Lakeshore PSB information for the month of April:

Suspensions: 3

Charges: 11

Police Record Checks: 60

Vulnerable Sector Record Checks: 212

Jamie Smith, Staff Sergeant
Detachment Manager
Essex County O.P.P.



Calls For Service (CFS) Billing Summary Report

Town of Lakeshore April - 2023

Billing Categories <i>(Billing categories below do not match traditional crime groupings)</i>		2023				2022			
		April	Year to Date	Time Standard	Year To Date Weighted Hours	April	Year to Date	Time Standard	Year To Date Weighted Hours
Violent Criminal Code	Murder 1st Degree	1	1	15.8	15.8	0	0		0.0
	Sexual offence occurring prior to January 4, 1983	0	0		0.0	0	1	15.8	15.8
	Sexual Assault	3	6	15.8	94.8	0	2	15.8	31.6
	Sexual Interference	0	0		0.0	1	1	15.8	15.8
	Invitation to Sexual Touching	0	0		0.0	0	3	15.8	47.4
	Non-Consensual Distribution of Intimate Images	0	0		0.0	0	1	15.8	15.8
	Assault With Weapon or Causing Bodily Harm-Level 2	0	4	15.8	63.2	2	3	15.8	47.4
	Assault-Level 1	5	23	15.8	363.4	7	16	15.8	252.8
	Discharge Firearm with Intent	0	2	15.8	31.6	0	0		0.0
	Extortion	0	0		0.0	0	2	15.8	31.6
	Criminal Harassment	3	7	15.8	110.6	2	6	15.8	94.8
	Indecent/Harassing Communications	0	1	15.8	15.8	0	1	15.8	15.8
	Utter Threats to Person	2	9	15.8	142.2	1	5	15.8	79.0
	Total	14	53	15.8	837.4	13	41	15.8	647.8
Property Crime Violations	Arson - Others	0	0		0.0	0	1	6.4	6.4
	Break & Enter	3	17	6.4	108.8	3	13	6.4	83.2
	Theft Over -master code	0	1	6.4	6.4	0	0		0.0
	Theft Over - Farm Equipment	0	0		0.0	0	1	6.4	6.4
	Theft Over - Construction Site	0	0		0.0	2	2	6.4	12.8
	Theft Over - Trailers	0	2	6.4	12.8	0	0		0.0
	Theft Over - Other Theft	0	1	6.4	6.4	1	1	6.4	6.4
	Theft of - Mail	1	2	6.4	12.8	0	0		0.0
	Theft FROM Motor Vehicle Over \$5,000	1	2	6.4	12.8	0	1	6.4	6.4
	Theft Over \$5,000 [SHOPLIFTING]	1	1	6.4	6.4	0	0		0.0
	Theft of Motor Vehicle	3	7	6.4	44.8	1	8	6.4	51.2
	Theft of - Automobile	2	5	6.4	32.0	1	5	6.4	32.0
	Theft of - Trucks	0	1	6.4	6.4	1	3	6.4	19.2
	Theft of - All Terrain Vehicles	0	0		0.0	0	1	6.4	6.4
	Theft Under -master code	0	5	6.4	32.0	2	5	6.4	32.0
	Theft under - Farm Agricultural Produce	0	1	6.4	6.4	0	0		0.0
	Theft Under - Construction Site	0	0		0.0	0	1	6.4	6.4



Calls For Service (CFS) Billing Summary Report

Town of Lakeshore April - 2023

Billing Categories <i>(Billing categories below do not match traditional crime groupings)</i>		2023				2022			
		April	Year to Date	Time Standard	Year To Date Weighted Hours	April	Year to Date	Time Standard	Year To Date Weighted Hours
Property Crime Violations	Theft under - Bicycles	1	1	6.4	6.4	1	1	6.4	6.4
	Theft under - Building	0	1	6.4	6.4	0	0		0.0
	Theft under - Persons	0	0		0.0	0	2	6.4	12.8
	Theft under - Trailers	0	1	6.4	6.4	0	0		0.0
	Theft under - Other Theft	3	11	6.4	70.4	3	16	6.4	102.4
	Theft Under - Gasoline Drive-off	0	5	6.4	32.0	3	13	6.4	83.2
	Theft FROM Motor Vehicle Under \$5,000	0	8	6.4	51.2	0	13	6.4	83.2
	Theft Under \$5,000 [SHOPLIFTING]	3	12	6.4	76.8	8	25	6.4	160.0
	Possession of Stolen Goods over \$5,000	0	0		0.0	0	2	6.4	12.8
	Possession of Stolen Goods under \$5,000	0	0		0.0	0	1	6.4	6.4
	Fraud -Master code	1	4	6.4	25.6	1	2	6.4	12.8
	Fraud - Steal/Forge/Poss./Use Credit Card	2	2	6.4	12.8	0	1	6.4	6.4
	Fraud - False Pretence < = \$5,000	0	0		0.0	1	2	6.4	12.8
	Fraud - Forgery & Uttering	0	1	6.4	6.4	0	0		0.0
	Fraud - Fraud through mails	0	0		0.0	1	3	6.4	19.2
	Fraud -Money/property/ security > \$5,000	2	6	6.4	38.4	4	6	6.4	38.4
	Fraud -Money/property/ security <= \$5,000	3	17	6.4	108.8	2	14	6.4	89.6
	Fraud - Other	1	12	6.4	76.8	2	14	6.4	89.6
	Personation with Intent (fraud)	1	1	6.4	6.4	1	2	6.4	12.8
	Fraud - False Pretence > \$5,000	0	1	6.4	6.4	0	0		0.0
	Identity Fraud	1	2	6.4	12.8	1	2	6.4	12.8
	Mischief - master code	6	21	6.4	134.4	8	25	6.4	160.0
	Mischief [Graffiti - Non Gang Related]	1	1	6.4	6.4	0	0		0.0
	Interfere with lawful use, enjoyment of property	1	1	6.4	6.4	0	0		0.0
	Property Damage	4	9	6.4	57.6	9	16	6.4	102.4
	Total	41	162	6.4	1,036.8	56	202	6.4	1,292.8
Other Criminal Code Violations (Excluding traffic)	Offensive Weapons-Possession of Weapons	0	2	7.5	15.0	0	0		0.0
	Offensive Weapons-Restricted	0	1	7.5	7.5	0	0		0.0
	Bail Violations - Fail To Comply	2	5	7.5	37.5	1	2	7.5	15.0



Calls For Service (CFS) Billing Summary Report

Town of Lakeshore April - 2023

Billing Categories <i>(Billing categories below do not match traditional crime groupings)</i>		2023				2022			
		April	Year to Date	Time Standard	Year To Date Weighted Hours	April	Year to Date	Time Standard	Year To Date Weighted Hours
Other Criminal Code Violations (Excluding traffic)	Bail Violations - Others	0	0		0.0	0	1	7.5	7.5
	Counterfeit Money -Master code	0	0		0.0	1	1	7.5	7.5
	Possession Of Counterfeit Money	0	1	7.5	7.5	0	0		0.0
	Counterfeit Money - Others	0	1	7.5	7.5	0	1	7.5	7.5
	Disturb the Peace	1	4	7.5	30.0	0	1	7.5	7.5
	Breach of Probation	1	2	7.5	15.0	0	1	7.5	7.5
	Disobey court order/Misconduct executing process	0	1	7.5	7.5	0	0		0.0
	Public mischief - mislead peace officer	0	0		0.0	0	1	7.5	7.5
	Total	4	17	7.5	127.5	2	8	7.5	60.0
Drug Possession	Possession Other Controlled Drugs and Substance Act	1	1	7.1	7.1	0	0		0.0
	Possession - Methamphetamine (Crystal Meth)	0	0		0.0	0	1	7.1	7.1
	Drug related occurrence	1	3	7.1	21.3	0	3	7.1	21.3
	Total	2	4	7.1	28.4	0	4	7.1	28.4
Statutes & Acts	Landlord/Tenant	4	19	3.4	64.6	6	17	3.4	57.8
	Mental Health Act	11	43	3.4	146.2	5	21	3.4	71.4
	Mental Health Act - No contact with Police	0	1	3.4	3.4	0	2	3.4	6.8
	Mental Health Act - Attempt Suicide	1	3	3.4	10.2	0	2	3.4	6.8
	Mental Health Act - Threat of Suicide	1	21	3.4	71.4	5	14	3.4	47.6
	Mental Health Act - Voluntary Transport	0	1	3.4	3.4	1	5	3.4	17.0
	Mental Health Act - Placed on Form	0	1	3.4	3.4	2	4	3.4	13.6
	Mental Health Act - Apprehension	2	7	3.4	23.8	2	15	3.4	51.0
	Custody Dispute	0	1	3.4	3.4	0	0		0.0
	Trespass To Property Act	4	11	3.4	37.4	7	25	3.4	85.0
	Total	23	108	3.4	367.2	28	105	3.4	357.0
Operational	Animal -Master code	0	2	3.8	7.6	0	0		0.0
	Animal - Left in Vehicle	0	0		0.0	1	1	3.8	3.8
	Animal Bite	1	2	3.8	7.6	0	1	3.8	3.8
	Animal Stray	1	4	3.8	15.2	0	1	3.8	3.8
	Animal Injured	1	9	3.8	34.2	1	4	3.8	15.2
	Animal - Other	1	3	3.8	11.4	1	2	3.8	7.6



Calls For Service (CFS) Billing Summary Report

Town of Lakeshore April - 2023

Billing Categories (Billing categories below do not match traditional crime groupings)		2023				2022			
		April	Year to Date	Time Standard	Year To Date Weighted Hours	April	Year to Date	Time Standard	Year To Date Weighted Hours
Operational	Animal - Dog Owners Liability Act	0	0		0.0	0	1	3.8	3.8
	Domestic Disturbance	19	54	3.8	205.2	13	61	3.8	231.8
	Suspicious Person	20	73	3.8	277.4	31	74	3.8	281.2
	Phone -Master code	0	2	3.8	7.6	1	1	3.8	3.8
	Phone -Nuisance - No Charges Laid	3	11	3.8	41.8	1	8	3.8	30.4
	Phone -Obscene - No Charges Laid	0	0		0.0	0	1	3.8	3.8
	Phone -Threatening - No Charges Laid	1	4	3.8	15.2	0	2	3.8	7.6
	Phone -Other - No Charges Laid	2	4	3.8	15.2	0	3	3.8	11.4
	False Fire Alarm - Building	1	1	3.8	3.8	0	0		0.0
	Fire - Building	0	6	3.8	22.8	0	5	3.8	19.0
	Fire - Vehicle	1	1	3.8	3.8	0	2	3.8	7.6
	Fire - Other	0	0		0.0	0	1	3.8	3.8
	Insecure Condition -Master code	1	2	3.8	7.6	1	3	3.8	11.4
	Missing Person -Master code	0	0		0.0	1	1	3.8	3.8
	Missing Person under 12	1	1	3.8	3.8	0	0		0.0
	Missing Person 12 & older	2	4	3.8	15.2	1	6	3.8	22.8
	Missing Person Located Under 12	1	1	3.8	3.8	0	0		0.0
	Missing Person Located 12 & older	1	5	3.8	19.0	2	5	3.8	19.0
	Noise Complaint -Master code	0	0		0.0	1	1	3.8	3.8
	Noise Complaint - Vehicle	1	1	3.8	3.8	0	0		0.0
	Noise Complaint - Animal	0	0		0.0	0	2	3.8	7.6
	Accident - non-MVC -Master code	1	1	3.8	3.8	1	2	3.8	7.6
	Found Property -Master code	1	11	3.8	41.8	5	10	3.8	38.0
	Found - License Plate	0	0		0.0	0	3	3.8	11.4
	Found-Personal Accessories	0	0		0.0	1	1	3.8	3.8
	Found-Household Property	0	0		0.0	1	1	3.8	3.8
	Found-Sporting Goods, Hobby Equip.	1	1	3.8	3.8	0	0		0.0
	Found-Bicycles	0	1	3.8	3.8	0	0		0.0
	Found - Gun	0	0		0.0	0	1	3.8	3.8
	Found-Others	0	7	3.8	26.6	1	10	3.8	38.0
	Lost Property -Master code	3	7	3.8	26.6	0	7	3.8	26.6



Calls For Service (CFS) Billing Summary Report

Town of Lakeshore April - 2023

Billing Categories <i>(Billing categories below do not match traditional crime groupings)</i>		2023				2022			
		April	Year to Date	Time Standard	Year To Date Weighted Hours	April	Year to Date	Time Standard	Year To Date Weighted Hours
Operational	Lost License Plate	1	2	3.8	7.6	0	2	3.8	7.6
	Lost Disabled Parking Permit	1	1	3.8	3.8	0	1	3.8	3.8
	Lost - Vehicle Accessories	1	1	3.8	3.8	0	0		0.0
	Lost-Personal Accessories	0	2	3.8	7.6	1	6	3.8	22.8
	Lost-Radio,TV,Sound-Reprod. Equip.	0	2	3.8	7.6	0	0		0.0
	Lost-Sporting Goods, Hobby Equip.	1	1	3.8	3.8	0	0		0.0
	Lost-Machinery & Tools	0	0		0.0	0	1	3.8	3.8
	Lost - Gun	0	2	3.8	7.6	0	0		0.0
	Lost-Others	2	5	3.8	19.0	0	4	3.8	15.2
	Sudden Death - Suicide	0	0		0.0	0	1	3.8	3.8
	Sudden Death - Natural Causes	4	10	3.8	38.0	1	9	3.8	34.2
	Sudden Death - Others	0	2	3.8	7.6	0	2	3.8	7.6
	Sudden Death - Apparent Overdose-Overdose	0	0		0.0	0	2	3.8	7.6
	Suspicious Vehicle	13	55	3.8	209.0	12	39	3.8	148.2
	Trouble with Youth	10	39	3.8	148.2	9	21	3.8	79.8
	Vehicle Recovered -Master code	0	0		0.0	1	1	3.8	3.8
	Vehicle Recovered - Automobile	2	5	3.8	19.0	2	12	3.8	45.6
	Vehicle Recovered - Trucks	0	1	3.8	3.8	3	10	3.8	38.0
	Vehicle Recovered - All Terrain Veh	0	1	3.8	3.8	0	0		0.0
	Vehicle Recovered - Other	0	0		0.0	1	1	3.8	3.8
	Unwanted Persons	1	8	3.8	30.4	6	15	3.8	57.0
	Neighbour Dispute	22	50	3.8	190.0	8	24	3.8	91.2
	By-Law -Master code	2	4	3.8	15.2	1	3	3.8	11.4
	Noise By-Law	13	29	3.8	110.2	8	28	3.8	106.4
	Dogs By-Law	6	18	3.8	68.4	2	6	3.8	22.8
	Firearms (Discharge) By-Law	0	0		0.0	1	2	3.8	7.6
	Other Municipal By-Laws	3	9	3.8	34.2	4	15	3.8	57.0
	Traffic By-Law	7	13	3.8	49.4	5	23	3.8	87.4
	Taxi By-Law	0	0		0.0	0	1	3.8	3.8
	Assist Fire Department	0	1	3.8	3.8	0	0		0.0
	Assist Public	5	33	3.8	125.4	30	78	3.8	296.4
	Distressed/Overdue Motorist	0	1	3.8	3.8	0	1	3.8	3.8
	Family Dispute	14	45	3.8	171.0	10	50	3.8	190.0
	Protest - Demonstration	0	0		0.0	0	2	3.8	7.6



Calls For Service (CFS) Billing Summary Report

Town of Lakeshore April - 2023

Billing Categories (Billing categories below do not match traditional crime groupings)		2023				2022			
		April	Year to Date	Time Standard	Year To Date Weighted Hours	April	Year to Date	Time Standard	Year To Date Weighted Hours
Operational	Total	172	558	3.8	2,120.4	169	581	3.8	2,207.8
Operational2	False Alarm-Accidental Trip	0	3	1.4	4.2	0	0		0.0
	False Alarm-Malfunction	2	7	1.4	9.8	1	5	1.4	7.0
	False Holdup Alarm-Accidental Trip	3	7	1.4	9.8	5	14	1.4	19.6
	False Alarm -Others	21	92	1.4	128.8	33	122	1.4	170.8
	False Alarm -Cancelled	2	3	1.4	4.2	1	2	1.4	2.8
	Keep the Peace	7	37	1.4	51.8	14	32	1.4	44.8
	911 call / 911 hang up	6	29	1.4	40.6	4	23	1.4	32.2
	911 hang up - Pocket Dial	1	1	1.4	1.4	0	0		0.0
	911 call - Dropped Cell	6	20	1.4	28.0	11	30	1.4	42.0
	Total	48	199	1.4	278.6	69	228	1.4	319.2
Traffic	MVC (MOTOR VEHICLE COLLISION) -Master code	0	3	3.7	11.1	0	2	3.7	7.4
	MVC - Personal Injury (MOTOR VEHICLE COLLISION)	2	10	3.7	37.0	3	18	3.7	66.6
	MVC - Prop. Dam. Non Reportable	6	29	3.7	107.3	8	34	3.7	125.8
	MVC - Prop. Dam. Reportable (MOTOR VEHICLE COLLISION)	25	87	3.7	321.9	25	109	3.7	403.3
	MVC - Prop. Dam. Failed to Remain (MOTOR VEHICLE COLLISION)	5	16	3.7	59.2	0	8	3.7	29.6
	MVC - Fatal (MOTOR VEHICLE COLLISION)	0	0		0.0	0	1	3.7	3.7
	MVC - Others (MOTOR VEHICLE COLLISION)	0	0		0.0	0	3	3.7	11.1
	Road Rage	0	0		0.0	1	2	3.7	7.4
	Total	38	145	3.7	536.5	37	177	3.7	654.9
Total		342	1,246		5,332.8	374	1,346		5,567.9

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 2023 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 April - 2023

- 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

April 1st-30th, 2023

Overview

Crime Stoppers exists to provide a means for the public to pass along anonymous information that assists in solving crimes, recovering stolen property, seizing illegal drugs, and locating those for whom there is an outstanding warrant of arrest. Locally, the program is operated jointly as Windsor-Essex County Crime Stoppers and has the responsibility to receive and disseminate information to all law enforcement agencies within Essex County.

Program Education and Community Events

- April 3rd - Community Housing Corporation – Health Fair Booth @ 920 Ouellette, Windsor.
- April 22nd - Take Back Your Drugs Event @ Devonshire Mall
- April 23rd – Southern Footprints Run @ Point Pelee National Park

AM800

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

- April 3rd – WPS Arson – 300 Block of Giles Blvd.
- April 10th – Lock it or lose it
- April 18th – WPS Arson – 1600 Block of Drouillard Rd.
- April 24th – Kingsville OPP Robbery – 1500 Block of County Road 20

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

- Last recording on April 18th for the summer.

CTV News

- Arson 300 Block of Giles Blvd.

Social Media

- Daily/Weekly Facebook, Twitter and Instagram posts

Crime Stoppers Upcoming Calendar

- Charity K9 Calendar for 2023/2024
- Raffle Calendar Sales until May 31st – Draws held daily in June
- St Clair College Booth May 4th and 5th
- Police Week Devonshire Mall May 11th-13th
- Domino's Pizza Event in Leamington – May 13th and 14th
- Police Week Lasalle Police May 17th-20th
- Golf Tournament – Kingsville Golf & Country Club – August 24th

This statistical report is reflective of April 1st-30th, 2023.

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
ROPE

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*



Windsor - Essex County Crime Stoppers - Statistical Report

Filter Date: December 2023 Run Date: 2023/05/01

Statistic	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Tips Received	175	166	152	135	1	0	0	0	0	0	0	0
Tip Follow-ups	138	100	100	85	1	0	0	0	0	0	0	0
Arrests	4	8	9	3	0	0	0	0	0	0	0	0
Cases Cleared	2	7	11	2	0	0	0	0	0	0	0	0
Charges Laid	18	24	26	4	0	0	0	0	0	0	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	1	6	8	3	0	0	0	0	0	0	0	0
Rewards Approved	\$750	\$2,700	\$3,400	\$1,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
# of Rewards Paid	0	3	4	0	0	0	0	0	0	0	0	0
Rewards Paid	\$0	\$1,100	\$2,700	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
# of Weapons Recovered	0	3	5	0	0	0	0	0	0	0	0	0
# of Vehicles Recovered	0	1	0	1	0	0	0	0	0	0	0	0
Property Recovered	\$0	\$38,750	\$3,500	\$80,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Cash Recovered	\$910	\$13,021	\$350	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Drugs Seized	\$49,250	\$62,300	\$72,230	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Recovered	\$50,160	\$114,071	\$76,080	\$80,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Statistic	Q1	Q2	Q3	Q4	YTD	SI
Tips Received	493	136	0	0	629	60,561
Tip Follow-ups	338	86	0	0	424	20,601
Calls Received	0	0	0	0	0	3,138
Arrests	21	3	0	0	24	7,082
Cases Cleared	20	2	0	0	22	10,420
Charges Laid	68	4	0	0	72	10,247
Fugitives	0	0	0	0	0	625
Administrative Discipline	0	0	0	0	0	3
# of Rewards Approved	15	3	0	0	18	1,875
Rewards Approved	\$6,850	\$1,000	\$0	\$0	\$7,850	\$1,264,935
# of Rewards Paid	7	0	0	0	7	968
Rewards Paid	\$3,800	\$0	\$0	\$0	\$3,800	\$832,702
# of Weapons Recovered	8	0	0	0	8	553
# of Vehicles Recovered	1	1	0	0	2	34
Property Recovered	\$42,250	\$80,000	\$0	\$0	\$122,250	\$13,554,173
Cash Recovered	\$14,281	\$0	\$0	\$0	\$14,281	\$604,449
Drugs Seized	\$183,780	\$0	\$0	\$0	\$183,780	\$119,513,368
Total Recovered	\$240,311	\$80,000	\$0	\$0	\$320,311	\$133,671,990

Windsor - Essex County Crime Stoppers Tip Summary Report

Created Date: 2023/04/01 to 2023/05/01

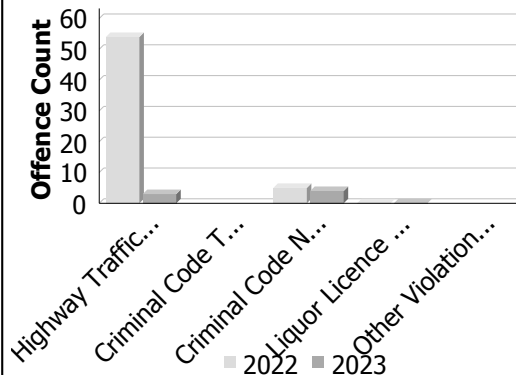
Offense Type	Count
Animal Cruelty	1
Arson	1
Assault	6
Attempt Murder	0
Breach of Condition	0
Break and Enter	10
By Law	0
Child Abuse	1
COVID-19	0
Cybercrime	0
Disqualified Driving	3
Drugs	38
Elder Abuse	0
Fraud	6
Highway Traffic Act	6
Hit and Run / Fail to Remain	0
Homicide	4
Human Smuggling	0
Human Trafficking	0
Illegal Cigarettes	2
Immigration	0

Impaired Driver	1
Indecent Act	1
Liquor (sales to minors, sales without licence)	0
Mischief	0
Missing Person	2
Motor Vehicle Collision	0
Possession of Stolen Property	0
Prostitution/Morality	0
Repeat Impaired Driver	0
Robbery	3
Sexual Assault	6
Stolen Vehicle	1
Suspended Driver	1
Suspicious Activity	5
Terrorism	0
Test Tip	0
Theft	11
Threats	1
Warrant	6
Weapons	2
<i>Other</i>	19
<i>Unknown</i>	1
Total	138

Police Services Board Report for Lakeshore
Integrated Court Offence Network
March - 2023

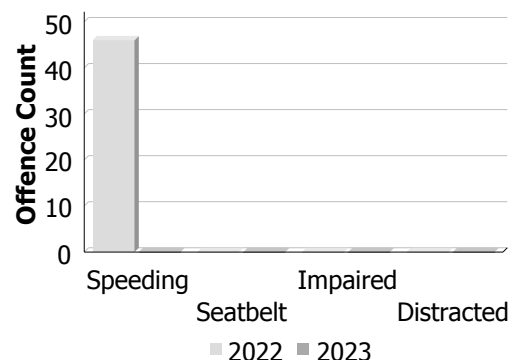
Criminal Code and Provincial Statute Charges Laid

Offence Count	March			Year to Date - March		
	2022	2023	% Change	2022	2023	% Change
Highway Traffic Act	54	3	-94.4%	95	9	-90.5%
Criminal Code Traffic	--	--	--	--	--	--
CCC Non-Traffic	--	--	--	--	--	--
Liquor Licence Act	0	0	--	2	0	-100.0%
Other Violations	--	--	--	--	--	--



Traffic Related Charges

Offence Count	March			Year to Date - March		
	2022	2023	% Change	2022	2023	% Change
Speeding	46	0	-100.0%	64	1	-98.4%
Seatbelt	0	0	--	0	0	--
Impaired	0	0	--	0	0	--
Distracted	0	0	--	0	0	--



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

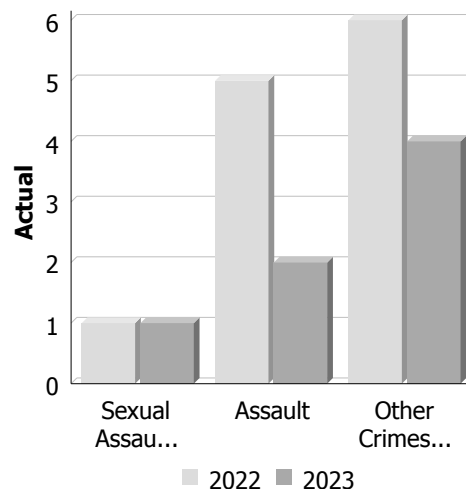
Data Utilized

- 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
May - 2023

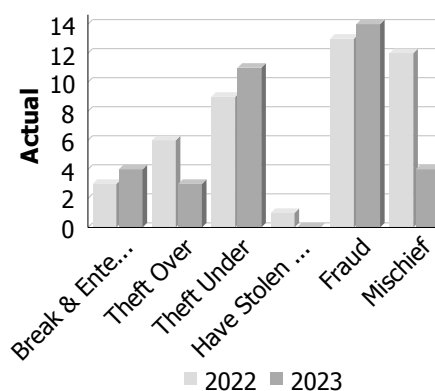
Violent Crime

Actual	May			Year to Date - May		
	2022	2023	% Change	2022	2023	% Change
Murder	0	0	--	0	1	--
Other Offences Causing Death	0	0	--	0	0	--
Attempted Murder	0	0	--	0	0	--
Sexual Assault	1	1	0.0%	7	6	-14.3%
Assault	5	2	-60.0%	24	28	16.7%
Abduction	0	0	--	0	0	--
Robbery	0	0	--	0	0	--
Other Crimes Against a Person	6	4	-33.3%	19	18	-5.3%
Total	12	7	-41.7%	50	53	6.0%



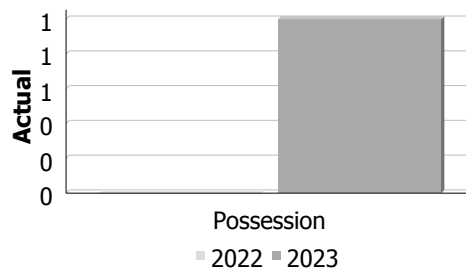
Property Crime

Actual	May			Year to Date - May		
	2022	2023	% Change	2022	2023	% Change
Arson	0	0	--	1	0	-100.0%
Break & Enter	3	4	33.3%	13	19	46.2%
Theft Over	6	3	-50.0%	25	21	-16.0%
Theft Under	9	11	22.2%	76	62	-18.4%
Have Stolen Goods	1	0	-100.0%	4	0	-100.0%
Fraud	13	14	7.7%	58	58	0.0%
Mischief	12	4	-66.7%	39	26	-33.3%
Total	44	36	-18.2%	216	186	-13.9%



Drug Crime

Actual	May			Year to Date - May		
	2022	2023	% Change	2022	2023	% Change
Possession	0	1	--	1	2	100.0%
Trafficking	0	0	--	0	0	--
Importation and Production	0	0	--	0	0	--
Total	0	1	--	1	2	100.0%



Clearance Rate

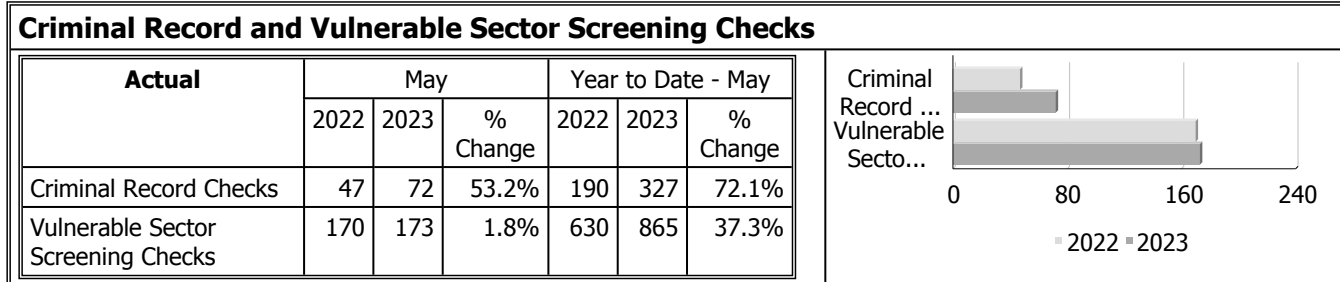
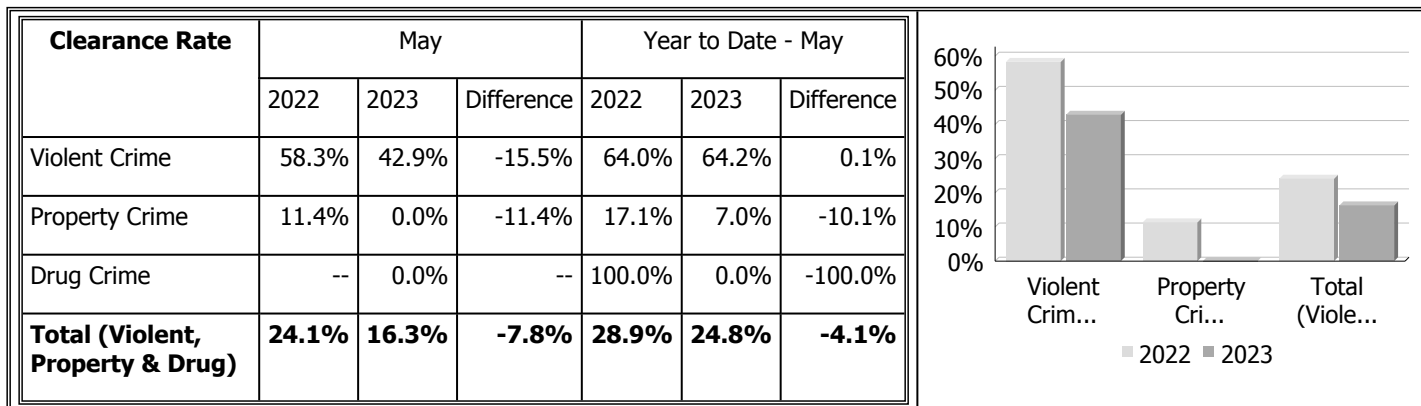
Detachment: 6E - ESSEX COUNTY
Location code(s): 6E20 - LAKESHORE

Data source date:
2023/06/03

Report Generated by:
Pharand, Lise

Report Generated on:
Jun 5, 2023 2:48:14 PM
PP-CSC-Operational Planning-4300

**Police Services Board Report for Lakeshore
Records Management System
May - 2023**



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:

2023/06/03

Report Generated by:

Pharand, Lise

Report Generated on:

Jun 5, 2023 2:48:14 PM

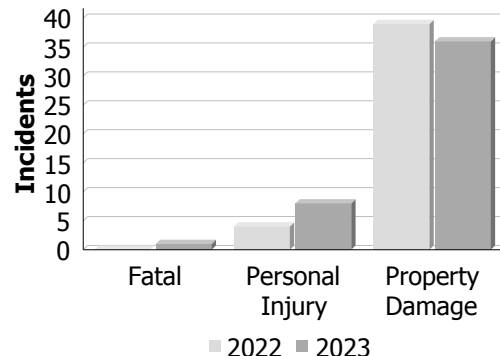
PP-CSC-Operational Planning-4300

Page 124 of 322

Police Services Board Report for Lakeshore
Collision Reporting System
May - 2023

Motor Vehicle Collisions by Type

Incidents	May			Year to Date - May		
	2022	2023	% Change	2022	2023	% Change
Fatal	0	1	--	2	1	-50.0%
Personal Injury	4	8	100.0%	19	20	5.3%
Property Damage	39	36	-7.7%	137	169	23.4%
Total	43	45	4.7%	158	190	20.3%



Fatalities in Detachment Area

Incidents		May			Year to Date - May		
		2022	2023	% Change	2022	2023	% Change
Motor Vehicle Collision	Fatal Incidents	0	1	--	2	1	-50.0%
	Alcohol Related	0	1	--	1	1	0.0%
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		May			Year to Date - May		
		2022	2023	% Change	2022	2023	% Change
Motor Vehicle Collision		0	1	--	2	1	-50.0%
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:
2023/06/04

Report Generated by:
Pharand, Lise

Report Generated on:
Jun 5, 2023 2:45:11 PM
PP-CSC-Operational Planning-4300
Page 125 of 322

**Police Services Board Report for Lakeshore
2023/May**

Public Complaints	
Policy	0
Service	0
Conduct	0

Date information collected from Professional Standards Bureau Commander Reports: 2023-06-05

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	2023/May
Number of Cruiser Patrol Hours	500.25
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	62.00
Number of School Patrol Hours	2.00

Data source (Daily Activity Reporting System) date: 2023/06/03

Detachment: 6E - ESSEX COUNTY

Location code(s): 6E20 - LAKESHORE

Report Generated by:
Pharand, Lise

Report Generated on:
Jun 5, 2023 2:40:35 PM
PP-CSC-Operational Planning-4300
Page 126 of 322

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/

June 5, 2023

Lakeshore PSB information for the month of May:

Suspensions: 14

Charges: 167

Police Record Checks: 67

Vulnerable Sector Record Checks: 121

Jamie Smith, Staff Sergeant
Detachment Manager
Essex County O.P.P.



Calls For Service (CFS) Billing Summary Report

Town of Lakeshore May - 2023

Billing Categories (Billing categories below do not match traditional crime groupings)		2023				2022			
		May	Year to Date	Time Standard	Year To Date Weighted Hours	May	Year to Date	Time Standard	Year To Date Weighted Hours
Violent Criminal Code	Murder 1st Degree	0	1	15.8	15.8	0	0		0.0
	Sexual offence occurring prior to January 4, 1983	0	0		0.0	0	1	15.8	15.8
	Sexual Assault	1	7	15.8	110.6	1	3	15.8	47.4
	Sexual Interference	0	0		0.0	0	1	15.8	15.8
	Invitation to Sexual Touching	0	0		0.0	0	3	15.8	47.4
	Non-Consensual Distribution of Intimate Images	0	0		0.0	0	1	15.8	15.8
	Assault With Weapon or Causing Bodily Harm-Level 2	0	4	15.8	63.2	1	4	15.8	63.2
	Assault-Level 1	3	26	15.8	410.8	5	21	15.8	331.8
	Discharge Firearm with Intent	0	2	15.8	31.6	0	0		0.0
	Extortion	0	0		0.0	0	2	15.8	31.6
	Criminal Harassment	1	8	15.8	126.4	2	8	15.8	126.4
	Indecent/Harassing Communications	0	1	15.8	15.8	0	1	15.8	15.8
	Utter Threats -Master code	0	0		0.0	1	1	15.8	15.8
	Utter Threats to Person	3	12	15.8	189.6	3	8	15.8	126.4
	Total	8	61	15.8	963.8	13	54	15.8	853.2
Property Crime Violations	Arson - Others	0	0		0.0	0	1	6.4	6.4
	Break & Enter	6	23	6.4	147.2	6	19	6.4	121.6
	Theft Over -master code	0	1	6.4	6.4	0	0		0.0
	Theft Over - Farm Equipment	0	0		0.0	1	2	6.4	12.8
	Theft Over - Construction Site	0	0		0.0	0	2	6.4	12.8
	Theft Over - Trailers	1	3	6.4	19.2	0	0		0.0
	Theft Over - Other Theft	0	1	6.4	6.4	2	3	6.4	19.2
	Theft of - Mail	0	2	6.4	12.8	0	0		0.0
	Theft FROM Motor Vehicle Over \$5,000	1	3	6.4	19.2	0	1	6.4	6.4
	Theft Over \$5,000 [SHOPLIFTING]	0	1	6.4	6.4	0	0		0.0
	Theft of Motor Vehicle	0	7	6.4	44.8	3	11	6.4	70.4
	Theft of - Automobile	0	5	6.4	32.0	1	6	6.4	38.4
	Theft of - Trucks	1	3	6.4	19.2	1	4	6.4	25.6
	Theft of - Motorcycles	0	0		0.0	1	1	6.4	6.4
	Theft of - All Terrain Vehicles	0	0		0.0	0	1	6.4	6.4
	Theft of - Other Motor Vehicles	0	1	6.4	6.4	0	0		0.0
	Theft Under -master code	2	7	6.4	44.8	0	5	6.4	32.0



Calls For Service (CFS) Billing Summary Report

Town of Lakeshore May - 2023

Billing Categories (Billing categories below do not match traditional crime groupings)		2023				2022			
		May	Year to Date	Time Standard	Year To Date Weighted Hours	May	Year to Date	Time Standard	Year To Date Weighted Hours
Property Crime Violations	Theft under - Farm Agricultural Produce	0	1	6.4	6.4	0	0		0.0
	Theft Under - Construction Site	0	0		0.0	0	1	6.4	6.4
	Theft under - Bicycles	0	2	6.4	12.8	0	1	6.4	6.4
	Theft under - Building	1	2	6.4	12.8	0	0		0.0
	Theft under - Persons	0	0		0.0	0	2	6.4	12.8
	Theft under - Trailers	0	1	6.4	6.4	0	0		0.0
	Theft under - Other Theft	0	12	6.4	76.8	2	18	6.4	115.2
	Theft under - Boat (Vessel)	1	1	6.4	6.4	0	0		0.0
	Theft Under - Gasoline Drive-off	1	6	6.4	38.4	7	20	6.4	128.0
	Theft FROM Motor Vehicle Under \$5,000	6	14	6.4	89.6	2	15	6.4	96.0
	Theft Under \$5,000 [SHOPLIFTING]	1	15	6.4	96.0	4	29	6.4	185.6
	Possession of Stolen Goods over \$5,000	0	0		0.0	1	3	6.4	19.2
	Possession of Stolen Goods under \$5,000	0	0		0.0	0	1	6.4	6.4
	Fraud -Master code	1	5	6.4	32.0	4	6	6.4	38.4
	Fraud - Steal/Forge/Poss./Use Credit Card	2	4	6.4	25.6	1	2	6.4	12.8
	Fraud - False Pretence < = \$5,000	0	0		0.0	0	2	6.4	12.8
	Fraud - Forgery & Uttering	0	1	6.4	6.4	0	0		0.0
	Fraud - Fraud through mails	0	0		0.0	0	3	6.4	19.2
	Fraud -Money/property/ security > \$5,000	4	10	6.4	64.0	3	9	6.4	57.6
	Fraud -Money/property/ security <= \$5,000	6	22	6.4	140.8	4	18	6.4	115.2
	Fraud - Other	2	17	6.4	108.8	2	16	6.4	102.4
	Personation with Intent (fraud)	0	1	6.4	6.4	0	2	6.4	12.8
	Fraud - False Pretence > \$5,000	0	1	6.4	6.4	0	0		0.0
	Identity Fraud	0	2	6.4	12.8	1	3	6.4	19.2
	Mischief - master code	4	25	6.4	160.0	12	37	6.4	236.8
	Mischief [Graffiti - Non Gang Related]	0	1	6.4	6.4	0	0		0.0
	Interfere with lawful use, enjoyment of property	0	1	6.4	6.4	0	0		0.0
	Property Damage	3	12	6.4	76.8	6	22	6.4	140.8
	Total	43	213	6.4	1,363.2	64	266	6.4	1,702.4



Calls For Service (CFS) Billing Summary Report

Town of Lakeshore May - 2023

Billing Categories <i>(Billing categories below do not match traditional crime groupings)</i>		2023				2022			
		May	Year to Date	Time Standard	Year To Date Weighted Hours	May	Year to Date	Time Standard	Year To Date Weighted Hours
Other Criminal Code Violations (Excluding traffic)	Offensive Weapons-Possession of Weapons	0	2	7.5	15.0	0	0		0.0
	Offensive Weapons-Restricted	0	1	7.5	7.5	0	0		0.0
	Bail Violations - Fail To Comply	2	7	7.5	52.5	1	3	7.5	22.5
	Bail Violations - Others	0	0		0.0	0	1	7.5	7.5
	Counterfeit Money -Master code	0	0		0.0	0	1	7.5	7.5
	Possession Of Counterfeit Money	0	1	7.5	7.5	0	0		0.0
	Counterfeit Money - Others	0	1	7.5	7.5	0	1	7.5	7.5
	Disturb the Peace	2	6	7.5	45.0	0	1	7.5	7.5
	Indecent acts -Other	1	1	7.5	7.5	0	0		0.0
	Indecent acts -exposure to person under 14	0	1	7.5	7.5	0	0		0.0
	Child Pornography -Possess child pornography	1	1	7.5	7.5	0	0		0.0
	Breach of Probation	0	2	7.5	15.0	0	1	7.5	7.5
	Disobey court order/Misconduct executing process	0	1	7.5	7.5	0	0		0.0
	Public mischief - mislead peace officer	0	0		0.0	0	1	7.5	7.5
	Total	6	24	7.5	180.0	1	9	7.5	67.5
Drug Possession	Possession Cocaine	1	1	7.1	7.1	0	0		0.0
	Possession Other Controlled Drugs and Substance Act	0	1	7.1	7.1	0	0		0.0
	Possession - Methamphetamine (Crystal Meth)	0	0		0.0	0	1	7.1	7.1
	Drug related occurrence	1	4	7.1	28.4	3	6	7.1	42.6
	Total	2	6	7.1	42.6	3	7	7.1	49.7
Statutes & Acts	Landlord/Tenant	6	25	3.4	85.0	6	23	3.4	78.2
	Mental Health Act	8	51	3.4	173.4	14	35	3.4	119.0
	Mental Health Act - No contact with Police	0	1	3.4	3.4	0	2	3.4	6.8
	Mental Health Act - Attempt Suicide	1	4	3.4	13.6	2	4	3.4	13.6
	Mental Health Act - Threat of Suicide	5	26	3.4	88.4	6	20	3.4	68.0
	Mental Health Act - Voluntary Transport	1	2	3.4	6.8	3	8	3.4	27.2
	Mental Health Act - Placed on Form	1	2	3.4	6.8	1	5	3.4	17.0



Calls For Service (CFS) Billing Summary Report

Town of Lakeshore May - 2023

Billing Categories <i>(Billing categories below do not match traditional crime groupings)</i>		2023				2022			
		May	Year to Date	Time Standard	Year To Date Weighted Hours	May	Year to Date	Time Standard	Year To Date Weighted Hours
Statutes & Acts	Mental Health Act - Apprehension	2	9	3.4	30.6	4	19	3.4	64.6
	Custody Dispute	0	1	3.4	3.4	0	0		0.0
	Trespass To Property Act	7	18	3.4	61.2	5	30	3.4	102.0
	Family Law Act -Custody/ Access order	1	1	3.4	3.4	0	0		0.0
	Children's Law Reform Act - Custody order	1	1	3.4	3.4	0	0		0.0
	Total	33	141	3.4	479.4	41	146	3.4	496.4
Operational	Animal -Master code	0	2	3.8	7.6	0	0		0.0
	Animal - Left in Vehicle	0	0		0.0	0	1	3.8	3.8
	Animal Bite	3	5	3.8	19.0	0	1	3.8	3.8
	Animal Stray	0	4	3.8	15.2	1	2	3.8	7.6
	Animal Injured	2	11	3.8	41.8	0	4	3.8	15.2
	Animal - Other	0	3	3.8	11.4	2	4	3.8	15.2
	Animal - Dog Owners Liability Act	0	0		0.0	0	1	3.8	3.8
	Domestic Disturbance	14	69	3.8	262.2	11	72	3.8	273.6
	Suspicious Person	25	98	3.8	372.4	17	91	3.8	345.8
	Phone -Master code	0	2	3.8	7.6	1	2	3.8	7.6
	Phone -Nuisance - No Charges Laid	1	12	3.8	45.6	4	12	3.8	45.6
	Phone -Obscene - No Charges Laid	0	0		0.0	0	1	3.8	3.8
	Phone -Threatening - No Charges Laid	0	4	3.8	15.2	0	2	3.8	7.6
	Phone -Other - No Charges Laid	0	4	3.8	15.2	2	5	3.8	19.0
	False Fire Alarm - Building	0	1	3.8	3.8	0	0		0.0
	Fire - Building	2	8	3.8	30.4	1	6	3.8	22.8
	Fire - Vehicle	0	1	3.8	3.8	0	2	3.8	7.6
	Fire - Other	2	2	3.8	7.6	0	1	3.8	3.8
	Insecure Condition -Master code	0	2	3.8	7.6	0	3	3.8	11.4
	Missing Person -Master code	0	0		0.0	0	1	3.8	3.8
	Missing Person under 12	0	1	3.8	3.8	0	0		0.0
	Missing Person 12 & older	2	6	3.8	22.8	1	7	3.8	26.6
	Missing Person Located Under 12	0	1	3.8	3.8	0	0		0.0
	Missing Person Located 12 & older	5	10	3.8	38.0	0	5	3.8	19.0
	Noise Complaint -Master code	0	0		0.0	1	2	3.8	7.6



Calls For Service (CFS) Billing Summary Report

Town of Lakeshore May - 2023

Billing Categories <i>(Billing categories below do not match traditional crime groupings)</i>		2023				2022			
		May	Year to Date	Time Standard	Year To Date Weighted Hours	May	Year to Date	Time Standard	Year To Date Weighted Hours
Operational	Noise Complaint - Vehicle	0	1	3.8	3.8	0	0		0.0
	Noise Complaint - Animal	0	0		0.0	0	2	3.8	7.6
	Accident - non-MVC -Master code	0	0		0.0	1	3	3.8	11.4
	Found Property -Master code	10	21	3.8	79.8	6	16	3.8	60.8
	Found - License Plate	1	1	3.8	3.8	0	3	3.8	11.4
	Found-Personal Accessories	0	0		0.0	0	1	3.8	3.8
	Found-Household Property	0	0		0.0	0	1	3.8	3.8
	Found-Sporting Goods, Hobby Equip.	0	1	3.8	3.8	0	0		0.0
	Found-Bicycles	1	2	3.8	7.6	0	0		0.0
	Found - Gun	0	0		0.0	0	1	3.8	3.8
	Found-Others	3	10	3.8	38.0	2	12	3.8	45.6
	Lost Property -Master code	0	7	3.8	26.6	3	10	3.8	38.0
	Lost License Plate	0	2	3.8	7.6	0	2	3.8	7.6
	Lost Disabled Parking Permit	0	1	3.8	3.8	0	1	3.8	3.8
	Lost - Vehicle Accessories	0	1	3.8	3.8	0	0		0.0
	Lost-Personal Accessories	0	2	3.8	7.6	0	6	3.8	22.8
	Lost-Jewellery	1	1	3.8	3.8	0	0		0.0
	Lost-Radio,TV,Sound-Reprod. Equip.	0	2	3.8	7.6	0	0		0.0
	Lost-Sporting Goods, Hobby Equip.	0	1	3.8	3.8	0	0		0.0
	Lost-Machinery & Tools	0	0		0.0	0	1	3.8	3.8
	Lost - Gun	0	2	3.8	7.6	0	0		0.0
	Lost-Others	4	9	3.8	34.2	2	6	3.8	22.8
	Sudden Death - Suicide	1	1	3.8	3.8	1	2	3.8	7.6
	Sudden Death - Natural Causes	1	11	3.8	41.8	1	10	3.8	38.0
	Sudden Death - Others	0	2	3.8	7.6	0	2	3.8	7.6
	Sudden Death - Apparent Overdose-Overdose	1	1	3.8	3.8	0	2	3.8	7.6
	Suspicious Vehicle	11	66	3.8	250.8	20	59	3.8	224.2
	Trouble with Youth	13	52	3.8	197.6	18	39	3.8	148.2
	Vehicle Recovered -Master code	0	0		0.0	0	1	3.8	3.8
	Vehicle Recovered - Automobile	2	7	3.8	26.6	1	13	3.8	49.4
	Vehicle Recovered - Trucks	0	1	3.8	3.8	0	10	3.8	38.0
	Vehicle Recovered - All Terrain Veh	0	1	3.8	3.8	0	0		0.0
	Vehicle Recovered - Other	0	0		0.0	0	1	3.8	3.8



Calls For Service (CFS) Billing Summary Report

Town of Lakeshore May - 2023

Billing Categories (Billing categories below do not match traditional crime groupings)		2023				2022			
		May	Year to Date	Time Standard	Year To Date Weighted Hours	May	Year to Date	Time Standard	Year To Date Weighted Hours
Operational	Unwanted Persons	4	12	3.8	45.6	5	20	3.8	76.0
	Neighbour Dispute	18	68	3.8	258.4	26	50	3.8	190.0
	By-Law -Master code	0	4	3.8	15.2	0	3	3.8	11.4
	Noise By-Law	20	49	3.8	186.2	22	50	3.8	190.0
	Dogs By-Law	2	20	3.8	76.0	1	7	3.8	26.6
	Firearms (Discharge) By-Law	0	0		0.0	2	4	3.8	15.2
	Other Municipal By-Laws	7	16	3.8	60.8	1	16	3.8	60.8
	Fireworks By-Law	2	2	3.8	7.6	0	0		0.0
	Traffic By-Law	14	27	3.8	102.6	7	30	3.8	114.0
	Taxi By-Law	0	0		0.0	1	2	3.8	7.6
	Assist Fire Department	2	3	3.8	11.4	1	1	3.8	3.8
	Assist Public	10	42	3.8	159.6	8	86	3.8	326.8
	Distressed/Overdue Motorist	0	1	3.8	3.8	2	3	3.8	11.4
	Family Dispute	15	63	3.8	239.4	22	72	3.8	273.6
	Protest - Demonstration	0	0		0.0	0	2	3.8	7.6
	Total	199	759	3.8	2,884.2	194	775	3.8	2,945.0
Operational2	False Alarm-Accidental Trip	0	3	1.4	4.2	0	0		0.0
	False Alarm-Malfunction	1	8	1.4	11.2	1	6	1.4	8.4
	False Holdup Alarm-Accidental Trip	2	9	1.4	12.6	3	17	1.4	23.8
	False Alarm -Others	17	109	1.4	152.6	24	146	1.4	204.4
	False Alarm -Cancelled	0	3	1.4	4.2	1	3	1.4	4.2
	Keep the Peace	11	48	1.4	67.2	10	42	1.4	58.8
	911 call / 911 hang up	5	35	1.4	49.0	12	35	1.4	49.0
	911 hang up - Pocket Dial	1	2	1.4	2.8	0	0		0.0
	911 call - Dropped Cell	23	42	1.4	58.8	7	37	1.4	51.8
	Total	60	259	1.4	362.6	58	286	1.4	400.4
Traffic	MVC (MOTOR VEHICLE COLLISION) -Master code	0	3	3.7	11.1	1	3	3.7	11.1
	MVC - Personal Injury (MOTOR VEHICLE COLLISION)	9	19	3.7	70.3	5	23	3.7	85.1
	MVC - Prop. Dam. Non Reportable	10	39	3.7	144.3	8	42	3.7	155.4
	MVC - Prop. Dam. Reportable (MOTOR VEHICLE COLLISION)	32	123	3.7	455.1	32	141	3.7	521.7
	MVC - Prop. Dam. Failed to Remain (MOTOR VEHICLE COLLISION)	6	21	3.7	77.7	6	14	3.7	51.8
	MVC - Fatal (MOTOR VEHICLE COLLISION)	0	0		0.0	0	1	3.7	3.7



Calls For Service (CFS) Billing Summary Report

Town of Lakeshore May - 2023

Billing Categories (Billing categories below do not match traditional crime groupings)		2023				2022			
		May	Year to Date	Time Standard	Year To Date Weighted Hours	May	Year to Date	Time Standard	Year To Date Weighted Hours
Traffic	MVC - Others (MOTOR VEHICLE COLLISION)	0	0		0.0	0	3	3.7	11.1
	Road Rage	0	0		0.0	0	2	3.7	7.4
	Total	57	205	3.7	758.5	52	229	3.7	847.3
Total		408	1,668		7,034.3	426	1,772		7,361.9

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 2023 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

May 1st-31st, 2023

Overview

Crime Stoppers exists to provide a means for the public to pass along anonymous information that assists in solving crimes, recovering stolen property, seizing illegal drugs, and locating those for whom there is an outstanding warrant of arrest. Locally, the program is operated jointly as Windsor-Essex County Crime Stoppers and has the responsibility to receive and disseminate information to all law enforcement agencies within Essex County.

Program Education and Community Events

- May 4th & 5th – St Clair College – Information Booth
- May 11th-13th – Police Week at Devonshire Mall
- May 17th-20th – Police Week with Lasalle Police
- May 26th – Tecumseh Home Hardware – BBQ Fundraiser
- May 27th – Tecumseh Mall – Information Booth
- May 30th – 2 presentations at North Star High School in Amherstburg

AM800

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

- May 1st – Lasalle Shooting in the 2300 Block of Todd Lane – Lasalle Police
- May 8th – Windsor Shooting in the 1700 Block of Tecumseh Road West – WPS
- May 15th – Related Robberies Lasalle and Windsor Convenience Stores
- May 22nd – Reporting Suspicious Marine Activity
- May 29th – Missing Person – Gabrielle Vinall

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

- On pause until September.

CTV News

- Missing females Krystine Scott and Gabrielle Vinall – Aired May 2nd.

Social Media

- Daily/Weekly Facebook, Twitter and Instagram posts

Crime Stoppers Upcoming Calendar

- New Program Manager, retired WPS officer Leigh-Anne Riberdy, is starting with us on June 5th. Our former manager will remain with us as a board member.
- Continuing sales of our Charity K9 Calendar for 2023/2024
- Raffle Calendar draws daily in June.
- Ontario Association of Crime Stoppers Conference in Guelph – June 2nd
- June 3rd – Take back your drugs event at Tecumseh Mall
- June 24th and 25th – Woofaroo Pet Fest in Amherstburg
- June 25th – Lasalle Night Market
- August 24th – Golf Tournament at Kingsville Golf & Country Club

This statistical report is reflective of May 1st-31st, 2023.

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

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 – Ontario Provincial Police - 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	175	166	152	135	155	0	0	0	0	0	0	0
Tip Follow-ups	138	100	100	85	123	0	0	0	0	0	0	0
Arrests	4	8	9	3	3	0	0	0	0	0	0	0
Cases Cleared	2	7	11	2	3	0	0	0	0	0	0	0
Charges Laid	18	24	26	4	5	0	0	0	0	0	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	1	6	8	3	2	3	0	0	0	0	0	0
Rewards Approved	\$750	\$2,700	\$3,400	\$1,000	\$300	\$1,710	\$0	\$0	\$0	\$0	\$0	\$0
# of Rewards Paid	0	3	4	2	0	0	0	0	0	0	0	0
Rewards Paid	\$0	\$1,100	\$2,700	\$800	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
# of Weapons Recovered	0	3	5	0	0	0	0	0	0	0	0	0
# of Vehicles Recovered	0	1	0	1	0	0	0	0	0	0	0	0
Property Recovered	\$0	\$38,750	\$3,500	\$80,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Cash Recovered	\$910	\$13,021	\$350	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Drugs Seized	\$49,250	\$62,300	\$72,230	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Recovered	\$50,160	\$114,071	\$76,080	\$80,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Statistic	Q1	Q2	Q3	Q4	YTD	SI
Tips Received	493	290	0	0	783	60,715
Tip Follow-ups	338	208	0	0	546	20,723
Calls Received	0	0	0	0	0	3,138
Arrests	21	6	0	0	27	7,085
Cases Cleared	20	5	0	0	25	10,423
Charges Laid	68	9	0	0	77	10,252
Fugitives	0	0	0	0	0	625
Administrative Discipline	0	0	0	0	0	3
# of Rewards Approved	15	8	0	0	23	1,880
Rewards Approved	\$6,850	\$3,010	\$0	\$0	\$9,860	\$1,266,945
# of Rewards Paid	7	2	0	0	9	970
Rewards Paid	\$3,800	\$800	\$0	\$0	\$4,600	\$833,502
# of Weapons Recovered	8	0	0	0	8	553
# of Vehicles Recovered	1	1	0	0	2	34
Property Recovered	\$42,250	\$80,000	\$0	\$0	\$122,250	\$13,554,173
Cash Recovered	\$14,281	\$0	\$0	\$0	\$14,281	\$604,449
Drugs Seized	\$183,780	\$0	\$0	\$0	\$183,780	\$119,513,368
Total Recovered	\$240,311	\$80,000	\$0	\$0	\$320,311	\$133,671,990

Windsor - Essex County Crime Stoppers Tip Summary Report

Created Date: 2023/05/01 to 2023/05/31

Offense Type	Count
Animal Cruelty	0
Arson	4
Assault	15
Attempt Murder	3
Breach of Condition	2
Break and Enter	10
By Law	1
Child Abuse	0
COVID-19	0
Cybercrime	1
Disqualified Driving	2
Drugs	32
Elder Abuse	0
Fraud	6
Highway Traffic Act	3
Hit and Run / Fail to Remain	2
Homicide	0
Human Smuggling	0
Human Trafficking	0
Illegal Cigarettes	3
Immigration	1

Impaired Driver	7
Indecent Act	1
Liquor (sales to minors, sales without licence)	1
Mischief	2
Missing Person	1
Motor Vehicle Collision	0
Possession of Stolen Property	0
Prostitution/Morality	0
Repeat Impaired Driver	0
Robbery	7
Sexual Assault	3
Stolen Vehicle	4
Suspended Driver	0
Suspicious Activity	8
Terrorism	0
Test Tip	0
Theft	9
Threats	1
Warrant	2
Weapons	9
<i>Other</i>	13
<i>Unknown</i>	4
Total	157

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: July 7, 2023

Subject: Quarterly Building Activity Report – 2023 Q2

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 2021, 2022 and 2023.

Comments

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

Year to Date Totals	2023	2022	2021
Number of Permits (January – June)	340	480	552
This comprises the following units:			
New Single-Family Dwellings	32	128	120
New Homes (Semi Detached 2 Units)	14	8	8
New Homes (Multi-Unit Buildings)	0	3	58
Additional Dwelling Units	1	0	0
Total Dwelling Units Created	47	139	186

Type of Permit	2023	2022	2021
Home Additions / Renovations	38	30	39
Plumbing/Waterline	11	14	15
Commercial (New)	0	2	1
Commercial (Renovations & Additions)	3	7	13
Industrial (New)	0	0	0
Industrial (Renovations and Additions)	3	2	2
Institutional (New)	1	0	0
Institutional (Renovations and Additions)	1	4	1
Agricultural Structures	7	14	13
Garages & Sheds	51	54	45
Swimming Pools	54	86	108
Fences	59	59	69
Decks	14	8	7
Septic Systems	26	25	29
Demolition	10	14	15
Fills	3	3	0
Tents	8	9	1
Signs	1	2	5
Solar Panels	0	1	0
Wind Turbines	0	0	0
Mobile Homes	0	4	3
Liquor Licenses	3	3	0

Construction Value to Date (January - June)	2023	2022	2021
All Permit Types	\$90,716,355.00	\$ 153,386,011.00	\$101,602,402.00
New Residential	\$33,402,000.00	\$89,103,390.00	\$88,508,000.00
New Non-Residential	\$37,000,000.00	\$1,439,000.00	\$ 25,000.00

By-law Enforcement (April - June)

Complaints in Progress: 73

Complaints Closed: 190

Financial Impacts

The 2023 revenue is set in the Budget at \$975,000.00. The revenue to the end of June 2023 is \$260,255.79.

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 - 2023 Q2 .docx
Attachments:	
Final Approval Date:	Jul 11, 2023

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

Prepared by Morris Harding

Submitted by Tammie Ryall

Approved by Justin Rousseau and Truper McBride

Municipality of Lakeshore – Report to Council

Operations

Capital Projects



To: Mayor & Members of Council

From: Jill Fiorito, Drainage Superintendent

Date: June 13, 2023

Subject: Tile Loan Application – Ian Ruston & Shaundra Raycraft, 0 Lakeshore Road 308

Recommendation

Approve the Tile Loan submitted by Ian Ruston & Shaundra Raycraft for tiling work to be performed at 0 Lakeshore Road 308 (Roll No.650.000.00700) in the amount of \$50,000, subject to Provincial Funding as presented at the July 18, 2023 Council meeting.

Background

An application for a Tile Loan under the Tile Drainage Act, in the amount of \$50,000 has been received from Ian Ruston & Shaundra Raycraft for tiling work to be performed at 0 Lakeshore Road 308.

Installing tile drainage is a common land improvement practice among farmers in Ontario. The benefits of tile drainage for crop productivity, farm efficiency and reducing environmental impacts have been studied and are well known to farmers.

In Ontario, the Tile Loan Program, authorized by the *Tile Drainage Act*, provides loans to agricultural property owners to assist them finance these tile drainage projects.

All tile loans have 10-year terms, with repayments made annually. Landowner(s) are eligible to apply for a loan of up to 75% of the value of the tile drainage work.

The Provincial Government sets the interest rate at a competitive level. This rate is fixed for the full term of the loan, regardless of changes in market interest rates. The interest rate is calculated annually.

Upon Council support for the application for the tile loan, the application is submitted to Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA).

The tile loan application must be sent to OMAFRA to confirm the availability of funding. Funds are then administered on a first come first served basis with an interest rate of

6%. The owner then arranges to have the work completed by a licensed tile drainage contractor.

Administration inspects the work and charges a fee for inspection. The Municipality collects the loan payments from the owner and remits them to OMAFRA. The loan can be repaid in full at any time.

Upon confirmation of expected funding, it is expected that this tiling work will commence in September 2023.

Comments

The Municipality must ensure that it has a valid borrowing by-law under the *Tile Drainage Act*.

Financial Impacts

The budget impacts resulting from the recommendation to support this application is the need to budget for additional revenue from loan repayment from the applicant for a period of 10 years as well as additional offsetting loan repayment cost.

These loans are funded by OMAFRA, only repayment is facilitated through the Municipality. Tile loans do effect the municipality's Annual Debt Repayment Limit but are also mandated to be offered to farmers and landowners by legislation.

Report Approval Details

Document Title:	Tile Loan Application - Ian Ruston and Shaundra Raycraft.docx
Attachments:	
Final Approval Date:	Jul 11, 2023

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

Prepared by Jill Fiorito

Submitted by Krystal Kalbol

Approved by Justin Rousseau and Truper McBride

Municipality of Lakeshore – Report to Council

Growth & Sustainability

Community Planning



To: Mayor & Members of Council

From: Ryan Donally, Division Leader, Community Planning (acting)

Date: July 3, 2023

Subject: Community Improvement Plan for the Belle River Business Improvement Area – Extension

Recommendation

1. Extend the Community Improvement Plan funding and application intake for the Belle River Business Improvement Area until the 2026 fiscal year and direct Administration to prepare the necessary by-law.
2. Direct Administration to prepare a report detailing the process and cost of a downtown Belle River Growth Strategy and associated Community Improvement Plan, all as presented at the July 18, 2023 Regular Meeting of Council.

Background

On August 14, 2007, Council approved an expansion to the Belle River Business Improvement Area.

On December 9, 2008, Council approved a Community Improvement Area, leading the way for a Community Improvement Plan (CIP). By-law 154-2008 designates the Belle River Improvement Area as a designated Community Improvement Area.

In June of 2013, a “Revitalization Strategy” was prepared by the Town of Lakeshore Planning Services Division. This document was uploaded to the Municipal website in 2014. The 2013 strategy cited that the CIP in the Revitalization Strategy would be in effect from July 22, 2013 until July 22, 2023 and that Council “may extend the program where Council deems it appropriate.”

By-law 27-2013 was passed by Council, which adopted a Community Improvement Plan for the Belle River Business Improvement Project Area for the purpose of facilitating community improvement through various initiatives and incentives as set out in the Plan.

Comments

A Community Improvement Plan is a municipal planning tool that outlines a strategy for community improvements as well as a framework for providing a coordinated plan for improvements and rehabilitation to public and private lands by establishing policies and priorities for works that enable a municipality to encourage improvements to lands, buildings, infrastructure, property acquisition or sale, land assembly, parks, signage and streetscape through municipal or financial incentive programs. Municipalities can also provide incentives for providing affordable housing and remediating contaminated lands. Improvements may be realized with the help of incentive-based programs such as grants, loans, or tax assistance. The Belle River Business Improvement CIP Revitalization Strategy from 2014 is attached (Appendix A – CIP Report).

The Belle River Business Improvement Area CIP (the CIP) includes the following financial incentive programs (additional details are in Appendix B – CIP Chart and Map):

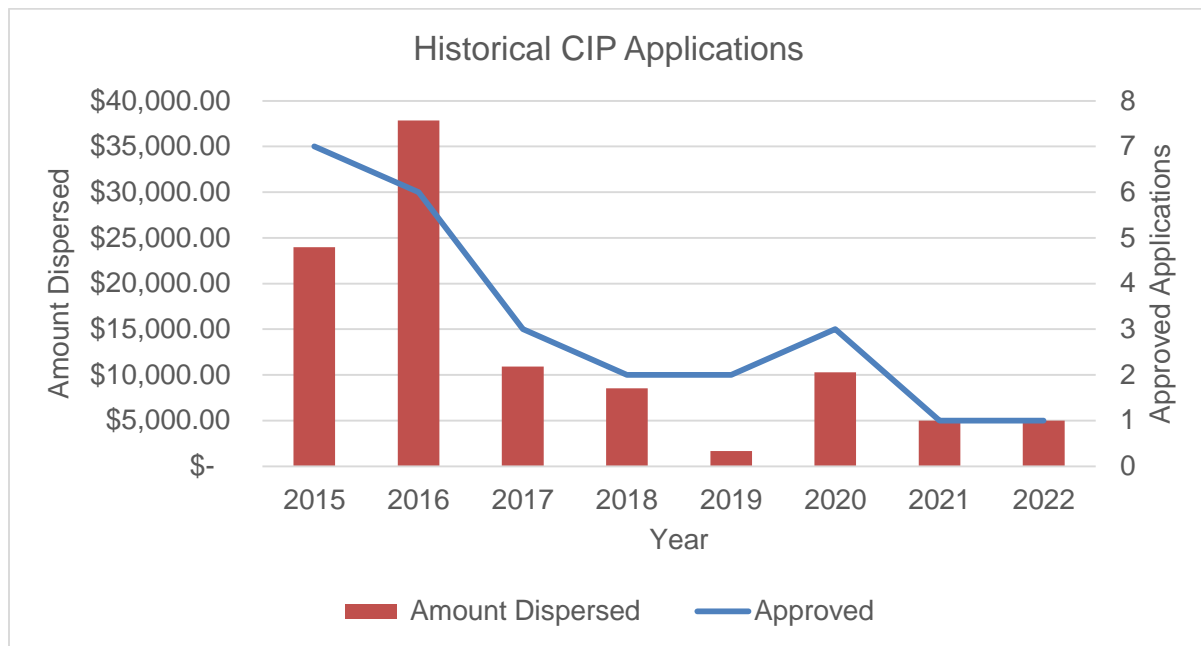
- Development Charge Grant Back
- Planning Application and Permit Fee Grant Back
- Cash-in-lieu of Parkland / Parkland Dedication Exemption
- Exemption from Parking
- Property Tax Increment Grant
- Façade Improvement Grant
- Accessibility Improvement Grant
- Public Art Grant

CIP Utilization

CIP applications have decreased in utilization over the years. This downward trend is expected as many property owners have completed the works that fit within the CIP already and will not re-apply for the same project. The table below identifies the known records of CIP utilization.

The CIP Reserve at the completion of the 2022 fiscal year is \$87,733.15. Each year \$20,000 is transferred to the CIP base budget.

Year	Applications	Approved	Amount Dispersed
2015	8	7	\$ 23,963.87
2016	6	6	\$ 37,852.82
2017	3	3	\$ 10,900.00
2018	2	2	\$ 8,528.20
2019	2	2	\$ 1,663.00
2020	3	3	\$ 10,280.00
2021	1	1	\$ 5,000.00
2022	1	1	\$ 5,000.00
TOTAL	26	25	\$ 103,187.89



Growth Strategy and CIP

As discussed in the Strategic Planning sessions with Council, there exists a notion to grow “up not out” related to the traditional downtown of Belle River and along the County Road 22 corridor. This re-imagination of the downtown core will require long-range visioning, planning and infrastructure coordination to ensure the goals of Council are achieved over the long term.

To help achieve this vision, Administration is recommending the launching of a multi-step Belle River Growth Strategy and an associated Community Improvement Plan to help incentivize this change. The scope of work for this project is not yet considered. A report outlining the steps will be brought forward to Council in the future.

To help bridge the time from the completion of the Belle River Growth Strategy with the potential for a new CIP to be launched, Administration is recommending the continuation of both the applications and the funding allotment for the existing CIP until December 31, 2026. Any additional monies in the existing CIP fund will be rolled into a future CIP to benefit the area. If a new CIP is not launched, Administration will bring a report back to Council which will consider the continuation or augmentation of the existing CIP.

Financial Impacts

Annually, \$20,000 is transferred to the Belle River Business Improvement Area CIP.

Currently the CIP Reserve sits at \$87,733.15.

The subsequent report pertaining to the Belle River Growth Strategy will request a funding allotment for Council's consideration.

Attachments

Appendix A – CIP Report September 2014

Appendix B – CIP Chart of Financial Incentive Programs and Map

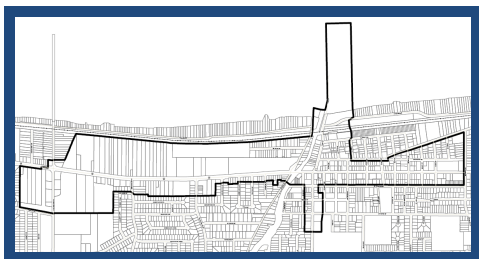
Report Approval Details

Document Title:	Community Improvement Plan - Extension.docx
Attachments:	- Appendix A - CIP Report.pdf - Appendix B - CIP Chart and Map.pdf
Final Approval Date:	Jul 12, 2023

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

Prepared by Ryan Donally

Approved by Justin Rousseau and Truper McBride



Belle River Business Improvement Area

Community Improvement Plan

Revitalization Strategy

Corporation of the Town of Lakeshore



CIP Amendment
September 2014

Prepared By: Town of Lakeshore
Planning Services

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Tables 1(a) to 4(a) and Tables 1(b) to 4 (b): SWOT Analysis

- Appendix 'A' Staff Report / By-law 154-2008 (To Designate a Community Improvement Project Area)
- Appendix 'B' Public Information Session and Public Meeting Notices
- Appendix 'C' Survey Results – Business Survey and Customer Survey
- Appendix 'D' Puce and Belle River Workshop(s) Summary
- Appendix 'E' Streetscaping Plan (Notre Dame St., First St. and South St. – Downtown Core)

1.0 INTRODUCTION

1.1. Background

The Belle River Business Improvement Area Community Improvement Plan is the second Community Improvement Plan undertaken in the Town of Lakeshore. As with many downtowns in Ontario, the downtown core of the former Town of Belle River has lost its vibrancy. The streetscape, particularly along Notre Dame Street in the former Town of Belle River looks unappealing and the roadways, sidewalks and several storefronts look neglected. There is no clear Town Centre or definable riverfront / waterfront area that visibly connects to a Town Centre.

The first Community Improvement Plan for the Town of Belle River was approved by the Ministry of Municipal Affairs and Housing on February 10, 1987. Since that time, the Belle River Business Improvement Association expanded its Business Improvement Area to include an area bounded by Rourke Line Road westerly, Eleventh Street easterly, St. Peter Street southerly and the marina and Lake St. Clair northerly. In addition, changes to *Ontario's Planning Act* have provided municipalities with additional tools to manage growth and encourage investment in their communities. The Town of Lakeshore also adopted a new Official Plan in May of 2008, which was approved by the Ontario Municipal Board in July 2010 and November 2010. There is a need to create a new Community Improvement Plan to reflect these changes. This second Community Improvement Plan is designed to compliment and build upon the improvements that were implemented under the previous Community Improvement Plan for the former Town of Belle River.

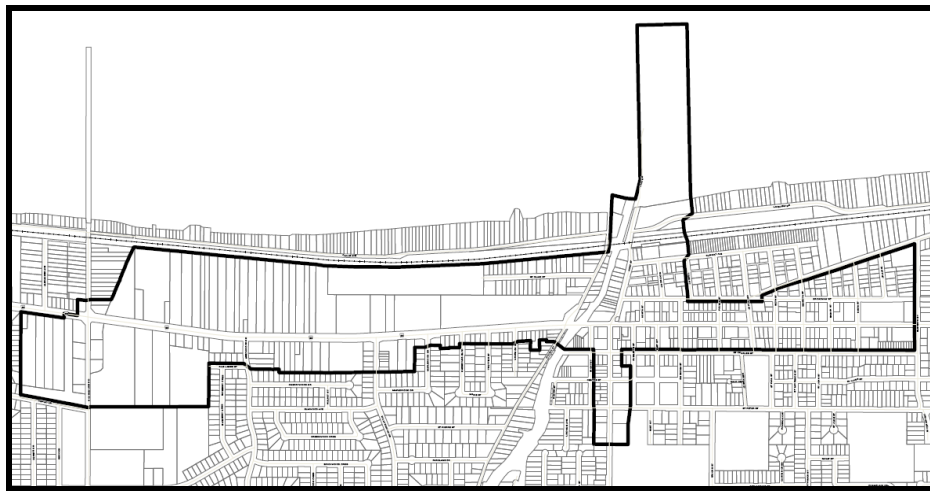
1.2 Community Improvement Project Area

The Town of Lakeshore Official Plan and the former Township of Maidstone and Town of Belle River Official Plans and the *Ontario Planning Act*, permitted Council to designate the project area to be investigated during a Community Improvement Plan study.

On August 14, 2007, Council approved an expansion to the Belle River Business Improvement Area. At its December 9, 2008 meeting, Council

approved a Community Improvement Project Area for the recently expanded Belle River Business Improvement Area, leading the way for the preparation of a new Community Improvement Plan. By-law 154-2008 designates the Belle River Business Improvement Area as a Community Improvement Project Area (See Appendix 'A'). The designated Community Improvement Project Area, is generally bounded by Rourke Line Road westerly, Eleventh Street easterly, St. Peter Street southerly and the marina and Lake St. Clair northerly (See Figure 1).

Figure 1 – Community Improvement Project Area



Source: Town of Lakeshore GIS and Belle River BIA

The Project Area incorporates the Town of Lakeshore's traditional downtown area, harbour area and highway 22 commercial area. It is characterized as a mixed use area, containing the Town of Lakeshore's core retail, service, office, cultural, institutional and transportation uses. The rationale used to determine the boundary of the Community Improvement Project Area, was to include the Town of Lakeshore's traditional downtown core or business area contained within the former Town of Belle River and peripheral lands fronting onto County Road 22, located to the west of the former Town of Belle River, that are or will be impacted in the future by population and community-related commercial or employment growth.

These lands include the following:

- The Belle River Business Improvement Area;

- The harbour lands that incorporate a marina, restaurant and waterfront area that is an important community amenity, that is linked to and abuts the core area, and;
- The traditional downtown core (Former Town of Belle River) which contains a mix of commercial, institutional, residential, office, and personal service uses and a portion of County Road 22.

By establishing a Community Improvement Project Area for the entire Belle River Business Improvement Area, there is an opportunity to implement area-wide community improvements (facade and streetscape improvements and other enhanced community services etc.). This plan and its financial incentives do not apply to single detached dwellings.

1.3 Purpose of a Community Improvement Plan

The purpose of this Community Improvement Plan is to articulate a vision for the Belle River Business Improvement Area based on an assessment of past experience and future prospects, along with a realistic plan to guide improvements.

A Community Improvement Plan is a municipal planning tool that outlines a strategy for community improvements as well as a framework for providing a coordinated plan for improvements and rehabilitation to public and private lands by establishing policies and priorities for works that enable a municipality to encourage improvements to lands, buildings, infrastructure, property acquisition or sale, land assembly, parks, signage and streetscape through municipal or financial incentive programs. Municipalities can also provide incentives for providing affordable housing and remediating contaminated lands. Improvements may be realized with the help of incentive-based programs such as grants, loans, or tax assistance.

1.4 Previous Community Improvement Plan

The Town of Lakeshore has undertaken a number of improvement projects since the approval of its first Community Improvement Plan for the former Town of Belle River in 1987. Its role was to indicate and describe projects to be undertaken by the community (assisted by provincial funding) in an appropriate and comprehensive approach to improvement.



A number of major and minor improvements have taken place through both public and private initiatives within the Community Improvement Project Area over the past 20 years. An “arrival” or “gateway feature” is now located at the western approach to the Town. In addition, small “public places” were made available to offer views of Belle River. Streetscaping works, including antique street lighting, landscaping (street trees and planters), boulevard treatments and landscaped bump-outs, sidewalk widening, sidewalk replacement, additional parking areas, street furniture and placement garbage containers are visible along Notre Dame Street, particularly at the western end, near the Belle River Bridge. Some upgrading and repair of older municipal services, including water mains, roads, storm / sewers and hydro has also been completed, in addition to some recent park and waterfront improvements.

Many of these previous improvements may need to be upgraded to enhance their vibrancy or be repaired or replaced in their entirety. In addition, these improvements also need to be extended to the other portions of the expanded Community Improvement Project Area. The intent of the previous Community improvement Plan’s ideas will be carried forward in this new Community Improvement Plan.

1.5 Community Improvement Plan Preparation

The Community Improvement Plan is governed by Section 28 of the *Planning Act*. The *Planning Act* enables municipalities to adopt Community Improvement Plans, only when there are Official Plan policies in effect that contain provisions for community improvement. The *Act* requires Council to designate a Community Improvement Project Area by By-law and then prepare a Community Improvement Plan. Once the Community Improvement Plan (CIP) is in effect, the Town may purchase, lease, dispose or improve public lands and may provide grants or loans to facilitate community improvements.

The process included a number of measures to enable public input into the preparation of a Community Improvement Plan. Stakeholder public input was obtained through two surveys: A Business / Property owner Survey was mailed to all businesses and property owners within the boundaries of the Community Improvement Project Area and a similar Customer Survey was reviewed with visitors and customers within the project area (See Appendix 'C').

The survey data, plus a review of existing conditions and ideas for improvements was shared and discussed at a series of focus group meetings or visioning workshops held on December 3, 2008 and December 4, 2008 in Puce and Belle River. The workshops allowed participants the opportunity to identify problems and issues in the Community Improvement Project Area and to offer solutions (See Appendix 'D').

Stakeholder input was also obtained from the Belle River Business Improvement Association (BIA), various community groups, Council, staff, businesses, property owners and the general public.

The process also included a Public Information Session and a statutory Public Meeting held in accordance with Section 17 (15) (d) and ss. 17 (17) of the *Planning Act*, R.S.O. 1990, c. P. 13. In addition, a notice of the Public Information Session and notice of Public Meeting was posted on the Town's web page. The Public Information Session and the statutory Public Meeting was advertised in the local newspaper. A copy of the

Public Information Session Notice and Public Meeting Notice are shown in Appendix 'B'.

2.0 POLICY AND LEGISLATIVE CONTEXT

2.1 Municipal Act

Section 106(1) (2), and Section 106(3) of the *Municipal Act* 2001 along with Section 28 of the *Planning Act* allows municipalities powers to carry out their Community Improvement Plans. The *Municipal Act* came into effect on January 1, 2003, replacing the 1990 *Municipal Act*. On January 1, 2007, the *Municipal Statute Law Amendment Act* amended the *Municipal Act*.

Section 106(1) and (2) of the *Municipal Act, 2001* prohibits municipalities from directly or indirectly assisting any manufacturing business or other industrial or commercial enterprise through the granting of bonuses.

Prohibited actions include:

- Giving or lending any property of the municipality, including money;
- Guaranteeing borrowing;
- Leasing or selling any municipal property at below fair market value; and
- Giving a total or partial exemption from any levy, charge or fee.

However, Section 106(3) of the *Municipal Act, 2001* provides an exception to this “bonusing rule” for municipalities exercising powers under subsection 28 (6), (7) or (7.2) of the *Planning Act* or under section 365.1 of the *Municipal Act, 2001*.

Examples include:

- Allowing improvements to buildings on Town land and selling or leasing the land to businesses (s.28(6) of the *Planning Act*);
- Leasing or selling municipal land to businesses (s.28(6) of the *Planning Act*);

- Making grants or loans to businesses for eligible costs (s.28(7) to (7.3) of the *Planning Act*); and
- Providing property tax assistance to businesses (s. 365.1 of the *Municipal Act*, i.e. *Brownfields Financial Tax Incentive Program and the Heritage Property Tax Relief*).

Section 365.1(2) and (3) of the *Municipal Act, 2001* allows municipalities to pass a by-law providing tax assistance to an eligible property in the form of a deferral or cancellation of part or all of the taxes levied on that property for municipal and education purposes during the rehabilitation period and the development period of the property. A municipality with an approved Community Improvement Plan in place that contains provisions specifying tax assistance will be permitted to provide tax assistance for municipal purposes.

Municipalities may also apply to the Province to provide matching education property tax assistance through the Province's Brownfields Financial Tax Incentive Program (BFTIP).

Section 365.2 of the *Municipal Act* establishes the Heritage Property Tax Relief program whereby municipalities may pass a bylaw to establish the program to provide tax relief (10% to 40%) to owners of eligible heritage properties subject to an agreement to protect heritage features.

2.2 Planning Act

Section 28 of the *Planning Act* allows municipalities with provisions in their official plans relating to community improvement to designate by by-law a "community improvement project area" and prepare and adopt a community improvement plan for the community improvement project area. Once the community improvement plan has been adopted by the municipality and comes into effect, the municipality may exercise authority under Section 28(6), (7) or (7.2) of the *Planning Act* or Section 365.1 of the *Municipal Act, 2001* in order that the exception provided for in Section 106 (3) of the *Municipal Act, 2001* will apply.

The *Planning Act* defines "community improvement" as:

"The planning or replanning, design or redesign, resubdivision, clearance, development or redevelopment, construction, reconstruction and

rehabilitation, improvement of energy efficiency, or any of them, of a community improvement project area, and the provision of such residential, commercial, industrial, public, recreational, institutional, religious, charitable or other uses, buildings, structures, works, improvements or facilities, or spaces therefore, as may be appropriate or necessary”.

Community improvement also includes the provision of affordable housing.

Once a CIP has come into effect, the municipality may:

- acquire, hold, clear, grade or otherwise prepare land for community improvement (Section 28 (3) of the *Planning Act*);
- construct, repair, rehabilitate or improve buildings on land acquired or held by it in conformity with the community improvement plan (Section 28 (6));
- sell, lease, or otherwise dispose of any land and buildings acquired or held by it in conformity with the community improvement plan (Section 28 (6)); and
- make grants or loans, in conformity with the community improvement plan, to registered owners, assessed owners and tenants of land and buildings within the community improvement project area, and to any person to whom such an owner or tenant has assigned the right to receive a grant or loan, to pay for the whole or any part of the eligible costs of the community improvement plan (Section 28 (7)).

Section 28 (7.1) of the *Planning Act* specifies that the eligible costs of a community improvement plan for the purposes of Subsection 28 (7) may include costs related to environmental site assessment, environmental remediation, development, redevelopment, construction and reconstruction of lands and buildings for rehabilitation purposes or for the provision of energy efficient uses, buildings, structures, works, improvements or facilities.

Section 28 (7.3) of the *Planning Act* specifies that the total of all grants and loans made in respect of particular lands and buildings under Section 28 (7) and (7.2) of the *Planning Act* and tax assistance provided under Section 365.1 of the *Municipal Act, 2001* in respect of the land and

buildings shall not exceed the eligible cost of the community improvement plan with respect to those lands and buildings.

2.3 Ontario Heritage Act

The conservation of heritage properties is regulated by the *Ontario Heritage Act*, R.S.O. 1990. The Act came into force in 1975 and was amended in 2005. Under this Act municipalities like the Town of Lakeshore can pass bylaws to designated properties of heritage interest. Designation helps to protect the heritage features on the property and provides a mechanism for ensuring that any changes to the property are managed appropriately. Individual properties are designated under Part IV of the Act. Designation can include buildings or structures, groups of buildings, cemeteries, natural features, cultural landscapes or landscape features, ruins, archaeological and archaeological sites. Part V of the Act enables the council of a municipality to designate an area as a Heritage Conservation District. Section 39 of the *Ontario Heritage Act* allows municipalities to pass bylaws to offer grants and loans to owners of properties designated under Part IV of the Act.

2.4 Provincial Policy Statement

The Provincial Policy Statement (PPS) came into force on March 1, 2005 and was issued under Section 3 of the *Planning Act*. The PPS provides direction on matters of provincial interest related to land use planning and development. Decisions affecting planning matters shall be consistent with the PPS.

The 2005 Provincial Policy Statement promotes:

- Accommodating projected employment and residential growth through intensification and redevelopment in existing built up areas;
- Planning public streets, spaces and facilities to be safe, meet the needs of pedestrians, and facilitate pedestrian and non-motorized movement, including but not limited to, walking and cycling;
- Conservation of significant built heritage resources and significant cultural heritage landscapes;

- Developing a compact urban form of development and managing change to promote efficient development and land use patterns;
- Promoting the design of streets and public spaces which facilitate pedestrian and bicycle movement;
- accommodating an appropriate range and mix of uses;
- Creating a land use pattern which minimizes vehicle trips and supports alternative modes of transportation (bus and rail);
- Improving the mix of employment and housing uses to shorten commuting times and decrease transportation congestion;
- Promoting energy conservation and improve air quality;
- efficient use of infrastructure and services that protects the diversity of natural connections;
- Maintaining and enhancing the vitality of downtowns and main streets;
- Protecting corridors and rights-of-way for transit, transportation and infrastructure facilities to meet current and projected needs; and
- Planning so that major facilities such as transportation/transit rail infrastructure and corridors and sensitive land uses are appropriately designed, buffered and /or separated from each other.

2.5 County of Essex Official Plan

The County of Essex Official Plan was adopted by County Council in July of 2005. The Plan:

- Implements Provincial Policy at the County level;
- Provides a policy framework that will provide direction to the seven local municipalities in their preparation and future interpretation of updated local Official Plans and Official Plan Amendments; and

- Establishes a policy framework for coordination and cooperation between municipalities, both internal and external to the County, on planning, development, resources and inter municipal servicing issues that cross municipal boundaries.

Section 1.5 and Section 3.2 of the County Official Plan identifies principles / goals for the County Plan which are relevant to the preparation of a Community Improvement Plan:

- Maintain the well being of downtowns and main-streets and ensure long term economic prosperity;
- To maintain and attract tourism related businesses and activities that can provide well paying employment opportunities to existing and future residents;
- To maintain and enhance the town centres as focal points where a board range of community and commercial facilities and services, housing and employment opportunities are available at higher densities in a mixed use environment;
- To ensure Lake St. Clair is noted as a significant area for fishing and hunting and that future land use decisions are made with regard to maintaining access to this resource;
- To provide a board range of housing, employment and leisure opportunities;
- Local Official Plans are encouraged to provide opportunities for re-development, intensification and revitalization in areas that have sufficient existing or planned infrastructure;
- To create and maintain an improved balance between residential and employment growth in the existing communities by increasing employment opportunities where people live;
- Support the use of public transit where available or where it can be provided in the future;

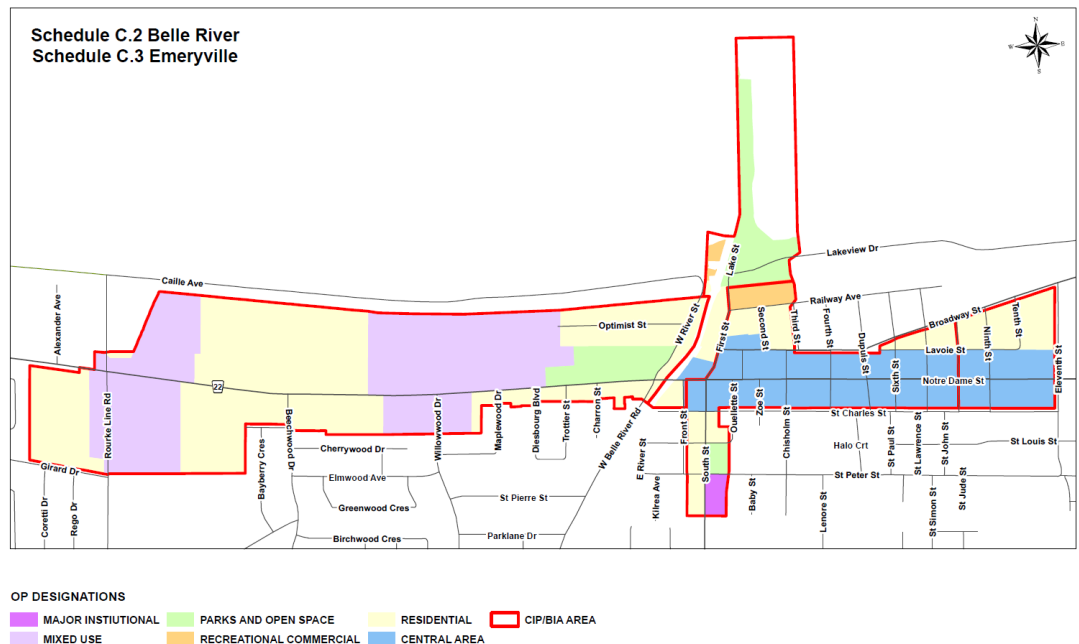
- To create more compact development within designated and fully serviced settlement areas; and
- To increase the amount of core natural area and natural buffers through restoration efforts.

2.6 Town of Lakeshore Official Plan

The Community Improvement Plan Area is located primarily within the former Town of Belle River's downtown area and a portion of the County Road 22 Corridor, which is currently being impacted by economic forces.

The area contains a range of land use designations as delineated in the Town of Lakeshore Official Plan (adopted by Council May 26, 2008 and approved by the Ontario Municipal Board on July 6, 2010 and November 22, 2010) (See Figure 2).

Figure 2 – Town of Lakeshore Official Plan Designations



Source: Town of Lakeshore Official Plan and Town of Lakeshore GIS

The former Town of Belle River is designated as a "Primary Node" which includes the existing downtown area of Belle River (Former Town of Belle

River “Historic Downtown”). Primary Nodes are envisaged as major Town-wide focal points that accommodate a range of commercial/retail/service uses; large format retail uses; offices and non-industrial and population-related employment uses; a range and mix of residential uses including special needs housing; and municipal and public services and facilities, including:

- recreation centres, schools, institutional uses, entertainment and cultural facilities.

The following policies apply to Primary Nodes:

- Primary Nodes will create a Town-wide focal point and accommodate a diverse range and mix of commercial, retail, service uses, large format retail uses, offices and non-industrial and population-related employment uses, a range and mix of residential uses, including, special needs housing; and public services and facilities, including: recreation centres, schools, institutional uses, entertainment and cultural facilities.
- Primary Nodes will develop with efficient land use patterns and densities and a mix of land uses to support the Town.

Primary Nodes will:

- Provide for medium to higher density housing forms including stacked townhouses and apartment buildings;
- Encourage a broader mix of land uses and mixed buildings, including residential buildings with commercial uses at grade and live-work units;
- Provide a range of housing types, including affordable housing and special needs housing;
- Encourage high standards of community and urban design;
- Encourage densities and development patterns that support public transit opportunities;

- Provide appropriate transitions with adjacent land uses to avoid land use conflicts;
- Promote the creation of a linked network of pedestrian pathways and public open spaces, and;
- Provide an appropriate level of transportation infrastructure and parking accommodation.

The Town will work with private landowners and development interests to enhance waterfront access opportunities, linking the Primary Nodes to the waterfront through pedestrian and open space networks.

The following additional specific policies will apply to the Belle River Historic Downtown:

- The Town will promote growth through infill, intensification and redevelopment of vacant and/or underutilized sites;
- Should the Town initiate the preparation of a Community Improvement Plan the Town will address the revitalization of the Belle River Historic Downtown as a priority, and;
- The Town will encourage a minimum of three-storey buildings on the south side of Notre Dame Street to capture significant views and vistas of Lake St. Clair, while maintaining the existing community character and main street presence.

The “Central Area Designation” represents and designates the traditional downtown main streets and new high activity centres of the Town. The “Central Area Designation” accommodates the largest and most diverse concentration of central functions, including residential, retail, office, service, entertainment and other commercial uses, as well as government, institutional and community activities. The following policies apply to the “Central Area Designation” to ensure that redevelopment and new development maintains an appropriate standard or enhances the character of the downtown core:

- The height, massing, orientation and layout of buildings within the “Central Area Designation” will promote the creation of a pedestrian scaled environment and reinforce the character of the main street;
- The site plan control policies of this Plan will apply to all development applications that include a non-residential component and multi-unit residential development applications;
- Adequate off-street parking and loading spaces will be provided in accordance with the zoning by-law. As an alternative to providing on-site parking for non-residential uses, the Town may accept cash-in-lieu of parking to improve parking conditions in a particular “Central Area Designation”;
- The height, density and massing of the development should be compatible with the adjacent low density residential uses through the use of appropriate transitions; and
- Development within the Central Area Designation will be subject to a higher standard of urban design.

The “Mixed Use Designation” applies to certain lands with frontage along County Road 22, which are located within the County Road 22 Mixed Use Corridor. The “Mixed Use Designation provides for a range of commercial and residential uses characteristic of a transit supportive and higher intensity mixed use corridor. The policies provide for a transition of density, height and built form to ensure land use compatibility with adjacent uses.

The intent of the Official Plan with respect to this area is to:

- Encourage a mix of land uses, including commercial and retail establishments, light employment uses, low density residential uses (on existing lots of record), medium density residential uses and residential uses above the ground floor of a commercial use, places of worship, neighbourhood community and cultural centres and institutional uses of similar scale, special needs housing and seniors housing; and

- Encourage the consolidation of land to create large and more comprehensive development blocks.

The Town of Lakeshore has undertaken a Secondary Plan and Design Guidelines for the County Road 22 Corridor in conjunction with the Town's new Comprehensive Zoning By-law review. County Road 22 is an important inter-regional transportation corridor within the Town of Lakeshore linking the major urban areas of the Town, including the communities of Belle River, Emeryville, Puce and Maidstone and the Town's major commercial and employment areas. County Road 22 faces similar challenges as other urban arterial road corridors in Ontario, which accommodate a diverse range of commercial, residential and business uses which have historically existed and evolved over time, including automotive dealers, industrial malls, commercial strip plazas, expansive parking areas and older residential dwellings on large lots. These Guidelines will seek to transform County Road 22 over time into an "Urban Avenue" (Source: Corridor Transformation Strategy Draft, MMM Group, July 2010).

The "Residential Designation" applies to the Urban Areas of the Town which consist of predominately residential uses in a variety of housing forms. The "Residential Designation" is expected to continue to accommodate attractive neighbourhoods and foster the creation of complete communities which provide for neighbourhood facilities and services such as elementary schools, parks, places of worship and local neighbourhood-oriented commercial uses which are integral to and supportive of a residential development. A variety of housing types are anticipated to be developed to meet the varying demands and characteristics of the population. Opportunities to provide housing for individuals or groups with special needs including the elderly and those with special physical, social or economic needs within the Town will be encouraged.

The "Parks and Open Space Designation" provides a range of passive and active recreational opportunities to residents and visitors through the uses accommodated in the Parks and Open Space Designation. Recreation needs and facilities have been identified in the Community Services and Recreation Master Plan. The Parks and Open Space Designation accommodates recreational facilities, community centres,

parks and other public open spaces. The provision of a variety of recreational opportunities is critical to maintaining healthy communities in the Town of Lakeshore. The lakefront provides the Town with a valuable recreational resource and opportunities to use this resource in an appropriate and sustainable manner is encouraged.

Recently, the Town of Lakeshore submitted an application and were awarded, under the R.I.N.C. Grant Programs funding for Lakeview Park Improvements.

The “Recreational Commercial Designation” recognizes and supports those commercial uses which have a predominately recreational focus. A range of commercial uses are permitted that directly support the recreational use and associated recreational amenity. The “Recreational Commercial Designation” reinforces the recreational tourism attributes of the Town’s waterfront and provides policies for complementary and supporting commercial uses.

The “Major Institutional Designation” is intended to recognize those major public institutions that benefit the residents of the entire Town, and occupy large and prominent sites. These major institutional uses are important sources of both specialized services and employment for the entire Town, and include uses such as hospitals, secondary schools, post-secondary educational facilities, correctional facilities, courthouses and government complexes.

2.7 Community Improvement Policies

Section 4.2.2 (Community Improvement) of the Town of Lakeshore Official Plan establishes the requirements for a Community Improvement Project Area to be established by Council and designated by by-law in accordance with the *Planning Act*. The designation of a Community Improvement Project Area will be based on one or more of the following conditions being present:

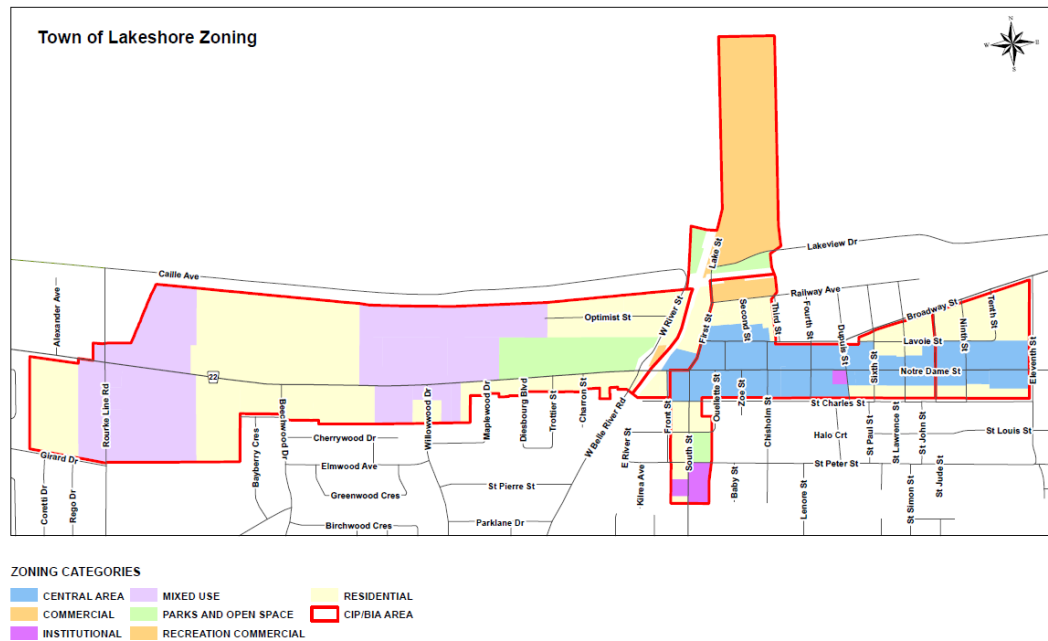
- Buildings, building facades, and/or property, including buildings, structures and lands of heritage and / or architectural significance, in need of preservation, restoration, repair, rehabilitation, or redevelopment;

- Brownfield or derelict properties in need of remediation and redevelopment;
- Non-conforming, conflicting, encroaching or incompatible land uses or activities;
- Deficiencies in physical infrastructure including, but not limited to, the sanitary sewer system, storm sewer system, and/or watermain system, roads, parking facilities, sidewalks, curbs, streetscapes and/or street lighting;
- Poor road access and/or traffic circulation;
- Deficiencies in community and social services including, but not limited to, public open space, municipal parks neighbourhood parks, indoor/outdoor recreation facilities and public social facilities;
- Inadequate mix of housing types;
- Known or perceived environmental contamination;
- Poor overall visual quality, including but not limited to, streetscapes and urban design;
- High commercial vacancy rates;
- Shortage of land to accommodate widening of existing rights-of-ways, building expansions, parking and / or loading facilities;
- Other barriers to the repair, rehabilitation or redevelopment of underutilized land and / or buildings; and
- Any other environmental, social or community economic development reason.

2.8 Zoning By-law

The Town of Lakeshore Zoning By-law 2-2012 is the Zoning By-law covering the Community Improvement Project Area. The present zone categories generally reflect existing land uses (See Figure 3). The zone categories primarily contain a mix of Commercial, Residential, Institutional and Parks and Open Space uses.

Figure 3- Zone Categories



Source: Town of Lakeshore GIS and Belle River BIA

2.9 Site Plan Control

Section 8.3.4 of the Town of Lakeshore Official Plan designates all areas of the Town as a Site Plan Control Area under the provisions of Section 41(2) of the *Planning Act*. Site Plan Control has been established by the Town through a Site Plan Control By-law. The Town may require proponents to execute a Site Plan Agreement to address matters such as, access points, loading, parking, walkways, building design, lighting, landscaping, garbage storage, easements, servicing, grading, drainage, snow removal etc. The Town of Lakeshore has prepared a Development Manual to inform proponents of the Town of Lakeshore's design standards and specifications for site development.

2.10 Corporate Strategic Plan

In the Spring of 2008 the Town of Lakeshore embarked upon the preparation of a Strategic Plan. The Strategic Plan is the Town's policy document which provides long-term direction and guides the Town and its residents in decision-making through its objectives. The Town of Lakeshore will ensure that our Town:

- Is well served and well equipped (Servicing and Facilities);
- Is economically progressive and successful (Economy);
- Has character and a sense of place (Community);
- Is naturally inviting and environmentally aware (Environment);
- Is responsible, accountable and influential (Administration); and
- Is on the move (Transportation).

2.11 Existing Land Use

The Community Improvement Project Area contains a major concentration of commercial, residential, institutional and recreational uses.

Industrial land use is limited in the Community Improvement Project Area. County Road 22 is the major highway that allows visitors coming from the west to enter the Community Improvement Project Area's downtown core which becomes Notre Dame Street. The Belle River Bridge forms a "distinctive gateway" to the downtown core. The commercial uses are generally located on Notre Dame Street in the former Town of Belle River and on lands fronting on to County Road 22 just west of Belle River. More recent "commercial strip type development" has occurred on Notre Dame Street between Ninth Street and Eleventh Street.

The traditional focal point of the downtown in the Community Improvement Project Area is on Notre Dame Street in the former Town of Belle River. A mix of good and services are available in the downtown core which include: banks, credit unions, grocery and convenience stores, personal services, hardware store, funeral home, real estate and insurance brokers, restaurants, lawyers, doctors / dentist offices, government offices, auto repair shops, boutique and gift shops, florists, drug store and other retail stores. The commercial buildings are older and lack a "distinct architectural character" and are typically two to three storeys in height. The Town of Lakeshore Town Hall is located in the center of Town on Notre Dame Street. Secondary commercial uses and businesses are located west of Belle River fronting onto County Road 22. Institutional uses include the post office which is located in the downtown core on Notre Dame Street and the Belle River United Church, the Town's tennis courts and a day care which are located south of Notre Dame Street and the downtown core, on County Road 27. Off street parking

areas are generally found in the downtown core along Notre Dame Street. Additional parking is located along the side streets in the downtown core and at the Lakeview Park. Parking areas are currently poorly identified.

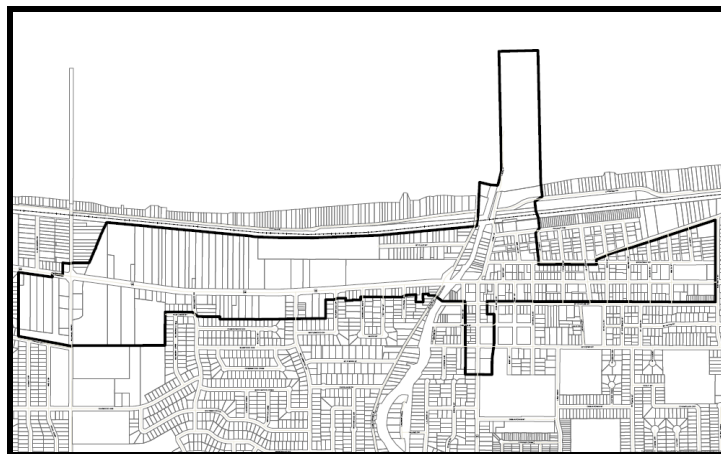
The Belle River Marina is located on Lake St. Clair. The Belle River and harbour area are “natural amenities” that provide a range of waterfront land uses including the marina and restaurant, Lakeview Park and beach. Recreational areas are also found along County Road 22 at the entrance to the former Town of Belle River (Optimist Park) and at the entrance to Belle River, along County Road 27 (Lion’s Park).

Older, low density residential neighbourhoods surround the downtown commercial core off of Notre Dame Street, County Road 22 and County Road 27. The majority of the existing housing stock is single detached dwellings, followed by semi-detached dwellings, townhouses and apartments (located in converted detached dwellings or located above commercial businesses). These residential areas are generally stable, but there are pressures for commercial conversions, particularly along Notre Dame Street and west of Belle River, along County Road 22.

2.12 Business Improvement Area (BIA)

The Belle River Business Improvement Area (BIA) was established under the *Municipal Act* and the BIA boundaries coincide with the Community Improvement Plan Project Area as shown in Figure 4.

Figure 4 – Belle River Business Improvement Area



Source: Town of Lakeshore GIS and Belle River BIA

It is an association comprised of business professionals within a designated district who join forces under the approval of the municipality, in a “self-help program” proposed at stimulating local trade and commerce. The BIA uses its own budget and resources in an ongoing effort to promote the area as a business or shopping area and to oversee the improvement, beautification and maintenance of municipally owned land, building and structures. The municipality collects money as a special levy on all industrial and commercial properties in the area. Funds are then transferred to the BIA to carry out its work.

2.13 Municipal Heritage



The history of Belle River dates back to the 1750's when the French settlers farmed the area along Lake St. Clair. Development of the area became notable in 1854 with the construction of the

Great Western Railway (Canadian National Railway) extending through the former Town of Belle River. Belle River was incorporated as a village in 1874 and a Town in 1969. The French influence is still present in the municipality with 18.5 % of the population being able to conduct a conversation in both English and French (Source: Windsor-Essex County Development Commission 2009).

The *Ontario Heritage Act* came into force in 1975. In 2005, the province passed comprehensive amendments to the *Ontario Heritage Act* to strengthen and improve heritage protection in Ontario. Its purpose is to give municipalities and provincial governments powers to preserve cultural heritage properties. It allowed the Town of Lakeshore to identify, evaluate and protect heritage properties of value or interest to the community.

Section 27 of the *Ontario Heritage Act* requires the Clerk of every local municipality to keep a current, publicly accessible register of properties of cultural heritage value or interest. The “municipal register” is a list of cultural heritage properties that have been



identified as being important to the community. The register must include all properties in the municipality that are designated under Part IV (individual designation) and Part V (district designation) of the *Ontario Heritage Act*. Currently, there are no individual properties or cultural heritage landscapes that have been designated by the Town's Heritage Committee within the Community Improvement Project Area. Many of the Town's historical landmarks have been destroyed by fire. However, there appears to be a very small percentage of the built environment in the Community Improvement Project Area that contains a potential for designation under Part IV (Individual Property) Ontario and limited to no potential for designation under Part V (district designation) of the *Ontario Heritage Act* as identified by the community at the Visioning Workshops held in Puce and Belle River on December 3, 2008 and December 4, 2008. However, the Royal Canadian Legion Branch 399 (built in 1922 as St. James High School), Stone Garden Bed and Breakfast, Music Zone, Belle River Harbour Area, Cooper Court Hotel (built in 1920) and 592 Notre Dame Street were identified by the community as cultural properties of heritage value or interest in the Community Improvement Project Area.



Music Zone



592 Notre Dame Street



Royal Canadian Legion Branch 399



Stone Garden Bed & Breakfast

**Belle River Harbour Area****Cooper Hotel**

As of 2005 the *Ontario Heritage Act* also allows municipalities to include on the “municipal register” properties of cultural heritage value that have not been designated (known as the “listing” or “wish list”).



The listing is a means to formally identify properties that may have cultural heritage value or interest to the community. Examples of cultural heritage properties include: significant buildings and structures, monuments, natural features, significant landscapes and conservation districts. Designation under the *Ontario Heritage Act* is the tool used by the municipality to protect the attributes of heritage properties over time. Part IV of the *Ontario Heritage Act* can be a tool for community renewal and there are financial and planning incentives that encourage owners of designated properties in maintaining and improving their buildings or properties.

2.14 Property Standards By-law

The Property Standards By-laws (68-99 and 154-2005) for the Town of Lakeshore were approved in 1999 and amended in 2005 in order to ensure the maintenance of yards and occupancy of buildings are kept safe and habitable.

2.15 Sign By-law

The Town of Lakeshore approved their Sign By-law 107-2007 for the purpose of regulating signs, posting of notices and other advertising devices. The by-law applies to the entire Town, with no specific provisions regulating signage in the Community Improvement Project Area.

3.0 PROBLEMS AND DEFICIENCIES

3.1 Economic Indicators

The Community Improvement Project Area does not exhibit severe characteristics of economic decline, but has not maximized its potential either and as with many older Town's in Ontario, has lost its "vibrancy".



The downtown core is experiencing what many older towns in Ontario have experienced as newer residential areas and businesses have developed in other areas. As such, many merchants and business owners in the Community Improvement Project Area are trying to anticipate the changes they will have to make to maintain their market share and viability of their businesses.

Although there does not appear to be many vacant commercial storefronts and offices in the downtown core, Notre Dame Street provides a different atmosphere, a mix of store types and inventory than their competitors in nearby Tecumseh. The Community Improvement Project Area has faced strong competition for retail growth from the nearby community shopping areas located at the Manning Road and County Road 22 intersection over the years. However, the newer commercial areas are intended to supplement the retail and offices uses offered in the downtown core.



The Community Improvement Project Area, particularly the downtown core in the former Town of Belle River could benefit from leasing vacant commercial properties and vacant residential units located above the commercial units and by providing a “unique shopping experience” in both atmosphere and goods as the average household income and per capita income in the Town of Lakeshore is substantially above both the national and provincial average, with almost 40% of all households having an income of over \$100,000 and Lakeshore residents have historically experienced a lower level of unemployment than elsewhere in the Province (Source: Windsor-Essex County Development Commission, 2006).

Per capita retail sales by businesses in Lakeshore were also significantly higher than the national average (Source: Windsor-Essex County Development Commission, 2006). However, the Financial Post Canadian Demographics (2009) publication estimates that retail activity within the municipality is 54% below the national average (Source: Windsor-Essex County Development Commission).

The Town of Lakeshore has lower tax rates than many of their member municipalities making it attractive to new businesses. Favorable land acquisition prices in some areas will be attractive to individuals or organizations seeking a more suburban location for single or multi-tenant office developments and opportunities abound in the areas of agriculture-related technologies, processes and production (Source: Windsor-Essex County Development Commission, 2006).



The Town of Lakeshore also boasts more than 35 kilometers of shoreline along Lake St. Clair, making it an attractive location for tourism-related development (Source: Windsor-Essex County Development Commission, 2006).



The Belle River Business Improvement Association (BIA) recognizes the need to build and maintain partnerships in the community and with the Town of Lakeshore Council to enhance their economic viability and market segment. Attracting new businesses and a

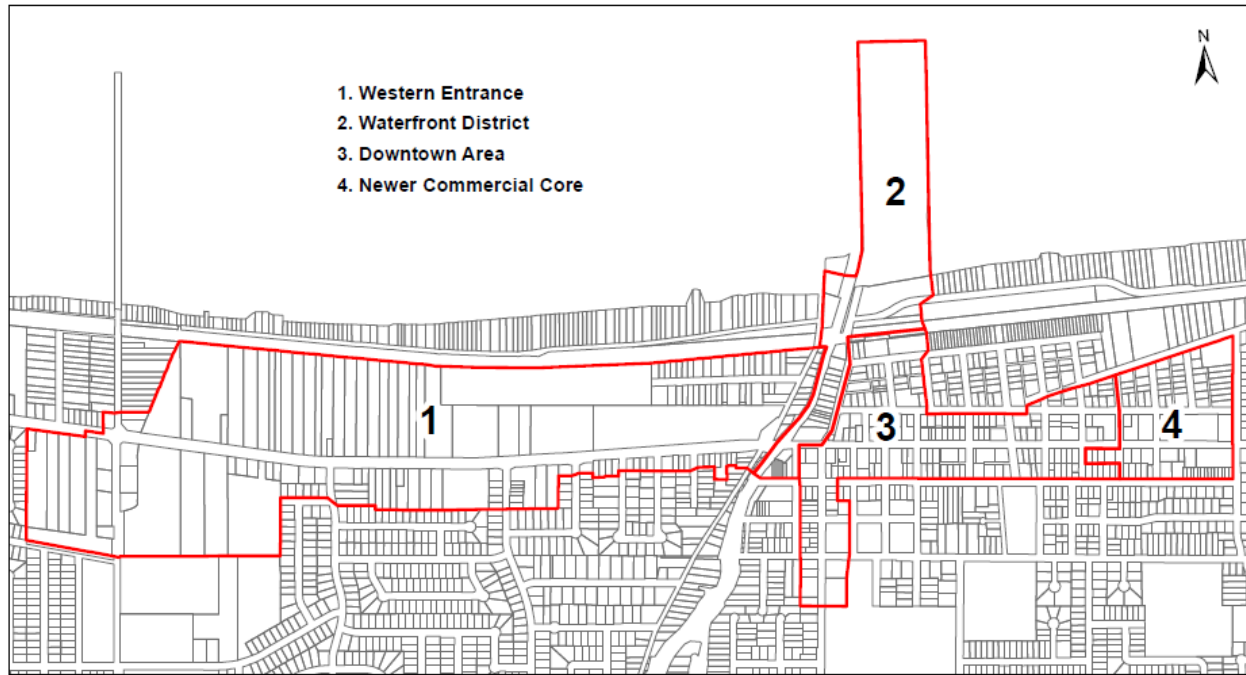
revitalization of existing businesses in the Community Improvement Project Area will help to expand their market share.

3.2 Existing Deficiencies, Needs and Potential Solutions

As part of the Community Improvement Plan, an analysis of current conditions within the Community Improvement Project Area was conducted to identify strengths, weaknesses, opportunities and threats throughout the project area (SWOT Analysis). The proposed municipal and financial incentives will address the Community Improvement Project Areas needs. This analysis included a walking tour of the area, taking of photographs and inventorying the built form and conditions, land uses and economic activity. The Community Improvement Project Area was recommended based on the existence of its build form, land use and economic weakness.

The conditions within the Community Improvement Project Area were catalogued for four distinct study areas as shown in Figure 5. These are conditions that affect the visual appearance and overall economic wellbeing of the area, but can be easily addressed through a Community Improvement Plan.

Tables 1(a) to 4(a) and Tables 1(b) to 4 (b) illustrate the findings of the SWOT Analysis.

Figure 5 – Study Areas

Source: Town of Lakeshore GIS

1. The Western Entrance to the Downtown Area



This area comprises the “western gateway” to the commercial core of the Downtown from the Rourke Line to the Belle River Bridge, along County Road 22.

County Road 22 is a major arterial road linking the urban areas of Belle River, Emeryville, Puce and Maidstone and the Town’s commercial and employment areas, including some residential areas. The Town completed design guidelines for the County Road 22 corridor in conjunction with a new comprehensive zoning by-law. This urban design framework when implemented by the Town will direct development within the corridor that is “in keeping” with the Town’s vision for County Road 22. The guidelines identify the Town’s intent with respect to land

use, built form, streetscape, parking, landscaping and other urban design matters which will be addressed through the preparation and review of development applications. (Source: Corridor Transformation Strategy, County Road 22 Special Planning Area Design Guidelines, July 2010).



Coin Car Wash



Retirement Complex



Vacant Commercial Building



Vacant Commercial Land



County Road 22 / Rourke Line



Vacant Commercial Land

Table 1(a) – Western Entrance Official Plan Criteria for CIP Project Areas

Official Plan Criteria For CIP Project Areas	Condition Met
Buildings, building facades, and/or property, including buildings, structures and lands of heritage and / or architectural significance, in need of preservation, restoration, repair, rehabilitation, or redevelopment.	Yes
Brownfield or derelict properties in need of remediation and redevelopment.	Unknown
Non-conforming, conflicting, encroaching or incompatible land uses or activities.	Yes
Deficiencies in physical infrastructure including, but not limited to, the sanitary sewer system, storm sewer system, and/or watermain system, roads, parking facilities, sidewalks, curbs, streetscapes and/or street lighting.	Yes
Poor road access and/or traffic circulation.	Yes
Deficiencies in community and social services including, but not limited to, public open space, municipal parks neighbourhood parks, indoor/outdoor recreation facilities and public social facilities.	Yes
Known or perceived environmental contamination.	Unknown
Inadequate mix of housing types.	Yes
Poor overall visual quality, including but not limited to, streetscapes and urban design.	Yes
High commercial vacancy rates.	No
Shortage of land to accommodate widening of existing rights-of-ways, building expansions, parking and / or loading facilities.	Yes
Other barriers to the repair, rehabilitation or redevelopment of underutilized land and / or buildings.	Yes
Any other environmental, social or community economic development reason.	Yes

Table 1 (b) – Western Entrance to the Downtown Area SWOT Analysis

	Strengths	Weaknesses	Opportunities	Threats
Residential		-Vacant buildings / underutilized residential and commercial lands.	-There is future redevelopment potential for medium-density residential uses and vacant commercial uses. -The underutilized lands present an opportunity for infill development, intensification and re-development.	-Characterized by underinvestment. -Conflicting land uses.
Businesses		-Vacant buildings / underutilized residential and commercial lands. -Poor mix of commercial and employment uses.	-There is future redevelopment potential for commercial, office, related employment uses.	-The area is characterized by underinvestment.
Buildings / Structures		-There is evidence of a lack of building maintenance on some commercial buildings and residential buildings.		
Streetscape		-Lack of an attractive, consistent and unifying streetscape, including a lack of landscaping at key entrances and around parking areas. -Beautification solutions needed.	-Opportunities to promote “greening of the landscape”.	
Heritage				
Signage		-Lack of a Western “Gateway Image” coming into the Downtown Area from Windsor on County Road 22. -Uniform signage needed.	-Significant improvements to this Gateway Image and therefore the image of the Downtown Area. -Amend the Sign By-law to detail types / sizes / colours of signs to be permitted.	
Transportation / Parking		-There are some safety concerns due to existing “fruit stands” on County Road 22 that currently operate with an inadequate parking supply. -Lack of a signalized intersection at Rourke Line and County Road 22. -No transit from Windsor to Belle	-There are opportunities to promote public and private transit along County Road 22. -Increase Lakeshore Community Bus Service. -There is an opportunity to require signalization at Rourke Line and County Road 22 through	-Opposition from owners to regulating Fruit Stands along County Road 22. -Budget restrictions and or no development that would necessitate signalization at

Transportation / Parking		River, nor does the handicapped bus operate on a daily basis. -Insufficient lighting along County Road 22.	redevelopment of vacant commercial properties.	Rourke Line and County Road 22.
Amenities, Recreation and Public Spaces		-There is a lack of pedestrian / trail connections.		
Governance	-BIA			-Coordination of BIA, Town and CIP.
Other		-Mixed uses or potential conflicting uses along County Road 22. -No regulation for transient vendors.		

2. The Waterfront District

The Waterfront District comprises First Street including Lake Drive, Lakeview Park and the Marina and the Town's beach off of West River Street. It has a prominent "tourist draw" to the area for use of the waterfront, but it is not apparent that the draw of this area is leverage to bring tourists into the Downtown. The



waterfront and the river offer a highly sought after amenity facility and an attractive, living, working and leisure environment. The area is highly accessible from the existing road network (Notre Dame Street and First Street) and will be further improved by the recent park improvements. It has the potential to be the most popular "tourist attraction in the Town of Lakeshore". However, there needs to be a strong "visual link" with the Downtown core, as the views to the waterfront and river are obstructed by existing buildings. The benefits of the waterfront and river are currently under-valued and under-exploited.

Table 2(a) – The Waterfront District Official Plan Criteria for CIP Project Areas

Official Plan Criteria For CIP Project Areas	Condition Met
Buildings, building facades, and/or property, including buildings, structures and lands of heritage and / or architectural significance, in need of preservation, restoration, repair, rehabilitation, or redevelopment;	Yes
Brownfield or derelict properties in need of remediation and redevelopment;	unknown
Non-conforming, conflicting, encroaching or incompatible land uses or activities;	Yes
Deficiencies in physical infrastructure including, but not limited to, the sanitary sewer system, storm sewer system, and/or watermain system, roads, parking facilities, sidewalks, curbs, streetscapes and/or street lighting;	Yes
Poor road access and/or traffic circulation;	Yes
Deficiencies in community and social services including, but not limited to, public open space, municipal parks neighbourhood parks, indoor/outdoor recreation facilities and public social facilities;	Yes
Known or perceived environmental contamination;	Unknown
Inadequate mix of housing types;	Yes
Poor overall visual quality, including but not limited to, streetscapes and urban design;	Yes
High commercial vacancy rates;	No
Shortage of land to accommodate widening of existing rights-of-ways, building expansions, parking and / or loading facilities;	Yes
Other barriers to the repair, rehabilitation or redevelopment of underutilized land and / or buildings;	Yes
Any other environmental, social or community economic development reason.	Yes

Table 2 (b) – Waterfront District SWOT Analysis

	Strengths	Weaknesses	Opportunities	Threats
Residential Businesses		-There is a lack of cafes, restaurants and specialty retail stores on Notre Dame Street and First Street for the recreational users.	-Promotion of more cafes, restaurants and specialty retail stores on First Street.	
Buildings / Structures		-There is evidence of a lack of building maintenance on some commercial buildings and residential buildings.		
Streetscape		-There is a lack of overall streetscaping, particularly landscaping and other amenities, (street furniture, lighting, etc.) -Insufficient garbage / recycling receptacles.	-First Street would benefit from streetscaping (street furniture etc.) and landscaping.	
Heritage		-Historical / significant landscapes are not designated under the Heritage Act (i.e. Belle River and Harbor)	-Could be designated under the Heritage Act.	
Signage		-There is a lack of directional and consistent street signage with a unifying theme.	-The existing directional signage could be improved and a waterfront theme for Notre Dame and First Street should be implemented (flags i.e. sails) on light standards or hydro poles).	
Transportation / Parking		-Lack of delineated pedestrian crosswalks. -Improvements to the existing pedestrian connection from the Downtown Area to the Waterfront District are needed. -No transit operation from the Marina / Park to Downtown. -Traffic speed. -Unsafe crosswalks. -No sidewalk continuity. -Substandard road condition to the Lake (First Street). -Pedestrian bridge near the railway not wide enough for vehicle rescue. -No fire hydrant at marina docks. -Need more bike racks.	-The crosswalks should be delineated and traffic signage should be improved. -Install 4 way stops and or introduce traffic calming measures. -Legalize or install well marked crosswalks. -Install accessible sidewalks from the Downtown to the Lake. -Fire Department Inspection of bridge and hydrant.	

Transportation / Parking		-Poor on-street parking delineation (confusing and not lit properly).		
Amenities, Recreation and Public Spaces	Waterfront Park and Marina.	-Lack of shops and restaurants that cater to the tourists and waterfront recreation users on First Street. -Not enough community events at the waterfront. -Not enough pedestrian pathways. -Stones or snow on walking paths or bike paths. -Lack of a tourist information centre at the waterfront.	-The improvements to the Marina and Park area should be completed. -Promotion of community events.	
Governance		Lack of shops and restaurants that cater to the tourists and waterfront recreation users on First Street.	-The current Official Plan designation and zoning could be changed to encourage more commercial uses on First Street.	
Other		There is a lack of an identifiable link from the Downtown Area to the waterfront and theme. No promotion of the waterfront.	-First Street should be re-named. -Rename Belle River to "Belle River on the Lake".	

3. The Downtown Area



Along Notre Dame Street is the traditional retail commercial core of Downtown Belle River, stretching from the Belle River Bridge to Eighth Street. The area contains a mix of building types and uses. Buildings range in height

from 2 to 3 stories. Uses are predominately office and commercial and many of the buildings have second floor apartments. The street wall consists of buildings typically built to the sidewalks, but the street wall is broken in several instances by street intersections and vacant space.

There is a need for aesthetic and functional improvement of components of major intersections, building facades, boulevards and public spaces.



Existing Crosswalk



Existing Road (Notre Dame St.)



Existing Sidewalk



Existing Driveway Entrance



Existing Building Façade



Existing Brick Planter



Existing Portable Sign



Existing Building Façade



Lack of Tree Protection



Existing Boulevard Treatment



Existing Brick Pavers



Existing Parking Area

An attractive downtown space is an important variable to making the Downtown Area a destination of choice for residents and business investment. In many small communities in Ontario, with downtowns, they are typically successful, because they have a unique role which is tourism-oriented or personal service-oriented.



Pellessier Street (Windsor)



Kingsville's Main Intersection



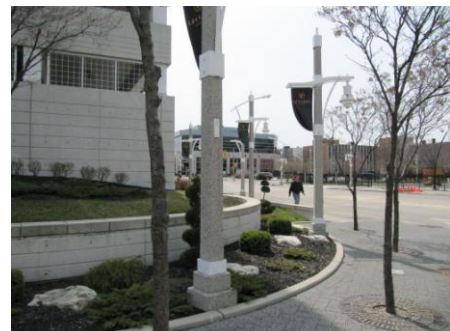
Pellessier Street (Windsor)



Pellessier Street (Windsor)



Pellessier Street (Windsor)



Cesar's (Windsor)

Table 3(a) – The Downtown Area Official Plan Criteria for CIP Project Areas

Official Plan Criteria For CIP Project Areas	Condition Met
Buildings, building facades, and/or property, including buildings, structures and lands of heritage and / or architectural significance, in need of preservation, restoration, repair, rehabilitation, or redevelopment;	Yes
Brownfield or derelict properties in need of remediation and redevelopment;	Unknown
Non-conforming, conflicting, encroaching or incompatible land uses or activities;	Yes
Deficiencies in physical infrastructure including, but not limited to, the sanitary sewer system, storm sewer system, and/or watermain system, roads, parking facilities, sidewalks, curbs, streetscapes and/or street lighting;	Yes
Poor road access and/or traffic circulation;	Yes
Deficiencies in community and social services including, but not limited to, public open space, municipal parks neighbourhood parks, indoor/outdoor recreation facilities and public social facilities;	Yes
Known or perceived environmental contamination;	Unknown
Inadequate mix of housing types;	Yes
Poor overall visual quality, including but not limited to, streetscapes and urban design;	Yes
High commercial vacancy rates;	No
Shortage of land to accommodate widening of existing rights-of-ways, building expansions, parking and / or loading facilities;	Yes
Other barriers to the repair, rehabilitation or redevelopment of underutilized land and / or buildings;	Yes
Any other environmental, social or community economic development reason.	Yes

Table 3 (b) – Downtown Area SWOT Analysis

	Strengths	Weaknesses	Opportunities	Threats
Residential	-Lots of second storey apartments above commercial businesses.	-Improved residential space in downtown area. Poor mix of housing choices. -Some vacant units.		
Businesses	-There is a low business vacancy rate.	-No consistent theme to promote the Downtown and attract shoppers and more opportunities need to be provided for cafes, restaurants and specialty retail stores. -Residents not shopping locally.	-A consistent theme for the Downtown Area would provide a sense of community pride and ownership and attract tourists and local shopping. -Create policies regulating transient vendors.	
Buildings / Structures		-As a result of numerous alterations over time, the buildings have varied exteriors and many of the storefronts are particularly narrow. -Need public buildings to be accessible for the aging and disabled population. -Older buildings would benefit from becoming more energy efficient.	-Improvement of building facades. -A compact 2 to 3 storey main street provides for a pedestrian scale shopping environment and opportunities for live-work relationships.	
Streetscape		-The streetscape particularly along Notre Dame Street looks unappealing and the roadways, sidewalks and several storefronts look neglected. -Beautification “greening” of the Downtown Area is needed. -Streetscaping, landscaping and screening and edging of parking areas. -Need consistent street furniture, bike racks, tree grates, planters, lighting and garbage containers. -Lack of public art and or murals.	-Increasing the attractiveness of the overall area. -Repave the streets and re-construct the sidewalks and the boulevards. -Introduce Public Art or murals.	

Streetscape		<ul style="list-style-type: none"> -Broken or no accessible sidewalks. -Not enough or no bike racks. 		
Heritage		<ul style="list-style-type: none"> -Architecturally and historic significant buildings / landscapes are not designated under the Heritage Act. 	<ul style="list-style-type: none"> -Historic Buildings could be designated. 	
Signage		<ul style="list-style-type: none"> -No consistent directional signage and / or commercial signage. Unattractive neon or backlit signage. -Lack of a gateway feature coming into Belle River before the bridge. 	<ul style="list-style-type: none"> -Sign By-law could be amended with sign standards for the Downtown Areas. 	
Transportation / Parking	The existing parking supply is currently adequate.	<ul style="list-style-type: none"> Improvement of entrance ways on some commercial buildings is needed and improvement and the delineation of crosswalks is needed. -Accessibility is problem. -No transit service within municipality or to & from Windsor. -Handicap bus does not operate on a daily basis. -No local railway connection for passengers. -No enforcement of parking spaces. -No enforcement of truck parking. -Parking signage is inadequate. -Substandard Road condition on Notre Dame Street. -Traffic speed. -Unsafe crosswalks. -Queuing backups from drive-thru (Tim Horton's on Notre Dame Street). -Width of the Belle River Bridge (too narrow). -Improve signalization. -Role of Notre Dame Street and County Road 22? 	<ul style="list-style-type: none"> Accessibility is a high priority. 	
Amenities, Recreation and Public Spaces		<ul style="list-style-type: none"> -Lack of public spaces / gathering areas (urban squares or small downtown parks). -Not enough community events. -No Downtown Library. -No information board, signage or maps promoting the downtown amenities. -No promotion of the waterfront. -Lack of hotels and motels for tourists. 	<ul style="list-style-type: none"> -Establishing a high standard of design in public spaces is a high priority. 	
Governance	BIA	<ul style="list-style-type: none"> -No Town wide governance other than the BIA. -90 Different volunteer groups. -Council's commitment to the Downtown Core. 	<ul style="list-style-type: none"> -Combine BIA / with a Chamber of Commerce. -Partner with Service Clubs. 	<ul style="list-style-type: none"> -Need to ensure new development is compatible with the

Governance			-Encourage community contributions from Developers.	theme chosen by the BIA promoting the Waterfront Amenities. -Different owners of property buildings in the Downtown Core present challenges for a cohesive partnership.
Other		-There is no clear Town Centre / definable riverfront / waterfront area that visibly connects to a Town Centre. -Some fire hydrants have no Storz connection or steamer for ports. -No promotion of street clean-up.		

4. The Newer Commercial Core

The Newer Commercial Core comprises the area from Eighth Street to Eleventh Street. The Newer Commercial Core has an important relationship with the Downtown Area and is generally healthy and reflective of an evolving commercial street. It has a very healthy stock of buildings that are well occupied. The existing retail mix is modest. The built environment is in good condition and has been responding changes in the market over the years. Future changes to the built environment and character of the area can be expected in the coming years. Community improvement opportunities, such as the promotion of and maintenance of landscaping, edging around parking areas, provision of street furniture, garbage and recyclable containers, sign standards and the delineation of crosswalks are priorities.



Valumart



Commercial Plaza



TD Bank



Beer Store



Shoppers Drug Mart



Charcoal Pit Restaurant

Table 4(a) – The Newer Commercial Core Official Plan Criteria for CIP Project Areas

Official Plan Criteria For CIP Project Areas	Condition Met
Buildings, building facades, and/or property, including buildings, structures and lands of heritage and / or architectural significance, in need of preservation, restoration, repair, rehabilitation, or redevelopment;	Yes
Brownfield or derelict properties in need of remediation and redevelopment;	Unknown
Non-conforming, conflicting, encroaching or incompatible land uses or activities;	No
Deficiencies in physical infrastructure including, but not limited to, the sanitary sewer system, storm sewer system, and/or watermain system, roads, parking facilities, sidewalks, curbs, streetscapes and/or street lighting;	Yes
Poor road access and/or traffic circulation;	NO
Deficiencies in community and social services including, but not limited to, public open space, municipal parks neighbourhood parks, indoor/outdoor recreation facilities and public social facilities;	Yes
Known or perceived environmental contamination;	Unknown
Inadequate mix of housing types;	Yes
Poor overall visual quality, including but not limited to, streetscapes and urban design;	Yes
High commercial vacancy rates;	No
Shortage of land to accommodate widening of existing rights-of-ways, building expansions, parking and / or loading facilities;	Yes
Other barriers to the repair, rehabilitation or redevelopment of underutilized land and / or buildings;	Unknown
Any other environmental, social or community economic development reason.	Yes

Table 4 (b) – The Newer Commercial Core SWOT Analysis

	Strengths	Weaknesses	Opportunities	Threats
Residential		-Lack of residential space or units above commercial businesses.		
Businesses	-Very low vacancy rate.	-Residents not shopping locally. -No regulation for transient vendors. -Accessibility to buildings. - Bell not maintaining their property. -Limited opportunity for infill and redevelopment.	-	
Buildings / Structures	-Existing building stock is generally in good condition and is maintained.			
Streetscape	-	-Lack of landscaping, screening and edging around parking areas. -Pedestrian connections and or sidewalks could be improved, including accessibility connections. -Need more bike racks at retail stores. -Lack of street furniture and garbage cans.	-Improve landscaping, screening and edging around parking area. -Provide street furniture and garbage cans.	
Heritage				
Signage		-Lack of consistent sign standards.	-New sign standards.	
Transportation / Parking	.	-Existing crosswalks could be better delineated and made safer. -Traffic speed. -Substandard Road condition on Notre Dame Street. -Sightlines could be improved due to parked cars on the South side of Notre Dame Street in front of Shoppers Drug Mart. -No transit service, handicapped or otherwise.	-Improve the delineation of crosswalks. -Regulate Parking on Notre Dame Street.	
Amenities, Recreation and Public Spaces		-Lack of public amenity / gathering areas.	-Improve opportunities for public amenity / gathering areas.	
Governance				

Other	-Lack of a link to the historical Downtown Area.		-Provide a link to the historical Downtown Area.	
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The Eastern Entrance to the Downtown Area comprises the “eastern gateway” to the Downtown Area from the Eleventh Street to the Duck Creek Bridge. This area is outside the limits of the Community Improvement Project Area and consists of an older residential area. Residential buildings and their properties in this area are well maintained and the streetscape is attractive. Although this area is outside the limits of the Community Improvement Project Area any theme for the Community Improvement

Project Area should be carried through this area to the Duck Creek Bridge. The “eastern gateway” would benefit from the installation of signage and a gateway feature similar to the signage and gateway feature that maybe proposed for the western gateway near Rourke Line or the Belle River Bridge.

4.0 COMMUNITY IMPROVEMENT PLAN

4.1 Goals and Objectives

The principal goal of this Community Improvement Plan is to encourage property owners and business owners to improve properties through municipal and financial incentives or other means to build upon the character of the Belle River Business Improvement Area and to encourage growth and development of the Area as a means to attract visitors and investment.

Specific objectives of this Community Improvement Plan are:

- To improve the aesthetics of the existing building inventory;
- To preserve the heritage features in the area;

- To encourage investment in the area that improves the economic climate and increases its importance as a destination for residents and visitors;
- To encourage a range / mix of housing types;
- To promote the ongoing viability and revitalization of the Downtown area, Belle River Harbour Area and the County Road 22 Area;
- Encourage the redevelopment of vacant mixed use / commercial sites on County Road 22 compatible with surrounding land uses;
- Maintain and improve access to the Marina and Lakefront park from the Downtown Area (Notre Dame Street);
- Improve accessibility;
- Promotion of tourism;
- To provide a “tool or mechanism” for the Municipality to become an active participant in providing technical support, municipal incentives and financial incentives in order to encourage private sector investment in the BIA area;
- Promote redevelopment and infill, mixed use and low to medium density development in suitable locations along County Road 22 and the Downtown Area and;
- Improve social, environmental and community conditions in the BIA area.

4.2 Mapping

The Community Improvement Project Area (Appendix 'A') shows the boundaries of the Belle River Business Improvement Area. Revisions to the CIP Area will require an amendment to the Community Improvement Plan.

4.3 Community Improvement Programs

The Belle River Business Improvement Area Community Improvement Plan applies to four areas, each with a unique set of revitalization challenges. The primary purpose of the plan is to stimulate investment and improve the streetscape and building stock. In order to implement the goals and objectives of the CIP, the Town is offering the following municipal and financial incentives.

4.3.1 Municipal Improvement Activities

The CIP recognizes the need for the Municipality to take the lead in the community and provide other municipal programs that will assist in community improvement in the BIA area. Therefore, the CIP outlines a number of municipally led initiatives that will enable the Town to provide leadership and support to enhance viability of the CIP area.

4.3.1.1 Official Plan and Zoning Review

The Waterfront District has a prominent tourist draw the the CIP area, but as mentioned it is not apparent that the draw of this area for the use of the waterfront is leverage to bring tourist into the Downtown. Further, there needs to be a strong “visual link” with the Notre Dame Street’s commercial core. Belle River and the waterfront area is obstructed by existing buildings. It is being recommended that the Town undertake a review of it’s Official Plan policies and zoning on First Street in order to promote more commercial development and to improve the link between the waterfront area and Notre Dame Street and to provide needed recreation amenities for residents and visitors utilizing the waterfront.

The Town may consider some non-traditional zoning techniques, such as height and density bonusing, which is

a process to allow buildings to exceed the height and density of development otherwise permitted by the zoning by-law, in exchange for community benefits, such as public art, a bus shelter etc.).

4.3.1.2 New Comprehensive Zoning By-law

The Town of Lakeshore has developed a New Comprehensive Zoning By-law for the entire Town. It has been prepared to ensure that the regulations that govern building and development in the Town are as up-to-date as possible. It provides one comprehensive set of zoning provisions for the entire Municipality and helps the Town to ensure development is occurring in an appropriate manner, as well as providing a consistent approach to zoning issues throughout the Town.

4.3.1.3 County Road 22 Urban Design Guidelines

The Town completed design guidelines for the County Road 22 corridor in conjunction with a new comprehensive zoning by-law. This urban design framework when implemented by the Town will direct development within the corridor that is “in keeping” with the Town’s vision for County Road 22. The guidelines will identify the Town’s intent with respect to land use, built form, streetscape, parking, landscaping and other urban design matters which will be addressed through the preparation and review of development applications.

4.3.1.4 Façade Improvement / Urban Design Guidelines

The Town shall consider preparing façade improvement guidelines and urban design guidelines for Notre Dame Street and First Street. Currently, Notre Dame Street and First Street contain a mix of building types and uses.

4.3.1.5 Signage Improvements

The Town shall undertake a review of the Sign By-law to ensure it is consistent with the goals and objectives of the Community Improvement Plan.

4.3.1.6 Capital Improvement Projects

The Community Improvement Plan identified a number of streetscaping improvements, specifically for Notre Dame Street, First Street and South Street (See Appendix 'E') in order to improve the visual quality of the area, to provide amenities favorable to a pleasing pedestrian environment, to attract new investment and retain existing businesses. These improvements would be undertaken by the Town in conjunction with the County of Essex's Notre Dame Street reconstruction project.

4.3.1.7 Sidewalk Cafes

The Town shall develop a streamlined process for the approval of sidewalk cafes within the public right-of-way. An application procedure, terms of use and sidewalk café design principles and maintenance should be developed and outlined in a handbook for applicants. Council shall adopt a *Sidewalk Café Handbook* similar to the one developed by the City of Windsor. The applications would be reviewed and processed through the Town's Engineering and Infrastructure Services Department. The applicant would be required to enter into an agreement with the Town and provide third party liability insurance, pay an annual fee, submit plans and elevation drawings, enter into an encroachment agreement for year round cafes and any other permits deemed appropriate.

4.3.1.8 Partnership Programs / Joint Venture Programs

The Town shall partner with the BIA, businesses, community groups and other agencies to obtain funding for community improvement projects.

4.3.1.9 County of Essex

The Town of Lakeshore shall partner with the County of Essex to participate in community improvement projects.

4.3.1.10 Downtown Guide

The Town shall develop a “Downtown and Waterfront Guide” with assistance from local businesses, the BIA and community groups. The guide will include maps of the downtown and waterfront area and will also including other amenities and points of interest, such as restaurants, bed and breakfasts, motels, gift shops, museums, library, sports stores, clothing stores, events, heritage and other tourist information.

4.3.1.11 Marketing Strategy

The Town shall partner with the BIA, community groups and the public and other agencies to develop a marketing strategy to market the downtown and waterfront area to promote business investment and tourism.

4.3.1.12 Municipal Land Acquisition

Where the existing road network is insufficient or where there is opportunities to develop parks or open spaces (See Appendix ‘E’) the municipality shall undertake municipal land acquisition in accordance with Section 28 of the *Planning Act*.

4.3.1.13 Heritage Property Tax Relief Program (Independent Program)

Owners of a property designated under the *Ontario Heritage Act* and subject to a heritage conservation easement agreement may be eligible to receive tax relief for municipal and school purposes levied on their eligible heritage property. The Heritage Tax Relief Program is subject to the conditions set out in an enacting by-law passed by the Town. The Town has not yet enacted a Heritage Property Tax Relief Program.

4.3.2 Financial Incentive Programs

In order to implement the Community Improvement Plan, the Town of Lakeshore shall provide the following incentives to private property owners and business owners within the Community Improvement Plan Project Area:

4.3.2.1 General Eligibility Requirements

The property must be within the Community Improvement Project Area as identified in Appendix A to the Belle River Business Improvement Area Community Improvement Plan;

The CIP and its financial incentive programs do not apply to single detached dwellings;

Applicant(s) must be the owner(s) of the property, or an agent / tenant(s) to whom the owner(s) has provided written authorization for the application(s). Assistance is available for any building or contiguous group of buildings held in one ownership;

All proposals must meet the goals and objectives of the Community Improvement Plan;

Applications must be submitted prior to commencement of the project;

Eligible costs are specified in Section 28 (7.1) of the *Planning Act*, and include costs related to environmental site assessment, environmental remediation, development, redevelopment, construction and reconstruction of lands and buildings for rehabilitation purposes or for the provision of energy efficient uses, buildings, structures, works, improvements or facilities. Section 28 (7.3) states that the total of the grants and loans that is provided in respect of the lands and buildings shall not exceed the eligible cost of the Community Improvement project with respect to those lands and buildings. Eligible Applicants can apply for one, more or all the incentive programs, but no two programs may be used to pay for the same eligible cost;

A property owner who is in arrears of property tax or any other Municipal financial obligation is not eligible to participate in a program approved by Council. Outstanding work orders, and or orders or requests to comply must be satisfactorily addressed prior to grant or tax assistance;

Proposed projects will conform to County and Municipal policies, Municipal by-laws, provisions, standards and guidelines and will be subject to review and issuance of all necessary planning and development approvals and building permits;

The proposed exterior design of buildings or signage may be subject to review by a control architect;

Completed projects must be consistent with the approved project description submitted by the Applicant;

The project must conform to the Town's Official Plan;

An Applicant may be required to enter into a Financial Incentives Program Agreement with the Town, which will specify the terms, duration, default and any other provisions of the incentive program among other matters. Where the agreement is between a tenant(s) and the Town, the property owner(s) must consent to the agreement;

Expansion, enlargement or improvements of existing legal non-conforming uses shall not be eligible. However, where improvements are proposed to bring uses into closer conformity with the intent of the Town of Lakeshore Official Plan and Town of Lakeshore Zoning By-law or Building Code, such improvements maybe considered for a grant;

Temporary uses, such as sales offices, scaffolding or other non-permanent structures such as tents; temporary storage areas; temporary parking lots, or properties zoned temporary use provisions of Section 39 of the *Planning Act* shall not be eligible;

Assistance granted under any of the financial incentives to a particular property is not transferable to any other property;

If a building, erected or improved with a program grant is demolished prior to the expiry of the grant period, the grant is forfeited and re-payment of the grant may be required over a period of time to be determined by Financial Services;

Properties shall not have any outstanding legal claims or liens that may affect the title of the land;

Grants will be made upon successful completion of the approved work and documentation of costs for the works;

If a property is sold in whole or part before the original grant period lapses, the owner must apply to assign the remaining grant payment under the

original agreement with the Town to the new owner, subject to Council's approval;

The Town reserves the right at any time to discontinue the program; however, participants in the program prior to its closing will continue to receive grants as approved for their property until the conclusion of their project;

All grants are subject to the availability of funding;

Costs incurred prior to the written approval of the Town will be deemed ineligible and will not be reimbursed;

Any significant changes in design or scope of the project must be approved by the Town. The Town reserves the right to decrease the total of the monies associated with the financial incentives if the scope of the work changes and actual costs differ from estimated costs;

The financial incentives will commence after the date of approval of the Community Improvement Plan, subject to funding in the Community Improvement (CIP) account.

4.3.2.2 Development Charges Grant Back Program

Details

The Development Charges Grant Back Program shall consist of a grant program, whereby registered property owners / or assignees will be eligible to receive a grant for a portion or all of the development charges owing for certain classes of development when developing underutilized sites and redevelopment on commercial and mixed use properties in the downtown area, waterfront district and newer commercial core as a means to encourage investment through additional commercial space and or residential units above commercial units.

Grant Amount is:

<u>Sliding Scale</u>	<u>Refund</u>	<u>Maximum</u>
Up to \$5,000 fee	100%	\$5,000
\$5,001 - \$10,000 fee	\$5,000 plus 75% of amount over \$5,000	8,750
\$10,001 - \$25,000 fee	\$8,750 plus 25% of amount over \$10,000	12,500

Eligible Fee:

Development Charge

Eligible Criteria

Applicants must pay for all development charges prior to undertaking the approved work;

A grant back of development charges will be made after successful completion of work, to the satisfaction of the Town;

Grant backs can be made to property owners or an agent authorized by the owner undertaking work consistent with the goals of the Community Improvement Plan, when developing underutilized sites and redevelopment on commercial and mixed use properties in the downtown area, waterfront district and newer commercial core as a means to encourage investment through additional commercial space and or residential units above commercial units.

4.3.2.3 Planning Application and Permit Fee Grant Back Program

Details

Where a property owner or authorized agent is undertaking improvements to lands and buildings in the Community Improvement Project Area, the Town shall grant back 50% of the normal application fees for approved projects in accordance with the provisions of Section 69 of the *Planning Act* and the Town of Lakeshore *Tariff of*

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Fees By-law. In the case of building permits, the property owner / agent will be granted back up to 50%, to a maximum of \$1000 of the fee.

Grant Amount is:

50% of planning application fees;
50% of building fees, up to a maximum of \$1,000.

Eligible Costs: under this program applies to the fees for any of the following approvals:

Site Plan Application
Zoning By-law Amendment
Minor Variance
Consents
Building Permit (including occupancy permits)
Demolition Permit
Sign Permit

The fees associated with applications that are not supported by staff, are not eligible costs under this Program.

Eligible Criteria

Grant backs can be made to property owners or an agent authorized by the owner undertaking work consistent with the goals of the Community Improvement Plan, including existing Commercial and Mixed Use buildings / properties (residential units above a commercial use / commercial) and parking lots, where the redevelopment or rehabilitation project results in Commercial or Mixed Use improvements in the Community Improvement Project Area;

The Town will request payment of fees at the time of application stage. Upon final inspection of the completed and occupied project, fees collected will be granted back to the property owner(s) / agent;

This program does not apply to any required performance securities to be posted by the

proponent, required professional studies, consultant or legal expenses required or to expenses incurred by the applicant because of an appeal to the Ontario Municipal Board.

4.3.2.4 Cash-in-lieu of Parkland or Parkland Dedication Exemption Program

Details

If cash-in-lieu of parkland is being employed, 25% (to a maximum of \$5,000) of the cash equivalent paid by the owner is granted back by means of a grant, following successful completion of approved work, where land is being redeveloped for Commercial purposes in the Community Improvement Project Area.

Eligible Criteria

Assistance can be made to property owners or agents authorized by the property owner, undertaking works consistent with the goals of the Community Improvement Plan, for land that is being redeveloped for Commercial purposes in the Community Improvement Project Area.

4.3.2.5 Exemption from Parking Requirement Program

Details

The Town shall provide assistance in the form of an exemption from or reduction in the parking requirements (depending on the size of the building) established within the Zoning By-law where there are improvements, and or a change in use to an existing Commercial building in the downtown area, waterfront district and newer commercial core in accordance with Schedule "C" of the Town of Lakeshore Zoning By-law;

New Commercial buildings, additions to existing Commercial buildings and changes in use of a Commercial building will be exempt from the

parking requirements to a maximum floor space of 149 square metres of newly constructed gross floor area.

Eligible Criteria

Assistance will be in the form of an exemption from or reduction in the parking requirements (depending on the size of the building) established in the Zoning By-law, where there are New Commercial buildings, additions to existing Commercial buildings and changes in use of a Commercial building in the downtown area, waterfront district and newer commercial core in accordance with Schedule "C" of the Town of Lakeshore Zoning By-law;

Section 40 of the *Planning Act* provides municipalities the opportunity to accept cash-in-lieu of parking via agreements with a proponent where required parking cannot be accommodated for the given project. The cash-in-lieu payment is negotiated between the Town and the Owner. Typically, this payment is based on each of the total number of parking spaces being reduced. A nominal fee will be considered for the necessary reduction; however, in order to comply with the provisions of the *Planning Act*; an agreement between the parties is required;

Residential uses will not be permitted to develop on the basis of cash-in-lieu of parking.

4.3.2.6 Property Tax Increment Grant Program

Tax Increment: *The increase in taxes, or tax increment, is calculated by subtracting the municipal portion of property taxes before reassessment from the municipal portion of property taxes after reassessment. A municipality may provide any proportion of the increment for any length of time their Council deems is appropriate. The tax increment does not include any increase/decrease in municipal taxes due to a*

general tax rate increase/decrease, or a change in assessment for any other reason.

Details

The Town shall offer a grant to property owners who undertake major improvements, such as redevelopment, construction, re-construction and rehabilitation and / or the improvement of energy efficiency of Commercial or Mixed Use (residential units above a Commercial use) buildings or properties within the downtown area, waterfront district and newer commercial core which causes an increase in municipal property tax. The incentive for property taxes (municipal share only) is based on the increase in the assessed value of the property as a result of the improvement. At the current tax rate, the municipal tax on \$100,000 is approximately \$575. Unless a building is demolished and rebuilt, the financial incentive is expected to be under \$2,000. In the event that a demolition and rebuild occurs and applies under this program, a cap will be set at \$3,500 for the first year and decrease by 10% thereafter for the remaining 9 years;

The grant to the property owner is the municipal portion of the tax rate multiplied by the increase in assessed value immediately after the improvements. The change in assessed value is determined by the Municipal Property Assessment Corporation. This grant is payable over 10 years with the first year payment equal to 100% of this amount, the second year payment equal to 90% of this amount until the tenth and final year payment equal to 10% of this amount. The difference in municipal taxes determined in year one is the base for which the remaining nine year grant will be calculated.

Eligible Criteria

Eligible Projects Will Include: the substantial redevelopment, construction, re-construction and

rehabilitation and / or the improvement of energy efficiency of Commercial or Mixed Use (residential units above a Commercial use) buildings or properties within the downtown area, waterfront district and newer commercial core where it is anticipated that an increase in property taxes will result. Whether or not a project is considered substantial, will be determined at the sole discretion of the Municipality;

The program will provide a grant for a portion of the taxes resulting from increased assessment for development or redevelopment initiatives that further the objectives of this plan;

The municipal portion of the tax increment as a result of development or redevelopment will be determined based on the assessment increase information provided by the MPAC and grants will be funded after all property taxes for the year of the grant are paid;

The Applicant shall be the registered owner of the property;

This incentive cannot be used in conjunction with the façade improvement grant;

Assistance is available for any building or contiguous group of buildings held in one ownership;

The program shall not apply to condominium developments;

The tax grant will be in a form of a grant pursuant to subsection 28(7) & (8) of the *Planning Act RSO 1990*;

If the ownership of the property changes during the 10 year period, the relief is immediately cancelled. The Town may deem it appropriate to enter into an agreement with the new owner for continuation of the program;

For year 1, after the tax bill resulting from the increased assessment has been paid, payment will be made within 30 days of the written request by the property owner. For subsequent years, if the property is not in arrears at December 31 and upon written request of the owner, payment will be made by January 31 of the following year. If the property is in arrears at December 31, the owner will be in default and will not be eligible for the grant for that year;

Properties participating in this program are subject to penalty / interest charges if payments are not made on or before the due dates.

4.3.2.7 Façade Improvement Program

Details

A grant is provided that is equivalent to up to 50% of the renovation costs, to a maximum of \$5,000 shall be available to assist Commercial / Mixed Use (residential units above a commercial use) building owners and or assignees to improve a building façade or façade signs.

Façade: A façade is the face of a building, usually the front, which has been designed with a particular style and incorporates design elements.

Eligible Costs Include:

Professional fees (i.e. licensed contractors, architects, designers, engineers etc.) are eligible; and installation and materials.

Eligible Criteria

Building improvements (façade and façade signage) to existing Commercial and Mixed Use (residential

units above a commercial use) buildings may be eligible in the downtown area, waterfront district and newer commercial core.

Façade improvements Include: siding, brick and stone masonry, exterior woodwork, architectural metals, windows, doors, exterior lighting for building and signage, canopy / awnings, paint site preparation, interior window display areas, weatherproofing, energy efficiency upgrades and any other exterior improvements that may bring the building up to code and improve the aesthetics of the façade or signage;

This component of the program, may operate in a staged fashion, based on the timing of the request for improvements, and may be considered in advance of the completion of the Façade Improvement Guidelines / Urban Design Guidelines, subject to:

The owner/operator hiring its own architect or designer to the satisfaction of the Community Improvement Committee and the plans being reviewed and approved by the Committee.

4.3.2.8 Accessibility Program

Details

A grant is provided that is equivalent to up to 75% of the construction costs, to a maximum of \$1,500 shall be available to improve accessibility to Commercial and Mixed Use buildings may be eligible in the Community Improvement Project Area.

Eligible Costs Include:

Professional fees (i.e. licensed contractors, architects, designers, engineers etc.) are eligible; and installation and materials.

Eligible Criteria

Removal of barriers to access for people with disabilities for Commercial or Mixed use buildings in the Community Improvement Project Area;

Improvements for barrier-free accessibility upgrades that meet Provincial guidelines for accessibility;

Accessibility Improvements Include: automatic doors, handle replacement, ramps and associated landscaping immediately surrounding the ramp, clear external signage, step free access, slip resistant access, level access improvements, clear path of travel / widening of aisles and doors, handrails, lighting and other similar accessibility improvements.

4.3.2.9 Mural / Public Art Program**Details**

A grant up to a maximum of \$1,000. The program provides funding for murals and public art on both public and private properties to promote community spirit and vibrancy in the downtown area, waterfront district and newer commercial core, where such art can be enjoyed by the public. Encourages artists from diverse backgrounds and range of experience to apply.

Eligible Costs Include:

Professional fees (i.e. contractor or designer /artist), materials, installation; and lighting and landscaping that highlights the public art.

Eligible Criteria

Commercial or Mixed Use buildings / properties or public spaces in the downtown area, waterfront district and newer commercial core are eligible;

The following types of art are considered eligible for a grant under this program:

- murals;
- sculptures;
- paintings;
- interactive art pieces and displays; and
- any other art piece or display as approved by the Community Improvement Committee.

Eligible Projects are to include: promotion of a “Waterfront Theme”;

Proposals must include a “sketch” indicating the type of art work, theme, size, colours, materials and location (including dimensions of proposal).

4.3.2.10 Application Process

The following provides direction to the applicant regarding the submission, evaluation and approval of a Financial Incentive Program Application(s):

Step 1 – Application Submission

Applicants are required to have a pre-application consultation meeting with Planning Services staff in order to determine program eligibility;

Applicants submit completed application(s) including required supporting documentation;

Planning staff screen the application to ensure it meets eligibility criteria;

Applicants will be notified if their submission is incomplete;

There is no application fee.

Step 2 – Application Review & Evaluation

A Community Improvement Committee (i.e. Staff from Planning, Building, Finance and the Belle River BIA) reviews and evaluates applications and supporting documentation against eligibility requirements;

Planning, Fire and Building staff will perform an initial site visit and inspection of the building / property. Any deficiencies will be required to be addressed;

The Heritage Advisory Committee and the Accessibility Committee may also review the application and provide comments to staff if deemed necessary;

The Community Improvement Committee will make a recommendation regarding the application.

Step 3 – Grant Approval

Should the application be approved, a Financial Incentive Program Agreement maybe required, which will outline the terms, duration, default and any other provisions of the incentive program;

Property owner(s) / authorized agent(s) sign the agreement.

Step 4 – Payment

Owner(s) / agent(s) provides proof that the project is complete and request payment (i.e. invoices / proof of payment of contractors, photos, confirmation from the Town's Building Department etc.);

The Municipality reserves the right to inspect the property and or audit final costs at the owner's expense;

Should the Applicant default any of the requirements of the Financial Incentive Program or the Municipality, approved assistance maybe withheld for a period of time as determined by the Municipality, canceled or the applicant maybe required to repay assistance to the Town;

Applicant(s) have 6 months to start the project and 1 year to complete the approved project from the date of the Notice of Approval. Extensions will be considered on a case by case basis. An application maybe canceled if work does not commence within the 6 month period or if the project is not completed within 1 year, in accordance with the Financial Incentive Program Agreement;

Payment will be issued as specified in the agreement with the Municipality by Financial Services.

4.3.2.11 Application Requirements

Applications for any of the Financial Incentive Programs must include the following:

1. A completed application(s) form;
2. Supporting documentation as identified in the pre-application meeting or by the Community Improvement Committee, such as:

Project Description (i.e. proposal, conceptual elevation plan, materials / colours of the street oriented facade, exterior lighting, other drawings and reports / studies). A Business Plan may be required);

Current Assessment Information;

Copy of Deed;

Photograph(s) of the existing building / property;

Three reliable cost estimates for eligible work from qualified contractors (i.e. must be acceptable to the Community Improvement Committee) and any other requirements;

A letter from the Town's Finance Department is required to ensure the property is up to date and in

good standing with respect to Municipal financial obligations.

Any additional forms of funding must be identified at the time of the application.

4.4 Implementation

These programs may apply, at the discretion of Council, to the whole or to part of the community improvement project area. The programs established under this Plan will be implemented over ten years, but Council may extend the program where Council deems it appropriate. It is intended that the Plan be implemented on July 22, 2013 and end July 22, 2023 except where Council extends the implementation of the Plan.

Nothing in this Plan shall limit the right of the Town of Lakeshore and its Council to undertake any other initiatives provided for under the Town's Official Plan to facilitate or achieve improvements to the CIP Area.

Council will determine during preparation of its annual budget the maximum contribution to be made available to the various programs under this Community Improvement Plan for the current year. The funding available on a annual basis will not require an amendment to this Plan unless funding is proposed to apply to new programs. Any unspent funds at year-end may be placed in reserves to be used in subsequent years.

4.5 Amendments

Amendments to this Community Improvement Plan will be required for:

- The addition of new municipal assistance programs involving grants, loans, tax assistance or land;
- A change in the eligibility criteria;
- An increase to a financial incentive to be offered within a municipal CIP program; and
- A change or expansion in the geographic area to which financial or land programs outlined in the CIP apply.

An amendment to the CIP would not normally be required if a municipality is cancelling or discontinuing a program, or if funding to a program is decreased.

4.6 Monitoring

Council will conduct periodic review of the programs being implemented under this Community Improvement Plan to determine their effectiveness. At that time Council may make changes to any of the programs offered in this Plan. Council shall ensure the programs operate in accordance with Provincial legislation and or policy.

4.7 Appendix E (Streetscape Plan – Downtown Core)

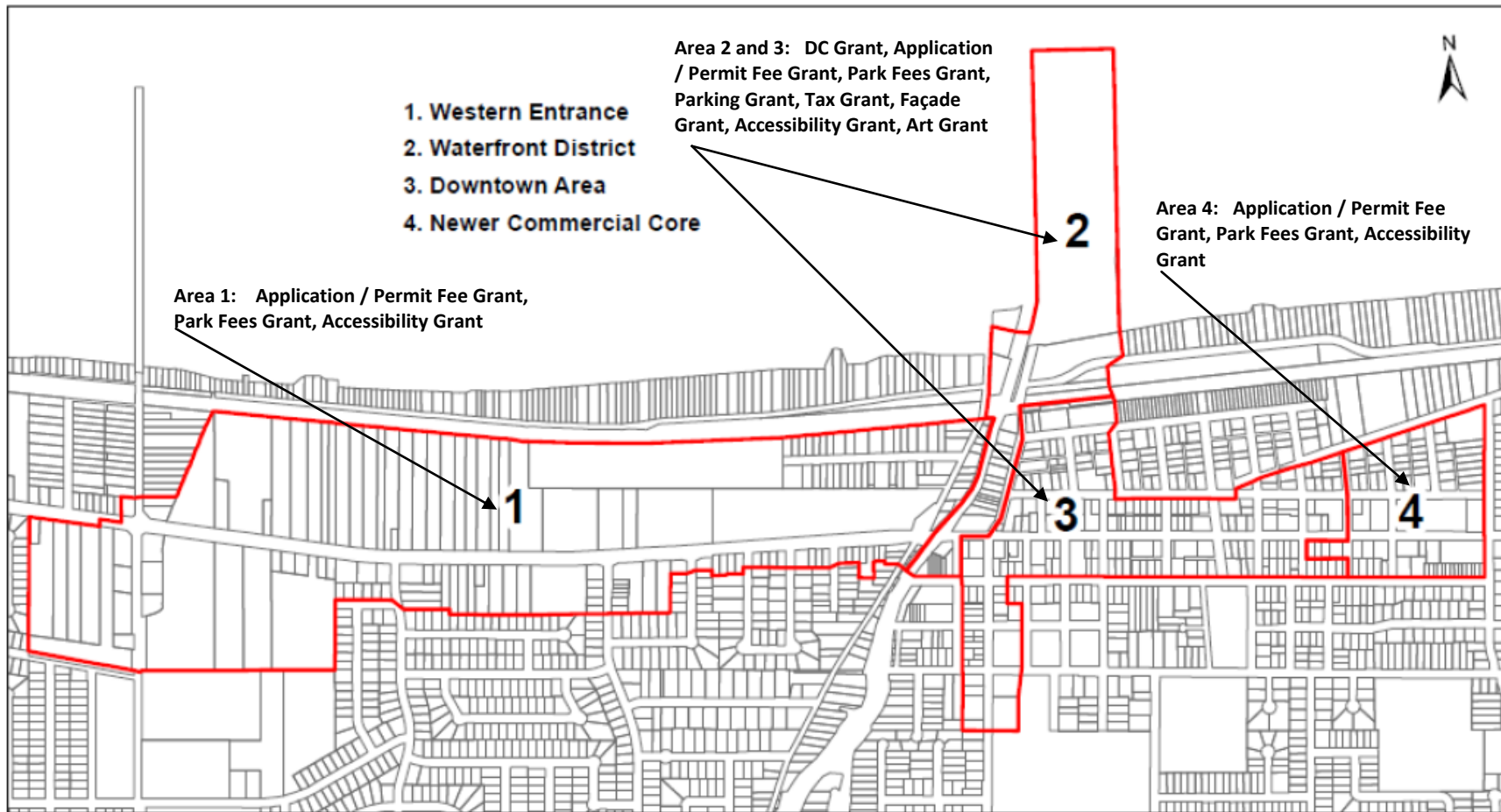
One of the primary objectives of the CIP is to transform the downtown core into an attractive and lively pedestrian-oriented urban core that provides a wide range of shopping, recreation, employment and entertainment opportunities. Through architecture, public art and common physical elements, the CIP aims to unify the large and diverse area, create a distinct character, foster a greater sense of community identity, and promote reinvestment. In light of these goals, a Streetscape Plan for the area has been prepared to realize the vision of the CIP. The Town, in consultation with the public, the BIA and property owners, initiated the Streetscape Plan to formulate a strategy that will unify the downtown core into a vibrant, healthy, pedestrian friendly environment. The Plan will provide detailed guidance for public and private investments in the downtown core.

Financial Incentive Program	Eligible District	Justification												
<p>1. DC Charges Grant Back</p> <p>The Development Charges Grant Back Program shall consist of a grant program, whereby registered property owners / or assignees will be eligible to receive a grant for a portion or all of the development charges owing for certain classes of development when developing underutilized sites and redevelopment on commercial and mixed use properties in the downtown area and waterfront district as a means to encourage investment through additional commercial space and or residential units above commercial units.</p> <p>Grant Amount is:</p> <table> <tr> <td>Sliding Scale</td><td>Refund</td><td>Maximum</td></tr> <tr> <td>Up to \$5,000 fee</td><td>100%</td><td>\$5,000</td></tr> <tr> <td>\$5,001 - \$10,000 fee</td><td>\$5,000 plus 75% of amount over \$5,000</td><td>8,750</td></tr> <tr> <td>\$10,001 - \$25,000 fee</td><td>\$8,750 plus 25% of amount over \$10,000</td><td>12,500</td></tr> </table>	Sliding Scale	Refund	Maximum	Up to \$5,000 fee	100%	\$5,000	\$5,001 - \$10,000 fee	\$5,000 plus 75% of amount over \$5,000	8,750	\$10,001 - \$25,000 fee	\$8,750 plus 25% of amount over \$10,000	12,500	<p>Area 2, 3 Priority Zone</p>	<p>The objective of this program is to provide assistance for the development and redevelopment of sites by further reducing the cost of development related to development charges. Reduced development charges will help facilitate development and redevelopment efforts, and the municipality will benefit through development which raises assessment and activity in the downtown area and waterfront district.</p> <p>Foregone income to the Town. Cost of DC grant must be met by the CIP funding pot.</p> <p>The CIP recognizes investment “priority zones” which are not comprised of only development sites, but are existing properties in “productive use” which offer the potential for reinvestment over the short to medium term.</p>
Sliding Scale	Refund	Maximum												
Up to \$5,000 fee	100%	\$5,000												
\$5,001 - \$10,000 fee	\$5,000 plus 75% of amount over \$5,000	8,750												
\$10,001 - \$25,000 fee	\$8,750 plus 25% of amount over \$10,000	12,500												
<p>2. Planning Application and Permit Fee Grant Back</p> <p>50% of planning application fees; 50% of building fees, up to a maximum of \$1,000.</p>	<p>Whole CIP Project Area</p>	<p>A program that provides rebates of various municipal planning and building permit application fees to stimulate private sector investment throughout the CIP Project Area.</p> <p>Significant benefit in reducing /eliminating planning and building permit fees.</p> <p>Foregone income to the Town. The Town incurs the costs of administration and any other overhead costs related to reviewing and processing the application or permit. The foregone departmental revenue for Development Services should be funded from the CIP Reserve Fund.</p>												

Financial Incentive Program	Eligible District	Justification
<p>3. Cash-in –lieu of Parkland / Parkland Dedication Exemption</p> <p>If cash-in-lieu of parkland is being employed, 25% to a maximum of \$5,000 of the cash equivalent paid by the owner is granted back by means of a grant, following successful completion of approved work, where land is being redeveloped for Commercial purposes in the Community Improvement Project Area.</p>	<p>Whole CIP Project Area</p>	<p>To promote the development of vacant / underutilized commercial sites within the CIP Project Area and encouragement of economic development, new business investment and employment.</p>
<p>4. Exemption from Parking</p> <p>The Town shall provide assistance in the form of an exemption from or reduction in the parking requirements (depending on the size of the building) established within the Zoning By-law where there are improvements, and or a change in use to an existing Commercial building in the downtown area and waterfront district. Section 40 of the <i>Planning Act</i> provides municipalities the opportunity to accept cash-in-lieu of parking via agreements with a proponent where required parking cannot be accommodated for the given project. The cash-in-lieu payment is negotiated between the Town and the Owner. Typically, this payment is based on each of the total number of parking spaces being reduced. A nominal fee will be considered for the necessary reduction; however, in order to comply with the provisions of the <i>Planning Act</i>; an agreement between the parties is required.</p>	<p>Area 2, 3 – in accordance with Schedule ‘C’ of the Town’s Zoning By-law</p>	<p>Traditional / historic downtown area and waterfront district: Pursuant to Section 40 of the <i>Planning Act</i> and Schedule ‘C’ of the Town of Lakeshore Zoning By-law.</p>
<p>5. Property Tax Increment Grant</p> <p>A Tax Increment Grant (TIG) leverages the increased assessment and property taxation generated by site redevelopment to reduce the financial costs of property rehabilitation and redevelopment by providing a grant equivalent to the Municipal portion of the property tax for a given property; and limiting such grants to annual payments for a maximum period of 10 years. The incentive for property taxes (municipal share only) is based on the increase in the assessed value of the property as a result of the improvement. At the current tax rate the municipal tax on \$100,000 is approximately \$575. Unless a building is demolished and rebuilt, the financial incentive is expected to be under \$2,000. In the event that a demolition and rebuild occurs and applies under this program, it is recommended that a cap be set at \$3,500 for the first year and decrease by 10% thereafter for the remaining 9 years. It should also be stated that this incentive cannot be used in conjunction with the façade improvement grant.</p>	<p>Area 2, 3 Priority Zone</p>	<p>Traditional / historic downtown area and waterfront district: A program to provide grants that would offset increases in municipal property taxes that are as a result of an increase in assessment, due to redevelopment in the traditional downtown area and waterfront district. Helps reduce financial costs of property redevelopment or major rehabilitation in these areas. This grant focuses on net municipal taxation gain which represents unrealized revenue if the development or enhancement of the property had not occurred. At the end of the grant program the Town realizes the full extent of the property taxes. The potential exists for net fiscal impacts to the Town arising from the effective deferment of tax revenues. The CIP recognizes investment “priority zones” which are not comprised of only development sites, but are existing properties in “productive use” which offer the potential for reinvestment over the short to medium term.</p>

Financial Incentive Program	Eligible District	Justification
<p>6. Façade Improvement Grant</p> <p>A grant is provided that is equivalent to up to 50% of the renovation costs, to a maximum of \$5,000 shall be available to assist Commercial / Mixed Use (residential units above a commercial use) building owners and or assignees to improve a building façade or façade signs.</p>	<p>Area 2, 3 Priority Zone</p>	<p>Traditional / historic downtown area and waterfront district: This area could benefit from restoration of historic buildings and upgrades (generally to maintain, rehabilitate, improve or restore building exteriors) to the façades of existing buildings and signage to enhance the image of the downtown / waterfront areas and improve the public realm, streetscape and pedestrian environment, as a means to attract private sector investment, tourism and to improve the “visual link” with the waterfront and downtown area. Immediate impact on the look of these districts. Advertises the change in these areas and creates critical mass of interest.</p> <p>The CIP recognizes investment “priority zones” which are not comprised of only development sites, but are existing properties in “productive use” which offer the potential for reinvestment over the short to medium term.</p>
<p>7. Accessibility Improvement Grant</p> <p>A grant is provided that is equivalent to up to 75% of the construction costs, to a maximum of \$1,500 shall be available to improve accessibility to Commercial and Mixed Use buildings may be eligible in the Community Improvement Project Area.</p>	<p>Whole CIP Project Area</p>	<p>Creating a place where every person who lives or visits can participate “fully” makes good sense — for our people, our businesses and our communities.</p>
<p>8. Public Art Grant</p> <p>A grant up to a maximum of \$1,000. The program provides funding for murals and public art on both public and private properties to promote community spirit and vibrancy in the downtown area and waterfront district where such art can be enjoyed by the public. Encourages artists from diverse backgrounds and range of experience to apply.</p>	<p>Area 2, 3 Priority zone</p>	<p>Traditional / historic downtown area and waterfront district: to promote a local waterfront theme and facilitate commercial neighbourhood identity, uniqueness, sense of place, community spirit and vibrancy of these areas where such art can be enjoyed by the public in highly visible locations, as well as in an pedestrian environment. Public art in these areas will make them more interesting and attractive.</p> <p>The CIP recognizes investment “priority zones” which are not comprised of only development sites, but are existing properties in productive use which offer the potential for reinvestment over the short to medium term.</p>

Financial Incentives Programs – Eligible District(s)



Municipality of Lakeshore – Report to Council

Operations

Public Works



To: Mayor & Members of Council
From: Jeff Wilson, Division Leader – Public Works
Date: June 2, 2023
Subject: Roundabout Landscaping and Design Concept

Recommendation

Direct Administration to proceed with Option 1 and approve the Roundabout Landscaping and Design Concept; and

Approve an additional amount of \$20,000.00 to be funded for the Roads Reserves, all as presented at the July 18, 2023 Council meeting.

Background

The roundabout improvement and landscaping was brought forward as a notice of motion at the August 9, 2022 Council meeting as presented below.

321- 08-2022

Moved By Councillor Santarossa
Seconded By Deputy Mayor Bailey

Whereas the turning circle at Notre Dame St and W Belle River Rd has required landscape replacements and improvements over the last few years;

And whereas the Council of the Municipality of Lakeshore wishes to lessen the long-term impact of construction on adjacent landowners as well as any replacement costs;

Therefore, be it resolved that the Council of the Municipality of Lakeshore direct administration to include the costs of replacing the landscaping on the turning circle and its medians at Notre Dame St and W Belle River Rd with artificial turf in the 2023 budget for Council consideration.

Based on the above notice of motion, a budget submission was brought forward and approved in the 2023 budget to develop a concept for the Roundabout Landscaping and Design Concept and complete the works.

Comments

Administration has been working through various options with a Landscape Architect. Consideration has been given to aesthetics, maintenance and of course enhancing the roundabout as an entrance to Main Street Belle River. The preferred concept plan has been appended for approval.

Although the Notice of Motion directed Administration to install synthetic turf in the roundabout and the boulevard areas, the 2023 budget submission included provisions for hardscaping, plants, and the installation of fencing (to replace the existing cedar trees along the southeast corner, to stop headlights shining into the homes on the east side).

Further, through discussions with the Landscape Architect, using turf in these areas may present more maintenance than natural grass due to the small area/sections. The use of the drainage of the area.

Roundabout

The center area is a custom designed sail effect which will include birds and fish laser cut into them (by CNC), this will further enhance the area with a visual effect and to tie in the proximity to the water/beach/marina.

The sails will weather naturally and become a lite rust color.

This concept also utilizes very resilient plants, requiring minimal maintenance. The plants are very hardy, salt resistant and have multi seasonal colors (see attached slides for further details about the plantings).

Artwork was not included in the 2023 budget submission, but with further consultation adding in a focal piece would significantly enhance the improvements and add to the overall look of the area.

Fence/Barrier

The area in the southeast corner of the roundabout will have a steel/composite fence installed with the Lakeshore logo in the middle of the fence to replace the high maintenance cedar trees.

The fence will eliminate the cost for tree replacements minimizing maintenance and will provide better protection for the pump station behind it, while still providing light control for the adjacent homes.

The boulevard areas on each remaining corner are to remain as natural grass. This will assist with the drainage and minimize the runoff coefficient in this area.

Financial Impacts

The financial impact has been summarized below:

Project Items	Total Cost (including applicable HST)	2023 Budget
Hardscape, Plants and Fence	\$45,000.00	
Additional Custom Artwork	\$20,000.00	
Total Costs (Estimated)	\$65,000.00	
2023 Budget		\$45,000.00
Difference (over)/under		(\$20,000.00)

The total projected costs create a shortfall amount of \$20,000.00 including applicable taxes.

Option 1: (Recommended)

Approve the Roundabout Landscaping and Design Concept including hardscape, plants fence, and artwork and approve an additional budget of \$20,000.00 to be funded from the Roads Reserves.

Option 2:

Remain within the 2023 budgeted amount of \$45,000.00 and complete the hardscape and fence portion of the Roundabout Landscaping and Design Concept and eliminate the custom artwork.

Attachments

Roundabout Landscaping and Concept Plan Presentation Slides

Report Approval Details

Document Title:	Roundabout Landscaping and Concept Plan.docx
Attachments:	- Roundabout_LFX2023.pdf
Final Approval Date:	Jul 11, 2023

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

Prepared by Jeff Wilson

Submitted by Krystal Kalbol

Approved by Justin Rousseau and Truper McBride

Belle River Roundabout

PROJECT 2023

Location of the **Belle River Roundabout**

The Roundabout is a gateway into the heart of Belle River. The location of this site is frequented by locals and tourists alike, as pedestrians, cyclists, and motorists.

At the Heart of Belle River

Belle River Marina

West Beach

Lakeview Park

Optimist Park

Belle River Roundabout

Belle River Downtown/BIA



Project Render Roundabout



Sculpture design:
Abstract steel sails, including
CNC design (to be carved in
sail).

Project Render Fence/Barrier



Replacement of cedar tree barrier with composite steel custom design fence, including Lakeshore logo.

Plant Materials

Plants were chosen based upon resiliency and adaptability to a micro-climate which is exposed to salt spray, and full day sun.



Stella D'oro Lily
Hemerocallis 'Stella D'oro'

Karl Foerster Grass
Calamagrostis x acutiflora 'Karl Foerster'



Moss phlox, Emerald Blue
Phlox subulate emerald blue



Yellow Twig Dogwood
Cornus Sericea 'Flaviramea'



Municipality of Lakeshore – Report to Council

Operations

Public Works



To: Mayor & Members of Council

From: Jeff Wilson, Division Leader of Public Works

Date: June 27, 2023

Subject: Windsor Essex Community Foundation (WECF) 40th Anniversary
Municipal Legacy Project

Recommendation

Approve the WECF 40th Anniversary Municipal Legacy Project concept; and

Approve a budget of \$15,000.00 to assist with supporting the project, to be funded from the Parks reserves, as presented at the July 18, 2023 Council meeting.

Background

WECF is celebrating 40 years of helping to build a better Windsor-Essex community. A package from WECF, entitled “40 Years of Inspiration” has been attached to this report for additional background information.

As noted in the attached, in 2022/2023 the Foundation has allocated special purpose funding in honour of their 40th Anniversary, with the goal of developing collaboration opportunities with our local municipal partners towards identifying and delivering community betterment legacy projects across the region.

Based on this, the WECF reached out to municipalities across Windsor & Essex County to obtain support to undertake projects. It was requested that the projects be constructed in areas adjacent to the waterfront, or other significant areas, if not available.

The following municipalities have confirmed participation in the WECF Legacy project(s):

- Town of Amherstburg
- Town of Essex
- Town of Kingsville
- Town of LaSalle
- Municipality of Leamington

- Town of Tecumseh
- City of Windsor

The WECF identified a 40th Anniversary Community Investment of \$15,000 to support a project in Lakeshore.

Comments

The Legacy project is intended to bring beautification and art to the shoreline of Lakeshore.

In consultation with a Landscape Architect, a concept and location has been provided in the attached, which includes an abstract art structure surrounded by plantings, that would enhance the surrounding area. This project was created within an allocated budget to fit the needs of WECF and the Municipality of Lakeshore.

Financial Impacts

Below is a summary of the associated projected project costs:

Legacy Project	Total Project Cost (including applicable HST)	Budget
WECF Investment Contribution		\$15,000.00
Municipality of Lakeshore Contribution		\$15,000.00
Total Project Costs	\$30,000.00	

Administration recommends support of the project and approval of \$15,000.00, to be funded from the Parks reserves to match the WECH investment contribution to fund the project.

The ongoing maintenance of the structure will be the responsibility of the Municipality of Lakeshore.

Attachments

WECF Celebrating 40 Years of Inspiration – Information Package
Waterfront Sculpture Concept Presentation

Report Approval Details

Document Title:	WECF 40th Anniversary Municipal Legacy Project.docx
Attachments:	- WECF - Celebrating 40 Years of Inspiration!.pdf - WaterfrontSculpture_LFX2023.pdf
Final Approval Date:	Jul 11, 2023

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

Prepared by Jeff Wilson

Submitted by Krystal Kalbol

Approved by Justin Rousseau and Truper McBride

WindsorEssex Community Foundation





The WindsorEssex Community Foundation is a charitable organization dedicated to improving communities across Windsor-Essex County through collaboration, strategic leadership, and innovative solutions to charitable giving. For 40 years, we have worked to improve the quality of life for residents of Windsor-Essex County and to create and support opportunities for prosperity.

The WindsorEssex Community Foundation (WECF), originally founded in 1983 as Heritage Windsor, is a perpetual community trust for philanthropic purposes. We assist donors in creating a lasting legacy to benefit and support their community, now and in the future. Through community investment activities, the WECF has invested over \$12 million in the community and has accumulated over \$23 million in assets.

In addition to this, the WECF also leads a variety of programs in Windsor-Essex County including Inspiration 100™, Vital Signs®, and Random Act of Kindness Day™.

We build a better Windsor-Essex community by attracting and managing legacy funds, making grants to support local programs, and bringing community partners together! The WECF has been proudly serving Windsor-Essex for the past 40 years.

Inspiring
PHILANTHROPY



OUR MISSION

To build a better Windsor/Essex Community by attracting and managing legacy funds, making grants to support community programs, and bringing partners together.

OUR VISION

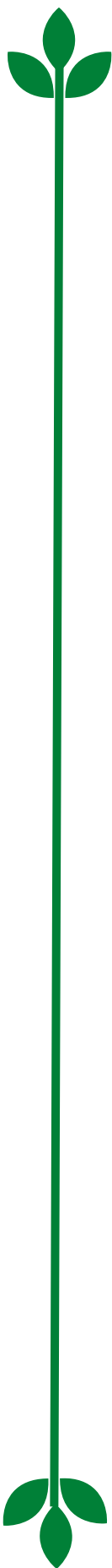
Inspiring philanthropy to benefit our community today and forever

OUR LEGACY

Our community is our legacy; the communities we call home help make us who we are. As we celebrate 40 years of Inspiring Philanthropy, we invite you, our community partner, to join us in supporting and celebrating this legacy.



1983



Founded as Heritage Windsor by Albert Weeks, Clifford Hatch Sr. and Charles Clark Sr., with the forward-thinking vision to develop a foundation with a basis of legacy giving in order to fund future gift-giving.

1992

Grants to City of Windsor for Ganatcho Trail and the Peace Fountain

1994

The Foundation becomes a member of Community Foundations of Canada

2008

The Foundation changes its name to the WindsorEssex Community Foundation

2010

The Foundation takes part in Random Act of Kindness Day for the first time

2013

The Vital Signs® Program launches in Windsor-Essex.

2016

The Foundation hosts the inaugural meeting of Inspiration 100™

2017

The Great Canadian Flag rises over Windsor-Essex, the result of a two-year community campaign to raise money for the Great Canadian Flag Project Fund held at the WECF

2020-
2021

Throughout the COVID-19 Pandemic, WECF Distributes pandemic relief funding across Windsor Essex County through grants & government and corporate initiatives

2022

Lisa Kolody, WECF Executive Director, becomes Chair of the Board of Directors of Community Foundations of Canada

2023

The Foundation celebrates 40 years of Inspiring Philanthropy and Community Supporting Community. With over 80 funds and \$24 million in assets, WECF continues to create lasting legacy throughout our great community of Windsor & Essex County

WECF is celebrating 40 years of helping to build a better Windsor-Essex community. At the core of the Foundation's outreach has been a rich history of charitable legacy giving through community initiatives and programs. In 2022/2023 the Foundation has allocated special purpose funding in honour of our 40th Anniversary with the goal of developing collaboration opportunities with our local municipal partners towards identifying and delivering community betterment legacy projects across our region.



Over the Foundation's four decades of community giving, we have developed tremendous community outreach and partnerships with a wide range of fundholders, donors and sponsors from both the private and public sectors. Our hope is to leverage and bring together these partnerships in recognition of this milestone with a goal of delivering the greatest impact possible towards continuing to make the Windsor-Essex community a great place to live and prosper.

The WECF is well known for our key programs such as Vital Signs, Random Acts of Kindness Day and Inspiration 100. These programs provide great insight and guidance towards where charitable funding could be best applied, however, it is recognized that each community has unique challenges and opportunities as well as other plans and strategic initiatives that merit support.

As WECF celebrates our 40th anniversary year, it is our goal to establish a legacy project in every municipality. We are hoping to identify potential projects and funding options to advance beneficial community legacy opportunities in your municipality, and work towards developing a roadmap that meets your planning timeline.

COMMUNITY

Supporting

COMMUNITY

LASTING COMMUNITY LEGACY

As we commemorate 40 Years of Inspiring Philanthropy throughout Windsor-Essex County, the WECF is celebrating with our community and creating lasting legacies. We are working with our local partners to create projects that will invest in lasting change, reflect who we are as the people of Windsor and Essex County, value our sense of place and culture, and honour both our local history and our future as it unfolds.

Opportunities to support these projects exist at every level. By supporting these projects, you can show your support as a community partner, and touch many lives within our diverse community.

MUNICIPAL WATERFRONT LEGACY PROJECTS

Continuing the Foundation's history of supporting the beautification, enhancement and preservation of one of Windsor and Essex' County's most cherished assets, The WECF is making an investment in each municipality for Waterfront Legacy projects in celebration of our 40th Anniversary.

This is an opportunity to celebrate the legacy of giving that WECF has in your community, while making a meaningful impact that will endure for years to come. Projects could include waterfront gathering spaces, park structures, fountains, monuments, and more!

We are happy to discuss these projects and the ways you may wish to support and celebrate together!

**To discuss how you can join our celebration, please contact
Lisa Kolody, Executive Director, at 519-255-6572 or lkolody@wecf.ca**

Celebrating
TOGETHER

WINDSORSEX COMMUNITY FOUNDATION

3200 Deziel Drive, Suite 511, Windsor, Ontario, N8W 5K8

519.255.6572
info@wecf.ca
wecf.ca



@WECFoundation





LANDSCAPE EFFECTS

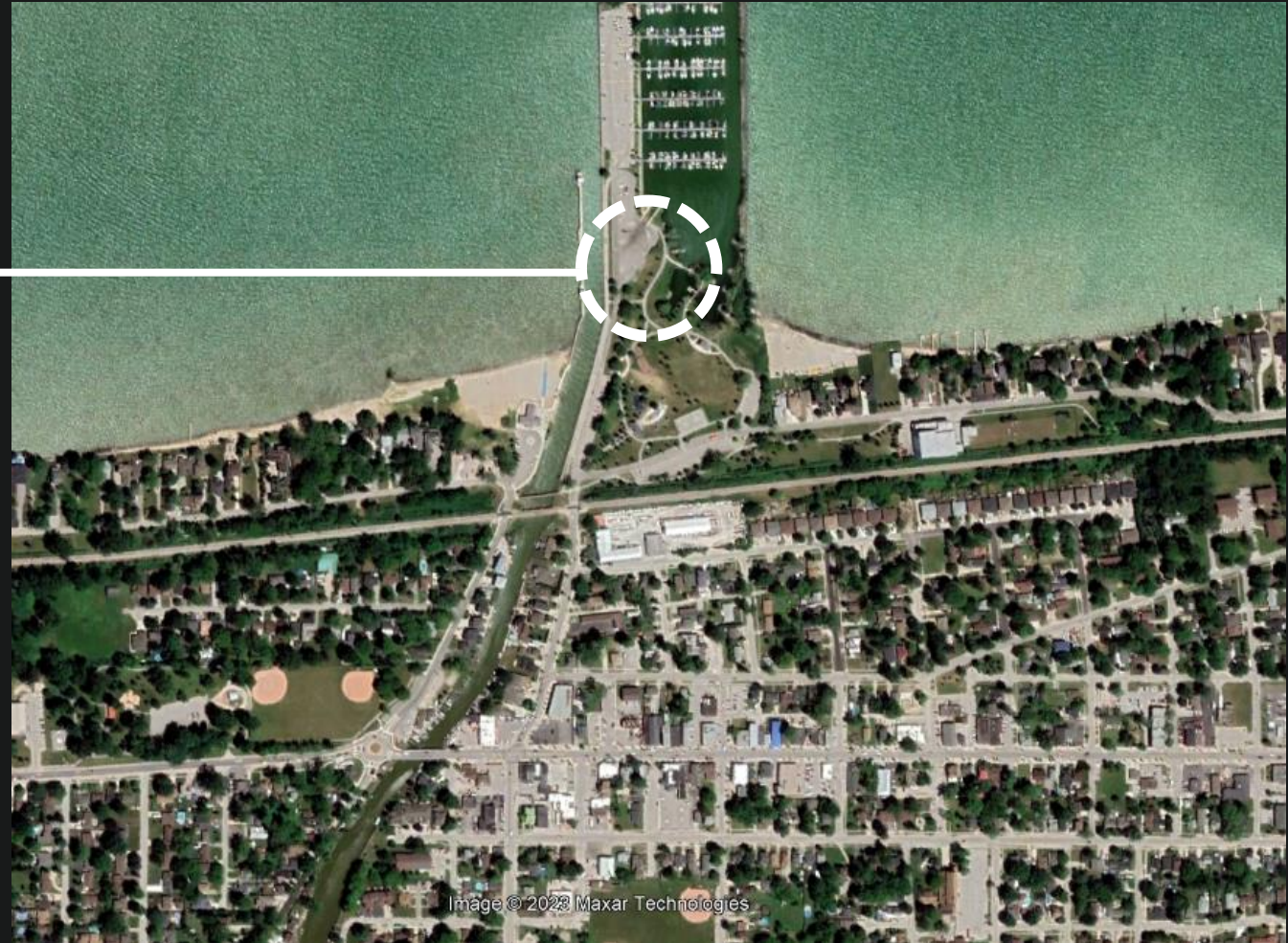
ARCHITECTURE DESIGN LANDSCAPING

Lakeshore Waterfront Sculpture PROJECT 2023

Site Context

Location of the **Lakeshore Waterfront Sculpture**

The sculpture will be located at the head of Lakeview Park and next the Belle River Marina. Panoramic views of the lake make this location a prime spot for tourists and locals alike. This park offers walking paths, fishing, an amphitheater, splashpad and picnic areas.



Site Location



Project Inspiration



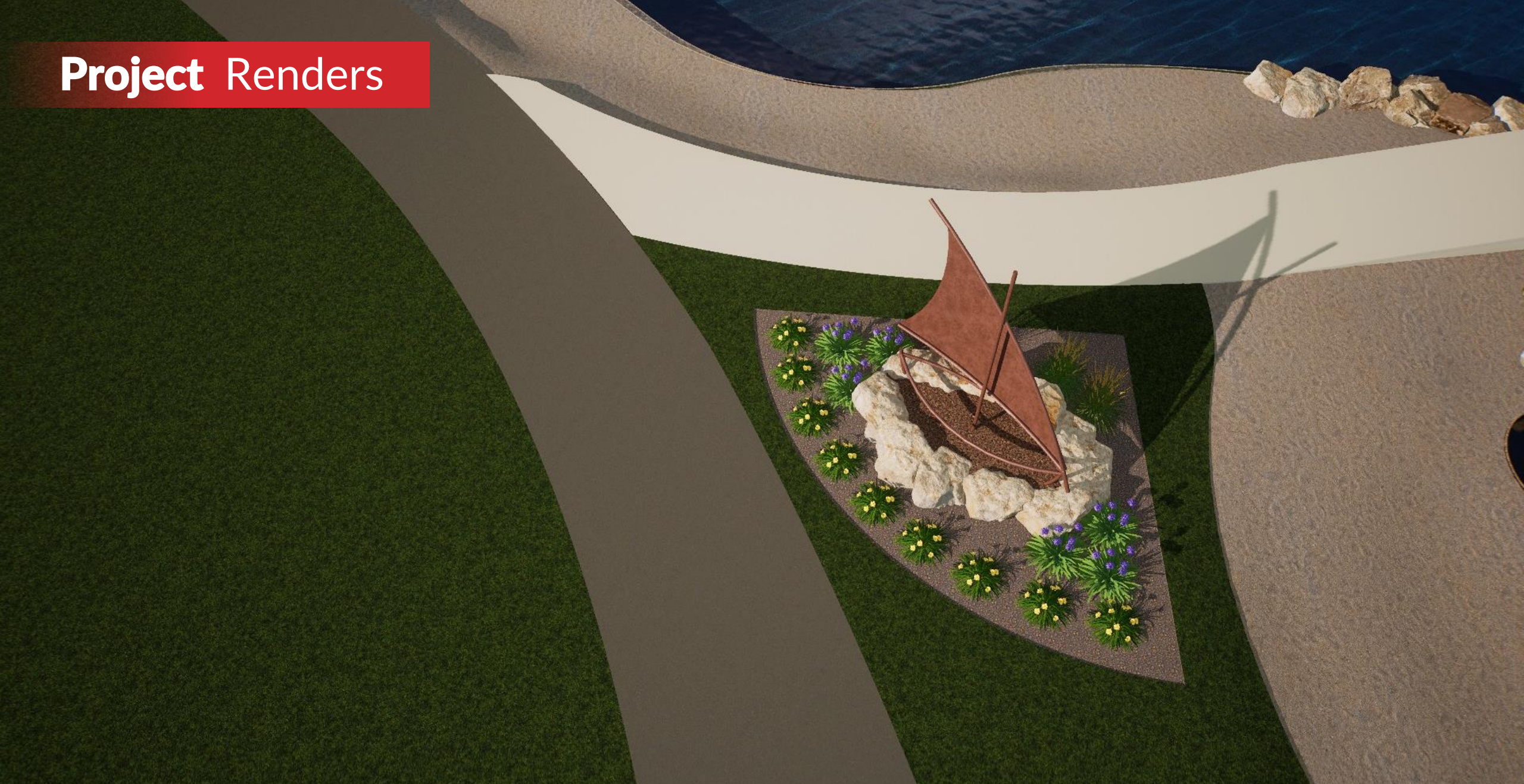
Project Renders



Project Renders



Project Renders



Municipality of Lakeshore – Report to Council

Operations

Public Works



To: Mayor & Members of Council

From: Krystal Kalbol, P. Eng., Corporate Leader - Operations

Date: July 5, 2023

Subject: Removal of the Pedestrian Bridge across the 4th Concession Drain

Recommendation

Approve the amount of \$3,000.00 (including applicable HST) for the removal and disposal of the pedestrian bridge that crosses over the 4th Concession Drain that provides access from the pathway along the stormwater pond, through 1203 Faith Drive (Urban Field House), as presented at the July 18, 2023 Council meeting.

Background

In 2009 a lease agreement was executed between the Municipality of Lakeshore and the Windsor Essex Catholic District School Board (1217 Faith Drive) to install a pedestrian bridge over the 4th Concession Drain. This bridge was installed to provide access across the 4th Concession Drain to connect the pathway from St. Anne's Drive, (that runs adjacent to a stormwater management pond on Municipal property), through the property at 1203 Church Street, providing pedestrian connectivity to Faith Drive.

This connectivity was to provide Oakwood Avenue/River Ridge residents with an easier alternate access to Faith Drive/County Road 22 and for students to gain access across the drain to and from the schools (St. Anne's and St. Williams).

The lease agreement was required with the School Board, as a portion of the bridge structure was located within the property boundary limit of the school lands (see attached map related to the property boundary of 1217 Faith Drive).

The bridge was installed in 2011 by the Municipality of Lakeshore.

The property at 1203 Faith Drive (formally 1201 Church Street) was previously owned by the Diocese and sold. Unfortunately, the agreement of purchase and sale included a clause that the purchaser could eliminate the pedestrian access/pathway across 1203 Faith Drive, if required.

The purchaser/current owner converted the St. Williams Parish into what is now known as the Urban Field House. This facility is an events venue and has struggled with pedestrian traffic crossing private property and conflicting with the nature of their business and causing interruption during private events.

Comments

Although there have been attempts to negotiate and secure an easement for the bridge and pathway (across 1203 Faith Drive), but considering the pending uncertainty of the property use and sale, a Municipal easement was never established.

The owner of the Urban Field House has provided the Municipality notice to deny/block off public access across their property (via installation of a fence).

A meeting was held with the School Board in an attempt to determine an alternative access through the School Board lands but Administration was unsuccessful in doing so. The School Board is aware of the pending removal of the pedestrian bridge access.

Based on the above, Administration is recommending the removal of the pedestrian bridge to eliminate any pedestrian confusion, conflict and safety concerns.

Signage will be placed in advance related to the removal of the bridge and access to provide advanced notification to regular users of the trail.

Administration will seek other means to restore proper connectivity and access for pedestrian traffic across the 4th Concession Drain through future development plans and agreements.

Financial Impacts

The financial impact is the incurred cost of \$3,000.00 (including applicable HST) to remove and dispose of the pedestrian bridge, to be funded from the bridge reserves.

Report Approval Details

Document Title:	Pedestrian Bridge Removal across the 4th Concession Drain.docx
Attachments:	- Pedestrian Bridge Location Map.pdf
Final Approval Date:	Jul 11, 2023

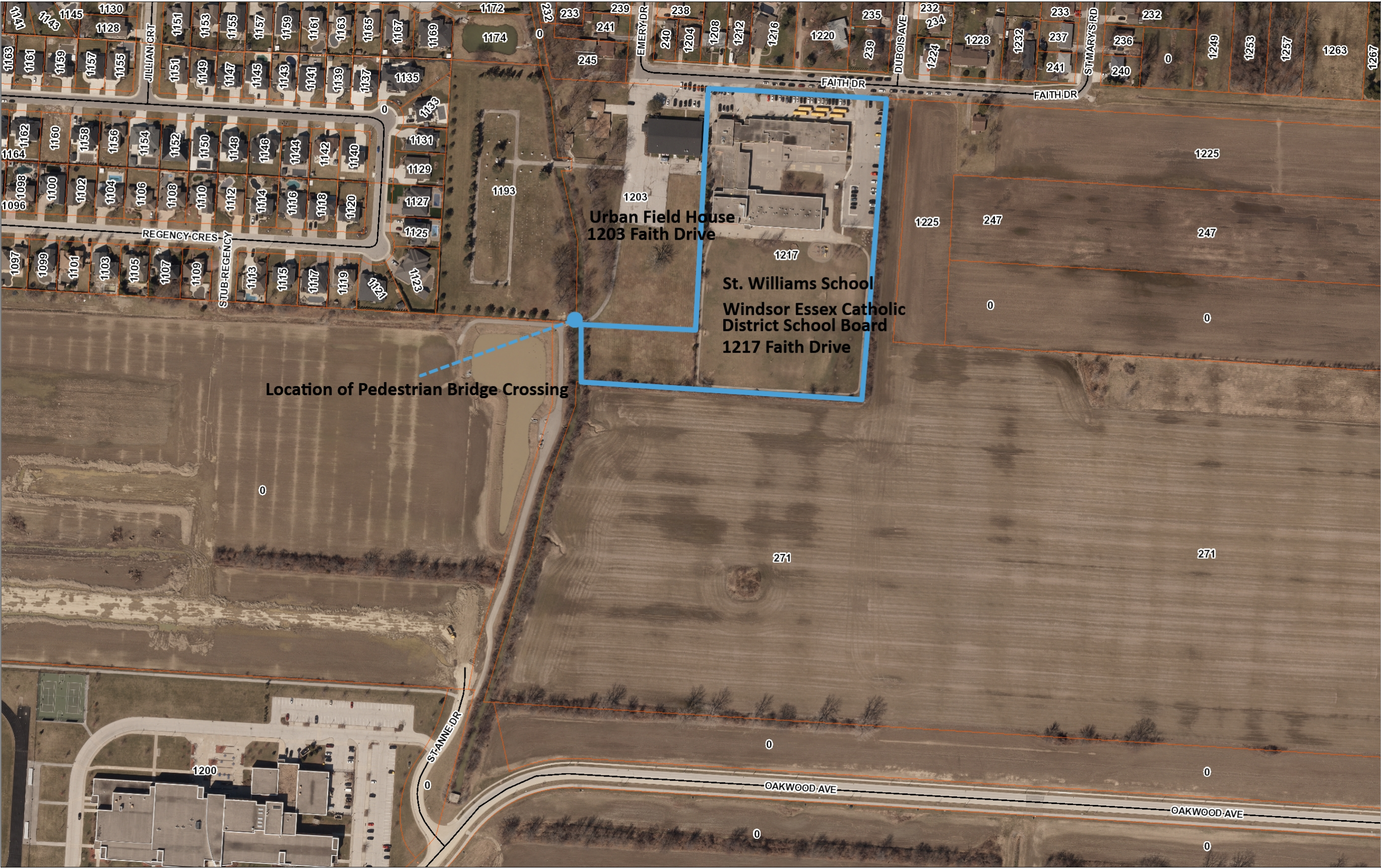
This report and all of its attachments were approved and signed as outlined below:

Prepared by Krystal Kalbol

Approved by Justin Rousseau and Truper McBride



Pedestrian Bridge Location Map



Legend

- Tax Parcel
- Address Label
- WorkingParcel
- Street Centreline
- <all other values>
- CNTY
- LAK
- PRIV
- PROV

Notes:

1: 2,943



This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable. THIS MAP IS NOT TO BE USED FOR NAVIGATION

Municipality of Lakeshore – Report to Council

Operations

Engineering and Infrastructure



To: Mayor & Members of Council

From: Krystal Kalbol, P. Eng., Corporate Leader - Operations

Date: July 6, 2023

Subject: Update to the Windsor/Essex Region Stormwater Management Standards Manual (WERSMSM)

Recommendation

Direct Administration to participate in updating the Windsor/Essex Region Stormwater Management Standards Manual and contribute the Municipality of Lakeshore's share in the amount of \$7,500.00 (including applicable HST), as presented at the July 18, 2023 Council meeting.

Background

In 2018, the Essex Region Conservation Authority (ERCA) published the Windsor/Essex Region Stormwater Management Standards Manual (WERSMSM) on behalf of the Windsor/Essex Region Municipalities.

WERSMSM was initiated as a collective, regional initiative to ensure consistency in stormwater management requirements across all of Windsor-Essex, while also providing design guidance as it applies to our unique local landscape and environment. This became the primary objective of the Manual.

The WERSMSM was completed and published in 2018, outlining and defining stormwater management standards for the Windsor/Essex Region and presents what is considered to be the best practice in stormwater management for the region.

WERSMSM is used by Lakeshore as the standard for all stormwater management design approvals in conjunction with Lakeshore's Development Manual.

Comments

WERSMSM was to be viewed as a living document, to be reviewed, updated, and improved. It was anticipated that, at a minimum, the document would be reviewed every 5 years.

In February of 2023, a meeting was held with the Regional Engineer's group (and ERCA). It was identified at that meeting that the current WERSMSM was due to

undergo an update. After this meeting, ERCA reached out to Landmark Engineers, to discuss interest, timing and further requested a proposed fee to facilitate the update.

Over the years since its inception, ERCA has collected both written and verbal comments/feedback from various consultants and municipalities to assist with the update to the Manual. This amendment is intended to provide additional guidance, clarification, review and revisions related to a number of items.

It is expected that the Municipality of Lakeshore will participate in the amendment and provide comments and input for consideration as required.

Others Consulted

ERCA and all impacted municipalities were consulted.

Financial Impacts

The total financial impact will be \$7,500 (including applicable HST) to be taken from the Plans and Studies Reserve.

Report Approval Details

Document Title:	Windsor Essex Region Stormwater Management Standards Manual Update.docx
Attachments:	
Final Approval Date:	Jul 11, 2023

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

Prepared by Krystal Kalbol

Approved by Justin Rousseau and Truper McBride

Municipality of Lakeshore - Report to Council

Growth & Sustainability



To: Mayor & Members of Council

From: Tammie Ryall, BES, RPP, Corporate Leader – Growth & Sustainability

Date: July 7, 2023

Subject: Policies for Short Term Rentals in the Municipality of Lakeshore Official Plan Review, Official Plan Amendment No. 16

Recommendation

Endorse the policies to regulate Short Term Rentals in the Lakeshore Official Plan Review, Official Plan Amendment No. 16, as included in Attachment 1;

Direct Administration to advise the County of Essex of Council's endorsement of the Short Term Rental policies; and

Prepare a zoning by-law amendment to implement the Short Term Rental policies and Council direction; all as presented at the July 18, 2023 Regular Council meeting.

Background

The Official Plan is a document which contains goals, objectives and policies intended to guide the long-term future land use and growth within the Municipality. It provides the policy framework to guide the physical, social and economic development of the Municipality. All municipal public works undertaken, and all by-laws passed must be in conformity to the Official Plan (as required under Section 24 of the *Planning Act*).

Lakeshore Council adopted Official Plan Amendment No. 16 on April 20, 2021 in order to update the Official Plan. More detailed information and a summary of the process, public engagement and Council motions are included in Attachment 2.

Council Motion on Short Term Rentals

A motion of Council, 15-2020 was passed on July 28, 2020, which directed "Administration to prepare a report for the first meeting of September regarding prohibiting short term accommodation rentals."

A report was presented in September 2020 with different options for consideration. Subsequently, public meetings were held to receive public comments on short term rentals.

The version of the Official Plan Amendment No. 16 (OPA 16) presented at the November 17, 2020 Public meeting contained policies intended to guide the development of Short Term Rentals. This meeting was the “statutory” public meeting required under the Planning Act, prior to Council adoption. A subsequent report to Council summarized the comments received and recommended changes to the OPA 16.

The following resolution was passed at the special Council meeting of December 15, 2020:

451-12-2020

Remove revisions to the draft Official Plan regarding short term rentals.

Carried

On September 28, 2021, a report was presented. Council passed a motion to defer consideration of the report pending a further report regarding regulatory options for short term rentals, including business licensing, number of permitted short term rentals, definition of primary residence and types of dwelling.

Following receiving a report on Short Term Accommodations, Regulating and Licensing Options on May 10, 2022, Council directed Administration to implement Option 3, to permit short-term rental accommodations in primary residences only, to be regulated in the zoning by-law.

Comments

In keeping with the motion of Council 451-12-2020, references to short term rentals were removed from the OPA 16.

Council directed administration to review short term rentals in 2021 and undertake public consultation on this topic.

As public consultation was undertaken, and Council subsequently directed that Short Term Rentals be regulated in the Zoning By-law on May 10, 2022, it is recommended that the Official Plan policies previously in the OPA 16 be reinstated.

The policies treat short term rentals the same as bed and breakfast establishments. Bed and Breakfast establishments are in the current Official Plan. The policies refer to short term rentals as “other forms of short term accommodation” and permit them in the following areas:

Section 4.4.2 – Tourism – general policies supporting the development of short term rentals

Section 6.2.1 – Agricultural – short-term rentals would be permitted in the agricultural area and considered as a home occupation that is an on-farm diversified use.

Section 6.3 – Hamlet Sections; 6.4 – Waterfront; Section 6.5.1 Urban Fringe; and, Section 6.6. Residential – short-term rentals would be permitted in a single detached dwelling subject to a zoning by-law amendment. The need for a zoning by-law amendment would ensure that criteria such as adequate parking and ensuring that it is the primary residence would be reviewed and that adjacent residents would be informed of the change of use.

Council directed that short term rentals be permitted in primary residences. Therefore, the wording has been revised to state that short term rentals will be permitted in residential units in the Mixed-Use designation, Section 6.9 of the Official Plan.

The changes to include short term rentals are shown in yellow highlights in Attachment 1.

Conclusion

Administration is of the opinion that the short-term rental policies are consistent with the Policies of the 2020 Provincial Policy Statement and conform with the policies of the upper tier Official Plan, namely the County of Essex Official Plan (2014).

Next Steps

If Council supports the recommendation in this report to regulate short term rentals in OPA 16, as included in Attachment 1, Administration will advise the County Planning Department of Council's direction. The County of Essex is the approval authority for review and approval of OPA 16.

The County will review the request, and if in agreement, will include the short term rental policies in the list of modifications (changes) to OPA 16.

A list of the proposed modifications (changes) will be presented to Lakeshore Council for endorsement at a future meeting (Q3 or Q4 of 2023).

Administration will prepare a zoning by-law amendment to implement the policies and the previous Council direction. A public meeting is required for a zoning by-law amendment. Notice of the public meeting and subsequent adoption will be sent to those persons and agencies which are required under the Planning Act and Regulations.

Others Consulted

The Municipality of Lakeshore Planning Consultant, WSP

The County of Essex, as the approval authority of OPA 16.

Financial Impacts

There are no budget impacts resulting from the recommendation. Council allocated \$115,000.00 to the OPA 16 capital project in 2020.

Attachments:

Attachment 1 – wording to include Short Term Rentals into the Official Plan

Attachment 2 – Summary of the Official Plan review process

Final version of Official Plan with deletions and additions (March 2021) with red lines appears at the March 9, 2021 meeting calendar at

<https://events.lakeshore.ca/Meetings/Detail/2021-03-09-1800-Regular-Council-Meeting>

Report Approval Details

Document Title:	Reference to Short Term Rentals in the Lakeshore Official Plan.docx
Attachments:	- Attachment 1 Lakeshore OP Short Term Rental Sections.docx - Attachment 2 Summary of the Official Plan program.docx
Final Approval Date:	Jul 13, 2023

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

Prepared by Tammie Ryall

Approved by Justin Rousseau and Truper McBride

4.4.2 *Tourism*

The Municipality may prepare a tourism strategy to promote tourism development. The Municipality of Lakeshore offers a range of tourism assets and opportunities, which include the waterfront recreational uses associated with Lake St. Clair, cultural and heritage resources, parks and open spaces, and areas of agricultural and natural amenity.

The following will be the policy of the Municipality:

- a) The Municipality may develop a tourism strategy to identify the Municipality's tourism assets and opportunities to promote and enhance tourism.
- b) The Municipality may promote agriculturally related tourism and identify such current and potential uses and provide a regulatory framework to promote the growth of agriculturally related tourism.
- c) The Municipality may promote the maintenance and improvement of existing tourism and tourist destination-oriented uses in the Municipality and encourage the establishment of additional tourism opportunities in the form of accommodation facilities, and appropriate entertainment and recreational attractions.
- d) The Municipality recognizes and supports the development of tourism uses within the Urban Areas and the Lake St. Clair waterfront that will encourage visitor stops, provided such uses do not detract from the principal functions and uses of these areas. Such initiatives may include support for:
 - i) tourist-recreational activities associated with the lakeshore and initiatives to enhance the Primary Nodes;
 - ii) promotion of connected multi-purpose trails systems connecting Lakeshore's Urban Areas and natural amenities;
 - iii) new and existing tourism related attractions such as a craft market, farmer's market, summer theatre and outdoor festivals, particularly if such uses are located to encourage interaction with the major activity nodes in the Primary Nodes or on the waterfront;
 - iv) establishment of Heritage Districts to promote cultural heritage resources, particularly in the established Primary Nodes; and
 - v) bed and breakfast accommodations and other forms of short term accommodation in accordance with the policies of this Plan.
- e) The Municipality will support the development and promotion of scenic, recreational and educational parkways with well signed and interesting attractions along the Lake St. Clair shore and throughout the Municipality.
- f) The Municipality supports the maintenance and improvement of accommodations for tourists, including hotels, motels, bed and breakfast establishments, other forms of short term accommodation, and camping facilities.

6.2 Agricultural Designation

The majority of land within the Municipality is designated Agricultural Designation and consists entirely of prime agricultural lands which includes Canada Land Inventory Classes 2 and 3, and associated agricultural and rural uses. The Provincial Policy Statement requires that these lands be protected for agricultural uses unless appropriate justification is provided for alternative uses.

Traditional as well as agriculture-related use and on-farm diversified uses and associated activities make an important contribution to the economy of The Municipality. The Agricultural Designation is intended to preserve and strengthen the continued viability of the agricultural community. The policies protect agriculture from the intrusion of incompatible uses, such as non-farm related residential dwellings and other uses that are sensitive to contemporary agricultural practices.

6.2.1 Permitted Uses

Subject to the other policies of this Plan, the following policies will apply in determining uses permitted on land designated Agricultural Designation on Schedule “C”:

The primary use of the land shall be agricultural. This includes the growing of crops, including nursery and horticulture crops; raising of livestock; raising of other animals for food, fur or fibre, including poultry and fish; aquaculture; apiaries; agro-forestry; maple syrup production; and associated on-farm buildings and structures, including accommodation for full-time farm labour when the size and nature of the operation requires additional employment.

- b) Licenced Cannabis Production Facilities (CPFs) in accordance with the Cannabis Act and subject to other pertinent policies of this Plan, may also be considered as a use in certain areas of the “Agriculture” designation as identified on Schedule “C” of the Official Plan, subject to a site-specific zoning amendment and site plan.
- c) Upon receipt of an application for a zoning amendment and site plan control to permit a CPF in the “Agriculture” designation, Council shall be satisfied that the following criteria is met:
 - i) new purpose-built facilities will be encouraged as the first option, and any retrofit or use of existing agricultural buildings or structures must demonstrate suitability in accordance with the policies of 8.3.1.2 of this Plan;
 - ii) that mitigation measures be taken to reduce impacts on nearby residential, institutional, and other sensitive land uses, and, to determine the appropriate separation distance of the proposed facility to existing sensitive land uses and zones, including commercial and recreational land uses frequented by members of the public;
 - iii) that buffering and screening will preserve the agricultural character of the surroundings; and
 - iv) that required facilities will be installed such as, but not be limited to, on-site

water storage, rate-of-flow control facilities and complete Stormwater management facilities as listed under Section 7.3 of this Official Plan.

- d) the Zoning By-law shall permit one primary single unit dwelling per lot;
- e) an additional residence on a lot for the purpose of housing farm help may be allowed once the need for such housing has been adequately demonstrated in terms of the following: the farm helps' working activity is primarily, but not necessarily exclusively, devoted to the farm operation; and the farm operation requires the help to be accommodated close to the farm. The farm help residence should use the same access as the primary single unit dwelling where such dwelling exists, be located within the cluster of farm buildings and will not be eligible for severance in the future.
- f) On-farm diversified uses that are secondary to the principal use of the property are permitted, including but not limited to: small-scale home occupations, subject to 6.2.1 g), small-scale home industries, subject to 6.2.1 h), and those uses which add value to farm produce which may include such uses as the processing, preserving, storing and packaging of the farm's produce on the farm property, fruit/vegetable/flower stands and farm markets, wineries and breweries, sales outlets for agricultural products produced on the farm, and agri-tourism uses such as farm machinery and equipment exhibitions (on a temporary basis), farm tours, petting zoos, hay rides and sleigh rides, processing demonstrations, pick-your-own produce establishments, small-scale farm theme playgrounds for children and small-scale educational establishments that focus on farming instruction. On-farm diversified uses are secondary to the principal agricultural use of the property, and will be limited in area. Proposed on-farm diversified uses will be compatible with, and will not hinder, surrounding agricultural operations. The Zoning By-law will establish provisions related to on-farm diversified uses.
- g) Agriculture-related uses including farm-related commercial and industrial uses directly related to, and supportive of an agricultural operation are permitted, that benefit from being in close proximity to farm operations, provided the following policies are considered:
 - i) the agriculture related commercial or industrial operation is of a small scale and cannot reasonably be located in a non-agricultural designation and is required in close proximity to the farm operation;
 - ii) such uses will be located to conform with the Minimum Distance Separation Formula;
 - iii) an amendment to the Zoning By-law is approved;
 - iv) the agriculture related commercial or industrial use will not require large volumes of water nor generate large volumes of effluent and will be serviced with appropriate water supply and sewage treatment facilities;
 - vi) the agriculture related commercial and industrial uses will be located and designed to minimize potential adverse impacts including noise, visual, odours, and air emissions, upon nearby residential or other sensitive uses by buffering measures such as landscaping, berming and building setback and layout;

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- vi) the location of agriculture related commercial and industrial uses must provide for appropriate access and minimum sight distances in either direction along a municipal road;
 - vii) the use does not substantially change the agricultural character of the area and outdoor storage is limited; and
 - viii) proposed agriculture-related uses will be compatible with, and will not hinder, surrounding agricultural operations.
- h) Greenhouse farms will be permitted in the Agricultural Designation, provided the following policies are considered:
- i) specific development standards are provided in the Zoning By-law;
 - ii) the greenhouse farm is subject to Site Plan Control in accordance with Section 8.3.4; and
 - iii) the recycling of irrigated water by greenhouse farms will be required in order to reduce primary water use.
- v) Forestry and agro-forestry uses related to the growing and harvesting of trees and the processing of trees will be permitted in the Agricultural Designation. Where the use involves the processing of trees, the following policies are considered:
- i) the use will require an amendment to the Zoning By-law and specific development standards are provided in the Zoning By-law; and
 - ii) the use is subject to Site Plan Control in accordance with Section 8.3.4.
- j) Small-scale home occupations will be permitted, provided the use remains clearly secondary to the farm operation and is conducted by a member of the family owning the property, and may include:
- sales outlets for agricultural products produced on the farm;
 - small home occupations conducted from the main residence and normally limited to the occupants of the property;
 - bed and breakfast establishments and other forms of short term accommodation; and
 - agri-tourism uses
- k) Small-scale home industries, which are conducted in whole or in part in an accessory building (e.g., shed or farm building) by a member of the family owning the property, will be permitted. In order to ensure that the scale of the home industry is clearly accessory to the main use, the number of employees, the gross floor area and outside storage associated with a home industry will be limited in the Zoning By-law.
- l) Mushroom operations including the growing, harvesting, cleaning, packaging and shipping of mushrooms and any other uses related to mushroom production are also permitted in the Agricultural Designation, provided the following policies are considered:
- i) specific development standards are provided in the Zoning By-law;
 - ii) the mushroom operation is subject to Site Plan Control in accordance with Section 8.3.4; and

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- iii) the recycling of irrigated water by the mushroom operation will be required in order to reduce primary water use.
 - m) New livestock facilities and the expansion of existing livestock facilities are permitted in the Agricultural Designation without an amendment to the zoning by-law provided the proposed location is in compliance with the Minimum Distance Separation (MDS) Formulae.
 - n) Existing mobile home parks are permitted in the Agricultural Designation. The establishment of new mobile home parks or the expansion of existing mobile home parks will only be permitted in accordance with the policies of Section 4.3.1.5.3.
 - o) The extraction of aggregate, mineral or petroleum resources will be permitted in accordance with the *Aggregate Resources Act*, the *Mining Act* or the *Oil, Gas and Salt Resources Act*, as appropriate, subject to the policies of Section 5.3 of this Plan.
 - p) Uses accessory to any of the permitted uses in the Agricultural Designation are permitted.
 - q) The specific uses permitted and accessory uses will be established in the Zoning By-law. The provisions in the Zoning By-law will include building setbacks from property lines, on-site parking requirements, landscaping, screening and/or buffering requirements, outside storage requirements and lighting control requirements for commercial and industrial uses.
 - r) The Municipality will consider Provincial Guidelines on Permitted Uses in Ontario's Prime Agricultural Areas, when addressing the appropriateness of permitted uses within the Agricultural Designation, while ensuring the greatest flexibility to support the continued viability of agricultural operations in the Municipality.
 - s) an additional residential unit (ARU) shall be permitted within a primary single unit dwelling subject to the following criteria:
 - i. The gross floor area of the ARU is equal to or less than the floor area of the primary single unit dwelling on the lot;
 - ii. The dwelling fronts on and has access to/from a municipal road;
 - iii. There are adequate services including municipal water; and adequate off-street parking is provided;
 - t) a stand-alone ARU, as an ancillary use to a primary single unit dwelling, shall be permitted subject to a Zoning By-law amendment and appropriate zoning regulations being in place. The following criteria will be considered as the basis for all Zoning By-law amendments to permit a stand-alone ARU:
 - i. The ARU is subordinate to the primary dwelling on the lot;
 - ii. There is no other stand-alone ARU or garden suite on the property, however an additional ARU may be permitted within the primary single unit dwelling;
 - iii. The ARU should use the same access as the primary single unit dwelling and be located within the cluster of existing buildings;

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- iv. The ARU will not be eligible for a severance in the future;
 - v. There are adequate services including municipal water; and
 - vi. Other requirements such as parking, tree preservation, landscaping and the provision of amenity areas are adequately addressed;

u) garden suites shall be permitted as a temporary use in accordance with the policies of Section 4.3.1.5.2 of this Plan and subject to the following criteria:

- i. a maximum of one garden suite per lot is permitted;
- ii. sufficient parking is provided;
- iii. the property owner must reside in the primary single unit dwelling on the lot;
- iv. there is no stand-alone ARU on the property, however an additional ARU may be permitted within the primary single unit dwelling;
- v. the property owner has entered into an agreement with the Town with respect to such matters as installation, maintenance, removal and occupancy of the garden suite and has posted suitable financial security with respect to the agreement in accordance with the *Planning Act*;
- vi. a certificate of occupancy will be required prior to occupancy;
- vii. there are no servicing constraints and, where the property is served by private on-site sewage services, approval of a garden suite is subject to approval of the Municipality's Building Department; and
- viii. the garden suite shall be of a temporary nature and shall not entail any major construction or investment on the part of the owner or that the owner will not experience undue hardship in removing the garden suite or converting it to a permitted use.

The Hamlet Areas originated as service and residential centres for the surrounding agricultural community. The Hamlets Areas include the Settlement Areas of North and South Woodslee, Rochester Place/Deerbrook, St. Joachim, Ruscom and Staples. The Hamlet Designation recognizes the continued role and function of these Settlement Areas. Hamlet development, in concentrations of residential, commercial, community and industrial service uses, is the preferred development form over scattered non-farm development in the Agricultural Designation.

6.3.1***Permitted Uses***

Subject to the other policies of this Plan, the following policies will apply in determining uses permitted on land designated Hamlet Designation on Schedule “C”.

- a) Low density residential dwellings will be permitted.
- b) A second dwelling unit may be permitted in accordance with the policies of Section 4.3.1.5.1.
- c) Home occupations will be permitted in association with a residential use.
- d) Bed and breakfast establishments **and other forms of short term accommodation** will be permitted within a single detached residential dwelling, provided that all of the required parking is accommodated on the same lot, and subject to a site-specific amendment to the Zoning By-law.
- e) Small scale commercial and industrial uses will be permitted provided they are of a dry nature and do not require excessive amounts of water for their operations, and are compatible with adjacent uses.
- f) Small scale institutional uses, and park and open space uses will be permitted.
- g) Uses accessory to any of the permitted uses in the Hamlet Designation will be permitted.
- h) The specific uses permitted and accessory uses will be established in the Zoning By-law.

6.4 Waterfront Residential Designation

The Waterfront Residential Designation consists of the historic predominately low density residential dwellings abutting Lake St. Clair or watercourses. The existing lakeshore/rural character of the Waterfront Residential Designation will be recognized and maintained. Development and site alteration will be subject to the environmental policies of Section 5.0 that outline the natural limitations relating to flood and erosion areas, hazard lands, soil, and topography.

6.4.1 Permitted Uses

Subject to the other policies of this Plan, the following policies will apply in determining uses permitted on land designated Waterfront Residential Designation on Schedule “C”.

- a) A single unit residential dwelling will be permitted on a lot suitably sized to accommodate appropriate servicing systems.
- b) Home occupations will be permitted in association with a residential use.
- c) Bed and breakfast establishments and other forms of short term accommodation will be permitted within a single detached residential dwelling, provided that all of the required parking is accommodated on the same lot, and subject to a site-specific amendment to the Zoning By-law.
- d) Small scale institutional uses, and park and open space uses will be permitted.
- e) Uses accessory to any of the permitted uses in the Waterfront Residential Designation will be permitted.
- f) The specific uses permitted and accessory uses will be established in the Zoning By-law.

The Urban Fringe Designation applies to existing concentrations of rural residential, commercial and industrial development at the periphery of the Municipality and adjacent to the urban areas of the Town of Essex and Tilbury urban area. The existing rural character of the Urban Fringe Designation will be maintained.

6.5.1***Permitted Uses***

Subject to the other policies of this Plan, the following policies will apply in determining uses permitted on land designated Urban Fringe Designation on Schedule “C”.

- a) A single unit residential dwelling will be permitted on a lot suitably sized to accommodate appropriate servicing systems.
- b) A second dwelling unit may be permitted in accordance with the policies of Section 4.3.1.5.1.
- c) Small scale commercial and industrial uses will be permitted provided they are of a dry nature and do not require excessive amounts of water for their operations, and are compatible with adjacent uses.
- d) Existing low density residential dwellings on lots suitably sized to accommodate appropriate servicing systems will be permitted to continue.
- e) Home occupations will be permitted in association with a residential use.
- f) Bed and breakfast establishments and other forms of short term accommodation will be permitted within a single detached residential dwelling, provided that all of the required parking is accommodated on the same lot, and subject to a site-specific amendment to the Zoning By-law.
- g) Small scale institutional uses, and park and open space uses will be permitted.
- h) Uses accessory to any of the permitted uses in the Urban Fringe Designation will be permitted.
- i) The specific uses permitted and accessory uses will be established in the Zoning By-law.

The Residential Designation applies to the Urban Areas of the Municipality which consist of predominately residential uses in a variety of housing forms. The Residential Designation is expected to continue to accommodate attractive neighbourhoods and foster the creation of complete communities which provide for neighbourhood facilities and services such as elementary schools, parks, places of worship and local neighbourhood-oriented commercial uses which are integral to and supportive of a residential environment.

A variety of housing types are anticipated to be developed to meet the varying demands and characteristics of the population. Opportunities to provide housing for individuals or groups with special needs including the elderly and those with special physical, social or economic needs within the Municipality will be encouraged.

6.6.1

Permitted Uses

Subject to the other policies of this Plan, the following policies will apply in determining uses permitted on land designated Residential Designation on Schedule “C”.

- a) The predominant use of land will be for a variety of residential dwelling types, including single detached dwellings, semi-detached dwellings and duplex dwellings.
- b) Medium density residential uses will be permitted including triplex dwellings, fourplex dwellings, row or block townhouse dwellings, converted dwellings containing more than two dwelling units, walk-up apartments and similar medium profile residential buildings, subject to the following criteria:
 - i) the density, height and character of the development will be compatible with adjacent uses;
 - ii) the height and massing of the buildings at the edge of the medium density residential development will have regard to the height and massing of the buildings in any adjacent low density residential area and may be subject to additional setbacks, or landscaping to provide an appropriate transition;
 - iii) the development will be encouraged to have direct access to an arterial or collector road, where possible and appropriate;
 - v) the watermains and sanitary sewers will be capable of accommodating the development, or the proponent will commit to extending services at no cost to the Municipality, save and except where private septic systems will be permitted;
 - vi) the development is adequately serviced by parks and school facilities;
 - vi) the development will be designed and landscaped, and buffering will be provided to ensure that the visual impact of the development on adjacent uses is minimized;
 - vii) all required parking will be provided on the site, and cash-in-lieu of required parking in accordance with the policies of Section 7.2.2.2 of this Plan, will not be accepted by the Municipality;

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- viii) in developments incorporating walk-up apartments, block townhouse dwellings and similar medium profile residential buildings, on-site recreational facilities or amenities such as private open space or playground equipment may be required;
 - ix) except for a triplex dwelling, fourplex dwelling or other similar small scale developments, a report on the adequacy of the road network to accommodate the expected traffic flows and the adequacy of water and sewer services may be required to be prepared by the proponent and approved by the Municipality; and
 - x) triplexes, fourplexes, freehold street townhouses or other similar small scale developments, may be subject to site plan control, in accordance with the policies of Section 8.3.4 of this Plan.
- c) A second dwelling unit may be permitted in accordance with the policies of Section 4.3.1.5.1.
- d) Special needs housing, senior citizens' homes or similar housing facilities for senior citizens including nursing or retirement homes will be permitted to develop in accordance with the medium density residential policies of Section 6.6.1 (b).
- e) Bed and breakfast establishments and other forms of short term accommodation will be permitted within a single detached residential dwelling, provided that all of the required parking is accommodated on the same lot, and subject to a site-specific amendment to the Zoning By-law.
- f) Elementary schools and day care centres will be permitted, provided that they have direct access to an arterial or collector road.
- g) Places of worship, neighbourhood community and cultural centres and institutional uses of similar scale will be permitted, provided the following criteria are met:
- i) the use will have direct access to an arterial or collector road;
 - ii) the use will have an overall site area of up to a maximum of 2 hectares;
 - iii) the density, height and character of the development will be compatible with adjacent uses;
 - v) the watermains and sanitary sewers will be capable of accommodating the development, or the proponent will commit to extending services at no cost to the Municipality, save and except where private septic systems will be permitted;
 - v) the development will be designed and landscaped, and buffering will be provided to ensure that the visual impact of the development on adjacent uses is minimized;
 - vi) all required parking will be provided on the site, and cash-in-lieu of required parking in accordance with the policies of Section 7.2.2.2 of this Plan, will not be accepted by the Municipality;
 - vii) driveway access will be approved by the Municipality or County; and
 - viii) the use will be subject to site plan control, in accordance with the policies of Section 8.3.4 of this Plan.

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- h) Neighbourhood parks and trails will be permitted, whereas community parks, major parks and other large-scale recreational uses will only be permitted in the Parks and Open Space Designation.
 - i) A home occupation in a dwelling unit will be permitted, provided the use does not change the residential character of the building and lot, and residential remains the principal use. The use will be compatible with the surrounding residential uses. Sufficient parking will be made available on-site.
 - j) Small scale neighbourhood convenience commercial and personal service uses to serve the daily shopping needs of a neighbourhood will be permitted, provided the following criteria are met:
 - i) no more than one commercial structure or building will be permitted on any site or in any one location, and the gross floor area of the commercial use will generally not exceed 300 square metres;
 - ii) the building height will be limited to one storey unless residential apartments are located on the upper floor(s), in which case the maximum building height will be compatible with the surrounding residential uses;
 - iii) landscaping, fencing, berming and other screening will be provided adjacent to residential land uses where appropriate;
 - v) all required parking will be provided on the site, and cash-in-lieu of required parking in accordance with the policies of Section 7.2.2.2 of this Plan, will not be accepted by the Municipality;
 - vi) driveway access will be approved by the Municipality and/or County;
 - vi) the commercial use will be located at or in close proximity, generally no more than 50 metres, from the intersection of arterial or collector roads, and will not be located mid-block within a residential area;
 - vii) the commercial use will be subject to a zoning by-law amendment, in accordance with Section 8.3.2 of this Plan; and
 - viii) the use will be subject to site plan control, in accordance with the policies of Section 8.3.4 of this Plan.
 - k) Mobile homes and mobile home parks are considered a suitable housing alternative in certain circumstances and will only be permitted in accordance with the policies of Section 4.3.1.5.3.
 - l) Uses accessory to any of the permitted uses in the Residential Designation are permitted.
 - m) The specific uses permitted and accessory uses will be established in the Zoning By-law.

The Mixed Use Designation applies to lands within the Mixed Use Nodes, including the Lakeshore West Mixed Use Node, and certain lands with frontage along County Road 22, which are located within the County Road 22 Mixed Use Corridor. The Mixed Use Designation provides for a range of commercial and residential uses characteristic of a transit supportive and higher intensity mixed use corridor. The policies provide for a transition of density, height and built form to ensure land use compatibility with adjacent uses.

6.9.1***Permitted Uses***

Subject to the other policies of this Plan, the following policies will apply in determining uses permitted on land designated Mixed Use Designation on Schedule “C”.

- a) Low density residential uses may be permitted on an existing lot of record.
- b) Residential uses will be permitted provided that the uses do not negatively impact the planned function of the area and subject to the following provisions:
 - i) in a building of a commercial character, residential uses will only be permitted above the ground floor; and
 - ii) in a building of a residential character, either single detached or multiple dwelling, residential and/or commercial uses will be permitted, provided the residential character of the building is maintained.

For the purposes of this Policy, the residential or commercial character of a building may be determined in consultation with the Chief Building Official of the Municipality.

- c) Existing single detached dwellings may be converted to multiple dwelling units or to commercial buildings provided the building does not substantially change.
- d) Commercial uses such as business and professional offices, eating establishments, service and convenience retail and similar types of uses are permitted.
- e) Commercial and retail establishments which are destination oriented or are intended to serve the travelling public will be permitted, including automobile service stations, vehicle sales and service, public garages, repair service and rental establishments, motels, hotels, restaurants, animal hospitals, commercial recreation uses, private clubs, funeral homes, day care centres, food stores, drug stores, personal service shops, hardware, automotive and highway commercial uses.
- f) Light employment uses are permitted, exclusive of industrial-related uses such as manufacturing, warehousing, processing, assembly, trucking and storage uses.

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- g) Large Format Retail uses are defined as any retail use, including supermarkets, home improvement stores, department stores and specific category retail uses over 3,000 square metres. Large Format Retail uses may be permitted in the Mixed Use Designation provided they are located within a Mixed Use Node in accordance with the policies of Section 3.3.8, site-specific land use policies are established in Section 6.9.3 and implemented through a site-specific amendment to the Zoning By-law, and provided the following criteria are met to the satisfaction of the Municipality:
- i) a planning rationale report will be completed to assess the impact of the Large Format Retail use in relation to the planned function of the Mixed Use and Central Area Designation and impacts on adjacent uses, as well as any other matters determined by the Municipality;
 - ii) a retail market impact study will be completed in accordance with the policies of Section 4.4.3.1 of this Plan;
 - iii) a traffic impact study will be completed in accordance with the specific requirements of the Municipality, the County and the Province, as appropriate;
 - iv) a servicing and stormwater management plan will be completed in accordance with the specific requirements of the Municipality, the County and the Province, as appropriate;
 - v) an Urban Design Study and guidelines will be completed, subject to the policies of Section 4.2.1 of this Plan; and
 - vi) a comprehensive development master plan addressing the total gross floor area, location of buildings, parking, landscaping, pedestrian amenities, phasing and other site elements, will be required when dealing with a development comprised of multiple buildings, irrespective of the proposed size and use of the buildings.
- h) Medium density residential uses will be permitted including triplex dwellings, fourplex dwellings, row or block townhouse dwellings, converted dwellings containing more than two dwelling units, walk-up apartments, hotels, motels, similar medium profile residential buildings, and short term accommodation subject to the following criteria:
- i) the residential use is located within the Urban Area;
 - ii) the density, height and character of the development will be compatible with adjacent uses;
 - iii) the height and massing of the buildings at the edge of the medium density residential development will have regard to the height and massing of the buildings in any adjacent low density residential area and may be subject to additional setbacks, or landscaping to provide an appropriate transition;
 - iv) the development will be encouraged to have direct access to an arterial or collector road, where possible and appropriate;
 - v) the watermains and sanitary sewers will be capable of accommodating the development, or the proponent will commit to extending services at no cost to the Municipality;
 - vi) the development is adequately serviced by parks and school facilities;

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- vii) the development will be designed and landscaped, and buffering will be provided to ensure that the visual impact of the development on adjacent uses is minimized;
 - viii) all required parking will be provided on the site, and cash-in-lieu of required parking in accordance with the policies of Section 7.2.2.2 of this Plan, will not be accepted by the Municipality;
 - ix) in developments incorporating walk-up apartments, block townhouse dwellings and similar medium profile residential buildings, on-site recreational facilities or amenities such as private open space or playground equipment may be required;
 - x) except for a triplex dwelling, fourplex dwelling or other similar small scale developments, a report on the adequacy of the road network to accommodate the expected traffic flows, and the adequacy of water and sewer services may be required to be prepared by the proponent and approved by the Municipality; and
 - xi) triplexes, fourplexes, freehold street townhouses or other similar small scale developments, may be subject to site plan control, in accordance with the policies of Section 8.3.4 of this Plan.
 - i) Places of worship, neighbourhood community and cultural centres and institutional uses of similar scale will be permitted, provided the following criteria are met:
 - i) the use will have direct access to an arterial or collector road;
 - ii) the use will have an overall site area of up to a maximum of 2 hectares;
 - iii) the density, height and character of the development will be compatible with adjacent uses;
 - v) the watermains and sanitary sewers will be capable of accommodating the development, or the proponent will commit to extending services at no cost to the Municipality, save and except where private septic systems will be permitted;
 - vi) the development will be designed and landscaped, and buffering will be provided to ensure that the visual impact of the development on adjacent uses is minimized;
 - vi) all required parking will be provided on the site, and cash-in-lieu of required parking in accordance with the policies of Section 7.2.2.2 of this Plan, will not be accepted by the Municipality;
 - vii) driveway access will be approved by the Municipality or County; and
 - viii) the use will be subject to site plan control, in accordance with the policies of Section 8.3.4 of this Plan.
 - j) Special needs housing, senior citizens' homes or similar housing facilities for senior citizens including nursing and retirement homes will be permitted to develop in accordance with the medium density residential policies of Section 6.9.1 (h).
 - k) Uses accessory to any of the permitted uses in the Mixed Use Designation are permitted.

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- l) The specific uses permitted and accessory uses will be established in the Zoning By- law.

Attachment 2 – Summary of the Official Plan review process

The Official Plan is a document which contains goals, objectives and policies intended to guide the long-term future land use and growth within the Municipality. It provides the policy framework to guide the physical, social and economic development of the Municipality. All municipal public works undertaken, and all by-laws passed must be in conformity to the Official Plan (s 24 of the *Planning Act*).

The *Planning Act* requires municipalities to review their Official Plans on a regular basis, consisting of revising the Plan no less frequently than every 10 years, and every 5 years thereafter if the same Plan remains in effect. (ss 26 (1) of the *Planning Act*).

The Municipality of Lakeshore Official Plan was adopted in 2008 and came into effect in 2010. It was reviewed to comply with section 26 of the *Planning Act* and updated to:

- conform with new Provincial Policies and Legislation that have been passed since 2010;
- conform with the 2014 version of the County of Essex Official Plan; and,
- address emerging issues such as growth, housing and protecting natural heritage.

Summary of Process and Public Engagement

Phase 1 - The Statutory Special Council Meeting required at the start of an Official Plan Review occurred on November 10, 2015. After which, the following background studies were undertaken:

- Growth Forecast Update and Employment Land Needs;
- Residential Intensification Study;
- Affordable Housing Strategy;
- Natural Heritage Review; and,
- Water and Wastewater Master Plan Update.

The Official Plan was updated in accordance with findings from the Background Reviews and Studies and conforming with relevant Provincial and County policies. A Public Open House occurred on February 29, 2016.

Phase 2 – Official Plan Amendment

The draft Official Plan Amendment was prepared. Council reviewed the draft Official Plan Amendment in 2019. A Public Open House to advise the public occurred at the Atlas Tube Recreation Centre on October 29, 2019.

Phase 3 – Statutory Process

The Final version of the Official Plan Amendment was prepared. A virtual Public Open House was posted on the Municipal website in the fall of 2020. The Statutory Public Meeting (with Council) took place on November 17, 2020.

Summary of Council Motions

At the November 17, 2020, Public meeting, several members of the public submitted written comments and attended the meeting, held virtually, and made delegations to Council. At that meeting, the following resolution was passed:

399-11-2020

Receive the Draft Town of Lakeshore Official Plan and Schedules, dated September 2020, appended as Attachment 1 and Attachment 2, to this report.

Carried

A subsequent report to Council summarized the comments received and recommended changes.

The following resolutions were passed at the special Council meeting of December 15, 2020:

451-12-2020

Remove revisions to the draft Official Plan regarding short term rentals.

Carried

452-12-2020

Ensure that the occupied properties outlined on the map shown of West Pike Creek Road (200, 201, 206, 210, and 217) be designated as residential in the Official Plan to match the Zoning By-law.

Carried Unanimously

453-12-2020

Report to Council regarding designating the 205 West Pike Creek block abutting West Pike Creek residential, prior to the presentation of the revised official plan for adoption.

Carried Unanimously

The review of the Official Plan report was carried forward to subsequent Council meetings. The following resolution was passed on January 19, 2021:

14-01-2021

The compiled comments submitted from the public regarding the Official Plan review be received (Attachments 1 and 2);

The changes and amendments as recommended in this report, and as directed by Council, be incorporated into the final version of the Official Plan, as presented at the December 15, 2020, January 12, 2021, and January 19, 2021, Council Meetings; and,

Administration prepare a final version of the Official Plan review and adopting By-law, to be presented at a future Council meeting.

Carried Unanimously

On March 9, 2021, Administration presented the final version of Official Plan Amendment No. 16 to Council, and Council directed Administration to prepare a By-law to adopt the Official Plan.

At the April 20, 2021, Council meeting, Council adopted By-law 24-2021, being a By-law to amend the Official Plan for the Municipality of Lakeshore, (OPA 16).

Subsequent to Council's adoption of the Official Plan Amendment, the documents were forwarded to the County of Essex (Approval Authority) for final review and approval. As part of the review process, the County of Essex Planning Department engaged in further discussions with Indigenous Groups, the local Conservation Authorities and the Ministry of Municipal Affairs and Housing regarding the policies contained in the Official Plan. A list of proposed modifications (changes) to the Amendment has been prepared by the County and will be presented to Lakeshore Council for endorsement at a future meeting (Q3 or Q4 of 2023).

Municipality of Lakeshore – Report to Council

Strategic & Legal Affairs

Workforce Development



To: Mayor & Members of Council

From: Lisa Grainger, Division Leader - Workforce Development

Date: July 5, 2023

Subject: Workplace Assessment - Outcome of Request for Proposal

Recommendation

Direct Administration to execute Option # ____ regarding the Workplace Assessment Review, as presented at the July 18, 2023 Council meeting.

Background

As the Municipality of Lakeshore's size and service levels have grown significantly in the past 4 years, with growth of 11%, so have the staffing needs of the municipality. As part of this growth, the room in the Municipality's Town Hall has become a premium. The Municipality has begun the design and review of a new municipal facility however this has been delayed due to the changing dynamic of the workforce under COVID-19. In the 2023 budget, Administration proposed a temporary office space solution. During budget deliberations meeting on January 31, 2023, the following resolution was passed:

Resolution #31-01-2023

Remove \$325,000 for the Provision of Temporary Office Space (Line 52, p. 209) and support a hybrid work program for Administration where possible and include \$30,000 for consulting work for workplace assessment.

Administration developed a Request for Proposal (RFP) for a workplace assessment to address spacing needs in the workplace. Administration also interpreted the resolution of Council as no move towards hybrid work should be made until the workplace assessment is completed. At this current time, staffing levels have filled the majority of working space in the Municipality's Town Hall and pending hires will also result in other buildings reaching capacity with respect to workspace.

Currently, Administration is also reviewing floor plan designs to maximize the space that is available in the Municipality's Town Hall, with the focus being around better customer experience, and meeting Accessibility needs for the building as required by legislation.

Comments

The RFP on the Workspace Assessment received a total of three (3) proposals on the closing date of June 16, 2023. Respondents included KPMG LLP, Deloitte LLP, and IA Interior Architects Inc. The Municipality's Evaluation Team for this RFP included the Division Leader – Workforce Development, the Division Leader – Public Works, and the Division Leader – Digital Transformation and Cloud Services.

The evaluation of each proponent was undertaken in two stages. Stage one was a review of the detailed proposal response including, work plan, references and previous work completed. A score was awarded to each of these dimensions as required in the RFP. The second stage was an evaluation of the pricing of the proponents. The scores of each stage were then added according to the evaluation matrix in the RFP. The successful proponent, KPMG, was the proponent with the highest score, and the proponent being recommended to Council. However, it should be noted that the cost of \$58,000 for the workplace assessment exceeds the approved budget amount of \$28,000. In addition, the work plan cannot be completed until late fall of 2023.

Administration has, in the past, worked on hybrid work solutions with the goal of maintaining levels of service including front-line customer service and operational staff during the COVID pandemic. The hybrid work solutions included goals for management presence, management access and management visibility for staff and maintaining service delivery. In reviewing those hybrid work solutions, Administration believes that a similar or modified hybrid work solution may be developed and implemented to address the workspace constraints the Municipality is currently experiencing. The concept would include a work rotation where, depending on the participation in a hybrid work type program, the hybrid work rotation would allow for sharing of offices and desk space resulting in a significant cost deferral on office space cost of capital. For example, in Corporate Services (Finance), it is anticipated that 27%-33% (5-6 of the 18 desk spaces) could be moved into a work rotation and hybrid work while still maintaining supervision, all key functions working at full capacity and maintaining the same service delivery. This would defer the need for adding some workspaces.

The estimated cost of a new municipal building in the long-range financial projection is estimated at \$16,400,000. This projection is built into the budget plan for 2026. It includes \$9,000,000 in new debt to be issued at the time of building. Deferral of that cost is a significant operational and strategic planning consideration.

Below are 3 options for Council's consideration as it relates to the outcome of the Workplace Assessment RFP:

Option 1: Award the RFP for the Workplace Assessment Review and hold off on the implementation of the hybrid work model until completion

Award the tender to KPMG and continue to hold on to any implementation plans for hybrid work until the consultant recommendations are presented. This would require Council to approval additional funding of approximately \$28,000 to complete the

assessment. This would not include any additional funding required to implement a plan recommended by KPMG (and approved by Council) as a result of the assessment.

As the assessment will take several months to complete, the current workspace availability is insufficient for the current staffing requirements. Additional temporary measures may have to be taken to accommodate staff requirements. Including possible expenditures on furniture or temporary use of other public spaces in Lakeshore Community Centre buildings. These temporary measures may need additional funding.

Administration will need to return to Council with a report outlining a plan for the temporary measures and the associated costs however they are estimated at \$25,000 to \$50,000.

The review of the floor plan to meet *Accessibility for Ontarians with Disabilities Act, 2005* (AODA) compliance, reimagine the customer experience at Town Hall and maximize available space in the building is in the design stage however cost estimates range between \$150,000- \$350,000.

It is estimated that the costs of this option would range from \$233,000 to \$458,000 before tax.

Option 2: Award the RFP for the Workplace Assessment Review and move forward with the implementation of the hybrid work model:

Award the tender to KPMG and implement temporary hybrid work plans to reduce the strain on office space in the municipal building until such time as a recommendation is provided by KPMG. This would require Council to approval additional funding of approximately \$28,000 to complete the assessment by KPMG. This would not include any additional funding required to implement the plan recommended by KPMG (and approved by Council) as a result of the assessment.

This option will require renovations to existing municipal facilities, however, the renovations would be temporarily deferred until Council approves plans from the Workspace Assessment completed by KPMG. The temporary hybrid work program will address workspace requirements until Council approves the plans for renovations and the renovations are completed. Therefore, this option avoids the costs of temporary measures to accommodate increased workspaces. However, this option does not avoid the costs of renovations.

The review of the floor plan to meet AODA compliance, reimagine the customer experience at Town Hall and maximize available space in the building is in the design stage however cost estimates range between \$150,000- \$350,000.

It is estimated that the costs of this option would range from \$208,000 to \$408,000 before tax.

Option 3: Do not award the RFP for a Workplace Assessment Review and move forward with a Lakeshore developed implementation plan and hybrid work model:

Instead of awarding the tender for a Workplace Assessment, Council direct Administration to develop a Lakeshore-specific hybrid work plan internally and Administration return to Council with a report outlining floor plan designs for renovating the office space on the main floor of the Municipality's Town Hall. In addition, Council direct Administration to repurpose the funds approved in the 2023 budget for the Workplace Assessment to offset the cost of the renovations to the Municipality's Town Hall that will be required.

The hybrid work plan will include specific criteria to provide framework for Administration to determine participation requirements that will allow Administration to maintain service delivery levels, address customer service requirements and provide supervision required.

In addition to the hybrid work plan, renovations will still be required to Town Hall. The review of the floor plan to meet AODA compliance, reimagine the customer experience at Town Hall and maximize available space in the building is in the design stage however cost estimates range between \$150,000- \$350,000.

It is estimated that the costs of this option would range from \$150,000 to \$350,000 before tax. However, this amount can be reduced by 30,000 by repurposing the funds already approved by Council for the Workplace Assessment.

The advantages to this option would include:

- a) It allows a hybrid work program to be tested over a period of time and to provide an opportunity for continuous improvements of the program. As a result, Administration has the opportunity to evaluate the hybrid work program for its effectiveness and efficiency while meeting the normal demands of municipal operations before adopting the program.
- b) Most of the workspace assessment has already been completed internally in order to manage the current workspace constraints. Administration believes that the outcome of the workspace assessment will be similar to what has been completed internally already.
- c) It allows Administration to implement a plan to address the insufficient workspace rapidly.
- d) It will result in lower costs than Options 1 and 2.
- e) It will support growing pressures on workspace demands until a new municipal facility is built.
- f) It will support compliance with AODA requirements for municipal facilities.

Financial Impacts

The following is a breakdown of the funding model for the RFP for a Workplace Assessment only not the complete breakdown of all the options:

RFP Workplace Assessment	Project Cost (Including Applicable HST)	Budget
Workplace Assessment total project cost	\$58,000	
Budget Approved (funded from the facilities reserve)		\$30,000
Additional funds required from the facilities reserve		\$28,000

All options to deal with spacing issues include some level of renovation requirements for the Municipality's Town Hall. Options 1 and 2 will be the same renovation plans (based on the recommendations from the Workspace Assessment and approved by Council), the difference would be the cost of the temporary measures taken to accommodate workspace constraints for the time needed to complete the assessment. Option 3 would forego the award of the RFP and Lakeshore Administration would be required to develop the plan based on best practices learned during the pandemic. The renovation plan for Option 3 will be a bit different as it will be based on a plan developed by Administration and presented to Council for approval. It also recommends the repurposing of the funds toward any future renovation cost.

Option	Cost of Assessment	Estimated cost of interim measures	Estimated cost of implementing recommendations from Assessment or renovations	Estimated cost of implementing hybrid work plan	Total
1	\$58,000	\$25,000 to \$50,000	\$150,000 to \$350,000	0	\$233,000 to \$458,000
2	\$58,000	0	\$150,000 to \$350,000	0	\$208,000 to \$408,000
3	\$0	0	\$150,000 to \$350,000	0	\$120,000* to \$320,000*

*Note: \$120,000-320,000 = \$150,000-320,000 less the \$30,000 offset by repurposing the funding for the assessment.

Report Approval Details

Document Title:	Workplace Assessment RFP.docx
Attachments:	
Final Approval Date:	Jul 13, 2023

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

Prepared by Lisa Granger

Submitted by Justin Rousseau

Approved by Truper McBride

Municipality of Lakeshore – Report to Council

Legal and Legislative Services

Legislative Services



To: Mayor & Members of Council
From: Brianna Coughlin, Division Leader – Legislative Services
Date: July 6, 2023
Subject: Delegation of Authority By-law

Recommendation

Direct the Clerk to read By-law 63-2023 during the Consideration of By-laws, as presented at the July 18, 2023 Council meeting.

Background

Section 23.1 of the *Municipal Act*, S.O. 2001, c.25, authorizes a municipality to delegate its powers and duties. It is recommended and standard practice in Ontario for councils to delegate authority to its employees for the purpose of providing responsible, accountable, good and efficient government.

Council has in the past delegated authority in an *ad hoc* manner by authorizing various senior employees to accomplish tasks, as is evident by various by-laws and policies. The recent change to the Municipality's organizational structure has realigned many functions and associated delegations of authority which need to be addressed.

The Division Leader – Legislative Affairs (Clerk) is recommending that a single comprehensive Delegation of Authority by-law be passed by Council to provide clarity and transparency.

Comments

The Corporate Leader – Strategic and Legal Affairs and the Division Leader – Legislative Services consulted with all departments during the development of the Delegation of Authority By-law. Legal advice was provided to the Chief Administrative Officer who has approved the authorities granted by this By-law.

In addition to the consolidation of delegated authorities as outlined in the proposed by-law, Administration also included one additional delegation of authority for the approval of community festival liquor licence applications (designations of "municipally-significant event" or letters of non-objection). This authority would be delegated to the Clerk.

Financial Impacts

There are no financial implications resulting from the recommendations. Any financial authorities identified in the proposed Delegation of Authority By-law are currently in practice and are limited to the annual budget approved by Council.

Report Approval Details

Document Title:	Delegation of Authority By-law.docx
Attachments:	
Final Approval Date:	Jul 13, 2023

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

Prepared by Brianna Coughlin

Approved by Justin Rousseau and Truper McBride

Notice of Motion submitted by Deputy Mayor Walstedt regarding Council Member Compensation

Approve an increase to Council Member compensation in alignment with any non-union economic adjustment until such time as Council conducts a review of Council Member compensation, anticipated by end of 2023.

Notice of Motion submitted by Councillor Ruston regarding Community Benefit Fund Grant

Whereas the Lakeshore Community Benefit Fund Grant program requires applicants to be not-for-profit organizations;

And whereas the Cadotte Hockey Academy is a not a not-for-profit organization but provides charitable activities through its youth hockey camp;

And whereas the cost for ice rental at the Atlas Tube Recreation Centre was increased by Council in 2023;

Now be it resolved that the Cadotte Hockey Academy be allowed to apply to the Community Benefit Fund Grant program for the 2023 intake only, up to an amount of \$1,800.00, in order to offset the increased cost of ice rental for 2023.

Notice of Motion submitted by Councillor Vogler regarding Installation of Private Services - Melody Drive

Whereas the Municipality of Lakeshore is scheduled to begin reconstruction of Melody Drive this summer;

And Whereas existing private water and electrical services running beneath the road will be removed during construction;

And Whereas residents have been given the option to apply for an easement and to reinstall hydro services;

And Whereas private water services have run beneath Melody (and other Municipal roads) for decades without incident;

And Whereas there is no bylaw restricting this option;

And Whereas residents agree to bear all additional costs associated with engineering, installation, and maintenance;

And Whereas residents will enter into a binding agreement regarding liability and duties of maintenance;

Be it resolved that the Municipality of Lakeshore allow for conduits and private water lines, for fresh water and/or irrigation, to be professionally installed under the Municipal roadway within the easement referenced above.

Municipality of Lakeshore

By-law 63-2023

Being a By-law to Delegate Authority

Whereas Section 2 of the *Municipal Act, 2001*, S.O. 2001, c.25 indicates that the purpose of a municipality is to be a responsible and accountable government with respect to matters within its jurisdiction and each municipality is given powers and duties under the *Municipal Act, 2001*, and many other Acts for the purpose of providing good government with respect to those matters;

And whereas paragraph 11(2)7 of the *Municipal Act, 2001*, S.O. 2001, c.25 authorizes a municipality to pass by-laws respecting services and things that the municipality is authorized to provide;

And whereas section 23.1 of the *Municipal Act, 2001*, S.O. 2001, c.25 authorizes Council to delegate its power and duties;

And whereas it is deemed expedient to delegate authority from Council to the officers and employees of the municipality for the purpose of providing responsible, accountable, good and efficient government, as recommended by the Division Leader – Legislative Services at the July 18, 2023 Council meeting;

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

1. Authority is delegated to specified officers and employees to act, subject to limits and restrictions, as described in Schedule “A-1” through to and including Schedule “A-12”, which forms part of this By-law.
2. Any delegated authority is granted only to the officer or employee holding the corresponding officer or employee position listed under the “Delegate” column in Schedule “A” and includes any officer or employee holding that position on a permanent, temporary or acting basis. In addition, the delegation is also granted to the corresponding officer or employee’s direct supervisor, and each direct supervisor above that position in the corporate structure, up to and including the Chief Administrative Officer.
3. Where any delegation of authority to any officer or employee or their supervisor is not permissible at law, such as in the instance where a professional qualification or licence is required to exercise the authority, then the delegation is deemed not granted to that officer or employee or their supervisor but does not affect the delegation of any other officer or employee or their supervisor.

4. No further delegation of the authorities contained in this By-law is permitted without Council approval, either with respect to the authority and limits of the delegation or the persons to whom the delegation is sought.
5. Where a delegated authority involves the expenditure of funds and/or commitment of resources, the delegated authority must be exercised within the Council approved budget for that matter.
6. Where a delegated authority has a fixed dollar amount, the value is deemed to be exclusive of taxes.
7. Officers and employees with delegated authority under this By-law shall exercise their authority responsibly and shall be accountable and responsible for their actions and decisions.
8. If an officer or employee has a conflict of interest, as per the Employee Code of Conduct, related to a delegated authority, the officer or employee must not exercise their delegated authority and must report the conflict of interest to their supervisor.
9. This By-law does not diminish, restrict or reduce any authority delegated to any officer or employee by any other By-law, statute, regulation, or as otherwise provided at law.
10. In the event of any inconsistency between this By-law and any other By-law of the Municipality, the provision that more effectively delegates authority prevails to the extent of the inconsistency.
11. By-laws 22-1998, 2-1999, 41-2019, 51-2019, 53-2019, 93-2019, 113-2019, 46-2020, 50-2020, 26-2021, 15-2022, 5-2023 and Policy FN-361 (Signing Authority Policy) are repealed.
12. The delegation in this by-law is subject to any restrictions on such delegation under the *Municipal Act, 2001*, S.O. 2001, c.25 or any other Act.
13. This By-law comes into force and effect upon passage.

Read and passed in open session on July 18, 2023.

**Mayor
Tracey Bailey**

**Clerk
Brianna Coughlin**

**Schedule “A-1”
to By-law 63-2023**

All Divisions

Description	Limitations	Delegate
Purchase of goods or services and execution of contracts or agreements relating to the purchase of goods or services	<p>Authority to purchase/sign agreements as follows:</p> <p style="text-align: center;">value up to \$6,500</p> <p style="text-align: center;">value up to \$26,200</p> <p style="text-align: center;">value up to \$45,800</p> <p style="text-align: center;">value up to \$98,200</p> <p style="text-align: center;">value over \$98,200 requires Council resolution</p>	<p>Employees authorized by Corporate Leader</p> <p>Corporate Leader</p> <p>Corporate Leader and Purchasing Coordinator</p> <p>Chief Administrative Officer</p> <p>Mayor and Clerk</p>
Execution of Agreements which relate to renewals or amending agreements where the original agreement was approved by Council	Subject to review by Legal Services	Clerk and Corporate Leader of relevant department
Execution of Non-disclosure Agreements	<p>Subject to review by Legal Services</p> <p>In the case of technology agreements, in consultation with the Division Leader – Digital Transformation and Cloud Services</p>	Corporate Leader of relevant department

Schedule “A-2” to By-law 63-2023

Chief Administrative Officer

Description	Limitations	Delegate
Hiring, termination and promotion of employees, including salary increases and offers of employment (Refer to CAO Authority By-law 62-2019)	<p>Division Leader – Workforce Development to be consulted in all cases of hiring, termination and promotion of employees</p> <p>Members of Corporate Leadership Team</p> <p>Division Leaders and Team Leaders</p> <p>All other employees</p>	<p>Chief Administrative Officer</p> <p>Corporate Leader of relevant department</p> <p>Division Leader</p>
Signing of Memorandum/Minutes of Settlement in labour relations contracts	Settlement value must be within approved budget set by Council or otherwise require Council's ratification	Municipality's bargaining team members
Labour grievances and Arbitrations subject to any other process or authority agreed upon in a binding Collective Agreement	<p>Authority to manage/settle where no financial implications</p> <p>Authority to manage/settle where there are financial implications:</p> <p>value up to \$25,000</p> <p>value up to \$100,000</p> <p>value up to \$250,000</p> <p>value over \$250,000</p>	<p>Division Leader – Workforce Development</p> <p>Division Leader – Workforce Development</p> <p>Corporate Leader of relevant department</p> <p>Chief Administrative Officer</p> <p>Council</p>

Description	Limitations	Delegate
Employment Severances	<p>Authority to manage/settle where no financial implications</p> <p>Authority to manage/settle where there are financial implications:</p> <p>value up to \$25,000</p> <p>value up to \$100,000</p> <p>value up to \$250,000</p> <p>value over \$250,000</p>	<p>Division Leader – Workforce Development</p> <p>Division Leader – Workforce Development</p> <p>Corporate Leader of relevant department</p> <p>Chief Administrative Officer</p> <p>Council</p>
Complaints by Employees to the Human Rights Commission or Tribunal	<p>Must consult with Legal Services</p> <p>Authority to manage/settle where no financial implications</p> <p>Authority to manage/settle where there are financial implications:</p> <p>value up to \$100,000</p> <p>value up to \$250,000</p> <p>value over \$250,000</p>	<p>Division Leader – Workforce Development</p> <p>Division Leader – Workforce Development</p> <p>Mayor and Chief Administrative Officer</p> <p>Council</p>

**Schedule “A-3”
to By-law 63-2023**

Community Planning

Description	Limitations	Delegate
Subdivision Agreements and Amendments and related instruments (i.e. Transfer of property/easements to satisfy conditions of agreement)	Review by Division Leader – Community Planning Review by Legal Services	Mayor and Clerk
Site Plan Agreements and Amendments	Review by Division Leader – Community Planning Review by Legal Services	Mayor and Clerk
Consent Severance Agreement	Review by Division Leader – Community Planning Review by Legal Services	Secretary of Committee of Adjustment and Treasurer
Consent Certificate	Review by Division Leader – Community Planning Review by Legal Services	Secretary of Committee of Adjustment and Treasurer
90-day Agreement – Minor Variance to have 2 dwellings on lot temporarily	Review by Division Leader – Community Planning Review by Legal Services Review by Building Services	Secretary of Committee of Adjustment and Treasurer
Execute Water, Sewer & Access Agreements as required by Committee of Adjustment	Review by Division Leader – Community Planning Review by Legal Services	Secretary of Committee of Adjustment and Treasurer
Return of Deposit for Planning Applications	In consultation with Division Leader – Accounting and Revenue Services	Team Leader – Development Approvals
Authorize or permit entry onto any municipal land or premises within the Growth & Sustainability portfolio for the purpose of field investigation,		Corporate Leader – Growth and Sustainability

study, survey or other collection of information, and execute instruments to enact such authorization or permission.		
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**Schedule “A-4”
to By-law 63-2023**

Community Services

Description	Limitations	Delegate
Approval of the use of municipal facilities, such as parks and libraries, covered under Festival & Special Events Policy	Review by Legal Services	Mayor and Clerk
Execution of Service Agreements with City of Windsor (ie Pathways to Potential)	Review by Legal Services	Mayor and Clerk
Approval of donations of physical property and/or services associated with physical property donations	Asset review by Corporate Leader – Chief Financial Officer Agreement review by Legal Services	Mayor and Clerk
Execution of long-term or exclusive agreements with sports teams for municipal recreational facilities	Review and recommendation by Division Leader – Community Services Review by Legal Services	Mayor and Clerk
Recreational/Pool/Program Closures		Division Leader – Community Services

**Schedule “A-5”
to By-law 63-2023**

Council

Description	Limitations	Delegate
Letters of Support for Universal Broadband/Internet or Telecommunications Service and Long-term Care Homes Cannabis/Telecom Policies	Subject to policy statement or direction by Council, if any	Mayor
Execute employment contracts for the role of Chief Administrative Officer	Subject to selection of applicant by Council Review by Division Leader – Workforce Development and Legal Services	Mayor and Deputy Mayor

**Schedule “A-6”
to By-law 63-2023**

Digital Transformation and Cloud Services

Description	Limitations	Delegate
Execute agreements for the exchange or release of electronic data or software (such as GIS software)	Subject to review by Legal Services	Division Leader – Digital Transformation and Cloud Services
Service Provider Agreements	Subject to review by Legal Services	Division Leader – Digital Transformation and Cloud Services
Product or Service Proof of Concept/Demo Agreements	Subject to review by Legal Services	Division Leader – Digital Transformation and Cloud Services

**Schedule “A-7”
to By-law 63-2023**

Economic and Intergovernmental Affairs

Description	Limitations	Delegate
Non-Disturbance Agreements, non-binding letters of intent or memorandums of understanding (economic development/ business attraction)	Subject to review by Legal Services	Division Leader – Economic and Intergovernmental Affairs
Community Improvement Plan Financial Incentive Program Agreement	Subject to review by Legal Services	Division Leader – Economic and Intergovernmental Affairs Clerk

**Schedule “A-8”
to By-law 63-2023**

Finance

Description	Limitations	Delegate
Approve corporate financial administrative policies and any policy amendments	Policies affecting service levels to be approved by Council	Corporate Leader – Chief Financial Officer
Apply and execute applications and agreements for provincial and federal grant programs and non-profit organizations	<p>a. Where funding is:</p> <ul style="list-style-type: none"> (i) not required; (ii) is available within existing budgets; or (iii) funding has otherwise been approved by Council; and <p>b. The grant funding would be used for</p> <ul style="list-style-type: none"> (i) a Municipal program authorized by Council; or <p>where the grant program relates to a new Municipal program, the CL-Finance makes application in consultation with the CAO and advises Council prior to the application or related agreement which does not bind the Municipality</p>	Corporate Leader – Chief Financial Officer
	<p>a. Where funding is:</p> <ul style="list-style-type: none"> (i) not required; (ii) is available within existing budgets; or (iii) funding has otherwise been approved by Council; and <p>b. The grant funding would be used for</p>	Corporate Leader – Chief Financial Officer

Description	Limitations	Delegate
	<p>(i) a Municipal program authorized by Council; or</p> <p>(ii) Where the grant program relates to a new Municipal program, the CL-Finance makes application in consultation with the CAO and advises Council prior to the application or related agreement which binds the Municipality</p> <p>Subject to review by Legal Services</p>	
Grant applications for student employment, where students are approved in budgets	Subject to review by Chief Financial Officer	Division Leader – Workforce Development
Grant applications not in budget		Mayor and Clerk, unless otherwise dictated by Granting authority
Delayed payment plan agreements for monies owed to the Municipality	<p>Value up to \$150,000</p> <p>Value over \$150,000</p>	<p>Corporate Leader – Chief Financial Officer</p> <p>Corporate Leader – Chief Financial Officer and Mayor</p>
Write off taxes in accordance with <i>Municipal Act, 2001</i> s.354		Corporate Leader – Chief Financial Officer
Cancel, reduce, refund or restore all or part of taxes levied on land in a year in which the Application is made, including holding the required hearing under the <i>Municipal Act, 2001</i>		Corporate Leader – Chief Financial Officer

Description	Limitations	Delegate
Increase the taxes levied on any land to the extent of any undercharge caused by a gross or manifest error, including holding the required hearing under the <i>Municipal Act, 2001</i>		Corporate Leader – Chief Financial Officer
Execute extension agreements, extending the period of time in which the cancellation price is to be paid after registration of the tax certificate		Corporate Leader – Chief Financial Officer
Reduce, waive or cancel late payment charges, penalties and interest on overdue tax accounts	Value less than \$2,500	Division Leader – Accounting and Revenue Services
Issuance of Tax Arrears Certificate and all applicable notices	Subject to review by Legal Services	Corporate Leader – Chief Financial Officer
Waive fees in extreme weather conditions		Corporate Leader – Chief Financial Officer
Ministry of Transportation Drain Cost Applications		Team Leader – Revenue Services
Sign cheques issued on behalf of the Municipality	Subject to budget and procurement policies	Mayor or Deputy Mayor and Corporate Leader – Chief Financial Officer

**Schedule “A-9”
to By-law 63-2023**

Fire Services

Description	Limitations	Delegate
Execution of Tiered Response Agreements, Radio Systems Agreements with EMS	Requires Council resolution/by-law	Mayor and Clerk
Approval of provision of Fire Personnel and Vehicles for parades or other non-emergency uses		Fire Chief

**Schedule “A-10”
to By-law 63-2023**

Legislative and Legal Services

Description	Limitations	Delegate
<p>Execute agreements of purchase and sale for the purchase or exchange of any interest in land, including easements, rights of first refusal, option agreements for:</p> <ul style="list-style-type: none"> a) Any approved capital project; b) Any requirement under a condition of approval imposed in connection with any application under the Planning Act; and <p>Provided that, in the case of any exchange of land in which the Municipality has an interest, it is completed in accordance with the Closing Sale and Disposition of Streets and Alleys Policy</p>	<p>Acquisitions of land or land interest are recommended by the applicable Corporate Leader and approved by Council.</p> <p>Agreements are reviewed by Legal Services</p> <p>When applicable, review and approval by the Technical Advisory Committee</p>	<p>Mayor and Clerk</p>
<p>Approve transfers, EREG acknowledgements and directions, certificates, undertakings, declarations and related documentation for real property transactions and as required to register easements, transfers, restrictions, by-laws, orders, liens and other documents and interest in land, on which the Municipality has an interest and register same on title</p>		<p>Corporate Leader – General Counsel</p>
<p>Approve and execute agreements to extend closing dates of real estate transactions</p>		<p>Corporate Leader – General Counsel</p>

Description	Limitations	Delegate
Approve and execute encroachment agreements onto Municipal land, including public highways		Corporate Leader – General Counsel
Execute permits and agreements with government agencies for entering upon a government agency's land for the purpose of constructing, working, travelling through, under or over the land, and building or constructing a municipal asset on the government agency's land, including preparing, maintaining, repairing, removing or otherwise working on the land for the placement of the asset or the asset itself	<p>For the furtherance of an approved Municipality project</p> <p>May provide for non-competitive purchasing by the Municipality in consultation with the Corporate Leader – Chief Financial Officer and Legal Services</p>	Clerk and relevant Corporate Leader
Execute licence/lease agreements, including the assignment and sub-licensing/leasing of Municipal land	Reviewed and recommended by the applicable Division Leader or Corporate Leader and approved by Council resolution.	Corporate Leader – General Counsel and Clerk
Execute authorizations, Acknowledgements and Directions, or other agreements required for discharge of easements, agreements, liens, cautions or other documents to which the Municipality is a party and is registered on title to property either owned by the Municipality or privately held	<p>Reviewed by the applicable Division Leader or Corporate Leader and provided no financial obligation required of the Municipality.</p> <p>Internal Memo circulated by all departments to approve release.</p>	Corporate Leader – General Counsel and Clerk
Execute authorizations, directions or agreements to register/remove ratings or similar by-laws	Review and approval by Team Leader - Revenue Services or other Division Leader of relevant department	Corporate Leader – General Counsel

Description	Limitations	Delegate
Execute instruments (and related documents) to permit, consent, agree or authorize correction of real property title issues where Municipality is not adversely affected.	Documents to be reviewed by Corporate Leader – General Counsel	Mayor and Clerk
Register Part Lot Control Exemption By-laws, pursuant to s. 50(7) of the <i>Planning Act</i> or extension(s) of same	Applications are subject to County approval and Council resolution required for initial registration. Council resolution only required for extensions.	Corporate Leader – General Counsel
Execute cost-sharing agreements between the Municipality and property owners	Approved by Council resolution. Reviewed by Corporate Leader – Growth and Sustainability and Corporate Leader – General Counsel	Mayor and Clerk
Certification of land title applications for developers which typically involve the Municipality as an adjoining owner (ie. Public highways)	Recommended and reviewed by Corporate Leader – General Counsel	Mayor and Clerk
Execute Development Charges Payment Agreements and related amendments/agreements for payment deferrals	Approved by Council resolution Review by Legal Services	Mayor and Clerk
Accept service of Statements of Claim or documents commencing proceedings including, but not limited to Notices of Appeal, Plaintiffs Claims	In accordance with R.R.O. 1990, Reg. 194: Rules of Civil Procedure and Municipal policy	Clerk, Deputy Clerk, Corporate Leader – General Counsel or Mayor
Manage insured claims, both self and third party insured, and settle on terms which are not the subject of litigation	Only up to \$100,000 inclusive of costs and interest	Corporate Leader – General Counsel

Description	Limitations	Delegate
Manage insured claims, both self and third party insured, and settle on terms which are not the subject of litigation	Council resolution required in excess of \$100,000 inclusive of costs and interest	Chief Administrative Officer and Corporate Leader – General Counsel
Commence/defend any action or legal proceeding on behalf of the Municipality at any Court, Commission, Tribunal, Board, Hearing or Arbitration, subject to the authority of insurance companies pursuant to insurance policies	Financial Settlement Authority: value up to \$75,000 value up to \$250,000 value over \$250,000	Corporate Leader – General Counsel Mayor and Chief Administrative Officer Council
Execute retainer agreements for external counsel or any expert, professional or other person to assist in actual or potential action or legal proceeding, or the acquisition or disposition of any municipal property or land	Council resolution	Corporate Leader – General Counsel
Bring claims, applications, motions and undertake execution procedures for the collection of all debts, accounts and judgements owed to the Municipality	Prepared by Corporate Leader – Chief Financial Officer	Corporate Leader – General Counsel
Execution of receipts, releases, indemnities, minutes of settlement and other documents required for the settlement or compromise of any claim, demand, action or other proceeding brought or made by or against the Municipality	Council resolution required for monetary values exceeding \$100,000	Corporate Leader – General Counsel

Description	Limitations	Delegate
Bring applications and post security for the removal of liens registered against municipal property		Corporate Leader – General Counsel
Execute agreements for the exchange or release of information which comply with the requirements of the <i>Municipal Freedom of Information and Protection Privacy Act</i>	Reviewed and recommended by Clerk	Corporate Leader – General Counsel
Release of privileged information to Municipality's financial auditor	Disclose only information sufficient to ensure performance of audit/subject to a written contract between auditor and Municipality requiring the release of such information and under written request from the auditor	Corporate Leader – General Counsel
Disclosure of closed meeting minutes and resolutions as required by the Municipality's auditor, closed meeting investigator and/or Integrity Commissioner	Requesting authority must be requesting documents pursuant to statutory authority Disclose only information necessary to satisfy the need (*Privileged information subject to Privileged Information Procedures)	Clerk
Execute Polling Station agreements (with Elections Canada/Elections Ontario) for use of municipal facilities	Review by Legal Services	Clerk
Execute agreements required for the procurement/lease of election equipment	Review by Legal Services	Clerk

Description	Limitations	Delegate
Approve the use of the name “Lakeshore” in an application by a corporation	Consent by the Municipality is a routine requirement for filing with the Ministry upon incorporation or name changes involving the use of the name “Lakeshore”	Corporate Leader – General Counsel
Authority to make minor corrections to By-laws. Limited to non-material matters such as numbering of by-laws, spelling, etc		Clerk
Community festival liquor licence applications (designations of municipally significant events or letters of non-objection)	Administration will be guided by the Application Procedure for Festivals and Special Events and subject to Committee approval	Clerk
Authorize a forensic audit of Municipal information technology resources, such as employee emails, files, etc.	Requires review and recommendation by Corporate Leader – General Counsel	Chief Administrative Officer
Inter-municipal agreements (such as Court Services)		Mayor and Clerk

**Schedule “A-11”
to By-law 63-2023**

Operations

Description	Limitations	Delegate
Authority to temporarily close streets for a maximum of 30 days		Corporate Leader - Operations
Approval of parades and parade routes	In consultation with Fire Services and Festival and Events Committee	Division Leader – Public Works
Execution of encroachment agreements (temporary/permanent) where the encroachment has existed for a minimum of 10 years and has no impact on current/future use of right-of-way	Review and recommendation by Corporate Leader - Operations Review by Legal Services	Mayor and Clerk
Acquisition of lands for street widenings or other street works	Requires Council resolution Review and recommendation by Corporate Leader - Operations Review by Legal Services	Mayor and Clerk
Authority to designate fire routes	In consultation with Fire Services	Corporate Leader - Operations
Execution of Agreements with railways regarding crossings	Requires Council resolution Review and recommendation by Corporate Leader – Operations Review by Legal Services	Mayor and Clerk

Description	Limitations	Delegate
Execution of Utility Franchise Agreements and Road User Agreements	Review and recommendation by Corporate Leader - Operations Review by Legal Services	Mayor and Clerk
Ministry applications and Consolidated Linear Infrastructure applications/approvals		Corporate Leader - Operations
Authorize or permit entry onto any municipal lands or premises within the Operations portfolio for the purpose of field investigation, study, survey or other collection of information, and execute instruments to enact such authorization or permission		Corporate Leader - Operations
Issue a statement or comment where requested by a third party as part of a requirement in the third party's application for environmental approval by a government entity		Corporate Leader - Operations
Working in the Ministry of Transportation right of way and VIA rail lands for drainage works (each project must have VIA approval and a flagman is requested)	Review by Legal Services if Tribunal matter	Drainage Superintendent
Applications to federal or provincial permits, conservation authority permits for municipal works		Corporate Leader - Operations
Driveway permits and entrance permits		Division Leader – Public Works
Execution of Memorial Tree and Bench Policy		Division Leader – Public Works

**Schedule “A-12”
to By-law 63-2023**

Workforce Development

Description	Limitations	Delegate
Execution of Employment contracts	Subject to review by Legal Services	Division Leader – Workforce Development
Approval of Job Descriptions for all municipal positions	Review and approval by Corporate Leadership Team	Division Leader – Workforce Development
Approval of Corporate Employee Policies	Subject to review by Policy Review Committee	Division Leader – Workforce Development and Chief Administrative Officer
Co-op or Internship program applications from the education institution in order to place students in co-op or internship placements with the Municipality	Subject to approved budget	Division Leader – Workforce Development
Execution of Co-op Education and Internship Agreements	Subject to review by Legal Services	Division Leader – Workforce Development
Wage subsidy applications	Subject to budget approvals of head count Subject to the funding available through the Federal and Provincial wage subsidy programs	Workforce Advisor
Training subsidy applications for employees and new hires	Subject to budget approvals of head count	Workforce Advisor
HR Downloads Annual Review	Subject to budget approval	Division Leader – Workforce Development
VFIS Annual Renewal for VFFs insurance	Subject to budget approval and periodic tender to market to measure competitiveness of coverage and/ or provider rates	Division Leader – Workforce Development
Annual Renewal for Greenshield and Sunlife	Subject to budget approval, subject to changes through	Division Leader – Workforce Development

Description	Limitations	Delegate
and employee benefit and assistance programs	collective bargaining for unionized positions, subject to tendering in market through the Regional buying group	
WSIB forms	Form completed by Division Leader of relevant division	Workforce Advisor
Sunlife or Greenshield forms		Workforce Advisor
Employment Letters (proof of employment)		Workforce Advisor
Temporary Employment Agency Agreements	Subject to review by Legal Services	Division Leader – Workforce Development
Safety Group registration and documentation approvals	Subject to corporate support for initiative and Joint Health and Safety Committee participation	Workforce Advisor
Tuition reimbursement	Subject to employee consent and approval by Division Leader and Corporate Leader	Division Leader – Workforce Development
Ministry of Labour orders, compliance or fines	Subject to review by Legal Services	Division Leader – Workforce Development

Municipality of Lakeshore

By-law 64-2023

**Being a By-law to Confirm the Proceedings of the
June 23 and June 27, 2023 Council Meetings**

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 June 23 and June 27, 2023 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 July 18, 2023.

**Mayor
Tracey Bailey**

**Clerk
Brianna Coughlin**