



## City of Port Colborne Council Meeting Agenda

**Date:** Tuesday, September 24, 2024  
**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 Acknowledgement**

The Niagara Region is situated on treaty land. This land is steeped in the rich history of the First Nations such as the Hatiwendaronk, the Haudenosaunee, and the Anishinaabe, including the Mississaugas of the Credit First Nation. There are many First Nations, Métis, and Inuit people from across Turtle Island that live and work in Niagara today. The City of Port Colborne stands with all Indigenous people, past and present, in promoting the wise stewardship of the lands on which we live.

**4. Adoption of Agenda**

**5. Disclosures of Interest**

**6. Proclamations**

6.1 Team Port Colborne 50th Anniversary - Presentation by Fred Davies

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**7. Public Meeting**

7.1 Public Hearing Under the Development Charges Act

a. Development Charges Background Study and By-Law, 2024-171

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b. Consultant Presentation

c. Questions of Clarification to Planning Staff

d. Public Delegations

8. Presentations

9. 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 905-228-8118.

10. Mayor's Report

11. Regional Councillor's Report

12. Consent Agenda

All items listed in the Consent Agenda are subject to a single motion that is not debatable. A Member may make a brief comment or ask a question regarding a Consent Item prior to the consideration of the motion, however, if an item requires further discussion, debate, or an amendment it must be removed from the Consent Agenda and dealt with under Items Requiring Separate Discussion.

12.1 Approval of Minutes

- |    |   |     |
|----|---|-----|
| a. | Council in Closed Session - August 27, 2024 | 199 |
| b. | Meeting to Consider - September 3, 2024     | 202 |
| c. | Special Council - September 4, 2024         | 207 |
| d. | Council - September 10, 2024                | 210 |

12.2 Receipt of Minutes of Boards & Committees

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|----|--|-----|
| a. | Port Colborne Public Library Board - June 5, 2024  | 220 |
| b. | Museum, Culture and Heritage Board - June 18, 2024 | 226 |

12.3 Staff Reports

- |    |   |     |
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| a. | Vacant Land Amendment to 2024 Water and Wastewater By-Law, 2024-177 | 233 |
| b. | Library Roof Restoration, 2024-178                                  | 236 |

12.4	Receipt of Correspondence Items	
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	b.	City of Port Colborne Integrity Commissioner Annual Report February 25, 2023 – February 24, 2024 (IC 30770-0424) 241
	c.	City of Stratford - Resolution Regarding Requesting the Province to Support Family Physicians 245
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13.1	New Official Plan Engagement and Work Plan, 2024-172	248
<b>14.</b>	<b>Motions</b>	
14.1	Councillor Bodner - Burning By-law (to be withdrawn)	
<b>15.</b>	<b>Notice of Motions</b>	
<b>16.</b>	<b>Staff Remarks</b>	
<b>17.</b>	<b>Councillors' Remarks</b>	
<b>18.</b>	<b>Procedural Items</b>	
<b>19.</b>	<b>By-laws</b>	
19.1	Being a By-law to Authorize the Entry into an Agreement with 2866403 Ontario Inc. regarding the Comprehensive CIP Incentive Programs Brownfield Tax Increment Grant	364
19.2	Being a By-law to Amend By-law No. 3151/22/95, as amended, and to Amend By-law No. 3424/6/97, as amended.	365
19.3	Being a By-law to Establish the Fire Services Management Oversight Committee and Terms of Reference	370
19.4	By-law to Adopt, Ratify and Confirm the Proceedings of the Council of The Corporation of the City of Port Colborne	374
<b>20.</b>	<b>Adjournment</b>	



## PORT COLBORNE

September 24, 2024

Mover Councillor  
Secunder Councillor

**WHEREAS** Fifty years ago, a committee led by Sam Berkhout and the Port Colborne Lions organized a hockey exchange to Sweden with an all-star team of 14- and 15-year-olds; and

**WHEREAS** the plan was to send a Port Colborne team to Sweden, where the boys would play a host of Swedish teams, then invite a team from Sweden to Canada play teams from across Niagara; and

**WHEREAS** for almost an entire year before the trip, Team Port Colborne Boosters organized draws, dances, bake sales, bottle drives to raise the \$17,000 required for transportation, airfare, souvenirs, special dress and equipment, and a banquet for their Swedish hosts. \$17,000 in 1974 equates to about \$103,000 in 2024; and

**WHEREAS** the trip was considered a huge success, thanks to organizers, sponsors, family and friends of Team Port Colborne who played a stellar six wins, one loss and one tie; and

**WHEREAS** Coach Jack Stover, manager Hank Boyer and trip organizer Sam Berkhout were proud of their players, who conducted themselves admirably as ambassadors of our city, our region, and our country. It was an experience of a lifetime.

**NOW THEREFORE** To mark the 50th anniversary of the Team Port Colborne Bantam All Star Team trip to Sweden in 1974, I Mayor, William C, Steele hereby proclaim the first week of October as Team Port Colborne Week.

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William C. Steele  
Mayor





**Subject: Development Charges Background Study and By-Law**  
**To: Council - Public Meeting**  
**From: Office of the Chief Administrative Officer**

Report Number: 2024-171

Meeting Date: September 24, 2024

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**Recommendation:**

That Chief Administrative Officer Report 2024-171 be received; and

That the City of Port Colborne Development Charges Background Study and By-Law, prepared by Watson & Associates, be received and that it come forward to the Council meeting on October 22, 2024, for final approval.

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**Purpose:**

The purpose of this report is to present the draft Development Charges (DC) Background Study and By-law completed by Watson & Associates (see Appendix A). This report will accompany a presentation by their project consultant at the September 24<sup>th</sup>, 2024, Public Meeting which is being held pursuant to the *Development Charges Act*.

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**Background:**

A Request for Proposals (RFPs) for Consulting Services for a Development Charges Background Study was issued on July 14, 2023, and the deadline for submissions was August 4, 2023. The services required included:

- Development charge, calculations, rules and revisions and update to the City's Development Charges By-Law pursuant to *Development Charges Act, 1997* and O.Reg. 82/98, as amended, and all relevant provincial legislation and regulation;
- Prepare detailed background study and related by-laws;
- Conduct public consultation sessions and meetings; and
- Present reports and recommendations to City Council.

The RFPs were evaluated, and the contract was awarded to Watson & Associates. The first meeting with City staff and the consultants was held on September 11, 2023.

The City's current DC By-law expires on November 13, 2024.

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### **Discussion:**

The City is on a positive growth trajectory and this is validated by two independent growth forecasts completed in the past twelve months and the number of units under review in the City's development pipeline. Council and staff are also mindful of the provincial directive and legislation to create more housing supply. It is important that "growth pay for growth" and that a new Development Charges By-law be completed to create a sustainable financial model to help fund the capital projects necessary to accommodate the anticipated growth.

The DC Background Study and By-law prepared by Watson & Associates reflects changes in provincial legislation since the City's current DC by-law was passed on November 12, 2019. It includes the service needs and twelve (12) year capital costs for: Roads; Public Works (Facilities and Fleet); Fire Protection Services; Park and Recreation; Library Services; Water and Wastewater Services; and Growth Studies. The City's current Development Charge for a single detached dwelling unit is \$11,419. The proposed DC in the new draft by-law is \$30,529.

As part of the DC Background Study, Watson & Associates also completed a twelve (12) year Growth Forecast Update to provide a foundation to support the capital projects included in the study. The forecast, which is included in the study, incorporated 2021 Census data and other information including the Growth Review Analysis Report completed by Dillon Consulting and presented to Council in September 2023. The City's current population is 20,033 and Watson & Associates are forecasting this to increase to 24,900 by 2036.

The draft DC Background Study and By-law will come to the October 22, 2024, Council meeting for final passage. Next steps and details regarding transition, implementation, and administration will be included in the October 22, 2024, staff report.

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### **Internal Consultations:**

City staff from Finance, Recreation, Public Works, Roads, Parks, Planning, Building, Economic Development, Library, Fire, Fleet, and Water/Wastewater were all involved in providing capital project information and cost estimates for the DC Background Study.

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## **Financial Implications:**

The cost of the DC Background Study is estimated to be \$75,000. While this exceeds the \$50,000 in funding approved in the 2022 Capital Budget, the project cost will be recovered from DCs as it is considered an eligible study. The additional \$25,000 will be funded from development charges. This adjustment will occur through the 2025 Budget process and Trimester 2 reporting.

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## **Public Engagement:**

An open house to present the draft DC Background Study to the development community was held on May 1, 2024 (see Appendix B). Over one hundred email invitations were sent to investors, developers, builders, planning consultants, and real estate agents. City staff from Building, Planning, Public Works, and Economic Development provided brief updates and this was followed by a detailed presentation by Watson & Associates' consultant and a question-and-answer period. The presentation included an overview of DCs, the capital projects included, growth forecast information, the proposed new DC, and how this amount compares with other Niagara municipalities.

The Public Meeting being held on September 24, 2024, is a requirement of the *Development Charges Act*. Notice of the Public Meeting was provided within the prescribed timelines and was posted on the City's website; advertised on an online Metroland publication; and it was emailed to the same group who received the invitation to the May 1<sup>st</sup> open house (see Appendix C). The DC Background Study and proposed by-law was posted on the City's website on August 23, 2024.

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## **Strategic Plan Alignment:**

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

- Environment and Climate Change
  - Welcoming, Livable, Healthy Community
  - Economic Prosperity
  - Increased Housing Options
  - Sustainable and Resilient Infrastructure
-

## Conclusion:

Council and staff are working together to ensure the City has the policies, processes, infrastructure, and a sustainable funding model to manage and support future growth and development. To this end, a new Development Charges Background Study and By-law has been completed by Watson & Associates, with input from City staff, that reflects Port Colborne's updated population forecast for the next 10-15 years and includes growth related capital projects.

The draft DC Background Study and By-law is being presented at a Public Meeting on September 24, 2024. It will come to the October 22, 2024, Council meeting for final approval.

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## Appendices:

- a. Development Charges Background Study and By-law – posted on August 23<sup>rd</sup>, 2024.
- b. Invitation to May 1<sup>st</sup>, 2024, Open House.
- c. Notice of Public Meeting – September 24, 2024.

Respectfully submitted,

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## 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.



# Development Charges Background Study

City of Port Colborne

August 23, 2024

Watson & Associates Economists Ltd.  
905-272-3600  
[info@watsonecon.ca](mailto:info@watsonecon.ca)

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## List of Acronyms and Abbreviations

A.M.P.	Asset management plan
C.B.C.	Community Benefits Charge
D.C.	Development charge
D.C.A.	Development Charges Act, 1997, as amended
F.I.R.	Financial Information Return
G.F.A.	Gross floor area
LPAT	Local Planning Appeal Tribunal
N.F.P.O.W.	No fixed place of work
O.L.T.	Ontario Land Tribunal
O.M.B.	Ontario Municipal Board
O.P.A.	Official Plan Amendment
O. Reg.	Ontario Regulation
P.O.A.	Provincial Offences Act
P.P.U.	Persons per unit
S.D.E.	Single detached equivalent
S.D.U.	Single detached unit
sq.ft.	square foot
sq.m	square metre



# Executive Summary



# Executive Summary

1. The report provided herein represents the Development Charges (D.C.) Background Study for the City of Port Colborne (City) required by the *Development Charges Act, 1997*, as amended (D.C.A.). This report has been prepared in accordance with the methodology required under the D.C.A. The contents include the following:
  - Chapter 1 – Overview of the legislative requirements of the D.C.A.;
  - Chapter 2 – Review of present D.C. policies of the City;
  - Chapter 3 – Summary of the residential and non-residential growth forecasts for the City;
  - Chapter 4 – Approach to calculating the D.C.;
  - Chapter 5 – Review of historical service standards and identification of future capital requirements to service growth and related deductions and allocations;
  - Chapter 6 – Calculation of the D.C.s;
  - Chapter 7 – D.C. policy recommendations and rules; and
  - Chapter 8 – By-law implementation.
  
2. D.C.s provide for the recovery of growth-related capital expenditures from new development. The D.C.A. is the statutory basis to recover these charges. The methodology is detailed in Chapter 4; a simplified summary is provided below.
  - 1) Identify amount, type and location of growth.
  - 2) Identify servicing needs to accommodate growth.
  - 3) Identify capital costs to provide services to meet the needs.
  - 4) Deduct:
    - Grants, subsidies and other contributions;
    - Benefit to existing development;
    - Amounts in excess of 15-year historical service calculation; and
    - D.C. reserve funds (where applicable);
  - 5) Net costs are then allocated between residential and non-residential benefit; and
  - 6) Net costs divided by growth to provide the D.C.



3. A number of changes to the D.C.A. have occurred since the passage of the City's 2019 D.C. By-law. Some of the changes were introduced through four bills passed in the Ontario legislature: Bill 108, Bill 138, Bill 197, and Bill 213. The changes included the following:

- Instalment payments for rental housing, institutional developments, and non-profit housing;
- Rate freeze on D.C.s for applications proceeding through Site Plan or Zoning By-law Amendment applications;
- Removal of the 10% mandatory deduction on all D.C. eligible services;
- Introduction of a new authority under the *Planning Act* to implement Community Benefit Charges (C.B.C.);
- Eligible Services: The list of eligible services for the D.C. was expanded to include most services eligible under the D.C.A. prior to Bill 108; and
- New exemption for universities that receive operating funds from the Government.

4. The Province has since introduced another set of revisions to the D.C.A. through Bill 23: *More Homes Built Faster Act, 2022*. Bill 23 was first introduced on October 25, 2022, and received Royal Assent on November 28, 2022. A summary of the changes provided from Bill 23 are outlined below (further details are provided in Chapter 1 of this report):

- Additional residential unit exemption: allowance of a third unit as-of-right;
- Removal of Housing as an eligible D.C. service;
- New statutory exemption for Affordable Units;
- New statutory exemption for Attainable Units;
- New statutory exemption for Affordable Inclusionary Zoning Units;
- New statutory exemption for Non-Profit Housing;
- Historical level of service extended to previous 15-year period instead of the previous 10-year period;
- Capital Cost definition revised to remove studies and prescribe services for which land or an interest in land will be restricted (nothing prescribed to date);
- Mandatory phase-in of a D.C. for by-laws passed after January 1, 2022, as follows:



- Year 1 – 80% of the maximum charge;
  - Year 2 – 85% of the maximum charge;
  - Year 3 – 90% of the maximum charge;
  - Year 4 – 95% of the maximum charge; and
  - Year 5 to expiry – 100% of the maximum charge.
  - D.C. By-law expiry will be a maximum of 10 years after the date the by-law comes into force;
  - D.C. for Rental Housing developments to receive a discount as follows:
    - Three or more bedrooms – 25% reduction;
    - Two bedrooms – 20% reduction; and
    - All other bedroom quantities – 15% reduction.
  - Maximum interest rate for instalments and determination of charge for eligible Site Plan and Zoning By-law Amendment applications to be set at the average prime rate plus 1%; and
  - Requirement to allocate funds received – municipalities are required to spend or allocate at least 60% of their reserve fund at the beginning of the year for water, wastewater, and services related to a highway.
5. On April 10, 2024, the Province released Bill 185: *Cutting Red Tape to Build More Homes Act*. The Bill received Royal Assent on June 6, 2024. A summary of the changes provided from Bill 185 are outlined below (further details are provided in Chapter 1 of this report):
- The definition of eligible capital costs (to include certain studies);
  - The removal of the mandatory phase-in of charges;
  - The process for minor amendments to D.C. by-laws;
  - A reduction of time for the D.C. rate freeze related to site plan and zoning by-law amendment planning applications;
  - Modernizing public notice requirements; and
  - Implementation of the affordable residential unit exemptions.
6. The growth forecast (Chapter 3) on which the D.C. study is based, projects the following population, housing, and non-residential floor area for the 12-year period (2024 to 2036).



Table ES-1  
Summary of Growth Forecast by Planning Period  
City of Port Colborne

Measure	12 Year 2024 to 2036	Urban 12-Year 2024 to 2036
(Net) Population Increase	3,859	3,960
Residential Unit Increase	2,097	1,989
Non-Residential Gross Floor Area Increase (sq.ft.)	976,000	958,800

Source: Watson & Associates Economists Ltd. Forecast 2024

7. On November 12, 2019, the City of Port Colborne passed By-law 6733/97/19 under the D.C.A. The by-law imposes D.C.s on residential and non-residential uses. The City is undertaking a D.C. public process and anticipates passing a new by-law on October 22, 2024, with the mandatory public meeting scheduled for September 24, 2024.
8. The City's D.C. currently in effect (as of January 1, 2024) is \$11,419 for single detached dwelling units for full services. The non-residential charge is \$4.10 per sq.ft. of gross floor area for full services. This report has undertaken a recalculation of the charges based on future identified needs (presented in Schedule ES-3 for residential and non-residential). Charges have been provided on a City-wide basis for all services excluding water and wastewater services, which have been provided on an urban-wide basis. The corresponding single-detached unit charge for full services is \$30,529. The non-residential charge is \$12.05 per sq.ft. of building area for full services. These rates are submitted to Council for their consideration.
9. The D.C.A. requires a summary be provided of the gross capital costs and the net costs to be recovered over the life of the by-law. This calculation is provided by service and is presented in Table 6-4. A summary of these costs is provided below:



Table ES-2  
Summary of Expenditures Anticipated Over the Life of the By-law

Summary of Expenditures Anticipated Over the Life of the By-law	Expenditure Amount
Total gross expenditures planned over the next ten years	\$214,234,031
Less: Benefit to existing development	\$30,909,369
Less: Post planning period benefit	\$48,009,400
Less: Other Deductions	\$82,500
Less: Grants, subsidies and other contributions	\$0
<b>Net costs to be recovered from development charges</b>	<b>\$135,232,762</b>

This suggests that for the non-D.C. cost over the ten-year D.C. by-law (benefit to existing development, and grants, subsidies and other contributions), \$30.99 million (or an annual amount of \$3.10 million) will need to be contributed from taxes and rates, or other sources. With respect to the post period benefit amount of \$48.01 million, it will be included in subsequent D.C. study updates to reflect the portion of capital that benefits growth in the post period D.C. forecasts.

Based on the above table, the City plans to spend \$214.23 million over the life of the by-law, of which \$135.23 million (63%) is recoverable from D.C.s. Of this net amount, \$107.19 million is recoverable from residential development and \$28.04 million from non-residential development. It is noted also that any exemptions or reductions in the charges would reduce this recovery further.

10. Considerations by Council – The background study represents the service needs arising from residential and non-residential growth over the forecast periods.

The following services are calculated based on an urban 12-year forecast:

- Water Services; and
- Wastewater Services.

The following services are calculated based on a City-wide 12-year forecast:

- Services Related to a Highway – Roads and Related;
- Public Works (Facilities and Fleet);





- Fire Protection Services;
- Library Services;
- Growth Studies; and
- Parks and Recreation Services.

Council will consider the findings and recommendations provided in the report and, in conjunction with public input, approve such policies and rates it deems appropriate. These directions will refine the draft D.C. by-law which is appended in Appendix G. These decisions may include:

- adopting the charges and policies recommended herein;
- considering additional exemptions to the by-law; and
- considering reductions in the charge by class of development (obtained by removing certain services on which the charge is based and/or by a general reduction in the charge).



**Table ES-3  
Schedule of Development Charges**

Service/Class of Service	RESIDENTIAL					NON-RESIDENTIAL
	Single and Semi-Detached Dwelling	Multiples	Apartments - 2 Bedrooms +	Apartments - Bachelor and 1 Bedroom	Special Care/Special Dwelling Units	(per sq.ft. of Gross Floor Area)
<b>Municipal Wide Services/Class of Service:</b>						
Services Related to a Highway	2,328	1,803	1,630	1,078	893	1.12
Public Works (Facilities and Fleet)	2,444	1,893	1,711	1,131	937	1.17
Fire Protection Services	1,709	1,324	1,197	791	655	0.82
Parks and Recreation Services	5,018	3,886	3,514	2,323	1,924	0.45
Library Services	663	513	464	307	254	0.06
Growth Studies	1,101	853	771	510	422	0.53
<b>Total Municipal Wide Services/Class of Service</b>	<b>13,263</b>	<b>10,272</b>	<b>9,287</b>	<b>6,140</b>	<b>5,085</b>	<b>4.15</b>
<b>Urban Services</b>						
Wastewater Services	11,453	8,870	8,020	5,301	4,391	5.24
Water Services	5,813	4,502	4,071	2,691	2,229	2.66
<b>Total Urban Services</b>	<b>17,266</b>	<b>13,372</b>	<b>12,091</b>	<b>7,992</b>	<b>6,620</b>	<b>7.90</b>
<b>GRAND TOTAL RURAL AREA</b>	<b>13,263</b>	<b>10,272</b>	<b>9,287</b>	<b>6,140</b>	<b>5,085</b>	<b>4.15</b>
<b>GRAND TOTAL URBAN AREA</b>	<b>30,529</b>	<b>23,644</b>	<b>21,378</b>	<b>14,132</b>	<b>11,705</b>	<b>12.05</b>

*Multiples means all dwellings other than single-detached, semi-detached and apartment unit dwellings.*



# Report



# Chapter 1

## Introduction



# 1. Introduction

## 1.1 Purpose of this Document

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This background study has been prepared pursuant to the requirements of the D.C.A., as amended, (D.C.A.) (section 10) and, accordingly, recommends new development charges (D.C.s) and policies for the City of Port Colborne.

The City retained Watson & Associates Economists Ltd. (Watson), to undertake the D.C. study process throughout 2023 and 2024. Watson worked with City staff in preparing the D.C. analysis and policy recommendations.

This D.C. background study, containing the proposed D.C. by-law, will be distributed to members of the public in order to provide interested parties with sufficient background information on the legislation, the study's recommendations, and an outline of the basis for these recommendations.

This report has been prepared, in the first instance, to meet the statutory requirements applicable to the City's D.C. background study, as summarized in Chapter 4. It also addresses the requirement for "rules" (contained in Chapter 7) and the proposed by-law to be made available as part of the approval process (included as Appendix G).

In addition, the report is designed to set out sufficient background on the legislation (Chapter 4), the City's current D.C. policies (Chapter 2) and the policies underlying the proposed by-law, to make the exercise understandable to those who are involved.

Finally, it addresses post-adoption implementation requirements (Chapter 8) which are critical to the successful application of the new policy.

The chapters in the report are supported by Appendices containing the data required to explain and substantiate the calculation of the charge. A full discussion of the statutory requirements for the preparation of a background study and calculation of a D.C. is provided herein.



## 1.2 Summary of the Process

The public meeting required under section 12 of the D.C.A. has been scheduled for September 24, 2024. Its purpose is to present the study to the public and to solicit public input. The meeting is also being held to answer any questions regarding the study’s purpose, methodology, and the proposed modifications to the City’s D.C.s.

In accordance with the legislation, the background study and proposed D.C. by-law will be available for public review on August 23, 2024.

The process to be followed in finalizing the report and recommendations includes:

- consideration of responses received prior to, at, or immediately following the public meeting; and
- finalization of the report and Council consideration of the by-law subsequent to the public meeting.

Figure 1-1 outlines the study process to date and the proposed schedule to be followed with respect to the D.C. by-law adoption process.

Figure 1-1  
Schedule of Key D.C. Process Dates for the City of Port Colborne

Schedule of Study Milestone	Dates
1. Data collection, staff review, engineering work, D.C. calculations and policy work	September 2023 to June 2024
2. Stakeholder Meeting	May 1, 2024
3. Public release of final D.C. Background study and proposed by-law	August 23, 2024
4. Public meeting advertisement placed in newspaper(s)	September 3, 2024
5. Public meeting of Council	September 24, 2024
6. Council considers adoption of background study and passage of by-law	October 22, 2024
7. Newspaper notice given of by-law passage	By 20 days after passage
8. Last day for by-law appeal	40 days after passage
9. City makes pamphlet available (where by-law not appealed)	By 60 days after in force date



## 1.3 Changes to the D.C.A.: *Bill 108, 138, 197, and 213*

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### 1.3.1 *Bill 108: More Homes, More Choice Act – An Act to Amend Various Statutes with Respect to Housing, Other Development, and Various Matters*

On May 2, 2019, the Province introduced Bill 108, which proposed changes to the D.C.A. The Bill was introduced as part of the Province's "More Homes, More Choice: Ontario's Housing Supply Action Plan." The Bill received Royal Assent on June 6, 2019.

While having received Royal Assent, many of the amendments to the D.C.A. would not come into effect until they are proclaimed by the Lieutenant Governor (many of these changes were revised through Bill 197). At the time of writing, the following provisions have been proclaimed:

- Effective January 1, 2020, rental housing and institutional developments will pay D.C.s in six equal annual payments commencing at occupancy. Interest may be charged on the instalments, and any unpaid amounts may be added to the property and collected as taxes. As per Bill 23, non-profit housing developments are now exempt from paying D.C.s; however, prior to Bill 23, and as a result of Bill 108, non-profit housing developments paid D.C.s in 21 equal annual payments.
- Effective January 1, 2020, the D.C. amount for all developments occurring within 2 years of a Site Plan or Zoning By-law Amendment planning approval (for application submitted after this section is proclaimed), shall be determined based on the D.C. in effect on the day of Site Plan or Zoning By-law Amendment application. If the development is not proceeding via these planning approvals, then the amount is determined as of the date of issuance of a building permit. As per Bill 185 this time frame was reduced from 2 years to 18 months.

On February 28, 2020, the Province released updated draft regulations related to the D.C.A. and the *Planning Act*. A summary of the changes that were to take effect upon proclamation by the Lieutenant Governor is provided below.

**Changes to Eligible Services** – Prior to Bill 108, the D.C.A. provided a list of ineligible services whereby municipalities could include growth related costs for any service that



was not listed. With Bill 108, the changes to the D.C.A. would now specifically list the services that are eligible for inclusion in the by-law. Furthermore, the initial list of eligible services under Bill 108 was limited to "hard services", with the "soft services" being removed from the D.C.A. These services would be considered as part of a new community benefits charge (discussed below) imposed under the *Planning Act*. As noted in the next section this list of services has been amended through Bill 197.

**Mandatory 10% deduction** – The amending legislation would have removed the mandatory 10% deduction for all services that remain eligible under the D.C.A.

**Remaining Services to be Included in a New Community Benefits Charge (C.B.C.) Under the *Planning Act*** – It was proposed that a municipality may, by by-law, impose a C.B.C. against land to pay for the capital costs of facilities, services and matters required because of development or redevelopment in the area to which the by-law applies. The C.B.C. was proposed to include formerly eligible D.C. services that are not included in the above listing, in addition to parkland dedication and bonus zoning contributions.

### **1.3.2 Bill 138: Plan to Build Ontario Together Act, 2019**

On November 6, 2019, the Province released Bill 138 which provided further amendments to the D.C.A. and *Planning Act*. This Bill received Royal Assent on December 10, 2019, and was proclaimed which resulted in sections related to the D.C.A. (schedule 10) becoming effective on January 1, 2020. The amendments to the D.C.A. included removal of instalment payments for commercial and industrial developments that were originally included in Bill 108.

### **1.3.3 Bill 197: COVID-19 Economic Recovery Act, 2020**

In response to the global pandemic that began affecting Ontario in early 2020, the Province released Bill 197 which provided amendments to a number of Acts, including the D.C.A. and *Planning Act*. This Bill also revised some of the proposed changes identified in Bill 108. Bill 197 was tabled on July 8, 2020, received Royal Assent on July 21, 2020, and was proclaimed on September 18, 2020. The following provides a summary of the changes.





### 1.3.3.1 D.C.-Related Changes

#### List of D.C.-Eligible Services

- As noted above, under Bill 108 some services were to be included under the D.C.A. and some would be included under the C.B.C. authority. Bill 197, however, revised this proposed change and has included all services (with some exceptions) under the D.C.A. These services are as follows:
  - Water supply services, including distribution and treatment services.
  - Wastewater services, including sewers and treatment services.
  - Storm water drainage and control services.
  - Services related to a highway.
  - Electrical power services.
  - Toronto-York subway extension.
  - Transit services.
  - Waste diversion services.
  - Policing services.
  - Fire protection services.
  - Ambulance services.
  - Library services.
  - Long-term care services.
  - Parks and recreation services, but not the acquisition of land for parks.
  - Public health services.
  - Childcare and early years services.
  - Housing services (no longer eligible as per Bill 23).
  - Provincial Offences Act services.
  - Services related to emergency preparedness.
  - Services related to airports, but only in the Regional Municipality of Waterloo.
  - Additional services as prescribed.

#### Classes of Services – D.C.

Pre-Bill 108/197 legislation (i.e., D.C.A., 1997) allowed for categories of services to be grouped together into a minimum of two categories (90% and 100% services).



The Act (as amended) repeals and replaces the above with the four following subsections:

- A D.C. by-law may provide for any eligible service or capital cost related to any eligible service to be included in a class, set out in the by-law.
- A class may be composed of any number or combination of services and may include parts or portions of the eligible services or parts or portions of the capital costs in respect of those services.
- A D.C. by-law may provide for a class consisting of studies in respect of any eligible service whose capital costs are described in paragraphs 5 and 6 of section 5 of the D.C.A.
- A class of service set out in the D.C. by-law is deemed to be a single service with respect to reserve funds, use of monies, and credits.

Note: An initial consideration of “class” appears to mean any group of services.

#### Mandatory 10% Deduction

As well, the removal of the 10% deduction for soft services under Bill 108 has been maintained.

As a result of the passage of Bill 197, and subsequent proclamation on September 18, 2020, this report has provided the D.C. calculations without the 10% mandatory deduction.

#### *1.3.3.2 C.B.C.-Related Changes*

##### C.B.C. Eligibility

The C.B.C. is limited to lower-tier and single-tier municipalities; upper-tier municipalities will not be allowed to impose this charge.

#### *1.3.3.3 Combined D.C. and C.B.C. Impacts*

##### D.C. vs. C.B.C. Capital Cost

- A C.B.C. may be imposed with respect to the services listed in subsection 2 (4) of the D.C.A. (eligible services), “provided that the capital costs that are intended



to be funded by the community benefits charge are not capital costs that are intended to be funded under a development charge by-law.”

### **1.3.4 Bill 213: Better for People, Smarter for Business Act, 2020**

On December 8, 2020, Bill 213 received Royal Assent. One of the changes of the Bill that took effect upon Royal Assent included amending the *Ministry of Training, Colleges and Universities Act* by introducing a new section that would exempt the payment of D.C.s for developments of land intended for use by a university that receives operating funds from the Government. As a result, this mandatory exemption will be included in the D.C. by-law.

## **1.4 Changes to the D.C.A. - Bill 23: More Homes Built Faster Act, 2022**

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On November 28, 2022, Bill 23 received Royal Assent. This Bill amends a number of pieces of legislation including the Planning Act and the D.C.A (Note that a number of items from Bill 23 were revised by Bill 185, which is discussed in section 1.5). The following provides a summary of the changes to the D.C.A.:

### **1.4.1 Additional Residential Unit Exemption**

The rules for these exemptions are now provided in the D.C.A., rather than the regulations and are summarized as follows:

- Exemption for residential units in existing rental residential buildings – For rental residential buildings with four or more residential units, the creation of the greater of one unit or 1% of the existing residential units will be exempt from a D.C.
- Exemption for additional residential units in existing and new residential buildings
  - The following developments will be exempt from a D.C.:
    - A second unit in a detached, semi-detached, or rowhouse if all buildings and ancillary structures cumulatively contain no more than one residential unit;
    - A third unit in a detached, semi-detached, or rowhouse if no buildings or ancillary structures contain any residential units; and
    - One residential unit in a building or structure ancillary to a detached, semi-detached, or rowhouse on a parcel of urban land, if the detached, semi-



detached, or rowhouse contains no more than two residential units and no other buildings or ancillary structures contain any residential units.

### **1.4.2 Removal of Housing as an Eligible D.C. Service**

Housing services are removed as an eligible service. Municipalities with by-laws that include a charge for housing services can no longer collect for this service.

### **1.4.3 New Statutory Exemption for Non-Profit Housing**

Non-profit housing units are exempt from D.C.s and D.C. instalment payments due after November 28, 2022.

### **1.4.4 New Statutory Exemptions for Affordable Units, Attainable Units, and Affordable Inclusionary Zoning Units**

Affordable units, attainable units, and inclusionary zoning units (affordable) are exempt from the payment of D.C.s, as follows:

- Affordable Rental Units: Where rent is no more than 80% of the average market rent as defined by a new bulletin published by the Ministry of Municipal Affairs and Housing.
- Affordable Owned Units: Where the price of the unit is no more than 80% of the average purchase price as defined by a new bulletin published by the Ministry of Municipal Affairs and Housing.

*Note: Section 1.4.13 provides further details on the Affordable Rental Unit and Affordable Owned Unit definitions, which have been modified through Bill 134.*

- Attainable Units: Excludes affordable units and rental units; will be defined as prescribed development or class of development and sold to a person who is at “arm’s length” from the seller.
  - Note: for affordable and attainable units, the municipality shall enter into an agreement that ensures the unit remains affordable or attainable for 25 years.

*Note: the above Affordable Owned and Rental Unit exemptions came into force as of June 1, 2024. At the time of writing, it is not known when the exemption for Attainable Units will be in force.*



- Inclusionary Zoning Units: Affordable housing units required under inclusionary zoning by-laws are exempt from a D.C.

#### **1.4.5 Historical Level of Service Extended to Previous 15-Year Period**

Prior to Bill 23, the increase in need for service was limited by the average historical level of service calculated over the 10-year period preceding the preparation of the D.C. background study. This average is now extended to the historical 15-year period.

#### **1.4.6 Revised Definition of Capital Costs**

The definition of capital costs has been revised to remove studies. Furthermore, the regulations to the Act may prescribe services for which land or an interest in land will be restricted. As at the time of writing, no services have been prescribed.

#### **1.4.7 Mandatory Phase-in of a D.C.**

For all D.C. by-laws passed after January 1, 2022, the charge must be phased-in annually over the first five years the by-law is in force, as follows:

- Year 1 – 80% of the maximum charge;
- Year 2 – 85% of the maximum charge;
- Year 3 – 90% of the maximum charge;
- Year 4 – 95% of the maximum charge; and
- Year 5 to expiry – 100% of the maximum charge.

#### **1.4.8 D.C. By-law Expiry**

A D.C. by-law now expires 10 years after the day it comes into force (unless the by-law provides for an earlier expiry date). This extends the by-law's life from five years, prior to Bill 23.

#### **1.4.9 Installment Payments**

Non-profit housing development has been removed from the instalment payment section of the Act (subsection 26.1), as these units are now exempt from the payment of a D.C.



#### **1.4.10 Rental Housing Discount**

The D.C. payable for rental housing development will be reduced based on the number of bedrooms in each unit as follows:

- Three or more bedrooms – 25% reduction;
- Two bedrooms – 20% reduction; and
- All other bedroom quantities – 15% reduction.

#### **1.4.11 Maximum Interest Rate for Instalments and Determination of Charge for Eligible Site Plan and Zoning By-law Amendment Applications**

No maximum interest rate was previously prescribed. As per Bill 23, the maximum interest rate is set at the average prime rate plus 1%. This maximum interest rate provision would apply to all instalment payments and eligible site plan and zoning by-law amendment applications occurring after November 28, 2022.

#### **1.4.12 Requirement to Allocate Funds Received**

Annually, beginning in 2023, municipalities will be required to spend or allocate at least 60% of the monies in a reserve fund at the beginning of the year for water, wastewater, and services related to a highway. Other services may be prescribed by the regulation .

#### **1.4.13 Bill 134: Affordable Homes and Good Jobs Act, 2023**

The exemption for affordable residential units was included in the More Homes Built Faster Act (Bill 23), enacted by the Province on November 28, 2022. Under this legislation, affordable residential units were defined within subsection 4.1 of the D.C.A. and exemptions for D.C.s were provided in respect of this definition. While the legislation was enacted in November 2022, the ability for municipalities to implement the exemptions is based on the “Affordable Residential Units for the Purposes of the Development Charges Act, 1997 Bulletin” published by the Minister of Municipal Affairs and Housing. This bulletin informs the average market rent and purchase price to be used in determining which developments qualify as affordable residential units. This bulletin was published on April 5, 2024.

Bill 134 received Royal Assent on December 4, 2023 and provides for a modification to the affordable residential unit definition by:



- Introducing an income-based test for affordable rent and purchase price; and
- Increasing the threshold for the market test of affordable rent and purchase price.

This change provides the exemption based on the lesser of the two measures.

Moreover, the rules in subsection 4.1 of the D.C.A. are unchanged with respect to:

- The tenant and purchaser transacting the affordable unit being at arm's length;
- The intent of maintaining the affordable residential unit definition for a 25-year period, requiring an agreement with the municipality (which may be registered on title); and
- Exemptions for attainable residential units and associated rules (requiring further regulations).

The following table provides the definitions provided through Bill 134 (underlining added for emphasis).

Item	Bill 134 Definition (Current D.C.A. Definition)
Affordable residential unit rent (subsection 4.1 (2), para. 1)	The rent is no greater than <u>the lesser of</u> , <ul style="list-style-type: none"> <li>i. the <u>income-based affordable rent</u> for the residential unit set out in the Affordable Residential Units bulletin, as identified by the Minister of Municipal Affairs and Housing in accordance with subsection (5), and</li> <li>ii. the <u>average market rent</u> identified for the residential unit set out in the Affordable Residential Units bulletin.</li> </ul>
Average market rent/rent based on income (subsection 4.1 (5)) for the purposes of subsection 4.1 (2), para. 1	The Minister of Municipal Affairs and Housing shall, <ul style="list-style-type: none"> <li>(a) determine the <u>income of a household</u> that, in the Minister's opinion, is <u>at the 60<sup>th</sup> percentile of gross annual incomes for renter households in the applicable local municipality</u>; and</li> <li>(b) identify the <u>rent</u> that, in the Minister's opinion, is <u>equal to 30 per cent of the income of the household</u> referred to in clause (a).</li> </ul>
Affordable residential unit ownership (subsection 4.1 (3), para. 1)	The price of the residential unit is no greater than <u>the lesser of</u> , <ul style="list-style-type: none"> <li>i. the <u>income-based affordable purchase price</u> for the residential unit set out in the Affordable Residential Units bulletin, as identified by the Minister of Municipal Affairs and Housing in accordance with subsection (6), and</li> <li>ii. <u>90 per cent of the average purchase price</u> identified for the residential unit set out in the Affordable Residential Units bulletin.</li> </ul>



Item	Bill 134 Definition (Current D.C.A. Definition)
Average market purchase price/purchase price based on income (subsection 4.1 (6)) for the purposes of subsection 4.1 (3), para. 1	The Minister of Municipal Affairs and Housing shall, (a) determine the <u>income of a household</u> that, in the Minister’s opinion, is at the <u>60<sup>th</sup> percentile of gross annual incomes for households in the applicable local municipality</u> ; and (b) identify the <u>purchase price</u> that, in the Minister’s opinion, <u>would result in annual accommodation costs equal to 30 per cent of the income of the household</u> referred to in clause (a)

Note: the Affordable Unit exemption came into force on June 1, 2024.

## 1.5 Bill 185: Cutting Red Tape to Build More Homes Act, 2024

On April 10, 2024, the Province released Bill 185: *Cutting Red Tape to Build More Homes Act*. The Bill received Royal Assent on June 6, 2024. This Bill reversed many of the key changes that were implemented through Bill 23. The following sections provide a summary of the changes.

### 1.5.1 Revised Definition of Capital Costs

Bill 185 reversed the capital cost amendments of Bill 23 by reinstating studies as an eligible capital cost. The following paragraphs were added to subsection 5(3) of the D.C.A.:

5. *Costs to undertake studies in connection with any of the matters referred to in paragraphs 1 to 4.*
6. *Costs of the development charge background study required under section 10.*

### 1.5.2 Removal of the Mandatory Phase-in

As noted in Section 1.4.7 above, Bill 23 required the phase-in of charges imposed in a D.C. by-law over a five-year term for any by-laws passed after January 1, 2022. Bill 185 removed this mandatory phase-in. This change is effective for any D.C. by-laws passed after Bill 185 came into effect.





For site plan and zoning by-law amendment applications that were made prior to Bill 185 receiving Royal Assent, the charges payable will be the charges that were in place on the day the planning application was made (i.e., including the mandatory phase-in).

### **1.5.3 Process for Minor Amendments to D.C. By-laws**

Section 19 of the D.C.A. requires that a municipality must follow sections 10 through 18 of the D.C.A. (with necessary modifications) when amending D.C. by-laws. Sections 10 through 18 of the D.C.A. generally require the following:

- Completion of a D.C. background study, including the requirement to post the background study 60 days prior to passage of the D.C. by-law;
- Passage of a D.C. by-law within one year of the completion of the D.C. background study;
- A public meeting, including notice requirements; and
- The ability to appeal the by-law to the Ontario Land Tribunal.

Bill 185 allows municipalities to undertake minor amendments to D.C. by-laws for the following purposes without adherence to the requirements noted above (with the exception of the notice requirements):

1. To repeal a provision of the D.C. by-law specifying the date the by-law expires or to amend the provision to extend the expiry date (subject to the 10-year limitations provided in the D.C.A.);
2. To impose D.C.s for studies, including the D.C. background study; and
3. To remove the provisions related to the mandatory phase-in of D.C.s.

Minor amendments related to items 2 and 3 noted above may be undertaken only if the D.C. by-law being amended was passed after November 28, 2022, and before Bill 185 took effect. Moreover, the amending by-law must be passed within six months of Bill 185 coming into effect.

Notice requirements for these minor amending by-laws are similar to the typical notice requirements, with the exception of the requirement to identify the last day for appealing the by-law (as these provisions do not apply).



#### **1.5.4 Reduction of D.C. Rate Freeze Timeframe**

Bill 108 (see Section 1.3.1 above) provides for the requirement to freeze the D.C.s imposed on developments subject to a site plan and/or a zoning by-law amendment application. The D.C. rate for these developments is “frozen” at the rates that were in effect at the time the site plan and/or zoning by-law amendment application was submitted (subject to applicable interest). Once the application is approved by the municipality, if the date the D.C. is payable is more than two years from the approval date, the D.C. rate freeze would no longer apply. Bill 185 reduced the two-year timeframe to 18 months.

#### **1.5.5 Modernizing Public Notice Requirements**

The D.C.A. sets out the requirements for municipalities to give notice of public meetings and of by-law passage. These requirements are prescribed in sections 9 and 10 of O. Reg. 82/98 and include giving notice in a newspaper of sufficiently general circulation in the area to which the by-law would apply. The regulatory changes modernized public notice requirements by allowing municipalities to provide notice on a municipal website if a local newspaper is not available.



# Chapter 2

## Current City of Port Colborne D.C. Policies



## 2. Current City of Port Colborne D.C. Policies

### 2.1 Schedule of Charges

On November 12, 2019, the City of Port Colborne passed By-law, 6733/97/19 under the D.C.A.

This by-law imposes D.C.s for residential and non-residential uses. The table below provides the rates currently in effect, as of January 1, 2024.

Table 2-1  
City of Port Colborne  
Current D.C. Rates  
January 1, 2024

Service	Residential					Non-Residential (per sq.ft. of Gross Floor Area)
	Single & Semi Detached	Multiples	Apartments with ≥ 2 Bedrooms	Apartments with < 2 Bedrooms	Special Care/Special Dwelling Units	
<b>City-wide Services:</b>						
Services Related to a Highway	2,160	1,595	1,557	952	862	1.10
Fire Protection Services	155	114	112	68	62	0.08
Parks and Recreation Services	3,304	2,439	2,382	1,456	1,319	0.23
Library Services	163	120	118	72	65	0.010
Studies	356	263	256	157	143	0.17
<b>Total City-wide Services</b>	<b>6,138</b>	<b>4,531</b>	<b>4,425</b>	<b>2,705</b>	<b>2,451</b>	<b>1.59</b>
<b>Urban Services:</b>						
Wastewater Services	1,593	368	353	239	636	0.76
Water Services	3,688	1,464	1,407	950	1,472	1.75
<b>Total Urban Services</b>	<b>5,281</b>	<b>1,832</b>	<b>1,760</b>	<b>1,189</b>	<b>2,108</b>	<b>2.51</b>
<b>GRAND TOTAL - RURAL AREA</b>	<b>6,138</b>	<b>4,531</b>	<b>4,425</b>	<b>2,705</b>	<b>2,451</b>	<b>1.59</b>
<b>GRAND TOTAL - URBAN AREA</b>	<b>11,419</b>	<b>6,363</b>	<b>6,185</b>	<b>3,894</b>	<b>4,559</b>	<b>4.10</b>

*Multiples means all dwellings other than single-detached, semi-detached and apartment unit dwellings.*

### 2.2 Services Covered

The following services are covered under By-law 6733/97/19:

- Services Related to a Highway;
- Fire Protection Services;
- Parks and Recreation Services;
- Library Services;
- Growth Studies;



- Wastewater Services; and
- Water Services.

## 2.3 Timing of D.C. Calculation and Payment

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Development charges shall be calculated and payable in full in money or by provision of services as may be agreed upon, or by credit granted under the Act, on the date that the first building permit is issued in relation to a building or structure on land to which a development charge applies.

## 2.4 Indexing

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Rates shall be adjusted, without amendment to the By-law, annually on the anniversary date of the By-law (November 12), in accordance with the Statistics Canada Quarterly, Non-Residential Building Construction Price Index (Table 18-10-0276-02)<sup>1</sup>. However, it should be noted that the current rates were not indexed since the By-law came into effect.

## 2.5 Redevelopment Allowance

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As a result of the redevelopment of land, a building or structure existing on the same land within 12 months prior to the date of payment of D.C.s in regard to such redevelopment was, or is to be demolished, in whole or in part, or converted from one principal use to another principal use on the same land, in order to facilitate the redevelopment, the D.C.s otherwise payable with respect to such redevelopment shall be reduced by the following amounts:

- 1) in the case of a residential building or structure, or in the case of a mixed-use building or structure, the residential uses in the mixed-use building or structure, an amount calculated by multiplying the applicable D.C. under subsections 3.11 of the

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<sup>1</sup> O. Reg. 82/98 referenced “The Statistics Canada Quarterly, Construction Price Statistics, catalogue number 62-007” as the index source. Since implementation, Statistics Canada has modified this index twice and the above-noted index is the most current. The draft by-law provided herein refers to O. Reg. 82/98 to ensure traceability should this index continue to be modified over time.



by-law by the number, according to type, of dwelling units that have been or will be demolished or converted to another principal use; and

- 2) in the case of a non-residential building or structure or, in the case of mixed-use building or structure, the non-residential uses in the mixed-use building or structure, an amount calculated by multiplying the applicable D.C.s under subsection 3.12 of the by-law by the gross floor area that has been or will be demolished or converted to another principal use;

provided that such amounts shall not exceed, in total, the amount of the D.C.s otherwise payable with respect to the redevelopment.

## 2.6 Exemptions

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The following non-statutory exemptions are provided under By-law 6733/97/19:

- Infill Housing (as defined in the by-law);
- Non-residential farm buildings for the purpose of an agricultural use except for any building constructed to accommodate on On-Farm Business which shall be considered to be an industrial building;
- Downtown core area;
- Brownfield properties under the City of Port Colborne Brownfield Community Improvement Plan, which have an approved application and agreement under the Brownfield Rehabilitation Grant Program;
- Industrial development shall be exempt from payment of D.C.s on any square footage of gross floor area constructed over 5,000 sq.ft.;
- Partial exemption requiring the payment of only the roads and fire protection components of the charge for all residential unit types constructed within the Sherkston Secondary Plan Area; and
- Partial exemption for certain Community Improvement Plan areas based upon specific policies approved by Council.



# Chapter 3

## Anticipated Development in the City of Port Colborne



## 3. Anticipated Development in the City of Port Colborne

### 3.1 Requirement of the Act

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The growth forecast contained in this chapter (with supplemental tables in Appendix A) provides for the anticipated development for which the City will be required to provide services over a 2024 to 2036 time horizon.

Chapter 4 provides the methodology for calculating a D.C. as per the D.C.A. Figure 4-1 presents this methodology graphically. It is noted in the first box of the schematic that in order to determine the D.C. that may be imposed, it is a requirement of subsection 5 (1) of the D.C.A. that “the anticipated amount, type and location of development, for which development charges can be imposed, must be estimated.”

### 3.2 Basis of Population, Household and Non-Residential Gross Floor Area Forecast

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The D.C. growth forecast has been derived by Watson in consultation with the City of Port Colborne. In preparing the growth forecast, the following information sources were consulted to assess the residential and non-residential development potential for the City over the forecast period, including:

- City of Port Colborne Growth Analysis Review, Draft Report, April 2023, Dillon Consulting Ltd.;
- City of Port Colborne 2019 Development Charges Background Study, June 24, 2019, Watson & Associates Economists Ltd.;
- City of Port Colborne Official Plan, as approved by the Ontario Municipal Board on November 25, 2013, and updated September 5, 2017;
- 2011, 2016 and 2021 population, household and employment Census data;
- Historical residential building permit data over the 2014 to 2023 period;
- Residential and non-residential supply opportunities as identified by City of Port Colborne staff; and
- Discussions with City staff regarding anticipated residential and non-residential development in the City of Port Colborne.





### 3.3 Summary of Growth Forecast

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A detailed analysis of the residential and non-residential growth forecasts is provided in Appendix A and the methodology employed is illustrated in Figure 3-1. The discussion provided herein summarizes the anticipated growth for the City and describes the basis for the forecast. The results of the residential growth forecast analysis are summarized in Table 3-1 below, and Schedule 1 in Appendix A.

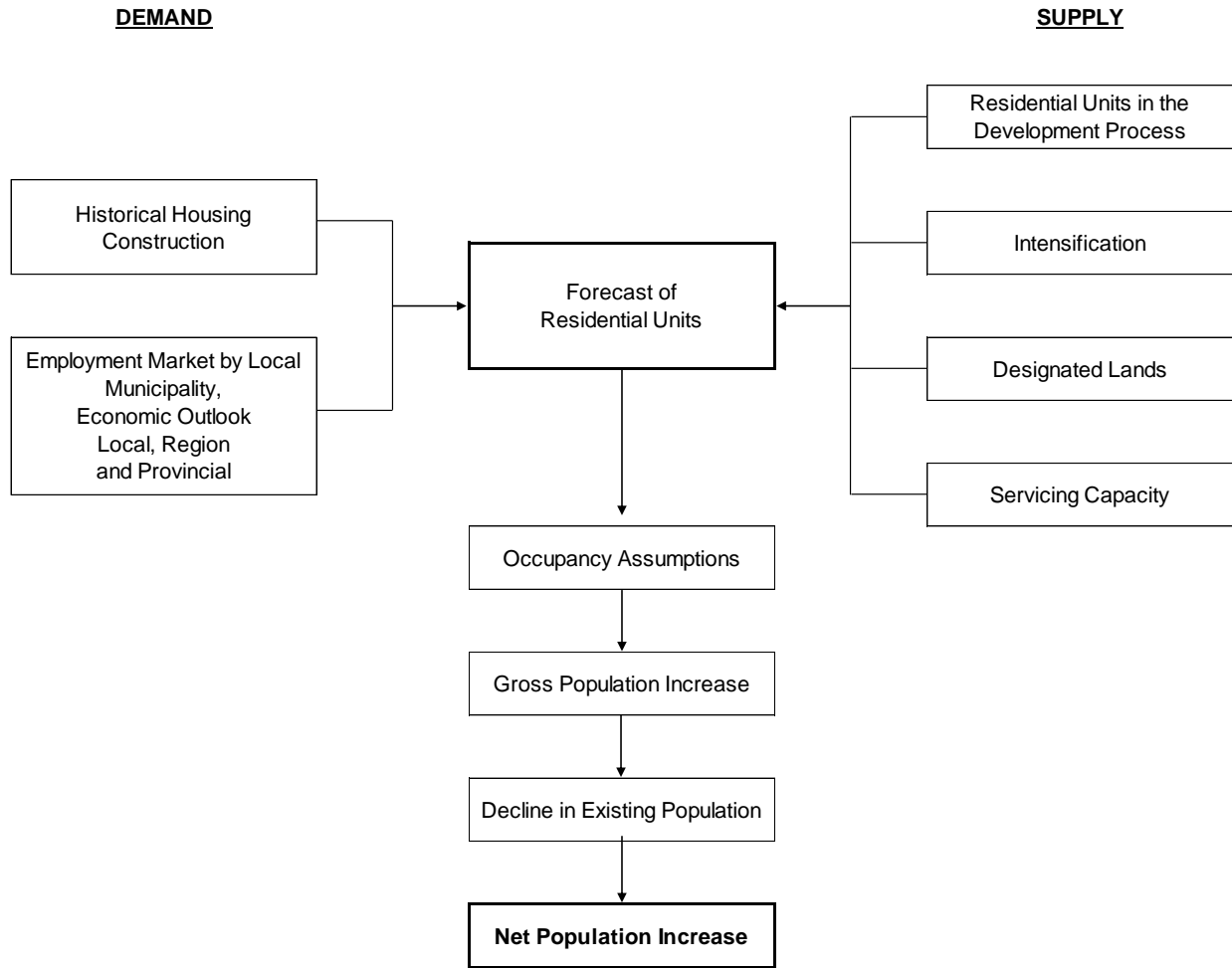
As identified in Table 3-1 and Appendix A – Schedule 1, population in the City of Port Colborne (excluding census undercount) is anticipated to reach approximately 24,260 by mid-2036 resulting in an increase of approximately 3,860 people. <sup>[1]</sup>

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[1] The population figures used in the calculation of the 2024 D.C. exclude the net Census undercount, which is estimated at approximately 2.5%. Population figures presented herein have been rounded.



Figure 3-1  
Population and Household Forecast Model





**Table 3-1  
City of Port Colborne  
Residential Growth Forecast Summary**

	Year	Population (Including Census Undercount) <sup>[1]</sup>	Excluding Census Undercount			Housing Units					Person Per Unit (P.P.U.): Total Population/ Total Households	
			Population	Institutional Population	Population Excluding Institutional Population	Singles & Semi-Detached	Multiple Dwellings <sup>[2]</sup>	Apartments <sup>[3]</sup>	Other	Total Households		Equivalent Institutional Households
Historical	Mid 2011	18,890	18,424	449	17,975	6,050	600	1,161	95	7,906	408	2.330
	Mid 2016	18,770	18,306	441	17,865	6,005	670	1,210	135	8,020	401	2.283
	Mid 2021	20,540	20,033	628	19,405	6,295	685	1,280	450	8,710	571	2.300
Forecast	Mid 2024	20,910	20,397	642	19,755	6,426	698	1,411	450	8,985	584	2.270
	Mid 2036	24,870	24,255	760	23,495	7,233	1,254	2,038	450	10,975	691	2.210
Incremental	Mid 2011 - Mid 2016	-120	-118	-8	-110	-45	70	49	40	114	-7	
	Mid 2016 - Mid 2021	1,770	1,727	187	1,540	290	15	70	315	690	170	
	Mid 2021 - Mid 2024	370	364	14	350	131	13	131	0	275	13	
	Mid 2024 - Mid 2036	3,960	3,858	118	3,740	807	556	627	0	1,990	107	

[1] Population includes the Census undercount estimated at approximately 2.5% and has been rounded.

[2] Includes townhouses and apartments in duplexes.

[3] Includes bachelor, 1-bedroom, and 2-bedroom+ apartment units.

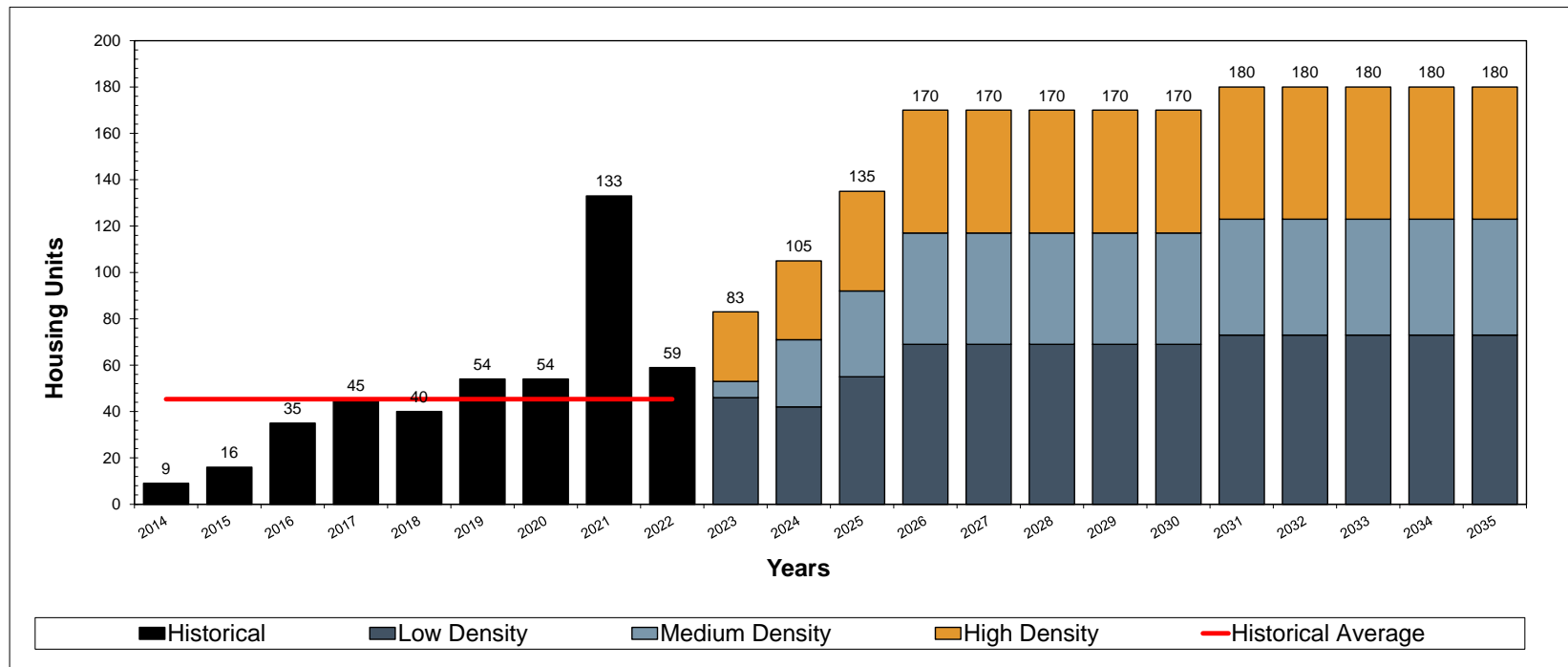
Notes:

Numbers may not add due to rounding.

Source: Derived by Watson & Associates Economists Ltd., 2024



Figure 3-2  
City of Port Colborne  
Annual Housing Forecast [1]



[1] Growth forecast represents calendar year.  
Source: Historical housing activity derived from City of Port Colborne building permit data, 2014 to 2023.



Provided below is a summary of the key assumptions and findings regarding the City of Port Colborne D.C. growth forecast:

1. Unit Mix (Appendix A – Schedules 1, and 5)

- The housing unit mix for the City was derived from a detailed review of historical development activity (as per Schedule 5), as well as active residential development applications, and discussions with City staff regarding anticipated development trends for the City of Port Colborne.
- Based on the above indicators, the 2024 to 2036 household growth forecast for the City is comprised of a unit mix of 41% low density units (single detached and semi-detached), 28% medium density (multiples except apartments) and 31% high density (bachelor, 1-bedroom and 2-bedroom apartments).

2. Geographic Location of Residential Development (Appendix A – Schedule 2)

- Schedule 2 summarizes the anticipated amount, type, and location of development by area for the City of Port Colborne
- In accordance with forecast demand and available land supply, the amount and percentage of forecast housing growth between 2024 and 2036 by development location is summarized below.

Table 3-2  
City of Port Colborne  
Geographic Location of Residential Development

Development Location	Amount of Housing Growth, 2024 to 2036	Percentage of Housing Growth, 2024 to 2036
Urban	1,880	95%
Rural	110	5%
<b>City of Port Colborne</b>	<b>1,990</b>	<b>100%</b>

Note: Figures may not sum precisely due to rounding.



### 3. Planning Period

- Short- and longer-term time horizons are required for the D.C. process. The D.C.A. limits the planning horizon for transit services to a 10-year planning horizon. All other services can utilize a longer planning period if the municipality has identified the growth-related capital infrastructure needs associated with the longer-term growth planning period.

### 4. Population in New Units (Appendix A – Schedules 3 and 4)

- The number of housing units to be constructed by 2036 in the City of Port Colborne over the forecast period is presented in Table 3-1. Over the 2024 to 2036 forecast period, the City is anticipated to average approximately 166 new housing units per year.
- Institutional population <sup>[1]</sup> is anticipated to increase by approximately 120 people between 2024 to 2036.
- Population in new units is derived from Schedules 3 and 4, which incorporate historical development activity, anticipated units (see unit mix discussion) and average persons per unit (P.P.U.) by dwelling type for new units.
- Schedule 6a summarizes the average P.P.U. assumed for new housing units by age and type of dwelling based on Statistics Canada 2021 custom Census data for the City of Port Colborne. Due to data limitations high density P.P.U. data was derived from the Region of Niagara which includes the City of Port Colborne, and is outlined in Schedule 6b. The total calculated P.P.U. for all density types has been adjusted accordingly to account for the P.P.U. trends which has been recently experienced in both new and older units. Forecasted 15-year average P.P.U.s by dwelling type are as follows:
  - Low density: 2.869
  - Medium density: 2.222
  - High density: 1.759

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<sup>[1]</sup> Institutional population largely includes special care facilities such as nursing home or residences for senior citizens. A P.P.U. of 1.100 depicts 1-bedroom and 2-or-more-bedroom units in collective households.



## 5. Existing Units and Population Change (Appendix A – Schedules 3 and 4)

- Existing households for mid-2024 are based on the 2021 Census households, plus estimated residential units constructed between mid-2021 to the beginning of the growth period, assuming a minimum six-month lag between construction and occupancy (see Schedule 3).
- The change in average occupancy levels for existing housing units is calculated in Schedules 3 through 4.<sup>[1]</sup> The forecast population change in existing households over the 2024 to 2036 forecast period is forecast to decline by approximately 910.

## 6. Employment (Appendix A – Schedules 8a, 8b and 8c)

- The employment projections provided herein are largely based on the activity rate method, which is defined as the number of jobs in the City divided by the number of residents. Key employment sectors include primary, industrial, commercial/population-related, institutional, and work at home, which are considered individually below.
- 2016 employment data <sup>[2],[3]</sup> (place of work) for the City of Port Colborne is outlined in Schedule 8a. The 2016 employment base is comprised of the following sectors:
  - 125 primary (2%);
  - 535 work at home employment (10%);
  - 1,518 industrial (28%);
  - 2,053 commercial/population-related (38%); and
  - 1,175 institutional (22%).

---

<sup>[1]</sup> Change in occupancy levels for existing households occurs due to aging of the population and family life cycle changes, lower fertility rates and changing economic conditions.

<sup>[2]</sup> 2016 employment is based on Statistics Canada 2016 Place of Work Employment dataset by Watson & Associates Economists Ltd.

<sup>[3]</sup> Statistics Canada 2021 Census place of work employment data has been reviewed. The 2021 Census employment results have not been utilized due to a significant increase in work at home employment captured due to Census enumeration occurring during the provincial COVID-19 lockdown from April 1, 2021 to June 14, 2021.



- The 2016 employment by usual place of work, including work at home, is 5,405. An additional 790 employees have been identified for the City of Port Colborne in 2016 that have no fixed place of work (N.F.P.O.W.).<sup>[1]</sup>
- Total employment, including work at home and N.F.P.O.W. for the City of Port Colborne is anticipated to reach approximately 8,660 by mid-2036. This represents an employment increase of approximately 1,670 for the 2024 to 2036 forecast period.
- Schedule 8b, Appendix A, summarizes the employment forecast, excluding work at home employment and N.F.P.O.W. employment, which is the basis for the D.C. employment forecast. The impact on municipal services from work at home employees has already been included in the population forecast. The need for municipal services related to N.F.P.O.W. employees has largely been included in the employment forecast by usual place of work (i.e., employment and gross floor area generated from N.F.P.O.W. construction employment). Furthermore, since these employees have no fixed work address, they cannot be captured in the non-residential G.F.A. calculation. Accordingly, work at home and N.F.P.O.W. employees have been removed from the D.C.A. employment forecast and calculation.
- Total employment for the City of Port Colborne (excluding work at home and N.F.P.O.W. employment) is anticipated to reach approximately 6,480 by mid-2036. This represents an employment increase of approximately 1,170 for the 2024 to 2036 forecast period.<sup>[2]</sup>

## 7. Non-Residential Sq.ft. Estimates (G.F.A.), Appendix A – Schedule 8b)

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<sup>[2]</sup> No fixed place of work is defined by Statistics Canada as "persons who do not go from home to the same workplace location at the beginning of each shift. Such persons include building and landscape contractors, travelling salespersons, independent truck drivers, etc."

<sup>[2]</sup> G.F.A. and employment associated within special care institutional dwellings treated as residential, resulting in an institutional employment difference between Schedules 8a and 8b. Total employment growth in Schedule 8b (excluding work at home and N.F.P.O.W. employment) has been downwardly adjusted to account for institutional employment associated with special care facilities. Total employment in Schedule 8b is anticipated to reach approximately 6,420 by mid-2036.





- Square footage estimates were calculated in Schedule 8b based on the following employee density assumptions:
  - 1,400 sq.ft. per employee for industrial;
  - 510 sq.ft. per employee for commercial/population-related; and
  - 670 sq.ft. per employee for institutional employment.
- The City-wide incremental G.F.A. is anticipated to increase by 976,000 sq.ft. over the 2024 to 2036 forecast period.
- In terms of percentage growth, the 2024 to 2036 incremental G.F.A. forecast by sector is broken down as follows:
  - industrial – 61%;
  - commercial/population-related – 25%; and
  - institutional – 14%.

8. Geographic Location of Non-Residential Development (Appendix A, Schedule 8c)

- Schedule 8c summarizes the anticipated amount, type and location of non-residential development by area for the City of Port Colborne.
- The amount and percentage of forecast total non-residential growth between 2024 and 2036 by development location is summarized below.

Table 3-3  
City of Port Colborne  
Geographic Location of Non-Residential Development

Development Location	Amount of Non-Residential G.F.A. (sq.ft.), 2024 to 2036	Percentage of Non-Residential G.F.A., 2024 to 2036
Urban	958,800	98%
Rural	17,200	2%
<b>City of Port Colborne</b>	<b>976,000</b>	<b>100%</b>

Note: Figures may not sum precisely due to rounding



# Chapter 4

## The Approach to the Calculation of the Charge



## 4. The Approach to the Calculation of the Charge

### 4.1 Introduction

---

This chapter addresses the requirements of subsection 5 (1) of the D.C.A. with respect to the establishment of the need for service which underpins the D.C. calculation. These requirements are illustrated schematically in Figure 4-1.

### 4.2 Services Potentially Involved

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Table 4-1 lists the full range of municipal services that are provided within the City.

A number of these services are not included in the list of eligible services provided in subsection 2 (4) of the D.C.A. as being ineligible for inclusion in D.C.s. These are shown as “ineligible” on Table 4-1. Two ineligible costs defined in subsection 5 (3) of the D.C.A. are “computer equipment” and “rolling stock with an estimated useful life of (less than) seven years.” In addition, local roads are covered separately under subdivision agreements and related means (as are other local services). Services that are potentially eligible for inclusion in the City’s D.C. are indicated with a “Yes.”

### 4.3 Increase in the Need for Service

---

The D.C. calculation commences with an estimate of “the increase in the need for service attributable to the anticipated development,” for each service to be covered by the by-law. There must be some form of link or attribution between the anticipated development and the estimated increase in the need for service. While the need could conceivably be expressed generally in terms of units of capacity, subsection 5 (1) 3, which requires that City Council indicate that it intends to ensure that such an increase in need will be met, suggests that a project-specific expression of need would be most appropriate.



Figure 4-1  
The Process of Calculating a Development Charge under the Act that Must be Followed

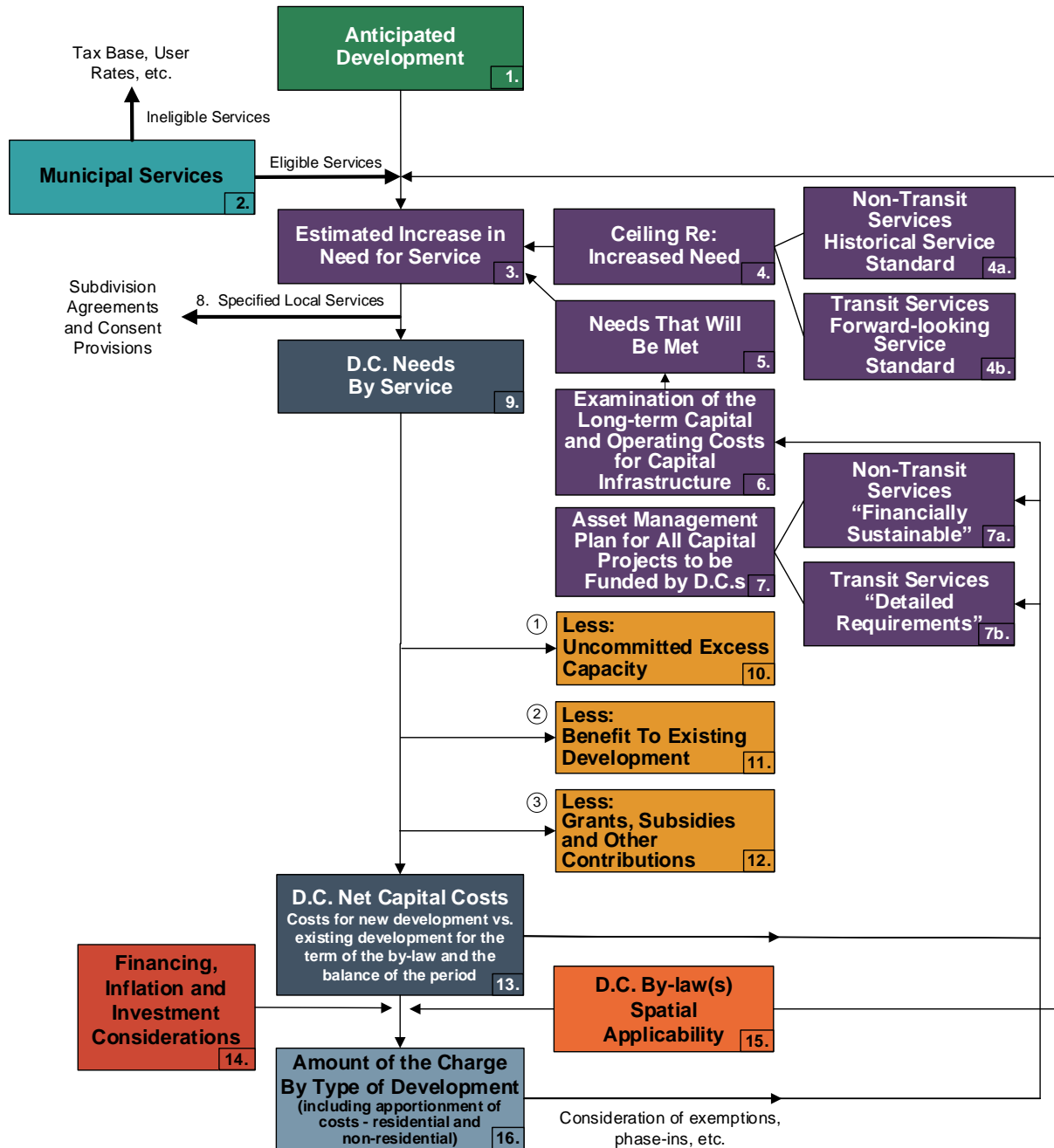




Table 4-1  
Categories of Municipal Services to be Addressed as Part of the Calculation

Eligibility for Inclusion in the D.C. Calculation	Description
Yes	Municipality provides the service – service has been included in the D.C. calculation.
No	Municipality provides the service – service has not been included in the D.C. calculation.
n/a	Municipality does not provide the service.
Ineligible	Service is ineligible for inclusion in the D.C. calculation.

Categories of Municipal Services	Eligibility for Inclusion in the D.C. Calculation	Service Components
1. Services Related to a Highway	Yes Yes Yes No Yes Yes Yes	1.1 Arterial roads 1.2 Collector roads 1.3 Bridges, culverts and roundabouts 1.4 Local municipal roads 1.5 Traffic signals 1.6 Sidewalks and streetlights 1.7 Active transportation
2. Other Transportation Services	n/a n/a Ineligible Ineligible Yes Yes n/a n/a	2.1 Transit vehicles <sup>[1]</sup> & facilities 2.2 Other transit infrastructure 2.3 Municipal parking spaces - indoor 2.4 Municipal parking spaces - outdoor 2.5 Works yards 2.6 Rolling stock <sup>1</sup> 2.7 Ferries 2.8 Airport
3. Stormwater Drainage and Control Services	Yes Yes No	3.1 Main channels and drainage trunks 3.2 Channel connections 3.3 Retention/detention ponds

<sup>[1]</sup> with 7+ year useful life



Categories of Municipal Services	Eligibility for Inclusion in the D.C. Calculation	Service Components
4. Fire Protection Services	Yes Yes Yes	4.1 Fire stations 4.2 Fire pumpers, aerials and rescue vehicles <sup>[1]</sup> 4.3 Small equipment and gear
5. Park Services (i.e., Parks and Open Space)	Ineligible Yes Yes Yes Yes	5.1 Acquisition of land for parks, woodlots and E.S.A.s 5.2 Development of area municipal parks 5.3 Development of district parks 5.4 Development of municipal-wide parks 5.5 Development of special purpose parks 5.6 Parks rolling stock <sup>[1]</sup> and yards
6. Recreation Services	Yes Yes	6.1 Arenas, indoor pools, fitness facilities, community centres, etc. (including land) 6.2 Recreation vehicles and equipment <sup>[1]</sup>
7. Library Services	Yes Yes Yes	7.1 Public library space (incl. furniture and equipment) 7.2 Library vehicles <sup>[1]</sup> 7.3 Library materials
8. Emergency Preparedness Services	No No No	8.1 Facility space (incl. furniture and equipment) 8.2 Vehicles <sup>[1]</sup> 8.3 Equipment
9. Electrical Power Services	Ineligible Ineligible Ineligible	9.1 Electrical substations 9.2 Electrical distribution system 9.3 Electrical system rolling stock
10. Provision of Cultural, Entertainment and Tourism Facilities and Convention Centres	Ineligible Ineligible	10.1 Cultural space (e.g., art galleries, museums and theatres) 10.2 Tourism facilities and convention centres

<sup>[1]</sup> with 7+ year useful life



Categories of Municipal Services	Eligibility for Inclusion in the D.C. Calculation	Service Components
11. Wastewater Services	n/a Yes No Yes	11.1 Treatment plants 11.2 Sewage trunks 11.3 Local systems 11.4 Vehicles and equipment <sup>[1]</sup>
12. Water Supply Services	n/a Yes No Yes	12.1 Treatment plants 12.2 Distribution systems 12.3 Local systems 12.4 Vehicles and equipment <sup>[1]</sup>
13. Waste Management Services	Ineligible Ineligible n/a n/a	13.1 Landfill collection, transfer vehicles and equipment 13.2 Landfills and other disposal facilities 13.3 Waste diversion facilities 13.4 Waste diversion vehicles and equipment <sup>[1]</sup>
14. Policing Services	n/a n/a n/a	14.1 Policing detachments 14.2 Policing rolling stock <sup>[1]</sup> 14.3 Small equipment and gear
15. Homes for the Aged	n/a n/a	15.1 Homes for the aged space 15.2 Vehicles <sup>[1]</sup>
16. Child Care	n/a n/a	16.1 Child-care space 16.2 Vehicles <sup>[1]</sup>
17. Health	n/a n/a	17.1 Health department space 17.2 Health department vehicles <sup>[1]</sup>
18. Social Housing	Ineligible	18.1 Social housing space
19. Provincial Offences Act (P.O.A.)	No	19.1 P.O.A. space
20. Social Services	Ineligible	20.1 Social service space
21. Ambulance	n/a n/a	21.1 Ambulance station space 21.2 Vehicles <sup>[1]</sup>
22. Hospital Provision	Ineligible	22.1 Hospital capital contributions
23. Provision of Headquarters for the General Administration of Municipalities and Area Municipal Boards	Ineligible Ineligible Ineligible	23.1 Office space 23.2 Office furniture 23.3 Computer equipment

<sup>[1]</sup> with 7+ year useful life



Categories of Municipal Services	Eligibility for Inclusion in the D.C. Calculation	Service Components
24. Other Services	Yes  Yes	24.1 Studies in connection with acquiring buildings, rolling stock, materials and equipment, and improving land and facilities, including the D.C. background study cost  24.2 Interest on money borrowed to pay for growth-related capital

<sup>[1]</sup> with a 7+ year useful life

## 4.4 Local Service Policy

Some of the need for services generated by additional development consists of local services related to a plan of subdivision. As such, they will be required as a condition of subdivision agreements or consent conditions. The City’s detailed Local Service Policy is provided in Appendix E.

## 4.5 Capital Forecast

Paragraph 7 of subsection 5 (1) of the D.C.A. requires that “the capital costs necessary to provide the increased services must be estimated.” The Act goes on to require two potential cost reductions and the regulation sets out the way in which such costs are to be presented. These requirements are outlined below.

These estimates involve capital costing of the increased services discussed above. This entails costing actual projects or the provision of service units, depending on how each service has been addressed.

The capital costs include:

- a) costs to acquire land or an interest therein (including a leasehold interest);
- b) costs to improve land;
- c) costs to acquire, lease, construct or improve buildings and structures;





- d) costs to acquire, lease or improve facilities, including rolling stock (with a useful life of 7 or more years), furniture and equipment (other than computer equipment), materials acquired for library circulation, reference, or information purposes;
- e) Costs to undertake studies in connection with any of the matters referred to in paragraphs a to d;
- f) Costs of the development charge background study required under section 10; and
- g) interest on money borrowed to pay for the above-referenced costs.

In order for an increase in need for service to be included in the D.C. calculation, City Council must indicate “that it intends to ensure that such an increase in need will be met” (subsection 5 (1) 3). This can be done if the increase in service forms part of a Council-approved Official Plan, capital forecast, or similar expression of the intention of Council (O. Reg. 82/98 section 3). The capital program contained herein reflects the City’s approved and proposed capital budgets and master servicing/needs studies.

## 4.6 Treatment of Credits

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Section 8, paragraph 5, of O. Reg. 82/98 indicates that a D.C. background study must set out “the estimated value of credits that are being carried forward relating to the service.” Subsection 17, paragraph 4, of the same regulation indicates that “the value of the credit cannot be recovered from future D.C.s,” if the credit pertains to an ineligible service. This implies that a credit for eligible services can be recovered from future D.C.s. As a result, this provision should be made in the calculation, in order to avoid a funding shortfall with respect to future service needs. There are no current outstanding credits for inclusion in the D.C. calculations.

## 4.7 Classes of Services

---

Section 7 of the D.C.A. states that a D.C. by-law may provide for any D.C. eligible service or the capital costs with respect to those services. Further, a class may be composed of any number or combination of services and may include parts or portions of each D.C. eligible service.



These provisions allow for services to be grouped together to create a class for the purposes of the D.C. by-law and D.C. reserve funds. The D.C. calculations and by-law provided herein have identified a class of service for growth studies.

## 4.8 Existing Reserve Funds

---

Section 35 of the D.C.A. states that:

“The money in a reserve fund established for a service may be spent only for capital costs determined under paragraphs 2 to 7 of subsection 5 (1).”

There is no explicit requirement under the D.C.A. calculation method set out in subsection 5 (1) to net the outstanding reserve fund balance as part of making the D.C. calculation; however, section 35 does restrict the way in which the funds are used in the future.

For services that are subject to a per capita based, service level “cap,” the reserve fund balance should be applied against the development-related costs for which the charge was imposed once the project is constructed (i.e., the needs of recent growth). This cost component is distinct from the development-related costs for the future forecast periods, which underlie the D.C. calculation herein.

The alternative would involve the City spending all reserve fund monies prior to renewing each by-law, which would not be a sound basis for capital budgeting. Thus, the City will use these reserve funds for the City’s cost share of applicable development-related projects, which are required but have not yet been undertaken, as a way of directing the funds to the benefit of the development that contributed them (rather than to future development, which will generate the need for additional facilities directly proportionate to future growth).

The City’s D.C. Reserve Fund balances by service as of December 31, 2023, are shown below:



Table 4-2  
Summary of Development Charges Reserve Fund Balances  
As of December 31, 2023

Service	Balance
Services Related to a Highway	\$62,075
Fire Protection Services	\$4,778
Parks and Recreation Services	\$119,749
Library Services	\$5,282
Public Works	\$134
Administration	\$9,221
Wastewater Services	\$48,508
Water Services	\$95,763
<b>Total</b>	<b>\$345,509</b>

## 4.9 Deductions

---

The D.C.A. potentially requires that four deductions be made to the increase in the need for service. These relate to:

- the level of service ceiling;
- uncommitted excess capacity;
- benefit to existing development; and
- anticipated grants, subsidies, and other contributions.

The requirements behind each of these reductions are addressed below.

### **4.9.1 Reduction Required by Level of Service Ceiling**

This is designed to ensure that the increase in need included in section 4.3 does “not include an increase that would result in the level of service [for the additional development increment] exceeding the average level of the service provided in the municipality over the 15-year period immediately preceding the preparation of the background study” (D.C.A., subsection 5 (1) 4). O. Reg. 82/98 (section 4) goes further to indicate that “both the quantity and quality of a service shall be taken into account in determining the level of service and the average level of service.”

In many cases, this can be done by establishing a quantity measure in terms of units as floor area, land area, or road length per capita and a quality measure, in terms of the average cost of providing such units based on replacement costs, engineering



standards, or recognized performance measurement systems, depending on circumstances. When the quantity and quality factors are multiplied together, they produce a measure of the level of service which meets the requirements of the Act, i.e., cost per unit.

With respect to transit services, the changes to the Act introduced in 2015 have provided for an alternative method for calculating the service standard ceiling. Transit services must now utilize a forward-looking service standard analysis, described later in this section.

The average service level calculation sheets for each service component in the D.C. calculation are set out in Appendix B.

#### ***4.9.2 Reduction for Uncommitted Excess Capacity***

Paragraph 5 of subsection 5 (1) requires a deduction from the increase in the need for service attributable to the anticipated development that can be met using the City's "excess capacity," other than excess capacity which is "committed."

"Excess capacity" is undefined, but in this case must be able to meet some or all of the increase in need for service, in order to potentially represent a deduction. The deduction of uncommitted excess capacity from the future increase in the need for service would normally occur as part of the conceptual planning and feasibility work associated with justifying and sizing new facilities, e.g., if a road widening to accommodate increased traffic is not required because sufficient excess capacity is already available, then widening would not be included as an increase in need, in the first instance.

#### ***4.9.3 Reduction for Benefit to Existing Development***

Section 5 (1) 6 of the D.C.A. provides that, "The increase in the need for service must be reduced by the extent to which an increase in service to meet the increased need would benefit existing development." The general guidelines used to consider benefit to existing development included:

- the repair or unexpanded replacement of existing assets that are in need of repair;



- an increase in average service level of quantity or quality (compare water as an example);
- the elimination of a chronic servicing problem not created by growth; and
- providing services where none previously existed (generally considered for water or wastewater services).

This step involves a further reduction in the need, by the extent to which such an increase in service would benefit existing development. The level of service cap in section 4.9.1 is related but is not the identical requirement. Sanitary, storm, and water trunks are highly localized to growth areas and can be more readily allocated in this regard than other services such as services related to a highway, which do not have a fixed service area.

Where existing development has an adequate service level which will not be tangibly increased by an increase in service, no benefit would appear to be involved. For example, where expanding existing library facilities simply replicates what existing residents are receiving, they receive very limited (or no) benefit as a result. Alternatively, where a clear existing service problem is to be remedied, a deduction should be made accordingly.

In the case of services such as recreation facilities, community parks, libraries, etc., the service is typically provided on a City-wide system basis. For example, facilities of the same type may provide different services (i.e., leisure pool vs. competitive pool), different programs (i.e., hockey vs. figure skating), and different time availability for the same service (i.e., leisure skating available on Wednesdays in one arena and Thursdays in another). As a result, residents will travel to different facilities to access the services they want at the times they wish to use them, and facility location generally does not correlate directly with residence location. Even where it does, displacing users from an existing facility to a new facility frees up capacity for use by others and generally results in only a very limited benefit to existing development. Further, where an increase in demand is not met for a number of years, a negative service impact to existing development is involved for a portion of the planning period.



#### **4.9.4 Reduction for Anticipated Grants, Subsidies and Other Contributions**

This step involves reducing the capital costs necessary to provide the increased services by capital grants, subsidies, and other contributions (including direct developer contributions required due to the local service policy) made or anticipated by Council and in accordance with various rules such as the attribution between the share related to new vs. existing development. That is, some grants and contributions may not specifically be applicable to growth or where Council targets fundraising as a measure to offset impacts on taxes (O. Reg. 82/98, section 6).

### **4.10 Municipal-wide vs. Area Rating**

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This step involves determining whether all of the subject costs are to be recovered on a uniform municipal-wide basis or whether some or all are to be recovered on an area-specific basis. Under the amended D.C.A., it is now mandatory to “consider” area rating of services (providing charges for specific areas and services), however, it is not mandatory to implement area rating. Further discussion is provided in section 7.4.4 of this report.

### **4.11 Allocation of Development**

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This step involves relating the costs involved to anticipated development for each period under consideration and using allocations between residential and non-residential development and between one type of development and another, to arrive at a schedule of charges.

### **4.12 Asset Management**

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The legislation now requires that a D.C. background study must include an asset management plan (A.M.P.) (subsection 10 (2) c. 2). The A.M.P. must deal with all assets that are proposed to be funded, in whole or in part, by D.C.s. The current regulations provide very extensive and specific requirements for the A.M.P. related to transit services (as noted in the subsequent subsection); however, they are silent with respect to how the A.M.P. is to be provided for all other services. As part of any A.M.P., the examination should be consistent with the municipality’s existing assumptions,



approaches, and policies on the asset management planning. This examination has been included in Appendix F.

## 4.13 Transit

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The D.C.A. provides for the following matters for Transit:

- The Background Study requires the following in regard to transit costs (as per subsection 8 (2) of the Regulations):
  - The calculations that were used to prepare the estimate for the planned level of service for the transit services, as mentioned in subsection 5.2 (3) of the Act.
    - i. An identification of the portion of the total estimated capital cost relating to the transit services that would benefit,
    - ii. the anticipated development over the 10-year period immediately following the preparation of the background study, or
    - iii. the anticipated development after the 10-year period immediately following the preparation of the background study.
  - An identification of the anticipated excess capacity that would exist at the end of the 10-year period immediately following the preparation of the background study.
  - An assessment of ridership forecasts for all modes of transit services proposed to be funded by the development charge over the 10-year period immediately following the preparation of the background study, categorized by development types, and whether the forecasted ridership will be from existing or planned development.
  - An assessment of the ridership capacity for all modes of transit services proposed to be funded by the development charge over the 10-year period immediately following the preparation of the background study.
- A forward-looking service standard (as per 6.1(2) of the Regulations):
  - The service is a discrete service.
  - No portion of the service that is intended to benefit anticipated development after the 10-year period immediately following the preparation of the background study may be included in the estimate.



- No portion of the service that is anticipated to exist as excess capacity at the end of the 10-year period immediately following the preparation of the background study may be included in the estimate.
- A detailed asset management strategy and reporting requirements (subsection 6.1 (3) of the Regulation) that includes lifecycle costs, action plans that will enable the assets to be sustainable, summary of how to achieve the proposed level of service, discussion on procurement measures and risk.

The City does not currently have local transit services, and in the near future does not intend to consider the implementation of any local transit services. Therefore, the above calculations and reporting requirements are not required.





# Chapter 5

## D.C.-Eligible Cost Analysis by Service



## 5. D.C.-Eligible Cost Analysis by Service

### 5.1 Introduction

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This chapter outlines the basis for calculating eligible costs for the D.C.s to be applied on a uniform basis. In each case, the required calculation process set out in subsection 5 (1) paragraphs 2 to 7 in the D.C.A. and described in Chapter 4, was followed in determining D.C. eligible costs.

The service component is evaluated on two format sheets:

- the service standards that provide the average historical 15-year level of service calculation (see Appendix B), which “caps” the D.C. amounts (note that this is not required for water or wastewater); and
- the infrastructure cost calculation, which determines the potential D.C. recoverable cost.

The nature of the capital projects and timing identified in the Chapter reflects Council’s current intention. Over time, however, City projects and Council priorities change; accordingly, Council’s intentions may alter, and different capital projects (and timing) may be necessary to meet the need for services required by new growth.

### 5.2 Service Levels and 12-Year Capital Costs for Port Colborne’s D.C. Calculation

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This section evaluates the development-related capital requirements for all services over a City-wide 12-year planning period from 2024 to 2036.

#### 5.2.1 *Services Related to a Highway*

##### Roads and Related

The City of Port Colborne currently owns and maintains:

- 251 km of roads;
- 4 bridges;
- 26 culverts;



- 91 km of sidewalks;
- 4 traffic signals; and
- 2,153 streetlights.

This provides an average level of investment of \$36,576 per capita, resulting in a D.C.-eligible recovery amount of approximately \$141.15 million over the 12-year forecast period.

With respect to future needs, the City has identified capital projects for road works totalling approximately \$20.21 million. The capital projects identified include road urbanizations, sidewalks, and a provision for other roads related works. Of this amount, approximately \$4.99 million is deducted for the amount that benefits existing development, and \$62,075 is deducted to reflect the balance in the reserve fund. Additionally, a deduction of approximately \$10.19 million has been made to reflect the portion that benefits growth beyond the forecast period to 2036. Therefore, net growth-related capital cost included in the D.C. calculations is approximately \$4.97 million.

The residential/non-residential allocation for services related to a highway is based on the ratio of anticipated population and employment growth over the forecast period to 2036. This results in a 78% allocation to residential development and 22% allocation to non-residential development.



**Table 5-1  
Infrastructure Cost Included in the Development Charges Calculation  
Services Related to a Highway – Roads and Related**

Prj. No	Increased Service Needs Attributable to Anticipated Development  2024 to 2036	Timing (year)	Gross Capital Cost Estimate (2024\$)	Post Period Benefit	Other Deductions	Net Capital Cost	Less:		Potential D.C. Recoverable Cost		
							Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development	Total	Residential Share 78%	Non-Residential Share 22%
1	Elizabeth Street Urbanization - Highway 3 to Killaly St. E (1000m)	2024-2051	2,000,000	1,008,000		992,000	600,000		392,000	305,760	86,240
2	Lorraine Road Urbanization	2024-2051	1,770,000	892,100		877,900	531,000		346,900	270,582	76,318
3	Killaly Street East Urbanization	2024-2051	3,340,000	1,683,400		1,656,600	1,002,000		654,600	510,588	144,012
4	East Side Lands Roads Infrastructure - Progress North	2026-2030	7,000,000	3,528,000		3,472,000	2,100,000		1,372,000	1,070,160	301,840
5	East Side Lands Roads Infrastructure - Progress South	2026-2030	2,520,000	1,270,100		1,249,900	756,000		493,900	385,242	108,658
6	East Side Lands Roads Infrastructure - New Road from HWY 140 to Progress Drive	2026-2030	2,520,000	1,814,400		705,600	-		705,600	550,368	155,232
7	Sidewalk - John Street (250m)	2024	62,500	-		62,500	-		62,500	48,750	13,750
8	Provision for Other Roads Related Works	2024-2036	1,000,000	-		1,000,000	-		1,000,000	780,000	220,000
	Reserve Fund Adjustment		-	-		-	62,075		(62,075)	(48,418)	(13,656)
	<b>Total</b>		<b>20,212,500</b>	<b>10,196,000</b>	<b>-</b>	<b>10,016,500</b>	<b>5,051,075</b>	<b>-</b>	<b>4,965,425</b>	<b>3,873,032</b>	<b>1,092,394</b>



## Public Works (Facilities and Fleet)

The Public Works Department has 64.50 vehicles and major equipment (a portion of a vehicle is shared with Parks and Recreation) with a replacement cost totalling approximately \$10.01 million. The inventory provided over the historical 15-year period results in an average level of service of 2.90 vehicles and equipment per 1,000 population. This results in an average level of investment of \$464 per capita. Over the forecast period, the D.C.-eligible amount for vehicles and equipment is approximately \$1.79 million.

The City's Public Works service operates out of a combined 48,150 sq.ft. of facility space, providing an average level of service of 1.64 sq.ft. per capita or \$841 per capita. This level of service provides the City with a maximum D.C.-eligible amount for recovery over the forecast period of approximately \$3.25 million.

In total, the City is eligible to collect approximately \$5.04 million for public works infrastructure.

Based on the anticipated growth over the forecast period to 2036, the capital works identified include the existing Operations Centre debt (principal and discounted interest) costs, a tandem snow plow, sidewalk machine, and other additions to the City's fleet. The total gross capital cost identified is approximately \$9.36 million. Of this amount, a deduction of approximately \$4.15 million has been made to reflect the portion that benefits growth beyond the forecast period to 2036. Additionally, a deduction of \$134 has been made to account for the existing reserve fund balance. Therefore, the net growth-related capital cost included for recovery is approximately \$5.21 million.

The residential/non-residential allocation for services related to a highway – public works (facilities and fleet) is based on the ratio of anticipated population and employment growth over the forecast period. This results in a 78% allocation to residential development and 22% allocation to non-residential development.



Table 5-2  
Infrastructure Cost Included in the Development Charges Calculation  
Services Related to a Highway – Public Works (Facilities and Fleet)

Prj. No	Increased Service Needs Attributable to Anticipated Development  2024 to 2036	Timing (year)	Gross Capital Cost Estimate (2024\$)	Post Period Benefit	Other Deductions	Net Capital Cost	Less:		Potential D.C. Recoverable Cost		
							Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development	Total	Residential Share 78%	Non-Residential Share 22%
1	Operations Centre Growth-Related Debt - Principal	2024-2047	6,317,071	3,295,900		3,021,171	-		3,021,171	2,356,514	664,658
2	Operations Centre Growth-Related Debt - Discounted Interest	2024-2047	1,174,724	612,900		561,824	-		561,824	438,223	123,601
3	Tandem Snow Plow	2027	600,000	-		600,000	-		600,000	468,000	132,000
4	Sidewalk Machine	2027	300,000	-		300,000	-		300,000	234,000	66,000
5	Cube Van	2030	300,000	75,000		225,000	-		225,000	175,500	49,500
6	Pickup Truck with Plow	2030	90,000	22,500		67,500	-		67,500	52,650	14,850
7	Loader with Attachments	2030	500,000	125,000		375,000	-		375,000	292,500	82,500
8	Water Van	2030	80,000	20,000		60,000	-		60,000	46,800	13,200
	Reserve Fund Adjustment		-	-		-	134		(134)	(105)	(29)
	<b>Total</b>		<b>9,361,795</b>	<b>4,151,300</b>	<b>-</b>	<b>5,210,495</b>	<b>134</b>	<b>-</b>	<b>5,210,361</b>	<b>4,064,082</b>	<b>1,146,279</b>



## **5.2.2 Fire Services**

The City currently operates its fire services out of Fire Station #1 (Killaly St. W) which provides a total of 21,000 sq.ft. of facility space. Over the historical 15-year period the City provided 1.11 sq.ft. of facility space per capita, which equates to an investment of \$808 per capita. Based on the anticipated growth over the forecast period, this level of service provides the City with a maximum D.C.-eligible amount for recovery of approximately \$3.12 million related to fire facility space.

The fire department has a current inventory of 10 vehicles. Over the historical 15-year period, the City has provided an average level of investment of \$347 per capita. Based on the average level of service the total D.C.-eligible amount for fire vehicles over the forecast period is approximately \$1.34 million.

The fire department utilizes fire equipment and gear with a total replacement cost of approximately \$1.25 million. Over the historical 15-year period the City provided an average level of investment of \$64 per capita. This results in a D.C.-eligible amount of approximately \$0.25 million for small equipment and gear over the forecast period to 2036.

In total, the City is eligible to collect approximately \$4.70 million for fire services.

The City has identified the need for an expansion to Station 1, a new platform truck, the East Side fire hall, and vehicles and equipment for the East Side fire hall. The total gross capital cost of these projects is estimated to be approximately \$12.66 million. Of the total gross capital cost, approximately \$6.81 million and \$2.20 million have been deducted for the amount that benefits growth outside the forecast period, and the amount that benefits existing development, respectively. Additionally, \$4,778 was deducted to account for the existing reserve fund balance. The resulting total net growth-related capital costs included in the D.C. calculations is approximately \$3.64 million.

These costs are shared between residential and non-residential growth based on the population to employment ratio over the forecast period to 2036. This results in 78% of the costs being allocated to residential development and 22% being allocated to non-residential development.



Table 5-3  
Infrastructure Cost Included in the Development Charges Calculation  
Fire Services

Prj. No	Increased Service Needs Attributable to Anticipated Development  2024 to 2036	Timing (year)	Gross Capital Cost Estimate (2024\$)	Post Period Benefit	Other Deductions	Net Capital Cost	Less:		Potential D.C. Recoverable Cost		
							Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development	Total	Residential Share  78%	Non- Residential Share  22%
1	Expansion to Station 1	2028-2034	1,000,000	-		1,000,000	-		1,000,000	780,000	220,000
2	Platform Truck	2028-2034	3,000,000	576,000		2,424,000	2,200,000		224,000	174,720	49,280
3	East Side Fire Hall	2028-2034	6,300,000	4,536,000		1,764,000	-		1,764,000	1,375,920	388,080
4	Fire truck (Engine for East Side)	2028-2034	1,250,000	900,000		350,000	-		350,000	273,000	77,000
5	Fire truck (Tanker for East Side)	2028-2034	750,000	540,000		210,000	-		210,000	163,800	46,200
6	Equipment for East Side FH	2028-2034	260,000	187,200		72,800	-		72,800	56,784	16,016
7	SCBA East Side	2028-2034	95,000	68,400		26,600	-		26,600	20,748	5,852
	Reserve Fund Adjustment		-	-		-	4,778		(4,778)	(3,727)	(1,051)
	<b>Total</b>		<b>12,655,000</b>	<b>6,807,600</b>	<b>-</b>	<b>5,847,400</b>	<b>2,204,778</b>	<b>-</b>	<b>3,642,622</b>	<b>2,841,245</b>	<b>801,377</b>





### **5.2.3 Parks and Recreation Services**

The City currently has 222.81 acres of parkland within its jurisdiction. These parks consist of various sized neighbourhood parks, parkettes, City parks, and community parks. Over the historical 15-year period the City provided an average of 11.80 acres of parkland development per 1,000 population, or an investment of \$1,265 per capita. Over the forecast period the City would be eligible to collect approximately \$4.88 million from D.C.s for parkland development.

The City currently provides 97 parkland amenities, including various types of fields, courts, playground equipment, washrooms, pavilions and gazebos, etc. Over the historical 15-year period the City provided an average of 5.1 amenities per 1,000 population, or an average level of investment of \$969 per capita. Over the forecast period to 2036 the City would be eligible to collect approximately \$3.74 million from D.C.s for parkland amenities.

In addition to parkland development and amenities, the City currently has 24,800 linear meters of parkland trails. Over the historical 15-year period the City provided an average of 1.28 linear meters of parkland trails per capita, or an investment of \$321 per capita. Over the forecast period to 2036 the City would be eligible to collect approximately \$1.24 million from D.C.s for parkland trails.

With respect to recreation facilities, there are currently 9 facilities provided by the City consisting of community centres, the Vale Health & Wellness Centre, Sugarloaf Marina, etc. In total, these facilities provide the City with 163,297 sq.ft. of recreation facility space. Based on the inventory of space provided over the historical 15-year period (2009 to 2023), the City has provided an average of approximately 7.25 sq.ft. of space per capita or an investment of \$4,200 per capita. Over the forecast period the City would be eligible to collect approximately \$16.21 million from D.C.s for recreation facility space.

The City also maintains and operates a fleet of 54.5 vehicles and equipment (a portion of a vehicle is shared with Public Works) , which have an estimated replacement value of approximately \$3.50 million. This results in a calculated average level of service for the historical 15-year period of \$172 per capita, providing a D.C. eligible amount over the forecast period of approximately \$0.66 million.



In total, the City is eligible to collect approximately \$26.73 million for parks and recreation services.

Based on the projected growth over the 2024 to 2036 forecast period, the City has identified future capital needs totaling approximately \$45.26 million. These capital needs include various playgrounds, parkland development, sports courts and fields, and provisions for additional trails, infrastructure, vehicles, and equipment. Through a review of the proposed capital works, a deduction of approximately \$31.37 million has been made to reflect the portion of works that benefit growth beyond the forecast period to 2036, and approximately \$4.99 million has been deducted for the benefit to the existing community. Additionally, \$119,749 has been deducted to reflect the existing balance in the D.C. reserve fund. Therefore, the total net growth capital cost included in the D.C. for parks and recreation services is approximately \$8.79 million.

As the predominant users of parks and recreation tend to be residents of the City, the forecasted growth-related costs have been allocated 95% to residential development and 5% to non-residential development.



Table 5-4  
Infrastructure Cost Included in the Development Charges Calculation  
Parks and Recreation Services

Prj.No	Increased Service Needs Attributable to Anticipated Development  2024 to 2036	Timing (year)	Gross Capital Cost Estimate (2024\$)	Post Period Benefit	Other Deductions	Net Capital Cost	Less:		Potential D.C. Recoverable Cost		
							Benefit to Existing Development	Grants, Subsidies, and Other Contributions Attributable to New Development	Total	Residential Share  95%	Non- Residential Share  5%
1	Facility Addition & Site Works, Community Space, and Baseball Diamonds	2025-2033	35,000,000	29,000,000		6,000,000	3,000,000		3,000,000	2,850,000	150,000
2	Signature Park Development and Amenities	2026-2027	1,600,000	-		1,600,000	-		1,600,000	1,520,000	80,000
3	Outdoor Structure (Ice Rink in the Winter and Tennis/Pickleball in the Summer)	2025-2033	4,000,000	1,800,000		2,200,000	1,000,000		1,200,000	1,140,000	60,000
4	Playground - Lock 8	2027	500,000	-		500,000	250,000		250,000	237,500	12,500
5	Playground - Vale	2033	500,000	500,000		-	-		-	-	-
6	Playground - North End	2025	500,000	-		500,000	-		500,000	475,000	25,000
7	Playground - East Side	2025	350,000	-		350,000	-		350,000	332,500	17,500
8	Ice Resurfacer	2025-2032	150,000	67,500		82,500	37,500		45,000	42,750	2,250
9	Basketball court	2025	60,000	-		60,000	-		60,000	57,000	3,000
10	Two Splash Pads	2027	1,000,000	-		1,000,000	700,000		300,000	285,000	15,000
11	Provision for Parks and Recreation Infrastructure, Vehicles, and Equipment	2025-2032	1,000,000	-		1,000,000	-		1,000,000	950,000	50,000
12	Provision for Additional Trails	2025-2032	600,000	-		600,000	-		600,000	570,000	30,000
	Reserve Fund Adjustment		-	-		-	119,749		(119,749)	(113,761)	(5,987)
	<b>Total</b>		<b>45,260,000</b>	<b>31,367,500</b>	<b>-</b>	<b>13,892,500</b>	<b>5,107,249</b>	<b>-</b>	<b>8,785,251</b>	<b>8,345,989</b>	<b>439,263</b>



### **5.2.4 Library Services**

The City currently operates its library services out of 310 King St. totalling 23,116 sq.ft of space. The City also maintains collection materials including books, subscriptions, board games and puzzles, public computers, etc. valued at approximately \$2.20 million. Over the historical 15-year period the City provided an average level of investment of \$1,032 per capita for library facilities and materials. When applied over the forecast period to 2036, this average level of service translates into a D.C.-eligible amount of approximately \$3.98 million from D.C.s for library services.

With respect to capital needs to accommodate growth over the forecast period, the City has identified RFID equipment, a bookmobile, and provisions for library space, collections, and equipment. In total, the gross capital cost estimate is approximately \$1.17 million. Of this amount, \$5,282 has been deducted to account for the existing reserve fund balance. Therefore, the net growth-related capital cost included in the D.C. calculations is approximately \$1.16 million.

While library usage is predominately residential based, there is some use of the facilities by non-residential users, for the purpose of research. To acknowledge this use, the growth-related capital costs have been allocated 95% to residential development and 5% to non-residential development.



Table 5-5  
Infrastructure Cost Included in the Development Charges Calculation  
Library Services

Prj.No	Increased Service Needs Attributable to Anticipated Development	Timing (year)	Gross Capital Cost Estimate (2024\$)	Post Period Benefit	Other Deductions	Net Capital Cost	Less:		Potential D.C. Recoverable Cost		
							Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development	Total	Residential Share	Non- Residential Share
	2024 to 2036									95%	5%
1	Provision for New Library Collections and Equipment	2025-2033	150,000	-		150,000	-		150,000	142,500	7,500
2	NovelBranch and RFID equipment	2024-2025	90,000	-		90,000	-		90,000	85,500	4,500
3	Bookmobile	2024-2028	200,000	-		200,000	-		200,000	190,000	10,000
4	Provision for New Library Space	2025-2027	725,311	-		725,311	-		725,311	689,046	36,266
	Reserve Fund Adjustment		-	-		-	5,282		(5,282)	(5,018)	(264)
	<b>Total</b>		<b>1,165,311</b>	<b>-</b>	<b>-</b>	<b>1,165,311</b>	<b>5,282</b>	<b>-</b>	<b>1,160,029</b>	<b>1,102,027</b>	<b>58,001</b>



### **5.2.5 Growth Studies**

The City has identified the need for various studies over the forecast period, including master servicing studies, a transportation master plan, D.C. studies, etc. The total capital costs of these studies are approximately \$5.62 million. For planning related studies, a deduction of \$117,500 has been applied to recognize the extent to which the studies relate to non-D.C.-eligible services. Further deductions of approximately \$3.15 million and \$9,221 have been made to recognize the benefit to the existing community, as well as the existing reserve fund balance, respectively. Therefore, the net amount of approximately \$2.34 million has been included in the D.C. calculations.

These costs are shared between residential and non-residential growth based on the population to employment ratio over the 12-year forecast period to 2036, resulting in 78% being allocated to residential development and 22% being allocated to non-residential development.



**Table 5-6  
Infrastructure Cost Included in the Development Charges Calculation  
Growth Studies**

Prj.No	Increased Service Needs Attributable to Anticipated Development  2024 to 2036	Timing (year)	Gross Capital Cost Estimate (2024\$)	Post Period Benefit	Other Deductions (to recognize benefit to non-D.C. services)	Net Capital Cost	Less:		Potential D.C. Recoverable Cost		
							Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development	Total	Residential Share  78%	Non-Residential Share  22%
1	Wastewater Master Servicing Study	2024	255,000	-		255,000	127,500		127,500	99,450	28,050
2	Wastewater Master Servicing Study	2028	255,000	-		255,000	127,500		127,500	99,450	28,050
3	Flow Monitoring	2024-2036	1,200,000	-		1,200,000	900,000		300,000	234,000	66,000
4	Water Master Servicing Study	2024	150,000	-		150,000	75,000		75,000	58,500	16,500
5	Water Master Servicing Study	2029	150,000	-		150,000	75,000		75,000	58,500	16,500
6	Hydraulic Modelling	2024-2036	300,000	-		300,000	225,000		75,000	58,500	16,500
7	Outfall Investigation	2024	150,000	-		150,000	112,500		37,500	29,250	8,250
8	Flow Monitoring	2024	100,000	-		100,000	75,000		25,000	19,500	5,500
9	CCTV Data Collection	2024	200,000	-		200,000	150,000		50,000	39,000	11,000
10	City-Wide Camera Inspections	2024	350,000	-		350,000	262,500		87,500	68,250	19,250
11	Stormwater Master Servicing Study	2024	200,000	-		200,000	100,000		100,000	78,000	22,000
12	Stormwater Master Servicing Study	2029	200,000	-		200,000	100,000		100,000	78,000	22,000
13	Transportation Master Plan	2025	200,000	-		200,000	50,000		150,000	117,000	33,000
14	Transportation Master Plan	2030	200,000	-		200,000	50,000		150,000	117,000	33,000



Table 5-6 (Continued)  
Infrastructure Cost Included in the Development Charges Calculation  
Growth Studies

Prj.No	Increased Service Needs Attributable to Anticipated Development	Timing (year)	Gross Capital Cost Estimate (2024\$)	Post Period Benefit	Other Deductions (to recognize benefit to non-D.C. services)	Net Capital Cost	Less:		Potential D.C. Recoverable Cost		
							Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development	Total	Residential Share	Non-Residential Share
	2024 to 2036									78%	22%
15	Development Charges Study	2024	75,000	-		75,000	-		75,000	58,500	16,500
16	Development Charges Study Update	2026	30,000	-		30,000	-		30,000	23,400	6,600
17	Development Charges Study	2030	75,000	-		75,000	-		75,000	58,500	16,500
18	Official Plan	2024	300,000	-	30,000	270,000	135,000		135,000	105,300	29,700
19	Official Plan Update	2030	175,000	-	17,500	157,500	39,400		118,100	92,118	25,982
20	Zoning By-law	2025	150,000	-	17,500	132,500	66,300		66,200	51,636	14,564
21	Zoning By-law Update	2030	100,000	-	17,500	82,500	41,300		41,200	32,136	9,064
22	Infrastructure Needs Study	2024	250,000	-	25,000	225,000	168,800		56,200	43,836	12,364
23	Parks and Recreation Master Plan Update	2025	150,000	-		150,000	37,500		112,500	87,750	24,750
24	Fire Master Plan	2025	150,000	-		150,000	75,000		75,000	58,500	16,500
25	Long-Term Financial Plan	2026	100,000	-	10,000	90,000	75,600		14,400	11,232	3,168
26	Urban Forestry Management	2029	150,000	-		150,000	75,000		75,000	58,500	16,500
	Reserve Fund Adjustment			-		-	9,221		(9,221)	(7,192)	(2,029)
	<b>Total</b>		<b>5,615,000</b>	<b>-</b>	<b>117,500</b>	<b>5,497,500</b>	<b>3,153,121</b>	<b>-</b>	<b>2,344,379</b>	<b>1,828,616</b>	<b>515,763</b>





## 5.3 Service Levels and Urban 12-Year Capital Costs for the City of Port Colborne's D.C. Calculation

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### 5.3.1 Water Services

Based on the urban serviced forecast period to 2036, a number of water projects have been identified to service developments throughout the City. For water services, the capital program identified by the City includes watermain additions, extensions, and upsizes.

The total gross capital cost for the capital projects is approximately \$55.12 million. With respect to deductions, the following adjustments have been made:

- Approximately \$13.38 million to benefit existing development;
- Approximately \$30.05 million to benefit growth beyond the forecast period to 2036; and
- \$95,763 to account for the existing reserve fund balance.

Therefore, the net growth-related capital cost of approximately \$11.59 million has been included in the D.C. calculations.

The costs for water services are shared between residential and non-residential growth based on the population to employment ratio over the urban 12-year forecast period. This results in 78% of the costs being allocated to residential development and 22% being allocated to non-residential development.



**Table 5-7  
Infrastructure Cost Included in the Development Charges Calculation  
Water Services**

Prj.No	Increased Service Needs Attributable to Anticipated Development  2024 to 2036	Timing (year)	Gross Capital Cost Estimate (2024\$)	Post Period Benefit	Other Deductions	Net Capital Cost	Less:		Potential D.C. Recoverable Cost		
							Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development	Total	Residential Share 78%	Non-Residential Share 22%
1	East Side Lands Water Infrastructure	2026-2030	23,100,000	-		23,100,000	-		23,100,000	18,018,000	5,082,000
2	W-3 - Main Street 300mm (1065m)	2030-2035	5,705,200	-		5,705,200	5,134,700		570,500	444,990	125,510
3	W-4 - Main Street East 300mm (675m)	2030-2035	1,865,100	-		1,865,100	1,193,700		671,400	523,692	147,708
4	W-5 - Highway 3 300mm (1640m - New Watermain)	2030-2035	4,182,600	-		4,182,600	-		4,182,600	3,262,428	920,172
5	W-7 - Lorraine Road 300mm (885m - New Watermain)	2035-2040	2,257,200	-		2,257,200	-		2,257,200	1,760,616	496,584
6	W-8 - Killaly Street East 300mm (1670m - New Watermain)	2030-2035	4,259,200	-		4,259,200	-		4,259,200	3,322,176	937,024
7	W-9 - Clarke Street 250mm (1320m - New Watermain)	2037	3,343,100	-		3,343,100	2,674,500		668,600	521,508	147,092
8	W-10 - King Street 250mm (845m)	2030	2,469,500	-		2,469,500	1,086,600		1,382,900	1,078,662	304,238
9	W-11 - Elm Street 250mm (710m)	2030	2,075,100	-		2,075,100	1,058,300		1,016,800	793,104	223,696
10	W-12 - Sugarloaf Street 250mm (1225m)	2030	3,102,800	-		3,102,800	2,234,000		868,800	677,664	191,136
11	W-13 - Elgin Street 300mm (440m - New Watermain)	2035-2040	1,122,300	-		1,122,300	-		1,122,300	875,394	246,906
12	W-14 - Rosemount Ave 300mm (770m - New Watermain)	2035-2040	1,636,600	-		1,636,600	-		1,636,600	1,276,548	360,052
	Post Period Adjustment			30,050,568		(30,050,568)	-		(30,050,568)	(23,439,443)	(6,611,125)
	Reserve Fund Adjustment					-	95,763		(95,763)	(74,695)	(21,068)
	<b>Total</b>		<b>55,118,700</b>	<b>30,050,568</b>	<b>-</b>	<b>25,068,132</b>	<b>13,477,563</b>	<b>-</b>	<b>11,590,569</b>	<b>9,040,644</b>	<b>2,549,925</b>



### **5.3.2 Wastewater Services**

Based on the forecast period to 2036, a number of wastewater projects have been identified to service developments throughout the City. The capital program identified by the City includes sanitary sewer mains (additions, extensions, and upgrades), sanitary pumping stations, and an inflow and infiltration reduction program.

The total gross capital cost for the capital projects is approximately \$90.58 million. With respect to deductions, the following adjustments have been made:

- Approximately \$8.84 million to benefit existing development;
- Approximately \$58.85 million to benefit growth beyond the forecast period to 2036; and
- \$48,508 to account for the existing reserve fund balance.

Therefore, the net growth-related capital cost of \$22.84 million is being included in the D.C. calculations.

The costs for wastewater services are shared between residential and non-residential growth based on the population to employment ratio over the urban 12-year forecast period. This results in 78% of the costs being allocated to residential development and 22% being allocated to non-residential development.



**Table 5-8**  
**Infrastructure Cost Included in the Development Charges Calculation**  
**Wastewater Services**

Prj.No	Increased Service Needs Attributable to Anticipated Development  2024 to 2036	Timing (year)	Gross Capital Cost Estimate (2024\$)	Post Period Benefit	Other Deductions	Net Capital Cost	Less:		Potential D.C. Recoverable Cost		
							Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development	Total	Residential Share 78%	Non-Residential Share 22%
1	SS-1 - Johnston Street 450mm (235m)	2035-2040	568,700	-		568,700	415,200		153,500	119,730	33,770
2	SS-9 - Johnston Street 450mm (740m)	2035-2040	1,651,700	-		1,651,700	-		1,651,700	1,288,326	363,374
3	SS-2 - Killaly Street East 600mm (805m)	2030	2,480,800	-		2,480,800	-		2,480,800	1,935,024	545,776
4	East Side Lands Wastewater Servicing	2025-2030	26,514,600	-		26,514,600	-		26,514,600	20,681,388	5,833,212
5	SS-5 - Ost Avenue 375mm (530m)	2026	1,220,500	-		1,220,500	939,800		280,700	218,946	61,754
6	SS-8 - Sugarloaf Street 450mm (500m)	2030	1,209,000	-		1,209,000	737,500		471,500	367,770	103,730
7	FM-1 & 2a- Barrick Road 300/450mm (6060m)	2026-2027	24,000,000	-		24,000,000	-		24,000,000	18,720,000	5,280,000
8	FM-2b - Elizabeth & 2nd Concession 300mm (2400m)	2030	6,120,700	-		6,120,700	-		6,120,700	4,774,146	1,346,554
9	FM-3 - Marina Drive 150mm (650m)	2030	1,381,500	-		1,381,500	-		1,381,500	1,077,570	303,930
10	FM-4 100mm (350m)	2045-2054	595,200	-		595,200	-		595,200	464,256	130,944
11	SPS 2 - Killaly Residential Development 238mm	2030-2034	12,645,100	-		12,645,100	-		12,645,100	9,863,178	2,781,922
12	SPS 3 - Marina 20mm	2030-2034	2,125,200	-		2,125,200	-		2,125,200	1,657,656	467,544
13	SPS 4 - North West 10mm	2045-2054	1,062,700	-		1,062,700	-		1,062,700	828,906	233,794
14	Overall I&I Reduction Program	2024-2035	9,000,000	-		9,000,000	6,750,000		2,250,000	1,755,000	495,000
	Post Period Adjustment			58,847,904		(58,847,904)	-		(58,847,904)	(45,901,365)	(12,946,539)
	Reserve Fund Adjustment		-	-		-	48,508		(48,508)	(37,836)	(10,672)
	<b>Total</b>		<b>90,575,700</b>	<b>58,847,904</b>	<b>-</b>	<b>31,727,796</b>	<b>8,891,008</b>	<b>-</b>	<b>22,836,788</b>	<b>17,812,695</b>	<b>5,024,093</b>



# Chapter 6

## D.C. Calculation



## 6. D.C. Calculation

Table 6-1 calculates the proposed uniform D.C.s to be imposed on anticipated development in the City for urban services over a 12-year planning horizon (water and wastewater). Table 6-2 calculates the proposed uniform D.C.s to be imposed on anticipated development in the City for City-wide services over a 12-year planning horizon (services related to a highway, public works (facilities and fleet), fire services, parks and recreation services, library services, and growth studies).

The calculation for residential development is generated on a per capita basis and is based upon five forms of housing types (singles and semi-detached, multiples, apartments 2+ bedrooms, apartments studio and 1 bedroom, and special care/special dwelling units). The non-residential D.C. has been calculated on a per sq.ft. of G.F.A. basis for all types of non-residential development (industrial, commercial, and institutional).

The D.C.-eligible costs for each service component were developed in Chapter 5 for all City services, based on their proposed capital programs.

For the residential calculations, the total cost is divided by the “gross” (new resident) population to determine the per capita amount. The eligible-D.C. cost calculations set out in Chapter 5 are based on the net anticipated population increase (the forecast new unit population less the anticipated decline in existing units). The cost per capita is then multiplied by the average occupancy of the new units (Appendix A, Schedule 7) to calculate the charge in Table 6-1.

With respect to non-residential development, the total costs in the uniform charge allocated to non-residential development (based on need for service) have been divided by the anticipated development over the planning period to calculate a cost per sq.ft. of G.F.A.

Table 6-3 summarizes the total D.C. that is applicable for City-wide services and Table 6-4 summarizes the gross capital expenditures and sources of revenue for works to be undertaken during the life of the by-law.



Table 6-1  
City of Port Colborne  
Development Charge Calculation  
Urban Area Services  
12-Year (2024 to 2036)

SERVICE/CLASS	2024\$ D.C.-Eligible Cost		2024\$ D.C.-Eligible Cost	
	Residential	Non-Residential	S.D.U.	per sq.ft.
	\$	\$	\$	\$
1. <u>Wastewater Services</u>				
1.1 Sewers	17,812,695	5,024,093	11,453	5.24
	17,812,695	5,024,093	11,453	5.24
2. <u>Water Services</u>				
2.1 Distribution systems	9,040,644	2,549,925	5,813	2.66
	9,040,644	2,549,925	5,813	2.66
<b>TOTAL</b>	<b>26,853,339</b>	<b>7,574,019</b>	<b>17,266</b>	<b>7.90</b>
D.C.-Eligible Capital Cost	26,853,339	\$7,574,019		
Urban 12-Year Gross Population/GFA Growth (sq.ft.)	4,462	958,800		
<b>Cost Per Capita/Non-Residential GFA (sq.ft.)</b>	<b>\$6,018.23</b>	<b>\$7.90</b>		
<b>By Residential Unit Type</b>	<b>P.P.U.</b>			
Single and Semi-Detached Dwelling	2.869	\$17,266		
Multiples	2.222	\$13,373		
Apartments - 2 Bedrooms +	2.009	\$12,091		
Apartments - Bachelor and 1 Bedroom	1.328	\$7,992		
Special Care/Special Dwelling Units	1.100	\$6,620		



Table 6-2  
City of Port Colborne  
Development Charge Calculation  
City-wide Services  
12-Year (2024 to 2036)

SERVICE/CLASS	2024\$ D.C.-Eligible Cost		2024\$ D.C.-Eligible Cost	
	Residential	Non-Residential	S.D.U.	per sq.ft.
	\$	\$	\$	\$
3. <u>Services Related to a Highway</u>				
3.1 Roads and Related	3,873,032	1,092,394	2,328	1.12
	3,873,032	1,092,394	2,328	1.12
4. <u>Public Works (Facilities and Fleet)</u>				
4.1 Public Works (Facilities and Fleet)	4,064,082	1,146,279	2,444	1.17
	4,064,082	1,146,279	2,444	1.17
5. <u>Fire Protection Services</u>				
5.1 Fire facilities, vehicles & equipment	2,841,245	801,377	1,709	0.82
	2,841,245	801,377	1,709	0.82
6. <u>Parks and Recreation Services</u>				
6.1 Park development, amenities, trails, vehicles and equipment, and recreation facilities	8,345,989	439,263	5,018	0.45
	8,345,989	439,263	5,018	0.45
7. <u>Library Services</u>				
7.1 Library facilities & materials	1,102,027	58,001	663	0.06
	1,102,027	58,001	663	0.06
8. <u>Growth Studies</u>				
8.1 Growth Studies	1,828,616	515,763	1,101	0.53
	1,828,616	515,763	1,101	0.53
<b>TOTAL</b>	<b>22,054,991</b>	<b>4,053,077</b>	<b>13,263</b>	<b>4.15</b>
D.C.-Eligible Capital Cost	\$22,054,991	\$4,053,077		
12-Year Gross Population/GFA Growth (sq.ft.)	4,771	976,000		
<b>Cost Per Capita/Non-Residential GFA (sq.ft.)</b>	<b>\$4,622.72</b>	<b>\$4.15</b>		
<b>By Residential Unit Type</b>	<b>P.P.U.</b>			
Single and Semi-Detached Dwelling	2.869	\$13,263		
Multiples	2.222	\$10,272		
Apartments - 2 Bedrooms +	2.009	\$9,287		
Apartments - Bachelor and 1 Bedroom	1.328	\$6,139		
Special Care/Special Dwelling Units	1.100	\$5,085		





Table 6-3  
City of Port Colborne  
Development Charge Calculation  
Total All Services

	2024\$ D.C.-Eligible Cost		2024\$ D.C.-Eligible Cost	
	Residential	Non-Residential	S.D.U.	per sq.ft.
	\$	\$	\$	\$
<b>Urban-wide Services 12 Year</b>	26,853,339	7,574,019	17,266	7.90
<b>Municipal-wide Services 12 Year</b>	22,054,991	4,053,077	13,263	4.15
<b>TOTAL</b>	<b>48,908,330</b>	<b>11,627,096</b>	<b>30,529</b>	<b>12.05</b>



Table 6-4  
City of Port Colborne  
Gross Expenditure and Sources of Revenue Summary for Costs to be Incurred over the  
Life of the By-law

Service/Class	Total Gross Cost	Sources of Financing					
		Tax Base or Other Non-D.C. Source			Post D.C. Period Benefit	D.C. Reserve Fund	
		Other Deductions	Benefit to Existing	Other Funding		Residential	Non-Residential
1. Wastewater Services							
1.1 Sewers	85,879,218	-	7,813,664	-	-	60,891,133	17,174,422
2. Water Services							
2.1 Distribution systems	43,557,080	-	9,441,620	-	-	26,610,059	7,505,401
3. Services Related to a Highway							
3.1 Roads and Related	15,475,119	-	3,617,786	-	7,892,321	3,092,709	872,303
4. Public Works (Facilities and Fleet)							
4.1 Public Works (Facilities and Fleet)	5,127,302	-	-	-	1,941,978	2,484,553	700,771
5. Fire Protection Services							
5.1 Fire facilities, vehicles & equipment	12,655,000	-	2,200,000	-	6,807,600	2,844,972	802,428
6. Parks and Recreation Services							
6.1 Park development, amenities, trails, vehicles and equipment, and recreation facilities	45,260,000	-	4,987,500	-	31,367,500	8,459,750	445,250
7. Library Services							
7.1 Library facilities & materials	1,165,311	-	-	-	-	1,107,046	58,266
8. Growth Studies							
8.1 Growth Studies	5,115,000	82,500	2,848,800	-	-	1,703,286	480,414
<b>Total Expenditures &amp; Revenues</b>	<b>\$214,234,031</b>	<b>\$82,500</b>	<b>\$30,909,369</b>	<b>\$0</b>	<b>\$48,009,400</b>	<b>\$107,193,507</b>	<b>\$28,039,255</b>



# Chapter 7

## D.C. Policy Recommendations and D.C. By-law Rules



## 7. D.C. Policy Recommendations and D.C. By-law Rules

### 7.1 Introduction

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Subsection 5 (1) 9 states that rules must be developed:

“to determine if a development charge is payable in any particular case and to determine the amount of the charge, subject to the limitations set out in subsection (6).”

Paragraph 10 of the section goes on to state that the rules may provide for exemptions, phasing in and/or indexing of D.C.s.

Subsection 5 (6) establishes the following restrictions on the rules:

- the total of all D.C.s that would be imposed on anticipated development must not exceed the capital costs determined under subsection 5 (1) 2-7 for all services involved;
- if the rules expressly identify a type of development, they must not provide for it to pay D.C.s that exceed the capital costs that arise from the increase in the need for service for that type of development; however, this requirement does not relate to any particular development; and
- if the rules provide for a type of development to have a lower D.C. than is allowed, the rules for determining D.C.s may not provide for any resulting shortfall to be made up via other development.

With respect to “the rules,” section 6 states that a D.C. by-law must expressly address the matters referred to above re subsection 5 (1) paragraphs 9 and 10, as well as how the rules apply to the redevelopment of land.

The rules provided are based on the City’s existing policies; with some modifications and consideration for the changes to the D.C.A. resulting from Bills 108, 197, 213, 23, and 185.



## 7.2 D.C. By-law Structure

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**It is recommended that:**

- the City uses a uniform City-wide D.C. calculation for all City-wide services;
- D.C.s for water and wastewater be imposed on the urban serviced areas of the City; and
- one D.C. by-law be used for all services.

## 7.3 D.C. By-law Rules

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The following subsections set out the recommended rules governing the calculation, payment and collection of D.C.s in accordance with section 6 of the D.C.A.

**It is recommended that the following sections provide the basis for the D.C.s.:**

### ***7.3.1 Payment in any Particular Case***

In accordance with the D.C.A., subsection 2 (2), a D.C. be calculated, payable, and collected where the development requires one or more of the following:

- “(a) the passing of a zoning by-law or of an amendment to a zoning by-law under section 34 of the Planning Act;
- (b) the approval of a minor variance under section 45 of the Planning Act;
- (c) a conveyance of land to which a by-law passed under subsection 50 (7) of the Planning Act applies;
- (d) the approval of a plan of subdivision under section 51 of the Planning Act;
- (e) a consent under section 53 of the Planning Act;
- (f) the approval of a description under section 9 of the Condominium Act, 1998; or
- (g) the issuing of a permit under the Building Code Act, 1992 in relation to a building or structure.”



### **7.3.2 Determination of the Amount of the Charge**

The following conventions be adopted:

- 1) Costs allocated to residential uses will be assigned to different types of residential units based on the average occupancy for each housing type constructed during the previous decade. Costs allocated to non-residential uses will be assigned based on the number of square feet of G.F.A. constructed for eligible uses (i.e., industrial, commercial, and institutional).
- 2) Costs allocated to residential and non-residential uses are based upon a number of conventions, as may be suited to each municipal circumstance, e.g.
  - for parks and recreation services and library services, a 5% non-residential attribution has been made to recognize use by the non-residential sector; and
  - for services related to a highway – roads and related, public works (facilities and fleet), fire protection services, growth studies, water services, and wastewater services a 78% residential/22% non-residential attribution has been made based on a population vs. employment growth ratio over the 12-year (2024 to 2036) forecast period.

### **7.3.3 Application to Redevelopment of Land (Demolition and Conversion)**

If a development involves the demolition of and replacement of a building or structure on the same site, or the conversion from one principal use to another, the developer shall be allowed a credit equivalent to:

- 1) the number of dwelling units demolished/converted multiplied by the applicable residential D.C. in place at the time the D.C. is payable; and/or
- 2) the gross floor area of the building demolished/converted multiplied by the current non-residential D.C. in place at the time the D.C. is payable.

The demolition credit is allowed only if the land was improved by occupied structures and if the demolition permit related to the site was issued less than 12 months prior to the issuance of a building permit. The credit can, in no case, exceed the amount of D.C.s that would otherwise be payable.



### **7.3.4 Exemptions (full or partial)**

Statutory exemptions include the following:

- Partial exemption for industrial building additions of up to and including 50% of the existing G.F.A. (defined in O. Reg. 82/98, section 1) of the building; for industrial building additions that exceed 50% of the existing G.F.A., only the portion of the addition in excess of 50% is subject to D.C.s (subsection 4 (3) of the D.C.A.);
- Full exemption for buildings or structures owned by and used for the purposes of any municipality, local board, or Board of Education;
- Full exemption for additional residential development within or ancillary to existing buildings: development that results only in the enlargement of an existing dwelling unit, or that results only in the creation of up to two additional dwelling units (based on limits set out in subsection 2 (3.2) of the Act);
- Full exemption for additional residential development within or ancillary to new dwellings: development that includes the creation of up to two additional dwelling units (based on limits set out in subsection 2 (3.3) of the Act);
- Full exemption for the creation of the greater of one residential unit or 1% of the existing residential units in an existing rental residential building;
- Full exemption for a university in Ontario that receives direct, regular, and ongoing operating funding from the Government of Ontario;
- Full exemption for affordable units;
- Full exemption for attainable units, (in effect on a day to be named by proclamation of the Lieutenant Governor);
- Full exemption for affordable inclusionary zoning units;
- Full exemption for non-profit housing developments; and
- Partial exemption through a discount for rental housing units based on bedroom size as prescribed (i.e., three or more bedrooms - 25% discount, two bedrooms - 20% discount, and all others - 15% discount).

Non-statutory exemptions included in the draft by-law for Council's consideration:

- Non-residential farm buildings for the purpose of an agricultural use except for any building constructed to accommodate on On-Farm Business which shall be considered to be an industrial building; and



- Industrial development shall be exempt from payment of D.C.s on any square footage of gross floor area constructed over 5,000 sq.ft.; and
- Partial exemption for certain Community Improvement Plan areas based upon specific policies approved by Council.

### **7.3.5 Timing of Collection**

The D.C.s for all services and classes are payable upon issuance of a building permit for each dwelling unit, building, or structure, subject to early or late payment agreements entered into by the City and an owner under s. 27 of the D.C.A.

Rental housing and institutional developments will pay D.C.s in 6 equal annual payments commencing at occupancy.

Moreover, the D.C. amount for all developments occurring within eighteen months of a Site Plan or Zoning By-law Amendment planning approval (for applications submitted after January 1, 2020), shall be determined based on the D.C. in effect on the day the applicable Site Plan or Zoning By-law Amendment application was submitted (as a complete application).

Instalment payments and payments determined at the time of Site Plan or Zoning By-law Amendment application are subject to annual interest charges. The maximum interest rate the City can impose is the average prime rate plus 1%.

### **7.3.6 The Applicable Areas**

The charges developed herein provide for varying charges within the City, as follows:

- All City-wide Services – the full residential and non-residential charge will be imposed on all lands within the City; and
- Water and Wastewater – the full residential and non-residential charge will be imposed on the urban service areas of the City.





### **7.3.7 Indexing**

Rates shall be adjusted, without amendment to the By-law, annually on the anniversary date of the By-law in accordance with the Statistics Canada Quarterly, Non-Residential Building Construction Price Index (Table 18-10-0276-02)<sup>1</sup>.

## **7.4 Other D.C. By-law Provisions**

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**It is recommended that:**

### **7.4.1 Categories of Services for Reserve Fund and Credit Purposes**

The City's D.C. collections are currently reserved in eight (8) separate reserve funds: Roads, Water, Wastewater, Fire, Public Works, Administration, Parks and Recreation, and Library.

It is recommended that the City rename the Administration reserve fund to "Growth Studies".

Appendix D outlines the reserve fund policies that the City is required to follow as per the D.C.A.

### **7.4.2 By-law In-force Date**

A by-law under the D.C.A. comes into force on the day after which the by-law is passed by Council.

### **7.4.3 Minimum Interest Rate Paid on Refunds and Charged for Inter-Reserve Fund Borrowing**

The minimum interest rate is the Bank of Canada rate on the day on which the by-law comes into force (as per section 11 of O. Reg. 82/98).

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<sup>1</sup> O. Reg. 82/98 referenced "The Statistics Canada Quarterly, Construction Price Statistics, catalogue number 62-007" as the index source. Since implementation, Statistics Canada has modified this index twice and the above-noted index is the most current. The draft by-law provided herein refers to O. Reg. 82/98 to ensure traceability should this index continue to be modified over time.



#### **7.4.4 Area Rating**

The D.C.A. required that Council must consider the use of area specific charges:

1. Section 2 (9) of the D.C.A. now requires a municipality to implement area-specific D.C.s for either specific services which are prescribed and/or for specific municipalities which are to be regulated (note that at this time, no municipalities or services are prescribed by the regulations).
2. Section 10 (2) c.1 of the D.C.A. requires that “the development charges background study shall include consideration of the use of more than one development charge by-law to reflect different needs for services in different areas.”

In regard to the first item, there are no services or specific municipalities identified in the regulations which must be area rated. The second item requires Council to consider the use of area rating.

Currently the City’s by-law provides for area-rating for water and wastewater services, while all other services are to be recovered on a uniform, City-wide basis. There have been several reasons why area-rating has not been imposed on these services, including:

1. All City services, with the exception of water and wastewater, require that the average 15-year service standard be calculated. This average service standard multiplied by growth in the City, establishes an upper ceiling on the amount of funds that can be collected from all developing landowners. Section 4 (4) of O. Reg. 82/98 provides that “if a development charge by-law applies to a part of the municipality, the level of service and average level of service cannot exceed that which would be determined if the by-law applied to the whole municipality.” Put in layman terms, the average service standard multiplied by the growth within the specific area would establish an area-specific ceiling which would significantly reduce the total revenue recoverable for the City hence potentially resulting in D.C. revenue shortfalls and impacts on property taxes.
2. Expanding on item 1, attempting to impose an area charge potentially causes equity issues in transitioning from a City-wide approach to an area-specific approach. For example, if all services were now built (and funded) within Area A



(which is 75% built out) and this was funded with some revenues from Areas B and C, moving to an area-rating approach would see Area A contribute no funds to the costs of services in Areas B and C. The D.C.s would be lower in Area A (as all services are now funded) and higher in Areas B and C. As well, funding shortfalls may then potentially encourage the municipality to provide less services to Areas B and C due to reduced revenue.

3. Many services provided (roads, parks and recreation facilities, etc.) are not restricted to one specific area and are often used by all residents. For example, arenas located in different parts of the City will be used by residents from all areas depending on the programming of the facility (i.e., a public skate is available each night, but at a different arena; hence usage of any one facility at any given time is based on programming availability).

For the reasons noted above, it is recommended that Council calculate the charges on a uniform City-wide basis for all services except for water and wastewater, which are to be calculated on an urban area-specific basis.

## 7.5 Other Recommendations

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### **It is recommended that Council:**

“Whenever appropriate, request that grants, subsidies and other contributions be clearly designated by the donor as being to the benefit of existing development or new development, as applicable;”

“Adopt the assumptions contained herein as an ‘anticipation’ with respect to capital grants, subsidies and other contributions;”

“Continue the D.C. approach to calculate the charges on a uniform City-wide basis for all non-water and wastewater services, and on an urban-area basis for water and wastewater services;”

“Approve the capital project listing set out in Chapter 5 of the D.C.s Background Study dated August 23, 2024, subject to further annual review during the capital budget process;”

“Approve the D.C.s Background Study dated August 23, 2024;”



“Determine that no further public meeting is required;” and  
“Approve the D.C. By-law as set out in Appendix G”.



# Chapter 8

## By-law Implementation



## 8. By-law Implementation

### 8.1 Public Consultation Process

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#### **8.1.1 Introduction**

This chapter addresses the mandatory, formal public consultation process (section 8.1.2), as well as the optional, informal consultation process (section 8.1.3). The latter is designed to seek the co-operation and participation of those involved, in order to produce the most suitable policy. Section 8.2 addresses the anticipated impact of the D.C. on development from a generic viewpoint.

#### **8.1.2 Public Meeting of Council**

Section 12 of the D.C.A. indicates that before passing a D.C. by-law, Council must hold at least one public meeting, giving at least 20 clear days' notice thereof, in accordance with the Regulation. Council must also ensure that the proposed by-law and background report are made available to the public at least two weeks prior to the (first) meeting.

Any person who attends such a meeting may make representations related to the proposed by-law.

If a proposed by-law is changed following such a meeting, Council must determine whether a further meeting (under this section) is necessary (i.e., if the proposed by-law which is proposed for adoption has been changed in any respect, Council should formally consider whether an additional public meeting is required, incorporating this determination as part of the final by-law or associated resolution. It is noted that Council's decision, once made, is final and not subject to review by a Court or the Ontario Land Tribunal (OLT) (formerly the Local Planning Appeal Tribunal (LPAT)).

#### **8.1.3 Other Consultation Activity**

There are three broad groupings of the public who are generally the most concerned with municipal D.C. policy:

1. The first grouping is the residential development community, consisting of land developers and builders, who are typically responsible for generating the majority



of the D.C. revenues. Others, such as realtors, are directly impacted by D.C. policy. They are, therefore, potentially interested in all aspects of the charge, particularly the quantum by unit type, projects to be funded by the D.C. and the timing thereof, and municipal policy with respect to development agreements, D.C. credits and front-ending requirements.

2. The second public grouping embraces the public at large and includes taxpayer coalition groups and others interested in public policy.
3. The third grouping is the industrial/commercial/institutional development sector, consisting of land developers and major owners or organizations with significant construction plans, such as hotels, entertainment complexes, shopping centres, offices, industrial buildings, and institutions. Also involved are organizations such as Industry Associations, the Chamber of Commerce, the Board of Trade, and the Economic Development Agencies, who are all potentially interested in municipal D.C. policy. Their primary concern is frequently with the quantum of the charge, G.F.A. exclusions such as basements, mechanical or indoor parking areas, or exemptions and phase-in or capping provisions in order to moderate the impact.

## **8.2 Anticipated Impact of the Charge on Development**

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The establishment of sound D.C. policy often requires the achievement of an acceptable balance between two competing realities. The first is that high non-residential D.C.s can, to some degree, represent a barrier to increased economic activity and sustained industrial/commercial growth, particularly for capital intensive uses. Also, in many cases, increased residential D.C.s can ultimately be expected to be recovered via housing prices and can impact project feasibility in some cases (e.g., rental apartments).

On the other hand, D.C.s or other municipal capital funding sources need to be obtained in order to help ensure that the necessary infrastructure and amenities are installed. The timely installation of such works is a key initiative in providing adequate service levels and in facilitating strong economic growth, investment, and wealth generation.



## 8.3 Implementation Requirements

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### 8.3.1 Introduction

Once the City has calculated the charge, prepared the complete background study, carried out the public process and passed a new by-law, the emphasis shifts to implementation matters. These include notices, potential appeals and complaints, credits, front-ending agreements, subdivision agreement conditions and finally the collection of revenues and funding of projects.

The sections that follow present an overview of the requirements in each case.

### 8.3.2 Notice of Passage

In accordance with section 13 of the D.C.A., when a D.C. by-law is passed, the City Clerk shall give written notice of the passing and of the last day for appealing the by-law (the day that is 40 days after the day it was passed). Such notice must be given no later than 20 days after the day the by-law is passed (i.e., as of the day of newspaper publication or the mailing of the notice).

Section 10 of O. Reg. 82/98 further defines the notice requirements which are summarized as follows:

- notice may be given by publication in a newspaper which is (in the Clerk's opinion) of sufficient circulation to give the public reasonable notice, or by personal service, fax, or mail to every owner of land in the area to which the by-law relates, or by posting on the municipality's website if, in the clerk's opinion, a newspaper as described above does not exist;
- subsection 10 (4) lists the persons/organizations who must be given notice; and
- subsection 10 (5) lists the eight items that the notice must cover.

### 8.3.3 By-law Pamphlet

In addition to the "notice" information, the City must prepare a "pamphlet" explaining each D.C. by-law in force, setting out:

- a description of the general purpose of the D.C.s;





- the “rules” for determining if a charge is payable in a particular case and for determining the amount of the charge;
- the services to which the D.C.s relate; and
- a description of the general purpose of the Treasurer’s statement and where it may be received by the public.

Where a by-law is not appealed to the OLT, the pamphlet must be readied within 60 days after the by-law comes into force. Later dates apply to appealed by-laws.

The City must give one copy of the most recent pamphlet without charge, to any person who requests one.

### **8.3.4 Appeals**

Sections 13 to 19 of the D.C.A. set out the requirements relative to making and processing a D.C. by-law appeal and OLT hearing in response to an appeal. Any person or organization may appeal a D.C. by-law to the OLT by filing a notice of appeal with the City Clerk, setting out the objection to the by-law and the reasons supporting the objection. This must be done by the last day for appealing the by-law, which is 40 days after the by-law is passed.

The City is conducting a public consultation process in order to address the issues that come forward as part of that process, thereby avoiding or reducing the need for an appeal to be made.

### **8.3.5 Complaints**

A person required to pay a D.C., or his agent, may complain to the City Council imposing the charge that:

- the amount of the charge was incorrectly determined;
- the reduction to be used against the D.C. was incorrectly determined; or
- there was an error in the application of the D.C.

Sections 20 to 25 of the D.C.A. set out the requirements that exist, including the fact that a complaint may not be made later than 90 days after a D.C. (or any part of it) is payable. A complainant may appeal the decision of City Council to the OLT.



### **8.3.6 Credits**

Sections 38 to 41 of the D.C.A. set out a number of credit requirements, which apply where a municipality agrees to allow a person to perform work in the future that relates to a service in the D.C. by-law.

These credits would be used to reduce the amount of D.C.s to be paid. The value of the credit is limited to the reasonable cost of the work which does not exceed the average level of service. The credit applies only to the service to which the work relates unless the municipality agrees to expand the credit to other services for which a D.C. is payable.

### **8.3.7 Front-Ending Agreements**

The City and one or more landowners may enter into a front-ending agreement that provides for the costs of a project that will benefit an area in the City to which the D.C. by-law applies. Such an agreement can provide for the costs to be borne by one or more parties to the agreement who are, in turn, reimbursed in future by persons who develop land defined in the agreement.

Part III of the D.C.A. (sections 44 to 58) addresses front-ending agreements and removes some of the obstacles to their use which were contained in the *Development Charges Act*, 1989. Accordingly, the City assesses whether this mechanism is appropriate for its use, as part of funding projects prior to City funds being available.

### **8.3.8 Severance and Subdivision Agreement Conditions**

Section 59 of the D.C.A. prevents a municipality from imposing directly or indirectly, a charge related to development or a requirement to construct a service related to development, by way of a condition or agreement under section 51 or section 53 of the *Planning Act*, except for:

- “local services, related to a plan of subdivision or within the area to which the plan relates, to be installed or paid for by the owner as a condition of approval under section 51 of the *Planning Act*,” and
- “local services to be installed or paid for by the owner as a condition of approval under section 53 of the *Planning Act*.”



It is also noted that subsection 59 (4) of the D.C.A. requires that the municipal approval authority for a draft plan of subdivision under subsection 51 (31) of the *Planning Act*, use its power to impose conditions to ensure that the first purchaser of newly subdivided land is informed of all the D.C.s related to the development, at the time the land is transferred.

In this regard, if the municipality in question is a commenting agency, in order to comply with subsection 59 (4) of the D.C.A. it would need to provide to the approval authority information regarding the applicable municipal D.C.s related to the site.

If the City is an approval authority for the purposes of section 51 of the *Planning Act*, it would be responsible to ensure that it collects information from all entities that can impose a D.C.

The most effective way to ensure that purchasers are aware of this condition would be to require it as a provision in a registered subdivision agreement, so that any purchaser of the property would be aware of the charges at the time the title was searched prior to closing a transaction conveying the lands.



# Appendices



# Appendix A

## Background Information on Residential and Non- Residential Growth Forecast



## Schedule 1 City of Port Colborne Residential Growth Forecast Summary

Year	Population (Including Census Undercount) <sup>[1]</sup>	Excluding Census Undercount			Housing Units						Person Per Unit (P.P.U.): Total Population/ Total Households	
		Population	Institutional Population	Population Excluding Institutional Population	Singles & Semi-Detached	Multiple Dwellings <sup>[2]</sup>	Apartments <sup>[3]</sup>	Other	Total Households	Equivalent Institutional Households		
Historical	Mid 2011	18,890	18,424	449	17,975	6,050	600	1,161	95	7,906	408	2.330
	Mid 2016	18,770	18,306	441	17,865	6,005	670	1,210	135	8,020	401	2.283
	Mid 2021	20,540	20,033	628	19,405	6,295	685	1,280	450	8,710	571	2.300
Forecast	Mid 2024	20,910	20,397	642	19,755	6,426	698	1,411	450	8,985	584	2.270
	Mid 2036	24,870	24,255	760	23,495	7,233	1,254	2,038	450	10,975	691	2.210
Incremental	Mid 2011 - Mid 2016	-120	-118	-8	-110	-45	70	49	40	114	-7	
	Mid 2016 - Mid 2021	1,770	1,727	187	1,540	290	15	70	315	690	170	
	Mid 2021 - Mid 2024	370	364	14	350	131	13	131	0	275	13	
	Mid 2024 - Mid 2036	3,960	3,858	118	3,740	807	556	627	0	1,990	107	

<sup>[1]</sup> Population includes the Census undercount estimated at approximately 2.5% and has been rounded.

<sup>[2]</sup> Includes townhouses and apartments in duplexes.

<sup>[3]</sup> Includes bachelor, 1-bedroom, and 2-bedroom+ apartment units.

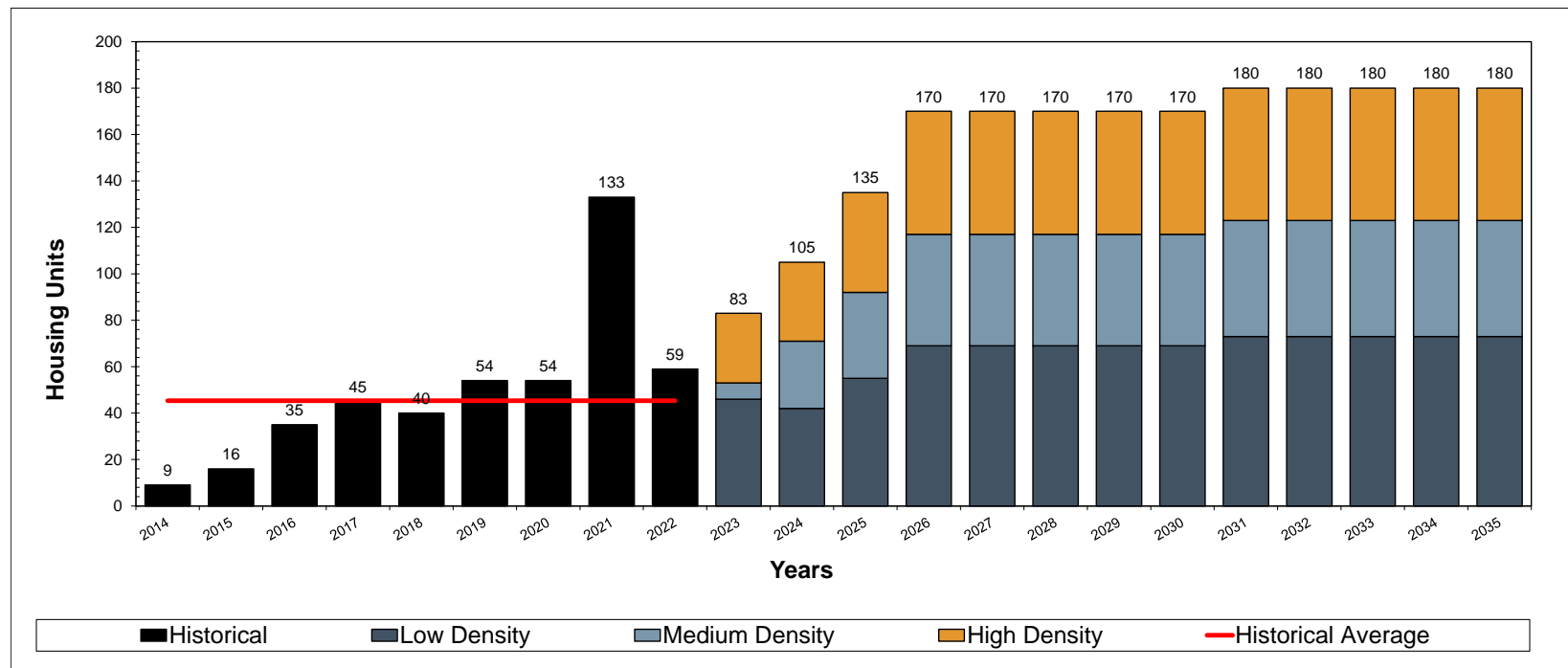
**Notes:**

Numbers may not add due to rounding.

Source: Derived by Watson & Associates Economists Ltd.



Figure 1  
City of Port Colborne  
Annual Housing Forecast [1]



[1] Growth forecast represents calendar year.  
Source: Historical housing activity derived from City of Port Colborne building permit data, 2014 to 2023.



Schedule 2  
City of Port Colborne  
Estimate of the Anticipated Amount, Type and Location of  
Residential Development for Which Development Charges can be Imposed

Development Location	Timing	Single & Semi-Detached	Multiples <sup>[1]</sup>	Apartments <sup>[2]</sup>	Total Residential Units	Gross Population In New Units	Existing Unit Population Change	Net Population Increase, Excluding Institutional	Institutional Population	Net Population Including Institutional
Urban	2024 - 2036	699	556	627	1,882	4,344	-502	3,842	118	3,960
Rural	2024 - 2036	108	0	0	108	310	-411	-101	0	-101
City of Port Colborne	2024 - 2036	807	556	627	1,990	4,653	-913	3,741	118	3,859

<sup>[1]</sup> Includes townhouses and apartments in duplexes.

<sup>[2]</sup> Includes bachelor, 1-bedroom, and 2-bedroom+ apartment units.

Source: Derived by Watson & Associates Economists Ltd.





Schedule 3  
City of Port Colborne  
Current Year Growth Forecast  
Mid-2021 to Mid-2024

		Population
Mid 2021 Population		20,033
Occupants of New Housing Units, Mid 2021 to Mid 2024	<i>Units (2)</i>	275
	<i>multiplied by P.P.U. (3)</i>	2,214
	<i>gross population increase</i>	609
Occupants of New Equivalent Institutional Units, Mid 2021 to Mid 2024	<i>Units</i>	13
	<i>multiplied by P.P.U. (3)</i>	1,100
	<i>gross population increase</i>	14
Decline in Housing Unit Occupancy, Mid 2021 to Mid 2024	<i>Units (4)</i>	8,710
	<i>multiplied by P.P.U. decline rate (5)</i>	-0.030
	<i>total decline in population</i>	-259
Population Estimate to Mid 2024		20,397
<i>Net Population Increase, Mid 2021 to Mid 2024</i>		364

- (1) 2021 population based on Statistics Canada Census unadjusted for Census undercount.
- (2) Estimated residential units constructed, Mid-2021 to the beginning of the growth period assuming a six-month lag between construction and occupancy.
- (3) Average number of persons per unit (P.P.U.) is assumed to be:

Structural Type	Persons Per Unit <sup>1</sup> (P.P.U.)	% Distribution of Estimated Units <sup>2</sup>	Weighted Persons Per Unit Average
<i>Singles &amp; Semi Detached</i>	2.677	48%	1.275
<i>Multiples (6)</i>	2.159	5%	0.102
<i>Apartments (7)</i>	1.755	48%	0.836
Total		100%	2.214

<sup>1</sup> Based on 2021 Census custom database

<sup>2</sup> Based on Building permit/completion activity

- (4) 2021 households taken from Statistics Canada Census.
- (5) Decline occurs due to aging of the population and family life cycle changes, lower fertility rates and changing economic conditions.
- (6) Includes townhouses and apartments in duplexes.
- (7) Includes bachelor, 1-bedroom and 2-bedroom+ apartments.

Note: Numbers may not add to totals due to rounding.



**Schedule 4  
City of Port Colborne  
12-Year Growth Forecast  
Mid-2024 to Mid-2036**

		Population
<b>Mid 2024 Population</b>		<b>20,397</b>
Occupants of New Housing Units, Mid 2024 to Mid 2036	<i>Units (2)</i>	1,990
	<i>multiplied by P.P.U. (3)</i>	2,338
	<i>gross population increase</i>	4,653
Occupants of New Equivalent Institutional Units, Mid 2024 to Mid 2036	<i>Units</i>	107
	<i>multiplied by P.P.U. (3)</i>	1,100
	<i>gross population increase</i>	118
Decline in Housing Unit Occupancy, Mid 2024 to Mid 2036	<i>Units (4)</i>	8,985
	<i>multiplied by P.P.U. decline rate (5)</i>	-0.102
	<i>total decline in population</i>	-913
<b>Population Estimate to Mid 2036</b>		<b>24,255</b>
<b>Net Population Increase, Mid 2024 to Mid 2036</b>		<b>3,858</b>

(1) Mid 2024 Population based on:

2021 Population (20,033) + Mid 2021 to Mid 2024 estimated housing units to beginning of forecast period (275 x 2.214 = 609) + (13 x 1.1 = 14) + (8,710 x -0.03 = -259) = 20,397

(2) Based upon forecast building permits/completions assuming a lag between construction and occupancy.

(3) Average number of persons per unit (P.P.U.) is assumed to be:

Structural Type	Persons Per Unit <sup>1</sup> (P.P.U.)	% Distribution of Estimated Units <sup>2</sup>	Weighted Persons Per Unit Average
<i>Singles &amp; Semi Detached</i>	2.869	41%	1.164
<i>Multiples (6)</i>	2.222	28%	0.621
<i>Apartments (7)</i>	1.759	32%	0.554
<i>one bedroom or less</i>	1.328		
<i>two bedrooms or more</i>	2.009		
<b>Total</b>		<b>100%</b>	<b>2.338</b>

<sup>1</sup> Persons per unit based on Statistics Canada Custom 2021 Census database.

<sup>2</sup> Forecast unit mix based upon historical trends and housing units in the development process.

(4) Mid 2024 households based upon 2021 Census (8,710 units) + Mid 2021 to Mid 2024 unit estimate (275 units) = 8,985 units.

(5) Decline occurs due to aging of the population and family life cycle changes, lower fertility rates and changing economic conditions.

(6) Includes townhouses and apartments in duplexes.

(7) Includes bachelor, 1-bedroom and 2-bedroom+ apartments.

Note: Numbers may not add to totals due to rounding.



Schedule 5  
City of Port Colborne  
Historical Residential Building Permits  
Years 2014 to 2023

Year	Residential Building Permits			
	Singles & Semi Detached	Multiples <sup>[1]</sup>	Apartments <sup>[2]</sup>	Total
2014	9	0	0	9
2015	8	8	0	16
2016	31	0	4	35
2017	45	0	0	45
2018	26	2	12	40
Sub-total	119	10	16	145
<b>Average (2014 - 2018)</b>	<b>24</b>	<b>2</b>	<b>3</b>	<b>29</b>
% Breakdown	82.1%	6.9%	11.0%	100.0%
2019	34	4	16	54
2020	30	0	24	54
2021	34	0	99	133
2022	51	6	2	59
2023	0	0	0	0
Sub-total	149	10	141	300
<b>Average (2019 - 2023)</b>	<b>30</b>	<b>2</b>	<b>28</b>	<b>60</b>
% Breakdown	49.7%	3.3%	47.0%	100.0%
2014 - 2023				
Total	268	20	157	445
<b>Average</b>	<b>27</b>	<b>2</b>	<b>16</b>	<b>45</b>
% Breakdown	60.2%	4.5%	35.3%	100.0%

<sup>[1]</sup> Includes townhouses and apartments in duplexes.

<sup>[2]</sup> Includes bachelor, 1-bedroom, and 2-bedroom+ apartment units.

Source: Historical housing activity derived from City of Port Colborne building permit data, by Watson & Associates Economists Ltd.



Schedule 6a  
City of Port Colborne  
Person Per Unit by Age and Type of Dwelling  
(2021 Census)

Age of Dwelling	Singles and Semi-Detached						15 Year Average	15 Year Average Adjusted <sup>[1]</sup>
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total		
1-5	-	-	1.917	2.824	-	2.677		
6-10	-	-	-	-	-	-		
11-15	-	-	-	3.150	-	3.308	2.993	2.869
16-20	-	-	-	2.500	-	2.545		
20-25	-	-	-	3.150	-	3.080		
25-35	-	-	-	2.900	-	2.567		
35+	-	1.682	1.886	2.432	3.462	2.332		
<b>Total</b>	<b>0.200</b>	<b>1.833</b>	<b>1.891</b>	<b>2.484</b>	<b>3.823</b>	<b>2.390</b>		

Age of Dwelling	All Density Types					
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total
1-5	-	-	1.882	2.842	-	2.548
6-10	-	-	-	-	-	2.786
11-15	-	-	-	2.958	-	3.000
16-20	-	-	1.933	2.565	-	2.341
20-25	-	-	-	2.962	-	2.650
25-35	-	-	2.071	2.900	-	2.381
35+	-	1.196	1.795	2.477	3.313	2.180
<b>Total</b>	<b>-</b>	<b>1.216</b>	<b>1.829</b>	<b>2.521</b>	<b>3.526</b>	<b>2.230</b>

[1] Adjusted based on historical trends.

Note: Does not include Statistics Canada data classified as "Other."

P.P.U. Not calculated for samples less than or equal to 50 dwelling units and does not include institutional population.



Schedule 6b  
Region of Niagara  
Person Per Unit by Age and Type of Dwelling  
(2021 Census)

Age of Dwelling	Multiples <sup>[1]</sup>						15 Year Average	15 Year Average Adjusted <sup>[3]</sup>
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total		
1-5	-	1.407	1.796	2.633	-	2.159		
6-10	-	1.889	1.768	2.502	-	2.210		
11-15	-	1.294	1.798	2.665	-	2.235	2.201	2.222
16-20	-	1.385	1.742	2.364	-	2.107		
20-25	-	1.667	1.675	2.408	-	2.061		
25-35	-	1.364	1.882	2.683	-	2.365		
35+	0.813	1.267	1.836	2.687	3.670	2.260		
<b>Total</b>	<b>0.771</b>	<b>1.331</b>	<b>1.802</b>	<b>2.621</b>	<b>3.847</b>	<b>2.226</b>		

Age of Dwelling	Apartments <sup>[2]</sup>						15 Year Average	15 Year Average Adjusted <sup>[3]</sup>
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total		
1-5	-	1.291	1.688	2.600	-	1.755		
6-10	-	1.200	1.763	2.033	-	1.603		
11-15	-	1.500	1.823	3.000	-	1.797	1.718	1.759
16-20	-	1.246	1.922	2.130	-	1.701		
20-25	-	1.266	2.028	2.412	-	1.745		
25-35	-	1.226	1.773	3.043	-	1.602		
35+	1.017	1.192	1.749	2.447	2.545	1.575		
<b>Total</b>	<b>1.037</b>	<b>1.207</b>	<b>1.764</b>	<b>2.463</b>	<b>2.778</b>	<b>1.599</b>		

Age of Dwelling	All Density Types					
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total
1-5	2.692	1.378	1.881	2.987	4.086	2.634
6-10	-	1.356	1.846	2.840	4.441	2.639
11-15	-	1.463	1.839	2.923	4.133	2.727
16-20	-	1.378	1.834	2.849	4.106	2.669
20-25	-	1.367	1.851	2.777	3.748	2.558
25-35	-	1.283	1.814	2.789	3.922	2.481
35+	1.295	1.246	1.799	2.579	3.721	2.311
<b>Total</b>	<b>1.504</b>	<b>1.270</b>	<b>1.812</b>	<b>2.661</b>	<b>3.846</b>	<b>2.396</b>

[1] Includes townhomes and apartments in duplexes.

[2] Includes bachelor, 1 bedroom and 2 bedroom+ apartments.

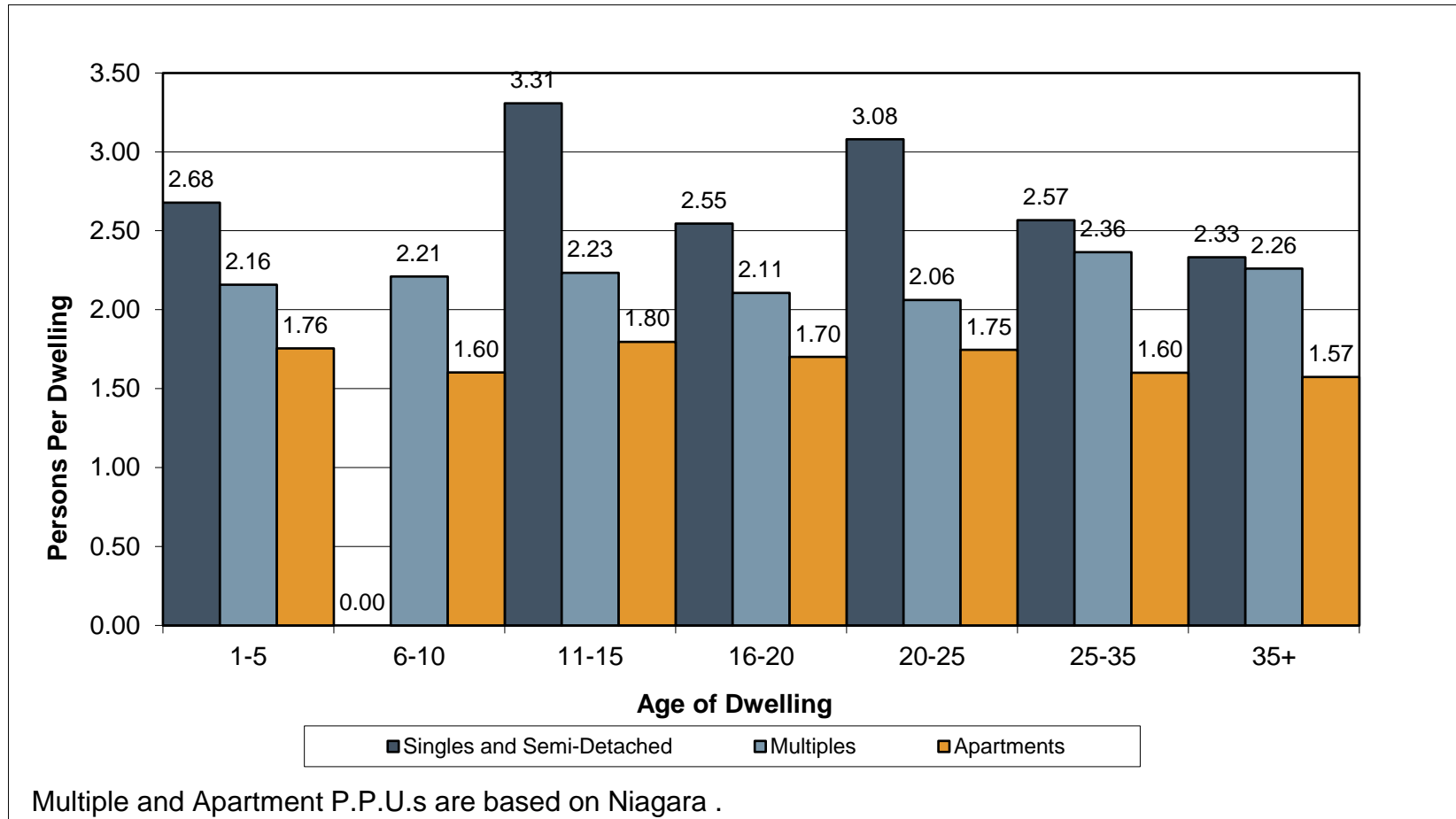
[3] Adjusted based on historical trends.

Note: Does not include Statistics Canada data classified as "Other."

P.P.U. Not calculated for samples less than or equal to 50 dwelling units and does not include institutional population.



Schedule 7  
City of Port Colborne  
Person Per Unit Structural Type and Age of Dwelling  
(2021 Census)





## Schedule 8a City of Port Colborne Employment Forecast, 2024 to 2036

Period	Population	Activity Rate								Employment								Employment Total (Excluding Work at Home and N.F.P.O.W.)
		Primary	Work at Home	Industrial	Commercial/ Population Related	Institutional	Total	N.F.P.O.W. <sup>[1]</sup>	Total Including N.F.P.O.W.	Primary	Work at Home	Industrial	Commercial/ Population Related	Institutional	Total	N.F.P.O.W. <sup>[1]</sup>	Total Employment (Including N.F.P.O.W.)	
Mid 2011	18,424	0.008	0.015	0.083	0.118	0.065	0.288	0.030	0.318	140	270	1,530	2,165	1,200	5,305	561	5,866	5,035
Mid 2016	18,306	0.007	0.029	0.083	0.112	0.064	0.295	0.043	0.339	125	535	1,518	2,053	1,175	5,405	793	6,198	4,870
Mid 2024	20,397	0.006	0.038	0.088	0.106	0.060	0.298	0.045	0.343	123	774	1,790	2,169	1,230	6,086	911	6,997	5,312
Mid 2036	24,255	0.005	0.044	0.091	0.109	0.061	0.311	0.046	0.357	123	1,066	2,213	2,655	1,487	7,544	1,120	8,664	6,478
<b>Incremental Change</b>																		
Mid 2011 - Mid 2016	-118	-0.001	0.015	0.000	-0.005	-0.001	0.007	0.013	0.020	-15	265	-13	-113	-25	100	232	332	-165
Mid 2016 - Mid 2024	2,091	-0.001	0.009	0.005	-0.006	-0.004	0.003	0.001	0.004	-2	239	272	117	55	681	118	799	442
Mid 2024 - Mid 2036	3,858	-0.001	0.006	0.004	0.003	0.001	0.013	0.002	0.014	0	292	424	486	257	1,458	209	1,667	1,166
<b>Annual Average</b>																		
Mid 2011 - Mid 2016	-24	0.000	0.003	0.000	-0.001	0.000	0.001	0.003	0.004	-3	53	-3	-23	-5	20	46	66	-33
Mid 2016 - Mid 2024	261	0.000	0.001	0.001	-0.001	0.000	0.000	0.000	0.001	0	30	34	15	7	85	15	100	55
Mid 2024 - Mid 2036	322	0.000	0.001	0.000	0.000	0.000	0.001	0.000	0.001	0	24	35	40	21	122	17	139	97

<sup>[1]</sup> Statistics Canada defines no fixed place of work (N.F.P.O.W.) employees as "persons who do not go from home to the same workplace location at the beginning of each shift. Such persons include building and landscape contractors, travelling salespersons, independent truck drivers, etc."

Note: Statistics Canada 2021 Census place of work employment data has been reviewed. The 2021 Census employment results have not been utilized due to a significant increase in work at home employment captured due to Census enumeration occurring during the provincial COVID-19 lockdown from April 1, 2021 to June 14, 2021.

Source: Watson & Associates Economists Ltd.



Schedule 8b  
City of Port Colborne  
Employment and Gross Floor Area (G.F.A.) Forecast, 2024 to 2036

Period	Population	Employment					Gross Floor Area in Square Feet (Estimated) <sup>[1]</sup>				
		Primary	Industrial	Commercial/ Population Related	Institutional <sup>[2]</sup>	Total	Industrial	Commercial/ Population Related	Institutional <sup>[2]</sup>	Total	
Mid 2011	18,424	140	1,530	2,165	1,200	5,035					
Mid 2016	18,306	125	1,518	2,053	1,175	4,870					
Mid 2024	20,397	123	1,790	2,169	1,230	5,312					
Mid 2036	24,255	123	2,213	2,655	1,432	6,423					
<b>Incremental Change</b>											
Mid 2011 - Mid 2016	-118	-15	-13	-113	-25	-165					
Mid 2016 - Mid 2024	2,091	-2	272	117	55	442					
Mid 2024 - Mid 2036	3,858	0	424	486	202	1,111	592,900	247,700	135,400	976,000	
<b>Annual Average</b>											
Mid 2011 - Mid 2016	-24	-3	-3	-23	-5	-33					
Mid 2016 - Mid 2024	261	0	34	15	7	55					
Mid 2024 - Mid 2036	322	0	35	40	17	93	49,408	20,642	11,283	81,333	

<sup>[1]</sup> Square Foot Per Employee Assumptions

Industrial	1,400
Commercial/Population-Related	510
Institutional	670

<sup>[2]</sup> Forecast institutional employment and gross floor area has been adjusted downward to account for employment associated with special care units.

\*Reflects Mid-2024 to Mid-2036 forecast period.

Note: Numbers may not add up precisely due to rounding.

Source: Watson & Associates Economists Ltd.





Schedule 8c  
City of Port Colborne  
Estimate of the Anticipated Amount, Type and Location of  
Non-Residential Development for Which Development Charges Can Be Imposed

Development Location	Timing	Industrial G.F.A. S.F. <sup>[1]</sup>	Commercial G.F.A. S.F. <sup>[1]</sup>	Institutional G.F.A. S.F. <sup>[1],[2]</sup>	Total Non-Residential G.F.A. S.F.	Employment Increase <sup>[3]</sup>
Urban	2024 - 2036	580,300	243,100	135,400	958,800	1,093
Rural	2024 - 2036	12,600	4,600	-	17,200	18
City of Port Colborne	2024 - 2036	592,900	247,700	135,400	976,000	1,111

<sup>[1]</sup> Square Foot Per Employee Assumptions

Industrial	1,400
Commercial/Population-Related	510
Institutional	670

<sup>[2]</sup> Forecast institutional employment and gross floor area has been adjusted downward to account for employment associated with special care units.

<sup>[3]</sup> Employment Increase does not include No Fixed Place of Work.

\*Reflects Mid-2024 to Mid-2036 forecast period.

Note: Numbers may not add up precisely due to rounding.

Source: Watson & Associates Economists Ltd.



Schedule 9  
City of Port Colborne  
Employment Categories by Major Employment Sector

NAICS	Employment by industry	Comments
	<b><u>Primary Industry Employment</u></b>	
<b>11</b>	<i>Agriculture, forestry, fishing and hunting</i>	Categories which relate to local land-based resources
<b>21</b>	<i>Mining and oil and gas extraction</i>	
	<b><u>Industrial and Other Employment</u></b>	
<b>22</b>	<i>Utilities</i>	Categories which relate primarily to industrial land supply and demand
<b>23</b>	<i>Construction</i>	
<b>31-33</b>	<i>Manufacturing</i>	
<b>41</b>	<i>Wholesale trade</i>	
<b>48-49</b>	<i>Transportation and warehousing</i>	
<b>56</b>	<i>Administrative and support</i>	
	<b><u>Population Related Employment</u></b>	
<b>44-45</b>	<i>Retail trade</i>	Categories which relate primarily to population growth within the municipality
<b>51</b>	<i>Information and cultural industries</i>	
<b>52</b>	<i>Finance and insurance</i>	
<b>53</b>	<i>Real estate and rental and leasing</i>	
<b>54</b>	<i>Professional, scientific and technical services</i>	
<b>55</b>	<i>Management of companies and enterprises</i>	
<b>56</b>	<i>Administrative and support</i>	
<b>71</b>	<i>Arts, entertainment and recreation</i>	
<b>72</b>	<i>Accommodation and food services</i>	
<b>81</b>	<i>Other services (except public administration)</i>	
	<b><u>Institutional</u></b>	
<b>61</b>	<i>Educational services</i>	
<b>62</b>	<i>Health care and social assistance</i>	
<b>91</b>	<i>Public administration</i>	

Note: Employment is classified by North American Industry Classification System (NAICS) Code.  
Source: Watson & Associates Economists Ltd., 2024.



# Appendix B

## Level of Service



## Appendix B: Level of Service

SUMMARY OF SERVICE STANDARDS AS PER DEVELOPMENT CHARGES ACT, 1997, AS AMENDED							
Service Category	Sub-Component	15 Year Average Service Standard					Maximum Ceiling LOS
		Cost (per capita)		Quantity (per capita)	Quality (per capita)		
Service Related to a Highway	Services Related to a Highway - Roads	\$33,529.27	0.0133	km of roadways	2,520,998	per km	129,389,453
	Services Related to a Highway - Bridges, Culverts & Structures	\$1,072.40	0.0016	Number of Bridges, Culverts & Structures	670,250	per item	4,138,392
	Services Related to a Highway - Sidewalks and Active Transportation	\$1,196.20	0.0048	km of sidewalks and active transportation	249,208	per km	4,616,136
	Services Related to a Highway - Traffic Signals & Streetlights	\$778.13	0.1139	No. of Traffic Signals	6,832	per signal	3,002,804
Public Works	Public Works - Facilities	\$841.40	1.6367	sq.ft. of building area	514	per sq.ft.	3,246,963
	Public Works - Vehicles & Equipment	\$463.95	0.0029	No. of vehicles and equipment	159,983	per vehicle	1,790,383
Fire Protection	Fire Protection Services - Facilities	\$807.52	1.1092	sq.ft. of building area	728	per sq.ft.	3,116,220
	Fire Protection Services - Vehicles & Equipment	\$346.92	0.0005	No. of vehicles	693,840	per vehicle	1,338,764
	Fire Protection Services - Small Equipment and Gear	\$63.92	0.0163	No. of equipment and gear	3,921	per item	246,667
Parks & Recreation	Parkland Development	\$1,264.85	0.0118	Acres of Parkland	107,191	per acre	4,881,056
	Parkland Amenities	\$968.99	0.0051	No. of parkland amenities	189,998	per amenity	3,739,332
	Parkland Trails	\$320.83	1.2833	Linear Metres of Paths and Trails	250	per linear m	1,238,083
	Recreation Facilities	\$4,200.42	7.2463	sq.ft. of building area	580	per sq.ft.	16,209,421
	Parks & Recreation Vehicles and Equipment	\$171.80	0.0026	No. of vehicles and equipment	66,077	per vehicle	662,976
Library	Library Services - Facilities	\$905.98	1.2210	sq.ft. of building area	742	per sq.ft.	3,496,177
	Library Services - Collection Materials	\$126.40	3.1231	No. of library collection items	40	per collection item	487,778



**City of Port Colborne  
Service Standard Calculation Sheet**

Service: Services Related to a Highway - Roads  
Unit Measure: km of roadways

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024 Value (\$/km)
Roads - Arterial	80	80	80	80	80	80	80	80	80	80	80	80	80	80	80	\$2,800,000
Roads - Other	171	171	171	171	171	171	171	171	171	171	171	171	171	171	171	\$2,400,000
<b>Total</b>	<b>251</b>	<b>251</b>	<b>251</b>	<b>251</b>	<b>251</b>	<b>251</b>	<b>251</b>	<b>251</b>	<b>251</b>	<b>251</b>	<b>251</b>	<b>251</b>	<b>251</b>	<b>251</b>	<b>251</b>	

Population	18,545	18,493	18,424	18,392	18,392	18,357	18,325	18,306	18,630	18,988	19,315	19,677	20,032	20,216	20,287
Per Capita Standard	0.0135	0.0136	0.0136	0.0137	0.0137	0.0137	0.0137	0.0137	0.0135	0.0132	0.0130	0.0128	0.0125	0.0124	0.0124

15 Year Average	2009 to 2023
Quantity Standard	0.0133
Quality Standard	\$2,520,998
Service Standard	\$33,529

D.C. Amount (before deductions)	12 Year
Forecast Population	3,859
\$ per Capita	\$33,529
Eligible Amount	\$129,389,453



**City of Port Colborne  
Service Standard Calculation Sheet**

Service: Services Related to a Highway - Bridges, Culverts & Structures  
Unit Measure: Number of Bridges, Culverts & Structures

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024 Value (\$/item)
Bridges	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	1,240,000
Culverts	26	26	26	26	26	26	26	26	26	26	26	26	26	26	26	590,000
<b>Total</b>	<b>30</b>	<b>30</b>	<b>30</b>	<b>30</b>	<b>30</b>	<b>30</b>	<b>30</b>	<b>30</b>	<b>30</b>	<b>30</b>	<b>30</b>	<b>30</b>	<b>30</b>	<b>30</b>	<b>30</b>	

Population	18,545	18,493	18,424	18,392	18,392	18,357	18,325	18,306	18,630	18,988	19,315	19,677	20,032	20,216	20,287
Per Capita Standard	0.0016	0.0016	0.0016	0.0016	0.0016	0.0016	0.0016	0.0016	0.0016	0.0016	0.0016	0.0015	0.0015	0.0015	0.0015

15 Year Average	2009 to 2023
Quantity Standard	0.0016
Quality Standard	\$670,250
Service Standard	\$1,072

D.C. Amount (before deductions)	12 Year
Forecast Population	3,859
\$ per Capita	\$1,072
Eligible Amount	\$4,138,392



**City of Port Colborne  
Service Standard Calculation Sheet**

Service: Services Related to a Highway - Sidewalks and Active Transportation  
Unit Measure: km of sidewalks and active transportation

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024 Value (\$/km)
Sidewalks	91	91	91	91	91	91	91	91	91	91	91	91	91	91	91	\$250,000
<b>Total</b>	<b>91</b>	<b>91</b>	<b>91</b>	<b>91</b>	<b>91</b>	<b>91</b>	<b>91</b>	<b>91</b>	<b>91</b>	<b>91</b>	<b>91</b>	<b>91</b>	<b>91</b>	<b>91</b>	<b>91</b>	

Population	18,545	18,493	18,424	18,392	18,392	18,357	18,325	18,306	18,630	18,988	19,315	19,677	20,032	20,216	20,287
Per Capita Standard	0.0049	0.0049	0.0049	0.0049	0.0049	0.0049	0.0049	0.0049	0.0049	0.0048	0.0047	0.0046	0.0045	0.0045	0.0045

15 Year Average	2009 to 2023
Quantity Standard	0.0048
Quality Standard	\$249,208
Service Standard	\$1,196

D.C. Amount (before deductions)	12 Year
Forecast Population	3,859
\$ per Capita	\$1,196
Eligible Amount	\$4,616,136



**City of Port Colborne  
Service Standard Calculation Sheet**

Service: Services Related to a Highway - Traffic Signals & Streetlights  
Unit Measure: No. of Traffic Signals

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024 Value (\$/item)
Traffic Signaled Intersections	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	\$130,000
Streetlights	2,153	2,153	2,153	2,153	2,153	2,153	2,153	2,153	2,153	2,153	2,153	2,153	2,153	2,153	2,153	\$6,600
<b>Total</b>	<b>2,157</b>	<b>2,157</b>	<b>2,157</b>	<b>2,157</b>	<b>2,157</b>	<b>2,157</b>	<b>2,157</b>	<b>2,157</b>	<b>2,157</b>	<b>2,157</b>	<b>2,157</b>	<b>2,157</b>	<b>2,157</b>	<b>2,157</b>	<b>2,157</b>	

Population	18,545	18,493	18,424	18,392	18,392	18,357	18,325	18,306	18,630	18,988	19,315	19,677	20,032	20,216	20,287
Per Capita Standard	0.1163	0.1166	0.1171	0.1173	0.1173	0.1175	0.1177	0.1178	0.1158	0.1136	0.1117	0.1096	0.1077	0.1067	0.1063

15 Year Average	2009 to 2023
Quantity Standard	0.1139
Quality Standard	\$6,832
Service Standard	\$778

D.C. Amount (before deductions)	12 Year
Forecast Population	3,859
\$ per Capita	\$778
Eligible Amount	\$3,002,804





**City of Port Colborne  
Service Standard Calculation Sheet**

Class of Service: Public Works - Facilities  
Unit Measure: sq.ft. of building area

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024 Bld'g Value (\$/sq.ft.)	Value/sq.ft. with land, site works, etc.
Offices/Garages/Storage	6,304	6,304	6,304	6,304	6,304	6,304	6,304	6,304	-	-	-	-	-	-	-	\$227	\$272
Flammable Storage Building	120	120	120	120	120	120	120	120	-	-	-	-	-	-	-	\$175	\$215
Sand/Salt Dome	4,200	4,200	4,200	4,200	4,200	4,200	4,200	4,200	-	-	-	-	-	-	-	\$175	\$215
Storage Warehouse	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	-	-	-	-	-	-	-	\$175	\$215
Trailer 12x32	-	-	-	384	384	384	384	384	-	-	-	-	-	-	-	\$175	\$215
Operations Centre	-	-	-	-	-	-	-	-	36,000	36,000	36,000	36,000	36,000	36,000	36,000	\$600	\$750
Storage Containers (6)	-	-	-	-	-	-	-	-	1,200	1,200	1,200	1,200	1,200	1,200	1,200	\$25	\$116
Car Wash Bay	-	-	-	-	-	-	-	-	1,600	1,600	1,600	1,600	1,600	1,600	1,600	\$300	\$420
Salt Dome	-	-	-	-	-	-	-	-	9,350	9,350	9,350	9,350	9,350	9,350	9,350	\$175	\$282
<b>Total</b>	<b>16,624</b>	<b>16,624</b>	<b>16,624</b>	<b>17,008</b>	<b>17,008</b>	<b>17,008</b>	<b>17,008</b>	<b>17,008</b>	<b>48,150</b>	<b>48,150</b>	<b>48,150</b>	<b>48,150</b>	<b>48,150</b>	<b>48,150</b>	<b>48,150</b>		

Population	18,545	18,493	18,424	18,392	18,392	18,357	18,325	18,306	18,630	18,988	19,315	19,677	20,032	20,216	20,287
Per Capita Standard	0.8964	0.8989	0.9023	0.9247	0.9247	0.9265	0.9281	0.9291	2.5845	2.5358	2.4929	2.4470	2.4037	2.3818	2.3734

15 Year Average	2009 to 2023
Quantity Standard	1.6367
Quality Standard	\$514
Service Standard	\$841

D.C. Amount (before deductions)	12 Year
Forecast Population	3,859
\$ per Capita	\$841
Eligible Amount	\$3,246,963



**City of Port Colborne  
Service Standard Calculation Sheet**

Class of Service: Public Works - Vehicles & Equipment  
Unit Measure: No. of vehicles and equipment

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024 Value (\$/Vehicle)
Chipper	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	\$75,000
Dump Truck	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	\$450,000
Line Painter	0.5	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	0.5	0.5	0.5	0.5	0.5	\$12,700
Loader	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	3.0	3.0	2.0	2.0	2.0	2.0	2.0	\$450,000
Pickup (F150 or 1500)	11.0	11.0	8.0	8.0	11.0	9.0	11.0	10.0	10.0	9.0	8.0	9.0	9.0	9.0	10.0	\$57,000
Pickup (F250 and above)(2 with plow and sander)	3.0	3.0	4.0	4.0	5.0	4.0	7.0	7.0	7.0	7.0	6.0	6.0	6.0	6.0	8.0	\$85,000
Roller	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	\$65,000
SUV	2.0	2.0	2.0	2.0	2.0	2.0	3.0	4.0	4.0	6.0	6.0	7.0	7.0	7.0	7.0	\$63,800
Ford Ranger	-	-	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	\$50,900
Tractor (45-60 Hp) with rotary cutter (1)	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	\$75,000
Trailer	4.0	4.0	4.0	4.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	3.0	3.0	3.0	3.0	\$16,000
Vacuum Street Sweeper	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	\$415,000
Van (Upfitted)	2.0	3.0	3.0	2.0	2.0	2.0	2.0	2.0	4.0	6.0	6.0	5.0	5.0	5.0	5.0	\$125,000
Small Van	2.0	2.0	2.0	2.0	2.0	2.0	3.0	2.0	2.0	2.0	1.0	1.0	1.0	1.0	1.0	\$75,000
Large Cube Van	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	\$450,000
Zero Turn	2.0	2.0	2.0	2.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	\$41,000
Air Compressor (Facilities)	-	-	-	-	-	-	-	-	-	-	-	1.0	1.0	1.0	1.0	\$15,000
CAT Hydraulic Hammer (Water)	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	\$55,000
Hoe Pack (Water)	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	\$75,000
Valve Turner Truck (water)	-	-	-	-	-	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	\$250,000



**City of Port Colborne  
Service Standard Calculation Sheet**

Class of Service: Public Works - Vehicles & Equipment  
Unit Measure: No. of vehicles and equipment

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024 Value (\$/Vehicle)
Sweeper (loader attachment)	-	-	-	-	-	-	-	-	-	-	1.0	1.0	1.0	1.0	1.0	\$47,000
Snow Blower (Loader Mounted)	2.0	2.0	2.0	2.0	2.0	2.0	2.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	\$165,000
Sidewalk Tractor (Wille and Attachments)	-	-	-	-	-	-	-	-	-	-	1.0	1.0	1.0	1.0	1.0	\$275,000
Excavator (Drains) with attachments)	-	-	-	-	-	-	-	-	-	-	1.0	1.0	1.0	1.0	1.0	\$575,000
Hot box	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1.0	\$75,000
Back hoe	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	\$240,000
Grader	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	-	1.0	1.0	1.0	1.0	1.0	\$650,000
<b>Total</b>	<b>47.50</b>	<b>49.00</b>	<b>48.00</b>	<b>47.00</b>	<b>53.00</b>	<b>51.00</b>	<b>58.00</b>	<b>56.00</b>	<b>59.00</b>	<b>61.00</b>	<b>60.50</b>	<b>60.50</b>	<b>60.50</b>	<b>60.50</b>	<b>64.50</b>	

Population	18,545	18,493	18,424	18,392	18,392	18,357	18,325	18,306	18,630	18,988	19,315	19,677	20,032	20,216	20,287
Per Capita Standard	0.0026	0.0026	0.0026	0.0026	0.0029	0.0028	0.0032	0.0031	0.0032	0.0032	0.0031	0.0031	0.0030	0.0030	0.0032

15 Year Average	2009 to 2023
Quantity Standard	0.0029
Quality Standard	\$159,983
Service Standard	\$464

D.C. Amount (before deductions)	12 Year
Forecast Population	3,859
\$ per Capita	\$464
Eligible Amount	\$1,790,383



**City of Port Colborne  
Service Standard Calculation Sheet**

Service: Fire Protection Services - Facilities  
Unit Measure: sq.ft. of building area

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024 Bld'g Value (\$/sq.ft.)	Value/sq.ft. with land, site works, etc.
Fire Station #1 (Killaly St W)	21,000	21,000	21,000	21,000	21,000	21,000	21,000	21,000	21,000	21,000	21,000	21,000	21,000	21,000	21,000	\$600	\$728
<b>Total</b>	<b>21,000</b>	<b>21,000</b>	<b>21,000</b>	<b>21,000</b>	<b>21,000</b>	<b>21,000</b>	<b>21,000</b>	<b>21,000</b>	<b>21,000</b>	<b>21,000</b>	<b>21,000</b>	<b>21,000</b>	<b>21,000</b>	<b>21,000</b>	<b>21,000</b>		

Population	18,545	18,493	18,424	18,392	18,392	18,357	18,325	18,306	18,630	18,988	19,315	19,677	20,032	20,216	20,287
Per Capita Standard	1.1324	1.1356	1.1398	1.1418	1.1418	1.1440	1.1460	1.1472	1.1272	1.1060	1.0872	1.0672	1.0483	1.0388	1.0351

15 Year Average	2009 to 2023
Quantity Standard	1.1092
Quality Standard	\$728
Service Standard	\$808

D.C. Amount (before deductions)	12 Year
Forecast Population	3,859
\$ per Capita	\$808
Eligible Amount	\$3,116,220



**City of Port Colborne  
Service Standard Calculation Sheet**

Service: Fire Protection Services - Vehicles & Equipment  
Unit Measure: No. of vehicles

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024 Value (\$/Vehicle)
Engine No. 1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$1,250,000
Engine No. 2	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$1,250,000
Engine No. 3	1	1	1	1	-	-	-	-	-	-	-	-	-	-	-	\$1,250,000
Ladder No. 1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$2,200,000
Tanker No. 1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$750,000
Command No. 1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$65,000
Command No. 2	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$65,000
Squad No. 1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$65,000
Fire Prevention Officer Vehicle (Car 3)	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$65,000
Rescue Vehicle	-	-	-	-	1	1	1	1	1	1	1	1	1	1	1	\$700,000
Hazmat Trailer	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$7,500
<b>Total</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>	

Population	18,545	18,493	18,424	18,392	18,392	18,357	18,325	18,306	18,630	18,988	19,315	19,677	20,032	20,216	20,287
Per Capita Standard	0.0005	0.0005	0.0005	0.0005	0.0005	0.0005	0.0005	0.0005	0.0005	0.0005	0.0005	0.0005	0.0005	0.0005	0.0005

15 Year Average	2009 to 2023
Quantity Standard	0.0005
Quality Standard	\$693,840
Service Standard	\$347

D.C. Amount (before deductions)	12 Year
Forecast Population	3,859
\$ per Capita	\$347
Eligible Amount	\$1,338,764



**City of Port Colborne  
Service Standard Calculation Sheet**

Service: Fire Protection Services - Small Equipment and Gear  
Unit Measure: No. of equipment and gear

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024 Value (\$/item)
# of Equipped Firefighters	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	\$7,000
Rescue Equipment - Auto Extraction	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	\$18,750
Dry Suits	-	-	-	-	-	-	-	-	-	-	-	-	10	10	10	\$2,200
Mustangs	8	8	8	8	8	8	8	8	8	8	8	8	8	8	8	\$3,000
Inflatable Boat and Accessories	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$25,000
Self-contained Breathing Apparatus	27	27	27	27	27	27	27	27	27	27	27	27	27	27	27	\$9,500
Portable Radios	24	26	26	26	26	26	26	26	26	26	26	26	26	26	26	\$1,500
Pagers and chargers	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	\$600
Base Station - Communication	3	3	3	3	3	3	3	4	4	4	4	4	4	4	4	\$20,000
Spare Bottles	75	75	75	75	75	75	75	75	75	75	75	75	75	75	75	\$1,500
Face Pieces	27	27	27	27	27	27	27	27	27	27	27	27	27	27	27	\$450
Compressor	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$90,000
Hoses	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$71,000
Gas detection	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	\$1,650
Public Defibs	-	-	-	-	-	-	16	16	16	16	16	16	16	16	16	\$1,500
Nozzles	20	20	20	20	20	20	20	20	20	20	20	20	20	20	20	\$1,500
<b>Total</b>	<b>295</b>	<b>297</b>	<b>297</b>	<b>297</b>	<b>297</b>	<b>297</b>	<b>313</b>	<b>314</b>	<b>314</b>	<b>314</b>	<b>314</b>	<b>314</b>	<b>324</b>	<b>324</b>	<b>324</b>	

Population	18,545	18,493	18,424	18,392	18,392	18,357	18,325	18,306	18,630	18,988	19,315	19,677	20,032	20,216	20,287
Per Capita Standard	0.02	0.02	0.02	0.02	0.02	0.02	0.02	0.02	0.02	0.02	0.02	0.02	0.02	0.02	0.02

15 Year Average	2009 to 2023
Quantity Standard	0.0163
Quality Standard	\$3,921
Service Standard	\$64

D.C. Amount (before deductions)	12 Year
Forecast Population	3,859
\$ per Capita	\$64
Eligible Amount	\$246,667



**City of Port Colborne  
Service Standard Calculation Sheet**

Service: Parkland Development  
Unit Measure: Acres of Parkland

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024 Value (\$/Acre)
<b>Neighbourhood Park (with Tot Lot)</b>																
Chestnut Park	2.33	2.33	2.33	2.33	2.33	2.33	2.33	2.33	2.33	2.33	2.33	2.33	2.33	2.33	-	\$100,000
Dewitt Carter Playground	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	\$75,000
East Village Community Park / Victoria Playground	0.93	0.93	0.93	0.93	0.93	0.93	0.93	0.93	0.93	0.93	0.93	0.93	0.93	0.93	0.93	\$75,000
Hawthorne Heights Park	2.07	2.07	2.07	2.07	2.07	2.07	2.07	2.07	2.07	2.07	2.07	2.07	2.07	2.07	2.07	\$100,000
Humberstone Shoe Park	1.02	1.02	1.02	1.02	1.02	1.02	1.02	1.02	1.02	1.02	1.02	1.02	1.02	1.02	1.02	\$100,000
Jacob E. Barrick Park	3.25	3.25	3.25	3.25	3.25	3.25	3.25	3.25	3.25	3.25	3.25	3.25	3.25	3.25	3.25	\$75,000
Johnston Street Playground	0.54	0.54	0.54	0.54	0.54	0.54	0.54	0.54	0.54	0.54	0.54	0.54	0.54	0.54	0.54	\$75,000
Library Park	0.52	0.52	0.52	0.52	0.52	0.52	0.52	0.52	0.52	0.52	0.52	0.52	0.52	0.52	0.52	\$75,000
Oxford Boulevard Park	2.99	2.99	2.99	2.99	2.99	2.99	2.99	2.99	2.99	2.99	2.99	2.99	2.99	2.99	2.99	\$100,000
Reservoir Park	5.47	5.47	5.47	5.47	5.47	5.47	5.47	5.47	5.47	5.47	5.47	5.47	5.47	5.47	5.47	\$100,000
Sunset Park	5.03	5.03	5.03	5.03	5.03	5.03	5.03	5.03	5.03	5.03	5.03	5.03	5.03	5.03	5.03	\$100,000
Westdale Park	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	\$75,000
<b>Neighbourhood Park</b>																
Maple Park	1.96	1.96	1.96	1.96	1.96	1.96	1.96	1.96	1.96	1.96	1.96	1.96	1.96	1.96	1.96	\$100,000
<b>Parkette</b>																
Chippawa Park	0.16	0.16	0.16	0.16	0.16	0.16	0.16	0.16	0.16	0.16	0.16	0.16	0.16	0.16	0.16	\$75,000
Derek Point Memorial Garden	9.79	9.79	9.79	9.79	9.79	9.79	9.79	9.79	9.79	9.79	9.79	9.79	9.79	9.79	9.79	\$75,000
Harry Dayboll / Oakwood Park	2.38	2.38	2.38	2.38	2.38	2.38	2.38	2.38	2.38	2.38	2.38	2.38	2.38	2.38	2.38	\$75,000
Helen Kinnear Memorial Park	1.78	1.78	1.78	1.78	1.78	1.78	1.78	1.78	1.78	1.78	1.78	1.78	1.78	1.78	1.78	\$75,000
Humberstone Cenotaph Park	0.16	0.16	0.16	0.16	0.16	0.16	0.16	0.16	0.16	0.16	0.16	0.16	0.16	0.16	0.16	\$75,000
King George Memorial Park	0.27	0.27	0.27	0.27	0.27	0.27	0.27	0.27	0.27	0.27	0.27	0.27	0.27	0.27	0.27	\$75,000
Seaway Park	1.69	1.69	1.69	1.69	1.69	1.69	1.69	1.69	1.69	1.69	1.69	1.69	1.69	1.69	1.69	\$75,000
<b>City Park (with Tot Lot)</b>																
H.H. Knoll Lakeview Park	21.63	21.63	21.63	21.63	21.63	21.63	21.63	21.63	21.63	21.63	21.63	21.63	21.63	21.63	21.63	\$125,000
Lock 8 Gateway Park	8.80	8.80	8.80	8.80	8.80	8.80	8.80	8.80	8.80	8.80	8.80	8.80	8.80	8.80	8.80	\$125,000
Nickel Beach	18.52	18.52	18.52	18.52	18.52	18.52	18.52	18.52	18.52	18.52	18.52	18.52	18.52	18.52	18.52	\$100,000
Thomas A. Lannan	45.21	57.21	57.21	57.21	57.21	57.21	57.21	57.21	57.21	57.21	57.21	57.21	57.21	57.21	57.21	\$125,000



**City of Port Colborne  
Service Standard Calculation Sheet**

Service: Parkland Development  
Unit Measure: Acres of Parkland

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024 Value (\$/Acre)
<b>Community Park (with Tot Lot)</b>																
Humberstone Centennial Park	44.03	44.03	44.03	44.03	44.03	44.03	44.03	44.03	44.03	44.03	44.03	44.03	44.03	44.03	44.03	\$100,000
Rose Shymansky Memorial Park	3.61	3.61	3.61	3.61	3.61	3.61	3.61	3.61	3.61	3.61	3.61	3.61	3.61	3.61	3.61	\$75,000
Vimy Park / Melissa's & John Daly Playground	3.23	3.23	3.23	3.23	3.23	3.23	3.23	3.23	3.23	3.23	3.23	3.23	3.23	3.23	3.23	\$100,000
<b>Community Park</b>																
Humberstone Centennial Park Beach	3.17	3.17	3.17	3.17	3.17	3.17	3.17	3.17	3.17	3.17	3.17	3.17	3.17	3.17	3.17	\$100,000
Lockview Park	0.15	0.15	0.15	0.15	0.15	0.15	0.15	0.15	0.15	0.15	0.15	0.15	0.15	0.15	0.15	\$100,000
Port Colborne Lions Field	4.81	4.81	4.81	4.81	4.81	4.81	4.81	4.81	4.81	4.81	4.81	4.81	4.81	4.81	4.81	\$100,000
Port Colborne Tennis Club	1.90	1.90	1.90	1.90	1.90	1.90	1.90	1.90	1.90	1.90	1.90	1.90	1.90	1.90	1.90	\$100,000
Port Colborne Westside / Rotary Complex	9.04	9.04	9.04	9.04	9.04	9.04	9.04	9.04	9.04	9.04	9.04	9.04	9.04	9.04	9.04	\$100,000
Julia Yager (Bethel) Community Centre	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	\$100,000
Sherkston Community Centre	2.10	2.10	2.10	2.10	2.10	2.10	2.10	2.10	2.10	2.10	2.10	2.10	2.10	2.10	2.10	\$100,000
<b>Total</b>	<b>213.14</b>	<b>225.14</b>	<b>225.14</b>	<b>225.14</b>	<b>225.14</b>	<b>225.14</b>	<b>225.14</b>	<b>225.14</b>	<b>225.14</b>	<b>225.14</b>	<b>225.14</b>	<b>225.14</b>	<b>225.14</b>	<b>225.14</b>	<b>222.81</b>	

Population	18,545	18,493	18,424	18,392	18,392	18,357	18,325	18,306	18,630	18,988	19,315	19,677	20,032	20,216	20,287
Per Capita Standard	0.0115	0.0122	0.0122	0.0122	0.0122	0.0123	0.0123	0.0123	0.0121	0.0119	0.0117	0.0114	0.0112	0.0111	0.0110

15 Year Average	2009 to 2023
Quantity Standard	0.0118
Quality Standard	\$107,191
Service Standard	\$1,265

D.C. Amount (before deductions)	12 Year
Forecast Population	3,859
\$ per Capita	\$1,265
Eligible Amount	\$4,881,056





**City of Port Colborne  
Service Standard Calculation Sheet**

Service: Parkland Amenities  
Unit Measure: No. of parkland amenities

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024 Value (\$/item)
Lions Field Washrooms/Canteen	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$429,300
Nickel Beach Washrooms	1	1	1	1	1	1	1	1	1	1	1	1	1	1	-	\$134,100
Washroom Trailer	-	-	-	-	-	-	-	-	-	-	-	-	-	-	2	\$350,000
Nickel Beach Storage	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$26,900
Centennial Washrooms	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$134,100
Centennial Picnic Pavilion	1	1	1	2	2	2	2	2	2	2	2	2	2	2	2	\$63,200
H. H. Knoll Lakeview Park Washrooms	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$185,100
Lakeview Bandstand	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$139,400
Lakeview Pavilion	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$47,300
Lakeview Gazebos	4	4	4	4	4	4	4	4	4	4	4	4	4	4	3	\$4,600
Lock 8 Washrooms	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$141,500
Lock 8 Picnic Shelter	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$93,200
Lock 8 Fountain	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$900,000
Lock 8 Lighthouse	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$150,000
H. H. Knoll Lakeview Park Spray Pad	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$415,000
Ball Diamonds - Lit	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	\$288,800
Ball Diamonds - Unlit	9	9	9	9	9	9	9	9	9	9	9	9	9	9	9	\$115,600
Batting Cage	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$60,000
Basketball Courts	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6	\$60,000
Tennis Courts	7	6	6	6	6	6	6	6	6	6	6	6	6	6	6	\$80,100
Park Shelter - Kinnear	-	-	1	1	1	1	1	1	1	1	1	1	1	1	1	\$26,700
Soccer Pitch - Lit	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	\$370,100
Soccer Pitch - Unlit	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	\$222,700



**City of Port Colborne  
Service Standard Calculation Sheet**

Service: Parkland Amenities  
Unit Measure: No. of parkland amenities

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024 Value (\$/item)
Skate Park at Lock 8	-	-	-	-	1	1	1	1	1	1	1	1	1	1	1	\$1,402,200
Office/Shop/Equipment Storage	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$800,500
Bleachers	26	26	26	26	26	26	26	26	26	26	26	26	26	26	26	\$80,000
Equestrian Corral	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$150,000
Small Playground	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	\$250,000
Medium Playground	7	7	7	7	7	7	7	7	7	7	7	7	7	7	7	\$350,000
Large Playground	7	7	7	7	7	7	7	7	7	7	7	7	7	7	7	\$500,000
Adult Fitness Equipment	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	\$100,000
<b>Total</b>	<b>95</b>	<b>94</b>	<b>95</b>	<b>96</b>	<b>97</b>	<b>97</b>	<b>97</b>	<b>97</b>	<b>97</b>	<b>97</b>	<b>97</b>	<b>97</b>	<b>97</b>	<b>97</b>	<b>97</b>	

Population	18,545	18,493	18,424	18,392	18,392	18,357	18,325	18,306	18,630	18,988	19,315	19,677	20,032	20,216	20,287
Per Capita Standard	0.0051	0.0051	0.0052	0.0052	0.0053	0.0053	0.0053	0.0053	0.0052	0.0051	0.0050	0.0049	0.0048	0.0048	0.0048

15 Year Average	2009 to 2023
Quantity Standard	0.0051
Quality Standard	\$189,998
Service Standard	\$969

D.C. Amount (before deductions)	12 Year
Forecast Population	3,859
\$ per Capita	\$969
Eligible Amount	\$3,739,332



**City of Port Colborne  
Service Standard Calculation Sheet**

Service: Parkland Trails  
Unit Measure: Linear Metres of Paths and Trails

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024 Value (\$/ Linear Metre)
Multi Use Trail (to Welland)	10,500	10,500	10,500	10,500	10,500	10,500	10,500	10,500	10,500	10,500	10,500	10,500	10,500	10,500	10,500	\$250
Multi Use Trail (to Fort Erie)	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	\$250
H.H. Knoll	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,100	\$250
Lock 8	800	800	800	800	800	800	800	800	800	800	800	800	800	800	800	\$250
T. A. Lannan Sports Complex	-	-	-	-	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	\$250
Elizabeth Street	900	900	900	900	900	900	900	900	900	900	900	900	900	900	900	\$250
<b>Total</b>	<b>23,200</b>	<b>23,200</b>	<b>23,200</b>	<b>23,200</b>	<b>24,700</b>	<b>24,700</b>	<b>24,700</b>	<b>24,700</b>	<b>24,700</b>	<b>24,700</b>	<b>24,700</b>	<b>24,700</b>	<b>24,700</b>	<b>24,700</b>	<b>24,800</b>	

Population	18,545	18,493	18,424	18,392	18,392	18,357	18,325	18,306	18,630	18,988	19,315	19,677	20,032	20,216	20,287
Per Capita Standard	1.2510	1.2545	1.2592	1.2614	1.3430	1.3455	1.3479	1.3493	1.3258	1.3008	1.2788	1.2553	1.2330	1.2218	1.2225

15 Year Average	2009 to 2023
Quantity Standard	1.2833
Quality Standard	\$250
Service Standard	\$321

D.C. Amount (before deductions)	12 Year
Forecast Population	3,859
\$ per Capita	\$321
Eligible Amount	\$1,238,083



**City of Port Colborne  
Service Standard Calculation Sheet**

Service: Recreation Facilities  
Unit Measure: sq.ft. of building area

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024 Bld'g Value (\$/sq.ft.)	Value/sq.ft. with land, site works, etc.	
Westside Arena and Complex	28,200	28,200	28,200	28,200	-	-	-	-	-	-	-	-	-	-	-	\$600	\$683	
Teeder Kennedy Youth Arena	26,500	26,500	-	-	-	-	-	-	-	-	-	-	-	-	-	\$600	\$683	
Centennial Pool	9,925	9,925	9,925	9,925	-	-	-	-	-	-	-	-	-	-	-	\$200	\$242	
Humberstone Community Hall	1,650	1,650	1,650	1,650	1,650	1,650	1,650	1,650	1,650	1,650	1,650	1,650	1,650	1,650	1,650	\$600	\$675	
Sherkston Community Centre	2,800	2,800	2,800	2,800	2,800	2,800	2,800	2,800	2,800	2,800	2,800	2,800	2,800	2,800	2,800	\$600	\$675	
Julia Yager Educational and Recreation Centre	5,100	5,100	5,100	5,100	5,100	5,100	5,100	5,100	5,100	5,100	5,100	5,100	5,100	5,100	5,100	\$700	\$776	
P.C. Tennis Club	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	\$500	\$571	
Sugarloaf Marina	8,847	8,847	8,847	8,847	8,847	8,847	8,847	8,847	8,847	8,847	8,847	8,847	8,847	8,847	8,847	\$600	\$671	
Harbourmaster Building	500	500	500	500	500	500	500	500	500	500	500	500	500	500	500	\$450	\$508	
Vale Health & Wellness Centre	-	-	-	-	140,000	140,000	140,000	140,000	140,000	140,000	140,000	140,000	140,000	140,000	140,000	140,000	\$500	\$557
Operations Centre - Recreation Portion	-	-	-	-	-	-	-	-	2,000	2,000	2,000	2,000	2,000	2,000	2,000	\$600	\$683	
Operations Centre Greenhouse	-	-	-	-	-	-	-	-	1,400	1,400	1,400	1,400	1,400	1,400	1,400	\$175	\$215	
<b>Total</b>	<b>84,522</b>	<b>84,522</b>	<b>58,022</b>	<b>58,022</b>	<b>159,897</b>	<b>159,897</b>	<b>159,897</b>	<b>159,897</b>	<b>163,297</b>	<b>163,297</b>	<b>163,297</b>	<b>163,297</b>	<b>163,297</b>	<b>163,297</b>	<b>163,297</b>			

Population	18,545	18,493	18,424	18,392	18,392	18,357	18,325	18,306	18,630	18,988	19,315	19,677	20,032	20,216	20,287
Per Capita Standard	4.5577	4.5705	3.1493	3.1547	8.6938	8.7104	8.7256	8.7347	8.7653	8.6000	8.4544	8.2989	8.1518	8.0776	8.0493

15 Year Average	2009 to 2023
Quantity Standard	7.2463
Quality Standard	\$580
Service Standard	\$4,200

D.C. Amount (before deductions)	12 Year
Forecast Population	3,859
\$ per Capita	\$4,200
Eligible Amount	\$16,209,421



**City of Port Colborne  
Service Standard Calculation Sheet**

Service: Parks & Recreation Vehicles and Equipment  
Unit Measure: No. of vehicles and equipment

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024 Value (\$/Vehicle)
Beach Rake	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	2.0	2.0	2.0	1.0	1.0	1.0	1.0	\$65,000
Boat	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	\$15,000
Chipper	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	\$75,000
Excavator (Mini X)	-	-	-	-	-	-	-	-	-	-	1.0	1.0	1.0	1.0	1.0	\$75,000
Line Painter	0.5	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	0.5	0.5	0.5	0.5	0.5	\$12,700
Travel Lift	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	\$400,000
Hydraulic Trailer Lift	-	-	-	-	-	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	\$57,000
Pickup (F150 or 1500)	8.0	8.0	9.0	8.0	8.0	7.0	7.0	6.0	6.0	6.0	6.0	4.0	3.0	3.0	4.0	\$57,000
Pickup (F250 or 2500 and above)	3.0	3.0	3.0	3.0	3.0	4.0	5.0	5.0	4.0	7.0	7.0	8.0	8.0	9.0	8.0	\$85,000
RTV	2.0	2.0	3.0	4.0	4.0	4.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	\$37,000
Telehandler	-	-	-	-	-	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	\$314,000
Top Dresser (Turf Spreader)	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	\$18,000
Tractor (15-45 Hp)	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	\$49,000
Tractor (45-60 Hp)	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	3.0	3.0	3.0	3.0	\$75,000
Trailer	5.0	5.0	8.0	10.0	10.0	11.0	11.0	12.0	12.0	12.0	14.0	13.0	12.0	12.0	12.0	\$16,000
Van (Upfitted)	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	1.0	1.0	1.0	1.0	\$125,000
Van (Small)	3.0	3.0	3.0	4.0	3.0	3.0	1.0	1.0	1.0	-	-	-	-	-	-	\$125,000
Weed Harvester	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	\$102,800
Zamboni	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	\$175,000
Zero Turn	2.0	2.0	2.0	2.0	2.0	4.0	4.0	4.0	4.0	4.0	6.0	6.0	6.0	6.0	6.0	\$41,000
Sander/Salter (Box Insert)	-	-	-	-	-	-	-	-	-	1.0	1.0	1.0	1.0	1.0	1.0	\$21,000
Water Real	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	\$18,000
<b>Total</b>	<b>37.5</b>	<b>38.0</b>	<b>43.0</b>	<b>46.0</b>	<b>45.0</b>	<b>50.0</b>	<b>50.0</b>	<b>50.0</b>	<b>50.0</b>	<b>53.0</b>	<b>57.5</b>	<b>55.5</b>	<b>53.5</b>	<b>54.5</b>	<b>54.5</b>	

Population	18,545	18,493	18,424	18,392	18,392	18,357	18,325	18,306	18,630	18,988	19,315	19,677	20,032	20,216	20,287
Per Capita Standard	0.0020	0.0021	0.0023	0.0025	0.0024	0.0027	0.0027	0.0027	0.0027	0.0028	0.0030	0.0028	0.0027	0.0027	0.0027

15 Year Average	2009 to 2023
Quantity Standard	0.0026
Quality Standard	\$66,077
Service Standard	\$172

D.C. Amount (before deductions)	12 Year
Forecast Population	3,859
\$ per Capita	\$172
Eligible Amount	\$662,976



**City of Port Colborne  
Service Standard Calculation Sheet**

Service: Library Services - Facilities  
Unit Measure: sq.ft. of building area

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024 Bld'g Value (\$/sq.ft.)	Value/sq.ft. with land, site works, etc.
Library (310 King Street)	23,116	23,116	23,116	23,116	23,116	23,116	23,116	23,116	23,116	23,116	23,116	23,116	23,116	23,116	23,116	\$600	\$742
<b>Total</b>	<b>23,116</b>	<b>23,116</b>	<b>23,116</b>	<b>23,116</b>	<b>23,116</b>	<b>23,116</b>	<b>23,116</b>	<b>23,116</b>	<b>23,116</b>	<b>23,116</b>	<b>23,116</b>	<b>23,116</b>	<b>23,116</b>	<b>23,116</b>	<b>23,116</b>		

Population	18,545	18,493	18,424	18,392	18,392	18,357	18,325	18,306	18,630	18,988	19,315	19,677	20,032	20,216	20,287
Per Capita Standard	1.2465	1.2500	1.2547	1.2569	1.2569	1.2592	1.2614	1.2628	1.2408	1.2174	1.1968	1.1748	1.1540	1.1435	1.1394

15 Year Average	2009 to 2023
Quantity Standard	1.2210
Quality Standard	\$742
Service Standard	\$906

D.C. Amount (before deductions)	12 Year
Forecast Population	3,859
\$ per Capita	\$906
Eligible Amount	\$3,496,177



**City of Port Colborne  
Service Standard Calculation Sheet**

Service: Library Services - Collection Materials  
Unit Measure: No. of library collection items

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024 Value (\$/item)
Books	57,589	57,037	56,484	55,932	55,379	64,309	65,903	59,230	52,931	39,915	38,433	39,591	39,152	39,354	40,862	\$35
Print Serials Subscriptions (Newspapers/Periodicals)	59	59	59	59	59	50	50	48	50	50	50	29	20	16	16	\$161
Compact Discs	1,598	1,599	1,601	1,602	1,603	1,595	1,666	1,572	1,703	920	975	944	774	773	773	\$23
Talking Books	317	467	616	766	915	951	1,088	972	1,067	1,045	1,109	1,127	1,206	1,214	1,228	\$59
Video Tapes	834	641	449	256	63	42	33	-	-	-	-	-	-	-	-	\$47
Microfilm	764	784	804	823	843	847	863	883	895	907	923	930	954	962	999	\$200
DVDs	1,818	2,549	3,280	4,010	4,741	5,130	5,470	5,268	5,342	4,965	5,452	4,746	5,141	5,308	5,507	\$32
OverDrive (eBooks, digital magazines, audiobooks, video)	-	-	-	1	1	1	1	1	1	1	1	1	1	1	1	\$82,800
Novelist	-	-	-	1	1	1	1	1	1	1	1	1	1	1	1	\$19,500
Ancestry.ca	-	-	-	1	1	1	1	1	1	1	1	1	1	1	1	\$8,250
Freegal	-	-	-	-	1	1	-	-	-	-	-	-	-	-	-	\$71,100
Flipster Digital Magazine - Platform	-	-	-	-	-	1	1	1	1	1	-	-	-	-	-	\$59,850
Hoopla - streaming video	-	-	-	-	-	-	-	-	-	-	-	-	1	1	1	\$90,000
TumbleBooks	-	-	-	-	-	-	-	-	1	1	1	1	-	-	-	\$18,000
Universal Class	-	-	-	-	-	-	-	-	-	-	1	1	1	1	1	\$20,250
RB Digital - ebooks, videos, emagazines	-	-	-	-	-	-	-	-	-	-	-	1	1	-	-	\$3,130
E-Readers	-	-	-	-	7	7	7	7	7	-	-	-	-	-	-	\$270
Chromebook	-	-	-	-	5	5	5	5	5	5	5	5	5	5	5	\$492



**City of Port Colborne  
Service Standard Calculation Sheet**

Service: Library Services - Collection Materials  
Unit Measure: No. of library collection items

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024 Value (\$/item)
Music MakerSpace Instruments	-	-	-	-	-	-	-	-	-	6	6	6	6	6	6	\$469
Video Games	-	-	-	-	-	-	-	-	-	-	-	69	124	148	173	\$80
Board games and puzzles	-	-	-	-	-	-	-	-	-	-	-	-	70	75	92	\$28
Library of Things - Non-Traditional Items	-	-	-	-	-	-	-	-	-	-	58	65	73	90	97	\$500
Library of Things - Technology	-	-	-	-	-	-	-	-	-	-	-	-	-	-	3	\$650
Public Computers	15	17	17	17	17	17	15	15	15	19	20	20	17	17	13	\$1,000
<b>Total</b>	<b>62,994</b>	<b>63,152</b>	<b>63,308</b>	<b>63,467</b>	<b>63,636</b>	<b>72,958</b>	<b>75,104</b>	<b>68,004</b>	<b>62,020</b>	<b>47,837</b>	<b>47,036</b>	<b>47,538</b>	<b>47,548</b>	<b>47,973</b>	<b>49,779</b>	

Population	18,545	18,493	18,424	18,392	18,392	18,357	18,325	18,306	18,630	18,988	19,315	19,677	20,032	20,216	20,287
Per Capita Standard	3.40	3.41	3.44	3.45	3.46	3.97	4.10	3.71	3.33	2.52	2.44	2.42	2.37	2.37	2.45

15 Year Average	2009 to 2023
Quantity Standard	3.1231
Quality Standard	\$40
Service Standard	\$126

D.C. Amount (before deductions)	12 Year
Forecast Population	3,859
\$ per Capita	\$126
Eligible Amount	\$487,778





# Appendix C

## Long-Term Capital and Operating Cost Examination



# Appendix C: Long-Term Capital and Operating Cost Examination

## City of Port Colborne

### Annual Capital and Operating Cost Impact

As a requirement of the *Development Charges Act, 1997*, as amended, under subsection 10 (2) (c), an analysis must be undertaken to assess the long-term capital and operating cost impacts for the capital infrastructure projects identified within the development charge. As part of this analysis, it was deemed necessary to isolate the incremental operating expenditures directly associated with these capital projects, factor in cost savings attributable to economies of scale or cost sharing where applicable and prorate the cost on a per unit basis (i.e., sq.ft. of building space, per vehicle, etc.). This was undertaken through a review of the City's approved 2022 Financial Information Return (F.I.R.).

In addition to the operational impacts, over time the initial capital projects will require replacement. This replacement of capital is often referred to as lifecycle cost. By definition, lifecycle costs are all the costs which are incurred during the life of a physical asset, from the time its acquisition is first considered, to the time it is taken out of service for disposal or redeployment. The method selected for lifecycle costing is the sinking fund method which provides that money will be contributed annually and invested, so that those funds will grow over time to equal the amount required for future replacement. The following factors were utilized to calculate the annual replacement cost of the capital projects (annual contribution = factor X capital asset cost) and are based on an annual growth rate of 2% (net of inflation) over the average useful life of the asset:



Table C-1  
City of Port Colborne  
Lifecycle Cost Factors and Average Useful Lives

Asset	Lifecycle Cost Factors	
	Average Useful Life	Factor
Water and Wastewater Infrastructure	80	0.005160705
Facilities	50	0.01182321
Services Related to a Highway	50	0.01182321
Parkland Development	40	0.016555748
Vehicles	15	0.057825472
Small Equipment & Gear	10	0.091326528
Library Materials	10	0.091326528

Table C-2 depicts the annual operating impact resulting from the proposed gross capital projects at the time they are all in place. It is important to note that, while City program expenditures will increase with growth in population, the costs associated with the new infrastructure (i.e., facilities) would be delayed until the time these works are in place.



Table C-2  
City of Port Colborne  
Operating and Capital Expenditure Impacts for Future Capital Expenditures

SERVICE/CLASS OF SERVICE	ANNUAL LIFECYCLE EXPENDITURES	ANNUAL OPERATING EXPENDITURES	TOTAL ANNUAL EXPENDITURES
Wastewater Services	4,633,155	653,441	5,286,596
Water Services	2,414,895	125,608	2,540,503
Services Related to a Highway	825,192	13,762	838,954
Public Works (Facilities and Fleet)	264,151	97,818	361,969
Fire Protection Services	620,664	318,829	939,493
Parks and Recreation Services	2,273,109	379,092	2,652,201
Library Services	92,304	9,307	101,611
<b>Total</b>	<b>11,123,470</b>	<b>1,597,856</b>	<b>12,721,326</b>



# Appendix D

## D.C. Reserve Fund Policy



# Appendix D: D.C. Reserve Fund Policy

## D.1 Legislative Requirements

The *Development Charges Act, 1997*, as amended (D.C.A.) requires development charge (D.C.) collections (and associated interest) to be placed in separate reserve funds. Sections 33 through 36 of the D.C.A. provide the following regarding reserve fund establishment and use:

- A municipality shall establish a reserve fund for each service to which the D.C. by-law relates; subsection 7 (1), however, allows services to be grouped into categories of services for reserve fund (and credit) purposes and for classes of services to be established.
- The municipality shall pay each D.C. it collects into a reserve fund or funds to which the charge relates.
- The money in a reserve fund shall be spent only for the “capital costs” determined through the legislated calculation process (as per subsection 5 (1) 2 to 8).
- Money may be borrowed from the fund but must be paid back with interest (O. Reg. 82/98, subsection 11 (1) defines this as Bank of Canada rate either on the day the by-law comes into force or, if specified in the by-law, the first business day of each quarter).
- D.C. reserve funds may not be consolidated with other municipal reserve funds for investment purposes and may only be used as an interim financing source for capital undertakings for which D.C.s may be spent (section 37).

Annually, the Treasurer of the municipality is required to provide Council with a financial statement related to the D.C. by-law(s) and reserve funds. This statement must be made available to the public and may be requested to be forwarded to the Minister of Municipal Affairs and Housing.

Subsection 43 (2) and O. Reg. 82/98 prescribe the information that must be included in the Treasurer’s statement, as follows:

- opening balance;
- closing balance;



- description of each service and/or service category for which the reserve fund was established (including a list of services within a service category);
- transactions for the year (e.g. collections, draws) including each asset's capital costs to be funded from the D.C. reserve fund and the manner for funding the capital costs not funded under the D.C. by-law (i.e. non-D.C. recoverable cost share and post-period D.C. recoverable cost share);
- for projects financed by D.C.s, the amount spent on the project from the D.C. reserve fund and the amount and source of any other monies spent on the project;
- amounts borrowed, purpose of the borrowing, and interest accrued during previous year;
- amount and source of money used by the municipality to repay municipal obligations to the D.C. reserve fund;
- list of credits by service or service category (outstanding at the beginning of the year, given in the year, and outstanding at the end of the year by the holder);
- for credits granted under section 14 of the previous D.C.A., a schedule identifying the value of credits recognized by the municipality, the service to which it applies and the source of funding used to finance the credit; and
- a statement as to compliance with subsection 59 (1) of the D.C.A., whereby the municipality shall not impose, directly or indirectly, a charge related to a development or a requirement to construct a service related to development, except as permitted by the D.C.A. or another Act.

Recent changes arising from Bill 109 (More Homes for Everyone Act, 2022) provide that the Council shall make the statement available to the public by posting the statement on the website or, if there is no such website, in the municipal office. In addition, Bill 109 introduced the following requirements which shall be included in the treasurer's statement.

- For each service for which a development charge is collected during the year
  - whether, as of the end of the year, the municipality expects to incur the amount of capital costs that were estimated, in the relevant development charge background study, to be incurred during the term of the applicable development charge by-law, and
  - if the answer to subparagraph i is no, the amount the municipality now expects to incur and a statement as to why this amount is expected;



- For any service for which a development charge was collected during the year but in respect of which no money from a reserve fund was spent during the year, a statement as to why there was no spending during the year.

Additionally, as per subsection 35(3) of the D.C.A.:

*35(3) If a service is prescribed for the purposes of this subsection, beginning in the first calendar year that commences after the service is prescribed and in each calendar year thereafter, a municipality shall spend or allocate at least 60 per cent of the monies that are in a reserve fund for the prescribed service at the beginning of the year.*

The services currently prescribed are water, wastewater, and services related to a highway. Therefore, as of 2023, a municipality shall spend or allocate at least 60 percent of the monies in the reserve fund at the beginning of the year. There are generally two (2) ways in which a municipality may approach this requirement:

- a) Include a schedule are part of the annual treasurer’s statement; or
- b) Incorporate the information into the annual budgeting process.

Based upon the above, Figure 1 and Attachments 1 and 2, set out the format for which annual reporting to Council should be provided. Attachment 3 provides for the schedule for allocating reserve fund balances to projects.

## **D.2 D.C. Reserve Fund Application**

Section 35 of the D.C.A. states that:

“The money in a reserve fund established for a service may be spent only for capital costs determined under paragraphs 2 to 7 of subsection 5(1).”

This provision clearly establishes that reserve funds collected for a specific service are only to be used for that service, or to be used as a source of interim financing of capital undertakings for which a D.C. may be spent.





Figure D-1  
City of Port Colborne  
Annual Treasurer's Statement of Development Charge Reserve Funds

Description	Services to which the Development Charge Relates								Total
	Services Related to a Highway	Public Works (Facilities and Fleet)	Water Services	Wastewater Services	Parks and Recreation Services	Fire Protection Services	Library Services	Growth Studies	
<b>Opening Balance, January 1, _____</b>									<b>0</b>
<b>Plus:</b>									
Development Charge Collections									0
Accrued Interest									0
Repayment of Monies Borrowed from Fund and Associated Interest <sup>1</sup>									0
<b>Sub-Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Less:</b>									
Amount Transferred to Capital (or Other) Funds <sup>2</sup>									0
Amounts Refunded									0
Amounts Loaned to Other D.C. Service Category for Interim Financing									0
Credits <sup>3</sup>									0
<b>Sub-Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Closing Balance, December 31, _____</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<sup>1</sup> Source of funds used to repay the D.C. reserve fund

<sup>2</sup> See Attachment 1 for details

<sup>3</sup> See Attachment 2 for details

The Municipality is compliant with s.s. 59.1 (1) of the *Development Charges Act*, whereby charges are not directly or indirectly imposed on development nor has a requirement to construct a service related to development been imposed, except as permitted by the *Development Charges Act* or another Act.



**Figure D-2a**  
**City of Port Colborne**  
**Attachment 1**  
**Annual Treasurer's Statement of Development Charge Reserve Funds**  
**Amount Transferred to Capital (or Other) Funds – Capital Fund Transactions**

Capital Fund Transactions	Gross Capital Cost	D.C. Recoverable Cost Share					Non-D.C. Recoverable Cost Share				
		D.C. Forecast Period			Post D.C. Forecast Period		Other Reserve/Reserve Fund Draws	Tax Supported Operating Fund Contributions	Rate Supported Operating Fund Contributions	Debt Financing	Grants, Subsidies Other Contributions
		D.C. Reserve Fund Draw	D.C. Debt Financing	Grants, Subsidies Other Contributions	Post-Period Benefit/ Capacity Interim Financing	Grants, Subsidies Other Contributions					
<b>Services Related to a Highway</b>											
Capital Cost A											
Capital Cost B											
Capital Cost C											
<b>Sub-Total - Services Related to Highways</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Water Services</b>											
Capital Cost D											
Capital Cost E											
Capital Cost F											
<b>Sub-Total - Water</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Wastewater Services</b>											
Capital Cost G											
Capital Cost H											
Capital Cost I											
<b>Sub-Total - Wastewater</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>



Figure D-2b  
 City of Port Colborne  
 Attachment 1  
 Annual Treasurer's Statement of Development Charge Reserve Funds  
 Amount Transferred to Capital (or Other) Funds – Operating Fund Transactions

Operating Fund Transactions	Annual Debt Repayment Amount	D.C. Reserve Fund Draw		Post D.C. Forecast Period			Non-D.C. Recoverable Cost Share		
		Principal	Interest	Principal	Interest	Source	Principal	Interest	Source
<u>Services Related to a Highway</u>									
Capital Cost J									
Capital Cost K									
Capital Cost L									
<b>Sub-Total - Services Related to a Highway</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>	<b>\$0</b>	
<u>Water Services</u>									
Capital Cost M									
Capital Cost N									
Capital Cost O									
<b>Sub-Total - Water</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>	<b>\$0</b>	
<u>Wastewater Services</u>									
Capital Cost P									
Capital Cost Q									
Capital Cost R									
<b>Sub-Total - Wastewater</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>	<b>\$0</b>	



Figure D-3  
City of Port Colborne  
Attachment 2  
Annual Treasurer's Statement of Development Charge Reserve Funds  
Statement of Credit Holder Transactions

Credit Holder	Applicable D.C. Reserve Fund	Credit Balance Outstanding Beginning of Year _____	Additional Credits Granted During Year	Credits Used by Holder During Year	Credit Balance Outstanding End of Year _____
Credit Holder A					
Credit Holder B					
Credit Holder C					
Credit Holder D					
Credit Holder E					
Credit Holder F					



**Figure D-4**  
**City of Port Colborne**  
**Attachment 3**  
**Annual Treasurer's Statement of Development Charge Reserve Funds**  
**Statement of Reserve Fund Balance Allocations**

**Attachment 1**  
**City of Port Colborne**  
**Statement of Reserve Fund Balance Allocations**

Service:	Water
Balance in Reserve Fund at Beginning of Year:	
60% of Balance to be Allocated (at a minimum):	

**Projects to Which Funds Will be Allocated**

Project Description	Project Number	Total Growth-related Capital Cost Remaining to be Funded	Share of Growth-related Cost Allocated to Date	Share of Growth-related Cost Allocated - Current Year
<b>Total</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Service:	Wastewater
Balance in Reserve Fund at Beginning of Year:	
60% of Balance to be Allocated (at a minimum):	

**Projects to Which Funds Will be Allocated**

Project Description	Project Number	Total Growth-related Capital Cost Remaining to be Funded	Share of Growth-related Cost Allocated to Date	Share of Growth-related Cost Allocated - Current Year
<b>Total</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Service:	Services Related to a Highway
Balance in Reserve Fund at Beginning of Year:	
60% of Balance to be Allocated (at a minimum):	

**Projects to Which Funds Will be Allocated**

Project Description	Project Number	Total Growth-related Capital Cost Remaining to be Funded	Share of Growth-related Cost Allocated to Date	Share of Growth-related Cost Allocated - Current Year
<b>Total</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>



# Appendix E

## Local Service Policy



# Appendix E: Local Service Policy

## City of Port Colborne

### General Policy Guidelines on Development Charge and Local Service Funding

This Appendix sets out the municipality's General Policy Guidelines on Development Charges (D.C.) and local service funding for Services Related to a Highway, Stormwater Management, Parkland Development, and Underground Linear Services. The guidelines outline, in general terms, the size and nature of engineered infrastructure that is included in the study as a development charge project, versus infrastructure that is considered as a local service, to be emplaced separately by landowners, pursuant to a development agreement.

The following policy guidelines are general principles by which staff will be guided in considering development applications. However, each application will be considered, in the context of these policy guidelines as subsection 59 (2) of the Development Charges Act, 1997 (D.C.A.) on its own merits having regard to, among other factors, the nature, type and location of the development and any existing and proposed development in the surrounding area, as well as the location and type of services required and their relationship to the proposed development and to existing and proposed development in the area.

#### **Services Related to a Highway**

A highway and services related to a highway are intended for the transportation of people and goods via many different modes including, but not limited to passenger automobiles, commercial vehicles, transit vehicles, bicycles and pedestrians. The highway shall consist of all land and associated infrastructure built to support (or service) this movement of people and goods regardless of the mode of transportation employed.

The associated infrastructure to achieve this concept shall include, but is not limited to: road pavement structure and curbs; grade separation/bridge structures (for any vehicles, railways and/or pedestrians); grading, drainage and retaining wall features; culvert structures; stormwater drainage systems; utilities; traffic control systems;



signage; gateway features; street furniture; active transportation facilities (e.g. sidewalks, bike lanes, multi-use trails which interconnect the transportation network, etc.); transit lanes & lay-bys; roadway illumination systems; boulevard and median surfaces (e.g. sod & topsoil, paving, etc.); street trees and landscaping; parking lanes & lay-bys; (excluding on-street parking in the downtown) and driveway entrances; noise attenuation systems; railings and safety barriers.

### **1. Arterial and Collector Roads (including Structures)**

- New Collector Roads internal to a development are direct developer responsibility.
- New, widened, extended or upgraded, Arterial and Collector Roads external to a development are considered to be development charge projects.
- New Collector Roads external to a development, but primarily acting as a connection serving a development, are a direct developer responsibility.
- All other roads are considered to be the developer's responsibility.

### **2. Traffic Control Systems, Signals and Intersection Improvements**

- On new arterial roads and arterial road improvements unrelated to a specific development: included as part of road costing funded through D.C.'s.
- On non-arterial roads, or for any private site entrances or entrances to specific development: direct developer responsibility under s.59 of D.C.A. (as a local service).
- On arterial or collector road intersections with Regional roads: Region's responsibility or in certain circumstances, may be a direct developer responsibility
- Intersection improvements, new or modified signalization, signal timing & optimization plans, area traffic studies for highways attributed to growth and unrelated to a specific development: included in D.C. calculation as permitted under s.5(1) of the D.C.A.

### **3. Streetlights**

- Streetlights on new arterial roads an arterial road improvements: considered part of the complete street and included as part of the road costing funded through





D.C.'s or in exceptional circumstances, may be direct developer responsibility through local service provisions (s.59 of D.C.A.).

- Streetlights on non-arterial roads internal to development: considered part of the complete street and included as a direct developer responsibility under s. 59 of the D.C.A. (as a local service).
- Streetlights on non-arterial roads external to development, needed to support a specific development or required to link with the area to which the plan relates: considered part of the complete street and included as a direct developer responsibility under s. 59 of the D.C.A. (as a local service).

#### **4. Transportation Related Pedestrian and Cycling Facilities**

- Sidewalks, multi-use trails, cycle tracks, and bike lanes, inclusive of all required infrastructure, located within arterial roads, Regional roads and provincial highway corridors: considered part of the complete street and included in D.C.'s, or, in exceptional circumstances, may be direct developer responsibility through local service provisions (s.59 of D.C.A.).
- Sidewalks, multi-use trails, cycle tracks, and bike lanes, inclusive of all required infrastructure, located within or linking to non-arterial road corridors internal to development: considered part of the complete street and is a direct developer responsibility through local service provisions (s.59 of D.C.A.).
- Other sidewalks, multi-use trails, cycle tracks, and bike lanes, inclusive of all required infrastructure, located within non-arterial road corridors external to development and needed to support a specific development or required to link with the area to which the plan relates: direct developer responsibility under s.59 of D.C.A. (as a local service).
- Multi-use trails (not associated with a road), inclusive of all land and required infrastructure, that go beyond the function of a (parkland) recreational trail and form part of the municipality's active transportation network for cycling and/or walking: included in D.C.'s

#### **5. Transit Lanes and Lay-bys**

- Transit lanes and lay-bys located within municipal arterial and regional road corridors: considered part of the complete street and included in D.C.'s



- Transit lanes and lay-bys located within non-arterial road corridors internal to development: considered part of the complete street and direct developer responsibility under s. 59 of the D.C.A. (as a local service).
- Transit lanes and lay-bys located within non-arterial road corridors external to development and needed to support a specific development or required to link with the area to which the plan relates: direct developer responsibility under s. 59 of the D.C.A. (as a local service).

## **6. Transit Bus Stops and Amenities**

- Transit bus stops and amenities internal to development: direct developer responsibility under s.59 of D.C.A. (as a local service).
- Transit bus stops and amenities on arterial roads: included in Municipality's Transit D.C.'s consistent with D.C.A., s.5(1).

## **LAND ACQUISITION FOR ROADS**

### **7. Road Allowances**

- Land acquisition for Arterial or Collector Roads, to the widths required according to the approved engineering standards, is primarily provided by dedications under the Planning Act. In areas where limited or no development is anticipated, and direct dedication is unlikely, the land acquisition is considered to be part of the capital cost of the related development charge project

### **8. Grade Separations**

- Land acquisition for Grade Separations (beyond normal dedication requirements) is considered to be part of the capital cost of the related development charge project.

The detailed engineering requirements of the above items are governed by the approved detailed engineering standards for the City.

## **PARKLAND DEVELOPMENT**

### **9. Recreational Trails**



- Recreational trails (Multi-use trails) that do not form part of the municipality's active transportation network, and their associated infrastructure (landscaping, bridges, trail surface, etc.), is included in area municipal parkland D.C.'s.

## **10. Parkland**

- Parkland Development for Community Parks, District Parks, Neighbourhood Parks and Village Squares: direct developer responsibility to provide at base condition, as defined in the Municipality's Parks Standards, as a local service provision.
- Program facilities, amenities, and furniture, within parkland: are included in D.C.s.

## **11. Landscape Buffer Blocks, Features, Cul-de-sac Islands, Berms, Grade Transition Areas, Walkway Connections to Adjacent Arterial Roads, Open Space, Etc.**

- The cost of developing all landscape buffer blocks, landscape features, cul-de-sac islands, berms, grade transition areas, walkway connections to adjacent arterial roads, open space and other remnant pieces of land conveyed to the municipality shall be a direct developer responsibility as a local service. Such costs include but are not limited to:
- pre-grading, sodding or seeding, supply and installation of amended topsoil, (to the Municipality's required depth), landscape features, perimeter fencing and amenities and all planting.
- Perimeter fencing to the Municipal standard located on the public property side of the property line adjacent land uses (such as but limited to arterial roads) as directed by the Municipality.

## **WATER**

### **12. Watermains**

- Watermains internal to the development are considered to be a local service unless the City requests a watermain be oversized, in which case the oversizing is a development charge project.



- External watermains of any size required by a development to connect to an existing local trunk main are considered to be the developer's local service responsibility.
- Watermains of any size required to connect a development charge eligible pumping station or reservoir to the supply network are considered to be development charge projects.
- Providing new underground services or upgrading existing underground services external to the development if the services are required to service the development, and if the pipe sizes do not exceed 300mm, are considered to be the developer's local service responsibility.

### **13. Booster Stations and Reservoirs**

- New or expanded water booster pumping stations and reservoir projects servicing two or more developments are considered to be development charge projects. All others are the responsibility of the developer.
- All other new or expanded water booster pumping stations and reservoir projects that do not qualify as above are the responsibility of the developer.
- The detailed engineering requirements of the above items are governed by the approved detailed engineering standards for the City.

## **WASTEWATER**

### **14. Sanitary Sewers**

- Sanitary Sewers internal to the development are considered to be a local service, unless the City requests a sewer be oversized, in which case the oversizing is a development charge project.
- Sanitary Sewers of any size required by a development to connect to an existing local trunk main are considered to be the developer's responsibility.
- Sanitary Sewers of any size required to connect a pumping station or treatment plant to the collection network are considered to be development charge projects.
- Providing new underground services or upgrading existing underground services external to the development if the services are required to service the development, and if the pipe sizes do not exceed 300mm, are considered to be the developer's local service responsibility.



## **15. Pumping Stations**

- New or expanded pumping stations internal or external to a development, that are fed by sanitary sewers which qualify as a development charge project are also considered to be development charge projects.
- New or expanded pumping stations fed by sanitary sewers that do not qualify as a development charge project are the responsibility of the developer.
- The above pipe sizes in section 15(iv) govern, unless the hydraulic conditions of a particular development require a different pipe size, in which case the minimum pipe size determined by such hydraulic conditions shall be the developer's responsibility.

## **LAND ACQUISITION FOR WATER AND WASTEWATER WORKS**

### **16. Booster Stations and Reservoirs**

- Where required, land acquisition for Booster Stations and Reservoirs which are development charge projects, to the size required by the design of the facility, is to be provided by the developer as part of the development approval process. The market value of the land is considered to be part of the capital cost of the related development charge project.

### **17. Pumping Stations**

- Where required, land acquisition for Pumping Stations which are development charges projects, to the size required by the design of the facility, is to be provided by the developer as part of the development approval process. The market value of the land is considered to be part of the capital cost of the related development charge project.
- The detailed engineering requirements of the above items are governed by the approved detailed engineering standards for the City.

## **STORMWATER MANAGEMENT**

### **18. Stormwater**

- Over-sizing cost of stormwater facilities capacity, excluding land, to accommodate runoff from new, widened, extended or upgraded municipal arterial



roads that are funded as a development charges project: included as part of road costing funded through D.C.'s.

- Erosion works, inclusive of all restoration requirements, related to a development application: direct developer responsibility under s. 59 of the D.C.A. (as a local service).
- Monitoring works: included in D.C.'s consistent with the D.C.A., s.5(1).
- Storm sewer systems and drainage works that are required for a specific development, either internal or external to the area to which the plan relates: direct developer responsibility under s. 59 of the D.C.A. (as a local service).



# Appendix F

## Asset Management Plan



## Appendix F: Asset Management Plan

The recent changes to the Development Charges Act, 1997, as amended (D.C.A.) (new subsection 10 (2) (c.2)) require that the background study must include an asset management plan (A.M.P.) related to new infrastructure. Section 10 (3) of the D.C.A. provides:

“The asset management plan shall,

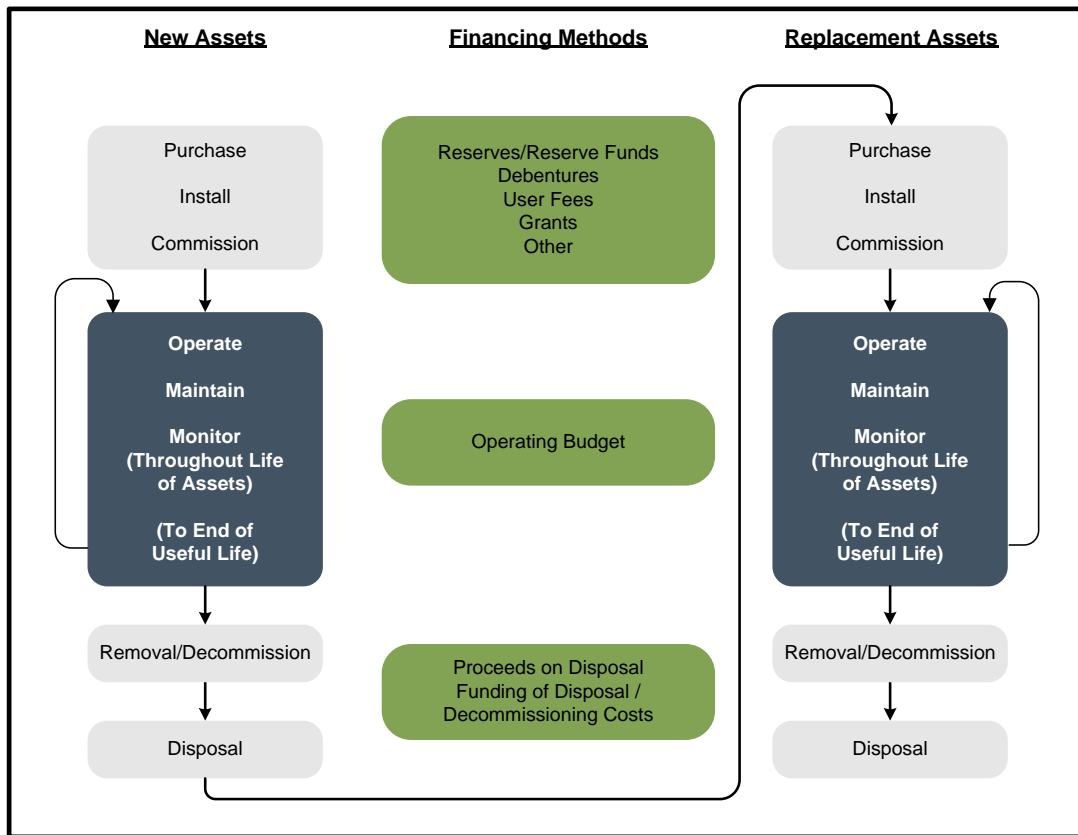
- (a) deal with all assets whose capital costs are proposed to be funded under the development charge by-law;
- (b) demonstrate that all the assets mentioned in clause (a) are financially sustainable over their full life cycle;
- (c) contain any other information that is prescribed; and
- (d) be prepared in the prescribed manner.”

In regard to the above, section 8 of the regulations was amended to include subsections (2), (3), and (4) which set out specific detailed requirements for transit (only). For all services except transit, there are no prescribed requirements at this time, thus requiring the municipality to define the approach to include in the background study.

At a broad level, the A.M.P. provides for the long-term investment in an asset over its entire useful life along with the funding. The schematic below identifies the costs for an asset throughout its entire lifecycle. For growth-related works, the majority of capital costs will be funded by the D.C. Non-growth-related expenditures will then be funded from non-D.C. revenues as noted below. During the useful life of the asset, there will be minor maintenance costs to extend the life of the asset along with additional program-related expenditures to provide the full services to the residents. At the end of the life of the asset, it will be replaced by non-D.C. financing sources.

It should be noted that with the recent passing of the *Infrastructure for Jobs and Prosperity Act* (I.J.P.A.) municipalities are now required to complete A.M.P.s, based on certain criteria, which are to be completed by 2022 for core municipal services and 2024 for all other services. The amendments to the D.C.A. do not require municipalities to complete these A.M.P.s (required under I.J.P.A.) for the D.C. background study, rather the D.C.A. requires that the D.C. background study include information to show the assets to be funded by the D.C. are sustainable over their full lifecycle.





In 2012, the Province developed Building Together: Guide for municipal asset management plans which outlines the key elements for an A.M.P., as follows:

**State of local infrastructure:** asset types, quantities, age, condition, financial accounting valuation and replacement cost valuation.

**Desired levels of service:** defines levels of service through performance measures and discusses any external trends or issues that may affect expected levels of service or the municipality's ability to meet them (for example, new accessibility standards, climate change impacts).

**Asset management strategy:** the asset management strategy is the set of planned actions that will seek to generate the desired levels of service in a sustainable way, while managing risk, at the lowest lifecycle cost.

**Financing strategy:** having a financial plan is critical for putting an A.M.P. into action. By having a strong financial plan, municipalities can also demonstrate that they have



made a concerted effort to integrate the A.M.P. with financial planning and municipal budgeting and are making full use of all available infrastructure financing tools.

Commensurate with the above, the City prepared an A.M.P. in 2022 for its existing assets; however, it did not take into account future growth-related assets for all services included in the D.C. calculations. As a result, the asset management requirement for the D.C. must be undertaken in the absence of this information.

In recognition to the schematic above, the following table (presented in 2024 \$) has been developed to provide the annualized expenditures and revenues associated with new growth. Note that the D.C.A. does not require an analysis of the non-D.C. capital needs or their associated operating costs so these are omitted from the table below. As well, as all capital costs included in the D.C.-eligible capital costs are not included in the City's A.M.P., the present infrastructure gap and associated funding plan have not been considered at this time. Hence the following does not represent a fiscal impact assessment (including future tax/rate increases) but provides insight into the potential affordability of the new assets:

1. The non-D.C. recoverable portion of the projects that will require financing from municipal financial resources (i.e., taxation, rates, fees, etc.). This amount has been presented on an annual debt charge amount based on 20-year financing.
2. Lifecycle costs for the 2024 D.C. capital works have been presented based on a sinking fund basis. The assets have been considered over their estimated useful lives.
3. Incremental operating costs for the D.C. services (only) have been included.
4. The resultant total annualized expenditures are approximately \$24.82 million.
5. Consideration was given to the potential new taxation and user fee revenues which will be generated as a result of new growth. These revenues will be available to finance the expenditures above. The new operating revenues are approximately \$7.33 million. This amount, totalled with the existing operating revenues of approximately \$49.59 million, provides annual revenues of approximately \$56.92 million by the end of the period.



6. In consideration of the above, the capital plan is deemed to be financially sustainable.

City of Port Colborne  
Asset Management – Future Expenditures and Associated Revenues  
2024\$

Asset Management - Future Expenditures and Associated Revenues	2036 (Total)
<b>Expenditures (Annualized)</b>	
Annual Debt Payment on Non-Growth Related Capital <sup>1</sup>	2,531,271
Annual Debt Payment on Post Period Capital <sup>2</sup>	9,564,382
<b>Lifecycle:</b>	
Annual Lifecycle - Municipal-wide Services	11,123,470
Incremental Operating Costs (for D.C. Services)	1,597,856
<b>Total Expenditures</b>	<b>24,816,979</b>
<b>Revenue (Annualized)</b>	
Total Existing Revenue <sup>3</sup>	\$49,593,916
Incremental Tax and Non-Tax Revenue (User Fees, Fines, Licences, etc.)	\$7,328,280
<b>Total Revenues</b>	<b>\$56,922,196</b>

<sup>1</sup> Non-Growth Related component of Projects

<sup>2</sup> Interim Debt Financing for Post Period Benefit

<sup>3</sup> As per Sch. 10 of FIR



# Appendix G

## Proposed D.C. By-Law



# Appendix G: Proposed D.C. By-law

By-law Number \_\_\_\_\_

- of -

## The Corporation of the City of Port Colborne

Being a by-law of the Corporation of the City of Port Colborne with respect to development charges.

**WHEREAS** section 2(1) of the *Development Charges Act, 1997* (hereinafter called "the Act") enables the Council of a municipality to pass by-laws for the imposition of development charges against land located in the municipality for increased capital costs required because of the need for services arising from development in the area to which the by-law applies;

**AND WHEREAS** the Council of the Corporation of the City of Port Colborne (hereinafter called "the Council"), at its public meeting of September 24, 2024, approved a report dated August 23, 2024 entitled "City of Port Colborne, 2024 Development Charge Background Study", which report was prepared by Watson & Associates Economists Ltd.;

**AND WHEREAS** the Council has given Notice in accordance with Section 12 of the *Development Charges Act, 1997* of its development charge proposal and held a public meeting on September 24, 2024;

**AND WHEREAS** the Council has heard all persons who applied to be heard in objection to, or in support of, the development charge proposal at such public meeting;

**NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE CITY OF PORT COLBORNE HEREBY** enacts as follows:

1. **In this by-law,**

### **DEFINITIONS**



“Act” means the Development Charges Act, as amended, or any successor thereof;

“accessory use” means where used to describe a use, building, or structure that the use, building or structure is naturally and normally incidental, subordinate in purpose of floor area or both, and exclusively devoted to a principal use, building or structure;

“affordable residential unit” means a Dwelling Unit that meets the criteria set out in subsection 4.1 of the Act.

“agricultural use” means use or intended use for bona fide farming purposes:

- a) including (but not limited to):
  - i) cultivation of crops whether on open land or in greenhouses, including (but not limited to) fruit, vegetables, grains, field crops, sod trees, shrubs, flowers, and ornamental plants;
  - ii) raising of animals, including (but not limited to) cattle, horses, pigs, poultry, livestock, fish; and
  - iii) animal husbandry, dairying, equestrian activities, horticultural, fallowing, pasturing, and market gardening;
- b) but excluding:
  - i) winery activities;
  - ii) retail sales activities; and
  - iii) cannabis production facilities.

“apartment unit” means any residential unit within a building containing three or more dwelling units where access to each residential unit is obtained through a common entrance or entrances from the street level and the residential units are connected by an interior corridor, and includes a stacked townhouse;

“attainable residential unit” means a Dwelling Unit that meets the criteria set out in subsection 4.1 of the Act.



“back-to-back townhouse dwelling” means a building containing more than two dwelling units separated vertically by a common wall, including a rear common wall, that do not have rear yards;

“bedroom” means a habitable room larger than seven square metres, including a den, study or other similar area, but does not include a bathroom, living room, dining room or kitchen;

“benefiting area” means an area defined by map, plan or legal description in a front-ending agreement as an area that will receive a benefit from the construction of a service;

“board of education” has the same meaning as set out in the Education Act, R.S.O. 1990, Chap. E.2, as amended, or any successor thereof;

“Building Code Act” means the Building Code Act, S.O. 1992, as amended, or any successor thereof;

“cannabis” means a cannabis plant, including the phytocannabinoids produced by or found in such a plant regardless of whether that part has been processed or not and any substance or mixture of substances that contains or has in it and part of such a plant and any substance that is identical to a phytocannabinoid produced by or found in such a plant regardless of how the substance was obtained. Marijuana shall have the same definition.

“cannabis production facility” means a facility structure for the cultivation, processing, packaging and shipping where cannabis is produced by a federally licensed producer and can be for the production of medical or recreational cannabis.

“capital cost” shall have the same meaning as described in Section 5 of the *Development Charges Act, 1997*, as amended.

“City” means the Corporation of the City of Port Colborne;

“class” means a grouping of services combined to create a single service for the purposes of this By-law and as provided in Section 7 of the Development Charges Act.



“commercial” means any use of land, structures or buildings for the purposes of buying or selling commodities and services, but does not include industrial or agricultural uses, and does not include hotels, motels, motor inns and boarding, lodging and rooming houses;

“Council” means the Council of the City;

“development” means the construction, erection or placing of one or more buildings or structures on land or the making of an addition or alteration to a building or structure that has the effect of increasing the size of usability thereof, and includes redevelopment;

“development charge” means a charge imposed with respect to this by-law;

“dwelling unit” means any part of a building or structure used, designed or intended to be used as a domestic establishment in which one or more persons may sleep and are provided with culinary and sanitary facilities for their exclusive use;

“existing” means the number, use and size that existed as of the date this by-law passed;

“farm building” means that part of a bona fide farming operation encompassing barns, silos and other ancillary development to an agricultural use, but excluding a residential use;

“gross floor area” means:

(1) in the case of a residential building or structure, the total area of all floors above grade of a dwelling unit measured between the outside surfaces of exterior walls or between the outside surfaces of exterior walls and the centre line of part walls dividing the dwelling unit from any other dwelling unit or other portion of a building; and

(2) in the case of a non-residential building or structure, or in the case of a mixed-use building or structure in respect of the non-residential portion thereof, the total area of all building floors above or below grade measured between the outside surfaces of the exterior walls, or between the outside





surfaces of exterior walls and the centre line of party walls dividing a non-residential use and a residential use, except for:

- (1) a room or enclosed area within the building or structure above or below that is used exclusively for the accommodation of heating, cooling, ventilating, electrical, mechanical or telecommunications equipment that service the building;
- (2) loading facilities above or below grade; and
- (3) a part of the building or structure below grade that is used for the parking or motor vehicles or for storage and other accessory use;

“industrial” means lands, buildings or structures used or designed or intended for use for manufacturing, processing, fabricating or assembly or raw goods, warehousing or bulk storage of goods, and includes office uses and the sale of commodities to the general public where such uses are accessory to an industrial use, but does not include the sale of commodities to the general public through a warehouse club;

“institutional development” means development of a building or structure that meets the criteria set out in section 11.1(2) of O.Reg. 82/98 to the Act;

“interest rate” means the annual rate of interest as set out in section 26.3 of the Act;

“Local Board” means a school board, public utility, commission, transportation commission, public library board, board of park management, local board of health, board of commissioners of police, planning board, or any other board, commission, committee, body or local authority established or exercising any power or authority under any general or special Act with respect to any of the affairs or purposes, including school purposes, of the City of Port Colborne or any part of parts thereof;

“local services” means those services, facilities or things which are under the jurisdiction of the City and are related to a plan of subdivision or within the area to



which the plan relates in respect of the lands under Sections 41, 51 or 53 of the Planning Act, R.S.O. 1990, Chap. P.13, as amended, or any successor thereof;

“multiple dwellings” means all dwellings other than single-detached, semi-detached and apartment unit dwellings;

“non-profit housing development” means Development of a building or structure that meets the criteria set out in section 4.2 of the Act.

“non-residential use” means a building or structure of any kind whatsoever used, designed or intended to be used for other than a residential use;

“Official Plan” means the Official Plan adopted for the City, as amended and approved;

“owner” means the owner of land or a person who has made application for an approval for the development of land upon which a development charge is imposed;

“park model trailer” means is a recreational unit that meets the following criteria:

- (i) It is built on a single chassis mounted on wheels;
- (ii) It is designed to facilitate relocation from time to time;
- (iii) It is designed as living quarters for seasonal camping and may be connected to those utilities necessary for operation of installed fixtures and appliances; and
- (iv) It has a gross floor area, including lofts, not exceeding 50m<sup>2</sup> (538ft<sup>2</sup>) when in the set-up mode, and has a width greater than 2.6m (8.5ft) in the transit mode.

“place of worship” means that part of a building or structure that is exempt from taxation as a place of worship under the Assessment Act, R.S.O. 1990, Chap. A.31, as amended, or any successor thereof;

“rate” means the interest rate established weekly by the Bank of Canada based on Treasury Bills having a term of 91 days;



“regulation” means any regulation made pursuant to the Act;

“rental housing” means development of a building or structure with four or more dwelling units all of which are intended for use as rented residential premises;

“residential dwelling” means a building, occupied or capable of being occupied as a home, residence or sleeping place by one or more persons, containing one or more dwelling units but not including motels, hotels, tents, truck campers, tourist trailers, mobile camper trailers or boarding, lodging or rooming houses;

“residential use” means the use of a building or structure or portion thereof for one or more dwelling units. This also includes a dwelling unit on land that is used for an agricultural use;

“row dwelling” means a building containing three or more attached dwelling units in a single row, each of which dwelling unit has an independent entrance from the outside and is vertically separated from any abutting dwelling unit;

“semi-detached dwelling” means a dwelling unit in a residential building consisting of two dwelling units having one vertical wall or one horizontal wall, but not other parts, attached or another dwelling unit where the residential units are not connected by an interior corridor;

“service” means a service designated in Schedule “A” to this by-law, and  
“services” shall have a corresponding meaning;

“servicing agreement” means an agreement between a landowner and the City relative to the provision of municipal service to specified land within the City;

“single detached dwelling unit” means a residential building consisting of one dwelling unit and not attached to another structure;

“special care facilities” means lands, buildings or structures used or designed or intended for uses for the purpose of providing supervision, nursing care or medical treatment, which do not comprise dwelling units, that are licensed, approved or supervised under any special or general statute, and excludes the special care/special dwelling portions of the building;



“special care/special dwelling” includes a park model trailer, and the residential portion of special care facilities containing rooms or suites of rooms designed or intended to be used for sleeping and living accommodation that have a common entrance from street level:

- i. Where the occupants have the right to use in common, halls, stairs, yards, common rooms and accessory buildings;
- ii. Which may or may not have exclusive sanitary and/or culinary facilities;
- iii. That is designed to accommodate persons with specific needs, including, but not limited to, independent permanent living arrangements; and
- iv. Where support services such as meal preparation, grocery shopping, laundry, housekeeping, nursing, respite care and attendant services may be provided at various levels.

“stacked townhouse dwelling” means a building containing two or more dwelling units where each dwelling unit is separated horizontally and/or vertically from another dwelling unit by a common wall or floor.

## **2. DESIGNATION OF SERVICES**

2.1 The categories of services for which development charges are imposed under this by-law are as follows:

- (1) Services Related to a Highway;
- (2) Public Works (Facilities and Fleet);
- (3) Fire Protection Services;
- (4) Parks and Recreation Services;
- (5) Library Services;
- (6) Growth Studies;
- (7) Wastewater Services; and



(8) Water Services.

2.2 The components of the services designated in Section 2.1 are described in Schedule A.

### **3. APPLICATION OF BY-LAW RULES**

3.1. Development charges shall be payable in the amounts set out in this by-law where:

(1) the lands are located in the area described in Section 3.2; and

(2) the development of the lands requires any of the approvals set out in Subsection 3.4(1).

#### **Area to Which By-law Applies**

3.2. Subject to Section 3.3, this by-law applies to all lands in the City of Port Colborne whether or not the land or use thereof is exempt from taxation under s.13 or the Assessment Act.

3.3 Notwithstanding Clause 3.2 above, this by-law shall not apply to lands that are owned by and used for the purposes of:

(1) the City or a local board thereof;

(2) a board of education;

(3) the Corporation of the Region of Niagara or a local board thereof; or

(4) Land vested in or leased to a university that receives regular and ongoing operating funds from the government for the purposes of post-secondary education is exempt from development charges imposed under the Development Charges Act, 1997 if the development in respect of which development charges would otherwise be payable is intended to be occupied and used by the university.

#### **Approvals for Development**



- 3.4 (1) Development charges shall be imposed on all lands, buildings or structures that are developed for residential or non-residential uses if the development requires:
- (1) the passing of a zoning by-law or of an amendment to a zoning by-law under Section 34 of the Planning Act;
  - (2) the approval of a minor variance under Section 45 of the Planning Act;
  - (3) a conveyance of land to which a by-law passed under subsection 50(7) of the Planning Act applies;
  - (4) the approval of a plan of subdivision under Section 51 of the Planning Act;
  - (5) a consent under Section 53 of the Planning Act;
  - (6) the approval of a description under Section 50 of the Condominium Act, R.S.O. 1990, Chap. C.26, as amended, or any successor thereof; or
  - (7) the issuing of a permit under the Building Code Act in relation to a building or structure.
- (2) No more than one development charge for each service designated in Subsection 2.1 shall be imposed upon any lands, buildings or structure to which this by-law applies even though two or more of the actions described in Subsection 3.4(1) are required before the lands, buildings or structures can be developed.
- (3) Despite Subsection 3.4(2), if two or more of the actions described in Subsection 3.4(1) occur at different times, additional development charges shall be imposed if the subsequent action has the effect of increasing the need for services.

### **Exemptions**

- 3.5 Notwithstanding the provisions of this by-law, development charges shall not be imposed with respect to:
- (1) an enlargement to an existing dwelling unit;



(2) the creation of additional dwelling units equal to the greater of one or 1% of the existing dwelling units in an existing residential rental building containing four or more dwelling units or prescribed ancillary structure to the existing residential building;

3.6 Notwithstanding the provisions of this By-law, development charges shall not be imposed with respect to the creation of any of the following in existing houses:

- a) A second residential unit in an existing detached house, semi-detached house or rowhouse on a parcel of land on which residential use, other than ancillary residential use, is permitted, if all buildings and structures ancillary to the existing detached house, semi-detached house or rowhouse cumulatively contain no more than one residential unit.
- b) A third residential unit in an existing detached house, semi-detached house or rowhouse on a parcel of land on which residential use, other than ancillary residential use, is permitted, if no building or structure ancillary to the existing detached house, semi-detached house or rowhouse contains any residential units.
- c) One residential unit in a building or structure ancillary to an existing detached house, semi-detached house or rowhouse on a parcel of urban residential land, if the existing detached house, semi-detached house or rowhouse contains no more than two residential units and no other building or structure ancillary to the existing detached house, semi-detached house or rowhouse contains any residential units.

3.7 Notwithstanding the provisions of this By-law, development charges shall not be imposed with respect to the creation of any of the following in new residential buildings:

- a) A second residential unit in a new detached house, semi-detached house or rowhouse on a parcel of land on which residential use, other than ancillary residential use, is permitted, if all buildings and structures ancillary to the new detached house, semi-detached house or rowhouse cumulatively will contain no more than one residential unit
- b) A third residential unit in a new detached house, semi-detached house or rowhouse on a parcel of land on which residential use, other than ancillary residential use, is permitted, if no building or structure ancillary to the new detached house, semi-detached house or rowhouse contains any residential units



- c) One residential unit in a building or structure ancillary to a new detached house, semi-detached house or rowhouse on a parcel of urban residential land, if the new detached house, semi-detached house or rowhouse contains no more than two residential units and no other building or structure ancillary to the new detached house, semi-detached house or rowhouse contains any residential units

3.8 Notwithstanding the provisions of this By-law, development charges shall not be imposed with respect to non-profit residential development;

3.9 Notwithstanding the provisions of this By-law, development charges shall not be imposed with respect to affordable residential units required pursuant to section 34 and 16(4) of the Planning Act (Inclusionary Zoning);

3.10 Notwithstanding subsections 3.2 and 3.4, the following shall be exempt from Development Charges as per Section 4.1 of the Act:

- i. Affordable Residential Units:
  - i. Affordable Residential Owned Units;
  - ii. Affordable Residential Rental Units;
- ii. Attainable Residential Units.

3.11 Notwithstanding any other provision of this By-law, the Development Charges payable for Residential Developments, where the Dwelling Units are intended as Rental Housing, will be reduced based on the number of bedrooms in each Dwelling Unit in accordance with section 26.2(1.1) of the Development Charges Act, as follows:

- i Three (3) or more Bedrooms – 25% reduction;
- ii Two (2) Bedrooms – 20% reduction; and
- iii Fewer than two (2) Bedrooms – 15% reduction.

3.12 Exemption for Industrial Development:

3.12.1 Notwithstanding any other provision of this by-law, no development charge is payable with respect to an enlargement of the gross floor area of an existing industrial building where the gross floor area is enlarged by 50 percent or less.





3.12.2 If a development includes the enlargement of the gross floor area of an existing industrial building, the amount of the development charge that is payable in respect of the enlargement is determined in accordance with the following:

(i) Subject to subsection 3.12.2 (iii), if the gross floor area is enlarged by 50 per cent or less of the lesser of:

(A) the gross floor area of the existing industrial building, or

(B) the gross floor area of the existing industrial building before the first enlargement for which:

(i) an exemption from the payment of development charges was granted, or

(ii) a lesser development charge than would otherwise be payable under this by-law, or predecessor thereof, was paid, pursuant to Section 4 of the Act and this subsection, the amount of the development charge in respect of the enlargement is zero;

(ii) Subject to subsection 3.12.2 (iii), if the gross floor area is enlarged by more than 50 per cent or less of the lesser of:

(A) the gross floor area of the existing industrial building, or

(B) the gross floor area of the existing industrial building before the first enlargement for which:

(i) an exemption from the payment of development charges was granted, or

(ii) a lesser development charge than would otherwise be payable under this by-law, or predecessor thereof, was paid, pursuant to Section 4 of the Act and this subsection, the amount of the development charge in respect of the enlargement is the amount of the development charge that would otherwise be payable multiplied by the fraction determined as follows:



(A) determine the amount by which the enlargement exceeds 50 per cent of the gross floor area before the first enlargement, and

(B) divide the amount determined under subsection (A) by the amount of the enlargement

(iii) For the purposes of calculating the extent to which the gross floor area of an existing industrial building is enlarged in subsection 3.12.2 (ii), the cumulative gross floor area of any previous enlargements for which:

(A) An exemption from the payment of development charges was granted, or

(B) A lesser development charge than would otherwise be payable under this by-law, or predecessor thereof, was paid, pursuant to Section 4 of the Act and this subsection, shall be added to the calculation of the gross floor area of the proposed enlargement.

(iv) For the purposes of this subsection, the enlargement must not be attached to the existing industrial building by means only of a tunnel, bridge, passageway, canopy, shared below grade connection, such as a service tunnel, foundation, footing or parking facility.

3.13 For the purpose of Section 3.12 herein, “existing industrial building” is used as defined in the Regulation made pursuant to the Act.

**3.14 Other Exemptions:**

Notwithstanding the provision of this by-law, development charges shall not be imposed with respect to:

(1) Non-residential farm buildings for the purpose of an agricultural use except for any building constructed to accommodate an On-Farm Business which shall be considered to be an industrial building;

(2) Industrial development shall be exempt from payment of development charges on any square footage of gross floor area constructed over 5,000 square feet; and



(3) Partial exemption for certain Community Improvement Plan areas based upon specific policies approved by Council.

## **Amount of Charges**

### **Residential**

3.15 The development charges set out in Schedule B shall be imposed on residential uses of lands, buildings or structures, including a dwelling unit accessory to a non-residential use and, in the case of a mixed use building or structure, on the residential uses in the mixed use building or structure, according to the type of residential unit, and calculated with respect to each of the services according to the type of residential use.

### **Non-Residential**

3.16 The development charges described in Schedule B to this by-law shall be imposed on non-residential uses of lands, buildings or structures, and, in the case of a mixed use building or structure, on the non-residential uses in the mixed use building or structure, and calculated with respect to each of the services according to the total floor area of the non-residential use.

### **Reduction of Development Charges for Redevelopment**

3.17 Despite any other provisions of this by-law, where, as a result of the redevelopment of land, a building or structure existing on the same land within 12 months prior to the date of payment of development charges in regard to such redevelopment was, or is to be demolished, in whole or in part, or converted from one principal use to another principal use on the same land, in order to facilitate the redevelopment, the development charges otherwise payable with respect to such redevelopment shall be reduced by the following amounts:

(1) in the case of a residential building or structure, or in the case of a mixed-use building or structure, the residential uses in the mixed-use building or structure, an amount calculated by multiplying the applicable development charge under Subsection 3.15 by the number, according to type, of dwelling units that have been demolished or will be demolished or converted to another principal use; and



(2) in the case of a non-residential building or structure or, in the case of mixed-use building or structure, the non-residential uses in the mixed use building or structure, an amount calculated by multiplying the applicable development charges under Subsection 3.16, by the gross floor area that has been or will be demolished or converted to another principal use; provided that such amounts shall not exceed, in total, the amount of the development charges otherwise payable with respect to the redevelopment.

### **Timing of Payment of Development Charges**

- 3.18 Development charges imposed under this by-law are calculated, payable, and collected upon issuance of a building permit with respect to each dwelling unit, building or structure.
- 3.19 Notwithstanding subsection 3.18, development charges for rental housing and institutional developments are due and payable in 6 installments commencing with the first installment payable on the date of first occupancy certificate issued, and each subsequent installment, including interest, payable on the anniversary date each year thereafter.
- 3.20 Where the development of land results from the approval of a site plan or zoning by-law amendment application received on or after January 1, 2020, and the approval of the application occurred within 18 months of building permit issuance, the development charges under section 3 of this by-law shall be calculated on the rates set out in Schedule "B" on the date of the receipt of a complete planning application, including interest. Where both planning applications apply development charges under section 3 of this by-law shall be calculated on the rates payable on the anniversary date each year thereafter, set out in Schedule "B" on the date of the later planning application, including interest (calculated in accordance with section 26.3 of the Act).
- 3.21 Despite Section 3.18 and 3.19, Council from time to time, and at any time, may enter into agreements providing for all or any part of a development charge to be paid before or after it would otherwise be payable, in accordance with Section 27 of the Act.



#### **4. PAYMENT BY SERVICES**

- 4.1 Despite the payment required under Subsections 3.15 and 3.16, Council may, by agreement, give a credit towards a development charge in exchange for work that relates to a service to which a development charge relates under this by-law

#### **5. INDEXING**

- 5.1 Development charges imposed pursuant to this by-law shall be adjusted annually, without amendment to this by-law, on the anniversary date of the by-law, in accordance with the prescribed index in the Act.

#### **6. SCHEDULES**

- 6.1 The following schedules shall form part of this by-law:

Schedule A - Components of Services Designated in Section 2.1

Schedule B - Schedule of Development Charges

Schedule C1 - Map of East Waterfront Community Improvement Plan

Schedule C2 - Map of Downtown Community Improvement Plan

Schedule C3 - Map of Olde Humberstone Community Improvement Plan

#### **7. CONFLICTS**

- 7.1 Where the City and an owner or former owner have entered into an agreement with respect to land within the area to which this by-law applies, and a conflict exists between the provisions of this by-law and such agreement, the provisions of the agreement shall prevail to the extent that there is a conflict.

- 7.2 Notwithstanding Section 7.1, where a development which is the subject of an agreement to which Section 7.1 applies, is subsequently the subject of one or more of the actions described in Subsection 3.4(1), an additional development charge in respect of the development permitted by the action shall be calculated, payable and collected in accordance with the provisions of this by-law if the development has the effect of increasing the need for services, unless such agreement provides otherwise.



**8. SEVERABILITY**

8.1 If, for any reason, any provision of this by-law is held to be invalid, it is hereby declared to be the intention of Council that all of the remainder of this by-law shall continue in full force and effect until repealed, re-enacted, amended or modified.

**9. DATE BY-LAW IN FORCE**

9.1 This by-law shall come into effect at 12:01 AM on October 23, 2024.

**10. DATE BY-LAW EXPIRES**

10.1 This by-law shall expire at 12:01 AM on October 23, 2034 unless it is repealed by Council at an earlier date.

**11. EXISTING BY-LAW REPEALED**

11.1 By-law No. 6733/97/19 is hereby repealed as of the date and time of this by-law coming into effect.

**12. SHORT TITLE**

This by-law may be cited as the "Port Colborne City-wide Development Charge Bylaw."

**READ** a first and second time, this 22 day of October, 2024.

**READ** a third time and finally passed in Council, this 22 day of October, 2024.

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

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk



**BY-LAW NUMBER \_\_\_\_\_**

**SCHEDULE "A"**

**DESIGNATED MUNICIPAL SERVICE UNDER THIS BY-LAW**

City-Wide Services

**Services Related to a Highway**

Roads

Bridges, Culverts & Structures

Sidewalks and Active Transportation

Traffic Signals & Streetlights

**Public Works Facilities and Fleet**

Public Works Facilities

Public Works Vehicles & Equipment

**Fire Protection Services**

Fire Facilities

Fire Vehicles & Equipment

Small Equipment and Gear

**Parks & Recreation Services**

Parkland Development

Parkland Amenities

Parkland Trails

Recreation Facilities

Parks & Recreation Vehicles and Equipment

**Library Services**

Library Facilities

Library Collection Materials

**Growth Studies**

Urban Area Services

**Wastewater Services**

**Water Services**



SCHEDULE "B"

TO BY-LAW \_\_\_\_ OF CITY OF PORT COLBORNE

SCHEDULE OF DEVELOPMENT CHARGES

Service/Class of Service	RESIDENTIAL					NON-RESIDENTIAL
	Single and Semi-Detached Dwelling	Multiples	Apartments - 2 Bedrooms +	Apartments - Bachelor and 1 Bedroom	Special Care/Special Dwelling Units	(per sq.ft. of Gross Floor Area)
<b>Municipal Wide Services/Class of Service:</b>						
Services Related to a Highway	2,328	1,803	1,630	1,078	893	1.12
Public Works (Facilities and Fleet)	2,444	1,893	1,711	1,131	937	1.17
Fire Protection Services	1,709	1,324	1,197	791	655	0.82
Parks and Recreation Services	5,018	3,886	3,514	2,323	1,924	0.45
Library Services	663	513	464	307	254	0.06
Growth Studies	1,101	853	771	510	422	0.53
<b>Total Municipal Wide Services/Class of Service</b>	<b>13,263</b>	<b>10,272</b>	<b>9,287</b>	<b>6,140</b>	<b>5,085</b>	<b>4.15</b>
<b>Urban Services</b>						
Wastewater Services	11,453	8,870	8,020	5,301	4,391	5.24
Water Services	5,813	4,502	4,071	2,691	2,229	2.66
<b>Total Urban Services</b>	<b>17,266</b>	<b>13,372</b>	<b>12,091</b>	<b>7,992</b>	<b>6,620</b>	<b>7.90</b>
<b>GRAND TOTAL RURAL AREA</b>	<b>13,263</b>	<b>10,272</b>	<b>9,287</b>	<b>6,140</b>	<b>5,085</b>	<b>4.15</b>
<b>GRAND TOTAL URBAN AREA</b>	<b>30,529</b>	<b>23,644</b>	<b>21,378</b>	<b>14,132</b>	<b>11,705</b>	<b>12.05</b>





SCHEDULE "C1"

MAP OF EAST WATERFRONT COMMUNITY IMPROVEMENT PLAN





SCHEDULE "C2"

MAP OF DOWNTOWN COMMUNITY IMPROVEMENT PLAN







SCHEDULE "C3"

MAP OF OLDE HUMBERSTONE COMMUNITY IMPROVEMENT PLAN





# PORT COLBORNE

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## INVITATION

You are cordially invited to attend a “Development Open House”, on Wednesday, May 1st, 2024 from 1:00 P.M. to 4:00 P.M., located at City Hall (66 Charlotte Street).

According to the 2021 Census, Port Colborne is the second fastest growing municipality in Niagara. Based on applications in the development pipeline and independent forecasts, the City is on a positive growth trajectory for the next 10 to 15 years.

Council and staff are working together to ensure the City has the policies, processes, infrastructure, and a sustainable funding model to support this growth. This includes a new Development Charges By-Law being finalized by Watson and Associates, which reflects Port Colborne’s updated population forecasts for the next 10 years and includes growth-related capital projects.

## AGENDA

- 1:00 P.M.** Welcome from Mayor and CAO
- 1:10 P.M.** Updates from Building, Planning, Economic Development, and Public Works
- 1:40 P.M.** Question and Answer Period
- 2:15 P.M.** Break
- 2:30 P.M.** Development Charges Presentation — Watson and Associates
- 3:15 P.M.** Question and Answer Period
- 4:00 P.M.** Adjournment

We sincerely hope that you can join us. Please RSVP to [gary.long@portcolborne.ca](mailto:gary.long@portcolborne.ca) by Friday, April 26th, 2024. Thank you for being a part of Port Colborne’s growth and development.



**CITY OF PORT COLBORNE  
NOTICE OF PUBLIC MEETING**

On Tuesday, September 24, 2024, the Council of the City of Port Colborne will hold a public meeting, pursuant to section 12 of the *Development Charges Act, 1997*, as amended, to present and obtain public input on the municipality's proposed development charges (D.C.) by-law and underlying background study.

All interested parties are invited to attend the Public Meeting of Council and any person who attends the meeting may make representations relating to the proposed D.C. by-law and background study. The meeting is to be held:

DATE: Tuesday, September, 24, 2024

TIME: 6:30pm

LOCATION: Council Chambers, 66 Charlotte Street, Port Colborne

In order that sufficient information is made available to the public, the background study is being made available online at the municipality's website ([www.portcolborne.ca](http://www.portcolborne.ca)) on August 23, 2024. Copies of the proposed D.C. by-law and the background study are also being made available as of August 23, 2024 from the Clerk's office at the above location and [cityclerk@portcolborne.ca](mailto:cityclerk@portcolborne.ca).

Interested persons may express their comments at the public meeting or in writing, addressed to the municipal Clerk, at the above address prior to September 19, 2024.



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

**Date:** Tuesday, August 27, 2024  
**Time:** 5:30 pm  
**Location:** Committee Room 3-City Hall  
66 Charlotte Street, Port Colborne, Ontario, L3K 3C8

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

**Member(s) Absent:** E. Beauregard, Councillor

**Staff Present:** C. Schofield, Acting City Clerk  
B. Boles, Director of Corporate Services/Treasurer  
S. Luey, Chief Administrative Officer  
G. Long, Director of Development and Government Relations  
B. Cotton, Economic Development Officer  
J. Beaupre, Deputy Clerk

**1. Call to Order**

Mayor Steele called the meeting to order at 5:31 PM.

**2. Adoption of Agenda**

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

That the Council in Closed Session agenda, dated August 27, 2024, be confirmed.

Carried

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

There were no disclosures of interest.

### **4. Confidential Items**

Moved by Councillor D. Elliott

Seconded by Councillor F. Danch

That Council do now proceed into closed session in order to address the following matter(s):

- Confidential Verbal Report from City Solicitor Re: Ontario Land Tribunal Appeal, pursuant to the Municipal Act, 2001, Subsections 239(2)(e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board and Subsection 239(2)(f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose.
- Confidential Presentation pursuant to the Municipal Act, 2001, Subsection 239 (2)(c) a proposed or pending acquisition or disposition of land by the municipality or local board.
- Confidential Development & Government Relations Memorandum pursuant to the Municipal Act, 2001, Subsection 239(2)(i)(i) a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization.

Carried

**4.1 Confidential Verbal Report from City Solicitor pursuant to the Municipal Act, 2001, Subsections 239(2)(e) and 239(2)(f)**

**4.2 Confidential Presentation pursuant to the Municipal Act, 2001, Subsection 239 (2)(c)**

**4.3 Confidential Development & Government Relations Memorandum pursuant to the Municipal Act, 2001, Subsection 239(2)(i)**

**4.4 Minutes of the Closed Session Joint Council Meeting August 12, 2024**

The Mayor called a recess at 6:56 PM. He reconvened the meeting at 8:48 PM.

**5. Adjournment**

The Clerk stated that Council gave direction on items 4.1 and 4.2 in accordance with the *Municipal Act, 2001*, in Closed Session. Mayor Steele adjourned the meeting at 9:46 PM.

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William C. Steele, Mayor

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Carol Schofield, Acting City Clerk





**City of Port Colborne**  
**Meeting to Consider Minutes**

**Date:** Tuesday, September 3, 2024  
**Time:** 6:30 pm  
**Location:** Council Chambers, 3rd Floor, City Hall  
66 Charlotte Street, Port Colborne

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

**Member(s) Absent:** F. Danch, Councillor

**Staff Present:** C. Schofield, Acting City Clerk  
S. Shypowskyj, Director of Public Works  
J. Beaupre, Deputy Clerk  
A. VanderVeen, Drainage Superintendent  
C. Banting, Manager of Environmental Services

**Others Present:** Paul C. Marsh, P. Eng., EWA Engineering Inc.

**1. Call to Order**

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

**2. Adoption of Agenda**

Moved by Councillor Bodner  
Seconded by Councillor Elliott

That the agenda for the Meeting to Consider, dated September 3, 2024, be confirmed, as amended.

Carried

**3. Disclosures of Interest**

None.

**4. Delegations**

**4.1 Cathy Kalynuik – 851 Pinecrest Road**

**4.2 Christine Allen – 2591 Firelane 3**

**4.3 Gino Stinziani – 2591 Firelane 3**

**4.4 Eric Reisi**

Resident from Niagara Falls who spoke on behalf of a couple of landowners.

**4.5 John McAdam – 519 Pinecrest Road**

**4.6 James Kalynuik – 851 Pinecrest Road**

Cathy Kalynuik spoke on James Kalynuik's behalf.

**4.7 Chris Phelan – 936 Cedar Bay Road**

**4.8 Sonja Sawdon – 560 Pinecrest Road**

**4.9 Kevin Scott – 942 Cedar Bay Road**

Absent.

**4.10 Daisy Phelan – 936 Cedar Bay Road**

**4.11 James Vance – 6 Northgate Drive**

Christine Allen spoke on behalf of James Vance.

**4.12 Danielle Scott – 942 Cedar Bay Road**

Absent.

**4.13 Jeff Stam – 3603 Miller Road**

Absent.

**4.14 Dee Sawdon – 560 Pinecrest Road**

Christine Allen read Dee Sawdon's statement on her behalf.

**4.15 Linda Grant – 813 Pinecrest Road**

Christine Allen read Linda Grant's statement on her behalf.

**4.16 Jamie Lundy – 2843 Tracey Terrace**

**4.17 Monical Zabol – 738 Cedar Bay Road**

**Members of the Public**

**4.18 Roger Grace – 738 Cedar Bay Road**

**4.19 Thomas Metcalf – 446 Pinecrest Road**

**4.20 Eric Petri – 2921 Tammy Avenue**

**4.21 Sue Petri – 2921 Tammy Avenue**

**4.22 Chantel Young – 2796 Tammy Avenue**

**4.23 Pouya Tavakoli – 462 Pinecrest Road**

**4.24 Arianne Sneek – 799 Cedar Bay Road**

**5. Municipal Drain**

Alana VanderVeen, Drainage Superintendent, provided an introduction for Paul C. Marsh, P. Eng., EWA Engineering Inc. Paul C. Marsh gave a presentation to Council on the Oil Mill Creek Drain Engineer's Report.

**5.1 Meeting to Consider the Oil Mill Creek Municipal Drain Report, 2024-164**

Mayor Steele called a recess at 10:42 p.m. and reconvened the meeting at 10:53 p.m.

Moved by Councillor Hoyle

Seconded by Councillor Beauregard

That Council extend the hour of curfew beyond 11 p.m.

Carried

Moved by Councillor Bruno

Seconded by Councillor Elliot

That the Public Works Department Report 2024-164 be received; and

That the Mayor and Acting Clerk be directed to execute a by-law to provisionally adopt the Oil Mill Creek Engineer's Report, dated June 20, 2024, prepared by Paul Marsh, P. Eng of EWA Engineering Inc. under Section 4 and Section 78, Chapter D.17 of the Drainage Act R.S.O. 1990.

Moved by Councillor Bruno  
Seconded by Councillor Beauregard

That the second recommendation be amended by replacing it with the following:

“That Council refer the Oil Mill Creek Engineer's Report dated June 20, 2024, back to the Engineer to consider redesign and to reduce the scope of work based on those needs that only need to be done to bring the current Report into the modern Report.”

Carried

Moved by Councillor Elliott  
Seconded by Councillor Hoyle

Resolved that Councillor Bodner, Councillor Aquilina, and Councillor Beauregard be appointed to sit on the Court of Revision and that Councillor Bagu be appointed as alternate.

Carried

## **6. By-law**

### **6.1 Being a By-law to Provide for a Section 78 Engineer's Report for Drainage works in the City of Port Colborne Known as the Oil Mill Creek Municipal Drain (Provisional - First and Second Reading)**

Removed.

### **6.2 By-law to Adopt, Ratify and Confirm the Proceedings of the Council of The Corporation of the City of Port Colborne at its Meeting to Consider of September 3, 2024**

Moved by Councillor Bagu  
Seconded by Councillor Bruno

That the By-law to Adopt, Ratify and Confirm the Proceedings of the Council of The Corporation of the City of Port Colborne at its Meeting to Consider of September 3, 2024, be enacted and passed.

Carried

**7. Adjournment**

Mayor Steele adjourned the meeting at 11:29 p.m.

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William C. Steele, Mayor

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Carol Schofield, Acting City Clerk



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

**Date:** Wednesday, September 4, 2024  
**Time:** 5:30 pm  
**Location:** Committee Room 3-City Hall  
66 Charlotte Street, Port Colborne, Ontario, L3K 3C8

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

**Member(s) Absent:** D. Elliott, Councillor

**Staff Present:** C. Madden, City Clerk  
B. Boles, Director of Corporate Services/Treasurer (Exited at 6:22 p.m.)  
S. Luey, Chief Administrative Officer  
G. Long, Director of Development and Government Relations  
J. Beaupre, Deputy Clerk  
C. Schofield, Acting City Clerk

**Others Present:** Jack Ammendolia, Watson & Associates Economists Ltd.

**1. Call to Order**

Mayor Steele called the meeting to order at 5:30 p.m.

**2. Roll Call**

**3. Adoption of Agenda**

Moved by Councillor Hoyle  
Seconded by Councillor Bagu

That the Special Council agenda, dated September 4, 2024, be confirmed, as circulated.

Carried

**4. Disclosures of Interest**

None.

**5. Confidential Items**

Moved by Councillor Bodner  
Seconded by Councillor Beauregard

That Council do now proceed into closed session in order to address the following matter:

- Confidential Verbal Report from Watson and Associates Economists Ltd. Re: Ward Boundary Review, Pursuant to the Municipal Act, 2001, Subsection 239 (3.1) for education or training of the members.

Carried

**5.1 Confidential Verbal Report from Watson and Associates Economists Ltd. Re: Ward Boundary Review, Pursuant to the Municipal Act, 2001, Subsection 239 (3.1)**

Jack Ammendolia, Wastson & Associates Economists Ltd., provided a PowerPoint presentation, followed by a question-and-answer period.

**6. Back to Open Session**

Moved by Councillor Hoyle  
Seconded by Councillor Danch

That Council rise without report.

Carried

**7. By-laws**

**7.1 By-law to Adopt, Ratify and Confirm the Proceedings of the Council of The Corporation of the City of Port Colborne at its Special Closed Meeting**

Moved by Councillor Bagu  
Seconded by Councillor Aquilina

That item 7.1, By-law to Adopt, Ratify and Confirm the Proceedings of the Council of The Corporation of the City of Port Colborne at its Special Closed Meeting, be enacted and passed, as presented.

Carried

**8. Adjournment**

Mayor Steele adjourned the meeting at 6:36 p.m.

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William C. Steele, Mayor

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Carol Schofield, Acting City Clerk





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

**Date:** Tuesday, September 10, 2024  
**Time:** 6:30 pm  
**Location:** Council Chambers, 3rd Floor, City Hall  
66 Charlotte Street, Port Colborne

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

**Absent:** F. Davies, Regional Councillor

**Staff Present:** C. Schofield, Acting City Clerk  
B. Boles, Director of Corporate Services/Treasurer  
S. Luey, Chief Administrative Officer  
S. Shypowskyj, Director of Public Works  
G. Long, Director of Development and Government Relations  
J. Beaupre, Deputy Clerk

**1. Call to Order**

Mayor Steele called the meeting to order at 6:34 pm.

**2. National Anthem**

The National Anthem was played.

**3. Land Acknowledgement**

Councillor Bodner read the Land Acknowledgement:

The Niagara Region is situated on treaty land. This land is steeped in the rich history of the First Nations such as the Hatiwendaronk, the Haudenosaunee, and the Anishinaabe, including the Mississaugas of the Credit First Nation. There are many First Nations, Métis, and Inuit people from across Turtle Island that live and work in Niagara today. The City of Port Colborne stands with all Indigenous people, past and present, in promoting the wise stewardship of the lands on which we live.

**4. Adoption of Agenda**

Moved by Councillor Hoyle  
Seconded by Councillor Danch

That the Council agenda, dated September 10, 2024, be confirmed, as circulated.

Carried

**5. Proclamations**

None.

**6. Disclosures of Interest**

None.

**7. Approval of Minutes**

**7.1 Regular Council Meeting - August 27, 2024**

**7.2 Council in Closed Session - August 28, 2024**

Moved by Councillor Elliott  
Seconded by Councillor Bruno

That the following minutes be approved:

- Regular Council Meeting - August 27, 2024
- Council in Closed Session - August 28, 2024

Carried

## **8. Staff Reports**

**8.1 2024-127, 174 Mitchell Street – Brownfield CIP Agreement**

**8.2 2024-149, Niagara Gateway CIP Application- E-Materials Canada Corporation (Asahi Kasei)**

## **9. Correspondence Items**

Item 9.1, City of St. Catharines - Request for Extensions to Niagara Region Incentive Programs, was lifted and considered under category 16, Consideration of Items Requiring Separate Discussion.

**9.1 City of Brantford - Legislative Amendments to Improve Municipal Codes of Conduct and Enforcement**

**9.2 Ministry of Transportation - Proposal to Extend Ontario's E-Scooter Pilot Program - Regulatory Registry Posting**

Moved by Councillor Bagu

Seconded by Councillor Aquilina

That the following Staff Reports be approved;

- 2024-127, 174 Mitchell Street - Brownfield CIP Agreement
- 2024-149, Niagara Gateway CIP Application - E-Materials Canada Corporation (Asahi Kasei); and

The following correspondence be received:

- City of Brantford - Legislative Amendments to Improve Municipal Codes of Conduct and Enforcement.
- Ministry of Transportation - Proposal to Extend Ontario's E-Scooter Pilot Program - Regulatory Registry Posting.

Carried

## **10. Presentations**

**10.1 Presentation to Calum High, Recipient of the Isadore Sponder Award**

Mayor Steele and Coach Laur presented Calum High the Isadore Sponder Award.

**10.2 Presentation for Grants to Non-Profit Organizations - 2024 Second Allocation**

Mayor Steele, Grant Allocation Committee Chair Bea Kenny, Councillor Aquilina, and Councillor Hoyle presented the grant allocations to the following organizations:

- Big Brothers Big Sisters Niagara
- Community Living Port Colborne Wainfleet
- Habitat for Humanity
- Reach Out Centre
- Port Colborne and District Conservation Club
- Port Colborne Operatic Society
- Royal Canadian Legion Branch 56
- The Wave (Port Colborne Girls Minor Hockey)

**11. Delegations**

None.

**12. Mayor's Report**

A copy of the Mayor's Report is attached.

**13. Regional Councillor's Report**

The Regional Councillor was absent.

**14. Staff Remarks**

**Steve Shypowskyj, Director of Public Works**, provided an update on the Mitchner drain culvert replacement on Weaver Road and the road closure in place will extend to September 20, 2024. He also provided an update on the road reconstruction program, which will be taking place over the next three weeks; impacted properties will be notified.

**Gary Long, Director of Development and Government Relations**, explained that staff are applying to the second round of the housing accelerator fund, a federal program administered by Canadian Mortgage and Housing Corporation (CMHC). There is a Public Meeting on the development charges background study and by-law on September 24, 2024. They are also collaborating on several funding applications with the Public Works department.

**Scott Luey, Chief Administrative Officer (CAO)**, recognized 20 staff members who participated in the United Way Fire Truck Pull event, and they have raised over \$3000 from staff and Council.

**15. Councillors' Remarks**

**Councillor Hoyle** explained that the rain barrel and tree purchases, organized by the Environmental Advisory Committee, have sold out. He also inquired about electric charging stations to Director of Public Works and Director of Corporate Services.

**Councillor Danch** inquired about missing park signage to the Director of Public Works and requested the rope around a sign in HH Knoll Park be removed.

**Councillor Elliot** inquired about painting street markings on the corner of Sugarloaf Street and Rosemount Avenue, repaving the street on Clarence Street where the watermain break occurred, and about the sewer lining Clarence and Rosemount to the Director of Public Works. He also asked about road markings on the corner of Fielden Avenue and Charlotte Street.

**Councillor Bruno** inquired about a signage issue at Rose Shymansky Memorial Park and an old sign that needs to be removed at Reservoir Park to Director of Public Works.

**Councillor Bagu** thanked the Public Works staff for replacing the signage on Fielden Avenue and Charlotte Street, and on Clarence Street and inquired about paving between Catherine and Elm Street.

**Councillor Aquilina** Inquired about new signage for the Friendship Trail and when it will be ready to the Director of Public Works. She also inquired about when the lake end road study staff report would be returning to Council and about the retaining wall at Pleasant beach. Lastly, she announced that the Friends of Roselawn are seeking volunteers for their September 29, 2024, High Tea / Fall Fashion show event. It begins at 1 p.m., and tickets can be purchased at Pie Guys Bakery for \$50.

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

**16.1 City of St. Catharines - Request for Extensions to Niagara Region Incentive Programs**

- a. **Motion Arising from City of St. Catharines resolution regarding a Request for Extensions to Niagara Region Incentive Programs**

Moved by Councillor Beauregard  
Seconded by Councillor Bagu

Resolved that the Council of The Corporation for the City of Port Colborne supports the resolution of the City of St. Catharines requesting the Niagara Region to extend the expiration deadlines for Niagara Region's Incentive Programs for a period of three years to October 1st, 2027; and further

That Council requests that Niagara Region extend the expiration deadline for Niagara Region's Smart Growth Regional Development Charges Reduction Program and the Smarter Niagara Incentive Program Property Rehabilitation and Revitalization Tax Increment Grant for a period of three years to October 1st, 2027, for projects approved by Council under the City's Community Improvement Plans on or before September 30th, 2024.

Carried

## **17. Motions**

### **17.1 Councillor Danch - Outdoor Lighting**

Moved by Councillor Danch  
Seconded by Councillor Hoyle

Whereas there have been situations in residential areas where lighting has been causing a disturbance to neighbours;

Therefore, be it resolved that staff be directed to bring forward a report to Council on whether regulating obtrusive outdoor lighting in residential areas is possible.

Carried

## **18. Notice of Motions**

Councillor Bodner gave notice of a motion regarding possible deficiencies in the Burning by-law.

## **19. Minutes of Boards & Committees**

None.

**20. By-laws**

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

Moved by Councillor T. Hoyle  
Seconded by Councillor D. Elliott

That the By-law to Adopt, Ratify and Confirm the Proceedings of the Special Council and Council meetings of The Corporation of the City of Port Colborne be enacted and passed, as presented.

**21. Adjournment**

Mayor Steele adjourned the meeting at 7:45 pm.

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William C. Steele, Mayor

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Carol Schofield, Acting City Clerk

## **MAYOR'S REPORT TO COUNCIL**

**Tuesday, Sept. 10, 2024**

### **FEDERAL MINISTER OF HEALTH**

Federal Minister of Health Mark Holland was in Fort Erie last Thursday, arranged by our Member of Parliament, Vance Badawey. Our Chief Administrative Officer Scott Luey, our director of corporate services Bryan Boles, our manager of strategic projects Gary Long, and Dr. Matthew Vandenburg joined me to meet Minister Holland with Mayor Wayne Redekop and his senior team. We talked about the healthcare needs of Port Colborne and Fort Erie, with an emphasis on improving access to primary care for residents.

We're all aware of the challenges facing South Niagara's healthcare system, including physician shortages, healthcare infrastructure, and the need for enhanced community-based healthcare solutions. Minister Holland commended our collaborative efforts to develop effective primary care models tailored to the unique needs of South Niagara. Our approach differs from Fort Erie's, but Mayor Redekop and I agree: access to primary care is essential for the well-being of our communities.

We appreciate the federal government support as we presented new and improved healthcare models, and we are grateful the Minister reaffirmed his commitment to South Niagara. Thank you, MP Badawey, for bringing the Minister to speak with us.

### **JAPANESE CONSUL VISIT**

Mashiro Matsui and Atsushi Kato were in Port Colborne today from the Consul-General of Japan in Toronto. Matsui San is the Information and Cultural Consul. Kato San is the Cultural Affairs Aide. We toured the site where the Asahi Kasei new production facility will be built. Port Colborne is getting a lot of attention these past many months. We're exploring a variety of projects and undertakings with AK and with other commercial and industrial leaders in our city.



We're getting this attention because we've been focused on building and growing our city. I could not be more proud of the team which has worked so diligently to make it all happen. We have work ahead of us, of course, but our collaborative efforts are paying off. On behalf of council, I thank each and every one of you.

### **NEW SEAWAY PRESIDENT**

Jim Athanasiou made his first visit to Port Colborne today as the new president and chief executive officer of the St. Lawrence Seaway Management Corporation. We had a great meeting. We discussed all the opportunities we share with the Seaway, and how productive we plan to be together.

Jim was named president of the Seaway early this year. He took over July 12, replacing Terrence Bowles, who served at the helm of the Seaway since 2010 as president and chief executive officer. Now Jim is responsible for the overall operation of the Canadian portion of the bi-national Seaway system. He joined the Seaway in 2008 as a Corporate Manager in Mechanical Engineering.

In 2016, he was appointed Vice-President, Engineering and Technology and, just prior to his appointment as President and CEO, he led the Seaway's team to negotiating a 20-year Management, Operation and Maintenance Agreement with the federal government. On behalf of council, I told Jim we look forward to going a long way into the future as a valued partner of the St. Lawrence Seaway.

### **TRAVELLING ART SHOW**

I hope to see a full house Friday afternoon at 2 over at Roselawn, for the opening of the Travelling Art Show – an exhibit of work by members of the Port Colborne Art Club. The Port Colborne Art Club was founded in 1947. It started with a group of local artists meeting in their homes to enjoy painting together. Many of you will remember famous Port Colborne artists such as Mary Prittie, Madeleine Fregren, Ann Rivers, Mary Lampman – many of you have their work in your homes. They were all members of Port Colborne Art Club.

The next generation of painters in the club now meets in the Julia Yager Community Centre in Bethel. Workshops have been led by instructors from across Ontario and Quebec. Mary Franzen is the current president of the club. You'll meet the board and many of the members Friday, Sept. 13 at 2pm. Council and I are proud of Director of Museum and Culture Stephanie Baswick and her team for really making things happen at Roselawn, since they took the historic mansion under their wing with so much they already do with the Museum, the Archives, and Arabella's. Good work, team.

### **FINAL COMMUNITY CONCERT**

Also, on lucky Friday the 13 will be the last Community Concert of the season. I hope to see a full house at the bandshell in HH Knoll Lakeview Park for an evening of the blues featuring Blues Etc. featuring Juno Award nominee Spencer Mackenzie. Admission is free, thanks to a sponsorship by Asahi Kasei Battery Separator Canada. All we ask is everyone bring some non-perishable food to support the Reach Out Centre. So far, concert goers have donated more than 1,500 pounds of food to the food bank. We thank you for your generosity.

We've invited all the volunteers who helped us at Canal Days this year to the concert, to recognize their efforts and show our appreciation for all they did to make the festival a success. We also invited the Port Colborne Downtown Cruisers to join us Friday evening, so we'll all enjoy a colourful display of classic cars. It'll be a great evening, a great way to celebrate, as we mark the final days of a fabulous summer.

## Port Colborne Public Library Board Meeting Minutes

**Date:** Wednesday, June 5, 2024  
**Time:** 6:00 pm  
**Location:** L.R. Wilson Heritage Research Archives  
286 King St, Port Colborne, ON L3K 4H2

**Members Present:** A. Desmarais  
M. Bagu, Councillor (Attended virtually)  
B. Ingram, Vice-Chair (Attended virtually)  
B. Beck  
M. Booth  
E. Tanini

**Member(s) Absent:** M. Cooper, Chair  
H. Cooper  
C. MacMillan

**Staff Present:** B. Boles, Director of Corporate Finance/Treasurer, City of Port Colborne  
R. Tkachuk, Library Services Manager/Acting Chief Executive Officer

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

The Vice-Chair called the meeting to order at 6:07 p.m.

### **2. Land Acknowledgement**

The Vice-Chair recited the Land Acknowledgement Statement.

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

There were no disclosures of interest.

### **4. Adoption of Agenda**

Moved by E. Tanini  
Seconded by A. Desmarais

That the agenda dated June 5, 2024 be confirmed, as circulated.

Carried

**5. Approval of Minutes**

Moved by M. Booth  
Seconded by E. Tanini

That the minutes dated May 8, 2024 be approved, as circulated.

Carried

**6. Business Arising from the Minutes**

**7. Financial Presentation (B. Boles)**

**7.1 2023 Year-End Financial Statements**

City Treasurer B. Boles presented the 2023 Financial Statements to the Board and recommended transfers for the Board's approval. Items 7.2 to 7.5 were discussed.

Moved by A. Desmarais  
Seconded by M. Booth

That the Board receives the audited 2023 Financial Statements, as presented.

Carried

Moved by B. Beck  
Seconded by Councillor M. Bagu

That the Board approves the 2023 year-end transfers as follows:

1. Transfer \$30,111 of surplus salaries, wages, benefit expenses to the future liabilities reserve from the 2023 operating budget; and
2. Transfer \$59,907 (the balance of the operating surplus) to the stabilization reserve from the 2023 operating budget.

Carried

**7.2 Memorandum of Understanding**

**7.3 Development Charges**

**7.4 2025 Budget**

**7.5 Workday Accounting and HR Software**

**8. Policies**

Moved by A. Desmarais

Seconded by B. Beck

That the Board defer policies listed in items 8.1 to 8.3 to a future meeting; and

That the Board approves policy 8.4, as presented.

Carried

**8.1 GOV-06: Financial Control and Oversight**

**8.2 GOV-12: Library Reserves and Reserves Funds**

**8.3 OP-02: Tangible Capital Asset Policy**

**8.4 OP-19: King Street Sign**

**9. Consent Items**

Moved by E. Tanini

Seconded by M. Booth

That consent items 9.1 to 9.4 be received, as presented.

Carried

**9.1 Financial Reports**

a. **2024 Operating Budget (as of May 31, 2024)**

b. **2024 Facilities Budget (as of May 31, 2024)**

**9.2 Circulation Report**

a. **Circulation Report, April 2024**

b. **Circulation Snapshot, April 2024**

**9.3 Public Relations Report**

a. **Librarian's Report, May 2024**

**9.4 Correspondence**

- a. **Festival of the Arts**
- b. **Steele St. Class Visits**

**10. Discussion and Decision Items**

**10.1 Board Evaluation (M. Cooper)**

**10.2 Draft Resolution - Public Libraries and Older Adults (R. Tkachuk)**

Moved by A. Desmarais  
Seconded by B. Beck

That the Board defer item 10.2 to the next regular meeting.

Carried

**a. Township of Wainfleet Resolution**

**10.3 St. Catharines Public Library Reciprocal Borrowing Agreement (R. Tkachuk)**

Moved by M. Booth  
Seconded by B. Beck

That the Board accepts the agreement, as presented.

Carried

**10.4 Memorandum from Acting CEO Rachel Tkachuk - Erwin Taylor Charitable Foundation Donation Transfer**

Acting CEO R. Tkachuk presented a staff report on the Erwin Taylor Charitable Foundation Donation to the Board and recommended a transfer for the Board's approval.

Moved by A. Desmarais  
Seconded by E. Tanini

That the Port Colborne Public Library Board approves a transfer of \$10,000 from the stabilization reserve to the 2024 operating budget for the purpose of expanding the Library of Things / Non-Traditional Items collection.

Carried

**10.5 Acting CEO Report - Verbal (R. Tkachuk)**

The Acting CEO gave a verbal update on capital projects and operations.

Moved by B. Beck

Seconded by E. Tanini

That the Acting CEO's Report be received, as presented.

Carried

**11. Confidential Items**

R. Tkachuk left the meeting at approximately 8:02 p.m.

R. Tkachuk returned to the meeting at approximately 8:05 p.m.

Moved by A. Desmarais

Seconded by M. Booth

That the Board do now proceed into closed session in order to address the following matters at approximately 8:02 p.m.

Carried

**11.1 Minutes of the closed session of the May 22, 2024 closed meeting**

**11.2 Confidential Human Resources Matter- pursuant to Public Libraries Act, Section 16.1(4)(b) of the personal matters about an identifiable individual**

Moved by B. Beck

Seconded by A. Desmarais

That the Board do now rise from closed session at approximately 8:05 p.m.

Carried

**12. Motions**

Nil.

**13. Notice of Motions**

Nil.

**14. Roundtable**

Nil.

**15. Other Business**

Nil.

**16. Next Meeting Date and Adjournment**

The next regular meeting of the Board will be held September 4, 2024 in the auditorium of the Port Colborne Public Library.

The Vice-Chair adjourned the meeting at approximately 8:09 p.m.

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Bryan Ingram, Vice-Chair

---

Rachel Tkachuk, Chief Executive  
Officer / Board Secretary-Treasurer



## Port Colborne Museum, Heritage, and Culture Board Meeting Minutes

**Date:** Tuesday, June 18, 2024  
**Time:** 7:00 pm  
**Location:** Roselawn Centre  
296 Fielden Ave, Port Colborne, ON L3K 4T6

Members Present: B. Heaslip  
C. MacMillan  
T. Huffman  
C. Brema  
J. Piniak  
G. Hoyle  
B. Schneider  
L. Brazeau  
M. Heaslip

Member(s) Absent: A. Lessard  
E. Beauregard, Councillor

### 1. Call to Order

The Chair called the meeting to order at 7:00pm.

### 2. Disclosures of Interest

N/A

### 3. Adoption of Agenda

Moved by C. MacMillan

Seconded by C. Brema

That the agenda dated June 18, 2024 be confirmed, as circulated or as amended.

### 4. Approval of Minutes

Moved by L. Brazeau

Seconded by B. Schneider

That the minutes from the meeting dated May 21, 2024 be confirmed as circulated or amended.

Carried

**5. Business Arising from the Minutes**

Cheryl stated that Gardening doesn't fall under Grounds and that there are not a lot of flowers in the gardens this year to cut for the Tea Room. They may have to buy some flowers to supplement.

**6. Correspondence**

Tami read out the 3 pieces of correspondence received:

1) Thank you from Beth Jeffery and the Port Colborne Historical Society to Tami for giving them a brief presentation on the behind the scenes of building an exhibit.

2) A thank you message from Linda Hawkins and Doug Maracle regarding how well the Rising exhibit came together with such professionalism.

3) A thank you note from Lakeshore Catholic High School co-op student to Tami and Sloane for their guidance and leadership during his semester at the Museum.

**7. Council Report**

N/A

**8. Curator's Report**

Michelle reported that her and Stephanie attended the 2024 Provincial Volunteer Service Awards. The Museum's recipients were:

Brian Heaslip for 30 years

Paul Baswick for 20 years

Claudia Brema for 5 years

Ed Schatzline for 5 years

Diane Stemerding 5 years

Maureen Walker 5 years

Youth Awards: Eva Wachel 2 years, and Kate Ross for 2 years

We have 3 new students who have started since the last board meeting. Avery Smits-Talving is the Official Languages Coordinator and she is working on finishing the transcriptions of Nos Histoires, the francophone history project. Nicole Berry started as the Tea Room Assistant. Olivia Desbiens is the Research and Conservation Assistant and is working on researching the history and architecture of Roselawn for a permanent exhibit in Roselawn. Isaac Millett completed his co-op on June 17. He inventoried the document archives and assisted Tami with exhibits and Sloane with programming.

The Garden Club have been helping out with the gardens. We provided them with 2 yards of mulch. They decided to start the heritage vegetable garden from scratch in 2025 and it is being fallowed until next Spring.

Michelle thanked the Building and Property volunteers, Brian Heaslip, Terry Huffman, Ed Schatzline, Sandy MacIntyre, James van Dillen, and Arnold Pilzecker for all their work at the Museum. They have replaced the windows on the Yvon Dupre, as well as other repairs to the tug. It was a big job that had been on the list for a while. She is thrilled with how good it looks now.

The spraying of an acoustic cover has been completed at the Archives. It makes a bit of a difference but not as much as we would have liked.

Michelle was invited by the Mayor to speak at the St. Jean Batiste celebration at Club Richelieu on Sunday, June 23.

Michelle presented the Archives report on behalf of Michelle Vosburgh that Darius and Jasmaya are marking good progress on digitizing the images in the collection. They are also working on a new online exhibit, a pop-up exhibit for Canal Days, and the Canal Days Scavenger Hunt, in addition to helping with some 1970s-themed research, and a new cemetery tour.

The Cemetery Tours went very well, and so far, the Urban History Walking Tours are going well, with many people already signed up for the next 5 tours. We have also had two requests for private tours so far.

The Walking Tours for the cruise ship excursion company are successful, with lots of positive feedback, and we have been making some changes and improvements based on suggestions.

Michelle gave a presentation on the Graf family to the Coverlet Study Group via Zoom, and was asked about presenting a paper at an upcoming conference at the National Museum of the American Coverlet in Bedford, PA. She also has an appointment with the staff at John Brown Homestead this month to discuss

several of their coverlets, as part of a potential collaboration in Niagara coverlet research.

Michelle and Anna are both working on research for the upcoming Speakers Series in the fall. Michelle is also working with the other museums along the canal in planning the first of the Welland Canal Bicentennial events.

The ceiling in the hall at the Archives has had a textured application, and it does seem to have slightly reduced the reverberation effect, although the echoing is still a barrier to accessibility for the hearing impaired. The carpet replacement is tentatively scheduled for early July.

## **9. Auxiliary Report**

Marianne reported that although June is usually a slow month, the Tea Room was quite busy this June. Tea for Two went well, there have been 2 large groups of about 15-20 people, and they have already had to make more biscuit mix.

## **10. Friends of Roselawn Centre Liaison Report**

The AGM was held on June 3, and the executive officers were voted in.

Chair - Barbara Butters

Vice Chair - Anne Kennerly

Treasurer - Glenda Buck

Secretary - Rosemari Poisson

Liaison to the Museum - Arlene Lessard

The next newsletter will be coming out in the Fall.

Music on the Lawn with Back in the Daze went well as did the 50/50 raffle.

There will be a Fall Tea and Fashion show by 270 West on September 29th.

The website and social media are open to promote Museum and Culture department events.

## **11. Committee Report**

### **11.1 Finance Committee**

Bonnie reported that there is \$1,199 from Membership. \$970 from the Membership drive (not including Life Patrons), and \$1141 in donations.

The City is moving to a new finance program so Stephanie is working on the budget in July and will be attending the July board meeting.

## **11.2 Membership Committee**

Claudia reported that as of June there are 78 members: 7 new Life Patrons, 23 family memberships, 7 individual memberships, and 41 senior memberships.

## **11.3 Building and Property Committee**

Brian reported that they have replaced the 3 back windows on the Yvon Dupres. The top 2 windows still need to be completed. The cost was \$400 compared to the quote from an outside company of \$750/window. They have also been able to repair the eaves on the log cabin and other small items around the Museum. Next on the list will be working on the loft floor of the Sherk house which has been damaged by squirrels. Also, stonework on the foundation on the King St side of the Williams' House needs to be looked at. Possibly have to be a Capital project.

The Auxiliary has requested a new doorknob for the back door of the Tea Room.

## **11.4 Program Committee**

Tami reported on behalf of Sloane that the weekend of May 30-June 2 her and Meghan had a table at the Battle of Stoney Creek, and it was a great success. They interacted with upwards of 600 students from the Hamilton Area on the "History in Action Day", and upwards of 800 people during the reenactment weekend: handing out navigators and marketing events. They exchanged information with multiple vendors and performers over the weekend, and passing that information along for Tami's events, like Canal Days.

Hands on Heritage will have consist of three workshops this year:

- June 29: Decoupage
- July 20: Paper Bag Basket Weaving led by Shirley Grimwood of the Niagara Handweavers and Spinners
- August 10 - Rug Hooking

Each program is \$10/person.

The Art Library opens July 15 at Roselawn. Craft supplies will be available to sign out to the public. The library will include tools to try felting, lino cutting, painting, weaving, and knitting etc.

### **a. 50th Anniversary Sub-Committee**

A meeting was held on June 17 and Brian chaired for Cheryl. He reported that a 50th Anniversary logo is needed to be able to move forward with branding and promotions.

The program is set for the July 6th picnic for the official celebration. The proposal to do High Tea changed to expand December Volunteer Appreciation to invite all past volunteers and it will be held at Roselawn.

Stephanie will be asking Council for \$20,000 in Capital budget for the 50th Anniversary.

Moved by B. Heaslip  
Seconded by C. MacMillan

To hire Joe Comazzola to design the 50th Anniversary logo for \$1200-\$1500.

Carried

#### **11.5 Fundraising Committee**

Claudia reported that they held a meeting on June 13 to discuss the first Music on the Lawn event on June 2. There was a good attendance of over 100 people, even with the rain. The band played on the balcony due to the rain in the forecast. The FORC's 50/50 raffle netted \$150. The hot dogs sold well because of the new spot and time. The volunteer list will be compiled for the next concert on July 21 with Kindred. Sloane and Meghan have been asked to emcee the next 2 concerts. Canal Day t-shirts will be sold, coffee will be available (will need a volunteer to help), and the popcorn machine will be running.

#### **11.6 Policy Committee**

N/A

#### **11.7 Accession Committee**

Terry reported that a meeting was held on June 4. A lot of donation requests had come in, and they only rejected a couple of items. Some of the items accepted were: items from the 1950s, Humberstone Shoe Factory, art from City Hall (ie: photos of Mayors, Robin Hood Mill), Boys Scouts/Girl Scouts, lifeboat radio/beacon, and Canal Days photos.

#### **11.8 Heritage Committee**

Luke reported that there was no meeting held in June and the next will be August 19. Denise Landry is now the Planning Department liaison. Bill 200 passed last week which gives a 2 year extension to get properties on the designation list.

**12. Confidential Items**

N/A

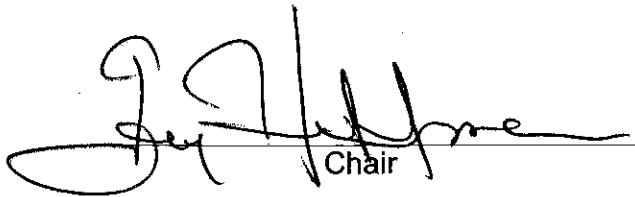
**13. New Business**

Brian reported that the Museum has an inadequate collection of photos and memorabilia from 1975. He suggests taking photos annually or biannually along the main streets, or ask volunteers to do it, or put out a call to the community to bring in photos.

Tami reported that the 2024 Canal Day t-shirts are now in and will be available at the Market Friday mornings starting June 28 until August 2, as well as at the Museum gift shop daily.

**14. Adjournment**

The Chair adjourned the meeting at approximately 8:15pm.

  
Chair

  
Staff Liaison



**Subject: Vacant Land Amendment to 2024 Water and Wastewater By-Law**

**To: Council**

**From: Corporate Services Department**

Report Number: 2024-177

Meeting Date: September 24, 2024

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**Recommendation:**

That Corporate Services Department Report 2024-177 be received;

That Council exempt vacant land that is abutting a business owned by the same beneficial owner when the land is used in the operations of that business; and

That Council approve this change effective for the 2024 year and going forward.

---

**Purpose:**

To update the water and wastewater by-law to exempt vacant land that is abutting a business owned by the same beneficial owner and the land is used in the operations of that business.

---

**Background:**

On June 27, 2023, Council adopted changes to the vacant land charges related to water and wastewater fixed charges.

The vacant land charges exist as they recognize the land value is enhanced by the water and wastewater infrastructure that abuts it and those assets require maintenance and replacement as they depreciate. The charge further serves as an incentive to develop vacant land.

Since the update has been implemented, the Customer Service department has received comments from business owners with vacant land abutting their business that their vacant land is used as a parking lot or storage area for their business. Procedurally



the business owners have correctly identified they could combine their properties to avoid the vacant land charge.

The Customer Service department has also received comments from multiple industrial property types who have noted their properties are smaller in nature and would never hold an industrial facility using the industrial meter size used in the vacant land charge.

---

### **Discussion:**

To address the business owners' comments and procedural observation identified in the background section of this report, Staff recommend the water and wastewater by-law be adjusted to include language that would exempt vacant land when it abuts another property that is owned by the same beneficial owner when the vacant land is used to support the business abutting the vacant land. This exemption would be assessed by the City's Economic Development department.

To address the comments from multiple industrial properties, Staff recommend reducing the fixed charge from a 3" meter to a 2" meter which would reduce the 2024 water fixed charge from \$5,052.35 to \$1,331.99 and the 2024 wastewater fixed charge from \$9,092.48 to \$2,397.11 on vacant industrial properties.

Staff recommend the above adjustments to the water and wastewater by-law as the by-law was intended to address non-utilized vacant land that is serviced with depreciating infrastructure. In the case of the proposed exemption for abutting vacant land the land is being utilized. In the case of the meter size on industrial properties, this change better aligns with potential use.

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### **Internal Consultations:**

Financial Services has consulted with the Office of the CAO, Economic Development, and multiple Councillors have reached out to Staff for additional information as some have received similar comments as Customer Service.

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### **Financial Implications:**

The City is developing its trimester two forecast at the time of writing this report. These changes represent \$44,900 to water and \$74,200 to wastewater. These changes will be worked into the 2024 trimester two forecast and 2025 budget.

---

## **Public Engagement:**

These changes are proposed based on feedback from impacted parties.

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## **Strategic Plan Alignment:**

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

- Economic Prosperity
  - Increased Housing Options
  - Sustainable and Resilient Infrastructure
- 

## **Conclusion:**

That the water and wastewater by-law be amended as follows:

- When vacant land, that abuts another property that is owned by the same beneficial owner and the vacant land is used to support the business on the land abutting the vacant land, that, that land be exempt from the City's water and wastewater vacant land charges.
  - That industrial properties be charged the 2" fixed charge instead of the 3" fixed charge when assessing a vacant land charge on industrial vacant land. For the 2" fixed charge to be \$1,331.99 for water and \$2,397.11 for wastewater.
- 

Respectfully submitted,

Bryan Boles, CPA, CA, MBA  
Director, Corporate Services / Treasurer  
905-228-8018  
[Bryan.boles@portcolborne.ca](mailto:Bryan.boles@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**

**Subject: Library Roof Restoration**

**To: Council**

**From: Public Works Department**

Report Number: 2024-178

Meeting Date: September 24, 2024

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**Recommendation:**

That Public Works Department Report 2024-178 be received;

That Council approve the proposed Option #1 roof replacement at the Port Colborne Public Library; and

That Council approve a budget of \$550,000 to be funded through the 2025 Capital and Related Budget.

---

**Purpose:**

The purpose of this report is to obtain funding to complete the recommended roof replacement at the Port Colborne Public Library.

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**Background:**

Staff retained a subject matter expert, WTI, to investigate recurring roof leaks and evaluate the roof condition at the Public Library. WTI 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.

The onsite investigation included information gathered through infrared roof scans and moisture detection as well as visual observations.

Based on the IR Roof Scan and Moisture Detection analysis there are significant areas of the roof where the roofing material is saturated with water, indicating a failure of the roof system. The Public Library roof is approximately 29 years old and reaching the end of its service life.

## **Discussion:**

With the support and expertise of the subject matter expert, three options were developed to find the most economical and long-term solutions for staff's consideration.

Project pricing for each option was provided based on budgetary quotations provided by qualified roofing installers, as well as other works necessary to complete the project, including moving of heating, ventilation, and air conditioning equipment (multiple large units requiring crane removal and reinstallation, ductwork and gas service disconnection and reinstatement), and site works related to the roof's drainage.

### **Option #1 – Roof Replacement**

Removal and replacement of all roofing materials over the entire flat roof. This replacement option comes with a 2-year roofing installer warranty, and a 20-year manufacturer's extended warranty with roof inspections at years 2, 5, 10, and 15. This option has a total cost of \$550,000.

### **Option #2 – Roof Restoration**

Removal of all roofing materials in saturated areas only. The remainder of the roof will have the pea gravel removed to lay an emulsion and then new gravel laid. This restoration option would include a 10-year manufacturer quality assurance warranty. This option has a total cost of \$350,000.

### **Option #3 – Roof Spot Repair**

Removal and replacement of all roofing materials in saturated areas only. All unsaturated areas of the roof would remain in their current condition. There would be no warranty with the completion of this scope of work. This option would have a cost of \$200,000.

Given that the library roof is approximately 29 years of age, Option 1 is recommended as it offers sustainability with the longest service life for the roof as well as the longest warranty period providing protection from additional costs related to the roof into the future.

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## **Internal Consultations:**

City Facilities and Public Library staff are working 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 project.

### **Financial Implications:**

Staff recommend Council proceed with funding Option #1 – Roof Replacement for the estimated cost of \$550,000. Funding is to be provided through the 2025 Capital and Related Project Budget.

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### **Public Engagement:**

All residents and affected organizations directly impacted due to the construction project will be notified in advance. City staff will make efforts to ensure scheduling of the required works are planned with the least disruption to the residents and user groups of the Public Library.

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### **Strategic Plan Alignment:**

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

- Welcoming, Livable, Healthy Community
  - Sustainable and Resilient Infrastructure
- 

### **Conclusion:**

City staff have reviewed the information and reporting provided by WTI and recommend that Council approve the scope of work included in Option #1 for the total estimated cost of \$550,000.

---

Respectfully submitted,

Laura Blain  
Project Manager  
905-228-8125  
[Laura.Blain@portcolborne.ca](mailto:Laura.Blain@portcolborne.ca)

Tim Anderson  
Manager of Fleet, Facilities and Stores

905-228-8129

[Tim.Anderson@portcolborne.ca](mailto:Tim.Anderson@portcolborne.ca)

### **Report Approval:**

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

September 3, 2024

SENT VIA EMAIL

Mayor Marianne Meed Ward, Chair  
Ontario's Big City Mayors (OBCM)  
602400 Dundas Street, West  
Mississauga, ON L5K 2R8

Dear Marianne:

At its meeting on September 3, 2024, Welland City Council passed the following motion:

**“Whereas, There’s a homelessness and mental health crisis happening on our streets;**

**Whereas, Ontario’s cities cannot solve it alone;**

**Whereas, At last count there were over 1,400 encampments in Ontario, and that figure is rising; Whereas, Ontario’s cities have been left to deal with this crisis without adequate resources and support—even though mental health care, addiction treatment and housing are provincial responsibilities;**

**Whereas, It’s time for all levels of Governments to work together to take immediate action to solve the homelessness and mental health crisis gripping our communities;**

**Whereas, Residents and businesses are being impacted, and people need to feel safe in our downtowns and public spaces;**

**Whereas, There are programs that work, but they require all levels of government to step up and work with municipalities and community partners to prioritize these solutions. “I, Frank Champion, Mayor for the City of Welland, request Council to endorse and promote the Solve the Crisis Project put forward by the Big City Mayors of Ontario.”**

Yours truly,



**Tara Stephens**

Director of Legislative Services/City Clerk

c.c.: - Michelle Baker, Executive Director, sent via e-mail  
- Local Municipalities, sent via e-mail



ADR  
CHAMBERS

Integrity Commissioner Office  
for the City of Port Colborne

EDWARD T. MCDERMOTT  
Integrity Commissioner  
City of Port Colborne  
integrity@adr.ca

September 10, 2024

SENT BY EMAIL TO:  
Carol Schofield Acting City Clerk  
City of Port Colborne  
66 Charlotte Street  
Port Colborne, ON, L3K 3C8

[Carol.schofield@portcolborne.ca](mailto:Carol.schofield@portcolborne.ca)

**Re: City of Port Colborne Integrity Commissioner Annual Report February 25,  
2023 – February 24, 2024 (IC 30770-0424)**

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Dear Ms. Schofield:

Thank you for the opportunity to act as the Integrity Commissioner (the “IC”) for the City of Port Colborne (the “City”) over the past year.

In accordance with the terms of the Agreement between the City and ADR Chambers Inc. and pursuant to s. 223.3 (1) of the *Municipal Act 2001*, I am providing my Annual Report for the fifth operating period of the Agreement covering the period of February 25, 2023 - February 24, 2024.

As you know, the IC’s role is to help Members of Council (“Members”) ensure that they are performing their functions in accordance with the City’s Code of Conduct (the “Code”) and the Municipal Conflict of Interest Act (“MClA”). The IC is available to



educate and provide advice to Members on matters governing their ethical behavior and compliance with the Code and the MCIA. The IC is also responsible for receiving, assessing and investigating appropriate Complaints made by Council, Members and members of the public respecting alleged breaches of the Code by Members.

In addition, and independently from an IC's duties under the Code, under the March 1, 2019 amendments to the Municipal Act, the IC was empowered (upon application by an "elector" of the municipality or "a person demonstrably acting in the public interest") to inquire into an alleged contravention of the MCIA and make application to a judge for a judicial determination as to whether a Member of Council has contravened section 5, 5.1, or 5.2 of the MCIA. If the Court determines such a contravention has occurred it can impose a wide range of penalties on the offending Councillor including declaring the Member's seat vacant and prohibiting the Member from serving on Council for up to seven years.

### **Activities During the Fifth Year**

The fifth year of our service to the City was once again a relatively calm one as we were requested to and undertook a relatively small number of matters within my jurisdiction and mandate as established by Council, the Municipal Act and the MCIA.

As required by the Municipal Act and the Code, we provided written responses to a number of Requests for Advice from Members of Council seeking advice with respect to their involvement in certain fact scenarios which they presented to us. We also received, investigated and rendered our decision (on a Complaint by a resident against a Councillor) that there was no contravention of the Code by the Councillor. The fact that there was only one Complaint filed during this period, reflects a positive environment in relationships between Councillors and with members of the public who you have the responsibility to serve. It also helps to conserve the resources of the City for other issues of concern to Council and the residents of Port Colborne.

### **Costs**

The total cost incurred by the City during the year for the services performed amounted to \$15,082.51 (plus HST) as compared to the charges of \$27,355.00 (plus HST) during our first year of service; \$47,512.50 (plus HST) for the second year, \$10,392.50 (plus HST) for the third year and an all-time low of \$2,187.50 (plus HST) for the fourth year. This amount does not include any billings for work performed with respect to matters before me which were initiated or in progress but not completed prior to the end of review period (February 24, 2024). I am however, happy to report that no Complaints under

the Code or the MCIA have been filed since that date or are currently before me. I would however caution Council that notwithstanding this decline in costs over the last several years, it would be prudent to budget a reasonable amount for this portfolio on an annual basis to deal with these unknown but ever present potential costs.

### **Issues to be Considered Going Forward**

As a result of our experience during the past year, it is respectfully suggested that Council consider the following issues on a going forward basis:

- The provisions of Bill 68 came into force on March 1, 2019 and contain some significant amendments to the *Municipal Act, 2001* and the *Municipal Conflict of Interest Act* which affect the role and powers of the Integrity Commissioner and the obligation of Members under the City's Code. We have now been working with these new requirements for a number of years and have gained a considerable amount of knowledge and experience in contending with the various issues that have arisen under the amendments. We accordingly suggest that an *in camera* (preferably in person) education seminar with the IC might be scheduled in the near future in order to review our experience with these changes and familiarize all Councillors with the effect of these new amendments as well as emphasizing our experience with evolving issues such as the importance of not disclosing confidential information in accordance with the requirements of the Code.
- It also might also be of some value if Councillors could have at least some personal interaction with the Integrity Commissioner (in the form of an education seminar) so that Requests for Advice and subsequent complaints are not dealt with in a vacuum.
- The content of the City's Code of Conduct is also a living document which should be periodically reviewed to ensure it meets the needs and requirements of the law, the City, its Councillors and its citizens.

It has also recently come to light that a significant number of municipalities have not properly dealt with the requirements of the Municipal Act to have a Code of Conduct and Integrity Commissioner in place for Members of "Local Boards" of the municipality. A number of Complaints involving the Conduct of volunteer Members of Local Boards appointed by Council have now arisen and have caused considerable concern and costs to some other municipalities. Council

would accordingly be well advised to review its selection and removal procedures for such members.

- The issue of imposing requirements on the filing of Complaints under the Code has become the subject of debate and disagreement between the Ombudsman of Ontario and several Municipal Councils. This includes matters such as filing fees; time limitation periods and residency requirements. These are issues which Council may also wish to consider at this time.

These and other issues should be addressed at the first reasonable opportunity. We would be pleased to assist in such a review if Council so requests.

### Summary

It has been a pleasure to assist the City and its Members with the issues that have arisen in connection with the administration of its Code of Conduct in this fifth year of our service.

Yours very truly,



Edward T. McDermott  
Integrity Commissioner, City of Port Colborne



**City of Stratford, Corporate Services Department**

Clerk's Office

City Hall, P. O. Box 818, Stratford, Ontario N5A 6W1

Tel: 519-271-0250, extension 5237

Email: [clerks@stratford.ca](mailto:clerks@stratford.ca)

Website: [www.stratford.ca](http://www.stratford.ca)

September 13, 2024

Sent via email – [councilmeeting@toronto.ca](mailto:councilmeeting@toronto.ca)

John D. Elvidge,  
City Clerk  
City of Toronto

**Re: Resolution Regarding Requesting the Province to Support Family Physicians**

We acknowledge receipt of your correspondence dated July 31, 2024, regarding the above-mentioned matter.

The said correspondence was provided to Stratford City Council for their information as part of the September 9, 2024, Council meeting Consent Agenda (CA-2024-140). Council adopted the following resolution:

**THAT CA-2024-140, being a resolution from The City of Toronto regarding Provincial Support for Family Physicians, be endorsed.**

Sincerely,

*T. Dafoe*

Tatiana Dafoe Clerk

/mf

cc: Hon. Mark Holland, Minister of Health  
Association of Municipalities of Ontario  
All Ontario municipalities

## City Council

### Member Motions - Meeting 19

MM19.5	ACTION	Adopted		Ward: All
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### Requesting the Province to Support Family Physicians - by Councillor Dianne Saxe, seconded by Councillor Mike Colle

#### City Council Decision

City Council on June 26 and 27, 2024, adopted the following:

1. City Council request the Minister of Health to take immediate action to:
  - a. properly compensate family physicians with appropriate fee increases; and
  - b. reduce the administrative burden that the Province places on family doctors so they have more time to see their patients.
2. City Council forward City Council’s decision to the Premier of Ontario, the Minister of Health, the Association of Municipalities of Ontario, and the municipal Clerks of Ontario's municipalities.
3. City Council request a direct response from the Minister of Health within 30 days.

#### Summary

On May 13, 2024, the City of Belleville set a good example by passing a resolution calling upon the provincial government to improve compensation and reduce administrative burden for Ontario’s family physicians. Toronto should do the same.

The Province of Ontario is responsible for providing quality health care to all residents of Ontario. Family medicine is the backbone of the healthcare system and providing timely access to a primary health care provider for everyone in Ontario, is essential and should be a top Provincial Government priority. Instead, the shortage of family physicians has reached a crisis point.

Millions of Ontario residents, and hundreds of thousands of Torontonians, do not have a family doctor. Studies show that patients without a primary care provider have poorer health outcomes while costing the health care system more. Meanwhile, hospitals, emergency rooms and clinics are overloaded by residents’ unmet health care needs.

The Province of Ontario could address this issue quickly and efficiently by paying fair wages to family physicians and by lessening the undue administrative burden this provincial government imposes on family doctors.

#### Background Information (City Council)

Member Motion MM19.5

(<https://www.toronto.ca/legdocs/mmis/2024/mm/bgrd/backgroundfile-246768.pdf>)



**Subject: New Official Plan Engagement and Work Plan**

**To: Council**

**From: Development and Legislative Services Department**

Report Number: 2024-172

Meeting Date: September 24, 2024

---

**Recommendation:**

That Development and Government Relations Report 2024-172 be received; and

That Council endorse the new Official Plan draft engagement strategy, draft work plan, draft vision, and key directions/objectives as the finalized terms of reference for the remaining phases of the Official Plan (Appendix A).

---

**Purpose:**

The purpose of this report is to seek Council endorsement on:

- An engagement strategy to guide future phases of the New Official Plan;
- New Official Plan work plan;
- Vision and key directions/objectives for the New Official Plan

The aforementioned are attached in Appendix A. The draft engagement strategy, draft work plan, draft vision, and key directions/objectives will be used to finalize a term of reference for the remaining phases of the New Official Plan project.

This report will also accompany a presentation by Dillon Consulting at the September 24, 2024, Council meeting.

---

**Background:**

The City's Strategic Plan for 2023-2026 identifies increased housing options as one of the strategic pillars. The goal of the pillar is to: develop policies, by-laws, and processes that provide more and diverse (form and tenure) housing options. One of the measures of the goal is to update the Official Plan and Zoning By-law.

Dillon Consulting was retained in late 2023 to initiate the necessary public engagement required for the preparation of a New Official Plan under section 26 of the *Planning Act*. The primary outcome of the preliminary engagement work is to prepare a scope of work/terms of reference for the New Official Plan that can be used as a guiding compass for the project.

The following has occurred to date on the project:

- Meeting with a Technical Advisory Team on November 21, 2023, to obtain input on key areas of focus for the New Official Plan;
- Launch of a project engagement website on February 14, 2024, to provide information on the Official Plan project;
- The development and launch of an online survey and interactive map to obtain public input and feedback to inform the Official Plan vision, priorities, key directions, and Engagement Strategy. The survey was open from February 16, 2024, to April 17, 2024;
- An Open House, held on March 27, 2024, to inform the public about what an Official Plan is and obtain their input on priorities for the New Official Plan; and
- A Statutory Public Meeting under Section 26 of the *Planning Act*, held on June 18, 2024, to receive feedback from the public and Council on the draft vision and draft key directions for the New Official Plan.

Overall, 34 respondents completed the survey, and 151 comments were placed on the interactive map. Approximately 60 people attended the Open House. Attendees provided feedback on post cards, through an exercise where they placed dots on their top five priorities for the Official Plan and through comment forms. Appendix A details the preliminary engagement work completed to date and includes the draft vision, draft key directions, draft engagement strategy and recommended work plan for the Official Plan.

---

## Discussion:

Based on feedback received from staff, the Technical Advisory Team, the public, and from the Statutory Public Meeting, a draft vision statement and draft key directions for the New Official Plan were prepared by the consultant. The vision statement describes the desired future state of the City of Port Colborne that will be promoted through the Official Plan policies.

The following is the draft vision statement for the New Official Plan:

*Port Colborne is a thriving, vibrant, and diverse rural and urban lakefront community that is rooted in our cultural heritage and the natural landscapes of Lake Erie. Our community is welcoming, inclusive, and accessible to all ages and abilities. We work together to build a community that is walkable with a*



*thriving downtown, complete streets, and varied and affordable housing options, while protecting our farmland and natural heritage features. Inspired by our commitment to maintain proper infrastructure, we also plan for parks, green spaces, and community gathering spaces ensuring a healthy community for current and future generations. We have places to work and promote economic development, tourism, and arts and culture that support our community. Port Colborne is a growing community, and our Official Plan creates a strong foundation to support future growth.*

As a result of the Council feedback received at the Statutory Public Meeting, the draft vision statement has been revised to include 'rural and urban' in the first sentence and adding 'natural heritage features' in the third sentence.

The draft key directions for the New Official Plan will help to establish the direction and objectives for the Official Plan policies based on community priorities. The key directions will be refined over time and will ultimately translate into key policy directions for the Official Plan as the project moves forward (see appendix A).

The Draft Engagement Strategy (Appendix E of Appendix A attached) includes various forms of community and stakeholder engagement through online and social media platforms, in person meetings, public open houses, workshops, and pop-up events. The strategy indicates where each type of engagement approach is best suited and who the approach targets. The Draft Engagement Strategy will form part of the Terms of Reference that is used to retain consulting services for the rest of the phases of the project.

### Next Steps

Staff will be issuing a Request for Proposal (RFP) to retain consulting services for the remaining phases of the New Official Plan project. The work completed to date will inform and provide direction for the new phases of the project. Staff anticipate issuing the RFP in October 2024. Selecting and appointing a consultant prior to year-end and having them commence the next phase of the Official Plan workplan in Q1 of 2025.

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### **Internal Consultations:**

Staff from Economic Development and Public Works are participating on the Technical Advisory Team that are helping to guide the Official Plan process.

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### **Financial Implications:**

The New Official Plan project budget (\$250,000) was approved by Council in 2022 for the 2023 budget year. This project has been added to the Development Charges Background Study as an eligible growth study. Therefore, the cost of this project can be

covered from Development Charges.

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## **Public Engagement:**

Public engagement to date on the project includes:

- Launch of a project engagement website;
- Online survey and interactive map to obtain public input and feedback;
- An Open House, held on March 27, 2024, to inform the public about what an Official Plan is and obtain their input on priorities for the New Official Plan.
- A Statutory Public Meeting under Section 26 of the Planning Act, held on June 18, 2024, to receive feedback from the public and Council on the draft vision and draft key directions for the New Official Plan

As the development of the New Official Plan continues, there will be many more opportunities for the public to provide feedback and get involved in the process.

---

## **Strategic Plan Alignment:**

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

- Environment and Climate Change
  - Welcoming, Livable, Healthy Community
  - Economic Prosperity
  - Increased Housing Options
  - Sustainable and Resilient Infrastructure
- 

## **Conclusion:**

Since late 2023, Dillon Consulting has been working on a New Official Plan for the City of Port Colborne. Based on feedback received from staff, the Technical Advisory Team, Council and the public, a draft engagement strategy, draft work plan, draft vision, and key directions/objectives have been developed (Appendix A). Staff is requesting that Council endorse the aforementioned as the terms of reference for the remaining phases of the New Official Plan Project.

---

## **Appendices:**

- a. Preliminary Engagement and Work Planning for the New Official Plan

Respectfully submitted,

Denise Landry, MCIP, RPP  
Chief Planner  
(905) 228 8119  
denise.landry@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.



City of Port Colborne

# Preliminary Engagement and Work Planning for the New Official Plan

Summary Report

August 2024

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- 1.3 Organization of this Report

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# 1.0 Introduction

## 1.1 Background

The New Niagara Region Official Plan was completed and approved by the province in November 2022. With the Niagara Official Plan in full force and effect, local lower tier municipalities must begin their conformity exercise to update their Official Plans. Accordingly, the City of Port Colborne needs to initiate the required work to bring the local Official Plan into conformity with the Region's Official Plan, as well as establish a vision and growth framework in the Official Plan to guide the City over the next 25 years and beyond.

The City has initiated the creation of a New Official Plan through the Growth Analysis Study and Development Charges Update, which will inform the New Official Plan, but formal planning for the New Official Plan hasn't begun. It's important to start this work soon to ensure the Official Plan guides land use decisions, aligns with modern planning standards, complies with policies and legislation, and reflects the community's vision.

## 1.2 Purpose of the Official Plan Engagement Project

In order to ensure that the New Official Plan process reflects the collective community vision for the city and is informed by the input of key technical team leads from the City and Region and



Council, Dillon was retained to initiate the necessary public engagement required for the preparation of a New Official Plan under Section 26 of the *Planning Act*. The primary outcome of this preliminary engagement work is to prepare a scope of work and terms of reference for the New Official Plan that the City can use as a guiding compass for the project. Key components of this project include:

- Development and launch of a project engagement webpage to provide information on the Official Plan project;
- Meeting with a Technical Advisory Team, including representatives from the Niagara Region, to obtain input on key areas, which fulfills the requirement of S.26 3(a) of the *Planning Act*;
- The development and launch of an online survey to obtain public input and feedback to inform the vision, priorities, key directions and Engagement Strategy;
- An Open House to inform the public about what an Official Plan is and obtain their input on priorities for the New Official Plan;
- Documentation of the engagement process, including recommended vision and directions for the Official Plan and the Engagement Strategy and Work Plan to guide the future Official Plan project that staff can use as a terms of reference/ scope of work to support completing the project (this report);
- Fulfilling the requirements of Section 26 3(b) of the *Planning Act* by holding a Statutory Public Meeting to obtain public and Council input on the proposed vision and directions, Engagement Strategy and Work Plan to guide the future Official Plan Project; and,
- Seeking direction from Council at the Statutory Public Meeting on commencing the New Official Plan project work plan and process).

## 1.3 Organization of this Report

This Report has been prepared under the following sections:

- Section 1- Introduction;
- Section 2 – Conformity Exercise for the New Official Plan;
- Section 3 – Engagement Results;
- Section 4 – Recommended Work Plan and Engagement Strategy for New Official Plan; and,
- Section 5 – Next Steps.





## 2.0 Conformity Exercise for the New Official Plan

The current Official Plan for the City of Port Colborne was developed to provide a comprehensive 20-year vision for the future of the municipality from 2012 to 2031. The Official Plan was last updated in 2017 as part of a Comprehensive Official Plan Review. Since then, there have been a number of significant changes to the Provincial and Regional planning framework and landscape that the City of Port Colborne will need to consider, including:

- Any applicable requirements introduced through recent provincial legislation including Bill 108 (More Homes, More Choice), Bill 109 (More Homes for Everyone) and Bill 23 (More Homes Built Faster); and,
- Regional growth forecasts, allocations and other upper-tier conformity requirements.

It is important to note that the current planning policy and legislative framework is in flux, with a new draft version of the Provincial Planning Statement (April 2024) and an additional piece of legislation: Bill 185 (Cutting Red Tape to Build More Homes).

Given the various moving parts at the Provincial level and the order under which conformity exercises must be undertaken, the current Official Plan will require substantial changes to

confirm to Provincial and Regional planning policies and the New Official Plan will address these. However, the New Official Plan will address these issues of conformity and establish a vision and growth framework to guide the City over the next 25 years and beyond.

Some of this work has already been completed through the Growth Analysis Study prepared for the City, which found that the City's growth is anticipated to exceed the Region's allocations, and recommended the following key considerations and directions for the City to consider as part of the Official Plan process:

- Define and implement the City's vision for growth;
- Establish a robust urban hierarchy that identifies priority areas for growth and an intensification strategy through the Official Plan review process;
- Identify policy opportunities to diversify the City's housing stock;
- Develop a framework for assessing compatibility of redevelopment and intensification at the periphery of identified Intensification Areas, Nodes, and Corridors and other priority areas for growth; and,
- Align the employment lands planning framework with the economic development strategy.

Given the above, Dillon Consulting completed a high-level conformity review to identify key gaps in the existing Port Colborne Official Plan against the prevailing Provincial and Regulatory Framework in place at the time of the study initiation. This work was completed to inform the New Official Plan and what needs to be done to ensure conformity to the guiding provincial policies and regulations and the Niagara Region Official Plan. The key gaps identified have been used to inform the work plan presented in Section 4 of this Report.

Key gaps include:

- Official Plan needs to be updated to incorporate the Region's 2051 growth forecast and ensure land is available to accommodate a 25 year supply of growth.
- To reflect the Region's municipal allocation targets for population, employment, housing, intensification and designated greenfield area, the City must undertake an OP conformity exercise.
- A New vision for growth is needed (to respond to current conditions and set a New vision for growth to 2051 and beyond), in accordance with the provincial planning framework and the Niagara Region Official Plan, general directions from the growth analysis strategy, and to reflect feedback received from the public (through online surveys and the open house), the TAC, and Council (through the Statutory meeting), as part of the City's Official Plan Review process.
- The New Official Plan will need to incorporate the key recommendations of the Growth Analysis Study completed in 2023:
  - Define and implement the City's vision for growth.
  - Establish a robust urban hierarchy that identifies priority areas for growth and an intensification strategy through the Official Plan review process.
  - Identify policy opportunities to diversify the City's housing stock.
  - Develop a framework for assessing compatibility of redevelopment and intensification at the periphery of identified Intensification Areas, Nodes, and Corridors and other priority areas for growth.

- Align the employment lands planning framework with the economic development strategy.

The Conformity Exercise is attached in **Appendix A** of this Report. It is understood that a new version of the PPS will come into effect on October 20, 2024. In order to remain on schedule with the proposed work plan for the New Official Plan, as described in this Report, rather than conduct an updated assessment of conformity at this time, it is recommended that the City address matters of conformity with the new PPS in tandem with the development of the New Official Plan as the process unfolds in the coming months.





## 3.0 Engagement Results

A summary of the public and stakeholder input undertaken to inform the development of the Engagement Strategy for the New Official Plan project is included in the following sections.

### 3.1 Technical Advisory Team Meeting

A Technical Advisory Team (TAT) was assembled, consisting of staff from the City of Port Colborne, Niagara Region and the Niagara Peninsula Conservation Authority, and City of Port Colborne council members. The TAT consists of the following member representatives:

- Councillor Bruno (City of Port Colborne)
- Councillor Beauregard (City of Port Colborne)
- Adam Motchka (City of Port Colborne)
- Bryan Boles (City of Port Colborne)
- Denise Landry (City of Port Colborne)
- David Schulz (City of Port Colborne)
- Gary Long (City of Port Colborne)
- Bram Cotton (City of Port Colborne)
- Joe Colasurdo (City of Port Colborne)
- Alexandria Tikky (Niagara Region)
- Angela Stea (Niagara Region)

- Colleen Bain (Niagara Peninsula Conservation Authority)
- Leilani Lee-Yates (Niagara Peninsula Conservation Authority)
- Sarah Mastroianni (Niagara Peninsula Conservation Authority)

A meeting with the Technical Advisory Team (TAT) was held in November of 2023 to obtain input on key areas to be addressed in preparation of the New Official Plan. Given that representatives from the Region of Niagara’s Planning Department were on the TAT and provided the opportunity to provide an overview of the expectations as it relates to their role as approval authority (at the time of this work being undertaken), this inaugural TAT meeting fulfills the Section 26 3(a) requirements in the *Planning Act*. The feedback and input received from the TAT informed the development of the Terms of Reference for the Procurement of the New Official Plan.

### 3.1.1 TAT Meeting Overview

At the virtual TAT meeting, Dillon presented the project purpose, project background, and context to elicit initial feedback and response to any questions about the initiation of the New Official Plan process as well as an approach to public engagement. A review of the key findings and recommendations from the Growth Analysis was also presented, followed by a discussion on topics such as:

- What do we need to know before we go to the public for engagement?
- What is important from your technical area that we understand as we initiate this project?
- Are there any specific areas of concern with the current Official Plan that you would like to see revised/ updated/ addressed in the New Official Plan?
- Are there specific areas of the Current OP that are working well that you would like to see incorporated into the New Official Plan?
- What does 2051 look like to you? What are your visions for growth?
- What are the best ways to incorporate the strategic priorities into the Official Plan? Which priorities are the most important?
- What level of involvement and cadence would the TAT be comfortable with in the New Official Plan process, once initiated (e.g., frequency of meetings, format of meetings, topics to be covered)?

### 3.1.2 Results

The discussion from the TAT meeting is summarized below.

- The Official Plan must consider all other Master Plans and technical work that have been completed by the City and ensure the community understands how these plans will work with the New Official Plan;
- Port Colborne has historically experienced slow growth but is recently experiencing increasingly rapid growth with the introduction of New higher density housing types. Engagement for the Official Plan should address the challenges and opportunities of higher density communities.
- The New Official Plan should consider policies around quarries.
- The New Official Plan should explore the need for serviced and non-serviced employment lands.

- The New Official Plan should provide clear direction and policies to help guide staff through Official Plan and Zoning By-law Amendments.
- The New Official Plan should consider the Housing Affordability Plan directions.
- The New Official Plan should be developed in consultation with the community and key partners such as the NPCA and others.

## 3.2 Online Survey

The purpose of the online survey was to gather input on key directions that will inform the New Official Plan. The online survey was available on the Official Plan Engagement page on the Let's Connect Port Colborne website and was available from February 16, 2024 to April 17, 2024. The online survey was promoted through the City's social media.

### 3.2.1 Summary

The survey included a mix of multiple choice and open-ended questions, and a mapping survey to gather place-based feedback on different elements of the Official Plan. The survey asked questions around the following topics:

- Priority areas for growth - Where the City should grow?
- Urban hierarchy– What should growth look like?
- Vision for growth – What does the city look like in 2051?
- Housing – what types of housing should accommodate growth?
- Complete communities – What do future neighborhoods look like?
- Employment / economy – Where should economic growth go?
- Agriculture – What areas should be preserved and enhanced?
- Climate change and the environment – How should we plan for climate change adaptation and mitigation?

### 3.2.2 Results

The project team has reviewed feedback received through the online survey. Overall, there were 34 survey responses, and 151 comments were placed on the map. A summary of the survey results is provided below by key theme. A detailed survey summary is attached in **Appendix B**.

#### Vision for the Official Plan

The online survey asked participants to tell us about their vision for Port Colborne in 2051 in an open-ended question. Responses are summarized below by key theme to be considered for the vision for the New Official Plan:

- Vibrant community that maintains the small-town feeling of Port Colborne.
- Balancing growth while maintaining Port Colborne's roots and culture.
- Promote arts, culture, and recreation.
- Preserve the connection to Lake Erie.
- Promote economic development and jobs.
- Plan for parks, green spaces, and opportunities for community gathering and recreation.
- Promote a healthy and community that is accessible by all ages and abilities.

- Maintain proper infrastructure to support future growth.
- Promote a variety of housing types and affordable housing.
- A thriving downtown with shopping and entertainment.
- A walkable community with complete streets.

### **Overall Priorities for the Official Plan**

Participants were provided a list of 12 topics related to the creation of the New Official Plan and asked to identify the top five topics they believe the City should focus on for creation of the New Official Plan. Participants identified the following five topics as priorities:

1. Enhancing and expanding our green spaces and parks.
2. Protecting source water.
3. Growth management by planning for infrastructure and utilities.
4. Promoting economic growth and tourism.
5. Preserving and enhancing community design.

### **Priorities for Growth**

Participants were given three options for how Port Colborne should grow. Participants ranked the following in order of priority:

1. Growing medium density developments such as row houses, townhomes, and multi-unit housing throughout the city.
2. Growing more compact developments such as mid- and high-rise apartments and condos within close proximity to existing amenities.
3. Expanding urban areas to create more detached homes at the edges of existing communities / into existing agricultural land.

### **Topics for Engagement**

The survey listed eight topics related to the Official Plan and asked participants to identify which topics they want to hear more about and provide input as the City updates the Official Plan. Participants identified the following top five topics to explore further and engage on during the Official Plan process:

1. Housing and population growth.
2. Urban design and place making.
3. Environment and natural heritage.
4. Jobs and the economy.
5. Sustainability and climate resilience.

### **Engagement and Communications**

Participants were asked how they would like to participate in conversations about the new Official Plan. Overall, participants identified a preference for participating in online engagements, and drop-in events where residents can speak with a team member in a public setting. Participants also identified they would like to receive updates via the Port Colborne website, social media, and City Hall News (e-News letter).



## General Comments

Participants were asked if they had any other comments related to the Official Plan in an open-ended question. Other comments relating to the Official Plan are summarized below by key theme:

- Explore ways to make development approvals more efficient through the New Official Plan.
- Port Colborne is a unique city with many valuable assets that can be leveraged into a vibrant and successful community.
- Promote the local economy and local businesses.
- Ensure there are a variety of housing options available, including options for all incomes.
- Ensure infrastructure improvements are made along side growth.
- Ensure the community is involved and active in the creation of the New Official Plan.
- Plan for climate change mitigation and adaptation to ensure Port Colborne can grow successfully in the future.
- Promote community connection and a city for all.
- Planning for 2051 should occur along side incremental changes in the short and medium term.
- Ensure infrastructure keeps up with growth.

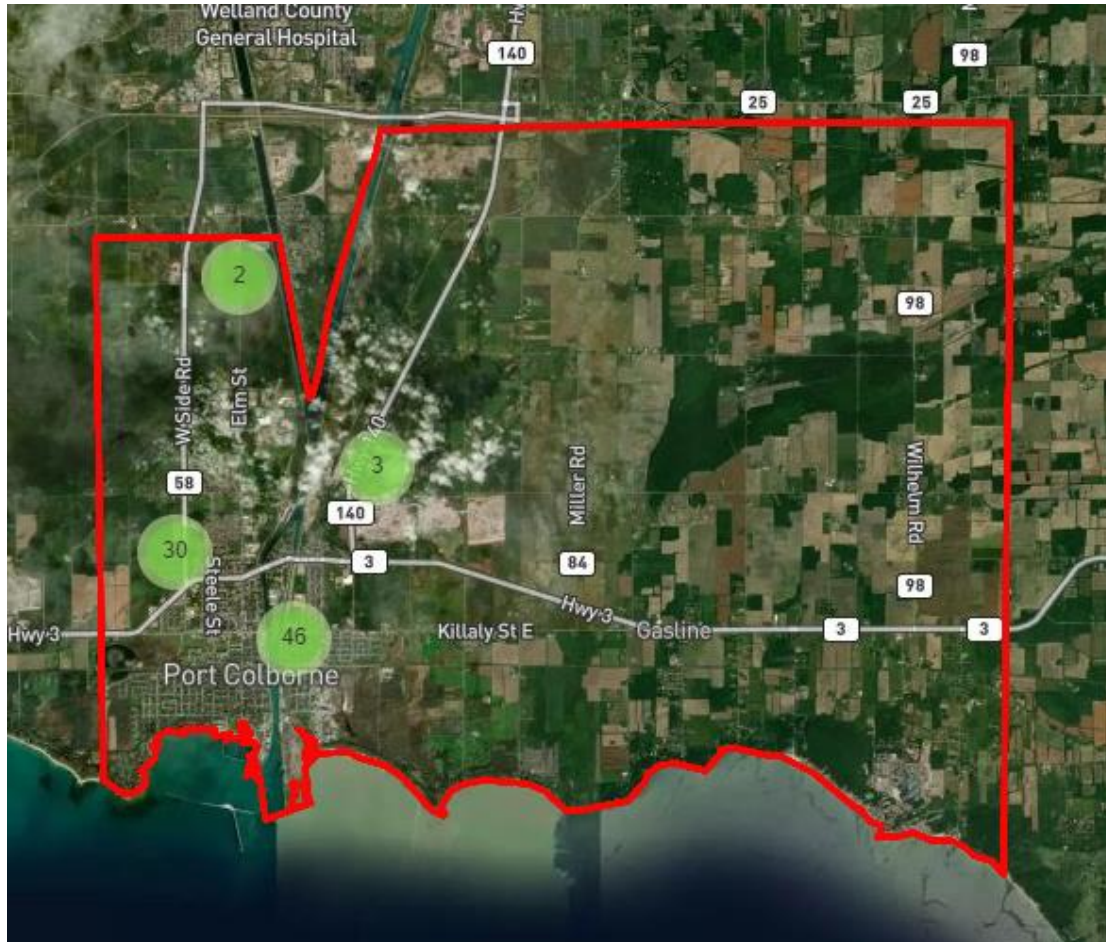


## Map Survey

Participants were asked to use the online map survey to identify areas to grow housing, industry, retail, and commercial, and preserve green space and agriculture in Port Colborne's New Official Plan by placing a pin on the map. Pins placed on the map were visible to all who viewed and engaged with the map survey on the engagement page.

## Areas We Should Grow Housing

Figure 1 below shows the areas participants identified to grow housing.



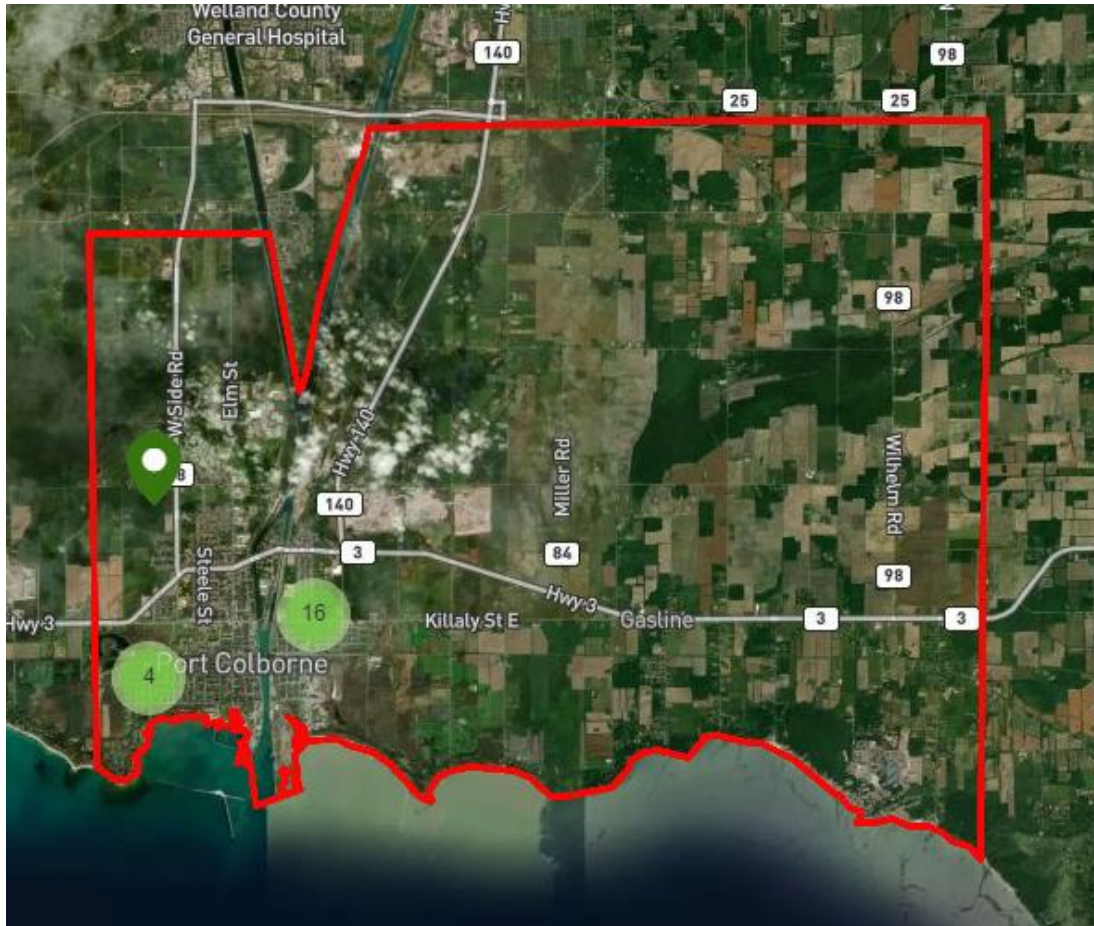
**Figure 1: Areas to Grow Housing**

Participants identified the following opportunities to grow housing:

- Opportunities for infill on small lots within existing residential areas to add medium density residential such as townhomes, duplexes, and low-rise multi-unit buildings.
- Opportunities for infill on large lots within existing residential areas to add medium-high density residential such as mid-rise multi-unit residential.
- Opportunities for new, low-density residential subdivisions at the edges of existing residential areas on currently undeveloped land.
- Opportunities for mixed-use residential and commercial buildings in existing residential areas to provide needed amenities to residents.

## Areas We Should Preserve Green Spaces

Figure 2 below shows the areas participants identified to preserve green spaces.



**Figure 2: Areas We Should Preserve Green Spaces**

Participants identified the following opportunities to preserve existing green spaces:

- Preserve existing natural areas, wood lots, and wetlands.
- Preserve and enhance existing tree cover.
- Connect residential areas to green spaces to promote connection to nature.
- Plan for more trails.
- Plan more waterfront connections and protect the waterfront.

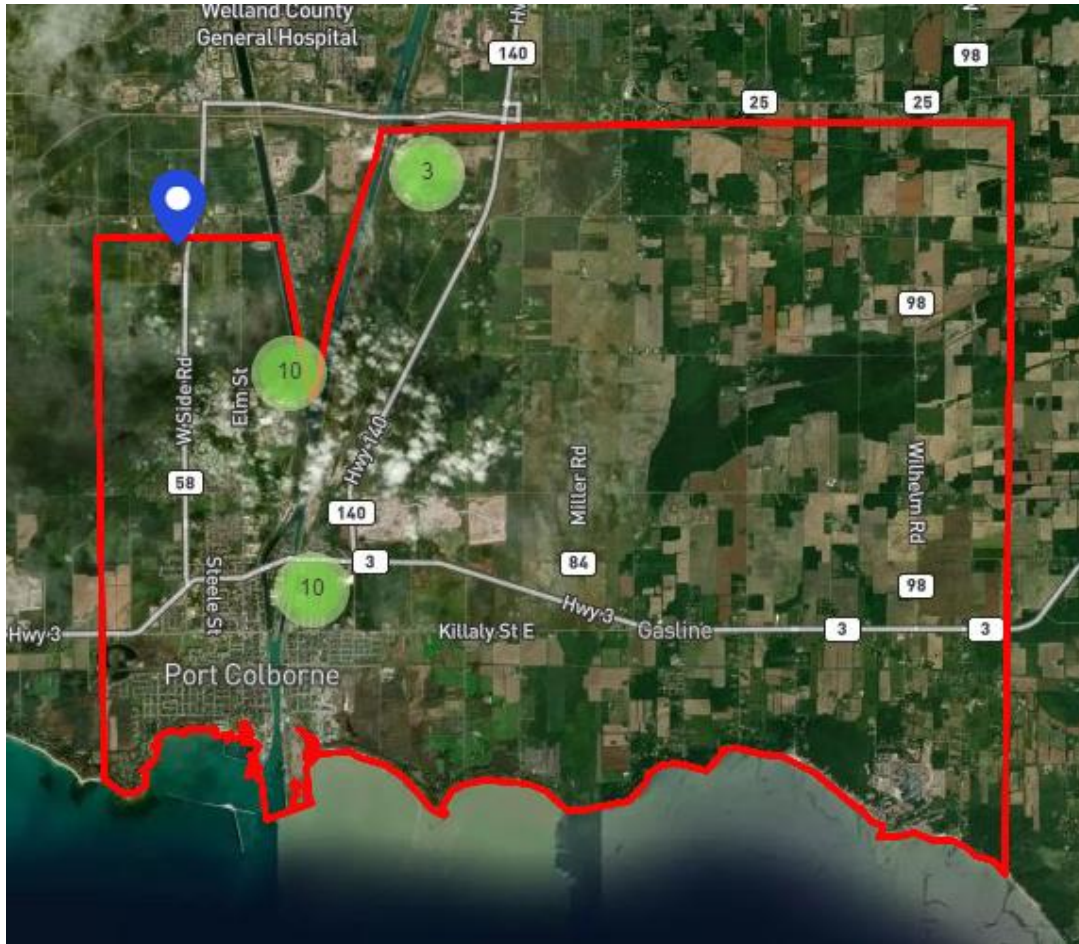
## Areas We Should Preserve Agriculture

No comments were placed on the map regarding agriculture.



## Areas We Should Grow Industry

Figure 3 below shows the areas participants identified to grow industry.



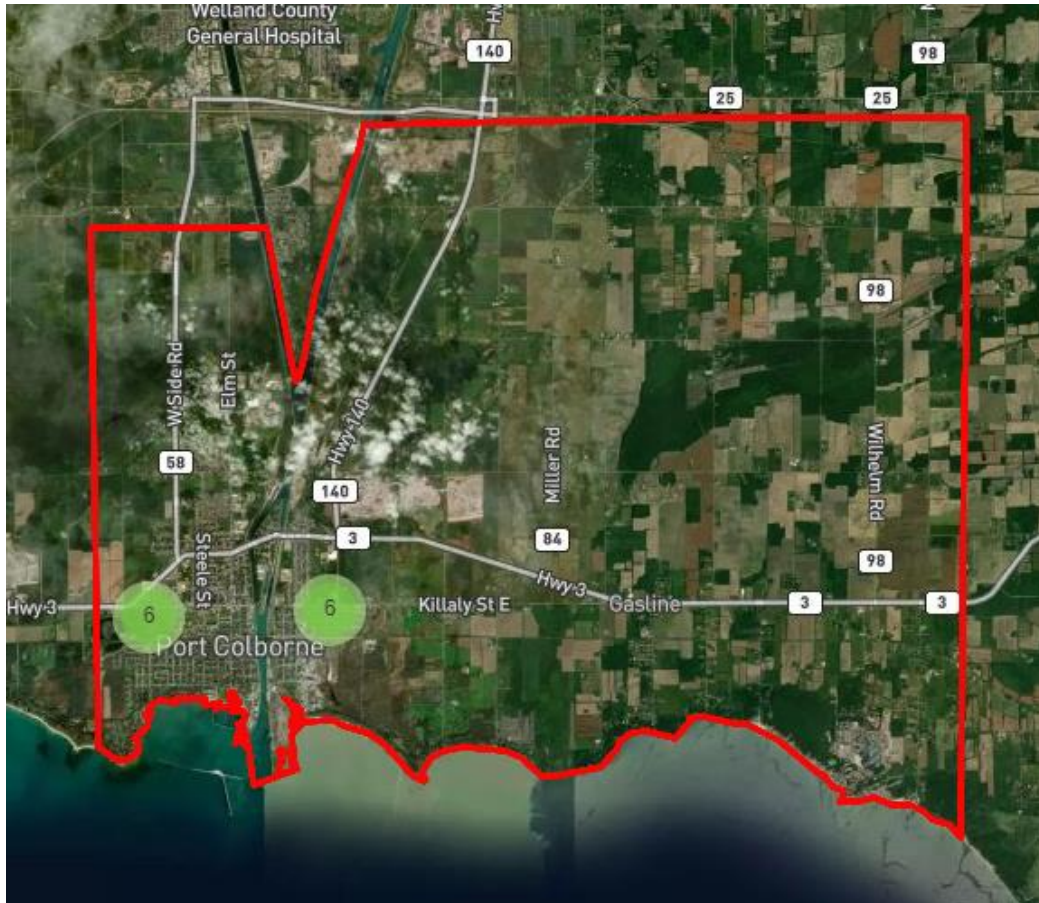
**Figure 3: Areas we Should Grow Industry**

Participants identified the following areas to grow industry:

- In undeveloped areas away from residential areas.
- In the northern part of the city, along the Welland Canal, and Highway 140.

## Areas We Should Grow Commercial and Retail

Figure 4 below shows the areas participants identified to grow commercial and retail.



**Figure 4: Areas We Should Grow Commercial and Retail**

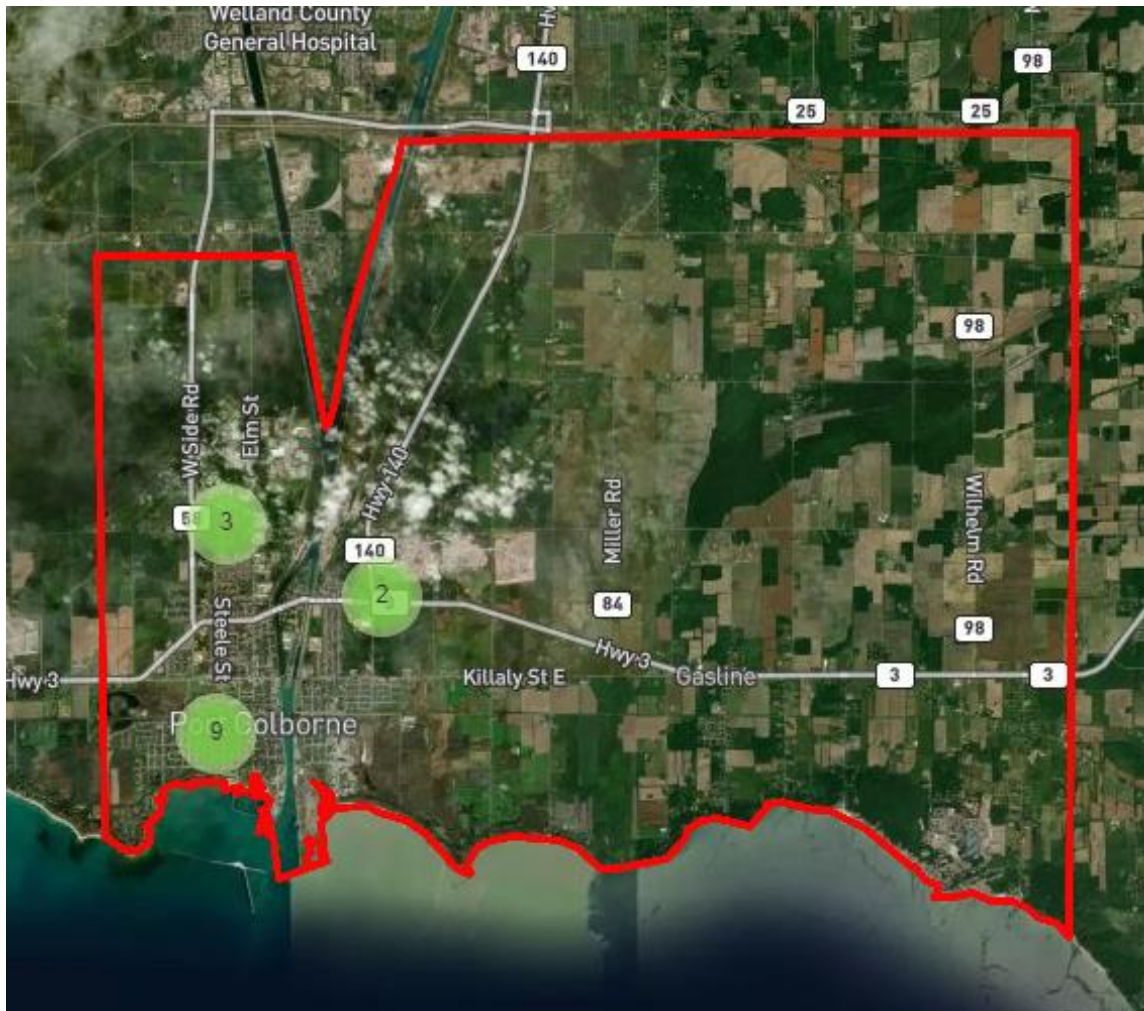
Participant identified the following opportunities to grow commercial and retail:

- Commercial and retail should be located along main streets and intersections.
- Add highway commercial along Highway 3.
- Ensure communities have essential retail and services.
- Consider mixed-use infill to add commercial to residential areas.



## Other Ideas and Suggestions

Figure 5 below shows the areas participants identified other ideas and suggestions.



Other ideas and suggestions included:

- Consider archaeological preservation of significant sites.
- Consider traffic management and planning for transportation as Port Colborne grows.
- Plan to transition between low-, medium-, and high-rise developments.

## 3.3 Open House

An Open House was held on March 27, 2024, from 5:30 to 7:30pm. Approximately 60 people attended the Open House. The purpose of the Open House was to answer questions and gather input on priorities that will inform the New Official Plan. Feedback gathered at the Open House will form input into the Terms of Reference for the New Official Plan. The Open House materials are attached in **Appendix C**.

### 3.3.1 Summary

Dillon worked with the City to host an Open House with the aim of informing residents early on in the process about the New Official Plan project and obtaining preliminary input to inform the development of the vision, work plan and engagement strategy. At the Open House, presentation materials were available on display boards for community members to drop in, review and ask questions of staff and the consulting team. The display boards provided a high-level explanation of the land use planning framework in Ontario, why the City needs a New Official Plan, and what an Official Plan can and cannot do.

Attendees were also invited to use a post card to tell the project team about their vision for Port Colborne. They were asked the following question:

- Use a post card to tell us about your vision for Port Colborne. Thinking about the future of Port Colborne, what are the current strengths and unique community elements you want to preserve and enhance? What elements would you want future residents to enjoy?

They were also invited to participate in an exercise to place dots on their top 5 priorities for the Official Plan from a long list of topics to choose from. Lastly, a mapping exercise was established to facilitate tactile input on the following:

- Housing: Place your comments about housing on the map. Tell us where you think housing should go and the type of housing.
- Green spaces and Agriculture: Place your comments about Green Spaces and Agriculture on the map. Tell us areas you think Green Spaces and Agriculture should be protected.
- Industry: Place your comments about industry on the map. Tell us areas where industry should be located.
- Retail and Commercial: Place your comments about Retail and Commercial on the map. Tell us where shops and services should be located.

A comment form was also available for participants to submit other comments on the Official Plan.

### 3.3.2 Results

The project team has reviewed feedback received through the Open House. A summary of feedback received at the Open House is outlined below. A copy of comments received is attached in **Appendix D**.

## Vision

Based on open ended feedback received, participants shared the following key themes to be considered for the vision for the New Official Plan:

- A welcoming and inclusive community.
- A sense of community for future generations.
- Promote tourism and recreation.
- Promote economic development.
- Preserve Port Colborne's heritage and culture.
- A growing community.
- A diverse and thriving community.
- Preserve parks and green space.

## Priorities for the Official Plan

Participants were asked to use dot-stickers to identify priority policy themes for the Official Plan. The following themes were provided to select from:

- Growth management by planning for infrastructure and utilities.
- Preserving agricultural land.
- Promoting and supporting a broader range of housing options including affordable housing.
- Promoting economic growth and tourism.
- Protecting the environment and planning for climate change.
- Planning for gravel and quarry uses.
- cultural heritage conservation.
- Protecting groundwater.
- Land use compatibility.
- Preserving and enhancing community design.
- Enhancing and expanding our green spaces and parks.
- Creating jobs by promoting commercial and industrial areas.

### The following top 5 themes were identified as priorities:

1. Enhancing and expanding our green spaces and parks (17 dots).
2. Protecting groundwater (15 dots).
3. Preserving agricultural land (14 dots).
4. Protecting the environment and planning for climate change (14 dots).
5. Creating jobs by promoting commercial and industrial areas (12 dots).

## Housing

Participants were given sticky notes to place on a map of Port Colborne and asked to identify opportunities for housing.

The following key themes were identified from comments collected:

- Build more housing in Port Colborne.
- Plan for townhomes and apartments in already developed areas.

- Plan for single-detached and low-density housing in greenfield areas next to existing residential communities.
- Housing should not be developed in green spaces or woodlots.
- Focus on opportunities for infill to create New housing.
- Ensure housing is close to amenities and services.
- Promote a housing-first model.
- Plan for attainable and accessible housing.
- Promote affordable housing.
- Ensure housing is connected to transit.
- Create partnerships between the City, Region and organizations to provide supportive housing.
- Develop environmentally sustainable building types.
- Maintain the character of existing residential neighbourhoods.
- Residential areas are pedestrian friendly and walkable.

### **Green Spaces and Agriculture**

Participants were given sticky notes to place on a map of Pot Colborne and asked to identify opportunities for preserving green space and agriculture.

The following key themes were identified from comments collected:

- Protect existing park land and agricultural lands.
- Promote trails as access to green spaces and as a way to move around the community.
- Protect trees and existing woodlots.
- Allow agri-tourism and diversified farm uses.
- Provide water-front access and promote lake-based activities and connections.
- Increase green spaces in residential areas.
- Provide spaces for children and youth to play and gather.

### **Industry**

Participants were given sticky notes to place on a map of Pot Colborne and asked to identify opportunities for industry.

The following key themes were identified from comments collected:

- Plan for industry away from residential areas.
- Plan for industry in the north areas of the city.
- Separate and mitigate the impacts of quarries on residential areas.

### **Retail and Commercial**

Participants were given sticky notes to place on a map of Pot Colborne and asked to identify opportunities for retail and commercial.

The following key themes were identified from comments collected:

- Promote tourism and recreation.
- Provide housing near commercial centres.
- Support small businesses.



- Create walkable and accessible retail and services.
- Grocery store is needed on the east side.
- Ensure there are health-care services available in the community.

### **General Comments**

Participants were provided a comment form to provide any other comments on the New Official Plan. The following key themes were identified from comments collected at the Open House:

- Promote an open and transparent planning process.
- Utilize quarry rehabilitation to provide eco-tourism related activities and create beautiful natural spaces.
- Protect source-water.
- Promote a walkable community and provide opportunities for active transportation.
- Promote environmental stewardship.
- Create a community that is accessible for all ages and abilities.



## 4.0 Engagement Strategy and Recommended Work Plan for New Official Plan

Through the engagement summary and results noted in **Section 3** of this Report, a recommended vision, as well as recommended key directions and areas of focus for future engagement were established through soliciting feedback from the Technical Advisory Team, through online survey and a Statutory Public Open House.

### 4.1 Recommended Vision for the New Official Plan

The vision statement describes the desired future of the City of Port Colborne that will be promoted through the Official Plan policies. Based on the feedback gathered, the following is the recommended draft vision for the New Official Plan:

*Port Colborne is a thriving, vibrant, and diverse rural and urban lakefront community that is rooted in our cultural heritage and the natural landscapes of Lake Erie. Our community is welcoming, inclusive, and accessible to all ages and abilities. We work together to build a community that is walkable with a thriving downtown, complete streets, and varied and affordable housing options, while protecting our farmland and natural heritage features. Inspired by our commitment to maintain proper infrastructure, we also plan for expansive parks, green spaces, and community gathering spaces ensuring a healthy*

*community for current and future generations. We have places to work and promote economic development, tourism, and arts and culture that support our community. Port Colborne is a growing community, and our Official Plan creates a strong foundation to support future growth.*

## 4.2 Recommended Key Directions for the New Official Plan

The recommended key directions for the New Official Plan will help to establish the direction and objectives for the Official Plan policies based on community priorities. This section outlines recommended key directions for the New Official Plan based on community feedback. The key directions are recommendations at this stage, to be used to gather additional feedback and input from Council. The key directions will be refined over time and will ultimately translate into key policy directions for the Official Plan as the project moves forward.

Recommended key directions include:

### **Promote and support a broad range of housing options including affordable housing**

- Ensure the Official Plan contains policies and targets to support the development of affordable housing
- Diversify the housing stock by shifting towards medium- and high-density development
- Broaden the range of permitted residential uses (accessory apartments, modular homes, tiny homes)
- Establish criteria to assess compatibility of New residential infill developments within existing neighbourhoods

### **Enhance and expand our green spaces and parks**

- Enhance existing green spaces and parks and create New green spaces to meet future needs
- Preserve public access to the waterfront
- Plan for a trail network to connect to green spaces and parks

### **Growth management by planning for amenities, community facilities, infrastructure and utilities**

- Plan for and invest in infrastructure to support future growth and ensure new communities are well-serviced
- Promote infill, reuse, and redevelopment of existing developed area to optimize existing infrastructure
- New infrastructure should utilize sustainable designs
- Invest in a full range of transportation options

### **Promote economic growth, tourism, commercial, and industrial areas**

- Supply enough employment lands to accommodate New business investment
- Promote a mix and range of industrial parcel sizes and configurations for a wide range of employment uses
- Promote tourism by utilizing natural assets

- Support local businesses and economic development

#### **Preserve and enhance community design**

- Promote the uniqueness of the Port Colborne community
- Implement high quality design standards
- Plan for transitions between residential densities
- Plan for communities that have a distinct sense of place, character, and vibrancy

#### **Preserve agricultural land**

- Direct growth to existing settlement areas to protect agricultural land for agricultural purposes
- Preserve rural landscapes
- Allow agri-tourism and diversified farm uses

#### **Protect the environment, sourcewater, and plan for climate change**

- Protect, grow and enhance existing tree coverage and natural areas to promote biodiversity
- Plan for climate-related emergencies such as flooding, storms, and extreme temperatures
- Implement policies that protect existing natural heritage and source water
- Plan for climate change mitigation by making growth-related decisions that lower greenhouse gas emissions

## **4.3 Recommended Areas of Focus for Future Engagement**

During community engagement, participants were asked about their priorities for future engagement including what topics they would be interested in learning more about and engaging on during the creation of the Official Plan.

The following topics were identified by participants to explore further through future engagement:

- Housing and population growth.
- Urban design and place-making.
- Environment and natural heritage.
- Jobs and the economy.
- Sustainability and climate resilience, adaptation, and mitigation.

Some additional themes that participants identified interest in include:

- Enhancing and expanding our green spaces and parks.
- Protecting groundwater.
- Preserving agricultural land.
- Planning for climate change.

During community engagement, participants were also asked how they want to be engaged in the creation of the New Official Plan. Overall, participants identified a preference for participating in online engagements, and drop-in events where residents can speak with a team member in a public place or event in a more informal setting. Participants also identified they would like to receive updates via the Port Colborne website, social media, and City Hall News (e-News letter).

Overall, participants expressed interest in continuing to participate in the creation and implementation of the New Official Plan, and expressed the desire for an open, transparent, and inclusive engagement process. The following recommendations are for further consideration in the creation of the Official Plan:

- Ensure fairness, openness, efficiency, and certainty in the development process.
- Foster cooperation and partnerships between residents, agencies, and local businesses in investing in and building community.
- Promote education and awareness of the objectives and principles of the Official Plan during implementation.

## 4.4 Recommended Approach to Engagement and Draft Engagement Strategy

Through the engagement methods and results noted in Section 3, an approach to engagement was developed and a draft Engagement Strategy was prepared to guide future phases of the Official Plan. This Strategy will play an integral role in the process for establishing the New Official Plan and will inform the recommended Work Plan. Overall, engagement tasks should promote openness and transparency in the process and give community members a meaningful way to participate in the creation of a New Official Plan. The recommended approach to engagement is outlined below by key engagement method and tasks to be used to inform and engage the Port Colborne community on the New Official Plan. This outline does not include statutory engagement requirements and would be subject to refinement and finalization by the City.

### **Indigenous Outreach Letter and Initiating Call**

As the Official Plan impacts land use, engagement with Indigenous communities is important and should be initiated early in the project process. Indigenous community engagement includes engagement with First Nation, Metis, Inuit with rights and interests in the area, as well as urban Indigenous organizations and population. Indigenous community engagement should be based on an ongoing relationship building between the municipality and community and be led by the municipality. Outreach could be in the form of a letter, phone call, or a more formal meeting, with the City to determine the best tactic. Whatever form this takes, the intent is to provide an opportunity for Indigenous communities with rights and interests in Port Colborne to have a say on how they would like to be engaged in the Official Plan and include information on the project process and timeline. As many Indigenous communities have a consultation protocol, we recommend that it is reviewed at this time ahead of the outreach letter and initiation meeting to understand how each community would like to be engaged. Engagement would then



be customized to each community / organization's preference and would occur throughout the project process and beyond to maintain relationships.

### **Technical Advisory Team Meetings**

Continue to meet with the Technical Advisory Team throughout the creation of the New Official Plan to ensure key staff from the municipality and Region and key partners provide input and direction to the New Official Plan and alignment with ongoing strategies and plans.

### **Policy Brochures / Backgrounders**

Create policy brochures / backgrounders based on topics residents are most interested in, or other specific topics the City would like to explore in the Official Plan. The purpose of the policy brochures / backgrounders is to provide information in an easy-to-understand way that informs community members about important / significant policy areas and allows the project team to use that input to develop the foundational policy directions for the OP. Based on the Official Plan engagement the following areas are of most interest:

- Housing and population growth.
- Urban design and place making.
- Jobs and the economy.
- Environment, natural heritage, sustainability and climate resilience.

The policy brochures / backgrounders can be posted on the Let's Connect Port Colborne website and should be brief, utilizing graphics and design to be accessible and interesting to engage with.

### **Project Engagement Page**

Create an online touchpoint on the City's Let's Connect Port Colborne for online engagement and information sharing related to the Official Plan that is updated regularly with project information, online engagement opportunities (such as surveys), staff contact information, and key date such as Public Open Houses.

### **Community Liaison Committee**

Form a Community Liaison Committee made up of a mix of diverse residents and key stakeholders representing a variety of perspectives from across the city to meet with the Project Team in each phase of the project prior to any broader public engagement. Members of equity-seeking groups should be included in the Community Liaison Committee with consideration for remuneration for their participation to ensure a broad range of inputs from the community can participate. The Community Liaison Committee members would provide input into the broader approach to public engagement at key stages of the project and act as "champions" for the project. Members would also develop a deeper understanding of the Official Plan by having more time to ask questions of City staff and the consultant team, giving a richer understanding of the information prior to formal public release.

### **Stakeholder Workshops**

Host a series of stakeholder workshops with targeted stakeholders in each phase of the project to have more in-depth conversations with key groups related to areas of the Official Plan, such as housing and employment. Stakeholder groups invited to participate might include groups

related to home builders / developers, environment and nature, BIAs and local businesses, economic development, tourism, industry and employment, transportation, and climate change.

### **Public Open Houses, Online Engagement and Pop-Ups**

Host a Public Open House and/or online engagement and pop-ups in each phase to provide the broader public with an opportunity to get project updates and information, ask questions, engage with staff and the consulting team, and provide feedback. During the engagement process, participants noted a preference for drop-in events, online engagement, and events where residents can speak with a team member in a public place or event. Pop-up engagements in public spaces or at events following engagement can be used to further engage people by meeting people where they are and promote online engagement opportunities to get more responses.

### **Council Workshops/ Briefing Sessions**

Meet with Council in each phase to educate and inform members on key components of the Official Plan, review feedback received to-date from the community engagement process and present our approaches to addressing feedback received.

### **What We Heard Summary**

Feedback from each engagement event will be summarized into key themes in a What We Heard summary for each phase of the project. The summary will provide an overview of the engagement tactics used and what was heard. The summary will be public facing to demonstrate how feedback was collected and used in each phase of the project and to promote a transparent engagement process.

### **Statutory Public Meetings**

As regulated in the *Planning Act*, a Statutory Meeting of Council will take place in Phase 3 and a meeting to adopt the Official Plan will take place in Phase 4.

The full draft Engagement Strategy can be found in **Appendix E**. The draft Engagement Strategy will need to be updated once the workplan is finalized.

## **4.5 Recommended Work Plan**

The recommended Work Plan would consist of four (4) main phases:

- **Phase 1 – Project Initiation:** In the project initiation phase, five (5) backgrounder/policy direction reports are proposed. Feedback and input will be solicited through a TAT meeting, stakeholder workshops, public open house(s), and Indigenous community engagement. Updates to the project webpage will also be completed periodically. This work will culminate in the drafting of an Engagement Summary and Preliminary Policy Directions document that will be presented to Council.
- **Phase 2 – Policy Direction:** A Policy Direction Memo which will establish the goals, objectives, and table of contents for the Official Plan will be prepared in this phase. Engagement will continue in Phase 2 through a meeting of TAT members, online engagement with the public, and ongoing Indigenous engagement. This phase will

conclude with a presentation to Council that will confirm the engagement summary, policy directions, and approach for the Official Plan.

- **Phase 3 – Draft Official Plan:** The Draft Official Plan will be prepared in this phase, which will include the preparation of the first draft Official Plan, including Schedules, Maps and Figures. A meeting with TAT members will also be held to solicit early feedback and input on the first draft. The draft Official Plan will be revised prior to the initiation of the engagement process, which would include webpage updates, a stakeholder workshop, a Statutory Public Open House, ongoing Indigenous engagement, and Council workshops/briefing sessions. A Statutory Meeting of Council on the draft Official Plan will then be held.
- **Phase 4 – Final Official Plan:** In the final phase, a comment response matrix will be prepared and finalized prior to adoption. A second draft of the Official Plan will be prepared, including Schedules, Maps and Figures. A TAT meeting will be held, and the project webpage will be updated with the Official Plan uploaded online to solicit any further comments. The Official Plan will then be updated based on additional feedback and a third version will be prepared for adoption. Indigenous communities notification letters will be sent out and an Adoption Meeting will be held. The Official Plan, including Schedules, Maps and Figures, will be finalized (fourth and final draft) based on Council Adoption directions. It will then be sent to the appropriate approval authority.

The recommended work plan in full can be found at **Appendix F**. It is the intent that the City can use this document as the Terms of Reference/ Scope of Work for the Official Plan Project on a go-forward basis. There may be opportunities for refinement upon consideration.





## 5.0 Next Steps

It is the intent that this report be provided to Council for review and endorsement of the vision and key directions/objectives for the New Official Plan; finalized terms of reference for the remaining phases of the New Official Plan; work plan; and engagement strategy to guide future phases of the New Official Plan.

# Appendix A

## Conformity Exercise

## Port Colborne New Official Plan Conformity Background Review

### Port Colborne Official Plan Conformity – High Level Review to Provincial and Regulatory Framework

Table 1 provides a high-level conformity review of the key gaps in the existing Port Colborne Official Plan (OP) against the prevailing Provincial and Regulatory Framework. The City of Port Colborne Official Plan was approved by the Ontario Municipal Board (now the Ontario Land Tribunal) on November 25, 2013. It was updated in 2017.

**Table 1: High Level Conformity Table to Provincial and Regulatory Framework**

Item	Key Gaps	What Needs to be Done in the new Port Colborne Official Plan
1.	Planning Act Compliance – Planning Act requires the City to review and update the Official Plan at least once every five years.	Official Plan last review and update in 2017. Official Plan update needed to comply with the Planning Act requirements.
2.	Requirements introduced in Bill 108: More Homes, More Choice	The Official Plan does not take into account the Bill 108 requirements. Additional policies to implement requirements of Bill 108 which include changes to the Ontario Heritage Act will need to be implemented.
3.	Requirements introduced in Bill 109: More Homes for Everyone, 2022	The Official Plan does not take into account the Bill 109 requirements. Additional policies to implement the requirements of Bill 109, which includes changes to the development approvals process application (i.e., fee refunds, site plan control delegation, ministerial powers regarding Official Plan Approvals, etc.) are needed.
4.	Requirements introduced through Bill 23: More Homes, Built Faster, 2022	The Official Plan does not take into account the Bill 23 requirements. Additional policies to implement the new timelines as set out in Bill 23 for planning approvals and the new policies for as-of-right development (i.e., two additional dwelling units, community benefit charges, etc.) are needed.
5.	PPS 2020 Conformity – Overall	The City of Port Colborne Official Plan was approved by the Ontario Municipal Board (now the Ontario Land Tribunal) on November 25, 2013 and updated in 2017. Conformity to latest PPS is needed. <b>However, see item 10.</b>
6.	PPS 2020 Conformity – Sufficient land shall be made available to accommodate an appropriate range and mix of land uses to meet projected needs for a time horizon of up to 25 years (Section 1.1.2)	The Official Plan has been developed to provide a comprehensive 20-year vision for the future of the municipality. It is intended that the Plan period for this document shall be from 2012 to 2031 and the Plan shall be reviewed every five years (Section 1.3). Official Plan needs to be updated to a planning horizon of 25 years.

Item	Key Gaps	What Needs to be Done in the new Port Colborne Official Plan
7.	Growth Plan 2020 Conformity – Overall	The Official Plan references the 2006 Growth Plan. Conformity to latest Growth Plan is needed. <b>However, see item 10.</b>
8.	Growth Plan Conformity – Within the GGH, this Plan provides that the applicable time horizon for land use planning is 2051.	The Official Plan has been developed to provide a comprehensive 20-year vision for the future of the municipality. It is intended that the Plan period for this document shall be from 2012 to 2031 and the Plan shall be reviewed every five years (Section 1.3). Official Plan needs to be updated to reflect the time horizon for land use planning of 2051.
9.	Niagara Official Plan, 2022 Conformity – Overall  Niagara Region’s Municipal Comprehensive Review as part of new Official Plan	The City of Port Colborne Official Plan was approved by the Ontario Municipal Board (now the Ontario Land Tribunal) on November 25, 2013. Updated 2017. Official Plan to be updated to meet conformity to Regional Official Plan. See Table 2 for details. <sup>1</sup>  Further, to reflect the Region’s municipal allocation targets for population, employment, housing, intensification and designated greenfield area, the City must undertake an OP conformity exercise.
10.	Provincial Planning Statement will be issued soon that will combine the PPS and GGH. This will likely change the planning horizons (as well as other sweeping changes based on a cursory review of the 2023 Draft PPS).	Timelines will need to consider conformity to the new Provincial Planning Statement and address other changes that may be included, as appropriate.
11.	Port Colborne Official Plan Amendments	Many amendments to the Official Plan (both for local conformity and privately initiated to facilitate development) have been made over the years. The new Official Plan can consolidate these into new mapping/schedules.
12.	Port Colborne Official Plan – New Vision for Growth	A new vision for growth is needed (to respond to current conditions and set a new vision for growth to 2051 and beyond), in accordance with the provincial planning framework and the Niagara Region Official Plan, general directions from the growth analysis strategy, and to reflect feedback received from the public (through online surveys and the open house), the TAT, and Council (through the stat meeting), as part of the City’s Official Plan Review Process.

<sup>1</sup> Implications of Bill 23: Since the Province has approved the Niagara Official Plan, the City of Port Colborne must assume the policies of the Niagara Official Plan that apply to the City of Port Colborne until the City has updated their own Official Plan.

Item	Key Gaps	What Needs to be Done in the new Port Colborne Official Plan
13.	Growth Analysis Study for Port Colborne (July 2023)	<p>The new Official Plan will need to incorporate the key recommendations of the Growth Analysis Study completed in 2023, which included:</p> <ul style="list-style-type: none"> <li>• Define and implement the City’s vision for growth.</li> <li>• Establish a robust urban hierarchy that identifies priority areas for growth and an intensification strategy through the Official Plan review process.</li> <li>• Identify policy opportunities to diversify the City’s housing stock.</li> <li>• Develop a framework for assessing compatibility of redevelopment and intensification at the periphery of identified Intensification Areas, Nodes, and Corridors and other priority areas for growth.</li> <li>• Align the employment lands planning framework with the economic development strategy.</li> </ul>
14.	City’s Housing Strategy	<p>There is also an opportunity to include key recommendations and any targets from the City’s Housing Strategy into the new Official Plan.</p>

## Port Colborne Official Plan Conformity – High Level Review of the Policies in the Niagara Region Official Plan

Table 2 provides a high-level conformity review of the key gaps in the existing Port Colborne Official Plan against the Niagara Region Official Plan (ROP) (November 2022). This review was aided by the Implementation Guidelines to Assist with Local Official Plan Conformity, as prepared by Niagara Region on July 13, 2022. As part of the new Port Colborne Official Plan, it is recommended that a comprehensive review of the existing Port Colborne Official Plan be undertaken against the policies noted in the issue/key gap column to ensure conformity to these key gaps.

**Table 2: High Level Conformity Table to Policies in Niagara Region Official Plan**

Item	Key Gaps	Next Steps for New Port Colborne Official Plan
1.	Population and employment forecasts listed in Table 2-1 are the basis for land use planning decisions to 2051 (Policy 2.1.1.1).	The Port Colborne OP has been developed to provide a comprehensive 20-year vision for the future of the municipality. It is intended that the Plan period for this document shall be from 2012 to 2031 and the Plan shall be reviewed every five years (Section 1.3). The horizon needs to be updated to 2051. Population and employment forecasts allocated by the Region are to be the focus of this OP process, however, based on feedback obtained from Council during the Growth Analysis work, consideration for a policy framework that recognizes the DC 10-year forecast and Growth Analysis buildout scenarios and allows for flexible adjustments to the forecasts at the 5-year review increment should be incorporated into the project workplan.
2.	Local Area Municipalities shall plan to accommodate the population and employment allocations in Table 2-1 in Local official plans and use the allocations to determine the location and capacity of Local infrastructure, public service facilities, and related programs and services to 2051 (Policy 2.1.1.4).	As previously noted, the horizon needs to be updated to 2051.
3.	Specific Growing Region policies <u>required</u> (intensification targets, minimum density targets, etc.): 2.2.2.4, 2.2.2.6, 2.2.2.7, 2.2.2.8,	These policies need to be included in the Port Colborne Official Plan, as noted in the Implementation Guidelines for the Local Official Plan Conformity, developed by the Region of Niagara. Most of these are already incorporated in the existing OP. For instance, settlement and strategic growth areas are delineated in the OP. However,



Item	Key Gaps	Next Steps for New Port Colborne Official Plan
	2.2.2.10, 2.2.2.23, 2.2.2.24, 2.2.3.5, 2.3.1.2, 2.3.1.3, 2.3.2.3, 2.3.2.6, 2.3.3.2.	updates are needed in accordance with the Region’s direction for these OP policies for updates to matters such as growth mapping, intensification targets and strategies, minimum density targets, residential growth policies based on housing mixes, density types, affordability, and servicing capacity.
4.	Specific Growing Region policies recommended (rural employment): 2.2.3.4, 2.3.3.1.	<p>These policies are recommended by the Region to be implemented into the Port Colborne Official Plan. Essentially these are to ensure that there are adequate lands available for rural employment within the rural settlement boundaries to satisfy long-term needs and support the rural economy.</p> <p>The Port Colborne OP does not include rural employment lands as part of the settlement area (Policy 3.12.1 a). As per Policy 3.12.1 c), “...Addition of new Rural Employment Lands shall only be considered as part of a municipally initiated comprehensive review of employment lands by Niagara Region”.</p> <p>Further, as per the Growth Analysis Review, the estimated growth from 2021 to 2051 for rural employment is 445 jobs. However, employment growth will be accommodated within existing urban areas.</p> <p>These policies in the ROP are only recommendations, therefore, it is at the municipality’s discretion of whether to include this.</p>
5.	Specific Growing Region Policies to consider (adjustments and considerations): 2.1.1.5, 2.2.2.9, 2.2.5.3, 2.3.3.3.	These policies can be considered in the Port Colborne Official Plan. These include designating lands for urban and rural settlement areas or employment areas as set out in Schedule B and G of the ROP, and encouraging the development of local housing strategies. There is also some leniency for applying different intensification targets and adjusting settlement area boundaries in accordance with Policies 2.2.2.9 and 2.2.5.4 of the ROP.
6.	Specific Sustainable Region policies <u>required</u> (natural environment including natural heritage and natural hazards): 3.1.10.7, 3.1.18.2, 3.1.23.7, 3.1.28.1, 3.1.30.1, 3.1.30.4.2, 3.1.30.4.3, 3.1.30.6.1, 3.1.30.7.1, 3.1.30.7.2, 3.1.31.3, 3.1.33.1, 3.1.33.2,	These policies need to be included in the Port Colborne Official Plan, as noted in the Implementation Guidelines for the local official plan conformity, developed by the Region of Niagara. These policies are for protection of the natural environment. These are currently set out in Section 4 of the OP. These should be reviewed against the ROP policies to ensure conformity. The mapping and policies of the natural environment system, as noted in the ROP should be confirmed and incorporated into

Item	Key Gaps	Next Steps for New Port Colborne Official Plan
	3.1.33.4.3, 3.2.2.5, 3.2.2.8, 3.2.3.1, 3.2.3.4, 3.5.1.10, 3.7.1.4.	the new OP. There are also policies for subwatershed plans and studies that should be examined and included, where appropriate.
7.	Specific Sustainable Region policies <u>required</u> that are specific to Port Colborne: 3.3.2.1, 3.3.2.3, 3.3.2.4, 3.3.2.5, 3.3.2.6, 3.3.2.7 (Intake Protection Zones)	The Official Plan needs to include policies noted for Intake Protection Zones 1 and 2, which are shown in Schedule E of the ROP. A cursory review shows that Schedule H of the OP includes the IPZs in Schedule E of the ROP. Need to ensure the OP is consistent with policies noted in the ROP.
8.	Specific Sustainable Region policies recommended: 3.1.30.7.3, 3.5.2.3	These policies are recommended by the Region to be implemented into the Port Colborne Official Plan. These include policies for how to manage minimum buffers with the local zoning by-law as an implementation tool and the encouragement of public charging infrastructure for electric vehicles.
9.	Specific Sustainable Region policies to consider: 3.1.9.10.3, 3.1.10.2, 3.1.10.10, 3.1.24.3, 3.1.28.2, 3.1.28.3, 3.1.29.2, 3.1.30.3.5, 3.1.30.6.2, 3.1.31.2, 3.1.32.1, 3.1.33.5, 3.3.2.2, 3.5.1.11, 3.7.1.5	<p>These policies can be considered in the Port Colborne Official Plan. These include policies related to the Conservation Authority requirements, facilitating the establishment of development conditions and monitoring programs for natural heritage as part of the development approval process, site plan approval on all lots within key hydrological areas where individual on-site sewage services are provided, identifying potential wildfire risk on a map, policies for planting native species and avoiding invasive species, policies for obtaining lands with natural heritage attributes through the development review process, etc.</p> <p>Policy 3.3.2.2 is specific to Port Colborne and relates to Intake Protection Zone 1 and 2 and a Section 59 notice from the Risk Management Official.</p>
10.	Specific Competitive Region policies <u>required</u> : 4.1.2.1, 4.1.3.3, 4.1.3.4, 4.1.3.5, 4.1.4.2, 4.1.5.1, 4.1.6.1, 4.1.8.3, 4.1.10.1, 4.1.10.2, 4.2.1.8, 4.2.1.9, 4.2.1.10, 4.2.1.12, 4.2.5.3, 4.2.6.2, 4.2.6.8, 4.2.7.2, 4.2.9.2, 4.2.9.3, 4.3.1.3, 4.3.2.2, 4.3.2.6, 4.4.1.3	<p>These policies need to be included in the Port Colborne Official Plan, as noted in the Implementation Guidelines for the local official plan conformity, developed by the Region of Niagara. These include policies related to prime agricultural lands and specialty crop areas and how they are managed and protected. In the Port Colborne OP, the areas identified on Schedule A as Agriculture are Prime Agricultural Areas. The policies in Section 3.5 of the OP shall be reviewed against the ROP policies noted to ensure consistency.</p> <p>Further, the OP shall map employment areas shown on Schedule G in the ROP (as per Policy 4.2.1.8). Schedule A (City Wide Land Uses) of the OP will need to be reviewed against Schedule G of the ROP as the designations differ. Port Colborne shall also</p>



Item	Key Gaps	Next Steps for New Port Colborne Official Plan
		<p>plan for existing employment areas to achieve the minimum density targets to 2051 as identified in the ROP (Policy 4.2.1.9). There are other employment policies noted that deal with density targets, land use compatibility for employment areas and non-employment areas, airport planning, prioritization of servicing employment lands with municipal water and wastewater, among others. These should also be reviewed against the existing OP for conformity.</p> <p>Resource operations policies in the 4.3 and 4.4 sections of the policies noted should also be reviewed against the Port Colborne OP for conformity to the ROP.</p>
11.	Specific Competitive Region policies recommended: 4.2.4.9, 4.2.7.1	<p>These policies are recommended by the Region to be implemented into the Port Colborne Official Plan. These relate to encouraging intensification on designated employment lands through zoning and economic initiatives noted in policy 4.2.4.9 and supporting rural employment within rural settlements as noted in policy 4.2.7.1.</p> <p>As noted previously, the Port Colborne OP does not include rural employment lands as part of the settlement area (Policy 3.12.1 a). As per Policy 3.12.1 c), "...Addition of new Rural Employment Lands shall only be considered as part of a municipally initiated comprehensive review of employment lands by Niagara Region". Policy 4.2.7.1 of the ROP is a recommendation. Therefore, it is at the municipality's discretion of whether to include this.</p>
12.	Specific Competitive Region policies to consider: 4.1.1.5, 4.1.5.2, 4.1.7.10, 4.2.1.15, 4.2.5.2	<p>These policies can be considered in the Port Colborne Official Plan. These deal with removal of topsoil on agricultural and rural lands, allowing severance of surplus residences to a farming operation under certain circumstances, using site plan control to regulate agriculture-related uses and on-farm diversified use site design, support employment development and redevelopment serviced through sustainable private services, and containing criteria for employment land redevelopment to non-employment uses outside of an employment area.</p> <p>Port Colborne can review these for inclusion in the new OP.</p>
13.	Employment Area Mapping (Section 4.2.1.8)	Port Colborne should review and incorporate the employment area mapping and policies in Section 4.2.1.8 and Schedule G of the ROP.

Item	Key Gaps	Next Steps for New Port Colborne Official Plan
14.	Aggregate Mapping (Section 4.3)	Port Colborne should review and incorporate the aggregate mapping and policies in Section 4.3 of the ROP.
15.	Specific Connected Region policies <u>required</u> : 5.1.1.4, 5.1.2.3, 5.1.2.5, 5.1.3.1, 5.1.4.2, 5.1.4.5, 5.1.6.1, 5.1.6.4, 5.2.1.3, 5.2.1.5, 5.2.1.9, 5.2.1.10, 5.2.1.18, 5.2.1.19, 5.2.2.2, 5.2.2.3, 5.2.2.4, 5.2.2.7, 5.2.2.8, 5.2.2.9, 5.2.2.10, 5.2.2.13, 5.2.3.1, 5.2.3.3, 5.2.4.5, 5.2.4.9, 5.2.4.10, 5.2.4.11, 5.2.4.12, 5.2.4.16, 5.2.5.3, 5.2.5.4, 5.2.5.5, 5.2.6.4, 5.2.6.5, 5.2.7.3, 5.2.7.4, 5.2.8.4, 5.2.8.5 , 5.3.1.5	<p>These policies need to be included in the Port Colborne Official Plan, as noted in the Implementation Guidelines for the local official plan conformity, developed by the Region of Niagara. These include policies for active transportation, the transportation system, complete streets, major goods movement facilities and corridors, infrastructure planning, servicing, contaminated sites, waste disposal sites, green infrastructure and renewable energy, and parkland dedication.</p> <p>Of note, municipal water and wastewater systems/services are the required form of servicing for development in urban areas (Policy 5.2.2.2).</p> <p>The policies in Section 8 (Servicing and Stormwater Management), Section 9 (Transportation and Public Utilities), Section 10 (Mineral Aggregate and Petroleum Resources) in the Port Colborne OP should be reviewed against these policies in the ROP for conformity. Section 11.5 on Parkland Acquisition and Dedication should also be reviewed. Many of these policies may already exist and would just need to be tweaked accordingly. Other policies are held at the regional level to ensure that the appropriate regional stakeholders are consulted.</p>
16.	Specific Connected Region policies recommended: 5.1.4.3, 5.2.1.2, 5.2.1.12, 5.2.1.13, 5.2.4.4, 5.3.1.6.	<p>These policies are recommended by the Region to be implemented into the Port Colborne Official Plan. These include policies for sustainable infrastructure and related facilities, safe and efficient waste collection, and improvements to public access to shorelines.</p> <p>Of particular note is Policy 5.1.4.3 of the ROP, which notes, “In the absence of Local complete streets guidelines or equivalent, Local Area Municipalities should refer to the Region’s Complete Streets Design Manual and Guidelines for the design, refurbishment or reconstruction of their existing and planned Local street network.”</p>
17.	Specific Connected Region policies to consider: 5.1.3.4, 5.2.6.2, 5.3.1.4, 5.3.1.7.	These policies can be considered in the Port Colborne Official Plan. These include policies pertaining to bicycle infrastructure, joint use of rights-of-way and corridors, further development of the Niagara Escarpment Parks and Open Space System through acquiring and dedicating lands, park/trail master planning and other parks

Item	Key Gaps	Next Steps for New Port Colborne Official Plan
		and open space considerations like climate change impacts, open space systems within settlement areas and the reuse of abandoned rail facilities and utility corridors for trail development.
18.	Specific Vibrant Region policies <u>required</u> : 6.1.1.5, 6.1.1.6, 6.1.4.1, 6.1.4.5 , 6.1.4.6, 6.1.4.12, 6.1.4.13, 6.2.1.1, 6.2.1.2, 6.2.1.3, 6.2.1.4, 6.2.1.5, 6.2.1.7, 6.2.3.4, 6.4.1.2, 6.4.2.1, 6.4.2.2, 6.4.2.4, 6.4.2.5, 6.4.2.6, 6.4.2.7, 6.4.2.8, 6.4.2.9, 6.5.1.1, 6.5.1.3.	<p>These policies need to be included in the Port Colborne Official Plan, as noted in the Implementation Guidelines for the local official plan conformity, by the Region of Niagara. These policies pertain to district plans, secondary plans, and some broad policies pertaining to innovation and collaboration, pedestrian orientation/mixed use and public gathering spots for areas strategically identified for intensification, the promotion of revitalization and redevelopment of downtowns and community cores, public realm enhancement, urban design direction/guidance for secondary plans, archaeological assessments, First Nations and Indigenous communities engagement, and cultural heritage value.</p> <p>The Port Colborne OP currently has policies addressing many of these aspects. These should be reviewed against the ROP policies to ensure conformity. There are some areas where Port Colborne will need to add policies (i.e. First Nation and Indigenous communities engagement and cultural heritage value) to address conformity.</p> <p>Further, of note, an MOU between the Region and local municipalities will address the process for archaeological information necessary for an Archaeological Management Plan (Policy 6.4.1.2).</p>
19.	Specific Vibrant Region policies recommended: 6.1.4.3, 6.1.4.14, 6.2.2.3, 6.2.2.5, 6.2.2.6, 6.3.1.3, 6.5.2.5	<p>These policies are recommended by the Region to be implemented into the Port Colborne Official Plan. This includes policies for secondary plan preparation requirements for large scale development in existing designated greenfield areas and built-up areas undergoing major change, the design of road networks in proximity to public transit, burial of overhead utilities, co-location of utilities underground, opportunities for enhancement or replacement of utilities.</p> <p>Policy 6.5.2.5 of the ROP applies to Port Colborne and notes that the OP should provide policy direction for the Welland Canal Cultural Heritage Landscape.</p>

Item	Key Gaps	Next Steps for New Port Colborne Official Plan
20.	Specific Vibrant Region policies to consider: 6.4.2.10, 6.5.1.2, 6.5.1.4, 6.5.1.7, 6.5.2.2, 6.5.2.3	These policies can be considered in the Port Colborne Official Plan. These include policies to support conservation of archaeological resources, designating properties of cultural value or interest, cultural master plans, heritage impact assessments, refining the boundaries of the Welland Canal Cultural Heritage Landscape in the OP, and designating properties of cultural heritage value or interest within the Welland Canal Cultural Heritage Landscape for conservation under the Ontario Heritage Act and use other available tools to support conservation, as appropriate.
21.	Specific Implementation policies <u>required</u> : 7.4.1.1, 7.4.1.2, 7.4.1.3, 7.4.1.4, 7.4.1.5, 7.4.1.7, 7.5.5.4, 7.11.1.3, 7.11.1.4, 7.12.2.1, 7.12.2.2	<p>These policies need to be included in the Port Colborne Official Plan, as noted in the Implementation Guidelines for the local official plan conformity, developed by the Region of Niagara. Policy 7.4.1.1 notes that local official plans shall be prepared and/or updated to conform to this Plan <u>within one year</u> of the approval of this Plan.</p> <p>Policy 7.4.1.2 notes that the local official plans shall be updated to bring them into conformity with this Plan, the Planning Act, Provincial Policy Statements, Growth Plan, Greenbelt Plan and any other applicable provincial policy and plans.</p> <p>The remaining policies provide direction on what and how the local municipality will meet the intent and requirements of the ROP in the new OP. These policies should be reviewed in detail to avoid any potential delays at the Regional level. Further, Section 11 (Implementation) of the Port Colborne OP must be reviewed against the ROP policies noted for conformity.</p>
22.	Specific Implementation policies recommended: 7.7.1.2	It is recommended that the local municipality establish and implement phasing policies that ensure: a) the intensification and density targets in the ROP are achieved prior to or concurrent with new development within designated greenfield areas; and b) the orderly progression of development of designated growth areas and the timely provision of the infrastructure and public service facilities required to meet current and projected needs.
23.	Specific Implementation policies to consider: 7.5.3.4, 7.5.3.6, 7.5.4.1, 7.7.1.3, 7.11.1.7	These policies can be considered in the Port Colborne Official Plan. These include policies related to planning permissions in special circumstances, general implementation measures to support the objectives and policies in the ROP (i.e., zoning by-law provisions to regulate size, density and height, holding provisions, community improvement plans, strategic plans, etc.), phasing strategies, and

Item	Key Gaps	Next Steps for New Port Colborne Official Plan
		consultation/engagement protocols between local municipalities and individual First Nations and Indigenous communities.

# Appendix B

## Online Survey and Map Results

Map your feedback		
Marker Details		Your Comment
Address	Category	
537 Barrick Road, Port Colborne, Ontario L3K 4C1, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125685">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125685</a>	Areas we should grow housing	This seems like good, flat land that is well positioned.
78 Lakeshore Road West, Port Colborne, Ontario L3K 2S3, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125686">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125686</a>	Areas we should grow retail and commercial	Already has some infrastructure, missed opportunity.
1 Marina Drive, Port Colborne, Ontario L3K 6C6, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125687">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125687</a>	Areas we should grow retail and commercial	The lake offers so much and needs to be more welcoming to residents and visitors alike.
725 Main Street West, Port Colborne, Ontario L3K 5V4, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125688">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125688</a>	Areas we should grow housing	Great place for more homes, apartment buildings during a housing shortage
725 Main Street West, Port Colborne, Ontario L3K 5V4, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125689">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125689</a>	Areas we should grow retail and commercial	Good place for more stores as well
Young Automotive Professionals, 658 Main Street West, Port Colborne, Ontario L3K 5V4, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125690">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125690</a>	Areas we should grow housing	Good spot for an apartment building
12 Townline Road, Port Colborne, Ontario L3K 5V4, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125691">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125691</a>	Areas we should grow housing	More homes, townhouses, stacked townhouses
421 Killaly Street West, Port Colborne, Ontario L3K 5V4, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125693">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125693</a>	Areas we should grow housing	More Homes, Apartments
395 Elm Street, Port Colborne, Ontario L3K 4P3, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125694">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125694</a>	Areas we should grow housing	Infill with Apartment Building
121 Lakeshore Road West, Port Colborne, Ontario L3K 2S3, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125695">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125695</a>	Areas we should grow housing	Great place for Condos instead of current wasted land
78 Lakeshore Road West, Port Colborne, Ontario L3K 2S3, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125696">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125696</a>	Areas we should grow housing	Condos
442 Elizabeth Street, Port Colborne, Ontario L3K 5W3, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125697">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125697</a>	Areas we should grow housing	Subdivision

463 Killaly Street East, Port Colborne, Ontario L3K 1P8, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125698">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125698</a>	Areas we should grow housing	Subdivision
543 Main Street East, Port Colborne, Ontario L3K 5V3, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125699">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125699</a>	Areas we should grow housing	Subdivision
530 Killaly Street East, Port Colborne, Ontario L3K 1P5, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125700">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125700</a>	Areas we should grow housing	Subdivision
442 Killaly Street East, Port Colborne, Ontario L3K 1P5, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125701">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125701</a>	Areas we should grow retail and commercial	Grocery store and other retail
758 Killaly Street East, Port Colborne, Ontario L3K 5V3, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125702">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125702</a>	Areas we should grow housing	Subdivision
806 Killaly Street East, Port Colborne, Ontario L3K 5V3, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125704">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125704</a>	Areas we should grow retail and commercial	Some retail along with homes
512 Bell Street, Port Colborne, Ontario L3K 1K7, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125705">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125705</a>	Areas we should grow housing	Subdivision
Reuter Road, Port Colborne, Ontario L3K 1H4, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125706">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125706</a>	Areas we should grow industry	More Industrial
5 John Street, Port Colborne, Ontario L3K 2G5, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125707">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125707</a>	Areas we should grow housing	Apartment Buildings/Homes
3 Killaly Street West, Port Colborne, Ontario L3K 6H1, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125708">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125708</a>	Areas we should grow housing	Condos or Apartments
250 Lancaster Drive, Port Colborne, Ontario L3K 0B2, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125709">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125709</a>	Areas we should grow housing	Subdivision
Cement Road, Port Colborne, Ontario L3K 5V4, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125710">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125710</a>	Areas we should grow housing	Subdivision
2 Marina Drive, Port Colborne, Ontario L3K 6C6, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125711">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125711</a>	Areas we should grow housing	Condos or Apartments
14 King Street, Port Colborne, Ontario L3K 4E5, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125712">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125712</a>	Areas we should grow housing	Condos or Apartments



19 King Street, Port Colborne, Ontario L3K 4E5, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125713">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125713</a>	Areas we should grow housing	Low Rise housing
55 Fares Street, Port Colborne, Ontario L3K 1A4, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125714">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125714</a>	Areas we should grow housing	Great place for apartment building
485 Northland Avenue, Port Colborne, Ontario L3K 4B3, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125715">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125715</a>	Areas we should grow housing	Townhouse subdivision or Apartments
135 Coronation Drive North, Port Colborne, Ontario L3K 3Z5, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125716">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125716</a>	Areas we should grow housing	Town Houses
250 West Side Road, Port Colborne, Ontario L3K 5K9, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125717">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125717</a>	Areas we should grow housing	Some type of Apartments
315 West Side Road, Port Colborne, Ontario L3K 5L4, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125718">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125718</a>	Areas we should grow housing	Subdivision
469 Barrick Road, Port Colborne, Ontario L3K 4B8, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125719">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125719</a>	Areas we should grow housing	Townhouses or Low Rise Apartments
262 Barrick Road, Port Colborne, Ontario L3K 4B5, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125720">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125720</a>	Areas we should grow housing	Subdivision
189 Barrick Road, Port Colborne, Ontario L3K 5Z5, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125721">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125721</a>	Areas we should grow industry	Industrial
1089 Elm Street, Port Colborne, Ontario L3K 5V5, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125722">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125722</a>	Areas we should grow industry	Industrial
185 Barrick Road, Port Colborne, Ontario L3K 4B4, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125723">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125723</a>	Areas we should grow industry	Industrial brings jobs
2590 Ramey Road, Port Colborne, Ontario L3K 5V5, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125724">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125724</a>	Areas we should grow industry	Industrial
427 Main Street East, Port Colborne, Ontario L3K 5V3, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125725">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125725</a>	Areas we should grow retail and commercial	commercial/retail
Highway 3 East, Port Colborne, Ontario L3K 5V3, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125726">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125726</a>	Other ideas and suggestions	Hotel

Highway 3, Port Colborne, Ontario L3K 5V3, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125727">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125727</a>	Areas we should grow retail and commercial	Industrial or Commercial
548 Main Street East, Port Colborne, Ontario L3K 5V3, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125728">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125728</a>	Areas we should grow industry	Industrial or Commercial
281 Chippawa Road, Port Colborne, Ontario L3K 1T8, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125729">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125729</a>	Areas we should grow housing	Housing
10 Hubbard Drive, Port Colborne, Ontario L3K 4C2, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125730">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125730</a>	Areas we should grow housing	Housing
Snider Road, Port Colborne, Ontario L3K 5V3, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125731">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125731</a>	Areas we should grow housing	Subdivision
Snider Road, Port Colborne, Ontario L3K 5V3, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125732">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125732</a>	Areas we should grow housing	Subdivision
56 James Avenue, Port Colborne, Ontario L3K 2E1, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125733">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125733</a>	Areas we should grow housing	Housing
300 Killaly Street East, Port Colborne, Ontario L3K 1N9, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125734">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125734</a>	Areas we should grow housing	Apartment building
218 Elizabeth Street, Port Colborne, Ontario L3K 2C3, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125735">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125735</a>	Areas we should grow housing	Subdivision
1 King Street, Port Colborne, Ontario L3K 4E6, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125736">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125736</a>	Areas we should grow industry	Industrial
170 Welland Street, Port Colborne, Ontario L3K 1V2, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125737">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125737</a>	Areas we should grow industry	Industrial or Commercial
231 Welland Street, Port Colborne, Ontario L3K 1V4, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125738">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125738</a>	Areas we should grow housing	Apartments
80 Nickel Street, Port Colborne, Ontario L3K 1B4, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125739">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125739</a>	Areas we should grow housing	Stacked Townhouses
55 Fares Street, Port Colborne, Ontario L3K 1A4, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125740">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125740</a>	Areas we should grow housing	Condos

59 Omer Avenue, Port Colborne, Ontario L3K 3Y4, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125741">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125741</a>	Areas we should grow housing	More Townhouses
1026 Elm Street, Port Colborne, Ontario L3K 5V5, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125742">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125742</a>	Areas we should grow industry	Industrial
110 Parkside Dr, Port Colborne, Ontario L3K 6E8, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125743">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125743</a>	Areas we should grow housing	Subdivision
33 Meadowlark Drive, Port Colborne, Ontario L3K 6E3, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125744">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125744</a>	Areas we should grow housing	Subdivision
9 Springside Drive, Port Colborne, Ontario L3K 6G1, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125745">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125745</a>	Areas we should grow housing	Apartment Building
Stonebridge Drive, Port Colborne, Ontario L3K 5V5, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125747">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125747</a>	Areas we should grow industry	Industrial
64 Stonebridge Drive, Port Colborne, Ontario L3K 5V5, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125748">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125748</a>	Areas we should grow industry	Industrial
60 Invertose Drive, Port Colborne, Ontario L3K 5V5, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125749">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125749</a>	Areas we should grow industry	Industrial
60 Invertose Drive, Port Colborne, Ontario L3K 5V5, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125750">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125750</a>	Areas we should grow industry	Industrial
28 Invertose Drive, Port Colborne, Ontario L3K 5V5, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125751">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125751</a>	Areas we should grow industry	Industrial
1170 Kleinsmith Road, Port Colborne, Ontario L3K 5V5, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125752">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125752</a>	Areas we should grow industry	Industrial
Seaway Service Road, Port Colborne, Ontario L3K 5V5, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125753">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125753</a>	Areas we should grow industry	Industrial
617 Forkes Road, Port Colborne, Ontario L3K 5V5, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125754">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125754</a>	Areas we should grow industry	Industrial
3947 Snider Road, Port Colborne, Ontario L3K 5V5, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125755">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125755</a>	Areas we should grow industry	Industrial

3266 Snider Road, Port Colborne, Ontario L3K 5V5, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125756">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125756</a>	Areas we should grow industry	Industrial
Ramey Road, Port Colborne, Ontario L3K 5V5, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125757">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125757</a>	Areas we should grow industry	Industrial
Highway 140, Port Colborne, Ontario L3K 5V5, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125758">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125758</a>	Areas we should grow housing	Subdivision
611 Main Street West, Port Colborne, Ontario L3K 5V4, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125759">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125759</a>	Areas we should grow housing	Subdivision
599 Main Street West, Port Colborne, Ontario L3K 5Y9, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125760">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125760</a>	Areas we should grow retail and commercial	Commercial / Retail
Minor Road, Port Colborne, Ontario L3K 5V4, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125761">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125761</a>	Areas we should grow housing	Subdivision
40 Townline Road, Port Colborne, Ontario L3K 5V4, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125762">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125762</a>	Areas we should grow housing	Subdivision
81 Merritt Parkway North, Port Colborne, Ontario L3K 3X9, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125763">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125763</a>	Areas we should grow housing	Subdivision
360 Elgin Street, Port Colborne, Ontario L3K 6G9, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125764">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125764</a>	Areas we should grow housing	Subdivision
90 Fraser Street, Port Colborne, Ontario L3K 1E4, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125768">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125768</a>	Areas we should grow housing	Infill Apartments
Welland Street, Port Colborne, Ontario L3K 1V2, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125770">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125770</a>	Areas we should grow housing	Infill with Apartments or Townhomes
755 Chippawa Road, Port Colborne, Ontario L3K 5V5, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125772">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125772</a>	Areas we should grow housing	Subdivision
316 Second Concession Road, Port Colborne, Ontario L3K 5V5, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125773">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125773</a>	Areas we should grow housing	Subdivision
3224 Elm Street, Port Colborne, Ontario L3K 5V5, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125775">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125775</a>	Areas we should grow housing	Subdivision

3772 Elm Street, Port Colborne, Ontario L3K 5V5, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125777">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125777</a>	Areas we should grow housing	Subdivision
3820 Nugent Road, Port Colborne, Ontario L3K 5V5, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125778">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125778</a>	Areas we should grow industry	industrial
304 Killaly Street West, Port Colborne, Ontario L3K 6A6, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125781">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125781</a>	Areas we should grow housing	Subdivision, Town homes, or Apartments
1045 Steele Street, Port Colborne, Ontario L3K 5A3, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125783">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125783</a>	Areas we should grow housing	Subdivision
484 Barrick Road, Port Colborne, Ontario L3K 4B7, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125784">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125784</a>	Areas we should grow housing	Subdivision
553 Barrick Road, Port Colborne, Ontario L3K 4C1, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125785">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125785</a>	Areas we should grow housing	Subdivision
54 George Street, Port Colborne, Ontario L3K 3S4, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125787">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125787</a>	Areas we should grow housing	Stacked towns
700 Elm Street, Port Colborne, Ontario L3K 4R1, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125788">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125788</a>	Areas we should grow housing	Subdivision
690 Elm Street, Port Colborne, Ontario L3K 4R1, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125789">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125789</a>	Areas we should grow housing	Apartment Building
16 Park Street, Port Colborne, Ontario L3K 3H9, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125790">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125790</a>	Areas we should grow housing	Some type of homes
47 Princess Street, Port Colborne, Ontario L3K 3J3, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125791">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125791</a>	Areas we should grow housing	Apartment Building
927 Killaly Street West, Port Colborne, Ontario L3K 5V4, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125793">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125793</a>	Areas we should grow retail and commercial	Commercial/Residential
676 Main Street West, Port Colborne, Ontario L3K 5V4, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125794">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125794</a>	Areas we should grow housing	Apartment Building
57 Wellington Street, Port Colborne, Ontario L3K 2J6, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125801">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125801</a>	Areas we should preserve green spaces	Preserved green space

121 Lakeshore Road West, Port Colborne, Ontario L3K 2S3, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125802">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125802</a>	Areas we should preserve green spaces	Public Park
76 Lakeshore Road West, Port Colborne, Ontario L3K 2S3, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125803">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125803</a>	Areas we should preserve green spaces	Public waterfront naturalization park
680 Main Street West, Port Colborne, Ontario L3K 5V4, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125804">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125804</a>	Areas we should preserve green spaces	Public trails and wetlands
Northland Avenue, Port Colborne, Ontario L3K 4B2, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125805">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125805</a>	Areas we should preserve green spaces	Public green space and trails
3 Killaly Street West, Port Colborne, Ontario L3K 6H1, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125806">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125806</a>	Areas we should preserve green spaces	Preserve natural wedge with limited trail access to old canal
57 Wellington Street, Port Colborne, Ontario L3K 2J6, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125807">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125807</a>	Areas we should preserve green spaces	Preserve forest and wetland
1 King Street, Port Colborne, Ontario L3K 4E6, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125808">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125808</a>	Areas we should preserve green spaces	Naturalization of the other side of the bay leading to Nickel Beach to bring the whole area into a publicly accessible and walkable green space.
260 Sugarloaf Street, Port Colborne, Ontario L3K 2N7, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125809">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125809</a>	Other ideas and suggestions	For the population to increase, there will be greater need for local urgent medical services. This is currently trending in the opposite direction.
401 Weir Road, Port Colborne, Ontario L3K 2L2, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125810">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125810</a>	Areas we should preserve green spaces	Preserve this unique green space with connection to the old canal.
Sherwood Forest Lane, Port Colborne, Ontario L3K 4R8, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125811">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125811</a>	Areas we should preserve green spaces	Keep and expand this unique trail system beside the old canal.
216 Elizabeth Street, Port Colborne, Ontario L3K 2C3, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125812">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125812</a>	Areas we should preserve green spaces	Preserve forest which has an existing casual trail to the Vale recreation fields.
1 King Street, Port Colborne, Ontario L3K 4E6, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125813">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125813</a>	Areas we should preserve green spaces	Reduce industry along the lakefront. Naturalize and connect this area with Nickel Beach park land.
Reuter Road, Port Colborne, Ontario L3K 1H4, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125814">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125814</a>	Areas we should preserve green spaces	Don't remove existing forested green space for industry or otherwise.
Durham Street, Port Colborne, Ontario L3K 1C9, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125815">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125815</a>	Areas we should preserve green spaces	Preserve and foster green space and access to Friendship Trail

103 Rodney Street, Port Colborne, Ontario L3K 1A4, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125830">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125830</a>	Other ideas and suggestions	This small fenced area should be a dog park in the neighbourhood. Why is the dog park so far on the outskirts of town? What if you don't drive? There should be one small dog park in each neighbourhood quadrant like it's done in Alberta.
650 Main Street West, Port Colborne, Ontario L3K 5V4, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125880">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125880</a>	Other ideas and suggestions	A developer has already tried to get approval for a project (6 storey 95 unit) 179 units per hectare almost 3 times the City of Port Colborne density targets (70-100. units per hectare) . .Disregarding the surrounding neighborhoods residential single family homes. Planning department approved. \$90 plus million building with an experiment ingress off of Main Street West if fails resulting in a cut through traffic onto West Port Gardens Community. Legally 95 units could support 200 plus.
1 King Street, Port Colborne, Ontario L3K 4E6, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125940">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125940</a>	Areas we should preserve green spaces	Create more green space along waterfront and connect to Nickel beach
484 Barrick Road, Port Colborne, Ontario L3K 4B7, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125950">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125950</a>	Areas we should grow housing	This is a great location for some apartment buildings. High capacity roadway nearby as well as areas for shopping that are within walking distance.
H.H. Knoll Lakeview Park, 256-258 Sugarloaf St, Port Colborne, Ontario L3K 6C6, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125951">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125951</a>	Areas we should preserve green spaces	Great greenspace which should remain preserved.
491 Barrick Road, Port Colborne, Ontario L3K 4B8, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125952">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125952</a>	Other ideas and suggestions	Traffic light would be helpful at Barrick Rd + Hwy 58 due to increasing traffic. It is difficult to make left turns onto the roadway from both sides of Barrick Rd. If there is increased housing in this area it will be needed more. Sidewalks on both sides of Barrick (especially the East side) would be very useful here.
1693 Minor Road, Port Colborne, Ontario L3K 5V4, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125953">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125953</a>	Areas we should grow housing	Great area to have future housing as it is near a high capacity roadway and near plenty of shopping areas.
189 Chippawa Road, Port Colborne, Ontario L3K 1T8, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125954">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125954</a>	Areas we should grow housing	Housing would be great here as it is near two major roadways to get in and out of town. It is also near the Vale centre and several businesses along main street.
268 West Side Road, Port Colborne, Ontario L3K 5K9, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125956">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125956</a>	Areas we should grow housing	High density housing would be good here as it is near a high capacity roadway and within a walkable distance to businesses visited frequently.
312 Killaly Street West, Port Colborne, Ontario L3K 6A6, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125957">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125957</a>	Areas we should grow retail and commercial	A good area for some new businesses to develop (along Killaly) with housing in the lands to the south.
360 Elgin Street, Port Colborne, Ontario L3K 6G9, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125958">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125958</a>	Areas we should grow housing	A good spot for additional housing. Existing bike lanes on Killaly will make it easy for future residents to get to downtown by bike.
185 Barrick Road, Port Colborne, Ontario L3K 5Z5, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125959">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125959</a>	Areas we should grow industry	Future industry
439 Main Street East, Port Colborne, Ontario L3K 5V3, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125960">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125960</a>	Areas we should grow housing	Mixed housing (apartments, town houses, and condos). Nearby Vale centre and schooling.
692 Elm Street, Port Colborne, Ontario L3K 4R1, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125961">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125961</a>	Areas we should grow housing	Good spot for a condo - nearby a walkable main street, and plenty of businesses nearby.

355 King Street, Port Colborne, Ontario L3K 4H2, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125962">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125962</a>	Other ideas and suggestions	Always plenty of bikes on this corridor headed downtown. Would be great to have some (protected?) bike lanes here that link up to the bike lanes on Killaly Street.
348 Sugarloaf Street, Port Colborne, Ontario L3K 2P3, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125963">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125963</a>	Other ideas and suggestions	Plenty of bikes use this roadway to get to the park, downtown, and out towards Wainfleet. Bike lanes would be beneficial here.
664 Main Street West, Port Colborne, Ontario L3K 5V4, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125966">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125966</a>	Areas we should grow housing	Mixed housing (high and low density). nearby two major arterial roads and near several existing businesses.
2264 Barber Drive, Port Colborne, Ontario L3K 5V5, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125967">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125967</a>	Areas we should grow housing	High density housing would be good here. Similar to how Welland has developed it's waterfront along Prince Charles and Lincoln/Ontario streets. Nearby traffic lights at Concession2 & Hwy 140, and Hwy 3 & Barber Dr/Welland St can accommodate any increased traffic.
Barrick Road, Port Colborne, Ontario L3K 4B4, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125994">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125994</a>	Areas we should preserve green spaces	People need a place to ride their off road vehicles. Some people still enjoy using their gas powered toys and with all the new developments these places are becoming harder to find or get to. By taking these places away we are seeing more and more off road vehicles in neighborhoods trying to get from one place to another. Give us some places to ride legally please.
Barrick Road, Port Colborne, Ontario L3K 4B4, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125995">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-125995</a>	Other ideas and suggestions	A paved trail from Barrick joining the paved trail through Robin hood would be nice for bicycles and walkers to use coming from Barrick road
664 Main Street West, Port Colborne, Ontario L3K 5V4, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-126130">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-126130</a>	Areas we should grow retail and commercial	This area should remain highway commercial. All existing businesses are highway commercial. Limited amount of land left with this zoning distinction. After all you are not permitted to build a drive through restaurants in a residential zoned area. This area is non-residential non-pedestrian and should be preserved for motel / hotel housing for tourism.
1607 Snider Road, Port Colborne, Ontario L3K 5V3, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-126137">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-126137</a>	Areas we should preserve green spaces	Continue to plan and commit to make quarry space naturalized/pond area when finished. Consider how this future plan can be built into the plan for the city. Possible Rec and Leisure space in the future.
189 Chippawa Road, Port Colborne, Ontario L3K 1T8, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-126144">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-126144</a>	Areas we should preserve green spaces	Leave green space, and develop housing around green space. Consider agricultural spaces along the highway to the east instead. Valuable, sustainable, and enjoyable neighborhoods and housing have safe spaces to live, and green spaces to explore.
Babion Road, Port Colborne, Ontario L3K 5V5, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-126145">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-126145</a>	Areas we should preserve green spaces	With the expansion of the quarry pit 3, is there a way to begin to restore pit 1/2 if the rock refinements moving to pit 3. Consider the following example of a quarry developed into a recreation location in Waterloo. Highly successful, and PCQ as already committed to filling the old quarries with water. <a href="https://www.grandriver.ca/en/outdoor-recreation/Snyders-Flats.aspx#gsc.tab=0">https://www.grandriver.ca/en/outdoor-recreation/Snyders-Flats.aspx#gsc.tab=0</a>
1559 Snider Road, Port Colborne, Ontario L3K 5V3, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-126146">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-126146</a>	Areas we should grow industry	With the space to have a natural pond once quarry is finished, this space would be perfect for housing and residences along the road as well as industry/ retail.
1559 Snider Road, Port Colborne, Ontario L3K 5V3, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-126147">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-126147</a>	Areas we should grow housing	With the space to have a natural pond once quarry is finished, this space would be perfect for housing and residences along the road as well as industry/ retail.
650 Main Street West, Port Colborne, Ontario L3K 5V4, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-126165">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-126165</a>	Other ideas and suggestions	Do not reroute highway #3. Killaly street would be a terribly horrible idea. The center bridge making a right turn for transport trucks takes up both lanes and traffic jams happen all too often as it is. Adding to this terrible idea is two school crossings and intersection Westside Road. Directing traffic away from highway commercial established business is in poor judgement.
30 First Avenue, Port Colborne, Ontario L3K 5M4, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-126166">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-126166</a>	Areas we should preserve green spaces	Leave our parks alone. Port Colborne lacks in outdoor fully functional recreation areas and family event areas.



229 Sugarloaf Street, Port Colborne, Ontario L3K 2N9, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-126956">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-126956</a>	Other ideas and suggestions	Identify in the Official Plan the old burial grounds between Fielden Ave and Isabel Street as a known archeological sensitive area. The City will likely continue to be exposed to potential future liability until it acknowledges and discloses that this area was once a graveyard and that human remains in the area may still lie insitu.
112 Sugarloaf Street, Port Colborne, Ontario L3K 6C2, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-126957">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-126957</a>	Other ideas and suggestions	Identify in the Official Plan the old Gravelly Bay burial grounds between David Street and Elm Street as a known archeological sensitive area. The City will likely continue to be exposed to potential future liability until it acknowledges and discloses that this area was once a graveyard and that human remains in the area may still lie insitu.
302 Welland Street, Port Colborne, Ontario L3K 1V7, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-127059">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-127059</a>	Areas we should grow housing	High Density Residential
Highway 3, Port Colborne, Ontario L3K 5V3, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-127060">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-127060</a>	Other ideas and suggestions	Mixed use development
Affordable Port Colborne Self Storage, 14 King St, Port Colborne, Ontario L3K 4E5, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-127061">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-127061</a>	Areas we should grow housing	Mixed use, commercial and residential. Grow the waterfront.
3 Marina Drive, Port Colborne, Ontario L3K 6C6, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-127063">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-127063</a>	Areas we should grow retail and commercial	Further development to unlock potential.
2 Renfield Street, Port Colborne, Ontario L3K 0A8, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-127235">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-127235</a>	Other ideas and suggestions	You should use a map that is not 8 or 10 years old. The data base has the wrong Mayor....is not Steele the current one.
503 West Side Road, Port Colborne, Ontario L3K 5K9, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-127336">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-127336</a>	Areas we should grow housing	Area should grow house
15 Windsor Terrace, Port Colborne, Ontario L3K 4C1, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-127337">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-127337</a>	Other ideas and suggestions	Limited speed should be decreased .
14 King Street, Port Colborne, Ontario L3K 4E5, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-127338">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-127338</a>	Areas we should grow industry	This area is already an industrial area with both road and rail access it should be developed as a container port or other industry dealing with shipping.
47 Princess Street, Port Colborne, Ontario L3K 3J3, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-127408">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-127408</a>	Areas we should grow housing	This should be low rise no higher than 3 stories and in keeping with our historic neighbourhood
48 Fraser Street, Port Colborne, Ontario L3K 1E3, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-127409">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-127409</a>	Areas we should grow housing	This should be low rise no more than 3 stories and in keeping with our historic neighbourhood.
31 Fraser Street, Port Colborne, Ontario L3K 1E3, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-127434">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-127434</a>	Areas we should grow housing	Opportunity for Infill Residential Development.
302 Welland Street, Port Colborne, Ontario L3K 1V7, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-127992">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-127992</a>	Areas we should grow housing	Should be used for high density housing, such as condos or apartments.

640 Concession 2, Port Colborne, Ontario L3K 5V5, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-128197">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-128197</a>	Areas we should preserve agriculture	Productive agricultural land needs to keep producing. There are other areas which are not productive that could be used for development.
543 Main Street East, Port Colborne, Ontario L3K 5V3, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-128198">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-128198</a>	Areas we should preserve agriculture	Productive agricultural land needs to keep producing. There are other areas which are not productive that could be used for development.
806 Killaly Street East, Port Colborne, Ontario L3K 5V3, Canada <a href="http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-128199">http://www.letsconnect.portcolborne.ca/official-plan-engagement/maps/map-your-feedback?reporting=true#marker-128199</a>	Areas we should preserve agriculture	Productive agricultural land needs to keep producing. There are other areas which are not productive that could be used for development.

# Survey

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## **SURVEY RESPONSE REPORT**

09 November 2023 - 15 May 2024

**PROJECT NAME:**

Official Plan Engagement





SURVEY QUESTIONS

**Q1 | Tell us your vision for your community. What do you want Port Colborne to look like in 2051?**

Screen Name Redacted  
2/14/2024 08:28 AM  
A thriving community for young families, lots of job opportunities, and affordable homes

Screen Name Redacted  
2/14/2024 09:48 AM  
A safe community to raise a family and to do business in.

Screen Name Redacted  
2/14/2024 10:14 AM  
A more dynamic community that takes better advantage of the amazing waterfront and lake in general, as well as the opportunity for a range of growth options. Ostensibly a larger city with more of a range of things to do for all ages, including important green spaces and more trees.

Screen Name Redacted  
2/14/2024 10:27 AM  
I would like to see some type of factory/large business come in and are able to employ hundreds PC residents or from the area. I've seen it done in other towns I've lived in, and it makes for a stronger community. I would also like to see more options for the homeless. We need them off our streets. They also need a warm place for the winter

Screen Name Redacted  
2/14/2024 11:15 AM  
A place where people have proper infrastructure prior to new developments

Screen Name Redacted  
2/14/2024 11:41 AM  
Growing, more jobs, more retail options

Screen Name Redacted  
2/14/2024 01:09 PM  
I want PoCo to be bigger but still have a thriving, busy downtown area. I want to see the east side be as desirable a location as the west side. I want the city to keep its emphasis on the canal as the focal point, and access to the canal to be at least as good as it is now. I really want to see that cruise dock, with a big multi-use building that can be a welcome centre as well as a home for the farmer's market and other events for locals. As the tall buildings begin to go up, I want the city to keep the unique nature of the city in mind, and again, not block access to the canal or the lakeside. I would LOVE to see swimming access in the marina area as well as Nickel Beach. I want to see lots more mixed residential housing, like stacked condos as infill, taller buildings that are commercial on main floor and a combo of rental and condo on upper floors. I've lived here for 20

years, and I'll be 87 (hopefully) in 2051 - I want access to health care to be faster and easier than it is now. I WANT OUR HOSPITAL BACK!!

Screen Name Redacted

2/14/2024 04:57 PM

Port needs to remain a safe, inviting community with that small town feel. More and more cities are growing too large to feel cozy and welcoming. Port should lean into a cozy, welcome feel that invites tourists and residents to want to spend time to unwind and relax.

Screen Name Redacted

2/14/2024 04:57 PM

a vibrant town, not overdeveloped. we need to retain the small-town feel with independent businesses and a safe and welcoming community

Screen Name Redacted

2/14/2024 06:02 PM

More public parks and green spaces. Bike lanes to encourage safe green mobility around the city. Increased public transportation options to meet the demands of a growing population. Better distance public transportation options into and out of the city to other parts of Niagara.

Screen Name Redacted

2/14/2024 06:15 PM

As Port Colborne grows to become more connected with the greater Niagara Region and other nearby municipalities, the city should focus on: - fostering, preserving, and expanding environmental protections - expanding housing options especially for low to mid income - support already underserved populations - support better region-wide public transportation options - support bike lanes and walkable streets in the core and connecting to existing trail systems - foster and support arts and culture - resist further private ownership of lakefront

Screen Name Redacted

2/15/2024 07:14 AM

A walkable community with complete streets focussing on the two (2) downtowns and major cultural and recreation facilities such as Roaselawn, Vale Health and Wellness Centre, H. H. Knoll Park, and the Library / Heritage Centre. A system of active transportation routes and trails linked to Regional, Provincial, and National trail systems. A child and senior friendly community. Continued restrictions on commercial development outside the two (2) downtowns to avoid their death like the decline of downtown Welland (i.e. both Official Plan and Zoning By-law Amendments required to enable specified business and floor areas outside the BIA's). Land south of Highway 3 designated Rural.

Screen Name Redacted

2/15/2024 09:54 AM

Port Colborne will still be a small town with a friendly vibe. Drug problems and homeless under control. Lots of nice green space, both

maintained like H H Knoll Park and more wild places like Mud Lake. No high rise buildings, max height of four floors to keep the same feel to the town and not turn into Welland.

Screen Name Redacted

2/15/2024 05:45 PM

I would love to see a vibrant and fully functioning city. One whose framework is as sturdy and thorough as its outward appearance. A city that is quaint with small town features and big community engagement. My hope is that Port Colborne keeps and respects its Small town feel and focuses on improving on its existing framework before catapulting itself into growth it can't yet sustain.

Screen Name Redacted

2/16/2024 10:10 AM

A community that prioritizes its residents. Too much energy, time and resources have been spent prioritizing visitors. Yes, visitors bring money to spend but their money doesn't help much in terms of infrastructure maintenance, building low cost housing or enhancing the quiet, friendly small town feel of our city.

Screen Name Redacted

2/17/2024 08:12 AM

Thriving small city. With shopping and entertainment. A great place to live and visit.

Screen Name Redacted

2/21/2024 02:20 PM

Family friendly, great dining / shopping getaway. Fixed infrastructure keeping locals local while bringing new life into our little City. Marina / ramp / Canal tourist spot.

Screen Name Redacted

2/23/2024 12:32 PM

My biggest concern: if we develop every square inch within our boundaries, then where are the wild things supposed to go? Wildlife needs untouched areas. I want it to still look like Port Colborne, not like other big cities with skyscrapers or where a mall doesn't look like a mall... If we have to go high density, maybe it should be all high rises together rather than here and there? Maybe we should consider allowing a second home on 1 property if it is a smaller wartime size type of home.

Screen Name Redacted

2/26/2024 07:48 AM

Well developed city that keeps the small city feel. Availability to all amenities for all ages, particularly the senior and disabled population

Screen Name Redacted

2/26/2024 08:11 AM

Keep small town community feel with managed thoughtful growth

Screen Name Redacted

2/26/2024 11:43 AM

small town, not toronto like subdivisions.

Screen Name Redacted

2/27/2024 04:33 AM

I enjoyed growing up in a small town where people knew each other and looked out for each other. I wonder if there is the possibility to attract new and different businesses to help grow the economy and provide jobs. Port Colborne has so much to offer with its beautiful waterfront areas. I think we should have an overall idea of what the city could look like to (i.e., nautical theme, modern look) ensure there is consistency in building structures, residential areas and waterfronts to make our city more beautiful than it already is. We have so many areas to work with (canal, parks, green space and more). Opportunities for tiny homes for snowbirds to allow for easy living and more money in their pockets to spend on entertainment. Small communities within our community.

Screen Name Redacted

2/28/2024 08:07 AM

Any move allowing development should be to maintain the unique character of Port Colbornes neighborhoods. There should be ballance between increasing density and maintaining the identity of a neighborhood. A sustainable city is an urban center engineered to improve its environmental impact through urban planning and management. An eco development is defined by building that supports green spaces, have parketts solar-powered buildings, rooftop gardens and more pedestrians and cyclists than cars. This is not a futuristic dream. Smart cities are actively moving toward greener urban ecosystems and better environmental stewardship; if Port Colborne is moving in this direction of development it might have a greater acceptance rather than the perception that a developer cashing in on cheaper land, free vertical real estate, and over aggressive buildings whereby greed exceeds the need. Why is it we have to apologize for being a bedroom / retirement community. Florida has done very well promoting this life style not all people are looking for large city living . Jordon / Grimsby have built age relevant communities built for active retired people and fits very well within their surroundings. This only emphasizes the need that Port Colborne to employ an Urban Planner. Port Colborne always misses the boat on innovative opportunities in setting the standards of our cities true identity... Lakeside Retirement Bedroom Community.. After all we are known as the . The Gateway of Navigation. Not The Gateway of Elevation.

Screen Name Redacted

2/29/2024 08:12 AM

I would like to see a commitment to creating space for recreation for Port Residence, as well a those that visit throughout the year. While industrial development is important, this does not always positively contribute to making Port a desirable space to live and visit. I would love to see a commitment to increasing the "curb appeal" of the main city area, and Highway 3 as the main traffic areas towards beaches. Commit to green space, desirable retail space, and other resources



that will drive young people to commit and live, and tourists to continue to come back year after year. Focusing on creating jobs here with industrial development does not always make the city more appealing to live as many current residence travel out of the town to work, and this is not an issue. It does affect livability to have to much industrial area, quarry ect... We are in a beautiful location on the water. This speaks to those looking for a natural location, and I would love to see Port Colborne look for ways to enhance that. Quarry development and industry development may benefit the city. Still, the overall economic benefit to the town does not seem to add up to the aesthetic, and reputation issues that come along with it.

Screen Name Redacted

3/15/2024 08:04 AM

I have heard talk of making West Street a pedestrian walkway with patios for the restaurants, etc. I would love to see this to encourage visitors and to increase enjoyment for residents. I don't want to see any big changes. I love Port Colborne the way it is! Keep the small town charm and feel.

Screen Name Redacted

3/19/2024 12:16 PM

Quiet tree lined home town city

Screen Name Redacted

3/27/2024 10:14 AM

I would like to see Port Colborne grow in population and available amenities but to keep the hometown feel. Growth for the sake of growth is not where we should be heading. I welcome the cruise ship initiative and see it as positive. As we grow we need to keep up with infrastructure and maintain traffic control.

Screen Name Redacted

3/27/2024 04:15 PM

Here should be lots of shops.

Screen Name Redacted

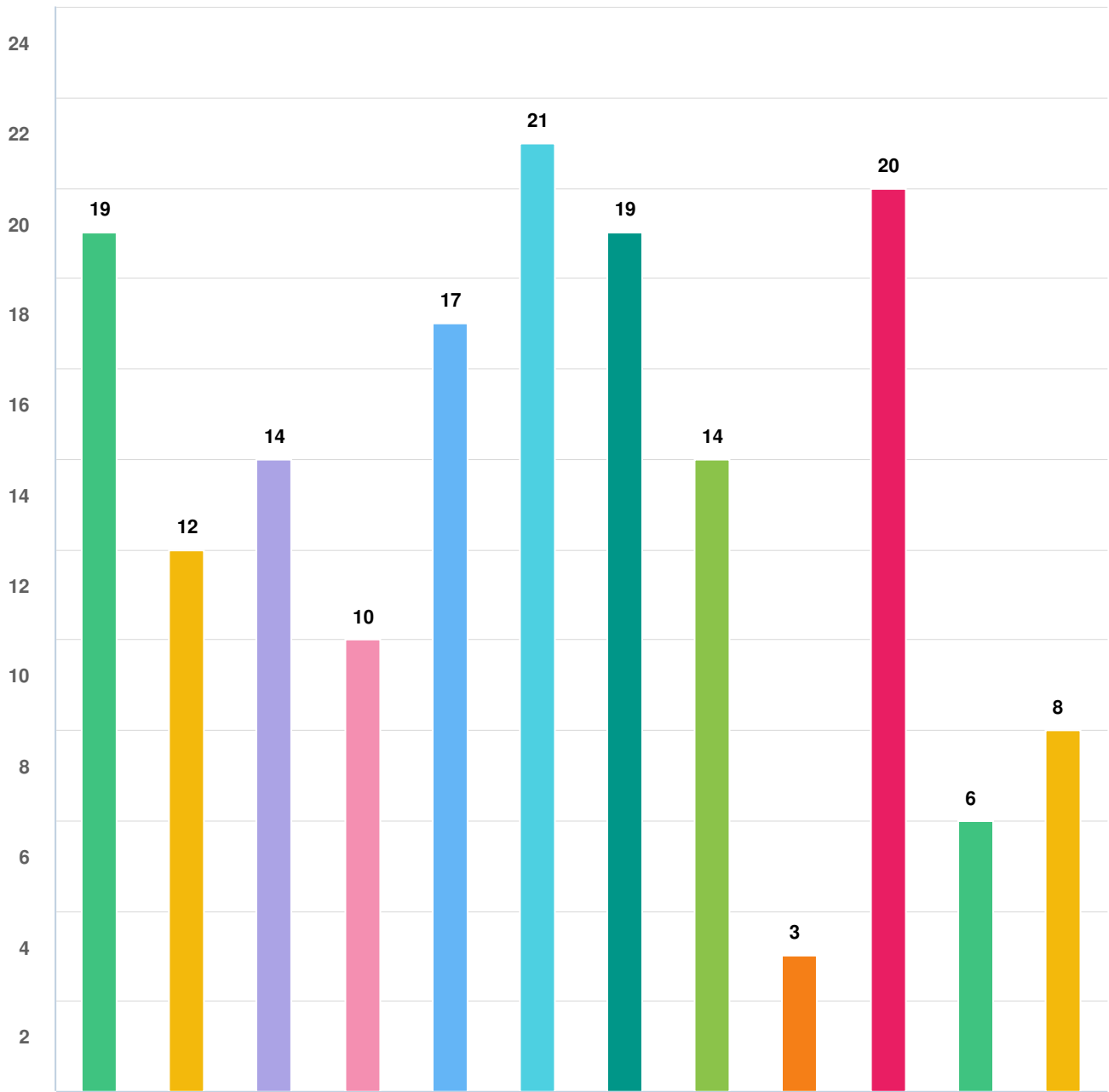
3/27/2024 04:19 PM

I'd like to see environmental conservation areas, green space parks for the enjoyment of all citizens, children adults and seniors.

**Optional question** (29 response(s), 5 skipped)

**Question type:** Essay Question

**Q2** What are the top 5 topics you believe the City of Port Colborne should focus on as part of the creation of the new Official...



**Question options**

- Growth management by planning for infrastructure and utilities
 ● Preserving agricultural land
- Promoting and supporting a broader range of housing options including affordable housing
 ● Cultural heritage conservation
- Preserving and enhancing community design
 ● Enhancing and expanding our green spaces and parks
- Promoting economic growth and tourism
 ● Protecting the environment and planning for climate change
- Planning for gravel and quarry uses
 ● Protecting source water
● Land use compatibility
- Creating jobs by promoting commercial and industrial areas

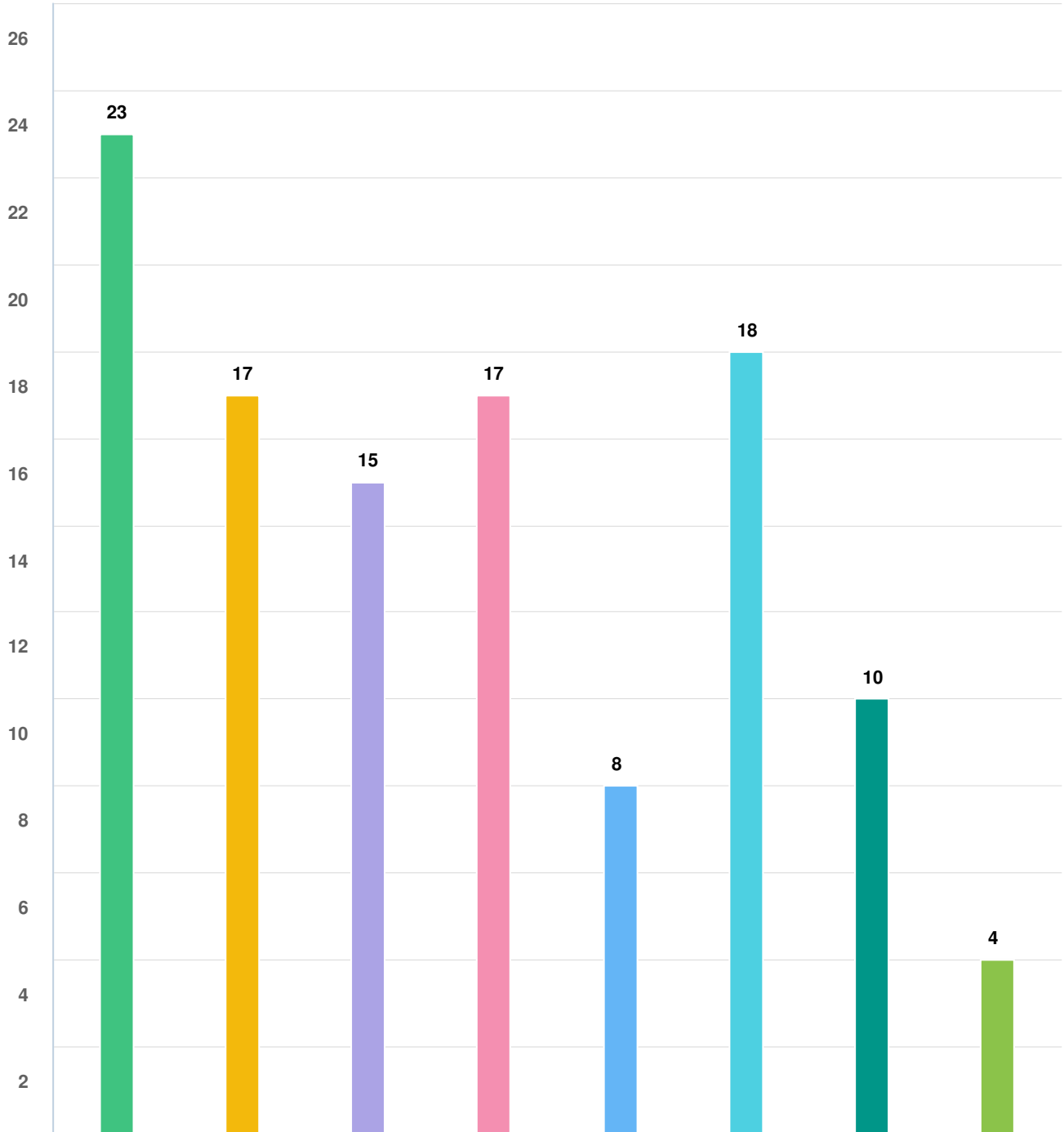
Optional question (34 response(s), 0 skipped)  
 Question type: Checkbox Question

**Q3 | Port Colborne is growing, and we need to build more housing to accommodate growth, while creating complete communities by s...**

<b>OPTIONS</b>	<b>AVG. RANK</b>
Growing medium density developments such as row houses, townhomes, and multi-unit housing throughout the city	1.53
Growing more compact developments such as mid and high rise apartments and condos within close proximity to existing amenities	1.94
Expanding urban areas to create more detached homes at the edges of existing communities / into existing agricultural lands	2.45

*Optional question (34 response(s), 0 skipped)  
Question type: Ranking Question*

**Q4** The Official Plan will set the vision for growth to 2051, along with the framework to achieve that vision. What topics do you want to hear more about and provide input into the process as the City develops the Official Plan in the coming months?



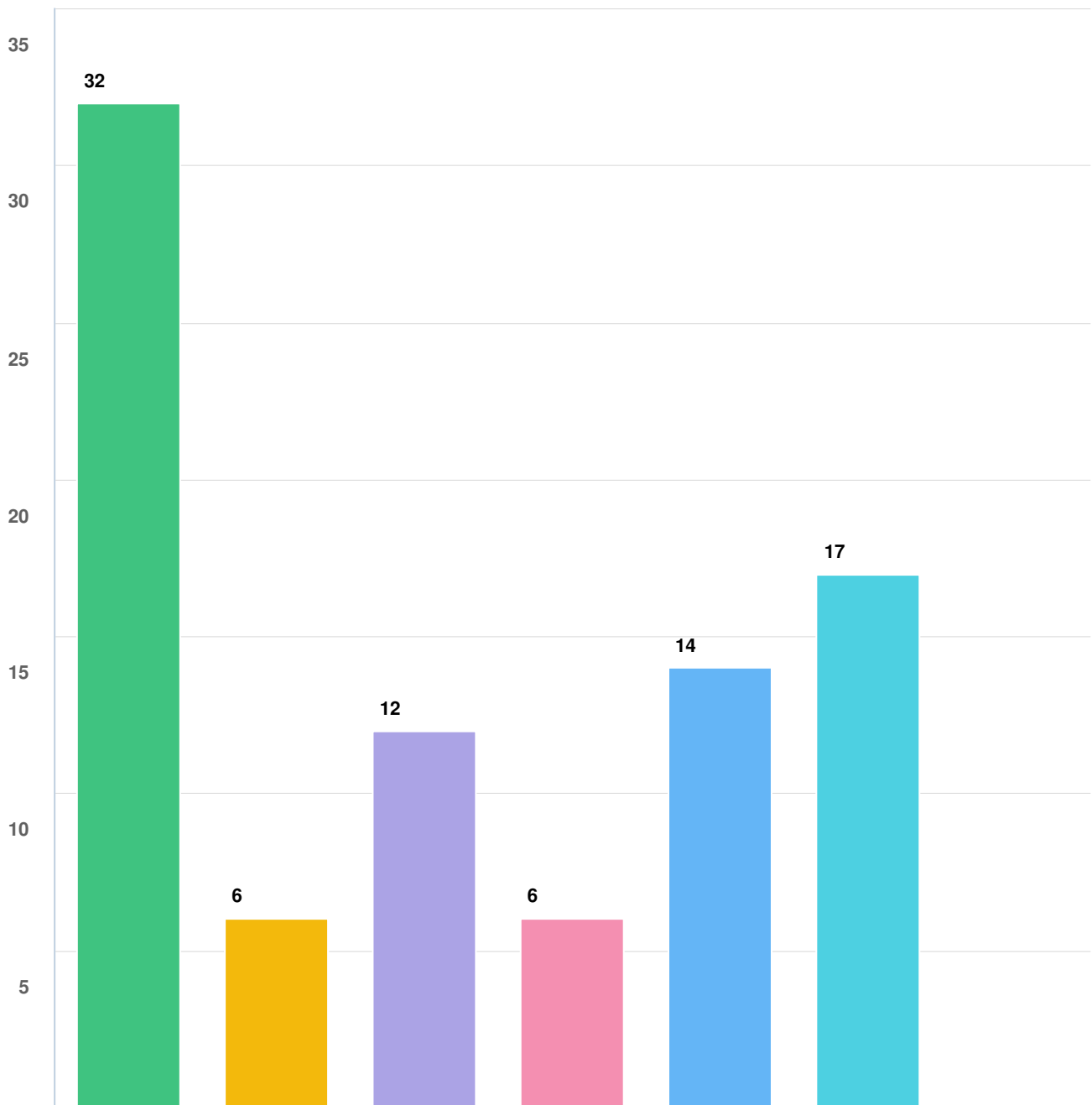
**Question options**

- Housing and Population Growth
- Jobs and the Economy
- Sustainability and Climate Resilience
- Environment and Natural Heritage
- Transportation
- Urban Design and Placemaking
- Legislation, Policy, Process, and Implementation
- Other (please specify)

Optional question (34 response(s), 0 skipped)

Question type: Checkbox Question

**Q5** How would you like to participate in conversations about the New Official Plan? (Select all that apply)

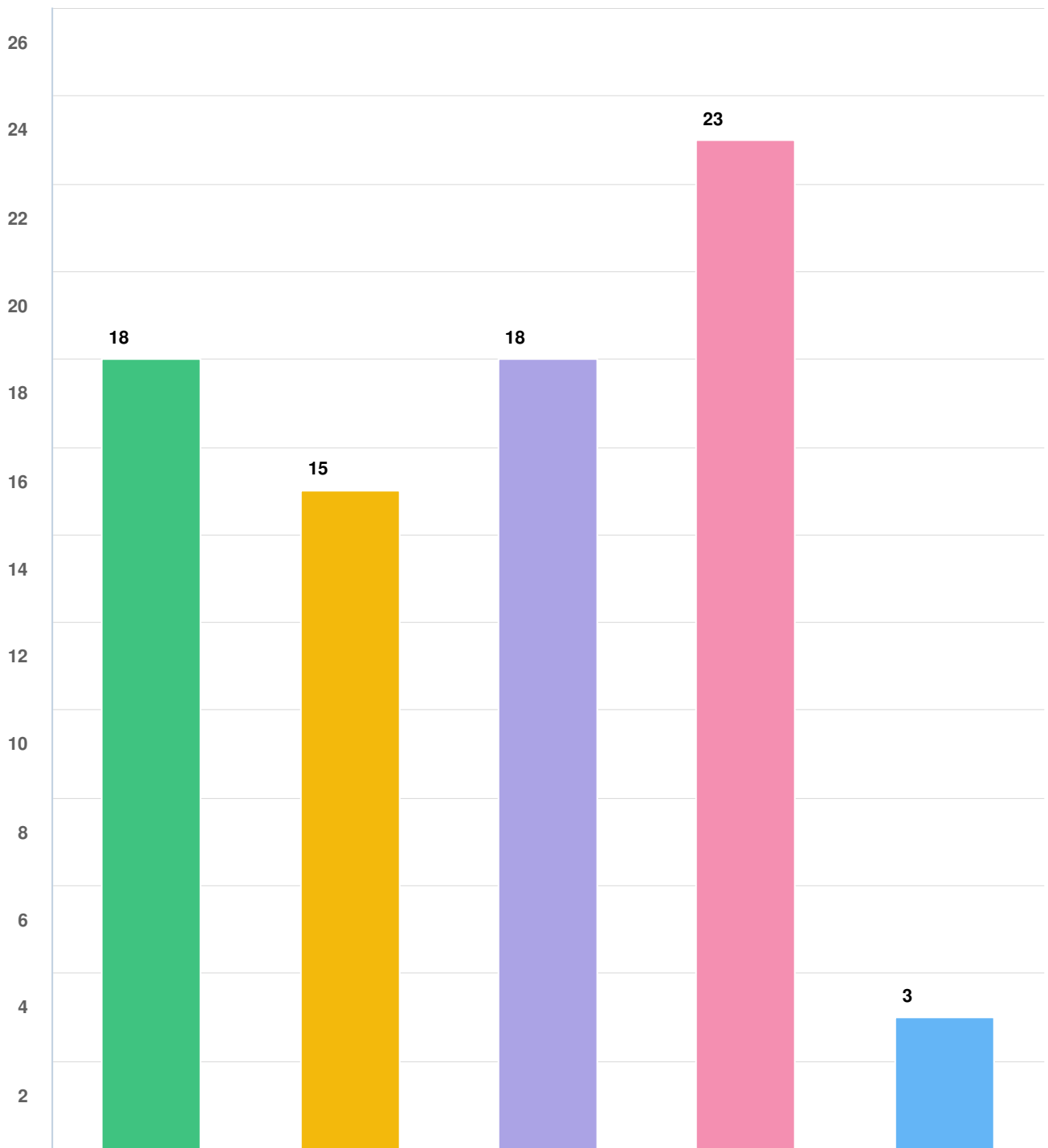


**Question options**

- Online (surveys, forums, and other online tools to collect feedback)
- Virtual meetings and events (call-in or video meetings) in the day time
- Virtual meetings and events (call-in or video meetings) in the evening
- In-person meetings and events in the day time
- In-person meetings and events in the evening
- Drop-in events where residents can speak to a team member in a public place or event
- Other (please specify)

Optional question (34 response(s), 0 skipped)  
Question type: Checkbox Question

**Q6** How would you like to receive updates about the New Official Plan? (Select all that apply)



**Question options**

- City Hall News (e-newsletter)
- Mail delivered to my home
- Social media
- City of Port Colborne website
- Other (please specify)

Optional question (34 response(s), 0 skipped)  
Question type: Checkbox Question

**Q7 | Do you have any other comments on the Official Plan?**

Screen Name Redacted

2/14/2024 10:14 AM

As a relatively new resident to Port, in a new build area, I think there is a lot of opportunities. Coming from Mississauga, which has a lot of dedicated park and forest land, this should be a priority. The waterfront is unique and massively under utilized, whether in Nickel Beach or into HH Knoll and beyond. More procedurally, in conversations with builders it seems that Port is egregiously, and unnecessarily, slow with regards to approvals, permits, and the like. This is critical as we need to ensure quality builders are keen to build rather than just any builder that wants to come. This needs to be addressed from a structural perspective but also in terms of staffing and a good look as to why that is the case.

Screen Name Redacted

2/14/2024 11:41 AM

Having a new Official Plan is great, but when you have a council that does not support growth I feel like this is just a waste of tax payer money.

Screen Name Redacted

2/14/2024 01:09 PM

The City's unique location is its best asset, but climate change will be a major factor in determining whether that asset grows more valuable, or less so. Protecting, while developing, the areas where land meets water should be a critical part of the plan.

Screen Name Redacted

2/14/2024 04:57 PM

We need to find effective ways to have the right businesses take up space in popular foot traffic areas like west st and Clarence. These places need to be welcoming to both residents and tourists and need to have longevity. It is hard to see so many small businesses not last and so many empty buildings on key streets that could be thriving.

Screen Name Redacted

2/15/2024 07:14 AM

Review and consideration of a Development Permits for designated growth areas. Protection of character and density of existing low density residential development areas. Let be honest, with the exception of West Street the Port Colborne downtowns have NO architectural merit worth preserving so don' t try. A technical review of the large blocks of land outside the Built Boundary to determine their economic ability to be developed for fully serviced residential and commercial uses given the likely expense of infrastructure. Pase those areas based on the ability to provide infrastucture and resinced early phases if the land owner does not develop in a timely manner. Recind all undeveloped draft plans of subdivision. AVOID CREATING COMMERCIAL AND COMMUNITY SERVICES DESERTS LIKE THE EMPIRE HOMES DEVELOPMENTS NORTH AND EAST OF WELLAND.

Screen Name Redacted

2/15/2024 09:54 AM

I want to see Port Colborne stay as a unique friendly small town, and not turn into Welland etc. Port Colborne has a unique feel and vibe and high rise buildings, coupled with increased population, is sure to change that. I feel that has to be managed carefully. The feel has already changed in the last couple of years with increased crime, increased homelessness and increased drug problems. Let's deal with these issues properly and not ignore them.

Screen Name Redacted

2/15/2024 05:45 PM

I think my ask is the same as many residents. Let's fix what we have before we go crazy for the future. I think we have (one too many times) dove headfirst without thinking of the implications. Our city is lacking in many areas already including our water system, lack of community connection, increased crime, theft and homelessness, and an overall poor engagement from the public towards our city. Let's focus our efforts on repairing those things and building a strong and lasting foundation for long term success. That way the new growth will be something sustainable and worthwhile.

Screen Name Redacted

2/16/2024 10:10 AM

I'm hopeful that our roads, sewers and water lines are a critical component of whatever plan is made. Without fixing these issues there is little confidence of selling a new plan to us, the taxpayers of Port Colborne. Too many broken promises and missed opportunities as well as projects that are too grandiose. Let's fix our home before showing it off to visitors.

Screen Name Redacted

2/23/2024 12:32 PM

See first comment box.

Screen Name Redacted

2/26/2024 07:48 AM

Housing is a huge priority, particularly affordable housing for low income families and seniors.

Screen Name Redacted

2/26/2024 11:43 AM

stop wrecking existing neighbourhoods

Screen Name Redacted

2/27/2024 03:42 AM

I believe that Port Colborne needs to concentrate more on underground infrastructure more than anything moving forward. Especially with storm water management and drainage

Screen Name Redacted

2/27/2024 04:33 AM

I think it is a great idea and glad you are reaching out to the community.



Screen Name Redacted

2/28/2024 08:07 AM

2051 speculation is such an unrealistic time frame. With the reality of several governments parties changes which bring their own policies, statistics , immigration standards, weather / climate, transportation , Chat-GPT / AI, building supplies, material availability; making an accurate predictions to the end of the year is next to impossible. Algorithmic approaches to population growth and placement is so inaccurate making the 2051 time frame more unrealistic, adding not having an Urban Planner.

Screen Name Redacted

3/15/2024 08:04 AM

I am not sure if infrastructure is covered by this plan but I am very concerned about the leaking water pipes in the city and failing systems. The cost of water in Port Colborne is outrageous. My actual usage is only \$36 but I am paying \$180. I assume this is mostly because someone has to pay for all of the lost water. Fixing this should be a top priority for the city.

Screen Name Redacted

3/19/2024 12:16 PM

Clean up and repair what we have now Don't make our hometown feel like a larger city

Screen Name Redacted

3/27/2024 04:15 PM

Nothing

Screen Name Redacted

3/27/2024 04:19 PM

I think you should have citizens included in a committee to help develop the official plan. I also think that at public meetings, staff should wear their name tags on their shoulder so as not to make people feel embarrassed trying to read the tag at waist level. The maps should have included the full boundary lines of the City.

**Optional question** (18 response(s), 16 skipped)

**Question type:** Essay Question

# Appendix C

## Open House Materials



PORT COLBORNE

# WELCOME

The City of Port Colborne is starting the process of creating a new Official Plan!

This open house is an opportunity to share information on the process on creating a new Official Plan and gather feedback to create the vision for the Official Plan.

<https://www.letsconnect.portcolborne.ca/official-plan-engagement>



For any information, please contact: Denise Landry, Chief Planner (905-228-8119, [Denise.Landry@portcolborne.ca](mailto:Denise.Landry@portcolborne.ca))

# What is an Official Plan?

An Official Plan is a guiding policy document that provides the framework for growth, economic development, and the protection of built and natural heritage through to the year 2051. This framework aligns with other master plans undertaken by the City for transportation and servicing to make sure the future growth can be accommodated. The Official Plan must comply with provincial policies and plans, and the Niagara Region Official Plan.

It directs where different types of land uses will go, and how they connect to roads, trails, parks, and open spaces. It also establishes the types of buildings and structures that are permitted in an area, along with densities and heights.

**An Official Plan is generally made up of three key parts:**



**Policies** that describe what land uses are allowed in designated areas, and criteria for developing in those different areas



**A series of Maps** that help readers to understand where the policies of the Plan apply. This typically includes the Urban Structure map, natural heritage map, transportation and active transportation map, source water protection areas map, development phasing map and a land use designation map



**Appendices** that provide more detailed information or clarifications to assist readers in understanding the Plan



# Why do we need an Official Plan?

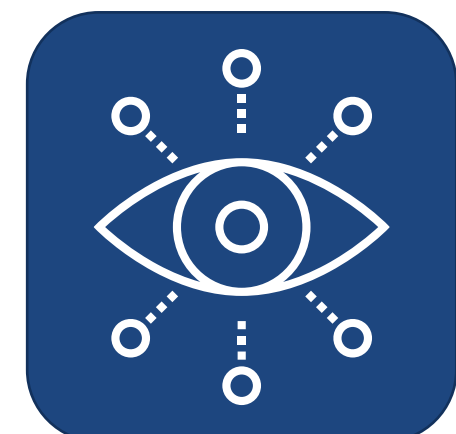
An Official Plan helps Port Colborne to:



Coordinate growth for the next 25 years



Plan for land use now and in the future



Helps local decision makers plan for a shared vision



Provides the framework for regulations and standards



Aligns the City's policies with Provincial and Region legislation

# Why do we need a NEW Official Plan?

- A new Official Plan is needed to respond to current conditions in Port Colborne and establish a new vision for growth to 2051 and beyond
- Municipalities are required to update their Official Plan at regular intervals, as set out in the Planning Act
- There have been key changes to Provincial and Regional Policies that need to be addressed
- The New Official Plan is an opportunity to create a plan that meets the needs of our residents and businesses in our dynamic community





# Land Use Planning in Ontario

Land Use Planning in Ontario is shaped by provincial policies. The Official Plan will set the direction for more detailed area specific plans and site level regulations.

- Provincial Policy Direction – Planning Act and Provincial Policy Statement
- Region policy Direction – Niagara Region Official Plan
- City-wide Policies – Port Colborne Official Plan
- More Detailed Area-Specific Plans – Secondary Plans
- Site Level Regulations – Zoning By-law and Design Guidelines





# What can and can't the Official Plan Do?

## An Official Plan CAN

- Identify where all forms of development (such as residential, industrial, commercial, or a mixture of appropriate uses) can occur
- Identify environmental lands to be protected
- Establish how existing and future neighbourhoods will grow
- Establish when and in what order the City will grow, based on the location of infrastructure (such as roads, sewers, and water mains), and public facilities (such as parks, schools, and recreation centers)
- Help staff and council make decisions and recommendations on development applications

## An Official Plan CAN'T

- Establish rent controls
- Require developers to provide certain types of housing tenures, such as rental, ownership, or others including cooperative housing
- Set property taxes
- Determine the programming of parks, community spaces, and recreation and cultural centres
- Contradict Provincial and Regional policies, mandates and legislation (e.g. if higher level government policies and regulations prohibit development in agricultural areas, the City's Official Plan cannot permit this.)



# Vision

---

The Official Plan will set the vision for how Port Colborne should grow between now and the year 2051 and beyond to support our communities, environment, and economy.

***Use a post card to tell us about your vision for Port Colborne.***

***Imagine you are writing to a friend. What would you tell them about Port Colborne today and Port Colborne in the future?***

***Thinking about the future of Port Colborne, what are the current strengths and unique community elements you want to preserve and enhance? What elements would you want future residents to enjoy?***

# Key Policy Themes

The Official Plan will focus on a number of key policy areas. Place a dot on your top 5 priorities for the Official Plan:

The image displays 14 circular icons arranged in a grid-like pattern. Each icon consists of a dark blue double-line border enclosing a light blue background. Inside each circle, there is a text-based policy theme and a faint, light blue illustration. The themes and their corresponding illustrations are as follows:

- Growth management by planning for infrastructure and utilities**: Illustration of a road and utility poles.
- Promoting and supporting a broader range of housing options including affordable housing**: Illustration of a house.
- Preserving and enhancing community design**: Illustration of a house and a tree.
- Enhancing and expanding our green spaces and parks**: Illustration of a sun, a tree, and a path.
- Preserving agricultural land**: Illustration of a tractor.
- Cultural heritage conservation**: Illustration of a group of people.
- Land use compatibility**: Illustration of a house and a tree.
- Promoting economic growth and tourism**: Illustration of a dollar sign and a building.
- Planning for gravel and quarry uses**: Illustration of a quarry site.
- Protecting the environment and planning for climate change**: Illustration of a sun and a tree.
- Protecting source water**: Illustration of a water drop.
- Creating jobs by promoting commercial and industrial areas**: Illustration of a factory.



## Next Steps

- The project team will review feedback received today and through the online survey to:
  - Get a better understanding of the things that are important to you for the new Official Plan
  - Develop a vision and goals to guide the new Official Plan project
  - Prepare an engagement strategy to guide the new Official Plan Project
- We will present the recommended vision, goals, engagement strategy and work plan for further public and Council input at a future meeting of Council

**Contact: Denise Landry, Chief Planner**

**Telephone: 905-228-8119**

**E-mail: [Denise.Landry@portcolborne.ca](mailto:Denise.Landry@portcolborne.ca)**

# Stay Involved!

Complete the survey:

<https://www.letsconnect.portcolborne.ca/official-plan-engagement/surveys/survey>

or scan the QR Code

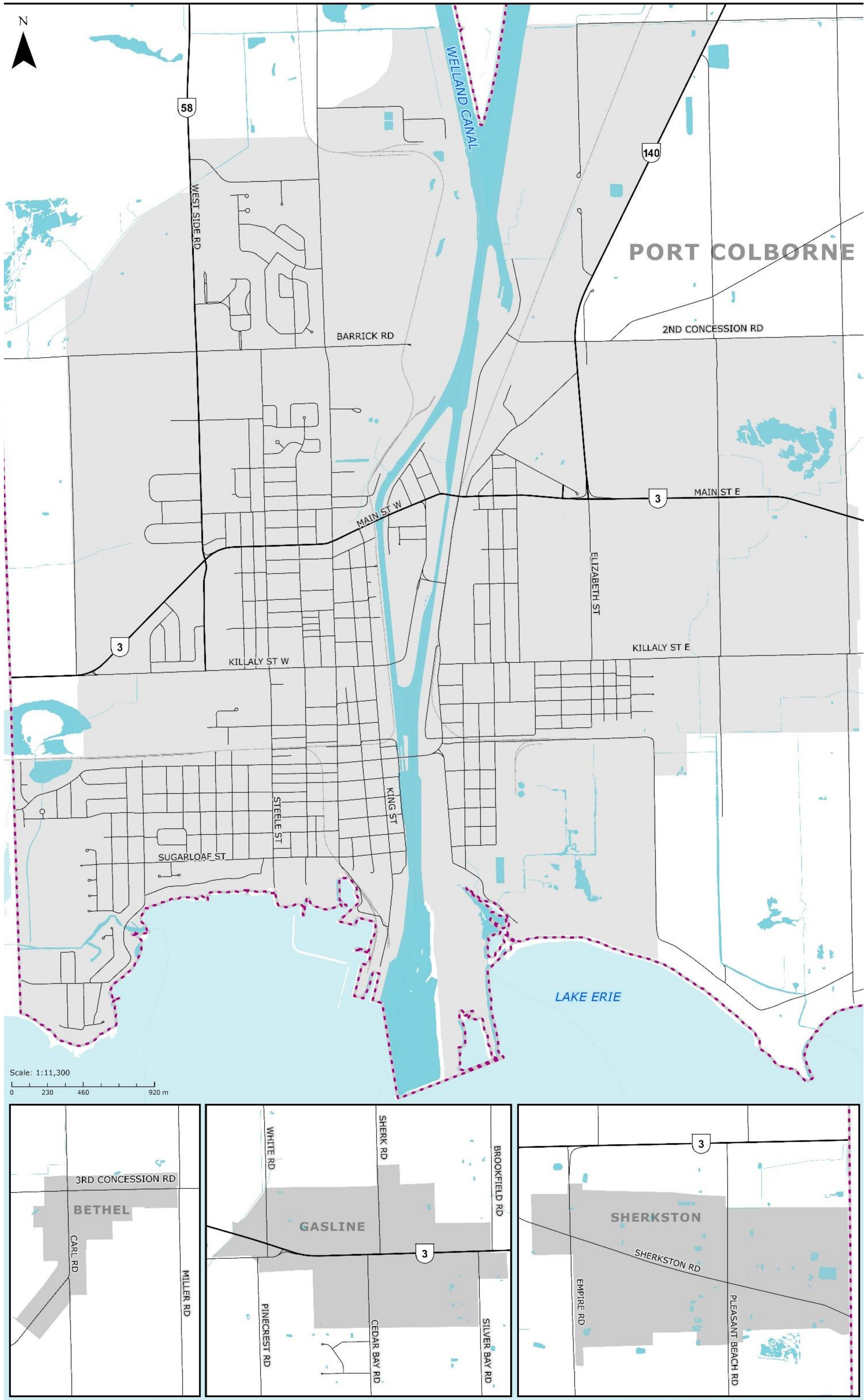




# Housing



Place your comments about housing on the map.  
Tell us where you think housing should go and the type of housing (such as single detached, townhouses, apartments).

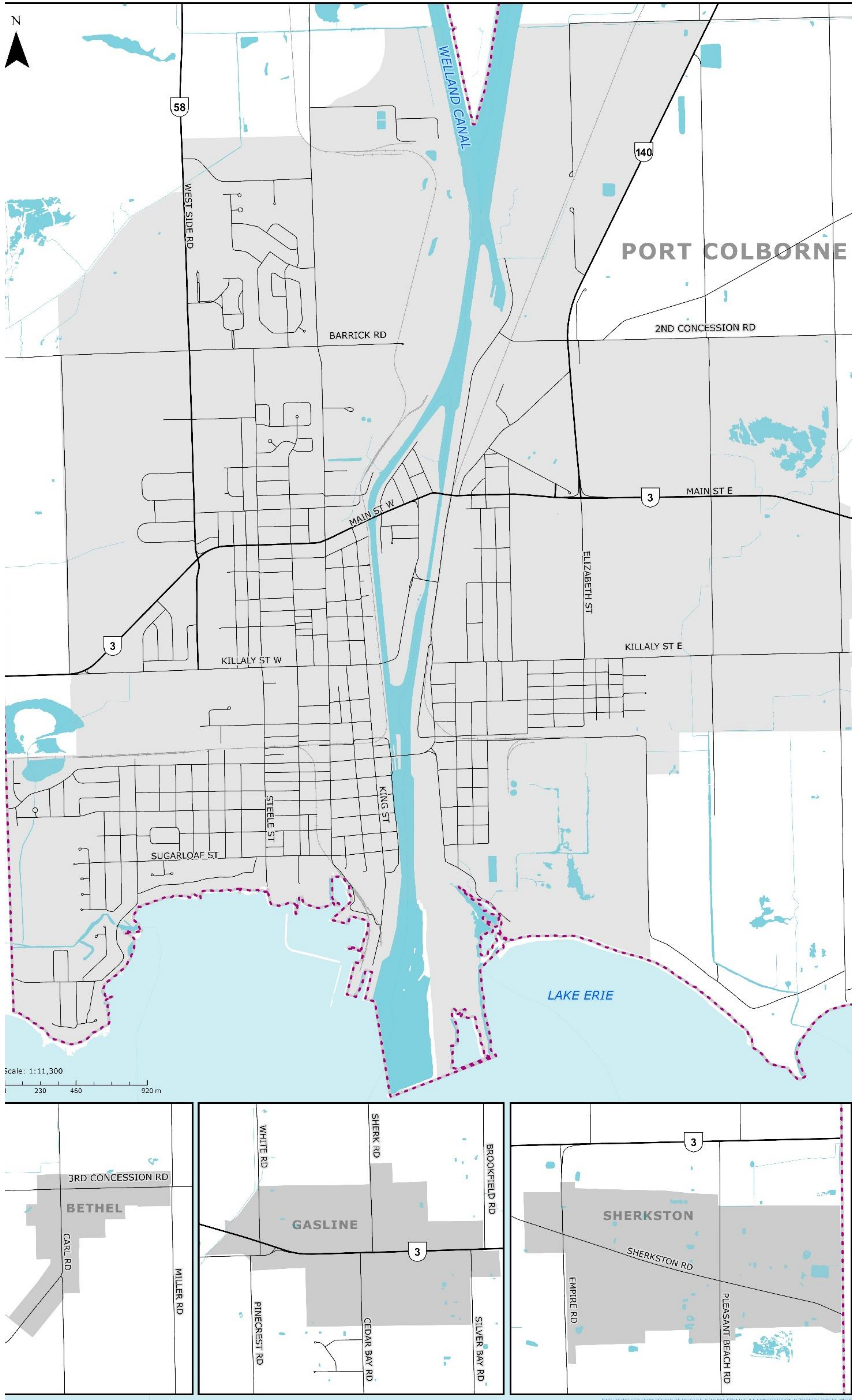




# Green spaces and Agriculture



Place your comments about Green Spaces and Agriculture on the map. Tell us areas you think Parks should be located and where livestock, growing crops and agricultural uses should be permitted or protected for the future.

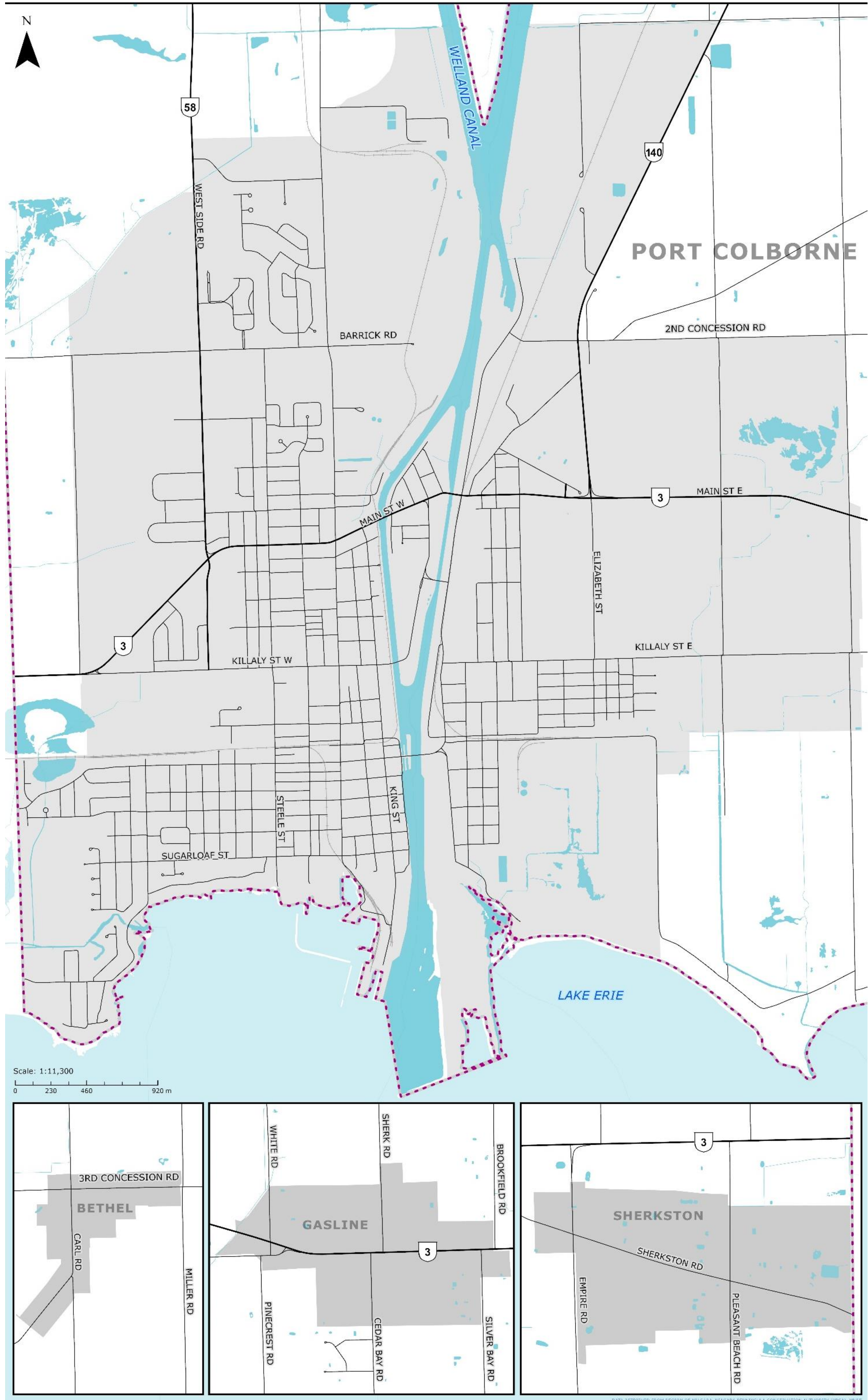




# Industry



Place your comments about industry on the map.  
Tell us areas where uses like warehouses, manufacturing, light industry and heavy industry should be located.





# Appendix D

## Written Comments Received at Open House

## Official Plan Open house – March 27, 2024

### Retail and Commercial Map

- Comments:
  - Placed on bicycle friendly roadways that lead to other neighbourhoods
  - What about tourism!!
  - Grocery store on the east side would be nice
  - Hospital including ER
  - Where is Ward 4 on this map?
  - Teaching Satellites for e.g., Brock University or Niagara College in Ward 4
  - East side grocery store, pharmacy, development by Vale centre
  - Grocery store, pharmacy, restaurants
  - “What is this” (accompanied with arrow pointing to gravel pit quarry owned by Port Colborne Quarries Inc.)
  - Tourism Board for business to join
  - Port Colborne Tourist destination = a fully rehabilitated Pit 1 @ P.C. Quarries to become a passive lake
  - East Side Walk-In Clinic, Grocery store, Sidewalk from Killaly East to Lorraine

### Green Spaces and Agriculture Map

- Comments:
  - Protect Wetlands Cement Plant Road and Lakeshore
  - Protect the Dunes they are disappearing
  - Town needs to actually commit to protecting wetland that is disappearing way too fast with severe consequences down the road that and stop development that we committed to watch
  - South end of Steele Street Boardwalk
  - Pit 1 Quarry Remediation Plan
  - Agriculture Clean-up
  - Beach boardwalk
  - Stop selling park land
  - Increase in neighbourhood parks. Protection of existing green space
  - Better public access to beaches
  - Pit 1 and Pit 2 should be lakes
  - Make cycling within new developments safe, convenient and well groomed
  - Save our water do not pollute
  - Use existing quarries in recreational areas
  - Leave farming land as is. More park lands in proposed development of grocery stores, etc.!
  - Stop stealing our farms for housing
  - Splash pad, swings, pavilion @ vale centre park
  - Save our water
  - Reclamation Plan for quarry
  - Keep Farm lands as they are



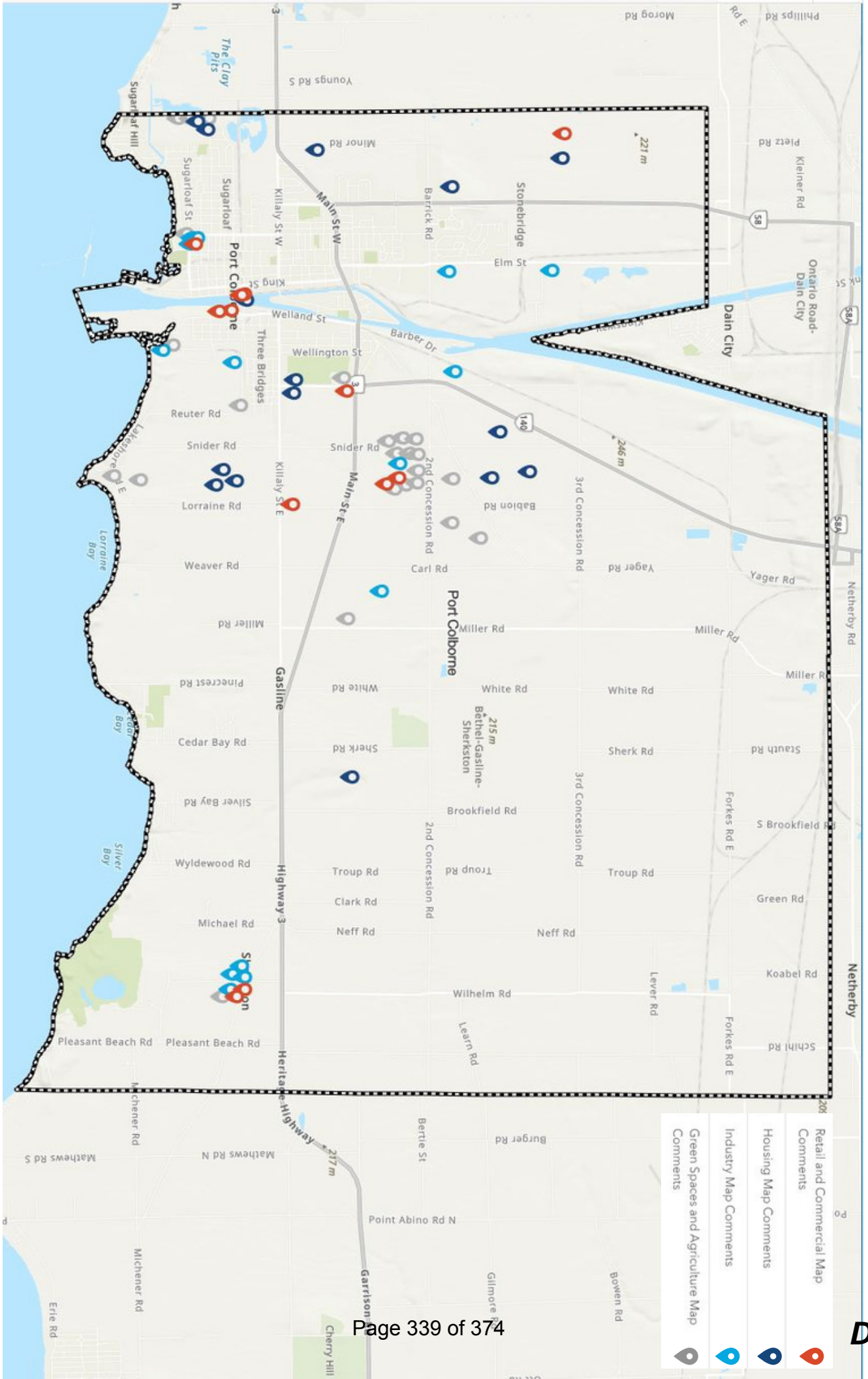
- Protect the neighbours of quarry pit 1, 2, and 3
- Turn the Quarry to a pond, you already are taking my hoses water from the aquaphor from your lack of caution
- Rehabilitate quarry pit 1 make it a passive lake for recreation
- Convert pit 1 to passive lake with parkland as plan in 1982 site plan agreement!

## Housing

- Comments:
  - Please stop forcing new home buyers to pay for housing assistance for others
  - Grow housing townhouse apartments
  - Single detached
  - Housing should not go on green space or woodlots also not on wetlands
  - Housing in vacant and unmaintained properties
  - Public Transit linking eastside to westside services
  - Shelter and drop in center
  - Use the housing first model
  - Would like to see services and single family homes
  - Square off the hamlet boundary between Sherk and Brookefield
  - Attainable and accessible
  - Need more affordable housing ASAP
  - Single detached
  - Densification! NOT urban sprawl!
  - Make developments pedestrian friendly with commercial, cycling and walking paths, satellite library, day care, playgrounds, community squares, gathering spaces, schools, accessible on foot and by bike

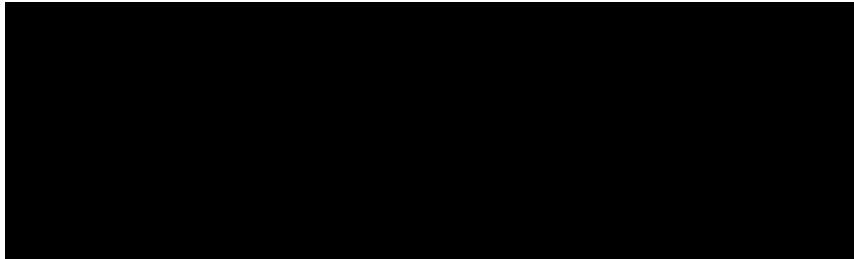
## Industry

- Comments:
  - Why is Ward 4 NOT on the map
  - Needs better hospital
  - All purpose medical centre doctors, chiros, physio, diagnostic, etc. Walk in clinic, mental health service, etc.
  - Stonebridge area – lots of room for more industrial develop for warehouses
  - Protect enhance public access to the lake/beach
  - Not in residential neighbourhoods, where the infrastructure can meet the needs
  - Need hospital or adequate health care
  - Keep light and heavy industry north of Barrick Road and along Highway 140
  - How will 1500+ new housing units be able to toleration the quarry's blasting
  - Keep prime farmland for FARMS not quarries
  - Industry along Highway 140 and along north Elm street
  - Sherkston – Needs a fire station
  - Sherkston need a fire station
  - Need an extra board for ward 4



## Green Spaces and Agriculture

Please let us know if there are any other comments you would like to share with us about green spaces and agriculture to help develop the City's vision for growth to 2051.



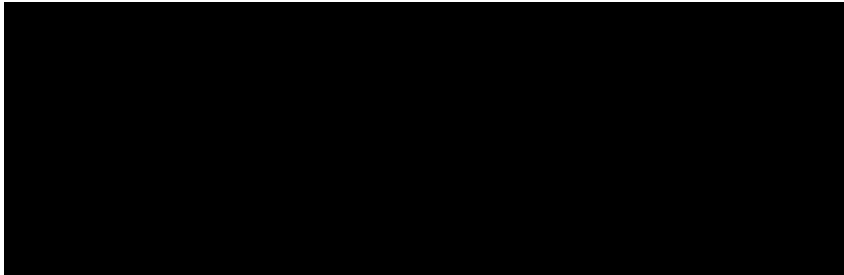
### COMMENTS

Protection of existing parkland & green space.
Encouraging active walking & cycling routes in the community.
Protection of wetlands & wood lots.

## We would like to hear from you!

Please let us know if there are any other comments you would like to share with us to help develop the City's vision for growth to 2051.

**Your feedback is an important part of the planning process.**



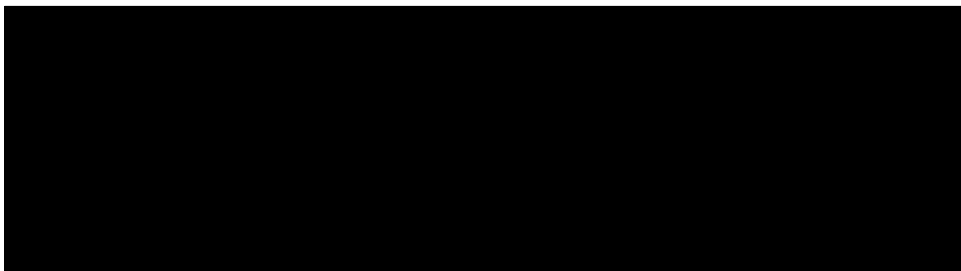
### COMMENTS

- approved subdivisions should be filled first
- protect agric. lands
- Keep policies to protect agriculture, green spaces
- "affordable housing" policies to encourage builds
- density targets are fine but don't ruin neighbourhoods.
- I have seen many lots being changed to add new homes on what used to be side yards. - no front yards, tiny back yards not really an improvement to the neighbourhood
-

## We would like to hear from you!

Please let us know if there are any other comments you would like to share with us to help develop the City's vision for growth to 2051.

**Your feedback is an important part of the planning process.**



### COMMENTS

• Preserve Farm land
• Set up Tourism board with Stakeholders
• Environmental preservation
• Promotion of housing near commercial centres
• If legal, allow more agri-tourism related activities to "A" rated lands
• Tourism area - Different from BIAs
or tourism areas where promotion of tourism friendly businesses are supported

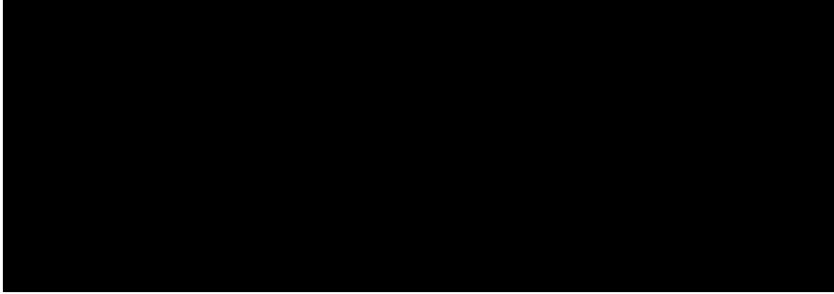




## We would like to hear from you!

Please let us know if there are any other comments you would like to share with us to help develop the City's vision for growth to 2051.

Your feedback is an important part of the planning process.

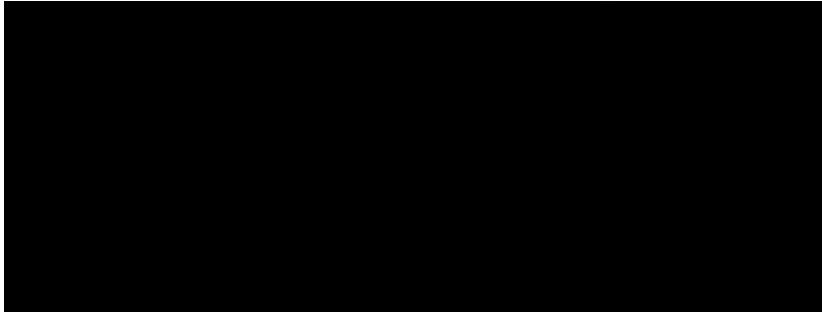


### COMMENTS

<del>1</del> #1 - Please use maps that show
Ward 4 in its totality. The way Ward 4 was
depicted at this event was unacceptable - like a patch work
quilt.
#2 - It's high time for the City to uphold
the 1982 Site Plan Agreement and bring Pit I
at P.C. Quarries to rehab as a Passive lake! Not doing so
= missed opportunities for economic and eco-tourism
and protects our Aquifer Water Source. This
needs to happen.
Thank you for this event!
Lorrie

## Housing

Please let us know if there are any other comments you would like to share with us about housing to help develop the City's vision for growth to 2051.



### COMMENTS

Adopt a Housing First Case Management model with partnerships among city, region & community services. Once housing is secured employment, addictions & mental health will improve. Treating our most vulnerable citizens <sup>better</sup> would help return the small town feel we used to have. We have lost our small town identity. Work with <sup>city</sup> in partnership to develop better more supportive community services; on main floor of a mixed residential apartment that is affordable for a certain percentage of the building. Don't build "ghettos". Develop affordable

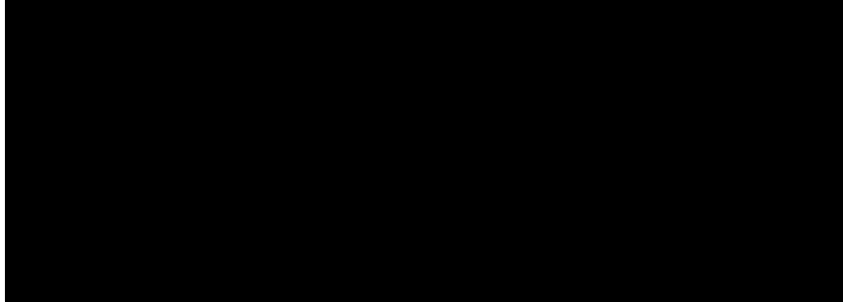




## We would like to hear from you!

Please let us know if there are any other comments you would like to share with us to help develop the City's vision for growth to 2051.

**Your feedback is an important part of the planning process.**



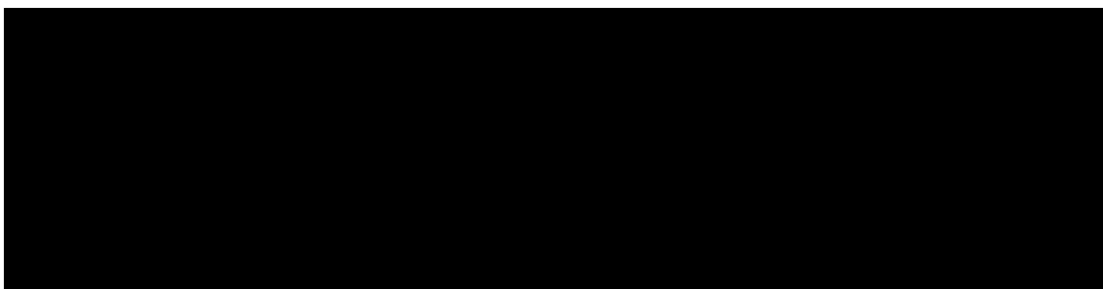
### COMMENTS

Thank you for hosting this meeting. I am excited to see the city looking ahead to the <del>plan</del> <del>for</del> and planning for future growth.
Infrastructure, housing, parkland, and Environmental Stewardship are top of my mind. Looking forward to being a small part of the future of this great community.

## We would like to hear from you!

Please let us know if there are any other comments you would like to share with us to help develop the City's vision for growth to 2051.

**Your feedback is an important part of the planning process.**



### COMMENTS

I am a parent of a 12 year old son with Down syndrome. and I am a voice for anyone with an intellectual limitation. This demographic is an untapped resource to better our community. However, as in many city, Port Colborne is not designed for them.

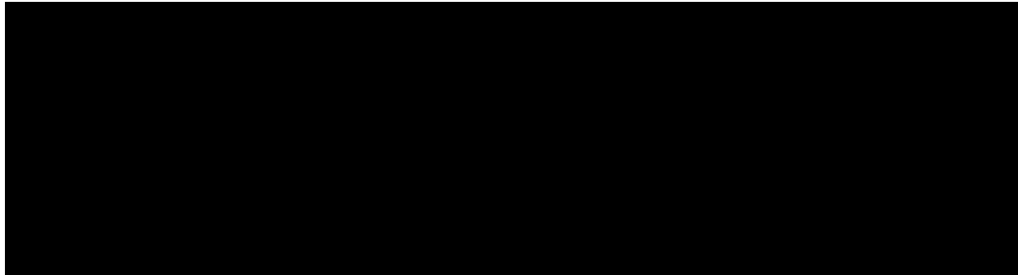
• Accessible healthcare, transportation, affordable housing, recreational & social engagement opportunities where they are the experts leading their peers and extended community. A physical space designed for sensory sensitivity, easy mobility employment and entrepreneurship opportunities.

\* Funding streams force families to manage the health, development, and life quality of our children →

## We would like to hear from you!

Please let us know if there are any other comments you would like to share with us to help develop the City's vision for growth to 2051.

Your feedback is an important part of the planning process.



### COMMENTS

Disappointed WARD 4 NOT ON
ANY STORY BOARDS.
- HAMLETS
- AUGUSTINE PROPERTY
- #140 CORRIDOR
- GATEWAY EC. ZONE.
- AB. SECTOR.

# Appendix E

# Draft Engagement Strategy



# Engagement Strategy

## Introduction

---

Engagement should be a collaborative approach between the City and their consultant who should work together to finalize the engagement strategy to meaningfully engage the public and Indigenous Communities throughout the Official Plan process. This Engagement Strategy has been created in Draft, to supplement and support the RFP process, with the intent that it be updated and finalized by the successful proponent awarded the new Official Plan project during project initiation. The following outlines our recommended approach to the engagement strategy, based on our preliminary engagement work and as further outlined in the Summary Report.

## Project Background

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The City of Port Colborne is working on creating a New Official Plan. The New Official Plan will provide a framework for growth and development, and protection of the natural environment to 2051.

## Guide to the Strategy

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This Engagement Strategy has been developed using the International Association for Public Participation (IAP2) methods of planning for public participation, which uses the below spectrum to define the public's level of involvement in the engagement process. The engagement objectives, or public participation goal as shown in the illustration below, and engagement tactics for each phase are outlined in Engagement Objectives and Implementation Plan sections. The level of public involvement is determined by the project scope and outcome. Due to the nature of an Official Plan as a planning tool regulated under Provincial policies, engagement for this project will primarily fall into the inform, consult and involve categories; and, the collaborate category where appropriate.

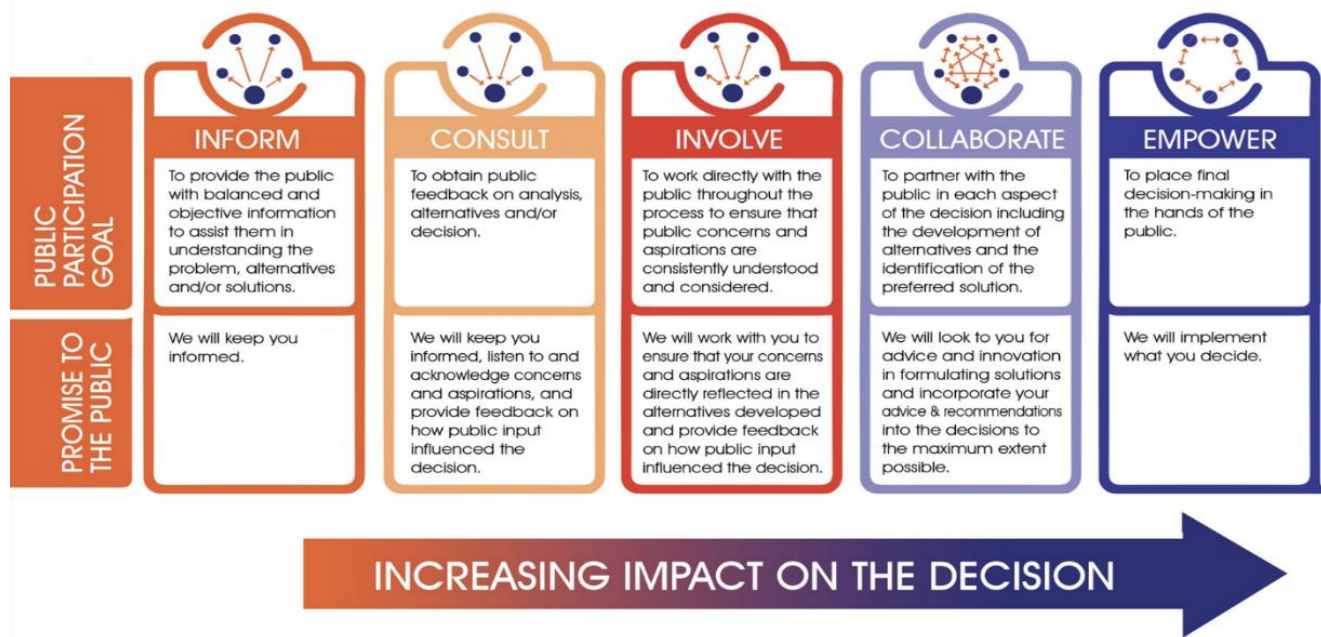


Figure 1: IAP2 Engagement Spectrum. Source: IAP2

This strategy includes the recommended engagement methods and activities which will be completed for this project, as well as the proposed allocation of roles and responsibilities between the City of Port Colborne Project team staff and the consulting team.

### Engagement Objectives

Community engagement is critical to creating a New Official Plan that reflects the interests of the Port Colborne community. The table below provides an overview of the main decision points and the corresponding engagement tasks and objectives.

**Table 1: Overview of the Main Decision Points and the Corresponding Engagement Tasks and Objectives**

Step	Engagement Tasks	Public Engagement Objectives
<b>Phase 1: Project Initiation</b>	<ul style="list-style-type: none"> <li>Finalize Engagement Strategy</li> <li>Indigenous Outreach (tactics to be confirmed by City)</li> <li>Technical Advisory Team (TAT) Meeting</li> <li>Launch Engagement Website on Let's Connect Port Colborne</li> <li>Policy Backgrounder / Brochure</li> </ul>	<ul style="list-style-type: none"> <li>Inform the community about the New Official Plan and generate interest in the project</li> <li>Involve the community to confirm the vision for the Official Plan</li> </ul>



	<ul style="list-style-type: none"> <li>• Community Liaison Committee Meeting</li> <li>• Stakeholder Workshop</li> <li>• Public Open House and Pop-ups</li> <li>• Engagement Summary</li> <li>• Project Update and Engagement Summary Presentation to Council</li> </ul>	
<b>Phase 2: Policy Direction</b>	<ul style="list-style-type: none"> <li>• Engagement Page content update</li> <li>• TAT Meeting</li> <li>• Stakeholder Workshop</li> <li>• Community Liaison Committee Meeting</li> <li>• Online engagement and Pop-ups</li> <li>• Indigenous Engagement</li> <li>• Engagement Summary</li> <li>• Project Update and Engagement Summary Presentation to Council</li> </ul>	<ul style="list-style-type: none"> <li>• Consult with the community to obtain feedback policy directions and get feedback on OP Goals, Objectives</li> <li>• Inform the community of project updates</li> <li>• Promote the online survey</li> </ul>
<b>Phase 3: Draft Official Plan</b>	<ul style="list-style-type: none"> <li>• Engagement Page content update</li> <li>• TAT Meeting</li> <li>• Community Liaison Committee Meeting</li> <li>• Stakeholder Workshop</li> <li>• Public Open House</li> <li>• Indigenous engagement</li> <li>• Council Workshop / Briefing Sessions</li> </ul>	<ul style="list-style-type: none"> <li>• Consult with the community to obtain feedback on the Draft Official Plan</li> <li>• Inform the community of project updates</li> </ul>
<b>Phase 4: Final Official Plan</b>	<ul style="list-style-type: none"> <li>• Engagement Page content update</li> <li>• Indigenous outreach letter to inform of project completion</li> </ul>	<ul style="list-style-type: none"> <li>• Inform the community of project updates and the Final Official Plan</li> </ul>

## Engagement Risks

There are several risk factors that could impact the success of the engagement process. Being prepared and having mitigation strategies in place for these potential risks allows for the City to be prepared to address them in the most efficient manner if, and when, they arise.

Through a dialogue-focused, responsive, and empathetic approach, risks and other challenges can become opportunities for improving relationships with the public and interested and affected parties, engendering trust and mutual respect, and ultimately fostering greater participation in the process and support for the objectives of the project.

Through our experience on Official Plans, we have identified the following common issues that pose risks:

- Communication gaps;
- Misunderstanding or confusion;
- Perception of, or actual, alienation or discrimination;
- Conflicting priorities/opposing values; and
- General Suspicion.

Other risks and mitigation measures will be refined in the first phase of the project in collaboration with City staff.

## Key Messages

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The City and consulting team will develop key messages that will be communicated throughout the project and will remain consistent and present throughout the course of the project.

## Roles and Responsibilities

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The table below outlines the general roles and responsibilities for engagement and communications. The table will be updated in collaboration with City staff.

**Table 2: General Roles and Responsibilities for Engagement and Communications**

Task	Roles, Responsibilities, and Protocols
Notices	<ul style="list-style-type: none"> <li>• Consultant will draft event notices</li> <li>• City will produce and distribute notices</li> </ul>
Social Media and Web Content	<ul style="list-style-type: none"> <li>• City will publish social media posts and web content</li> <li>• Consultant will work with the City to respond to comments and inquires received through Let’s Connect</li> </ul>
Meeting stakeholders	<ul style="list-style-type: none"> <li>• The City will invite stakeholder to engagement events and work with the Consultant to ensure lists are up to date and support communications with interested and affected parties throughout the project process</li> </ul>



<b>Task</b>	<b>Roles, Responsibilities, and Protocols</b>
Event design and facilitation	<ul style="list-style-type: none"> <li>• Consultant will develop event details, methods for feedback collection, and other presentation materials, and facilitate engagement events</li> </ul>
Event coordination	<ul style="list-style-type: none"> <li>• The City will be responsible for booking and supplying event venues for in-person engagement including light refreshments, AV equipment, and print materials</li> <li>• Consultant or City will book online events (e.g. through Zoom or Webex, unless the City's protocols require this be done through their corporate account)</li> </ul>
Comments and responses (email and telephone inquiries)	<ul style="list-style-type: none"> <li>• The City will lead the communications and responses to emails and telephone inquiries and</li> <li>• Consultant will be available to provide input on responses as needed</li> </ul>
Feedback management	<ul style="list-style-type: none"> <li>• Consultant will summarize and analyze feedback received at engagement events and incorporate this into the Engagement Summaries, as appropriate</li> <li>• The City will forward summarized communications, comments, and responses to Dillon for integration into engagement summaries and technical work</li> </ul>

## **Preliminary Draft Implementation Plan**

The table below presents the implementation plan for engagement. The Tactics and Timeline column should be updated with the project schedule when initiated.

**Table 3: Implementation Plan**

<b>Tactics and Timeline</b>	<b>Purpose</b>	<b>Audience</b>	<b>Supporting Materials, Communications and Other Directions</b>
<b>Phase 1: Project Initiation</b>			
Finalize Engagement Strategy	Finalize approach to engagement, key messages, and engagement tactics	All	Draft and final engagement strategy
Launch Engagement Website on Let's Connect Port Colborne	Inform the Community of the Project and generate interest	General Public	Draft and final material

Indigenous Outreach	Inform Indigenous communities about the project and offer an opportunity for dialogue and relationship building. This could take the form of a call, letter, formal meeting, or other tactic as determined by the City. The purpose is to understand how and if Indigenous Communities would like to be engaged in the project. Engagement and outreach in the subsequent phases should follow the agreed upon approach and be led by the City.	Indigenous Communities	Draft letter, meeting facilitation
Technical Advisory Team (TAT) meeting (virtual)	Gather feedback and input on key topics related to the Official Plan and needs, issues and opportunities	TAT members	Meeting agenda and presentation
Policy Backgrounder / Brochure	Education and awareness of key policy areas related to the Official Plan	General public	Policy Backgrounder / Brochure for posting on the Let's Connect page
Community Liaison Committee Meeting (in-person)	Gather feedback and input on key topics related to the Official Plan and needs, issues and opportunities	Community Liaison Committee members	Agenda and event outline, presentation material, methods to collect feedback
Stakeholder Workshop (in person)	Gather feedback and input on key topics related to the Official Plan and needs, issues and opportunities as it relates to communicating this information to the broader public	Targeted stakeholder invitations	Agenda and event outline, presentation material, methods to collect feedback
Public Open House(s) and Pop-ups (in-person, with materials made available online for asynchronous participation)	Gather feedback and input on key topics related to the Official Plan and needs, issues and opportunities	General public	Agenda and event outline, presentation material, methods to collect feedback
Engagement Summary	Summarize what we heard by key theme and recommend next steps and considerations	General public, Council, staff	Draft and Final Report

	for the OP based on feedback received		
Project Update and Engagement Summary Presentation to Council (in-person)	Present feedback collected so far and an update on the project	Council	Presentation
<b>Phase 2: Policy Direction</b>			
Engagement Page content update	Inform the community of project updates	General Public	Draft and final material
TAT meeting (virtual)	Consult with the TAT to obtain feedback on the Policy Direction	TAT members	Agenda and meeting outline, presentation material
Stakeholder Workshop (in-person)	Consult with the key stakeholders to obtain feedback on the Policy Direction	Targeted stakeholder invitations	Agenda and event outline, presentation material, methods to collect feedback
Community Liaison Committee meeting (in-person)	Consult with the key stakeholders to obtain input on findings and directions to date as it relates to communicating this information to the broader public	Community Liaison Committee members	Agenda and event outline, presentation material, methods to collect feedback
Online Engagement and Pop-Ups (in-person, with materials made available online for asynchronous participation)	Refine policy directions and gather feedback on OP Goals, Objectives	General Public	Draft and final online engagement materials (such as survey questions) and pop-up materials
Indigenous Engagement	Gather feedback on the Policy Directions	Indigenous Communities	Draft and final outreach letters, meeting facilitation
Engagement Summary	Summarize what we heard by key theme and recommend next steps and considerations for the OP based on feedback received	General public, Council, staff	Draft and Final Report
Project Update and Engagement Summary Presentation to Council (in-person)	Present feedback collected so far and an update on the project	Council	Presentation
<b>Phase 3: Draft Official Plan</b>			

Engagement Page content update	Update engagement page with Draft Official Plan	General Public	Draft and final material
TAT meeting (virtual)	Consult with the TAT to obtain feedback on the Draft Official Plan	TAT members	Agenda and meeting outline, presentation material
Stakeholder Workshop (in-person)	Consult with the key stakeholders to obtain feedback on the Official Plan	Targeted stakeholder invitations	Agenda and event outline, presentation material, methods to collect feedback
Community Liaison Committee Meeting (in-person)	Consult with the key stakeholders to obtain feedback on the Draft Official Plan as it relates to communicating this information to the broader public	Community Liaison Committee members	Agenda and event outline, presentation material, methods to collect feedback
Public Open House (Statutory, in-person, with materials made available online for asynchronous participation)	Consult with the community to obtain feedback on the Draft Official Plan	General Public	Agenda and event outline, presentation material, display boards, methods to collect feedback
Indigenous Engagement	Gather feedback on the Draft Official Plan	Indigenous Communities	Draft and final outreach letters, meeting facilitation
Council Workshops / Briefing Sessions	Educate and inform Council of key components of the OP as well as feedback received to-date	Council	Presentation
Statutory Meeting of Council on the Draft Official Plan	Meeting on the Draft Official Plan	General Public / Council	Presentation
<b>Phase 4: Final Official Plan</b>			
Engagement Page content update	Update engagement page with final Official Plan	General public	Draft and final material
Indigenous Outreach Letter	Notify Indigenous Communities that the final Official Plan is available online to review	Indigenous Communities	Outreach Letter
Adoption meeting	Adoption of the Official Plan	Council / General public	Presentation

## Indigenous Engagement

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Indigenous Engagement is an important part of the Official Plan process, as the project pertains to land use matters, which impact Indigenous rights and interests. Based on our experience we recommend that the City lead the engagement with Indigenous Communities to foster broader relationship building, however, should additional relationship building support be required above the items noted, our team is well-equipped to support the City and we can prepare a separate scope for this.

This section provides general guidance to the City who will be leading the First Nations and Indigenous Community partner outreach and engagement for this project, and will be updated in the first phase of the project.

The approach to Indigenous engagement should be shaped through discussions with Indigenous Rights Holders, and urban Indigenous organizations, and the consultation protocol from each community should be reviewed to understand how the communities wish to be engaged with. This section of the plan will be updated with how Indigenous Rights Holders and urban Indigenous organizations want to be engaged throughout the process.

The following Indigenous Communities have been identified to be part of the outreach for the project:

- Six Nations of the Grand River, Council Elect;
- Haudenosaunee Confederacy Chiefs Council (Haudenosaunee Development Institute)
- Mississauga of the Credit First Nation;
- Fort Erie Native Friendship Centre;
- Niagara Regional Native Centre;
- Metis Nation Office; and,
- Other Local Indigenous Groups.

## Stakeholders

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Identifying project stakeholders is a preliminary step that will support engagement activities. The draft list of stakeholders below includes relevant groups, organizations, and this section should be updated with corresponding issues or interest areas for each stakeholder group.

It is anticipated that the list will be updated as the project evolves, and that the City will provide the relevant contact information for each of the groups / organizations listed. The list below is a preliminary list of interested and affected parties based on the proposal and will be refined, in collaboration with the City.

### Government

- Niagara Region (or other approval authority, as appropriate)
- City Council

- Municipal Staff

**Public Service Providers Agencies / Agencies**

- Utilities
- School Boards
- Niagara Parks Commission
- Niagara Peninsula
- Conservation Authority

**Boards**

- BIAs

**Community Groups / Advocacy / Interest Groups**

- Neighbourhood Groups
- Community Groups
- Housing not for profits
- Environmental Groups
- Chamber of Commerce

**Development / Industry**

- Developers
- Consultants
- Contractors
- Niagara Home Builders Associations
- Niagara Industrial Association
- Large Industry / Employers

# Appendix F

## Recommended Work Plan for the New Official Plan

## Port Colborne New Official Plan Terms of Reference/ Work Plan for the RFP

Table 1 presents a draft task list to inform the development of a Terms of Reference to support the preparation of the New Port Colborne Official Plan. Note: It is assumed that this work would commence at the Background Research stage, as the Official Plan Engagement work with Dillon has already set in motion the initial commencement of the new Official Plan. This work plan and task list can be refined and customized further by the City to use to guide the project.

**Table 1: Proposed task list to support procurement.**

Phase	Proposed Tasks
<b>Phase 1 - Project Initiation</b>	1. Project Management Meetings (check-in meeting with City PM)
	2. Kick-off Meeting with TAT Members
	3. Table of Contents for Backgrounders/Policy Brochures (4 total) <ul style="list-style-type: none"> <li>• <i>Based on feedback obtained through the consultation period, the City may want to plan for four policy brochures around the top four topics residents want to be engaged on, and the City may want to modify this in preparing the RFP.</i></li> </ul>
	4. Indigenous Outreach (City-led)
	5. Backgrounder/Policy Brochure #1: Housing and Population
	6. Backgrounder/Policy Brochure #2: Urban Design and Placemaking
	7. Backgrounder/Policy Brochure #3: Jobs and the Economy
	8. Backgrounder/ Policy Brochure #4: Environment, Natural Heritage, Sustainability and Climate Resilience
	9. TAT Member Meeting on Backgrounders/Policy Direction Reports
	10. Community Liaison Committee Meeting (in person) <ul style="list-style-type: none"> <li>• <i>Based on feedback received at the open house and through the survey, residents seemed interested in an option for a small community liaison group to be part of the process. This group would not provide significant technical input into the process but would be a sounding board at key points of the project prior to wider public engagement, to provide input into the engagement process and act as “champions” for the project, having a bit more knowledge and time to ask questions of City staff and the consultant team, giving a richer understanding of the information prior to formal public release.</i></li> </ul>
	11. Webpage update
	12. Stakeholder Workshops
	13. Public Open House(s)
	14. Indigenous Engagement (City-led)



	15. Webpage update
	16. Phase 1 Engagement Summary and Preliminary Policy Directions
	17. Debrief on Engagement Summary and Preliminary Policy Directions with Core Team, finalize engagement summary and policy directions document based on comments, confirm approach for presentation to Council
	18. Project Update and Engagement Summary Presentation to Council
<b>Phase</b>	<b>Proposed Tasks</b>
<b>Phase 2 - Policy Direction</b>	1. Project Management Meeting (check-in meeting with City PM)
	2. Policy Direction Memo and OP Table of Contents
	3. Meeting with TAT Members
	4. Stakeholder Workshop (1)
	5. Community Liaison Committee Meeting (in person)
	6. Online engagement to refine policy directions and get feedback on OP Goals, Objectives
	7. Indigenous Engagement (City-led)
	8. Policy Direction and Engagement Summary
	9. Debrief on Engagement Summary and Preliminary Policy Directions with Core Team, finalize engagement summary and policy directions document based on comments, confirm approach for presentation to Council
	10. Project Update and Engagement Summary Presentation to Council
<b>Phase</b>	<b>Proposed Tasks</b>
<b>Phase 3 - Draft Official Plan</b>	1. Project Management Meeting (check-in meeting with City PM)
	2. Prepare Draft Official Plan (OP Draft 1), including Schedules, Maps and Figures
	3. Official Plan Draft #1 Meeting with TAT Members
	4. Official Plan Draft # 1 Edits
	5. Community Liaison Committee Meeting (in person)
	6. Webpage update (OP Uploaded for feedback)
	7. Stakeholder Workshop (1)
	8. Public Open House (1) – Statutory
	9. Indigenous Engagement (City-led)
	10. Council Briefing Sessions
	11. Preparation for Statutory Meeting of Council on the Draft OP
	12. Statutory Meeting of Council on the Draft OP

Phase	Tasks
<b>Phase 4 – Final Official Plan</b>	1. Project Management Meeting (check-in meeting with City PM)
	2. Comment Response Matrix
	3. Official Plan Draft # 2 (including schedules, maps, figures)
	4. Official Plan Draft #2 Meeting with TAT Members
	5. Webpage update (OP Uploaded for further comment)
	6. Official Plan Draft # 3 (Version for Adoption)
	7. Indigenous Notification letter (City-led)
	8. Prepare for Adoption Meeting
	9. Adoption Meeting
	10. Finalize Official Plan (OP Draft 4), including Schedules, Maps and Figures based on Council Adoption directions—to be sent to the Region for approval (or other approval authority as the case may be)

**The Corporation of the City of Port Colborne**

**By-law No. \_\_\_\_\_**

**Being a By-law to Authorize the Entry into an Agreement with 2866403 Ontario Inc. regarding the Comprehensive CIP Incentive Programs Brownfield Tax Increment Grant**

Whereas at its meeting of September 10<sup>th</sup>, 2024, the Council of The Corporation of the City of Port Colborne (Council) approved the recommendations of Chief Administrative Officer Report No. 2024-127, Subject: 174 Mitchell Street – Brownfield CIP Agreement Community Improvement Agreement; and

Whereas Council deems it desirable to enter into an Agreement with 2866403 Ontario Inc. for the purposes of the Comprehensive CIP Incentive Programs Brownfield Tax Increment Grant;

**Now therefore** the Council of The Corporation of the City of Port Colborne enacts as follows:

1. That the entry into an Agreement with 2866403 Ontario Inc. for the Comprehensive CIP Incentive Programs Brownfield Tax Increment Grant related to 174 Mitchell Street is authorized and approved.
2. That the Mayor and Clerk are authorized to execute the said Agreement and all documents which may be required for the purpose of carrying out the intent of this by-law, and to affix the Corporate seal thereto.
3. That the Clerk is authorized to affect any minor modifications, corrections, or omissions, solely of an administrative, numerical, grammatical, semantical, or descriptive nature to this by-law or its schedules after the passage of this bylaw.

Enacted and passed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
William C. Steele  
Mayor

\_\_\_\_\_  
Charlotte Madden  
City Clerk

The Corporation of the City of Port Colborne

By-law No. \_\_\_\_\_

**Being a By-law to Amend By-law No. 3151/22/95, as amended, to Regulate the Supply of Water, and to Provide for the Maintenance and Management of Water Works and Imposition and Collection of Water Rates, and to Amend By-law No. 3424/6/97, as amended, for the Imposition and Collection of Sewage Service Rates and Sewer Rates (Exemption - Vacant Land Related to Businesses)**

Whereas at its meeting of September 24, 2024, the Council of The Corporation of the City of Port Colborne (Council) approved the recommendations of the Corporate Services Department Report No. 2024-177, to provide for exemptions for vacant land abutting a business owned by the same owner used in the operation of the business; and

Whereas Council deems it desirable to amend By-law Nos. 3151/22/95, as amended, and 3424/6/97, as amended, accordingly;

**Now therefore** the Council of The Corporation of the City of Port Colborne enacts as follows:

1. That Schedule "A" to By-law Nos. 3151/22/95, as amended, and 3424/6/97, as amended, are repealed and replaced with Schedule "A" attached hereto and forming part of this by-law.
2. That the Clerk is authorized to affect any minor modifications, corrections, or omissions, solely of an administrative, numerical, grammatical, semantical, or descriptive nature to this by-law or its schedules after the passage of this by-law.

Enacted and passed this 24<sup>th</sup> day of September, 2024.

\_\_\_\_\_  
William C. Steele  
Mayor

\_\_\_\_\_  
Charlotte Madden  
City Clerk

By-law No. 3151/22/95, as amended and By-law No. 3424/6/97, as amended

Water and Wastewater Rates

1. Metered Consumption Rates

All users, including Residential, Institutional/ Commercial/ Industrial ("ICI") are subject to a metered consumption rate for water of \$1.5814 per cubic meter of water usage.

All users, with the exception of Residential properties, are subject to a metered consumption rate for wastewater of \$2.1123 per cubic meter of water usage.

If a user has or had the ability to draw or remove water from the lake or canal and metered wastewater usage is larger than metered water usage for the 12 months ending December 31, the difference, multiplied by 2.1123 per cubic meters will be added to the January water and wastewater bill.

There is no minimum charge per billing period.

2. Bulk Water Sales

The metered rate for bulk water sales is \$1.5814 per cubic meter.

The service charge is based on a 75mm (3") meter regardless of the actual meter used. The fixed service charge is \$5,052.35 per year.

3. Fixed Service Charge

Residential properties are subject to a fixed service charge as follows:

Meter Size	Meter Factor	Water	Wastewater
Residential properties with 2 or less units [19 mm (3/4") or smaller]	NA	\$ 459.31	\$ 1,122.67
Residential properties with 3 or more units	NA	\$ 229.65 per unit	\$ 561.33 per unit

All other users are subject to a fixed service charge based on user type or meter size:

Meter Size	Meter Factor	Water	Wastewater
19 mm (3/4") or smaller - non-Residential	1	\$ 459.31	\$ 826.59
25 mm (1")	1.4	\$ 643.02	\$ 1,157.23
38 mm (1 1/2")	1.8	\$ 826.75	\$ 1,487.85
50 mm (2")	2.9	\$ 1,331.99	\$ 2,397.11
75 mm (3")	11.0	\$ 5,052.35	\$ 9,092.48
100 mm (4")	14.0	\$ 6,430.27	\$ 11,572.24
150 mm (6")	21.0	\$ 9,645.41	\$ 17,358.38
200 mm (8")	29.0	\$ 13,319.85	\$ 23,971.08
250 mm (10")	40.0	\$ 18,372.20	\$ 33,063.56

All developable vacant land directly abutting the water distribution and/or wastewater collection system will be charged the fixed service charge for water and wastewater through the property tax billing system unless the property is assessed undevelopable by the City's Planning department.

The fixed service charge applied to developable vacant land will be charged based on property classification as follows:

Property Type	Water	Wastewater
Residential	\$ 459.31	\$ 1,122.67
Commercial/Institutional/ Industrial	\$ 1,331.99	\$ 2,397.11

It is not the intent of this By-law for a property owner to have paid the developable vacant land fixed service charge on a property for the same time period as the regular fixed service charge for the same period. For any period of duplicate payment, which may occur due to time of billings as a property moves from undeveloped to developed, the City will refund the developable vacant land fixed service charge.

4. Flat Rate (Residential)

During any month where an accurate meter reading cannot be recorded, a Residential user account will be charged a monthly flat rate of \$126.00 for water and \$187.00 for wastewater will be charged.

Examples of when a meter reading cannot be recorded are as follows:

- where a service connection has been turned on at the property line but where no meter has been installed (water meter refusal);
- refusing to provide a meter reading and / or providing access to read a water meter or reading device;
- refusing to remove any obstruction to reading a meter or reading device;
- refusing to provide for meter or reading device repairs for accurate meter readings;
- the tampering with or alteration of the water meter or reading device and meter readings cannot be obtained.

Flat Rate (ICI)

During a period where an accurate meter reading cannot be recorded, an ICI user account will be charged a monthly flat rate for water and wastewater. The flat rate will be calculated as two (2) times the current fixed service charge per Section 3 (the fixed service charge will be dependent on meter size) above PLUS two (2) times the monthly average of the previous 12 months' available consumption at the metered consumption rates per Section 1 above.

Examples of when a meter reading cannot be recorded are the same as those outlined under "Residential" above.

5. Water for New Construction Rates

During periods of new construction where there is no water meter the following rates are charged:

- Residential properties are subject to a \$297.00 flat fee.
- ICI properties are subject to a \$594.00 flat fee.

Upon final inspection or once a water meter has been installed and is operational, rates are no longer subject to this section. Rates are to be charged based on Sections 1 to 4 above.

## Administration Charges

- Issuing a water shut off tag shall be charged to the property owner at a fee of \$80.00;
- Water account inquiries will be provided at a fee of \$14.00;
- Reading of analog meters due to refusal to upgrade to RF meters will be provided at a fee of \$80.00 per scheduled reading date.
- Customer request to change out from an RF meter to an analog meter will be at the customer's expense to cover the actual cost of the new analog meter plus removal and installation costs.

## 6. User Charges

There are certain user charges with respect to water and wastewater that are included in the User Fee By-law. These include such topics as water turn on / off and installation of water services.

User fees may be billed individually, included in a user's water and wastewater bill or charged and collected through a building permit.

## 7. Late Payment Fees

Payment terms to be a minimum of net 21 days.

Interest on water and wastewater accounts to begin accruing at one and one fourth (1 ¼) percent of the amount due and unpaid starting on the first day of default.

At the discretion of the Director, Corporate Services / Treasurer a payment can be backdated to the due date on any accounts receivable balance received within five business days of the due date provided a reasonable explanation for the late payment has been provided by the account holder.

The Director, Corporate Services / Treasurer is approved to move any unpaid water and wastewater balances to the property tax roll of the related property.

## 8. Billing Cycle

Identified and developable vacant land subject to the fixed service charge will be billed semi-annually on the property tax bill or through the supplemental tax billing system on a prorated basis.

The water for new construction charge will be billed and collected at the time of building permit before a building permit is issued.  
All water and wastewater meter users will be billed monthly on a water and wastewater bill.

## 9. Exemptions from Billing for Wastewater costs

- Bulk water haulers accessing City bulk water facilities;
- Port Colborne Poultry Limited;
- Any property that does not directly abut any part of the wastewater system;
- Any other property that is covered by a separate By-law enacted by Council.

10. Exemptions from Billing for Water and Wastewater Charge Charges on Vacant Land

- Vacant assessed land that abuts another assessed property that is owned by the same registered owner, AND, the use of the vacant assessed land supports a business on the abutting assessed property, except for Industrial use properties.



**The Corporation of the City of Port Colborne**

**By-law No. \_\_\_\_\_**

**Being a By-law to Establish the Fire Services Management Oversight Committee and Terms of Reference.**

Whereas at its meeting of August 27, 2024, the Council of The Corporation of the City of Port Colborne (Council) approved the recommendations of the Office of the Chief Administrative Officer Report No. 2024-162 to establish the Fire Services Management Oversight Committee and Terms of Reference; and

Whereas Council deems it desirable to establish a Shared Fire Services Management Oversight Committee, with the Township of Wainfleet, and Terms of Reference for same;

**Now therefore** the Council of The Corporation of the City of Port Colborne enacts as follows:

1. That the “Fire Services Management Oversight Committee,” is established.
2. That the Terms of Reference for the Fire Services Management Oversight Committee, attached as Schedule “A” hereto and forming part of this by-law, are approved.
3. That Councillor Hoyle is appointed as the Council representative on the Fire Services Management Oversight Committee.
4. That the Clerk is authorized to affect any minor modifications, corrections, or omissions, solely of an administrative, numerical, grammatical, semantical, or descriptive nature to this by-law or its schedules after the passage of this bylaw.

Enacted and passed this 24<sup>th</sup> day of September, 2024.

\_\_\_\_\_  
William C. Steele  
Mayor

\_\_\_\_\_  
Charlotte Madden  
City Clerk

**Purpose:**

The Fire Services Management Oversight Committee, herein referred to as the “Committee”, will serve to provide governance and oversight of the Shared Fire Services Management Team, including providing advice and making recommendations to both Councils relating to fire services provision in each municipality.

Although accountable to both Councils, it is the responsibility of the committee members to make decisions that favour neither municipality but will provide equal level of service to all the combined residents of both municipalities.

**Authority:**

The Committee is an advisory committee of Council and does not have any delegated authority.

**Membership:**

The Committee shall total 6 members, composed of the Mayors as Co-Chairs, one (1) Council representative from each municipality and the CAOs of each municipality. All members will have the full authority to debate and vote.

Other personnel may be called to attend meetings and provide guidance or information as the committee deems required. These personnel may include but is not limited to the following:

- Fire Chief & Deputy Chiefs
- Port Colborne & Wainfleet Finance personnel
- Port Colborne & Wainfleet Human Resources personnel
- Port Colborne & Wainfleet Legal personnel
- any other support staff as deemed necessary by the Committee.

Administrative support will be provided by the Clerks office.

**Quorum:**

In order to constitute a quorum, at least four (4) voting members shall be present at all times, and all matters shall be decided by a majority vote of the Members attending, each of whom shall have one (1) vote including the Chair.

In the event of a tie, the matter shall be deemed to have been denied or refused.

**Term:**

Unless otherwise stated by resolution of both municipal Councils, the Committee shall begin once the shared service agreement has been executed.



## Fire Services Management Oversight Committee Terms of Reference



The Mayors and CAOs will remain on the committee for the duration of the term of Council.

The Council representative for each municipality will be selected for a two-year term at the first regular Council meeting in January following the end of each two-year period.

### **Remuneration:**

None.

### **Goals/Objectives:**

The following represent the general activities of the Committee:

1. Reviewing, updating, and establishing the fire protection and prevention agreement between the City of Port Colborne and the Township of Wainfleet, including governance and cost sharing agreements.
2. Discuss best practices related to the fire services organizational structure, shared service opportunities, the local needs and level of service requirements of our community.
3. Work within the Terms of Reference of the Fire Services Management Oversight Committee as a guidance document and provide a report and recommendations for Council's consideration.
4. Conduct Annual Performance Evaluations of the Shared Fire Service Management Team; and
5. Provide guidance to the Shared Fire Service Management Team on priorities.

### **Reporting to Council:**

Unless otherwise directed by Council, the minutes of committee meetings will be presented to Council through the regularly scheduled Council Information Package.

The CAOs for each municipality shall provide updates, and present Committee recommendations and advice for the consideration of each municipal Council as required.

Both Councils must pass resolutions accepting recommendations for a Committee recommendation to be implemented by the Fire Service Management.



## Fire Services Management Oversight Committee Terms of Reference



### **Restrictions:**

1. The Fire Committee shall not direct the Fire Chief/Deputy Fire Chief or other Personnel in the day-to-day operation of employees in relation to managing/supervising/assignment of tasks.
2. It shall be the sole responsibility of department head/manager to operate within the department pursuant to the description of his/her duties without interference of the Fire Committee.

### **Meeting Time and Location:**

The Committee shall meet at least quarterly or on an “as needed basis” with the location alternating between the City of Port Colborne and the Township of Wainfleet. The host municipality of the meeting will also provide the Chair of the meeting.

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 September 24, 2024

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 September 24, 2024, 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.
2. That where no individual by-law has been or is passed with respect to the taking of any action authorized in or with respect to the exercise of any powers by the Council, then this by-law is deemed for all purposes to be the by-law required for such authorization or exercise of any powers.
3. 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.
4. That the Clerk is authorized to affect any minor modifications, corrections, or omissions, solely of an administrative, numerical, grammatical, semantical, or descriptive nature to this by-law or its schedules after the passage of this by-law.

Enacted and passed this 24th day of September, 2024.

\_\_\_\_\_  
William C. Steele  
Mayor

\_\_\_\_\_  
Charlotte Madden  
City Clerk