



The Corporation of the Town of LaSalle
Regular Meeting of Council
Agenda

Tuesday, April 8, 2025, 6:00 p.m.

Council Chambers, LaSalle Civic Centre, 5950 Malden Road

Accessible formats or communication supports are available upon request. Contact the Clerk's Office, Clerk@lasalle.ca, 519-969-7770 extension 1256.

Pages

A. Opening Business

1. Call to Order
2. Land Acknowledgement Statement
3. Moment of Silent Reflection and Playing of National Anthem

B. Adoption of Agenda

Recommendation

That the April 8, 2025, Regular Council Meeting Agenda be adopted as presented.

C. Disclosure of Pecuniary Interest

D. Adoption of Minutes

4

Recommendation

That the Minutes of the Regular Meeting of Council and the Closed Meeting of Council held March 25, 2025, be adopted as presented.

E. Mayor's Comments

F. Public Meetings and/or Hearings

G. Presentations and Delegations

1. Congratulatory Certificate Presentation - Dr. John Cappucci
Mayor Meloche to congratulate Dr. Cappucci for being awarded the King Charles III Coronation Medal. The Medal is awarded to Canadians who

have significantly contributed to Canadian society.

H. Staff Reports and Correspondence for Council's Action

1. 2026 Municipal Election – Voting Method Selection 14

Recommendation

That the report of the Director of Council Services, dated February 24, 2025, (CS-01-2025) regarding the selection of a voting method for the 2026 Municipal Election be received;

And that, Council authorizes internet voting as the method of election for the 2026 Municipal and School Board Elections.

2. Short Term Rental Update 19

Recommendation

That the update report of the Director of Planning & Development dated March 6, 2025 (PD-09-2025) regarding Short Term Rentals be received;

And that, Council authorizes Administration to retain a consultant to provide professional services necessary to assist in the development of a Short-Term Rental Regulatory Program for Council consideration.

I. Consent Agenda

1. Correspondence from the County of Essex RE: Fresh Water Protection, dated March 19, 2025 24

2. Summary of Reports 27

Recommendation

That items 1 and 2 on the Consent Agenda for the March 25, 2025, Regular Meeting of Council be received.

J. Committee Matters

1. County Council Highlights - March 19, 2025 30

Recommendation

That the County Council Highlights for the March 19, 2025, County Council Meeting be received.

K. Questions and Statements by Council Members

L. Notices of Motion

M. Closed Session

1. Report Out from March 25, 2025, Closed Meeting of Council
2. Report Out from April 3, 2025, Special Closed Meeting of Council
3. Report Out from April 7, 2025, Special Closed Meeting of Council

N. By-laws

O. Confirmatory By-law

33

Recommendation

That Confirmatory By-law 2025-036 be given a first, second, and third reading and finally passed.

P. Schedule of Meetings

Parks, Recreations and Events Committee: April 22, 2025, 4:30 p.m.

Regular Meeting of Council: April 22, 2025, 6:00 p.m.

Q. Adjournment



The Corporation of the Town of LaSalle

Minutes of the Regular Meeting of the Town of LaSalle Council

March 25, 2025

6:00 p.m.

Council Chambers, LaSalle Civic Centre, 5950 Malden Road

Members of Council Present:

Deputy Mayor Michael Akpata, Councillor Terry Burns, Councillor Mark Carrick, Councillor Jeff Renaud, Councillor Anita Riccio-Spagnuolo

Members of Council Absent:

Mayor Crystal Meloche, Councillor Sue Desjarlais

Administration Present:

J. Milicia, Chief Administrative Officer, J. Astrologo, Director of Council Services/Clerk, G. Beggs, Director of Planning and Development, P. Funaro, Director of Culture & Recreation, D. Hadre, Director of Strategy and Engagement, D. Langlois, Director of Finance and Treasurer, J. Osborne, Director of Public Works, E. Thiessen, Director of Fire Service/Fire Chief, M. Beggs, Manager of Roads & Parks, M. Cappucci, Manager of Engineering, D. Dadalt, Legal Counsel, N. DiGesù, Manager of IT, G. Ferraro, Manager of Finance & Deputy Treasurer, L. Jean, Deputy Clerk, B. MacMillan, Drainage Superintendent, M. Pearce, Chief of Police

Additional Administration:

M. Cholubko, Director of Corporate Services, LaSalle Police Service

A. Opening Business

1. Call to Order

Deputy Mayor Akpata called the meeting to order at 6:00 p.m.

2. Land Acknowledgement Statement

The Deputy Mayor read the Land Acknowledgement Statement.

3. Moment of Silent Reflection and Playing of National Anthem

B. Adoption of Agenda

57/25

Moved by: Councillor Riccio-Spagnuolo

Seconded by: Councillor Renaud

That the March 25, 2025, Regular Council Meeting Agenda be adopted as presented.

Carried.

C. Disclosure of Pecuniary Interest

None disclosed.

D. Adoption of Minutes

Moved by: Councillor Burns

Seconded by: Councillor Riccio-Spagnuolo

That the Minutes of the Public Planning Meeting and Regular Meeting of Council held March 11, 2025 be adopted as presented.

Carried.

E. Mayor's Comments

Deputy Mayor Akpata reminded residents about the current road closures at the Matchett Rd /Sprucewood Ave intersection and Turkey Creek bridge. He advised that the closure will be in place for a month for the the installation of new traffic signals and road improvements. The Turkey Creek Bridge project will take 2 months to complete. Visit the Town's website for detour routes and full project details.

Deputy Mayor Akpata also advised that the Town has started the 2025 Hydrant Maintenance Program. This Program is conducted annually to ensure that hydrants are working. The Town will share where the work is taking place as crews move into new areas and customers may experience a temporary reduction in pressure and/or discolored water conditions. In these instances, residents should run their cold water taps until the water clears.

Finally, Deputy Mayor Akpata announced that there will be new Seniors Active Living Centre Programs beginning in April. Please look for upcoming promotions on our news and recreation social media pages and at the Vollmer Centre. Free sessions include wellness, education, social events, and drop-in programs designed for adults 55 and older. Access to these free sessions is thanks to MPP Leardi, who presented the Town with \$55,000 in annual grant funding on behalf of Minister Cho and the Ministry of Seniors and Accessibility this past January.

F. Public Meetings and/or Hearings

None.

G. Presentations and Delegations

1. Essex County Library

Sherry Bondy, Mayor of the Town of Essex and Vice-Chair of the Library Board, appeared alongside Adam Craig, Chief Librarian, to share highlights of the library's successes in 2024 and plans for 2025.

H. Staff Reports and Correspondence for Council's Action

1. CR-2025-02 LaSalle Stomper's Agreement

Ms. Funaro presented the report to Council.

58/25

Moved by: Councillor Riccio-Spagnuolo

Seconded by: Councillor Carrick

That the report of the Director of Culture and Recreation dated February 2, 2025 (CR-2025-02) regarding the facility use agreement with the LaSalle Stompers be received;

And that, the Town enter into a new three-year agreement with the LaSalle Stompers Soccer Club;

And that, the Mayor and Clerk be authorized to execute the agreement between the Town and the LaSalle Stompers Soccer Club.

Carried.

2. CR-2025-07 Declaration of Municipally Significant Events

Ms. Funaro presented the report to Council.

59/25

Moved by: Councillor Renaud

Seconded by: Councillor Burns

That the report of the Director of Culture and Recreation dated February 24, 2025 (CR-2025-07) regarding the declaration of municipally significant events be received;

And that, Country at Heart Event, Strawberrylicious Food & Drink Fest, Your Local Ribfest, and Last Call Before Fall events be declared Events of Municipal Significance for the purposes of obtaining a Special Occasion Permit from the Alcohol and Gaming Commission of Ontario (AGCO).

Carried.

3. PD-07-2025 Pre-Consultation Policy

Ms. Beggs presented the report.

60/25

Moved by: Councillor Burns

Seconded by: Councillor Renaud

That the report of the Director of Planning & Development dated March 3, 2025 (PD-07-2025) regarding the Pre-Consultation Policy be received;

And that, Council supports the Pre-Consultation Policy to facilitate proactive communication with development proponents to identify municipal requirements prior to formal Planning Act Application submission;

And that, Council endorses the Pre-Consultation Policy and the associated amendment to the User-Fee By-law necessary for implementation.

Carried.

4. Fourth Concession Drain Major Improvement - Final Costs for Assessment

Mr. MacMillian presented the report.

61/25

Moved by: Councillor Riccio-Spagnuolo

Seconded by: Councillor Carrick

That the report of the Drainage Superintendent dated March 6, 2025 (PW-2025-03) regarding the final costs of the Fourth Concession Drain major improvement project be received;

And that By-Law Number 2025-030 is adopted at the appropriate time in the meeting.

Carried.

5. PW-03-2025 2025 Mill and Pave Contract Award

Mr. Cappucci presented the report.

62/25

Moved by: Councillor Renaud

Seconded by: Councillor Burns

That the report of the Manager of Engineering dated January 16th, 2025 (PW-03-2025) regarding the 2025 Mill and Pave Contract Award be received;

And that, the 2025 Road Rehabilitation Contract be awarded to GIP Paving Inc. for a bid price of \$1,636,400.00, excluding H.S.T.;

And that, the Mayor and Clerk be authorized to execute said contract with GIP Paving Inc.

Carried.

6. PW-05-2025 Alternating Parking Policy

Mr. Beggs presented the report.

63/25

Moved by: Councillor Riccio-Spagnuolo

Seconded by: Councillor Carrick

That the report of the Manager of Roads and Parks dated March 3, 2025 (PW-05-2025) regarding Alternating Parking Policy be received;

And that Council adopt the Alternating No Parking Policy.

Carried.

7. PW-06-2025 Cul-de-sac No Parking

Mr. Beggs presented the report.

64/25

Moved by: Councillor Renaud

Seconded by: Councillor Riccio-Spagnuolo

That Council waives the requirements of the Procedure By-law and allows members of the audience to speak to the Report regarding No Parking on a Cul-de-Sac.

Carried.

Pete Bufaro, 1251 Huntwick Place, opposed the implementation of no-parking signs on the Huntwick Place cul-de-sac. He indicated that Huntwick PI is large enough to accommodate the turning radius for vehicles. He also said that when he built his home 40 years ago, he should've been advised of the no-parking requirement.

Bob Hall-Brooks, 1215 Huntwick Place, opposed the implementation of no cul-de-sac parking explained that the 'no parking' has never been an issue in the cul-de-sac and feels that the residents of Huntwick Place are being treated differently from other residents in the Town. He indicated that it has not been an issue in the past and shouldn't be an issue now.

Marlene Bufaro, 1251 Huntwick Place, opposed the implementation of no parking signs on Huntwick Place. She explained that she has lived there for 40 years and there have never been any parking issues, nor issues with fire trucks accessing the cul-de-sac. She indicated that Huntwick Place is the largest cul-de-sac in the subdivision and asked that Council exempt Huntwick Place from the provisions of the by-law.

65/25

Moved by: Councillor Burns

Seconded by: Councillor Riccio-Spagnuolo

That the report of the Manager of Roads and Parks dated March 3, 2025, (PW-06-2025) regarding Cul-de-sac No Parking be received;

And that, the provisions in By-law 8798, being a By-law to regulate Parking in the Town of LaSalle, prohibiting parking in a cul-de-sacs remain in effect;

And that, Administration continues to install signage in cul-de-sac's as associated road projects and maintenance are completed in those respective areas.

Carried.

8. PW-07-2025 Parks Grass Cutting Contracts 2025

66/25

Moved by: Councillor Renaud

Seconded by: Councillor Riccio-Spagnuolo

That the report of the Manager of Roads and Parks dated March 10, 2025 (PW-07-2025) regarding the 2025 Parks Grass Cutting Contracts be received;

And that, RFT-PW-2025-01, for park maintenance west of Malden Road, be awarded to A1 Properties for a total of \$267,228.22;

And that, RFT-PW-2025-02, for park maintenance east of Malden Road, be awarded to Terrascapes for a total of \$362,169.50;

And that, RFQ-PW-2025-03, for grass cutting and trimming, be awarded to Cedar Creek Landscaping for a total of \$35,197.68.

Carried.

9. Interim Appointment of Councillor Renaud to the Essex Region Conservation Authority Board

67/25

Moved by: Councillor Carrick

Seconded by: Councillor Riccio-Spagnuolo

That Councillor Renaud be appointed to the Essex Region Conservation Authority Board of Directors on an interim basis, until such time as Councillor Desjarlais returns from her Council authorized leave of absence.

Carried.

I. Consent Agenda

1. 2024 Schedule of Council and Board Member Remuneration
2. Correspondence
 - a. City of Sarnia, dated March 6, 2025, RE: Carbon Tax
 - b. City of Woodstock, dated February 25, 2025, RE: Speeding, Distracted and Impaired Driving
3. Summary of Reports

68/25

Moved by: Councillor Carrick

Seconded by: Councillor Burns

That items 1 through 3 on the Consent Agenda for March 25, 2025, be received.

Carried.

J. Committee Matters

1. County Council Highlights

69/25

Moved by: Councillor Riccio-Spagnuolo

Seconded by: Councillor Carrick

That the County Council Highlights for March 5, 2025, be received.

Carried.

K. Questions and Statements by Council Members

Deputy Mayor Akpata recognized Chief Pierce to introduce Mr. Michael Chalupko, the newly hired Director of Corporate Services for the Police Service. Deputy Mayor Akpata welcomed Mr. Cholubko to the Town.

L. Notices of Motion

1. Maryvale Night Run

70/25

Moved by: Councillor Burns

Seconded by: Councillor Riccio-Spagnuolo

Whereas Council recognizes that youth in the Town of LaSalle and throughout Windsor-Essex County are experiencing serious mental health difficulties;

And whereas, Council also recognizes that it is important for these youth to have access to mental health treatments and assistance;

And Whereas Maryvale provides therapy and assistance to youth who experience a range of mental health issues;

Be it resolved that, Council provide a Silver Sponsorship for the Maryvale Night Run in the amount of \$1,500.00, which funds shall be drawn from the Mayor and Council Program Services and Grant Fund.

Carried.

M. Closed Session

None.

N. By-laws

71/25

Moved by: Councillor Riccio-Spagnuolo

Seconded by: Councillor Renaud

That the following By-laws be given a first, second, and third reading and finally passed:

By-law 2025-028, A By-law to deem a portion of Registered Plan 635 not to be lands on a registered plan of subdivision for the purposes of Section 50(3) of the Planning Act.

By-law 2025-030, A By-law to amend By-Law 8764 being a bylaw to provide for the major improvement of the 4th Concession Drain in the Town of LaSalle in the County of Essex

By-law 2025-031, A By-law to Appoint a Weed Inspector

By-law 2025-032, A By-law to amend By-law number 2025-007, being a By-law to amend By-Law 7852 being a By-Law to establish User Fees or Charges for Services, Activities or the Use of Property.

By-law 2025-033, A By-law to amend Zoning by-law No. 8600, the Town's Comprehensive Zoning By-law, as amended.

By-law 2025-034, A By-law to amend Zoning by-law No. 8600, The Town's Comprehensive Zoning By-law, as amended.

Carried.

O. Confirmatory By-law

72/25

Moved by: Councillor Burns

Seconded by: Councillor Carrick

That Confirmatory By-law 2025-035 be given a first, second, and third reading and finally passed.

Carried.

P. Schedule of Meetings

Q. Adjournment

73/25

Moved by: Councillor Renaud

Seconded by: Councillor Burns

That the March 25, 2025, Regular Meeting of Council be adjourned.

Carried.

Meeting adjourned at 7:31 p.m.

Deputy Mayor

Clerk



The Corporation of the Town of LaSalle

Minutes of the Closed Meeting of the Town of LaSalle Council held on

March 25, 2025

6:45 p.m.

LaSalle Room

LaSalle Civic Centre, First Floor

5950 Malden Road

Members of Council Present:

Deputy Mayor Michael Akpata, Councillor Terry Burns, Councillor Mark Carrick, Councillor Jeff Renaud, Councillor Anita Riccio-Spagnuolo

Members of Council Absent:

Mayor Crystal Meloche, Councillor Sue Desjarlais

Administration Present:

J. Milicia, Chief Administrative Officer, J. Astrologo, Director of Council Services/Clerk, D. Langlois, Director of Finance and Treasurer, L. Jean, Deputy Clerk, D. Strajnic, Manager of Human Resources

A. Call to Order

Deputy Mayor Akpata called the meeting to order at 7:38 p.m.

B. Disclosures of Pecuniary Interest and General Nature Thereof

None disclosed.

C. Closed Session

74/25

Moved by: Councillor Renaud

Seconded by: Councillor Burns

That Council moves into closed session in accordance with Section 239 2(d) of the *Municipal Act, 2001*, to consider the following item:

1. Labour relations and employee negotiations, being a matter regarding collective bargaining negotiations.

Carried.

Council moved into Closed Session at 7:38 p.m.

D. Open Session

Council rose from Closed Session at 7:56 p.m.

76/25

Moved by: Councillor Burns

Seconded by: Councillor Renaud

That the report of the Manager of Human Resources and the Director of Finance dated March 21, 2025 (HR-2025-02) regarding a tentative agreement with CUPE Local 701 be received and that contract negotiations be ratified.

Carried.

E. Adjournment

Meeting adjourned at the call of the Chair at 7:57 p.m.

Deputy Mayor

Clerk



The Corporation of the Town of LaSalle

To: Mayor and Members of Council

Prepared by: Jennifer Astrologo, Director of Council Services

Department: Council Services

Date of Report: February 24, 2025

Report Number: CS-01-2025

Subject: 2026 Municipal Election – Voting Method Selection

Recommendation

That the report of the Director of Council Services, dated February 24, 2025, (CS-01-2025) regarding the selection of a voting method for the 2026 Municipal Election be received;

And that, Council authorizes internet voting as the method of election for the 2026 Municipal and School Board Elections.

Report

The next Municipal and School Board Election will be held on October 26, 2026. In accordance with the Municipal Elections Act, 1996, Council must adopt bylaws authorizing voting and vote-counting equipment, and authorizing the use of an alternative voting method on or before May 1, 2026.

Although there is still time before Council must make a decision, it would be prudent for the Town to select a method of election now so Council Services can procure a vendor with the necessary equipment and expertise.

Alternative methods of election have been permitted since 1996, when the legislation was amended to allow for voting methods other than paper ballots at polling stations. In Ontario, online voting was first introduced in 2003 by the City of Markham. In 2014, 97 municipalities (representing 22% of all Ontario municipalities) used internet voting for their municipal election. In 2018, that number almost doubled and 178 municipalities (representing 42.3% of Ontario municipalities) offered internet voting as a method of

election.¹ In 2022, 231 municipalities offered online voting, representing 56% of all Ontario municipalities.²

As Council is well aware, internet voting modernizes the election experience. It is an accessible, convenient and secure method of election. During the voting period, electors can independently cast their ballot from anywhere provided they have an internet connection. There is inherent flexibility built into this method of election as voters are not required to attend a physical voting location. Rather, they have the convenience of voting at a time and place that fits their schedule. Moreover, the voting platform is accessible, providing a range of customization options for the voter (i.e. font size, language and contrast) and is compatible with accessible technology such as screen readers. Although the voting screen is subject to customization options, these options are the same for each voter and does not influence how their ballot should be cast. The options allow the voter to customize the screen to enhance their experience with the platform and ultimately their ability to navigate the ballot.

The primary concerns in connection with internet voting revolves around the security of the process, secrecy of the ballots, and overall integrity of the election. Entities providing platforms for internet elections take these concerns seriously and have measures in place (i.e. firewalls, encryption protocols, user authentication etc.) to prevent breaches of security, maintain the secrecy of the ballot and ensure the capacity of the system to deal with increased traffic volumes. Additionally, the processes and procedures established by Council Services are designed to uphold the integrity of the election and ensure consistency with the principles of the Municipal Election Act, 1996.

LaSalle offered internet and telephone voting in both the 2018 and 2022 Municipal and School Board Election. Both election events were largely successful and were conducted without any incidents. In 2018, 1,187 electors voted via telephone, representing approximately 12.1% of all votes cast³. That number declined in the 2022 Election. Only 422 individuals voted via telephone, representing approximately 5.5% of all votes cast.⁴

The Town received a number of concerns and complaints regarding telephone voting. The main complaint the Town received was that the telephone voting system was cumbersome, difficult to navigate, and not user friendly. These concerns are valid. Unfortunately, there is nothing the Town can do to improve that system. Telephone voting requires patience and concentration as the system reads out each candidate for each office. When multiple candidates can be selected for an office (i.e. councillor), the

¹ <https://www.amo.on.ca/2018-municipal-election-vote-methods>

² Voting Online – Technology and Democracy in Municipal Elections, Nicole Goodman et. Al (McGill Queens University Press 2024), pg. 48.

³ The Town saw 9,832 ballots cast in the 2018 Municipal and School Board Election.

⁴ The Town saw 7743 ballots cast in the 2022 Municipal and School Board Election.

system will review the list of candidates as many times as is necessary to allow the elector to vote for the maximum number of candidates, which is tedious and time-consuming. Additionally, since the voter cannot see their ballot, the process can become overwhelming for them.

As has been done in previous elections, a Voter Help Centre (the “Centre”) at Town Hall will be established to help with the voting process. The hours of operation will be established closer to voting day. The Centre will be staffed by election officials who will assist voters in navigating the voting platform.

The Town has experienced success with alternative voting methods and Administration recommends that it move forward with internet voting. Given the difficulties experienced with the telephone voting platform and the decline in usage of that method of election, Administration also recommends removing the telephone voting option for the 2026 Municipal and School Board Elections.

Consultations

None.

Financial Implications

There is currently approximately \$149,000 set aside for the Municipal Election, inclusive of the 2025 Budget contribution. This amount should be sufficient to conduct an electronic election.

Prepared By:



Director, Council Services/Clerk

Jennifer Astrologo

Link to Strategic Goals

1. Enhancing organizational excellence - No
2. Strengthen the community’s engagement with the Town - Yes
3. Grow and diversify the local economy - No
4. Build on our high-quality of life - No
5. Sustaining strong public services and infrastructure - No

Communications

None.

Report Approval Details

| | |
|----------------------|--|
| Document Title: | 2026 Municipal Election - Voting Method Selection.docx |
| Attachments: | |
| Final Approval Date: | Mar 7, 2025 |

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



Chief Administrative Officer

Joe Milicia



The Corporation of the Town of LaSalle

To: Mayor and Members of Council

Prepared by: G. Beggs, Director of Planning & Development

Department: Planning & Development

Date of Report: March 6, 2025

Report Number: PD-09-2025

Subject: Short Term Rental Update

Recommendation

That the update report of the Director of Planning & Development dated March 6, 2025 (PD-09-2025) regarding Short Term Rentals be received;

And that, Council authorizes Administration to retain a consultant to provide professional services necessary to assist in the development of a Short-Term Rental Regulatory Program for Council consideration.

Report

In November 2023, a report to Council (PD-34-2023) provided preliminary background information and general commentary on the evolution of the accommodation sector and the local Short Term Rental (STR) market in LaSalle. The report also contemplated different policy and regulatory options for potential consideration. At that time, Council directed Administration to continue to monitor the local STR market, complaints and concerns received, and to rely on our existing municipal by-laws to enforce any noise or nuisance issues that resulted from STR activity.

At that same meeting, Council requested that Administration prepare a supplementary report in early 2025 to provide an update related to the growth of the local STR market and the potential need for future STR programming and regulation. The purpose of this report is to provide updated STR inventory information to Council, as well as to seek direction from Council on whether to proceed with retaining a consultant to assist with the development of an STR regulatory program and implementation strategy for Council consideration.

The table below documents the 2023-2024 STR inventory available within LaSalle and the number of STR-related complaints received.

LaSalle STR Inventory* & Complaints Received

| | 2023 | 2024 |
|---|-------------|-------------|
| Known STRs | 23 | 24 |
| STR Related Complaints Received (LaSalle Police & By-law Enforcement) | 3 | 1 |
| Cumulative STR Total | 47 | |

*information based on local data obtained from AirBnB, VRBO, AirDnA, etc.

While the number of STRs in LaSalle is relatively low, it is anticipated that additional STRs will come online as the community continues to grow and develop. Additional STR inventory information received from Tourism Windsor Essex Pelee Island (TWPEI) indicated that the Town’s local STR inventory was slightly higher than what our research suggests. Upon further investigation, the database used by TWPEI includes the ability to source different providers/platforms and establish a wider STR search criteria, which could lead to a higher STR inventory outcome.

In addition, while the number of local STR-related complaints is relatively low, Administration believes that the nature of the complaints received is legitimate and warrants investigating regulatory options that would assist in establishing parameters around the provision of STRs for Council consideration.

In fact, there are many proven benefits to the development of an STR program, which could include the following:

- **Preserving housing supply:** By reducing the number of STRs through regulation, more units become available for long-term housing
- **Ensuring compliance and safety:** Regulations can help ensure that STRs comply with existing rules related to fire and building code safety regulations. This becomes particularly important given that residents/visitors are temporarily residing within these units.
- **Municipal Accommodation Tax (MAT):** STR regulation could allow for the opportunity to levy a MAT, of which funds can be used towards the support of municipal tourism and local economic development.
- **Licensing revenue:** Should a licencing program be implemented, the program will generate funds through the securement of fees, providing an additional revenue-generating opportunity for the municipality.
- **Complaints and enforcement:** Should an enforcement by-law be established, short-term rental operators may be required to obtain a license. The licensing will

help ensure compliance with regulations and establish a clear process for addressing issues and complaints. Residents will be able to report these concerns directly to Town Staff. Concerns will be investigated, and should non-compliance be found, action can be taken in accordance with the governing by-law.

Conversely, it is also important to recognize that there may be challenges associated with STR program implementation, including:

- **Difficulty with Enforcement:** Municipalities may struggle to ensure compliance with licensing requirements and will always risk illegal or unregistered STRs operating without permits or licenses, complicating enforcement and compliance efforts.
- **Added Resource Capacity:** Most municipalities focus dedicated by-law enforcement resources on regulatory STR implementation. Currently, our by-law enforcement program is more reactive in nature rather than proactively targeting compliance within the community. There may also be additional resource needs necessary to facilitate the implementation of a future licencing program.

The scope of an STR Project Contract would include the following components and anticipated deliverables:

- STR issues identification through public consultation, including community and partner outreach
- Research and identification of existing STR inventory and anticipated STR growth trends
- Reporting back to Council on nature and scope of issues related to STRs
- A review of regulatory best practices in other municipalities
- Regulatory options and recommendations, which could include the following:
 - Policy improvements to the Town's Official Plan
 - Zoning By-law Regulatory framework or enhancements
 - Licensing Program and protocol for implementation
 - Municipal Accommodation Tax opportunities
 - By-law Enforcement actions and initiatives
 - Staffing additions necessary to support program implementation and success

The primary objective of this work effort would be to provide a Recommendations Report, for Council consideration, that contemplates options and a recommended approach to the implementation of a comprehensive STR regulatory program. This would include details regarding any future resources required to implement and maintain program components. Provided Council directs Administration towards the prioritization of this work, a qualified consultant can be retained to begin to explore the project in 2025.

Consultations

Director of Council Services, Director of Finance, Deputy CAO & CAO.

Financial Implications

This project can be funded through the Planning Projects Reserve Account.

Prepared By:



Director of Planning and Development

Gudrin Beggs, MCIP, RPP

Link to Strategic Goals

1. Enhancing organizational excellence - No
2. Strengthen the community's engagement with the Town - Yes
3. Grow and diversify the local economy - Yes
4. Build on our high-quality of life - Yes
5. Sustaining strong public services and infrastructure - Yes

Communications

Rod Peterson

Report Approval Details

| | |
|----------------------|-------------------------------|
| Document Title: | Short Term Rental Update.docx |
| Attachments: | |
| Final Approval Date: | Mar 6, 2025 |

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



Deputy Chief Administrative Officer

Peter Marra



Chief Administrative Officer

Joe Milicia



March 19, 2025

Great Lakes and St. Lawrence Cities Initiative

Board of Directors

Gino Moretti, Co-Chair

gmoretti@stanicet.com

Ryan Sorenson, Co-Chair

ryan.sorenson@sheboyganwi.gov

c/o Jonathan Alternberg, President and
CEO, Phillippe Murphy-Rheaume, Chief
Development Officer
P.O. Box 1332
New Lenox, IL
60451, USA

Prime Minister of Canada

Attention: Right Honourable Mark Carney,
House of Commons, Ottawa, ON K1A 0A6
Sent via email mark.carney@parl.gc.ca

Office of the Premier

Attention: Honourable Doug Ford,
Legislative Building, Queen's Park
Sent via email premier@ontario.ca

To All Concerned,

Re: Resolution of County of Essex Council RE Fresh Water Protection and Agreements

The Council of the County of Essex, Ontario, Canada, at its Wednesday, March 19, 2025 meeting, adopted the following resolution Fresh Water Protection and Agreements:

Whereas the County of Essex is touched by fresh water at both the local municipal and upper tier level; and

Whereby Ontario holds more than half of the world's fresh water; and
Whereas multiple bilateral agreements between Canada and the United States of America have been signed, ensuring that this fresh water is protected for current users and future generations; and

Whereas, the County of Essex is a member municipality of the Great Lakes and St. Lawrence Cities Initiative, a bi-national coalition concerned with the ethical and responsible use, and protection and preservation of fresh water resources; and,

Whereas the current US President, while campaigning stated that 'there is a large faucet' in Canada, indicating that there is 'extra' water in Canada; and

Whereas current bilateral agreements do not appear to be followed by the new US Government Administration in a number of areas.

095-2025

Moved By Michael Akpata

Seconded By Crystal Meloche

That the County of Essex call upon the Great Lakes and St. Lawrence Cities Initiative to advocate for continued adherence to established agreements regarding fresh water resources and to continued bi-national, state, provincial, and municipal efforts to protect and conserve these resources; and,

That Essex County Council call upon the Federal and Provincial Governments to take any and all necessary steps to ensure that the current agreements that are in place for the protection of fresh water are followed, so that the residents of the County of Essex can continue to maintain access to clean fresh water; and,

That the Federal and Provincial Governments ensure that water outflow is included in any discussions with the United States Government as part of ongoing interactions; and further,

That both Canadian and American federal, provincial, state and municipal governments maintain funding envelopes for the Great Lakes and St. Lawrence Cities Initiative

Carried Unanimously


The County of Essex has distributed this resolution broadly to Ontario municipalities, municipal organizations, and to Federal and Provincial government leaders. The County further appeals to the GLSLCI Board, that this resolution be supported, and disseminated by GLSLCI to its members, and government agencies both in the United States and Canada.

Please do not hesitate to contact me if you have any questions.

Regards,



Hilda MacDonald
Warden, County of Essex

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 countyofessex.ca

CC:

- The Honourable Gary Anandasangaree, Minister of Justice and Attorney General of Canada and Minister of Crown-Indigenous Relations and Northern Affairs
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- The Honourable Jonathan Wilkinson, Minister of Energy and Natural Resources
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- The Honourable Dominic LeBlanc, Minister of International Trade and Intergovernmental Affairs and President of the King's Privy Council for Canada
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- The Honourable Jonathan Wilkinson, Minister of Energy and Natural Resources, Canada
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- The Honourable Mike Harris, Minister of Natural Resources, Province of Ontario
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- The Honourable Todd McCarthy, Minister of the Environment, Conservation and Parks, Province of Ontario
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- Municipalities of the County of Essex, Ontario Clerk's Office
- Andrew Dowie, MPP Windsor-Tecumseh, Andrew.Dowie@pc.ola.org
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- Chris Lewis, MP Essex, Chris.Lewis@parl.gc.ca
- Brian Masse, MP Windsor West, brian.masse@parl.gc.ca
- Sandra Zwiers, Chief Administrative Officer, County of Essex
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- Katherine Hebert, Clerk, County of Essex khebert@countyofessex.ca

**Summary of Reports to Council
April 8, 2025**

| Council Resolution or Member Question | Subject | Department | Projected Date of Report to Council | Comments |
|--|---|--------------------------|--|---|
| Councillor Renaud | Declaration of Municipal Significance | Administration | Q2 2025 | At the August 8, 2023, Regular Meeting of Council: Councillor Renaud requested that Administration investigate whether declaring an event as Municipally Significant can be delegated to Administration. |
| Councillor Carrick | Short Term Rentals | Planning & Development | Q1 2025 | At the November 14, 2023, Regular Meeting of Council: Councillor Carrick requested an administrative report regarding the short term rental market no later than end of Q1 2025. Clerks Note: See report PD-09-2025 on today's agenda |
| Deputy Mayor Akpata | Installation of a Veteran's crosswalk on Normandy | Public Works and Finance | Q2 2025 | At the November 12, 2024, Regular Meeting of Council: Deputy Mayor Akpata requested an administrative report be prepared regarding Veteran's crosswalk on Normandy at the crossing located at the base of Cenotaph Park. |

| Council Resolution or Member Question | Subject | Department | Projected Date of Report to Council | Comments |
|---------------------------------------|--|---|-------------------------------------|---|
| Mayor Meloche | Review of LaSalle Boat Ramp Passes and Parking | Public Works and Culture and Recreation | Q3 2025 | At the November 26, 2024, Regular Meeting of Council: Mayor Meloche requested an administrative report be prepared regarding the functionality of the LaSalle Boat Ramp, how the town issues season passes, and whether there is an opportunity to reconfigure the parking lot to allow for more parking. |
| Mayor Meloche | Review of the Clean Water Greenspaces Program | Administration | TBD | At the January 14, 2025, Regular Meeting of Council: Mayor Meloche requested that further information on the Clean Water Greenspaces Program come back to Council at a future Meeting. Clerk's Note: Further coordination and information is required from ERCA prior to establishing a projected report date for Council. |

Matters Referred to Budget 2026

As per the Town's Procedural By-law, the Agenda for the 2026 Budget Deliberations must be published 10 days before the meeting. Reports will be due in the same manner as Regular Meetings and are due 14 days before the meeting.

| Council Resolution or Member Question | Subject | Department | Comments |
|--|----------------|-------------------|-----------------|
| | | | |

County Council Highlights for March 19, 2025

Employee Excellence Awards presented to outstanding county staff

The first annual Employee Excellence Awards were presented to four winners and 20 others who received honourable mentions at the start of Wednesday's Essex County Council meeting.

"We are extremely fortunate to have such exceptional, experienced, passionate and skilled professionals here at the County of Essex," said Warden Hilda MacDonald. "The recipients tonight hail from different departments and they have different skillsets and backgrounds, but they have one thing in common – they are exceptional employees who serve our communities, and this Council, with distinction and pride."

Tanya Fick, a Human Resources ability and wellness specialist, received the Teamwork Award for being a "friendly face, smile and support to team members in the face of at times uncertainty and crisis." She was praised for finding "workable solutions that are advantageous to everyone" and for working "tirelessly" to ensure team members transition back to work safely and with purpose.

Adam Jamieson, a mechanic with the Infrastructure and Planning Services department, won the Innovation Award for being the "ultimate problem solver" who remains calm and collected under pressure to find solutions that work." He used available parts and equipment to help his team complete a job when multiple pieces of equipment broke down, saving the county time and money.

Nicholas Kramer, a labourer at the Essex-Windsor Solid Waste Authority's Materials Recovery Facility, received the Service Excellence Award. He was praised as a "dedicated and outstanding employee who consistently delivers exceptional customer service" with a "positive attitude, professionalism, and willingness to go above and beyond."

Janey Murphy, a procurement officer in the Financial Services department, won the Empowerment Award for her "hard work, creativity and dedication" that empowers and inspires everyone with whom she collaborates, and for maintaining an open-door policy that "creates a welcoming and supportive environment, where team members feel safe to ask questions and seek guidance."

Department leaders nominate team members for the awards. Then the County of Essex senior leadership team selects the winners and those who receive honourable mentions. The awards program is one of several county strategic initiatives aimed at making it an "employer with impact."

"Thanks to the support of this Council we are building the Team Essex County envisioned in our Strategic Plan and becoming an employer of choice, where employees not only deliver

value, but feel valued,” said CAO Sandra Zwiers. “Our employees are our greatest asset here at the County of Essex, they truly are. I’m honoured and humbled to be their CAO and I’m delighted we are honouring them tonight.”

Strategic Plan well integrated into county’s daily operations

The County of Essex is making steady progress on achieving the goals of its Strategic Plan for 2024 to 2027, [says a report to council by CAO Sandra Zwiers](#).

“While we have much still to do, team members across the County have expressed positive feedback about the Strategic Plan and their ability to individually and collectively contribute to the County’s success,” says the report.

The plan’s mission states that “through meaningful partnerships, strong advocacy, and informed decision-making (the County of Essex will) deliver fair and valuable regional programs and services for our communities.”

The three strategic goals are: working as Team Essex County; growing as leaders in public service; and building a regional powerhouse. [Of the action items developed in 2024, 19 have been completed, 42 are in progress and nine are ongoing](#).

Essex-Windsor EMS meeting growing demand while improving service

Essex-Windsor EMS is seeing a steady growth in demand while making progress in improving response times, [says a report by Chief Justin Lammers](#).

Paramedics responded to 65,707 requests for services in 2024. The number of calls that required a prompt response decreased due to the success of the Essex-Windsor EMS Mobile Integrated Healthcare Community Paramedicine program and the work of Windsor Essex Ontario Health Team partners. However, the number of requests for paramedic service for the most urgent cases increased five per cent over 2023.

Average response times improved compared to 2023 for all levels of urgency except one, which remained the same. The total time paramedics waited more than 30 minutes to offload patients at local hospitals was less than 2023, and there was a significant drop in the total time when no ambulances were available and when three or fewer ambulances were available.

Speed limits to decrease at two intersections on county roads

Council has approved a decrease in the speed limit on County Road 46 around the intersection with County Road 19 from 80 km/h to 60 km/h.

Signs will be posted indicating the speed limit on County Road 46 from 50 metres east of Middle Road to 50 metres west of North Talbot Road is 60 km/h. [County staff](#)

recommended the change after a technical review of traffic speeds and conditions at the intersection, as well as consultations with the Town of Tecumseh and Municipality of Lakeshore.

Council also approved a decrease in the speed limit from 80 km/h to 50 km/h on County Road 11 from Concession Road 3 to 50 metres north of Concession Road 4 in the Town of Essex. **The change was also recommended after a technical review and consultation with the town.**

New by-law consolidates rules for delegating council authority

Council passed a by-law consolidating existing rules and clarifying when and how its authority is delegated to members of Essex County's administration, including the chief administrative officer, clerk, treasurer and county solicitor.

Lighthouse Cove golf car pilot project supported

The County of Essex is supporting a pilot project that will allow golf cars to be used on roads in Lighthouse Cove from April 1 to November 30 annually, once a licensing program is established by the Municipality of Lakeshore.

Lakeshore Council and Essex County Council have now passed by-laws allowing the golf car pilot project to proceed. The county by-law is required because one of affected streets, Tisdale Drive, is also part of County Road 39.

A major concern for the county was liability. This has been addressed in the Lakeshore by-law, which requires golf car permit holders to have a minimum of \$2 million in liability insurance and to sign liability waivers.

Council opts against county-led phragmites control program

Council voted against a motion to consult with local municipalities about establishing a county-led phragmites control program. Multiple councillors had taken the issue to their respective municipalities for consideration and favoured maintaining the status quo

Council passes resolution on water agreements

Council Council passed a resolution calling on the province to confirm that current water agreements in place to ensure the protection of fresh water in our area are followed and that water outflow is included in any ongoing discussions with the U.S. government.

The resolution further called for continued support of the Great Lakes and St. Lawrence Cities Initiative and for the senior levels of government to take all necessary steps so "the residents of the County of Essex can continue to maintain access to clean, fresh water.

The Corporation of the Town of LaSalle

By-law Number 2025-036

A By-law to Confirm the Proceedings of Council

Whereas Sections 8 and 9 of the *Municipal Act, 2001*, S.O. 2001, chapter 25, as amended (the “*Act*”) provide a municipality with the capacity, rights, powers and privileges of a natural person for the purposes of exercising its authority under this or any other act, enabling it to govern its affairs as it considers appropriate;

And whereas subsection 5(3) of the *Act*, provides that the powers of a municipality 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 Council at Meetings be confirmed and adopted by By-law;

Now therefore the Council of the Corporation of the Town of LaSalle hereby enacts as follows:

1. That the actions of the Council of the Corporation of the Town of LaSalle at the following meetings:
 - March 25, 2025, Closed Meeting of Council
 - April 3, 2025, Special Closed Meeting of Council
 - April 7, 2025, Special Closed Meeting of Council
 - April 8, 2025, Public Planning Meeting
 - April 8, 2025, Regular Meeting of Councilin respect of each report, motion, resolution, or other action taken or direction given by the Council at its meetings held on these days are, hereby adopted, ratified and confirmed as if the same were expressly embodied in this By-law.
2. That the Mayor and proper officials of the Corporation of the Town of LaSalle are hereby authorized and directed to do all things necessary to give effect to the actions of the Council referred to in paragraph 1.
3. That the Mayor and Clerk, unless otherwise provided, of the Corporation of the Town of LaSalle are hereby authorized and directed to execute all documents necessary to give effect to the actions taken by this Council as described in paragraph 1 of this By-law, and to affix the Corporate Seal to all such documents referred to above.
4. This By-law comes into force and effect on the day of the final passing thereof.

Read a first, second, and third time and finally passed this 8th day of April 2025.

1st Reading – April 8, 2025

2nd Reading – April 8, 2025

3rd Reading – April 8, 2025

Mayor

Clerk