

City of Port Colborne

Council Meeting Minutes

Date: Tuesday, May 13, 2025
Time: 6:30 pm
Location: Council Chambers, 3rd Floor, City Hall
66 Charlotte Street, Port Colborne

Members Present: M. Aquilina, Councillor
M. Bagu, Councillor
G. Bruno, Councillor
F. Danch, Councillor
D. Elliott, Councillor
T. Hoyle, Councillor

Member(s) Absent: E. Beauregard, Councillor
R. Bodner, Councillor
W. Steele, Mayor (presiding officer)

Staff Present: E. Acs, Chief Planner
J. Beaupre, Deputy Clerk
B. Boles, Chief Administrative Officer
S. Double, Fire Chief
G. Long, Director of Development and Government Relations
C. Madden, City Clerk
J. Peazel-Graham, Manager of Communications
S. Powell-Baswick, Director of Museum and Culture
S. Shypowskyj, Director of Public Works

Others Present: M. Speck, Commander for POCOMAR

1. Call to Order

Deputy Mayor Elliott called the meeting to order at 6:54 p.m.

2. National Anthem

Everyone stood for the National Anthem.

3. Land Acknowledgement

The Land Acknowledgement was read:

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

C-25- 102

Moved by Councillor M. Aquilina

Seconded by Councillor T. Hoyle

That the Council agenda dated May 13, 2025, be confirmed, as circulated.

Carried

5. Disclosures of Interest

5.1 Councillor G. Bruno - Declaration of City Land to be Surplus – Invertose A and B, 2025-56

I wish to declare a pecuniary conflict of interest on item 10.3 (c) as my company, and I provides consulting services on Invertose A.

6. Proclamations

There were no proclamations.

7. Presentations

7.1 Port Colborne Marine Auxiliary Rescue (POCOMAR)

Commander Michael Speck of POCOMAR presented to Council on the statistics over the past 5 years.

8. Delegations

There were no delegations.

9. Mayor's Report

There was no Mayor's report.

10. Consent Agenda

Items 10.3 b, 10.3 c, and 10.3 g were lifted from the consent agenda and considered under Item 11, Items Requiring Separate Discussion.

C-25- 103

Moved by Councillor G. Bruno
Seconded by Councillor T. Hoyle

That Council hereby approves the listed consent items on the May 13, 2025, Council agenda; and

That the consent items be approved on the recommendations as contained therein.

Carried

10.1 Approval of Minutes

- a. **Special Council Meeting - April 15, 2025**
- b. **Regular Council Meeting - April 22, 2025**
- c. **Special Council Meeting - May 5, 2025**

10.2 Receipt of Minutes of Boards & Committees

- a. **Port Colborne Senior Citizens Advisory Committee Meeting Minutes - March 18, 2025**
- b. **Port Colborne Public Library Board Meeting Minutes - March 5, 2025**
- c. **Port Colborne Historical and Marine Museum Board Meeting Minutes - March 18, 2025**

10.3 Staff Reports

- a. **Lighthouse Festival Theatre Agreement, 2025-108**
- c. **Declaration of City Land to be Surplus – Barber Drive, 2025-81**
- e. **Storm Sewer Boundary and Inclusion of New Developments, 2025-51**
- f. **Point Abino Drain, 2025-91**

10.4 Receipt of Correspondence Items

- a. **Niagara Region - Diversity, Equity, and Inclusion Action Plan 2024 Progress Report**
- b. **Niagara Region - Debt Information Report - 2025 Debenture Issuance**
- c. **Niagara Region - Development Applications Monitoring Report - 2024 Year End**
- d. **Niagara Transit - General Manager's Annual Report 2024**
- e. **Township of Champlain - Surveillance and Monitoring of Heavy Vehicles in Ontario**
- f. **Town of Georgina - Resolution regarding Salt Management**
- g. **Town of Parry Sound - Inclusive Research**

11. Items Requiring Separate Discussion

11.1 Museum Annual Report, 2025-109

Stephanie Powell-Baswick, Director of Museum and Culture, presented to Council on the 2024 Annual Report.

C-25- 104

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

That Museum and Culture Department Report 2025-109 be received.

Carried

11.2 Community Engagement on Proposed Short-Term Rental Accommodations Licensing By-law, 2025-112

Bryan Boles, Chief Administrative Officer, presented to Council on the proposed short-term rental accommodations licensing by-law.

C-25- 105

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

That Chief Administrative Officer Report 2025-112 be received; and

That Council direct staff to implement the proposed comprehensive public engagement plan related to short-term rental accommodations in Port Colborne, as outlined in this report.

Carried

11.3 Wastewater Lateral CIPP Lining Program, 2025-77

C-25- 106

Moved by Councillor T. Hoyle

Seconded by Councillor G. Bruno

That Public Works Department Report 2025-77 be received; and

That Council authorize staff to complete the Wastewater Cured-in-Place-Pipe Lateral Lining Program, including works on private laterals, in designated priority areas identified in this report; and

That Council direct staff to obtain written authorization from property owners prior to completing work on their private laterals.

Carried

11.4 Housing Accelerator Fund – Contribution Agreement and Project Updates, 2025-95

C-25- 107

Moved by Councillor M. Bagu

Seconded by Councillor T. Hoyle

That Development and Government Relations Department Report 2025-95 be received; and

That Council reconfirms their approval of the Contribution Agreement between the Canada Mortgage and Housing Corporation (CMHC) and the City for the Housing Accelerator Fund (HAF) approval in the amount of \$4.3 million and authorizes the Mayor and City Clerk to sign the by-law for the agreement; and

That Council approves the list of housing-related projects that staff are recommending, in addition to the CMHC approved initiatives, to be funded from the City's HAF allocation.

Carried

11.5 Engineering & Planning Agreements with Niagara Region, 2025-33

C-25- 108

Moved by Councillor G. Bruno
Seconded by Councillor T. Hoyle

That Development and Government Relations Department – Planning Division Report 2025-33 be received; and

That the Chief Administrative Officer be authorized to sign the 2024 Memorandum of Understanding (Engineering Function and Services in Niagara) attached as Appendix A of Planning Division Report 2025-33; and

~~That the Chief Administrative Officer be authorized to sign the 2024 Planning Services Agreement attached as Appendix B of Planning Division Report 2025-33.~~

That the 2024 Planning Services Agreement be referred back to Planning staff for further review, as amended.

Carried

Amendment:

Moved by Councillor G. Bruno
Seconded by Councillor T. Hoyle

That paragraph 3 be struck out and replaced with the following:

"That the the 2024 Planning Services Agreement be referred back to Planning staff for further review."

Carried

11.6 Council Policies - Vacancy and Leave of Absence, 2025-52

C-25- 109

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

That Legislative Services Department Report 2025-52 be received; and

That the Council Vacancy Policy attached hereto as Appendix A, be approved; and

That the Leave of Absence by Member of Council Policy attached hereto as Appendix B, be approved.

Carried

11.7 Declaration of City Land to be Surplus – Invertose A and B, 2025-56

Councillor Bruno declared a conflict on Report 2025-56, and did not participate in the discussion or the vote on the motion.

C-25- 110

That Development and Government Relations Department Report 2025-56 be received; and

That the two City-owned properties on Invertose Drive legally described as part of Lots 27 & 28 Concession 3, being Part 1 on Plan 59R-18323, geographic township of Humberstone now in the City of Port Colborne; and Part of Lot 27 Concession 3 Part of the Road Allowance Between Lots 26 & 27 (closed by By-Law No.567 as described in Inst. BB53056) Geographic Township of Humberstone, now in the City of Port Colborne, being Part 1 on Plan 59R-18344 depicted in Appendix B and Appendix C attached hereto, be declared as surplus.

Carried

12. Staff Remarks

Charlotte Madden, City Clerk, explained that there will be Open Houses for the Ward Boundary Review on May 14 and May 15, 2025.

Chief Double thanked everyone for their help and participation on Community Safety Day (May 10, 2025).

Steve Shypowskyj, Director of Public Works, explained there is construction on West Street due to the installation of the new streetlights. He also noted there will be further construction on West Street to install pergolas on the promenade. The watermain lining project is continuing on Clarence Street, and he noted there will be other watermain projects that will be completed by the end of June. Lastly, he noted Lockview Park playground will be closed from May 20 to May 30, 2025.

Gary Long, Director of Development and Government Relations, mentioned that Mayor Steele and City Staff will be meeting with the newly elected Member of Parliament, Fred Davies. He also explained that Mayor Steele spoke to provincial ministers recently about infrastructure funding for the City. He noted that there may be changes to development charges coming from the province. Lastly, he noted that there will be an open house coming up for Asahi Kasei, and the company's planned start of operations in 2027 remains unchanged.

Bryan Boles, Chief Administrative Officer, spoke about a radio broadcast City staff took part in. He also noted Clean Community Day is coming up on May 24. He reminded the public that all City Buildings, except for the Museum and the Vale Health and Wellness Centre will be closed on May 19, 2025. Lastly, he mentioned that the Arabella's Pie Social is set for Sunday, May 25, 2025.

13. Councillors' Remarks

Councillor Hoyle discussed the Mayor's Youth Advisory Committee Spring Fling, which provided a donation to Port Cares. He mentioned that there are a variety of events coming up in the next few months, which can all be found on the Port Colborne-Wainfleet Chamber of Commerce website. He reminded residents that the Italian Canadian Culture Centre is celebrating its 90th anniversary.

Councillor Danch thanked staff for taking care of the items he has spoken to them about. He also congratulated Grant's Gift for celebrating 22 years in business on West Street.

Councillor Bruno inquired to Gary Long, Director of Development and Government Relations, about the demolition of a vacant home that the City owns. He also inquired to Steve Shypowskyj, Director of Public Works, about canal days sign.

Councillor Bagu spoke about the Library's My Dream Borrow contest. He also inquired to the City Clerk about when the names of the healthcare advisory committee members will be announced.

Councillor Aquilina thanked Gary Long for discussing the Asahi Kasei open house. She thanked Public Works staff for considering her requests related to speeding. She said she was notified that a section of Miller Road would be upgraded.

Acting Deputy Mayor Elliott thanked City gardeners for their work in local parks. He also discussed the Clarence Street and West Street intersection and inquired to Steve Shypowskyj about when the project there would be completed.

14. Motions

There were no motions.

15. Notice of Motions

There were no notices of motions.

16. By-laws

C-25- 111

Moved by Councillor M. Aquilina

Seconded by Councillor G. Bruno

That the following by-law(s) be passed and enacted, as presented:

- By-law No. 7349/40/25
- By-law No. 7350/41/25

Carried

16.1 By-law No. 7349/40/25

16.2 By-law No. 7350/41/25

17. Closed Session

C-25- 112

Moved by Councillor F. Danch

Seconded by Councillor T. Hoyle

That Council do now proceed to meet in Closed Session at 9:21 p.m. under the *Municipal Act, 2001*, subsection 239(2)(c) where a closed meeting is held if the subject matter being considered is a proposed or pending acquisition or disposition of land by the municipality or local board.

Carried

17.1 Approval of Closed Session Minutes

- a. **Regular Council Meeting (Closed Session) - April 8, 2025**
- b. **Special Council Meeting (Closed Session) - April 15, 2025**
- c. **Regular Council Meeting (Closed Session) - April 22, 2025**

17.2 Staff Reports

- a. **Confidential Development and Government Relations Report, 2025-70**
- b. **Confidential Development and Government Relations Report, 2025-105**
- c. **Confidential Development and Government Relations Report, 2025-102**

18. Back to Open Session

C-25- 113

Moved by Councillor G. Bruno

Seconded by Councillor M. Bagu

That Council does now rise and reconvene from Closed Session at 10:10 p.m. with report:

- Approval of Closed Session Minutes - 17.1
 - That the following Closed Session Meeting minutes be approved, as presented.
 - a. Regular Council Meeting (Closed Session) - April 8, 2025
 - b. Special Council Meeting (Closed Session) - April 15, 2025
 - c. Regular Council Meeting (Closed Session) - April 22, 2025
- Staff Reports - 17.2
 - a. 2025-70
 - That confidential Development and Government Relations Department Report 2025-70 be received; and
 - That Staff follow the direction provided by Council in Closed Session.
 - b. 2025-105
 - That confidential Development and Government Relations Department Report 2025-105 be referred back to the Economic Development Officer as directed in Closed Session.
 - c. 2025-102
 - That confidential Development and Government Relations Department Report 2025-102 be received; and

- That Staff follow the direction provided by Council in Closed Session.

Carried

19. Procedural Motions

There were no procedural motions.

20. By-laws

C-25- 114

Moved by Councillor T. Hoyle

Seconded by Councillor M. Aquilina

That the following by-laws be passed and enacted, as presented:

- By-law No. 7351/42/25
- By-law No. 7352/43/25

Carried

20.1 By-law No. 7351/42/25

20.2 By-law No. 7352/43/25

21. Adjournment

Mayor Steele adjourned the meeting at 10:11 p.m.

William C. Steele, Mayor

Charlotte Madden, City Clerk