

Municipality of Lakeshore

Regular Council Meeting Agenda



Tuesday, October 10, 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(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 recruitment of an employee (unfinished business from September 26, 2023);
- b. 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 (unfinished business from September 26, 2023); and
- 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, relating to short-term rental accommodations.

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

- 1. Short-Term Accommodations – Zoning By-law amendment, ZBA-14-2023**

6

Recommendation:

Approve Zoning By-law Amendment Application ZBA-14-2023 (Zoning By-law 2-2012, as amended), to add the definition of 'Short-Term Rental Accommodation' and add general policies that prohibit Short Term Rental Accommodations within the Municipality of Lakeshore but continue to permit Bed and Breakfast establishments; and

Direct the Clerk to read By-law 85-2023 during the Consideration of By-laws, all as presented at the October 10, 2023 Council meeting.

9. Public Presentations

10. Delegations

11. Completion of Unfinished Business

12. Consent Agenda

Recommendation:

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

- | | |
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| 1. September 26, 2023 Regular Council Meeting Minutes | 32 |
| 2. Police Services Report for Lakeshore - June 2023 | 42 |
| 3. Police Services Report for Lakeshore - July 2023 | 61 |
| 4. Police Services Report for Lakeshore - August 2023 | 81 |
| 5. County of Brant - Guaranteed Livable Income | 102 |
| 6. Town of Midland - Catch and Release Justice in Ontario | 104 |
| 7. Town of Aurora - Opposition to Strong Mayor Powers in Aurora | 105 |

13. Reports for Information

Recommendation:

Receive the Report for Information as listed on the agenda.

1. **Prohibition of Short-Term Rental Enforcement** 109

14. Reports for Direction

1. **Housing Affordability Task Force Response** 113

Recommendation:

Direct Administration to work with the Mayor to submit the Municipality's top five Housing Affordability Task Force Recommendations based on the comments provided by Council at the October 10, 2023 Council Meeting.

2. **Removal of Hold – 0 County Rd. 31 (ARN: 375153000002200)** 131

Recommendation:

Approve Zoning By-law Amendment Application ZBA-10-2023 to remove the Holding Symbol (h) from the subject lands known as Part of Lot 10, Concession North Middle Road, Rochester, designated as Part 1 on Plan 12R10912; except Parts 1 to 14 on Plan 12R15762; Lakeshore, being all of the Property Identifier Number (PIN) 75054-0153(LT); (indicated on the Key Plan, Appendix A); and

Direct the Clerk to read By-law 82-2023 during the "Consideration of By-laws", all as presented at the October 10, 2023 Council meeting.

3. **Essex Region Conservation Authority – Non-mandatory Service Agreement** 139

Recommendation:

Direct the Clerk to read By-law 86-2023, being a by-law to authorize an agreement with the Essex Region Conservation Authority for non-mandatory services, during the Consideration of By-laws as presented at the October 10, 2023 Council meeting.

4. Town and Country Mobile Home Park – Municipal Responsibility Agreement (MRA) 152

Recommendation:

Direct the Clerk to read By-law 83-2023, being a By-law to Execute a Municipal Responsibility Agreement (MRA) with Town & Country Communities Limited (the Owner), during the Consideration of By-laws as presented at the October 10, 2023 Council meeting.

5. Shanahan Park - Shade Structure Assessment and Repair 157

Recommendation:

Support the demolition of the existing shade structure in Shanahan Park in the amount of \$1,600.00 (including applicable HST) to be funded from the Parks reserve; and

Direct Administration to include the design and construction of a new shade structure in Shanahan Park in the 2024 budget, as presented at the October 10, 2023 Council meeting.

6. 2024 Council Meeting Schedule 167

Recommendation:

Approve the 2024 schedule of Regular Council Meetings, as described in the report presented at the October 10, 2023 Council meeting.

7. Recruitment Challenges and Path Forward 172

Recommendation:

1. Direct the Corporate Leader - Chief Financial Officer to implement phases 1, 2, 3 and 4 of the Recruitment Strategy as laid out in this report;
2. Approve a 2023 Budget variance of an upset limit of \$100,000 dollars for requirement services for Phase 1;
3. Approve a first charge to the 2024 Budget with an upset limit of \$117,000 for salary and benefits cost for the recruitment of a Health and Safety Coordinator/Workforce Advisor; and
4. Approve a 2023 budget variance of an upset limit of \$15,000 dollars for the recruitment of a Health and Safety Coordinator/Workforce Advisor.

15. Announcements by Mayor

16. Reports from County Council Representatives

17. Report from Closed Session

18. Notices of Motion

19. Question Period

20. Non-Agenda Business

21. Consideration of By-laws

Recommendation:

By-laws 82-2023, 83-2023, 85-2023, 86-2023 and 87-2023 be read and passed in open session on October 10, 2023.

- | | | |
|----|--|-----|
| 1. | By-law 82-2023, Being a By-law to amend By-law 2-2012, Zoning By-law for the Municipality of Lakeshore (ZBA-10-2023) | 183 |
| 2. | By-law 83-2023, Being a By-law to Authorize an Agreement with Town & Country Communities Limited | 185 |
| 3. | By-law 85-2023, Being a By-law to amend By-law 2-2012, Zoning By-law for the Municipality of Lakeshore (ZBA-14-2023) | 187 |
| 4. | By-law 86-2023, Being a By-law to Authorize an Agreement with Essex Region Conservation Authority | 189 |
| 5. | By-law 87-2023, Being a By-law to Confirm the Proceedings for the September 26, 2023 Council Meetings | 190 |

22. Adjournment

Recommendation:

Council adjourn its meeting at ____ PM.

Municipality of Lakeshore – Report to Council

Growth and Sustainability

Community Planning



To: Mayor & Members of Council

From: Sahar Jamshidi, Division Leader – Community Planning

Date: September 29, 2023

Subject: Short-Term Accommodations – Zoning By-law amendment, ZBA-14-2023

Recommendation

Approve Zoning By-law Amendment Application ZBA-14-2023 (Zoning By-law 2-2012, as amended), to add the definition of 'Short-Term Rental Accommodation' and add general policies that prohibit Short Term Rental Accommodations within the Municipality of Lakeshore but continue to permit Bed and Breakfast establishments; and

Direct the Clerk to read By-law 85-2023 during the Consideration of By-laws, all as presented at the October 10, 2023 Council meeting.

Background

A summary of the actions related to Short-Term Rental Accommodation are summarized below starting in 2020, to current motions passed in 2023.

During the Special Meeting held July 28th, 2020, Council received a petition with a request to restrict daily vacation rentals in residential areas. Following the presentation of the petition, Council passed the following resolution 252-07-2020:

Direct Administration to prepare a report for the first meeting in September regarding prohibiting short-term accommodation rentals.

Carried Unanimously

After, Administration received communication from residents operating short-term accommodation rentals in various areas of the municipality. These residents were not in favour of a prohibition on short-term accommodation rentals.

A report was presented September 1, 2020 with options for consideration and the following motion was passed:

Direct Administration to proceed with Option #1 – public consultation in 2021, as described in the report by the Manager of Legislative Services and Manager of Development Services, presented September 1, 2020.

To implement this direction, public consultation was undertaken in the spring of 2021 with two information sessions and an on-line survey.

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.

In keeping with that motion, references to short-term accommodation were removed from the Official Plan review (Amendment no. 16) prior to the document being sent to the County of Essex for approval. The Official Plan Amendment does have policies regarding Bed and Breakfast establishments, and through Official Plan amendment 16, requires a site-specific rezoning for new Bed and Breakfast establishments.

On September 28, 2021, a report was presented on “Short-term Accommodation Results of the Public Consultation Process” (Attachment 2).

Council passed resolution 313-09-2021 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 at the May 10, 2022 meeting, Council passed the following resolution:

194-05-2022

Direct Administration to implement option 3 to permit short-term rental accommodations in primary residences only, to be regulated in the Zoning By-law, as described in the May 10, 2022 report regarding Short-Term Rental Accommodations - Regulating and Licensing Options.

Administration then brought forward a report to re-instate reference to short term accommodations back into the Official Plan to implement the May 2022 direction. At the July 18, 2023 meeting, the following motions were passed:

213-07-2023

Prepare an Official Plan Amendment and zoning by-law amendment to prohibit Short Term Rental Accommodations in the Municipality of Lakeshore.

212-07-2023

Prohibit short-term rental accommodations in the Municipality of Lakeshore; and Direct Administration to bring a report regarding the steps to enforce the prohibition of short-term accommodations in the Municipality of Lakeshore.

Based on the above-noted direction, Administration has prepared a Zoning By-law Amendment to prohibit Short-Term Rental accommodations within the Municipality. The existing Zoning By-law does permit Bed and Breakfast establishments, which is a form of short-term accommodation. There are no proposed changes to the Bed and Breakfast provisions in the By-law, as explained below. There is currently no reference to short-term rental accommodation in the

Official Plan, therefore, an amendment to the Official Plan has not been prepared at this time.

Comments

Prohibiting or Restricting Short-Term Accommodations – Scan of other Jurisdictions:

The Province of Ontario conducted public consultation in 2016/2017 relating to home-sharing (short-term accommodation rentals). As a result of this consultation, the Province published The Home Sharing Guide for Ontario Municipalities.

Administration also conducted an environmental scan of municipalities that prohibit or regulate short-term accommodation rentals in Ontario. From the research conducted to date, there are very few municipalities that prohibit all forms of short-term accommodation rentals; many municipalities choose instead to regulate and/or licence such rentals.

The Town of Collingwood has the most stringent prohibition of short-term rentals, allowing them in hotels, motels and bed and breakfast establishments only. The Town's Zoning By-law defines Short Term Accommodation as:

the use of a dwelling unit, or any part thereof, that is operating or offering a place of temporary residence, lodging or occupancy by way of concession, permit, lease, licence, rental agreement or similar commercial arrangement for any period of 30 consecutive calendar days or less, throughout all or any part of a calendar year.

Both the Town of The Blue Mountains and the Town of Niagara-On-The-Lake, identified as examples in The Home Sharing Guide for Ontario Municipalities, have chosen to regulate short-term accommodation rentals in specific areas while prohibiting them in others.

The City of Toronto has adopted zoning by-law amendments to permit short-term rentals for all principal residences in the City in all zones, having the effect that short-term rentals are permitted only where the property owner lives. The City has also enacted a Licensing and Registration of Short-Term Rentals by-law.

Along with regulating or prohibiting short-term rentals, some municipalities specifically choose not to do so. The Township of Tiny does not prohibit short or long-term rentals of dwellings, as "Council understands that traditionally many residents seasonally rent their cottage/dwellings or lend them to family and friends during the summer months, which has been the common practice for decades". However, this pertains to the entire dwelling only; a room rental is regulated in the Township's Zoning By-law.

It should be noted that the majority of municipalities that have a short-term accommodation licensing program also have a general business licensing program, which the Municipality of Lakeshore does not have in place at this time. Introducing a licensing program would require additional resources for coordination of the program, including annual building and fire inspections, as well as additional resources for enforcement and licence appeals. While cost-recovery can be built

into the program, the process of licensing could require staff time to administer from several departments. The related report on “Short-Term Accommodations – Enforcement” on this agenda discussed the enforcement considerations. However, an in-depth review of licensing has not been explored, as no direction has been given from Council. If Council so chooses, a report could be presented to consider the advantages and disadvantages of initiating a short-term rental licensing program.

Municipality of Lakeshore Zoning Provisions

As noted above, short-term accommodation rentals are generally defined as rentals of less than 30 days but are different from the traditional bed and breakfast business. Pursuant to the Municipality’s Zoning By-law, a “bed and breakfast establishment” is defined as:

a single detached dwelling in which no more than three rooms are made available by the residents of the said dwelling for the temporary accommodation of travelers in the course of which no assistance is offered by any person not residing in the dwelling. This does not include a hotel, motel, or eating establishment, as defined herein.

Bed & breakfast establishments are allowed in the following zones and do not require a site-specific zoning or business licence from the Municipality:

- R1 – Residential – Low Density
- R2 – Residential – Medium Density
- RW1 – Residential Waterfront – Watercourse
- RW2 – Residential Waterfront – Lake St. Clair
- HR – Hamlet Residential
- HC – Hamlet Commercial
- CA – Central Area
- MU – Mixed Use
- A – Agriculture
- UR – Urban Reserve (existing bed & breakfast establishments only)

The following provisions shall apply to a bed and breakfast establishment, where it is permitted by this By-law:

- a) bed and breakfast establishments are only permitted within a single detached dwelling;
- b) the bed and breakfast establishment has no more than three off-street parking spaces associated with the bed and breakfast establishment, accommodated on the same lot;
- c) the bed and breakfast establishment does not include a liquor licensed premises or other facilities for the servicing of alcoholic beverages to the general public;

- d) the bed and breakfast establishment complies with the Building Code Act and such other by-laws and regulations as may be applicable for the Municipality;
- e) no portion of a guest room is located below grade or within a basement, walkout basement or cellar;
- f) no portion of a guest room contains facilities for the preparation of meals; and
- g) all other applicable provisions of this By-law shall apply and be complied with.

It should be noted that there is no definition of “short-term rental accommodation” in the Zoning By-law. However, there is a definition for “housekeeping cottage”, defined as:

One or a group of buildings that provides temporary accommodations to overnight guests for a fee and is equipped with a kitchen, which has a common piped water supply with other such buildings.

Housekeeping cottages are permitted solely in the RW2-7 zone (Residential Waterfront – Lake St. Clair Zone Exception 7). This site-specific zoning is limited to one property on Caille Avenue.

(Refer to Graphic, Lakeshore Accommodations, Attachment 1).

Analysis

Upon review of local short-term rental accommodation websites for a previous report, Administration identified short-term rental accommodation listings on websites for 30 properties within the Municipality of Lakeshore boundaries. Nine of these properties are located within the Rochester Place RV park and two properties are operated as commercial bed & breakfast businesses (Iron Kettle Bed & Breakfast and the Elm Tree Retreat). It is estimated that the number of listings this past summer were around 100-125.

Administration also met with a member of the Ontario Provincial Police – Lakeshore Detachment to discuss concerns relating to accommodation rentals and found that short-term rental properties have not been noted by the OPP to be of significant concern in the municipality. This indicates that Short-Term Rentals do not present a significant concern with regards to safety. Also, there are generally no concerns or impacts on the local housing market either. However, it is understood that there are nuisance concerns (noise, parking, pets) which may or may not be reported to the OPP or Lakeshore’s By-law Division.

Proposed Zoning By-law Amendment:

The proposed amendment to the Zoning By-law seeks to address Council direction by defining Short-Term Rental Accommodations as distinct from Bed and Breakfast Establishments and Housekeeping Cottages, and clearly indicate that Short-Term Rental Accommodations will not be permitted in any zone within the Municipality.

The proposed definition for Short-Term Rental Accommodations is:

SHORT-TERM RENTAL ACCOMMODATION – shall mean the commercial use of any residential dwelling unit, or part thereof, or a mobile home or accessory structure on a residential property, used as a place of temporary habitation, lodging or occupancy under authority of a concession, permit, lease, license, rental agreement or similar commercial arrangement authorizing such temporary habitation, lodging or occupancy for a period equal to or less than twenty-eight (28) consecutive calendar days, but does not include a Bed and Breakfast Establishment or Housekeeping Cottage as defined in By-law 2-2012, as amended.

This definition ensures that the prohibition will not apply to the renting out of individual rooms, secondary suites or homes to long-term tenants. It also clarifies that Short-Term Rental Accommodations are a commercial use, which is distinct from allowing someone to stay as a guest without charge on a short-term basis.

The proposed general provision related to Short-Term Rental Accommodations states:

6.53. Short-Term Rental Accommodations

The following provisions shall apply to a Short-Term Rental Accommodation use:

- a) Short-Term Rental Accommodations, as defined by this By-law, shall not be permitted in any zone;
- b) The rental or leasing of any residential property, including agricultural lands, or part thereof, for overnight accommodation for fewer than 28 consecutive days, shall be subject to the regulations and definitions related to Bed and Breakfast Establishments.

This general provision will allow the Municipality to bring action against the unlawful establishment of a Short-Term Rental Accommodation following adoption of the by-law.

It should be noted that Short-Term Rental Accommodation hosts in Ontario have previously argued that the service they provide is no different from renting out a room for residential purposes and should therefore be permitted under existing zoning. This means that if Council chooses to adopt the attached amendment, any Short-Term Rental Accommodations that are currently in operation may be considered Legal Non-Conforming Uses. A legal opinion will be provided to Council in this regard.

The proposed definition and general provision will not prevent individuals from applying for Zoning By-law Amendments to permit Short-Term Accommodations on a site-specific basis. In the absence of Official Plan policies to provide guidance, the Municipality will not have a policy basis for refusing these applications or imposing restrictions. However, the cost of applying for a Zoning By-law Amendment may act as a deterrent.

In the case that an individual wishes to operate a Short-Term Rental Accommodation, it may be preferable to direct them to apply for a Temporary Use By-law. This would permit the Short-Term Rental Accommodation for a period of

up to three years, at which time they may apply for an extension. The Municipality could then evaluate the impact of the Short-Term Rental Accommodation and determine if it should be permitted to continue.

If Lakeshore chooses to use a Temporary Use By-law approach, a recent amendment to Section 39 of the Planning Act allows the delegation of minor zoning changes to either a member of administration, or a committee of Council. The approval of a Temporary Use By-law for short term accommodation could be delegated to a committee of council; for example, the Lakeshore Committee of Adjustment,

Following adoption of the Zoning By-law Amendment, Administration will undertake a public education campaign and establish a Short-Term Rental Accommodation webpage to provide people with information related to the prohibition and enforcement.

Provincial Policy Statement (PPS) and County of Essex Official Plan

There are no issues of provincial or County significance raised by the proposed amendment. Neither document provides policies specific to Short-Term Rental Accommodations.

Municipality of Lakeshore Official Plan

As mentioned above, the Municipality of Lakeshore Official Plan does not speak to regulation of Short-Term Rental Accommodations as defined by the proposed Zoning By-law Amendment. Therefore, there are no issues raised by the proposed amendment.

The Municipality of Lakeshore Official Plan does speak to Bed and Breakfast establishments, permitting them in single detached dwellings, subject to a list of criteria. The current policies do not require a site specific rezoning, however, the policies of the Official Plan review (Council adopted OPA 18) do require a rezoning for Bed and Breakfast establishments.

Public Consultation

Public engagement was undertaken as directed by Council, to implement previous the previous motions/direction from Council on short-term accommodation. A report on the results of the public engagement in 2021 in Attachment 2.

Notice of the public meeting held at this meeting (October 10, 2023 Regular Council meeting) was undertaken, as required under the Planning Act. In addition, individual notices were sent to residents and businesses, and information was posted in the local newspaper. A summary of comments received is included in Attachment 3.

Others Consulted

WSP, Planning Consultant

Financial Impacts

There are no financial impacts as a result of this amendment. There could be

increased demand for By-law resources to enforce this amendment which may impact future resourcing and service levels in that area. In addition, the amendment may result in site-specific Zoning By-law Amendment applications.

Attachments

Attachment 1 – Graphic showing Lakeshore Accommodations in the Zoning By-law

Attachment 2 – Previous public engagement – September 2021 Council report.

Attachment 3 – Comments received as a result of notice of the public meeting

Attachment 4 – Council options for making a decision on Zoning By-law Amendments

Report Approval Details

Document Title:	Short-Term Accommodations - Zoning By-law Amendment.docx
Attachments:	<ul style="list-style-type: none">- Attachment 1 Graphic showing Lakeshore Accommodations.png- Attachment 2 - Short-term Accommodation Rentals - Results of Public Consultation Process Sept 2021.pdf- Attachment 3 STR Complied Comments from Website.pdf- Attachment 4 – Decision Making Alternatives under the Planning Act.docx
Final Approval Date:	Oct 5, 2023

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

Prepared by Sahar Jamshidi

Submitted by Tammie Ryall

Approved by Justin Rousseau and Truper McBride

LAKE SHORE ACCOMMODATIONS

SHORT TERM RENTAL

BED & BREAKFAST

- single detached dwelling
- no more than three off street parking spaces
- not a liquor licensed premises
- no more than three rooms are made available for temporary accommodation
- no bedroom is below grade
- owner occupied
- no room has facilities to prepare a meal
- no assistance is offered by any person that is not a resident of the home

OTHER TOURISM GUEST HOUSE

All other short term rentals being offered for less than 28 days, including those advertised through Air Bnb, VRBO, Kijiji, and other popular sites.

These businesses will need to follow the same requirements set out for Bed & Breakfasts.

HOUSEKEEPING COTTAGES

One or a group of buildings that provides temporary accommodations to overnight guests for a fee and is equipped with a kitchen, which has a common piped water supply with other such buildings

'housekeeping cottage'

Permitted in the RW2-7 zone

LODGING OR BOARDING HOUSE

Lodging house means the whole of a building or dwelling unit used to provide 5 or more lodging units for hire or gain directly or indirectly to persons.

Lodging unit means a room used to provide living accommodation which does not have the exclusive use of both a kitchen and a bathroom.

Municipality of Lakeshore - Report to Council

Strategic & Legal Affairs

Civic Affairs



To: Mayor & Members of Council

From: Brianna Coughlin, Division Leader – Civic Affairs

Date: August 4, 2021

Subject: Short-term Accommodation Rentals – Results of Public Consultation Process

Recommendation

Direct Administration to include a provision in the upcoming Zoning By-law Update to restrict short-term rental accommodations to primary residences only; and

Direct Administration to include resources in the 2022 Budget for education and enforcement relating to noise, parking and property standards by-laws, particularly relating to short-term rental accommodations, as presented at the September 28, 2021 Council meeting.

Background

Council received a petition on July 28th 2020 with a request to restrict daily vacation rentals in residential areas. Following the presentation of the petition, Council passed resolution #252-07-2020:

Direct Administration to prepare a report for the first meeting in September regarding prohibiting short-term accommodation rentals.

Following this direction, Administration presented a report at the September 1, 2020 meeting (attached as Appendix A). Council considered the report and passed resolution #292-09-2020:

Direct Administration to proceed with Option #1 – public consultation in 2021, as described in the report by the Manager of Legislative Services and Manager of Development Services, presented September 1, 2020.

Comments

As directed, Administration undertook a public engagement process for short-term rental accommodations in the spring of 2021.

Administration met with members of the public virtually for two separate information sessions relating to short-term rental accommodations. An online survey was also conducted through Placespeak and advertised on the Municipality's website and social media.

Stakeholder Meeting

On April 14, 2021, a stakeholder session was held with local lodging providers and tourism groups. Participants included owners or operators of short-term rental accommodations, bed & breakfasts, motels and hotels, as well as representatives of tourism, business or recreation groups.

The comments received through the stakeholder meeting were overwhelmingly positive in favour of allowing short-term rentals to operate in Lakeshore. While some concern was expressed regarding neighbourhood fit or absentee owners, most participants expressed support of short-term rentals as a way to increase tourism and business to the area.

Most of the participants supported the regulation of short-term rentals, while a majority supported a licensing program.

Public Information Session

Following the stakeholder meeting, a public information session was conducted April 28, 2021. Fifteen people participated in the meeting, with 7 speaking in favour of short-term rentals and 8 against.

For those individuals that spoke in opposition of short-term rentals in Lakeshore, the most common concerns were noise, parties, parking, lack of enjoyment of their own properties (no longer peaceful), do not want to police their neighbours.

The most common benefits identified were tourism, local economic benefits, promotion of local businesses and increased property standards (to attract renters).

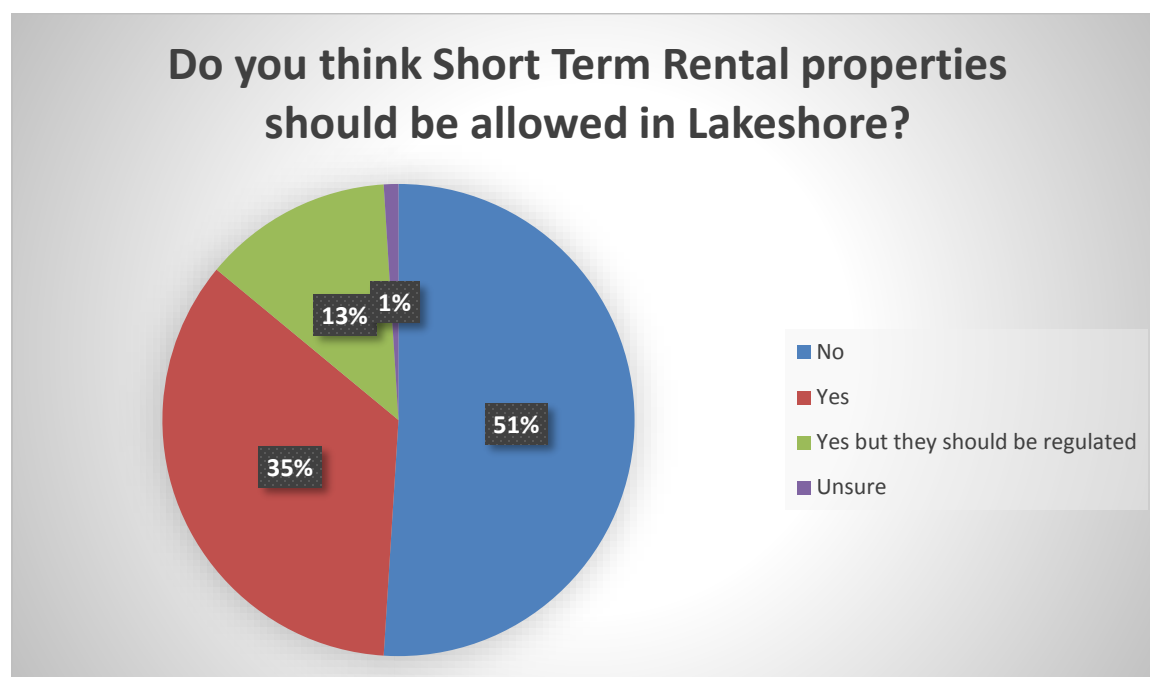
Survey

As part of the consultation process, Administration drafted a survey to gather feedback from members of the public regarding specific questions relating to short-term rental accommodations. This survey was published on Placespeak for 30 days.

Two hundred and fifty-three surveys were submitted through Placespeak and 6 hard copy surveys were submitted. Twenty-two respondents self-identified as STR providers,

while 83 respondents self-identified as STR users (primarily renting entire units rather than individual rooms).

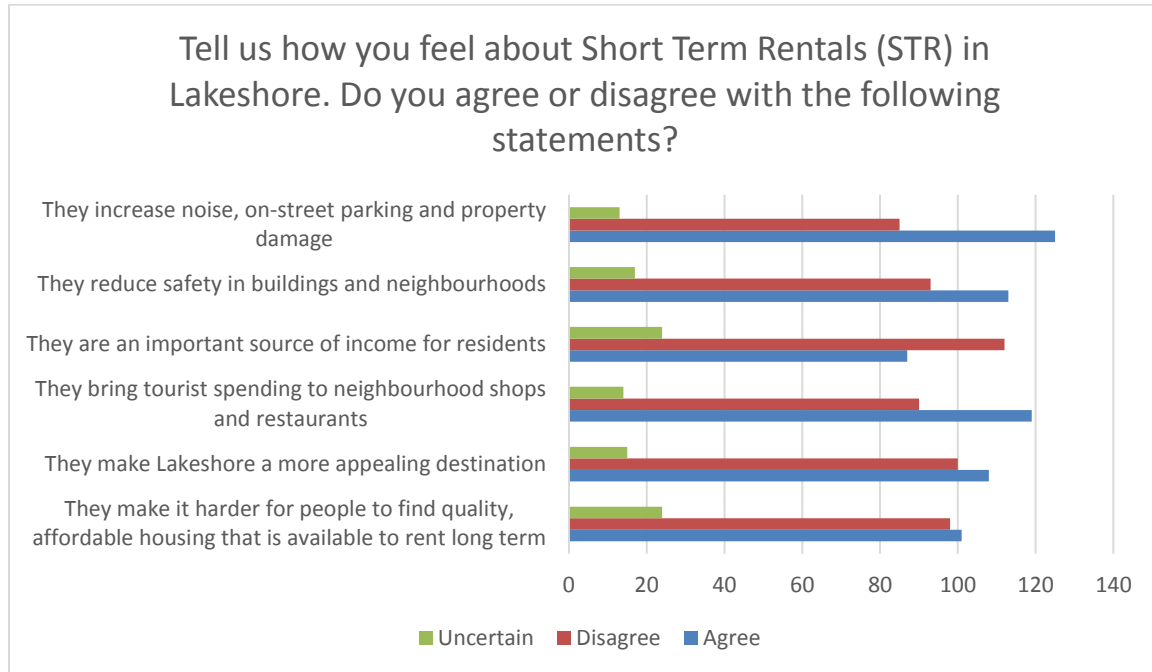
Overall, there was not an overwhelming response for or against short-term rental accommodations. The response to the first question “Do you think Short Term Rental properties should be allowed in Lakeshore?” was split approximately in half between no and yes (included yes with regulation).



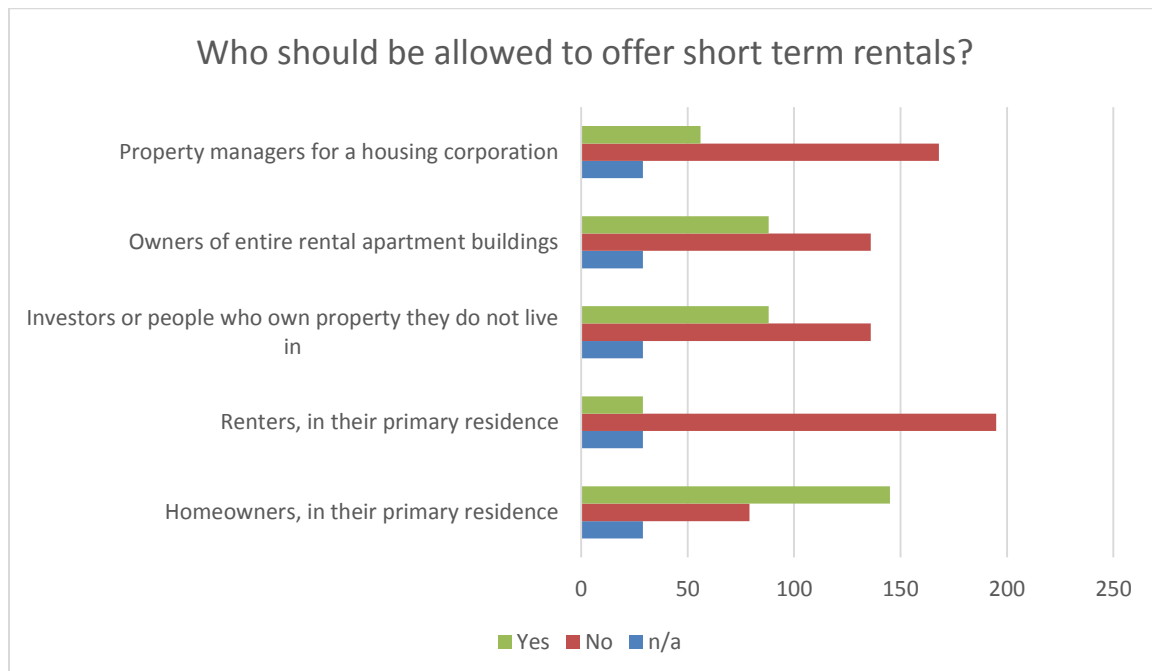
As previously reported to Council, short-term rental accommodations are not currently prohibited or expressly permitted by the Zoning By-law, with the exception of bed & breakfast establishments which are expressly permitted.

It is the opinion of Administration that the results of the public consultation process do not demonstrate an overwhelming public safety concern that cannot already be addressed through the Noise By-law, Property Standards By-law or criminal enforcement measures and with some further minor Zoning By-law amendment.

However, should Council wish to consider prohibiting or regulating short-term rental accommodations, there are some insights from the survey that may help in providing direction to Administration.



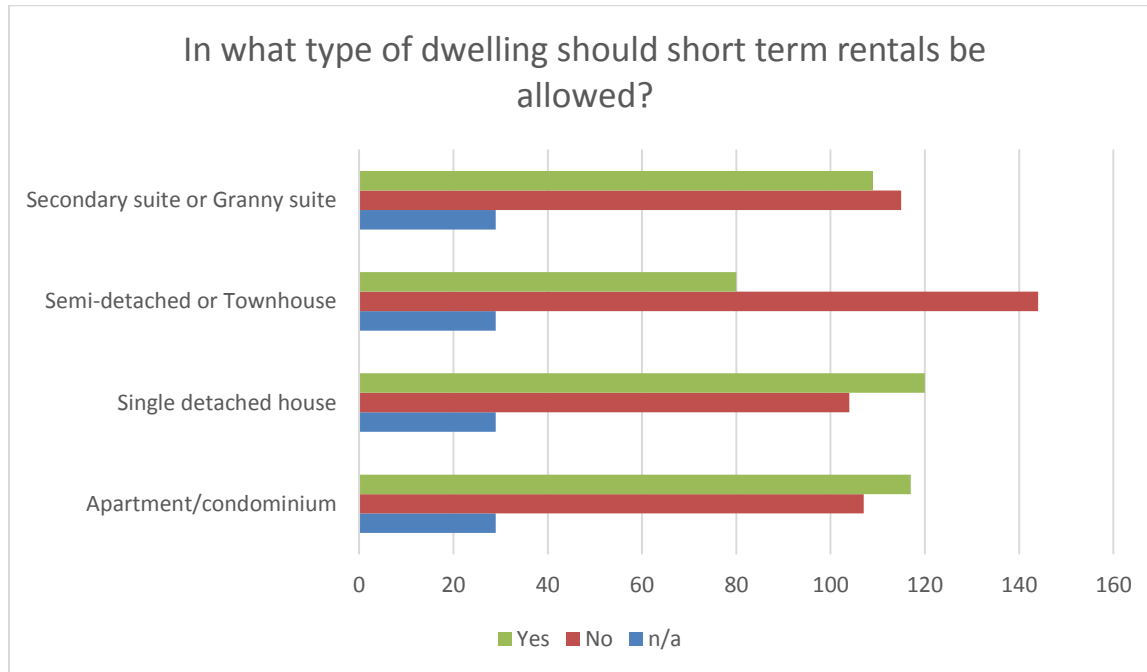
Similar to the public information session, the responses received through the survey identify concerns relating to noise and property while also noting the tourism benefits.



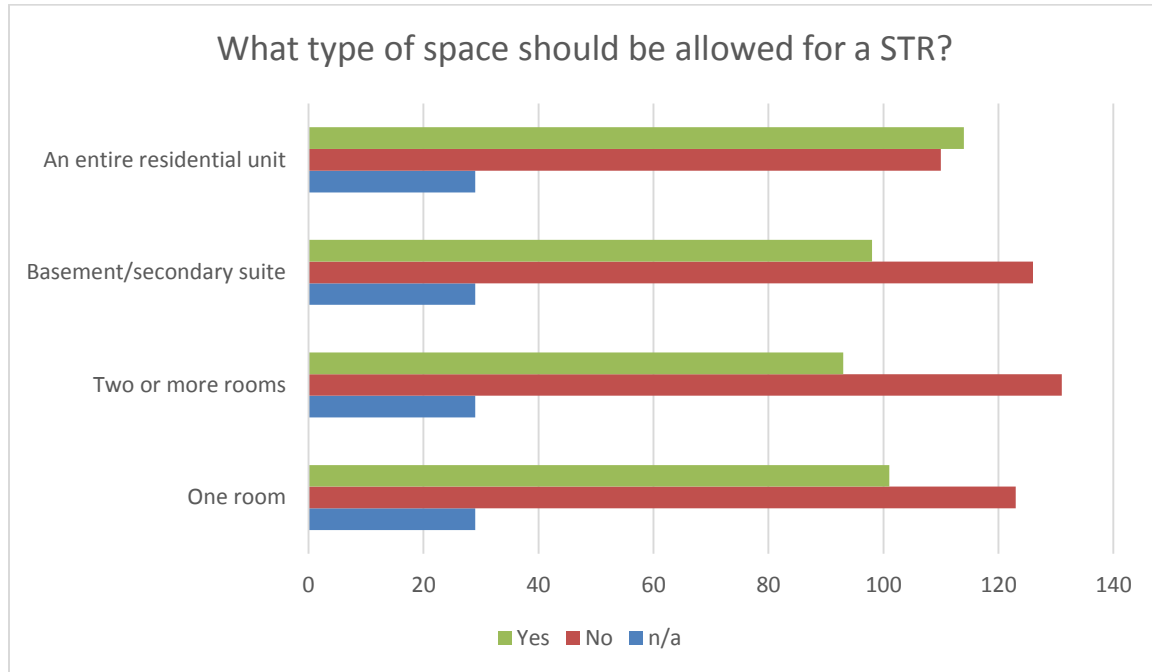
Of all the responses received through the survey, this question provides the most agreement, noting their preference that homeowners could rent their primary residence. Should Council wish to regulate this item, it could be included as part of the update to the Zoning By-law.

Restricting short-term accommodation rentals to primary residences only would mean that individuals or corporations would not purchase multiple properties for the sole purpose of short-term rentals. This may have the effect of discouraging the purchase of affordable housing for rental purposes, however many short-term accommodations are higher-end homes in desirable locations.

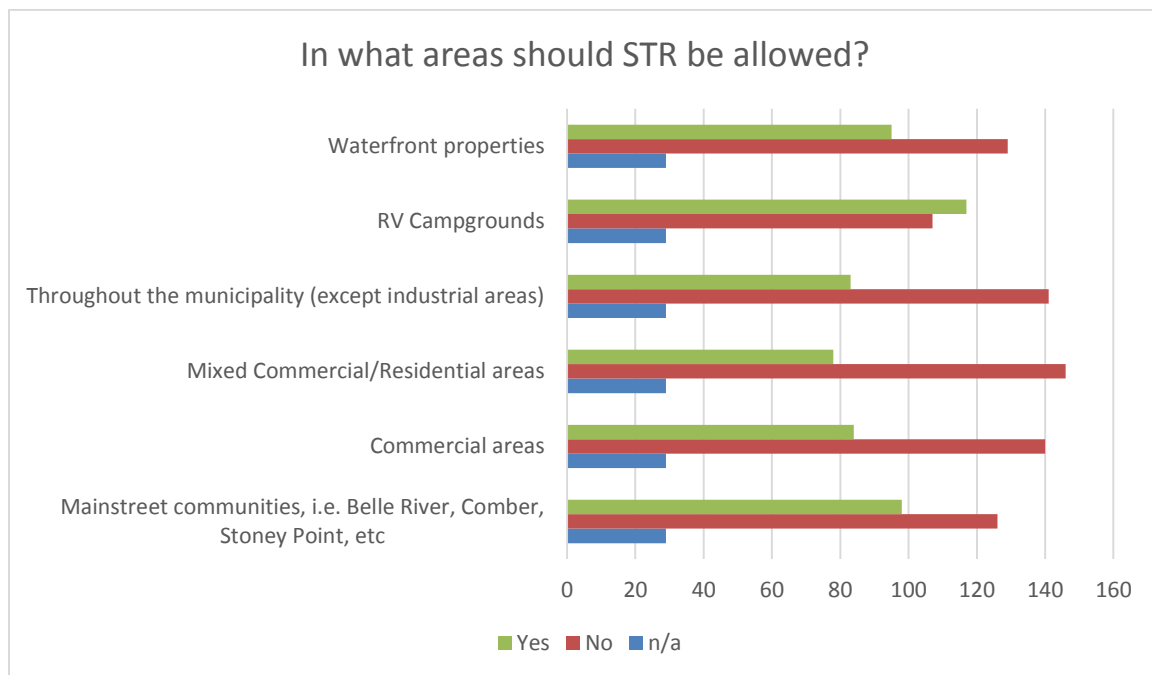
It is important to note that restricting short-term rentals to primary residences only would not prohibit purchasing a property for long-term rentals over 30 days.



The responses received through the survey do not show a marked preference for any type of dwelling, however do indicate a slight resistance relating to semi-detached or townhouse dwellings.

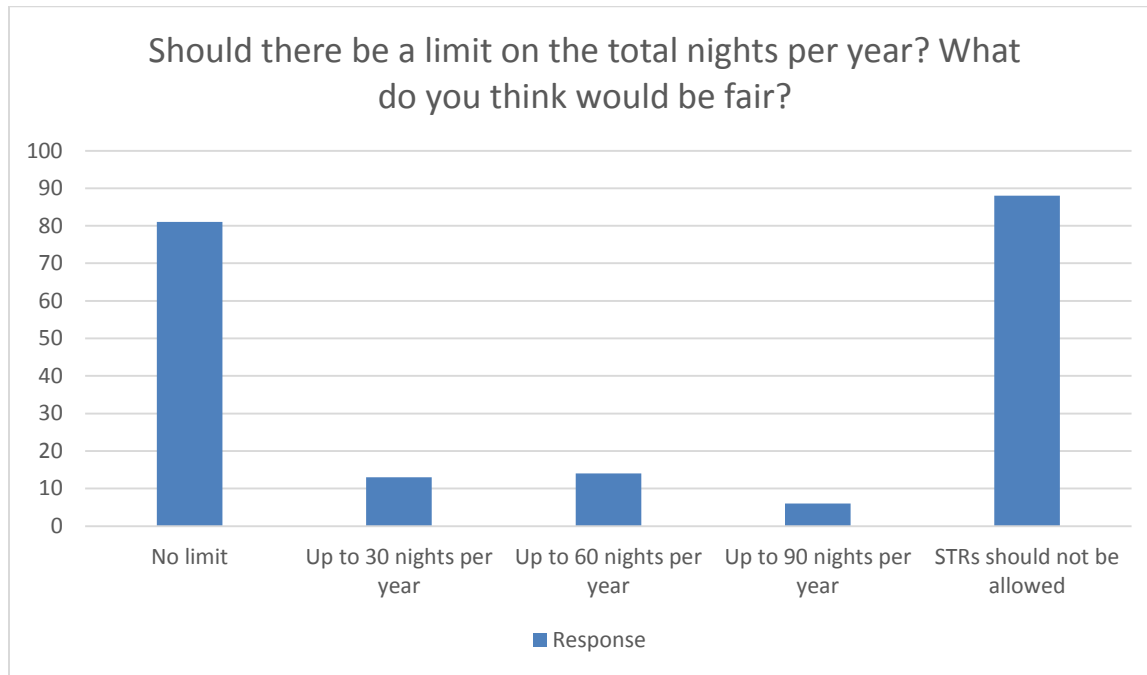


The responses indicate a preference to allowing the rental of entire residential units versus individual or multiple rooms. While a requirement for renting entire units is an option Council could consider, it is not recommended by Administration as it is more difficult to observe and enforce.



The responses show a preference for renting in RV Campgrounds, which is already an established use. Interestingly, there is less preference for allowing rentals in commercial

or mixed commercial/residential areas which tend to accommodate additional parking and noise.



In addition to the questions identified above, the survey also allowed for respondents to provide additional comments. The comments are anonymized and condensed below.

Opposed to Short-term Rental Accommodations:

- Opposed to any rental less than a month
- Do not want a commercial venture near or in the residentially zoned area
- Visitors should go to motels/hotels
- Tenants can mistreat property and cause disturbances to neighbours
- Should not be allowed during COVID-19 pandemic
- Lakeshore does not have the resources to deal with complaints and bylaw issues
- Do not want rentals in high-tax or waterfront areas
- Concern with renters trespassing onto neighbouring properties
- Concern with abuse of alcohol/drugs, vulgar language, domestic fights
- Can't relax in own yard with renters next door
- Should not be used as a commercial enterprise
- Should not be allowed unless all neighbours approve a variance
- Should encourage more hotels to be built instead
- Should not allow in areas that need infrastructure improvement
- Will devalue properties
- Should not be allowed in dense areas where houses are close together
- Inflates the price of homes and reduces affordable housing

In Favour of Short-term Rental Accommodations:

- Will bring additional tourists who will buy our groceries, eat at our restaurants, and buy at our local shops
- Need accommodation for family visits
- Opportunities for people to start small business for the seasonal visitors
- Should not compare short-term rentals (general) with Airbnb
- Small communities benefit from short-term rentals
- OPP can control if there are problems
- Should be allowed in main street commercial areas where there is already noise
- Should be allowed subject to site plan restrictions
- Should be classified as a business restricted to commercial areas
- Should have the same regulations as bed & breakfast
- Should be allowed everywhere in Lakeshore, with or without guidelines
- Generates income for owner and small businesses
- Should be allowed at RV campgrounds that have management on site
- Waterfront rentals provide relaxation for tourists and families
- Should limit room rentals to one week
- Should allow up to 60 days per year
- Should allow up to 200 nights per year
- Should be allowed in all seasons
- Preferred rental option for workers coming to the area
- Municipality should licence rentals and host a STR rental website
- There should be regulations and fines for non-compliance
- Supports reinvestment into properties
- Should impose visitor parking passes
- Can help with accommodation and bring special events to Lakeshore

In addition to the STR questions, the survey asked respondents the following question:

A Municipal Accommodations Tax (MAT) is a 4% tax applied to the cost of the room rental on any short term accommodation including hotels, motels, bed and breakfasts, or online booked short term rentals for stays under 30 days. If imposed, revenues from the MAT would go directly to supporting tourism development in Lakeshore and the surrounding region. The imposition of MAT is quite commonplace as most cities in Ontario charge a MAT to visitors. These cities include, but are not limited to: London, Sarnia, Toronto, Ottawa, Sudbury, and many more. Additionally, smaller Municipalities such as Prince Edward County, Kenora, the Town of Marathon and Huntsville also charge a MAT to visitors. Do you think that Lakeshore should impose this MAT on tourists/visitors to our Municipality to help support additional tourism into our area?

One hundred and sixteen responses were received in favour of a MAT and 82 respondents were opposed.

Financial Impacts

Should Council wish to restrict short-term accommodation rentals to primary residences only, it is recommended that this be included in the upcoming Zoning By-law update. There would be no additional cost.

As noted throughout this report, many of the concerns relating to short-term rental accommodations relate to neighbourhood impacts such as noise and parking. It is recommended that Council direct Administration to include resources for public education relating to these by-laws in the 2022 Budget.

Attachment

Appendix A – Short-term Accommodation Rentals report presented September 1, 2020

Report Approval Details

Document Title:	Short-term Accommodation Rentals - Results of Public Consultation Process.docx
Attachments:	- Appendix A Short term Accommodation Rentals.pdf
Final Approval Date:	Sep 23, 2021

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

Kristen Newman

Jessica Gaspard

Truper McBride

Written Comment submissions through Municipality of Lakeshore's Webform

RE: ZBA-14-2023 - Zoning By-law Amendment for Prohibition of Short-Term Rental Accommodations

What is your name?

Kyle Nelson

What is your address?

[REDACTED], lakeshore ON

Please provide your feedback on the draft amendments to Lakeshore's Official Plan and Zoning By-laws related to the prohibition of short-term rental accommodations.

Highly opposed to this prohibition and of the process that passed it.

This ban will only serve to hurt the Lakeshore economy and will not address the intended purpose of reducing tenancy related complaints of neighbouring properties.

I am a provider of both short and long term rental accommodations. Short term rental issues related to guests are far easier to remedy than those related to tenants in long term rentals. Those tenants receive the protections of the Residential Tenancies Act and can only be removed from the property through a stringent and lengthy Landlord Tenant Board process, and problem tenants know this. Short term stays can be terminated at a moment's notice for non-compliance with house rules, which should include provisions for noise and interference with neighbours' quiet enjoyment. As a tenured landlord who provides both kinds of housing, I can tell you that neighbour complaints are more common and harder to rectify in long term rentals.

Further, from conversations with each guest that stays with us I can say definitively that they do not come because of the draw to the Lakeshore community, they come because of the lake. They fish, they swim, they seek romantic sunsets over the lake. They do not use our property as a home base to access some other point of interest in Lakeshore, any tourism they undertake in the community is tertiary to their access to the lake. If this community no longer allows for lakefront accommodations by way of short term rentals, these guests and all of the tourism revenue they represent will go somewhere else.

Would you like to receive a notice about Council's decision regarding the proposed amendments?

- Yes

Please provide your email address to receive a notice about Council's decision.

[REDACTED]

Municipality of Lakeshore

Community Planning Division



What is your name?

Martin Scott

What is your address?

[REDACTED]

Please provide your feedback on the draft amendments to Lakeshore's Official Plan and Zoning By-laws related to the prohibition of short-term rental accommodations.

Good afternoon, it is my understanding that members of council are considering a ban on short term rentals in the town of Lakeshore.

I would like to plead my case as to why this should not take place.

I have recently purchased a home that I use as a short term rental business.

Tourism-following are locations of visitors that i have had come stay in the last year: England UK, Hamilton ON, Stuttgart Germany, St. Thomas ON, Burlington ON, Woodstock, Windsor, Corrunna, Mississauga, Flint MI, Rochester Hills MI, Macomb MI, Toronto, Coldwater ON, Japan. the list goes on and on. These are just in the last 2 months. They are families, golfers, nurses, lawyers, etc etc. They spend at restaurants, golf courses, grocery stores, Urban Surf, On The Green, movie theatres you name it. They spend and spend which revitalizes the community and keeps people employed. The short term rental owners hire landscapers, construction workers, cleaners, etc etc.

I was hoping Lakeshore would be the progressive town in the county and realize these benefits for their citizens.

It is astounding to think a few noise complaints (which happen with normal residents moreso) would lead to a ban entirely. Towns should be encouraging tourism not rejecting it. I have personally had over 150 guests in 2 years and not one complaint. My neighbours use my cottage themselves and have no issues welcoming families to enjoy it.

My question is why - when on July 18th the survey showed there wasn't enough evidence to warrant regulation let alone an outright ban then a sudden turn around to a ban consideration. Is there a certain council member with a personal vendetta with an airbnb neighbour? Who brought about the motion? And why hasn't there been public consultation and I don't mean a survey that is limited in nature with only a small sample response?

Please reconsider the benefits over a few noise complaints that can be handled by OPP or communication.

Would you like to receive a notice about Council's decision regarding the proposed amendments?

• Yes

Please provide your email address to receive a notice about Council's decision.

[REDACTED]

Municipality of Lakeshore

Community Planning Division



What is your name?

Ron and Connie Fauteux

What is your address?

[REDACTED] Bell River

Please provide your feedback on the draft amendments to Lakeshore's Official Plan and Zoning By-laws related to the prohibition of short-term rental accommodations.

We built a custom home on the Puce River in a residential neighborhood. We now are forced to live next door to a commercial motel, with people coming and going with no respect for neighbours. We experienced a large gathering with 35 cars on both side of our narrow road. The loud language and music. We would very much appreciate your consideration of the amendment to prohibit Short Term Rentals within the municipality of Lakeshore. Thank You

Please provide your feedback on the draft amendments to Lakeshore's Official Plan and Zoning By-laws related to the prohibition of short-term rental accommodations.

We built a custom home on the Puce River in a residential neighborhood. We now are forced to live next door to a commercial motel, with people coming and going with no respect for neighbours. We experienced a large gathering with 35 cars on both side of our narrow road. The loud language and music. We would very much appreciate your consideration of the amendment to prohibit Short Term Rentals within the municipality of Lakeshore. Thank You

Would you like to receive a notice about Council's decision regarding the proposed amendments?

- Yes

Please provide your email address to receive a notice about Council's decision.

[REDACTED]

Municipality of Lakeshore

Community Planning Division



What is your name?

Samantha Russell

What is your address?

[REDACTED]

Please provide your feedback on the draft amendments to Lakeshore's Official Plan and Zoning By-laws related to the prohibition of short-term rental accommodations.

I support the prohibition of short-term rentals in Lakeshore. Since allowing AirBNBs in Lakeshore, two have been established within a 500m distance from my home. In addition to multiple noise bylaw infractions at the properties, the AirBNB at 242 West Puce Road permitted a wedding to occur in the backyard on July 29, 2023, which resulted in significant disturbance to the neighbourhood. More than 40 cars were parked on the street and surrounding lawns from July 29-30, limiting access to neighbouring properties. The following weekend, a fire emanating noxious fumes was left unattended in the backyard. The homeowner no longer resides in the province and does not have an adequate property manager in place to address issues. An absent landlord's desire to profit from her property should not come at the expense of permanent Lakeshore residents' peace and comfort.

Would you like to receive a notice about Council's decision regarding the proposed amendments?

- Yes

Please provide your email address to receive a notice about Council's decision.

[REDACTED]

What is your name?

Anton Klarich

What is your address?

Pointe-aux-Roches

Please provide your feedback on the draft amendments to Lakeshore's Official Plan and Zoning By-laws related to the prohibition of short-term rental accommodations.

I oppose any ban on short term rentals in Lakeshore, put in motion at the July 18, 2023 council meeting and now being considered at the October 10 council meeting. The agenda for the July 18 meeting only indicated that you would be discussing ways to move forward with possibly regulating STRs. Frankly, the stealth decision to suddenly ban all STRs blindsided all of the stakeholders on this issue and risks rendering council's commitment to engage the community in decision making processes to now appear as disingenuous. The conclusion from the only community engagement process on this matter was reported in the August 4, 2021 memo to council from the administration : "...the results of the public consultation process do not demonstrate an overwhelming public safety concern that cannot already be addressed through the Noise By-law, Property Standards By-law or criminal enforcement measure and with some further minor By-law amendment".

We heard from administrative staff at the July 18 council meeting that no problems or complaints had been reported for the past few months, yet some council members claimed that they were hearing complaints. There is a major disconnect: did those councilors advise the complainants to report their concerns to the by-law enforcement officer? If not, they should have. If they did, apparently the complaints weren't serious enough to be reported. Given that, it doesn't appear that the current enforcement measures were even given a chance to demonstrate whether or not any concerns could be addressed by those measures. As such, creating any new regulations is not warranted at this time, and certainly no ban should be implemented.

Furthermore, it doesn't appear that council members have a clear understanding of how many STRs are currently in operation in Lakeshore. According to data from AirDNA, there are approximately 150 active STRs in Lakeshore. A quick calculation suggests that if the average STR can accommodate 4 tourists per night, there is a total nightly STR accommodation capacity for approximately 600 tourists in the Municipality of Lakeshore. Furthermore, with an estimated average minimum 3 night stay, these STRs have a total capacity for accommodating more than 70,000 tourists in Lakeshore on an annual basis.

As you well know, tourists typically frequent local businesses including restaurants, stores, eateries and countless other attractions at a high rate, and that has an undeniably positive economic impact on the community, both directly and indirectly. Since there are very few other lodging options in Lakeshore, the negative fallout from Council's decision to prohibit that many potential tourists from staying at a STR cannot be overstated.

Nobody in Lakeshore should have to put up with a poorly run STR that interferes with a neighbour's

right to a peaceful enjoyment of his or her own property; by-laws on property standards and noise should be strictly enforced and if necessary, amended so as to be able to permanently eliminate that problem STR. But unless there are data showing that all 150 STRs in Lakeshore have been the source of complaints, then banning all of them from welcoming tourists is neither justified nor defensible.

Anton Klarich
[REDACTED]

Would you like to receive a notice about Council's decision regarding the proposed amendments?

- Yes

Please provide your email address to receive a notice about Council's decision.
[REDACTED]

Appendix – Alternatives Under the Planning Act

Under the Planning Act, when considering a Zoning By-law Amendment, Council has the following four alternatives when making its decision:

1. Alternative 1 - Refusal - should Council choose to refuse an application to amend a Zoning By-law, under Subsection 34(10.9) of the Planning Act, it is now required that a Notice of Refusal be issued, not later than 15 days after the day of the refusal, containing the prescribed information, to be given to:
 - (a) the person or public body that made the application;
 - (b) each person and public body that filed a written request to be notified of a refusal; and
 - (c) any prescribed person or public body.

As part of the required prescribed information, the Notice of Refusal must also contain a written explanation for the refusal with a brief explanation of the effect, if any, that the written and oral submissions had on the decision.

2. Alternative 2 - Deferral - deferral of an application often occurs when further information or consultation is required, usually becoming apparent after the scheduled public meeting date has been set or after the planning report has been completed. Consequently, it is usually something that Administration will recommend either in the planning report or in lieu of the written recommendations. From Council's perspective, a deferral option is often considered should new issues arise at the public meeting or when Council feels that it requires further information in order to make an informed decision.
3. Alternative 3 - Approve as modified or revised - this is an approach used where the planning review of the application or the consultation process reveals the need for mitigation measures or compromises. Often the planning report will recommend to approve the application, subject to certain modifications, conditions, etc., that are slightly different from what has been requested in the application. From Council's perspective it may also choose to approve the application, but also modify the approval to the recommendations as submitted.
4. Alternative 4 - Approval - the application is approved as submitted without modifications.

Municipality of Lakeshore

Minutes of the Regular Council Meeting

Tuesday, September 26, 2023, 4:00 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 and Sustainability Tammie Ryall, Corporate Leader - Operations Krystal Kalbol, Acting Corporate Leader - Community Services Frank Jeney, Acting General Counsel Nuala Kenny, Division Leader - Capital Projects Wayne Ormshaw, Division Leader - Digital Transformation and Cloud Services Michael Martin, Division Leader - Economic and Intergovernmental Affairs Ryan Donally, Division Leader - Engineering and Infrastructure Services Marco Villella, Division Leader – Legislative Services Brianna Coughlin, Division Leader - Public Works Jeff Wilson, Division Leader - Workplace Development Lisa Granger, Team Leader - Civic Engagement Alex Denonville, Team Leader - Legislative Services Cindy Lanoue, IT Technical Analyst Simon Barno

1. Call to Order

Mayor Bailey called the meeting to order at 4:05 PM in Council Chambers.

2. Committee of the Whole session - Strategic Objectives Implementation

260-09-2023

Moved By Councillor Vogler

Seconded By Councillor McNamara

Move into Committee of the Whole.

Carried Unanimously

1. Strategic Objectives Implementation

Mayor Bailey called a recess at 5:38 PM and reconvened the meeting at 6:01 PM.

261-09-2023

Moved By Councillor McNamara

Seconded By Councillor Santarossa

Receive the presentation regarding Strategic Objectives Implementation.

Carried Unanimously

262-09-2023

Moved By Councillor Byrne

Seconded By Councillor McNamara

Move out of Committee of the Whole.

Carried Unanimously

The Chief Administrative Officer provided a summary report of the activities of the Committee of the Whole.

3. Return to Open Session

Council returned to open session at 6:01 PM.

4. Land Acknowledgement

5. Moment of Reflection

6. Disclosures of Pecuniary Interest

7. Recognitions

8. Public Meetings under the Municipal Act, 2001

1. Section 357, Municipal Act Tax Adjustments

Mayor Bailey opened the public meeting at 6:05 PM.

The Corporate Leader - Chief Financial Officer provided a PowerPoint presentation as overview of the application and recommendation of Administration.

There were no members of the public present to speak on this matter.

The public meeting concluded at 6:06 PM.

263-09-2023

Moved By Deputy Mayor Walstedt

Seconded By Councillor Santarossa

Authorize the reduction of taxes under section 357 of the *Municipal Act, 2001* totaling \$27,830.58 for adjustments affecting the 2021, 2022, 2023 taxation years, as presented at the September 26, 2023 Council meeting.

Carried Unanimously

9. Public Presentations

1. Essex Region Conservation Authority - Non-mandatory Service Agreement

Tim Byrne, CAO/Secretary-Treasurer of the Essex Region Conservation Authority, provided a video presentation of the annual report and presented information relating to changes in legislation that require non-mandatory service agreements with municipalities.

10. Delegations

11. Completion of Unfinished Business

12. Consent Agenda

264-09-2023

Moved By Deputy Mayor Walstedt

Seconded By Councillor Byrne

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

1. September 12, 2023 Regular Council Meeting Minutes
2. Town of Grimsby - Establishing a Guaranteed Livable Income
3. Municipality of Durham - Amendments to the Highway Traffic Act

Carried Unanimously

13. Reports for Information

265-09-2023

Moved By Councillor McNamara

Seconded By Councillor Ruston

Receive the Report for Information as listed on the agenda.

1. ZBA-6-2022 – OLT Decision

Carried Unanimously

14. Reports for Direction

1. Uncollectible Property Taxes

266-09-2023

Moved By Councillor Vogler

Seconded By Councillor McNamara

Authorize the write off uncollectible property taxes for Roll numbers, 3751 050 000 10075, 3751 210 000 07601, 3751 720 000 09301, 3751 720 000 26600, 3751 740 000 14900, 3751 750 000 26801, from previous years in the amount of \$18,544.98, as presented at the September 26, 2023 Council meeting.

Carried Unanimously

2. Regional Waste Management Program – County of Essex By-law 2023-40

Michelle Bishop with the Essex-Windsor Solid Waste Authority, and David Sundin with the County of Essex, were present to answer questions of Council.

268-09-2023

Moved By Councillor Santarossa

Seconded By Councillor McNamara

Support and endorse County of Essex By-law 2023-40, being a by-law to transfer all power of the lower-tier municipalities of the County of Essex with respect to the collection of waste and the delivery of such waste in the County of Essex, to the County, pursuant to the provisions of Sections 189 and 190 of the *Municipal Act, 2001*, S.O. 2001, c.25, as amended.

In Favour (3): Mayor Bailey, Councillor McNamara, and Councillor Santarossa

Opposed (5): Deputy Mayor Walstedt, Councillor Byrne, Councillor Kerr, Councillor Ruston, and Councillor Vogler

Lost

3. Pedestrian Crossovers (PXOs) – Oakwood Avenue

269-09-2023

Moved By Councillor Byrne

Seconded By Deputy Mayor Walstedt

Direct Administration to proceed with the design and engineering of two (2) pedestrian crossovers (PXOs) and the warrant analysis of a school crossing guard for Oakwood Avenue; and

Approve funding in the amount of \$25,000 (including applicable HST) to complete the design work and warrant analysis, as presented at the September 26, 2023 Council meeting.

Carried Unanimously

270-09-2023

Moved By Councillor Byrne

Seconded By Deputy Mayor Walstedt

Direct Administration to fund an additional crossing guard for Magnolia and Oakwood for the remainder of 2023 to be funded from the 2023 year end surplus, and add \$15,000 as a pre-charge to the 2024 draft Budget to fund an additional crossing guard through the contracted out service.

In Favour (2): Councillor Byrne, and Councillor Kerr

Opposed (6): Mayor Bailey, Deputy Mayor Walstedt, Councillor McNamara, Councillor Santarossa, Councillor Ruston, and Councillor Vogler

Lost

4. Declaration of Surplus Land - Part of PIN 75072-0456(LT) – Couture Beach Road

271-09-2023

Moved By Councillor Ruston

Seconded By Councillor Vogler

The portion of land legally known as Part of Lot 16, Concession Broken Front Tilbury, as in R1016085, subject to R1016085; Lakeshore, being "part of" the Property Identifier Number 75072-0456(LT), be closed and declared surplus;

Administration proceed with conveying the land pursuant to Policy CAD – 284, Closing Sale and Disposition of Streets and Alleys; and

Direct the Clerk to read By-law 73-2023 during the “Consideration of By-laws”, all as presented at the September 26, 2023 Council meeting.

Carried Unanimously

5. Declaration of Surplus Land - PIN 75031-0292(LT) – Rourke Line

272-09-2023

Moved By Councillor Santarossa

Seconded By Councillor Ruston

The portion of land legally known as the Property Identifier Number 75031-0292(LT), 0 Rourke Line Road, be closed and declared surplus;

Administration proceed with conveying the land pursuant to Policy CAD – 227, Sale and Disposition of Land Policy and directed during the closed session held August 15, 2023; and

Direct the Clerk to read By-law 72-2023 during the “Consideration of By-laws”, all as presented at the September 26, 2023 Council meeting.

Carried Unanimously

6. Procedure By-law

273-09-2023

Moved By Councillor Kerr

Seconded By Councillor Byrne

Defer consideration of the Procedure By-law pending training session with Administration, including proposed changes from the current by-law.

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

Opposed (1): Councillor Santarossa

Carried

7. Noise By-law Review – Results of Public Engagement

Tina Sanford, business owner, spoke regarding amplified music at their place of business.

274-09-2023

Moved By Deputy Mayor Walstedt

Seconded By Councillor Ruston

Direct Administration to consult with the Ontario Provincial Police regarding the enforcement of noise by-law provisions, and the potential standardized use of decibel meters; and

Direct Administration to draft a Noise By-law, based on resident feedback and Council discussion.

Carried Unanimously

15. Announcements by Mayor

16. Reports from County Council Representatives

17. Report from Closed Session

18. Notices of Motion

1. Councillor Byrne - Accessibility for Student Walking to St. Anne's and St. William Schools

275-09-2023

Moved By Councillor Byrne

Seconded By Councillor Santarossa

Direct Administration to prepare a report regarding options for accessibility for student walking to St. Anne's High School and St. William Catholic Elementary School relating to the removal of the pedestrian bridge.

Carried Unanimously

2. Councillor Kerr - Tree Debris Removal

276-09-2023

Moved By Councillor Kerr

Seconded By Councillor Vogler

That Lakeshore have our staff, or a chipping company do a check of all the roads and remove the tree debris left from the last storm.

In Favour (3): Councillor Byrne, Councillor Kerr, and Councillor Vogler

Opposed (5): Mayor Bailey, Deputy Mayor Walstedt, Councillor McNamara, Councillor Santarossa, and Councillor Ruston

Lost

277-09-2023

Moved By Councillor Kerr

Seconded By Councillor Santarossa

Direct Administration to bring a report in the 2024 Draft Budget on how we will address the chipper needs into the future.

Carried Unanimously

19. Question Period

20. Non-Agenda Business

278-09-2023

Moved By Councillor McNamara

Seconded By Deputy Mayor Walstedt

Direct Administration to bring forward a report regarding the Advanced Boulevard package treatment plant, its service area, subsequent closure, impacts of the closure and options on restoring it to operation until such time as sewage conveyance can be extended along County Road 22 to Patillo Road.

Carried Unanimously

21. Consideration of By-laws

279-09-2023

Moved By Councillor McNamara

Seconded By Councillor Vogler

By-law 75-2023 be read a first and second time and provisionally adopted; and

By-laws 72-2023, 73-2023, 79-2023 and 80-2023 be read and passed in open session on September 26, 2023.

Carried Unanimously

280-09-2023

Moved By Councillor Santarossa

Seconded By Councillor McNamara

By-law 78-2023 be read and passed in open session on September 26, 2023.

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

Opposed (1): Councillor Byrne

Carried

1. **By-law 70-2023, Being a By-law to Provide Rules Governing the Proceedings of the Council of the Municipality of Lakeshore**
2. **By-law 72-2023, Being a By-law to Declare Surplus Land PIN 75031-0292 (Rourke Line Road)**
3. **By-law 73-2023, Being a By-law to Declare Surplus Land Part of PIN 75072-0456 (Couture Beach Road)**
4. **By-law 75-2023, Being a By-law for the Sylvestre Drain (Creation of a New Municipal Drain)**

5. **By-law 78-2023, Being a By-law to Adopt a Workplace Violence and Harassment Policy**
6. **By-law 79-2023, Being a By-law to Adopt a Health and Safety Policy**
7. **By-law 80-2023, Being a By-law to Confirm the Proceedings for the September 12, 2023 Council Meetings**

22. **Closed Session**

281-09-2023

Moved By Councillor Ruston

Seconded By Councillor McNamara

Council move into closed session in Council Chambers at 8:42 PM in accordance with:

- a. Paragraph 239(2)(e), (f) and (k) of the *Municipal Act, 2001* to discuss litigation 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 or local board, relating to 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 recruitment of an employee; and
- c. 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 10:00 PM.

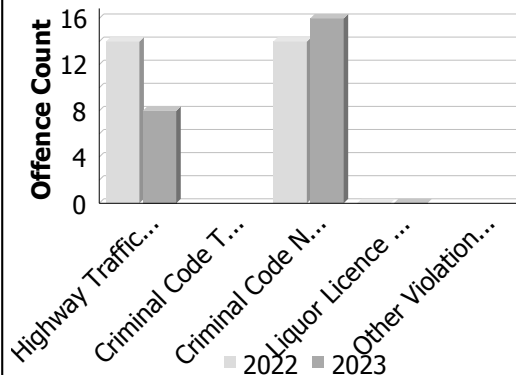
Tracey Bailey
Mayor

Brianna Coughlin
Clerk

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

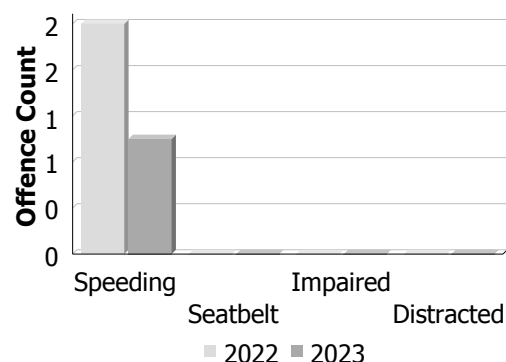
Criminal Code and Provincial Statute Charges Laid

Offence Count	April			Year to Date - April		
	2022	2023	% Change	2022	2023	% Change
Highway Traffic Act	14	8	-42.9%	109	23	-78.9%
Criminal Code Traffic	--	--	--	--	--	--
CCC Non-Traffic	--	--	--	--	--	--
Liquor Licence Act	0	0	--	2	0	-100.0%
Other Violations	--	--	--	--	--	--



Traffic Related Charges

Offence Count	April			Year to Date - April		
	2022	2023	% Change	2022	2023	% Change
Speeding	2	1	-50.0%	66	2	-97.0%
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.

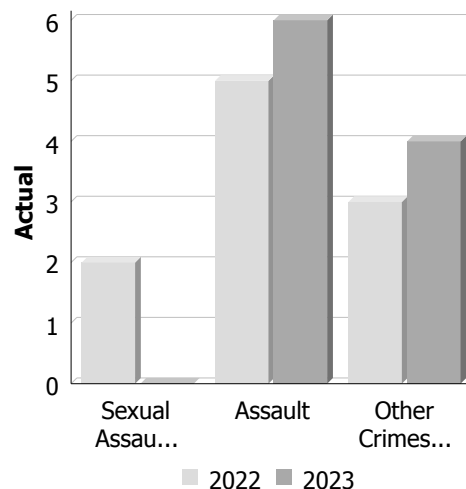
Data Utilized

- 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
June - 2023

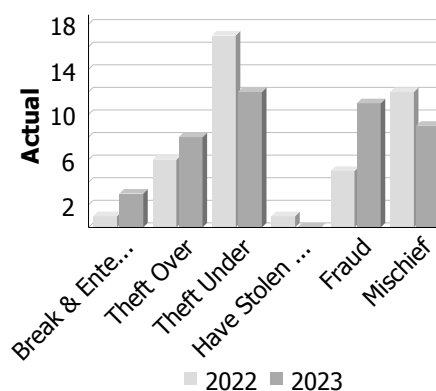
Violent Crime

Actual	June			Year to Date - June		
	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	2	0	-100.0%	9	6	-33.3%
Assault	5	6	20.0%	29	35	20.7%
Abduction	0	0	--	0	0	--
Robbery	0	0	--	0	0	--
Other Crimes Against a Person	3	4	33.3%	22	22	0.0%
Total	10	10	0.0%	60	64	6.7%



Property Crime

Actual	June			Year to Date - June		
	2022	2023	% Change	2022	2023	% Change
Arson	0	0	--	1	1	0.0%
Break & Enter	1	3	200.0%	14	22	57.1%
Theft Over	6	8	33.3%	31	30	-3.2%
Theft Under	17	12	-29.4%	93	81	-12.9%
Have Stolen Goods	1	0	-100.0%	5	0	-100.0%
Fraud	5	11	120.0%	63	71	12.7%
Mischief	12	9	-25.0%	51	35	-31.4%
Total	42	43	2.4%	258	240	-7.0%



Drug Crime

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



Clearance Rate

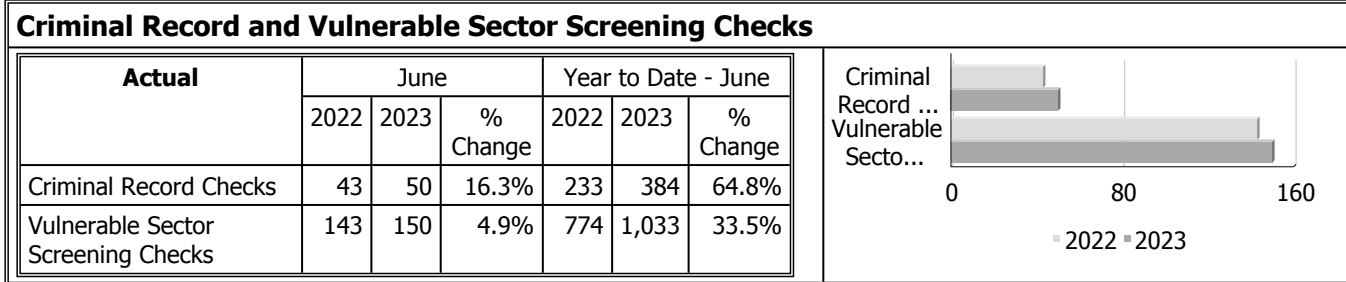
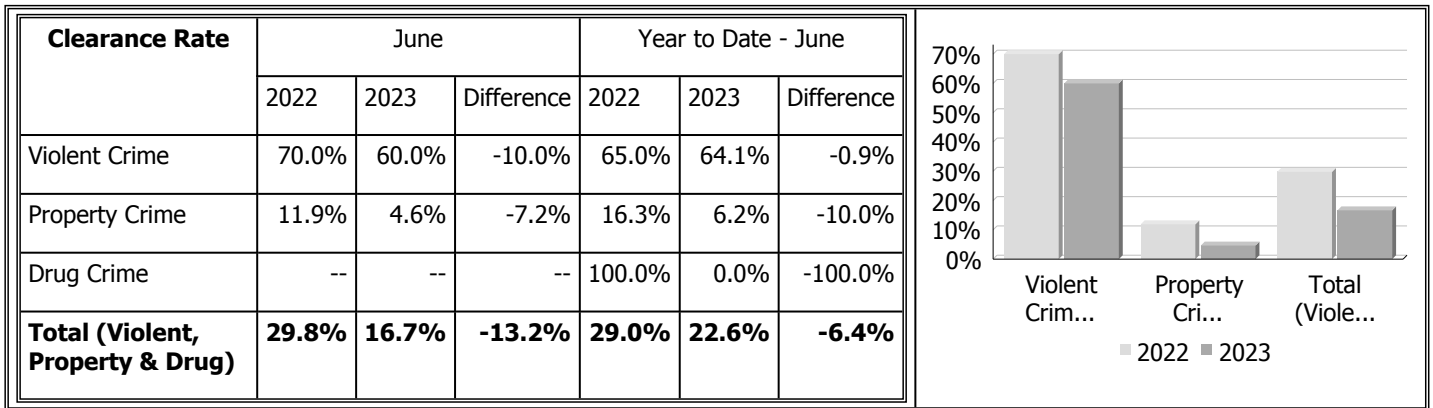
Detachment: 6E - ESSEX COUNTY
Location code(s): 6E20 - LAKESHORE

Data source date:
2023/07/01

Report Generated by:
Pharand, Lise

Report Generated on:
Jul 11, 2023 12:55:08 PM
PP-CSC-Operational Planning-4300

Police Services Board Report for Lakeshore
Records Management System
June - 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:

2023/07/01

Report Generated by:

Pharand, Lise

Report Generated on:

Jul 11, 2023 12:55:08 PM

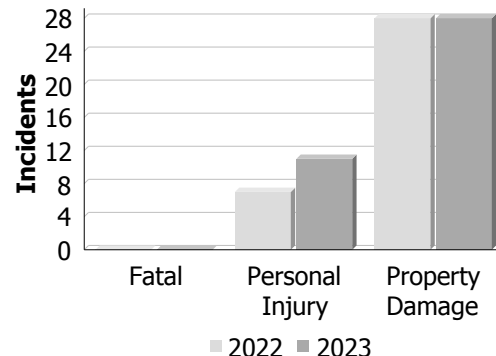
PP-CSC-Operational Planning-4300

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

Motor Vehicle Collisions by Type

Incidents	June			Year to Date - June		
	2022	2023	% Change	2022	2023	% Change
Fatal	0	0	--	2	1	-50.0%
Personal Injury	7	11	57.1%	26	31	19.2%
Property Damage	28	28	0.0%	165	202	22.4%
Total	35	39	11.4%	193	234	21.2%



Fatalities in Detachment Area

Incidents		June			Year to Date - June		
		2022	2023	% Change	2022	2023	% Change
Motor Vehicle Collision	Fatal Incidents	0	0	--	2	1	-50.0%
	Alcohol Related	0	0	--	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	June			Year to Date - June		
	2022	2023	% Change	2022	2023	% Change
Motor Vehicle Collision	0	0	--	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:
2023/07/10

Report Generated by:
Pharand, Lise

Report Generated on:
Jul 11, 2023 12:51:13 PM
PP-CSC-Operational Planning-4300
Page 45 of 190

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

Public Complaints	
Policy	0
Service	0
Conduct	0

Date information collected from Professional Standards Bureau Commander Reports: 2023-07-11

Data Source

Ontario Provincial Police, Professional Standards Bureau Commander Reports

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

Secondary Employment

Daily Activity Reporting Patrol Hours	
Total Hours	2023/Jun
Number of Cruiser Patrol Hours	305.25
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	1.00
Number of Foot Patrol Hours	34.50
Number of School Patrol Hours	0.00

Data source (Daily Activity Reporting System) date: 2023/07/01

Detachment: 6E - ESSEX COUNTY

Location code(s): 6E20 - LAKESHORE

Report Generated by:
Pharand, Lise

Report Generated on:
Jul 11, 2023 12:47:05 PM
PP-CSC-Operational Planning-4300
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Ontario Provincial Police
Essex County Detachment

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

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



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

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

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

File Reference/

July 11, 2023

Lakeshore PSB information for the month of June:

Suspensions: 3

Charges: 129

Police Record Checks: 40

Vulnerable Sector Record Checks: 115

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



Calls For Service (CFS) Billing Summary Report

Town of Lakeshore June - 2023

Billing Categories (Billing categories below do not match traditional crime groupings)		2023				2022			
		June	Year to Date	Time Standard	Year To Date Weighted Hours	June	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	0	7	15.8	110.6	2	5	15.8	79.0
	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	5	15.8	79.0	0	4	15.8	63.2
	Assault-Level 1	6	33	15.8	521.4	6	27	15.8	426.6
	Discharge Firearm with Intent	0	2	15.8	31.6	0	0		0.0
	Extortion	1	1	15.8	15.8	0	2	15.8	31.6
	Criminal Harassment	1	9	15.8	142.2	0	8	15.8	126.4
	Criminal Harassment - Offender Unknown	0	0		0.0	1	1	15.8	15.8
	Indecent/Harassing Communications	0	1	15.8	15.8	1	2	15.8	31.6
	Utter Threats -Master code	1	1	15.8	15.8	0	1	15.8	15.8
	Utter Threats to Person	2	14	15.8	221.2	2	10	15.8	158.0
	Total	11	74	15.8	1,169.2	12	66	15.8	1,042.8
Property Crime Violations	Arson - Auto	0	1	6.4	6.4	0	0		0.0
	Arson - Others	0	0		0.0	0	1	6.4	6.4
	Break & Enter	3	26	6.4	166.4	1	20	6.4	128.0
	Theft Over -master code	1	3	6.4	19.2	0	0		0.0
	Theft Over - Farm Equipment	0	0		0.0	0	2	6.4	12.8
	Theft Over - Construction Site	0	0		0.0	0	2	6.4	12.8
	Theft Over - Trailers	0	3	6.4	19.2	1	1	6.4	6.4
	Theft Over - Other Theft	0	1	6.4	6.4	2	5	6.4	32.0
	Theft Over - Boat (Vessel)	1	1	6.4	6.4	1	1	6.4	6.4
	Theft of - Mail	0	2	6.4	12.8	0	0		0.0
	Theft FROM Motor Vehicle Over \$5,000	0	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	4	11	6.4	70.4	2	13	6.4	83.2
	Theft of - Automobile	2	7	6.4	44.8	0	6	6.4	38.4
	Theft of - Trucks	0	3	6.4	19.2	0	4	6.4	25.6
	Theft of - Motorcycles	0	0		0.0	0	1	6.4	6.4



Calls For Service (CFS) Billing Summary Report

Town of Lakeshore June - 2023

Billing Categories <i>(Billing categories below do not match traditional crime groupings)</i>		2023				2022			
		June	Year to Date	Time Standard	Year To Date Weighted Hours	June	Year to Date	Time Standard	Year To Date Weighted Hours
Property Crime Violations	Theft of - All Terrain Vehicles	1	1	6.4	6.4	0	1	6.4	6.4
	Theft of - Farm Vehicles	0	0		0.0	1	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	10	6.4	64.0	0	5	6.4	32.0
	Theft under - Farm Equipment	0	1	6.4	6.4	0	0		0.0
	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
	Theft under - Bicycles	1	3	6.4	19.2	0	1	6.4	6.4
	Theft under - Building	0	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	4	18	6.4	115.2	8	26	6.4	166.4
	Theft under - Boat (Vessel)	0	1	6.4	6.4	0	0		0.0
	Theft Under - Gasoline Drive-off	1	7	6.4	44.8	8	28	6.4	179.2
	Theft FROM Motor Vehicle Under \$5,000	4	19	6.4	121.6	5	20	6.4	128.0
	Theft Under \$5,000 [SHOPLIFTING]	3	20	6.4	128.0	3	32	6.4	204.8
	Possession of Stolen Goods over \$5,000	0	0		0.0	0	3	6.4	19.2
	Trafficking in Stolen Goods under \$5,000 (incl. possession w	0	0		0.0	1	1	6.4	6.4
	Possession of Stolen Goods under \$5,000	0	0		0.0	0	1	6.4	6.4
	Fraud -Master code	2	8	6.4	51.2	0	6	6.4	38.4
	Fraud - Steal/Forge/Poss./Use Credit Card	0	4	6.4	25.6	0	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	14	6.4	89.6	0	9	6.4	57.6
	Fraud -Money/property/ security <= \$5,000	6	28	6.4	179.2	3	21	6.4	134.4
	Fraud - Other	0	18	6.4	115.2	2	18	6.4	115.2
	Personation with Intent (fraud)	0	1	6.4	6.4	1	3	6.4	19.2



Calls For Service (CFS) Billing Summary Report

Town of Lakeshore June - 2023

Billing Categories (Billing categories below do not match traditional crime groupings)		2023				2022			
		June	Year to Date	Time Standard	Year To Date Weighted Hours	June	Year to Date	Time Standard	Year To Date Weighted Hours
Property Crime Violations	Fraud - False Pretence > \$5,000	0	1	6.4	6.4	0	0		0.0
	Identity Fraud	0	2	6.4	12.8	0	3	6.4	19.2
	Mischief - master code	8	33	6.4	211.2	9	46	6.4	294.4
	Mischief [Graffiti - Non Gang Related]	1	2	6.4	12.8	1	1	6.4	6.4
	Interfere with lawful use, enjoyment of property	0	1	6.4	6.4	1	1	6.4	6.4
	Property Damage	3	16	6.4	102.4	1	23	6.4	147.2
	Total	51	276	6.4	1,766.4	51	317	6.4	2,028.8
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	0	7	7.5	52.5	0	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	1	6	7.5	45.0	4	5	7.5	37.5
	Indecent acts -Other	0	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	0	1	7.5	7.5	0	0		0.0
	Obstruct Public Peace Officer	0	0		0.0	1	1	7.5	7.5
	Breach of Probation	0	2	7.5	15.0	2	3	7.5	22.5
	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
	Common nuisance	1	1	7.5	7.5	0	0		0.0
	Total	2	25	7.5	187.5	7	16	7.5	120.0
Drug Possession	Possession Cocaine	0	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	5	7.1	35.5	1	7	7.1	49.7
	Total	1	7	7.1	49.7	1	8	7.1	56.8



Calls For Service (CFS) Billing Summary Report

Town of Lakeshore June - 2023

Billing Categories (Billing categories below do not match traditional crime groupings)		2023				2022			
		June	Year to Date	Time Standard	Year To Date Weighted Hours	June	Year to Date	Time Standard	Year To Date Weighted Hours
Drugs	Possession of cannabis for purpose of distributing	1	1	68.0	68.0	0	0		0.0
	Total	1	1	68.0	68.0	0	0		0.0
Statutes & Acts	Landlord/Tenant	9	34	3.4	115.6	8	31	3.4	105.4
	Mental Health Act	7	58	3.4	197.2	11	46	3.4	156.4
	Mental Health Act - No contact with Police	0	2	3.4	6.8	4	6	3.4	20.4
	Mental Health Act - Attempt Suicide	3	7	3.4	23.8	1	5	3.4	17.0
	Mental Health Act - Threat of Suicide	3	29	3.4	98.6	5	25	3.4	85.0
	Mental Health Act - Voluntary Transport	0	2	3.4	6.8	0	8	3.4	27.2
	Mental Health Act - Placed on Form	0	2	3.4	6.8	1	6	3.4	20.4
	Mental Health Act - Apprehension	1	10	3.4	34.0	6	25	3.4	85.0
	Custody Dispute	0	1	3.4	3.4	0	0		0.0
	Trespass To Property Act	5	24	3.4	81.6	3	33	3.4	112.2
	Family Law Act -Custody/ Access order	0	1	3.4	3.4	0	0		0.0
	Children's Law Reform Act - Custody order	0	1	3.4	3.4	0	0		0.0
	Total	28	171	3.4	581.4	39	185	3.4	629.0
Operational	Animal -Master code	0	2	3.8	7.6	0	0		0.0
	Animal - Left in Vehicle	0	0		0.0	1	2	3.8	7.6
	Animal Bite	0	5	3.8	19.0	0	1	3.8	3.8
	Animal Stray	1	5	3.8	19.0	1	3	3.8	11.4
	Animal Injured	2	13	3.8	49.4	1	5	3.8	19.0
	Animal - Other	0	3	3.8	11.4	2	6	3.8	22.8
	Animal - Dog Owners Liability Act	1	1	3.8	3.8	0	1	3.8	3.8
	Domestic Disturbance	18	87	3.8	330.6	15	87	3.8	330.6
	Suspicious Person	24	124	3.8	471.2	23	114	3.8	433.2
	Phone -Master code	0	2	3.8	7.6	2	4	3.8	15.2
	Phone -Nuisance - No Charges Laid	2	14	3.8	53.2	8	20	3.8	76.0
	Phone -Obscene - No Charges Laid	0	0		0.0	0	1	3.8	3.8
	Phone -Threatening - No Charges Laid	2	6	3.8	22.8	2	4	3.8	15.2
	Phone -Other - No Charges Laid	0	4	3.8	15.2	2	7	3.8	26.6
	False Fire Alarm - Building	0	1	3.8	3.8	0	0		0.0
	Fire - Building	1	9	3.8	34.2	4	10	3.8	38.0



Calls For Service (CFS) Billing Summary Report

Town of Lakeshore June - 2023

Billing Categories <i>(Billing categories below do not match traditional crime groupings)</i>		2023				2022			
		June	Year to Date	Time Standard	Year To Date Weighted Hours	June	Year to Date	Time Standard	Year To Date Weighted Hours
Operational	Fire - Vehicle	0	1	3.8	3.8	0	2	3.8	7.6
	Fire - Other	2	4	3.8	15.2	0	1	3.8	3.8
	Insecure Condition -Master code	1	3	3.8	11.4	0	3	3.8	11.4
	Missing Person -Master code	0	0		0.0	0	1	3.8	3.8
	Missing Person under 12	1	2	3.8	7.6	0	0		0.0
	Missing Person 12 & older	1	7	3.8	26.6	1	8	3.8	30.4
	Missing Person Located Under 12	0	1	3.8	3.8	0	0		0.0
	Missing Person Located 12 & older	0	10	3.8	38.0	2	7	3.8	26.6
	Noise Complaint -Master code	3	3	3.8	11.4	1	3	3.8	11.4
	Noise Complaint - Vehicle	0	1	3.8	3.8	0	0		0.0
	Noise Complaint - Animal	2	2	3.8	7.6	0	2	3.8	7.6
	Accident - non-MVC -Master code	0	0		0.0	0	3	3.8	11.4
	Found Property -Master code	7	28	3.8	106.4	6	22	3.8	83.6
	Found - License Plate	0	1	3.8	3.8	0	3	3.8	11.4
	Found-Personal Accessories	1	1	3.8	3.8	2	3	3.8	11.4
	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-Machinery & Tools	0	0		0.0	1	1	3.8	3.8
	Found-Bicycles	0	2	3.8	7.6	0	0		0.0
	Found - Gun	0	0		0.0	1	2	3.8	7.6
	Found-Others	0	10	3.8	38.0	1	13	3.8	49.4
	Lost Property -Master code	1	8	3.8	30.4	2	12	3.8	45.6
	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	1	1	3.8	3.8
	Lost-Personal Accessories	1	3	3.8	11.4	1	7	3.8	26.6
	Lost-Jewellery	0	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	1	2	3.8	7.6
	Lost - Gun	0	2	3.8	7.6	0	0		0.0
	Lost-Others	4	13	3.8	49.4	1	7	3.8	26.6



Calls For Service (CFS) Billing Summary Report

Town of Lakeshore June - 2023

Billing Categories <i>(Billing categories below do not match traditional crime groupings)</i>		2023				2022			
		June	Year to Date	Time Standard	Year To Date Weighted Hours	June	Year to Date	Time Standard	Year To Date Weighted Hours
Operational	Sudden Death - Suicide	0	1	3.8	3.8	0	2	3.8	7.6
	Sudden Death - Natural Causes	4	15	3.8	57.0	2	12	3.8	45.6
	Sudden Death - Others	0	1	3.8	3.8	0	2	3.8	7.6
	Sudden Death - Apparent Overdose-Overdose	0	1	3.8	3.8	0	2	3.8	7.6
	Suspicious Vehicle	21	87	3.8	330.6	8	67	3.8	254.6
	Trouble with Youth	16	68	3.8	258.4	16	55	3.8	209.0
	Vehicle Recovered -Master code	0	0		0.0	0	1	3.8	3.8
	Vehicle Recovered - Automobile	8	15	3.8	57.0	4	17	3.8	64.6
	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	1	1	3.8	3.8	0	1	3.8	3.8
	Unwanted Persons	3	15	3.8	57.0	2	22	3.8	83.6
	Neighbour Dispute	14	82	3.8	311.6	19	69	3.8	262.2
	By-Law -Master code	1	5	3.8	19.0	3	6	3.8	22.8
	Noise By-Law	25	74	3.8	281.2	23	73	3.8	277.4
	Dogs By-Law	9	29	3.8	110.2	6	13	3.8	49.4
	Firearms (Discharge) By-Law	0	0		0.0	1	5	3.8	19.0
	Other Municipal By-Laws	5	21	3.8	79.8	4	20	3.8	76.0
	Fireworks By-Law	1	3	3.8	11.4	1	1	3.8	3.8
	Traffic By-Law	11	38	3.8	144.4	11	41	3.8	155.8
	Taxi By-Law	0	0		0.0	0	2	3.8	7.6
	Assist Fire Department	1	4	3.8	15.2	0	1	3.8	3.8
	Assist Public	14	57	3.8	216.6	12	98	3.8	372.4
	Distressed/Overdue Motorist	0	1	3.8	3.8	0	3	3.8	11.4
	Family Dispute	20	83	3.8	315.4	26	98	3.8	372.4
	Protest - Demonstration	0	0		0.0	0	2	3.8	7.6
	Total	229	990	3.8	3,762.0	220	995	3.8	3,781.0
Operational2	False Alarm-Accidental Trip	0	3	1.4	4.2	0	0		0.0
	False Alarm-Malfunction	2	10	1.4	14.0	1	7	1.4	9.8
	False Holdup Alarm-Accidental Trip	2	11	1.4	15.4	3	20	1.4	28.0
	False Alarm -Others	23	132	1.4	184.8	28	174	1.4	243.6
	False Alarm -Cancelled	0	3	1.4	4.2	1	4	1.4	5.6
	Keep the Peace	13	62	1.4	86.8	12	54	1.4	75.6
	911 call / 911 hang up	6	41	1.4	57.4	8	43	1.4	60.2
	911 hang up - Pocket Dial	1	3	1.4	4.2	0	0		0.0



Calls For Service (CFS) Billing Summary Report

Town of Lakeshore June - 2023

Billing Categories (Billing categories below do not match traditional crime groupings)		2023				2022			
		June	Year to Date	Time Standard	Year To Date Weighted Hours	June	Year to Date	Time Standard	Year To Date Weighted Hours
Operational2	911 call - Dropped Cell	20	62	1.4	86.8	8	45	1.4	63.0
	Total	67	327	1.4	457.8	61	347	1.4	485.8
Traffic	MVC (MOTOR VEHICLE COLLISION) -Master code	0	3	3.7	11.1	0	3	3.7	11.1
	MVC - Personal Injury (MOTOR VEHICLE COLLISION)	5	23	3.7	85.1	8	32	3.7	118.4
	MVC - Prop. Dam. Non Reportable	14	53	3.7	196.1	10	53	3.7	196.1
	MVC - Prop. Dam. Reportable (MOTOR VEHICLE COLLISION)	23	143	3.7	529.1	25	167	3.7	617.9
	MVC - Prop. Dam. Failed to Remain (MOTOR VEHICLE COLLISION)	3	25	3.7	92.5	3	17	3.7	62.9
	MVC - Fatal (MOTOR VEHICLE COLLISION)	0	0		0.0	0	1	3.7	3.7
	MVC - Others (MOTOR VEHICLE COLLISION)	0	0		0.0	1	4	3.7	14.8
	Road Rage	0	0		0.0	0	2	3.7	7.4
	Total	45	247	3.7	913.9	47	279	3.7	1,032.3
Total		435	2,118		8,955.9	438	2,213		9,176.5

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

June 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

- June 3rd – Take Back Your Drugs Event at Tecumseh Mall
- June 17th – Father's Day Event at St. Clair College
- June 24th and 25th – Woofaroo Event in Amherstburg
- June 25th – Lasalle Night Market

AM800

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

- June 5th – Grandparent Fraud – Wanted Amaryss Todd
- June 12th – Hit and Run MVC with cyclist on Concession 3 N Amherstburg
- June 19th – Geraldine Butterfield Homicide – WPS
- June 26th – Assault in 700 Block of Bruce Ave – WPS
-

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

- Last recording on April 18th for the summer.

CTV News

- Geraldine Butterfield Homicide – Aired June 13th

Social Media

- Daily/Weekly Facebook, Twitter and Instagram posts

Crime Stoppers Upcoming Calendar

- Charity K9 Calendar for 2023/2024
- July 8th - DiverCity BBQ
- July 30th - Lasalle Night Market
- August 24th - Golf Tournament – Kingsville Golf & Country Club
- Every Wednesday in August Pasta Dinner Fundraiser at Riverside Sportsman Club

This statistical report is reflective of June 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: 2023/07/05

Statistic	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Tips Received	175	166	152	135	162	142	16	0	0	0	0	0
Tip Follow-ups	138	100	100	85	126	125	11	0	0	0	0	0
Arrests	4	8	9	3	2	0	0	0	0	0	0	0
Cases Cleared	2	7	11	2	2	0	0	0	0	0	0	0
Charges Laid	18	24	26	4	2	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	2	0	0	0	0	0	0
Rewards Approved	\$750	\$2,700	\$3,400	\$1,000	\$300	\$350	\$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	439	16	0	948	60,880
Tip Follow-ups	338	336	11	0	685	20,862
Calls Received	0	0	0	0	0	3,138
Arrests	21	5	0	0	26	7,084
Cases Cleared	20	4	0	0	24	10,422
Charges Laid	68	6	0	0	74	10,249
Fugitives	0	0	0	0	0	625
Administrative Discipline	0	0	0	0	0	3
# of Rewards Approved	15	7	0	0	22	1,879
Rewards Approved	\$6,850	\$1,650	\$0	\$0	\$8,500	\$1,265,585
# 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: 2023/06/01 to 2023/06/30

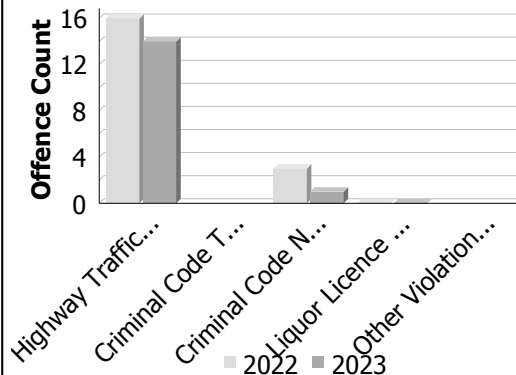
Offense Type	Count
Animal Cruelty	0
Arson	1
Assault	11
Attempt Murder	0
Breach of Condition	5
Break and Enter	8
By Law	0
Child Abuse	0
COVID-19	0
Cybercrime	2
Disqualified Driving	2
Drugs	30
Elder Abuse	0
Fraud	9
Highway Traffic Act	10
Hit and Run / Fail to Remain	0
Homicide	2
Human Smuggling	0
Human Trafficking	2
Illegal Cigarettes	1
Immigration	1

Impaired Driver	0
Indecent Act	0
Liquor (sales to minors, sales without licence)	0
Mischief	3
Missing Person	2
Motor Vehicle Collision	2
Possession of Stolen Property	1
Prostitution/Morality	1
Repeat Impaired Driver	0
Robbery	2
Sexual Assault	2
Stolen Vehicle	0
Suspended Driver	0
Suspicious Activity	8
Terrorism	0
Test Tip	0
Theft	17
Threats	3
Warrant	1
Weapons	4
<i>Other</i>	7
<i>Unknown</i>	7
Total	144

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

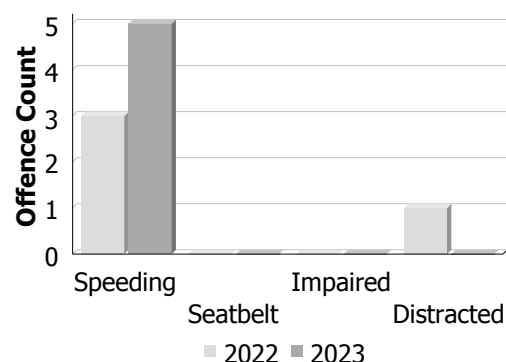
Criminal Code and Provincial Statute Charges Laid

Offence Count	May			Year to Date - May		
	2022	2023	% Change	2022	2023	% Change
Highway Traffic Act	16	14	-12.5%	125	39	-68.8%
Criminal Code Traffic	--	--	--	--	--	--
CCC Non-Traffic	--	--	--	--	--	--
Liquor Licence Act	0	0	--	2	0	-100.0%
Other Violations	--	--	--	--	--	--



Traffic Related Charges

Offence Count	May			Year to Date - May		
	2022	2023	% Change	2022	2023	% Change
Speeding	3	5	66.7%	69	7	-89.9%
Seatbelt	0	0	--	0	0	--
Impaired	0	0	--	0	0	--
Distracted	1	0	-100.0%	1	0	-100.0%



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

Detachment: 6E - ESSEX COUNTY
Location code(s): 6E20 - LAKESHORE
Data source date:
 Jul 17, 2023 11:36:36 AM

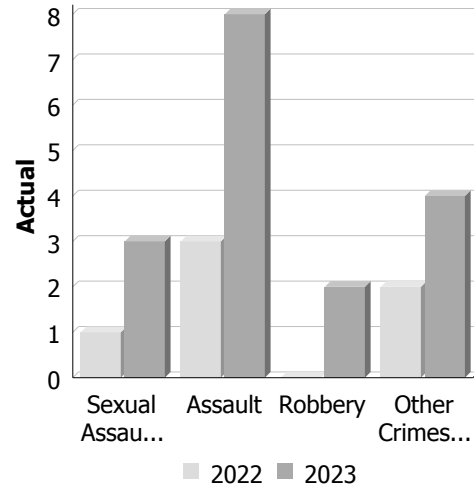
Report Generated by:
 Pharand, Lise

Report Generated on:
 Aug 14, 2023 9:38:04 AM
 PP-CSC-Operational Planning-4300
 Page 61 of 190

Police Services Board Report for Lakeshore
Records Management System
July - 2023

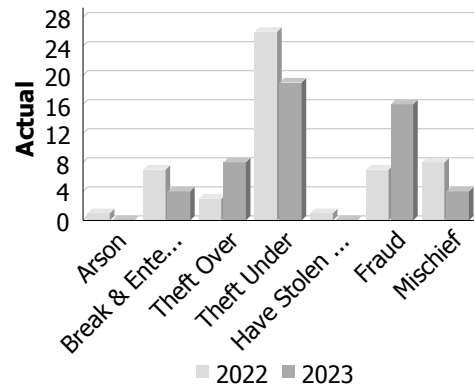
Violent Crime

Actual	July			Year to Date - July		
	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	3	200.0%	10	9	-10.0%
Assault	3	8	166.7%	32	44	37.5%
Abduction	0	0	--	0	0	--
Robbery	0	2	--	0	3	--
Other Crimes Against a Person	2	4	100.0%	24	27	12.5%
Total	6	17	183.3%	66	84	27.3%



Property Crime

Actual	July			Year to Date - July		
	2022	2023	% Change	2022	2023	% Change
Arson	1	0	-100.0%	2	1	-50.0%
Break & Enter	7	4	-42.9%	21	30	42.9%
Theft Over	3	8	166.7%	34	38	11.8%
Theft Under	26	19	-26.9%	119	103	-13.4%
Have Stolen Goods	1	0	-100.0%	6	1	-83.3%
Fraud	7	16	128.6%	70	94	34.3%
Mischief	8	4	-50.0%	59	40	-32.2%
Total	53	51	-3.8%	311	307	-1.3%



Drug Crime

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



Clearance Rate

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

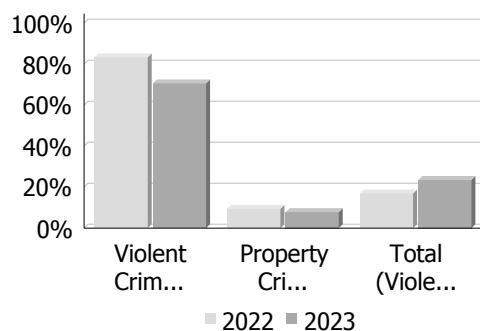
Data source date:
2023/08/12

Report Generated by:
Pharand, Lise

Report Generated on:
Aug 14, 2023 9:31:26 AM
PP-CSC-Operational Planning-4300

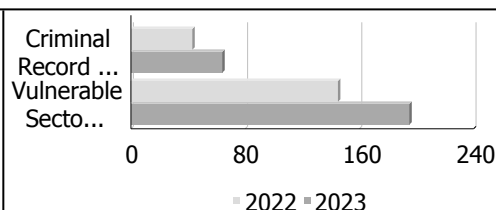
**Police Services Board Report for Lakeshore
Records Management System
July - 2023**

Clearance Rate	July			Year to Date - July		
	2022	2023	Difference	2022	2023	Difference
Violent Crime	83.3%	70.6%	-12.7%	66.7%	65.5%	-1.2%
Property Crime	9.4%	7.8%	-1.6%	15.4%	7.8%	-7.6%
Drug Crime	--	--	--	100.0%	0.0%	-100.0%
Total (Violent, Property & Drug)	17.0%	23.5%	6.6%	27.5%	23.4%	-4.1%



Criminal Record and Vulnerable Sector Screening Checks

Actual	July			Year to Date - July		
	2022	2023	% Change	2022	2023	% Change
Criminal Record Checks	43	64	48.8%	276	452	63.8%
Vulnerable Sector Screening Checks	145	195	34.5%	919	1,241	35.0%



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

Data Utilized

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

Detachment: 6E - ESSEX COUNTY

Location code(s): 6E20 - LAKESHORE

Data source date:

2023/08/12

Report Generated by:

Pharand, Lise

Report Generated on:

Aug 14, 2023 9:31:26 AM

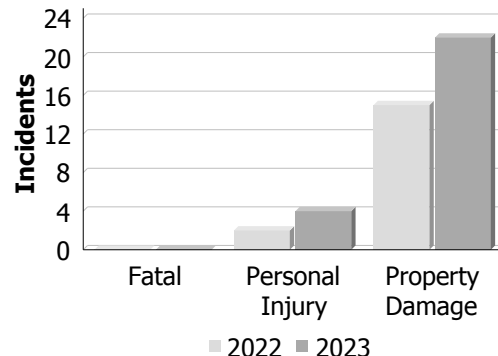
PP-CSC-Operational Planning-4300

Page 63 of 190

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

Motor Vehicle Collisions by Type

Incidents	July			Year to Date - July		
	2022	2023	% Change	2022	2023	% Change
Fatal	0	0	--	2	1	-50.0%
Personal Injury	2	4	100.0%	28	35	25.0%
Property Damage	15	22	46.7%	180	224	24.4%
Total	17	26	52.9%	210	260	23.8%



Fatalities in Detachment Area

Incidents		July			Year to Date - July		
		2022	2023	% Change	2022	2023	% Change
Motor Vehicle Collision	Fatal Incidents	0	0	--	2	1	-50.0%
	Alcohol Related	0	0	--	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		July			Year to Date - July		
		2022	2023	% Change	2022	2023	% Change
Motor Vehicle Collision		0	0	--	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:
2023/08/13

Report Generated by:
Pharand, Lise

Report Generated on:
Aug 14, 2023 9:27:46 AM
PP-CSC-Operational Planning-4300
Page 64 of 190

Police Services Board Report for Lakeshore 2023/Jul

Public Complaints	
Policy	0
Service	0
Conduct	0

Date information collected from Professional Standards Bureau Commander Reports: 2023-08-14

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/Jul
Number of Cruiser Patrol Hours	0.00
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	0.00
Number of School Patrol Hours	0.00

Data source (Daily Activity Reporting System) date: 2023/07/01

Detachment: 6E - ESSEX COUNTY

Location code(s): 6E20 - LAKESHORE

Report Generated by:
Pharand, Lise

Report Generated on:
Aug 14, 2023 9:20:33 AM
PP-CSC-Operational Planning-4300
Page 65 of 190

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/

August 14, 2023

Lakeshore PSB information for the month of July:

Suspensions: 0

Charges: 156

Police Record Checks: 56

Vulnerable Sector Record Checks: 125

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



Calls For Service (CFS) Billing Summary Report

Town of Lakeshore July - 2023

Billing Categories (Billing categories below do not match traditional crime groupings)		2023				2022			
		July	Year to Date	Time Standard	Year To Date Weighted Hours	July	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	3	10	15.8	158.0	1	6	15.8	94.8
	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	2	8	15.8	126.4	1	5	15.8	79.0
	Assault-Level 1	5	38	15.8	600.4	2	29	15.8	458.2
	Discharge Firearm with Intent	1	3	15.8	47.4	0	0		0.0
	Pointing a Firearm	1	1	15.8	15.8	0	0		0.0
	Robbery -Master code	1	2	15.8	31.6	0	0		0.0
	Robbery of firearms	1	1	15.8	15.8	0	0		0.0
	Extortion	0	1	15.8	15.8	0	2	15.8	31.6
	Criminal Harassment	4	13	15.8	205.4	1	9	15.8	142.2
	Criminal Harassment - Offender Unknown	0	0		0.0	0	1	15.8	15.8
	Indecent/Harassing Communications	0	2	15.8	31.6	0	2	15.8	31.6
	Utter Threats -Master code	1	2	15.8	31.6	1	2	15.8	31.6
	Utter Threats to Person	0	14	15.8	221.2	1	11	15.8	173.8
	Total	19	96	15.8	1,516.8	7	73	15.8	1,153.4
Property Crime Violations	Arson - Auto	0	1	6.4	6.4	0	0		0.0
	Arson - Building	0	0		0.0	1	1	6.4	6.4
	Arson - Others	0	0		0.0	0	1	6.4	6.4
	Break & Enter	3	33	6.4	211.2	7	27	6.4	172.8
	Unlawful in a dwelling house	1	1	6.4	6.4	0	0		0.0
	Theft Over -master code	2	5	6.4	32.0	1	1	6.4	6.4
	Theft Over - Farm Equipment	0	0		0.0	0	2	6.4	12.8
	Theft Over - Construction Site	1	1	6.4	6.4	0	2	6.4	12.8
	Theft Over - Trailers	0	4	6.4	25.6	0	1	6.4	6.4
	Theft Over - Other Theft	0	1	6.4	6.4	0	5	6.4	32.0
	Theft Over - Boat (Vessel)	0	1	6.4	6.4	0	1	6.4	6.4
	Theft Over - Boat Motor	1	1	6.4	6.4	0	0		0.0
	Theft of - Mail	0	2	6.4	12.8	0	0		0.0
	Theft FROM Motor Vehicle Over \$5,000	0	3	6.4	19.2	0	1	6.4	6.4



Calls For Service (CFS) Billing Summary Report

Town of Lakeshore July - 2023

Billing Categories (Billing categories below do not match traditional crime groupings)		2023				2022			
		July	Year to Date	Time Standard	Year To Date Weighted Hours	July	Year to Date	Time Standard	Year To Date Weighted Hours
Property Crime Violations	Theft Over \$5,000 [SHOPLIFTING]	0	1	6.4	6.4	0	0		0.0
	Theft of Motor Vehicle	3	14	6.4	89.6	1	14	6.4	89.6
	Theft of - Automobile	0	6	6.4	38.4	1	7	6.4	44.8
	Theft of - Trucks	0	3	6.4	19.2	0	4	6.4	25.6
	Theft of - Motorcycles	0	0		0.0	0	1	6.4	6.4
	Theft of - All Terrain Vehicles	1	2	6.4	12.8	0	1	6.4	6.4
	Theft of - Farm 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	3	14	6.4	89.6	2	7	6.4	44.8
	Theft under - Farm Equipment	0	1	6.4	6.4	0	0		0.0
	Theft under - Farm Agricultural Produce	0	1	6.4	6.4	0	0		0.0
	Theft Under - Construction Site	0	0		0.0	1	3	6.4	19.2
	Theft under - Bicycles	1	4	6.4	25.6	0	1	6.4	6.4
	Theft under - Building	0	3	6.4	19.2	0	0		0.0
	Theft under - Persons	0	0		0.0	0	2	6.4	12.8
	Theft under - Trailers	1	2	6.4	12.8	0	0		0.0
	Theft under - Other Theft	6	24	6.4	153.6	7	32	6.4	204.8
	Theft under - Boat (Vessel)	0	1	6.4	6.4	0	0		0.0
	Theft under - Boat Motor	1	1	6.4	6.4	0	0		0.0
	Theft Under - Gasoline Drive-off	7	14	6.4	89.6	1	29	6.4	185.6
	Theft FROM Motor Vehicle Under \$5,000	1	21	6.4	134.4	13	33	6.4	211.2
	Theft Under \$5,000 [SHOPLIFTING]	3	23	6.4	147.2	4	36	6.4	230.4
	Possession of Stolen Goods over \$5,000	0	1	6.4	6.4	0	3	6.4	19.2
	Trafficking in Stolen Goods under \$5,000 (incl. possession w	0	0		0.0	0	1	6.4	6.4
	Possession of Stolen Goods under \$5,000	0	0		0.0	1	2	6.4	12.8
	Fraud -Master code	4	13	6.4	83.2	2	8	6.4	51.2
	Fraud - Steal/Forge/Poss./Use Credit Card	0	5	6.4	32.0	3	5	6.4	32.0
	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



Calls For Service (CFS) Billing Summary Report

Town of Lakeshore July - 2023

Billing Categories <i>(Billing categories below do not match traditional crime groupings)</i>		2023				2022			
		July	Year to Date	Time Standard	Year To Date Weighted Hours	July	Year to Date	Time Standard	Year To Date Weighted Hours
Property Crime Violations	Fraud - Fraud through mails	0	0		0.0	0	3	6.4	19.2
	Fraud -Money/property/ security > \$5,000	4	20	6.4	128.0	1	10	6.4	64.0
	Fraud -Money/property/ security <= \$5,000	6	36	6.4	230.4	1	22	6.4	140.8
	Fraud - Other	1	19	6.4	121.6	1	19	6.4	121.6
	Personation with Intent (fraud)	1	2	6.4	12.8	0	3	6.4	19.2
	Fraud - False Pretence > \$5,000	0	1	6.4	6.4	0	0		0.0
	Identity Fraud	0	2	6.4	12.8	0	3	6.4	19.2
	Mischief - master code	4	38	6.4	243.2	8	54	6.4	345.6
	Mischief [Graffiti - Non Gang Related]	0	2	6.4	12.8	0	1	6.4	6.4
	Interfere with lawful use, enjoyment of property	0	1	6.4	6.4	0	1	6.4	6.4
	Property Damage	1	18	6.4	115.2	1	24	6.4	153.6
	Total	56	348	6.4	2,227.2	57	374	6.4	2,393.6
Other Criminal Code Violations (Excluding traffic)	Offensive Weapons-Possession of Weapons	0	2	7.5	15.0	1	1	7.5	7.5
	Offensive Weapons-Restricted	0	1	7.5	7.5	0	0		0.0
	Offensive Weapons-Other Offensive Weapons	0	0		0.0	1	1	7.5	7.5
	Bail Violations - Fail To Comply	0	7	7.5	52.5	2	5	7.5	37.5
	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	0	6	7.5	45.0	2	7	7.5	52.5
	Indecent acts -Master code	0	0		0.0	1	1	7.5	7.5
	Indecent acts -Other	0	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	0	1	7.5	7.5	0	0		0.0
	Obstruct Public Peace Officer	0	0		0.0	0	1	7.5	7.5
	Breach of Probation	0	2	7.5	15.0	0	3	7.5	22.5
	Disobey court order/Misconduct executing process	0	1	7.5	7.5	0	0		0.0



Calls For Service (CFS) Billing Summary Report

Town of Lakeshore July - 2023

Billing Categories (Billing categories below do not match traditional crime groupings)		2023				2022			
		July	Year to Date	Time Standard	Year To Date Weighted Hours	July	Year to Date	Time Standard	Year To Date Weighted Hours
Other Criminal Code Violations (Excluding traffic)	Public mischief - mislead peace officer	0	0		0.0	0	1	7.5	7.5
	Common nuisance	0	1	7.5	7.5	0	0		0.0
	Total	0	25	7.5	187.5	7	23	7.5	172.5
Drug Possession	Possession Cocaine	0	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	0	5	7.1	35.5	1	8	7.1	56.8
	Total	0	7	7.1	49.7	1	9	7.1	63.9
Drugs	Possession of cannabis for purpose of distributing	0	1	68.0	68.0	0	0		0.0
	Total	0	1	68.0	68.0	0	0		0.0
Statutes & Acts	Landlord/Tenant	7	41	3.4	139.4	2	33	3.4	112.2
	Mental Health Act	13	71	3.4	241.4	10	56	3.4	190.4
	Mental Health Act - No contact with Police	0	2	3.4	6.8	7	13	3.4	44.2
	Mental Health Act - Attempt Suicide	0	7	3.4	23.8	2	7	3.4	23.8
	Mental Health Act - Threat of Suicide	3	32	3.4	108.8	6	31	3.4	105.4
	Mental Health Act - Voluntary Transport	1	3	3.4	10.2	1	9	3.4	30.6
	Mental Health Act - Placed on Form	0	2	3.4	6.8	1	7	3.4	23.8
	Mental Health Act - Apprehension	1	11	3.4	37.4	3	28	3.4	95.2
	Custody Dispute	0	1	3.4	3.4	0	0		0.0
	Trespass To Property Act	8	32	3.4	108.8	8	41	3.4	139.4
	Family Law Act -Custody/ Access order	0	1	3.4	3.4	0	0		0.0
	Children's Law Reform Act - Custody order	0	1	3.4	3.4	0	0		0.0
	Total	33	204	3.4	693.6	40	225	3.4	765.0
Operational	Animal -Master code	0	2	3.8	7.6	0	0		0.0
	Animal - Left in Vehicle	0	0		0.0	0	2	3.8	7.6
	Animal Bite	0	5	3.8	19.0	0	1	3.8	3.8
	Animal Stray	0	5	3.8	19.0	1	4	3.8	15.2
	Animal Injured	1	13	3.8	49.4	3	8	3.8	30.4
	Animal - Other	0	3	3.8	11.4	2	8	3.8	30.4
	Animal - Dog Owners Liability Act	0	1	3.8	3.8	0	1	3.8	3.8
	Alarm -Master code	0	0		0.0	1	1	3.8	3.8



Calls For Service (CFS) Billing Summary Report

Town of Lakeshore July - 2023

Billing Categories (Billing categories below do not match traditional crime groupings)		2023				2022			
		July	Year to Date	Time Standard	Year To Date Weighted Hours	July	Year to Date	Time Standard	Year To Date Weighted Hours
Operational	Domestic Disturbance	24	111	3.8	421.8	18	105	3.8	399.0
	Suspicious Person	32	160	3.8	608.0	28	141	3.8	535.8
	Phone -Master code	0	2	3.8	7.6	5	9	3.8	34.2
	Phone -Nuisance - No Charges Laid	3	17	3.8	64.6	2	22	3.8	83.6
	Phone -Obscene - No Charges Laid	0	0		0.0	0	1	3.8	3.8
	Phone -Threatening - No Charges Laid	0	6	3.8	22.8	0	4	3.8	15.2
	Phone -Other - No Charges Laid	0	4	3.8	15.2	0	7	3.8	26.6
	False Fire Alarm - Building	0	1	3.8	3.8	0	0		0.0
	Fire - Building	0	9	3.8	34.2	1	11	3.8	41.8
	Fire - Vehicle	1	2	3.8	7.6	1	3	3.8	11.4
	Fire - Other	1	5	3.8	19.0	1	2	3.8	7.6
	Insecure Condition -Master code	0	3	3.8	11.4	1	4	3.8	15.2
	Insecure Condition - Building	1	1	3.8	3.8	0	0		0.0
	Missing Person -Master code	0	0		0.0	2	3	3.8	11.4
	Missing Person under 12	0	2	3.8	7.6	0	0		0.0
	Missing Person 12 & older	0	7	3.8	26.6	0	8	3.8	30.4
	Missing Person Located Under 12	0	1	3.8	3.8	0	0		0.0
	Missing Person Located 12 & older	2	12	3.8	45.6	0	7	3.8	26.6
	Noise Complaint -Master code	2	5	3.8	19.0	5	8	3.8	30.4
	Noise Complaint - Vehicle	0	1	3.8	3.8	0	0		0.0
	Noise Complaint - Residence	0	0		0.0	1	1	3.8	3.8
	Noise Complaint - Animal	1	3	3.8	11.4	1	3	3.8	11.4
	Accident - non-MVC -Master code	0	0		0.0	1	4	3.8	15.2
	Found Property -Master code	5	33	3.8	125.4	9	31	3.8	117.8
	Found - License Plate	0	1	3.8	3.8	1	4	3.8	15.2
	Found-Personal Accessories	1	2	3.8	7.6	1	4	3.8	15.2
	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-Machinery & Tools	0	0		0.0	0	1	3.8	3.8
	Found-Bicycles	0	2	3.8	7.6	0	0		0.0
	Found - Gun	0	0		0.0	0	2	3.8	7.6



Calls For Service (CFS) Billing Summary Report

Town of Lakeshore July - 2023

Billing Categories <i>(Billing categories below do not match traditional crime groupings)</i>		2023				2022			
		July	Year to Date	Time Standard	Year To Date Weighted Hours	July	Year to Date	Time Standard	Year To Date Weighted Hours
Operational	Found-Others	1	11	3.8	41.8	2	15	3.8	57.0
	Lost Property -Master code	4	12	3.8	45.6	0	12	3.8	45.6
	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	1	3.8	3.8
	Lost-Personal Accessories	1	4	3.8	15.2	2	9	3.8	34.2
	Lost-Jewellery	0	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	2	3.8	7.6
	Lost - Gun	0	2	3.8	7.6	0	0		0.0
	Lost-Others	3	16	3.8	60.8	1	8	3.8	30.4
	Sudden Death - Suicide	1	2	3.8	7.6	0	2	3.8	7.6
	Sudden Death - Natural Causes	0	15	3.8	57.0	4	16	3.8	60.8
	Sudden Death - Others	0	2	3.8	7.6	0	2	3.8	7.6
	Sudden Death - Apparent Overdose-Overdose	0	1	3.8	3.8	0	2	3.8	7.6
	Suspicious Vehicle	23	110	3.8	418.0	6	73	3.8	277.4
	Trouble with Youth	18	86	3.8	326.8	17	72	3.8	273.6
	Medical Assistance -Other	0	0		0.0	1	1	3.8	3.8
	Vehicle Recovered -Master code	0	0		0.0	0	1	3.8	3.8
	Vehicle Recovered - Automobile	3	18	3.8	68.4	1	18	3.8	68.4
	Vehicle Recovered - Trucks	1	2	3.8	7.6	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	1	3.8	3.8	0	1	3.8	3.8
	Unwanted Persons	9	24	3.8	91.2	10	32	3.8	121.6
	Neighbour Dispute	21	103	3.8	391.4	18	87	3.8	330.6
	By-Law -Master code	1	6	3.8	22.8	0	6	3.8	22.8
	Noise By-Law	36	110	3.8	418.0	17	90	3.8	342.0
	Dogs By-Law	6	35	3.8	133.0	6	19	3.8	72.2
	Firearms (Discharge) By-Law	0	0		0.0	0	5	3.8	19.0
	Other Municipal By-Laws	2	23	3.8	87.4	4	24	3.8	91.2
	Fireworks By-Law	0	3	3.8	11.4	1	2	3.8	7.6
	Traffic By-Law	7	45	3.8	171.0	3	44	3.8	167.2
	Taxi By-Law	0	0		0.0	0	2	3.8	7.6



Calls For Service (CFS) Billing Summary Report

Town of Lakeshore July - 2023

Billing Categories <i>(Billing categories below do not match traditional crime groupings)</i>		2023				2022			
		July	Year to Date	Time Standard	Year To Date Weighted Hours	July	Year to Date	Time Standard	Year To Date Weighted Hours
Operational	Assist Fire Department	1	5	3.8	19.0	0	1	3.8	3.8
	Assist Public	15	71	3.8	269.8	21	119	3.8	452.2
	Distressed/Overdue Motorist	0	1	3.8	3.8	0	3	3.8	11.4
	Family Dispute	20	103	3.8	391.4	11	109	3.8	414.2
	Protest - Demonstration	0	0		0.0	0	2	3.8	7.6
	Total	247	1,240	3.8	4,712.0	210	1,204	3.8	4,575.2
Operational2	False Alarm-Accidental Trip	1	4	1.4	5.6	0	0		0.0
	False Alarm-Malfunction	3	13	1.4	18.2	2	9	1.4	12.6
	False Holdup Alarm-Accidental Trip	1	12	1.4	16.8	3	23	1.4	32.2
	False Alarm -Others	17	149	1.4	208.6	32	206	1.4	288.4
	False Alarm -Cancelled	3	6	1.4	8.4	0	4	1.4	5.6
	Keep the Peace	11	73	1.4	102.2	12	66	1.4	92.4
	911 call / 911 hang up	11	52	1.4	72.8	13	56	1.4	78.4
	911 hang up - Pocket Dial	0	3	1.4	4.2	0	0		0.0
	911 call - Dropped Cell	16	78	1.4	109.2	7	52	1.4	72.8
	Total	63	390	1.4	546.0	69	416	1.4	582.4
Traffic	MVC (MOTOR VEHICLE COLLISION) -Master code	1	4	3.7	14.8	1	4	3.7	14.8
	MVC - Personal Injury (MOTOR VEHICLE COLLISION)	3	28	3.7	103.6	3	34	3.7	125.8
	MVC - Prop. Dam. Non Reportable	10	64	3.7	236.8	8	60	3.7	222.0
	MVC - Prop. Dam. Reportable (MOTOR VEHICLE COLLISION)	20	163	3.7	603.1	18	184	3.7	680.8
	MVC - Prop. Dam. Failed to Remain (MOTOR VEHICLE COLLISION)	3	26	3.7	96.2	2	19	3.7	70.3
	MVC - Fatal (MOTOR VEHICLE COLLISION)	0	0		0.0	1	2	3.7	7.4
	MVC - Others (MOTOR VEHICLE COLLISION)	0	0		0.0	0	4	3.7	14.8
	Road Rage	0	0		0.0	0	1	3.7	3.7
	Total	37	285	3.7	1,054.5	33	308	3.7	1,139.6
Total		455	2,596		11,055.3	424	2,632		10,845.6

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.

Report Content Last Updated:
2023/08/12

Report generated by:
Pharand, Lise

Report generated on:
Aug 14, 2023 9:02:23 AM

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Page 73 of 190



Calls For Service (CFS) Billing Summary Report

Town of Lakeshore July - 2023

- 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

July 1st – July 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

- July 1st - Canada Day Parade, Windsor
- July 8th - Diversity BBQ Day, Windsor
- July 9th – LaSalle Night Market
- July 19th- CTV News Recording Fraud Scam

AM800

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

- July 5th - Geraldine Butterfield case- WPS
- July 11th - Crime Stoppers Stat Report
- July 18th - Assault with machete- WPS
- July 25th - Wanted male for B/E- WPS

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

- Last recording on April 18th for the summer.

CTV News

- Fraud Scam – Aired July 19th.

Social Media

- Daily/Weekly Facebook, Twitter and Instagram posts

Crime Stoppers Upcoming Calendar

- Charity K9 Calendar for sale 2023/2024
- August 24th - Golf Tournament – Kingsville Golf & Country Club
- Every Wednesday in August Pasta Dinner Fundraiser at Riverside Sportsman Club
- Tecumseh Corn & Music Fest August 25th – August 27th

This statistical report is reflective of July 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

Attached documents include:

Police Coordinators Report
Monthly Statistical Report
Tip Summary Report

This Report was Prepared By:

Constable Lauren Brisco – WPS Police Coordinator

TOTAL POPULATION REPRESENTED – 398,718 (2019 CENSUS)

POPULATION (CITY) – 217,188

POPULATION (COUNTY) – 126,314

POPULATION (LASALLE) – 33,180

POPULATION (AMHERSTBURG) – 22,036

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



Windsor - Essex County Crime Stoppers - Statistical Report

Filter Date: December 2023 Run Date: 2023/08/01

Statistic	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Tips Received	175	166	152	135	162	142	159	2	0	0	0	0
Tip Follow-ups	138	100	100	85	126	125	121	0	0	0	0	0
Arrests	4	8	9	3	2	0	3	0	0	0	0	0
Cases Cleared	2	7	11	2	2	0	3	0	0	0	0	0
Charges Laid	18	24	26	4	2	0	2	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	2	0	1	0	0	0	0
Rewards Approved	\$750	\$2,700	\$3,400	\$1,000	\$300	\$350	\$0	\$150	\$0	\$0	\$0	\$0
# of Rewards Paid	0	3	4	2	0	1	0	0	0	0	0	0
Rewards Paid	\$0	\$1,100	\$2,700	\$800	\$0	\$150	\$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	439	161	0	1,093	61,025
Tip Follow-ups	338	336	121	0	795	20,972
Calls Received	0	0	0	0	0	3,138
Arrests	21	5	3	0	29	7,087
Cases Cleared	20	4	3	0	27	10,425
Charges Laid	68	6	2	0	76	10,251
Fugitives	0	0	0	0	0	625
Administrative Discipline	0	0	0	0	0	3
# of Rewards Approved	15	7	1	0	23	1,880
Rewards Approved	\$6,850	\$1,650	\$150	\$0	\$8,650	\$1,265,735
# of Rewards Paid	7	3	0	0	10	971
Rewards Paid	\$3,800	\$950	\$0	\$0	\$4,750	\$833,652
# 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

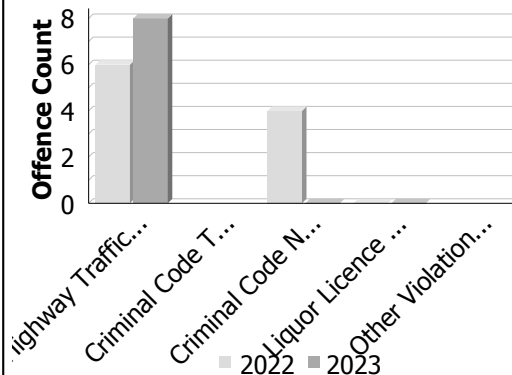
Offense Type	Count
Animal Cruelty	1
Arson	1
Assault	9
Attempt Murder	1
Breach of Condition	2
Break and Enter	5
By Law	1
Child Abuse	0
COVID-19	0
Cybercrime	1
Disqualified Driving	1
Drugs	51
Elder Abuse	1
Fraud	10
Highway Traffic Act	9
Hit and Run / Fail to Remain	3
Homicide	1
Human Smuggling	0
Human Trafficking	3
Illegal Cigarettes	1
Immigration	1
Impaired Driver	3

Indecent Act	0
Liquor (sales to minors, sales without licence)	0
Mischief	0
Missing Person	1
Motor Vehicle Collision	0
Possession of Stolen Property	0
Prostitution/Morality	2
Repeat Impaired Driver	0
Robbery	3
Sexual Assault	2
Stolen Vehicle	2
Suspended Driver	0
Suspicious Activity	5
Terrorism	0
Test Tip	0
Theft	15
Threats	0
Warrant	7
Weapons	4
<i>Other</i>	10
<i>Unknown</i>	4
Total	160

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

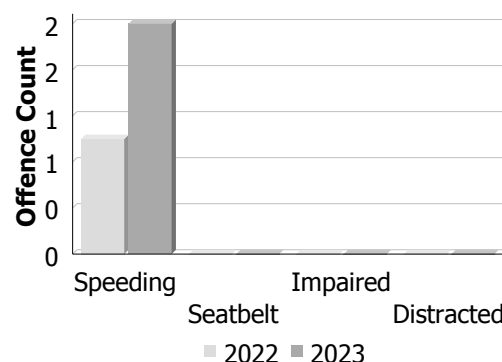
Criminal Code and Provincial Statute Charges Laid

Offence Count	June			Year to Date - June		
	2022	2023	% Change	2022	2023	% Change
Highway Traffic Act	6	8	33.3%	131	47	-64.1%
Criminal Code Traffic	--	--	--	--	--	--
CCC Non-Traffic	--	--	--	--	--	--
Liquor Licence Act	0	0	--	2	0	-100.0%
Other Violations	--	--	--	--	--	--



Traffic Related Charges

Offence Count	June			Year to Date - June		
	2022	2023	% Change	2022	2023	% Change
Speeding	1	2	100.0%	70	9	-87.1%
Seatbelt	0	0	--	0	0	--
Impaired	0	0	--	0	0	--
Distracted	0	0	--	1	0	-100.0%



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

Detachment: 6E - ESSEX COUNTY
Location code(s): 6E20 - LAKESHORE
Data source date:
 Aug 24, 2023 4:34:17 PM

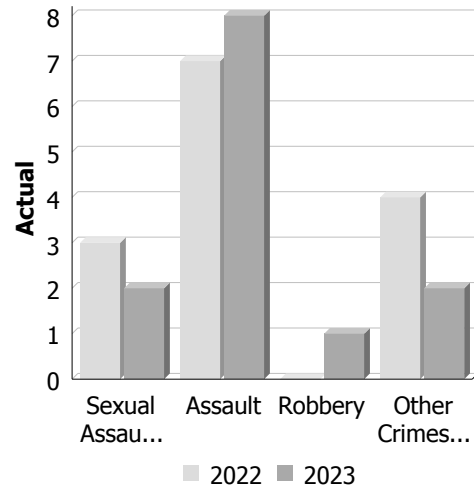
Report Generated by:
 Pharand, Lise

Report Generated on:
 Sep 13, 2023 9:44:44 AM
 PP-CSC-Operational Planning-4300
 Page 81 of 190

Police Services Board Report for Lakeshore
Records Management System
August - 2023

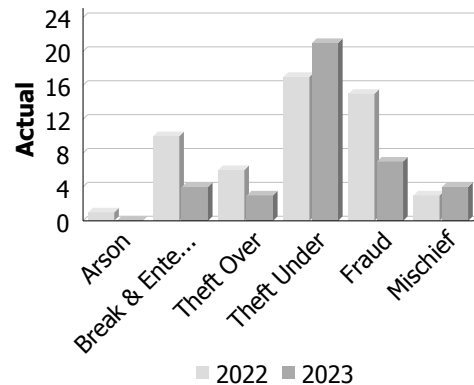
Violent Crime

Actual	August			Year to Date - August		
	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	3	2	-33.3%	13	11	-15.4%
Assault	7	8	14.3%	39	53	35.9%
Abduction	0	0	--	0	0	--
Robbery	0	1	--	0	4	--
Other Crimes Against a Person	4	2	-50.0%	28	30	7.1%
Total	14	13	-7.1%	80	99	23.8%



Property Crime

Actual	August			Year to Date - August		
	2022	2023	% Change	2022	2023	% Change
Arson	1	0	-100.0%	3	1	-66.7%
Break & Enter	10	4	-60.0%	31	35	12.9%
Theft Over	6	3	-50.0%	39	41	5.1%
Theft Under	17	21	23.5%	136	126	-7.4%
Have Stolen Goods	0	0	--	6	1	-83.3%
Fraud	15	7	-53.3%	85	105	23.5%
Mischief	3	4	33.3%	61	44	-27.9%
Total	52	39	-25.0%	361	353	-2.2%



Drug Crime

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



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

Data source date:
2023/09/09

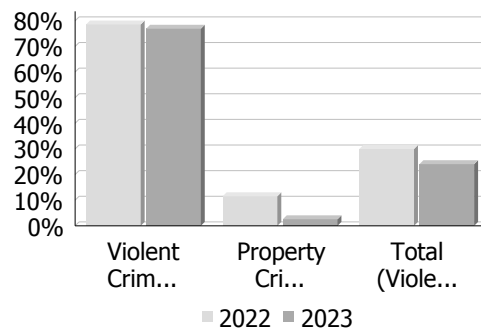
Report Generated by:
Pharand, Lise

Report Generated on:
Sep 13, 2023 9:39:41 AM
PP-CSC-Operational Planning-4300

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

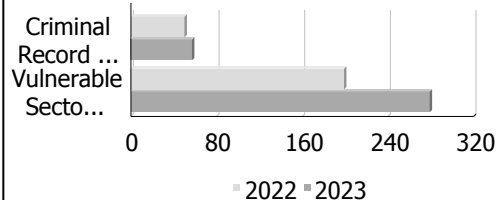
Clearance Rate

Clearance Rate	August			Year to Date - August		
	2022	2023	Difference	2022	2023	Difference
Violent Crime	78.6%	76.9%	-1.6%	68.8%	66.7%	-2.1%
Property Crime	11.5%	2.6%	-9.0%	14.7%	7.4%	-7.3%
Drug Crime	--	--	--	100.0%	0.0%	-100.0%
Total (Violent, Property & Drug)	30.0%	24.1%	-5.9%	27.8%	23.6%	-4.1%



Criminal Record and Vulnerable Sector Screening Checks

Actual	August			Year to Date - August		
	2022	2023	% Change	2022	2023	% Change
Criminal Record Checks	50	57	14.0%	326	510	56.4%
Vulnerable Sector Screening Checks	199	279	40.2%	1,118	1,522	36.1%



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:

2023/09/09

Report Generated by:

Pharand, Lise

Report Generated on:

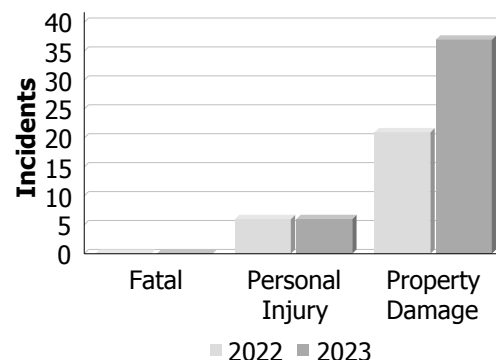
Sep 13, 2023 9:39:41 AM

PP-CSC-Operational Planning-4300

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

Motor Vehicle Collisions by Type

Incidents	August			Year to Date - August		
	2022	2023	% Change	2022	2023	% Change
Fatal	0	0	--	2	1	-50.0%
Personal Injury	6	6	0.0%	34	41	20.6%
Property Damage	21	37	76.2%	201	261	29.9%
Total	27	43	59.3%	237	303	27.8%



Fatalities in Detachment Area

Incidents		August			Year to Date - August		
		2022	2023	% Change	2022	2023	% Change
Motor Vehicle Collision	Fatal Incidents	0	0	--	2	1	-50.0%
	Alcohol Related	0	0	--	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	August			Year to Date - August		
	2022	2023	% Change	2022	2023	% Change
Motor Vehicle Collision	0	0	--	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:
2023/09/12

Report Generated by:
Pharand, Lise

Report Generated on:
Sep 13, 2023 9:33:23 AM
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Police Services Board Report for Lakeshore 2023/Aug

Public Complaints	
Policy	0
Service	0
Conduct	0

Date information collected from Professional Standards Bureau Commander Reports: 2023-09-13

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/Aug
Number of Cruiser Patrol Hours	332.75
Number of Motorcycle Patrol Hours	1.00
Number of Marine Patrol Hours	5.00
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	37.75
Number of School Patrol Hours	0.00

Data source (Daily Activity Reporting System) date: 2023/09/30

Detachment: 6E - ESSEX COUNTY

Location code(s): 6E20 - LAKESHORE

Report Generated by:
Pharand, Lise

Report Generated on:
Sep 13, 2023 9:28:31 AM
PP-CSC-Operational Planning-4300
Page 85 of 190

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/

September 12, 2023

Lakeshore PSB information for the month of August:

Suspensions: 2

Charges: 123

Police Record Checks: 48

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 August - 2023

Billing Categories <i>(Billing categories below do not match traditional crime groupings)</i>		2023				2022			
		August	Year to Date	Time Standard	Year To Date Weighted Hours	August	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	2	12	15.8	189.6	0	6	15.8	94.8
	Sexual Interference	0	0		0.0	1	2	15.8	31.6
	Invitation to Sexual Touching	0	0		0.0	1	4	15.8	63.2
	Non-Consensual Distribution of Intimate Images	0	0		0.0	0	1	15.8	15.8
	Aggravated Assault-Level 3	1	1	15.8	15.8	0	0		0.0
	Assault With Weapon or Causing Bodily Harm-Level 2	0	9	15.8	142.2	4	9	15.8	142.2
	Assault-Level 1	9	47	15.8	742.6	5	34	15.8	537.2
	Discharge Firearm with Intent	0	3	15.8	47.4	0	0		0.0
	Pointing a Firearm	0	1	15.8	15.8	0	0		0.0
	Robbery -Master code	0	1	15.8	15.8	0	0		0.0
	Robbery, With Threat of Violence	0	1	15.8	15.8	0	0		0.0
	Robbery - Other	1	1	15.8	15.8	0	0		0.0
	Robbery of firearms	0	1	15.8	15.8	0	0		0.0
	Extortion	0	1	15.8	15.8	0	2	15.8	31.6
	Criminal Harassment	1	13	15.8	205.4	1	10	15.8	158.0
	Criminal Harassment - Offender Unknown	0	0		0.0	0	1	15.8	15.8
	Indecent/Harassing Communications	1	3	15.8	47.4	1	3	15.8	47.4
	Utter Threats -Master code	0	2	15.8	31.6	0	2	15.8	31.6
	Utter Threats to Person	0	15	15.8	237.0	2	13	15.8	205.4
	Obstruction or interference with access to health services	0	0		0.0	1	1	15.8	15.8
	Total	15	112	15.8	1,769.6	16	89	15.8	1,406.2
Property Crime Violations	Arson - Auto	0	1	6.4	6.4	0	0		0.0
	Arson - Building	0	0		0.0	0	1	6.4	6.4
	Arson - Others	0	0		0.0	1	2	6.4	12.8
	Break & Enter	4	38	6.4	243.2	10	37	6.4	236.8
	Unlawful in a dwelling house	0	1	6.4	6.4	0	0		0.0
	Theft Over -master code	0	5	6.4	32.0	0	1	6.4	6.4



Calls For Service (CFS) Billing Summary Report

Town of Lakeshore August - 2023

Billing Categories (Billing categories below do not match traditional crime groupings)		2023				2022			
		August	Year to Date	Time Standard	Year To Date Weighted Hours	August	Year to Date	Time Standard	Year To Date Weighted Hours
Property Crime Violations	Theft Over - Farm Equipment	0	0		0.0	0	2	6.4	12.8
	Theft Over - Construction Site	0	1	6.4	6.4	1	3	6.4	19.2
	Theft Over - Trailers	0	4	6.4	25.6	1	2	6.4	12.8
	Theft Over - Other Theft	0	1	6.4	6.4	3	8	6.4	51.2
	Theft Over - Boat (Vessel)	0	1	6.4	6.4	0	1	6.4	6.4
	Theft Over - Boat Motor	1	2	6.4	12.8	0	0		0.0
	Theft of - Mail	0	2	6.4	12.8	0	0		0.0
	Theft FROM Motor Vehicle Over \$5,000	0	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	1	15	6.4	96.0	0	13	6.4	83.2
	Theft of - Automobile	3	9	6.4	57.6	0	7	6.4	44.8
	Theft of - Trucks	1	4	6.4	25.6	1	5	6.4	32.0
	Theft of - Motorcycles	0	0		0.0	0	1	6.4	6.4
	Theft of - All Terrain Vehicles	0	2	6.4	12.8	0	1	6.4	6.4
	Theft of - Farm 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	1	17	6.4	108.8	4	11	6.4	70.4
	Theft under - Farm Equipment	0	1	6.4	6.4	0	0		0.0
	Theft under - Farm Agricultural Produce	0	1	6.4	6.4	0	0		0.0
	Theft Under - Construction Site	0	0		0.0	0	3	6.4	19.2
	Theft under - Bicycles	1	5	6.4	32.0	0	1	6.4	6.4
	Theft under - Building	1	4	6.4	25.6	0	0		0.0
	Theft under - Persons	0	0		0.0	0	2	6.4	12.8
	Theft under - Trailers	0	2	6.4	12.8	0	0		0.0
	Theft under - Other Theft	10	34	6.4	217.6	2	34	6.4	217.6
	Theft under - Boat (Vessel)	0	1	6.4	6.4	0	0		0.0
	Theft under - Boat Motor	0	1	6.4	6.4	0	0		0.0
	Theft Under - Gasoline Drive-off	2	16	6.4	102.4	0	29	6.4	185.6
	Theft FROM Motor Vehicle Under \$5,000	4	25	6.4	160.0	7	40	6.4	256.0
	Theft Under \$5,000 [SHOPLIFTING]	4	27	6.4	172.8	4	40	6.4	256.0
	Possession of Stolen Goods over \$5,000	0	1	6.4	6.4	0	3	6.4	19.2



Calls For Service (CFS) Billing Summary Report

Town of Lakeshore August - 2023

Billing Categories (Billing categories below do not match traditional crime groupings)		2023				2022			
		August	Year to Date	Time Standard	Year To Date Weighted Hours	August	Year to Date	Time Standard	Year To Date Weighted Hours
Property Crime Violations	Trafficking in Stolen Goods under \$5,000 (incl. possession w	0	0		0.0	0	1	6.4	6.4
	Possession of Stolen Goods under \$5,000	0	0		0.0	0	2	6.4	12.8
	Fraud -Master code	3	16	6.4	102.4	7	15	6.4	96.0
	Fraud - Steal/Forge/Poss./Use Credit Card	1	6	6.4	38.4	1	6	6.4	38.4
	Fraud - False Pretence < = \$5,000	0	0		0.0	0	2	6.4	12.8
	Fraud - Forgery & Uttering	1	1	6.4	6.4	0	0		0.0
	Fraud - Fraud through mails	0	0		0.0	1	4	6.4	25.6
	Fraud -Money/property/ security > \$5,000	0	22	6.4	140.8	1	11	6.4	70.4
	Fraud -Money/property/ security <= \$5,000	1	37	6.4	236.8	3	25	6.4	160.0
	Fraud - Transportation	0	1	6.4	6.4	0	0		0.0
	Fraud - Other	4	25	6.4	160.0	5	24	6.4	153.6
	Personation with Intent (fraud)	0	2	6.4	12.8	0	3	6.4	19.2
	Fraud - False Pretence > \$5,000	0	1	6.4	6.4	0	0		0.0
	Identity Theft	0	0		0.0	1	1	6.4	6.4
	Identity Fraud	0	2	6.4	12.8	0	3	6.4	19.2
	Mischief - master code	5	43	6.4	275.2	3	56	6.4	358.4
	Mischief [Graffiti - Non Gang Related]	1	3	6.4	19.2	0	1	6.4	6.4
	Interfere with lawful use, enjoyment of property	0	1	6.4	6.4	0	1	6.4	6.4
	Property Damage	6	24	6.4	153.6	5	29	6.4	185.6
	Total	55	410	6.4	2,624.0	61	433	6.4	2,771.2
Other Criminal Code Violations (Excluding traffic)	Offensive Weapons-Possession of Weapons	1	3	7.5	22.5	0	1	7.5	7.5
	Offensive Weapons-Restricted	0	1	7.5	7.5	0	0		0.0
	Offensive Weapons-Other Offensive Weapons	1	1	7.5	7.5	1	2	7.5	15.0
	Offensive Weapons-Other Weapons Offences	1	1	7.5	7.5	0	0		0.0
	Bail Violations -Master code	1	1	7.5	7.5	0	0		0.0
	Bail Violations - Fail To Comply	1	8	7.5	60.0	1	6	7.5	45.0
	Bail Violations - Others	0	0		0.0	0	1	7.5	7.5



Calls For Service (CFS) Billing Summary Report

Town of Lakeshore August - 2023

Billing Categories (Billing categories below do not match traditional crime groupings)		2023				2022			
		August	Year to Date	Time Standard	Year To Date Weighted Hours	August	Year to Date	Time Standard	Year To Date Weighted Hours
Other Criminal Code Violations (Excluding traffic)	Counterfeit Money - Master code	0	1	7.5	7.5	0	1	7.5	7.5
	Possession Of Counterfeit Money	1	2	7.5	15.0	0	0		0.0
	Uttering Counterfeit Money	1	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	7	7.5	52.5	0	7	7.5	52.5
	Indecent acts -Master code	1	1	7.5	7.5	1	2	7.5	15.0
	Indecent acts -Other	0	1	7.5	7.5	1	1	7.5	7.5
	Indecent acts -exposure to person under 14	0	1	7.5	7.5	0	0		0.0
	Child Pornography - Possess child pornography	0	1	7.5	7.5	0	0		0.0
	Child Pornography - Making or distributing	0	0		0.0	1	1	7.5	7.5
	Obstruct Public Peace Officer	0	0		0.0	0	1	7.5	7.5
	Breach of Probation	0	2	7.5	15.0	0	3	7.5	22.5
	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
	Common nuisance	0	1	7.5	7.5	0	0		0.0
	Total	9	35	7.5	262.5	5	28	7.5	210.0
Drug Possession	Possession Cocaine	0	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	0	5	7.1	35.5	0	8	7.1	56.8
	Total	0	7	7.1	49.7	0	9	7.1	63.9
Drugs	Possession of cannabis for purpose of distributing	0	1	68.0	68.0	0	0		0.0
	Total	0	1	68.0	68.0	0	0		0.0
Statutes & Acts	Landlord/Tenant	2	43	3.4	146.2	2	35	3.4	119.0
	Mental Health Act	8	79	3.4	268.6	15	71	3.4	241.4
	Mental Health Act - No contact with Police	2	4	3.4	13.6	4	17	3.4	57.8
	Mental Health Act - Attempt Suicide	1	8	3.4	27.2	1	8	3.4	27.2



Calls For Service (CFS) Billing Summary Report

Town of Lakeshore August - 2023

Billing Categories (Billing categories below do not match traditional crime groupings)		2023				2022			
		August	Year to Date	Time Standard	Year To Date Weighted Hours	August	Year to Date	Time Standard	Year To Date Weighted Hours
Statutes & Acts	Mental Health Act - Threat of Suicide	7	39	3.4	132.6	2	33	3.4	112.2
	Mental Health Act - Voluntary Transport	2	5	3.4	17.0	1	10	3.4	34.0
	Mental Health Act - Placed on Form	1	3	3.4	10.2	3	10	3.4	34.0
	Mental Health Act - Apprehension	3	14	3.4	47.6	2	30	3.4	102.0
	Custody Dispute	0	1	3.4	3.4	0	0		0.0
	Trespass To Property Act	14	46	3.4	156.4	5	46	3.4	156.4
	Family Law Act -Custody/ Access order	0	1	3.4	3.4	0	0		0.0
	Children's Law Reform Act -Custody order	0	1	3.4	3.4	0	0		0.0
	Total	40	244	3.4	829.6	35	260	3.4	884.0
Operational	Animal -Master code	0	2	3.8	7.6	0	0		0.0
	Animal - Left in Vehicle	0	0		0.0	0	2	3.8	7.6
	Animal Bite	0	5	3.8	19.0	0	1	3.8	3.8
	Animal Stray	3	8	3.8	30.4	2	6	3.8	22.8
	Animal Injured	0	13	3.8	49.4	1	9	3.8	34.2
	Animal - Other	0	3	3.8	11.4	1	9	3.8	34.2
	Animal - Dog Owners Liability Act	0	1	3.8	3.8	0	1	3.8	3.8
	Alarm -Master code	0	0		0.0	0	1	3.8	3.8
	Domestic Disturbance	17	128	3.8	486.4	17	122	3.8	463.6
	Suspicious Person	33	192	3.8	729.6	28	169	3.8	642.2
	Phone -Master code	0	2	3.8	7.6	1	10	3.8	38.0
	Phone -Nuisance - No Charges Laid	6	23	3.8	87.4	3	25	3.8	95.0
	Phone -Obscene - No Charges Laid	0	0		0.0	0	1	3.8	3.8
	Phone -Threatening - No Charges Laid	1	7	3.8	26.6	1	5	3.8	19.0
	Phone -Other - No Charges Laid	0	4	3.8	15.2	2	9	3.8	34.2
	False Fire Alarm - Building	0	1	3.8	3.8	0	0		0.0
	Fire - Building	0	9	3.8	34.2	0	11	3.8	41.8
	Fire - Vehicle	2	4	3.8	15.2	0	3	3.8	11.4
	Fire - Other	2	7	3.8	26.6	1	3	3.8	11.4
	Insecure Condition - Master code	1	4	3.8	15.2	0	4	3.8	15.2
	Insecure Condition - Building	1	2	3.8	7.6	0	0		0.0



Calls For Service (CFS) Billing Summary Report

Town of Lakeshore August - 2023

Billing Categories (Billing categories below do not match traditional crime groupings)		2023				2022			
		August	Year to Date	Time Standard	Year To Date Weighted Hours	August	Year to Date	Time Standard	Year To Date Weighted Hours
Operational	Missing Person -Master code	0	0		0.0	0	3	3.8	11.4
	Missing Person under 12	0	2	3.8	7.6	0	0		0.0
	Missing Person 12 & older	0	7	3.8	26.6	3	11	3.8	41.8
	Missing Person Located Under 12	0	1	3.8	3.8	0	0		0.0
	Missing Person Located 12 & older	0	12	3.8	45.6	2	9	3.8	34.2
	Noise Complaint -Master code	4	9	3.8	34.2	0	8	3.8	30.4
	Noise Complaint - Vehicle	0	1	3.8	3.8	0	0		0.0
	Noise Complaint - Residence	0	0		0.0	0	1	3.8	3.8
	Noise Complaint - Animal	1	4	3.8	15.2	0	3	3.8	11.4
	Accident - non-MVC - Master code	0	0		0.0	0	4	3.8	15.2
	Found Property -Master code	3	36	3.8	136.8	8	39	3.8	148.2
	Found - License Plate	0	1	3.8	3.8	0	4	3.8	15.2
	Found-Personal Accessories	1	3	3.8	11.4	0	4	3.8	15.2
	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-Machinery & Tools	0	0		0.0	0	1	3.8	3.8
	Found-Bicycles	1	3	3.8	11.4	0	0		0.0
	Found - Gun	0	0		0.0	0	2	3.8	7.6
	Found-Others	7	19	3.8	72.2	2	17	3.8	64.6
	Lost Property -Master code	3	15	3.8	57.0	4	16	3.8	60.8
	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	1	2	3.8	7.6	0	1	3.8	3.8
	Lost-Personal Accessories	2	6	3.8	22.8	1	10	3.8	38.0
	Lost-Jewellery	0	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	2	3.8	7.6
	Lost - Gun	0	2	3.8	7.6	0	0		0.0



Calls For Service (CFS) Billing Summary Report

Town of Lakeshore August - 2023

Billing Categories (Billing categories below do not match traditional crime groupings)		2023				2022			
		August	Year to Date	Time Standard	Year To Date Weighted Hours	August	Year to Date	Time Standard	Year To Date Weighted Hours
Operational	Lost-Others	4	20	3.8	76.0	3	11	3.8	41.8
	Sudden Death - Suicide	0	2	3.8	7.6	0	2	3.8	7.6
	Sudden Death - Natural Causes	0	15	3.8	57.0	1	17	3.8	64.6
	Sudden Death - Others	0	2	3.8	7.6	0	2	3.8	7.6
	Sudden Death - Apparent Overdose-Overdose	0	1	3.8	3.8	1	3	3.8	11.4
	Suspicious Vehicle	18	128	3.8	486.4	15	88	3.8	334.4
	Trouble with Youth	13	99	3.8	376.2	17	89	3.8	338.2
	Medical Assistance - Other	0	0		0.0	1	2	3.8	7.6
	Vehicle Recovered - Master code	1	1	3.8	3.8	0	1	3.8	3.8
	Vehicle Recovered - Automobile	4	22	3.8	83.6	1	19	3.8	72.2
	Vehicle Recovered - Trucks	2	4	3.8	15.2	0	9	3.8	34.2
	Vehicle Recovered - Motorcycles	0	0		0.0	1	1	3.8	3.8
	Vehicle Recovered - All Terrain Veh	0	1	3.8	3.8	0	0		0.0
	Vehicle Recovered - Other	0	1	3.8	3.8	0	1	3.8	3.8
	Unwanted Persons	4	28	3.8	106.4	6	38	3.8	144.4
	Neighbour Dispute	11	114	3.8	433.2	18	105	3.8	399.0
	By-Law -Master code	0	6	3.8	22.8	2	8	3.8	30.4
	Noise By-Law	38	148	3.8	562.4	19	109	3.8	414.2
	Dogs By-Law	4	39	3.8	148.2	3	22	3.8	83.6
	Firearms (Discharge) By-Law	0	0		0.0	1	6	3.8	22.8
	Smoking By-Law	1	1	3.8	3.8	0	0		0.0
	Other Municipal By-Laws	5	28	3.8	106.4	1	25	3.8	95.0
	Fireworks By-Law	1	4	3.8	15.2	0	2	3.8	7.6
	Traffic By-Law	11	56	3.8	212.8	9	53	3.8	201.4
	Taxi By-Law	0	0		0.0	0	2	3.8	7.6
	Overdose/Suspected Overdose - Opioid Related	1	1	3.8	3.8	0	0		0.0
	Overdose/Suspected Overdose - Naloxone by Police	0	0		0.0	1	1	3.8	3.8
	Assist Fire Department	1	6	3.8	22.8	0	1	3.8	3.8
	Assist Public	5	76	3.8	288.8	15	134	3.8	509.2
	Distressed/Overdue Motorist	0	1	3.8	3.8	0	3	3.8	11.4



Calls For Service (CFS) Billing Summary Report

Town of Lakeshore August - 2023

Billing Categories <i>(Billing categories below do not match traditional crime groupings)</i>		2023				2022			
		August	Year to Date	Time Standard	Year To Date Weighted Hours	August	Year to Date	Time Standard	Year To Date Weighted Hours
Operational	Family Dispute	8	111	3.8	421.8	19	128	3.8	486.4
	Protest - Demonstration	0	0		0.0	0	2	3.8	7.6
	Total	221	1,461	3.8	5,551.8	211	1,414	3.8	5,373.2
Operational2	False Alarm-Accidental Trip	0	4	1.4	5.6	1	1	1.4	1.4
	False Alarm-Malfunction	3	16	1.4	22.4	1	9	1.4	12.6
	False Holdup Alarm-Accidental Trip	5	17	1.4	23.8	4	27	1.4	37.8
	False Alarm -Others	51	200	1.4	280.0	45	250	1.4	350.0
	False Alarm -Cancelled	0	6	1.4	8.4	0	4	1.4	5.6
	Keep the Peace	15	88	1.4	123.2	10	76	1.4	106.4
	911 call / 911 hang up	7	59	1.4	82.6	6	62	1.4	86.8
	911 hang up - Pocket Dial	0	3	1.4	4.2	0	0		0.0
	911 call - Dropped Cell	3	81	1.4	113.4	8	60	1.4	84.0
	Total	84	474	1.4	663.6	75	489	1.4	684.6
Traffic	MVC (MOTOR VEHICLE COLLISION) -Master code	0	4	3.7	14.8	0	4	3.7	14.8
	MVC - Personal Injury (MOTOR VEHICLE COLLISION)	5	34	3.7	125.8	5	39	3.7	144.3
	MVC - Prop. Dam. Non Reportable	12	76	3.7	281.2	6	66	3.7	244.2
	MVC - Prop. Dam. Reportable (MOTOR VEHICLE COLLISION)	24	190	3.7	703.0	24	208	3.7	769.6
	MVC - Prop. Dam. Failed to Remain (MOTOR VEHICLE COLLISION)	5	32	3.7	118.4	5	24	3.7	88.8
	MVC - Fatal (MOTOR VEHICLE COLLISION)	0	0		0.0	0	2	3.7	7.4
	MVC - Others (MOTOR VEHICLE COLLISION)	0	0		0.0	0	4	3.7	14.8
	Road Rage	0	0		0.0	0	1	3.7	3.7
	Total	46	336	3.7	1,243.2	40	348	3.7	1,287.6
Total		470	3,080		13,062.0	443	3,070		12,680.7

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.

Report Content Last Updated:
2023/09/09

Report generated by:
Pharand, Lise

Report generated on:
Sep 13, 2023 9:10:51 AM
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Calls For Service (CFS) Billing Summary Report

Town of Lakeshore
August - 2023

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

August 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

- Weekly pasta fundraiser at Riverside Sportsmen Club

AM800

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

- August 1st – Report Suspicious Marine Activity
- August 8th – Break in to 7500 Block of Tecumseh Road East – WPS
- August 14th – Theft of transport truck – WPS
- August 21st – Theft of motor vehicle 300 Block of Riverside Dr. E. – WPS
- August 28th – Two suspects wanted for attempted murder - WPS

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

- Recorded weekly – Crime of the Week – TO RESUME IN SEPTEMBER

CTV News

- Break in/ theft and graffiti to Municipality of Leamington property – Aired August 29th

Social Media

- Daily/Weekly Facebook, Twitter and Instagram posts

Crime Stoppers Upcoming Calendar

- Charity K9 Calendar for 2023/2024
- Crime Stoppers Golf Tournament – Rescheduled due to weather to September 13th
- City Market – September 1st and 2nd
- Scare House Fundraiser – September 15th
- Open Streets Windsor – September 17th
- Northern National Collectors Convention at Ceasars Windsor – September 29th-October 1st
- Broomsticks and Brushes Event at Tecumseh Mall – October 21st
- Wild Game Dinner at Colasanti's Tropical Garden – November 17th

This statistical report is reflective of August 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

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	162	142	159	155	1	0	0	0
Tip Follow-ups	138	100	100	85	126	125	121	131	0	0	0	0
Arrests	4	8	9	3	2	0	3	4	0	0	0	0
Cases Cleared	2	7	11	2	2	0	3	2	0	0	0	0
Charges Laid	18	24	26	4	2	0	2	12	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	2	0	3	0	0	0	0
Rewards Approved	\$750	\$2,700	\$3,400	\$1,000	\$300	\$350	\$0	\$400	\$0	\$0	\$0	\$0
# of Rewards Paid	0	3	4	2	0	1	0	0	0	0	0	0
Rewards Paid	\$0	\$1,100	\$2,700	\$800	\$0	\$150	\$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	\$530	\$0	\$0	\$0	\$0
Drugs Seized	\$49,250	\$62,300	\$72,230	\$0	\$0	\$0	\$0	\$3,680	\$0	\$0	\$0	\$0
Total Recovered	\$50,160	\$114,071	\$76,080	\$80,000	\$0	\$0	\$0	\$4,210	\$0	\$0	\$0	\$0

Statistic	Q1	Q2	Q3	Q4	YTD	SI
Tips Received	493	439	315	0	1,247	61,179
Tip Follow-ups	338	336	252	0	926	21,103
Calls Received	0	0	0	0	0	3,138
Arrests	21	5	7	0	33	7,091
Cases Cleared	20	4	5	0	29	10,427
Charges Laid	68	6	14	0	88	10,263
Fugitives	0	0	0	0	0	625
Administrative Discipline	0	0	0	0	0	3
# of Rewards Approved	15	7	3	0	25	1,882
Rewards Approved	\$6,850	\$1,650	\$400	\$0	\$8,900	\$1,265,985
# of Rewards Paid	7	3	0	0	10	971
Rewards Paid	\$3,800	\$950	\$0	\$0	\$4,750	\$833,652
# 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	\$530	\$0	\$14,811	\$604,979
Drugs Seized	\$183,780	\$0	\$3,680	\$0	\$187,460	\$119,517,048
Total Recovered	\$240,311	\$80,000	\$4,210	\$0	\$324,521	\$133,676,200

Windsor - Essex County Crime Stoppers Tip Summary Report

Created Date: 2023/08/01 to 2023/08/31

Offense Type	Count
Animal Cruelty	1
Arson	2
Assault	2
Attempt Murder	9
Breach of Condition	2
Break and Enter	2
By Law	2
Child Abuse	3
COVID-19	0
Cybercrime	0
Disqualified Driving	4
Drugs	35
Elder Abuse	1
Fraud	40
Highway Traffic Act	2
Hit and Run / Fail to Remain	0
Homicide	1
Human Smuggling	0
Human Trafficking	1
Illegal Cigarettes	1
Immigration	1

Impaired Driver	2
Indecent Act	0
Liquor (sales to minors, sales without licence)	0
Mischief	4
Missing Person	0
Motor Vehicle Collision	0
Possession of Stolen Property	3
Prostitution/Morality	0
Repeat Impaired Driver	0
Robbery	0
Sexual Assault	1
Stolen Vehicle	1
Suspended Driver	1
Suspicious Activity	7
Terrorism	1
Test Tip	0
Theft	11
Threats	0
Warrant	5
Weapons	2
<i>Other</i>	5
<i>Unknown</i>	3
Total	155

September 27, 2023

to Whom it May Concern

Re: Support for Motion RE: Guaranteed Livable Income

At the meeting of September 26, 2023, the Council of the County of Brant adopted the following resolution in support of the September 5th resolution passed by the Town of Grimsby on Guaranteed Livable Income :

“Whereas the Canadian livable wage for the Brant—Niagara—Haldimand—Norfolk Region, two years ago was determined to be \$19.80. This was \$6000 above the annual income of a minimum wage employee; and

Whereas County of Brant residents on programs such as Ontario Works, receive targeted fixed monthly incomes of \$733, and ODSP recipients receive \$1376; and

Whereas at the current Ontario minimum wage rate, a person working 37.5 hours per week will earn approximately \$2,500 monthly (before tax); and

Whereas the median rent for one bedroom in the County of Brant as of 2022 was \$1143.90 a month, and the County of Brant does not have current AMR for September 2023; and

Whereas rent is considered affordable, when it is less than 30% of income. In the County of Brant, rent is approximately 156% of Ontario Works, 83.13% of Ontario Disability Support Services, 45% of minimum wage full-time (before tax), and 90% of minimum wage part time; and

Whereas an annual 2.5% allowable rent increase can be combined with an additional 3-6.5% capital investment increase, raising the cost of rental housing another minimum of \$110 monthly; and

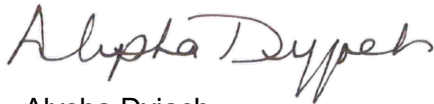
Whereas the recent report by the County of Brant Policy Planning and Corporate Strategy departments determined that the County of Brant has serious shortfalls in both affordable and attainable housing supply;

Therefore be it resolved the County of Brant supports the resolution shared by the Town of Grimsby; and

Be it further resolved that The County of Brant circulate correspondence to Ontario municipalities encouraging them not only to collect data of their housing and poverty statistics, but also to examine their pending economic vulnerability as a result; and

Be it further resolved that The County of Brant encourage these same municipalities to join the County of Brant in advocating on behalf of our communities with this data, and by writing a letter to the Prime Minister, Premier, and local politicians calling for a united effort in establishing a Guaranteed Livable Income program.”

Respectfully,

A handwritten signature in dark ink, appearing to read 'Alysha Dyjach', with a stylized, cursive script.

Alysha Dyjach
Director of Council Services, Clerk
County of Brant

THE CORPORATION OF THE
TOWN OF MIDLAND

575 Dominion Avenue
Midland, ON L4R 1R2
Phone: 705-526-4275
Fax: 705-526-9971
info@midland.ca



September 8, 2023

The Senate of Canada
Ottawa, ON
K1A 0A4

Via Email: sencom@sen.parl.gc.ca

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

Via Email: premier@ontario.ca

Dear Premier Ford:

Re: "Catch and Release" Justice is Ontario

At its September 6, 2023, Regular Council Meeting with Closed Session the Council for the Town of Midland passed the following Resolution:

That the Town of Midland send a letter to the Federal and Provincial Governments requesting meaningful improvements to the current state of "catch and release" justice in the Ontario legal system. Police Services across Ontario are exhausting precious time and resources having to manage the repeated arrests of the same offenders, which in turn, is impacting their morale, and ultimately law-abiding citizens who are paying the often significant financial and emotional toll of this broken system; and

That this resolution be sent to other Municipalities throughout Ontario for their endorsement consideration.

Thank you.

Yours very
truly,

THE CORPORATION OF THE TOWN OF MIDLAND

Sherri Edgar

Sherri Edgar, AMCT
Municipal Clerk
Ext. 2210

September 28, 2023

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

Delivered by email
premier@ontario.ca

Dear Premier:

**Re: Town of Aurora Council Resolution of September 26, 2023
Motion 10.4 - Councillor Weese; Re: Aurora Council Opposition to Strong Mayor
Powers in Aurora**

Please be advised that this matter was considered by Council at its meeting held on September 26, 2023, and in this regard, Council adopted the following resolution:

Whereas the Head of Council is required to confirm in writing his commitment to meet a municipal housing target by October 15, 2023, in order to receive Strong Mayor Powers; and

Whereas the municipality is required to submit a formal housing pledge which will outline how the municipality plans to meet the housing target by December 15, 2023; and

Whereas Strong Mayor Powers will result in the Head of Council being granted powers such as:

- **Choosing to appoint the municipality's chief administrative officer;**
- **Hiring certain municipal department heads and establishing and re-organizing departments;**
- **Creating committees of council, assigning their functions, and appointing the chairs and vice-chairs of committees of council;**
- **Proposing the municipal budget, which would be subject to council amendments and a separate head of council veto and council override process;**
- **Vetoing certain by-laws if the head of council is of the opinion that all or part of the by-law could potentially interfere with a provincial priority;**

- **Bringing forward matters for council consideration if the head of council is of the opinion that considering the matter could potentially advance a provincial priority; and**

Whereas these Strong Mayor Powers undermine democratic processes executed through municipal elections; and

Whereas Strong Mayor Powers may also violate by-laws established in Aurora that provides accepted and legal procedures for governance; and

Whereas Aurora Town Council recognizes the important role each Councillor provides the residents in their Ward and the community-at-large;

- 1. Now Therefore Be it Hereby Resolved That the Aurora Town Council opposes Strong Mayor Powers provided to the Head of Council; and**
- 2. Be It Further Resolved That this approved Motion is to be sent to the Premier of Ontario, the Honourable Doug Ford; the Minister of Municipal Affairs and Housing, the Honourable Paul Calandra; the Regional Municipality of York; and each of the Municipalities in Ontario.**

The above is for your consideration and any attention deemed necessary.

Yours sincerely,



Michael de Rond

Town Clerk

The Corporation of the Town of Aurora

MdR/lb

Attachment (Council meeting extract)

Copy: Hon. Paul Calandra, Minister of Municipal Affairs and Housing
Christopher Raynor, Regional Clerk, The Regional Municipality of York
All Ontario Municipalities



10. Motions

10.4 Councillor Weese; Re: Aurora Council Opposition to Strong Mayor Powers in Aurora

Moved by Councillor Weese

Seconded by Councillor Gaertner

Whereas the Head of Council is required to confirm in writing his commitment to meet a municipal housing target by October 15, 2023, in order to receive Strong Mayor Powers; and

Whereas the municipality is required to submit a formal housing pledge which will outline how the municipality plans to meet the housing target by December 15, 2023; and

Whereas Strong Mayor Powers will result in the Head of Council being granted powers such as:

- Choosing to appoint the municipality's chief administrative officer;
- Hiring certain municipal department heads and establishing and re-organizing departments;
- Creating committees of council, assigning their functions, and appointing the chairs and vice-chairs of committees of council;
- Proposing the municipal budget, which would be subject to council amendments and a separate head of council veto and council override process;
- Vetoing certain by-laws if the head of council is of the opinion that all or part of the by-law could potentially interfere with a provincial priority;
- Bringing forward matters for council consideration if the head of council is of the opinion that considering the matter could potentially advance a provincial priority; and

Whereas these Strong Mayor Powers undermine democratic processes executed through municipal elections; and

Whereas Strong Mayor Powers may also violate by-laws established in Aurora that provides accepted and legal procedures for governance; and

Whereas Aurora Town Council recognizes the important role each Councillor provides the residents in their Ward and the community-at-large;

1. Now Therefore Be it Hereby Resolved That the Aurora Town Council opposes Strong Mayor Powers provided to the Head of Council; and
2. Be It Further Resolved That this approved Motion is to be sent to the Premier of Ontario, the Honourable Doug Ford; the Minister of Municipal Affairs and Housing, the Honourable Paul Calandra; the Regional Municipality of York; and each of the Municipalities in Ontario.

Yeas (4): Councillor Weese, Councillor Gilliland, Councillor Gaertner, and Councillor Gallo

Nays (3): Mayor Mrakas, Councillor Thompson, and Councillor Kim

Carried (4 to 3)

Municipality of Lakeshore – Report to Council

Growth and Sustainability

By-law Services



To: Mayor & Members of Council
From: Rob Sassine, Division Leader – By-Law
Date: September 18, 2023
Subject: Prohibition of Short-Term Rental Enforcement

Recommendation

This report is for information only.

Background

On July 18th, 2023, Council passed a motion regarding short term rental accommodations. The following motion was passed:

212-07-2023

“Prohibit short-term rental accommodations in the Municipality of Lakeshore;
and

Direct Administration to bring a report regarding the steps to enforce the prohibition of short-term rental accommodations in the Municipality of Lakeshore.”

As a result, this report covers information on the enforcement of short-term rental accommodation. A separate report, prepared by the Planning Division, will cover the Council direction to prohibit short-term accommodation through a zoning by-law amendment.

Comments

The Lakeshore By-law Division has been enforcing existing by-laws as they relate to short-term rentals (STRs); however, compliance has been challenging. Jurisdictions across the globe are facing similar challenges and can be found in various stages of research and regulation of short-term rentals.

The issues being:

- anonymity of host locations, so the number and location of short-term rentals is difficult to determine;
- complaints reported to By-law related to noise and parking issues;

- potential Building Code, Fire Code and other safety concerns. The change from residential to commercial use of a dwelling is not reported or regulated, and therefore Building Code and Fire Code inspection is not undertaken;
- many municipalities have limited staff resources to address short-term rental issues; and
- related to the limited staff resources, commonly there is a need for investigations and enforcement of short-term rentals outside of normal business hours.

To help identify the exact location of STRs to assist in enforcement, Administration recommends the use of technology which is available from third-party service providers. Address Identification technology and processes make it possible to easily monitor the STR market and find the addresses and owners of all identifiable STRs. The software scans 70+ of the world's largest websites for all listings. The software will extract as much information as possible to help narrow down the list of possible address/owner matches. The results are combined with human analysts, who identify the exact address and owner information. This information is forwarded by the service provider to the Municipal client. The Municipality can direct their resources to be focused on the field investigation with the information provided rather than spending time to manually search platforms trying to identify STRs. In order to effectively monitor and enforce short-term accommodation, it is recommended that Lakeshore engage a service provider to use Address Identification software.

Additional resources will be required to conduct investigations and follow up on complaints as they occur. These By-law Officers should be available in the evenings and weekends to address when most complaints are received. To achieve successful compliance and enforcement, identifying the activity as it occurs is most effective.

It is noteworthy that in 2020, the Township of Oro-Medonte passed a Zoning By-law that prohibited STRs in certain zoned areas. An appeal was filed by STR owners and in 2022, the Ontario Land Tribunal ordered a repeal of the Township of Oro-Medonte Zoning By-law 2020-073.

In the Town of Goderich, short term rentals are currently not permitted in residential areas except where they meet the existing 'Tourist or Guest House Dwelling' definition in the Town's Zoning By-Law, which requires the operator to live on site while renting.

Goderich Town Council has directed their staff to amend the Zoning By-Law to allow short term rentals of an individual's principal residence while they are not on site, to a maximum of 60 nights a year; along with drafting a licensing by-law for short term rentals. This Zoning By-Law and Licensing By-Law will be considered by Council later this year.

Jurisdictions that have included short term rentals as a permitted use in owner occupied dwellings have also included a licensing by-law to help regulate and promote compliance and enforcement. A common tool for regulating short term rentals is through

a licensing program. Presently, the municipality does not require licenses to operate a business in Lakeshore (except for Vehicles for Hire). Licensing provides the opportunity to address the impacts of STRs identified above by balancing the needs of property owners with potential land use impacts and the needs of visitors looking for safe, adequate, and properly maintained short-term accommodation premises. Issuing an annual license to operate will allow a municipality to inspect the short-term rental property to ensure compliance with the Fire and Building Code, inspect the number of parking spaces and ensure proper insurance coverage on the property. Applications typically require a contact name and number to be given to Municipal staff to make it easier to follow-up on complaints and by-law infractions. If the short-term rental property does not meet the criteria in a licensing by-law, the license will not be issued.

Licensing also allows for Enforcement Officers to seek a quick resolution to minor violations without having to initiate court proceedings to gain compliance. Absent of a licensing by-law, any enforcement will be commenced under the Zoning By-law. As compared to a licensing by-law, prosecution under the Zoning By-law will require additional resources for prosecutions and potentially lengthy timeframes for compliance.

It should be noted that STR operators are not required to possess any type of Provincial License to operate a Short-Term Rental in Ontario. The province recognizes municipalities as responsible and accountable governments that are in the best position to address matters within their jurisdiction. All aspects of licensing are addressed through the *Municipal Act, 2001*, which grants municipalities broad powers which they may wish to consider using to regulate certain aspects of home-sharing platforms and hosts/operators. Under the *Planning Act*, municipalities have the authority to make local planning decisions that determine the future of communities, including whether and where home-sharing is allowed through their municipal official plan policies and zoning by-laws.

The collection and remittance of Federal and Provincial Sales Tax is the responsibility of the platform operator. As of July 1, 2021, the Federal government requires platform operators (Airbnb, VRBO) to comply with their obligations to register, collect and remit the GST/HST as set out under the rules and legislative provisions to ensure that the GST/HST applies effectively and fairly to e-commerce transactions.

Others Consulted

Granicus Software Company

Financial Impacts

Although no specific budget requests are made in this report, the following financial estimates are provided for Council's information regarding enforcement:

Address Identification Software - \$4,050 annually

By-law Compliance Officers (2) - \$201,000 annually inclusive of salaries and benefits

Computer, software, cellphone (2) - \$6,000 one-time cost
Uniforms (2) - \$5,000 one-time cost
Vehicle (1) - \$65,000 one-time cost

It should be noted that if a licensing model is undertaken a business case would need to be brought back to explore possible rates, structures and staffing models.

Report Approval Details

Document Title:	Short Term Rental Enforcement.docx
Attachments:	
Final Approval Date:	Oct 5, 2023

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

Prepared by Rob Sassine

Submitted by Tammie Ryall

Approved by Justin Rousseau and Truper McBride

Municipality of Lakeshore – Report to Council

Chief Administrative Officer

Economic and Intergovernmental Affairs



To: Mayor & Members of Council

From: Ryan Donally, Division Leader – Economic and Intergovernmental Affairs

Date: October 2, 2023

Subject: Housing Affordability Task Force Response

Recommendation

Direct Administration to work with the Mayor to submit the Municipality's top five Housing Affordability Task Force Recommendations based on the comments provided by Council at the October 10, 2023 Council Meeting.

Background

On September 15, 2023, The Honorable Paul Calandra, Minister of Municipal Affairs and Housing, sent a letter to all Heads of Council requesting response for a ranking of the Municipality's top five recommendations to tackle the housing supply crisis (Appendix A – Minister Letter for Response). The Head of Council is requested to choose five of the 74 recommendations generated by the Housing Affordability Task Force (HATF) in February of 2022 (Appendix B – HATF 74 Recommendations). Rationale and comments are also encouraged to be submitted with the top-five list.

The Minister identified that Council endorsement is not required and that responses may be prepared by Heads of Council, reflecting their leadership role.

Although not included in the letter sent to Lakeshore, a version of the same letter posted to the Association of Municipalities of Ontario (AMO) website, and signed by the Minister, identified that if the ranked response is not returned by October 16th, 2023, the Municipality would not be eligible for funding investments under the \$1.2 billion Building Faster Fund. This request for response by all municipalities was reiterated by AMO in an October 3 email.

Also cited in the October 3rd email, AMO President, Colin Best, provided feedback to the Minister (Appendix C – AMO Letter to Minister). In the letter, AMO identified that it supports all but three of the HAFT Recommendations (Recommendation 12, 22, and 57.). AMO also recognizes the following recommendations for consideration, and provides the recommendations to assist the Mayors to identify their top-five recommendations:

Recommendations to Support Affordable Housing:

66. Create an Affordable Housing Trust from a portion of Land Transfer Tax Revenue (i.e., the windfall resulting from property price appreciation) to be used in partnership with developers, non-profits, and municipalities in the creation of more affordable housing units. This Trust should create incentives for projects serving and brought forward by Black- and Indigenous-led developers and marginalized groups.

67. Permit municipalities that have not passed Inclusionary Zoning policies to offer incentives and bonuses for affordable housing units.

- Allow cash-in-lieu payments for Inclusionary Zoning units at the discretion of the municipality.
- Require that municipalities utilize density bonusing or other incentives in all Inclusionary Zoning and Affordable Housing policies that apply to market housing.
- Permit municipalities that have not passed Inclusionary Zoning policies to offer incentives and bonuses for affordable housing units.

68. Encourage government to closely monitor the effectiveness of Inclusionary Zoning policy in creating new affordable housing and to explore alternative funding methods that are predictable, consistent and transparent as a more viable alternative option to Inclusionary Zoning policies in the provision of affordable housing.

Recommendations to enhance the supply of skilled trades:

53. Improve funding for colleges, trade schools, and apprenticeships, encourage and incentivize municipalities, unions and employers to provide more on-the-job training.

54. Undertake multi-stakeholder education program to promote skilled trades.

55. Recommend that the federal and provincial government prioritize skilled trades and adjust the immigration points system to strongly favour needed trades and expedite immigration status for these workers and encourage the federal government to increase from 9,000 to 20,000 the number of immigrants admitted through Ontario's program.

Recommendations to hold developers accountable for building:

51. Enable municipalities, subject to adverse external economic events, to withdraw infrastructure allocations from any permitted projects where construction has not been initiated within three years of build permits being issued.

Recommendations to streamline the approval process:

15. Establish provincewide zoning standards, or prohibitions, for minimum lot sizes, maximum building setbacks, minimum heights, angular planes, shadow rules, front doors, building depth, landscaping, floor space index, and heritage view cones, and planes; restore pre-2006 site plan exclusions (colour, texture, and type of materials,

window details, etc.) to the Planning Act and reduce or eliminate minimum parking requirements.

Comments

At the August 15, 2023, Council Meeting, Lakeshore Council approved in principle the Lakeshore Housing Action Plan as part of the Housing Accelerator Funding grant application. The action plan identified five strategic goals and 11 Initiatives. Administration has identified the most relevant HATF Recommendation to the initiatives identified by number under each of the initiatives.

- Goal 1: Increase the supply and diversity of housing options to meet the continued demand to live within the Municipality of Lakeshore.
- Goal 2: Improve the affordability of housing in both ownership and rental markets.
- Goal 3: Streamline municipal processes, policies, and approvals through the development and building process.
- Goal 4: Support the development of complete communities consisting of appropriate residential density and a diverse mix of land uses.
- Goal 5: Support the development of low-carbon and climate-resilient communities by providing access to a wide variety of amenities and services through public and active transportation.

Initiatives:

1. Streamlined licensing, regulation, and permitting processes for additional dwelling units (ADUs)
 - a. Recommendation 6
2. Promotion of infill developments in strategic locations
 - a. Recommendation 2
3. Community Improvement Plan in Belle River/County Road 22 Corridor
 - a. Recommendation 67 (3rd bullet)
4. Municipal Transit
 - a. Recommendation 11 (Removing Toronto)
5. Update Zoning By-law to Reduce Parking Space Requirements
 - a. Recommendation 15
6. Align Development Charges with Infrastructure/Servicing Costs
 - a. Recommendation 51, 52
7. Review the 2016 Affordable Housing Strategy
 - a. Recommendation 40, 66
8. Update Lakeshore's Development Manual
 - a. Recommendation 22
9. New and Enhanced Service Levels for Developers
 - a. Recommendation 24, 37, 58
10. Build Relationships with Housing-related Non-profit Organizations
 - a. Recommendation 48
11. Complete Water and Wastewater Master Plan and Incorporate Density Targets
 - a. Recommendation 2, 51

Financial Impacts

There is no direct financial impact related to this report. There is, however, significant risk for future penalization should the Head of Council not submit Lakeshore's top-five recommendations.

Attachments

- Appendix A – Minister Letter for Response
- Appendix B – HATF 74 Recommendations
- Appendix C – AMO Letter to Minister

Report Approval Details

Document Title:	Housing Affordability Task Force Response.docx
Attachments:	- Appendix A – Minister Letter for Response - Appendix B – HATF 74 Recommendations - Appendix C – AMO Letter to Minister
Final Approval Date:	Oct 5, 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



234-2023-4597

September 15, 2023

Dear Head of Council,

**Subject: Responding to the Housing Affordability Task Force's
Recommendations**

As you know, in February 2022, the Housing Affordability Task Force delivered [its final report](#) with recommendations to help Ontario tackle the housing supply crisis and build at least 1.5 million homes by 2031. Including sub-items and appendices, the Task Force made 74 unique recommendations, some of which apply to all communities in Ontario, with others more specific to large and urban municipalities. While Ontario has made progress in acting on these recommendations — with 23 implemented to date helping to achieve the highest level of housing starts in over three decades — as the province grows at incredible speed, all levels of government need to do more.

To bring the dream of home ownership into reach for more people, I have asked my ministry to renew its efforts to review and, where possible, implement the Task Force's remaining recommendations with minimal delay. As part of that review, I am asking for you, as head of council, to prioritize your top five recommendations for future consideration. For these top five priorities, this could include your advice to revisit the way a recommendation has been implemented up to this point, as well as how some of the recommendations could or should be implemented with amendments.

Accompanying this letter, you will find a chart with space to rank the top five Task Force recommendations. While I know that some of the recommendations may not be applicable to all small, rural, and Northern communities, I ask that you rank those recommendations that you feel would be, or have been, the most useful in increasing housing supply in your community.

As we look to do more to solve the housing supply and affordability crisis together, it's important for the province to have a full understanding of our municipal partners' positions on these recommendations as quickly as possible. I ask that you **please return the completed chart to housingsupply@ontario.ca no later than October 16, 2023.**

.../2

I look forward to continuing our work together to ensure that more people can afford a place to call home.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Paul Calandra', with a large, stylized initial 'P' and 'C'.

The Hon. Paul Calandra
Minister of Municipal Affairs and Housing

c: Hon. Rob Flack, Associate Minister of Housing
Kirstin Jensen, Interim Chief of Staff, Minister's Office
Martha Greenberg, Deputy Minister
Joshua Paul, Assistant Deputy Minister, Market Housing Division
Sean Fraser, Assistant Deputy Minister, Planning and Growth Division
Caspar Hall, Assistant Deputy Minister, Local Government Division

Attachment:

Top Five Housing Affordability Task Force (HATF) Recommendations for Response

Attachment: List of 74 Housing Affordability Task Force (HATF) Recommendations for Reference

Housing Affordability Task Force Recommendation <i>(Note: Bracketed numbers are per the numbering in the original Task Force report; numbering in the first column is for Ministry use)</i> <i>Recommendations with an asterisk * have been implemented (with or without amendments)</i>	
1.	1) Set a goal of building 1.5 million new homes in ten years.*
2.	2) Amending the Planning Act, Provincial Policy Statement, and Growth Plans to set “growth in the full spectrum of housing supply” and “intensification within existing built-up areas” of municipalities as the most important residential housing priorities in the mandate and purpose.
3.	3) a) Limit exclusionary zoning in municipalities through binding provincial action: allow “as of right” residential housing up to four units and up to four storeys on a single residential lot.*
4.	3 b) Modernize the Building Code and other policies to remove any barriers to affordable construction and to ensure meaningful implementation (e.g., allow single-staircase construction for up to four storeys, allow single egress, etc.)
5.	4) Permit “as of right” conversion of underutilized or redundant commercial properties to residential or mixed residential and commercial use.
6.	5) Permit “as of right” secondary suites, garden suites, and laneway houses province-wide.*
7.	6) Permit “as of right” multi-tenant housing (renting rooms within a dwelling) province-wide.
8.	7) Encourage and incentivize municipalities to increase density in areas with excess school capacity to benefit families with children.
9.	8) Allow “as of right” zoning up to unlimited height and unlimited density in the immediate proximity of individual major transit stations within two years if municipal zoning remains insufficient to meet provincial density targets.
10.	9) Allow “as of right” zoning of six to 11 storeys with no minimum parking requirements on any streets that have direct access to public transit (including streets on bus and streetcar routes).
11.	10) Designate or rezone as mixed commercial and residential use all land along transit corridors and re-designate all Residential Apartment to mixed commercial and residential zoning in Toronto.

Housing Affordability Task Force Recommendation <i>(Note: Bracketed numbers are per the numbering in the original Task Force report; numbering in the first column is for Ministry use)</i> <i>Recommendations with an asterisk * have been implemented (with or without amendments)</i>	
12.	11) Support responsible housing growth on undeveloped land, including outside existing municipal boundaries, by building necessary infrastructure to support higher density housing and complete communities and applying the recommendations of this report to all undeveloped land.
13.	12) a) Create a more permissive land use, planning, and approvals system: Repeal or override municipal policies, zoning, or plans that prioritize the preservation of physical character of neighbourhood.*
14.	12 b) Exempt from site plan approval and public consultation all projects of 10 units or less that conform to the Official Plan and require only minor variances.*
15.	12 c) Establish provincewide zoning standards, or prohibitions, for minimum lot sizes, maximum building setbacks, minimum heights, angular planes, shadow rules, front doors, building depth, landscaping, floor space index, and heritage view cones, and planes; restore pre-2006 site plan exclusions (colour, texture, and type of materials, window details, etc.) to the Planning Act and reduce or eliminate minimum parking requirements.
16.	12 d) Remove any floorplate (sic) restrictions to allow larger, more efficient high-density towers.
17.	13) Limit municipalities from requesting or hosting additional public meetings beyond those that are required under the Planning Act.
18.	14) Require that public consultations provide digital participation options.
19.	15) Require mandatory delegation of site plan approvals and minor variances to staff or pre-approved qualified third-party technical consultants through a simplified review and approval process, without the ability to withdraw Council's delegation.*
20.	16) a) Prevent abuse of the heritage preservation and designation process by: prohibiting the use of bulk listing on municipal heritage registers.*
21.	16 b) Prohibiting reactive heritage designations after a Planning Act development application has been filed.*
22.	17) Requiring municipalities to compensate property owners for loss of property value as a result of heritage designations, based on the principle of best economic use of land.
23.	18) Restore the right of developers to appeal Official Plans and Municipal Comprehensive Reviews.*

Housing Affordability Task Force Recommendation <i>(Note: Bracketed numbers are per the numbering in the original Task Force report; numbering in the first column is for Ministry use)</i> <i>Recommendations with an asterisk * have been implemented (with or without amendments)</i>	
24.	19) Legislate timelines at each stage of the provincial and municipal review process, including site plan, minor variance, and provincial reviews, and deem an application approved if the legislated response time is exceeded.*
25.	20) Fund the creation of “approvals facilitators” with the authority to quickly resolve conflicts among municipal and/or provincial authorities and ensure timelines are met.*
26.	21) Require a pre-consultation with all relevant parties at which the municipality sets out a binding list that defines what constitutes a complete application; confirms the number of consultations established in the previous recommendations; and clarifies that if a member of a regulated profession such as a professional engineer has stamped an application, the municipality has no liability and no additional stamp is needed.
27.	22) Simplify planning legislation and policy documents.
28.	23) Create a common, province-wide definition of plan of subdivision and standard set of conditions which clarify which may be included; require the use of standard province-wide legal agreements and, where feasible, plans of subdivision.
29.	24) Allow wood construction of up to 12 storeys.*
30.	25) Require municipalities to provide the option of pay on demand surety bonds and letters of credit.
31.	26) Require appellants to promptly seek permission (“leave to appeal”) of the OLT and demonstrate that an appeal has merit, relying on evidence and expert reports, before it is accepted.
32.	27) a) Prevent abuse of process: remove right of appeal for projects with at least 30% affordable housing in which units are guaranteed affordable for 40 years.
33.	27 b) Require a \$10,000 filing fee for third party appeals.*
34.	27 c) Provide discretion to adjudicators to award full costs to the successful party in any appeal brought by a third party or by a municipality where its council has overridden a recommended staff approval.
35.	28) Encourage greater use of oral decisions issued the day of the hearing, with written reasons to follow, and allow those decisions to become binding the day that they are issued.*

Housing Affordability Task Force Recommendation <i>(Note: Bracketed numbers are per the numbering in the original Task Force report; numbering in the first column is for Ministry use)</i> <i>Recommendations with an asterisk * have been implemented (with or without amendments)</i>	
36.	29) Where it is found that a municipality has refused an application simply to avoid a deemed approval for lack of decision, allow the Tribunal to award punitive damages.
37.	30) Provide funding to increase staffing (adjudicators and case managers), provide market-competitive salaries, outsource more matters to mediators, and set shorter time targets.
38.	31) In clearing the existing backlog, encourage the Tribunal to prioritize projects close to the finish line that will support housing growth and intensification, as well as regional water or utility infrastructure decisions that will unlock significant housing capacity.
39.	32) Waive development charges and parkland cash-in-lieu and charge only modest connection fees for all infill residential projects up to 10 units or for any development where no new material infrastructure will be required.
40.	33) Waive development charges on all forms of affordable housing guaranteed to be affordable for 40 years.
41.	34) Prohibit interest rates on development charges higher than a municipality's borrowing rate.*
42.	35 a) Regarding cash in lieu of parkland, s.37, Community Benefit Charges, and development charges: Provincial review of reserve levels, collections and drawdowns annually to ensure funds are being used in a timely fashion and for the intended purpose, and, where review points to a significant concern, do not allow further collection until the situation has been corrected.
43.	35 b) Except where allocated towards municipality-wide infrastructure projects, require municipalities to spend funds in the neighbourhoods where they were collected. However, where there's a significant community need in a priority area of the City, allow for specific ward to ward allocation of unspent and unallocated reserves.
44.	36) Recommend that the federal government and provincial governments update HST rebate to reflect current home prices and begin indexing, and that the federal government match the provincial 75% rebate and remove any clawback.
45.	37) Align property taxes for purpose-built rental with those of condos and low-rise homes.
46.	38) Amend the Planning Act and Perpetuities Act to extend the maximum period for land leases and restrictive covenants on land to 40 or more years.*
47.	39) Eliminate or reduce tax disincentives to housing growth.

Housing Affordability Task Force Recommendation <i>(Note: Bracketed numbers are per the numbering in the original Task Force report; numbering in the first column is for Ministry use)</i> <i>Recommendations with an asterisk * have been implemented (with or without amendments)</i>	
48.	40) Call on the Federal Government to implement an Urban, Rural and Northern Indigenous Housing Strategy.*
49.	41) Funding for pilot projects that create innovative pathways to homeownership, for Black, Indigenous, and marginalized people and first-generation homeowners.
50.	42) Provide provincial and federal loan guarantees for purpose-built rental, affordable rental and affordable ownership projects.
51.	43) Enable municipalities, subject to adverse external economic events, to withdraw infrastructure allocations from any permitted projects where construction has not been initiated within three years of build permits being issued.
52.	44) Work with municipalities to develop and implement a municipal services corporation utility model for water and wastewater under which the municipal corporation would borrow and amortize costs among customers instead of using development charges.
53.	45) Improve funding for colleges, trade schools, and apprenticeships, encourage and incentivize municipalities, unions and employers to provide more on-the-job training.*
54.	46) Undertake multi-stakeholder education program to promote skilled trades.*
55.	47) Recommend that the federal and provincial government prioritize skilled trades and adjust the immigration points system to strongly favour needed trades and expedite immigration status for these workers and encourage the federal government to increase from 9,000 to 20,000 the number of immigrants admitted through Ontario's program.*
56.	48) The Ontario government should establish a large "Ontario Housing Delivery Fund" and encourage the federal government to match funding. This fund should reward: <ul style="list-style-type: none"> a) Annual housing growth that meets or exceeds provincial targets b) Reductions in total approval times for new housing c) The speedy removal of exclusionary zoning practices
57.	49) Reductions in funding to municipalities that fail to meet provincial housing growth and approval timeline targets
58.	50) Fund the adoption of consistent municipal e-permitting systems and encourage the federal government to match funding. Fund the development of a common data architecture standard, supported by an external expert committee, across municipalities and provincial agencies/ministries and require municipalities to provide their zoning bylaws with open data standards. Set an implementation goal of 2025 and make funding conditional on established targets.

Housing Affordability Task Force Recommendation <i>(Note: Bracketed numbers are per the numbering in the original Task Force report; numbering in the first column is for Ministry use)</i> <i>Recommendations with an asterisk * have been implemented (with or without amendments)</i>	
59.	51) Require municipalities and the provincial government to use the Ministry of Finance population projections as the basis for housing need analysis and related land use requirements.
60.	52) Resume reporting on housing data and require consistent municipal reporting, enforcing compliance as a requirement for accessing programs under the Ontario Housing Delivery Fund.*
61.	53) Report each year at the municipal and provincial level on any gap between demand and supply by housing type and location, and make underlying data freely available to the public.
62.	54) Empower the Deputy Minister of Municipal Affairs and Housing to lead an all of government committee that meets weekly to ensure our remaining recommendations and any other productive ideas are implemented.
63.	55) Commit to evaluate these recommendations for the next three years with public reporting on progress.*
64.	B-1) Call upon the federal government to provide equitable affordable housing funding to Ontario.*
65.	B-2) Develop and legislate a clear, province-wide definition of “affordable housing” to create certainty and predictability.
66.	B-3) Create an Affordable Housing Trust from a portion of Land Transfer Tax Revenue (i.e., the windfall resulting from property price appreciation) to be used in partnership with developers, non-profits, and municipalities in the creation of more affordable housing units. This Trust should create incentives for projects serving and brought forward by Black- and Indigenous-led developers and marginalized groups.
67.	B-4) Amend legislation to: <ul style="list-style-type: none"> • Allow cash-in-lieu payments for Inclusionary Zoning units at the discretion of the municipality. • Require that municipalities utilize density bonusing or other incentives in all Inclusionary Zoning and Affordable Housing policies that apply to market housing. • Permit municipalities that have not passed Inclusionary Zoning policies to offer incentives and bonuses for affordable housing units.
68.	B-5) Encourage government to closely monitor the effectiveness of Inclusionary Zoning policy in creating new affordable housing and to explore alternative funding methods that are predictable, consistent and transparent as a more viable alternative option to Inclusionary Zoning policies in the provision of affordable housing.

Housing Affordability Task Force Recommendation <i>(Note: Bracketed numbers are per the numbering in the original Task Force report; numbering in the first column is for Ministry use)</i> <i>Recommendations with an asterisk * have been implemented (with or without amendments)</i>	
69.	B-6) Rebate MPAC market rate property tax assessment on below-market affordable homes.
70.	C-1) Review surplus lands and accelerate the sale and development through RFP of surplus government land and surrounding land by provincially pre-zoning for density, affordable housing, and mixed or residential use.
71.	C-2) All future government land sales, whether commercial or residential, should have an affordable housing component of at least 20%.
72.	C-3) Purposefully upzone underdeveloped or underutilized Crown property (e.g., LCBO).
73.	C-4) Sell Crown land and reoccupy as a tenant in a higher density building or relocate services outside of major population centres where land is considerably less expensive.
74.	C-5) The policy priority of adding to the housing supply, including affordable units, should be reflected in the way surplus land is offered for sale, allowing bidders to structure their proposals accordingly.

Sent by e-mail to: minister.mah@ontario.ca

October 3, 2023

The Honourable Paul Calandra
Minister of Municipal Affairs and Housing
College Park, 17th Floor
777 Bay Street
Toronto, Ontario M7A 2J3

Dear Minister Calandra:

I am writing today to convey a sector-wide perspective on the September 15th request you sent to mayors regarding the June 2022 recommendations of the government's Housing Affordability Task Force. As you know, the housing supply and affordability crisis is of top concern for municipal governments and we welcome the opportunity to work with you on this critical issue. As you also know, housing crisis challenges and solutions are complex and nuanced – not easily reduced to “yes” or “no” answers. We trust that this exercise is only the beginning of an ongoing partnership between provincial and municipal governments to proceed in a manner that reflects informed decision-making in the interests of Ontario's residents and communities.

The Housing Affordability Task Force did not include members representing the experience, expertise, or interests of Ontario's municipal sector. Nor did it consider the full range of circumstances of the nation-wide housing supply and affordability crisis apparent at the time, including industry supply management, interest rates, the actions of property investors vs. homebuyers, decades long under-investment in community housing stock, and many other elements integral to truly complex challenge.

The most immediate outcome of the Task Force's recommendations was Bill 23, which was introduced on October 25th and passed on November 28th, 2022. Bill 23 was subject to extensive criticism from Ontario's municipal sector, outlining among other concerns, substantial financial impacts that would limit the ability to invest in the infrastructure needed to support growth. That said, AMO and its members were pleased in November 2022, when the Government of Ontario committed to fully offsetting the financial impacts the Bill. Municipalities continue to look forward to the fulfilment of that important promise.

As an organization committed to good public policy, building sustainable communities and to working with the government to help it meet its ambitious housing targets, AMO wants to ensure that these important public policy matters are given the consideration and

analysis necessary to help the government to fulfil its commitment to objective, well-informed, and evidence-based policy.

Your letter to Mayors requests that they identify those Task Force recommendations that should be prioritized for implementation and that those Mayors with provincial housing targets provide a response to each of the Task Force's 74 recommendations. You indicate that if Mayors decline the opportunity to do so, their communities will be subject to a financial penalty. Given that the request is to Mayors and not to Councils, it is not clear whether Mayors will be able to enlist the support of the municipal public service in order to analyse the impacts of the recommendations. AMO is confident the government understands that any policy decision framework that accounts only for external task force recommendations and the views of individual mayors would not be sufficient to accomplish its own public policy making standards.

In the interest of supporting AMO members, and the government, in advancing good public policy, we are providing information to AMO members which the AMO Board believes they may find useful.

In general, AMO is expressing its support for the bulk of the Government's Task Force recommendations, with a few exceptions noted below, subject to firm conditions the Government will recognize as essential before proceeding to Cabinet.

Municipalities believe that the following conditions are necessary for the successful implementation of the Task Force's recommendations or, indeed, any other actions that the government chooses to pursue to address the housing supply and affordability crisis, including:

- 1) A **fair and sustainable funding framework** to support infrastructure and growth, that is not unduly subsidized by existing property taxpayers.
- 2) A **comprehensive, sequenced implementation plan** that gives both developers and municipalities certainty regarding costs and rules to support effective long-term decision-making.
- 3) An **accountability framework** that accurately recognizes the roles and responsibilities of different housing partners and does not hold municipalities accountable for the actions of developers or provincial ministries. Mechanisms must be included to ensure that public investments are tied to outcomes in the public interest.
- 4) A core focus on **non-market housing**, which was not within the mandate of the Housing Affordability Task Force. A robust non-market housing sector is a critical part of a well-functioning overall housing system and needs to be prioritized by governments.
- 5) A **public policy review by the Ontario Public Service** verifying that each recommendation is feasible, likely to result in increased housing supply and/or affordability and, is in the public interest.

As noted above, AMO is expressing its support for the bulk of the recommendations subject to the conditions noted above. AMO has identified only three of the Task Force's recommendations that cannot be supported at a sector level from a principled perspective:

12. *Support responsible housing growth on undeveloped land, including outside existing municipal boundaries, by building infrastructure necessary to support high density housing and complete communities and applying the recommendations of this report to all undeveloped land.* AMO and many others have identified Intensification is an important principle that should underpin development in Ontario. While building on undeveloped land will be necessary in some small, rural and northern communities, in general it is not required to meet provincial housing targets. Given risks and controversy surrounding recently proposed development outside of municipal boundaries, AMO recommends that scarce resources are best directed elsewhere.
22. *Requiring municipalities to compensate property owners for loss of property value as a result of heritage designations, based on the principle of best economic use of land.* Requiring municipalities to use taxpayer funding to compensate private landowners for implementing provincial legislation is not consistent with the public interest or a well-functioning system of governance.
57. *Reductions in funding to municipalities that fail to meet provincial housing growth and approval timeline targets.* This recommendation stands out as inconsistent on its face with conditions for success, as it fails to appropriately understand and assign accountability for housing development roles.

AMO is also recognizing the following recommendations as its top priorities for consideration, in an effort to assist Mayors in identifying their top-five recommendations as your letter requires. They include:

Recommendations supporting affordable housing. While not requested to provide recommendations on increasing the supply of non-market housing, the Task Force identified a number of recommendations that municipalities believe should be explored on a priority basis as part of a broader strategy to urgently increase the supply of deeply affordable housing in Ontario, including:

66. Create an Affordable Housing Trust from a portion of Land Transfer Tax Revenue (i.e., the windfall resulting from property price appreciation) to be used in partnership with developers, non-profits, and municipalities in the creation of more affordable housing units. This Trust should create incentives for projects serving and brought forward by Black- and Indigenous-led developers and marginalized groups.

67. Amend legislation to:
 - Allow cash-in-lieu payments for Inclusionary Zoning units at the discretion of the municipality.
 - Require that municipalities utilize density bonusing or other incentives in all Inclusionary Zoning and Affordable Housing policies that apply to market housing.
 - Permit municipalities that have not passed Inclusionary Zoning policies to offer incentives and bonuses for affordable housing units.
68. Encourage government to closely monitor the effectiveness of Inclusionary Zoning policy in creating new affordable housing and to explore alternative funding methods that are predictable, consistent, and transparent as a more viable alternative option to Inclusionary Zoning policies in the provision of affordable housing.

Recommendations to enhance supply of skilled trades: Municipalities applaud the actions that the government has taken to date to address these critical labour shortages. Almost without exception, municipalities that submitted housing pledges identified this as a key challenge in meeting housing targets. Continued focus and monitoring are required to ensure that actions are successful in addressing the challenge. As such, AMO prioritizes the following Task Force recommendations:

53. Improve funding for colleges, trade schools, and apprenticeships, encourage and incentivize municipalities, unions, and employers to provide more on-the-job training.
54. Undertake multi-stakeholder education program to promote skilled trades.
55. Recommend that the federal and provincial government prioritize skilled trades and adjust the immigration points system to strongly favour needed trades and expedite immigration status for these workers and encourage the federal government to increase from 9,000 to 20,000 the number of immigrants admitted through Ontario's program.

Recommendations to hold developers accountable for building: Municipalities have continuously highlighted the hundreds of thousands of approvals that sit, sometimes for years, without building permits being pulled. Recommendations like the following can play a critical role in ensuring that zoned and serviced land is developed in a timely way:

51. Enable municipalities, subject to adverse external economic events, to withdraw infrastructure allocations from any permitted projects where construction has not been initiated within three years of build permits being issued.

Recommendations to streamline the approvals process: Municipalities have heard feedback regarding lengthy approvals processes and are supportive of approaches such as province-wide zoning standards – including the following recommendation – and other time-saving mechanisms if they are developed and implemented in a thoughtful way:

15. Establish province-wide zoning standards, or prohibitions, for minimum lot sizes, maximum building setbacks, minimum heights, angular planes, shadow rules, front doors, building depth, landscaping, floor space index, and heritage view cones, and planes; restore pre-2006 site plan exclusions (colour, texture, and type of materials, window details, etc.) to the *Planning Act* and reduce or eliminate minimum parking requirements.

This information is provided in the spirit of collaboration, and to support our shared goals of improved housing affordability and good public policy in Ontario. The AMO Board hopes its members and the Government will find this information helpful as policy discussions and internal Government deliberations continue on these important matters.

Sincerely,



Colin Best
AMO President
Councillor for the Region of Halton

cc: Martha Greenberg, Deputy Minister, Ministry of Municipal Affairs and Housing
Ontario Heads of Council

Municipality of Lakeshore – Report to Council

Growth and Sustainability

Community Planning



To: Mayor & Members of Council
From: Sahar Jamshidi, Division Lead– Community Planning
Date: October 4, 2023
Subject: Removal of Hold – 0 County Rd. 31 (ARN: 375153000002200)

Recommendation

Approve Zoning By-law Amendment Application ZBA-10-2023 to remove the Holding Symbol (h) from the subject lands known as Part of Lot 10, Concession North Middle Road, Rochester, designated as Part 1 on Plan 12R10912; except Parts 1 to 14 on Plan 12R15762; Lakeshore, being all of the Property Identifier Number (PIN) 75054-0153(LT); (indicated on the Key Plan, Appendix A); and

Direct the Clerk to read By-law 82-2023 during the “Consideration of By-laws”, all as presented at the October 10, 2023 Council meeting.

Background

The subject property is located on County Road 31, near County Road 46 in the hamlet known as Ruscom Station. The applicant has requested that a holding symbol applying to the property be removed in order to construct a single detached dwelling.

The subject property was zoned R3(h) in the former Township of Rochester’s Zoning By-law and was designated Hamlet in the former Township’s Official Plan. The above Zoning and Official Plan designations applied to the subject property until 2012, when the Municipality of Lakeshore’s current Zoning By-law came into effect and rezoned the lands to HR(h5), “Hamlet Residential” with a holding symbol, “h5”. Therefore, the Holding provisions which apply to the property today, are in fact a transfer of the previous zoning stipulations in the former Township of Rochester’s Zoning By-law.

The condition for the removal of the holding symbol (h5), according to the Municipality of Lakeshore’s Zoning By-law is that “a fully executed subdivision, condominium, development or site plan control agreement is executed by the owner and the Town (*now Municipality*) and if required, that the development receives final approval by the County.”

However, the Municipality of Lakeshore Official Plan and County of Essex Official Plan do not provide direction for restriction of development on the subject property, therefore there is no policy basis to justify retaining the Holding symbol.

A single-detached dwelling is permitted by the underlying Hamlet Residential (HR) zone, subject to provisions summarized below.

Subject Land:	<p>Lot Area — 12.30 ac (4.97 ha) 49,776.33 m²</p> <p>Existing Use — vacant land, farm land Proposed Use – single detached dwelling Access — access from County Road 31 Services — municipal water, private septic, municipal stormwater</p>
Neighbouring Land Uses:	A mix of residential land uses to the south, east and west, agricultural land uses and Railway Right of-Way to the north.
Official Plan:	Hamlet
Existing Zoning:	Hamlet Residential – Holding Special Exception “HR(h5)”

The existing agricultural use (farming) is considered legal non-conforming. No livestock is permitted.

Comments

Engineering and Infrastructure Division

Existing Municipal Infrastructure:

Sanitary Sewer	N/A	Septic Tank Required
Storm Sewer	<p>Municipal Drain</p> <p>- Ruscom Village Drain</p>	0 connections exist
Water Main	150mm PVC	0 connections exist

Sanitary

- Sanitary servicing for the subject parcel will require a septic tank to be installed on private lands.

Water

- The Applicant will be subject to Lakeshore’s Tariff of Fees for water buy-in and connection. The cost to install the water service to this property is approximately \$10,262.00.

Storm Water

- A grading plan will be required to be submitted with the building permit application for this proposal.
- Quality control will not be required to be installed as part of the stormwater management of the subject lands.

- Any existing drainage tiles shall be redirected around the future dwelling.

Miscellaneous

- The applicant will be required to obtain an entrance permit from the County of Essex for the driveway to the proposed residence.

Provincial Policy Statement (2020)

The proposed Zoning By-law Amendment is generally consistent with the Provincial Policy Statement (2020). The PPS encourages residential development to be directed to Settlement Areas and Rural Settlements such as Hamlets.

The proposed development must be located outside of the Natural Hazard and Floodplain areas, as per Policy 3.1.1 of the PPS.

County of Essex Official Plan

The County of Essex Official Plan identifies the subject property as being within a Secondary Settlement Area. It also identifies a small portion of Secondary Natural Heritage System Restoration Opportunity on the property. This is likely the Ruscom Village Drain.

Under Section 3.2.5 of the Essex County Official Plan, Secondary Settlement Areas are residential in nature. New development within the boundaries of Secondary Settlement Areas is permitted.

Under Section 3.4.5 of the Essex County Official Plan, the Restoration Opportunity Overlay policies apply to lands that do not contain existing natural heritage features; however, they have been identified as potential areas to enhance the fragmented system in the County. Prior to the approval of any Zoning By-law Amendment or other Planning Act approval, an Environmental Impact Assessment shall be undertaken to evaluate:

- i. Opportunities to restore and enhance the natural heritage features in the area, including the establishment of linkages.
- ii. The incorporation of Low Impact Development elements into the project.
- iii. Opportunities to establish buffers into the project design that would promote the natural restoration of an area.
- iv. Opportunities to set aside strategic areas for restoration and enhancement.
- v. Opportunities for local stewardship, naturalization, and education about the benefits of enhancing the area's natural heritage system.
- vi. Public acquisition.
- vii. If lands are not acquired then the lands will be placed in a protected designation and zone.

Given that a single-detached dwelling is a permitted use in the underlying Hamlet Residential Zone, and that the proposed Zoning By-law Amendment is not intended to change any of the underlying zoning provisions, it is recommended that an Environmental Impact Assessment is not necessary at this time.

Lakeshore Official Plan

The Lakeshore Official Plan identifies the subject property as being within a “Hamlet Area” and designates the property as “Hamlet”. Schedule B.2 of the Official Plan identifies a “surface water body” on the subject property, which appears to be the Ruscom Village Drain.

Under Section 3.3.3 of the Lakeshore Official Plan, the Hamlet Areas are small rural settlements that provide limited commercial, institutional and recreational services to the surrounding agricultural community. Section 3.3.3(d) states:

For Hamlet Areas where full municipal services do not exist, development will only be permitted on partial services within the existing Hamlet 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.

The proposed development is considered infilling, therefore the proposal for a single-detached dwelling on municipal water with private individual sewage service is acceptable.

Under Section 6.3 of the Official Plan, the Hamlet designation permits low density residential dwellings, as proposed by the applicant.

Overall, the development generally conforms to the land use policies of the County of Essex and Municipality of Lakeshore Official Plans.

Zoning By-law

The subject lands are zoned “Hamlet Residential” (HR) with a holding symbol, “h5”. The underlying Hamlet Residential zone permits a single detached dwelling, subject to provisions summarized below.

The “h5” holding symbol prohibits anything other than existing uses (in this case agriculture), until “a fully executed subdivision, condominium, development or site plan control agreement is executed by the owner and the Town and if required, that the development receives final approval by the County.”

The zoning provisions which apply to the Hamlet Residential Zone will need to be met by the proponent when applying for a building permit. The subject property is large

enough to accommodate a single-detached dwelling and driveway and comply with the zoning requirements.

Section 6.34 Natural Hazards and Flood Protection

The Ruscom Village Drain (Open) runs along the eastern portion of the property. Setbacks are to be confirmed by Essex Region Conservation Authority and Drainage department, 8.0 m from the nearest top of bank for an open municipal drain plus the depth of the open municipal drain, measured from the nearest top of bank of the open municipal drain.

Conclusion

It is recommended that Council approve Zoning By-law Amendment application ZBA-10-2023 on the basis that the proposal is consistent with the Provincial Policy Statement, and conforms with the County of Essex Official Plan and the Lakeshore Official Plan. Any subsequent development will be required to comply with the Lakeshore Zoning By-law provisions for the Hamlet Residential zone.

Financial Impacts

There are no adverse financial budget impacts resulting from the recommendation. Removal of the holding provision would ultimately allow for building permits process to begin, which will ultimately result in additional building permit revenue and tax assessment for the Municipality.

Attachments

Appendix A – Key Plan

Appendix B – Site Plan

Report Approval Details

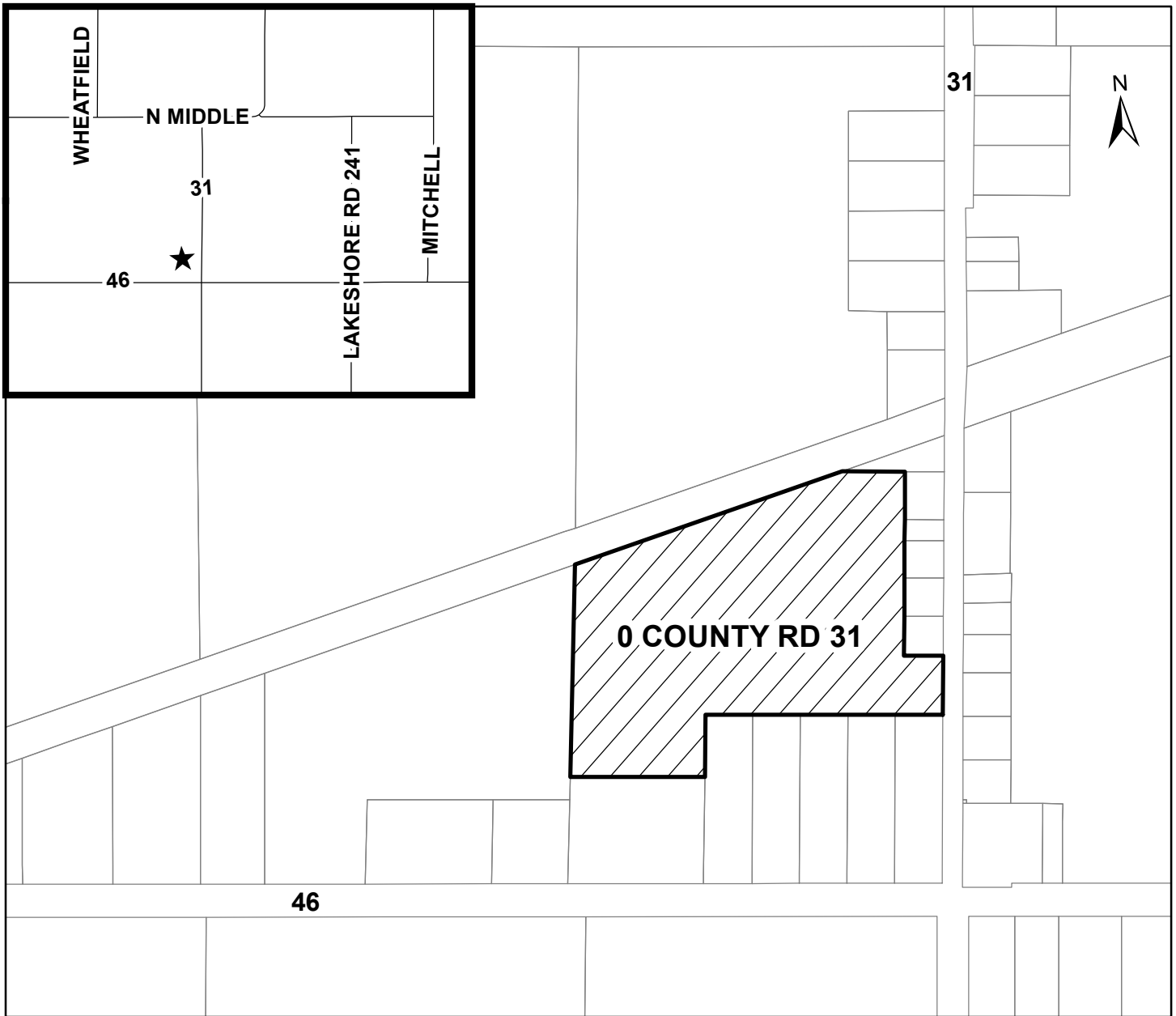
Document Title:	ZBA-10-2023 Report.docx
Attachments:	- Key_Plan_0_County_Rd_31.pdf - Site_Plan_0_County_Rd_31.pdf
Final Approval Date:	Oct 5, 2023

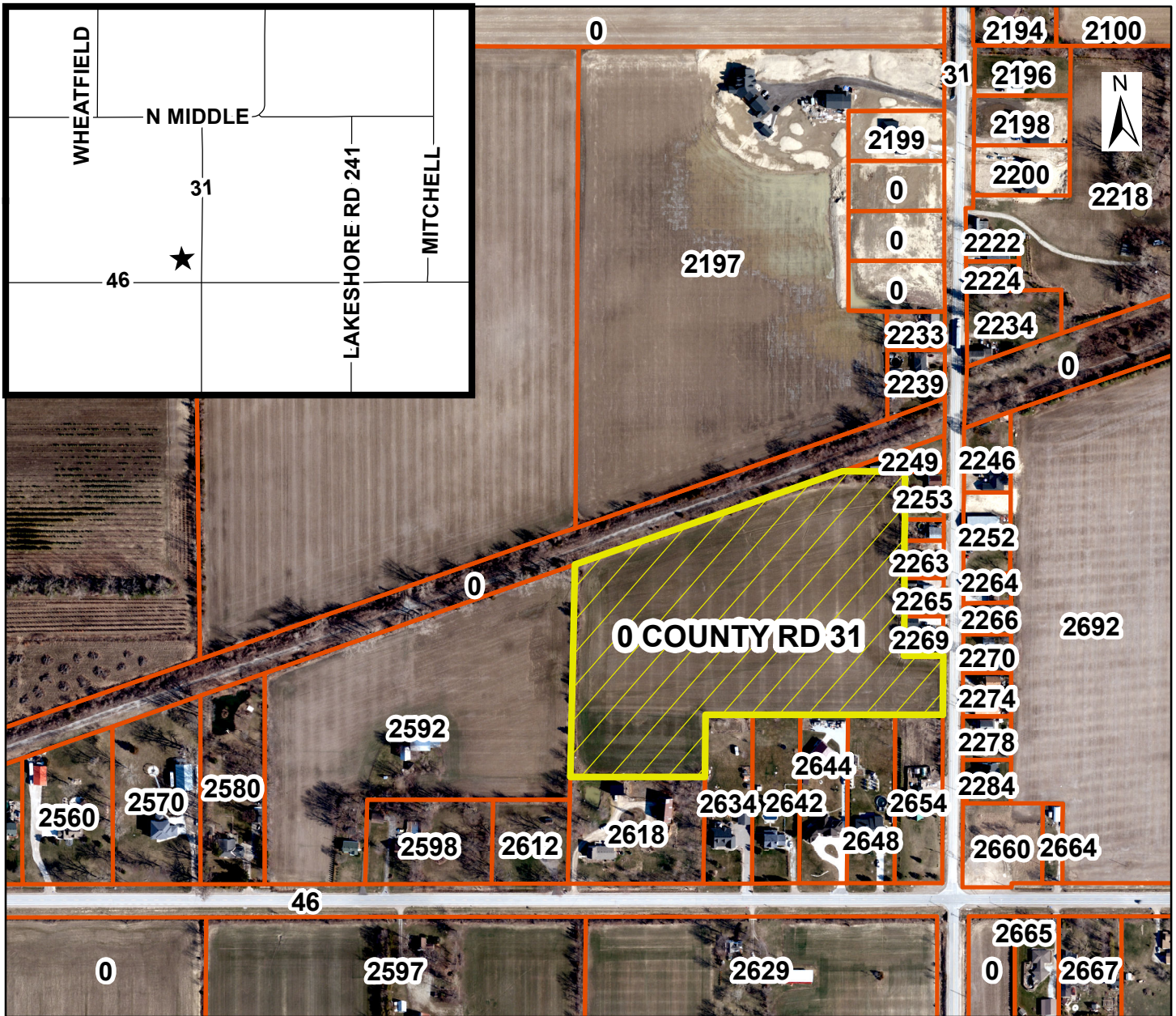
This report and all of its attachments were approved and signed as outlined below:

Prepared by Sahar Jamshidi

Submitted by Tammie Ryall

Approved by Justin Rousseau and Truper McBride





Municipality of Lakeshore – Report to Council

Growth and Sustainability



To: Mayor & Members of Council

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

Date: October 3, 2023

Subject: Essex Region Conservation Authority – Non-mandatory Service Agreement

Recommendation

Direct the Clerk to read By-law 86-2023, being a by-law to authorize an agreement with the Essex Region Conservation Authority for non-mandatory services, during the Consideration of By-laws as presented at the October 10, 2023 Council meeting.

Background

At the September 26, 2023 Regular Council meeting, the Essex Region Conservation Authority (ERCA) CAO/Secretary Treasurer presented the ERCA annual report video and described the need for the local municipalities in the Windsor-Essex region to enter into a service agreement with ERCA to provide non-mandatory services and programs.

The provincial government recently amended the Conservation Authorities Act to define that ancillary services provided by Conservation Authorities are now defined as “non-mandatory services”. All Conservation Authorities require an agreement to apportion costs amongst the member municipalities. An agreement is required by January 1, 2024.

On June 23, 2022, the ERCA Board of Directors endorsed the suite of non-mandatory programs and services, as described below. The Board of Directors endorsed the list as beneficial programs and services that support the conservation, restoration, development, and management of natural resources within the watershed area served by ERCA. The ERCA Board tasked the ERCA administration to negotiate cost-apportionment agreements with each municipality for the list of programs and services.

Comments

The list of services to be included in the cost apportionment agreement is detailed in Schedule A of the draft agreement (Attachment 1, page 4 to 9) and is summarized below.

- Land acquisition to protect existing natural features;
- Tree planting on private land;
- ERCA management of Holiday Beach Conservation Area;
- Holiday Beach Conservation Area asset maintenance;
- Watershed Stewardship and Agricultural Outreach;
- Research and monitoring of water quality;
- John R. Park Homestead Museum operation;
- John R. Park Homestead Museum heritage building preservation;
- Outdoor education for school groups and the general public; and
- Outreach and community engagement.

These programs and services have historically required some level of municipal levy over the past five years, or may require municipal financing during the time period covered by the multi-year municipal cost apportioning agreement.

The sources of funding for non-mandatory programs and services have traditionally been a combination of municipal levies; government grants; user fees; and the Essex Region Conservation Foundation. This funding model will continue. (Attachment 1, Schedule A, page 4)

This initial agreement will be for three years to match the remaining three years of the current council term. It is anticipated that the terms of future agreements would match the four-year term of Council.

It is noted in the proposed agreement (Schedule A, page 7) that with regard to Holiday Beach infrastructure, asset and replacement, the Conservation Area is operated by ERCA under a 30-year agreement with the Province of Ontario. The proposed agreement states that until ownership is addressed, the cost-apportionment agreement will not include a provision for capital asset replacement; however, a provision of \$10,000 for certain emergency repairs has been included in the funding envelope.

Others Consulted

ERCA

Financial Impacts

The Municipal Cost estimate is presented in Attachment 1, Schedule B, page 10, and would be subject to annual revision.

The proposed agreement states that the annual aggregate of municipal levies allocated to the funding envelope may not exceed the estimate of \$900,000 plus 5% for any

annual budget, without municipal consultation and Council resolution. It also states that ERCA will maintain deferred accounts to hold unspent funds and will not reallocate funds to other programs without municipal approvals.

The Cost Apportionment of Category 3 (non-mandatory) Programs estimates a cost apportionment to Lakeshore of between \$86,259 to \$89,085. This amount is already considered in the Corporate Budget as the service has been provided by the conservation authority via levy for several years.

The total ERCA levy in the 2023 budget is 330,462 and will be adjusted in 2024 based on the estimated cost in the ERCA Budget.

Attachments

Attachment 1, Draft Service Agreement

Report Approval Details

Document Title:	Essex Region Conservation Authority - Non-mandatory Service Agreement.docx
Attachments:	- Attachment 1 COST APPORTIONING AGREEMENT - ERCA 09192023.docx
Final Approval Date:	Oct 4, 2023

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

Prepared by Tammie Ryall and Justin Rousseau

Approved by Truper McBride

Cost Apportioning Agreement ("Agreement")

THIS COST APPORTIONING AGREEMENT made the ____ day of _____, 2023.

BETWEEN:

MUNICIPALITY/TOWNSHIP/TOWN/CITY OF

(hereinafter, "Municipality")

- and -

ESSEX REGION CONSERVATION AUTHORITY

(hereinafter, "ERCA")

WHEREAS the ERCA is a conservation authority established under the Conservation Authorities Act ("Act") and is governed by members appointed by its participating municipalities in accordance with the [Act](#);

AND WHEREAS a Participating Municipality, as defined under the Act, is located wholly or in part within the area under the jurisdiction of ERCA;

AND WHEREAS Section 21.1.2 of the Act permits ERCA to provide other non-mandatory programs and services, as it deems advisable, to further the purposes of the Act;

AND WHEREAS pursuant to Subsection 21.1.2 (2), if financing under [Section 25](#) (capital costs) or [27](#) (operating costs) by a participating municipality is necessary in order to provide a non-mandatory program or service, the program or service shall not be provided by ERCA unless a cost apportioning agreement has been entered into between ERCA and the participating municipality in respect of the program or service;

AND WHEREAS [O. Reg 687/21](#) Section 8 prescribes the minimum provisions to be included in municipal cost apportioning agreements;

NOW THEREFORE in consideration of the terms of this agreement and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto agree as follows:

Term of Agreement

1. Initial Term of the Agreement is January 1, 2024, through December 31, 2027.
2. Thereafter, the Agreement shall continue for additional four-year periods (each "Renewal Term") unless either party provides written notice of their intention to terminate this Agreement in accordance with paragraph 7.

Agreement Principles

3. The following principles shall guide the implementation of the Agreement between ERCA and the Municipality:
 - a. The Agreement will provide the overarching terms and conditions for the delivery of non-mandatory programs and services by ERCA that ERCA deems advisable to further the purpose of the Act.
 - b. ERCA wishes to continue to provide beneficial non-mandatory programs and services which support environmental sustainability and cultural heritage in the watershed, as outlined in Schedule A, and collectively described as the 'funding envelope'.

- c. The Municipality agrees to financially support the programs and services outlined in Schedule A and for such support to be apportioned among the participating municipalities using the Modified Current Value Assessment method, as estimated in Schedule B.
- d. ERCA will not add to or delete from the funding envelope, without identifying such changes in the draft budget, circulated for municipal consultation as required by [O Reg 402/22](#). Any approved changes to the funding envelope shall be reflected in an updated Schedule A and Schedule B to be circulated and posted publicly.
- e. Estimates of required total municipal support as presented in Schedule B, are provided as guidance only, to facilitate municipal budgeting, and are subject to ERCA's annual budgeting process.
- f. ERCA's Board of Directors, through the annual budget process as specified in O. Reg 402/22, shall approve the allocation of resources, to the funding envelope, which may vary annually. The requirement for municipal financial support may fluctuate within the funding envelope but is approximately \$900,000, based on the average cost of program and services delivery as presented in Schedule A.
- g. ERCA may charge a user fee for the delivery of any of the programs and services outlined in Schedule A, where appropriate, to reduce the cost apportioned to the Municipality. User fees are reviewed and revised annually in accordance with the Authority's Fee Policy, which includes a provision for municipal consultation.
- h. Municipal cost apportioning revenues associated with this Agreement will be considered 'last dollar' funding and any unspent program funds or surpluses will enure to this Agreement and successor Agreements. ERCA will maintain appropriate deferred revenue accounts to hold unspent funds, at its discretion, and will not reallocate funds to Category 1 or 2 programs, without municipal approvals.

Review of Agreement

- 4. This Agreement shall be reviewed by the parties:
 - a. Prior to the expiry of the Initial Term and each Renewal Term. It shall be the ERCA's responsibility to initiate the review with the Municipality no less than one hundred and eighty (180) days prior to the expiry of the Initial Term or the Renewal Term, as the case may be.

Dispute Resolution

- 5. The Municipality and the ERCA will strive to facilitate open and timely communication at all levels.
- 6. Where a dispute arises between two or more parties, the parties agree that dispute resolution practices will be implemented using the following principles:
 - a. Agree to a fair process for mediating issues;
 - b. Utilize and equally share the costs of a neutral facilitator as agreed upon by the parties, if required;
 - c. Identify common agreement / ground, in the best interest of the parties;
 - d. Identify all options to resolve;
 - e. Select best option.

Early Termination

- 7. This Agreement may be terminated early by either party and:
 - a. Effective termination date shall be no earlier than December 31st of the termination year to provide continuity and stability of operations for a full fiscal year and/or to provide sufficient time to discontinue and/or revise programs or services;
 - b. A party wishing to provide notice of early termination shall provide written notice no later

than July 1st of the termination year.

Accountability and Transparency

8. This Cost Apportioning Agreement shall be made available on ERCA's website.

Execution

9. The Agreement may be executed in counterparts in writing or by electronic signature and delivered by mail, facsimile, or other electronic means, including in Portable Document Format (PDF); no one copy needs to be executed by all parties. When each party has executed a counterpart, each of such counterparts shall be deemed to be an original and all such counterparts, when taken together, shall constitute one and the same agreement.

Other Agreements

10. The Agreement does not preclude parties from identifying opportunities for further collaboration to benefit both parties, and ensure efficiency, transparency, and accountability in the use of resources, including in-kind services and assistance, coordination of complementary policy and program initiatives, and projects involving third parties. If additional programs and services are requested from ERCA to be delivered on behalf of the Municipality, a separate Category 2 Agreement will be established with the Municipality.

Watershed-based Resource Management Strategy

11. The Municipality acknowledges and agrees that certain programs and services identified in Schedule A shall also be included in a Watershed-based Resource Management Strategy that ERCA is required to develop and implement, in accordance with the Act.

IN WITNESS WHEREOF the Municipality and the ERCA have signed this Cost Apportioning Agreement.

MUNICIPALITY

Name
Position

Name
Position
I / We have authority to bind the Municipality.

ESSEX REGION CONSERVATION AUTHORITY

Tim Byrne
CAO/Secretary-Treasurer

I have authority to bind the ERCA.

Schedule A – Category 3 Funding Envelope of Programs and Services Requiring Municipal Financial Support Through Cost Apportioning Agreements

The funding envelope of Category 3 programs and services includes:

Non-Mandatory Program/Service	Program Cost Estimates	Sources of Funding	Budgeted 2023 Municipal Funding Requirement	User Fees
Land acquisition & protection	\$1,819,274	Levy, Gov't grants**	\$40,000	No
Tree planting – private lands	\$644,471	Grants, fees, levy	\$75,000	Yes
Holiday Beach site management & operations	\$336,925	Fees, levy	\$-	Yes
Holiday Beach infrastructure maintenance/repairs	\$1.8 million has been spent on replacing park infrastructure since 2015 using the infrastructure reserve	Levy	\$-	Limited to above
Water quality research & monitoring	\$24,394	Levy	\$-	No
Watershed stewardship & Ag outreach – private lands	\$45,049	Levy, fees, grants	\$73,000	Yes
John R Park Museum/Visitor's Centre operations & programming	\$284,682	Levy, fees, grants	\$135,962	Yes
JRPH museum maintenance & preservation reserve	\$110,190	ERCF(Foundation)/ Levy	\$515,000	Limited to above
Curriculum-based outdoor education	\$62,511	Grants, fees	\$-	Yes
Outreach & community engagement	\$64,522	Levy, grants	\$34,150	No
			\$873,112	

The majority of the non-mandatory service areas are core components of integrated watershed management that have been provided for decades. They are funded by a variety of sources as noted above and the program description for each service area is provided below:

Land Acquisition & Securement

Each year ERCA works towards the strategic purchase of lands that have the highest biological value, as indicated by the Land Securement Strategy, and that will have the greatest impact on improving the biological health of the region. While potential acquisitions are evaluated on a case-by-case basis, securement can address flood/erosion issues and potentially ensure the long-term protection of natural heritage links between existing fragmented forests and wetlands.

The land acquisition fund was initiated in 2003 through the Clean Water~Green Spaces Levy and the land acquisition component has comprised the majority of the historical CW~GS levy funding. Once purchased, restoration and management of these lands would be categorized as a mandatory activity.

In 2012, ERCA approved its Land Securement Strategy to provide a guideline for future ERCA land securement efforts. This Strategy aims to provide for the permanent protection of existing natural features through land securement procedures. It is important to note that the Land Securement Strategy focuses on natural heritage features and not on recreational opportunities.

The Land Securement Priority Areas (LSPA) are identified by examining a number of environmental features, through ERCA's Geographic Information System (GIS) analysis. This is addressed in consideration of the following information:

- Priority Existing Natural Areas – including Areas of Scientific or Natural Interest (ANSI), Environmentally Significant Areas (ESA), existing natural areas (both wetland and terrestrial), floodplain, interior woodland, significant woodland, Nature Conservancy of Canada (NCC) Natural Areas.
- Priority Restoration Opportunities – including NCC Natural Areas Conservation Plan priority lands, public lands, physiography, and restoration opportunities (e.g., woodlot, prairie, wetland, riparian/wetland buffers, etc.).
- Connections to Public Lands – areas that are adjacent to, or part of a larger feature (i.e., existing natural area, riparian or wetland buffer restoration) are identified as higher priorities. Similarly, potential to create interior forest by 'rounding edges' and filling in gaps between parcels are also identified.

The recent historical annual levy allocation for land acquisition and protection has been ~\$500,000 and comprises approximately 55% of the levies which are currently associated with non-mandatory programs and services. Government and other grants have been received periodically which have enabled the Authority to acquire significant and important parcels of property, which will remain in the public trust in perpetuity. Funds accumulate until an acquisition is approved by the Board of Directors.

The fund currently exceeds \$1.9 million and is expected to be maintained at that level throughout 2023. Due to the extensive remediation and repairs that are required at the John R Park Homestead museum, the Board of Directors re-directed \$500,000 from land acquisition funding to the JRPH maintenance/preservation reserve fund.

While currently there is no active acquisition that has been brought forward to the Board of Directors, there are many at-risk properties in the region and landowners often indicate an interest in selling a property with no advance indication. The Authority is periodically contacted by landowners with donations of real property that require consideration for the potential to significantly benefit watershed sustainability in our region that would also have financial impacts. In addition, Holiday Beach Conservation Area ownership remains with Infrastructure Ontario and would be an attractive and beneficial property, vis-a-vis Authority ownership.

Land acquisition is supported by the Board of Directors and will be included in the cost apportioning agreement and is included as a range between \$40,000 and ~\$512,000 in the Category 3 funding envelope.

Tree-Planting (Private Lands/Non-ERCA owned properties)

To achieve a sustainable future, mitigate climate impacts, expand existing remnant tree canopy cover, improve water quality, and keep endangered species from extinction in Canada, collaborative relationships must continue with private landowners to grow the amount of habitat restored in the region. The regional tree canopy cover in 1992 was at 3.71%, the lowest percentage of any county in Ontario. A study conducted by the United Nations established a minimum sustainability target of 12%. Despite recent efforts by ERCA, municipal partners and private landowners, currently the Windsor-Essex Region is estimated to be at approximately 8% forest cover. ERCA has restored over 330 acres of land on private property since 2016. These privately owned restoration sites are an invaluable contribution from our community as they further the rehabilitation of our region. Many member municipal councils have identified tree canopy restoration as a priority for a healthy, sustainable region.

Tree planting and restoration is not only supported by the Board of Directors but widely supported by the region's residents and accordingly, included in the cost apportioning agreement and is included as a range between \$70,000 and ~\$75,000 in the Category 3 funding envelope.

Holiday Beach Management/Operations

Holiday Beach Conservation Area is operated by the Authority under a thirty-year management agreement with the Province of Ontario, that expires in 2031, and can be cancelled with 120 days of notice. The Province of Ontario is the owner of the property and the Management Agreement currently in place has been authorized by the Ministry of Northern Development, Mines, Natural Resources and Forestry (previously MNR). Currently, Infrastructure Ontario holds title on behalf of the Province of Ontario. The Authority has no legal interest in the lands, buildings, or infrastructure on this site, which precludes the ability to levy for this property, as part of Category 1, (mandatory) conservation of lands.

The majority of expenses associated with this site are funded through user fees related to camping, hunting and cottage rentals, however, a minimal amount of levy (\$6,000) was allocated to support the day use in 2022, but not utilized. At the present time, it appears that the site may experience an unbudgeted operating deficit in 2023, primarily due to the ice storm in March 2023. In terms of managing a property for another agency, there should be a reasonable expectation of surplus or minimally, break-even results, however, this expectation may not be realistic, given the issues and risks associated with seasonal camping and the costs to reasonably mitigate risks.

Historically, site operations (without consideration of capital investment), were not profitable, but break-even results were experienced in 2021 and 2022. Administration continues to effect operational changes and evaluation. The site is widely used by the region's residents and will

be included in the cost apportioning agreement, however, may not require municipal contributions on a consistent basis during the term of the agreement.

Holiday Beach Infrastructure/Asset Maintenance & Replacement

\$1.8 million has been spent on replacing park infrastructure since 2015, and funded by the infrastructure reserve, which is supported through levy. While there have been significant repairs and replacements of assets, going back to 2006, failing infrastructure at this site is potentially the single largest source of financial risk to the Authority, due to linear infrastructure including roads, electrical supply, and sewers.

Administration is exploring the feasibility of ownership, which would need to include a consultant's assessment of assets and a comprehensive asset management plan to account for the infrastructure and guide future replacement and investment. Until ownership is addressed, the cost-apportioning agreement would not include a provision for capital asset replacement, however a reasonable provision of \$10,000 for certain emergency repairs related to electrical, sewer and road surfaces, should be contemplated and has been included in the funding envelope.

The operation of Holiday Beach is supported by the Board of Directors and will be included in the cost apportioning agreement and is included as a range between \$NIL and ~\$10,000 in the Category 3 funding envelope.

Watershed Stewardship and Agricultural Outreach (private lands)

Within the Essex region, water health is inextricably linked to farming practices. Because of this, ERCA continues to support the Essex Soil and Crop Improvement Association to facilitate knowledge transfer opportunities. In collaboration with the Ontario Ministry of Agriculture and Rural Affairs and Environment Canada, ERCA provides financial inducements to producers. These incentives to undertake Best Management Practices on local farms can reduce fertilizer applications, mitigate erosion, improve soils, and decrease nutrient and soil runoff that leads to toxic algae blooms in Lake Erie. The extent of lands currently in agricultural production in the Essex Region is approximately 74.1% of the overall watershed. This percentage of land obviously can have a significant impact on the capability of the watershed to respond to flood threats and the impact on erosion associated with problems resulting from the movement of sediment.

As authorized by the Board of Directors, the Demonstration Farm will wind down operations at the end of 2023 in order to more effectively utilize available funding and to provide greater opportunities for staff to engage the agricultural community in these beneficial activities.

Given the prominence of agriculture in the region, agricultural land stewardship and outreach is supported by the Board of Directors, will be included in the cost apportioning agreement, and is included as a range between ~\$35,000 and ~\$73,000 in the Category 3 funding envelope.

Water Quality Research & Monitoring

Healthy rivers, headwaters, and species in our watershed are key elements of a sustainable and healthy environment that residents rely on for sources of drinking water, the economy and for recreation. The ability to track and report on changes to these indicators of healthy watersheds and share that knowledge assists in the understanding of current watershed health and highlights emerging trends, used as a basis for setting environmental management priorities, research opportunities for other agencies, and overall management and protection of watershed resources. ERCA undertakes its watershed science programs in conjunction with the Provincial Water Quality Monitoring Network (PWQMN), Ontario Benthos Biomonitoring Network, the Provincial Groundwater Monitoring Network (PGMN) and works collaboratively with provincial

and federal ministries, and with universities, including the Great Lakes Institute for Environmental Research at the University of Windsor. As part of this program, the Authority produces a Watershed Report Card every five years.

While no new levy was required to support this program in 2023, this program will be included in the cost apportioning agreement but may not require significant levy on a consistent basis during the term of the agreement due to other available sources of funding and special water quality projects. For that reason, it is included as range between \$NIL and \$23,000 in the funding envelope.

John R. Park Museum and Fox Creek Conservation Centre operations & related programming

JRPH Museum is Ontario's only living historical farm museum west of London, giving it significant regional importance. The Homestead is unique as it features the original early settler homestead in its original location, as well as a working blacksmith shop, livestock program, heritage orchard and kitchen garden, and pollinator garden to provide an authentic, living history experience. The Homestead has been recognized by Tourism Windsor- Essex-Pelee Island as the Best Museum/ Heritage Space in Windsor-Essex for the past four years and is identified as a destination driver for regional tourism.

Thousands of schoolchildren attend each year for experiential education programs, exploring the human and natural history of the Essex Region, including our connectedness to, and impacts on the local environment. The John R. Park Homestead, in collaboration with the Windsor-Essex Catholic School Board, has also introduced an Indigenous Innovation education program to help decolonize the site and provide a fulsome history of our region.

While there are restrictive operating covenants in place, that were accepted when the property was transferred in 2008, the Ministry of Environment, Conservation & Parks (MECP), has directed that only the activities such as those related to maintaining the land as a conservation area, may be classified as category 1 program or services, and could include, for example, preserving the wetland and providing public nature trails, boardwalks, beach, and picnic areas, to the extent that supervision of staff is not required. Museum/Visitor Centre operations and related programming fall under Category 3, non-mandatory programs and services, as relayed by MECP in their correspondence of June 15, 2022.

The Board of Directors continue to support the operations of the JRPH site in accordance with the restrictive covenants that are in place despite the need for significant levy funding and the programs and services associated with the museum and visitor's centre will be included in the cost apportioning agreement and is expected to consume approximately \$135,000.

John R. Park Museum & Heritage Buildings Preservation

Recently, the Authority commissioned an asset condition report which revealed the extent of the deterioration of the main house and ancillary buildings, with an estimated remediation cost exceeding \$1million. While it is hopeful that an active fundraising campaign can provide the funds to restore the site to an acceptable level that will prolong the life of the building(s), given the immediate and urgent need for repairs, the Board of Directors approved a re-direction of the customary land acquisition annual levy funding of \$500,000, to the maintenance and preservation reserve fund. Prior to the additional allocation, \$12,000 to \$15,000 was allocated annually for maintenance, specific to the historic buildings, however the new Fox Creek Conservation Centre will also require future repairs & maintenance.

This program of heritage building remediation and maintenance will be included in the cost apportioning agreement and is included as a range between ~\$52,000 and ~\$512,000 in the Category 3 funding envelope.

Curriculum-based Outdoor Education

There is a significant body of research-based evidence surrounding the value of outdoor learning experiences. There is also increasing demand within the education sector for programs and services that focus on environmental issues that are germane today. ERCA's Outdoor Education programs provide experiential and engaging environmental programs and services for kindergarten to grade 12 students and teachers, meeting the objectives of the provincial curriculum. While this program has historically required an average annual levy of approximately \$30,000 to sustain it, significant fundraising through the Essex Region Conservation Foundation has eliminated the reliance on levy for approximately five years, starting in 2022.

The Outdoor Education program will be included in the cost apportioning agreement, however, may require levy supports during the latter years of the proposed term of the agreement, depending on fundraising success of the Essex Region Conservation Foundation. It is included as a range of \$NIL to ~\$14,000 in the funding envelope.

Outreach and Community Engagement

Engaging community members in stewardship opportunities is integral to conservation success across the region. Providing hands-on opportunities for people to connect with nature and take action for the environment raises awareness regarding broader local environmental issues, including increasing natural areas coverage, protecting mature forests, mitigating risks of natural hazards, such as flooding, and impacts of climate change on this region.

There continues to be increased demand from community members for volunteer opportunities to take action for the environment, and ERCA is uniquely positioned to coordinate these opportunities across the region. These stewardship events result in cleaner watersheds and increased habitat, implemented with volunteer support, and are most cost-effective when offered collaboratively on a watershed basis.

This community outreach program has historically required annual levy of approximately \$48,000 however, the 2023 levy requirement was reduced by available grants and carry forward of funds.

Community engagement by the Authority is supported by the Board of Directors, will be included in the cost apportioning agreement, and is included as a range between \$34,000 and ~\$48,000 in the Category 3 funding envelope.

Based on the Board-approved suite of non-mandatory programs and services, the range for municipal levy supports is shown in Schedule B.

Schedule B – Estimates of Cost Apportionment of Category 3 Programs

The estimated municipal costs associated with the Category 3 funding envelope outlined in Schedule A will be apportioned among the participating municipalities according to the Modified Current Value Assessment (MCVA), as outlined below. A range is included due to the shifting allocation within the funding envelope in recent budget cycles.

Appendix B- Cost Apportionment Estimates for Category 3 Non-Mandatory Programs & Services																				
Participating Municipality	Amherstburg		Essex		Kingsville		Lakeshore		Lasalle		Leamington		Pelee		Tecumseh		Windsor			
2023 MCVA	6.14%		4.86%		6.57%		9.88%		9.04%		6.34%		0.28%		8.16%		48.73%			
Estimate of Cost Apportionment (Levy) subject to agreement for Non-Mandatory programs and services	Avg Levy	2023	Avg Levy	2023	Avg Levy	2023	Avg Levy	2023	Avg Levy	2023	Avg Levy	2023	Avg Levy	2023	Avg Levy	2023	Avg Levy	2023	Total Avg Levy	Total 2023 Levy
Conservation Services																				
Land Acquisition	\$ 31,483	\$ 2,457	\$ 24,931	\$ 1,946	\$ 33,680	\$ 2,628	\$ 50,636	\$ 3,952	\$ 46,329	\$ 3,616	\$ 32,494	\$ 2,536	\$ 1,412	\$ 110	\$ 41,844	\$ 3,266	\$ 249,742	\$ 19,490	\$ 512,550	\$ 40,000
Tree planting/Wetland construction/Forest Mgmt. Plans	4,300	4,607	3,405	3,648	4,600	4,928	6,915	7,409	6,327	6,779	4,438	4,755	193	207	5,715	6,123	34,108	36,544	70,000	75,000
Holiday Beach Infrastructure Maintenance	614	-	486	-	657	-	988	-	904	-	634	-	28	-	816	-	4,873	-	10,000	-
Water Quality																				
Watershed Stewardship and Outreach (Rural & Agricultural)	2,185	4,484	1,730	3,551	2,337	4,797	3,514	7,212	3,215	6,598	2,255	4,628	98	201	2,904	5,960	17,330	35,570	35,567	73,000
Water Quality Program	1,396	-	1,106	-	1,494	-	2,246	-	2,054	-	1,441	-	63	-	1,856	-	11,075	-	22,730	-
Outreach, Engagement & Education																				
Curriculum-based outdoor education	847	-	670	-	906	-	1,362	-	1,246	-	874	-	38	-	1,125	-	6,716	-	13,783	-
Outreach/Community partnerships	2,974	2,098	2,355	1,661	3,181	2,244	4,783	3,374	4,376	3,087	3,069	2,165	133	94	3,953	2,788	23,591	16,640	48,417	34,150
John R Park Homestead Museum																				
JRPH Museum Operations	8,376	8,351	6,633	6,613	8,960	8,934	13,472	13,432	12,326	12,289	8,645	8,620	376	375	11,133	11,100	66,444	66,248	136,364	135,962
JRPH Museum & Heritage Buildings Preservation	3,215	31,633	2,546	25,050	3,439	33,841	5,170	50,878	4,730	46,550	3,318	32,649	144	1,419	4,272	42,044	25,500	250,936	52,333	515,000
Cost Apportionment low and high estimates in 2023\$	\$ 55,388	\$ 53,630	\$ 43,862	\$ 42,469	\$ 59,254	\$ 57,372	\$ 89,085	\$ 86,256	\$ 81,507	\$ 78,919	\$ 57,168	\$ 55,353	\$ 2,485	\$ 2,406	\$ 73,617	\$ 71,280	\$ 439,378	\$ 425,427	\$ 901,743	\$ 873,112

Municipality of Lakeshore – Report to Council

Operations

Engineering and Infrastructure



To: Mayor & Members of Council

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

Date: September 29, 2023

Subject: Town and Country Mobile Home Park – Municipal Responsibility Agreement (MRA)

Recommendation

Direct the Clerk to read By-law 83-2023, being a By-law to Execute a Municipal Responsibility Agreement (MRA) with Town & Country Communities Limited (the Owner), during the Consideration of By-laws as presented at the October 10, 2023 Council meeting.

Background

The Town and Country is a Community Mobile Home Park located at 226 East Pike Creek Road that consists of 218 mobile home units and a community center. The site is serviced by both communal water and wastewater systems located within private property, that are privately owned and operated.

The site is serviced by Lakeshore's municipal water system from a watermain located along East Pike Creek Road.

There is currently no sanitary outlet to the site. The communal wastewater system is a private system that consists of a lagoon and a sub-surface leaching bed that was installed around 1975.

The private on-site wastewater system failed in early April 2022 and the property owner has been pumping waste from the lagoon and transporting it to an approved treatment facility in Windsor (Lou Romano Treatment Plant).

In May 2023, it was identified that a more aggressive hauling plan was required to keep up with the volume of wastewater generation, therefore Operations provided approvals to the owner to permit the use of an existing dead-end roadway on Croft Drive to increase the hauling capacity with the use of larger tankers. This permitted the owner to utilize access off Croft Drive, in lieu of the original plan which was the use of access through the park with smaller trucks for hauling. The use of this approved access was

the only viable option for reducing the volume in the lagoon until a new proposed system was approved and put into operation.

Operations staff have had multiple discussions and meetings with the Ministry of Environment, Conservation, and Parks (MECP), the Owner (Town & Country Communities Limited) and their Consultant (GM Blue Plan Engineering Ltd) regarding options for a more permanent solution since the system's failure in April 2022.

Based on the above discussions and meetings, the Owner has proposed a new tertiary system. The system will be comprised of the following:

- Lagoon effluent pumping station;
- Two (2) equalization tanks;
- Primary and secondary sludge storage tanks;
- Primary and secondary clarifier;
- Moving bed bioreactors;
- Floc reactor;
- Secondary and final effluent tank;
- Aeration blowers;
- Tertiary filtration system;
- Effluent UV disinfection; and
- Prefabricated control building (contain blowers, control panels, chemical dosing equipment, and UV disinfection units).

This system will continue to utilize the existing collection system, pumping station, and lagoon; however, the existing lagoon outlet will be modified from the original location (the existing leaching bed) to a new effluent pump station and intake structure that will direct effluent to the new tertiary treatment system. The existing leaching bed will be abandoned in place.

During the warmer months, raw sewage will be pumped to the lagoon or to the new tertiary treatment system based on time of year (temperature dependent). During the colder months, raw sewage can fully or partially bypass the lagoon and be pumped directly to the equalization tanks of the tertiary treatment system.

Primary treatment is performed using the primary sludge storage tank that provides settling and storage of primary solids followed by the primary clarifier tank that provides additional settling and conditioning of the wastewater.

Secondary treatment is accomplished through the moving bed biofilm reactors (MBBR) process. The system undergoes enhanced secondary treatment (phosphorous removal) by using a chemical dosing pump that calculates the amount of coagulant inside the floc reactor tank.

Wastewater is then discharged to the tertiary filtration and disinfection system where enhanced (tertiary) phosphorous reduction and filtration is achieved using pressurized

media filter system to reduce any suspended solids and total phosphorous to the required effluent criteria.

The final treatment passes through the UV disinfection units and subsequently stored into the final effluent tank where it is discharged at a maximum release rate of 113.4 L/min into the Webbwood Drain, that ultimately outlets to Pike Creek.

The majority of the above components will be placed at grade level on a 42 meter by 25 meter footprint within the privately owned property that also includes a proposed 10 square meter prefabricated control building.

Since the proposed system includes a building, the Site Plan Approval Process has been triggered and is currently underway. This process will provide Administration with the opportunity to further comment on the details of the site to address any additional concerns.

The design was required to meet stringent effluent quality requirements set out by MECP that includes meeting dry ditch effluent quality criteria. In consultation with a municipal drainage engineer, N, J. Peralta Engineering Ltd., and Essex Region Conservation Authority (ERCA) it was determined that the receiving Webbwood Drain can accommodate the additional flows from the treated effluent. No physical upgrades to the Webbwood drain are required to be made.

This is the first known private wastewater system throughout the Municipality that will be directly discharging treated effluent into a municipal drain system. Other private wastewater systems normally contain a private septic bed system that naturally leaches into the ground and the system's entire footprint is within private lands. Some examples within Lakeshore of privately owned communal treatment systems that do not outlet to a municipal system, drain or natural water course are included below:

- Comber (Tamerlane) Mobile Home Park located at 11408 County Road 46; and
- Suncrest Community Mobile Home Park located at 264 County Road 42.

Comments

As required by the MECP, the owner is required to obtain (and maintain) an amended Environmental Compliance Approval (ECA) that outlines the proposed system's description, operation, maintenance, monitoring, and reporting requirements. The amendment also includes decommissioning of the existing system.

In addition, the amended ECA includes a condition that the owner is required to enter into a Municipal Responsibility Agreement (MRA) with the Municipality.

The MRA requirements have been summarized below:

- Owner's responsibility to pursue (and maintain) an amendment to the environmental compliance approval (ECA) for the construction of the wastewater treatment system;
- Defines the operation and maintenance requirements of the system as required by the Owner;
- Allows for inspection of the system by the Municipality, upon request;
- Outlines that both quality and quantity reporting are required to be provided to the Municipality;
- Includes provisions for any default of the system in the event the Owner is unable to continue to provide sewage service then the Municipality may be required to assume ownership and operate of the proposed new system (may be temporary in nature); and
- Confirms the requirement of the Owner to provide financial securities to the Municipality (as outlined below in the financial impacts).

The MRA is currently in draft and undergoing the final stages of legal reviews. It is expected to be finalized as soon as possible to assist with facilitating the final approvals for this to proceed.

Others Consulted

The Ministry of Environment, Conservation, and Parks (MECP), Essex Regional Conservation Authority (ERCA), GM Blueplan Engineering Ltd, and N.J. Peralta Engineering Inc. were consulted as part of this process.

Financial Impacts

There are no financial impacts to the Municipality based on the proposed system at this time.

The MRA includes the requirement for the Owner to provide financial securities in the amount of \$305,740 which is equal to one hundred (100%) percent of the estimated costs to operate, maintain, repair, and manage the wastewater system for a period of three (3) calendar years. This amount is required to be provided by the Owner to the Municipality within thirty (30) days of Substantial Completion as defined under subsection 2(1) in the *Construction Act*.

Report Approval Details

Document Title:	Town and Country Mobile Home Park - Municipal Responsibility Agreement.docx
Attachments:	
Final Approval Date:	Oct 5, 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

Municipality of Lakeshore – Report to Council

Operations

Public Works



To: Mayor & Members of Council
From: Jeff Wilson, Division Leader – Public Works
Date: September 27, 2023
Subject: Shanahan Park - Shade Structure Assessment and Repair

Recommendation

Support the demolition of the existing shade structure in Shanahan Park in the amount of \$1,600.00 (including applicable HST) to be funded from the Parks reserve; and

Direct Administration to include the design and construction of a new shade structure in Shanahan Park in the 2024 budget, as presented at the October 10, 2023 Council meeting.

Background

The shade structure in Shanahan Park has played a key role in the park user experience by providing shade, protection from the weather and a rest area when using the walking trail. It was constructed by volunteers with donated materials close to 30 years ago, with the construction taking place over a few weekends. The structural frame supporting wood poles, were donated used hydro poles when the structure was built.

This structure has served the community well to date.

In July 2023, a visual inspection of the structure was undertaken and because of the condition (rotting) of the timber main support posts at the base, the structure was determined to be unsafe and warranted temporary closure. The structure was secured at this time by the placement of construction fencing around the structure. This fencing is still in place.

Further discussions were held related to the condition and age of the structure, which led to a recommendation by Administration for the structure to be demolished.

Council was made aware of the above noted concerns and at the August 15, 2023 Council meeting, the following resolution was passed:

244-08-2023

Direct Administration to prepare a report regarding repair of the shade structure at Shanahan Park.

Comments

Based on the above request, Administration retained Landmark Engineers Inc. to complete an inspection and structural assessment, and to further comment related to repairing the existing structure. A formal report was provided and has been appended for more detail.

As outlined in the report, although repairing the structure *“would be feasible and would serve to address the primary structural deficiency”*, other concerns (secondary) were also noted in the report, resulting in questioning the long-term value of repairing the structure (i.e., the value of the new foundation related to the end of service life based on the age and condition of the existing structure as a whole).

It was noted in the report that cracking, checking and weathering was also identified in the framing and sheathing members, therefore indicating that the structure is nearing the end of service life.

As wood ages, cracking/splitting generally occurs at an accelerated rate when exposed to weather and the elements. This cracking/splitting that is present in the exposed wood frame items will continue to degrade and worsen, with this, the risk of weaknesses and other defects in the structural frame's integrity will increase over time, causing potential unknown maintenance costs annually until the end of the service life. This structure could last less than 10 years and is expected to present unknown challenges during this time.

The required process to repair this structure will involve the removal of the concrete slab to place new footings and the concrete piers. A temporary structural support system will be required to allow for the installation of the new footings and piers. As such, engineered stamped design drawings will be required to provide the details for both the permanent and temporary work. The estimated costs for engineering, removals, and construction are approximately \$30,000.00, which is anticipated to be approximately half the cost for a new structure.

The estimated cost to remove the existing structure is \$1,600.00.

Based on the information provided and considering the findings in the report, Administration recommends demolition of the existing structure at this time.

Others Consulted

Landmark Engineers Inc was consulted as part of this report.

Financial Impacts

The current financial impact in 2023 is \$1,600.00 (including applicable HST) to be funded from the Parks reserve.

If Council supports the recommendation to demolish the existing structure, the cost to design and construct a new structure will be brought forward in the 2024 budget for consideration.

Attachments

Shanahan Park Gazebo – Structural Inspection & Assessment by Landmark Engineers Inc.

Report Approval Details

Document Title:	Engineers Opinion - Shanahan Park Structure.docx
Attachments:	- 23-026 Shanahan Park Gazebo Assessment - Final Report.pdf
Final Approval Date:	Oct 5, 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



September 19, 2023

Project No.: 23-026

Municipality of Lakeshore
Operations – Public Works
419 Notre Dame Street
Belle River, Ontario
N0R 1A0

Attention: Mr. Jeff Wilson, Division Leader – Public Works

Re: Shanahan Park Gazebo – Structural Inspection & Assessment

Dear Mr. Wilson:

Further to our recent discussions, this is to confirm that we have completed our inspection and assessment of the Municipality of Lakeshore's gazebo structure in Shanahan Park, on the west side of Lakeshore Road 203. Our findings and recommendations are presented for your consideration below.

Background

Based on our discussions with Lakeshore staff, it is our understanding that the existing timber-framed gazebo structure in Shanahan Park (1465 Lakeshore Road No. 203) was originally constructed by a local volunteer group approximately 30 years ago (i.e., circa 1993). Since the time of construction, there has been minimal maintenance and/or modifications made to the structure. We understand that recent concerns regarding the condition and structural integrity of the gazebo framing have led the Municipality to erect temporary fencing around the structure in an effort to limit public access.

In an effort to address the Municipality's concerns regarding the condition of the gazebo structure, Landmark Engineers was retained to carry out an inspection and structural assessment. Our findings and recommendations are outlined for your consideration below.

2280 Ambassador Drive
Windsor, Ontario
Canada
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Phone:
[519] 972-8052
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www.landmarkengineers.ca



Professional Engineers
Ontario

Inspection & Observations

On 31 August 2023, we attended the subject site in Shanahan Park to carry out an inspection of the existing gazebo structure and assess its structural condition. A series of photographs, documenting our observations are appended to this report for reference purposes.

Over the course of our inspection, we noted the following:

- This existing gazebo structure generally consists of a round-timber frame, supporting a cut-timber and plywood roof structure, covered with asphalt shingles (see Photo #1);
- The four timber posts that serve as the primary supports for the existing structure were embedded into the ground as part of the original construction, with a concrete surface slab poured around each post (see Photo #2 & Photo #3);
- The embedded timber posts are exhibiting significant rot and loss of section at ground level – with the two posts on the north side of the gazebo having the most severe deterioration (up to 3” in depth). Gentle probing of the wood near the base of the northwest post (using a ballpoint pen) resulted in significant splintering of the existing timber surface (see Photo #3);
- The horizontal round-timber framing members and strut supports generally appear to be in fair condition, with significant cracking and checking noted in several members (see Photo #4, Photo #5, Photo #6 & Photo #7);
- The existing steel bolts and plates that form the primary connections between the round-timber framing members of the gazebo are exhibiting moderate corrosion over their exposed surfaces, but generally appear to be intact (see Photo #4 & Photo #5).
- The existing roof structure generally appears to be in good condition, although significant weathering of the rafters and plywood roof sheathing was noted (see Photo #4, Photo #5 & Photo #6); and,
- The existing roof shingles generally appear to be in good condition (see Photo #1).

Based on the above, we concur with the Municipality’s decision to fence off the existing gazebo until the structure can be made safe for public use.

Discussion

Based on the findings of our inspection, it is our opinion that the primary structural concern regarding the existing gazebo is associated with the rot that is occurring in the primary post supports at (and immediately below) ground level. Generally speaking, it is not recommended to embed structural timber posts directly into concrete, as a gap will typically form at the interface between the wood and the concrete and allow moisture to get trapped against the post. This tends to promote rot and leads to the deterioration of the timber over time.

To address this issue, the existing gazebo structure could potentially be repaired by temporarily supporting each post and then casting new concrete footings below, from a point approximately 600mm above existing grade down to frost depth. The deteriorated post bottoms would be cut off and then re-attached to the new footings using galvanized or stainless-steel sleeves bolted into the concrete.

While such a strategy would be feasible and would serve to address the primary structural deficiency with the existing gazebo, we would question the long-term value of pursuing such an approach. Given the cracking, checking and weathering that has been observed in the existing framing and sheathing members – and noting that the life expectancy of an outdoor timber structure can range anywhere from about 10 to 40 years, it would appear that the existing structure is already nearing the end of its usable service life.

Given the above, we would not recommend that the Municipality of Lakeshore proceed with the considerable expense of designing, constructing and maintaining a new foundation system for the gazebo in an effort to preserve an existing structure that realistically has less than 10 years of remaining service life. It is our opinion that the Municipality would be better served by simply demolishing the existing structure and constructing a new gazebo that would be in full compliance with current building code standards.

Closing Remarks

Thank you for the opportunity to work on this assignment. We trust that the above will be sufficient for your purposes.

If you have any questions or concerns regarding the above, please do not hesitate to call.

Yours truly,

Landmark Engineers Inc.



David T. Killen, M.A.Sc., P.Eng.

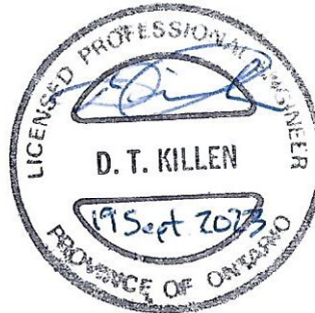




Photo #1: Shanahan Park Gazebo - General View (looking west)



Photo #2: Timber Rot at base of Southwest Post Support



Photo #3: Substantial Timber Rot at base of Northwest Post Support



Photo #4: Typical Top-of-Post Connection



Photo #5: General View – Gazebo Framing along South Face



Photo #6: General View – Typical Roof Framing



Photo #7: Significant notching, abrasion & checking on horizontal framing member

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: September 27, 2023
Subject: 2024 Council Meeting Schedule

Recommendation

Approve the 2024 schedule of Regular Council Meetings, as described in the report presented at the October 10, 2023 Council meeting.

Background

Section 3.2(b) of the Procedural By-law requires the Clerk to present a list of dates for all Regular Council Meetings in the subsequent year for Council's approval. This section also states that meetings shall be held the second and fourth Tuesday of every month throughout the year, with the exception of July and August.

Section 3.2(c) states that in the event that the day designated for holding a Regular Council meeting falls on a public or civic holiday, or on a day when the Town Hall is closed for business, Council shall meet at the designated hour on the first day following which is not a public or civic holiday or another Council meeting is scheduled.

On June 27, 2023, Council passed resolution #188-06-2023:

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.

The recommended changes noted above included confirmation of meetings times and the addition of three Council meetings to accommodate *Planning Act* matters.

A draft Procedure By-law (By-law 70-2023) was presented at the September 26, 2023 meeting and consideration was deferred pending a training sessions with Council. However, this report has been prepared in accordance with the draft by-law, including the recommendations approved by Council on June 27, 2023.

Section 17(b) of the draft Procedure By-law requires the Clerk to prepare a Regular Meeting Schedule for the approval of Council, based on the following considerations:

- ii. Following the months in which Council Orientation occur, a 30 to 45 minute monthly Education and Training Meeting should be scheduled once per month from September through to and including June of each year;
- iii. An additional Meeting shall be scheduled during the following periods to accommodate additional *Planning Act* matters:
 - 1. September through to and including November,
 - 2. January through to and including March, and
 - 3. April through to and including June;
- iv. Meetings shall not be scheduled on a Holiday and Meetings may be scheduled the following week to avoid a Regular Meeting falling the day after a Holiday;
- v. Meetings shall be scheduled to accommodate Member attendance at municipal conferences commonly attended by municipal council members in Ontario; and
- vi. Meetings may be scheduled to accommodate local school board closures.

Comments

A proposed schedule of meetings for 2024 is attached as Appendix A in calendar form, and Appendix B in list form.

One meeting has been scheduled for the summer months of July and August, as well as December, as permitted by the Procedure By-law. Extra *Planning Act* meetings have been scheduled for February 6, May 7 and October 1, 2024.

The 2024 Budget deliberations (deferred from the 2023 calendar) have been scheduled for February 15-16, 2024, and the 2025 Budget deliberations have been scheduled for November 25-27, 2024.

Administration has included five conferences on the calendar as per past practice and scheduled around those conferences accordingly. However, it should be noted that the location or dates of these conferences are subject to change due to the COVID-19 pandemic.

Due to holidays or the above-noted restrictions, the months of January, March, April and November contain meetings that are not on the second and fourth Tuesdays of the month. The meetings have been spaced to ensure there are not consecutive weekly

meetings, with the exception of a regular Council meeting and the Budget deliberations in January and November, or the extra *Planning Act* meetings.

The County of Essex meetings dates have been included for reference and do not interfere with any dates identified on the proposed scheduled for Lakeshore meetings.

Financial Impacts

Estimated expenses for the proposed Council meetings have been included in the 2024 Budget.

Attachments

Appendix A – 2024 Council Meeting calendar

Appendix B – 2024 Council Meeting list

Report Approval Details

Document Title:	2024 Council Meeting Schedule.docx
Attachments:	- 2024 Council Meeting Dates (calendar).pdf - 2024 Council Meeting Dates (List).pdf
Final Approval Date:	Oct 4, 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

2024 Council Meeting Schedule

January							February							March							April						
Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6					1	2	3						1	2		1	2	3	4	5	6
7	8	9	10	11	12	13	4	5	6	7	8	9	10	3	4	5	6	7	8	9	7	8	9	10	11	12	13
14	15	16	17	18	19	20	11	12	13	14	15	16	17	10	11	12	13	14	15	16	14	15	16	17	18	19	20
21	22	23	24	25	26	27	18	19	20	21	22	23	24	17	18	19	20	21	22	23	21	22	23	24	25	26	27
28	29	30	31				25	26	27	28	29			24	25	26	27	28	29	30	28	29	30				
														31													
May							June							July							August						
Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa
			1	2	3	4							1		1	2	3	4	5	6					1	2	3
5	6	7	8	9	10	11	2	3	4	5	6	7	8	7	8	9	10	11	12	13	4	5	6	7	8	9	10
12	13	14	15	16	17	18	9	10	11	12	13	14	15	14	15	16	17	18	19	20	11	12	13	14	15	16	17
19	20	21	22	23	24	25	16	17	18	19	20	21	22	21	22	23	24	25	26	27	18	19	20	21	22	23	24
26	27	28	29	30	31		23	24	25	26	27	28	29	28	29	30	31				25	26	27	28	29	30	31
							30																				
September							October							November							December						
Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7			1	2	3	4	5						1	2	1	2	3	4	5	6	7
8	9	10	11	12	13	14	6	7	8	9	10	11	12	3	4	5	6	7	8	9	8	9	10	11	12	13	14
15	16	17	18	19	20	21	13	14	15	16	17	18	19	10	11	12	13	14	15	16	15	16	17	18	19	20	21
22	23	24	25	26	27	28	20	21	22	23	24	25	26	17	18	19	20	21	22	23	22	23	24	25	26	27	28
29	30						27	28	29	30	31			24	25	26	27	28	29	30	29	30	31				

Regular Meeting Dates
Council Meetings
Council Education/Training sessions
Extra Planning Meetings

Special Dates
Office Closed
2024 Budget Meetings *Daytime meetings
2025 Budget Meetings *Daytime meetings
March Break for schools
County Council Meetings

Conferences
ROMA – January 21 – 23
OGRA – April 21 – 24
OSUM – May 1 - 3
FCM – June 6 – 9
AMO – August 18 – 21

2024 Council Meeting List

Regular Council Meetings	Education or Training Sessions	Extra Planning Act Meetings	Budget Meetings	Office Closed for reference only	Conferences for reference only	County Council Meetings for reference only
January 9	January 9	February 6	2024 Budget February 15-16	January 1	ROMA January 21-23	January 10 Budget Meeting
January 30	February 13	May 7	2025 Budget November 25-27	February 19	OGRA April 21-24	January 17
February 13	March 5	October 1		March 29	OSUM May 1-3	February 7
February 27	April 9			April 1	FCM June 6-9	February 21
March 5	May 14			May 20	AMO August 18-21	March 6
March 19	June 11			July 1		March 20
April 9	September 10			August 5		April 3
April 30	October 8			September 2		April 17
May 14	November 5			September 30		May 1
May 28	December 10			October 14		May 15
June 11				November 11		June 5
June 25				December 24-31		June 19
July 9						July 17
August 13						August 14
September 10						September 4
September 24						September 18
October 8						October 2
October 22						October 16
November 5						November 6
November 19						November 20
December 10						December 4 Budget Meeting
						December 18

Municipality of Lakeshore – Report to Council

Corporate Services

Workforce Development



To: Mayor & Members of Council

From: Justin Rousseau, Corporate Leader- Chief Financial Officer

Date: October 3, 2023

Subject: Recruitment Challenges and Path Forward

Recommendation

1. Direct the Corporate Leader-Chief Financial Officer to implement phases 1, 2, 3 and 4 of the Recruitment Strategy as laid out in this report;
2. Approve a 2023 Budget variance of an upset limit of \$100,000 dollars for requirement services for Phase 1;
3. Approve a first charge to the 2024 Budget with an upset limit of \$117,000 for salary and benefits cost for the recruitment of a Health and Safety Coordinator/Workforce Advisor; and
4. Approve a 2023 budget variance of an upset limit of \$15,000 dollars for the recruitment of a Health and Safety Coordinator/Workforce Advisor.

Background

The Municipality of Lakeshore has been experiencing challenges in the recruitment of talented, experienced professionals. The purpose of this report is to advise Council of the attraction and retention challenges regarding several positions and vacancies. The intention is to provide a path forward to tackling the Municipality's challenges.

The introduction of Bill 23, More Homes Built Faster Act and the growth in the province and region have helped worsen an already difficult employment environment post-pandemic. The municipal sector is a unique environment where qualified professionals with experience in municipal legislation are key to the municipality's long-term success and stability and overall management and long-term visioning. Lakeshore is Essex County's largest employer of municipal professionals outside of the City of Windsor. The attraction and retention of staff are of the utmost importance to achieve the goals of Council and our residents.

New legislation has put municipal professionals in short supply for staffing in the areas of engineering, planning, finance, business professionals, recreation management and qualified and trained operators with the proper licensing to complete regulated works such as water and wastewater.

Lakeshore is competing with not only the municipalities in Essex County for labour but also those across the province. Decisions about the competitiveness of wages and benefits and culture programs to make Lakeshore an employer of choice will be critical to the overall success of the municipality in both the short term and long run.

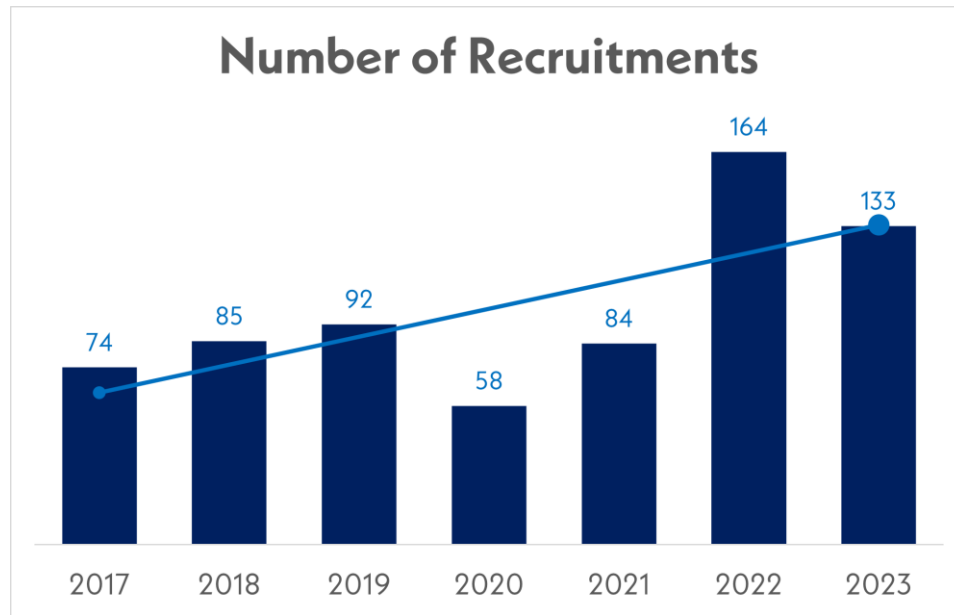
Currently, Lakeshore is experiencing a significant recruitment challenge and loss of talented municipal staff to other municipalities in the region and elsewhere in the province due to the new municipal environment allowing some forms of flexible work arrangement. Being the largest talent pool in the region does position Lakeshore with more risk than some of our comparators for our staff to be recruited by our peers.

Currently, the following key positions are not filled in Lakeshore:

- 1 Engineering Technologist - Sanitary and Stormwater
- 2 Team Leader - Engineering Development
- 3 Engineering Technologist - Roads and Utilities
- 4 Engineering Technologist - Development approvals (2 staff)
- 5 Associate Lawyer
- 6 Division Leader - Water Management
- 7 Team Leader - Sanitary and Stormwater
- 8 Financial Analyst (temp)
- 9 General Counsel
- 10 Planner II
- 11 Team Leader - Community Planning
- 12 Division Leader - Utilities and Eng Mgt
- 13 Water Treatment Operator (temp)
- 14 Water Distribution Operator (temp)
- 15 Capital Project Coordinator
- 16 Part-Time Facility Attendants

The Workforce Development Team is working hard to stay on top of the ongoing recruitment challenges however the number of recruitments is challenging for the team to manage with current staffing levels.

The following is a 7-year trend in total recruitment:



*2022 was actual 264 with 100 elections staff onboarded

The graph above shows that Lakeshore is on pace to reach well over 160 recruitments in 2023 as we sit at 133 in September and currently have 16 key open recruitments. Currently, Lakeshore is an average of 3 recruitments a week or 500-800 interviews annually with a staff of 2 dedicated resources. Workforce Development staff play a vital role in the hiring process by supporting hiring managers and candidates throughout the process and ensuring a fair, equitable, efficient and transparent recruitment.

The following report is designed to put an action plan in place to deal with this ongoing issue, in both the short and long term.

Comments

At the Municipality of Lakeshore, the recruitment process holds significant importance in ensuring the right talent is brought into the organization. This process typically involves several key steps. Firstly, it starts with identifying the need for a new hire through a job requisition form, which can arise due to various reasons such as expansion, attrition, or the creation of a new position. Once the need is established, a detailed job description is drafted and/or modified outlining the roles, responsibilities, and required qualifications. This information is then used to advertise the position through various channels like job boards, social media, and company websites.

Following this, applications are collected and screened to shortlist candidates who best match the outlined criteria. This shortlisting process is crucial in managing the influx of applications and ensuring that only qualified candidates move forward. Subsequently, interviews are conducted, which could be in the form of one-on-one meetings, panel interviews, or virtual interviews. These interviews are designed to assess not only the

candidate's technical skills but also their cultural fit and soft skills. Following the formal interview, shortlisted candidates are often asked to complete a skills assessment through testing.

After the interviews, reference checks are conducted to verify the information provided by the candidate and to gain insights from previous employers or colleagues. Depending on the nature of the role, additional assessments or tests may be administered to evaluate specific skills or aptitudes. Once all assessments are completed, a final decision is made, and an offer is extended to the chosen candidate. Post-offer negotiations, onboarding, and orientation are the final steps in integrating the new hire seamlessly into the organization.

Throughout this process, expertise in Human Resources plays a critical role in ensuring that the recruitment process adheres to legal and ethical standards while also aligning with the company's overall strategic goals. This comprehensive approach to recruitment at the Municipality of Lakeshore demonstrates a commitment to bringing in the best talent to drive the organization forward.

The increased time spent on recruitment has led to a decline in some of the key Workforce Development Programs such as Health and Safety, orientation for new staff, training/development and cultural improvement strategies, it is believed some of these gaps have led to frustration of staff and are part of ongoing challenges.

Recommended Recruitment Strategy

Workforce Development believes that the solution to the Municipality's ongoing challenges is a multi-phased approach.

Phase 1- It is recommended that the municipality move to a municipal and professional recruitment agency for positions that have not been successfully recruited after 2 postings. At this time Lakeshore would be moving to this model for 3 to 5 of the above positions. It should be noted that recruitment agency costs can range between 25%-30% of the annual salary for a successful placement. The results of a successful candidate are not guaranteed however given the supply and demand issue in the municipal sector this corrective action should be considered an alternative.

Phase 2- Council precommitment to the 2024 budget additional staffing dollars for a Health and Safety Coordinator/Workforce advisor so that additional resources can be spent on the key areas of recruitment and the protection of our current staff in the workforce and work on cultural improvement to retain staff to cut down on turnover. Also it is recommended to begin the process of recruitment for this new position as soon as possible (2023) in order to help reduce the number of vacancies and risk to the municipality.

Council has reviewed this business case in the last two municipal budgets however due to budgetary pressures in other areas the service level was not enhanced. (See attached Business case from 2023 budget). Currently, the pressures in the Workforce

Development Division have reached a critical state and require some attention to deal with the ongoing struggles of the municipality.

Phase 3- Completion of the ongoing workplace assessments as well as non-management salary review and employee benefit packages to ensure Lakeshore remains competitive in the region and across the sector. This is scheduled to be completed in Q4 of 2023 and will be back before Council for consideration prior to the 2024 budget.

Phase 4- Increase our efforts and outreach with post-secondary education facilities to provide meaningful training to young potential municipal professionals in the areas of need to develop the next generation of municipal professionals here in Lakeshore. Focusing on the areas of Engineering, Planning, Finance Etc. Also, use resources in Workforce development to do outreach and job fair events for municipal-specific attraction purposes. For this phase to be successful the resources of more senior leaders in management will need to shift from task completion to staff development for this to be a successful long-term strategy.

Others Consulted

None

Financial Impacts

The following are the financial implications for each phase of the Recruitment Challenges and Path Forward action plan outlined in the report.

Phase 1- It is estimated that on average the municipality could be looking at \$20,000 dollars per recruitment with an estimated 5 recruitments per year. Thus, the anticipated budget variance could be \$100,000 dollars. This cost will be built into future budgets, but a variance could be expected in 2023.

Phase 2- It is estimated that the cost and benefits for a Health and Safety Coordinator/Workforce Advisor would be in the range of \$117,000 for 2024. Should Council approve the precommitment of 2024 budget and the addition of the headcount it is estimated that a variance of \$15,000 could be expected in 2023, by the time recruitment is completed.

Phase 3- There are no additional budgetary figures expected as these projects have been approved by Council and completion is scheduled in Q4 of 2023.

Phase 4- Currently there is no estimated amount for phase 4 as resources to do this outreach and municipal-specific attraction do not exist in the organization. However, should Council approve the strategy a plan can be brought forward in the 2024 budget.

Attachments

Business Case (2023 Budget) Health and Safety Coordinator/Workplace Advisor.

Report Approval Details

Document Title:	Recruitment Challenges and Path Forward.docx
Attachments:	- StaffingBusinessCase-WDAdvisor Approved JR.docx
Final Approval Date:	Oct 5, 2023

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

Prepared by Justin Rousseau

Approved by Truper McBride

Municipality of Lakeshore

Report to Council

Strategic & Legal Affairs

Workforce Development



To: Mayor & Members of Council

From: Lisa Granger, Division Leader – Workforce Development

Kristen Newman, Corporate Leader – Strategic and Legal Affairs

Date: November 28, 2022

Subject: StaffingBusinessCase-WDAdvisor Approved JR.docx

Recommendation

This report is for information.

Background

To support the Strategic Plan and maintain acceptable levels of service especially in times of growth, ongoing legislative changes (*Occupational Health & Safety Act, Employment Standards Act*, etc), ongoing municipal policy and procedure changes, and increased service level demands due to growth in the organization, Administration must regularly review workload demands and available staffing resources. Currently, the Municipality has reviewed the service delivery demands of Workforce Development and the Workforce Advisor position.

The results of the review indicate that there is an insufficient number of staff to complete all the work required to meet the service level demands in the Workforce Development division.

Comments

Currently, the Workforce Development Division is experiencing challenges in:

- 1) Meeting the service demands because the number of employees exceeds the industry standard ratio of Human Resources Staff to number of employees. Currently, the industry standard ratio is 1 HR staff to every 100 employees. Currently the ratio is 1 HR staff to every 165 employees.
- 2) Covering shifts in the schedule due to absences including vacation and sick as well as additional shifts required to cover the level of service required through increased human resources programs and services.
- 3) The normal working hours available of the to complete the work required of the current staffing levels is not sufficient to meet the demand levels. The number of hours required to meet the current service delivery demands is approximately 7,000 hours per year. For example, the amount of time that is spent preparing and completing the number of recruitments required in one year is around 1,200 hours per year. 1 person has about 1,400 hours available to work in one year. Therefore, just recruitment alone takes about 1 full time person.

The current staffing levels in Workforce Development has 3,400 hours available for work per year including 1 Division Leader – Workforce Development, 1 Workforce Advisor, and 1 WD summer student. Since all the work in Workforce Development takes up to 7,000 hours per year, there is a gap of 3,600 hours per year (see Chart A below). Some of the gap of hours can be absorbed through overtime but even with overtime, it might reduce the total gap to 3,000 per year. This gap indicates that there are many tasks, projects and HR initiatives that continue to go uncompleted due to lack of resources.

Adding another person would reduce the gap by approximately 1,500 hours. Therefore, with adding only person, there will still be initiatives that will not be completed because there will still be a gap of 1,500 hours per year.

- 4) If the position is not approved, HR programming and projects will not be completed or not completed in a timely manner due to insufficient staff including wellness initiatives, training and development initiatives, leadership development initiatives, culture strategy initiatives, diversity, equity and inclusion initiatives, etc.
- 5) The amount of overtime offered to complete the work required is excessive and it still is not sufficient to meet the demand levels nor is it sustainable.
- 6) The increased number of complaints from employees and managers that Workforce Development is slow to respond.

- 7) The increased delays in completing projects because of insufficient resources.
- 8) Workforce Development has already partnered with the City of Windsor on some training initiatives but this does not change the required number of hours.
- 9) Struggling to maintain compliance to industry standards or regulatory requirements.

A time study review was completed to understand the underlying issues causing the above noted challenges. The results of the study supports adding 2 staff in Workforce Development. However, Administration is recommending adding only 1 Workforce Advisor at this time to address some of the identified gaps. Workforce Development will likely be requesting a 3rd Workforce Advisor within the next 3 years to address more of the gap.

Below, the Function Analysis table demonstrates that the demands of service requires 4.85 full time equivalent employees to complete the work. Currently, the Municipality employs 2.3 full time equivalent employees to complete the work. The service requirement exceeds the current staffing compliment by 2.5 full time equivalent. Therefore, Administration is requesting to add 1 full time Workforce Advisor.

Chart A: time analysis of WD employees required to meet service delivery expectations

Time Analysis by position	Time Available pre year in hours	Time Required in hours	Full Time Equivalent required	Variance in hours
Workforce Advisor	1431.5	6946.75	4.85	-3587.25
DL	1396.5			
Student	531.5			

FTE required in division	4.85
current staffing level	2.33
FTE gap	<u>2.53</u>

Environmental Scan

Chart B below summarizes the comparison of the environmental scan of the regional municipalities. Compared to other municipalities in the Essex County Region excluding the City of Windsor, the County and Chatham Kent, Lakeshore has:

- 1) Higher population not including the City of Windsor, the County, or Chatham Kent.

- 2) Higher level of development and growth to continue to maintain. As development and growth increases, the staffing levels to maintain current service levels have not changed.
- 3) The highest number of employees than the other municipalities in the region excluding the City of Windsor, Chatham-Kent and the County of Essex. This is predominantly due to the large number of Volunteer Firefighters and large number of recreation and aquatics staff in Community Services. The other divisions in the organization are experiencing staffing shortages.
- 4) Has the highest HR staff to number of employees ratio which also exceeds the HR industry standard. This means that Lakeshore has less HR staff per number of employees in the region. Lakeshore has 1 HR staff member for every 165 employees whereas the rest of the region ranges from 1 HR staff member for every 71 employees to 1 HR staff member for every 126 employees.

Chart B: Regional Scan of employee headcount to HR staffing ratio:

Municipality	Population per 2021 census	# of resident households	Land area in km squared	Full Time Equivalent	head count	# of staff in Division	Ratio # of EEs
Lakeshore	40,410	15,000	531	253	385	2.33	165
Amherstburg	23,524	9,548	184	118	177	2.5	71
County of Essex	181,530	70,410	1,662	624	885	8.5	104
Kingsville	21,552	8,635	247	89.72	144	1.8	80
LaSalle	30,180	11,645	65	205	312	3	104
Leamington	29,680	11,219	262	135	305	3.33	92
Tecumseh	23,229	9,111	95	96.4	150	2	75
Town of Essex	21,216	8,880	278	118	240	1.9	126
Chatham Kent	104,316	46,752	2,458	500	2000	20	100
Windsor	229,660	99,803	1,023	2,050	3,772	46	82

If the additional Workforce Advisor is approved, the additional position will share the responsibilities with the current Workforce Advisor in the following areas of Workforce Development: health and safety, claims management, benefits and pension administration, labour relations, some HRIS development, recruitment, and some training. Currently, these responsibilities are either not completed at all or they are distributed to other employees who already have more work than they can complete. For example, the Division Leader – Workforce Development spends about 60% of work time completing the work of the Workforce Advisor because there is too much work for 1 Workforce Advisor. As a result, much of the Division Leader's work is not completed. This is in addition to the excessive overtime completed by both the current Workforce Advisor and the Division Leader.

Impacts if Position is not Approved

If the position is not approved, the current staffing in Workforce Development are at a high risk of burnout due to the high workload burden and excessive overtime worked to try to meet the minimum requirements of the division. This will result in higher absenteeism, risk of losing highly qualified staff, risk of not meeting the expectations of the organization, etc.

If the position is not approved, the following tasks and projects will not be completed:

- Increased review and development of onboarding and training and development of employees;
- Development of a leadership development program;
- Culture strategy initiatives;
- Development of a succession plan;
- Wellness Committee development and initiatives;
- Risk of non-compliance with some health and safety initiatives;
- Risk of not meeting legislative requirements under the *Employment Standards Act and Occupational Health & Safety Act Ontario*;
- Further development of the Human Resources Information System software;
- Old policies and procedures that require updating; and
- Delays in other workforce-development related initiatives.

Financial Impacts

For 2023, the budget impact for adding this position is \$114,316 including benefits and pension.

Municipality of Lakeshore

By-law 82-2023

Being a By-law to amend By-law 2-2012, Zoning By-law for the Municipality of Lakeshore (ZBA-10-2023)

Whereas By-law 2-2012 is the Municipality's comprehensive zoning by-law regulating the use of lands and the character, location and use of buildings and structures within the Municipality of Lakeshore;

And whereas the Council of the Municipality of Lakeshore deems it in the interest of good planning to amend By-law 2-2012;

And whereas this amendment is in conformity with the Lakeshore Official Plan;

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

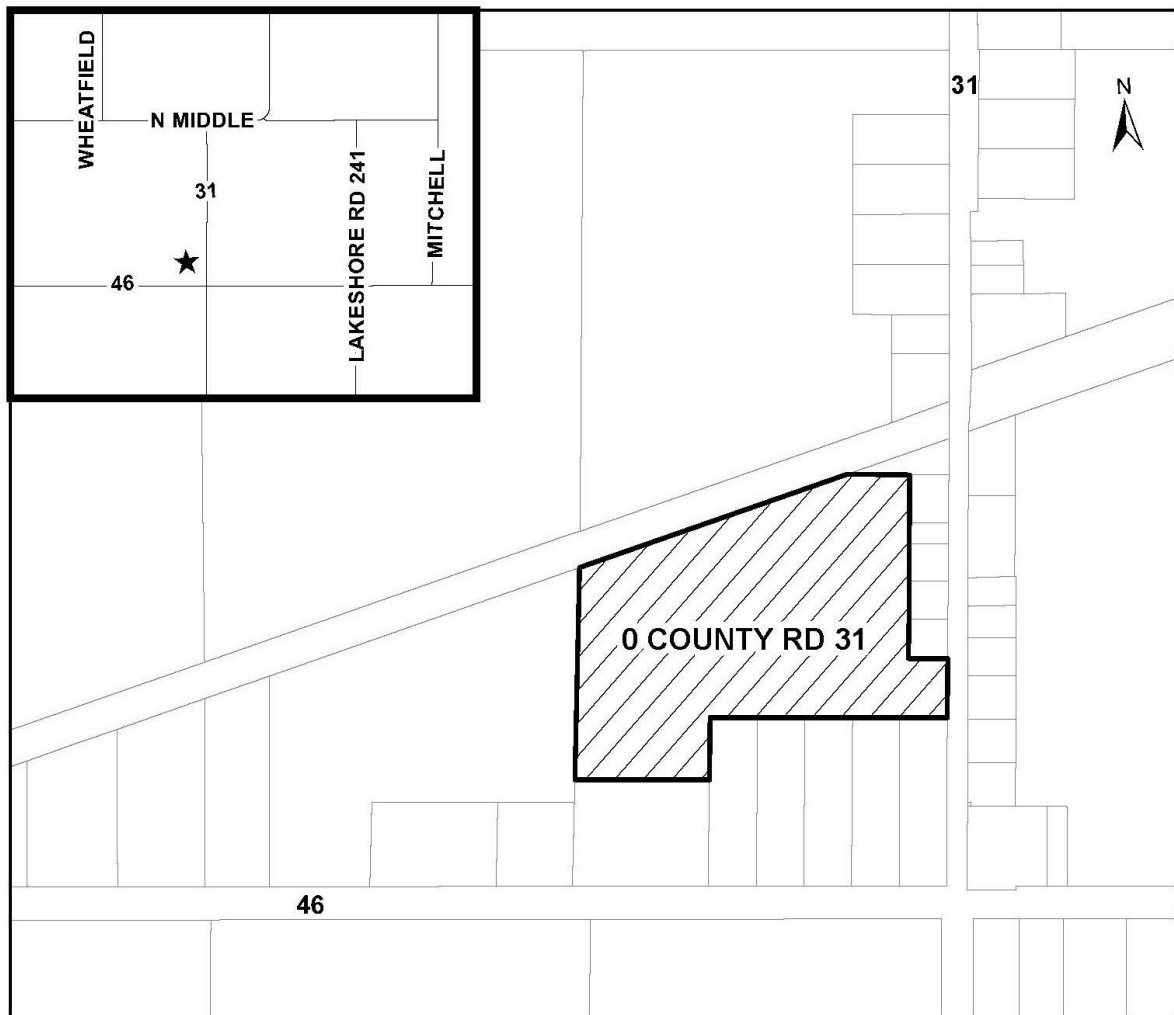
1. Schedule "A", Map 58 to By-law 2-2012 is amended by removing the Holding Symbol (h) on lands known as Part of Lot 10, Concession North Middle Road, Rochester, designated as Part 1 on Plan 12R10912; except Parts 1 to 14 on Plan 12R15762; Lakeshore, being all of the Property Identifier Number (PIN) 75054-0153(LT); which is shown for reference only on Schedule "A" to this by-law; to amend the designation from "Hamlet Residential – Holding Five HR(h5)" to "Hamlet Residential (HR)".
2. This by-law shall come into force in accordance with sections 34 and 36 of the *Planning Act*, R.S.O. 1990, c. P. 13.


Read and passed in open session on October 10, 2023.

**Mayor
Tracey Bailey**

**Clerk
Brianna Coughlin**

**Schedule "A"
to By-law 82-2023**



 Part of Lot 10, Concession North Middle Road, Rochester, designated as Part 1 on Plan 12R10912; except Parts 1 to 14 on Plan 12R15762; Lakeshore, being all of the Property Identifier Number (PIN) 75054-0153(LT); Amend from "Hamlet Residential – Holding Five HR(h5)" to "Hamlet Residential (HR)".

Municipality of Lakeshore

By-law 83-2023

Being a By-law to Authorize an Agreement with Town & Country Communities Limited

Whereas section 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* authorizes Council to delegate its power and duties;

And whereas section 62(1) of the *Ontario Water Resources Act* provides that where a Director reports in writing to the clerk of a municipality that he or she is of the opinion that it is necessary in the public interest that water works or sewage works or any part thereof be established, maintained, operated, improved, extended, enlarged, altered, repaired or replaced, the municipality shall forthwith do every act and thing in its power to implement the report of the Director;

And whereas it is deemed necessary to enter into an agreement with Town & Country Communities Limited, as recommended by the Corporate Leader – Operations at the October 10, 2023 Council meeting;

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

1. The Mayor and the Clerk are delegated the authority to execute an agreement with Town & Country Communities Limited, with the form and content of the agreement approved by the Acting General Counsel and the Corporate Leader – Operations.
2. The delegated authority described in Section 1 includes the authority to execute any related amendments or agreements in furtherance of this agreement.
3. In the event of a conflict between this by-law and another Lakeshore by-law, this by-law prevails.
4. 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.
5. This By-law comes into force and effect upon passage.

Read and passed in open session on October 10, 2023.

**Mayor
Tracey Bailey**

**Clerk
Brianna Coughlin**

Municipality of Lakeshore

By-law 85-2023

Being a By-law to amend By-law 2-2012, Zoning By-law for the Municipality of Lakeshore (ZBA-14-2023)

Whereas By-law 2-2012 is the Municipality's comprehensive zoning by-law regulating the use of lands and the character, location and use of buildings and structures within the Municipality of Lakeshore;

And whereas the Council of the Municipality of Lakeshore deems it in the interest of good planning to amend By-law 2-2012;

And whereas this amendment is in conformity with the Lakeshore Official Plan;

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

1. Section 4.0 "Definitions" is amended by adding the following as a new paragraph 200 and renumbering subsequent paragraphs accordingly:

200. SHORT-TERM RENTAL ACCOMMODATION – shall mean the commercial use of any residential dwelling unit, or part thereof, or a mobile home or accessory structure on a residential property, used as a place of temporary habitation, lodging or occupancy under authority of a concession, permit, lease, license, rental agreement or similar commercial arrangement authorizing such temporary habitation, lodging or occupancy for a period equal to or less than twenty-eight (28) consecutive calendar days, but does not include a Bed and Breakfast Establishment or Housekeeping Cottage as defined in By-law 2-2012.

2. Section 6.0 "General Provisions" is amended by adding the following as a new subsection 6.53 and renumbering subsequent subsections accordingly:

6.53. Short-Term Rental Accommodation

The following provisions shall apply to a Short-Term Rental Accommodation use:

- a) Short-Term Rental Accommodation, as defined by this By-law, shall not be permitted in any zone;
- b) The rental or leasing of any residential property, including agricultural lands, or part thereof, for overnight accommodation for fewer than 28 consecutive days, shall be subject to the regulations and definitions related to Bed and Breakfast Establishments.

3. This by-law shall come into force in accordance with sections 34 and 36 of the *Planning Act*, R.S.O. 1990, c. P. 13.

Read and passed in open session on October 10, 2023.

**Mayor
Tracey Bailey**

**Clerk
Brianna Coughlin**

Municipality of Lakeshore

By-law 86-2023

Being a By-law to Authorize an Agreement with Essex Region Conservation Authority

Whereas section 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* authorizes Council to delegate its power and duties;

And whereas it is deemed necessary to enter into an agreement with Essex Region Conservation Authority for the provision of non-mandatory services, as recommended by the Corporate Leader – Growth and Sustainability at the October 10, 2023 Council meeting;

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

1. The Mayor and the Clerk are delegated the authority to execute an agreement with the Essex Region Conservation Authority, with the form and content of the agreement approved by the Acting General Counsel and the Corporate Leader – Growth and Sustainability.
2. The delegated authority described in Section 1 includes the authority to execute any related amendments or agreements in furtherance of this agreement.
3. In the event of a conflict between this by-law and another Lakeshore by-law, this by-law prevails.
4. 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.
5. This By-law comes into force and effect upon passage.

Read and passed in open session on October 10, 2023.

**Mayor
Tracey Bailey**

**Clerk
Brianna Coughlin**

Municipality of Lakeshore

By-law 87-2023

**Being a By-law to Confirm the Proceedings of the
Council of the Municipality of Lakeshore**

Whereas in accordance with the *Municipal Act 2001*, S.O. 2001, c. 25, municipalities are given powers and duties in accordance with this Act and many other Acts for purposes which include providing the services and other things that a municipality considers are necessary or desirable for the municipality;

And whereas in accordance with said Act, the powers of a municipality shall be exercised by its Council;

And whereas municipal powers, including a municipality's capacity, rights, powers and privileges shall be exercised by by-law unless the municipality is specifically authorized to do otherwise;

And whereas it is deemed expedient that the proceedings of the Council of the Municipality of Lakeshore at these sessions be confirmed and adopted by By-law.

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

1. The actions of the Council of the Municipality of Lakeshore in respect of all recommendations in reports of Committees, all motions and resolutions and all other actions passed and taken by the Council of the Municipality of Lakeshore, documents and transactions entered into during the September 26, 2023 session of Council be adopted and confirmed as if the same were expressly embodied in this By-law.
2. The Mayor or the Deputy Mayor together with the Clerk are authorized and directed to execute all documents necessary to the action taken by this Council as described in paragraph 1 of this By-law and to affix the Seal of the Municipality of Lakeshore to all documents referred to in said paragraph 1 above.

Read and passed in an open session on October 10, 2023.

**Mayor
Tracey Bailey**

**Clerk
Brianna Coughlin**