



## THE CORPORATION OF THE TOWN OF AMHERSTBURG

### OFFICE OF CORPORATE SERVICES

***Mission Statement:*** As stewards of the Town of Amherstburg, we strive to improve the quality of life of all residents through the delivery of effective, efficient, and affordable services.

Author's Name: Jordan Long	Report Date: April 5, 2024
Author's Phone: 519 736 0012 ext. 2248	Date to Council: April 22, 2024
Author's E-mail: jlong@amherstburg.ca	Resolution #:

**To: Mayor and Members of Town Council**

**Subject: Internet Purchase Exchange Location**

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#### **1. RECOMMENDATION:**

It is recommended that:

1. The Chief Administrative Officer, or designate, **BE AUTHORIZED** to purchase and install equipment and signage in the parking lot adjacent to 532 Sandwich St. South to facilitate and authorize the creation of an Internet Purchase Exchange Location as noted in the report of April 22, 2024;
2. A transfer from the Tax Stabilization Reserve Fund not to exceed \$4,500 (plus HST) **BE AUTHORIZED.**
3. A pre-approval for the 2025 Operating Budget and future budgets of \$1,000 to IT – Computer Maintenance **BE AUTHORIZED.**

#### **2. BACKGROUND:**

Online buy and sell sites like Kijiji and Facebook Marketplace have become more prevalent in the past few years. Often the parties involved have not previously met and have to arrange a location to complete transactions. The one-on-one nature of these transactions can open the risk of becoming a victim of robbery, assault, or fraud. Due to these and other risks, people seek out more public locations to meet.

### **3. DISCUSSION:**

Neighboring municipalities including LaSalle, Essex, and Tecumseh, currently offer “Internet Purchase Exchange” areas to allow a more visible and public meeting space. Installing a camera in the municipal parking lot south of the Police Detachment (532 Sandwich St. South) and designating 2 parking spots as a “Internet Purchase Exchange” zones would give the residents of Amherstburg a location to complete local online transactions.

It’s camera and location next to the Police Detachment would help in providing a space that encourages a safe interaction between a buyer and seller and deter fraud or theft. Windsor Police officers will not be present during transactions, but will attend if an offense is being reported. Windsor Police will have direct access to the video recording to review complaints.

### **4. RISK ANALYSIS:**

Proper signage will be installed to mitigate the Town’s liability stating that although there is video recording taking place, the Town assumes no liability for any interactions or altercations.

### **5. FINANCIAL MATTERS:**

Initial one-time purchase of \$4,500 for equipment, installation, and signage for the Internet Purchase Exchange Zone to be funded from the General Reserve. Additional ongoing costs for the annual fees of \$1,000 to cover camera licensing and data connectivity, to be pre-committed to be funded in the 2025 Operating budget and future operating budgets.

### **6. CONSULTATIONS:**

Windsor Police – Staff Sergeant Brian Caffarena  
Town of Amherstburg – Municipal Clerk/Risk Manager – Kevin Fox  
Town of Amherstburg – Manager, Municipal Facilities – Terry Fasan

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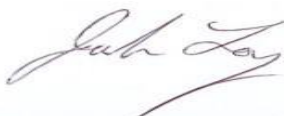
## 7. CORPORATE STRATEGIC ALIGNMENT:

*Vision: Preserving our past while forging our future.*

<i>Amherstburg Community Strategic Plan 2022 - 2026</i>	
<p><b>PILLAR 1</b> <b>Deliver Trusted &amp; Accountable Local Government</b></p> <ul style="list-style-type: none"><li><input type="checkbox"/> Improve trust between council and staff, and residents, by strengthening governance and internal accountability structures.</li><li><input type="checkbox"/> Deliver transparent and efficient financial management.</li><li>✓ Increase effective communication and engagement with residents.</li><li><input type="checkbox"/> Develop our staff team, resources, and workplace culture.</li><li>✓ Continue to deliver strong core municipal services.</li><li>✓ Ensure Amherstburg is an inclusive accessible and welcoming community committed to reconciliation.</li></ul>	<p><b>PILLAR 3</b> <b>Encourage Local Economic Prosperity</b></p> <ul style="list-style-type: none"><li><input type="checkbox"/> Encourage development of commercial and industrial lands.</li><li><input type="checkbox"/> Continue to promote local tourism industry, especially overnight accommodation.</li><li><input type="checkbox"/> Continue to facilitate downtown development for residents and visitors.</li><li><input type="checkbox"/> Continue to leverage partnership opportunities with other provincial, federal, and local governments, agencies, and organizations.</li></ul>
<p><b>PILLAR 2</b> <b>Invest in Community Amenities and Infrastructure</b></p> <ul style="list-style-type: none"><li><input type="checkbox"/> Maintain safe, reliable and accessible municipal infrastructure and facilities.</li><li><input type="checkbox"/> Increase access to recreation opportunities for all ages.</li><li><input type="checkbox"/> Finalize and execute plans for town-owned lands (e.g. Duffy's site, Belle Vue)</li><li><input type="checkbox"/> Create public access to water and waterfront</li><li><input type="checkbox"/> Prioritize opportunities to reduce environmental impacts of Town operations and increase Town resilience to climate change.</li></ul>	<p><b>PILLAR 4</b> <b>Shape Growth Aligned with Local Identity</b></p> <ul style="list-style-type: none"><li><input type="checkbox"/> Define and communicate a vision for the Town's future and identity.</li><li><input type="checkbox"/> Promote and plan for green and "climate change ready" development.</li><li><input type="checkbox"/> Review and implement policies that promote greater access to diverse housing.</li><li><input type="checkbox"/> Protect the Town's historic sites and heritage.</li><li><input type="checkbox"/> Preserve the Town's greenspaces, agricultural lands, and natural environment.</li></ul>

## 8. CONCLUSION:

In 2023, Windsor Police (Amherstburg Detachment) reported 32 "fraud by computer" investigations, not including the unknown number of unreported instances.



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Jordan Long  
**Manager of Information Technology**

## Report Approval Details

Document Title:	IT - Internet Purchase Exchange Location.docx
Attachments:	- Council Report - IT - Internet Purchase Exchange Zone.docx
Final Approval Date:	Apr 9, 2024

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

**No Signature - Task assigned to Tracy Prince was completed by delegate Yufang Du**

Tracy Prince

A handwritten signature in cursive script, appearing to read "Valerie Critchley".

Valerie Critchley

A handwritten signature in cursive script, appearing to read "Kevin Fox".

Kevin Fox