

Municipality of Lakeshore

Minutes of the Regular Council Meeting

Tuesday, September 24, 2024, 5:00 PM

Council Chambers, 419 Notre Dame Street, Belle River



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

Staff Present: Deputy Chief Administrative Officer - Chief Financial Officer Justin Rousseau, Corporate Leader - Community Health and Safety Frank Jeney, Corporate Leader - General Counsel Susan Hirota, Corporate Leader - Operations Krystal Kalbol, Chief Workforce Development Officer Lisa Granger, Chief Information Officer Michael Martin, Division Leader - Building Morris Harding, Division Leader - Communications and Engagement Alex Denonville, Division Leader - Economic and Intergovernmental Affairs Ryan Donally, Division Leader - Legislative Services Brianna Coughlin, Division Leader - Public Works Jeff Wilson, Team Leader - Legislative Services Cindy Lanoue, IT Technical Analyst Erik Pelland, Financial Analyst Bin Wu, IT Technical Analyst Matthew Mancina, Division Leader - Water Management Jason Barlow, Planner II Jacob Dickie

1. Call to Order

Mayor Bailey called the meeting to order at 5:00 PM in Council Chambers.

2. Closed Session

290-09-2024

Moved By Councillor Santarossa

Seconded By Councillor McNamara

Move into closed session in Council Chambers at 5:02 PM in accordance with:

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

Carried Unanimously

Council returned to open session at 5:25 PM and Mayor Bailey called a recess at this time.

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

3. **Singing of O Canada**
4. **Land Acknowledgement**
5. **Moment of Reflection**
6. **Disclosures of Pecuniary Interest**
7. **Recognitions**
8. **Announcements by Mayor**
9. **Public Meetings under the Municipal Act, 2001**

1. **2024 S.357 Municipal Tax Adjustments**

Mayor Bailey called the public meeting to order at 6:05 PM.

The Interim Chief Financial Officer provided an overview of the report and recommendation of Administration.

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

Mayor Bailey closed the public meeting at 6:06 PM.

291-09-2024

Moved By Deputy Mayor Walstedt

Seconded By Councillor Ruston

Authorize the reduction of taxes under section 357 of the *Municipal Act, 2001* totaling \$11,530.54 for adjustments affecting the 2022, 2023 and 2024 taxation years, as presented at the September 24, 2024 Council meeting.

Carried Unanimously

10. **Public Meetings under the Planning Act**

11. Public Presentations

292-09-2024

Moved By Councillor Ruston

Seconded By Councillor Santarossa

Move to Item 22.1.

Carried Unanimously

22. Addendum

1. Petition - Opposition to the installation of sidewalks on County Road 46 (east of Abbot Street and Windsor Street)

Gloria Mailloux spoke on behalf of the petitioners in opposition of the installation of the sidewalk.

293-09-2024

Moved By Councillor Vogler

Seconded By Deputy Mayor Walstedt

Receive the petition as presented at the September 24, 2024 Council meeting.

Carried Unanimously

294-09-2024

Moved By Councillor Kerr

Seconded By Councillor Santarossa

Move to Item 16.6.

Carried Unanimously

16. Reports for Direction

6. Belle River Marina Kayak Launch

295-09-2024

Moved By Councillor Kerr

Seconded By Deputy Mayor Walstedt

Allow a delegation by Mr. Enright.

Carried Unanimously

296-09-2024

Moved By Councillor Kerr

Seconded By Councillor Santarossa

Direct Administration to post a Request for Proposal (RFP) for the purchase and installation of an accessible floating kayak launch dock system, and consult with the user group regarding the location, and preapprove in the 2025 Capital Budget up to \$100,000 for the Marina capital budget, as presented at the September 24, 2024 Council meeting.

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

Opposed (2): Councillor Ruston, and Councillor Vogler

Carried

12. Delegations

1. Lakeshore Fire Department Fire Master Plan

Rick Monkman from the Emergency Management Group was present electronically and provided a PowerPoint presentation as overview of the Fire Master Plan.

297-09-2024

Moved By Councillor McNamara

Seconded By Deputy Mayor Walstedt

Receive the Fire Master Plan (FMP) 2023 prepared by Emergency Management Group Inc. and direct the Fire Chief to utilize this plan as a reference document to support fire protection service delivery within the Municipality of Lakeshore over the next ten years (2023-2032);

Direct the Corporate Leader - Chief Financial Officer to incorporate the financial investments recommended within the 2023 Fire Master Plan, as part of the multi-year budget, based on prioritization of funding as part of the revised long-term community investment plan; and

Direct the Fire Chief to report back to Council on the various recommendations provided within the Fire Master Plan through additional staff reports and/or the budget process, as required, all as presented at the September 24, 2024 Council meeting.

Carried Unanimously

13. Completion of Unfinished Business

14. Approval of Minutes

298-09-2024

Moved By Councillor McNamara

Seconded By Councillor Santarossa

Approve minutes of the previous meetings as listed on the agenda.

1. September 3, 2024 Special Council Meeting Minutes
2. September 10, 2024 Regular Council Meeting Minutes

Carried Unanimously

15. Consent Agenda

16. Reports for Direction

1. Tender Award - ENG-2024-04 Lakeshore 2023 Culvert Replacement

Councillor Kerr left the Council Chambers at 7:26 PM and was not present for the vote.

299-09-2024

Moved By Councillor Ruston

Seconded By Councillor McNamara

Award the tender for the ENG-2024-04 Lakeshore 2023 Culvert Replacement located at South Middle Road over Government Drain (PW-BC-02501) to Sherway Construction (Windsor) Limited (1994) Inc for the amount of \$391,090, including applicable HST, as presented at the September 24, 2024 Council meeting.

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

Carried

2. Tender Award – 2024 Public Works Salt Storage Facility

300-09-2024

Moved By Councillor McNamara

Seconded By Councillor Ruston

Award the tender for construction of a new salt facility to Britespan Building Systems of Ontario Inc. in the amount of \$240,000 including applicable HST; and

Award the placement of the asphalt perimeter for the new salt shed to Quinlan Inc. in the amount of \$40,094 including applicable HST; and

Approve the overage in the amount of \$65,818, including applicable HST to complete the new salt shed (including site works), as presented at the September 24, 2024 Council meeting.

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

Carried

3. ERP Implementation Plan and Award

Councillor Kerr returned to Council Chambers at 7:29 PM.

301-09-2024

Moved By Deputy Mayor Walstedt

Seconded By Councillor Vogler

Defer consideration of the report to the October 8, 2024 Council meeting.

Carried Unanimously

4. Property Taxes – Uncollectible 2024

302-09-2024

Moved By Councillor Santarossa

Seconded By Councillor Ruston

Authorize the write off of 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 \$1,568.38, as presented at the September 24, 2024 Council meeting.

Carried Unanimously

5. Assumption of Developed Roadways and Municipal Services – Lakeshore New Center Estate (LNCE), Phase 3A

303-09-2024

Moved By Councillor McNamara

Seconded By Deputy Mayor Walstedt

Direct the Clerk to read By-law 87-2024 during the Consideration of By-laws, for the assumption of developed roadways and municipal services for Lakeshore New Center Estate (LNCE) Phase 3A, as presented at the September 24, 2024 Council meeting.

Carried Unanimously

7. Extension of Contract for Concessions at the ATRC

304-09-2024

Moved By Councillor Ruston

Seconded By Councillor McNamara

Approve extending the current contract with M & M Concessions for the provision of concessions operations within the Atlas Tube Recreation Centre for an additional 2-years and authorize the Corporate Leader – Community Health and Safety Services to execute an extension agreement on the same terms, as presented at the September 24, 2024 Council meeting: and

Direct the Clerk to read By-law 84-2024 during the Consideration of By-laws.

Carried Unanimously

8. 2024 Town Hall Renovation Period Temporary Seating Plan

305-09-2024

Moved By Deputy Mayor Walstedt

Seconded By Councillor Santarossa

Direct Administration to fund the costs of the temporary renovation plan through the Facilities Reserve; and

Implement a pilot project for hybrid work for the period of renovations, all as presented at the September 24, 2024 Council meeting.

Carried Unanimously

17. Notices of Motion

1. Councillor Santarossa - Renaud Line Road and County Road 42

306-09-2024

Moved By Councillor Santarossa

Seconded By Councillor Ruston

Be it resolved that the Council of the Municipality of Lakeshore request that the County of Essex complete a traffic review for the corner of Renaud Line Rd. and County Rd. 42;

And that the follow-up report include data over the past 5 years relating to accidents, traffic volumes, and recommended improvements to improve traffic flows and safety.

Carried Unanimously

2. Councillor Santarossa - 2025 Budget

307-09-2024

Moved By Councillor Santarossa

Seconded By Deputy Mayor Walstedt

Whereas the Municipality of Lakeshore is currently recruiting for a CAO;

Whereas a new Councillor will join the Municipality of Lakeshore in the coming months;

And whereas it would be prudent to ensure appropriate training and preparation time be offered to both of these integral members of Team Lakeshore ahead of Budget presentation and deliberations;

Be it resolved that the Council for the Municipality of Lakeshore direct administration to defer 2025 Budget Deliberations to January 2025.

Carried Unanimously

3. Councillor McNamara - 2025 Capital Projects

308-09-2024

Moved By Councillor McNamara

Seconded By Councillor Ruston

Direct Administration to review the capital projects for 2025 and submit any projects which would require a first charge approval on the 2025 budget for Council approval as to not delay the design or tender process.

Carried Unanimously

18. Reports from County Council Representatives

19. Report from Closed Session

20. Consideration of By-laws

309-09-2024

Moved By Councillor Vogler

Seconded By Councillor Ruston

By-law 86-2024 be read a first and second time and provisionally adopted; and

By-laws 84-2024, 87-2024 and 94-2024 be read and passed in open session on September 24, 2024.

Carried Unanimously

- 1. By-law 84-2024, Being a By-law to Authorize an Agreement with M & M Concessions**
- 2. By-law 86-2024, Being a By-law for the St. Pierre Drain**
- 3. By-law 87-2024, Being a By-law for the Assumption of Municipal Services in the Municipality of Lakeshore – Lakeshore New Centre Estates Subdivision Phase 3A**
- 4. By-law 94-2024, Being a By-law to Confirm the Proceedings of the September 3 and September 10, 2024 Council Meetings**

21. Non-Agenda Business

23. Adjournment

310--09-2024

Moved By Councillor Ruston

Seconded By Councillor McNamara

Adjourn the meeting at 8:20 PM.

Carried Unanimously

Tracey Bailey
Mayor

Brianna Coughlin
Clerk