

**City of Port Colborne  
Council Meeting Agenda**

**Date:** Tuesday, January 24, 2023  
**Time:** 6:30 pm  
**Location:** Council Chambers, 3rd Floor, City Hall  
66 Charlotte Street, Port Colborne

**Pages**

1. Call to Order
2. National Anthem
3. Land Acknowledgment
4. Proclamations
5. Adoption of Agenda
6. Disclosures of Interest
7. Approval of Minutes
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## **11. Presentations**

## **12. Delegations**

In order to speak at a Council meeting, individuals must register no later than 12 noon on the date of the scheduled meeting. To register, complete the online application at [www.portcolborne.ca/delegation](http://www.portcolborne.ca/delegation), email [deputyclerk@portcolborne.ca](mailto:deputyclerk@portcolborne.ca) or phone 905-835-2900, ext. 115.

## **13. Mayor's Report**

## **14. Regional Councillor's Report**

## **15. Staff Remarks**

## **16. Councillors' Remarks**

## **17. Consideration of Items Requiring Separate Discussion**

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<b>24.</b>	<b>Adjournment</b>	

## **City of Port Colborne**

### **Public Meeting Minutes**

**Date:** Tuesday, November 1, 2022  
**Time:** 6:30 pm  
**Location:** Council Chambers, 3rd Floor, City Hall  
66 Charlotte Street, Port Colborne

**Members Present:** M. Bagu, Councillor  
E. Beauregard, Councillor  
R. Bodner, Councillor  
G. Bruno, Councillor  
W. Steele, Mayor (presiding officer)  
H. Wells, Councillor

**Member(s) Absent:** F. Danch, Councillor  
A. Desmarais, Councillor  
D. Kalailieff, Councillor

**Staff Present:** S. Tufail, Acting Deputy Clerk (minutes)  
N. Rubli, Acting City Clerk

#### **1. Call to Order**

Mayor Steele called the meeting to order at approximately 6:35pm.

#### **2. Adoption of Agenda**

Moved By Councillor H. Wells  
Seconded By Councillor R. Bodner

That the agenda dated November 1, 2022 be confirmed as amended.

Carried

#### **3. Disclosures of Interest**

Nil.



#### **4. Statutory Public Meetings**

##### **4.1 Public Meeting Report for Proposed Expansion to the Main Street CIP Area - 1 Neff Street, 2022-233**

###### **PURPOSE OF MEETING**

The purpose of this meeting, pursuant to section 28 of the Planning Act, is to consider an application initiated by the City of Port Colborne for the lands known Part of Lot 2 on Plan 762, on the north side of Neff Street, formerly in the Township of Humberstone, now in the City of Port Colborne, Regional Municipality of Niagara, municipally known as 1 Neff Street.

The Community Improvement Plan area is proposed to be expanded to include the property at 1 Neff Street, owned by Grandstone Living Inc. The owner requests that the subject property be included in the CIP area in order to be eligible to apply for grants and incentives outlined within the plan.

###### **METHOD OF NOTICE**

Notice of the Public Meeting was administered in accordance with Sections 28 of the Planning Act, as amended, and Ontario Regulations 543/06.

The Notice of Public Meeting was circulated to required agencies and placed in the Niagara This Week newspaper on October 6, 2022. Meeting details have been provided along with the Council Agenda on the City's website.

As of the date of this meeting, no comments from any members of the public or required agencies have been received.

###### **QUESTIONS OF CLARIFICATION TO PLANNING STAFF/APPLICANT**

Councillor Bruno asked if there is a CIP fee associated with this application and process.

Mr. Schulz answered there are no fees.

Councillor Bruno asked about the boundaries of the CIP area and used the northern parcels as example.

Mr. Schulz explained the lands to the north are Federal owned land and are not included in the CIP area. In the past, 1 Neff Street was part of the rail line and the Federal government before the parcel was deemed a

surplus and was sold. Now the property is in private ownership which is eligible for the CIP area. There are more areas that are under review to be included in the CIP area as the plan progress.

Moved By Councillor M. Bagu  
Seconded By Councillor G. Bruno

That Development and Legislative Services Department – Planning Division Report 2022-233 be received for information.

Carried

#### **4.2 Public Meeting Report for Proposed Official Plan and Zoning By-law Amendment at 9 Chestnut Street, Files D09-01-22 & D14-04-21, 2022-234**

##### **PURPOSE OF MEETING**

The purpose of this meeting, pursuant to sections 22 and 34 of the Planning Act, is to consider an application initiated by the City of Port Colborne for the lands known as Lots 504 to 511, on Plan 8, in the City of Port Colborne, Regional Municipality of Niagara, municipally known as 9 Chestnut Street (or Chestnut Park).

The Official Plan Amendment proposes to amend the Official Plan to facilitate the proposed development of a public apartment building on the subject lands at an increased density and on a local road notwithstanding Policies 3.2.1 c) i) and ii). The amendment is required to alter the Official Plan policy to permit a density of 148 units per hectare and to permit the building to be located on a local road.

The Zoning By-law Amendment proposes to change the zoning from Public and Park (P) to a special provision of the Fourth Density Residential (R4) zone. The Zoning By-law Amendment is being sought to permit the construction of a residential public apartment building on the subject lands. The proposed special R4 zone will allow a reduction in lot area per unit, a reduction in minimum front yard setback, a reduction in minimum corner side yard setback, an increase to the minimum rear yard setback for separation distance purposes, and a reduction of landscape buffer abutting a residential or Public and Park zone.

##### **METHOD OF NOTICE**

Notice of the Public Meeting was administered in accordance with Sections 22 and 34 of the Planning Act, as amended, and Ontario Regulations 543/06 and 545/06.

The Notice of Public Meeting was circulated to required agencies, and property owners within 120 metres of the lands on October 12, 2022. Meeting details have been provided along with the Council Agenda on the City's website and under "Current Applications".

Staff received a number of comments from members of the public through the January 2021 circulation of the Zoning By-law Amendment. These public comments have been included in the staff report and will be considered through staff's recommendation report.

Updated comments from the Niagara Region have been received in response to the provided Noise Impact Study and Planning Justification Report.

#### Niagara Region Comments

Regional Planning and Development Services staff is satisfied that the proposed Official Plan Amendment and Zoning By-law Amendment applications are consistent with the Provincial Policy Statement and conform to the Growth Plan and Regional Official Plan, subject to the above comments. The proposal will facilitate the construction of an affordable housing project, which the Region strongly supports.

#### **QUESTIONS OF CLARIFICATION TO PLANNING STAFF/APPLICANT**

Councillor Bodner asked if the listed requests are in relation to this application.

Mr. Schulz explained some of the minor variance requests proposed to be worked under the amendment brought to Council. This is to better facilitate the development process.

Councillor Beauregard asked if the site plan could be provided in a separate document for closer review.

Mr. Schulz agreed to include the site plan in a separate appendix in the recommendation report.

Councillor Bruno explained the City hired a consultant to provide an affordable housing strategy report. He asked if this application was made before this report.

Mr. Schulz answered yes.

Councillor Bruno has concerns with all the effort the applicant has put in, the Region may oppose despite the local municipal's approval. As a result, could this be appealed?

Mr. Schulz explained the Region is a commenting agent on the City's proposal. If the Region opposes to the Council's decision, it is possible to be appealed.

Councillor Wells mentioned there are other suitable properties to be included in the CIP area. Has these properties been identified to be reviewed?

Mr. Long explained City Staff are working on properties to be declared a surplus in the new year, however no properties at this moment.

Councillor Bagu suggested alteration of processes to reduce time and financial resources spent on studies.

Moved By Councillor E. Beauregard

Seconded By Councillor R. Bodner

That Development and Legislative Services – Planning Division Report 2022-234 be received for information.

Carried

**a. Delegation from Melissa Bigford, resident**

Melissa Bigford is resident of 173 Chippawa Road. Ms. Bigford opposes to the proposal and expresses their concerns.

- Disagrees in converting public and park spaces to residential.
- The land is not large enough to support the proposal as the land has returned to Council for further amendments.
- Has concerns the proposal are not conforming to the D6 guidelines.
- Has concerns of the noise and vibration report provided by the Region. A terminal operator is located on Barber Drive which has increased traffic in the area causing ongoing issues in the surrounding neighbourhood.

- Questioned if phase one and two environmental assessments, geotechnical investigation, and a memorandum of understanding between the City and Port Cares have been completed and to provide the documents for public view.
- Has concerns regarding the landscape design and buffers.
- Has concerns that public notices were not shared on all platforms to inform the public.

**b. Delegation material from Barb deGuerre, resident**

**c. Delegation from Lee Matheson, resident**

Resident of 307 Clark Street in Port Colborne.

- Has concerns on the adverse affects of affordable housing units in their neighbourhood.
- Concerns regarding neighbourhood housing values after development.

**5. Procedural Motions**

**6. Information Items**

**7. Adjournment**

Mayor Steele adjourned the meeting at approximately 7:10pm.

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William C. Steele, Mayor

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Nicole Rubli, Acting City Clerk

**City of Port Colborne**  
**Council Meeting Minutes**

**Date:** Tuesday, December 13, 2022  
**Time:** 6:30 pm  
**Location:** Council Chambers, 3rd Floor, City Hall  
66 Charlotte Street, Port Colborne

**Members Present:** M. Bagu, Councillor  
E. Beauregard, Councillor  
R. Bodner, Councillor  
G. Bruno, Councillor  
F. Danch, Councillor  
W. Steele, Mayor (presiding officer)  
T. Hoyle, Councillor  
D. Elliott, Councillor  
M. Aquilina, Councillor

**Staff Present:** S. Luey, Chief Administrative Officer  
B. Boles, Director of Corporate Services/Treasurer  
S. Lawson, Fire Chief  
S. Tufail, Acting Deputy Clerk (minutes)  
N. Rubli, Acting City Clerk  
S. Shypowskyj, Director of Public Works

**1. Call to Order**

Mayor Steele called the meeting to order at approximately 6:31 p.m.

**2. National Anthem**

**3. Land Acknowledgment**

**4. Proclamations**

**4.1 Crime Stoppers Month - January 2023**

Moved by Councillor T. Hoyle  
Seconded by Councillor E. Beauregard

That the month of January 2023 be proclaimed as “Crime Stoppers Month” in the City of Port Colborne.

Carried

**5. Adoption of Agenda**

Moved by Councillor M. Aquilina  
Seconded by Councillor D. Elliott

That the agenda dated December 13, 2022 be confirmed, as amended.

Carried

**6. Disclosures of Interest**

**6.1 Councillor E. Beauregard - Recommendation Report for a Draft Plan Extension to the Rosedale Estates Subdivision, 2022-257**

The Councillor has an indirect pecuniary interest as he is employed by Upper Canada Consultants which are the consultants who work on this property.

**6.2 Councillor E. Beauregard - 176 Elm Street Driveway Entrance and On-Street Parking Provisions, 2022-266**

The Councillor has an indirect pecuniary interest as he is employed by Upper Canada Consultants which are the consultants who work on this property.

**6.3 Councillor E. Beauregard - By-law to amend by-law 7018/56/22 being a by-law to set a lapsing date of draft plan approval for Rosedale Subdivision**

The Councillor has an indirect pecuniary interest as he is employed by Upper Canada Consultants which are the consultants who work on this property.

**7. Approval of Minutes**

Moved by Councillor G. Bruno  
Seconded by Councillor M. Bagu

1. That the minutes of the Regular Meeting of Council held on November 8, 2022, be approved as circulated.

2. That the minutes of the Inaugural Meeting of Council held on November 22, 2022, be approved as circulated.
3. That the minutes of the Committee of the Whole-Budget Meeting held on December 7, 2022, be approved as circulated.

Carried

**7.1 Regular Meeting of Council- November 08, 2022**

**7.2 Inaugural Meeting of Council- November 22, 2022**

**7.3 Committee of the Whole-Budget - December 7, 2022**

**8. Recommendations Arising from Committees**

**8.1 2023 Capital and Related Project Budget, 2022-248**

Moved by Councillor F. Danch

Seconded by Councillor R. Bodner

That the Corporate Service Department, Financial Services Division, Report No. 2022- 248 Subject: 2023 Capital and Related Projects Budget, BE RECEIVED; and

That the recommended project changes, closures and funding transfers for projects approved prior to this report as outlined in Report No. 2023-248, Appendix C, BE APPROVED; and

That the proposed Council composition, remuneration and ward boundary review project remain funded in 2023 capital budget but the work not commence until 2024.

That the 2023 Capital and Related Projects Budget as outlined in Report No. 2022-248, BE APPROVED and that the projects identified in the 2023 Capital and Related Projects Budget be permitted to begin immediately where feasible.

Carried

**8.2 2023 Levy Budget, 2022-245**

Moved by Councillor F. Danch

Seconded by Councillor R. Bodner



That the Corporate Services Department, Financial Services Division, Report No. 2022-245 Subject 2023 Levy Budget BE RECEIVED; and

That the sustainability and working capital reserve funds be funded, up to the Reserve Fund policy target, as outlined in Report No. 2022-245; and

That \$2,000,000 resulting from contractual settlement related to a previous sale of land, as outlined in Report 2022-245 be transferred to the infrastructure reserve; and

That the 2023 Levy Budget as outlined in Report No. 2022-245, BE APPROVED.

Carried

### **8.3 2023 Rates Budget, 2022-246**

Moved by Councillor F. Danch

Seconded by Councillor R. Bodner

That Corporate Services Department Report 2022-246, BE RECEIVED; and

That the 2023 Rates Budget as outlined in Appendix B to Corporate Services Department Report 2022-246, BE APPROVED.

Carried

### **8.4 2023 Rates Setting, 2022-247**

Moved by Councillor F. Danch

Seconded by Councillor R. Bodner

That Corporate Services Department Report 2022-247, BE RECEIVED;

That the 2023 Water and Wastewater Rates as outlined on page 3 of Corporate Services Department Report 2022-247, BE APPROVED; and

That the 2023 Storm Sewer Rates as outlined on page 5 of Corporate Services Department Report 2022-247, BE APPROVED; and

That the draft by-law attached as Appendix A of Corporate Services Report 2022-247 be APPROVED.

Carried

#### **8.5 2023 Proposed User Fees and Charges, 2022-244**

Moved by Councillor F. Danch

Seconded by Councillor R. Bodner

That Corporate Services Department Report 2022-244 BE RECEIVED;

That the 2023 Proposed User Fees and Charges schedules attached as Appendices A to R be approved, except Appendix O - Cemetery Fees which are to remain at the 2022 rate; and

That the Committee of the Whole refers Appendix O dealing with Cemetery Fees to Staff for more information and a fee comparison with other local area municipalities; and

That the draft by-law as amended attached as Appendix S of Corporate Services Report 2022-244 be APPROVED

Carried

#### **9. Staff Reports**

Moved by Councillor T. Hoyle

Seconded by Councillor M. Aquilina

That items 9.1 to 9.7 be approved, and the recommendations contained therein be adopted.

Carried

#### **9.1 2023 Borrowing By-law, 2022-241**

That Corporate Services Department Report 2022-241 be received; and

That the draft by-law attached as Appendix A to Corporate Services Department Report 2022-241 be approved to authorize temporary borrowing in 2023, as required, up to \$4,000,000 for operating cash flow to meet the City's day-to-day expenditures, pending receipt of tax levies, user fees, and revenues anticipated during the year.

#### **9.2 2023 Interim Tax Billing, 2022-242**

That Corporate Services Department Report 2022-242 be received; and

That the draft by-law attached as Appendix A to Corporate Services Department Report 2022-242 be adopted to authorize the 2023 interim

levy of taxes for all property tax classes, from the last revised assessment roll, before the adoption of the estimates for the year and final levy rates are established.

**9.3 Cancellation, Reduction or Refund of Realty Tax, 2022-243**

That Corporate Services Department Report 2022-243 be received; and

That the applications pursuant to Section 357/358 of the *Municipal Act*, 2001, as amended, numbered 2022-100, 2022-200, 2022-300, 2022-500, 2022-700 and 2022-800 be approved to cancel or reduce taxes in the amount of \$14,455.31.

**9.4 176 Elm Street Driveway Entrance and On-Street Parking Provisions, 2022-266**

Councillor E. Beauregard declared a conflict on this item. (The Councillor has an indirect pecuniary interest as he is employed by Upper Canada Consultants which are the consultants who work on this property. ;)

That Development and Legislative Services Department – Planning Division Report 2022-266 be received;

That Council approve an exemption to Section 3.5.2 of Entrance By-law 1117/64/81 to allow for the construction of an entranceway on Charlotte Street for access to 176 Elm Street, from 7.3m to 10.4m in width;

That Council approve the removal of three on-street parking spots on Charlotte Street west of Elm Street to accommodate a new entranceway.

**9.5 Vale Health & Wellness Centre 10th Anniversary, 2022-263**

That Corporate Services Department – Recreation Services Report 2022-263 be received; and

That Council approve Staff to apply to the Alcohol and Gaming Commission of Ontario (AGCO) for a Special Occasions Permit for the Vale Health & Wellness Centre 10<sup>th</sup> Anniversary Event taking place on Saturday, February 11, 2023; and

That the Vale Health & Wellness Centre 10<sup>th</sup> Anniversary Event be deemed as a municipally significant event for the purpose of applying for a Special Occasion Permit from AGCO.

**9.6 2023 Council Meeting Schedule, 2022-217**

That Development and Legislative Services – Clerk’s Division Report 2022-217 be received; and

That the 2023 Council meeting schedule set out in Appendix A of Corporate Services Report 2022-217 be approved.

#### **9.7 Citizen Appointments to Boards and Committees, 2022-271**

That Development and Legislative Services – Clerk Division Report 2022-271 be received; and

That the following members of the public be appointed to the respective boards and committees:

##### **Committee of Adjustment**

That Angie Desmarais and Dan O’Hara be appointed to the Committee of Adjustment for a term ending November 14, 2026.

##### **Port Colborne Historical and Marine Museum Board**

That Joseph (Luke) Brazeau, Jeffrey Piniak and Terry Huffman be appointed to the Port Colborne Historical and Marine Museum Board for a term ending December 31, 2026.

##### **Port Colborne Public Library Board**

That following 8 members be appointed to the Port Colborne Public Library Board for a term ending November 14, 2026.

- Michael Cooper
- Bryan Ingram
- Harmony Cooper
- Cheryl MacMillan
- Brian Beck
- Angie Desmarais
- Emmy (Eman) Tanini
- Margaret Booth

#### **10. Correspondence Items**

Moved by Councillor T. Hoyle

Seconded by Councillor M. Aquilina

That items 10.1 to 10.8 be received for information.

Carried

- 10.1 Motions from Various Municipalities in Response to Bill 23 - More Homes, Built Faster Act, 2022**
- 10.2 Niagara Peninsula Conservation Authority - Comments on Bill 23 - Environmental Registry of Ontario Postings**
- 10.3 Niagara Region Official Plan - Notice of Decision**
- 10.4 Niagara Region - Motion Respecting Active Transportation and Migrant Workers**
- 10.5 Niagara Transit Commission - 2023 Budget and Requisition - Report NTC 20-2022**
- 10.6 Canadian Federation of University Women - Thank you Letter for Lighting the Port Colborne City Hall Cupola in Orange on November 25th, 2022**
- 10.7 Niagara Peninsula Conservation Authority - Board Meeting Highlights, November 2022**
- 10.8 Ministry of Natural Resources and Forestry - Notice: Changes under the Oil, Gas and Salt Resources Act related to Geologic Carbon Storage**

## **11. Presentations**

### **11.1 Framed Christmas Cards Presentation-Child Artists from Port Colborne Elementary Schools**

Mayor Steele presented framed Christmas cards to the winners of the annual Christmas project from various Port Colborne Elementary schools.

## **12. Delegations**

### **12.1 Janet Oram-Petition Requesting to reduce vehicle speed limit on Elm Street**

Janet Oram delegated her request to Council with respect to reducing vehicle speed limit on Elm Street and responded to questions received from Council.

Moved by Councillor G. Bruno  
Seconded by Councillor F. Danch

That consideration of Janet Oram's delegation and petition requesting a reduction to the speed limit on Elm Street be referred to the Director of Public Works, in order to conduct a traffic safety review; and

That the Director of Public Works bring a report back to a future Council meeting.

Carried

**12.2 Proposal to replace a 4-meter stretch of grass median with Native plants in Port Colborne Along West Street, Elm Street or Steele Street**

Students from DeWitt Carter Public School delegated their request to replace a 4-meter stretch of grass median with native plants in Port Colborne along West Street, Elm Street or Steele Street and responded to questions received from Council.

Moved by Councillor T. Hoyle  
Seconded by Councillor E. Beauregard

That the proposal to replace a 4-meter stretch of grass median with native plants in Port Colborne along West Street, Elm Street or Steele Street be referred to staff to collaborate with DeWitt Carter Public School on the project.

Carried

**13. Mayor's Report**

A copy of the Mayor's Report is attached.

**14. Regional Councillor's Report**

**15. Staff Remarks**

**15.1 City Hall Closure (Luey)**

The Chief Administrative Officer informed Council that the planned City Hall closure will begin at end of business on December 23, 2022 to January 3, 2023. He also stated that the library, museum and some recreational facilities will remain open on certain days.

## **15.2 City Hall Elevator (Luey)**

The Chief Administrative Officer advised Council that the planned maintenance of the elevator at City Hall is scheduled to take place from December 15, 2022 to January 20, 2023 and alternate arrangements will be made for second and third floor access.

## **16. Councillors' Remarks**

### **16.1 Merry Christmas (Bodner)**

Councillor Bodner wished staff and residents a very merry Christmas.

### **16.2 Happy Holidays (Danch)**

Councillor Danch wished Port Colborne residents a happy holiday season.

### **16.3 Merry Christmas and Happy New Year (Bagu)**

Councillor Bagu wished Port Colborne residents a merry Christmas and a happy New Year.

### **16.4 Merry Christmas (Bruno)**

Councillor Bruno wished Port Colborne residents a merry Christmas and a happy New Year.

### **16.5 Sidewalk Issue (Bruno)**

Councillor Bruno expressed appreciation towards Public Works staff for their assistance with addressing a sidewalk concern on George Street.

### **16.6 Snowstorm (Bruno)**

Councillor Bruno relayed a resident's appreciation towards the Fire Chief and staff for their assistance during the November snowstorm.

### **16.7 Best Wishes (Elliott)**

Councillor Elliott wished Port Colborne residents best wishes and a merry Christmas.

### **16.8 Christmas Parade (Elliott)**

Councillor Elliott expressed gratitude towards staff and residents for a successful Christmas parade.

### **16.9 Happy Holidays (Aquilina)**

Councillor Aquilina wished Port Colborne residents a happy holiday season.

**16.10 Speeding on Wellington Street (Beauregard)**

Councillor Beauregard expressed appreciation towards staff for addressing speeding and putting traffic calming measures in place on Wellington Street.

**16.11 Merry Christmas (Beauregard)**

Councillor Beauregard wished Port Colborne residents a merry Christmas and a happy New Year.

**16.12 Happy Holidays (Hoyle)**

Councillor Hoyle wished Port Colborne residents a happy holiday season.

**16.13 Thank you to Staff (Hoyle)**

Councillor Hoyle expressed appreciation towards staff for the continuous support and assistance with various inquiries.

**17. Consideration of Items Requiring Separate Discussion**

**17.1 Port Colborne Municipal Drain 2nd Meeting to Consider, 2022-250**

Moved by Councillor M. Bagu

Seconded by Councillor G. Bruno

That Public Works Department Report 2022-250 be received; and

That the Mayor and Clerk be directed to execute a by-law to provisionally adopt the Port Colborne Municipal Drain Engineer's Report, dated July 12, 2022, prepared by Paul Marsh, P. Eng. of EWA Inc., under Section 78, Chapter D. 17 of the Drainage Act R.S.O. 1990; and

That Councillor Bodner, Councillor Aquilina and Councillor Bagu be appointed as members of the Port Colborne Municipal Drain Court of Revision and Councillor Hoyle be appointed as an alternate to be tentatively scheduled for January 25, 2023.

Carried

a. **Delegation from Paul Marsh, P. Eng., EWA Engineering Inc.**

b. **Delegation material from Jack Hellinga, resident**



**c. Delegation material from Harry Wells, resident**

**17.2 Committees and Boards, 2022-264**

Moved by Councillor D. Elliott

Seconded by Councillor F. Danch

That Development and Legislative Services Department – Clerk’s Division Report 2022-264 be received;

That the recommendations contained within this report and the Board and Committee structure attached as Appendix A of Development and Legislative Services Report 2022-264, be approved;

That Staff be directed to report back to a future meeting with an updated Board and Committee Appointment Policy;

That Staff be directed to report back to a future meeting with updated Terms of Reference for all Advisory Committees to support the approved new committee structure: and

That Staff be directed to advertise for lay member positions for expired terms in accordance with the Board and Committee structure attached as Appendix A and the City’s Boards and Committees Appointment Policy.

**Amendment:**

Moved by Councillor G. Bruno

Seconded by Councillor M. Bagu

That Development and Legislative Services Department – Clerk’s Division Report 2022-264 be received;

That the recommendations contained within this report and the Board and Committee structure attached as Appendix A of Development and Legislative Services Report 2022-264, be approved;

That Staff be directed to report back to a future meeting with an updated Board and Committee Appointment Policy;

**That the Committee of Adjustment composition be changed to include three Council members and two members of the public.**

That Staff be directed to report back to a future meeting with updated Terms of Reference for all Advisory Committees to support the approved new committee structure: and

That Staff be directed to advertise for lay member positions for expired terms in accordance with the Board and Committee structure attached as Appendix A and the City's Boards and Committees Appointment Policy.

Carried

### **17.3 Council Representation on Boards and Committees, 2022-270**

Moved by Councillor E. Beauregard

Seconded by Councillor T. Hoyle

That Development and Legislative – Clerk's Division Report 2022-270 be received; and

That Staff be directed to report back to a future meeting with a Council Member Appointment to Committee Policy for consideration; and

#### **Active Transportation Committee:**

That Councillor **Bagu** be appointed as the Council representative on the Active Transportation Committee for a term ending November 14, 2026.

#### **Economic Development Advisory Committee:**

That Councillors **Elliott** and **Bruno** be appointed as the Council representatives on the Economic Development Advisory Committee for a term ending November 14, 2026.

#### **Environmental Advisory Committee:**

That Councillors **Bagu** and **Hoyle** be appointed as the Council representatives on the Environmental Advisory Committee for a term ending November 14, 2026.

#### **Grant Policy Committee:**

That Councillors **Hoyle** and **Aquilina** be appointed as the Council representatives on the Grant Policy Committee for a term ending November 14, 2026.

#### **Port Colborne Historical and Marine Museum Board:**

That Councillor **Beauregard** be appointed as the Council representative on the Port Colborne Historical and Marine Museum Board for a term ending November 14, 2026.

#### **Port Colborne Senior Citizen Advisory Council:**

That Councillor **Aquilina** be appointed as the Council representative on the Port Colborne Senior Citizen Advisory Council for a term ending November 14, 2026.

**Social Determinants of Health Advisory Committee – Everyone Matters:**

That Councillor **Hoyle** be appointed as the Council representative to the Social Determinants of Health Advisory Committee – Everyone Matters for a term ending November 14, 2026.

**Committee of Adjustment:**

That Councillors **Elliott, Beauregard** and **Bruno** be appointed as the Council representatives to the Committee of Adjustment for a period ending November 14, 2026.

**Property Standards Committee/Notice to Muzzle Appeal Committee:**

That Councillors **Beauregard, Hoyle, Danch** and **Aquilina** be appointed as the Council representatives on the Property Standards Committee and Notice to Muzzle Appeal Committee for a term ending November 14, 2026.

**Port Colborne Public Library Board:**

That Councillor **Bagu** be appointed as the Council representative on the Port Colborne Public Library Board for a term ending November 14, 2026.

**Downtown Business Improvement Area Board of Management:**

That Councillor **Elliott** be appointed as the Council representative on the Downtown Business Improvement Area Board of Management for a term ending November 14, 2026.

**Main Street Business Improvement Area Board of Management:**

That Councillor **Danch** be appointed as the Council representative on the Main Street Business Improvement Area Board of Management for a term ending November 14, 2026.

**Drinking Water Quality Management System:**

That Councillors **Elliott** and **Bruno** be appointed as the Council representatives on the Drinking Water Quality Management System for a term ending November 14, 2026.

**Niagara Central Dorothy Rungeling Airport Commission:**

That Councillors **Bruno** and **Bodner** be appointed as the Council representatives on the Niagara Central Airport Commission for a term ending November 14, 2026.

**Port Colborne/Wainfleet Chamber of Commerce:**

That Councillor **Hoyle** be appointed as the Council representative on the Port Colborne/Wainfleet Chamber of Commerce for a term ending November 14, 2026.

**Julia Yager Social and Recreation Centre:**

That Councillor **Bodner** and **Aquilina** be appointed as the Council representative on the Julia Yager Social and Recreation Centre Committee for a term ending November 14, 2026.

**Sherkston Community Centre**

That Councillor **Bodner** and **Aquilina** be appointed as the Council representative on the Sherkston Community Centre Committee for a term ending November 14, 2026.

**Niagara Transit Commission Board**

That Councillor **Beauregard** be appointed as the Port Colborne Council representative on the Niagara Transit Commission Board for a term ending November 14, 2026.

Carried

**17.4 Recommendation Report for a Draft Plan Extension to the Rosedale Estates Subdivision, 2022-257**

Councillor E. Beauregard declared a conflict on this item. (The Councillor has an indirect pecuniary interest as he is employed by Upper Canada Consultants which are the consultants who work on this property. ;)

Moved by Councillor F. Danch

Seconded by Councillor G. Bruno

That Development and Legislative Services Department – Planning Division Report 2022-257 be received; and

That Council approve a one-year extension to the Rosedale Estates Draft Plan of Subdivision; and

That Council delegate their authority to the Manager of Planning to consider a further one-year extension to the Rosedale Draft Plan of Subdivision.

**Amendment:**

Moved by Councillor G. Bruno

Seconded by Councillor F. Danch

That Development and Legislative Services Department – Planning Division Report 2022-257 be received; and

**That Council approve a two-year extension to the Rosedale Estates Draft Plan of Subdivision.**

Lost

**Amendment:**

Moved by Councillor T. Hoyle

Seconded by Councillor D. Elliott

That Development and Legislative Services Department – Planning Division Report 2022-257 be received; and

That Council approve a one-year extension to the Rosedale Estates Draft Plan of Subdivision; and

**The City's application fee be waived; and**

That Council delegate their authority to the Manager of Planning to consider a further one-year extension to the Rosedale Draft Plan of Subdivision **upon payment of applicable fees.**

Carried

**a. Matt Kernahan, Planning Manager, Upper Canada Planning & Engineering Ltd**

**17.5 Sale of Surplus Property - Steele Street, 2022-253**

Moved by Councillor M. Bagu

Seconded by Councillor G. Bruno

That Chief Administrative Officer Report 2022-253 be received; and

That Council approve entering into an Agreement of Purchase and Sale with Kenneth and Wendy Busch of 848 Steele Street for the vacant City-owned property on Steele Street.

That a by-law to authorize entering into an Agreement of Purchase and Sale with Kenneth and Wendy Busch regarding the sale of a City-owned lot on Steele Street legally described as part of the Borden Avenue Pl. 792 Humberstone E/S of Knoll Street, Port Colborne, be brought forward; and

That the Mayor and Acting City Clerk be authorized to sign and execute any and all documents respecting the sale of these lands.

Carried

#### **17.6 Sale of Land Policy, 2022-256**

Moved by Councillor G. Bruno  
Seconded by Councillor M. Bagu

That Chief Administrative Office - Economic Development and Tourism Services Report 2022-256 be received;

That Council approve the revised Sale of Land Policy; and

That Council authorize the Mayor and Acting City Clerk to sign the By-law.

##### **Amendment:**

Moved by Councillor G. Bruno  
Seconded by Councillor M. Bagu

That Chief Administrative Office - Economic Development and Tourism Services Report 2022-256 be received;

**That the revised Sale of Land Policy be amended by striking out section 2.4**

**That the revised Sale of Land Policy be amended by striking out section 2.6 and adding the following thereto:**

**Council will impose conditions of sale when deemed appropriate to protect the interest of the Corporation and stakeholders.**

**That the following condition be added to section 4.2 of the revised Sale of Land Policy:**

**iii. Land with an estimated value less than the cost of the appraisal**

That Council approve the revised Sale of Land Policy as amended; and  
That Council authorize the Mayor and Acting City Clerk to sign the By-law.

Carried

**Amendment:**

Moved by Councillor M. Bagu  
Seconded by Councillor G. Bruno

**That section 4.1 of the revised Sale of Land policy be amended to state one (1) appraisal and one opinion of value of the market value of land to be sold shall be obtained and prepared by an Appraiser in accordance with the requirements of the Appraisal Institute of Canada.**

Carried

**17.7 TPH Academy at the Vale Health & Wellness Centre, 2022-258**

Moved by Councillor T. Hoyle  
Seconded by Councillor F. Danch

That Corporate Services Department – Recreation Services Report 2022-258 be received; and

That Recreation staff proceed with accommodating the TPH Academy as a new tenant at Vale Health & Wellness Centre (VHWC).

Carried

**17.8 CAO Use of Delegated Authority During Lame Duck Period, 2022-255**

Moved by Councillor M. Bagu  
Seconded by Councillor D. Elliott

That Chief Administrative Officer Report 2022-255 be received for information.

Carried

**18. Motions**

**19. Notice of Motions**

**20. Minutes of Boards & Committees**

Moved by Councillor F. Danch

Seconded by Councillor R. Bodner

That items 20.1 and 20.2, be approved as presented.

Carried

**20.1 Port Colborne Public Library Board Minutes, October 5, 2022**

**20.2 Environmental Advisory Committee Meeting Minutes, August 10, 2022**

**21. By-laws**

Moved by Councillor T. Hoyle

Seconded by Councillor E. Beauregard

That items 21.1 to 21.5, and 21.7 to 21.9 be enacted and passed.

Carried

**21.1 By-law to provide for a Section 4 and Section 78 Engineer's Report for Drainage works in the City of Port Colborne Known as the Port Colborne Municipal Drain**

**21.2 By-Law to Regulate the Supply of Water and to Provide for the Maintenance and Management of the Water Works and for the Imposition and Collection of Water Rates**

**21.3 By-law to establish fees and charges for various services and to repeal by-law 6949/95/21**

**21.4 By-law to Authorize the Temporary Borrowing of \$4,000,000.00 for 2023 from the Canadian Imperial Bank of Commerce**

**21.5 By-law to Provide for an Interim Tax Levy for the Year 2023**

**21.7 By-law to Authorize entering into an Agreement of Purchase and Sale of property with Kenneth and Wendy Busch for a vacant lot on Steele Street**

**21.8 By-law to Adopt the Revised Sale of Land Policy**

**21.9 By-law to Adopt, Ratify and Confirm the Proceedings of the Council of The Corporation of the City of Port Colborne**



**21.6 By-law to amend by-law 7018/56/22 being a by-law to set a lapsing date of draft plan approval for Rosedale Subdivision**

Councillor E. Beauregard declared a conflict on this item. (The Councillor has an indirect pecuniary interest as he is employed by Upper Canada Consultants which are the consultants who work on this property).

Moved by Councillor T. Hoyle  
Seconded by Councillor M. Aquilina

That item 21.6, as amended be enacted and passed.

Carried

**22. Procedural Motions**

**23. Information items**

**24. Adjournment**

Mayor Steele adjourned the meeting at approximately 10:34 p.m.

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William C. Steele, Mayor

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Nicole Rubli, Acting City Clerk



**PORT COLBORNE**

# Mayor's Report

DECEMBER 13, 2022

## INAUGURATION CEREMONY

It was an honour for me, and for all of incoming council, to be sworn in by Madame Justice Theresa Maddalena of the Ontario Superior Court on the evening of Nov. 22 here in the council chamber. After a welcome proclamation by Town Crier Tom Pekar, we were honoured to be led into the chamber by Piper Terry Dyson, and a colour guard from Royal Canadian Legion Branch 56. We were also honoured to be escorted by two members of the Royal Canadian Mounted Police, Sgt. Tom Scarlett and Sgt. Nicole Noonan, by Niagara Regional Police Deputy Chief Bill Fordy and Staff Sergeant Phil (pr. Lish-kai) Liciskai, by Port Colborne Firefighters Matt Lannan and Curtis Wilcox, and by Lynton Davies 79 Squadron cadets. Soloist Renee Bisson led us in O Canada. It was a ceremony of great significance, and we are all so proud, grateful, and humble, to serve the City of Port Colborne for the next four years. You can watch the ceremony in full on the city's YouTube channel.

After the pomp and circumstance of the administration of our oaths, we got right to work.

## COUNCIL ORIENTATION EFFORTS

Thank you to city staff and fellow councillors for your cooperation and patience as we worked through a busy couple of weeks of orientation. It's important we're all starting on the same page, with the same information, and have a thorough grasp of how things work, and where things are going.

## BUSINESS CELEBRATIONS

I have the pleasure of representing council at grand openings and business anniversaries, two of which occurred days after our swearing in. Owners Lisa and Ben Terreberry celebrated the grand opening of Port Side Petals and Gifts on the first anniversary of taking over the former Arlie's on Clarence Street. Across the street, Mixed Martial Arts champion Anthony Romero welcomed hundreds of clients and guests at his expansion of Genius Fitness and Martial Arts. We wish them well and thank them for doing business in Downtown Port Colborne.

#### LIGHTED SANTA CLAUS PARADE

Council salutes Luke Rowe and Amy Duffy for coordinating one of the best parades we've ever presented. Thanks to so many staff from all departments who helped with set-up, especially Dave Sabo, who put together our float. Great job Dave!

All the floats were so well done. A lot of time and effort goes into these events, and we salute all the local businesses, organizations and service clubs for work and contributions to make our little lighted parade one of the best in Niagara.

Thanks to Councillors Hoyle and Aquilina for walking the parade route with us, handing out treats to all the youngsters along the way.

Our float featured enlargements of the art I chose from more than 200 submissions from Port Colborne elementary school children. We were thrilled to have the children ride in the lighted float Saturday evening, Dec. 3. We are pleased to have them here tonight to present them with the enlarged cards of their art, to display in their homes, or in their front yards.

Tonight we present a framed memento of their original work, and the card printed from the art, with an official plaque to thank them for participating in this annual project. We're so proud of all the children who contributed Christmas art. Congratulations to all of you.

#### CHRISTMAS CARD ART

Let's have all the children come up and get the art they designed, which we enlarged for the parade float. I'll present each one of you your framed memento.

Present the individual frames with plaques.

Ask Scott (and the parents) to come up for photos

#### WISHING ALL A SAFE AND HAPPY HOLIDAY

To conclude my report this evening, our last council meeting for 2022, on behalf of all the councillors and staff, distanced tonight for health and safety in the continuing fight against covid, I send greetings to all of you at home, and best wishes for a safe, healthy, joyful Christmas.

Drive safely, slow down, let's all look out for our neighbours.

We'll see you at the Vale Centre on New Year's Eve.

## **Memorandum**

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**Date:** January 16, 2023

**To:** Nicole Rubli, Acting City Clerk

**From:** Janice Peyton, Executive Assistant, DPW

**Re:** Environmental Advisory Committee  
Annual 2022 Report

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At the Environmental Advisory Committee meeting of January 11, 2023, the Environmental Advisory Committee reviewed the annual report documenting the committee's highlights for 2022.

The Committee resolved as follows:

Moved by Katherine Klauck  
Seconded by Norbert Gieger

That the Port Colborne Environmental Advisory Committee Annual Report for 2022 be submitted to the Legislative Services department for Council.  
CARRIED.

A copy of the report is attached. Please place this item on the next available Council agenda.



Signed:

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Janice Peyton  
Executive Assistant, DPW  
Recording Secretary, EAC

## **Port Colborne Environmental Advisory Committee Annual Report: 2022**

**Introduction:** This annual report documents the Port Colborne's Environmental Advisory Committee (EAC) highlights for 2022.

**Purpose:** *"The Environmental Advisory Committee is an Ad-Hoc Committee of Council whose purpose is to:*

- *Advise Council on environmental, energy conservation and shoreline protection issues that affect the City of Port Colborne and those matters referred to the Committee by Council.*
- *To promote the integration of environmental, energy conservation and shoreline protection considerations into the planning and development of City policies, programs and services."*

**2022 Membership:** Trent Doan, Norbert Gieger, Jack Hellinga (Vice Chair), Tim Hoyle (as of November 2022, Councillor Hoyle), George McKibbin (Chair), Steven Rivers, Kerry Royer (non-voting member NPCA), Ryan Waines, Councillor Mark Bagu, Councillor Harry Wells (term ending November 2022), Tim Lamb, and Katherine Klauck. Cassandra Banting (Public Works liaison) and Janice Peyton (Recording Secretary) provide City staff support.

**Meetings:** In 2022 five virtual meetings were held: February 2<sup>nd</sup>; April 23<sup>rd</sup>; June 8<sup>th</sup>; August 10<sup>th</sup>; and November 9<sup>th</sup>. One working committee meeting was held in July while drafting revised terms of reference and committee core competencies. One virtual consultation on climate change actions and review with Chris Kalimootoo, Director, Public Works. Members enjoyed a holiday reception on December 14.

**Committee Presentations:** Here are the list of presenters from members of the public, City representatives and various interest groups. Kerry Royer updated the Committee on Niagara Peninsula Conservation Authority projects; Dr. Rod Tennyson presented papers on Wind Turbine Issues and Committee Core Competencies; Nicole Rubli and Saima Tufail, Clerk's Office updated the Committee on the City's procedural bylaw; Herb Sawatsky updated the Committee on 50by30's greenhouse gas reduction initiatives; and John McNeil, a forestry consultant, updated the committee on the ongoing urban forestry study.

Various committee members prepared and presented reports on ongoing projects.

**Actions:** Here are the main EAC initiatives in 2022:

- Reviewed Council's procedural bylaw to ensure EAC compliance;
- Drafted revised terms of reference and work plan for the City Clerk's office and Council review;
- Drafted reports and recommendations on climate warming and Port Colborne's Strategic Plan;

- Provided comments on a public notice, attended a public meeting, and prepared a report and recommendations in response to Planning and Development Report #2209-09;
- Reviewed and prepared reports and recommendations on land use compatibility where air and noise are concerned and hydrology for City review on Port Colborne Quarry's JART Review;
- In response to a request from Council, we prepared two reports and recommendations on wind turbine issues. The two reports are entitled: Overview of Wind Turbine Issues and Memorandum to Council on Multi Municipal Wind Turbine Working Group Correspondence – Ontario's Energy Plan and Wind Turbines;
- Reviewed and requested significant changes including the additional review of a City bylaw and policy on boulevard trees to a draft forestry request for proposals;
- Provided notice on a ship discharge into the Canal;
- Submitted operational questions on several environmental topics to Public Works staff for review, clarification and comment; and
- Reviewed Bill 23 and other policy amendments being proposed by the Province of Ontario.

What is Next in 2023: Subject to emerging issues and Council requests, EAC will also:

- Answer questions on the submitted revised terms of reference and implement Council's decisions on final revisions;
- Continue review and study of local climate change mitigation and adaptation issues;
- Update on Ontario's excess soil regulation OR 416/10;
- Review and provide comments on a revised boulevard tree bylaw and policy; and
- Review and provide comments on Provincial initiatives re environmental heritage features and hazard land policies.

On behalf of the EAC members, we thank Council for the opportunity to be of service in 2022.

**Subject: Vale Health and Wellness Centre**

**To: Council - Public Meeting**

**From: Public Works Department**

Report Number: 2023-06

Meeting Date: January 24, 2023

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**Recommendation:**

That the Public Works Department Report 2023-06 be received; and

That Weatherproofing Technologies Canada be retained to complete the recommended roof repairs at the Vale Health and Wellness Centre; and

That Council approve the total estimated cost of the project of \$1,991,764.18 excluding applicable taxes.

---

**Purpose:**

The purpose of this report is to obtain Council's approval and support to retain Weatherproofing Technologies Canada to complete the recommended roof repairs at the VHWC.

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**Background:**

Weatherproofing Technologies Canada (WTC) is a division of Tremco Construction Products Group Inc., an international construction products and services company committed and specializing in solving challenging facility problems through renovation, restoration, maintenance, and new construction.

WTC was commissioned by the City of Port Colborne to investigate the ongoing roof leaks at the VHWC. Onsite meetings were completed with facility staff and maintenance teams and were shown the areas of water infiltration. City staff provided WTC with building construction drawings and detailed information relating to specific locations, times, and weather conditions that leaks typically occurred.

WTC completed an assessment of the interior air humidity, air temperature and air leakage to ensure that the building air vapor barrier was performing as required. At the time of the inspections it was confirmed that interior air conditions were in good standing and the existing building mechanical systems were operating sufficiently.

Further, WTC engaged Ausenco Engineering Inc. and Larry May Architect Inc. to review the building's architectural/structural drawings and details and to oversee onsite inspections and investigations of the existing roof assembly. WTC also engaged Flynn Canada to provide a qualified roofing technician team to conduct a series of investigations and tests under the direction of the Engineer and Architect. The completed investigations allowed the WTC Team, Ausenco Engineering and Larry May Architect to develop the scope of work and repairs necessary to resolve the ongoing roof leaks.

The proposed work as outlined in the report has been proposed through the Kinetic GPO cooperative purchasing contract. These contracts simplify and expedite facility improvement projects while ensuring budget predictability. This approach adheres to the legal requirements specific to public works projects while offering greater control with a streamlined yet thorough procurement processes.

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## Discussion:

The investigations and testing completed identified several key issues contributing to the current leaks throughout the building. The three teams came together and reviewed the findings resulting from the investigations and testing and developed the most economical and long-term repair solutions for staff and Council's consideration.

Attached is a copy of the report submitted by WTC (Appendix A) which summarizes the findings of the investigation and testing work completed along with potential options that include scopes of work, repair details, and cost estimates.

The options listed and included in the attached report have been summarized below:

### Option #1

This first option primarily includes the removal, repair, and replacement of the leaking gutter which is approximately 155 feet in length, also known as "Gutter A1" in the attached report. This also includes the removal and replacement of 6 drain assemblies which are located along the gutter. Further details relating to the scope of work are also included in the report. The total estimated cost for this option is \$684,014.59 excluding applicable taxes.

### Option #2

The second option includes all works included in Option #1 plus the removal and replacement of all remaining gutters including an additional 25 drain assemblies along



with the installation of a fluid applied Solargard Hy-build coating and applicable accessories over the entire facility roof. The total estimated length of all gutters on the roof is 1,218 linear feet.

This option also includes a 12-year Tremco Quality Assurance Warranty which applies to the entire facility roof. The total estimated cost for this option is \$1,991,764.18 excluding applicable taxes.

### Option #3

The third option includes a complete new TremplyKee overlay roofing system. The idea of a full overlaid new roofing assembly was discussed in depth by the project teams and was determined not to be an economical solution. A budgetary price of \$5,175,000 excluding applicable taxes was assembled for comparative purposes.

WTC, with expert assistance and based on the review of construction drawings and details along with on-site investigations and testing, is recommending a roof restoration project that involves removal, repair, and replacement of the leaking internal roof valley gutter and drains, along with the installation of a fluid applied coating over the entire existing facility roof to provide a monolithic waterproofing solution (Option #2). As indicated, this option also includes a 12-year Tremco QA Warranty of the entire facility roof.

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## **Internal Consultations:**

City facilities and VHWC staff will work together to ensure the scheduling of the required works and operational requirements of the facility are fully considered to ensure the least amount of disruption during the construction phases of the project.

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## **Financial Implications:**

As noted, option two above is estimated to cost \$1,991,764.18 excluding applicable taxes.

The proposed budget for this project is \$2,100,000. The balance to be funded from the current VHWC budget of \$1,000,000 with the remaining amount from the infrastructure reserve. The estimated infrastructure reserve for the year ended December 31, 2022, will be approximately \$3,500,000 after taking this funding requirement into account.

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## **Public Engagement:**

All residents and affected organizations directly impacted due to the construction of the project will be notified in advance. City staff will make efforts to ensure scheduling of the

required works are planned accordingly and with the least disruption to the residents and user groups of the VHWC.

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### **Strategic Plan Alignment:**

The initiative contained within this report supports the following pillar of the strategic plan:

- City-Wide Investments in Infrastructure and Recreational/Cultural Spaces
- 

### **Conclusion:**

City staff have reviewed the information and reporting provided by WTC and recommend that Council approve Weatherproofing Technologies Canada to be retained and complete the scope of works and details included in Option #2 of the attached report for the total estimated cost of \$1,991,764.18 excluding applicable taxes.

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### **Appendices:**

- a. Vale Health and Wellness Centre 2022 Roof Repair Report

Respectfully submitted,

Joe Colasurdo  
Manager of Infrastructure  
905-835-2900 Ext. 234  
[Joe.Colasurdo@portcolborne.ca](mailto:Joe.Colasurdo@portcolborne.ca)

### **Report Approval:**

All reports reviewed and approved by the Department Director and also the City Treasurer when relevant. Final review and approval by the Chief Administrative Officer.

Project: VALE HEALTH AND WELLNESS CENTRE  
CITY OF PORT COLBORNE  
2022 ROOF REPAIR

**EXECUTIVE SUMMARY:**

WTC/Tremco is proposing a roof restoration project at the Vale Health and Wellness Centre located at 550 Elizabeth Street, Port Colborne, Ontario. The project involves repairing/replacing the leaking internal roof valley gutter drains with an option to install a fluid applied coating over the entire existing facility roof to provide a monolithic waterproofing solution. A comprehensive plan has been developed based on the review of the construction drawings/details and on-site inspections/investigation. The project package is being submitted for your consideration and approval.

**BACKGROUND:**

The Vale Health and Wellness Building has been experiencing leakage since its initial construction. The City of Port Colborne had attempted numerous remediation avenues, including the original build and design team, consultants, and contractors. Several unsuccessful repairs were attempted. The City of Port Colborne was referred to Gerry Caplette from Tremco. Tremco (better known as Tremclad products) is a construction product manufacturer that has manufacturing construction products and providing building envelope solutions in Ontario since 1928. Tremco has extensive references from Public Bodies locally, such as the Niagara Health System, Brock University and Jungbunzlauer.

Weatherproofing Technologies Canada is a division of the Tremco group of companies and offers a turnkey solution for design-build, Building Envelope Solutions. The City of Port Colborne commissioned WTC to investigate the ongoing roof leaks at the City of Port Colborne - Vale Health and Wellness Centre. WTC was hired with line-item pricing through the Kinetic GPO.

The Kinetic GPO is a pretender Group Purchasing Organization that services over 400 Public Sector Customers in Ontario alone; it complies with the BPS, and everything is verified by the RS Means. Kinetic tendered for roofing and building envelope services in Ontario. 2 Manufacturers with General Contractors were awarded Tremco and their Service Division WTC and the Garland Company and their Service Division DBS. Tremco and Garland were each contacted by Port Colborne's procurement department. Due to the complexity of this project, Garland declined to bid. Tremco then worked with Kinetic Approved Architects, Engineers and Contractors to provide a proposal for an investigation of the problem.

WTC completed onsite meetings with facility staff and maintenance teams and was shown the areas of water infiltration. WTC received building construction drawings and details from the facility team and was able to speak/interview site staff to collect information on the dates/times and weather conditions that these leaks typically occurred. WTC/Tremco had Tremco/CANAM building analysis team attend the site to assess the interior air humidity, air temperature and air leakage to determine if an interior dew point was present and that the building air vapour barrier was performing as required. During these inspections, the interior air conditions were in good standing, and the existing building mechanical systems were operating sufficiently. Tremco/WTC engaged Ausenco Engineer Inc. and Larry May Architect Inc. to review the provided building drawings/details and to oversee an onsite investigation of the existing roof assembly. WTC engaged Flynn Canada to provide a roofing technician team to conduct a series of investigation processes under the direction of the Engineer and Architect. The completed investigation allowed the WTC Team, Ausenco Engineering and Larry May Architect to develop a scope of work and repair details to conclude the ongoing roof leaks with an appropriate material and labour warranty.

#### **INVESTIGATION:**

Some key notes resulting and developed from the onsite portion of the investigation are as follows below:

1. Standing seams were inspected and appeared to be insufficiently closed in localized areas.
2. 2 openings were cut in the roof 18" up from the eaves at the A1 gutter in line with standing seams that appeared to be compromised. No evidence of water in the roof assembly were evident concluding that these seams most likely are not leaking or are not leaking enough to make it to eaves/gutter. The existing liner does not terminate at the end of the existing gutter pan
3. An opening was created in the bottom of the A1 gutter to determine the construction details. There is Alphagard Bio coating on top of a white EPDM gutter liner that appears to be 45mil thick and is fully adhered to the 1" ISO beneath it. The ISO was saturated, and the gutter appeared to be constructed with 16GA galvanized steel.
4. Upon further investigation at the interior of the A1 gutter it was found that there was no sufficient termination of the existing AVB/Insulation Liner to the repair created at the bottom side of the gutter with spray foam insulation creating convection/dew point in cold weather conditions.
5. When the 2lb CUFCA Certified spray foam insulation was removed from the bottom side of the A1 gutter it appeared to be an inconsistent covering varying from 1"-2.5" thick at a value of R6 per inch.
6. When the 2lb spray foam insulation was removed from the bottom of the A1 gutter trough, voids were found between the bottom of the galvanized gutter trough steel and the insulation in various areas.

7. Flood testing of the existing A1 drains caused an immediate leak. Removal of the existing drains determined that they are not actually drains but are 8" Stack Jacks that were installed upside down and connected to the existing plumbing with a Fernco. There are no clamping rings, and the membrane was terminated to the SJ flange with EPDM Bonding adhesive and various mastics and sealants. The ISO insulation around the drains was fully saturated with water. The strainers are loose laid on top of these locations
8. A section of the A1 gutter was isolated including the drain, and water tested. The water was filled to the bottom of the standing seam roof and began to travel out the end of the gutter as it is the lowest elevation for water to escape. No leaks were observed after 2 hours of continuous flood testing.
9. It was observed that there was missing and removed pipe insulation on the interior plumbing drainpipes from location of A1 drain connection on the leader to main stack down pipe in the wall on
10. Investigation of the mechanical system determined that the roof drains travel through the building and into the retention pond on the Southwest side of the property
11. Review of all other areas of gutter trough drains determined that the existing EPDM gutter liners have lost adhesion and moved, creased, and tented in areas. There were also failing previously installed repair patches and cover strips.
12. Review of all drain assemblies within all areas of gutter troughs determined that the drain assemblies are insufficient for the proposed use and should be removed and replaced.

**INVESTIGATION SUPPORTING IMAGES:**



**Air gap between gutter pan and insulation**



**Existing 2lb insulation 1.5" thick (R9) (Interior)**



**Insulation required on back side of C channel (Interior)**





**Existing drains in gutter (6-8" stack jacks)**



**Existing Gutter Temporary Repair**



**Typical damaged standing seam**



**Interior Leaking**



**Gutter 1A**



**Creased South Gutter Liner**



**Failing Gutter Liner Patches**

#### **REPAIR OPTIONS:**

Once the investigations were completed, and all teams met to discuss the most economical and long-term repair solutions, the WTC Team, Ausenco Engineering and Larry May Architect developed the repair details and scopes of work as listed below to conclude these ongoing roof leaks. The labour portion of these quotes were bid using 3 OIRCA Kinetic approved Roofing Contractors, Flynn Canada, Schreiber Brothers Ltd and Atlantic Roofers. Flynn was the successful bidder for labour.

#### **ROOF RESTORATION OPTION # 1 (RECOMMENDED)**

Gutter Location "A1"

1. Mobilization of Site (Project setup including all safety requirements)
2. Remove existing heat tracing/ de-icing cables and clips from roof eaves and internal gutter (work area) and store for re-installation when repairs are complete.
3. At the Location of Gutter "A1" Cut, release/remove the existing EPDM liner from the bottom of the gutter, remove ISO insulation beneath it and dispose. Release existing EPDM liner from the sides of the gutter, to remain in place for lap splicing over new EPDM liner. Cut and remove the bottom portion of the existing galvanized steel gutter pan as per detail SK-1. Install new prefabricated steel gutter pan to extend to the bottom of the existing back-to-back "C" channels and secure. Install new 1.5" ISO insulation with LR foam to the bottom and sides of the gutter. Adhere new EPDM Gutter Lining to ISO insulation. Splice existing .045EPDM liner overlapping new EPDM Gutter Lining and apply lap sealant to exposed edge. Remove and Replace 6 drain assemblies and connect with



Furnco at the interior side of the building. Install drain clamping rings and strainers as per manufacturers installation details.

4. Repair localized areas of standing seams on entire roof area that are not fully closed with hand crimpers and coat over with Tremco Seam Sealer and SolarGard HY-Build including accessories where required. Repair any failed sealants at transitions, penetrations, and water shedding details
5. At the interior side of Gutter Trough "A1" Apply CUFCA Certified 2lb spray foam insulation within the "C" channel against the gutter and ensure it ties into the existing insulation liner as per detail SK-1. Insulate all mechanical drain plumbing to ensure no condensation/dew point are present. Prepare/Clean and paint area of spiral HVAC ducting with water staining located under "Gutter A1". Install new Skirting/Closure trims on sides and bottom of Gutter "A1"
6. Re install existing heat tracing/ de-icing cables and clips to roof eaves and internal gutter
7. Demobilise site.

This repair option includes a 2 Year Contractor ORCA material and labor warranty. This scope of work can be completed for the cost of **\$684,014.59 +HST**

### **ROOF RESTORATION OPTION # 2 (RECOMMENDED)**

As and add on to Option #1, all other locations of gutters to be re lined and new drains installed with the addition of a fluid applied coating over entire facility roof.

1. At the Location of all other Gutter locations cut, release/remove the existing EPDM liner from the bottom of the gutter and remove ISO insulation beneath it and dispose. Release existing EPDM liner from the sides of the gutter, to remain in place for lap splicing over new EPDM liner. Install new 1.5" ISO insulation with LR foam on the bottom and sides of the gutter. Adhere new EPDM Gutter Lining to ISO insulation. Splice existing .045EPDM liner overlapping new EPDM Gutter Lining and apply lap sealant to exposed edge. Remove and replace 25 drain assemblies and connect with a U-Flow internal pipe seals. Install all clamping rings and strainers as per manufacturers installation details. Replace all damaged water shedding flashings/trims where required.
2. Coat the entire existing facility standing seam steel roof and water shedding details with fluid applied SOLARGARD HY-BUILD and applicable accessories.





*Roofing and Building Maintenance*

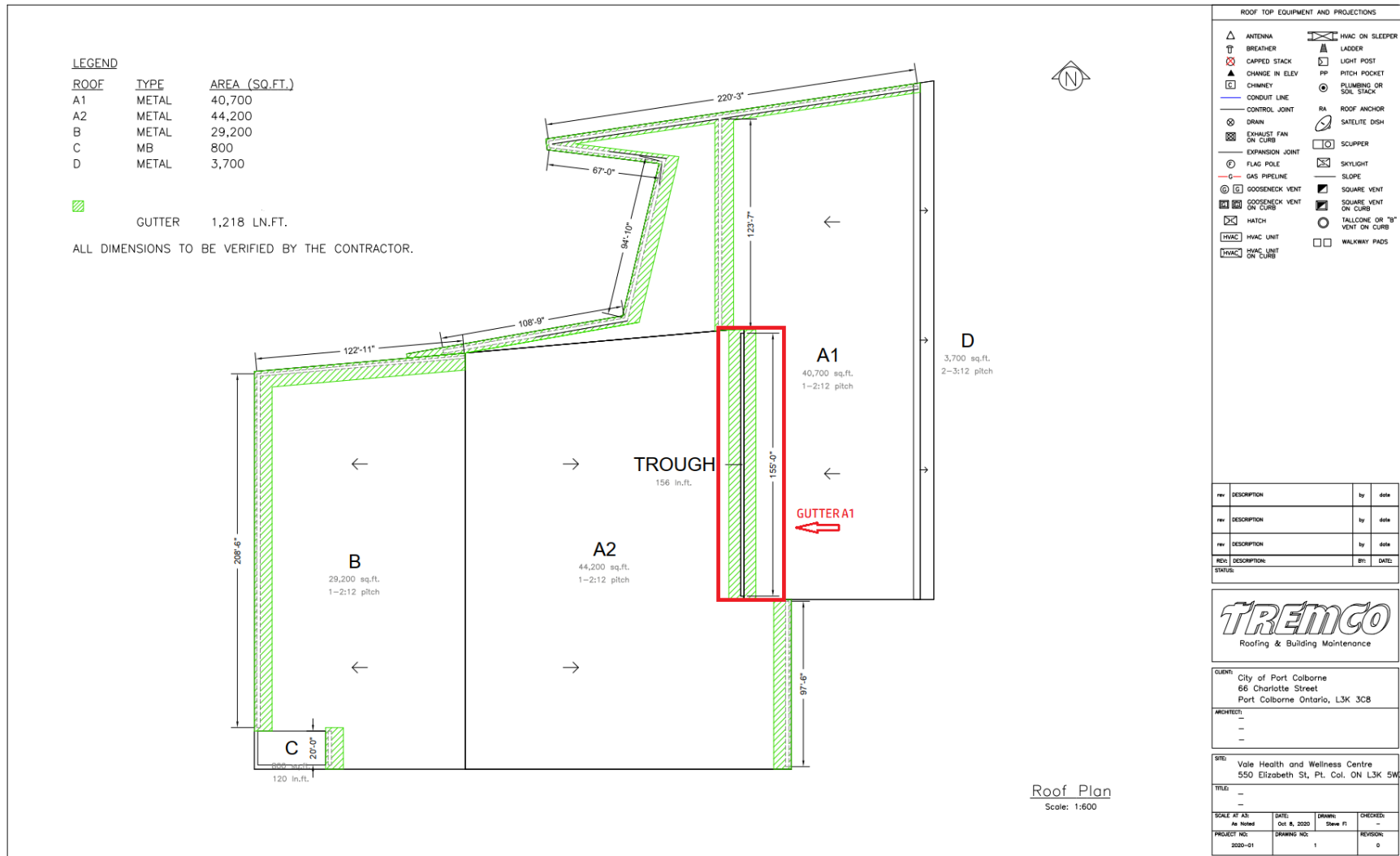


This repair option includes a 12 Year Tremco QA Warranty applied to entire facility roof including all areas of gutter throughs. This scope of work can be completed for the cost of **\$1,991,764.18+HST**

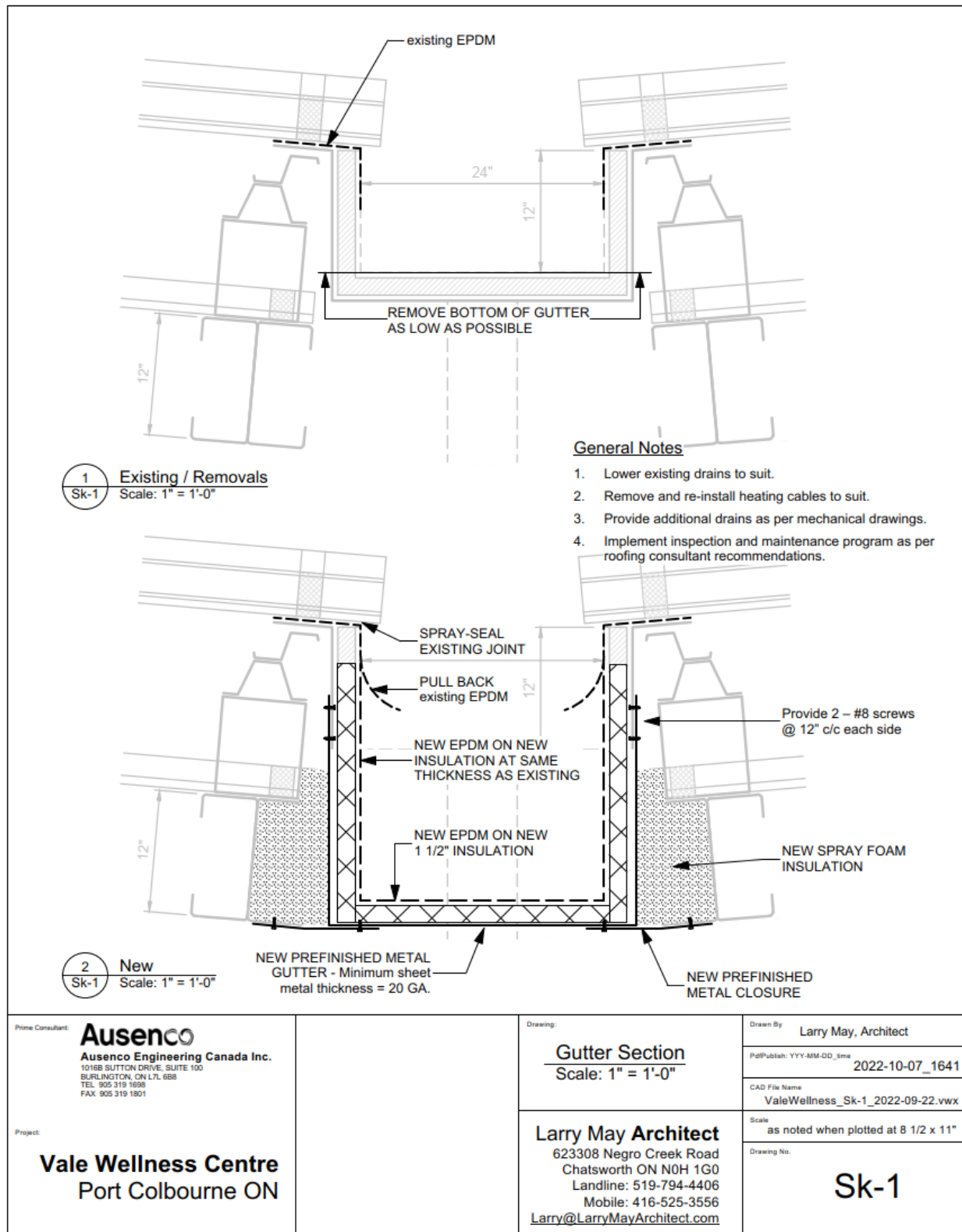
### **ROOF RESTORATION OPTION # 3 (NOT RECOMMENDED)**

The idea of a full overlayed -new roofing assembly was discussed in depth with the project team and determined not to be economical. A budgetary price of **\$5,175,000.00+HST** was assembled to complete a new TremplyKEE overlay roofing system.

## ROOF PLAN



**GUTTER "A1" PROPOSED REPAIR DETAIL**



**COOPERATIVE PURCHASING PROCUREMENT**

The fall/spring roofing work as outlined above is being proposed through the Kinetic GPO cooperative purchasing contract. These contracts simplify and expedite facility improvement projects while ensuring budget predictability. This approach adheres to the legal requirements specific to public works projects while offering greater control with a streamlined yet thorough procurement process. WTC's contract delivers the following benefits:

1. A single source for all facets of discovery, programming, scope of work development, construction, and commissioning.
2. Local, best-in-class and pre-qualified subcontractors experienced in all roofing and weatherization disciplines that are evaluated on compliance, capability, and experience.
3. Guaranteed maximum pricing to eliminate delays and costly change orders.
4. Performance-based quality construction services.
5. Shorter project execution time.
6. Single source responsibility.

Please do not hesitate to contact us should you have any questions.

Sincerely,

*Justin Dufresne*

Justin Dufresne  
Construction Manager  
Weatherproofing Technologies Canada

CC: Gerry Caplette, Tremco – Senior Roofing Representative  
Justin Dufresne, WTC – Construction Manager  
Timothy Dalsin, WTC – Director  
Gerald Ford, Tremco – Kinetic GP

**Subject: 2023-2026 Strategic Plan – Process and Next Steps**

**To: Council**

**From: Office of the Chief Administrative Officer**

Report Number: 2023-08

Meeting Date: January 24, 2023

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**Recommendation:**

That Chief Administrative Officer Report 2023-08 be received for information; and

That a new strategic planning process be initiated to guide the development of the 2023-2026 Strategic Plan in alignment with the new term of Council; and

That the 2020-2023 Strategic Plan remain in place at the beginning of this term of Council and until a new 2023-2026 Strategic Plan is approved and implemented in the spring of 2023; and

That the recommendations outlined in Report 2023-08 regarding the process for the development of a 2023-2026 Strategic Plan be approved.

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**Purpose:**

The purpose of this report is to seek Council support regarding a process for the development and implementation of a 2023-2026 Strategic Plan. A brief PowerPoint presentation from the Manager of Strategic Initiatives at the January 24, 2023, Council meeting will accompany this report.

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**Background:**

Given the myriad of tremendous opportunities and challenges facing municipalities, it is more important than ever for municipal organizations to think and act strategically having a focused plan that includes key pillars and priority projects. Port Colborne is on the cusp of a positive 10 to 15-year growth trajectory. A strategic plan helps the City prepare for and manage this growth, and it also helps coordinate how the City responds to new issues and emerging trends from a position of strength. With clear vision and mission statements, a strategic plan keeps Council and staff focused on making

informed decisions today that will simultaneously prepare the City for the future and provide a sense of purpose for staff and the organization in their delivery of programs and public services in a consistent, coordinated, and exceptional way.

The 2020-2023 Strategic Plan, attached as Appendix A, was approved by Council on May 25, 2021. It has been a guiding document used by Council and staff for governance, planning, and budgeting, as well as for ensuring the City and the corporation are moving forward. It was developed based on facilitated roundtable discussions with Council and staff in 2019 and 2020, and it also incorporates feedback from a community survey issued in 2021.

### Key Components of the 2020-2023 Strategic Plan

Vision: A vibrant waterfront community embracing growth for future generations.

Mission: To provide an exceptional small-town experience in a big way.

Corporate Values	Integrity – we interact with others ethically and honourably. Respect – we treat each other with empathy and understanding. Inclusion – we welcome everyone. Responsibility – we make tomorrow better. Collaboration – we are better together.
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Strategic Community Pillars: These pillars are areas that directly benefit our residents, businesses, and visitors.

1. Service and Simplicity – Quality and Innovative Delivery of Customer Services
2. Attracting Business Investment and Tourists to Port Colborne
3. City-Wide Investments in Infrastructure and Recreational/Cultural Spaces

Strategic Corporate Pillars: These pillars are the day-to-day practices, processes, and governance that Council and staff are focused on to ensure maximum value and benefit for our residents.

1. Value: Financial Management to Achieve Financial Sustainability
2. People: Supporting and Investing in Human Capital
3. Governance: Communications, Engagement, and Decision-Making

## Discussion:

To maintain continuity and strategic direction, the City's Corporate Leadership Team (CLT) are recommending that the 2020-2023 Strategic Plan remain in place at the beginning of this Council term and until a new 2023-2026 Strategic Plan is approved and implemented in the spring of 2023. Considering the existing plan still has relevance today, CLT are also recommending that the mission and vision statements and corporate values remain the same and be carried over as foundational pieces for the 2023-2026 Strategic Plan. Lastly, CLT advise that a survey be issued to gather public

input, and that development of the 2023-2026 Strategic Plan be completed internally or in-house.

The following is a proposed timeline which ensures both thoughtful discussion and timely progress throughout the planning process:

Strategic Planning Process – 2023 Key Dates	
January 24 <sup>th</sup>	Overview of 2020-23 Plan and process/next steps for 2023-26 Plan
January 25 <sup>th</sup>	Community survey opens
February 15 <sup>th</sup>	Community Survey closes and results to be analyzed
February 25 <sup>th</sup>	Facilitated session with Council & CLT
March 4 <sup>th</sup>	Facilitated session (if necessary)
March 28 <sup>th</sup>	Present draft plan (followed by any revisions)
April 11 <sup>th</sup>	Present final plan for adoption by Council
April/May	Community and corporate rollout/implementation

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### Internal Consultations:

The recommendations in this report have been discussed with the City's CLT.

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### Financial Implications:

There are no financial implications in approving this report. The 2020-2023 Strategic Plan was completed in-house, and no costs were incurred for external consultants. CLT are recommending that the 2023-2026 be completed in-house again. Most of the projects and initiatives in the 2020-2023 Strategic Plan were included in Council-approved budgets, while others had no additional financial impact as most formed part of the day-to-day responsibilities of staff and Divisional/Departmental work plans. Priority projects identified in the new 2023-2026 Strategic Plan that require funding will be submitted and reviewed as part of the City's budget process.

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### Public Engagement:

One of the key pillars of the City's Strategic Plan is good governance and, specifically, active public engagement through corporate communications and outreach. CLT are recommending that a community survey be issued the week of January 23, 2023, in order to obtain resident and stakeholder input and ensure that local issues and priorities are reflected in the key themes of the new strategic plan. A draft survey has been completed and is attached to this report as Appendix B. This survey will be posted on

the City's website and promoted through a media release, newspaper advertisement, frequent mentions on the City's social media channels, and email invitations to key contacts and community stakeholders who will be encouraged to share the survey link with others. The 2020-2023 Strategic Plan is a public document, and it is posted on the City's website.

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### **Strategic Plan Alignment:**

The City's Strategic Plan helps to ensure organizational alignment on the delivery of Council's priorities, and recommendations in staff reports should adhere to the pillars in the Plan.

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### **Conclusion:**

The City's current strategic plan includes a timeframe of 2020-2023. The Corporate Leadership Team (CLT) are recommending that a new strategic planning process be initiated to guide the development of the 2023-2026 Strategic Plan in alignment with the new term of Council. CLT are also recommending that the current strategic plan remain in place until a new plan is adopted and implemented in April/May 2023. One of the first steps in this process is to engage residents and key stakeholders by allowing them to provide their feedback. This will be achieved through a community survey that will be issued the week of January 23, 2023.

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### **Appendices:**

- a. 2020-2023 Strategic Plan
- b. Community Survey questions - 2023-2026 Strategic Planning process

Respectfully submitted,

Gary Long  
Manager of Strategic Initiatives  
905-835-2900 x502  
[gary.long@portcolborne.ca](mailto:gary.long@portcolborne.ca)



**Report Approval:**

All reports reviewed and approved by the Department Director and also the City Treasurer when relevant. Final review and approval by the Chief Administrative Officer.



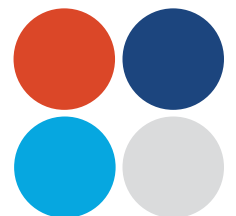
**PORT COLBORNE**

**CITY OF**

**PORT COLBORNE**

**STRATEGIC PLAN**

**2020 • 2023**





## Message from Mayor William Steele

As elected officials, we are entrusted by our citizens to make the best possible decisions for the present and the future. I welcome this City of Port Colborne 2020-2023 Strategic Plan as a key tool to guide us in that decision-making as we embrace the growth that is upon us and preserve the history that made us.

I look forward to working together with City staff and our community partners to fulfill our vision and see our city reach its full potential.







### Message from CAO Scott Luey

I am pleased to present the City of Port Colborne 2020-2023 Strategic Plan, and thank you for taking the time to read it.

Our 2020-2023 Strategic Plan is a roadmap that will take this city and our organization into the future by having a shared vision and focusing on community and corporate priorities that align and support this vision. The world we live in changes quickly, with new challenges and opportunities appearing daily. Having a commitment to a clear path forward makes that world easier to navigate.

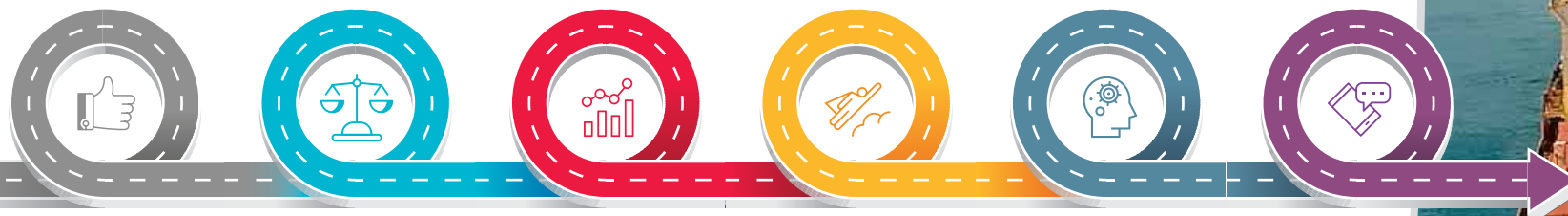
Our City's hardworking and professional staff take pride in the work they do and are committed to making a positive impact everyday for our residents. They are excited about having a strategic plan to help guide our day-to-day responsibilities, and about working collaboratively with Council and the community to create our future.

As CAO, I, along with our Directors and Managers, will continue to ensure organizational alignment with Council's priorities; provide implementation and oversight; and keep our community regularly informed on the progress we're making.

Our future is bright and we are ready to get to work.

## Message from the Corporate Leadership Team

Great things happen when we all travel in the same direction and follow the same map. As a Corporate Leadership Team, we are unified in our support for the City of Port Colborne's 2020-2023 Strategic Plan and are committed to its success. We look forward to working collaboratively with Council and with staff across all divisions, to bring it to life.





## Introduction

Welcome to the City of Port Colborne's 2020-2023 Strategic Plan. This plan will be a guiding document to assist Council and staff in priority setting, resource allocation, and decision-making for the remainder of the 2019-2022 Council term and into the next. It will also provide the community with a reference document, illustrating the City's priorities and the actions planned to achieve those priorities. Residents, businesses, and stakeholders will be able to see and understand the path forward and the benefits that will come from it.

This plan is a living document, as strategic planning is an ongoing process that requires flexibility and responsiveness to the ever-changing municipal landscape and global events. The COVID-19 global pandemic has illustrated unanticipated events can and do impact our ability to deliver our services in the way we originally intend. However, those services still need to be delivered. A strong strategic plan can be the map we refer to in order to maintain the level of service our constituents require when we are faced with implementing sudden and unexpected models of delivery.

A strategic plan will also provide a line of sight for City staff to see the connection between their day-to-day responsibilities and the vision and mission of the organization. This will help to ensure there is organizational alignment to deliver on Council's priorities.





## Community Engagement

In April 2021, Council directed staff to obtain resident input on community issues and priorities to assist staff in finalizing a new strategic plan. A survey available in online, digital, print, and hard copy formats was conducted over 12 days amongst residents of Port Colborne, 18 years of age or older, who were not employed by the City. The survey was widely advertised in both traditional and social media, giving the community the opportunity to identify issues and priorities without viewing and being influenced by the draft strategic plan. A total of 620 total surveys (3 hard copy and 617 online) were received, indicating a participation rate of 4%, which represents favourable participation relative to municipal survey averages. The survey report can be found on the City's website.

Analysis of the data revealed consistent patterns, and helped to identify issues and priorities important to the community. These issues and priorities were analyzed in conjunction with the draft strategic plan's statements, principles, pillars, goals and action items. The input received suggests there is a shared vision and common goals for the unique and valued assets found throughout the community.

Overall, the community's needs, values and vision show a strong connection to the concept of sustainability, which is the foundation of our path forward. Areas such as arts and culture, parks and recreation, economic development and tourism, and land use planning figured highly in the survey results and link closely to a number of studies and plans in the draft strategic plan. With the results of the survey, we are confident that the priorities that matter most to the community reflect the numerous projects, initiatives, and action items we have laid out, and we look forward to getting our plan underway.





## Timelines

City staff have been delivering programs and services as well as planning, implementing, and managing many projects and initiatives in 2019 and 2020 that align with the key pillars outlined in this plan. Therefore, 2020-2023 is being used as the time frame for the City's strategic plan to reflect the ongoing work and strategic focus of City staff. Following feedback from Council and staff, we have decided that a 3 year plan is of most value to keep that work relevant and that focus sharp. While this strategic plan is based on a three-year horizon, our mission and vision statements arise from an ongoing broader discussion about what makes us who we are and where we want to go.







## What We Stand For

We are a small city and we want to retain that character and feel, yet we are also on the cusp of residential, commercial, industrial, and economic growth which will bring exciting new opportunities. We must balance welcoming change and preserving our quality of life. We must create the future we want for our city. Our strategic plan will help us build this future. Some things won't change. We will continue to preserve our waterfront while supporting the need to integrate industry with our residential, commercial, and tourism sectors, and our business districts. We will continue our commitment to excellent customer service throughout the organization in everything we do. We will continue to value our partnerships with key stakeholders and committed volunteers from non-profit organizations who do so much to improve our community. We will look to the future in a positive, pro-active way, while honouring the qualities that have made our community so unique.





PHOTO BY: NATHAN MARR



## Vision Statement:

A vision statement expresses an organization's desires for the future. This is our vision statement:

*A vibrant waterfront community embracing growth for future generations*

## Mission Statement:

A mission statement expresses the immediate goals of an organization, clearly and concisely. This is our mission statement:

*To provide an exceptional small-town experience in a big way*

## Corporate Values:

Corporate Values are guiding principles and beliefs supported by everyone in an organization so that they can work toward common goals in a cohesive and positive way. These are our corporate values:

**Integrity** – we interact with others ethically and honourably

**Respect** – we treat each other with empathy and understanding

**Inclusion** – we welcome everyone

**Responsibility** – we make tomorrow better

**Collaboration** – we are better together



## Pillars of Sustainability

The United Nations definition of sustainability is the reconciliation of environmental, social, and economic demands - the “three pillars” of sustainability – for the immediate and future well-being of individuals and communities. The social pillar gauges social equity including quality of life. The environmental pillar captures green factors such as energy, pollution, and emissions. The economic pillar assesses business environments and economic health.

These pillars are key to balanced decision-making and by embracing them as an important part of our strategic plan, we can ensure that both our major decisions and our everyday choices are rooted in an awareness of the need for true sustainability.







## Strategic Pillars

Our strategic pillars are based on key themes that emerged from roundtable discussions with Council and staff, and were developed to support our Vision and Mission Statements. These pillars include the specific actions we will take to achieve our goals in each area, and have been divided into Community Pillars and Corporate Pillars.

### Community Pillars

These pillars are areas that directly benefit our residents, businesses, and visitors.

1. **Service and Simplicity - Quality and Innovative Delivery of Customer Services**
2. **Attracting Business Investment and Tourists to Port Colborne**
3. **City-Wide Investment in Infrastructure and Recreational/Cultural Spaces**

### Corporate Pillars

These pillars are the day-to-day practices, processes, and governance that Council and staff are focused on to ensure maximum value and benefit for our residents.

1. **Value: Financial Management to Achieve Financial Sustainability**
2. **People: Supporting and Investing in Human Capital**
3. **Governance: Communications, Engagement, and Decision-Making**





## Community Pillars

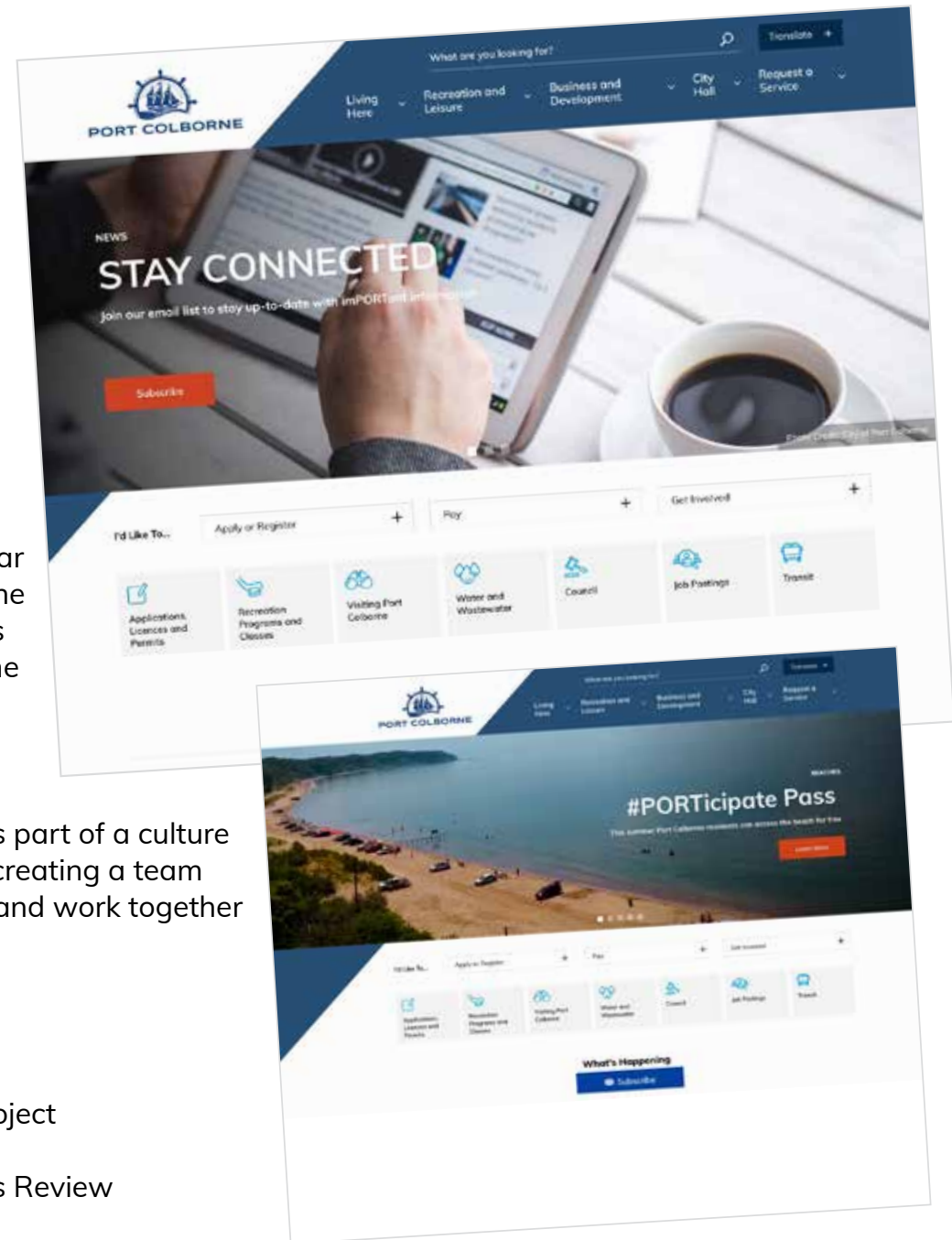
### 1. Service and Simplicity: Quality and Innovative Delivery of Customer Services

Our goal is to make interacting with our City simple through clear communication, efficient and effective processes, and making the best use of appropriate technologies. We will create a seamless “one stop shop” with exemplary customer service throughout the organization to meet the needs of our community.

It’s all about the service. City staff are committed to customer service excellence and providing quality programs as well as exploring and implementing different service delivery models as part of a culture of innovation. The future is collaborative and we’re focused on creating a team culture where we share information, implement best practices, and work together to achieve the best possible experience for our community.

## Action Items

- Complete Customer Relationship Management (CRM) project
- Implement Service Delivery Review
- Partner with Niagara municipalities on a Shared Services Review
- Create a smart city strategy and open data initiatives





## 2. Attracting Business Investments and Tourists to Port Colborne

Our goal is to ensure that Port Colborne is investment-ready. In addition to commercial and industrial investment, we will become a desirable tourist destination showcasing the unique historical, cultural, and natural elements of our community for visitors and residents alike.

Port Colborne and Niagara region are poised for growth and increased economic and tourist activity given our affordable housing options, available industrial and commercial land, and wide array of cultural and recreational amenities to create memorable tourist experiences and a lifestyle second to none. There are several economic development projects and tourism initiatives underway that will bring investment, jobs, and new residents to our community and support our downtown, our waterfront, and City businesses.

### Action Items

- Implementation of City Real Estate Project
- Create Affordable Housing Strategy and Action Plan
- Investigate opportunities and potential partnerships to facilitate the redevelopment of the east side industrial lands
- Comprehensive Review of Community Improvement Plans
- Continued implementation of Economic Development Strategy and Action Plan
- Implementation of Tourism Strategy and Action Plan
- Implementation of Cruise Destination Strategy and Action Plan
- Repurposing and renewal of Niagara South Coast Tourism Association (NSCTA)



### 3. City-Wide Investment in Infrastructure and Recreational/Cultural Spaces

Our goal is to build new infrastructure, renew existing infrastructure, and upgrade facilities and public spaces for our residents and future growth.

The City of Port Colborne, along with the rest of Niagara region, is expected to experience considerable population growth over the next 20-25 years. In addition to new residents, the city is also attracting more tourists and increased industrial and marine activity. Building and sustaining a city requires well thought-out growth management plans in a variety of areas, as well as strong capital financing strategies. These plans are all inter-related to ensure the best possible decision-making, now and in the future.

#### Action Items

- Infrastructure Needs Study (INS)
- Asset Management Plan (AMP)
- Facility Condition Assessments
- Growth Management Strategy
- Long Term Capital Plans - Budgets
- Downtown CIP Project – Planning/Visioning Phase
- Renew / integrate cultural-related strategic plans (Museum, Library)
- Investigate creation of a Cultural Block to provide residents and visitors with a safe, accessible outdoor destination that is also a platform for programmes and events
- Create a renewed vision for the Roselawn Centre in concert with community partners
- Implementation of Parks and Recreation Master Plan







## Corporate Pillars

### 1. Value - Financial Management to Achieve Financial Sustainability

Our goal is to provide strong governance and proactive planning that manages our taxpayer dollars wisely and anticipates the city's future financial needs.

Our constituents seek value. We strive to provide value in all we do. We embrace that “perception of value” is a moving target and sometimes we need to invest today to improve tomorrow. Incremental and continuous improvement is our norm.

### Action Items

- Development of Financial Policies and Strategies
- Implement a new streamlined budget process
- Rates and Fees Review
- Create business plans for City assets (i.e., Nickel Beach, Sugarloaf Marina)
- Pursue federal-provincial grants, naming rights, and sponsorships, and public private partnerships
- Undertake an expenditure review of City programs focusing on cost containment and maximizing value for taxpayers





## 2. People: Supporting and Investing in Human Capital

Our goal is to have programs and initiatives that attract and retain talent and create a culture of continuous improvement and performance excellence at the City of Port Colborne. An engaged and empowered workforce generates the kind of positive momentum that brings effective results.

Our City is committed to the health, safety, and well-being of our staff. How we work and where we work are changing. Our workforce is becoming ever more agile as we adapt and become increasingly more responsive.

### Action Items

- Develop a performance management model of employee evaluation
- Develop a recognition and rewards program for City staff
- Prepare succession plans
- Complete employee engagement survey and action plan
- Create an in-house professional development program
- Create a Diversity and Inclusion Committee
- Create a City Wellness Committee





### 3. Governance: Communications, Engagement, and Decision-Making

Our goal is to promote sound decision making; fair and equitable representation; a commitment to openness and transparency; active public engagement through corporate communications and outreach; and strong partnerships with key community stakeholders.

These are the qualities of good governance. They create trust and confidence in elected officials, City staff, and public sector organizations, and they are the standard to which we hold ourselves.



#### Action Items

- Review of Council governance documents including Procedure By-law, Code of Conduct and Transparency and Accountability Policy
- Review the mandate of Council Committees & Terms of Reference
- Comprehensive review of Council governance system
- Develop Council professional development and training resources
- Implement new agenda management software
- Create new records retention management system
- Develop and implement a corporate-wide rebranding strategy
- Create a new website and social media strategy to support enhanced communications and customer service
- Develop an external and internal communications strategy for increased awareness, information sharing, and public engagement





## Implementation Plan

A strategic plan is only as strong as its implementation, and to be sure that progress is being made it is vital to provide regular updates. A pledge to reporting on our action items reflects the City of Port Colborne's ongoing commitment to accountability and transparency. With this in mind, updates on strategic plan progress will be made available through the City's website on a quarterly basis.



PHOTO BY: NATHAN MARR



**PORT COLBORNE**



## PORT COLBORNE

### COMMUNITY ENGAGEMENT SURVEY 2023-2026 STRATEGIC PLAN

(DRAFT VERSION)

The City of Port Colborne is currently in the process of drafting a new strategic plan. Plans are a tool for charting a path forward. So, just like the approach taken with the previous strategic plan, our goal is to have one that is focused, realistic, and achievable.

We invite you to take approximately 10 minutes to complete a survey. Your feedback is important to understanding the current and future needs of our local community. To show our appreciation for completing this survey, those who provide a name and email address will be automatically entered into a draw for five \$20 gift cards to a Port Colborne small business.

#### SCREENING

- |  |           |
|--|-----------|
| <b>A.</b> Is your primary residence in Port Colborne?                | Yes or No |
| <b>B.</b> If no, do you own a property or business in Port Colborne? | Yes or No |
| <b>C.</b> Are you 18 years of age or older?                          | Yes or No |
| <b>D.</b> Are you employed by the City of Port Colborne?             | Yes or No |

#### SECTION 1: QUALITY OF LIFE

1. How do you generally feel about Port Colborne as a place to live?

Please choose a number from 1 to 10,  
where 1 is very dissatisfied and 10 is very satisfied.

2. In your opinion, what would you say are the most appealing things about Port Colborne? (*choose as many as apply*)

- |  |                                    |
|--|------------------------------------|
| a. Access to arts and culture              | l. Lack of traffic congestion      |
| b. Access to public transit/transportation | m. Lakeside and waterfront setting |
| c. Clean/well-maintained                   | n. Multicultural/diverse/tolerant  |
| d. Close-knit/community spirit             | o. Parks/green space/natural areas |
| e. Convenient location/close to amenities  | p. Quiet/peaceful                  |
| f. Cost of living/property/taxes           | q. Recreation, sport and leisure   |
| g. Friendly people/atmosphere              | r. Restaurant and retail options   |
|  | s. Roads and infrastructure        |
|  | t. Safe                            |

- |   |                            |
|---|----------------------------|
| h. Good place to raise family/family-oriented | u. Schools/education       |
| i. Have lived here a long time                | v. Services and amenities  |
| j. Healthcare and emergency services          | w. Size/population         |
| k. Jobs/employment                            | x. Nothing                 |
|   | y. Don't know / No opinion |

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**3. Thinking about your own quality of life in Port Colborne, would you say it is...?**

5-point scale, where 1 means "poor", 2 means "fair", 3 means "good", 4 means "very good", and 5 means "excellent"

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**4. Thinking about the overall quality of life in Port Colborne, would you say it is...?**

5-point scale, where 1 means "poor", 2 means "fair", 3 means "good", 4 means "very good", and 5 means "excellent"

---

**5. Thinking about the overall quality of life in Port Colborne, what, if anything, has gotten better? (*choose as many as apply*)**

- |  |  |
|--|--|
| a. Access to services and amenities                      | i. Public safety   |
| b. City governance (planning, policies, decisions, etc.) | j. Public transit/transportation                             |
| c. Cost of living  | k. Quality of life (housing, employment opportunities, etc.) |
| d. Crime (theft, break-ins, etc.)                        | l. Roads and infrastructure                                  |
| e. Drug use and addiction                                | m. Sense of community  |
| f. Homelessness  | n. Taxes   |
| g. More businesses, restaurant and retail options        | o. Traffic conditions  |
| h. Maintenance (waste collection, snow removal, etc.)    | p. Other: (please specify)                                   |
|  | q. Same/Nothing got better                                   |
- 

**6. Thinking about the quality of life in Port Colborne, what, if anything, has gotten worse? (*choose as many as apply*)**

- |  |  |
|--|--|
| a. Access to services and amenities                      | h. Public safety   |
| b. City governance (planning, policies, decisions, etc.) | i. Public transit/transportation                             |
| c. Cost of living  | j. Quality of life (housing, employment opportunities, etc.) |
| d. Crime (theft, break-ins, etc.)                        | k. Roads and infrastructure                                  |
| e. Drug use and addiction                                | l. Sense of community  |
| f. Homelessness  | m. Taxes   |
| g. More businesses, restaurant and retail options        | n. Traffic conditions  |
| Maintenance (waste collection, snow removal, etc.)       | o. Other: (please specify)                                   |
|  | p. Same/Nothing got better                                   |
-

- 
7. How likely are you to recommend to your friends and family, who aren't living in the city, that they move or relocate to Port Colborne?

5-point scale, where 1 means "very unlikely", 2 means "unlikely", 3 means "neutral", 4 means "likely", and 5 means "very likely"

## SECTION 2: CITY SERVICES

8. How important is each service to you?

5-point scale, where 1 means "not at all important", 2 means "not very important", 3 means "neutral", 4 means "somewhat important", and 5 means "very important"

- a. Community events
- b. Community safety and enforcement (incl. Fire & By-law)
- c. Customer service
- d. Economic development and tourism
- e. Heritage and culture (incl. Museum & Library)
- f. Parks and recreation (incl. Marina & VHWC)
- g. Planning and development
- h. Water, sewer, roads, and trails

- 
9. How satisfied are you with the quality of each of these services?

Please choose a number from 1 to 10, where 1 is very dissatisfied and 10 is very satisfied.

- a. Community events
- b. Community safety and enforcement (incl. Fire & By-law)
- c. Customer service
- d. Economic development and tourism
- e. Heritage and culture (incl. Museum & Library)
- f. Parks and recreation (incl. Marina & VHWC)
- g. Planning and development
- h. Water, sewer, roads, and trails

- 
10. Thinking about all of the services offered by the City of Port Colborne, how satisfied are you with the quality of these services overall?

Please choose a number from 1 to 10, where 1 is very dissatisfied and 10 is very satisfied.

---

- 
- 11.** Thinking about your personal interactions with City staff in the last two years, how much would you agree or disagree that...?

5-point scale, where 1 means “strongly disagree”, 2 means “disagree”, 3 means “neutral”, 4 means “agree”, and 5 means “strongly agree”

- a. City staff were polite
  - b. City staff were knowledgeable
  - c. City staff provided a response within a reasonable time
  - d. City staff were able to refer you to the correct person or department if they couldn't help you
  - e. City staff were willing to take action or to follow through quickly
  - f. City staff were able to complete your business in a single call
- 

- 12.** Residents and businesses contact the City of Port Colborne many times a day with questions, complaints, or requests for service. Please rank your preferred methods of contacting the City.

- a. Telephone
  - b. Website
  - c. Email
  - d. Social Media
  - e. Visit to City Hall
  - f. Other: (please specify)
- 

- 13.** Please rank your preferred methods of receiving news and information from the City?

- a. Mail
  - b. Newspaper
  - c. Telephone
  - d. Website
  - e. Email
  - f. Social Media
  - g. Visit to City Hall or contact with City employee(s)
  - h. Contact City councillor(s)
- 

- 14.** How important is it to you that the City of Port Colborne continues making use of appropriate technologies and digital or online services?

5-point scale, where 1 means “not at all important”, 2 means “not very important”, 3 means “neutral”, 4 means “somewhat important”, and 5 means “very important”



### SECTION 3: CIVIC PRIORITIES

**15.** Thinking about the overall quality of life in Port Colborne, what continues to stay the same and must be further addressed? (*choose as many as apply*)

- |  |  |
|--|--|
| a. Access to services and amenities                      | i. Public safety   |
| b. City governance (planning, policies, decisions, etc.) | j. Public transit/transportation                             |
| c. Cost of living  | k. Quality of life (housing, employment opportunities, etc.) |
| d. Crime (theft, break-ins, etc.)                        | l. Roads and infrastructure                                  |
| e. Drug use and addiction                                | m. Sense of community  |
| f. Homelessness  | n. Taxes   |
| g. More businesses, restaurant and retail options        | o. Traffic conditions  |
| h. Maintenance (waste collection, snow removal, etc.)    | p. Other: (please specify)                                   |
|  | q. Same/Nothing got better                                   |

**16.** Thinking about the priorities that City Council could address with their new strategic plan, how important is each of the following to you.

5-point scale, where 1 means “not at all important”, 2 means “not very important”, 3 means “neutral”, 4 means “somewhat important”, and 5 means “very important”

- |  |  |
|--|--|
| a. Access to high-speed internet           | h. Maintain quality of indoor and outdoor municipal facilities |
| b. Affordable housing                      | i. Manage growth and development                               |
| c. Beaches and waterfront                  | j. New environmental initiatives                               |
| d. Climate change preparedness             | k. Quality culture, heritage and recreation programs           |
| e. Conserve natural areas and green spaces | l. Redevelop industrial lands                                  |
| f. Enhance online services                 | m. Revitalize business districts                               |
| g. Jobs for residents                      | n. Other: (please specify)                                     |

**17.** What do you think are the most important issues that Port Colborne will have to deal with in the next two to four (2-4) years?

5-point scale, where 1 means “not at all important”, 2 means “not very important”, 3 means “neutral”, 4 means “somewhat important”, and 5 means “very important”

- |  |  |
|--|--|
| a. Public safety                                     | m. Attracting new businesses and promoting tourism |
| b. Jobs and economic growth/prosperity               | n. Education/schools                               |
| c. Housing availability and affordability            | o. Health care                                     |
| d. Cost of living                                    | p. Aging population                                |
| e. Infrastructure investments/improvements           | q. Environmental protection/conservation           |
| f. City governance and communications                | r. Commercial/retail choices                       |
| g. Traffic conditions                                | s. Culture and heritage                            |
| h. Public transit/transportation                     | t. Recreation programming/event opportunities      |
| i. Urbanization/population growth                    | u. Homelessness                                    |
| j. Land use/development/construction intensification | v. Drug use and addiction                          |
| k. Taxes/user fees                                   | w. Crime and violence                              |
| l. Community services                                | x. Don't know                                      |
|  | y. Other: (please specify)                         |

**18.** Choosing no less than four (4) categories, what words would you use to describe the community you want Port Colborne to be in the future?  
(choose as many as apply but no less than four)

- |   |                                  |
|---|----------------------------------|
| a. Affordable                                 | j. Innovative / forward-thinking |
| b. Accessible                                 | k. Prosperous / flourishing      |
| c. Active / fun / walkable                    | l. Quiet / peaceful              |
| d. Developing / enhancing                     | m. Safe                          |
| e. Diverse / inclusive                        | n. Small town character / feel   |
| f. Expanding / growing                        | o. Sustainable / self-sufficient |
| g. Family-oriented                            | p. Vibrant / progressive         |
| h. Friendly / welcoming / caring / supportive | q. Well-connected                |
| i. Green / natural / environmental            | r. Well-planned / controlled     |

**19.** How important is each of these goals to you?

- Being good stewards of the lake, waterways, and natural environment
- Promoting an altruistic lifestyle and helping people live safe, healthy, and productive lives
- Developing and supporting a strong, dynamic, and innovative local economy
- Creating and maintaining an effective and sustainable local infrastructure and transportation network
- Providing open, transparent, responsible, and accountable governance and leadership
- Partnering and collaborating with community groups and key stakeholders to achieve better outcomes
- Delivering an accessible and diverse range of community recreation options and events

- h. Promoting culture and heritage, and preserving our unique assets while also encouraging inclusive experiences

#### SECTION 4: DEMOGRAPHICS

- What is your age?
- What is your gender (identity)?
- What is your occupation?
  - Student (elementary or secondary school)
  - Student (post-secondary school)
  - Stay-at-home parent or caregiver
  - Employed
  - Self-employed or entrepreneur
  - Business owner
  - Retired
  - Community volunteer
- How long have you lived in Port Colborne?
- Other variables: Education, income, employment status, household (own/rent) and composition (children, parents)



**Subject: Expropriation of One Foot Reserve - Christmas, Bell and Johnston Streets**

**To: Council**

**From: Office of the Chief Administrative Officer**

Report Number: 2023-01

Meeting Date: January 24, 2023

---

### **Recommendation:**

That Chief Administrative Officer Report 2023-01 be received; and

That the expropriation of the one-foot reserve running parallel with Christmas, Bell, and Johnston Streets legally described in PIN 64164-0451 be approved; and

That the Mayor and Acting City Clerk be directed to sign the Certificate of Approval pursuant to the *Expropriations Act*, and all other documents necessary to carry out the expropriation of the lands subject to the satisfaction of the City Solicitor.

---

### **Purpose:**

The purpose of this report is to obtain Council approval and outline next steps for the expropriation of the one-foot reserve running north-south and parallel with Christmas Street, Bell Street, and Johnston Street, legally described in PIN 64164-0451 and as shown in Appendix A.

---

### **Background:**

The one-foot reserve, as shown in Appendix A, has been owned by the same individual prior to the registration of the Subdivision Plan 871 in 1953. This reserve was not transferred to the City or dedicated as a public road. The City initiated the process to expropriate the one foot reserve to help facilitate development of the adjoining lands, as shown in Appendix B.

The City Solicitor and the solicitor for the owner of the lands outlined in Appendix B, reviewed two methods of proceeding, namely expropriation or an application to the

courts seeking a declaration that the lands have been obtained by adverse possession. Based on a review of the information, the City Solicitor recommended that the expropriation route was the best way to proceed.

The expropriation process was outlined in and initiated with Report 2022-177 which was approved by Council on August 9, 2022. The purpose of the report was to seek approval from Council for the City Solicitor to prepare an application for approval to expropriate the one-foot reserve at the end of Christmas Street, Bell Street and Johnston Street legally described as PIN 64164-0451. The required survey, and appraisal have been completed and the City served notice by an alternative means and notice of the application was advertised in the newspaper.

There is no roll number for the one-foot reserve and there is no other address or contact information for the individual or their estate. The City Solicitor with staff support has conducted an exhaustive search for descendants to the owners but were unable to locate the owners or descendants.

---

## **Discussion:**

The request is being made to facilitate legal access to a residential development proposal for an adjacent property that is being reviewed by the City's Planning Division. The one-foot reserve is preventing access and the development of the privately owned adjacent property PIN 64164-0504, see Appendix B. A title search confirms that a one-foot reserve (PIN 64164-0451) running north-south at the ends of Christmas, Bell, and Johnston Streets is registered on title.

The approval of this report is an Approval to Expropriate and is the next step in the expropriation process. If approved, the Notice of Approval will be completed, and the Expropriation Plan will be registered within three months of approval of this report.

Within three (3) months of this approval, the Approval to Expropriate will be advertised in the newspaper to comply with the regulations of the Expropriations Act.

---

## **Financial Implications:**

There have been legal, administrative and survey costs incurred by the City. The total estimated costs will be in the range of \$40,000 to \$50,000. All costs associated with this process are being funded from the Economic Land Reserve Account and will be passed on to the developer at the conclusion of the process with the transfer of the one - foot reserve.

---

## **Public Engagement:**

As per the *Expropriations Act*, R.S.O 1990, c. E.26, Public Notice of Application for Approval to Expropriate Land was advertised for three (3) consecutive weeks October 27, November 3, and November 10, 2022, in the Port Colborne Leader and there was no response to request a hearing of necessity. A copy of the newspaper advertisement is attached as Appendix C. Upon the approval of this report the Notice of Approval will be completed and placed in the local newspaper in accordance with the Expropriations Act.

---

## **Strategic Plan Alignment:**

The initiative contained within this report supports the following pillars of the strategic plan:

- Service and Simplicity - Quality and Innovative Delivery of Customer Services
  - Attracting Business Investment and Tourists to Port Colborne
  - Governance: Communications, Engagement, and Decision-Making
- 

## **Conclusion:**

There is a privately owned one-foot reserve, shown in Appendix A, that was registered prior to 1953 and never conveyed to the City. It is preventing access to a large vacant parcel shown in Appendix B. City staff recommended expropriating the one-foot reserve to facilitate future residential development on the adjoining property and the expropriation process was approved by Council on August 9, 2022. This will support residential growth and increased assessment. All City costs will be reimbursed by the owner of the parcel shown in Appendix B as a condition of the conveyance. The approval of this report is an Approval to Expropriate and is the next step in the expropriation process.

---

## **Appendices:**

- a. 1- Foot Reserve Map – PIN 64164-0451
- b. Abutting property – PIN
- c. Newspaper Advertisement

Respectfully submitted,

Bram Cotton  
Economic Development Officer  
(905) 835-2900 Ex. 504  
[Bram.Cotton@portcolborne.ca](mailto:Bram.Cotton@portcolborne.ca)

Gary Long  
Manager of Strategic Initiatives  
(905) 835-2900 Ex 502  
[Gary.Long@portcolborne.ca](mailto:Gary.Long@portcolborne.ca)

**Report Approval:**

All reports reviewed and approved by the Department Director and also the City Treasurer when relevant. Final review and approval by the Chief Administrative Officer.

One-foot Reserve  
PIN 64164-0451



Christmas St.

Right - of - Way

Bell St.


Future Development  
PIN 64164-0504

Johnston St.





## Legend

 Parcel Fabric

## Notes

127.0 0 63.50 127.0 Meters

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# NOTICE OF APPLICATION FOR APPROVAL TO EXPROPRIATE LAND

## Expropriations Act

Composed of Reserve A in the plan of addition to the Fretz Park plan of subdivision,  
registered as Plan No. 871 for the Town of Port Colborne

**In the matter of** an application by the City of Port Colborne for approval to expropriate land being:

Composed of Reserve A in the plan of addition to the Fretz Park plan of subdivision, registered as Plan No. 871 for the Town of Port Colborne (PIN 64164-0405);

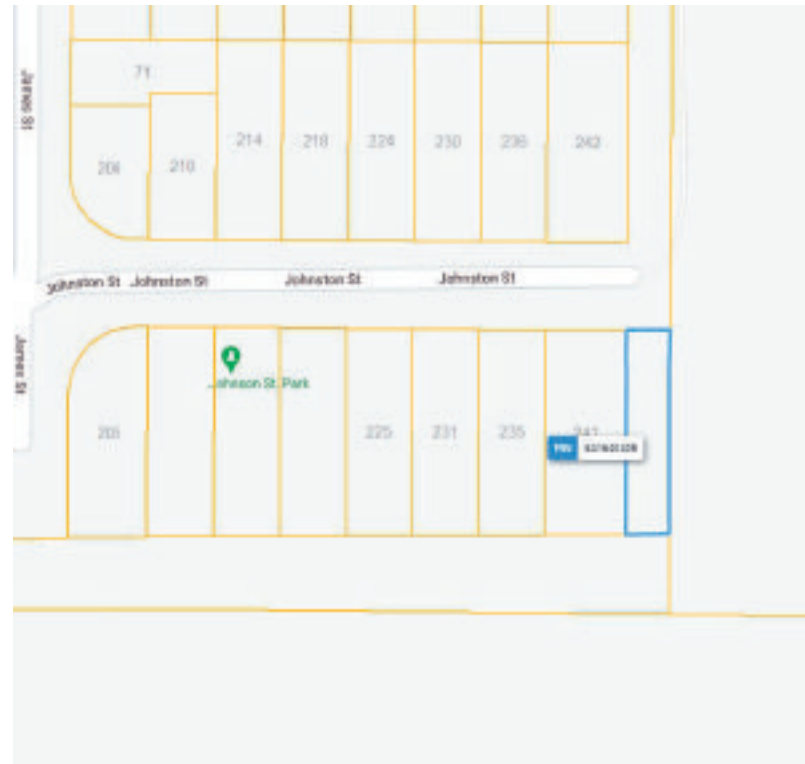
for the purpose of supporting future development in the area and to secure legal access to a pumping station owned by the City of Port Colborne located to the south.

**Notice is hereby given** that application has been made for approval to expropriate the land described as follows:

Composed of Reserve A in the plan of addition to the Fretz Park plan of subdivision registered as Plan No. 871 for the Town of Port Colborne (PIN 64164-0405).

Any owner of land in respect of which notice is given who desires a hearing into whether the taking of such land is fair, sound and reasonably necessary in the achievement of the objectives of the expropriating authority shall so notify the approving authority in writing,

- (a) In the case of a registered owner, served personally or by registered mail within thirty days after the registered owner is served with the notice, or, when the registered owner is served by publication, within thirty days after the first publication of the notice;
- (b) In the case of an owner who is not a registered owner, within thirty days after the first publication of the notice.



**The approving authority is:**  
The Council of the City of Port Colborne  
66 Charlotte Street, Port Colborne, ON L3K 3C8

**The expropriating authority is:**  
The City of Port Colborne  
66 Charlotte Street, Port Colborne, ON L3K 3C8

**THE CITY OF PORT COLBORNE**

Nicole Rubli, Acting City Clerk

This notice first published on the 27th day of October, 2022.





# NOTICE OF APPLICATION FOR APPROVAL TO EXPROPRIATE LAND

## Expropriations Act

Composed of Reserve B in the plan of addition to the Fretz Park plan of subdivision,  
registered as Plan No. 871 for the Town of Port Colborne

**In the matter of** an application by the City of Port Colborne for approval to expropriate land being:

Composed of Reserve B in the plan of addition to the Fretz Park plan of subdivision, registered as Plan No. 871 for the Town of Port Colborne (PIN 64164-0451);

for the purpose of supporting future development in the area and to secure legal access to a pumping station owned by the City of Port Colborne located to the south.

**Notice is hereby given** that application has been made for approval to expropriate the land described as follows:

Composed of Reserve B in the plan of addition to the Fretz Park plan of subdivision  
registered as Plan No. 871 for the Town of Port Colborne (PIN 64164-0451).

Any owner of land in respect of which notice is given who desires a hearing into whether the taking of such land is fair, sound and reasonably necessary in the achievement of the objectives of the expropriating authority shall so notify the approving authority in writing,

- (a) In the case of a registered owner, served personally or by registered mail within thirty days after the registered owner is served with the notice, or, when the registered owner is served by publication, within thirty days after the first publication of the notice;
- (b) In the case of an owner who is not a registered owner, within thirty days after the first publication of the notice.

**The approving authority is:**

The Council of the City of Port Colborne  
66 Charlotte Street, Port Colborne, ON L3K 3C8

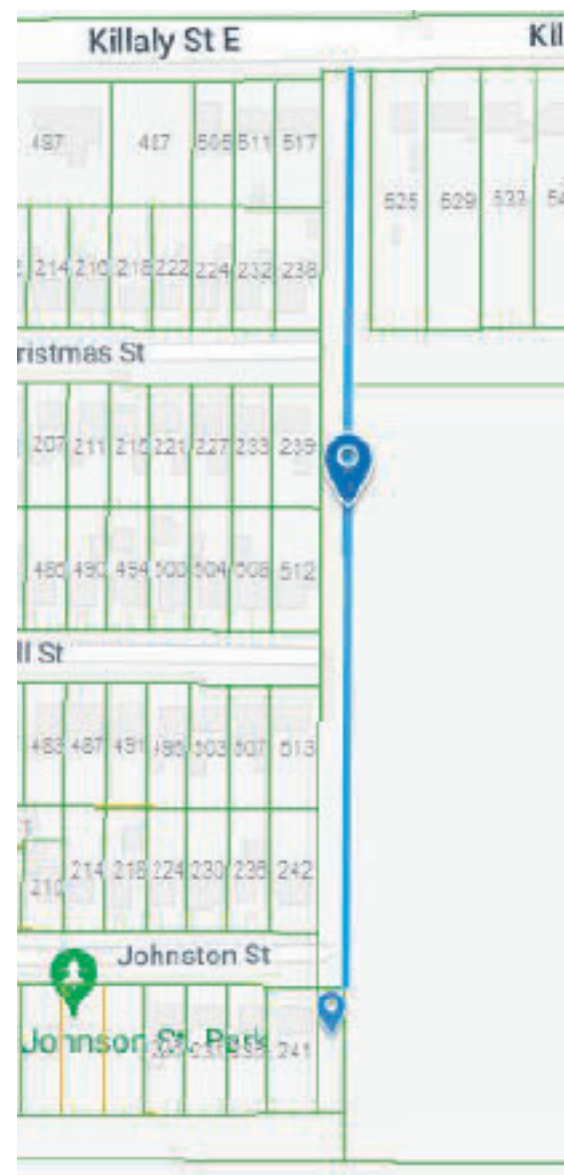
**The expropriating authority is:**

The City of Port Colborne  
66 Charlotte Street, Port Colborne, ON L3K 3C8

**THE CITY OF PORT COLBORNE**

Nicole Rubli, Acting City Clerk

This notice first published on the 27th day of October, 2022.



**Subject: Expropriation of PIN 64164-0405 – End of Johnston Street**

**To: Council**

**From: Office of the Chief Administrative Officer**

Report Number: 2023-02

Meeting Date: January 24, 2023

---

**Recommendation:**

That Chief Administrative Officer Report 2023-02 be received; and

That the expropriation of PIN 64164-0405 which is located at the end of Johnston Street and runs south towards the Niagara Region pumping station and legally described as Reserve A PI 871 Port Colborne, be approved; and

That the Mayor and Acting City Clerk be directed to sign the Certificate of Approval pursuant to the *Expropriations Act*, and all other documents necessary to affect the expropriation of the lands subject to the satisfaction of the City Solicitor.

---

**Purpose:**

The purpose of this report is to obtain Council approval and outline next steps for the expropriation of the parcel described in PIN 64164-0405 and located at the end of Johnston Street and runs south towards the Niagara Region pumping station.

---

**Background:**

A title search confirms that the small parcel of land legally described in PIN 64164-0405, has been owned by the same individual prior to the registration of the Subdivision Plan 871 in 1953. This parcel, shown on Appendix A, was not transferred to the City or dedicated as a public road. The parcel dimensions are 9.52 metres in width and 46.59 metres in length.

The City initiated the legal process to expropriate the parcel to ensure legal access to the pumping station.

The expropriation process was outlined in Report 2022-181 which was approved by Council on August 9, 2022. The required public notice, reference plan/survey, and appraisal have been completed.

There is no roll number for the parcel and there is no other address or contact information for the registered owner or their estate. The City Solicitor with staff support has completed an exhaustive search for descendants to the owners but have been unable to locate the owner or descendants.

---

## **Discussion:**

The approval of this report is an Approval to Expropriate and is the next step in the expropriation process. If approved, the Notice of Approval will be completed, and the Expropriation Plan will be registered within three (3) months of the approval of this report.

The next steps the City will undertake include: serve notice by an alternative means, complete an expropriation survey, and provide Notice of the Approval to expropriate in the newspaper within three (3) months of the approval of this report. This will comply with the requirements of the *Expropriations Act*.

The purpose of the expropriation is to secure legal and continuing access to the pumping station from Johnston Street and integrate this parcel with a future road network that would support the redevelopment of an adjacent and nearby properties.

---

## **Financial Implications:**

Legal, advertisement, and survey costs have been incurred by the City to-date. To complete the expropriation, there will be additional legal and advertising costs and an expropriation payment will be made as determined by the court. The total estimated costs will be in the range of \$40,000 to \$50,000. These expenses will be funded from the Economic Development Land Reserve account.

---

## **Public Engagement:**

As per the *Expropriations Act*, R.S.O 1990, c. E.26, Public Notice of Application for Approval to Expropriate Land was advertised for three (3) consecutive weeks on October 27, November 3, and November 10, 2022, in the Port Colborne Leader newspaper and there was no response to request a hearing of necessity. A copy of the newspaper advertisement is attached as Appendix B. Upon the approval of this report the Notice of Approval will be completed and placed in the local newspaper in accordance with the *Expropriations Act*.

---

## Strategic Plan Alignment:

The initiative contained within this report supports the following pillars of the strategic plan:

- Service and Simplicity - Quality and Innovative Delivery of Customer Services
  - Value: Financial Management to Achieve Financial Sustainability
  - Governance: Communications, Engagement, and Decision-Making
- 

## Conclusion:

There is a privately owned parcel shown located at the end of Johnston Street that runs towards the Niagara Region pumping station. It has been owned by the same individual since prior to the registration of the subdivision Plan 871 in 1953 and was not transferred to the City or dedicated as a public road. The City has no contact information for the owners and had no contact from the owners.

City staff want to ensure legal access to the pumping station and inclusion in road networks to support future development facilitation. In consultation with the City Solicitor, it was determined that the best course of action is expropriation, and this process was approved by Council on August 9, 2022. The approval of this report is the next step in the process.

---

## Appendices:

- a. Reserve A Map
- b. Newspaper Advertisement

Respectfully submitted,

Bram Cotton  
Economic Development Officer  
(905) 835-2900 Ex 504  
[Bram.Cotton@portcolborne.ca](mailto:Bram.Cotton@portcolborne.ca)

Gary Long  
Manager of Strategic Initiatives  
(905) 835-2900 Ex 502  
[Gary.Long@portcolborne.ca](mailto:Gary.Long@portcolborne.ca)

**Report Approval:**

All reports reviewed and approved by the Department Director and also the City Treasurer when relevant. Final review and approval by the Chief Administrative Officer.

One-foot Reserve  
PIN 64164-0451



Christmas St.

Right - of - Way

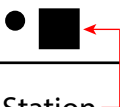
Bell St.

Future Development  
PIN 64164-0504

Johnston St.



Parcel to be expropriated



Pumping Station

City-owned Parcel - PIN 64164-0453





# NOTICE OF APPLICATION FOR APPROVAL TO EXPROPRIATE LAND

## Expropriations Act

Composed of Reserve A in the plan of addition to the Fretz Park plan of subdivision,  
registered as Plan No. 871 for the Town of Port Colborne

**In the matter of** an application by the City of Port Colborne for approval to expropriate land being:

Composed of Reserve A in the plan of addition to the Fretz Park plan of subdivision, registered as Plan No. 871 for the Town of Port Colborne (PIN 64164-0405);

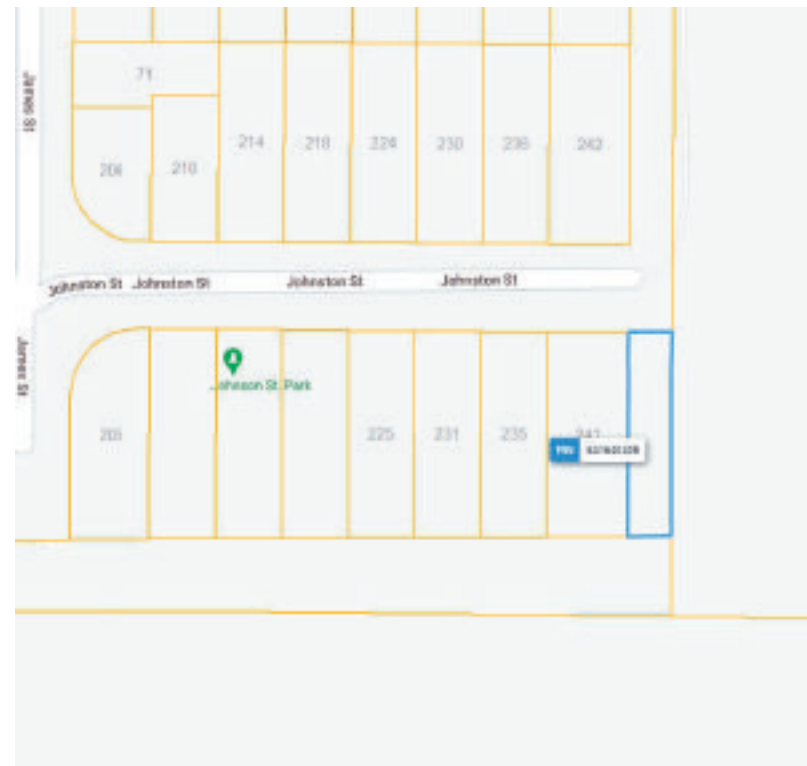
for the purpose of supporting future development in the area and to secure legal access to a pumping station owned by the City of Port Colborne located to the south.

**Notice is hereby given** that application has been made for approval to expropriate the land described as follows:

Composed of Reserve A in the plan of addition to the Fretz Park plan of subdivision registered as Plan No. 871 for the Town of Port Colborne (PIN 64164-0405).

Any owner of land in respect of which notice is given who desires a hearing into whether the taking of such land is fair, sound and reasonably necessary in the achievement of the objectives of the expropriating authority shall so notify the approving authority in writing,

- (a) In the case of a registered owner, served personally or by registered mail within thirty days after the registered owner is served with the notice, or, when the registered owner is served by publication, within thirty days after the first publication of the notice;
- (b) In the case of an owner who is not a registered owner, within thirty days after the first publication of the notice.



**The approving authority is:**  
The Council of the City of Port Colborne  
66 Charlotte Street, Port Colborne, ON L3K 3C8

**The expropriating authority is:**  
The City of Port Colborne  
66 Charlotte Street, Port Colborne, ON L3K 3C8

**THE CITY OF PORT COLBORNE**

Nicole Rubli, Acting City Clerk

This notice first published on the 27th day of October, 2022.



# NOTICE OF APPLICATION FOR APPROVAL TO EXPROPRIATE LAND

## Expropriations Act

Composed of Reserve B in the plan of addition to the Fretz Park plan of subdivision,  
registered as Plan No. 871 for the Town of Port Colborne

**In the matter of** an application by the City of Port Colborne for approval to expropriate land being:

Composed of Reserve B in the plan of addition to the Fretz Park plan of subdivision, registered as Plan No. 871 for the Town of Port Colborne (PIN 64164-0451);

for the purpose of supporting future development in the area and to secure legal access to a pumping station owned by the City of Port Colborne located to the south.

**Notice is hereby given** that application has been made for approval to expropriate the land described as follows:

Composed of Reserve B in the plan of addition to the Fretz Park plan of subdivision  
registered as Plan No. 871 for the Town of Port Colborne (PIN 64164-0451).

Any owner of land in respect of which notice is given who desires a hearing into whether the taking of such land is fair, sound and reasonably necessary in the achievement of the objectives of the expropriating authority shall so notify the approving authority in writing,

- (a) In the case of a registered owner, served personally or by registered mail within thirty days after the registered owner is served with the notice, or, when the registered owner is served by publication, within thirty days after the first publication of the notice;
- (b) In the case of an owner who is not a registered owner, within thirty days after the first publication of the notice.

**The approving authority is:**

The Council of the City of Port Colborne  
66 Charlotte Street, Port Colborne, ON L3K 3C8

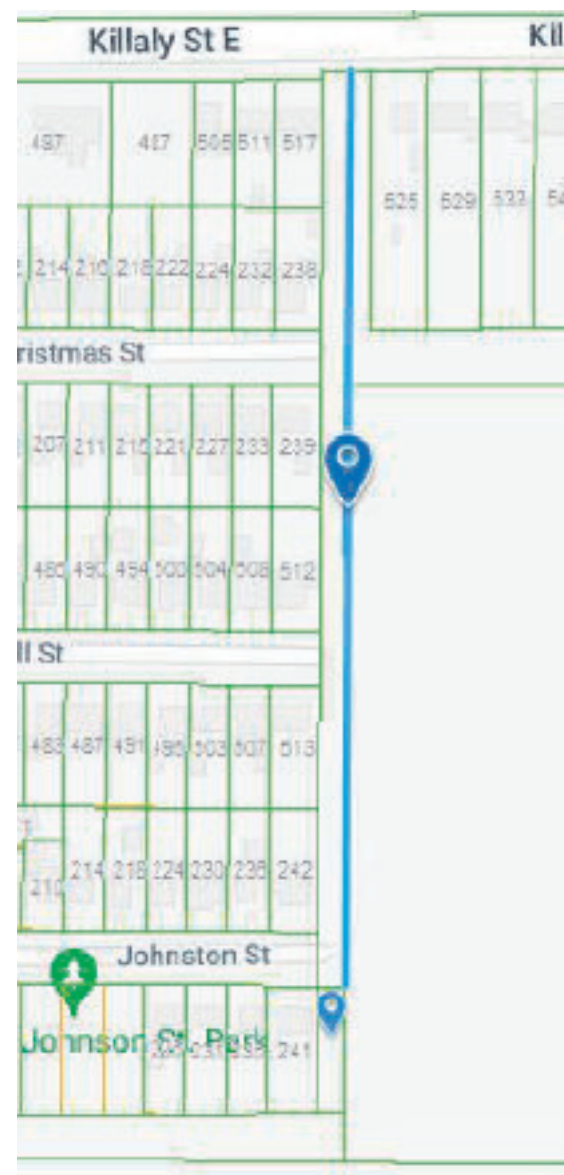
**The expropriating authority is:**

The City of Port Colborne  
66 Charlotte Street, Port Colborne, ON L3K 3C8

**THE CITY OF PORT COLBORNE**

Nicole Rubli, Acting City Clerk

This notice first published on the 27th day of October, 2022.



January 6, 2023

Mayor Bill Steele  
The City of Port Colborne  
66 Charlotte Street  
Port Colborne, ON  
L3K 3C8

Dear Mayor Steele,

On behalf of FortisOntario and Canadian Niagara Power, I wish to extend our thanks and appreciation to you, the City of Port Colborne officials and staff for your support and the assistance during the restoration effort following the recent winter blizzard. We appreciate the patience and cooperation that you and your teams provided during the major blizzard that swept Canadian Niagara Power's service territory during the Christmas holidays.

Restoration efforts of this magnitude require a competent group of dedicated professionals committed to safety, cooperation and good communication, which included your team. In addition to the coordination of services and snow removal, we were able to communicate with you on a regular and timely basis for media communications and reassurance to the community customers that our crews and contractors were working diligently and safely to restore power quickly under challenging working conditions.

Once again, thank you for your cooperation, and we look forward to our continued partnership.

Sincerely,



Scott Hawkes  
President & Chief Executive Officer

**From:** Great Lakes and St. Lawrence Cities Initiative <[admin@glslcities.org](mailto:admin@glslcities.org)>

**Sent:** January 13, 2023 10:15 AM

**To:** William C. Steele <[William.Steele@portcolborne.ca](mailto:William.Steele@portcolborne.ca)>

**Subject:** Have you added the \$1 Billion Booster for Freshwater Health resolution on your council's agenda?

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.



**GREAT LAKES AND ST. LAWRENCE**  
CITIES INITIATIVE

**L'ALLIANCE DES VILLES**  
DES GRANDS LACS ET DU SAINT-LAURENT

## **Support the Cities Initiative's \$1 Billion Booster for Freshwater Health campaign**

The Cities Initiative is reinforcing the importance of committing \$1 billion to freshwater programs in the next the federal Budget. That's why we are **asking our members to pass a [council resolution](#) and send a [letter](#) to Ministers Freeland (Finance) and Guilbeault (Environment and Climate Change) by February 28.**

Has your city added a resolution to its council agenda? More than a dozen municipalities have passed or committed to pass this important resolution so far!

The Cities Initiative is working with other organizations across Canada, including the Canadian Coalition for Healthy Waters, the Great Lakes Fishery Commission and Great Lakes Commission **to push the federal government to invest \$1 billion in a strengthened Freshwater Action Plan** to improve the health of the Great Lakes, St. Lawrence River, Lake Simcoe and other large lakes and river systems. With your help, we can secure this once-in-a-generation funding for fresh water.

Read more about the campaign [here](#). For more information about this campaign, please contact our Canada Policy Director, Phil Murphy-Rhéaume at [Phillipe.murphy-rheaume@glslcities.org](mailto:Phillipe.murphy-rheaume@glslcities.org).

## How can your city help?

- Encourage your municipal council to **pass a resolution and send a letter** to the Deputy Prime Minister and Finance Minister (Chrystia Freeland) and the Minister of Environment and Climate Change (Steven Guilbeault).
  - Access the template council resolution [here](#)
  - Access the template letter [here](#)
    - **Please share adopted council resolutions and letters mailed to the government with our Canada Policy Director, [Phil Murphy-Rhéaume](#), who will also be compiling them as part of our advocacy efforts**
- **Talk to your local federal and provincial elected representatives** to communicate your support for this campaign and the need for the federal government to live up to its commitment to invest significant funds in Great Lakes and St. Lawrence River Basin stewardship.

## Why this matters

- During the 2021 federal election, the Liberal Party committed to a “strengthened Freshwater Action Plan,” including a **historic investment of \$1 billion over ten years**. To date, the federal government has *not* implemented this campaign promise.
- A \$1-billion investment in the Freshwater Action Plan would **lead to enhanced funding for Great Lakes and St. Lawrence River Basin stewardship**, including budget increases for the Great Lakes Protection Initiative, more funding to address Areas of Concern and support on-the-ground stewardship activities.
- Since 2017, the **Government of Canada has invested \$45 million in the Great Lakes Protection Initiative**. By comparison, **the U.S has invested over \$1.8 billion during the same time frame in its Great Lakes Restoration Initiative (GLRI)**. The GLRI has been found to create positive economic spinoffs, generating \$3 in economic activity for each federal dollar spent on the program.



Great Lakes and St. Lawrence Cities Initiative / L'Alliance des villes des Grands Lacs et du Saint-Laurent | P.O. Box 1332, New Lenox, IL 60451

[Unsubscribe william.steele@portcolborne.ca](mailto:unsubscribe.william.steele@portcolborne.ca)

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## Securing Canada's \$1 Billion Investment in a Strengthened Freshwater Action Plan

**WHEREAS** [Municipality], as a member of the Great Lakes and St. Lawrence Cities Initiative, supports: protecting source water, planning for climate change impacts and shoreline resilience, ensuring safe and affordable water services for all our residents, and building up a sustainable blue economy in the Great Lakes and St. Lawrence River Basin.

**WHEREAS** ensuring healthy communities and a strong economy for Canadians depend on securing Canada's source water, which includes addressing water quality issues, contaminants and pollution, supporting biodiversity and reversing wetland and fish and wildlife habitat loss and improving community knowledge to empower citizens to safeguard this essential resource.

**WHEREAS** a Freshwater Action Plan and the Great Lakes Protection Initiative it supported were first announced in the 2017 Canadian federal budget with a \$44.84 million investment over five years.

**WHEREAS** the Freshwater Action Plan has combined science and action to address priorities in the Great Lakes such as preventing toxic and nuisance algae, enhancing the resilience of coastal wetlands in the Great Lakes, restoring Great Lakes Areas of Concern and supporting Canada's commitments under the Great Lakes Water Quality Agreement, among other priorities.

**WHEREAS** a commitment was made by the Liberal Party of Canada in the 2021 federal election to strengthen the Freshwater Action Plan with an historic investment of \$1 billion over ten years to restore and protect large lakes and river systems starting with the Great Lakes and St. Lawrence River Basin.

**WHEREAS** the federal government only committed \$19.6 million in funding in the 2022 Budget for the Freshwater Action Plan, falling short of the aforementioned commitment.

**WHEREAS** the United States has invested \$1.8 billion in the Great Lakes Restoration Initiative (GLRI) since 2017 and will see accelerated funding with the *Infrastructure Investment and Jobs Act*.

**WHEREAS** a 2018 University of Michigan study shows that for every dollar of federal spending on GLRI projects between 2010 and 2016, yielded \$3.35 in additional economic activity.

**WHEREAS** nearly half of Canada's population lives in the Great Lakes and St. Lawrence River Basin, a region that will continue to see accelerated growth, resulting in greater land and resource use pressures that will further contribute to water availability and quality issues.

**WHEREAS** the [Stockholm Resilience Centre](#) recently identified the importance of wetlands as carbon sinks and fresh water's role in climate mitigation.

**WHEREAS** the Great Lakes-St. Lawrence Collaborative outlined 30 recommendations to Environment and Climate Change Canada as part of a ten-year, \$2.2 billion [Action Plan 2020-2030 to protect the Great Lakes and St. Lawrence](#) (Action Plan 2020-2030), addressing shoreline erosion, outdated infrastructure, invasive species, exposure to toxins and beach contamination, following an 18-month consultation with First Nations, NGOs, academics and other experts.



**WHEREAS** the recommendations outlined in Action Plan 2020-2030 should serve as the basis of programming for strengthened federal action in the Great Lakes and St. Lawrence River Basin through its strengthened Freshwater Action Plan.

**WHEREAS** the newly established Canada Water Agency should play a role in accelerating the rollout of funding made available through a strengthened Freshwater Action Plan.

**WHEREAS** Freshwater Action Plan funding should largely be directed to community groups, local governments and First Nations to ensure that investments made will have the biggest local impact and empower action at the local level, rather than being held back for federal administration and operations.

**WHEREAS** it is critical to implement a strengthened Freshwater Action Plan, including accelerating a \$1 billion over five years, and to creating a Canada Water Agency to consolidate and coordinate federal water efforts and support provinces and territories in addressing systemic issues impacting the viability of the Great Lakes and St. Lawrence River Basin and the communities dependent upon the region's source water.

**NOW THEREFORE BE IT RESOLVED** that the [municipality] calls on the federal government to commit \$1 billion in funding over five years for a strengthened Freshwater Action Plan in Budget 2023.

**BE IT FURTHER RESEOLVED** that the [municipality] calls on the federal government to guide its Freshwater Action Plan funding to implement recommendations in the Action Plan 2020-2030.

**BE IT FURTHER RESEOLVED** that the [municipality] calls on the federal government to direct priority funding under the strengthened Freshwater Action Plan to projects in the Great Lakes and St. Lawrence River Basin.

**BE IT FURTHER RESEOLVED** that the [municipality] calls on the federal government to make municipalities eligible for future funding in programs announced under the strengthened Freshwater Action Plan.

**BE IT FINALLY RESOLEVED** that the [municipality] directs its staff to submit this resolution to the federal Deputy Prime-Minister and Minister of Finance; the Minister of Environment and Climate Change; the Parliamentary Secretary to the Minister of Environment and Climate Change (responsible for the Canada Water Agency), and local Member of Parliament.

Hon. Chrystia Freeland  
Deputy Prime Minister and Minister of Finance  
Government of Canada  
[chrystia.freeland@fin.gc.ca](mailto:chrystia.freeland@fin.gc.ca)

Hon. Steven Guilbeault  
Minister of Environment and Climate Change  
Government of Canada  
[ministre-minister@ec.gc.ca](mailto:ministre-minister@ec.gc.ca)

Dear Ministers,

Following passage of the attached resolution, I am writing in support of the request of the Great Lakes and St. Lawrence Cities Initiative and other organizations across Canada that your government commit \$1 billion over the next five years to invest in freshwater and interior water restoration and stewardship activities.

From blue green algae and biodiversity loss to microplastics and other chemicals of emerging concern, the Great Lakes, St. Lawrence River, and their tributaries continue to face significant pollution and ecological degradation. Climate change is further exacerbating water quality issues across the region and testing our community's resilience.

In fact, in our municipality, we... [option to include a local anecdote or local evidence of water quality issues, investments made by your municipality to improve source water quality (e.g., remediating Areas of Concern)]

Nearly half of Canada's population lives in the Great Lakes and St. Lawrence River Basin and as the country's population continues to grow rapidly, much of that settlement will take place in the region. This growth will in turn intensify property development and growth in the agriculture sector, resulting in greater land and resource use pressures that will further contribute to water availability and quality issues. We therefore need to invest now to ensure that we have the source water necessary to sustain this population growth.

In 2021, your party committed to investing \$1 billion into a strengthened Freshwater Action Plan. That commitment was signaled once more by the Prime Minister in the Minister of Environment and Climate Change's mandate letter. To date, however, that commitment has not been put to paper in a federal budget. We urge you to make this critical investment in freshwater and to accelerate that funding over five years.

The Great Lakes are a shared responsibility with the United States and for the last half decade, our neighbours have put a significant amount of money to clean up this treasured freshwater resource. Since 2017, the US has invested US\$1.8 billion in the Great Lakes Restoration Initiative; that funding will accelerate with the passage of the *Infrastructure Investment and Jobs Act*. Our investments, on the other hand, have come nowhere near to matching American commitments through Canada's Great Lakes Protection Initiative and other programs.

I recognize the difficult task before the government to tame inflation and find savings. As a municipality, we are left to make similar difficult choices. On the other hand, we also understand the consequences of not making strategic investments that are essential to our economy, environment and citizens' wellbeing. **There is nothing more fundamental to our social, environmental and economic wellbeing than clean water.**

Now is the time for Canada to step up with a once-in-a-generation commitment to stewarding the Great Lakes and St. Lawrence River Basin and other major fresh water sources across the country – and keeping them healthy. We cannot afford to take an essential resource like fresh water for granted.

Thank you for your consideration.

Sincerely,  
XX

CC: Terry Duguid, Parliamentary Secretary to the Minister of Environment and Climate Change,  
[terry.duguid@parl.gc.ca](mailto:terry.duguid@parl.gc.ca)

[Local MP]

Monday, October 24<sup>th</sup> 2022

**VIA EMAIL ONLY**

**To:** Carol Schofield, Clerk (Fort Erie)  
Sarah Kim, Clerk (Grimsby)  
Julie Kirkelos, Clerk (Lincoln)  
William G. Matson, Clerk (Niagara Falls)  
Victoria Steele (Niagara on the Lake)  
Holly Willford, Clerk (Pelham)  
Nicole Rubli, Clerk (Port Colborne)  
Kristen Sullivan, Clerk (St. Catharines)  
William Kolasa, Clerk (Wainfleet)  
Tara Stephens, Clerk (Welland)  
Joanne Scime, Clerk (West Lincoln)  
Matthew Trennum, Clerk (Thorold)

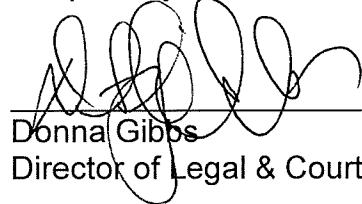
**Subject: Niagara Region Courts Intermunicipal Agreement – Amendment 2**

Please find attached for your records a copy of The Niagara Region Courts Intermunicipal Agreement – Amendment 2, which has been fully executed by the Local Area Municipalities (LAMs) and the Niagara Region. The purpose of the amendment is to facilitate implementation of the Vision Zero Program.

We have also attached for your reference a copy of Report JBM-C 10-2022 which was received for information by the Joint Board of Management for Niagara Region Provincial Offences Court on November 23, 2022 as it includes an overview of this amendment and an update on the status of the Vision Zero program.

Please do not hesitate to reach out should you have any questions in this matter.

Respectfully,



---

Donna Gibbs

Director of Legal & Court Services

cc: Ann-Marie Norio, Regional Clerk  
Carolyn Ryall, Director Transportation Services, Public Works

**NIAGARA REGION COURTS INTERMUNICIPAL AGREEMENT- AMENDMENT 2**

This Agreement dated the 13<sup>th</sup> day of October, 2022

BETWEEN:

THE CORPORATION OF THE TOWN OF FORT ERIE  
(hereinafter called "Fort Erie")

OF THE FIRST PART

-and-

THE CORPORATION OF THE TOWN OF GRIMSBY  
(hereinafter called "Grimsby")

OF THE SECOND PART

-and-

THE CORPORATION OF THE TOWN OF LINCOLN  
(hereinafter called "Lincoln")

OF THE THIRD PART

-and-

THE CORPORATION OF THE CITY OF NIAGARA FALLS  
(hereinafter called "Niagara Falls")

OF THE FOURTH PART

-and-

THE CORPORATION OF THE TOWN OF NIAGARA-ON-THE-LAKE  
(hereinafter called "Niagara-on-the-Lake")

OF THE FIFTH PART

-and-

THE CORPORATION OF THE TOWN OF PELHAM  
(hereinafter called "Pelham")

OF THE SIXTH PART

-and-

THE CORPORATION OF THE CITY OF PORT COLBORNE  
(hereinafter called "Port Colborne")

OF THE SEVENTH PART

-and-

THE CORPORATION OF THE CITY OF ST. CATHARINES  
(hereinafter called "St. Catharines")

OF THE EIGHTH PART

-and-

THE CORPORATION OF THE CITY OF THOROLD  
(hereinafter called "Thorold")

OF THE NINTH PART

-and-

THE CORPORATION OF THE TOWNSHIP OF WAINFLEET  
(hereinafter called "Wainfleet")

OF THE TENTH PART

-and-

THE CORPORATION OF THE CITY OF WELLAND  
(hereinafter called "Welland")

OF THE ELEVENTH PART

-and-

THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN  
(hereinafter called "West Lincoln")

OF THE TWELFTH PART

-and-

THE REGIONAL MUNICIPALITY OF NIAGARA  
(hereinafter called "the Region")

OF THE THIRTEENTH PART

WHEREAS, by the Niagara Regional Court Intermunicipal Agreement dated April 26, 2000 (the "Intermunicipal Agreement"), all parties agreed, among other thing things, to appoint the Region as Agent to undertake the court administration, support and prosecution program for the operation of the Provincial Offences Court on behalf of all municipalities;

AND WHEREAS effective November 22, 2005, the Parties amended the Intermunicipal Agreement to update Schedule A entitled "Reporting Relationships";

AND WHEREAS the Region wishes to proceed with the implementation of the Vision Zero Program, which among other things would include enforcement of the *Highway Traffic Act* through Automated Speed Enforcement and Red Light Camera enforcement for purposes of enhancing traffic safety for the benefit of all visitors to and residents of the region of Niagara;

AND WHEREAS in order for the Region's implementation of the Vision Zero Program to be financially sustainable, the initial capital and ongoing operating costs to establish and operate the Vision Zero Program would need to be fully supported by the fines received through charges issued under the Vision Zero Program that will be processed through the Court;

AND WHEREAS the Council of the Region have approved the Vision Zero Program subject to an amendment to the Intermunicipal Agreement regarding the apportionment of costs and revenue to ensure that the Vision Zero Program is financially sustainable in the long term;

NOW THEREFORE in consideration of the promises, mutual covenants and conditions contained herein, the receipt and sufficiency of which is hereby acknowledged, the Parties hereto agree as follows:

1. Definitions

In this Amending Agreement:

"Effective Date" means the date upon which the first Certificate of Offence issued pursuant to the *Provincial Offences Act* for a charge under the Vision Zero Program is filed with the Court;

"Vision Zero Program" means the Vision Zero Road Safety Program to be administered by the Region that includes without limitation: enforcement of the *Highway Traffic Act* through Automated Speed Enforcement (ASE), Red Light Camera (RLC) enforcement and such other automated technology-based traffic enforcement tools that may be approved for use by the Province from time to time; infrastructure upgrades such as street lighting, signage and intersection improvements; and, communication and educational programs; all for purposes of enhancing traffic safety for all road users;



"Vision Zero Program Court Costs" means the Court costs and expenses related to administration, prosecution, adjudication of Vision Zero Program charges, including all staffing costs, fees and collection costs incurred by the Agent in processing charges issued under the Vision Zero Program; and,

"Vision Zero Program Implementation and Operating Costs" means the costs incurred by the Region related to initial establishment of the Vision Zero Program approved by the Council of the Region as part of the 2020 Regional budget approval process, being comprised of (a) the capital costs of the installation of 10 RLC units and 4 ASE units; and, (b) the ongoing operating costs and expenses to administer the Vision Zero Program, subject to annual adjustments as may required pursuant to applicable agreements, including but not limited to:

- i. all staffing and training;
- ii. consulting services;
- iii. equipment fees, operation and maintenance;
- iv. fees and charges imposed pursuant to agreements required to be entered into by the Region to implement the Vision Zero Program, including by the Ministry of Transportation and the Joint Processing Centre;
- v. communication and public education; and
- vi. related infrastructure maintenance such as signage, pavement markings and intersection improvements.

2. The parties acknowledge that implementation of the Vision Zero Program by the Region requires significant upfront investment and ongoing operating costs and as such agree that the Region shall be permitted to recover its Vision Zero Program Implementation and Operating Costs from the gross Vision Zero Program revenues, prior to distribution of the net Vision Zero Program revenues pursuant to sections 8.2 and 8.3 of the Intermunicipal Agreement.
3. The Region shall use its share of the net Vision Zero Program revenues exclusively for the operation and enhancement of the Vision Zero Program. The Municipalities shall use their share of the net Vision Zero Program revenues exclusively either: (a) for vision zero road safety projects and initiatives in their own municipality; or (b) to support the Region's operation and enhancement of the Vision Zero Program. Recognizing the Provincial reporting to be undertaken by the Region regarding the Vision Zero Program and revenue use; the Municipalities shall report to the Region in such form and with such frequency as necessary to achieve alignment with Provincial reporting requirements from time to time, and in any case at least annually, as to their use of their share of the net Vision Zero Program revenues.
4. Regional Staff shall report to the Council of the Region on an annual basis regarding: Vision Zero Program Implementation and Operating Costs; the use of the Region's share of the net Vision Zero Program revenues; and the technical performance of, and any proposed enhancements to, the Vision Zero Program.

5. The costs of the Program, as defined in the Intermunicipal Agreement, will be adjusted as a part of the annual budget process in accordance with section 7.1 of the Intermunicipal Agreement as necessary to address any change in Vision Zero Program Court Costs required to accommodate the volume of charges processed pursuant to the Vision Zero Program and shall be recovered by the Agent from gross revenues in accordance with section 8.1 of the Intermunicipal Agreement.
6. The Agent will track the Vision Zero Program Court Costs and revenues separately to the extent reasonably possible for inclusion in the annual budget and financial reporting submitted to the Board from time to time, and the report provided to the Council of the Region pursuant to section 4 of this Amending Agreement.
7. In the event that the gross Vision Zero Program revenues are less than the Vision Zero Program Court Costs at the end of any fiscal year, the Region will provide funding to cover the deficit from the Region's share of the net revenue distribution pursuant to section 8.2 of the Intermunicipal Agreement, so that the net revenues distributed to all Municipalities, with the exception of the Region, pursuant to section 8.3 of the Intermunicipal Agreement are not negatively impacted by the Vision Zero Program. In subsequent years, any net Vision Zero Program revenues will first be used to repay the Region for previous years' deficit, prior to distribution of the net Vision Zero Program revenues pursuant to sections 8.2 and 8.3 of the Intermunicipal Agreement.
8. The Region agrees to notify the parties in writing of the date that the first Certificate of Offence issued for a charge under the Vision Zero Program is filed with the Court for purposes of confirming the Effective Date of this Amending Agreement.
9. The term of this Amending Agreement will be three (3) years from the Effective Date. The parties agree that on or about two (2) years from the Effective Date they will engage in discussions to collectively review available data related to the Vision Zero Program compiled as of that date, including but not limited to Vision Zero Program Court Costs, charges, gross revenues, technical performance and trends for purposes of considering long-term projections and plans for the Vision Zero Program including possible sites for future capital investment in the Vision Zero Program and any potential future amendments that may be required to the Intermunicipal Agreement.
10. This Amending Agreement may be executed in any number of counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.
11. The acceptance of this Amending Agreement may be communicated by facsimile or email transmission reproduction between the Parties, and such reproduction will be binding upon the Parties with the same effect as an executed original of the Amending Agreement.

12. Save and except as modified herein, the provisions of the Intermunicipal Agreement shall remain in full force and effect.

IN WITNESS WHEREOF the parties hereto have executed this Amending Agreement:

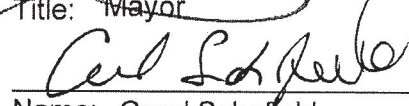
Dated at Fort Erie, Ontario, this 28th day of February, 20 22.

**THE CORPORATION OF THE TOWN OF FORT ERIE**

Per:

  
Name: Wayne H. Redekop

Title: Mayor

  
Name: Carol Schofield

Title: Clerk

Dated at \_\_\_\_\_, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

**THE CORPORATION OF THE TOWN OF GRIMSBY**

Per:

\_\_\_\_\_  
Name:

Title:

\_\_\_\_\_  
Name:

Title:

Dated at \_\_\_\_\_, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

**THE CORPORATION OF THE TOWN OF LINCOLN**

Per:

\_\_\_\_\_  
Name:

Title:

12. Save and except as modified herein, the provisions of the Intermunicipal Agreement shall remain in full force and effect.

IN WITNESS WHEREOF the parties hereto have executed this Amending Agreement:

Dated at \_\_\_\_\_, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

**THE CORPORATION OF THE TOWN OF FORT ERIE**

Per:

\_\_\_\_\_  
Name:

Title:

\_\_\_\_\_  
Name:

Title:

Dated at Grimsby, this 2 day of May, 2022.

**THE CORPORATION OF THE TOWN OF GRIMSBY**

Per:

  
Name: Jeff Jordan

Title: Mayor

  
Name: Sarah Kim

Title: Town Clerk

Dated at \_\_\_\_\_, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

**THE CORPORATION OF THE TOWN OF LINCOLN**

Per:

\_\_\_\_\_  
Name:

Title:



12. Save and except as modified herein, the provisions of the Intermunicipal Agreement shall remain in full force and effect.

IN WITNESS WHEREOF the parties hereto have executed this Amending Agreement:

Dated at \_\_\_\_\_, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

**THE CORPORATION OF THE TOWN OF FORT ERIE**

Per:

\_\_\_\_\_  
Name:

Title:

\_\_\_\_\_  
Name:

Title:

Dated at \_\_\_\_\_, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

**THE CORPORATION OF THE TOWN OF GRIMSBY**

Per:

\_\_\_\_\_  
Name:

Title:

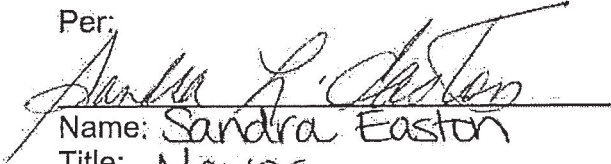
\_\_\_\_\_  
Name:

Title:

Dated at Lincoln, this 6 day of December, 2021.


**THE CORPORATION OF THE TOWN OF LINCOLN**

Per:

  
Name: Sandra Easton

Title: Mayor

Sc - 2021 - 181

  
Name: Julie Kirkelos  
Title: Town clerk

Dated at \_\_\_\_\_, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

**THE CORPORATION OF THE CITY OF NIAGARA FALLS**

Per:

\_\_\_\_\_  
Name:  
Title:

\_\_\_\_\_  
Name:  
Title:

Dated at \_\_\_\_\_, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

**THE CORPORATION OF THE TOWN OF NIAGARA-ON-  
THE-LAKE**

Per:

\_\_\_\_\_  
Name:  
Title:

\_\_\_\_\_  
Name:  
Title:

Dated at \_\_\_\_\_, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

**THE CORPORATION OF THE TOWN OF PELHAM**

Per:

\_\_\_\_\_  
Name:  
Title:


\_\_\_\_\_  
Name:

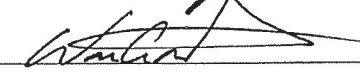
\_\_\_\_\_  
Name:  
Title:

Dated at NIAGARA FALLS, this 1<sup>ST</sup> day of SEPTEMBER, 2022.

THE CORPORATION OF THE CITY OF NIAGARA FALLS

Per:

  
\_\_\_\_\_  
Name: TIM DIBARDI  
Title: Mayor

  
\_\_\_\_\_  
Name: WILLIAM G. MATSON  
Title: CITY CLERK.

Dated at \_\_\_\_\_, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

THE CORPORATION OF THE TOWN OF NIAGARA-ON-  
THE-LAKE

Per:

\_\_\_\_\_  
Name:  
Title:

\_\_\_\_\_  
Name:  
Title:

Dated at \_\_\_\_\_, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

THE CORPORATION OF THE TOWN OF PELHAM

Per:

\_\_\_\_\_  
Name:  
Title:

\_\_\_\_\_  
Name:



\_\_\_\_\_  
Name:  
Title:

Dated at \_\_\_\_\_, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

**THE CORPORATION OF THE CITY OF NIAGARA FALLS**  
Per:

\_\_\_\_\_  
Name:  
Title:

\_\_\_\_\_  
Name:  
Title:

Dated at NOTL, this 1st day of March, 2022.

**THE CORPORATION OF THE TOWN OF NIAGARA-ON-  
THE-LAKE**  
Per:

Betty Davis  
Name:

R. Wood  
Title:

\_\_\_\_\_  
Name:  
Title:

Dated at \_\_\_\_\_, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

**THE CORPORATION OF THE TOWN OF PELHAM**  
Per:

\_\_\_\_\_  
Name:  
Title:

\_\_\_\_\_  
Name:

\_\_\_\_\_  
Name:  
Title:

Dated at \_\_\_\_\_, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

THE CORPORATION OF THE CITY OF NIAGARA FALLS  
Per:

\_\_\_\_\_  
Name:  
Title:

\_\_\_\_\_  
Name:  
Title:

Dated at \_\_\_\_\_, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

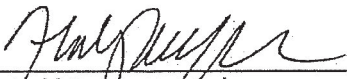
THE CORPORATION OF THE TOWN OF NIAGARA-ON-  
THE-LAKE  
Per:

\_\_\_\_\_  
Name:  
Title:


\_\_\_\_\_  
Name:  
Title:

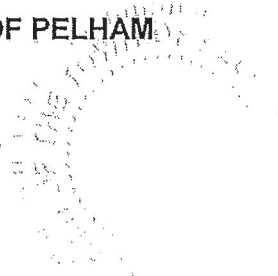
Dated at Pelham, this 10 day of January, 2022.

THE CORPORATION OF THE TOWN OF PELHAM  
Per:

  
\_\_\_\_\_  
Name: Holly Willmet

Title: Town Clerk

  
\_\_\_\_\_  
Name: MARVIN JUNKIN



Title: MAYOR

Dated at PELHAM, this 12 day of JANUARY, 2022.

THE CORPORATION OF THE CITY OF PORT COLBORNE  
Per:

\_\_\_\_\_  
Name:  
Title:

\_\_\_\_\_  
Name:  
Title:

Dated at \_\_\_\_\_, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

THE CORPORATION OF THE CITY OF ST. CATHARINES  
Per:

\_\_\_\_\_  
Name:  
Title:

\_\_\_\_\_  
Name:  
Title:

Dated at \_\_\_\_\_, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

THE CORPORATION OF THE CITY OF THOROLD  
Per:

\_\_\_\_\_  
Name:  
Title:

\_\_\_\_\_  
Name:  
Title:

Title:

Dated at PORT COLBORNE, this 13 day of OCTOBER, 20 22.

THE CORPORATION OF THE CITY OF PORT COLBORNE

Per:

Name: WILLIAM C. STEELE

Title: MAYOR

Name: NICOLE RUBLI

Title: ACTING CITY CLERK

Dated at \_\_\_\_\_, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

THE CORPORATION OF THE CITY OF ST. CATHARINES

Per:

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Dated at \_\_\_\_\_, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

THE CORPORATION OF THE CITY OF THOROLD

Per:

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title:

Dated at \_\_\_\_\_, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

**THE CORPORATION OF THE CITY OF PORT COLBORNE**

Per:

\_\_\_\_\_  
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Title:

\_\_\_\_\_  
Name:

Title:

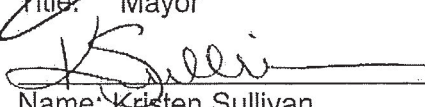
Dated at St. Catharines, ON, this 26 day of August, 2022.

**THE CORPORATION OF THE CITY OF ST. CATHARINES**

Per:

  
\_\_\_\_\_  
Name: Walter Sendzik

Title: Mayor

  
\_\_\_\_\_  
Name: Kristen Sullivan

Title: City Clerk

*As authorized by By-law No. 2022-10 of the City of St. Catharines*

**Approved**  
SS  
**Solicitor**  
JS  
**Clerk**

Dated at \_\_\_\_\_, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

**THE CORPORATION OF THE CITY OF THOROLD**

Per:

\_\_\_\_\_  
Name:

Title:

\_\_\_\_\_  
Name:

Title:

Title:

Dated at \_\_\_\_\_, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

**THE CORPORATION OF THE CITY OF PORT COLBORNE**

Per:

\_\_\_\_\_  
Name:

Title:

\_\_\_\_\_  
Name:

Title:

Dated at \_\_\_\_\_, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

**THE CORPORATION OF THE CITY OF ST. CATHARINES**

Per:

\_\_\_\_\_  
Name:

Title:

\_\_\_\_\_  
Name:

Title:

Dated at The City of Thorold, this 9th day of August, 2022.

**THE CORPORATION OF THE CITY OF THOROLD**

Per: **Terry Ugulini**

Signed with ConsignO Cloud (2022/08/09)  
Verify with verifio.com or Adobe Reader.



\_\_\_\_\_  
Name: Terry Ugulini

Title: Mayor **Matthew Trennum**

Signed with ConsignO Cloud (2022/08/10)  
Verify with verifio.com or Adobe Reader.



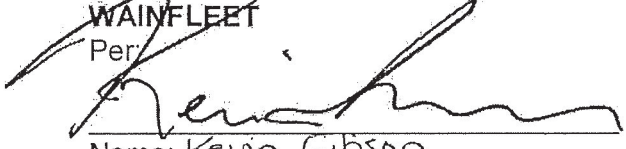
\_\_\_\_\_  
Name: Matthew Trennum

Title: City Clerk

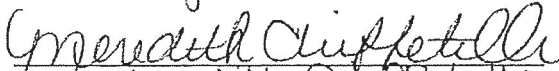
Dated at Wainfleet, this 7<sup>th</sup> day of December, 2021.

THE CORPORATION OF THE TOWNSHIP OF  
WAINFLEET

Per:

  
Name: Kevin Gibson

Title: Mayor

  
Name: Meredith Ciuffetelli

Title: Deputy Clerk

Dated at \_\_\_\_\_, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

THE CORPORATION OF THE CITY OF WELLAND

Per:

\_\_\_\_\_  
Name:

Title:

\_\_\_\_\_  
Name:

Title:

Dated at \_\_\_\_\_, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

THE CORPORATION OF THE TOWNSHIP OF WEST  
LINCOLN

Per:

\_\_\_\_\_  
Name:

Title:



Dated at \_\_\_\_\_, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

**THE CORPORATION OF THE TOWNSHIP OF  
WAINFLEET**

Per:

\_\_\_\_\_  
Name:

Title:

\_\_\_\_\_  
Name:

Title:


Dated at Welland, this 22 day of August, 2022.

**THE CORPORATION OF THE CITY OF WELLAND**

Per:

  
\_\_\_\_\_  
Name: FRANK CAMPION

Title: MAYOR

  
\_\_\_\_\_  
Name: TARA STEPHENS

Title: CITY CLERK

Dated at \_\_\_\_\_, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

**THE CORPORATION OF THE TOWNSHIP OF WEST  
LINCOLN**

Per:

\_\_\_\_\_  
Name:

Title:

Dated at \_\_\_\_\_, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

THE CORPORATION OF THE TOWNSHIP OF  
WAINFLEET

Per:

\_\_\_\_\_  
Name:  
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Title:

Dated at \_\_\_\_\_, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

THE CORPORATION OF THE CITY OF WELLAND

Per:

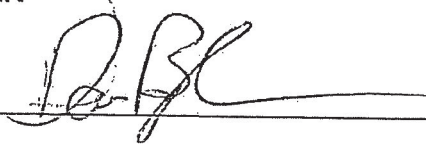
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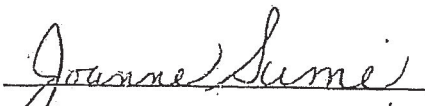
\_\_\_\_\_  
Name:  
Title:

Dated at Township of West Lincoln, this 15 day of December, 2021.

THE CORPORATION OF THE TOWNSHIP OF WEST  
LINCOLN

Per:

  
\_\_\_\_\_  
Name:  
Title:

  
\_\_\_\_\_  
Name: Joanne Sumner  
Title: Clerk

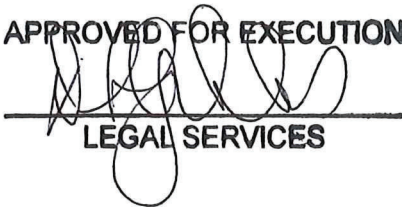
Name:  
Title:

Dated at Thorold, this 22nd day of September, 2022.

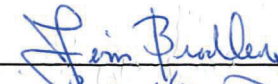
**THE REGIONAL MUNICIPALITY OF NIAGARA**

Per:

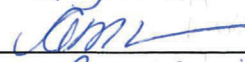
**APPROVED FOR EXECUTION**

  
**LEGAL SERVICES**

Name:  
Title:

  
Jim Bradley  
Regional Chair

Name:  
Title:

  
Ann-Marie Norris  
Regional Clerk

---

**MEMORANDUM**

**JBM-C 10-2022**

**Subject: Vision Zero Update**

**Date: November 17, 2022**

**To: Joint Board of Management**

**From: Miranda Vink, Manager, Court Services**

---

The purpose of this memorandum is to provide JBM with an update related to the status of the Vision Zero Program implementation and next steps.

**Background**

In 2020, Regional Council provided initial approval for the adoption of the Vision Zero (“VZ”) program on certain Regional roads. The VZ program is comprised of a number of traffic safety initiatives led by the Region’s Transportation Services department including red light cameras (“RLC”) and automated speed enforcement (“ASE”).

Authorization was received to implement the RLC and ASE initiatives under VZ, subject to successful negotiations with the Local Area Municipalities (“LAMs”) to amend the Inter-Municipal Agreement (“IMA”), with respect to the sharing of both the revenues and the costs associated with the implementation and operation of the Vision Zero program to ensure that the program is financially sustainable. Infractions issued under Vision Zero will be processed through the Niagara Region Provincial Offences Court.

With the execution of the IMA now complete as attached as **Appendix 1**, Regional Staff are proceeding to implement RLC and ASE with a phased in approach in 2023. RLC is anticipated to launch in Q1 2023 with ASE expected to launch in Q2 2023.

**Overview of Changes to the IMA**

Amendments to the IMA define the “Vision Zero Program”, “Vision Zero Program Court Costs” and “Vision Zero Implementation and Operating Costs”. In addition, the revisions address the apportionment of costs and revenue related to the VZ program and allow for the sharing of net VZ program revenue; with 50% to be transferred to the Niagara Region for re-investment into the VZ program, and 50% to be transferred to the LAMs

for investment into road safety initiatives or to support the Region's operation and enhancement of the VZ program. Given the Provincial reporting to be undertaken by the Region regarding the VZ program and revenue use; the LAMs are required to assist the Region with Provincial reporting requirements related to their use of VZ revenue.

The term of the agreement is three years. Regional Staff are required to report to Regional Council on an annual basis regarding VZ program implementation and costs as provided in the agreement. Two years from the effective date of the agreement, the LAMs and the Region will engage in discussions to collectively review available data related to the VZ program compiled as of that date for purposes of considering long-term projections and plans for the VZ program including possible sites for future capital investment in the VZ program and any potential future amendments that may be required to the IMA.

### **2022 Budget Implications**

The 2022 VZ budget was based on seven months of operations for RLC and ASE. However, with the launch of VZ delayed to 2023 no operating expenses and revenues, outside of some potential recruitment activities necessary to support the 2023 launch as noted below, will be incurred in 2022.

Court Services will commence staffing recruitments of the 12 approved FTEs on a gradual basis starting in Q4 2022 to ensure readiness for 2023; initially recruiting some of the FTEs based on anticipated needs, then recalibrating and determining any additional resources required throughout 2023 based on realized operational pressures. Any costs associated with staff being hired in Q4 2022 will be funded through the 2022 VZ operating budget.

### **2023 Budget Implications**

The proposed 2023 VZ budget is based on a full 12 months of operations and takes into consideration the staggered approach to launching RLC in Q1 2023, followed by ASE in Q2 2023. Additional recruiting will continue throughout 2023 based on realized operational pressures as the VZ program continues to launch throughout the year. The 2023 VZ budget assumes that there will be \$nil net revenue resulting from the program.

### **Staffing/Operations**

Court Services management team is actively working with Transportation staff to ensure staffing within Court Services is resourced in alignment with planned implementation and anticipated volumes.

### **Next Steps**

Staff will continue to review the actual operating results of VZ throughout 2023 and will make any necessary adjustments to the 2024 and future years' budget based on actual results and trends experienced. Further updates will be provided to JBM as available.

Respectfully submitted and signed by

---

Miranda Vink  
Manager, Court Services

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### New Regional Councillors and Officers On Niagara Regional Housing (NRH) Board

NIAGARA REGION, December 12, 2022 – On December 1, Regional Councillors Mayor Jeff Jordan (Grimsby), Tom Insinna (Fort Erie), Mayor Mat Siscoe (St. Catharines), Leanna Villella (Welland) and Lord Mayor Gary Zalepa (Niagara-on-the-Lake) were appointed by Council to the Niagara Regional Housing (NRH) Board. Councillors Insinna, Villella and Zalepa served on the Board in their previous term, while Councillors Jordan and Siscoe are new NRH Directors, replacing former Regional Councillor Barbara Butters and Mayor Walter Sendzik, both of whom did not seek re-election in 2022.

On Friday December 9, 2022, the NRH Board elected the Executive Committee to provide leadership for NRH:

- Chair – Gary Zalepa (Regional Councillor, Lord Mayor, Niagara-on-the-Lake). Lord Mayor Zalepa is serving his second term on the NRH Board. He held the role of Treasurer through 2019-2020, Vice-Chair from 2020-2021 and Chair for 2022
- Vice-Chair – Mat Siscoe (Mayor of St. Catharines). Mayor Siscoe is serving his first term on the NRH Board
- Secretary – Jeff Jordan (Mayor of Grimsby) Mayor Jordan is serving his first term on the NRH Board
- Treasurer – Leanna Villella (Regional Councillor, Welland) Councillor Villella is serving her second term on the NRH Board after first joining it in December 2018

In addition to the five Regional Councillors, the NRH Board includes four Community Directors: Betty Ann Baker (St. Catharines), David Mole (Pelham), Drew Toth (Thorold) and Betty Lou Souter (St. Catharines). NRH owns and manages more than 3,000 units of Public Housing, which are Rent-Geared-to-Income (30% of household income). NRH also has over 200 units of new development that are considered affordable (80% of market rent) and market rent and is currently developing 61 units in Welland and Fort Erie.

#### Quotes:

"I am pleased that the new Board has representation from across Niagara and can bring a wide range of perspectives to support NRH. The need and the interest in community housing, including the units owned by NRH, has never been greater. As Housing Services moves forward with the Consolidated Housing Master Plan (CHMP) to plan for the next 23 years, I am confident that this Board will support NRH to meet the demands of the residents of Niagara now and into the future." ~ **NRH CEO Donna Woiceshyn**

"I am honoured to Chair the NRH Board during this important phase in housing. There is great awareness of the need in Niagara and NRH is well-positioned to turn that awareness into increased development to address the need and supports for tenants. I look forward to working with the Board, partners and Housing Services staff" ~ **NRH Board Chair,**

-30-

#### Contact:

Donna Woiceshyn  
Chief Executive Officer, NRH  
905-682-9201, ext. 3930  
donna.woiceshyn@niagararegion.ca

Regional Councillor Gary Zalepa  
Board Chair, NRH  
905-468-6416  
Gary.zalepa@niagararegion.ca



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**Report To: Board of Directors**

**Subject: Enhanced Watershed Restoration and Stewardship Program**

**Report No: FA-51-22**

**Date: December 16, 2022**

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**Recommendations:**

1. **THAT** Report No. FA-51-22 RE: Enhanced Watershed Restoration and Stewardship Program **BE RECEIVED.**
2. **THAT** staff **DEVELOP** program details, including guidelines, cost estimates, and staffing requirements in accordance with the recommendations within the “Enhanced Watershed Restoration and Stewardship Program” attached as Appendix 1.
3. **AND THAT** staff Report No. FA-51-2022 **BE CIRCULATED** to NPCA watershed municipalities in support of continued memorandum of understanding/ service level agreement discussions.

**Purpose:**

The purpose of the report is to provide a vision of future restoration and stewardship programming to achieve the goals set out in the NPCA 10-year Strategic Plan while conforming to changing legislation and meeting emerging opportunities, and obtain Board of Directors’ endorsement for further program development.

**Background:**

Since 1999, the NPCA has played a leading role in watershed restoration and stewardship initiatives within our jurisdiction. Several past and current programs (e.g., Water Quality and Habitat Improvement, Canopies for Kids, Water Well Decommissioning, Mickey DiFruscio & Family Legacy Pollinator Gardens, and Niagara River Remedial Action Plan) have been implemented to improve water quality and ecosystem health while engaging community members, private landowners, municipal partners, volunteers, and environmental non-governmental organizations. In 2019, the Water Quality and Habitat Improvement program was re-launched as a Restoration Grant Program to leverage funds and opportunities to implement habitat restoration projects (e.g., wetland creation, tree planting, agricultural best management practices) that contribute to increasing forest cover, improving habitat quality and connectivity, and enhancing biodiversity. Through these initiatives, the NPCA has completed hundreds of projects and planted over 1.2 million native trees and shrubs across the watershed.

Currently, restoration initiatives are focused on the restoration grant program's projects and providing technical support to internal clients while stewardship activities are focused on planting events engaging the community and other organizations (e.g., ENGOs, nature clubs, community groups, municipalities) and educational opportunities such as public talks and guided nature hikes organized by external groups. The NPCA's 10-year Strategic Plan calls for the expansion of restoration program services and the development of urban and rural stewardship programs aimed enhancing natural habitat and forest cover, increasing biodiversity, leading environmental stewardship and volunteerism, and engaging partners in achieving collective environmental impacts in the watershed.

## **Discussion:**

To better understand the restoration and stewardship programming opportunities/gaps and potential funding mechanisms, a consultant was retained to perform a jurisdictional review with input from NPCA staff. The review examined municipal natural heritage priorities, climate adaptation plans, and restoration goals. Results revealed a mix of defined/undefined goals and objectives inconsistent across municipalities. In parallel, ongoing discussions with NPCA staff and municipal partners have identified several emerging opportunities related to increasing tree canopy cover, greening initiatives, and supporting local climate change adaptation. This information was incorporated into the attached program presenting recommendations to achieve the goals set out in the strategic plan, conform to changing legislation and meet emerging opportunities for the NPCA's watershed restoration and stewardship programs.

The Enhanced Watershed Restoration and Stewardship Program (Appendix 1) builds and expands upon the historical/current work of NPCA restoration and stewardship programs and initiatives, formalizes programming for emerging partnerships and opportunities, and meets the internal needs of integrating knowledge and building organizational capacity. As described below, the enhanced programming includes key goals, targets based on watershed science, a framework detailing distinct program and service areas, a timeline for development and implementation, and summary of funding mechanisms.

### Key goals

1. Restore and enhance natural habitat, biodiversity, water resources, and forest cover towards a healthy and climate resilient watershed.
2. Engage and enable communities in improving the health and resilience of the watershed

### Targets

Through combined restoration and stewardship efforts, the NPCA aims to add 600 hectares of natural cover and plant 1 million native trees across the watershed by 2031. The targets and measures will be adapted and refined during program development and through watershed strategies and management plans.

### Framework for Program and Service Areas

The Watershed Restoration and Stewardship Program proposal identifies six program and service areas, based on distinct audiences, funding mechanisms, and outcomes to work in complement with each other to achieve program goals.

**Internal Restoration Services:** leading restoration initiatives on NPCA lands to improve habitat and ecological function. This service area will provide support across the organization on all matters related to ecological restoration, including supporting the development of Conservation Area Management Plans and Watershed Strategies, creating and inventory of restoration and stewardship opportunities, planning and compliance review, and supporting organizational climate adaptation and mitigation initiatives.

**Watershed Restoration Services:** Leading and supporting external large-scale ecological restoration projects with municipal and private partners, including habitat compensation projects, Class Environmental Assessment (EA) flood and erosion control projects, invasive species management, and other fee-for-service opportunities.

**Private Land Restoration Grant Program:** An updated version of the Restoration Grant Program, continues the NPCA's long history of restoration work with private landowners; however, the grant categories will be focused on improving habitat, biodiversity, water resources and forest cover. The updated program will be positioned to significantly increase natural land cover in the watershed and provide co-benefits of improved water quality. The agricultural components of the existing grant program will be separated into their own program to build additional capacity and expertise.

**Agricultural Stewardship Program:** A focused approach to working with agricultural communities with an emphasis on best management practices, water quality improvement projects, outreach & education, promoting habitat restoration opportunities, and providing technical expertise to the agricultural community.

**Urban Stewardship Program:** Updated and expanded program based on existing community engagement activities (e.g., pollinator gardens, community tree plantings, and Yellow Fish Road program) aimed at encouraging residents to improve the health of the environment. The program will formalize existing initiatives and develop new approaches to encourage resilience to climate change while increasing volunteerism and inspiring larger action. Program elements may include small-scale habitat projects, community park naturalization, rain gardens and other demonstration projects, community/schoolyard greening, and stream/park cleanup as well as working with municipalities to increase the urban tree canopy cover especially in vulnerable, low nature areas.

**Corporate Stewardship Program:** Focused on creating opportunities for private corporations and businesses to engage their staff in meaningful environmental initiatives to fulfill their corporate social responsibility goals, including reducing their environmental footprint. Activities may include invasive species removal, stream/park cleanups, tree plantings, pollinator garden planting/weeding, habitat structure building. The program should be based on a fee-for-service model to recoup costs and may be implemented in collaboration with the Niagara Peninsula Conservation Foundation.

#### Next steps for 2023

- Determine cost estimates for achieving watershed restoration and stewardship targets to inform program costing for financial discussion with municipal partners.
- Develop and formalize program offerings including staff and financial resource allocations, program details and targets, work plan, and performance measures.
- Update current Restoration Grant Program guidelines in anticipation of 2024 launch of Private Landowner Grant Program.

- Collaborate with NPCA staff to formalize Internal Restoration Services, including an inventory of restoration opportunities on NPCA lands.
- Use the established fee schedule to develop a framework for watershed restoration services and corporate stewardship in collaboration with finance, conservation area services, and Niagara Peninsula Conservation Foundation.
- Seek Board approval for new and updated program offerings for 2024 launch.

### **Financial Implications:**

There are no current financial implications. Further program development and scoping to be done by NPCA staff is accounted for in the 2023 budget.

Apart from restoration activities on NPCA-own lands, the Watershed Restoration and Stewardship Program is considered a non-mandatory program or service under the Conservation Authorities Act (i.e. Category 2 or 3) and will need to be partially funded through service-level agreements with municipal partners or with external funding. Discussions with municipal partners on NPCA's inventory of programs and services is on-going. Staff will also actively pursue external funding opportunities, including service level agreements, grants, partnership funding, self-generated funds and other innovative funding strategies, as opportunities arise.

### **Links to Policy/Strategic Plan:**

The NPCA strategic plan calls for the expansion of restoration program services and develop programs aimed at urban and rural landowners to achieve Goal 1.3: *Restore and enhance natural habitat, water resources, and forest cover*. Enhancing NPCA restoration and stewardship program offerings will also directly support achieving several other NPCA strategic goals and performance measures related to managing NPCA lands to increase biodiversity (Goal 1.4), implementing green infrastructure and sustainability best practices (Goal 2.3), leading environmental stewardship and volunteerism (Goal 3.2), establishing the NPCA as an environmental service provider (Goal 4.1), building relationships with other organizations for collective outcomes (Goal 4.2), and optimize self-generating revenue using innovative approaches (Goal 6.2).

### **Related Reports and Appendices:**

Appendix 1: Enhanced Watershed Restoration and Stewardship Program

### **Authored by:**

*Original Signed by:*

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Stuart McPherson & Steve Gillis  
Restoration Specialists

**Reviewed by:**

*Original Signed by:*

---

Natalie Green M.Sc., PMP  
Manager, Climate Change and Special Programs

**Reviewed by:**

*Original Signed by:*

---

Geoff Verkade  
Senior Manager, Integrated Watershed Planning/ Information Management

**Reviewed by:**

*Original Signed by:*

---

Leilani Lee-Yates, BES, MSPL.RPD, MCIP, RPP  
Interim Director, Watershed Strategies & Climate Change

**Submitted by:**

*Original Signed by:*

---

Chandra Sharma, MCIP RPP  
Chief Administrative Officer/Secretary-Treasurer

# 2022

## **ENHANCED WATERSHED RESTORATION & STEWARDSHIP PROGRAM**

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[www.npca.ca](http://www.npca.ca)

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# INTRODUCTION

As early as the 1930s, there was broad public concern about soil erosion, flooding, and drought due to decades of poor land, water, and forestry practices throughout Southern Ontario. One of the earliest conservation efforts to help mitigate these watershed-scale problems was tree planting to restore forests. Today, the watershed continues to face immense pressures from land uses and the effects of climate change which threaten ecological integrity and require immediate action. Science and policy have advanced to recognize that forests, wetlands, riparian areas, and natural shorelines are all necessary parts of a healthy and functional ecosystems that provide for economic, social, and environmental well-being. Restoration efforts have followed suit and have grown to understand that involving people leads to better outcomes, not only for projects, but in helping to shape perspectives on caring for the environment.

For many years, the NPCA has been a local leader in watershed restoration and stewardship initiatives. Several past and current programs (e.g., Water Quality and Habitat Improvement, Canopies for Kids, Water Well Decommissioning, Mickey DiFrusco & Family Legacy Pollinator Gardens, and Niagara River Remedial Action Plan) have been implemented to improve water quality and ecosystem health while engaging community members, private landowners, municipal partners, volunteers, and environmental non-governmental organizations. Through these initiatives, the NPCA has completed hundreds of projects and planted over 1 million native trees and thousands of plants across the watershed. Currently, restoration initiatives are focused on projects completed through the Restoration Grant Program and providing technical support to internal clients, while stewardship activities are focused on planting events which engage the community and other organizations (e.g., ENGOs, nature clubs, community groups, municipalities) and educational opportunities such as library talks, and guided hikes organized by external groups. While restoration and stewardship initiatives continue to be successful, existing program structure and staff resourcing limit the NPCA's impact on the watershed and ability to fully meet emerging opportunities.

The NPCA's recent strategic plan is aimed at achieving a healthy and vibrant environment with shared greenspace and clean water that sustains life for future generations. To create healthy and climate-resilient watersheds, the strategic plan calls for the expansion of restoration program service offerings and the development of programs aimed at urban and rural landowners. These enhanced program offerings are intended to increase natural habitat and forest cover, improve biodiversity, lead environmental stewardship and volunteerism, and engage partners in achieving collective environmental impacts in the watershed.

The purpose of this document is to provide a vision of future restoration and stewardship programming to achieve the goals set out in the strategic plan while conforming to changing legislation and meeting emerging opportunities.

## **STATE OF THE LANDSCAPE**

The Niagara Peninsula watershed is part of the Carolinian life zone, an incredibly biodiverse area that includes rare plants and animals. The watershed also supports a wide variety of land uses that provide people with recreational, social, and economic benefits. However, research indicates that the NPCA watershed is deficient of adequate habitat (NPCA 2011). Scientific literature suggests that watersheds require a minimum of 30% forest cover to maintain biodiversity toward a resilient and healthy landscape (Environment Canada 2013). This target represents a high-risk approach to maintaining existing biodiversity that may support less than one half of the potential species richness, and marginally healthy aquatic systems, while a 50% forest cover threshold would equate to a low-risk approach likely to support most of the potential species' richness, and healthy aquatic systems (Environment Canada 2013). The NPCA's Natural Areas Inventory indicates that the watershed has 18% wooded cover (meaning variety of treed ecological community types, including forests) (NPCA 2010). To reach the 30% forest threshold suggested by science, more than 12% of the landscape, or over 29,000 ha of land would need to be converted to forest cover. To achieve this target, an estimated 58 million trees would need to be planted— a worthy but immense goal that would require a watershed-wide, long-term commitment to protecting biodiversity and ecosystem function. Healthy and resilient watersheds include numerous habitat types (wetland, riparian, forest, etc.); therefore, targets should reflect a multi-functional and diverse landscape.

Increased pressure on the landscape from changing land use and their impacts threaten the watershed's ecological integrity. It has been known for some time that the NPCA watershed is functionally degraded to a high degree as it consistently exhibits poor surface water quality (NPCA 2022) and is highly fragmented in terms of natural areas and wildlife habitat. The Nature for Niagara's Future study (NPCA 2011) has shown that the existing natural areas in the watershed cumulatively achieve only 56% of what conservation literature recommends is required for a healthy and sustainable watershed. There is a critical need to increase natural cover and help watershed communities adapt to a changing climate.

## **JURISDICTIONAL SCAN**

To better understand the restoration and stewardship programming opportunities/gaps, a consultant, Intelligent Futures, was retained to perform a jurisdictional review with input from NPCA staff. The

review examined municipalities' natural heritage priorities, climate adaptation plans, and restoration goals. Results revealed a mix of defined and undefined goals and objectives, inconsistent across municipalities.

The review summarized specific goals and priorities that indicate a set of emerging opportunities to work with municipalities to achieve a shared vision for the watershed. Some of the relevant targeted areas of emphasis include:

- Improving natural heritage systems and taking advantage of underutilized lands.
- Becoming leaders in sustainability, including enhancing natural features, promoting, and implementing programs which maintain and improve the quality of surface water and groundwater, and promoting the conservation of water resources.
- Reducing Greenhouse Gas (GHG) emissions through increasing the amount of stewardship and restoration efforts, including tree planting and habitat enhancements.
- Managing agricultural lands using best management practices to help improve ecological functions of the natural heritage system and water quality.

In parallel, ongoing discussions between NPCA staff and municipal partners have identified multiple opportunities related to increasing tree canopy cover, greening initiatives, and supporting local climate change adaptation.

## **CURRENT PROGRAM OFFERINGS**

### **Restoration Grant Program**

From 1999-2017, the Water Quality and Habitat Improvement (WQHIP) program was instrumental in restoring natural ecosystem function and improving water quality across the watershed. The WQHIP focused on completing restoration actions identified in sub-watershed plans, including stream restoration, tree planting, wetland creation, and agricultural Best Management Practices (BMPs). After an 18-month service interruption, the WQHIP was re-launched in 2019 as the Restoration Grant Program to meet the Auditor General of Ontario's recommendations (Lysyk 2018) and to formalize goals of improving water quality, wildlife habitat, and forest cover to the benefit of local ecosystems and the overall health of the watershed.

The current Restoration Grant Program uses an objective, prioritized approach to select projects adjacent to or connecting critical natural features (e.g., floodplains, valleys, provincially significant wetlands, near existing large tracks of established forests, and in headwater areas). The program is based on a cost-share model to leverage the NPCA's initial investment funded by municipal levy and

ensures that partners have a financial stake in their project's success. The application process is open to all, and the program has worked with a wide variety of rural and urban landowners (i.e., farms, businesses, and municipalities). Grants are provided for staff to design and implement habitat restoration projects (e.g., wetland restoration, tree planting, stream restoration) and agricultural best management practices (e.g., grassed waterways, nutrient management projects, hedgerows, and windbreaks) that contribute to increasing forest cover, enhancing habitat quality and connectivity, enriching biodiversity, and improving surface water quality.

### **Recent Successes**

Since the Restoration Grant Program launch in 2019, more than 130 restoration and 30 agricultural Best Management Practice (BMP) projects have been completed, resulting in 127 hectares (ha) of habitat added to the watershed broken down as follows:

- 102 ha of afforestation
- 17 ha of wetland habitat restored
- 8 ha of stream and riparian restoration.

Collectively, these projects have added more than 230,000 trees, 15,000 shrubs, and nearly 10,000 herbaceous plants.

Partnerships are critical for leveraging restoration funding and achieving greater outcomes. Thanks to the Restoration Grant Program, the NPCA has signed memorandums of agreement with Ducks Unlimited Canada, Land Care Niagara, Trout Unlimited Canada (Niagara Chapter), and the Niagara Coastal Community Collaborative to support tree planting, shoreline restoration, and wetland creation in Niagara. In addition, the NPCA became a Planting Delivery Agent (PDA) for Forests Ontario in 2021 to plant trees as part of their various large-scale tree planting initiatives. More recently, the NPCA collaborated with the Niagara Parks Commission to restore a 1.6 ha coastal wetland along the Niagara River in an area known as Gonder's Flats. For this project alone, the NPCA has brought together the support of four funding partners and several community organizations, bringing in \$97,000 (to date) to offset direct project costs.

In total, NPCA restoration projects completed in 2019-2022 are valued at more than \$1.7 million (not including staff time) with the NPCA contributing just over 1/3 of the total cost through grant dollars.

### **Opportunities**

The current Restoration Grant Program structure works well at addressing ecological restoration opportunities with proactive landowners whose goals align with the NPCA. In 2021 and 2022, the

Restoration Grant Program had a waiting list of projects that met the programs eligibility requirements but for which there was not enough funding to support. In some areas, such as agricultural stewardship, a different approach, such as focusing on outreach to farming communities is likely to lead to greater success by developing stronger relationships and breaking down perceived barriers. In other cases, changes to program structure are required to support both internal needs and external requests. In recent years the NPCA has led and supported several initiatives and projects, or been approached with opportunities, that do not quite fit with the current guidelines. Such opportunities include, but is not limited to, shoreline restoration, habitat compensation projects, restoration planning for municipal properties, invasive species management, and planning review.

Presently, restoration efforts on NPCA lands have been accomplished through a mix of formal and informal efforts. As the Conservation Area management plans are updated and completed as legislated by 2031, new restoration needs will be identified and will require a structure to implement. The NPCA's new draft Land Securement Strategy (2022) provides guidance on acquiring lands that provide aquatic and terrestrial habitat restoration opportunities, including lands identified as priority for ecosystem restoration. With land securement targets ranging from 200-400 hectares by 2032, these new lands are likely to increase restoration needs.

## **Community Engagement & Environmental Stewardship Initiatives**

Environmental stewardship refers to the care and protection of the natural environment achieved through increased awareness, shared responsibility, and active participation. While stewardship is similar to restoration in that it aims to improve the environment, the key difference is its focus on engagement and education.

A comprehensive landowner stewardship guide produced by the NPCA in 2015 outlines many actions for homeowners and community members to improve the environment; however, there is no formal program to support its implementation and programming has been mainly opportunistic or reactive. Nonetheless, the NPCA has been an environmental stewardship leader engaging hundreds of volunteers, community members, corporations, and student volunteers in various opportunities to connect with nature and take action to improve the environment. The existing community engagement/stewardship initiative structure delivers a variety of unique and compelling programming that engages watershed communities and provides opportunities to improve the health of the watershed while increasing their understanding of their local environment.

Current initiatives include leading community tree and pollinator garden plantings, coordinating community science/monitoring, conservation area stewardship, and supporting the environmental

work of community groups and partners. For example, the NPCA delivers the Yellow Fish Road™ program (created by Trout Unlimited Canada) to engage school children and inform neighbourhoods about the importance of clean water, protecting aquatic species from pollution, and how to properly dispose of hazardous waste. To increase local biodiversity and awareness about native plants, the NPCA is leading the ‘Mickey DiFruscio and Family Legacy Pollinator Project’. The project includes the establishment of community-based pollinator gardens in public (usually urban) spaces. Each garden is cared for by a community group or local environmental organization to ensure the garden’s continued success. The Niagara Envirothon, based on a North America-wide program coordinated locally by Forests Ontario in partnership with NPCA, engages high school students in hands-on, team-based activities to learn about ecosystems while developing critical thinking, problem solving, teamwork, leadership, and communication skills.

### **Recent Successes**

Fostering partnerships and building positive relationships with people is the key to effective community engagement and exemplary action. In 2021, more than 75 community groups and 409 volunteers engaged in conservation work across the watershed. For example:

- Planting native trees and wildflower gardens
- Building, installing, and monitoring wildlife boxes
- Conducting community cleanups
- Monitoring hiking trails
- Removing invasive plant species
- Creating educational opportunities for high school and post-secondary students

More recently, the NPCA supported the Invasive Species Centre’s project to remove European Water Chestnut from a portion of the Welland River through volunteer recruitment, access to a conservation area to assist with storage of materials, and communication assistance. The project received extensive (positive) media coverage, created 5 local jobs, engaged 63 people, and successfully removed 7,000 invasive European Water Chestnut plants from 35 km of the Welland River. The partnership is an excellent example of how the NPCA brings people and organizations together toward a common goal of improving the environment.

## Opportunities

With the recent changes to the *Conservation Authorities Act* through Bill 229 that specify mandatory and non-mandatory programs and services, and the development of the NPCA Climate Change Action Plan, there is an opportunity to formalize these community engagement and stewardship initiatives into a comprehensive program that is attractive to funders, provides objectives and guidance on program delivery, and develops a structure to engage with requests for paid corporate stewardship opportunities. In addition, the NPCA 10-year Strategic Plan offers guidance to deliver complementary approaches to traditional restoration programming to achieve habitat, water quality, and climate adaptation goals (e.g., urban and agricultural stewardship). Working with the people of the watershed primarily in urban and suburban areas, provides the NPCA with opportunities to increase biodiversity in underutilized spaces (yards, parks, stream valleys) and engage communities in important issues such as reducing low-nature areas and adapting cities to a changing climate.

A robust stewardship approach works to better enable individuals and communities to lead local stewardship efforts. By providing information, resources, inspiration through selective demonstration projects, the NPCA can support both burgeoning and developed groups who are ready to take a larger role in caring for their environment.

## WATERSHED RESTORATION & STEWARDSHIP PROGRAM DETAILS

The Watershed Restoration and Stewardship Program builds and expands upon the historical and current work of the NPCA restoration and stewardship programs. It formalizes emerging initiatives, partnerships, and programming, and helps build organizational capacity. As described below, the enhanced programming includes key program goals, targets based on watershed science, a framework detailing distinct program and service areas, a timeline for development and implementation, and summary of potential funding mechanisms. Appendix 1 of this document provides more detailed information on programs and services.

### Key Program Goals

The Watershed Restoration and Stewardship Program proposes two overarching goals to help align with the vision and goals of the NPCA 10-year Strategic Plan and guide its initiatives, as follows:

- restore and enhance natural habitat, biodiversity, water resources, and forest cover towards a healthy and climate resilient watershed; and



- engage and enable communities in improving the health and resilience of the watershed.

## Target Setting

Setting targets is important for achieving realistic and measurable goals that are relevant to the local landscape. While 30% forest cover is an important target established by the scientific literature, its pursuit would exclude other key habitat features critical to ecosystem health and be unrealistic in the timeline of this program. The NPCA 10-year Strategic Plan’s habitat target is based on an increase in natural cover, including multiple habitat types and metrics to represent a healthy, multifunctional landscape. **Through combined restoration and stewardship efforts, the NPCA aims to add 600 hectares of natural cover and plant 1 million native trees across the watershed by 2031 (Table 1).** This initial target is based on previous restoration efforts and scaled up assuming a successful land securement program and partner interest. The targets will be adapted and refined based on watershed strategies as well as Conservation Area management plans. Although the habitat types may vary depending on land availability and funding, the following metrics in Table 1 are proposed as guidance.

**Table 1.** Proposed watershed restoration and stewardship program targets by metric.

Measure	Proposed Target (2024-2031)
Forest restored (ha)	500 ha
# of native trees	1,000,000
# of native shrubs	100,000
# of herbaceous plants	40,000
Wetlands restored (ha)	50 ha
Riparian (ha)	50 ha
<b>Total natural cover added (ha)</b>	<b>600</b>

## Overview of Program Areas

To achieve these goals and targets, NPCA staff have identified six restoration and stewardship program and service areas, based on distinct audiences, funding mechanisms, and outcomes to work in complement with each other as an integrated program to achieve program goals. Many of these initiatives are currently ongoing, both in formal and informal capacities. Developing these recommended program areas will provide the NPCA with a comprehensive path to achieving many of the goals of the strategic plan, provide guidance for how this work will continue, and allow flexibility to meet future opportunities. Refer to Appendix 1 for a more detailed program/service summary table.

## Internal Restoration Services

This program area is specific to leading restoration initiatives on NPCA-owned or managed lands to improve habitat and ecological function. This service area will provide support across the organization on all matters related to ecological restoration, including creating restoration plans to support the development of Conservation Area management plans and watershed strategies, supporting the development of the Conservation Area Inventory and Strategy, supporting the implementation of the Land Securement Strategy to identify priority areas for terrestrial and aquatic habitat restoration as well as prospective restoration opportunities on new lands under consideration, creating an inventory of restoration and stewardship opportunities, planning and compliance review, invasive species management, and supporting organizational climate adaptation and mitigation initiatives.

Restoration initiatives may include:

- Forest restoration: stand conversion, reforestation, establishing new forest through afforestation, creating habitat features, and other projects that sequester carbon and reduce greenhouse gas emissions.
- Wetland restoration: creation and enhancement of open water marshes, swamp forests, and vernal pools, and buffers around existing wetlands.
- Stream restoration: projects that increase stream cover, improve aquatic habitat and biodiversity, natural channel design, riparian buffers, removal of fish migration barriers, and using bioengineering approaches to reduce/prevent erosion.
- Shoreline restoration: creating resilient natural shorelines using nature-based shoreline solutions that use bioengineering to help protect and restore shoreline function. Supporting engineered solutions that incorporate restoration components.
- Upland restoration: large-scale habitat improvement projects that support biodiversity through mixed habitat types (e.g., thickets and hedgerows adjacent to grasslands, where appropriate), or where other land uses limit restoration opportunities (e.g., beneath hydro corridors).

## Watershed Restoration Services

This formalized service area will provide municipal partners and other stakeholders with ecosystem restoration expertise and knowledge that their organizations may otherwise lack. Through service level agreements and/or fee-for-services, the NPCA will lead and support external ecological restoration projects, plans, and strategies with municipal and private partners, including habitat creation and enhancement projects, Class Environmental Assessment (EA) flood and erosion control projects, and invasive species management.

## Private Land Restoration Grant Program

An updated version of the existing program will continue the NPCA's long history of restoration work with private landowners. The grant categories will be focused on improving habitat, biodiversity, water resources and forest cover. The NPCA will continue to work with traditional partners to leverage funds to complete these projects and reduce the overall cost to the NPCA. The updated program will be positioned to significantly increase natural land cover in the watershed and provide co-benefits of improved water quality. The agricultural components of the existing grant program will be separated into their own program to build additional capacity and expertise.

Proposed grant categories include:

- Tree Planting: mid- to large-scale projects aimed at establishing new forest cover and expanding and connecting our existing forests through corridors.
- Wetland restoration: the creation and enhancement of open water marshes, vernal pools, habitat improvements, and habitat buffers around existing wetlands.
- Stream restoration: projects that increase stream cover, improve aquatic habitat, enhance buffers, remove fish migration barriers, and use bioengineering approaches to reduce erosion.
- Shoreline restoration: nature-based shoreline solutions that use bioengineering to help protect and restore shoreline function.
- Upland restoration: large-scale habitat improvement projects that support biodiversity through mixed habitat types (e.g., thickets and hedgerows adjacent to grasslands, where appropriate), or where other land uses limit restoration opportunities (e.g., beneath hydro corridors).

## Agricultural Stewardship Program

The unique microclimate created by the Niagara Escarpment and rich soils supports one of Ontario's most productive agriculture systems including vineyards, tender fruit orchards, livestock, and various specialty crops. Not surprisingly, agricultural lands account for nearly 65% of the watershed.

This program provides a focused approach to working with producers and agricultural communities with an emphasis on outreach and education to promote best management practices and completing water quality improvement projects. Staff will help identify habitat restoration opportunities on marginal farmland and provide technical expertise.

Program elements may include:

- Outreach and education, including demonstration projects and on-farm workshops;

- Incentives for implementing agricultural best management practices such as nutrient management projects, livestock exclusion fencing, and erosion control projects; and
- Supporting agricultural stewardship initiatives in the watershed.

## **Urban Stewardship Program**

This updated, expanded program builds upon previous successful community engagement activities (e.g., pollinator gardens, community tree plantings, and Yellow Fish Road program) to facilitate and encourage environmental action. Existing initiatives and partnerships will be strengthened through new approaches to build resilience to climate change in urban areas while increasing volunteerism and inspiring greater action. The program will seek to engage youth, residents, community organizations, Indigenous groups, corporations/businesses, and municipal partners in improving nature, increasing biodiversity, and growing the urban tree canopy.

Program elements may include:

- Small-scale habitat projects (e.g., pollinator gardens);
- Naturalization of community parks;
- Rain gardens and other engaging green infrastructure demonstration projects;
- Community/schoolyard/backyard tree plantings;
- Stream/park cleanups;
- Incentive for residents/homeowners to plant native species; and
- Outreach and education to build awareness and inspire action.

## **Corporate Stewardship Program**

The corporate stewardship program will focus on creating opportunities for private corporations and businesses to engage their staff in meaningful environmental initiatives to fulfill their corporate social responsibility goals, including reducing their environmental footprint.

Activities may include invasive species removal, stream/park cleanups, tree plantings, pollinator garden planting/weeding, habitat structure building. The program will be based on a fee-for-service model to recoup costs and may be implemented in collaboration with the Niagara Peninsula Conservation Foundation.

## **Program Integration**

The Watershed Restoration and Stewardship Program will collaborate with staff across several NPCA divisions. The program will aim to integrate with established and emerging business areas to work

effectively and efficiently. Specific focus will be placed on collaborating with internal teams that have functional dependencies including conservation area lands, conservation area programs and services, land care, land planning, watershed monitoring and reporting, climate change and special programs, and watershed strategies.

Examples include:

- Providing landowner leads to securement outreach areas;
- Integrating updated monitoring data into restoration project prioritization;
- Implementing a monitoring project in a key location to showcase the benefits and impact of agriculture stewardship and restoration activities;
- Maintaining a database of restoration and stewardship opportunities on NPCA lands; and
- Creating outreach materials specific to planning/permitting applications to build awareness and encourage the use of native plants in restoration areas and low impact development projects or street tree plantings.

## Financing Considerations

Apart from restoration activities on NPCA-own lands, the Watershed Restoration and Stewardship Program is considered a non-mandatory program or service under the *Conservation Authorities Act* (i.e., Category 2 or 3) and will need to be partially funded through service-level agreements with municipal partners or with external funding (Table 2). A Watershed-based Resource Management Strategy, to be developed in 2023 as part of recent changes to the *Conservation Authorities Act* through Bill 229 and associated regulations, will assist NPCA with evolving and enhancing its programs and services to address or manage local watershed triggers, issues or risks. The Watershed-based Resource Management Strategy will include identifying category 2 and 3 programs and services, with cost estimates, that are recommended to support the delivery of mandatory programs and services.

Funding approaches to implement the Watershed Restoration and Stewardship Program will be combined with external grants and innovative approaches to leverage various sources of funding for restoration and stewardship programs. For example, the NPCA will continue to work with Ducks Unlimited Canada to complete wetland restoration projects throughout the watershed. Future costs will be determined by the scope of the program, staffing requirements and uptake and interest by partners and funders.

Additional potential funding sources include:

- **Partners:** working with a mix of existing and new partners to fund and complete projects that meet our shared goals.

- **Grants and external funding:** leveraging the NPCA's newly established Grant Centre, external funding sources will be targeted to help support projects in all programming and service areas.
- **Program sponsorship:** A previously unexplored opportunity, the NPCA will investigate the viability of program and initiative sponsorship from corporations and other organizations.
- **Niagara Peninsula Conservation Foundation (NPCF):** collaborating with the NPCF to increase funding for restoration and stewardship initiatives through donations and giving programs.
- **Fee-for-service:** leveraging the NPCA's skills and expertise to increase self-generated revenue through the Watershed Restoration Services and Corporate Stewardship programs.
- **Conservation Impact Bond (CIB):** an innovative financial tool to address the conservation funding gap and create healthy landscapes in the spirit and practice of reconciliation with Indigenous communities. The NPCA is currently exploring opportunities to create a Niagara Peninsula CIB that could fund habitat restoration projects.

**Table 2.** Description of the mandatory and non-mandatory programs and services as required by the Conservation Authorities Act (2020).

CA Act	Description
Category 1	Mandatory programs and services as identified in Ontario Regulation 686/21 that can be funded through a municipal levy.
Category 2	Municipal programs and services provided at the municipality's request. These programs can be funded through government and other agency grants and/or municipal funding under a memorandum of understanding (MOU) or agreement with the municipality.
Category 3	Other programs and services that an Authority (Board) determines are advisable. These programs can be funded through self-generated revenue, user fees, government and other agency grants, donations, etc. Any use of municipal funding will require an agreement and would be subject to cost apportioning.

## CONCLUSION & RECOMMENDATIONS

This integrated program provides the framework for the NPCA to respond to existing and emerging opportunities, engage the watershed community in restoring and stewarding the local environment, and provide conservation leadership in the watershed. It provides a set of land cover targets to guide the NPCA to achieve its goals set out in the 2021-2031 strategic plan of restoring and enhancing natural habitat, water resources and forest cover by increasing the total amount of land restored.

Through this increased capacity program, the NPCA will strengthen its ability to effect positive change in the watershed. This framework creates structure and flexibility to embrace existing and forthcoming challenges and prepares the NPCA to take on even greater targets in the future.

The following is a list of recommended next steps:

- Develop and formalize program offerings including staff and financial resource allocations, program details and targets, work plan, and performance measures.
- Seek Board approval for new and updated program offerings for a 2024 launch.
- Determine cost estimates for achieving watershed restoration and stewardship targets to inform program costing for financial discussion with municipal partners in 2023.
- Update current Restoration Grant Program guidelines in anticipation of 2024 launch of Private Landowner Grant Program.
- Collaborate with NPCA staff to formalize Internal Restoration Services, including an inventory of restoration opportunities on NPCA lands.
- Use the established fee for services within the NPCA fee schedule to develop a framework for watershed restoration services and corporate stewardship in collaboration with finance, conservation area services, and Niagara Peninsula Conservation Foundation.

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## APPENDIX 1 - PROGRAM AND SERVICES SUMMARY

Program/Service	Links to NPCA strategic plan	Key Performance Indicators Sample Metrics	Description	Delivery Method	Category	Potential Funding Sources
Internal Restoration Services	1.3, 2.3, 3.2, 4.2, 5.4, 6.2	Ha of restored area # of trees planted #ha forest restored #ha of stream area restored #ha of wetland restored # of volunteers engaged	Implementation of restoration projects as per Conservation Area Land Management Plans Including tree planting, habitat Improvement projects, shoreline management, invasive species management, and water quality improvement and compensation projects.	NPCA Staff/ NPCA Coordinated Volunteers/ Corporate Volunteers	1	Levy, Grants, Partners, NPCF, Fee-for-service, Grants
	1.3, 1.4, 2.2, 2.3, 5.4		Restoration support for internal initiatives including Conservation Area Management Plans, Land Securement, inventory restoration opportunities, planning/ compliance review, climate focused initiatives (e.g., seed collection)	NPCA Staff	1, 3	Levy, Fee-for- service, Grants, NPCF
Watershed Restoration Services	1.3, 2.2, 4.1, 4.2, 6.2	Ha of restored area # of trees planted #ha forest restored #ha of stream area restored #ha of wetland restored	Lead and support external ecological restoration projects, plans and strategies with municipal and private partners, including habitat creation and enhancement projects, Class Environmental Assessment (EA) flood and erosion control projects, invasive species management, and other fee-for-service opportunities.	NPCA Staff /NPCA Coordinated Volunteers	2, 3	MOU/SLA, Partner, Grants, NPCF
Private Land Restoration Grant Program	1.3, 2.3, 4.1, 4.2	Ha of restored area # of trees planted #ha forest restored #ha of stream area restored #ha of wetland restored	Updated version of the Restoration Grant Program, continues history of restoration work with private landowners; however, the grant categories will be focused on improving habitat, biodiversity, water resources and forest cover. The updated program will be positioned to significantly increase natural land cover in the watershed and provide co-benefits of improved water quality. The agricultural components of the existing grant program will be separated into their own program to build additional capacity and expertise.	NPCA Staff, Environmental Non- Governmental Organizations	3	MOU/SLA, Grants, Partners, Sponsor, NPCF
Agriculture Stewardship Program	1.3, 2.3,3.2, 4.1, 4.2	Surface water quality including total suspended solids and total phosphorus # ag. BMP projects completed # program participants	A focused approach to working with agricultural communities with an emphasis on best management practices, water quality improvement projects, outreach & education, promoting habitat restoration opportunities, and providing technical expertise to the agricultural community.	NPCA Staff/ Landowners	3	MOU/SLA, Grants, Partner, Sponsor, NPCF
Urban Stewardship Program	1.3, 2.3, 3.2, 4.1, 4.2	# of habitat projects completed # of native trees # herbaceous plants # volunteers engaged # events	Formalize existing initiatives and develop new approaches to encourage resilience to climate change while increasing volunteerism and inspiring larger action. Program elements may include small-scale habitat projects, community park naturalization, rain gardens and other demonstration projects, schoolyard greening, and stream/park cleanup as well as increasing the urban tree canopy cover especially in vulnerable, low nature areas.	NPCA Staff/ NPCA Coordinated Volunteers	3	MOU/SLA, Grants, Partners, Sponsor, NPCF
Corporate Stewardship Program	1.3, 2.3, 3.2, 4.2, 6.2	Ha of restored area # of volunteers engaged	Focus on creating opportunities for private corporations and businesses to engage their staff in fulfilling their corporate social responsibility goals, including reducing their environmental footprint. Activities may include invasive species removal, stream/park cleanups, tree plantings, pollinator gardens, habitat structure building.	Corporate volunteers	3	Fee-for-service

**Report To: Board of Directors**

**Subject: Status Update RE: CA Programs and Services Further to Royal Assent of Bill 23**

**Report No: FA-56-22**

**Date: December 16, 2022**

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**Recommendations:**

1. **THAT** Report No. FA-56-22 RE: Status Update RE: CA Programs and Services Further to Royal Assent of Bill 23 **BE APPROVED**.
2. **AND FURTHER THAT** staff **CIRCULATE** Report No. FA-56-22 to NPCA watershed municipalities as information and post the report to the NPCA Planning and Permits webpage.

**Purpose:**

The purpose of this report is to provide an update on the status of Bill 23, *An Act to amend various statutes, to revoke various regulations and to enact the Supporting Growth and Housing in York and Durham Regions Act, 2022* as it relates to Conservation Authority programs and services.

**Background:**

At the November 4, 2022 meeting of the Board of Directors, NPCA staff presented comments on Bill 23, which were sent to the Standing Committee on Heritage, Infrastructure and Cultural Policy, and forwarded to our watershed municipalities (Report No. FA-45-22). On November 28, 2022, Bill 23 passed third reading and received Royal Assent, which includes sweeping changes to the land use approvals system in the province, with the goal of facilitating the construction of 1.5 million new homes by 2031. Amendments to the *Conservation Authorities Act* and *Planning Act* affect the plan review and permitting function of the NPCA. While some changes have come into force immediately, several of the amendments will come into force at a later date.

**Discussion:**

The changes to legislation through Bill 23 primarily affect the review of *Planning Act* applications and Section 28 work permits.

Plan Review Services

The NPCA's plan review services will be operating status quo at this time as changes in Bill 23 will not take effect until such time as the Minister of Natural Resources and Forestry (MNRF) issues a clarifying regulation. NPCA municipal partners are being requested to continue to circulate planning applications to the NPCA for review. Specifically:

- NPCA's mandatory plan review and commenting role (commenting on natural hazards) is not affected by Bill 23 and continues to be required under Ontario Regulation 686/21.
- NPCA's non-mandatory plan review and commenting role (commenting on natural heritage and stormwater as per our MOUs with municipalities) is also status quo as changes in Bill 23 will not take effect until such time as the Minister of Natural Resources and Forestry issues a clarifying regulation. Should this happen in 2023, the NPCA will contact the City of Hamilton and Haldimand County, and work with them to explore options to maintain service continuity.

Therefore, the NPCA is providing the same plan review services at this time and will continue to do so in a timely manner to support our watershed municipalities to meet the legislated deadlines under the *Planning Act*.

### Section 28 Work Permits in Regulated Areas

It is business as usual for the NPCA's permitting services, except for new provisions concerning Minister's Zoning Orders (MZOs) and Community Infrastructure and Housing Accelerator Orders (CIHAs) for which the Minister can impose or review conditions of Section 28 work permits. If one of these orders is issued within our watershed municipalities, we will collaborate with them on any required permits from the NPCA.

Changes in Bill 23 that allow the Minister to exempt certain development projects with *Planning Act* approval in certain municipalities from needing conservation authority permits is not currently in effect and would require a regulation to be released at a later date. The NPCA is working with watershed municipalities to address any future gaps and provide continued support to ensure risk from natural hazards is addressed.

### Updated Plan Review and Permitting Fee Schedule

The 2023 Plan Review and Permitting Fee Schedule meets the requirements of the Minister's List of classes of programs and services for which conservation authorities may charge a fee. This fee schedule remains in effect unless the Minister issues a direction to freeze conservation authority fees. The NPCA will notify our watershed municipalities should such a direction be issued.

### Other Services Provided through MOUs/Agreements

It is important to note that Bill 23 does not affect any other programs and services that the NPCA may provide to municipalities in our watershed jurisdiction, such as monitoring, restoration etc.. Discussion with municipal partners on these ongoing and potential services is currently underway.

### Provisions in Force January 1, 2023

The provisions related to the following matters come into force January 1, 2023: Process changes for disposition and leasing of conservation authority lands.

- Prohibition on municipal services related to reviewing and commenting under prescribed Acts related to non-mandatory services such as Natural Heritage and Stormwater Management review takes effect once a regulation is passed listing the prescribed Acts. It is not known whether the Minister's Regulation containing the prescribed Acts will be released on January 1, 2023, or at a later date. It is important to note that the NPCA's Mandatory Natural Hazard review under the prescribed Acts remains unchanged.

- Minister's direction to freeze conservation authority fees. The clause takes effect once there is a Minister's Direction issued. It is not known whether the Minister's Direction will be released on January 1, 2023, or at a later date.
- Minister's power to impose terms and conditions on "projects of authority" under s. 24 of the CA Act.

The remaining provisions come into effect when related unproclaimed sections from previous amending acts are proclaimed [e.g. amendments from Bill 229, Protect, Support and Recover from COVID-19 Act (Budget Measures)].

### **Financial Implications:**

Recent changes to the *Conservation Authorities Act*, associated transition requirements, and Bill 23 related matters continue to require extensive staff time and resources. This is being addressed in 2023 through reallocation of resources and continued management of pressures related to heavy work load. NPCA staff will continue to monitor the implementation of Bill 23 and will advise the Board of Directors of any financial implications, such as freezing of fees.

### **Links to Policy/Strategic Plan:**

N/A

### **Authored by:**

*Original Signed by:*

\_\_\_\_\_  
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234-2022-5422

January 4, 2023

Dear Heads of Council,

I'm pleased to share an update on key initiatives underway at my ministry to help meet our government's goal of building 1.5 million new homes over the next 10 years.

The legislature recently passed our government's *More Homes Built Faster Act, 2022* which takes bold action to ensure that all communities can grow with a mix of ownership and rental housing types to meet the needs of all Ontarians.

Our government knows that building inspectors play a critical role in ensuring that new homes meet the public safety requirements set out in Ontario's Building Code. However, the capacity of municipal building departments has been impacted by recruitment challenges and the increasing number of building inspectors retiring from the profession. That's why, earlier this year, we took action to help municipalities address labour supply shortages in the building sector by amending the Building Code to provide a new model for municipal building departments to design and administer internship programs for building inspectors.

Effective July 1, 2022, municipal building departments can establish program entry criteria for interns that meet their own local recruitment and enforcement needs. This new internship model supports public safety by continuing to require that a qualified building inspector or Chief Building Official supervises the work of interns. The interns must also pass ministry technical and legal exams before being able to practice independently as building inspectors.

In the coming months, the ministry will develop guidance materials to support municipalities that are interesting in launching local programs to recruit new intern building inspectors. We look forward to working with municipalities to implement local internships.

Additionally, the ministry has engaged a consultant to identify opportunities for enhancements to the qualification program for building practitioners. We are seeking input from the public, including municipalities, building inspectors, designers, septic installers and building professionals not regulated by the ministry. This feedback will help guide future decisions on new approaches to qualification.

For more information and to review the discussion paper, please visit the Environmental Registry of Ontario (ERO) website at <https://ero.ontario.ca/notice/019-6433>.

.../2

In addition to this ongoing work, the ministry is modernizing the provincial Qualification and Registration Tracking System (QuARTS). QuARTS is used by over 7,000 building practitioners to update their qualification and registration information online and to help the government regulate safety and compliance in the Ontario building industry.

Modernizing QuARTS will create a more efficient and user-friendly system, allowing building officials to spend more time on the important task of reviewing and issuing building permits to support the government's key priority of increasing housing stock.

Finally, the ministry made the 2012 Building Code Compendium freely available in Adobe PDF format through the website (<https://www.ontario.ca/page/request-digital-copy-2012-building-code-compendium>). Since its launch in March 2022, the ministry has provided free copies to over 5,000 building professionals to reduce barriers and help accelerate the construction of new homes across the province. This initiative has enabled inspectors to access Building Code requirements while performing their work onsite in a more convenient format. Additionally, candidates studying for the ministry's exams are able to access and learn Building Code content in an easy to navigate, user-friendly manner.

As part of the plan to build 1.5 million homes over the next 10 years, the government looks forward to continuing consultations with municipalities, the building industry and the public to investigate further changes to Ontario's Building Code in order to create more housing and support public safety.

If you are interested in learning more about any of the ministry's initiatives related to the transformation of Building Code services in Ontario, please contact us at [BuildingTransformation@ontario.ca](mailto:BuildingTransformation@ontario.ca).

Thank you for your continued partnership as we work together to get more homes built faster for all Ontarians.

Sincerely,



Steve Clark  
Minister

c: Municipal Clerks



234-2022-5422

Le 4 janvier 2023

Aux présidentes et présidents des conseils municipaux,

J'ai le plaisir de vous faire part de certaines initiatives importantes qui sont en cours dans mon ministère en vue d'atteindre l'objectif de notre gouvernement de bâtir 1,5 million de logements au cours des 10 prochaines années.

L'Assemblée législative a adopté récemment notre *Loi de 2022 visant à accélérer la construction de plus de logements*, qui prévoit des mesures décisives afin d'assurer la croissance de toutes les collectivités grâce à une variété de types de logements de propriété et de logements locatifs pour répondre aux besoins de tous les Ontariens et Ontariennes.

Notre gouvernement est conscient du fait que les inspecteurs en bâtiment jouent un rôle essentiel afin que les nouveaux logements respectent les exigences de sécurité publique énoncées dans le Code du bâtiment de l'Ontario. Cependant, les problèmes de recrutement et le nombre croissant d'inspecteurs en bâtiment qui prennent leur retraite limitent la capacité des services municipaux du bâtiment. C'est pourquoi, plus tôt cette année, nous avons pris des mesures pour aider les municipalités à combler les pénuries de main-d'œuvre dans le secteur du bâtiment en modifiant le Code du bâtiment afin de prévoir un nouveau modèle permettant aux services municipaux du bâtiment de concevoir et d'administrer des programmes de stages pour les inspecteurs en bâtiment.

Depuis le 1<sup>er</sup> juillet 2022, les services du bâtiment des municipalités peuvent établir des critères d'embauche de stagiaires afin de répondre à leurs besoins en matière de recrutement et d'exécution de la loi. Ce nouveau modèle de stages protège la sécurité publique en prévoyant qu'un inspecteur en bâtiment qualifié ou un chef du service du bâtiment doit continuer de superviser le travail des stagiaires. Ceux-ci sont également tenus de réussir aux examens techniques et juridiques du ministère avant de pouvoir exercer le métier d'inspecteur en bâtiment de façon autonome.

Au cours des prochains mois, le ministère élaborera des documents d'orientation pour appuyer les municipalités qui souhaitent lancer des programmes locaux de recrutement d'inspecteurs stagiaires en bâtiment. Nous collaborerons volontiers avec les municipalités à la mise en œuvre de tels programmes.

En outre, le ministère a fait appel à un expert-conseil pour proposer des améliorations au programme de qualification des professionnels du bâtiment. Nous sollicitons les observations du public, ainsi que des municipalités, des inspecteurs en bâtiment, des concepteurs, des installateurs de systèmes d'égouts sur place et des professionnels du bâtiment non réglementés par le ministère. Les décisions futures concernant les nouvelles approches en matière de qualification s'appuieront notamment sur ces observations.



Pour obtenir de plus amples renseignements et consulter le document de travail, veuillez consulter le site Web du Registre environnemental de l'Ontario (REO) à <https://ero.ontario.ca/fr/notice/019-6433>.

En plus de ces travaux en cours, le ministère modernise le Système QuARTS de suivi des qualifications et des inscriptions. Plus de 7 000 professionnels du bâtiment utilisent ce système pour tenir à jour en ligne les renseignements sur leur qualification et leur inscription et aider le gouvernement à réglementer la sécurité et la conformité dans l'industrie du bâtiment de l'Ontario.

La modernisation du Système QuARTS permettra d'en rehausser l'efficacité et la convivialité, et de permettre aux professionnels du bâtiment de consacrer plus de temps à leur tâche importante d'examiner les demandes de permis de construire et de délivrer ces permis pour contribuer à la priorité du gouvernement d'accroître le parc de logements.

Enfin, le ministère a publié gratuitement sur le Web (<https://www.ontario.ca/fr/page/demandez-un-exemplaire-numerique-du-building-code-compendium-de-2012>) le *Building Code Compendium* de 2012 en format Adobe PDF. Depuis son lancement de mars 2022, le ministère en a fourni un exemplaire gratuit à plus de 5 000 professionnels du bâtiment afin d'accélérer la construction de nouveaux logements et de réduire les obstacles qui s'y opposent dans toute la province. Cette initiative permet aux inspecteurs de consulter sur le terrain, dans le cadre de leur travail, une version plus pratique du Code du bâtiment. De plus, les candidats aux examens du ministère peuvent accéder au contenu du Code du bâtiment et se familiariser avec lui plus facilement et de façon plus conviviale.

Dans le cadre de son plan visant à bâtir 1,5 million de logements au cours des 10 prochaines années, le gouvernement entend poursuivre ses consultations avec les municipalités, l'industrie du bâtiment et le public afin d'envisager d'autres modifications à apporter au Code du bâtiment de l'Ontario dans le but de créer davantage de logements tout en assurant la sécurité publique.

Pour en savoir plus sur les initiatives du ministère concernant la transformation des services liés au Code du bâtiment en Ontario, veuillez communiquer avec nous à [BuildingTransformation@ontario.ca](mailto:BuildingTransformation@ontario.ca).

Merci de collaborer avec nous pour bâtir plus de logements, plus rapidement pour toute la population ontarienne.

Cordialement,

A blue ink signature of Steve Clark, written in a cursive style.

Steve Clark  
Ministre

c.c. : Secrétaires municipaux



Office of the City Clerk

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December 15, 2022

Via email: [premier@ontario.ca](mailto:premier@ontario.ca)

**The Honourable Doug Ford**  
**Premier of Ontario**  
Legislative Building  
Toronto, ON M7A 1A1

Dear Premier:

**Re: Kingston City Council Meeting, December 6, 2022 – New Motion 5 –  
Resource Recovery and Circular Economy Act, 2016**

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At the regular meeting on December 6, 2022, Council approved New Motion 5 with respect to request to the Resource Recovery and Circular Economy Act, 2016. At the same meeting, the following resolution was approved:

**Whereas** Municipal governments support the Province's implementation of outcomes-based policies to move responsibility for end-of-life management of designated products and packaging to producers who are the most able to affect system change; and

**Whereas** these policies can improve environmental outcomes, provide new jobs and grow Ontario's economy; and

**Whereas** outcomes-based policies require clear consequences for non-compliance that can be administered in an effective and efficient manner; and

**Whereas** Administrative penalties are a cost-effective tool for the regulator to hold polluters accountable, so there is less burden on the courts and taxpayers; and

**Whereas** the Resource Productivity and Recovery Authority does not have Administrative Penalties which is impacting the ability of the regulator to ensure compliance with the regulations under the Resource Recovery and Circular Economy Act, 2016; and

---

The Corporation of the City of Kingston  
216 Ontario Street, Kingston, ON K7L 2Z3  
Phone: (613) 546-4291 ext. 1247 Fax: (613) 546-5232 [jbolognone@cityofkingston.ca](mailto:jbolognone@cityofkingston.ca)

**Whereas** data provided by Resource Productivity and Recovery Authority shows there is a currently a backlog of over 2,000 cases of potential non-compliance and almost 200 known instances of non-compliance; and

**Whereas** the Resource Productivity and Recovery Authority has found battery producers non-compliant for collection accessibility and processing; and

**Whereas** the largest waste diversion program, the Blue Box, sees the first communities transition in a few months, ensuring the Regulator has appropriate enforcement tools to ensure servicing and outcomes are met is critical for a smooth transition for Ontarians;

**Therefore Be It Resolved That** the City of Kingston calls on the Provincial government to promptly pass an Administrative Penalties regulation under the Resource Recovery and Circular Economy Act, 2016; and

**That** this resolution be circulated to the Premier of Ontario, the Minister of the Environment, Conservation and Parks, MPP Ted Hsu, MPP John Jordan, the Association of Municipalities of Ontario, and all Municipalities in Ontario for their consideration and support.

Yours sincerely,



John Bolognone  
City Clerk  
/nb

C.C. Minister of the Environment, Conservation & Parks  
Ted Hsu, MPP for Kingston & the Islands  
John Jordan, MPP for Kingston, Frontenac Lanark  
AMO  
All Ontario Municipalities



## PORT COLBORNE

### Meeting Environmental Advisory Committee November 9, 2022 6:00 p.m.

#### The following were in attendance:

Staff: Cassandra Banting  
Janice Peyton

Council: Councillor Mark Bagu  
Councillor Harry Wells

Public Members: George McKibbon  
Jack Hellinga  
Katherine Klauck  
Tim Lamb  
Trent Doan  
Tim Hoyle  
Ryan Waines  
Kerry Royer  
Norbert Gieger

This was an online Microsoft Teams meeting.

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#### 1. Call to Order

Chair George McKibbon called the meeting to order at 6:00 p.m.

#### 2. Adoption of the Agenda

Moved by Tim Lamb  
Seconded by Harry Wells

That the agenda dated November 9, 2022, be accepted as circulated.  
CARRIED.

#### 3. Disclosures of Interest

Nil.

#### **4. Approval / Review of Previous Meeting Minutes**

Moved by Jack Hellinga  
Seconded by Tim Lamb

That the minutes of August 10, 2022, be accepted as written.  
CARRIED.

#### **5. Public Works Update**

Cassandra Banting, Environmental Compliance Supervisor, provided the following update:

a) EV Charging Stations Project

The Director of Public Works and staff at city hall are reviewing this project and are looking at hiring an expert on the subject for assistance.

b) Energy Conservation & Demand Management Plan

Energy conservation strategies for city facilities are ongoing.

c) Urban Forest Management Plan

This project is ongoing. John McNeil is in attendance this evening to give an introductory presentation on the project.

d) Questions & Concerns

Previous to this meeting, various questions and concerns compiled by EAC members were submitted to Cassandra for clarification and answers to the concerns were emailed to committee members.

Cassandra reviewed the answers to the questions and responded to comments and questions of committee members.

A copy of the answers to the questions are attached to the minutes.

e) Public Engagement at Friday Morning Market

Public Works divisions are looking at setting up tables at the Market in the new year, for Earth Day and Public Works Week, for example. Once dates are set Cassandra will share the information with this committee to coordinate EAC members attending the market to increase public awareness about environmental items.

## **6. Urban Forest Management Plan Introductory Presentation**

John McNeil of McNeil Urban Forestry provided an introductory presentation on City of Port Colborne Urban Forest Assessment & Management Contract 2022-07. Mr. McNeil responded to comments and questions of committee members. A copy of the presentation is attached to the minutes.

Kerry advised that the Vineland Research Centre has a resource on their website regarding tree selection and soil conditions that may be of interest. This resource is available to the public.

Cassandra will circulate all information regarding opportunities for stakeholder engagement for this project to the EAC.

## **7. Bill 23 to the Planning Act**

As a follow-up to minutes of the last meeting (page 6 of minutes of August 10<sup>th</sup>), George referred to section 34:1 of Bill 23. George stressed the importance of due diligence and suggested members try to keep up with all changes of this lengthy legislation as best they can.

## **8. Finalize Draft Terms of Reference**

The committee reviewed the terms of reference, edited with members comments/suggestions from the August 10<sup>th</sup> initial review of the document.

Members expresses interest in having a seat at the table for Strategic Planning discussions.

Moved by Jack Hellinga  
Seconded by Norbert Gieger

That the EAC committee adopt the final EAC Draft Terms of Reference, with amendments as discussed.  
CARRIED.

Once amendments are complete, the final EAC Draft Terms of Reference will be sent to the Clerk's office.

## **9. End of Year Draft Annual EAC Report**

George asked for volunteers to draft a short year end report for Clerks and Council. Jack, Harry, and George will work on the report.

## **10. Agriculture & Aggregates**

George has forwarded links from the University of Guelph to committee members regarding agriculture and aggregates. There were no questions or comments from committee members regarding this item.

## **11. Other Business**

Harry raised this issue of the NPCA Water Quality Reports and the lack of information regarding municipal source water protection. Harry advised that he requested information from the Region because the Regional Official Plan was supposed to address this topic, however Harry has not received a reply from the Region.

## **12. Next Meeting /Adjournment**

With no further business to discuss, the meeting was adjourned at 7:35 p.m.

The next EAC meeting will be on Wednesday January 11<sup>th</sup> at 6 p.m.



## Janice Peyton

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**From:** Cassandra Banting  
**Sent:** November 8, 2022 4:48 PM  
**To:** georgeh@mckibbonwakefield.com  
**Cc:** Janice Peyton  
**Subject:** EAC concerns - comments back

Good Afternoon George,

I'm including responses to the EAC concerns that were raised. Thank you for your patience as I wanted to compile the information from the appropriate staff. Please let me know if you have any further questions and I can follow up with the appropriate staff person.

1. Flushing of hydrants/dead end lines and watermain breaks. This water is chlorinated and should be dechlorinated prior to discharge. In the past contractors were required to direct the water to a tank with sodium bisulphate ( $\text{NaHSO}_3$ ) for chlorine neutralization and tested before discharge. A few  $\text{NaHSO}_3$  pucks in the gutter cannot be considered as adequately neutralizing the chlorine. All water operations staff use the LPD 250 diffuser when flushing and reinstating watermains. This unit internally houses sodium bisulphate tablets that dechlorinate the water that is discharged. Additionally, during watermain construction projects, for example, discharged water is sampled to monitor chlorine levels to make sure the water is neutralized and to verify the removal of all chlorine. During watermain breaks, if the water is flowing into a catch basin, dechlor pucks are used. Staff try to isolate watermain breaks and proactively conduct leak detection to try and limit the amount of chlorinated water entering into the environment.
2. Vehicles parked at construction sites are left running through the duration of the work as opposed to shutting the engines off. Is there not an anti-idling bylaw or practice in place for municipal vehicles? Employees have been instructed that if they are in a hard closure (complete road closure) there is no need to run dump trucks or pickup trucks unless it is needed to due to extreme weather. Occasionally, some equipment or tools, such as a post-pounder is operated off of the truck, so the truck has to be running. If staff are working on a roadside, they must follow MTO book 7 and beacons must be utilized and the vehicle has to be running for these lights to remain on. Large dump trucks may also need to be running so they can be moved while loading them. Employees are aware of the impacts idling and are told about the environmental impacts and additional fuel costs it can have for the City.
3. Is there an action plan for spills when these occur in our municipal right of ways.  
Yes, we do. As long as the City gets informed about it, we will respond and take action as necessary. Staff respond to spills on roadways and municipal right of ways. We have a Spills reporting process and call SAC (Spills Action Centre) when required. Minor spills do not need to be reported to SAC, but City staff will still respond. Emergency Services will respond when required as well. Depending on the spill, the local area Ministry Inspector will also investigate and verify a clean up has occurred.
4. Maintenance and replacement of trees in HH Knoll park, especially when trees die.

The Park has suffered damage from storms over the past three years and lost 12 trees but over the past two years, the Parks Division has planted over 50 trees in that Park alone. The City also gave away 400 trees on earth day to encourage private plantings as well and planted over 100 mature trees in various parks. We have been engaged in the meetings with NPCA on the 2 billion tree initiative along with local growers that have planted trees along our Friendship trail for us.

5. Over filled garbage containers especially in well used public areas has been raised as a concern. Parks manages over 120 garbage cans throughout the City with various levels of service determined by locations, expectations, and overflowing conditions during peak seasons. We have joined forces with the Niagara Region and have added 16 PSR containers managed by the Regional collection program to various Parks to help with managing those issues. Some of the frequency of the pickups on PSR containers was identified this summer and was increased from 2 times to 3 times a week, which has helped. Parks has added extra cans and 50 gallon barrels to problem areas to help with this issue as well.

Another consideration is that garbage collection from the Niagara Region has changed to every other week and often illegal dumping occurs in municipal garbage cans, parks, roadways etc. We share our findings with the Niagara Region task force on illegal dumping and will communicate with them when contents of the garbage has personal identification.

6. Where the boulevard tree bylaw is concerned, there may be inconsistency in the way it is applied. For example, the plan of subdivision approvals for residences in west Port Colborne adhere to bylaw as it was approved whereas anecdotal evidence suggest it may not be adhered to where a tree is removed in front of an existing residence and staff replant a substitute in a location inconsistent with the bylaw.

This is currently under review as part of the Urban Forest Management Plan project. This has been brought to staff's attention. There are some discrepancies between the By-Law and Tree Installation Policy. Currently, staff have replanted some trees based on the discretion of the Director and staff, on a case-by-case basis. Some factors considered before replanting a new tree would be overhead wires and underground utilities.

Thank you,



**PORT COLBORNE**

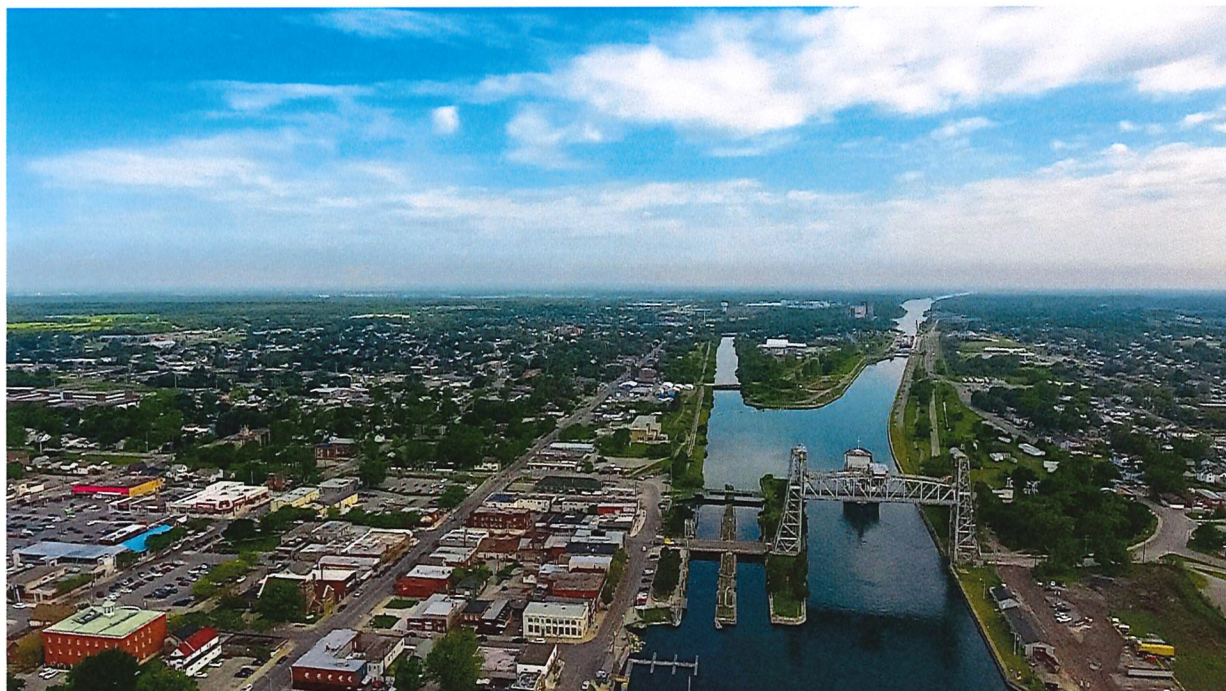
**Cassandra Banting**  
*Environmental Compliance Supervisor*  
 City of Port Colborne



[www.portcolborne.ca](http://www.portcolborne.ca)

1 Killaly St W  
 Port Colborne, ON L3K 2L5  
**Phone** 905-835-2900 x250  
**Email** [Cassandra.Banting@portcolborne.ca](mailto:Cassandra.Banting@portcolborne.ca)

**"To provide an exceptional small-town experience in a big way"**



# City of Port Colborne Urban Forest Assessment & Management Plan Contract No. 2022-07







## W&A Team

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Pete Williams, W&A, Project Manager

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John McNeil, Project Coordinator,  
Strategic Planning

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Mike Rosen, Consultation Michael  
Rosen- Communications & Engagement

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Peter Kuntz, Kuntz Forestry - UTC  
Canopy Analysis & Ecologist

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Peter Simon, Tree City. *City Building*



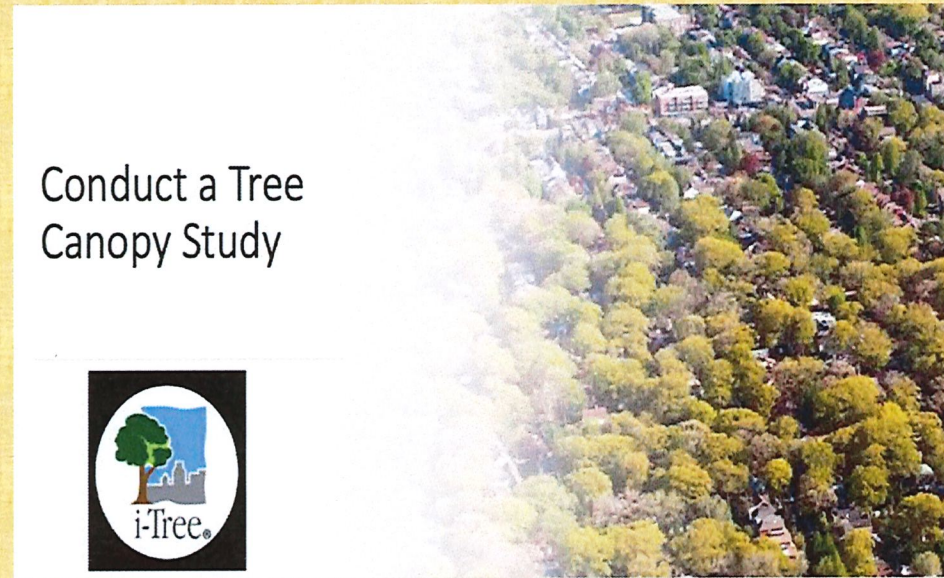
## **Three main Project Deliverables identified in the RFP:**

1. Tree Inventory - create a database for Operations (2,000 City trees)
2. Draft an Urban Forest Management Plan
3. Review Tree By-law 6175/01/15 & Tree Installation Policy, 2007



# Additional Project Deliverables/ 'Value Added (2-4)':

Conduct a Tree  
Canopy Study



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## 1. Canopy GAP Map

~identify opportunities for future tree planting

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## 2. i-Tree Eco

~ quantify ecological values of municipal (street & park) trees

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## 3. i-Tree Canopy

~ measure the tree canopy cover in the City & quantify the value of its ecological services

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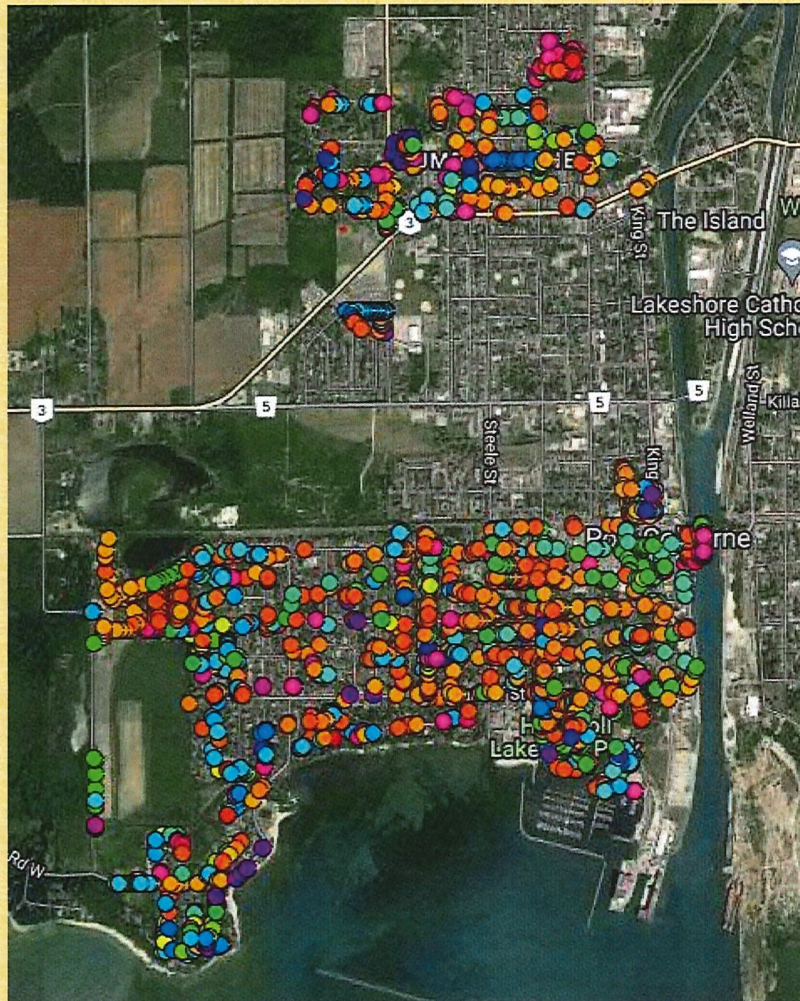
## 4. Windshield Survey

~ To help characterize the condition of public trees in the urban forest





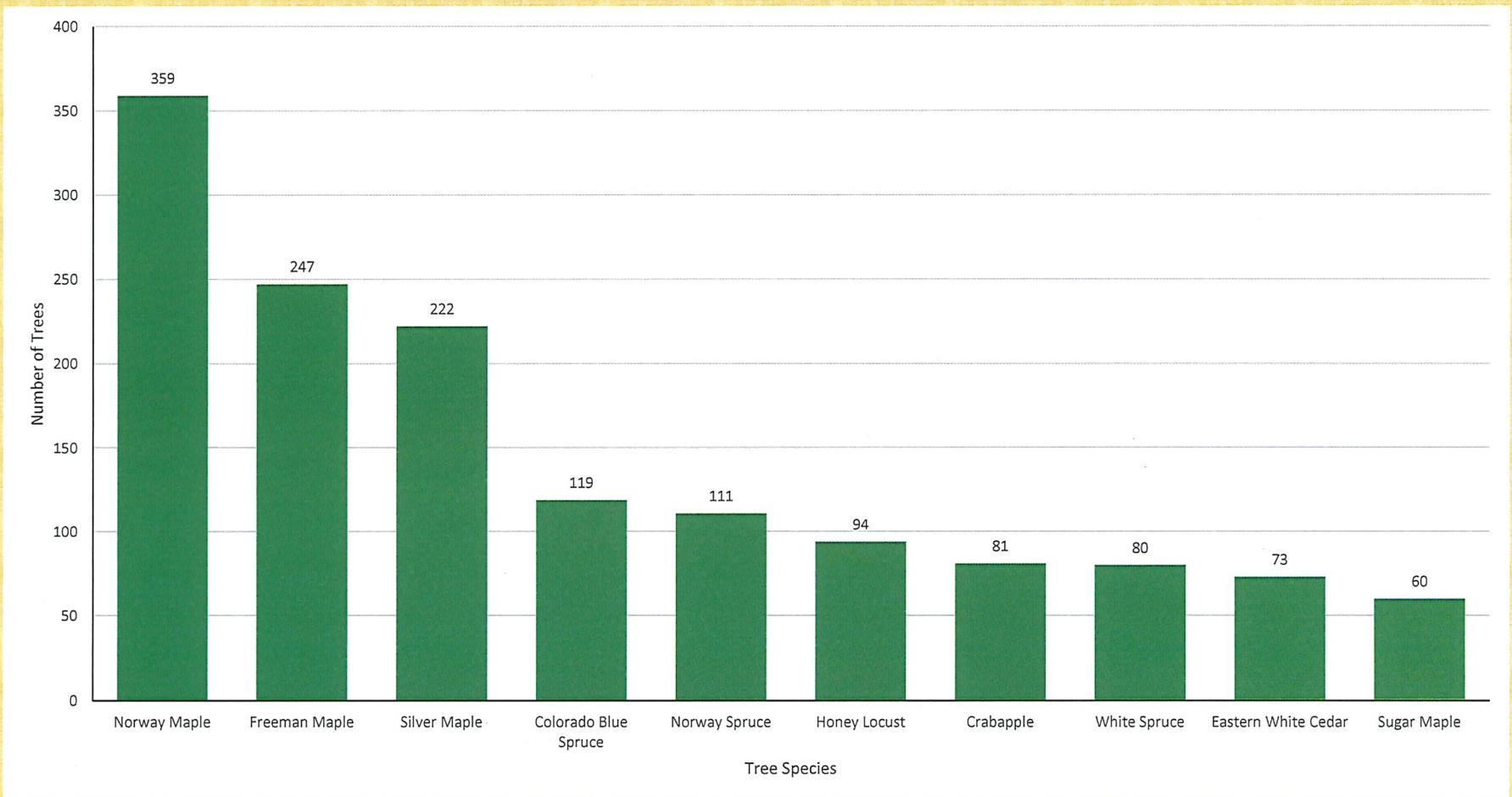




## 1. Tree Inventory

***Locations of trees assessed  
in the Sample Inventory***

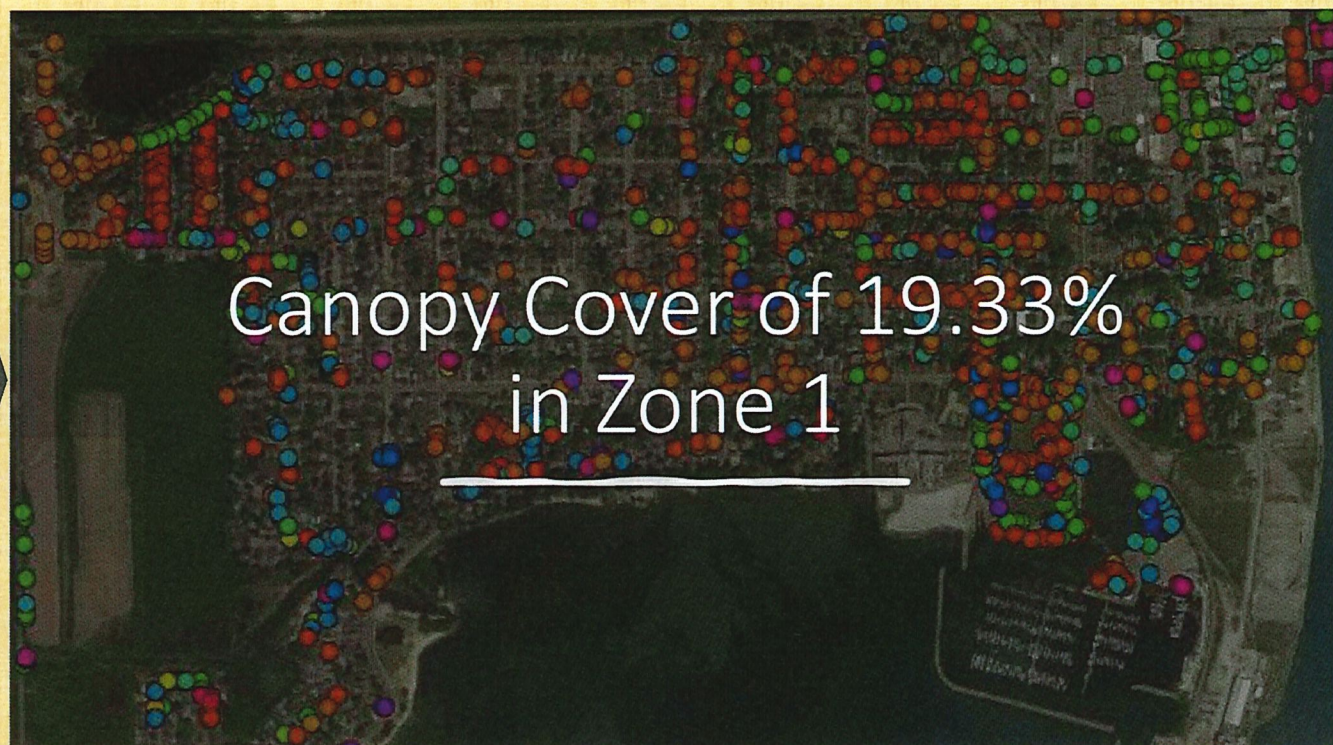




## Ten Most Common Species in Port Colborne Inventory



i-Tree  
Canopy

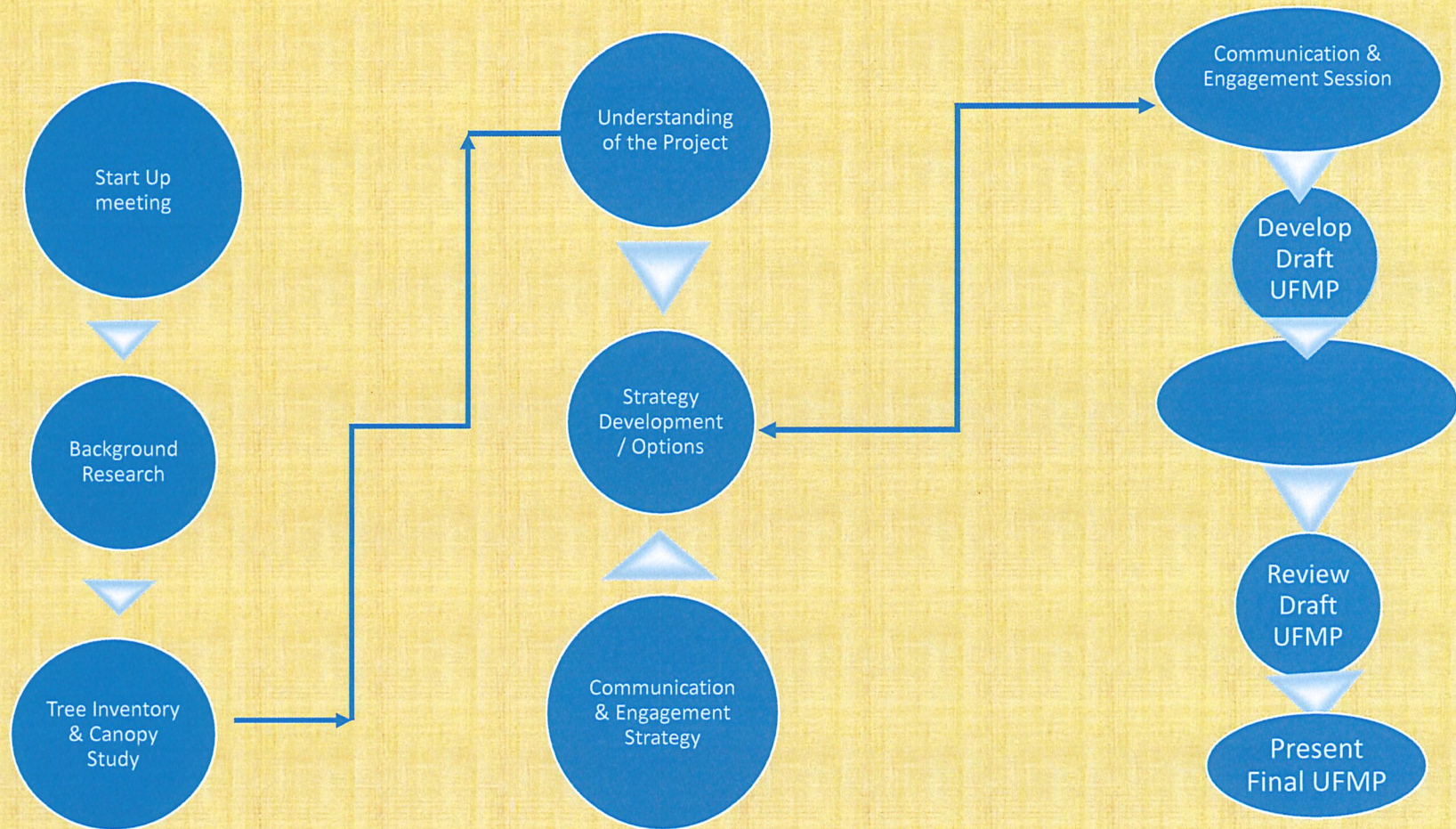




## 2. Urban Forest Management Plan (UFMP)



# UFMP: Delivery Strategy





# UFMP: Understanding of the Project





## UFMP: Understanding of the Project

Q3 & Q4, 2022: Staff Interviews/Discussions &  
Project Team Exercises:

- ✓ Draft: Vision, Principles & Goals
- ✓ Benchmark: Criteria and Indicators for Strategic Urban Forest Planning and Management
- ✓ Assessment: SWOT Analysis

Q4, 2022: Implement *Communications & Engagement Strategy*:  
Launch *Bang the Table*, 1st Meeting with EAC, background research



# COMMUNICATIONS & ENGAGEMENT

## *Internal & External Stakeholder and Public Consultation:*





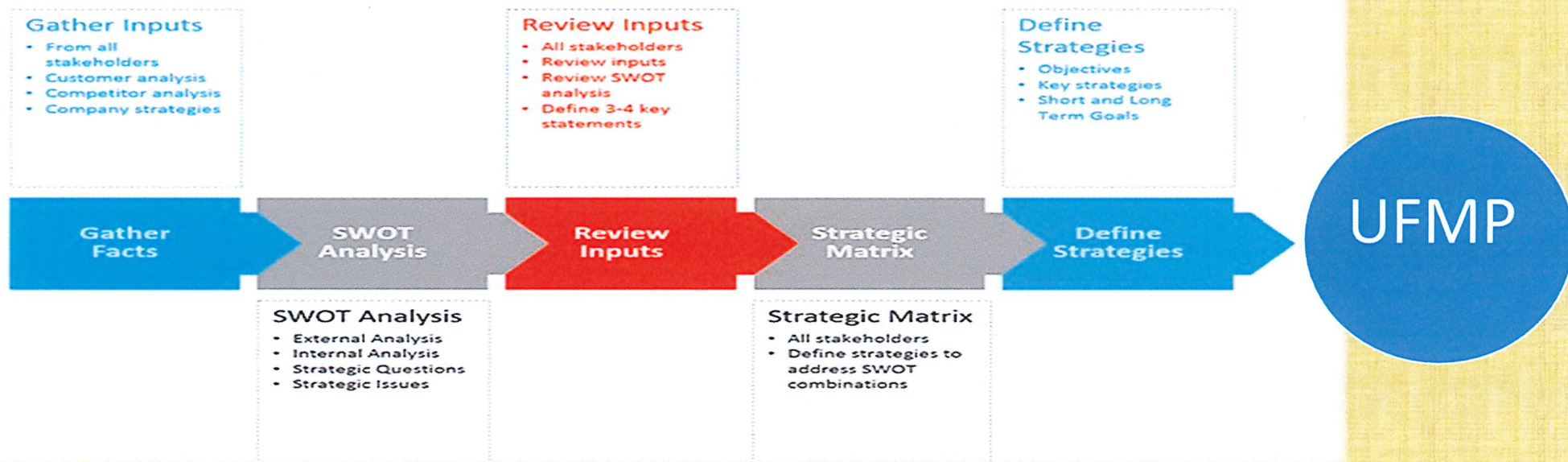
# Review Tree By-law 6175/01/15 & Tree Installation Policy, 2007



# Project Deliverables: Strategic Planning



## Strategic Plan Process





## Developing an UFMP *with* the client







- ✓ *We've been in your position & know what it feels like*
- ✓ *Successfully completed these types of Projects for other municipalities*
- ✓ *Over a century of award-winning urban forestry expertise on our Team*

**THANK YOU**



## Port Colborne Public Library Board

### MINUTES of the Ninth Regular Meeting of 2022

**Date:** Wednesday, November 2, 2022  
**Time:** 6:15 p.m.  
**Location:** Port Colborne Public Library, Auditorium  
310 King Street, Port Colborne; and,  
Virtual attendance via Microsoft Teams

**Members Present:** M. Cooper, Chair  
M. Bagu, Councillor  
B. Beck  
B. Ingram, Vice-Chair (attended via Microsoft Teams)  
V. Catton  
H. Cooper  
J. Frenette  
C. MacMillan

**Staff Present:** S. Therrien, Director of Library Services (Board Secretary)

**Regrets:** A. Kennerly  
B. Boles, Board Treasurer  
S. Luey, Chief Executive Officer

#### 1. Call to Order

The Chair called the meeting to order at approximately 6:23 p.m.

#### 2. Land Acknowledgement

#### 3. Declaration of Conflict of Interest

#### 4. Adoption of the Agenda

Moved by H. Cooper  
Seconded by V. Catton

That the agenda dated November 2, 2022 be adopted, as circulated.

Carried.

**5. Approval of Minutes**

Moved by C. MacMillan  
Seconded by J. Frenette

That the minutes of the regular meeting dated October 3, 2022 be approved, as circulated.

Carried.

**6. Business Arising from the Minutes**

**7. Consent Items**

**7.1. Circulation Reports**

- August 2022 Circulation Report
- August 2022 LiNC Transits Report
- September Circulation Report
- September 2022 LiNC Transits Report
- 3<sup>rd</sup> Quarter Transit Report

**7.2. Financial Statement**

- October 5, 2022

**7.3. Public Relations Report**

Librarian R. Tkachuk reported on programming during October 2022.

**7.4. Media Items**

- Port Colborne Public Library Digital Newsletter, November 2022
- City Hall News, October 2022

Moved by J. Frenette  
Seconded by H. Cooper



## Port Colborne Public Library Board

That consent items 7.1 to 7.4 be received for information purposes.

Carried.

### **8. Discussion Items**

#### **8.1. Director's Report: Capital Projects Update (S. Therrien)**

##### **a. Connectivity and Phones Solutions Project**

Fibre has been installed and equipment has arrived. Installation and networking were completed on October 13, 2022. Final equipment setup will be completed in November 2022. The phones project is scheduled to be completed in February 2023. Funding for the phones will be covered under the Municipal Modernization Program.

##### **b. Window Seal Remediation Project**

The project was completed on October 28, 2022.

##### **c. Accessible Doors**

The Director applied for an Enabling Accessibility Fund grant to help cover the cost of the accessible doors project. Eligible funding is \$18,042.67. If funding is received, the project cannot start until March 1, 2023.

##### **d. King Street Sign Replacement**

The project is in progress and is estimated to be completed in December 2022.

##### **e. Generator**

The project is in progress and is estimated to be completed in December 2022.

## Port Colborne Public Library Board

### **8.2. 2018-2022 Strategic Plan (S. Therrien)**

The Board reviewed the accomplishments and goals met in the 2018-2022 Strategic Plan.

### **8.3. Legacy Document (S. Therrien)**

The Board completed its Legacy Document for the incoming board. The Director will forward the document to Council. The Legacy Document will be included in the new Board's orientation package.

### **8.4. Board Evaluation (S. Therrien)**

The Board completed its annual evaluation.

## **9. Confidential Items**

### **9.1. Motion to go into Closed Session (1 item)**

Moved by H. Cooper

Seconded by B. Beck

That the Board do now proceed into closed session in order to address the following matter:

Board-CEO Relationship, concerning the performance review of the Chief Executive Officer, pursuant to reasons permitted under the Public Libraries Act and the Municipal Act, 2001, Subsection 239(2)(b) personal matters about an identifiable individual, including municipal and local board employees, at about 7:23 p.m.

Carried.

Moved by H. Cooper

Seconded by B. Ingram

That the Board do now rise from closed session with report at approximately 7:43 p.m.

Carried.

## Port Colborne Public Library Board

### 10. Other Business

### 11. Notices of Motion

### 12. Date of the Next Meeting

The date of the next meeting is to be determined.

### 13. Adjournment

Moved by J. Frenette

Seconded by C. MacMillan

That the meeting be adjourned at approximately 7:52 p.m.

Carried.

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Michael Cooper  
Board Chair  
January 11, 2023

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Susan Therrien  
Director of Library Services  
Board Secretary  
January 11, 2023



**Downtown Port Colborne BIA- Board Meeting  
Tuesday, October 4<sup>th</sup> 2022- 6:30 pm  
BIA Office- Main Training Room- Port Cares Admin Building  
92 Charlotte St, Port Colborne**

**MINUTES**

**In attendance:** Jesse Boles, Taylor Mynlieff, Rosemari Poisson, Morgan MacLean, Larry Beverly, and Councillor Mark Bagu.

**Staff:** Mary-Lou Ambrose-Little & Sarah English

**Regrets:** Ed Cleveland, Norbert Gieger, Councillor Donna Kalailieff

**Absent:** Anna Maria Fazzari

**Welcome**

Jesse Boles, Chair welcomed everyone to the meeting.

**Call to order**

The meeting was called to order at 6:36 pm

**Land Recognition Acknowledgement**

**Declaration of pecuniary interest-** none

**Approval of Agenda**

Motion: "To approve the agenda"

Motioned by Rosemari & Morgan. Motion Carried.

**Approval of Minutes: September 6, 2022, Meeting**

Motion: "To approve minutes of September 6<sup>th</sup> meeting"

Motioned by Rosemari & Mark. Motion carried.

**Business Arriving from the minutes.**

Motion: "To move from open to the closed session"

Motioned by Rosemari & Morgan. Motion carried.

**Board Meeting moved into a closed session.**

Motion: "To return to the open session"

Motioned by Rosemari & Larry. Motion carried.

**The Board Meeting moved back to an open session at**

**7:28 PM**

### **Reports**

- **Chair's Report** No Report
- **Councillor's Report-** No Report
- **Events-** Upcoming events include Tugboat Santa, Tree lighting, FaLaLa Ladies Night & Open House. One Christmas in Port Colborne package for marketing. Discussion and update from Morgan around GooseChase App. Free for us to use until March 2023. The challenge to be created involves all events happening to cross-promote. Need to speak to businesses for prize donations towards the GooseChase effort.  
Jesse provided an update on Christmas Décor and moving into 2023 some additional more feasible options for adding to the décor collection for future use. This year looking at Snowflakes & Wreaths but adding to them to enhance them. Additionally, a large tree on West St on the compass will be there and decorated and will later be planted to grow. Jesse is sourcing trees through City Contact.
- **Governance** No Report
- **Marketing** See Attached
- **Staff Reports** Sarah provided feedback that Harvest Fest was a success and the feedback so far has been great. Sarah also shared that she has plans in place for improvements to the marketing campaign for future events. Sarah also shared with us the design options for our Falala event. Mary Lou shared updates on Grants including the Healthy Communities Grant & Winter Wonderland as well as some Grants in her sights including Niagara Mini-Grant, NR Realm Investment, New Horizons, Business Retention Grants & Accessibility.
- **Treasurer's Report** See Attached

Motion: "to consolidate the 2 existing BIA bank accounts into 1 in January 2023"

Motioned by Taylor & Jesse. Motion carried.

### **Correspondence**

"Invoice Magnet Signs" was added to the agenda in error.

### **New Business**

Marketing Meeting to be booked to approve all graphics for upcoming holiday events.

### **Adjournment**

Meeting adjourned at 8:32 pm



## AGM MEETING MINUTES

### ANNUAL GENERAL MEETING OF THE MAIN STREET BIA

DATE: TUESDAY NOVEMBER 15, 2022

TIME: 6:00 P.M. TO 8:00 P.M.

LOCATION: BAMBI'S BISTRO - 273 Main Street West, Port Colborne

ATTENDEES: Nicki Lumsden, Saima Hossain, Frank Danch, Carey Benvenuti, Natale Torner, Kim Danch, Jacquie Vezeau, Olga Loeffen, Paula Campbell, Kyla Pennie, Kate Ostryhon-Lumsden

Agenda Item	Discussion	MOTIONS
Call to Order & Welcome	Chair Lumsden	The meeting was called to order at 6:30 by Chair Nicki Lumsden
Approval of Agenda	N. Lumsden	MOTION: The agenda for the Annual General Meeting of the Main Street BIA on November 15, 2022 be adopted as circulated. Moved by: Frank Danch Seconded by : Kim Danch All in favour MOTION CARRIED
Approval of the Minutes from the October 26, 2022 Regular Meeting	N. Lumsden	MOTION: The minutes for the regular meeting of the Main Street BIA on October 26,, 2022 be adopted as circulated. Moved by: Kim Danch Seconded by : Frank Danch All in favour MOTION CARRIED
Disclosure of Conflict of Information	No conflicts of interest disclosed	
Annual Activity and Financial Report	Treasurer Dance provided an overview on the expenditures of the BIA.	
Audited Financial Statement	Treasurer Danch presented the audited financials as provided by Grant Thornton statements for 2021. Grant Thornton is selected by the CItY as Auditor.	Motion: The Main Street BIA accepts the audited financial statements as presented by the auditor.Grant Thornton. Moved by: Frank Danch Seconded by : Nicki Lumsden All in favour: Motion Carried

Proposed Budget for 2022/2023 Year	Treasurer Danch presented the proposed 2022 Budget. The following changes were noted: Saw horse race and Taste of Port Colborne were removed as items from the statement of Financial activities. The item "EVENTS" was added.	Motion: The Main Street BIA accepts the proposed budget with discussed changes Moved by: Frank Danch Seconded by : Nicki Lumsden All in favour: Motion Carried
Election of Board Management	Our committee for the 2022/25 Term is: Nicki Lumsden Chair Saima Hossain Vice Chair Natale Torner - Secretary Kim Danch - Treasurer Jacquie Vezeau - Member at Large	Motion 7: The Main Street BIA elects the following members as presented: Nicki Lumsden Chair Saima Hossain Vice Chair Natale Torner - Secretary Kim Danch - Treasurer Jacquie Vezeau - Member at Large  Moved by: Frank Danch Seconded by: Kim Danch All in favour: Motion carried
Councilor Report	Councilor Danch provided an update on the silhouettes. Discussion took place about having the shapes voted on by the community in order to encourage community buy in.	
Chair Report	Chair Lumsden provided an update on the Main Street Mingle happening December 2, 2022 from 5:00 Pm to 8:00 PM. The Mingle is aligned with Christmas weekend in Port Colborne with Moonlight Madness happening in Downtown BIA, the parade on Saturday, and the museum event the same weekend.  The City has proposed the City, Downtown BIA, and the Main Street BIA contribute towards a staff position to support the BIAs. The position would be held	

	currently by Olga Loeffen. The City had requested \$8000. The BIA has \$4000 earmarked for public relations. The BIA could use those funds as the staff position could focus on public relations and social media marketing.	
Strategic Direction	Chair Lumsden will schedule a meeting with Bram Cotton the economic development officer to explore the addition of parking spaces on Main Street. The BIA instructed Chair Lumsden,	
Adjournment		MOTION: The BIA Committee adjourns the Annual General Meeting Moved by: Frank Danch Seconded by: Kim Danch All in favour: MOTION CARRIED

The Corporation of the City of Port Colborne

By-Law No.

Being a by-law to adopt, ratify and confirm  
the proceedings of the Council of The  
Corporation of the City of Port Colborne at  
its Regular Meeting of January 24, 2023

Whereas Section 5(1) of the *Municipal Act, 2001*, provides that the powers of a municipality shall be exercised by its council; and

Whereas Section 5(3) of the *Municipal Act, 2001*, provides that a municipal power, including a municipality's capacity rights, powers and privileges under section 9, 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 the Council of The Corporation of the City of Port Colborne be confirmed and adopted by by-law;

Now therefore the Council of The Corporation of the City of Port Colborne enacts as follows:

1. Every action of the Council of The Corporation of the City of Port Colborne taken at its Regular Meeting of January 24, 2023 upon which a vote was taken and passed whether a resolution, recommendations, adoption by reference, or other means, is hereby enacted as a by-law of the City to take effect upon the passing hereof; and further
2. That the Mayor and Clerk are authorized to execute any documents required on behalf of the City and affix the corporate seal of the City and the Mayor and Clerk, and such other persons as the action directs, are authorized and directed to take the necessary steps to implement the action.

Enacted and passed this 24th day of January, 2023.

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William C. Steele  
Mayor

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Nicole Rubli  
Acting City Clerk