

ANNUAL REPORT 2020

TOWNSHIP OF LEEDS &
THE THOUSAND ISLANDS

Come Join Us...



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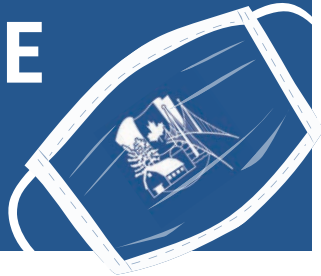
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A MESSAGE FROM THE MAYOR



On behalf of Council, I would like to thank everyone for their continued support and generosity throughout 2020. COVID has put a huge strain on our community and the world, but through these tough times, we have been able to accomplish many projects in the Township.

As we enter 2021, we want to bring attention to the achievements of the Township in 2020. We, as Council, could not have done what we have without the support of the community and the strength of our staff.

The 2020 Annual Report provides a summary of significant achievements over the past year as well as an overview of ongoing projects.

2020 presented many challenges, and we, as a Township, have accomplished much to be proud of. Let's make 2021 a year to look forward too!

Mayor Corinna Smith-Gatcke,
Township of Leeds & the
Thousand Islands

COVID-19: OUR RESPONSE

With quick actions taken by the Township and the Fire Department, no employees have been infected by COVID-19 to date. Even with the Fire Services responding to possible COVID related emergencies, everyone remains in good health.

Staff have been diligently following all COVID safety precautions as recommended by local health authorities. All staff worked from home temporarily with the Public Works department deployed to two depots to reduce the chances of spreading the virus.

All employees are required to screen for symptoms prior to entering the workplace. Protocols have been established in the office to address the health and safety of staff, council and the public. Precautions and protocols are monitored and updated based on information from the Leeds and Grenville District Health Unit.

Visitors to the Township office are required to wear a mask upon entering, sanitize their hands as well as fill out a contact tracing form. This form allows us to contact those who have visited the Township office in the event of a COVID outbreak within the building.

The Township's response has included modifications to recreational programs in line with provincial directives. In addition, the Township's response has also included assistance to local businesses in understanding the provincial framework and local outreach.



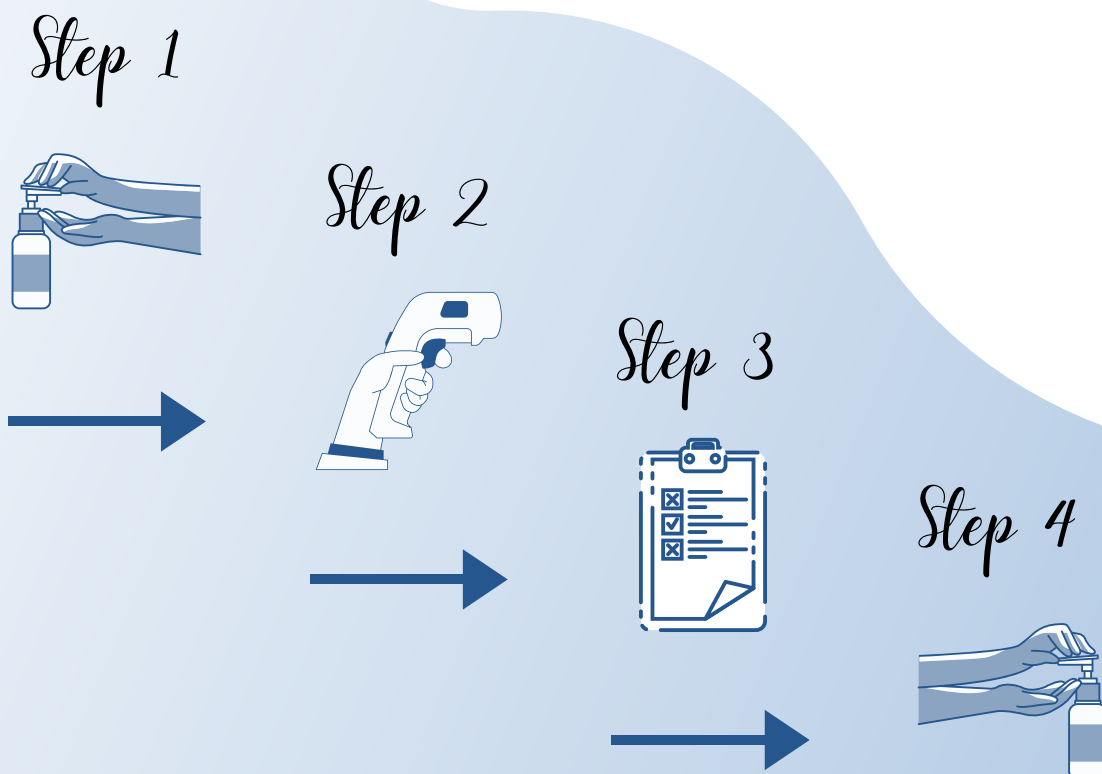
COVID-19 TEST CENTRE

The Public Health unit operated a pop-up Mobile Testing Unit at the Community Hall in Lansdowne. Testing took place over three separate dates. The Township will continue to work with the Health Unit. The Township will continue to work with the Health Unit to schedule further testing opportunities for the community.

SAFE COVID PRACTICES

Signage was posted at parks and public facilities within the Township that included information regarding safe COVID practices and requirements.

The Township has put in place the process to conduct Council and Committee meetings virtually; this includes public meetings.



TLTI STAFF

There have been some staffing changes to the Senior Management Team for this year. In April 2020, Stephen Donachey started with the Township as Chief Administrative Officer. In November 2020, the Township welcomed David Holliday as Director of Operations. Kimberly Westgate has taken on the role of Acting Clerk for the Township.

Director of Operations

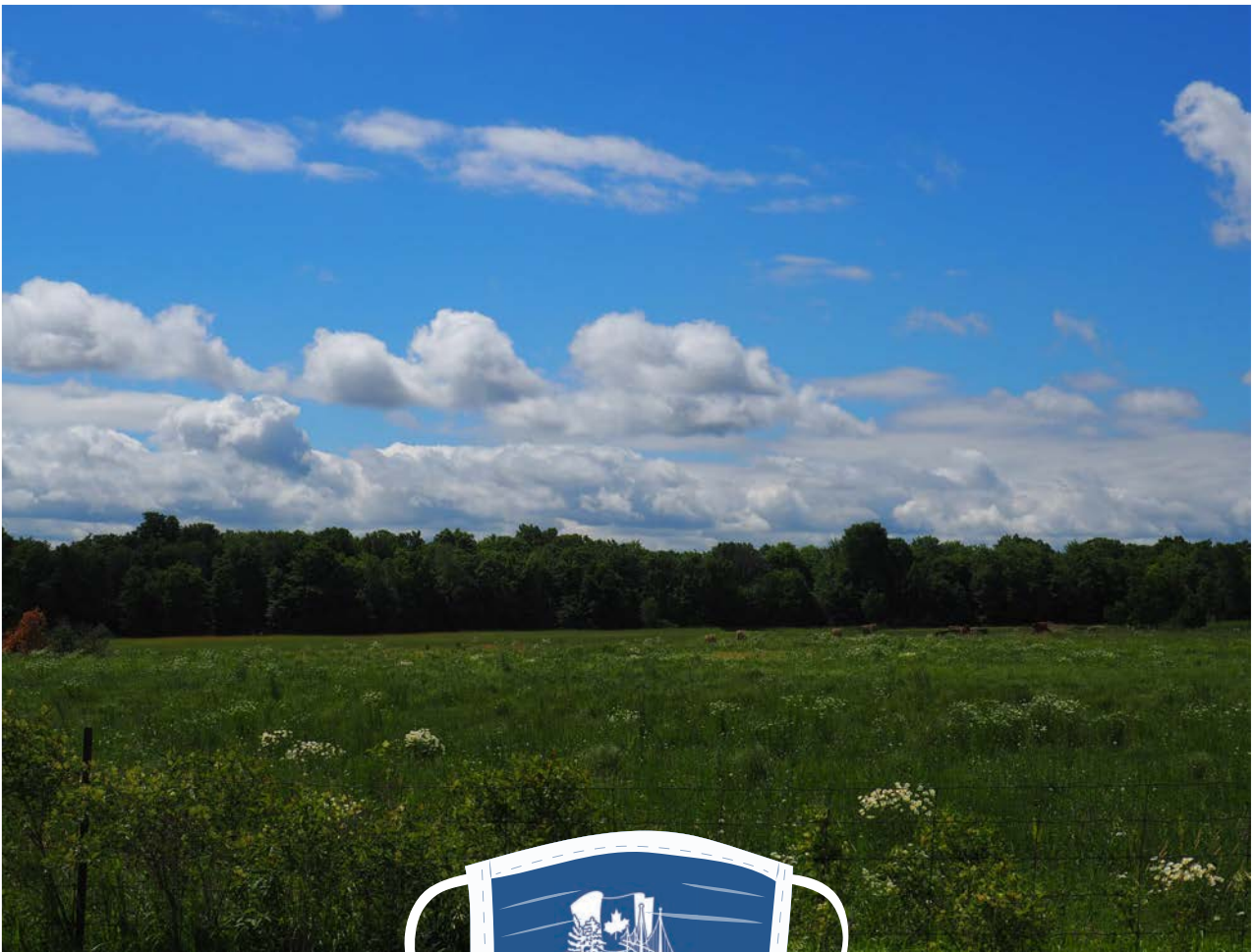


Chief Administrative Officer



Acting Clerk





ADMINISTRATION & FINANCE

ADMINISTRATION

ONLINE ZOOM MEETINGS

From January to November, the Township has held Zoom meetings to protect the health and safety of others during COVID-19.



CIVICWEB PORTAL

31,160 Visits to the Public Civicweb Portal

MUNICIPAL EMERGENCY CONTROL GROUP

The Municipal Emergency Control Group has met 15 times in response to the ongoing Pandemic.

15

FINANCE DEPARTMENT



Asset Management Planning (AMP) is well underway! Staff are entering and proofing data, and the governance team is completing training to use the new software efficiently. AMP will assist the Township in its long term planning and investments in its resources including roads and public facilities.

Staff did an excellent job of managing the budget through COVID-19; not only did the Township have to mitigate reduced revenues; it had to account for increased spending in areas such as cleaning supplies and PPE for staff. The Township was fortunate to receive government grants and subsidy to help offset this impact.

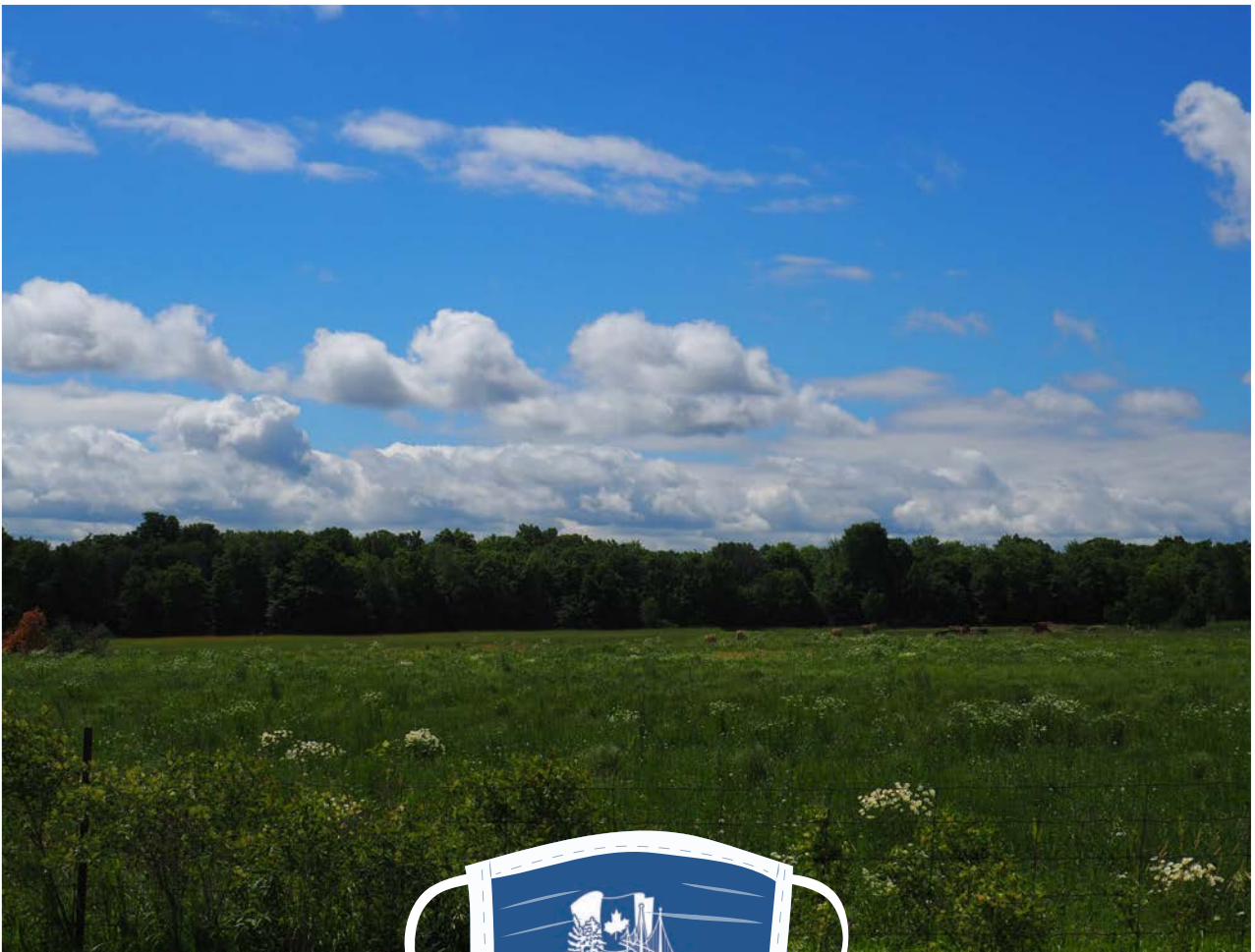
Operating and Capital Budgets have been drafted and presented to Council. The Gross Operating budget for 2021 is \$14 million and Capital budget is \$2 million for 2021. The budget will be brought to a Council meeting in early 2021 for further consideration. Approval of the Capital Budget is required to allow the Township to proceed with procurement for 2021 Capital projects.



20



20



FIRE DEPARTMENT

NEW TANDEM TANK TRUCK

A new tank truck was purchased for station 3 to help increase the water delivery capabilities to fire scenes and to provide support to all incidents on highway 401



FORCIBLE ENTRY PROP

This prop was purchased in January to enhance training opportunities at the Lyndhurst Training Center. This gives trainees hands on training in proper techniques when accessing various access points which gives firefighters the advantage in certain situations and can save lives.



FIRE SERVICE REVIEW

For review and development of a 5 year Master Plan, Community Risk Assessment and Business Plan for Lyndhurst Training Center.

VIRTUAL FIRE EXTINGUISHER

A virtual fire extinguisher was acquired for Public Education seminars, firefighter training and other group training. This will facilitate training as it requires minimal setup and no mess is made wherever the training takes place. It is also cost efficient since there is no need to recharge spent fire extinguishers.



The Fire Service is implementing virtual and eLearning platforms for volunteer training. This will contribute to training of Township Fire Volunteers and be included as part of the offering at the Fire Training Centre. The course offerings will meet the certifications and training qualifications of the Office of the Fire Marshal and the Ontario Fire College.

NEW ONLINE TRAINING

FIRE PREVENTION OFFICER

The Fire Department has appointed a new Fire Prevention Officer, Jesse Gilroy, who will be responsible for educating, inspecting and enforcing duties. This job is a volunteer and part time position in conjunction with Fire fighting and Training with the department.

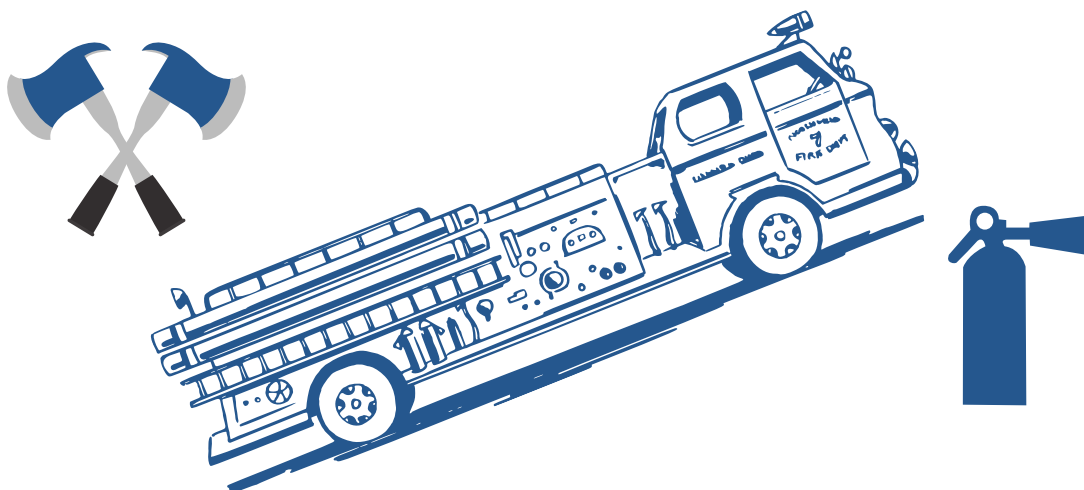
FIRE FIGHTER RECRUITMENT

11 In 2020, 11 new volunteer recruits joined the fire service. All four stations received new members.

24 In 2021, 24 new applicants will begin their Recruit Training. "You will fill these Boots," is a new focus in our recruiting that will encourage all age groups and demographics to come out and give volunteering a try with the Fire Department.

Officer Competitions to fill vacant positions in some of the TLTI Fire Stations will take place in 2021.

Fire Fighter recruitment is an ongoing initiative in the Township. For more information about how to apply please consult the Township website.





COMMUNITY & BUSINESS SERVICES

ECONOMIC DEVELOPMENT

In 2020 the Township received two provincial grants which allowed the Township to provide staff resources to assist and promote local businesses. The grants were provided through the Digital Main Street program (DMS) and the Ontario Ministry of Heritage, Sport, Tourism and Culture. With these grants staff have been able to assist main street, recreation & tourism businesses to create and improve their online presence. This has included creating websites, social media accounts, and photography to improve social media pages to attract more attention

160

Local businesses have been contacted for COVID recovery & DMS

42

Businesses have been supported through COVID recovery & DMS

COMMUNICATIONS

Newsletters	08
Social Media Posts	500+
Media Releases	28
Community Recreation Guides	03

RED PARTNERSHIP WITH GANANOQUE

The Township has partnered with the Town of Gananoque with the Rural Economic Development, RED program. This program is used to help put together events and programs for our communities as well as our businesses.

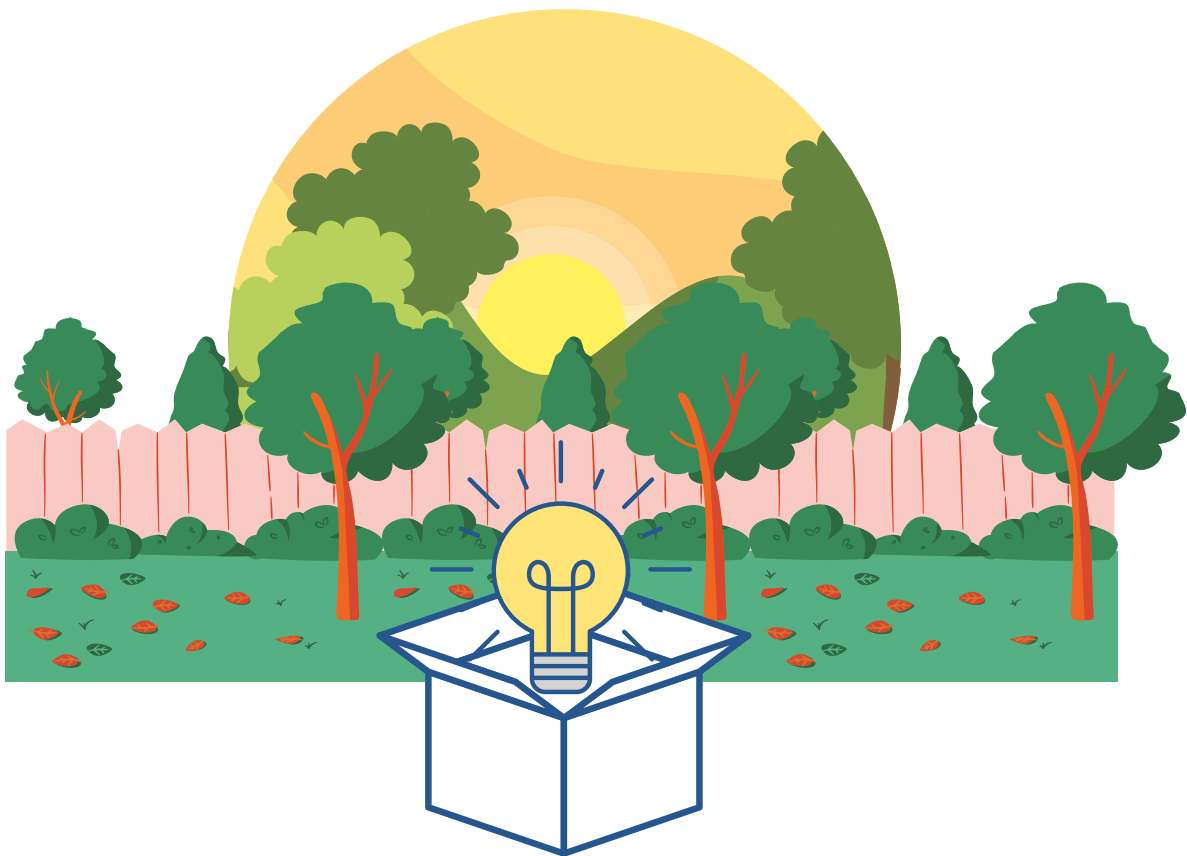
**Webinars for Businesses
Grow With Us Campaign
Open for Business Video Campaign
Be Kind, Shop Local Saturday's Campaign**

RED PARTNERSHIP WITH FRONT OF YONGE

The Township has partnered with the Township of Front of Yonge to provide our communities with a planned pop-up farmers market. \$35,000 in funding from OMAFA was granted to support this program. This portable market that sets up at community events or key locations across the two municipalities. Our goal with the pop-up farmers market is to increase sales for our local food producers.

PLAY PROGRAM

The Township was granted \$55K for PLAY Days, which are experiences that are offered outside, where participants are encouraged to “think outside the box” and embark on new adventures of recreation. Participants will use recycled materials, also known as “Loose Parts” as their inspiration for creative play and to engage in new ways with their surroundings and their peers.



20 We facilitated 20 unique recreation programs for the year of 2020. Some of those programs were virtual while others were in-person but maintained physical distance.

During the lockdown of COVID, we loaned equipment to 25 residents to help them stay active and healthy at home. **25**

PARKS & HARBOUR

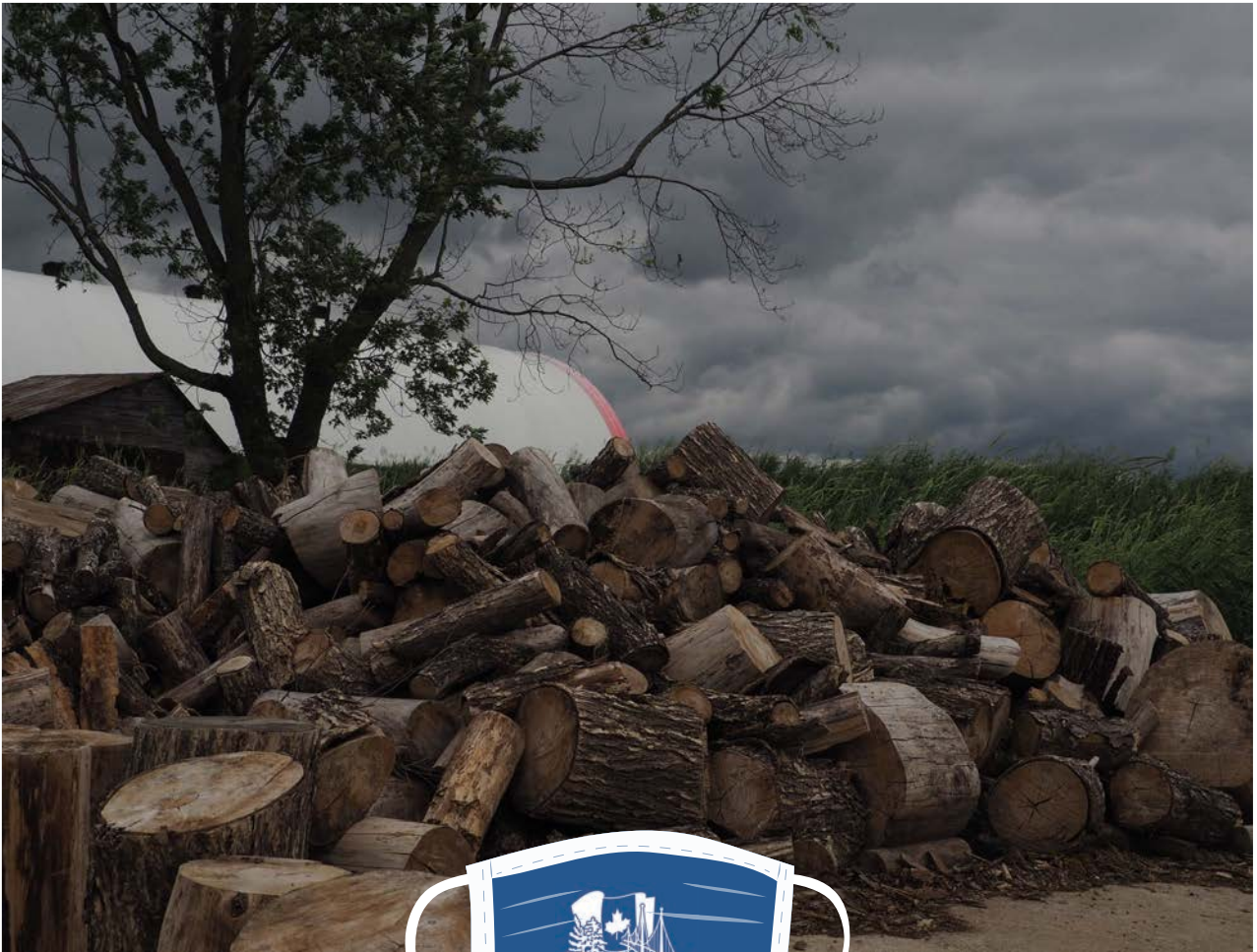
Kendrick's Park canteen opened for July and August for visitors to have access to while using the park. Kendrick's hosted the FAB nature camp during those months as well.

All park services including the splashpad were open and available to the public during the summer months.

The Seeley's Bay harbour was completely booked to capacity this summer with seasonal slip holders.

Thanks to our village groups and community volunteers for helping with the flower planters, gardens and baskets during the summer.





OPERATIONS DEPARTMENT

PUBLIC WORKS EMPLOYEES

After the first stage of COVID-19, collective bargaining resumed in October as both the Township and CUPE worked towards the first collective agreement regarding Public Works employees. Negotiations were conducted via Zoom meetings, which is an unusual way of doing it, but headway was being made. The next round of negotiations is schedule for January.



SANDBAG STATIONS

There were three sandbag filling stations installed in the Spring in response to the rising water levels.

- Russell Road (Wiltse Creek) Bridge was replaced
- Chisamore Point Road had improvements made
- La Rue Mills road had improvements made

CAPITAL PROJECTS

There are several capital projects amounting to \$700,000 that were deferred due to COVID.



A new fuelling system was implemented for the municipal fleet.



PLANNING & DEVELOPMENT

A Civic Addressing By-law was approved by Council in July which provides a consistent approach to assigning 911 addresses in the Township

BUILDING PERMITS

268 Building Permits were issued in 2020 with a value of construction exceeding \$17,000,000. The number of permits issued has exceeded the number of permits issued in 2019.

2019	2020
239	268



Lansdowne Serviced Area Infrastructure & Growth Readiness Study was completed

The Rockport Strategic Plan Update and Community Transportation Strategy was approved by Council on December 14, 2020. The Plan includes short and long term recommendations for the Village.



The Broadband Study was prepared by Telecon Design Inc., and was presented to Council in July 2020. The Township is seeking Federal and Provincial funding opportunities to further advance the project.



NGL, Nordicity Group Limited, is preparing a Broadband Business Plan for the Township to support applications for funding

BY-LAW AMENDMENTS

In September Council approved By-law Amendments; to include zoning provisions to define and regulate Cannabis Processing and Production Facilities; and to permit second residential units

Staff are working towards updating the By-law Enforcement Strategy that will be brought to Council for review early in the new year.

BY-LAW ENFORCEMENT



TLTI PUBLIC LIBRARY

CHANGES FOR 2020

During the COVID-19 pandemic the Leeds and the Thousand Islands Public Library has continued to provide service above provincial standards while having to work under the provincial standards for funding. The programs have adopted distanced teaching through take-and-make kits, online programs, and outdoor activities. New and engaging services have been established to meet the needs of the community including job search help, resume aid, and continued access to free Wi-Fi or computers at all branches. Library materials (books, magazines, movies, audiobooks) are offered in hard form and through digital access using their large digital catalogue. The huge Library of Things continues to provide options to the community for borrowing outdoor equipment, recreational materials, board games, puzzles, metal detectors, and more as social distancing remains a big factor in everyday service provided.



As of December 01, 2020, across all branches,
we had a total of 5,523 patrons.

5,523



Township of
Leeds and the
Thousand Islands

