

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