

Municipality of Lakeshore

Regular Council Meeting Agenda



Tuesday, April 29, 2025, 5:00 PM

Council Chambers, 419 Notre Dame Street, Belle River

Pages

1. Call to Order

2. Closed 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.

Recommendation:

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

- a. Paragraph 239(2)(c) of the *Municipal Act, 2001* to discuss a proposed or pending acquisition or disposition of land by the municipality relating to the Notre Dame Street area.
- b. Paragraph 239(2)(c) of the *Municipal Act, 2001* to discuss a proposed or pending acquisition or disposition of land by the municipality relating to the Tecumseh Road area.

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 Planning Act

10. Public Presentations

1. 927 St. Joachim L'Association - Funding Request

11. Delegations
12. Completion of Unfinished Business
13. Approval of Minutes

Recommendation:
Approve minutes of the previous meeting as listed on the Consent Agenda.

1. April 8, 2025 Regular Council Meeting Minutes 6
14. Consent Agenda

Recommendation:
Receive the items as listed on the Consent Agenda.

1. Rat Abatement Program 17

2. Strong Mayor Powers under the Municipal Act, 2001 23
15. Reports for Direction

1. 2025 Contract Award for the Purchase of Two Large Fleet Vehicle 36

Recommendation:
Award the contract to Viking-Cives Ltd for the purchase of two (2) 2026 47 x Tandem Axle, Cab, Chassis, One Way Plow and Wing from Western Star Team Truck Center in the amount of \$972,133.63 (including applicable HST); and

Approve the disposal of the Public Works Service Trucks Unit #623 and 618 in accordance with the Sale of Corporate Vehicles Policy AD-209, returning the applicable disposal funds to the Vehicle and Equipment Reserve, as presented at the April 29, 2025 Council meeting.

2. **2026 Contract Award for the Purchase of One Motor Grader and Attachments** 40
- Recommendation:**
Award the contract for the purchase of a 2026 Motor Grader Model #140LVR and attachments to Toromont Cat in the amount of \$599,620.80 and;
- Approve the disposal of the Public Works Motor Grader Unit #304 in accordance with the Sale of Corporate Vehicles Policy AD-209, returning the applicable disposal funds to the Vehicle and Equipment Reserve, as presented at the April 29, 2025 Council meeting.
3. **Tender Award - 2025 Supply and Place Gravel Program** 43
- Recommendation:**
Award the 2025 Supply and Place Gravel Program in the total amount of \$428,877.70, including applicable HST, based on the below schedules:
- Schedule 1 – Supply and Place Gravel to Shepley Excavating & Road Maintenance Ltd. in the amount of \$284,989.06, including applicable HST; and
- Schedule 2 – Supply and Stockpile Gravel to Quinlan Inc. in the amount of \$143,888.64 including applicable HST; and further,
- Approve the overage amount of \$33,877.70 to be funded from the Roads Reserves, all as presented at the April 29, 2025 meeting all as presented at the April 29, 2025 meeting.
4. **RFT for Comber Gathering Centre (Design Build)** 48
- Recommendation:**
Award the tender for RFT for the Comber Gathering Centre (Design Build) to Barrinetti Construction Ltd. for a total tender cost of \$315,837.60, including applicable HST as presented at the April 29, 2025 Council meeting.
5. **Lakeshore Pickleball Association Agreement** 52
- Recommendation:**
Direct the Clerk to read By-law 35-2025, being a by-law to authorize the Mayor and Clerk to execute a Facility Agreement between the Municipality of Lakeshore and the Lakeshore Pickleball Association, all as presented at the Regular Council meeting of April 29, 2025.

- 16. Notices of Motion
- 17. Reports from County Council Representatives
- 18. Report from Closed Session
- 19. Consideration of By-laws

Recommendation:
By-laws 35-2025 and 37-2025 be read and passed in open session on April 25, 2025.

- | | | |
|----|--|----|
| 1. | By-law 35-2025, Being a By-law to Authorize a Facility Agreement with the Lakeshore Pickleball Association | 55 |
| 2. | By-law 37-2025, Being a By-law to Confirm the Proceedings of the April 8, 2025 Council Meeting | 56 |

- 20. Non-Agenda Business
- 21. Addendum
- 22. Adjournment

Recommendation:
Adjourn the meeting at ____ PM.

Presentation request submitted by 927 St. Joachim L'Association

927 St. Joachim L'Association, a Not-For-Profit incorporation which is the new owner of the former St. Joachim Church makes the following requests:

1. That 927 St. Joachim be provided the same annual support of \$11,500 granted to the Maidstone Museum, the Comber Museum and the John Freedom Walls historic site;
2. Authorize a 927 St. Joachim charitable donation reserve to enable the Municipality to issue Charitable Donation Receipts for donation of \$1,000 or more;
3. Remove the "Hold" restriction on the 927 St. Joachim property (if required);
4. Confirm that a heritage report by a heritage consultant is not required unless the owner proposes a material change to any of the protected heritage features of the facility;
5. A commitment that the extraordinary lease payment from Stoney Point Solar be allocated in the next budget to increase the annual municipal contribution to each of the 4 museums to \$20,000 annually.

Municipality of Lakeshore

Minutes of the Regular Council Meeting

Tuesday, April 8, 2025, 5:00 PM

Council Chambers, 419 Notre Dame Street, Belle River



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

Staff Present: Chief Administrative Officer Tyson Cragg, 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 - Growth and Sustainability Tammie Ryall, Corporate Leader - Operations Krystal Kalbol, Chief Workforce Development Officer Lisa Granger, Division Leader - Communication and Engagement Alex Denonville, Division Leader - Energy Management and Utilities Marco Villella, Division Leader - Facilities and Parks William Quinlan, Division Leader - Legal Services Zachary Knox, Division Leader - Legislative Services Brianna Coughlin, Division Leader - Public Works Jeff Wilson, Division Leader - Water Management Jason Barlow, Team Leader - Legislative Services Cindy Lanoue, IT Technical Analyst Simon Barno

1. Call to Order

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

2. Closed Session

88-04-2025

Moved By Councillor Vogler

Seconded By Councillor Ruston

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

- a. Paragraph 239(2)(b), (d) and (f) of the *Municipal Act, 2001* to discuss personal matters about an identifiable individual, including municipal or local board employees, labour relations or employee negotiations, and advice that is subject to solicitor-client privilege, including communications necessary for that purpose, relating to an employee.

Carried Unanimously

Council returned to open session at 5:06 PM. Mayor Bailey called a recess at this time and reconvened the meeting at 6:01 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 Planning Act**
- 10. Public Presentations**
- 11. Delegations**

- 1. Oriole Park Subdivision – Request for Extended Length of the Cul-de-Sac**

Amy Farkas with Dillon Consulting Limited provided a PowerPoint presentation, on behalf of their client Cooper Estates Limited, as overview of their request.

89-04-2025

Moved By Councillor Ruston

Seconded By Councillor Hoffman

Direct Administration to proceed with Option 3 to support a maximum cul-de-sac length of 318 m on 1714 Oriole Park Drive, which would be identified as a 'permanent' cul-de-sac in the Plan of Subdivision.

Carried Unanimously

90-04-2025

Moved By Deputy Mayor Walstedt

Seconded By Councillor Ruston

Move forward item 15.8.

Carried Unanimously

15. Reports for Direction

8. Affordable Housing Strategy – Update to the 2016 Strategy for the Housing Accelerator Fund program

Rino Bortolin from Centre for Cities was present virtually to support the report of Administration.

91-04-2025

Moved By Deputy Mayor Walstedt

Seconded By Councillor Santarossa

Waive the requirements of the Procurement By-law relating to a competitive bidding process and award the consulting services for an Affordable Housing Strategy update to the 2016 Affordable Housing Strategy to SHS Inc.;

Approve up to \$51,000, including applicable HST, funded from the Housing Accelerator Fund Round 2 grant to cover the cost of the work; and

Authorize the Corporate Leader - Growth and Sustainability to enter into an agreement with SHS Inc., as presented at the April 8, 2025 Council meeting.

Carried Unanimously

12. Completion of Unfinished Business

1. Program Charter - Advocacy Plan and Strategic Approach to Implement Lakeshore's 2024 Water Wastewater Master Plan (5-Year Plan) (deferred from the March 25, 2025 Council meeting)

92-04-2025

Moved By Deputy Mayor Walstedt

Seconded By Councillor Hoffman

Adopt the Program Charter entitled Advocacy Plan and Strategic Approach to Implement Lakeshore's 2024 Water Wastewater Master Plan (WWMP) (5-Year Plan), with the removal of the Program Executives outlined in the report;

Approve the identified resources as described in the Program Charter in the following amounts from the specified funding source:

- Project Risk Manager (Senior Leader) in the amount of \$1,054,000.00 over 5 years to be funded by the identified capital project(s) under the Plan;
- Team Leader, Project Management Office (PMO) in the amount of \$712,000.00 over 5 years to be funded by the identified capital project(s) under the Implementation Plan (the Plan);
- Engineering Technologist, PMO in the amount of \$560,000.00 over 5 years to be funded by the identified capital project(s) under the Plan;
- Program Coordinator in the amount of \$532,000.00 over 5 years to be funded by water and wastewater rates;
- Financial Analyst in the amount of \$538,000.00 over 5 years to be funded by the water and wastewater rates; and

Approve the amount of \$100,000.00, including applicable HST, to develop a Sanitary Allocation Policy to be funded by the water and wastewater rates, as presented at the March 25 and April 8, 2025 Council meetings.

Carried Unanimously

13. Approval of Minutes

93-04-2025

Moved By Councillor Ruston

Seconded By Councillor McNamara

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

1. March 25, 2025 Regular Council Meeting Minutes

Carried Unanimously

14. Consent Agenda

94-04-2025

Moved By Councillor McNamara

Seconded By Councillor Hoffman

Receive the items as listed on the Consent Agenda.

1. 2024 Corporate Training Summary
2. Water Wastewater Masterplan Debt Levels and Financial Impact Projection

Carried Unanimously

15. Reports for Direction

1. **Tender Award – 2025 Lifecycle Surface Treatment Program**

95-04-2025

Moved By Councillor Kerr

Seconded By Councillor Ruston

Award the tender for the 2025 Lifecycle Surface Treatment Program contract to Shepley Road Maintenance Ltd. in the amount of \$1,459,603.37, including applicable HST; and

Approve an over budget amount of \$24,603.37 to be funded from the roads reserves as presented at the April 8, 2025 Council meeting.

Carried Unanimously

2. Tender Award – 2025 Surface Treatment Road Repairs

96-04-2025

Moved By Councillor Kerr

Seconded By Deputy Mayor Walstedt

Award the tender for the 2025 Surface Treatment Road Repairs to Shepley Road Maintenance Ltd in the amount of \$202,136.07 including applicable HST, as presented at the April 8, 2025 Council meeting.

Carried Unanimously

3. Tender Award – 2025 Surface Treatment Spray Patching

97-04-2025

Moved By Councillor Kerr

Seconded By Deputy Mayor Walstedt

Award the tender for the 2025 Surface Treatment Spray Patching to Shepley Road Maintenance Ltd in the amount of \$122,926.08 including applicable HST, as presented at the April 8, 2025 Council meeting.

Carried Unanimously

4. Purchase of Ice Resurface Machine

98-04-2025

Moved By Councillor Ruston

Seconded By Councillor Hoffman

Waive the requirement of the Purchasing By-law relating to the Request for Tender process and direct Administration to purchase an Olympia Ice Resurface Machine for a total of \$139,250.00 plus applicable taxes, to be funded from the 2025 capital projects budget ATC-25-6518 from the Vehicles and Equipment reserve, all as presented at the April 8, 2025 Council meeting.

Carried Unanimously

5. **Municipal Restructuring of Monroe Island**

99-04-2025

Moved By Councillor Kerr

Seconded By Councillor McNamara

Direct the Clerk to read By-law 25-2025, being a By-law to approve the annexation of the property municipally known as 440 Brighton Road and legally described in Appendix “A” (“Monroe Island”) by the Town of Tecumseh (“Tecumseh”) and authorize the execution of a Boundary Adjustment Agreement between the Municipality of Lakeshore (“Lakeshore”), Tecumseh, and the County of Essex (the “County”), that is satisfactory in content to the Corporate Leader – General Counsel; and

Authorize Administration to submit an application for municipal restructuring to the Minister of Municipal Affairs and Housing (“Minister”) to facilitate the annexation of Monroe Island into Tecumseh, all as presented at the April 8, 2025 Council meeting.

Carried Unanimously

6. **Enbridge Franchise Agreement Renewal**

100-04-2025

Moved By Councillor Hoffman

Seconded By Councillor Vogler

1. The Council of the Municipality of Lakeshore approves the form of draft by-law and franchise agreement presented at the April 8, 2025 Council meeting and attached hereto, and authorizes the submission thereof to the Ontario Energy Board for approval pursuant to the provisions of Section 9 of the *Municipal Franchises Act*.
2. Council requests that the Ontario Energy Board make an Order declaring and directing that the assent of the municipal electors to the attached draft by-law and franchise agreement pertaining to the Municipality of Lakeshore is not necessary pursuant to the provisions of Section 9(4) of the *Municipal Franchises Act*.

Carried Unanimously

7. 2025 CWATS Paved Shoulder Program Funding Requirements

101-04-2025

Moved By Deputy Mayor Walstedt

Seconded By Councillor Ruston

Receive the report for information and refer the report for the Chief Administrative Officer working group to review.

Carried Unanimously

9. 2025 Budget- Belle River Business Improvement Area

102-04-2025

Moved By Councillor Santarossa

Seconded By Councillor Kerr

Approve the Budget as approved by the Belle River Business Improvement Area Board of Management for the year ending December 31, 2025, as presented at the April 8, 2025 Council meeting.

Carried Unanimously

10. 2025 Final Levy and Tax Rate

103-04-2025

Moved By Councillor McNamara

Seconded By Councillor Ruston

Direct the Clerk to read By-law 28-2025 establishing the 2025 Municipal Tax Levy and Tax Rates, as presented at the April 8, 2025 Council meeting.

In Favour (8): Mayor Bailey, Deputy Mayor Walstedt, Councillor McNamara, Councillor Hoffman, Councillor Santarossa, Councillor Kerr, Councillor Ruston, and Councillor Vogler

Carried

16. Notices of Motion

1. Councillor Santarossa - Signalisation at County Road 22 and Willowwood Drive

104-04-2025

Moved By Councillor Santarossa

Seconded By Councillor Hoffman

That the Council of the Municipality of Lakeshore request that the County of Essex include the full signalisation of Willowwood Drive in Phase 1 of the County Road 22 expansion.

Carried Unanimously

2. Councillor Kerr - Lakeview Park Splash Pad

105-04-2025

Moved By Councillor Kerr

Seconded By Councillor Hoffman

Direct Administration to prepare, before Lakeshores 2026 budget deliberations, an engineering report with costs ready to send out for a Request For Proposal for the refurbishment of the splashpad area of Lakeview Park.

The intent of this motion is to have ready, should Council choose at our 2026 budget deliberation, to start a refurbishing project of the outdated splashpad that would be placed on top of existing infrastructure. This would be a size appropriate splashpad to the existing infrastructure but updated in functions similar to River Ridge Park. The intent also, is to have this project ready to apply for upper level of government grants such as Community Sport and Recreation infrastructure fund (CSRIF), or the Ontario Trillium Foundation should it qualify.

Carried Unanimously

17. Reports from County Council Representatives

18. Report from Closed Session

19. Consideration of By-laws

106-04-2025

Moved By Councillor McNamara

Seconded By Councillor Vogler

By-laws 29-2025, 31-2025 and 32-2025 be read a first and second time and provisionally adopted; and

By-laws 25-2025, 28-2025 and 34-2025 be read and passed in open session on April 8, 2025.

Carried Unanimously

- 1. By-law 25-2025, Being a By-law to Approve the Annexation of Monroe Island (440 Brighton Road) by the Town of Tecumseh**
- 2. By-law 28-2025, Being a By-law to Adopt the Tax Rates and to Provide for Penalty and Interest in Default of Payment for the year 2025**
- 3. By-law 29-2025, Being a By-law for the Bridge over the McCann Drain in the Municipality of Lakeshore**
- 4. By-law 31-2025, Being a By-law for the Bridge over the Hostine Drain in the Municipality of Lakeshore**
- 5. By-law 32-2025, Being a By-law for the Webbwood Drain in the Municipality of Lakeshore**
- 6. By-law 34-2025, Being a By-law to Confirm the Proceedings of the March 25th Council meeting**

20. Non-Agenda Business

21. Addendum

1. Tender Award – 2025-2027 Grass Cutting Contract

107-04-2025

Moved By Deputy Mayor Walstedt

Seconded By Councillor Kerr

Award the grass cutting tender for the 2025-2027 seasons, with an option to renew for the 2028 and 2029 seasons to 2531661 Ontario Inc. and authorize the Mayor and Clerk to execute the contract, as presented at the April 8, 2025 Council meeting.

Carried Unanimously

22. Adjournment

108-04-2025

Moved By Councillor Vogler

Seconded By Councillor McNamara

Adjourn the meeting at 7:37 PM.

Carried Unanimously

Tracey Bailey
Mayor

Brianna Coughlin
Clerk

Municipality of Lakeshore – Report to Council

Legal and Legislative Services

Bylaw Services



To: Mayor and Members of Council
From: Rob Sassine, Division Leader – By-law Services
Date: March 5, 2025
Subject: Rat Abatement Program

Recommendation

This report is presented for information only at the April 29, 2025 Council meeting.

Strategic Objectives

This report does not relate to a Strategic Objective, however is related to a direction of Council.

Background

At the October 22, 2024 Council meeting, the following resolution was passed:

Resolution #347-10-2024

Direct Administration to bring a report regarding the Rat Abatement program.

Comments

At the January 10, 2023, Council meeting, a Rat Abatement Pilot Project was presented and approved by Council. Due to previous resourcing constraints, the development and implementation of the program was delayed. Due to additional administrative staff being added in the Division in 2024, the pilot program is now ready to be launched for early 2025.

Below are the steps required to initiate the process for consideration.

- 1.To initiate rebate assistance, the property owner must first complete the Residential Rat Abatement Program Intake Form (attached as Appendix A) identifying the location of rat sightings on the property and suspected origin of the rat(s).
- 2.Upon receipt and review of the application, a By-law Enforcement Officer will contact the property owner to schedule an inspection of the exterior of the property.

3. Any violations of the Property Standards, Yard Maintenance or any other relevant municipal by-law identified during the inspection process must be corrected for the application process to proceed. The property owner would need to ensure all preventative measures are undertaken in order to participate in the program.
 4. The property owner shall obtain the services of a licenced Ontario exterminator recognized by the Ontario Ministry of Environment, Conservation and Parks (MECP).
 5. The property owner is responsible for remitting evidence to the Municipality detailing that the pest control company has been paid in full.
 6. The Municipality will pay the applicable rebate directly to the property owner following receipt of required documentation from both the property owner and pest control.
- The Communications and Engagement Team will provide communication support to the public through social media. The Lakeshore website will also have a section dedicated to the program for residents to learn about the program.

Financial Impacts

The Municipality's Rat Abatement Program is funded for the balance of 2025, or until the funding allocation is exhausted, whichever comes first. Funding in the amount of \$10,000 in property owner rebates has been approved in the Municipality's 2025 budget. Only one rebate up to 50% of \$400 per property will be accepted in the 2025 calendar year.

Attachments

Appendix A - Rat Abatement Program Form

Report Approval Details

Document Title:	Rat Abatement Program.docx
Attachments:	- Rat Abatement Program Form.pdf
Final Approval Date:	Apr 22, 2025

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

Prepared by Robert Sassine

Submitted by Susan Hirota

Approved by the Corporate Leadership Team

MUNICIPALITY OF LAKESHORE
Rat Abatement Program for Residential Properties

Process to Obtain Rebate

1. To initiate rebate assistance, the property owner must first complete the Residential Rat Abatement Program Intake Form identifying the location of rat sightings on the property and suspected origin of the rat(s).
2. Upon receipt and review of the application, a By-law Enforcement Officer will contact the property owner to schedule an inspection of the exterior of the property.
3. Any violations of the Property Standards, Yard Maintenance or any other relevant municipal by-law identified during the inspection process must be corrected for the application process to proceed. The property owner would need to ensure all preventative measures are undertaken in order to participate in the program.
4. The property owner shall obtain the services of a licenced Ontario exterminator recognized by the Ontario Ministry of Environment, Conservation and Parks (MECP).
5. The property owner is responsible for remitting evidence to the Municipality detailing that the pest control company has been paid in full.
6. The Municipality will pay the applicable rebate directly to the property owner following receipt of required documentation from both the property owner and pest control

The Municipality's Rat Abatement Program is funded for the balance of 2025, or until the funding allocation is exhausted, whichever comes first. Funding in the amount of \$10,000 in property owner rebates has been approved in the Municipality's 2025 budget. Only one rebate **up to 50% of \$400** per property will be accepted in the 2025 calendar year.

Terms and Conditions

In consideration of receiving the rebate under this Residential Rat Abatement Program, the undersigned applicant acknowledges and agrees:

1. That for the purposes of this rebate, the property owners must obtain the services of an licensed Ontario exterminator recognized by the Ontario Ministry of Environment, Conservation and Parks (MECP) authorizing pesticide use according to the terms and conditions of the licence.
2. That the Municipality of Lakeshore does not guarantee or warrant the pest control products or services used, the performance, freedom from defects, quality of workmanship or suitability of the products thereof for any purpose, or the suitability of the premises for application. Further, the Applicant acknowledges and agrees to assume any and all additional costs of the services performed or any ongoing rat abatement services beyond the rebate amount.

MUNICIPALITY OF LAKESHORE
Rat Abatement Program for Residential Properties

3. That the rebate is not applicable to pest control services rendered to the interior of the dwelling or any accessory structures and is applicable to the exterior of the buildings only.
4. To be eligible for a rebate, the property requiring services must be zoned R1, R2, RW1, RW2 or HR to be considered for the program.
5. That there are no outstanding violations of the Property Standards, Yard Maintenance, or other Municipal By-laws, and the applicant must address any violations identified by the By-law Officer during the inspection process in order to be eligible for a rebate.
6. To indemnify, save and hold harmless the Municipality of Lakeshore, and its agents, officials, officers, councillors and employees (collectively, the agents) against all liability, loss, costs, damages, and expenses, causes of action, actions, claims, demands, lawsuits and other proceedings, by whomever made, sustained, brought or prosecuted, including by third parties, involving bodily injury, death, personal injury, and property damage, in any way based upon, occasioned by or attributable to the Applicant's participation in this Program, including any negligence on the part of the Municipality of Lakeshore, or its agents.
7. To refund such rebate to the Municipality of Lakeshore on request, if this application contains any misstatement or misrepresentation on such Applicant's behalf, or if the Applicant breaches any of these terms or conditions.
8. That all instructions and program requirements found in this application form must be adhered to by the applicant in order to qualify for the rebate.

PROPERTY OWNER INFORMATION

Full Name: _____

Address: _____

Phone: _____ Email: _____

Date of rat sighting: _____

Are you the owner or tenant of the property?

☐

Owner

☐

Tenant

MUNICIPALITY OF LAKESHORE
Rat Abatement Program for Residential Properties

LOCATION OF SIGHTING

- | | |
|--|--|
| <input type="checkbox"/> In/near composter | <input type="checkbox"/> Near garbage containers |
| <input type="checkbox"/> Around house or shed foundation | <input type="checkbox"/> In/near garden area |
| <input type="checkbox"/> Running along the fence | <input type="checkbox"/> Other: _____ |

Has a By-law Enforcement Officer recently conducted an inspection of your property?

- ☐ Yes Date: _____
- ☐ No If no, please contact the By-Law Department at 519-728-2700 or bylaw@lakeshore.ca to schedule an inspection.

Is there a composter on the property?

- ☐ Yes ☐ No

Does your property have a bird feeder?

- ☐ Yes ☐ No

If there a source of standing water on the property? Such as: bird bath or pond.

- ☐ Yes ☐ No

Any additional details:



MUNICIPALITY OF LAKESHORE
Rat Abatement Program for Residential Properties

I agree that the information submitted above is true and accurate as of the date this form is submitted, and I agree to the Terms of Reference contained in the form.

☐

Agree

☐

Disagree

Name of Applicant: _____ Date: _____

Personal Information contained on this form is collected pursuant to the *Freedom of Information and Protection of Privacy Act/Municipal Freedom of Information and Protection of Privacy Act* and will be used for the purpose of responding to your request. Questions about this collection should be directed to the Freedom of Information and Privacy Co-ordinator at the institution where the request is made.

Municipality of Lakeshore – Report to Council

Legal and Legislative Services

Legislative Services



To: Mayor and Members of Council

From: Brianna Coughlin, Division Leader – Legislative Services

Date: April 9, 2025

Subject: Strong Mayor Powers under the *Municipal Act, 2001*

Recommendation

This report is presented for information only at the April 29, 2025 Council meeting.

Strategic Objectives

This report does not directly align with a Strategic Objective; however, it is being brought forward due to the expansion of strong mayor powers to the Municipality of Lakeshore, as legislated by the Province of Ontario through the *Municipal Act, 2001*.

Background

Part VI.1 of the *Municipal Act, 2001*, S.O. 2001, c. 25 grants special powers and duties (strong mayor powers) to the head of council of designated municipalities listed in Ontario Regulation 530/22, *Strong Mayors, Building Homes Act, 2022*, and *Better Municipal Governance Act, 2022*. Currently, there are 47 Ontario municipalities where the head of council has strong mayor powers and duties.

The Ministry of Municipal Affairs and Housing is proposing amendments to [Ontario Regulation 530/22](#) under the *Municipal Act, 2001* to expand the list of municipalities where the head of council has strong mayor powers and duties, to include certain single-tier and lower-tier municipalities with a council composition size of six members or more, to help these municipalities move forward on shared provincial-municipal priorities.

It is proposed that amendments to Ontario Regulation 530/22 would come into effect on May 1, 2025.

The Municipality of Lakeshore received notice of the proposed changes from the Minister of Municipal Affairs and Housing on April 9, 2025.

This report outlines new powers and duties of the mayor if and when these powers come into force in the Municipality of Lakeshore.

Comments

Under Part V1.1 of the [Municipal Act, 2001](#), the mayor has the following special powers and duties as the head of Council:

- Appointing and dismissing the Chief Administrative Officer*
- Hiring and dismissing certain municipal department heads, and establishing and reorganizing departments*
 - Exclusions to this power include the Clerk or deputy, Treasurer or deputy, Chief Building Official, Fire Chief, Integrity Commissioner or other employee listed by legislation.
- Creating committees of Council that consist solely of members of Council, assigning their functions and appointing the chairs and vice-chairs*
- Proposing the municipal annual budget, which would be subject to Council amendments, a mayoral veto and a Council override process
- Vetoing certain by-laws if the mayor 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, despite the requirements of the Procedure By-law, if the mayor is of the opinion that considering the matter could potentially advance a provincial priority
- Directing municipal staff in writing to undertake research, provide advice, or carry out duties related to the mayoral special powers.

*The mayor may choose to delegate these specific powers and duties.

The mayor is required to exercise these powers in writing, give notice to the Clerk and Council, and make decisions and directives available to the public, subject to the *Municipal Freedom of Information and Protection of Privacy Act*.

Provincial priorities are set out in [Ontario Regulation 580/22](#) and include the following:

1. Building 1.5 million new residential units by December 31, 2031.
2. Constructing and maintaining infrastructure to support housing, including, transit, roads, utilities, and servicing.

As these provincial priorities are set by regulation, the provincial government may change priorities at any time, at its own discretion, without consulting municipalities.

The Ministry of Municipal Affairs and Housing has updated the [Councillors Guide](#) with respect to strong mayor powers in order to provide information to the public and elected members.

Immunity Provision

Mayoral decisions that exercise strong mayor powers (including vetoes) are protected by an immunity provision under Part VI.1 of the *Municipal Act, 2001*. Where exercised “legally” and “in good faith”, such decisions of the mayor shall not be quashed or open to review by any court due to the unreasonableness or supposed unreasonableness of the decision or exercise of veto or other power.

Impact on Administrative Processes

Administration will have to undertake significant work to transition the municipality to strong mayor powers, such as:

- creating an online repository to post mayoral decisions and directions
- creating templates for decisions, notice, vetos and overrides
- making amendments to numerous municipal by-laws and policies, such as the Procedure By-law, Chief Administrative Officer By-law, Council/Staff Relations Policy, hiring and termination policies and procedures, etc.
- increasing communications and providing education on these changes will be required for the public to best understand how decisions are being made by their municipal council or their strong mayor
- timelines will need to be adjusted to allow for potential delays with matters that are subject to mayoral veto and Council override
- significant Changes will need to be made to the municipal budgeting process which will affect timelines for budget preparation.

Administration is working to review best practices, establish templates and review matters that have been decided via strong mayor powers to best inform the Mayor and Council.

Appended to this report as Attachment A is a chart with Strong Mayor Powers and Duties. This is being provided as an information document to assist Administration with a higher level of understanding on how these powers will affect the municipality in different forms.

Financial Impacts

At this time, any financial impacts are unknown.

There may be additional cost for staffing to support the Mayor as a result of increased requests, or as a result of establishing or reorganizing departments.

Should the Mayor dismiss or remove any members of Administration without cause, there may be a financial impact to the Municipality.

Attachments

Appendix A – Strong Mayor Powers and Duties chart

Report Approval Details

Document Title:	Strong Mayor Powers under the Municipal Act, 2001.docx
Attachments:	- Appendix A - Strong Mayor Powers and Duties - Chart.pdf
Final Approval Date:	Apr 22, 2025

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

Prepared by Brianna Coughlin

Submitted by Susan Hirota

Approved by the Corporate Leadership Team

Strong Mayor Powers and Duties

Power or Duty	Powers and Duties under Part V1.1 of the <i>Municipal Act, 2001</i>	Can the Power or Duty be Delegated?	Process under Part V1.1	Public Notice
Chief Administrative Officer (CAO)	<p>The mayor has the power and discretion to:</p> <ol style="list-style-type: none"> 1. appoint and dismiss the CAO; and 2. assign “other duties” to the CAO. <p>A person who holds the CAO position immediately before the municipality being designated, continues in the position until they are dismissed or their appointment revoked by the Mayor (section 284.15 (Transition)).</p>	Yes; only to Council.	<p>In writing.</p> <p>Provide written record of direction to the Clerk and each member of Council by the next business day.</p>	Written record to be made available to public, subject to the <i>Municipal Freedom of Information and Protection of Privacy Act</i> (MFIPPA).
Organizational Structure	<p>Power to determine the “organizational structure” of the municipality assigned to mayor, subject to exceptions.</p> <p>Includes the power to hire, dismiss or exercise any other prescribed employment powers with respect to the “head of any division” or “head of any other part of the organizational structure”.</p> <p>These powers do not apply to statutory officers:</p> <ol style="list-style-type: none"> 1. The clerk or deputy clerk. 2. A treasurer or deputy treasurer. 3. An Integrity Commissioner. 	Yes; only to the CAO or Council.	<p>In writing.</p> <p>Provide written record of direction to the Clerk and CAO by the next business day.</p>	Written record to be made available to public, subject to (MFIPPA).

Power or Duty	Powers and Duties under Part V1.1 of the <i>Municipal Act, 2001</i>	Can the Power or Duty be Delegated?	Process under Part V1.1	Public Notice
	<p>4. An Ombudsman.</p> <p>5. An Auditor General.</p> <p>6. A registrar for lobbying matters (section 223.11).</p> <p>7. A chief building official, as defined in the <i>Building Code Act, 1992</i>.</p> <p>8. A chief of police, as defined in the <i>Police Services Act</i>.</p> <p>9. A fire chief, as defined in the <i>Fire Protection and Prevention Act, 1997</i>.</p> <p>10. A medical officer of health, as defined in the <i>Health Protection and Promotion Act</i>.</p> <p>11. Other officers or heads of divisions required to be appointed under this or any other Act.</p> <p>12. Any other prescribed persons.</p> <p>The current organizational structure remains in place, until it is changed by the mayor (section 284.6(4)).</p> <p>The current heads of divisions and heads of other divisions continue in their positions until they are dismissed by the mayor (section 284.6(5)).</p> <p>The powers to hire or dismiss employees apply to persons regardless of when that person started their</p>			

Power or Duty	Powers and Duties under Part V1.1 of the <i>Municipal Act, 2001</i>	Can the Power or Duty be Delegated?	Process under Part V1.1	Public Notice
	employment (section 284.6(6)).			
Directions to Municipal Employees	<p>The mayor may direct municipal employees to undertake research and provide advice on policies and programs of the municipality, or of the mayor as they relate to the powers and duties under Part VI.1.</p> <p>The mayor may also direct municipal employees to carry out duties related to the exercise of the power or performance of the duty, including implementing any decisions made by the mayor under Part VI.1.</p>	No.	<p>In writing.</p> <p>Provide written record of direction to the Clerk and CAO by the next business day.</p>	Written record to be made available to public, subject to (MFIPPA).
Local Boards	<p>Power to appoint chairs and vicechairs of “prescribed local boards”.</p> <p>A person who holds the position of Chair or Vice-Chair immediately before the municipality being designated, continues in the position until they are dismissed or their appointment revoked by the mayor (section 284.15.(1).2).</p> <p>The mayor may dismiss or revoke the appointment of a chair or vicechair of a local board, regardless of when they started their position (section 284.15(2)).</p>	Yes.	<p>In writing.</p> <p>Provide written record of direction to the Clerk and Council by the next business day.</p>	Written record to be made available to public, subject to (MFIPPA).

Power or Duty	Powers and Duties under Part V1.1 of the <i>Municipal Act, 2001</i>	Can the Power or Duty be Delegated?	Process under Part V1.1	Public Notice
Committees	<p>Power with respect to prescribed committees, or committees within a prescribed class of committees:</p> <ol style="list-style-type: none"> 1. The power to establish or dissolve committees. 2. The power to appoint chairs and vice-chairs of committees. 3. The power to assign functions to committees. <p>Currently, prescribed committees are those established under the <i>Municipal Act, 2001</i> that consist solely of members of Council.</p>	Yes; only to Council.	<p>In writing.</p> <p>Provide written record of direction to the Clerk and Council by the next business day.</p>	Written record to be made available to public, subject to (MFIPPA).
Provincial Priorities	<p>The mayor can, despite any procedural by-law, require Council to consider any matter at a meeting that could potentially advance a prescribed provincial priority.</p> <p>Provincial priorities are currently prescribed under Ontario Regulation 580/22.</p>	No.	<p>In writing.</p> <p>Provide written record of direction to the Clerk and Council by the next business day.</p>	Written record to be made available to public, subject to (MFIPPA).
By-laws Advancing Provincial Priorities	<p>The mayor can, despite any procedural by-law, propose a by-law to Council at a meeting that could potentially advance a prescribed provincial priority and require Council to vote on it.</p>	No.	Provide of copy of the by-law to the Clerk and Council, along with reasons.	Written record to be made available to public, subject to (MFIPPA).

Power or Duty	Powers and Duties under Part V1.1 of the <i>Municipal Act, 2001</i>	Can the Power or Duty be Delegated?	Process under Part V1.1	Public Notice
	<p>This power does not apply to the following by-laws:</p> <ol style="list-style-type: none"> 1. procedural by-law (under section 238), 2. yearly budget by-laws (under section 290), or 3. by-laws with respect to filling vacancies in the office of a member of Council (under section 263). <p>This power does apply to development charges bylaws (under section 2 of the <i>Development Charges Act, 1997</i>).</p> <p>Despite any procedural by-law, and despite section 245 (Tie Votes), a by-law proposed under this section is passed if more than one third (1/3) of the members of Council vote in favour of the by-law.</p>			
Veto By-laws Interfering with Provincial Priorities	<p>The mayor can, despite any procedural by-law, veto all or part of a by-law that could potentially interfere with a prescribed provincial priority.</p> <p>This power applies to the following by-laws:</p> <ol style="list-style-type: none"> 1. by-laws passed under the <i>Municipal Act, 2001</i>, except for the procedural by-law or yearly budget by-laws; 2. by-laws passed under the <i>Planning Act</i>; and 	No.	<p>If the mayor intends to consider vetoing the by-law, they must provide written notice to the Clerk and Council within 2 days of the by-law passage.</p> <p>After notice is provided, the mayor must decide whether or not to veto the by-law within 14 days.</p>	<p>Written record to be made available to public, subject to (MFIPPA).</p> <p>With respect to by-laws under the <i>Planning Act</i> (such as Official Plan or Zoning By-law</p>

Power or Duty	Powers and Duties under Part V1.1 of the <i>Municipal Act, 2001</i>	Can the Power or Duty be Delegated?	Process under Part V1.1	Public Notice
	3. development charges by-laws (under section 2 of the <i>Development Charges Act, 1997</i>).		<p>If the by-law is vetoed, the mayor must provide the Clerk a “written veto document”, which needs to include the veto and the reasons for the veto.</p> <p>The Clerk shall provide the veto document to each member of Council and make it available to the public.</p> <p>Within 21 days of receiving the veto document, Council can override the veto with a 2/3 vote.</p> <p>For clarity: the mayor may vote as a member of Council in a vote to override a veto.</p>	amendments), notice requirements still apply, as do open house and hearing provisions of the <i>Act</i> ; this section does not relieve the mayor of these duties.
Budget	<p>On or before February 1, the mayor shall prepare a proposed budget, that includes estimates of sums required under section 290(1) of the <i>Municipal Act, 2001</i>, and provide said proposed budget to Council for its consideration and make it available to the public.</p> <p>If the mayor does not meet this deadline, Council must</p>	No. However, the mayor may provide written direction to Administration to prepare the budget.	<p>The mayor must provide the proposed budget to the Clerk and Council (on or before February 1 of each year).</p> <p>After receiving the proposed budget, and within 30 days, Council can pass a resolution to amend</p>	Written record to be made available to public, subject to (MFIPPA).

Power or Duty	Powers and Duties under Part V1.1 of the <i>Municipal Act, 2001</i>	Can the Power or Duty be Delegated?	Process under Part V1.1	Public Notice
	prepare and adopt the budget.		<p>the budget. (Note: Council may pass a resolution to shorten this timeline).</p> <p>If no resolution to amend within the timeline, the proposed budget is deemed to be adopted.</p> <p>If a resolution to amend the budget is made, the mayor may veto the resolution within 10 days. The mayor must provide a written “veto document” to each member of Council and the Clerk, including reasons for the veto.</p> <p>If a veto is made, Council may override the veto within 15 days with a 2/3 vote (Note: Council may pass a resolution to shorten this timeline).</p> <p>After the expiry of the time period for Council to override the mayor’s veto, the proposed budget is deemed to be adopted.</p>	

Power or Duty	Powers and Duties under Part V1.1 of the <i>Municipal Act, 2001</i>	Can the Power or Duty be Delegated?	Process under Part V1.1	Public Notice
			If, under section 5.3 of the <i>Municipal Conflict of Interest Act</i> , the mayor is prohibited from using the power and exercising the duty to prepare the proposed budget for the municipality with respect to a matter, Council may pass a resolution to amend the proposed budget with respect to the matter; and the mayor may not veto the resolution.	
In-year Budget Amendments	<p>The mayor may prepare a proposed budget amendment in the year for a “general local municipality levy” or “special local municipality levy”.</p> <p>Council remains authorized to make in-year budget amendments where no supplementary levy is required and the budget remains balanced (such as quarterly variance reports result in moving budgeted amounts from reserves, etc.).</p>	No.	<p>The mayor must provide the proposed budget amendment to the Clerk and Council.</p> <p>After receiving the proposed amendment, and within 21 days, Council can pass a resolution to amend the budget amendment. (Note: Council may pass a resolution to shorten this timeline).</p> <p>If no resolution to amend within the timeline, the</p>	Written record to be made available to public, subject to (MFIPPA).

Power or Duty	Powers and Duties under Part V1.1 of the <i>Municipal Act, 2001</i>	Can the Power or Duty be Delegated?	Process under Part V1.1	Public Notice
			<p>proposed budget amendment is deemed to be adopted.</p> <p>If a resolution to amend the budget is made, the mayor may veto the resolution within 5 days. The mayor must provide a written “veto document” to each member of Council and the Clerk, including reasons for the veto.</p> <p>If a veto is made, Council may override the veto within 10 days with a 2/3 vote (Note: Council may pass a resolution to shorten this timeline).</p> <p>After the expiry of the time period for Council to override the mayor’s veto, the proposed budget amendment is deemed to be adopted.</p>	

Municipality of Lakeshore – Report to Council

Operations

Public Works



To: Mayor and Members of Council

From: Jeff Wilson, Division Leader – Public Works

Date: March 27, 2025

Subject: 2025 Contract Award for the Purchase of Two Large Fleet Vehicle

Recommendation

Award the contract to Viking-Cives Ltd for the purchase of two (2) 2026 47 x Tandem Axle, Cab, Chassis, One Way Plow and Wing from Western Star Team Truck Center in the amount of \$972,133.63 (including applicable HST); and

Approve the disposal of the Public Works Service Trucks Unit #623 and 618 in accordance with the Sale of Corporate Vehicles Policy AD-209, returning the applicable disposal funds to the Vehicle and Equipment Reserve, as presented at the April 29, 2025 Council meeting.

Strategic Objectives

The following Strategic Objective is applicable to this project:

1a) Building and Stewarding Municipal Infrastructure - Update Asset Management Plan

Background

In the 2025 budget, Council approved the purchase of two (2) large fleet vehicles under Public Works. The two (2) 2026 tandem axle cab and chassis will replace Units #623 and #618. These trucks are being replaced as they are over the useful service life of twelve (12) years. Lifecycle replacement of 12 years is common across the municipal environment, specifically for this type of large fleet vehicle.

Escalating repair costs and limited parts availability have added to the ongoing problem with ensuring the existing equipment is in running condition when needed to provide and maintain a consistent level of service.

The total operating costs for Units #623 and #618 over the past six years are a combined \$311,109.00, which is over half of the budgeted amount for one new vehicle.

Comments

These vehicles are being procured through the Local Authority Services (LAS) Municipal Buying Group #: LAS1362, (under the CANOE CONTRACT #: 062222-VCM) which allows the manufacturer/dealer to access more discounts than going through a formal tender process. This process is allowed through Lakeshore's Purchasing Policy.

The costs associated with this purchase include a 7 year/161,000 km power train warranty.

Buying Groups are allowed under Section 7 of the Procurement Policy which states the following:

7.0 Cooperative Procurement and Buying Groups

7.1 Permitted

The Procurement Office is authorized to enter into arrangements with area municipalities, local boards and other public bodies or authorities for the purchase of Deliverables on a cooperative or joint basis where there are economic advantages to doing so; provided that under any such approved arrangement the methods used are competitive and that all approvals from the relevant Approval Authorities are received before committing to the joint purchase process. The Purchasing Specialist shall maintain a list of approved Buying Groups.

Through the LAS Municipal Buying Group, three quotes were received for cab and chassis and have been included below:

Description	Contract Cost (excluding applicable HST)	Contract Cost (including applicable HST)
International Carrier Truck Center Inc	\$947,094.00	\$963,762.85
Freightliner Premier Truck Group	\$948,630.00	\$965,325.89
Western Star Team Truck Center	\$955,320.00	\$972,133.63

Although the price difference between the high and low bidder is \$8,370.78 (including applicable HST), Administration is recommending the cab and chassis be supplied by Western Star Team Truck Center based on equipment quality as well as the resale value being higher for this manufacturer.

If Council wishes to choose the lowest price submission and award the contract to Viking-Cives Ltd in the amount of \$963,762.85 to supply the cab & chassis by

International Carrier Truck Center Inc the recommendation would require a modified recommendation.

Financial Impacts

The table below outlines the associated costs of the purchase and the financial impact:

Description	Contract Cost (including applicable HST)	2024 Budget	(Over)/under (including applicable HST)
Western Star Team Truck Center	\$972,133.63	\$1,000,000.00	\$55,732.74
Total	\$972,133.63		\$55,732.74

The pricing provided for this vehicle from Viking-Cives Ltd will be honored until the end of April 2025.

Based on the above, Administration recommends that Council award the contract to Viking-Cives Ltd in the amount of \$972,133.63 (including applicable HST).

Based on the statement below provided by the vendor (Viking-Cives Ltd), the under amount of \$55,732.74 will still be available in the event tariffs or other unforeseen economic global conditions do not adversely affect the cost of these vehicles at the time of order

“Due to global economic conditions beyond our control, including potential changes in tariffs or trade policies, pricing on this quotation may no longer be valid at time of order.”

If the above impact remains within the allocated budget after application of these additional fees, Administration will return a lesser amount to the Vehicle and Equipment Reserve, however in the event the applicable fees may be over the budget amount, then approval will be obtained by Council for any additional fees required to be paid by the Vehicle and Equipment Reserve for this equipment.

Report Approval Details

Document Title:	2025 Contract Award for the Purchase of Two (2) Large Fleet Equipment.docx
Attachments:	
Final Approval Date:	Apr 22, 2025

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

Prepared by Jeff Wilson

Submitted by Krystal Kalbol

Approved by the Corporate Leadership Team

Municipality of Lakeshore – Report to Council

Operations

Public Works



To: Mayor and Members of Council

From: Jeff Wilson, Division Leader - Public Works

Date: March 31, 2025

Subject: 2026 Contract Award for the Purchase of One Motor Grader and Attachments

Recommendation

Award the contract for the purchase of a 2026 Motor Grader Model #140LVR and attachments to Toromont Cat in the amount of \$599,620.80 and;

Approve the disposal of the Public Works Motor Grader Unit #304 in accordance with the Sale of Corporate Vehicles Policy AD-209, returning the applicable disposal funds to the Vehicle and Equipment Reserve, as presented at the April 29, 2025 Council meeting.

Strategic Objectives

1a) Building and Stewarding Municipal Infrastructure - Update Asset Management Plan

Background

In the 2024 budget, Council approved an amount of \$500,000.00 for the purchase of a new motor grader to replace unit #304 a 1990 John Deer 770BH road grader.

Unfortunately, the budget was insufficient to cover the grader and the required attachments.

Therefore, Administration included additional funds in the 2025 budget in the amount of \$150,000.00 to cover the attachments required for the replacement grader. The attachments include an eliminator, one-way plow and wing.

Council approved this in the 2025 budget.

The combined 2024 and 2025 budgets are in the amount of \$650,000.00 for the replacement of the grader and attachments.

Comments

The procurement of the 2026 motor grader and attachments outlined in this report are being procured through the LAS buying group in compliance under the Sourcewell Contract # 011723-CAT.

Buying Groups are allowed under Section 7 of the Procurement policy which states the following:

7.0 Cooperative Procurement and Buying Groups

7.1 Permitted

The Procurement Office is authorized to enter into arrangements with area municipalities, local boards and other public bodies or authorities for the purchase of Deliverables on a cooperative or joint basis where there are economic advantages to doing so; provided that under any such approved arrangement the methods used are competitive and that all approvals from the relevant Approval Authorities are received before committing to the joint purchase process. The Purchasing Specialist shall maintain a list of approved Buying Groups.

Below are the estimates received:

Description	Contract Cost (excluding applicable HST)	Contract Cost (including applicable HST)
Toromont Cat	\$589,250.00	\$599,620.80
Brant Tractor	\$611,900.00	\$622,669.44

Financial Impacts

The table below summarizes the financial impact:

Description	Contract Cost (including applicable HST)	2024 Budget	Over/under (including applicable HST)
Toromont Cat	\$599,620.80	\$650,000.00	\$50,379.20
Total	\$599,620.80		\$50,379.20

The approved budget allocated for the Motor Grader and attachments is \$650,000.00. The contract amount submitted by Toromont Cat is \$599,620.00, including applicable HST and is within budgeted amounts.

Based on the above, Administration recommends that Council proceed with awarding the contract to Toromont Cat. in the amount of \$599,620.80, including applicable HST.

The under budget amount of \$50,379.20 will be returned to the Vehicle and Equipment Reserves unless unforeseen financial impacts affect the costs when ordered due to global uncertainty and possible tariffs.

The disposal amount for Unit #304 will also be returned to the Vehicle and Equipment Reserves.

Report Approval Details

Document Title:	Contract Award for a 2026 Motor Grader and Attachments.docx
Attachments:	
Final Approval Date:	Apr 22, 2025

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

Prepared by Jeff Wilson

Submitted by Krystal Kalbol

Approved by the Corporate Leadership Team

Municipality of Lakeshore – Report to Council

Operations

Public Works



To: Mayor and Members of Council

From: Jeff Wilson, Division Leader – Public Works

Date: April 22, 2025

Subject: Tender Award - 2025 Supply and Place Gravel Program

Recommendation

Award the 2025 Supply and Place Gravel Program in the total amount of \$428,877.70, including applicable HST, based on the below schedules:

Schedule 1 – Supply and Place Gravel to Shepley Excavating & Road Maintenance Ltd. in the amount of \$284,989.06, including applicable HST; and

Schedule 2 – Supply and Stockpile Gravel to Quinlan Inc. in the amount of \$143,888.64 including applicable HST.

Approve the overage amount of \$33,877.70 to be funded from the Roads Reserves, all as presented at the April 29, 2025 meeting all as presented at the April 29, 2025 meeting.

Strategic Objectives

The Tender Award – 2025 Supply and Place Gravel Program is represented by the following strategic objective:

1a) Building and Stewarding Municipal Infrastructure - Update Asset Management Plan

Background

Annually, the Supply and Place Gravel Program is budgeted and includes 2 components:

1) Component 1

Existing gravel roadways receive full maintenance based on a three-to-five-year cycle based on condition, pending field assessments.

The Supply and Place Gravel Program identified a total of 9.6 kilometers of roadway to receive loose top maintenance, as put forward in the 2025 budget.

The proposed roadways within Component 1) with the respective lengths, are listed below:

Road Name	From	To	Section ID	Length (m)
Lakeshore Road 209	County Road 46	South Middle Road	0357	1328
Wallace Line Road	County Road 42	County Road 22	0742	2814
Grey Line Road	Romney & Tilbury Townline	Kent Road 1	0207	1551
Lakeshore Road 125	County Road 42	Byrnedale Road	0241	3030

2) Component 2

Supply and Stockpile additional gravel over and above the quantities required to complete Component 1.

This gravel is stockpiled at both the West and East Public Works Yards and is utilized for shouldering on hardtop roads, general maintenance (potholes on gravel roads, fine grading, etc.) as well as projects such as culvert replacements and storm sewer repairs throughout the year.

The required stockpile amounts (based on previous annual amounts required) are identified below:

Yard	Amount (tonnes)
Lakeshore West Public Works	2500
Lakeshore East Public Works	2500

Comments

The tender for Supply and Place Gravel was publicly advertised on the Bids & Tenders website on March 25, 2025. The tender closed on April 16, 2025.

Two (2) tenders were received prior to tender closing.

The following summarizes the tender amounts received based on the two components:

Tenderer	Price (excluding HST)	Price (including applicable HST)
Schedule 1 - Supply and Place Gravel (Component 1)		
Shepley Excavating & Road Maintenance Ltd.	\$280,060.00	\$284,989.06
Quinlan Inc	\$ 739,992,600.00	\$753,016,469.76
Schedule 2 – Supply and Stockpile Gravel (Component 2)		
Shepley Excavating & Road Maintenance Ltd.	\$ 144,500.00	\$147,043.20
Quinlan Inc	\$141,400.00	\$143,888.64

Financial Impacts

The financial impact has been summarized below:

Project items	Contract Amount (excluding HST)	Contract Amount (including applicable HST)
Component 1) Supply and Place Gravel	\$280,060.00	\$284,989.06
Component 2) Stockpile Gravel	\$141,400.00	\$143,888.64
Total	\$421,460.00	\$428,877.70
2025 Budget		\$395,000.00
Difference (over)/under		(\$33,877.70)

The overage amount reflected in the table above is an approximate 6% increase for the cost of granular compared to the 2024 maintenance program.

Administration recommends that Council award the tender in the total amount of \$428,877.70 including applicable HST based on the following:

- Schedule 1 – Supply and Place Gravel to be awarded to Shepley Excavating & Road Maintenance Ltd. In the amount of \$284,989.06 including applicable HST; and
- Schedule 2 – Supply and Stockpile Gravel to be awarded to Quinlan Inc. in the amount of \$143,888.64 including applicable HST.

It is also recommended that Council approve the over budget amount of \$33,877.70, including applicable HST to be funded from the Roads Reserves.

Attachments

2025 Supply and Place Gravel Map

Report Approval Details

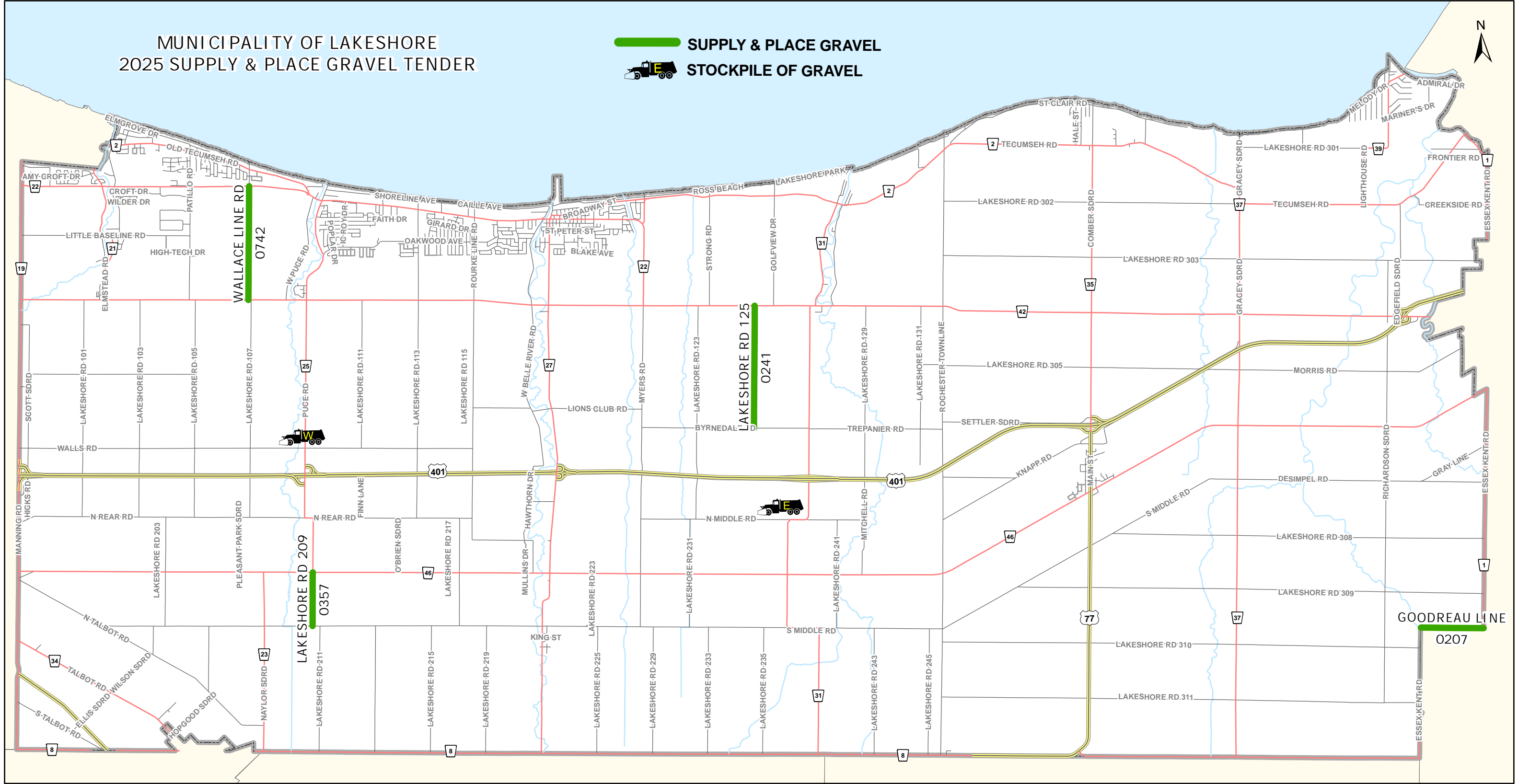
Document Title:	Tender Award - 2025 Supply and Place Gravel Program.docx
Attachments:	- SupplyPlaceGravel25.pdf
Final Approval Date:	Apr 22, 2025

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

Prepared by Jeff Wilson

Submitted by Krystal Kalbol

Approved by the Corporate Leadership Team



Municipality of Lakeshore – Report to Council

Operations

Capital Projects



To: Mayor and Members of Council

From: Wayne Ormshaw P.Eng., Division Leader – Capital Projects

Date: April 7, 2025

Subject: RFT for Comber Gathering Centre (Design Build)

Recommendation

Award the tender for RFT for the Comber Gathering Centre (Design Build) to Barrinetti Construction Ltd. for a total tender cost of \$315,837.60, including applicable HST as presented at the April 29, 2025 Council meeting.

Strategic Objectives

2c) Developing Our Future Communities - Design and build one park per term

Background

At the March 19, 2024 regular meeting of Council, Council approved the report: Hydro One Networks Inc. (HONI) Funding –Community Benefit Projects, Phase 1.

As outlined in the report, \$502,000 was identified to provide for a grassed parkette with benches, shade structures (gazebo), trees (including evergreens for holiday lighting).

In June 2024, 6311 Main Street, Comber was acquired by the Municipality for the location of the Comber Gathering Centre.

Comments

Along with the acquisition of 6311 Main Street, concept drawings of the Comber Gathering Centre were completed by Landscape Effects (as per the attached) in conjunction with the Municipality during the end of 2024/beginning of 2025 for the purposes of undertaking design and construction.

Based on the concept plans the project was posted as a design build project to Bids & Tenders on Friday July 12, 2024.

Two (2) compliant bids were received prior to tender closing on Wednesday April 2, 2025 and opened in accordance with the online bidding process.

Bidder	Total Tender Amount (excluding HST)	Total Tender Amount including applicable HST)
Barrinetti Construction Ltd.	\$310,375.00	\$315,837.60
Greenlight General Contracting Inc.	\$542,219.50	\$551,762.57

The following contingency items were included in the Request for Tender (RFT) as unit cost items to add or reduce from the total cost tendered:

- Add an architectural railing to the perimeter of the shade structure;
- Removal/Increase numbers of benches and concrete pads;
- Removal/Increase Pathway Lighting;
- Removal/Increase Landscape trees;
- Removal/Increase Concrete sidewalk/pad; and
- Replacement of seeding with sod.

The total cost for the above contingency items is \$39,973.75.

Following tender closing, a discussion was held with the low bidder to identify if any additional savings could be recognized during the design stage of the project. The low bidder is satisfied that cost reductions can be made by utilizing the above contingency options for reductions and possible changes to the shade structure whilst remaining in keeping with the concept design appearance.

Administration is satisfied that Barrinetti Construction Ltd. has the required equipment and labour expertise to undertake this project and recommends the award of the Comber Gathering Centre (Design Build) project to Barrinetti Construction Ltd.

Financial Impacts

A detailed breakdown of the costs and budget are included below:

Watermain Replacement on West Puce Road and County Road 22	Project cost (including applicable HST)	Budget
Pre-design costs including land acquisition, concept plans, advanced tree planting, etc.	\$180,359.88	
Total Tender Costs	\$315,837.60	
Total Project Costs	\$496,197.48	
Total Budget		\$502,000.00
Surplus		\$5,802.52

A surplus for the project is currently \$5,802.52. Upon project completion, this surplus and any additional recognized savings from the identified contingency items above will be returned to the Hydro One Community Benefit Project fund.

Attachments

Attachment 1) Concept design for the Comber Gathering Centre

Report Approval Details

Document Title:	RFT for Comber Gathering Centre (Design Build).docx
Attachments:	- Concept Street View.pdf
Final Approval Date:	Apr 22, 2025

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

Prepared by Wayne Ormshaw

Submitted by Krystal Kalbol

Approved by the Corporate Leadership Team

View:
Head on from street



Municipality of Lakeshore – Report to Council

Community Health and Safety

Corporate Leader - Community Health and Safety Services



To: Mayor and Members of Council

From: Frank Jeney, Corporate Leader – Community Health and Safety Services

Date: March 26, 2025

Subject: Lakeshore Pickleball Association Agreement

Recommendation

Direct the Clerk to read By-law 35-2025, being a by-law to authorize the Mayor and Clerk to execute a Facility Agreement between the Municipality of Lakeshore and the Lakeshore Pickleball Association, all as presented at the Regular Council meeting of April 29, 2025.

Strategic Objectives

This does not relate to a Strategic Objective however it is a core service of the Municipality.

Background

At the Regular Council meeting of March 25, 2025, Council passed the following resolution:

Resolution #83-08-2025

Direct the Clerk to read By-law 22-2025, being a by-law to adopt the Outdoor Tennis and Pickleball Clubs Policy, during the Consideration of By-laws, as presented at the March 25, 2025 Council meeting.

Result: Carried Unanimously

Comments

In the spring of 2024, the Lakeshore Pickleball Association (LPA) submitted a request to the Corporate Leader Community Health and Safety Services to enter into an agreement with the Municipality of Lakeshore for the exclusive use of dedicated court times at the Atlas Tube Recreation Centre newly refurbished outdoor pickleball courts.

Administration has confirmed that the LPA holds all the required documents listed in the Lakeshore Outdoor Tennis and Pickleball Clubs Policy, to authorize it to enter into an agreement for the use of the ATRC Pickleball Courts. A Facility Agreement has been prepared by Lakeshore's Legal Services Division that outlines the exclusive use rights of the ATRC courts by the LPA and associated premises, as well as its responsibilities, restrictions of use, maintenance requirements, insurance requirements, and financial obligations of the LPA. The Facility Agreement also sets out the obligations of the Municipality in accordance with the Policy.

The Facility Agreement shall be in effect for five (5) years beginning May 1, 2025, with the option to renew it for two further five-year terms.

Details of the Facility Agreement include:

- Exclusive use of the six ATRC Pickleball Courts for 34 hours per week as agreed upon annually, as well as the right to host up to two tournaments annually or other special events.
- Annually, the request for the 34-hour per week schedule block will be provided to administration no later than January 31st for review, adjustments and approval.
- The LPA promoting and operating a minimum of three (3) outdoor open houses or outdoor tournaments annually to promote and create access to pickleball knowledge in Lakeshore.
- LPA will pay an annual rent of \$2,000, plus HST, to the Municipality by June 1st of each year during the initial term. The rent may be increased if the term is renewed.
- LPA shall provide a certificate of insurance of no less than \$5,000,000.00.

Financial Impacts

The LPA agrees to pay an annual rent, plus HST, to the Municipality of Lakeshore. The annual rent of \$2,000 is based on a 34-hour per week exclusive use court schedule.

Any fundraising, sponsorships, naming rights, or partnership projects intended for capital improvements to the ATRC pickleball courts will require negotiations and approval by Lakeshore Council at annual budget deliberations.

An outdoor tennis and pickleball courts reserve account will be created and fees collected by the Facility Agreement, and the annual key holder sales will go to future improvements to all Lakeshore outdoor tennis and pickleball courts.

Report Approval Details

Document Title:	Lakeshore Pickleball Association Agreement.docx
Attachments:	
Final Approval Date:	Apr 22, 2025

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

Prepared by Frank Jeney

Approved by the Corporate Leadership Team

Municipality of Lakeshore

By-law 35-2025

Being a By-law to Authorize a Facility Agreement with the Lakeshore Pickleball Association

Whereas section 9 of the *Municipal Act, 2001*, S.O. 2001, c. 25, provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

And whereas it is deemed necessary to enter into a facility agreement with the Lakeshore Pickleball Association as recommended by the Corporate Leader – Community Health and Safety Services at the April 29, 2025 Council meeting;

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

1. The Mayor and the Clerk are authorized to execute a facility agreement with the Lakeshore Pickleball Association, with the form approved by Legal Services and the content approved by the Corporate Leader – Community Health and Safety Services.
2. The authority granted in Section 1 includes the authority to execute any routine or housekeeping amendments that do not materially change the intent of the agreement.
3. The authority granted in Section 1 includes the authority to extend for two further five-year terms upon the recommendation of the Corporate Leader – Community Health and Safety Services.
4. In the event of a conflict between this by-law and another Lakeshore by-law, this by-law prevails.
5. This By-law comes into force and effect upon passage.

Read and passed in open session on April 29, 2025.

**Mayor
Tracey Bailey**

**Clerk
Brianna Coughlin**

Municipality of Lakeshore

By-law 37-2025

**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 April 8, 2025 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 April 29, 2025.

**Mayor
Tracey Bailey**

**Clerk
Brianna Coughlin**