

## **THE CORPORATION OF THE TOWN OF LAKESHORE**

### **CHIEF ADMINISTRATIVE OFFICER**

**TO:** Mayor and Members of Council  
**FROM:** Truper McBride, Chief Administrative Officer  
**DATE:** December 10, 2019  
**SUBJECT:** Major Accomplishments of 2019

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#### **RECOMMENDATION:**

It is recommended that:

1. Council receive the report for information of the Chief Administrative Officer entitled, *Major Accomplishments of 2019*, as presented at the December 10, 2019 Council meeting.

#### **BACKGROUND:**

This report aims to provide a summary of some of the great successes that Council and Administration have contributed to as a team. Lakeshore employees are dedicated to the betterment of the community and work hard to implement the vision of Council to make Lakeshore one of the best communities to live, work and play. Though not all accomplishments have been listed, this report provides an opportunity to celebrate the work of staff guided by Council's leadership and vision for Lakeshore.

#### **COMMENTS:**

Administration achieved many goals and objectives in 2019 as directed and supported by Council through the 2019 Budget, the Strategic Plan, the many master plans and studies.

The primary purpose of the Chief Administrative Officer is to ensure Council's priorities, goals and objectives are efficiently and effectively carried out. The following list is a summary of corporate achievements:

#### **Priority One: Sustainable Community Development**

- Lighthouse Cove Secondary Plan – held two open houses to present the findings of the technical studies.
- West Beach/Marina/Lakeview Park Plan – Submitted ICIP grant application to support the phasing build out of the park plan. Final engagement on this park plan to be completed in January and then proceeding to Council in February for final adoption.

- ATC Park Plan - further stakeholder engagement with Minor Soccer and Baseball is being scheduled. Park Concept Plans will be subsequently developed that will be used to support further engagement on this park in the new year.
- Wallace Woods Secondary Plan – Sub regional watershed plan now being finalized with intent to have the Plan finalized in 2020 to greenlight new development opportunities.
- Converted two transient docks to seasonal rentals
- Floating Dock replacements
- Optimist Park Playground replacement
- Playground accessibility improvements at Comber, Girard and River Downs Parks
- Maidstone Park Trail Replacement around new playground
- Johnson Park Pavillion Replacement
- Concrete path replacement – 11<sup>th</sup> to Royal Crescent
- Concrete walkway connecting to the Jetty
- Painting of Lakeview Park splash pad
- Atlas Tube Centre drainage improvements
- Accessible picnic tables and benches (6)
- Rubber surface replacement for the playground at Lakeview Park
- Placement of Trees (60) Benches (12) along the Atlas Tube Centre pathway
- Deep well garbage receptacles (8)
- Water Bottle fill station at the Libro Community Centre
- Generator at Fire Station 1 and 4
- Comber Medical Centre roof replacement
- Paving of the Comber Community Centre parking lot
- Roof repairs at the Comber Community Centre and Fire Station 3
- Earth Walk Trail "Carolinian Garden"

## **Priority Two: Roads and Infrastructure Investment**

- Design work underway for the Amy Croft infrastructure improvements with the hope of tendering some of this work early next year. All cost sharing agreements are now signed.
- Amy Croft Traffic Signal Improvements
- Notre Dame / West River Road Roundabout
- Completion of the Gracey Sideroad Watermain - \$15,000
- Lalonde St. Watermain Cast Iron Replacement - \$300,000
- Turbidity Meter Replacement Phase 1 (Stoney Point and Lakeshore Water Treatment Plants)
- Rourke Line Watermain Replacement - \$600,000
- Scada upgrade at Lakeshore Water Treatment Plant
- Stoney Point Water Treatment Clarifier Rehabilitation is underway and should be completed by Summer 2020 - \$1,000,000.
- Surface Treatment; Mariners Drive, Harbor Drive, Hawthorne Drive, Lakeshore Road 310
- Asphalt Mill and Pave; Wintermute Ave., Plant Drive, Kerr Crescent, Greenwood Crescent, Maple Street, Hale Street, Ball Street, Oakwood Ave., George Crescent, Terra Lou, Martin Drive, Park Street - \$1,112,000

- Supply and Place Gravel; Lakeshore Road 131, Lakeshore Road 308, Frontier Road, Creekside Road, Lakeshore Road 233, Lakeshore Road 235, North Middle Road
- Lakeshore Road 107 Rehabilitation (County Road 42 to North Rear Road)
- St. Peter St. Phase 2 (Chisholm to Eleventh) surface asphalt
- Notre Dame Street Improvements, Phase 4 (Eleventh Street to Duck Creek) Paving base coat, curbs have been poured, temporary asphalt sidewalks installed. The balance of the work will be completed in the Spring of 2020.

### **Priority Three: Shoreline Protection and Community Resilience**

- Shoreline Management Plan – held first open house to introduce the project to the public.
- Lighthouse Cove Secondary Plan is examining the long term vision and sustainability of the community.

### **Priority Four: Financial Sustainability**

- Council approved the 2020 Budget with a 2.5% tax rate increase with a significant increase to the Town's asset management and reserves.
- Investing in Canada Infrastructure Program: Rural and North Communities Funding Stream – to complete infrastructure improvements on Patillo Rd. (\$4.1 million).
- Upgrade budget software system to Questica
- Implementation of Paymentus for residents to pay online or in person with credit cards.
- Implementation of electronic bids and tenders system
- Commenced Background Study for the 2020 Development Charges By-law
- Successfully negotiated an increase to the Town's administrative services cost recovery for operation of the Lakeshore Dog Pound.

### **Priority Five: Organizational Excellence**

- Website Launch
- Service Delivery Review – Finalizing the work plan to undertake a systematic evaluation of mandatory and discretionary municipal services provided by the Town of Lakeshore to determine if they are being delivered in a cost effective and efficient manner.
- Appointment of an Integrity Commissioner
- Use of PlaceSpeak – location based citizen engagement platform, for consulting with the public and stakeholders.
- Implementation of Phase 1 of electronic agenda management system reducing resources required for agenda production and increasing in-house legal activities.
- Implementation of online recruiting system increasing efficiencies in the recruitment process and increasing recruitment tools.

- Continued emphasis on transparent governance by hosting 37 Council meetings to-date and facilitating the development of 135 Town by-laws and responding to 37 freedom of information requests.
- 85 employee recruitments
- Prepared 13 recruit firefighters to write their NFPA Firefighter I Certification in early 2020.
- Fire Prevention Week – staff visited 90 Junior Kindergarten to Grade 3 classes (approx. 2200 students and teachers) at schools in the municipality and spread the message of the importance of home fire escape planning and having working smoke alarms. The same message was shared through fire station open houses where families from the community attended. The overall attendance at the open houses this year was approximately 1200 people.
- Conducted 242 Fire Safety Inspections thus far having identified and corrected 750 Ontario Fire Code contraventions in all types of occupancies
- Fire Underwriters' Water Tanker Certification which is intended to help reduce residential insurance rates
- Demonstrated customer service excellence issuing 90 lottery licences, 74 death/burial certificates, 62 marriage licences, conducted 12 marriage ceremonies, issued 1,425 dog tags, 605 alarm registration and approximately 80 vehicle registrations / ownerships processed
- 2019 Wage subsidy and training subsidy grants in the amount of \$44,248 thus far (in comparison to \$26,566 in 2018)
- Implemented significant safety and accessibility improvements to the Lakeshore Dog Pound facility
- 2018 Safety Group rebate of \$11,531
- 2018 WSIB NEER rebate of \$15,000
- Only one lost time injury
- One hundred and thirty one (131) Development related applications

**OTHER CONSULTED:**

Senior Management Team.

**FINANCIAL IMPACTS:**

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

**Prepared and Submitted by**



Truper McBride  
Chief Administrative Officer

TM/dm