



City of Port Colborne
Regular Meeting of Committee of the Whole 09-18
Monday, April 9, 2018 – 6:30 p.m.
Council Chambers, 3rd Floor, 66 Charlotte Street

Agenda

1. **Call to Order:** Mayor John Maloney
2. **National Anthem:** Joel Longfellow
3. **Introduction of Addendum and Delegation Items:**
4. **Confirmation of Agenda:**
5. **Disclosures of Interest:**
6. **Adoption of Minutes:**
 - (a) Special meeting of Committee of the Whole 04-18, held on March 5, 2018
 - (b) Special meeting of Committee of the Whole 05-18 held on March 6, 2018
 - (c) Regular meeting of Committee of the Whole 08-18 held on March 26, 2018
7. **Determination of Items Requiring Separate Discussion:**
8. **Approval of Items Not Requiring Separate Discussion:**
9. **Presentations:**
 - (a) Grant Cheque Presentations to Community Organizations
 - (b) Paul Blais, Executive Vice President, MDB Insight will be presenting the Economic Development Strategic Plan (Page No. 5)
10. **Delegations (10 Minutes Maximum):**
 - (a) Christine Clark Lafleur, Executive Director and Amanda Upper, Supervisor, Reach Out Centre, and Sarah Eller, Manager of Client Services, Port Cares will be providing information about Port Cares and the Services that are Provided to the Community (Page No. 27)
11. **Mayor's Report:**
12. **Regional Councillor's Report:**
13. **Councillors' Items:**
 - (a) Councillors' Issues/Enquiries
 - (b) Staff Responses to Previous Councillors' Enquiries

14. Consideration of Items Requiring Separate Discussion:**15. Notice of Motion:****16. Adjournment:****Upcoming Committee of the Whole and Council Meetings**

Monday, April 16, 2018	Special Council Meeting (Water Budget) - 6:30 PM
Friday, April 20, 2018	Special Committee of the Whole (Strategic Planning) – 5:30 P.M.
Saturday, April 21, 2018	Special Committee of the Whole (Strategic Planning) – 8:30 A.M.
Monday, April 23, 2018	Committee of the Whole/Council – 6:30 P.M.
Monday, May 14, 2018	Committee of the Whole/Council – 6:30 P.M.
Monday, May 28, 2018	Cancelled
Monday, June 11, 2018	Committee of the Whole/Council – 6:30 P.M.
Monday, June 25, 2018	Committee of the Whole/Council – 6:30 P.M.

Note: If not otherwise attached to the staff report, by-laws are published and available for review under the "Consideration of By-laws" section of the Council agenda.

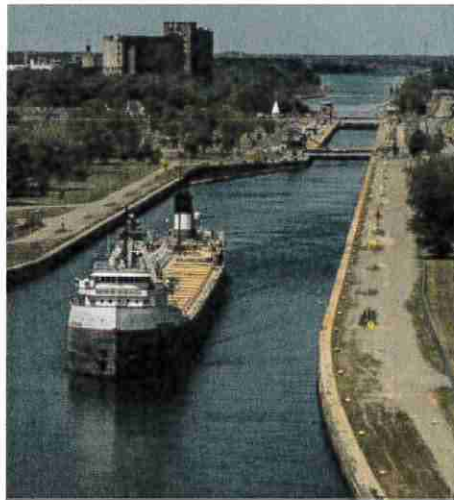
Committee Items:

Notes	Item	Description / Recommendation	Page
JDM BB RB AD FD YD DE BK JM	1.	<p><u>Motion (Councillor Butters) Re: Request the Region of Niagara to Immediately Replace Board Members and Establish Guidelines for the Future Recruitment of Board Members to the Niagara Peninsula Conservation Authority (NPCA)</u></p> <p>WHEREAS Port Colborne City Council is aware of concerns in the community that the Niagara Peninsula Conservation Authority (NPCA) has demonstrated an inability to operate as an effective, open and transparent Conservation Authority, that respects its mandate;</p> <p>AND WHEREAS Port Colborne City Council has lost confidence in the current Board and management of the NPCA;</p> <p>THEREFORE THE COUNCIL OF THE CORPORATION OF THE CITY OF PORT COLBORNE RESOLVES AS FOLLOWS:</p> <p>That the City of Port Colborne requests that the Region of Niagara immediately replace board members of the NPCA with members selected by the lower tier municipalities; and</p> <p>That the City of Port Colborne requests that the Region of Niagara establish guidelines for the recruitment, selection, and appointment of individuals to be in place during the next selection of NPCA board members; and</p> <p>That the guidelines be developed with criteria that is based on skillset and be carried out by the lower tier municipalities.</p> <p>Note: Notice of Motion was given at the meeting of March 26, 2018.</p>	-----
JDM BB RB AD FD YD DE BK JM	2.	<p><u>Corporate Services, Finance Division, Report No. 2018-47, Subject: 2018 Operating/Capital Budget</u></p> <p>That in compliance with Ontario regulation 284/09, Council confirms that the 2018 budget was developed using the cash basis and has excluded the following accrual expenses: a portion of the amortization expense which amounts to approximately \$1,459,455 and the amount of post-employment benefits expense which amounts to approximately \$218,000; and</p> <p>That the 2018 Budget be approved as presented; and</p> <p>That the by-law for the budget estimates for all sums required for the operations for the year 2018 be adopted.</p>	47

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JDM	BB	RB	3.	Planning and Development, By-law Enforcement Division, Report No. 2018-45, Subject: <u>Hunting at Gravelly Bay in Port Colborne</u>	63
AD	FD	YD			
DE	BK	JM		That direction be provided to staff regarding the type of public consultation to occur with the recognized hunting groups and their detailed desire regarding hunting prior to making a resolution to the federal government.	
Miscellaneous Correspondence					
Nil.					
Outside Resolutions – Requests for Endorsement					
JDM	BB	RB	4.	Township of Wainfleet Re: Request Support of Municipally Appointed Niagara Peninsula Conservation Authority Representative	67
AD	FD	YD			
DE	BK	JM		That the resolution received from the Township of Wainfleet in support of the resolution of the City of Welland Re: Municipally Appointed Niagara Peninsula Conservation Authority Representative, be received for information. Note: At its meeting of February 26, 2018 Council supported the above resolution.	
JDM	BB	RB	5.	Township of South Stormont Re: Request Government of Ontario to Grant Municipalities the Authority regarding Approval of Landfill Projects in or Adjacent to their Municipality	69
AD	FD	YD			
DE	BK	JM		That the resolution received from the Township of South Stormont Re: Request Government of Ontario to Grant Municipalities the Authority regarding Approval of Landfill Projects in or Adjacent to their Municipality, be supported.	
Responses to City of Port Colborne Resolutions					
Nil.					

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Port Colborne Economic Development Strategic Plan: 2018-2028

Presented by

April 9, 2018

Paul Blais, *Executive Vice-President*



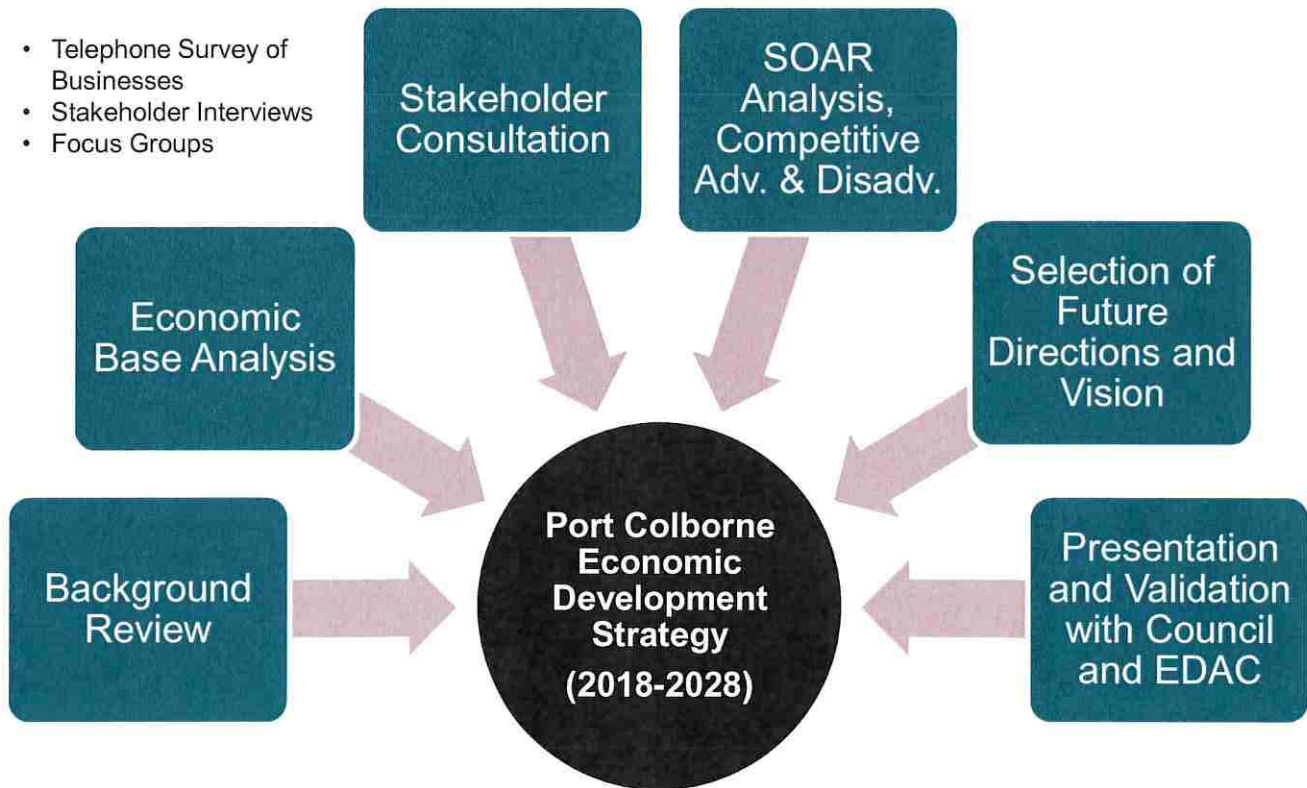
A Reminder on what the Strategic Plan does?

- Provides a fact-based approach to create a **strong and diverse local economy** by capitalizing on economic drivers that will bring new wealth to the city.
- Creates a vision for the economy with strategic directions to help **guide decision-makers over the next 10 years** (as requested in the RFP).
- Recommends specific action items that **increase the appeal of the municipality to business investors**.
- **Aligns** with Council's goals and objectives, Municipal initiatives, and the goals and aspirations of the community, but also charts a course for the municipality to incorporate into its future actions.



Project Process

- Telephone Survey of Businesses
- Stakeholder Interviews
- Focus Groups





Economic Development Vision Statement

Port Colborne is a place to live well and enjoy life in a safe, healthy, prosperous, well-run, inclusive and respectful community



Guiding Principles

Port Colborne will earn this reputation by:

- Encouraging high levels of collaboration and partnership between various levels of government and the community
- Encouraging a diversity of businesses through retention and attraction from a variety of industries to create the strongest economic foundation possible
- Living and promoting an explicit culture of 'customer first' service within the City of Port Colborne in order to communicate that the municipality is "open for business" and is always considering the interests of taxpayers

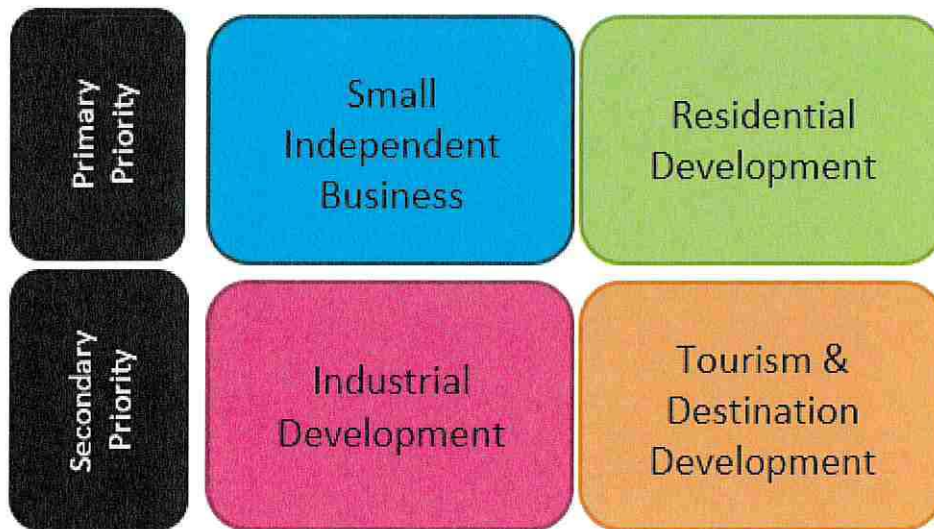


Guiding Principles

- Improving residential quality of life by engraining a corporate culture that emphasizes community enhancement and beautification and continuing to enhance recreational, cultural, and social opportunities as a way to create important economic spin-off opportunities
- Having a vibrant and unique downtown core is an important aspect of attracting residents, visitors, and a young and talented labour force to the community
- Enabling a communications plan that consistently promotes the city's merits to the target markets identified in this strategic plan
- Making a political commitment to the goals of this strategic plan and evaluating progress against performance metrics and adjusting strategy and tactics based on results



Focusing Economic Development Priorities





Attracting Small, Independent Businesses

Potential to significantly impact local economy = Very Strong

Target market(s)

- Professional services, cultural/creative industries, health and wellness, 'lone-eagles' looking for quality of life, small retail
- Port Colborne needs to establish a reputation as a charming, small-town through a broader marketing campaign
- Lower cost housing and commercial rents; strong fibre backbone
- Critical infrastructure investments needed in the downtown core
- Not perceived as a place for young people to start a career



Residential Development

Potential to significantly impact local economy = Very Strong

Target market(s)

- Retirees looking for lower housing costs, young families
- Lower housing costs relative to the rest of southern Ontario
- Favourable positioning near Lake Erie, strong recreational assets, and access to the U.S. border
- Strong need to create a resident attraction marketing campaign to get the word out about Port Colborne
- Opportunities exist for urban core, suburban, and rural developments



Tourism & Destination Development

Potential to significantly impact local economy = Strong

Target market(s)

- Visitors to the Niagara Region, residents from the Niagara Region & GTA
- Good (not very good, not excellent) tourism assets and events to build from
- **Improvements here will support small business and residential development priorities**
- Need to better link tourism assets together to create an experience to draw some of the millions of visitors to the region
- Underdeveloped assets (e.g. Roselawn, Nickle Beach, downtown)



Industrial Development

Potential to significantly impact local economy = Moderate

Target market(s)

- Growing the industrial base (existing and new)
- Already home to a strong industrial base of businesses (LQ 1.59)
- Severely restricted in ability to attract new mid-to-large scale developments without more serviced land.
 - Also limits the ability of local companies to expand their operations
 - Potential relocation issues or delay of expansion
- A shrinking and aging population (smaller labour force than in the region)
- Little market presence to 'sell' the community as a place to invest



Goals





Action Plans

Action #	Actions	Timeline				City Role and Potential Partners
		S	M	L	C	
3.3	<p>Complete a retail gap analysis.</p> <ul style="list-style-type: none"> Determine market potential/recruitment targets for commercial districts. Improve understanding of the retail trade area for existing businesses. Improve the understanding of gaps in the provision of goods and services to allow for new or expanding business opportunities. 					<p>Lead Port Colborne-Wainfleet Chamber of Commerce, Greater Niagara Chamber of Commerce, Niagara Association of Realtors</p>
3.4	<p>Organize 'reverse trade shows' in areas where the City wants to attract businesses. These invitation-only events would include a reception, video presentation, and personalized packages for attendees to share the key selling features of Port Colborne as a place to own/operate a business.</p>					<p>Partner Port Colborne-Wainfleet Chamber of Commerce, Greater Niagara Chamber of Commerce, Niagara Association of Realtors</p>
3.5	<p>Identify future residential nodes and zone them accordingly.</p> <ul style="list-style-type: none"> Encourage more medium-high density mixed use commercial and residential developments through the planning process. Consider policies on allowing tiny homes in the city as more people are interested in them as an affordable option. 					<p>Lead Niagara Association of Realtors, Regional Municipality of Niagara, Niagara Construction Association</p>
3.6	<p>Create a seasonal 'community tours' program to showcase the quality of life assets of Port Colborne for those considering living in the municipality.</p>					<p>Partner Downtown Port Colborne BIA, Port Colborne-Wainfleet Chamber of Commerce, Tourism Partnership of Niagara</p>



Attributable Performance Measures

Goal: Refresh Port Colborne's Image as an Attractive Place for People to Invest, Live, and Visit

Activity	Output	Outcome
<ul style="list-style-type: none">▪ Development of a marketing and promotions campaign targeted at attracting new residents and businesses▪ Creation of a separate web portal for promotions▪ Gather testimonials from local entrepreneurs and businesses▪ Completion of a retail gap analysis▪ Organization of 'reverse trade shows' and seasonal 'community tours'	<ul style="list-style-type: none">▪ Successful marketing campaign highlighting why potential residents and investors should look to Port Colborne▪ Growth in the number of inquiries received about relocating to Port Colborne▪ Growth in the number of business establishments	<ul style="list-style-type: none">▪ A resident population of 25,000 to 30,000 people▪ Recognition as one of Ontario's best small cities to live▪ Increases in average income across Port Colborne▪ Increases in the percentage of knowledge workers in Port Colborne's economy▪ Statistical signs of a younger demographic living in the community



Nurture Port Colborne's Entrepreneurial Ecosystem

- Prioritize a 'Customer First' service experience.
- Review development application policies and procedures.
- Conduct ongoing business BR+E surveys.
- Investigate the feasibility for the creation of a business incubator space to support young start-up companies/entrepreneurs.

Outputs

- Growth in number of business start-ups
- # of business retention and/or expansion success stories
- # of businesses visited/surveyed/engaged

Outcomes

- An overall 'very satisfied' rating when asked about satisfaction working with the City on business needs
- An increase in the number of businesses
- A revitalized downtown (dining, arts, culture, and shopping atmosphere)



Invest in Quality of Place Infrastructure

- Leverage the fibre optic backbone.
- Boost efforts to improve curb appeal and property standards along major thoroughfares and in the downtown core.

Outputs

- Improved curb appeal and property standards
- Upgrades to infrastructure important in the attraction and retention of business
- Growth in number of business establishments, especially downtown

Outcomes

- A revitalized downtown (dining, arts, culture, and shopping atmosphere)
- An increase in the number of businesses in the city
- High satisfaction levels of business in owning/operating in Port Colborne



Refresh Port Colborne's Image as an Attractive Place for People to Invest, Live, and Visit

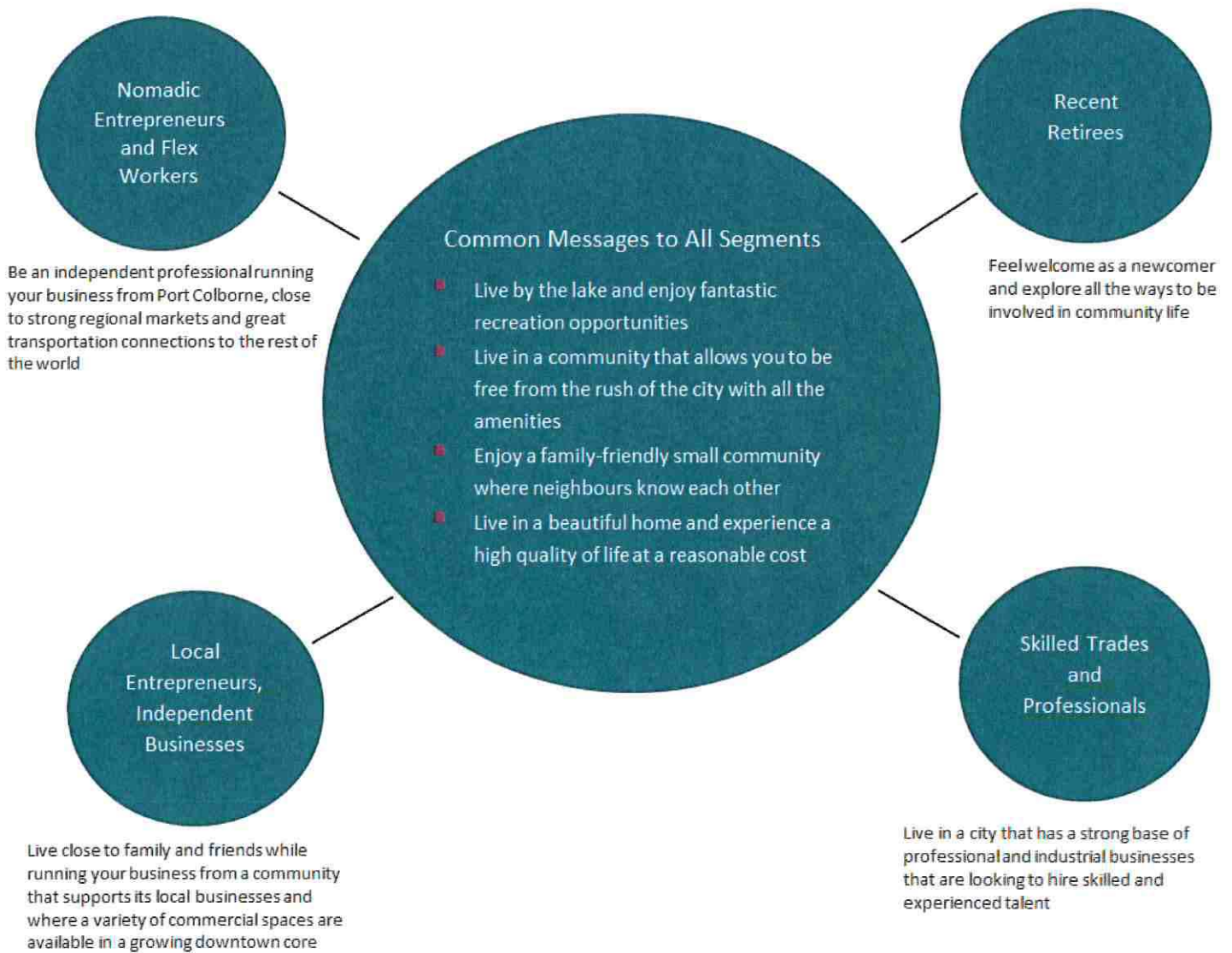
- Develop a marketing and promotions campaign targeted at attracting new residents and businesses to Port Colborne.
- Review and update municipal by-laws and policies as they pertain to home occupations and businesses.
- Complete a retail gap analysis.

Outputs

- Successful marketing campaign
- Growth in the number of inquiries received about relocating to Port Colborne
- Growth in the number of business establishments

Outcomes

- A resident population of 25,000 to 30,000 people
- Recognition as one of Ontario's best small cities to live
- Increases in average income across Port Colborne





Grow the Profile of the Tourism Sector

- Create a Tourism and Marketing Strategic Plan.
- Work with neighbouring municipalities to cross-promote complementary themes and tourist operators.
- Establish an ongoing tourism visitor survey.
- Link fragmented tourism assets throughout the municipality.

Outputs

- Growth in the number of tourism businesses and tourism experiences marketed
- Visitor satisfaction levels
- Web site metrics and inquiries

Outcomes

- A revitalized downtown (dining, arts, culture, and shopping atmosphere)
- Increased number of visitors, length of stay, and visitor spending
- Recognition as one of Niagara's most compelling tourism destinations



Build on the Current Industrial Base

- Explore the feasibility and political interest in developing a new joint industrial park with Fort Erie or Welland.
- Reposition information on the City's website to speak directly to information requirements of site selectors
- Develop lead generation network connections.

Outputs

- Number of site visits
- Development of a new industrial park
- Expanded lead generation contact list

Outcomes

- Attraction of new industrial investments
- 'Very satisfied' rating of businesses working with the City
- A decrease in the unemployment rate



Thank You!

Paul Blais, Executive Vice-President
pblais@mdbinsight.com
1-855-367-3535 x241

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From: Christine Clark Lafleur <Christine.ClarkLafleur@portcares.ca>
To: "brendaheidebrecht@portcolborne.ca" <brendaheidebrecht@portcolborne.ca>
Cc: "carriemcintosh@portcolborne.ca" <carriemcintosh@portcolborne.ca>, "Sarah Eller" <Sarah.Eller@portcares.ca>, Amanda Upper <Amanda.Upper@portcares.ca>, Shelby Hemingway <Shelby.Hemingway@portcares.ca>
Date: 04/03/2018 03:53 PM
Subject: RE: Fw: Port Cares Request to appear as a delegation to Council - Monday April 9 2018

Good Afternoon Brenda,

Please find attached the hand-out to accompany the Port Cares presentation to the City of Port Colborne Council on behalf of Port Cares on Monday, April 9, 2018.

I will make the presentation and will be accompanied by my colleagues Amanda Upper, supervisor of Reach Out Centre and Sarah Eller, Manager of Client Services.

Thank you for your assistance.

Christine

Christine Clark Lafleur
Executive Director, Port Cares
92 Charlotte Street,
Port Colborne, Ontario L3K 3E1
Tel: 905.834.3629 Ext. 248
www.portcares.ca



City of Port Colborne Presentation April 9 2018.pdf

Port Colborne & Port Cares Towards Help, Hope & Opportunity



1980s

Mission largely industrial & manufacturing sector
 High level of unemployment leads to social tensions locally available geographic isolation - inner downtown
 High level of unemployment leads to social tensions locally available geographic isolation - inner downtown
 Rapid Rise in Domestic Violence
 Highest level of Teen age pregnancy in Canada
 Rapid population decline
 Homeless population
 Drug Generation

Established 1985 as a not for profit with 6 staff
 Mission - To improve quality of life
 Obtained Charitable Status in 1988
 Operated from the beginning as a Public Model

MISSION

To help those in the community with social and economic needs improve their quality of life

VISION

Port Cares inspires and provides help, hope and opportunity for all in our community to achieve their potential

OUR VALUES

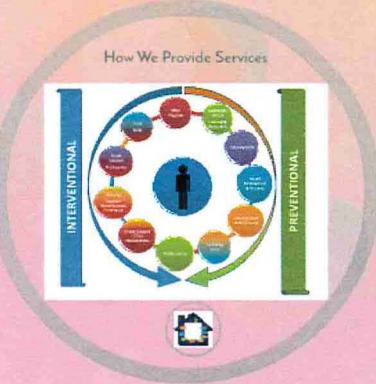
- We provide help wherever you need it
- We are a social media for our brother
- We make everyone feel important
- We enjoy our community together

Port Cares Today

4000 Dundas St. E. Unit 101
 Port Colborne, Ontario L2A 4K6
 905-531-1111
 www.portcares.ca

Who Port Cares Serves

EVERYONE including:
 - Seniors
 - Single Parents
 - Job Seekers
 - Homeless
 - People with Disabilities

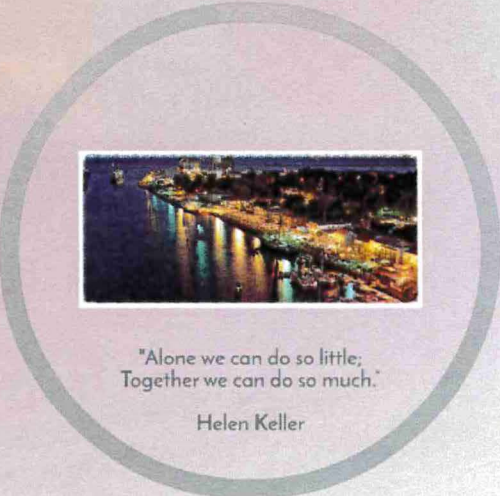


PREVENTIONAL SERVICES PROVIDED @ YEAR

- Assist 1,200 people with job search
- Assist 500 people with various non-employment counseling for job search
- Provide 100 million dollars to LOCAL employers for hiring incentives and job placements
- Assist approx. 100 employers with recruitment
- Assist 800 Youth ages 15 to 20 through skills & employment
- Assist 100+ people with literacy through digital media
- 14,000 child visits to 3,000 parents through media
- Provide over 100,000 parenting visits to 100 youth ages 12 to 17 years who contact hot lines or agencies and the victims of this criminal crime

INTERVENTION SERVICES PROVIDED @ YEAR

- 11,500 hot meals served at dining room
- 1,200 individuals registered at Food Bank - 100 children
- Support 5000 food banks each monthly
- Distribute 17,000 lbs of month / 220,000 lbs of year of food
- Provide 12,000 lunches for school aged children school yr
- Support 1000+ people in housing - 100 people on food bank
- Housing - 50 individuals receiving housing support
- Homelessness Prevention - 40 households receive support
- Advertiser \$200,000 in bus fare funds to pay children's & adults to keep from becoming homeless
- Completed 200+ case filings Re: For the Victims of Domestic Violence
- Serve 320 children through Christmas, Give a Gift
- Serve 100 children & adults in Christmas Adopt a Family



Port Colborne Census Data 2016

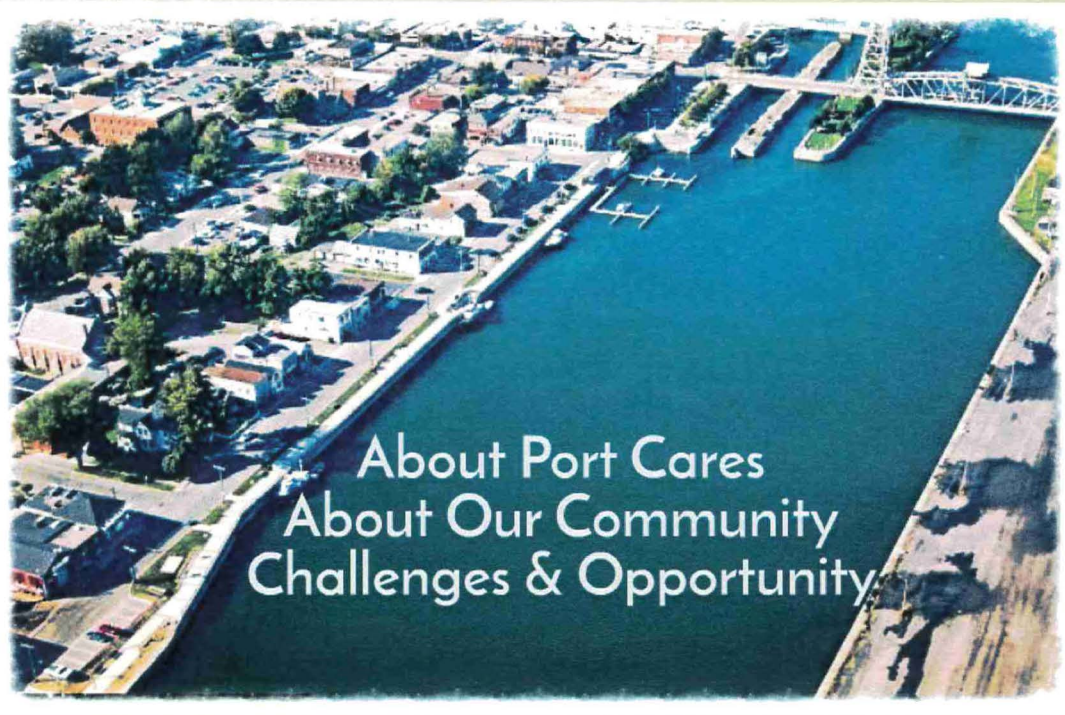
Port Colborne Community Progress & Outlook 2016
 118,000 population
 144,000 households
 12 of 1000 high income households
 10% of population live in poverty
 High unemployment rate
 High percentage of population are immigrants
 High percentage of population are young

CHALLENGES & BARRIERS Port Colborne include:

- Safe, Affordable Housing
- Training & Employment Opportunities for Youth
- Addictive Substances
- Mental Health Support & Services
- Services for at risk pregnant women

Looking to the Future

Opportunity to work TOGETHER with the City and other community partners as a collective force to develop MCHN collaborative community based initiatives to improve housing, youth, mental health, etc.
 In addition, the community is active with Region & Provincial to identify and respond to at risk community members



About Port Cares
About Our Community
Challenges & Opportunity

1980s

Massive lay-offs - industrial & manufacturing sector

20% ++ unemployment levels

No social services locally available

Geographic isolation - transportation

Internet didn't exist

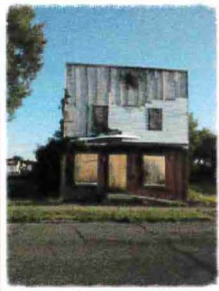
Rapid Rise in Domestic Violence

Highest level of Teen-age pregnancies in Canada

Rapid population decline

Homes abandoned

First Generation





- Established 1986 as a not-for-profit with 6 staff
- Mission - To improve quality of life
- Obtained Charitable status in 1988
- Operated from the beginning as a Hub model

Port Cares Today ...

- Annual Operating Budget \$3.1 million
- 45 full-time & part time staff /100 active volunteers
- Agency owns:
 - Main Site 92 Charlotte Street
 - Reach Out Centre 61 Nickel St.
 - Properties at 53 & 71 Nickel St.
- Funding via pay for performance contracts with:
Province of Ontario:
Ministry of the Attorney General,
Ministry of Advanced Education & Skills Dev
Region of Niagara
- Charity services (Reach Out Centre, Food Bank, Family Supports) funded through charitable donations and fundraising:
 - \$248,000 raised by Port Cares for 17/18
 - United Way Grant \$58K for 18/19

MISSION

To help those in the community with social and economic needs improve their quality of life

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VISION

Port Cares inspires and provides help, hope and opportunity for all in our community to achieve their potential

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OUR VALUES

- We provide help without judgement
- We are all accountable to one another
- We treat everyone with respect
- We work collaboratively together

Who Port Cares Serves

EVERYONE including ...

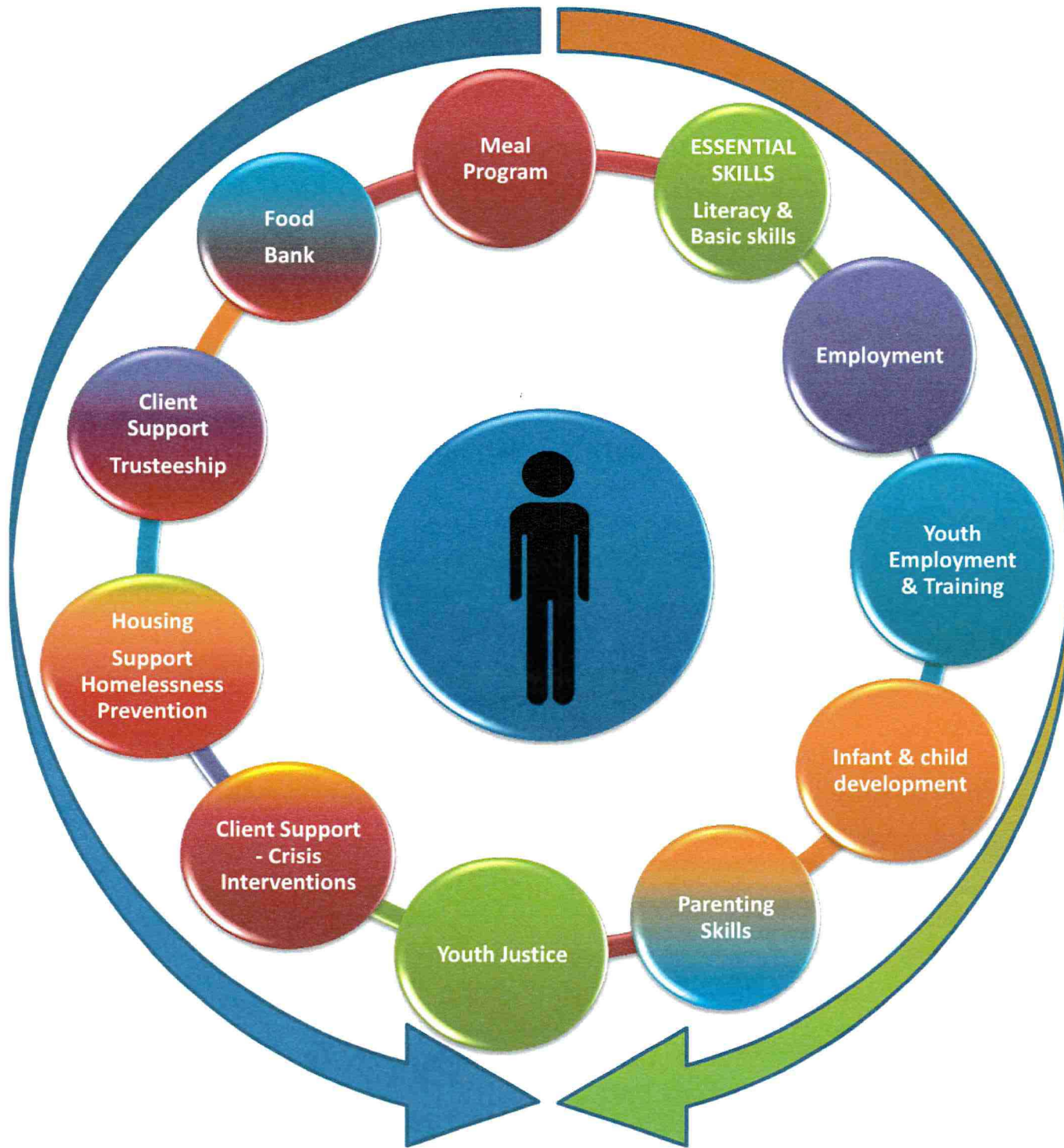
Infants to Seniors

Very Rich to the Very Poor

Job Seekers to Employers

Teachers to Students

INTERVENTIONAL



PREVENTIONAL

Our On Site Partners



PREVENTIONAL SERVICES PROVIDED @ YEAR

- Assist **1,100+ people** @yr with job search
- Assist **568** people @yr with intensive one-on-one counselling for job search
- Provide a **half million dollars** to **LOCAL employers** for hiring incentives and job placements
- Assisted approx. **100 employers** with recruitment
- Assist @yr **97 Youth age 15 to 29** indepth skills & employment
- Assist **108+ people** with literacy (reading/ digital /math)
- **14,000** child visits/ 9,000 parent /caregiver visits @yr
- Provide diversion/restorative justice to **70 youth ages 12 to 17** years who commit old low risk crimes and the victims of the committed crimes

INTERVENTION SERVICES PROVIDED @YEAR

- **11,500** hot meals served at dining room
- **1,200 individuals registered at Food Bank - 1/3 children**
- Support **600+** food bank visits monthly
- Distribute **17,000 lbs @month /220,000 lbs @year of food**
- Provide **12,000 lunches for school aged children/ school yr**
- Homelessness Prevention: Assist 100 people on wait list for housing - **50 individuals receiving housing support**
- Homelessness Prevention: **45 households trustee support**
- **Administer \$500,000+** in trustee funds to pay trustee rents & utilities to keep from becoming homeless
- Completed **200+ tax filings free** for low income clients
- Serve **350 children** through Christmas Give a Gift
- Serve **105 children & adults @Christmas Adopt A Family**



Port Colborne Census Data 2016

Port Colborne Compared to Niagara and Ontario
(2016)

- Education - 54% have Grade 12 or LESS
- Higher levels of unemployment at 5.3% versus Region at 4.5%
- Highest proportion of population not engaged in the workforce 44%

CHALLENGES & BARRIERS

Port Colborne include:

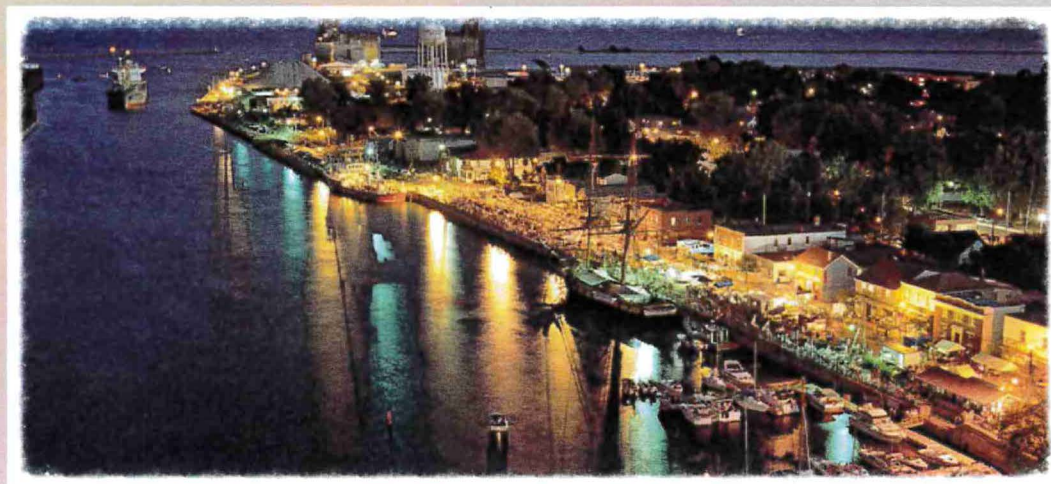
- Safe, Affordable Housing
- Training & Employment Opportunities for Youth
- Accessible Public Transportation
- Mental Health Supports & Services
- Services for at risk pregnant women

Looking to the Future

Opportunity to WORK TOGETHER with the City and other community partners as a collective force to develop MORE collaborative, community based responses to complex social issues including affordable housing, youth training & education

I.e., PortALL - multi-agency initiative with Niagara Regional Police to identify and respond to at risk community members

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"Alone we can do so little;
Together we can do so much."

Helen Keller

Port Colborne & Port Cares Towards Help, Hope & Opportunity



1980s

Mission lay off, industrial & manufacturing sector
20% unemployment levels
No social services locally available
Geographic isolation - transportation
Unemployment 20%+
Rapid rise in domestic violence
Highest level of teen-age pregnancies in Canada
Rapid population decline
Homes abandoned
Panic Generation

Established 1996 as a not-for-profit with 6 staff
Mission - To improve quality of life
Established Charitable status in 1998
Operated from the beginning as a PRIC model

MISSION

To help those in the community with social and economic needs improve their quality of life

VISION

Port Cares inspires and provides hope, and opportunity for all in our community to achieve their potential

OUR VALUES

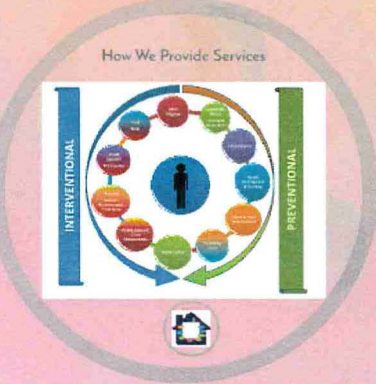
- We provide safe, secure, judgement
- We are all about helping to create a better life
- We are always there for you
- We work with you to achieve your goals
- We work with you to achieve your goals

Port Cares Today

Annual Operating Budget \$1.1 million
100+ staff & volunteer staff
100+ staff & volunteer staff
100+ staff & volunteer staff
100+ staff & volunteer staff
100+ staff & volunteer staff
100+ staff & volunteer staff
100+ staff & volunteer staff

Who Port Cares Serves

EVERYONE including:
- Seniors
- Young Black & the Very Poor
- Job Seekers & Disruptive
- Transient & Single



PREVENTIONAL SERVICES PROVIDED @ YEAR

- Assist 1,700+ people who with job search
- Assist 240+ people who with 24 months career case counseling for job search
- Provide 1/2 million dollars to LOCAL employers for living incentives and job placements
- Assess approx. 100+ employees with employment
- Assist 30+ Youth ages 15 to 23 through skills & employment
- Assist 100+ people with literacy through digital media
- 1000+ Youth under 18 years old through digital media
- Provide alternative/rehabilitative justice for 70+ youth ages 12 to 17 years who commit serious crimes and the victims of the criminal crimes

INTERVENTION SERVICES PROVIDED @ YEAR

- \$1,500 food meals served at soup kitchen
- 5,200 individuals registered at Food Bank - 1/5 children
- Support 450+ food bank meals monthly
- Drop Out: 17,000 hrs at month (220,000 hrs 10 year of food)
- Provide 12,000 lunches for school aged children school yr
- Homelessness prevention: Assist 100 people on the risk of housing
- 50 individuals receiving housing support
- Homelessness Prevention: 40 households in crisis support
- Administer \$200,000 in trustee funds to pay incident costs & assist to keep from becoming homeless
- Completed 200+ food storage bins for food banks/donors
- Serve 550 children through Christmas Give a Gift
- Serve 100 children & adults in Christmas Adopt a Family

"Alone we can do so little;
Together we can do so much."
Helen Keller

Port Colborne Census Data 2016

Port Colborne Compared to Niagara and Ontario, 2016
100+ staff & volunteer staff
100+ staff & volunteer staff
100+ staff & volunteer staff
100+ staff & volunteer staff
100+ staff & volunteer staff
100+ staff & volunteer staff
100+ staff & volunteer staff

CHALLENGES & BARRIERS Port Colborne include:

- Safe, Affordable Housing
- Training & Employment Opportunities for Youth
- Accessible Public Transportation
- Mental Health supports & services
- Services for at risk pregnant women

Looking to the Future

Opportunity to WORK TOGETHER with the City and other community partners as a collective force to develop a PRIC solution for our community. We are looking to explore other ways of making affordable housing, youth training opportunities, etc. Possible - re-imagining a future with a higher regional price to identify and respond to risk control for members.

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**Corporate Services Department
Finance Division**

Report Number: 2018-47

Date: April 9, 2018

SUBJECT: 2018 Operating/Capital Budget

1) PURPOSE

This report seeks Council's approval to adopt the 2018 Operating and Capital Budget.

2) HISTORY, BACKGROUND, COUNCIL POLICY, PRACTICES

Deliberations for the City's 2018 budget commenced with Council receiving the budget package and an overview presentation to the Committee of the Whole of Council on March 5, 2018. The budget was reviewed and discussed in detail by the Committee for consideration of the operating and capital portions of the budget on March 6 and approved on March 14, 2018.

As it was anticipated that an overall budget increase of 4% would be projected, departments were requested to bring forth a base level of service budget with inflationary increase at approximately 2% for base operations. In 2018, staff projected an operating budget increase of 2% to 3% plus the annual capital levy increase of \$200,000 (1.25%) and Operations Centre debenture levy of \$130,000 (0.81%) for an estimated overall levy increase of 4% to 5%.

The 2018 operating budget was presented with a 3.27% operating levy increase for the base level of service, which includes some cost reductions and increased revenues. With the annual capital levy increase of \$200,000 (1.25%), the levy increase amounts to 4.52%. With regard to the new Operations Centre debt, Council approved the funding of the remaining amount of the debenture over a 3-year period for \$130,000 (0.81%) in each of 2017, 2018 and 2019. The proposed levy increase was 5.33%. After consideration of staff's new budget requests, Council approved additional staffing and services amounting to \$223,658 as detailed below. Therefore, the final budget proposed has a 6.72% overall levy increase amounting to \$1,078,061, including the annual capital levy increase and additional new debt charges. See attached Schedule B – 2018 Operating Levy Summary.

Discussions between the Committee and staff regarding levels of service, staffing requirements, new services, operating expenditures, capital projects and financing, were considered along with numerous requests from staff.

Council reviewed the listing of unfinanced requests and after deliberation approved the following to be funded from the tax levy:

- Staff Development \$ 6,000
- Part Time staffing \$ 64,773
- Tree Removal (increased current budget of \$130,000) \$ 20,000
- Operations (increased service level) \$ 50,885
- Trails Maintenance \$ 50,000
- Physician Recruitment \$ 10,000
- Transit \$ 22,000

With the above increases to the budget, the City's net overall levy for 2018 is \$17,116,395 (operating levy of \$15,176,135 and capital levy of \$1,940,260). This amounts to an increase of \$1,078,061 over 2017 or a 6.72% levy increase as per Schedules A and B. With the phased in reassessment increase of properties, the estimated City property tax increase would be 5.62% (includes a 1% tax class shift) on an average assessed home valued at \$185,605 or approximately \$83. The combined tax increase with the estimated Region and Education taxes would be 2.46% or approximately \$74, as approved by the Committee of Council.

At the time of writing this report, the Region had not finalized the tax policies and tax class ratios for 2018 (these are subject to change).

The Ontario Municipal Partnership Fund (OMPF) announced that Port Colborne receives \$440,300 over the 2013 base allocation. This is \$13,900 less than in 2017. With such funding being very volatile, staff recommended, with Committee approval, that the increase be applied to fund one-time expenditures, new capital projects and/or the unfunded capital (levy) amortization. As per Schedule E, the amount allocated to the operating levy budget remains at the same level as 2017 of \$2,345,900. Committee approved the expenditure of the additional OMPF funds for one-time projects amounting to \$440,300.

In 2012, Council approved a minimum 10-year plan to annually increase the Capital (Levy) Amortization amount by \$100,000 and \$150,000 in 2016 and 2017. Continuation of this plan from 2013 to 2017 provided a total capital levy amounting to \$1,740,260. Committee approved an amount for \$200,000 in 2018, which represents a 1.25% increase on the levy to keep up with inflation. The total capital levy for 2018 amounts to \$1,940,260.

As the City is eligible to receive \$586,822 in 2018 from the Federal Gas Tax funds program and funding from the Ontario Community Infrastructure Fund (OCIF) of \$259,755 (increased from \$182,945 in 2017); a total of \$2,692,015 is available for capital projects. While still short of the required \$4,151,470 in amortization to replace capital assets, this helps reduce the capital infrastructure deficit to fund existing capital assets to approximately \$1,459,455. To meet this deficit, Council should continue to levy \$200,000 each year over the next 7 years to the capital levy.

Council reviewed staff's recommendations for capital replacement projects to be funded from the capital levy (amortization) (included in the base levy requisition), Federal Gas Tax Funds, OCIF funds, grants and reserve funds (see Schedules G and H). The total amount of capital replacement projects amounts to \$3,654,607. This is funded through the capital levy of \$1,773,852, allocation of Federal Gas Tax funds of \$622,000 for Roads, OCIF funds of \$129,755 for Roads, grants and reserve funds for various projects.

After detailed discussions on many issues presented, the following were approved for 2018 as per the attached schedules:

- Total operating expenditures of \$25,202,379.
- Total operating revenues/fees/reserves/OMPF of \$8,085,984.
- Net operating levy increase of \$878,061 from 2017 operating levy of \$14,298,074 to

- \$15,176,135 in 2018, including \$130,000 for the new Operations Centre debenture.
- Capital levy increase of \$200,000 from \$1,740,260 in 2017 to \$1,940,260.
- Capital expenditures of \$3,654,607 funded from Capital levy amortization of \$1,773,852 (included in net tax levy), Federal Gas Tax funds of \$622,000 (from the 2018 allocation of \$586,822 and previous funds), OCIF funds of \$129,755, grants for \$197,500 and reserve funds of \$931,500.
- Total net tax levy amounts to \$17,116,395 (operating \$15,176,135 and capital \$1,940,260).
- Municipal net tax levy increase is 6.72%.
- Tax rate increase of 2.82%.
- Overall estimated blended property tax increase is 2.46% or \$74 to average residential property with assessed value of \$185,605 (subject to changes in Regional Tax Policy and Tax Class Ratios).
- Approval of projects to be financed from Federal Gas Tax Funds.
- Approval of expenditures to be financed from reserves amounting to \$3,357,330.
- Approval of funds to be transferred into reserves amounting to \$1,258,972.

3) STAFF COMMENTS AND DISCUSSIONS

The 2018 budget estimates for operations and capital are presented to Council for adoption based on discussions and approvals of the Committee of the Whole of Council. The 2018 budget estimates must be approved by by-law in accordance with Section 290(1) of the *Municipal Act, 2001*, as amended.

Staff advises that a net levy requirement increase of \$1,078,061 represents a 6.72% increase to the City levy, which includes \$524,403 in operating costs, an additional \$130,000 for the new Operations Centre debenture, an additional \$200,000 to the capital levy requirement and \$223,658 in approved staffing and services. With the reassessment values of properties, assessment growth and the levy increase, the residential tax rate will increase by 2.82% from 0.00818373 to 0.00841417.

The final tax rates for the City will be provided to Council in a later report and a by-law prepared in conjunction with the final tax rates for the Region and School Boards. The Regional tax rates (including education rates) and tax class ratios/tax policy are yet to be approved by Regional Council. The report will be presented to Council to pass all tax rates.

In addition, the Downtown BIA has requested a levy of \$34,333 be raised in 2018 (\$33,660 – 2017) and the Main St. BIA has requested a levy of \$10,000 in 2018 (\$10,000 – 2017).

Ontario Regulation 284/09 – Budget

Historically, municipal budgets have been developed on a cash requirement basis, including the funding of capital projects. Audit requirements have changed to require municipalities to report tangible capital assets on the balance sheet and amortize the assets over their expected useful life. This results in the financial statements being prepared under the accrual basis of accounting, similar to most private corporations. The new accounting standards, however, do not require that municipal budgets be prepared

on the same basis. Staff recommend that the City of Port Colborne continue to prepare budgets on the traditional cash requirement basis, as has been done for 2010 to 2017.

Ontario Regulation 284/09 states that: "In preparing the budget for a year, a municipality or local board may exclude from the estimated expenses described in paragraph 3 of subsection 290(2) of the Municipal Act all or a portion of the following: Amortization expenses and Post-employment benefits expenses."

Under Ontario Regulation 284/09, to continue budgeting on the cash basis, the municipality shall, before adopting a budget for the year that excludes any of the expenses for amortization or post-employment benefits, report on the excluded expenses and adopt, by resolution, that the 2018 budget has excluded the following non-cash expenses:

- Amortization expenses of tangible capital assets
- Post-employment benefit expenses

As described previously in this report, amortization expenses are estimated to be approximately \$4,151,470 and a portion is excluded as a cost in the 2018 budget. Included in the budget are the cash requirements of \$2,692,015 for capital funding of amortization to fund the purchase of tangible capital assets. The cash requirements for funding the purchase of new assets are lower than the historical amortization expense and, therefore, the difference of \$1,459,455 is not budgeted.

The present value of post-employment obligations are estimated at \$5,941,300 with annual net benefit expense estimated at \$525,000 and are excluded as a cost in the 2018 budget. The budget contains \$307,000 for the current year's post-employment benefit expense for the retired employees eligible for this expense. The difference of \$218,000 is not budgeted.

4) OPTIONS AND FINANCIAL CONSIDERATIONS:

a) Do nothing.

This is not an option as budget estimates must be provided and approved by Council for the 2018 year as per the Municipal Act.

b) Other Options

Council may change and establish new budget estimates.

The proposed 2018 budget for operating and capital purposes establishes the City's spending requirements for this year. The 2018 operating budget was presented with a 3.27% operating levy increase of \$524,403 for the base level of service. With the annual capital levy increase of \$200,000 (1.25%), increased debenture payment for the Operations Centre of \$130,000 (0.81%), with additional staffing/services of \$223,658, the budget proposed a 6.72% overall levy increase amounting to \$1,078,061. With the above increases, the City's net overall levy for 2017 is \$17,116,395 (Operating levy of \$15,176,135 and Capital levy of \$1,940,260). This amounts to an increase of \$1,078,061 over 2017 or a 6.72% levy increase. The combined tax increase with the estimated

Region and Education taxes would be 2.46% or approximately \$74.00, as approved by the Committee of Council.

5) COMPLIANCE WITH STRATEGIC PLAN INITIATIVES

Not applicable.

6) ATTACHMENTS

- Schedule A - 2018 Budget Worksheet Summary
- Schedule B - 2018 Operating Levy Summary
- Schedule C - Ontario Municipal Partnership Fund (OMPF)
- Schedule D - Federal Gas Tax Revenues
- Schedule E - Funds Transferred to Capital Projects (Capital Levy)
- Schedule F - Funding out of Reserves and Reserve Funds
- Schedule G - Transfers into Reserves
- Schedule H - Estimated Residential Property Tax Burden Comparison

7) RECOMMENDATION

That in compliance with Ontario regulation 284/09, Council confirms that the 2018 budget was developed using the cash basis and has excluded the following accrual expenses: a portion of the amortization expense which amounts to approximately \$1,459,455 and the amount of post-employment benefits expense which amounts to approximately \$218,000; and

That the 2018 Budget be approved as presented; and

That the by-law for the budget estimates for all sums required for the operations for the year 2018 be adopted.

8) SIGNATURES

Prepared on March 25, 2018 by:



Peter Senese
Director of Corporate Services

Reviewed and respectfully submitted by:



C. Scott Luey
Chief Administrative Officer

**CITY OF PORT COLBORNE
2018 BUDGET WORKSHEET SUMMARY**

SCHEDULE A

2017 Levy	16,038,334	4.71%			
Staff PROPOSED LEVY			\$ 16,892,737	5.33%	
CURRENT PROPOSED LEVY			\$ 17,116,395	6.72%	levy increase
Note-\$161,000 = 1% levy increase					

Cost	OMPF Funds	LEVY FUNDING	Reserve Funds	Other/ Grants	Defer Funding	Description
UNFINANCED REQUESTS						
Human Resources	Consultant	\$10,000	\$10,000			Employee Engagement Survey Follow Up - Phase 2
Human Resources	Coop Student	\$6,300	\$6,300			work term of 400 hours in fall/winter months
CAO	Corporate Accessibility Compliance	\$5,000		\$5,000		website audit/training/accessibility plan update-Accessibility reserve
CAO	Live Streaming Council Meetings	\$3,000	\$3,000	\$7,800		pilot project
CAO	Performance Mgmt Training	\$11,000		\$11,000		Performance Appraisals
CAO	Coaching and Training	\$24,500	\$24,500			
CAO	CUPE Job Evaluation	\$30,000	\$30,000			review for internal/pay equity and market rates
Health & Safety	Bill 168 Workplace Risk Assessments	\$10,000	\$5,000	\$5,000		assessments of 2 locations annually-health & safety reserve
Health & Safety	Working Mind Training Courses	\$11,225	\$11,225			24 managers and 72 staff attendees
Corp Services-Clerks Div	Records Mgmt & Retention System	\$80,000		\$80,000		phased in over 2016/2017 for 2018/2019 implementation
Corp Services-Finance Div	Asset Management	\$48,750		\$25,000	\$ 23,750 In Levy	Provide and update Comprehensive AMP
Corp Services-Finance Div	Capital Asset/Budget Supervisor-sal & ben	\$83,705		\$ 80,000	\$ 3,705	2018/2019 initiative to implement and manage AMP with capital budgeting
Fire Dept	Fire Safety Initiative	\$20,000	\$20,000			Available funding from OCIF max \$80,000
Fire Dept	Summer Student	\$9,400		\$9,400		Smoke and Carbon Monoxide Alarm Program
Engineering	Pavement Marking	\$6,140		\$6,140		16 weeks
Engineering	Facility Maintenance Study	\$75,500		\$75,500		increase current budget from \$43,860 - two markings Spring and Fall
Engineering	OGRA Training Courses	\$3,000		\$3,000		OMPF 2015
Engineering	Renewable Passive Energy Generation	\$15,000	\$15,000			increase staff development to \$5,000
Operations	Tree Trimming/Removal/Replacement	\$20,000		\$20,000		consultant required to investigate feasibility of installing at Operations Centre
Operations	Tree Trimming Equip Rental	\$9,600		\$9,600		increase current budget from \$130,000 to \$150,000
Operations	Inventory & Asset Tracking Software	\$22,000			\$22,000 FCM grant	8 week rental-tractor with arm mower-cut on rural and clay roads
Operations	WorkOrders & Equip Maint Software	\$60,000			\$10,000 FCM grant	annual maintenance fee \$7500
					\$50,000 OCIF grant	
Operations	Stone Repairs on roads and shoulders	\$7,500		\$7,500		increase from \$32,500 for shouldering and stone road repairs in rural area
Operations	Snow Ploughing Equipment Rental	\$54,000		\$54,000		rent 2 loaders for one snow route-city operator
Operations	Snow Poughing Contractor Changes	\$5,133		\$5,133		increase to \$37,000 - 5 yr agreement (100 hr/season min guarantee)
Operations	Sanding Contractor Changes	\$9,312		\$9,312		increase to \$30,000 - 5 yr agreement (100 hr/season min guarantee)
Operations	Building/Yard Materials	\$2,404			\$2,404	increase to \$9,000 - addl costs on move to new Operations Centre
Operations	Public Works Staff Development	\$3,000		\$3,000		Municipal Equip Operator Assoc Technology events
Operations	Drainage Works-City portion of costs	\$110,586	\$100,586		\$10,000	Zavitz Drain/Sherkston North and East & West Trail Branch Drains
Operations	Drainage Works-City portion of costs	\$90,093			\$90,093	Young and Hopf-Wagner Drains-2019 construction
Parks Division	Temp Summer Staff -3 staff	\$17,550		\$5,850	\$11,700	council approved 1 staff extended from 19 to 24 weeks
Parks Division	Temp Winter Works - Addl 10 weeks	\$12,000		\$12,000		20 week term during winter months 1/2 levied 2017, 1/2 2018 budget
Parks Division	East/West Trail	\$100,000	\$50,000	\$50,000		tree removal/planting/asphalt/signage/painting/culvert barriers

CITY OF PORT COLBORNE
2018 BUDGET WORKSHEET SUMMARY

SCHEDULE A

	2017 Levy	16,038,334	4.71%						
Staff PROPOSED LEVY				\$ 16,892,737	5.33%				
CURRENT PROPOSED LEVY				\$ 17,116,395	6.72%			levy increase	
Note-\$161,000 = 1% levy increase									
		Cost	OMPF Funds	LEVY FUNDING	Reserve Funds	Other/ Grants	Defer Funding		Description
Community Services	VHWC - Summer Camp Program	\$24,800				\$20,500	\$4,300		potential grant for \$20,500 and program fees to cover costs
Community Services	Grant Application-Celebrate Ontario 2018	\$10,000	\$10,000						Canal Days Grant consultant wrote grant
Community Services	Canal Days Sponsorship Program	\$20,000	\$20,000						40th Annual sponsor engagement
Community Services	Parks&Recreation Master Plan	\$70,000			\$70,000				OMPF 2015
Communications & Marketir	Social Media Monitoring Program	\$4,320	\$4,320						Shared program with 5 Cities
Community Services	Canal Days	\$40,000	\$40,000						increase entertainment for 40th Annual
Community Services	Canal Days	\$15,000		\$15,000					increased costs due to relocation of concert area
Community Services	Berkley Cdn Fishing Championship	\$25,000	\$25,000						as approved by Council
Community Services	Niag Healthy Kids Community Challenge	\$1,000	\$1,000						as approved by Council
Community Services	Canada Day Celebrations	\$15,000	\$10,000			\$5,000			Sponsorship
Marina	One Seasonal Maintenance staff	\$14,600		\$14,600					increase 24 to 40 hrs and additional 4 weeks
Marina	Seasonal Administrative staff	\$11,725		\$11,725					reduce one student and add a seasonal admin for 35 weeks
Marina	Clerical/Customer Service - 1/2 staff	\$4,662		\$4,662					Apr to Sept-6 months part time 24 hrs per week -600 hrs
Vale Health & Wellness Ce	Customer Service Rep - 1/2 staff	\$4,662		\$4,662					Oct to March-6 months part time 24 hrs/week - 600 hrs after hours
Museum	Receptionist increased hours-50 hours	\$837		\$837					increased hrs from 750 to 800 for admin/customer service-deferred 2017
Museum	Archives Assistant	\$1,037		\$1,037					new in 2017 @ 210 hrs - request addl 50 hrs for year round service
Library	additional 100 part time hours	\$2,110				\$2,110			dev chg reserve for books-realloc books exp to wages
Economic Development	New Corporate and Tourism Branding	\$10,000			\$10,000				branding and design work
Economic Development	Industrial Land clearing	\$60,000			\$60,000				Invertose Drive 23 acres cleared over 3 years-\$20,000/year (3rd of 3 years)
Economic Development	Active Transportation Needs Assessment	\$10,000			\$10,000				study transportation network including bike friendly community designation
By-law Division	Bylaw Enforcement Summer Student	\$9,200				\$9,200			increased revenue to cover the cost
By-law Division	School Crossing Guard Rover	\$15,725					\$15,725		not approved by Council
Building Division	New Inspection Software and Hardware	\$46,500			\$46,500				MobilINSPECT provides handheld technology for field inspections/reporting
Physician Recruitment	reserve shortfall	\$10,000		\$10,000					Comm recommends \$10,000 annually
Physician Recruitment	future recruitment	\$35,000	\$35,000						Comm recommends to support potential new physician for 2018
YMCA	Request additional funding-see memo	\$22,118	\$19,369		\$2,749				discuss with YMCA to review costs & revenues to mitigate deficit
Fort Erie Resolution	YWCA/Niagara Region - \$5,000	not supported							Anti-Human Trafficking Program
Welland Transit	Service Agreement Renewal Apr 1 2018	\$44,250		\$22,000	\$22,250				Potential Increase in cost - \$59,000 x 9/12 months
New Operations Centre	Debenture							\$130,000	\$130,000 - \$390,000 spread over 3 years 2017, 2018, 2019
Annual Capital Levy	Future Capital Amortization							\$200,000	\$200,000
Total Expenditures		\$1,503,244	\$440,300	\$223,658	\$486,599	\$222,560	\$137,927		
TOTAL LEVY				\$ 17,116,395	6.72%				levy increase

**CITY OF PORT COLBORNE
2018 OPERATING LEVY SUMMARY**

SCHEDULE B

2017 Tax Levy		16,038,334	
<u>Operations</u>			
Salaries/Wages/Benefits	3.34%	535,859	
Utilities/Telephone	0.18%	28,330	
Library	0.11%	17,749	
Other net costs	1.34%	215,287	
 New revenues	 -2.12%	 <u>(340,356)</u>	
		<u>456,869</u>	2.85%
 2018 Operating Levy		 16,495,203	
<u>Other Costs</u>			
Debentures	-0.01%	<u>(993)</u>	
		<u>(993)</u>	-0.01%
		16,494,210	2.84%
<u>Other Unexpected Costs</u>			
Loss of Revenues	0.43%	<u>68,527</u>	
		<u>68,527</u>	0.43%
 Proposed 2018 Tax Levy		 16,562,737	3.27%
Capital Amortization-PSAB		200,000	1.25%
Funding New Operations Centre		130,000	0.81%
-remaining debenture		114,094	
 Proposed 2018 Tax Levy/Capital/Debt		 16,892,737	5.33%
 Additional staffing/services		 <u>223,658</u>	
 Proposed 2018 Tax Levy		 <u><u>17,116,395</u></u>	6.72%

**CITY OF PORT COLBORNE
ONTARIO MUNICIPAL PARTNERSHIP FUND**

SCHEDULE C

	2010	2011	2012	2013	2014	2015	2016	2017	2018
Ontario Municipal Partnership Fund	2,377,100	2,438,600	2,446,900	2,384,000	2,345,900	2,345,900	2,345,900	2,345,900	2,345,900
Ontario Municipal Partnership Fund - New	61,500	8,300	(62,900)	(38,100)	247,300	341,800	426,200	454,200	440,300
	2,438,600	2,446,900	2,384,000	2,345,900	2,593,200	2,687,700	2,772,100	2,800,100	2,786,200
Funds applied to tax levy	2,438,600	2,446,900	2,384,000	2,345,900	2,345,900	2,345,900	2,345,900	2,345,900	2,345,900
Funds applied to levy during budget									
	0	0	0	0	247,300	341,800	426,200	454,200	440,300
- Tax Appeal Outstanding									
Recommended allocation of OMPF									
- one time projects					(133,000)	(203,000)	(140,000)	(287,320)	(440,300)
- new capital projects					(114,300)	(138,800)	(286,200)	(166,880)	
Funds Available	0	0	0	0	0	0	0	0	0

Recommendation

- staff recommend that the OMPF funding at the 2017 level of \$2,345,900 be applied to the general operations budget as grant revenue for its intended purpose of assessment equalization
- staff recommend that the increased OMPF funding of \$440,300 be applied to fund the unfunded capital amortization or one time expenditures (new capital or initiatives)

**CITY OF PORT COLBORNE
FEDERAL GAS TAX REVENUES
2018**

SCHEDULE D

Available in Reserve Fund at Dec 31 2015		275,386
2016 Funds Available		560,148
Projects to be completed (Reserve Fund)		
- Roads	(585,585)	
- Traffic Signals	(104,552)	
- Traffic Signals (unspent funds from other projects)	(58,814)	(748,951)
- Unexpended funds		86,583
Interest		3,441
		90,024
Available in Reserve Fund at Dec 31 2016		90,024
Balance in Reserve		
- Facility LED Lighting	50,000	
- Unallocated funds	40,024	
		90,024
2017 Funds Available		560,148
		650,172
- Roads	(538,000)	
- Sidewalk Replacement (Lakeshore Road West)	(29,500)	(567,500)
- Unexpended funds		82,672
Interest (Estimated)		3,000
2018 Funds Available		586,822
		672,494
- Roads	(622,000)	
- Facility LED Lighting	(50,000)	(672,000)
		494

**CITY OF PORT COLBORNE
2018 BUDGET
FUNDING CAPITAL AMORTIZATION
FUNDS TRANSFERRED TO CAPITAL PROJECTS**

SCHEDULE E

Traditional Allocation of Budgeted Capital Funds	2017 budget	2018 Est Cost	Capital Levy Funds	Reserve Funds	Grant Funds	Defer Funding
Capital Replacement Requests						
Sidewalk Replacements	95,000	100,000	100,000			
Road Resurfacing Program	1,030,000	1,130,810	379,055		751,755	Fed Gas Tax \$622,000 OCIF \$129,755
Road Resurfacing Program	(634,592)					
Road Resurfacing Program	34,566	34,567	34,567			debenture cost for roads
Traffic Signals		10,000	4,000		6,000	Main St Revitalization Initiative Fund
Pedestrian Crossing		45,000			45,000	Main St Revitalization Initiative Fund
Vehicles and Equipment	272,750	335,000	335,000			
Museum	6,000	6,000	6,000			funding year 3 of 4 years
Museum	10,000	10,000	10,000			museum lump sum \$15,000 each year
Museum	10,000	10,000	10,000			Year 3 - \$10,000/yr for 3 yrs plus Fundraising over 5 years
Museum		25,000	10,000		15,000	
Museum		10,000	10,000			
Museum/Library		15,000		15,000		Security for the grounds-\$5,000Library res/\$7,000 cultural res
Library	35,000	35,000	35,000			per library capital budget
Library		15,000	15,000			
IT	59,200	60,400	60,400			
IT		3,000	3,000			
IT		2,000	2,000			Secure acces to the IT servers and equipment
IT		3,500		3,500		
IT		5,000	5,000			
IT		3,000	3,000			
Communications & Marketing		5,150	5,150			SCALA Systems Software
Corporate Services		23,700	23,700			Virtual City Hall - Citizen Self-Service Suite
Community & Econ Development	155,000	7,500	7,500			1st year of 4 yr commitment to Sport Tourism Capital Reserve - \$30,000
Roselawn Centre		47,680		47,680		AGCO required for licensed venue-match current heritage fencing
Facility Maintenance	100,000	100,000	100,000			
Facility Maintenance		11,285	11,285			
Facility Maintenance		31,200		31,200		pending roof tender
Facility Maintenance		24,500	24,500			siding complete/skirting replaced/deck structure and boards replaced
Facility Maintenance	17,400	17,400		17,400		replace south side large older pavilion roof - metal roof
Facility Maintenance	16,500	16,500		16,500		replace old band shell roof with original cedar shingles
Facility Maintenance	15,000	30,000		30,000		fund over two years 2016 and 2017 (requires assessment)
Facility Maintenance		23,000		23,000		replace 400 watt metal halide to beacon LED-energy/maint savings
Facility Maintenance		50,000	25,000		25,000	change all T5 light tubes to LED light tubes-payback in 6 months
Facility Maintenance		21,535	21,535			
Facility Maintenance		5,000	5,000			electrical surges have damaged electronic equipment
Facility Maintenance		25,000	25,000			City Hall, Marina, Bethel & Sherkston Community Centres
Facility Maintenance		12,000		12,000		new flashing-leaking into the attic
Facility Maintenance		22,000		22,000		Roof Repairs-front upper metal roof in poor condition-replace with shingles
Facility Maintenance		25,000		25,000		Roof Repairs-lower full roof replacement on south side
Facility Maintenance		4,000		4,000		AODA Compliance for accessibility and security

**CITY OF PORT COLBORNE
2018 BUDGET
FUNDING CAPITAL AMORTIZATION
FUNDS TRANSFERRED TO CAPITAL PROJECTS**

SCHEDULE E

Traditional Allocation of Budgeted Capital Funds	2017	2018	Capital Levy	Reserve	Grant	Defer	
	budget	Est Cost	Funds	Funds	Funds	Funding	
Engineering		5,400	5,400				
Engineering		5,000	5,000				
Engineering		7,000	7,000				
Engineering/Parks	96,500	193,000		96,500	96,500		security cameras & installation \$4,000 / enclosure roof \$3,000
Parks		45,000		45,000			upgrade/refurbish existing network of trails as approved by Council
Parks		2,500	2,500				9,000 each for 5 parks-2 in 2013-1 in 2014/2015/2016
Parks		75,000	75,000				bilingual emergency park signs and installation
Parks		15,000	15,000				playground replacement
Parks	73,200	73,200		73,200			replace wooden retaining wall with block/replace wooden stairs
Parks	28,000	28,000		28,000			playground replacement
Park Sports Field Bleachers	10,350	28,550		28,550			\$19,500 east/west hilltop path & \$8,500 north/south west side path
Tennis Courts		60,000		60,000			Vimy Complex \$6,200 -2016 / Lannan complex \$10,350 -2017
Nickel beach			???				Fund from Facility Reserve
Nickel beach		15,000	15,000				provides access for wheelchairs/strollers/pedestrians
Nickel beach		50,000	50,000				\$3,000 each x 5 wheelchairs
Marina		2,660	2,660				Future Washroom/Changeroom Upgrades to reserve
Marina		3,500	3,500				existing extinguishers are not enclosed
Marina	12,000	15,000	15,000				install feeder cable/plugs/lighting/switch
Marina		65,000	65,000				replace old pedestals - 10 units @ \$1,500
Marina		11,600	11,600				inspect and replace
Marina	12,000	12,000		12,000			additional storage area in parking lot
Marina		15,000		15,000			replace walkway lights with LED energy efficient lighting
Marina		4,500	4,500				Concrete required between the ramps existing concrete slabs
Marina		300,000	100,000	200,000			expanding services as source of revenue
Vale Health&Wellness centre		2,500	2,500				includes \$50,000 in 2018 budget
Vale Health&Wellness centre		10,000			10,000		seed money to update/enhance plaques
Vale Health&Wellness centre		9,600		9,600			donation from Golden Puck Hockey over 2 years
Vale Health&Wellness centre		23,000	23,000				4 new security cameras for areas of high risk not monitored
Sherkston Community Centre	5,000	5,000	5,000				to accommodate rec programming in summer months
City Hall	10,000	10,000	10,000				funding year 3 of 4 years
City Hall	44,000	44,000		44,000			see memo for explanation
Fire Dept	20,000	11,000	11,000				replace 5 sets @ \$2,200 each
Fire Dept	10,000	25,000	25,000				replace fire and safety equipment
Fire Dept		8,000	8,000				replace 10 helmets @ \$800 each
Fire Dept		12,000	12,000				includes annual maintenance fee
Fire Dept		20,000	20,000				Hose \$15,000 Nozzles \$5,000
Fire Dept		14,000	14,000				carpets/painting/appliances/dorms/chairs/tables
Fire Dept	20,000	35,000		35,000			communication radio equipment upgrades
Fire Dept		1,310,000				1,310,000	Use of maturing debenture payments-\$307,000 available 2019
Niagara Central Airport		32,870		32,870			Reserve Fund - \$45,000
Council		???					Waiting for Grant Opportunity

**CITY OF PORT COLBORNE
2018 BUDGET
FUNDING CAPITAL AMORTIZATION
FUNDS TRANSFERRED TO CAPITAL PROJECTS**

SCHEDULE E

Traditional Allocation of Budgeted Capital Funds	2017 budget	2018 Est Cost	Capital Levy Funds	Reserve Funds	Grant Funds	Defer Funding
Vehicles and Equipment	27,250					
Vehicles and Equipment	35,000					
IT	7,000					
Corporate Services	5,000					completed 2017
Corporate Services	8,836					purchased 2017
Marina	9,000					completed 2017
Marina	10,000					replace 5 canopies @ \$2,000/picnic dock - 10 years old
Marina	20,000					add 4 Outdoor Access Points for better signal to entire docks
Marina	10,000					replace for restaurant dining side-13 yrs old require heat exchanger
Marina	17,500					replace old pump out requiring ongoing repairs with larger capacity
Marina		27,000				secure winter storage for equipment currently stored in open area
Marina		16,000				requires investigation of costing and grants
Marina		10,000				Funding from Conservation Club - 30'x6' section
Public Works	8,000					for new sign installs and safety issues as per Council direction
Public Works	15,500					32 lateral file cabinets for relocated files and storage
Public Works	76,000					Sand Blast Unit \$4,000 & 6 Portable Hoist Units \$72,000
Fire Dept	4,000					upgrade and replace 6 pagers
Fire Dept	8,000					new larger lockers required for clothing/equipment separation
Fire Dept	8,000					storage and transportation of decontamination equipment
Fire Dept	30,000					completed 2017
Animal Shelter	2,500					completed 2017
OMPF Funds	(124,200)					
Capital Reserve						
Total Budgeted Capital Funds	<u><u>1,740,260</u></u>					
		<u>5,017,607</u>	1,773,852	931,500	949,255	1,363,000
Future Capital Amortization			(200,000)			
Funds Available in Library capital levy			(35,000)			3,654,607
Funds Available in capital levy			<u>(1,705,260)</u>			
(Unallocated capital funding)			<u>(166,408)</u>			

NOTE: Amortization for the City's operations capital assets amounts to \$4,151,470 of which the City levys \$1,940,260 plus OCIF Funds of \$129,755 and allocates Federal Gas Tax funds of \$622,000. The total allocation for capital amounts to \$2,692,015 with a shortfall in covering capital amortization in the amount of \$1,459,455. Based on the above annual increases to capital levy of \$200,000, the shortfall to amortization will take approximately 7 years to reach amortization costs.

**CITY OF PORT COLBORNE
2018 BUDGET
FUNDING OUT OF RESERVES AND RESERVE FUNDS**

SCHEDULE F

Employee Benefits Reserve	Benefits	35,000	operations
Grants Reserve	Community Groups	17,900	operations
Elections	2018 Elections	86,030	operations
General Debt Reserve	East Side Employment Lands-Servicing Design	30,692	operations
Heritage Reserve (LACAC)	heritage projects	4,100	operations
VHWC Sponsorship Reserve	VHWC Debenture	343,816	operations
Operations Centre Debt Reserve	Nickel Area Storm Sewers - one payment in 2018	149,909	operations
Transit Reserve	Operations	18,146	operations
Operations Centre Debt Reserve	Operations Centre - balance to be levied in 2019	114,094	operations
Marina Debt Reserve	Marina-Mobile Lift - one payment in 2018	20,274	operations
Physician Recruitment	Existing Commitment	33,000	one time
Accessibility Reserve	website audit/training/accessibility plan update	5,000	one time
CAO	Performance Mgmt Training	11,000	one time
Corporate Services	Records Mgmt & Retention System	80,000	one time
Corporate Services	Provide and update Comprehensive Asset Mgmt Plan	25,000	one time
Parks & Recreation Master Plan	Study	70,000	one time
Health & safety Reserve	Workplace risk assessments of 2 locations annually	5,000	one time
Economic Development	New Corporate and Tourism Branding	10,000	one time
Economic Development	Active Transportation Needs Assessment	10,000	one time
Engineering	Facility Maintenance Study	75,500	one time
Engineering/Parks	Public Transit Infrastructure Fund Program-trails	96,500	capital
Federal Gas Tax Reserve	Roads	622,000	capital
Federal Gas Tax Reserve	Facility LED Lighting	50,000	capital
Roselawn	Fencing of grounds	47,680	capital
Roselawn	Outside Building Infrastructure	250,000	capital
Museum/Library	Security Cameras	15,000	capital
Industrial Reserve	Industrial lands clearing	60,000	capital
Building Division	New Inspection Software and Hardware	46,500	capital
Public Works	Snow Ploughing Equipment Rental	54,000	capital
Public Works	Tree Trimming Equip Rental	9,600	capital
Main St CIP Reserve	Main St CIP unfinanced project (matured debentures)	210,869	capital
Marina	Dredging	200,000	capital
Marina	Boat Launch Ramp	15,000	capital
Marina	Walkway Lights along West Main Run	12,000	capital
Vale Health&Wellness centre	Pool Lighting	23,000	capital
Facility Reserve	Tennis courts	60,000	capital
Parks Reserve	Solar lighting in parks	45,000	capital
Parks Reserve	Lions Field/Ice Box/Sherkston/Bethel roof replacements	154,100	capital
Parks Reserve	Park Sports Field Bleachers	28,550	capital
Parks Reserve	HH Knoll Park - Asphalt Pathways	28,000	capital
Playground Equipment	Rose Shymanski Park	73,200	capital
City Hall	Generator automatic transfer switch upgrade	44,000	capital
Niagara Central Airport	Share of Repairs to Runways and Taxiways	32,870	capital
Fire Dept	Communication Upgrades	35,000	capital

3,357,330

**CITY OF PORT COLBORNE
2018 BUDGET
TRANSFERS INTO RESERVES**

SCHEDULE G

Elections	Annual contribution	25,000	required for 2018 election
Goderich	Lease-Capital/Demolition Reserve	19,000	replenish reserve as approved by Council
Goderich	Capital contribution per lease agreement	85,000	as per agreement
Drains	Maintenance	23,369	annual portion of City cost
Marina	Capital	51,000	approved by Council in 2016-surplus to capital reserve
Marina Debt Reserve	Unfunded capital (matured debentures)	31,169	matured debentures - allocate to mobile lift debenture
Marina Debt Reserve	Boat Ramp matured debenture	12,963	matured debentures - allocate to mobile lift debenture
General Debt Reserve	New debt	44,407	matured debentures
Roselawn	Capital contribution-ticket sales	10,000	required for capital works
VHWC Debt Reserve	Sponsorship contributions	141,000	capital
Skatepark Debt Reserve	Sponsorship contributions	12,000	capital
Federal Gas Tax Reserve	FGT Program	586,822	capital
Main St CIP Reserve	Unfunded capital (matured debentures)	210,869	matured debentures
Planning	Development Charge Study	6,373	required for study done every 5 years
		<u>1,258,972</u>	

Note: Under new PSAB accounting rules Reserves are now considered surplus funds although Council can continue to track funds for the specific projects as earmarked by Council as allocated surplus (formerly reserves)

**CITY OF PORT COLBORNE
2018 BUDGET
ESTIMATED RESIDENTIAL PROPERTY TAX BURDEN COMPARISON**

SCHEDULE H

	Phased In Assessment change			
	\$ 2018	\$ 2017	\$ Change	% Change
City	84.142	81.837	2.30	2.82%
Region - general	56.529	57.724	-1.19	-2.07%
Region - waste mgmt	8.595	9.235	-0.64	-6.93%
Education	17.000	17.900	-0.90	-5.03%
Tax Rate Change	166.265	166.696	-0.43	-0.26%

** with 6.72% levy increase
with reduced education rate

ESTIMATES OF TAX CHANGES

	\$ 2018	\$ 2017	\$ Change	% Increase
Average Residential Assessment	<u>185,605</u>	<u>180,679</u>		
City	1,561.71	1,478.62	83.09	5.62%
Region-general	1,049.21	1,042.95	6.26	0.60%
Region-waste mgmt	159.52	166.86	-7.34	-4.40%
Education	315.53	323.42	-7.89	-2.44%
Total Tax Levy	<u>3,085.97</u>	<u>3,011.85</u>	74.12	2.46%

**Note: Regional tax policy changes and tax ratios same as 2017 and subject to change
Assessment increase of 2.73% in 2018**



**Planning and Development Department
By-law Enforcement Division**

Report Number: 2018-45

Date: April 9, 2018

Subject: Hunting at Gravelly Bay in Port Colborne

1) PURPOSE

This report was prepared by Sherry Hanson, Supervisor, By-law Enforcement Division under the direction of Dan Aquilina, Director of Planning and Development. The purpose of this report is to present Council with options to deal with complaints regarding hunting in Gravelly Bay.

2) HISTORY, BACKGROUND, COUNCIL POLICY, PRACTICES

In 2005, the Ministry of Natural Resources was making changes to legislation regarding hunting on Sundays. In April of 2007, the By-law Enforcement Division advertised in the local paper and on the City's web site that anyone interested in filling out an on-line survey should fill out and complete it by May 9, 2007.

In May of 2007, Report 2007-28 was presented to Council regarding the outcome of this survey. Noted in the report was that Sunday gun hunting does not contravene the Migratory Birds Act rules and regulations regarding hunting. Sunday gun hunting is subject to the Fish and Wildlife Conservation Act. Delegates from the Ontario Federation of Anglers and Hunters and the Port Colborne Conservation Club made a presentation and provided reports to Council.

On May 9, 2007, Council put forth the following motion:

"Moved by Councillor K. Leigh
Seconded by Councillor G. Bruno

That Department of Operational, Planning & Development Services, Building & By-Law Division, Report No. 2007-28, Subject: Sunday Gun Hunting Proposal, be approved recommending:

The Council of the City of Port Colborne approve the proposed Sunday Gun Hunting on private lands during existing gun hunting seasons, which remain subject to all restrictions under the Fish and Wildlife Conservation Act. 1997.

CARRIED."

In November 2014, Staff and residents contacted the Ministry of Natural Resources (MNR) and received the below noted email confirming jurisdiction from Ron Arnold, Conservation Officer, Southern Marine Enforcement Unit, Enforcement Branch, Vineland Area Office. The letter states:

“Thank you for contacting the Ministry of Natural Resources and Forestry with your concerns pertaining to duck hunters in Gravelly Bay. We will be sharing your concern with Environment Canada - Wildlife Enforcement Division, the government agency with lead responsibility for migratory bird hunting. We are aware that you have been in contact with the City of Port Colborne already and will include them in this e-mail.

Conservation officers do patrol areas such as these to ensure compliance with public safety legislation. The activity of duck hunting can come in many forms and would include hunting from blinds, platforms, vessels or the shoreline. Vessels are permitted platforms to be hunted from when migratory bird hunting as long as the motor is not in operation and the forward motion has ceased. There is no distance set back requirement from a shoreline unless specifically stated in a by-law for the discharge of a firearm. Duck hunters in Ontario are required to possess a valid provincial small game licence and a Migratory Game Bird Hunting Permit issued by Environment Canada.

The season for migratory bird hunting begins in September and ends in December or January depending on Sunday Gun Hunting Regulations. The Migratory Birds Regulations are the administrative responsibility of Environment Canada’s Canadian Wildlife Service. If you have any further in depth questions pertaining to duck hunting in Ontario you may contact the Environment Canada Information Line at 1-800-668-6767.”

At the December 12, 2016 Council Meeting, a – delegation by Doug Hart was made regarding the Niagara Conservation Authority and the killing of wildlife within the City. At the August 14, 2017 Council Meeting, the following direction was made:

“That the Director of Planning and Development be directed to review and prepare a report regarding the City’s By-law regulating the discharge of guns and other weapons in the City of Port Colborne.”

The By-law Enforcement Division is reviewing and updating the outdated by-law, passed in 1990. However, regulating hunting within Lake Erie and Gravelly Bay is not within the jurisdiction of The City of Port Colborne. The City of Port Colborne has no jurisdiction in the lake water. The Federal Government, Environment Canada Wildlife Enforcement Division enforces this hunting regulation.

3) STAFF COMMENTS AND DISCUSSIONS

After reviewing the *Migratory Birds Convention Act, 1994 (S.C.1994 c.22)*, Section 12 establishes Regulations within the Act. Below are relevant portions of this section.

“Regulations: 12 (1) The Governor in Council may make any regulations that the Governor in Council considers necessary to carry out the purposes and provisions of this Act and the Convention, including regulations

(a) providing for the periods during which, and the areas in which,

(i) migratory birds may be killed, captured or taken,

(b) for limiting the number of migratory birds that a person may kill, capture or take in any period when doing so is permitted by the regulations, and providing for the manner in which those birds may then be killed, captured or taken and the equipment that may be used;

(d) for granting permits to kill, capture, take, buy, sell, exchange, give or possess migratory birds, or to make migratory birds the subject of a commercial transaction;

(h) for prohibiting the killing, capturing, injuring, taking or disturbing of migratory birds or the damaging, destroying, removing or disturbing of nests;

(h.1) respecting the conditions and circumstances under which migratory birds may be killed, captured, injured, taken or disturbed, or nests may be damaged, destroyed, removed or disturbed;

(i) prescribing protection areas for migratory birds and nests, and for the control and management of those areas;

(k) authorizing the Minister to vary or suspend the application of any regulation made under this Act if the Minister considers it necessary to do so for the conservation of migratory birds; and

Marginal note: Amendments to Convention

(2) The Minister shall, by order, amend the schedule to incorporate any amendment to the Convention as soon as is practicable after the amendment takes effect, and table any amendment in both Houses of Parliament within fifteen sitting days after the order is made.

Marginal note: Debate in House of Commons

(3) Any amendment tabled in both Houses of Parliament pursuant to subsection (2) shall be debated in the House of Commons within twenty sitting days after being tabled in both Houses.

1994, c. 22, s. 12; 2001, c. 34, s. 53(E); 2005, c. 23, s. 8; 2009, c. 14, s. 101.”

It is recommended that the Port Colborne Conservation Club and the Ontario Federation of Anglers and Hunters be consulted and have an opportunity to address the concerns and desires of Council.

4) OPTIONS AND FINANCIAL CONSIDERATIONS

a) Do Nothing

Council can do nothing and continue to forward all complaints regarding duck hunting in Gravelly Bay to the enforcement agency with the appropriate jurisdiction - Environment Canada Wildlife Enforcement Division.

b) Other Options

Council can choose to make a resolution to the federal government to review the hunting at Gravelly Bay without the consultation of the Port Colborne Conservation Club and The Ontario Federation of Anglers & Hunters.

5) COMPLIANCE WITH STRATEGIC PLAN INITIATIVES

This section is not applicable.

6) ATTACHMENTS

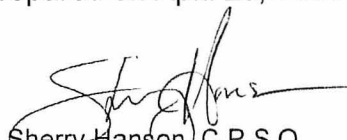
None.

7) RECOMMENDATION

That direction be provided to staff regarding the type of public consultation to occur with the recognized hunting groups and their detailed desire regarding hunting prior to making a resolution to the federal government.

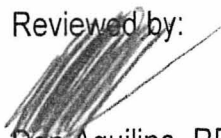
8) SIGNATURES

Prepared on April 23, 2018 by:



Sherry Hanson, C.P.S.O.
Supervisor, By-law Enforcement Division

Reviewed by:

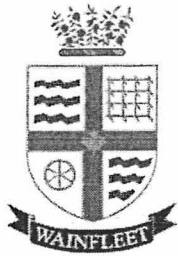


Dan Aquilina, RPP, MCIP, CPT
Director of Planning and Development

Reviewed and respectfully submitted by:



C. Scott Luey
Chief Administrative Officer



Township of Wainfleet

"Wainfleet - find your country side!"

City of Port Colborne
RECEIVED
APR 04 2018
CORPORATE SERVICES
DEPARTMENT

March 22, 2018

Carm Radice, Acting City Clerk
City of Welland
60 East Main Street
Welland ON L3B 3X4

VIA EMAIL: clerk@welland.ca

RE: February 6, 2018 – WELLAND CITY COUNCIL

Dear Ms. Radice,

Thank you for your recent correspondence, received by our office on February 9, 2018. Please be advised that Council for the Township of Wainfleet, at its meeting held on March 6, 2018 passed the following resolution:

Resolution No. C-074-2018

Moved By Betty Konc
Seconded By Terry Gilmore

"THAT Correspondence Item C-045-2018 received from the City of Welland Re: Request for support of resolution regarding municipally appointed NPCA representative be supported;

AND THAT Council direct Staff at the Township of Wainfleet to take measures to initiate the same process for the Wainfleet NPCA representative."

Carried

If you have any questions, please don't hesitate to contact the undersigned.

Regards,

Adam Cross
Clerk

CC: Area Municipalities

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TOWNSHIP OF SOUTH STORMONT

City of Port Colborne
RECEIVED

APR 04 2018

CORPORATE SERVICES
DEPARTMENT

RESOLUTION

MOVED BY 

RESOLUTION NO 062/2018

SECONDED BY 

DATE March 14, 2018

Whereas municipal governments in Ontario do not have the right to approve landfill projects in their communities, but have authority for making decisions on all other types of development;

And whereas this outdated policy allows private landfill operators to consult with local residents and municipal Councils, but essentially ignores them;

And whereas proposed Ontario legislation (Bill 139) will grant municipalities additional authority and autonomy to make decisions for their communities;

And whereas municipalities already have exclusive rights for approving casinos and nuclear waste facilities within their communities and further that the province has recognized the value of municipal approval for power generation facilities;

And whereas the recent report from Ontario's Environmental Commissioner has found that Ontario has a garbage problem, particularly from Industrial, Commercial and Institutional (ICI) waste generated within the City of Toronto, where diversion rates are as low as 15% and unless significant efforts are made to increase recycling and diversion rates, a new home for this Toronto garbage will need to be found, as landfill space is filling up quickly;

And whereas municipalities across Ontario are quietly being identified and targeted as potential landfill sites for future Toronto garbage by private landfill operators;

And whereas other communities should not be forced to take Toronto waste, as landfills can contaminate local watersheds, air quality, dramatically increase heavy truck traffic on community roads and reduce the quality of life for local residents;

And whereas municipalities should be considered experts in waste management as they are responsible for this within their own communities and often have decades worth of in-house expertise in managing waste, recycling and diversion programs;

And whereas municipalities should have the exclusive right to approve or reject these projects and assess whether the potential economic benefits are of sufficient value to offset any negative impacts and environmental concerns;

Now therefore be it resolved that the Township of South Stormont calls upon the Government of Ontario and all political parties, to formally grant municipalities the authority to approve landfill projects in or adjacent to their communities prior to June, 2018; and that in the case of a two-tier municipality, the approval be required at both the upper tier and affected lower tier municipalities;

And further, that the Township of South Stormont encourage all other municipalities in Ontario to consider this motion calling for immediate provincial action.

CARRIED DEFEATED DEFERRED



Chairperson

Recorded Vote:

Councillor Primeau	_____
Councillor Smith	_____
Councillor Waldroff	_____
Deputy Mayor Hart	_____
Mayor Bancroft	_____

**City of Port Colborne
Special Committee of the Whole Meeting 04-18
Minutes**

Date: March 5, 2018

Time: 5:30 p.m.

Place: Council Chambers, Municipal Offices, 66 Charlotte Street, Port Colborne

Members Present: R. Bodner, Councillor
B. Butters, Councillor
F. Danch, Councillor (6:30pm arrival)
A. Desmarais, Councillor
Y. Doucet, Councillor
D. Elliott, Councillor
J. Maloney, Mayor (presiding officer)
J. Mayne, Councillor

Absent: B. Kenny, Councillor (due to a prior commitment)

Staff Present: D. Aquilina, Director of Planning and Development
T. Cartwright, Fire Chief
M. Graybiel, General Foreman Parks
A. Grigg, Director of Community and Economic Development
J. Huppunen, Manager of Engineering
S. Luey, Chief Administrative Officer
M. Minor, Marina Supervisor
L. Nelson, Administrative Assistant to DCS (minutes)
S. Therrien, Director of Library Services
P. Peyton, Superintendent
S. Powell Baswick, Director/Curator, Port Colborne Historical and Marine Museum
P. Senese, Director of Corporate Services (DCS)
S. Shypowskyj, Manager of Projects and Design

Also in attendance were interested citizens.

1. Call to Order:

Mayor Maloney called the meeting to order.

2. Introduction of Addendum Items:

Nil.

3. **Confirmation of Agenda:**

Moved by Councillor R. Bodner
Seconded by Councillor Y. Doucet

That the agenda dated March 5, 2018 be confirmed, as circulated.
CARRIED.

4. **Disclosures of Interest:**

Nil.

5. **Delegations:**

- (a) **Mario Madia, Vice President of Finance, Cathyann White, Vice President of Health, Fitness and Aquatics, on behalf of the YMCA of Niagara and Sharon Schilz, Centre Manager, Port Colborne YMCA regarding a request for funding**

Mario Madia, Cathyann White and Sharon Schilz were in attendance to request funding for the Port Colborne YMCA. Mr. Madia provided a presentation as attached.

The funding request is due to a budgeted deficit of approximately \$47,912 with the main contributing factor being Bill 148, which increased the minimum wage 21% from \$11.60 to \$14.00 an hour. The YMCA requested the City help offset the deficit with funding of \$22,118 which represents 50% of the projected deficit less a prior year surplus of \$1,838.

6. **Items for Consideration:**

1. **Chief Administrative Officer, Report No. 2018-32, Subject: Advertising Opportunities at the Vale Health & Wellness Centre**

The Director of Corporate Services stated that the City has opportunities for increased revenues with Council direction on the sale of advertising at the Vale Health & Wellness Centre. The Director noted that it can be an undertaking by staff, or by hiring a third party that can undertake and manage all advertising at Vale Health & Wellness Centre.

The Director added that an advertising policy and package can be developed for Council which will include naming rights to rinks, sponsor names and which will draw on new revenue for the City. Advertising specifications can be reviewed by Council prior to passing and any other details added to the policy based on Council approval.

Moved by Councillor Y. Doucet
Seconded by Councillor D. Elliott

That the administration of the advertising program at the Vale Health & Wellness Centre be undertaken and managed by City staff; and

That the Chief Administrative Officer be directed to prepare an advertising policy and develop an advertising package for the Vale Health & Wellness Centre that includes dasher (rink) board advertising, wall space advertising boards and decals; and

That the fee schedule for advertising sales be amended to include market rate pricing and the authority for staff to leverage advertising sales based on volume or client request, and that the above be incorporated into the new consolidated Fees and Charges By-law.

That staff be directed to provide examples of advertising at other facilities.

CARRIED.

2. Corporate Services, Finance Division, Report No. 2018-30, Subject: Consolidated Fees and Charges By-law

The Director of Corporate Services presented the report for Council approval.

Moved by Councillor D. Elliott
Seconded by Councillor R. Bodner

That the Consolidated Fees and Charges By-law attached to Corporate Services Department, Finance Division report 2018-30 be approved; and

That the Mayor and City Clerk be authorized to execute the appropriate By-law.

CARRIED.

7. Presentation:

(a) Peter Senese, Director of Corporate Services, providing an overview of the 2018 draft budget.

The following additional materials were provided to Council: Budget presentation, YMCA presentation and letter from the Port Colborne Feline Initiative.

The Director of Corporate Services provided a PowerPoint presentation (a copy of the presentation is attached) regarding the draft 2018 operating and capital budget. A copy of the draft 2018 budget is available on the City's website.

The Director provided a summary of the memorandum dated February 21, 2018 titled "2018 Budget" (the covering page of the 2018 budget package) and advised that it was anticipated that an overall budget increase of 4% to 5% would be projected. Departments were requested to bring forth a base level of service budget with inflationary increase at approximately 2% for base operations.

The Director stated that the 2018 budget is presented with a 3.27% operating levy increase for the base level of service, which includes some cost reductions and increased revenues. The budget proposes a capital levy increase of \$200,000 or 1.25%, and the second of three years increase for the Operations Centre debenture amounting \$130,000 or 0.81% which increases the total levy to 5.33% including operations, capital and debenture increases. The overall blended tax increase with Region and education taxes, is reduced to 1.78%.

The Director noted that this does not necessarily translate into a tax increase to the ratepayer. The overall tax is dependent on a properties assessment and the Region/School tax rates, which the City has no control over.

The Director informed that the only potential change may be a proposed change in Regional Tax Policy regarding tax ratios which provides for tax distribution among the tax classes.

The Director recommended to review the budget in detail at the next budget meeting of March 6, 2018.

8. Adjournment:

Moved by Councillor F. Danch
Seconded by Councillor D. Elliott

That the Council meeting be adjourned at approximately 7:45 p.m.

CARRIED.

PS/ln

CITY OF PORT COLBORNE

OPERATING AND CAPITAL BUDGET

March 5, 2018

1

CITY OF PORT COLBORNE

Agenda

- Sources of revenue
- Operating Levy Summary
- Unfinanced Requests and Funding
- Blended Tax Summary
- Capital Funds Available
- Capital Levy Projects and Funding
- Debt Reserves
- Current Debt Update
- Residential Property Tax Comparison

2

CITY OF PORT COLBORNE

Current Sources of Revenue

- Tax Levy –Operating & Capital
- User Fees
- Grant Program (Hydro Funds Invested)
- Ontario Municipal Partnership Funds
- Ontario Community Infrastructure Fund
- Ontario Main St Revitalization Initiative
- Debentures for capital projects
- Federal Gas Tax Revenues
- Reserves & Reserve Funds

3

CITY OF PORT COLBORNE

Additional Revenue Sources

- New assessment growth – very limited
- Increase in user fees – 2%
- Capital charge on user fees - % or \$
- Net proceeds from NRBN sale to be leveraged with other government funding
- Area surcharge for new projects financed by debentures – Storm Sewers
- Increase in capital tax levy – 1.25% annually
- Tax room – Region & Education
- Matured debentures for capital projects

4

CITY OF PORT COLBORNE

Ontario Municipal Partnership Fund

- 2017 Funding \$2,800,100
- 2018 Funding \$2,786,200

Funding Applied to:

- Operating levy \$2,345,900
- One time requests \$ 440,300

5

CITY OF PORT COLBORNE

New Operations Centre Funding Options

Goal	Debenture Levy for \$739,094	Lessen impact on ratepayers
Option	Spread increase over 2016, 2017, 2018 and 2019	\$365,000 levied in 2016 \$130,000 levied in 2017 \$244,094 remain to be levied
Funding 1	Increase levy for 2018	\$244,094
Funding 2	Spread levy increase over 2018 and 2019	\$130,000-2018 \$114,094 - 2019 \$122,047 each of 2018 & 2019
	Use of Tax Room Available -overall tax increase at 2%-3%	Dependant on other tax levy additions and decrease to Education and Region tax rate

6

CITY OF PORT COLBORNE

Operating Levy Summary

- Base budget increase – 2.84% (2.69%-2017)
- Loss of revenues – 0.43% (0.20%-2017)

- 2018 Base Tax Levy Increase – 3.27%

- 2017 Base Tax Levy Increase – 2.89%
(3.32%-2016)

Note: Above Levy Increases prior to any additions for capital levy, debentures or new requests/initiatives

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CITY OF PORT COLBORNE

Operating Levy Summary

- 2018 Base Tax Levy Increase – 3.27%
(2.89%-2017)

- Capital budget increase – 1.25% (0.98%-2017)
- Ops Centre (debenture) – 0.81% (0.85%-2017)

- Proposed 2018 Tax Levy Increase – 5.33%
(4.72%-2017)

Additional staff requests – \$201,677 or 1.25% increase

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CITY OF PORT COLBORNE

Unfinanced Requests & Funding

➤ Total Requests	\$1,747,669
• OMPF funding	\$ 440,300
• Reserve funds	\$ 464,349
• Other/Grants	\$ 211,250
• Deferred funding	\$ 100,093
• Annual Capital Levy	\$ 200,000
• Operations Centre Debt	\$ 130,000
• Potential levy increase	\$ 201,677

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CITY OF PORT COLBORNE

Potential Levy Increase

➤ Total Amount	\$ 201,677
• East/West Trail Maintenance	\$ 50,000
• Tree Trimming/Removal	\$ 20,000
• Staffing Part Time	\$ 85,188
• Staff Development	\$ 6,000
• Winter Operations	\$ 14,445
• Canal Days Festival	\$???
• Physician Recruitment	\$ 10,000
• Other Operations	\$ 16,044
➤ Potential levy increase – from 5.33% to 6.58%	

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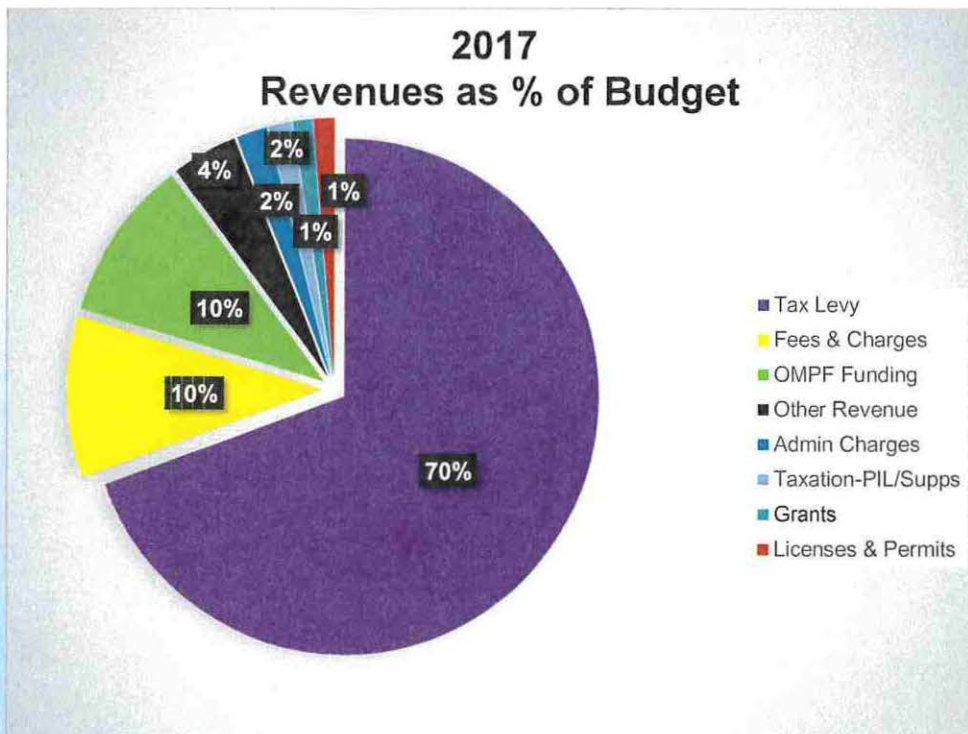
CITY OF PORT COLBORNE

Blended Tax Summary

% LEVY INCREASE	AVE RESIDENTIAL BLENDED TAX INCREASE	WITH POTENTIAL CHANGE TO TAX RATIOS
2018 – 3.27%	0.78% OR \$24	
2018 – 5.33%	1.78% OR \$54	2.03% OR \$61
2018 – 6.58%	2.39% OR \$72	2.64% OR \$80
2017 – 4.72%	2.99% OR \$87	
2016 – 7.08%	1.79% OR \$51	

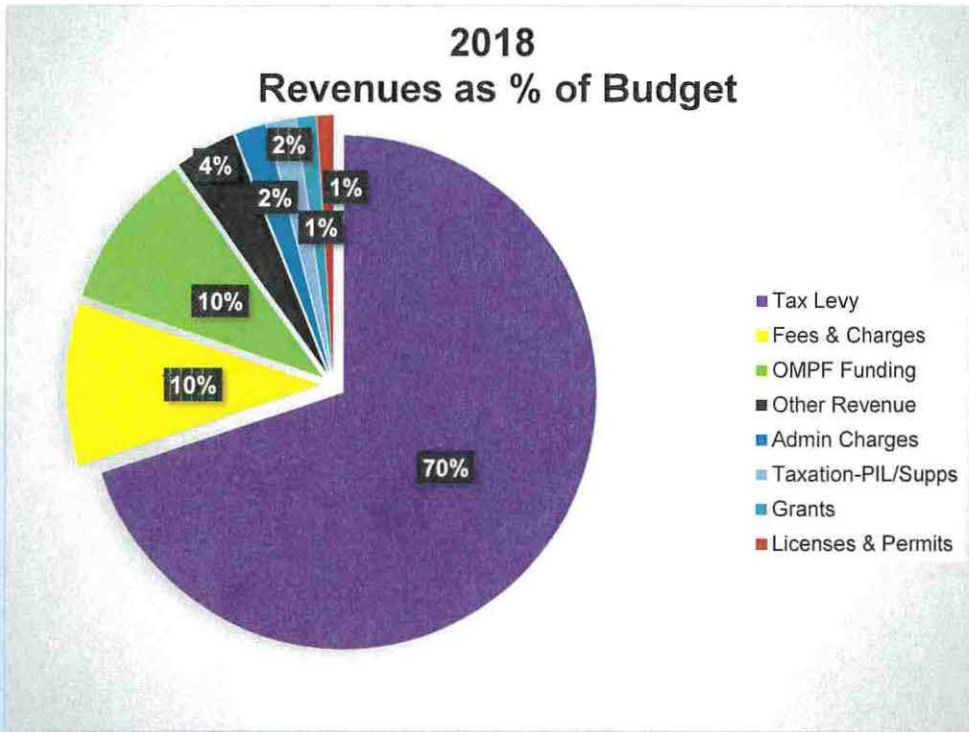
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CITY OF PORT COLBORNE



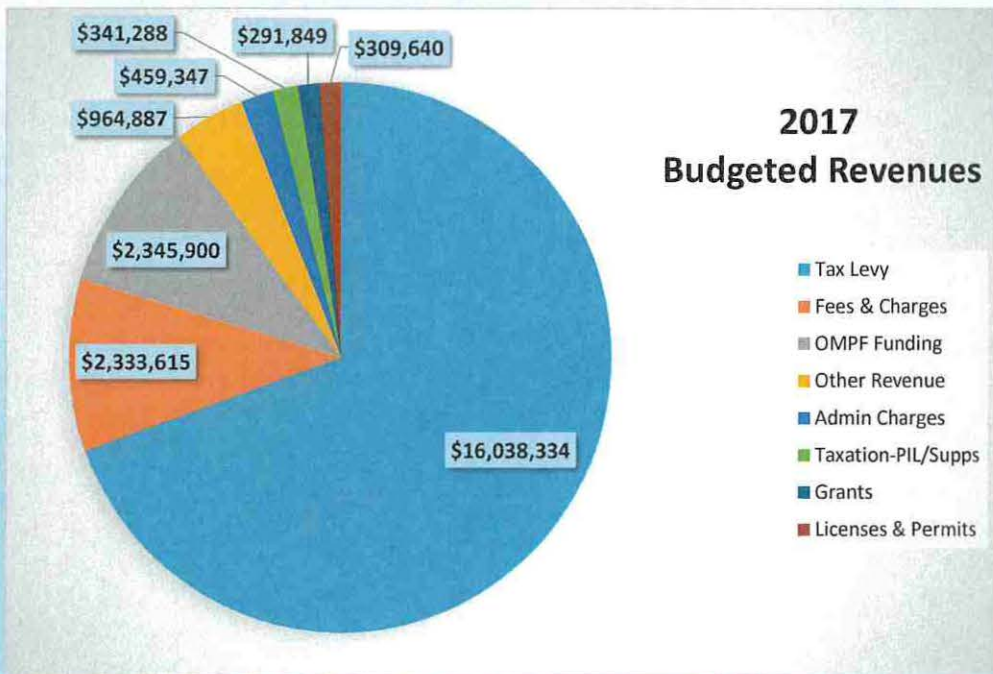
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CITY OF PORT COLBORNE



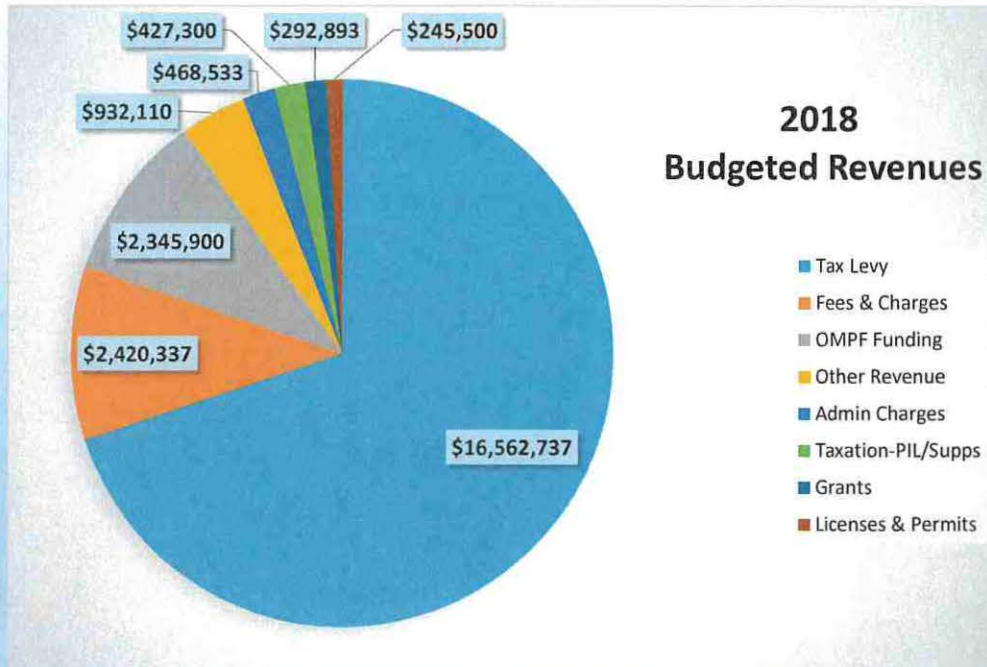
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CITY OF PORT COLBORNE



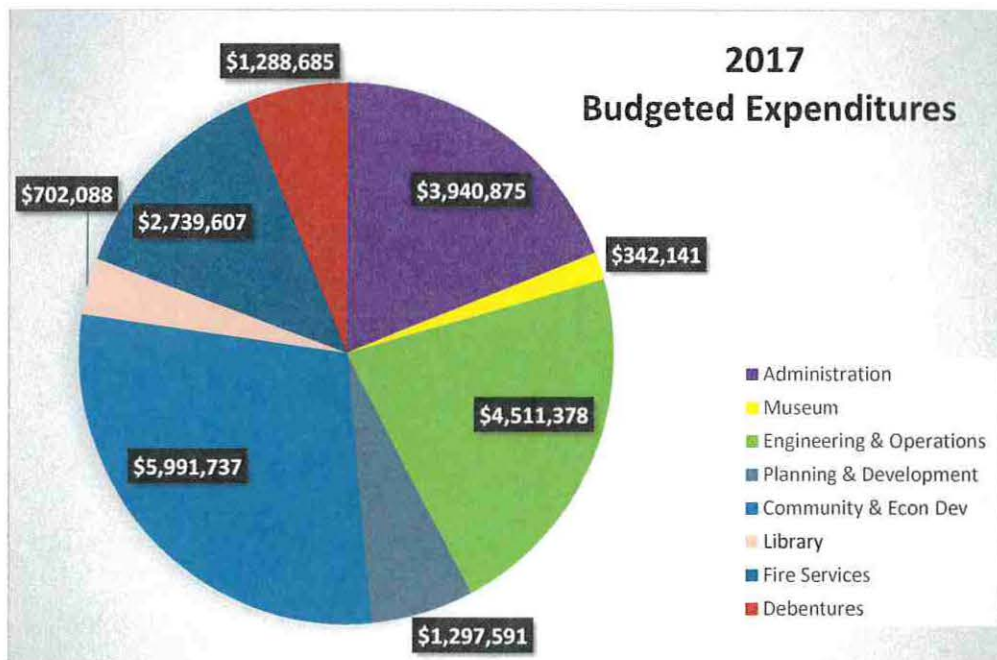
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CITY OF PORT COLBORNE



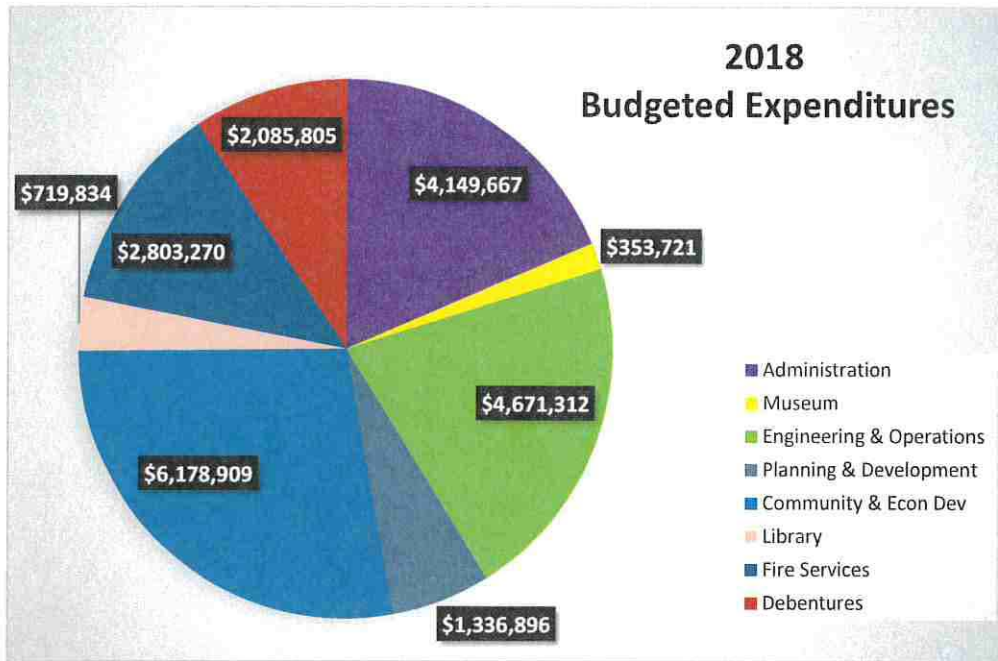
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CITY OF PORT COLBORNE



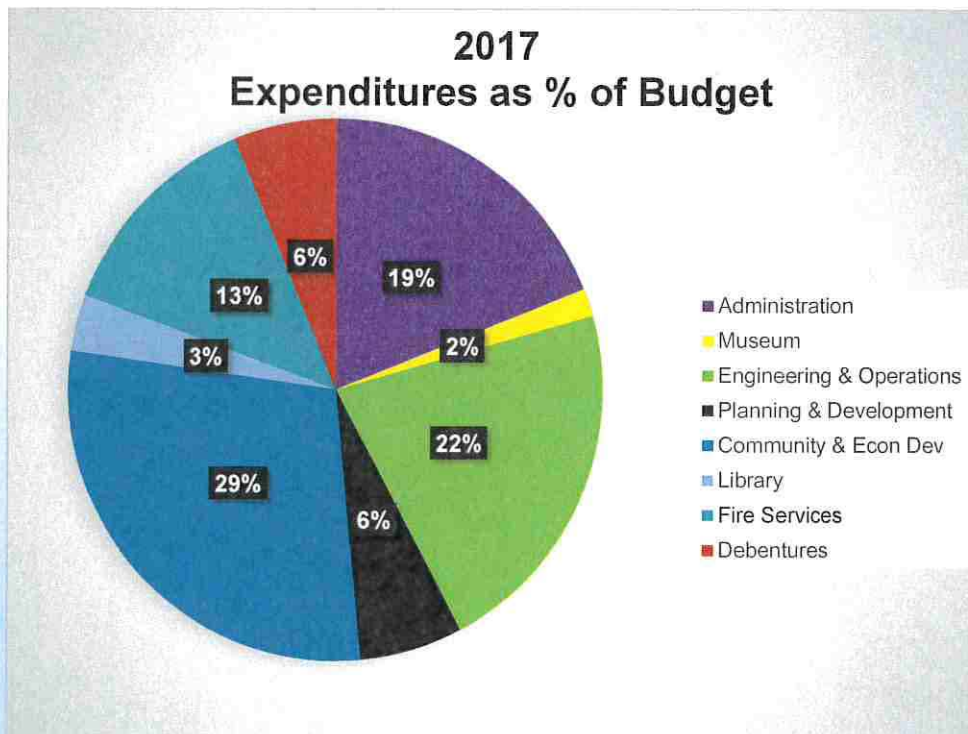
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CITY OF PORT COLBORNE



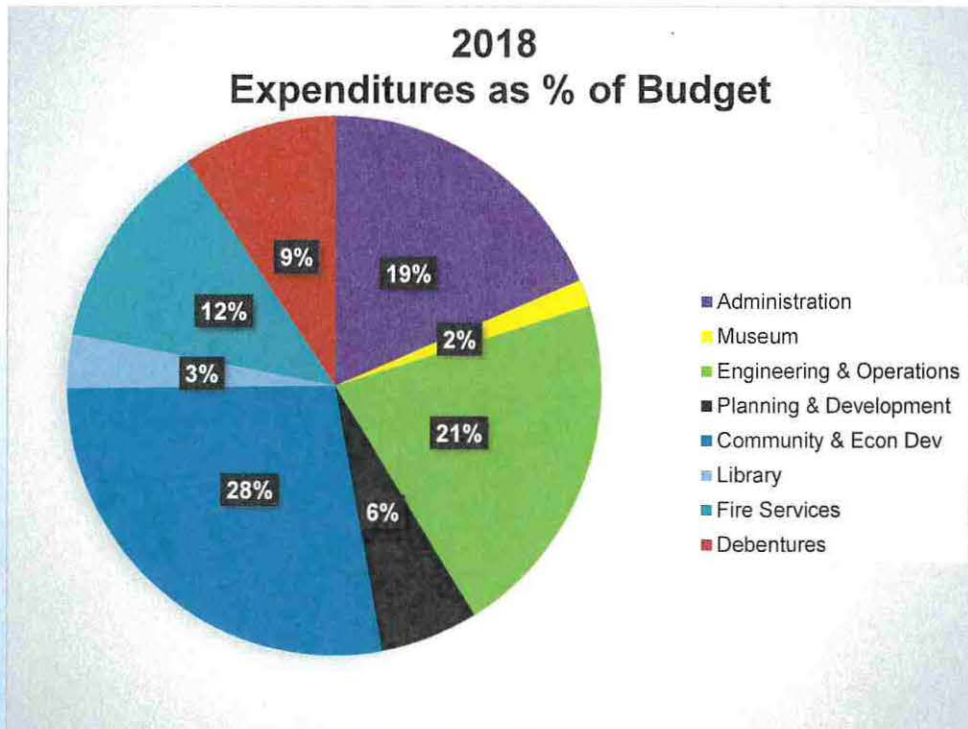
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CITY OF PORT COLBORNE



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CITY OF PORT COLBORNE



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CITY OF PORT COLBORNE Capital Funds Available

➤ Federal Gas Tax - Roads	\$ 622,000
➤ Federal Gas Tax – Facility LED Lights	\$ 50,000
➤ Ontario Community Infrastructure Fund	\$ 259,755
➤ Ontario Main St Revitalization Fund	\$ 51,549
➤ Capital Levy	\$1,740,260
➤ Capital Levy Increase – 1.25%	\$ 200,000
➤ Development Charges	\$ 179,000
➤ Matured Debentures	\$ 261,408
➤ Reserves and Reserve Funds	\$ 931,500
➤ Net Proceeds sale of NRBN	\$6,130,000
➤ Future Matured Debentures	
➤ Provincial/Federal Grants	

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CITY OF PORT COLBORNE

Other Provincial Grants

Ontario Community Infrastructure Fund - \$259,755
 Ontario Main St Revitalization Fund - \$ 51,549

Funding Applied to:

- Roads \$129,755
- Capital Asset/Budget Supervisor \$ 80,000
- Work Orders/Equip Maint Software \$ 50,000
- Pedestrian Crosswalk (Clarence St) \$ 45,000
- Traffic Signals \$ 6,000
- Contingency \$ 549

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Depreciation Deficit based on Historical Cost and Time Lifecycle

Total Depreciation (tax levy supported), 2016	<u>\$4,151,470</u>
Capital levy for depreciation	\$1,905,260
Library levy for depreciation	\$35,000
OCIF Funding	\$129,755
Federal Gas Tax	<u>\$622,000</u>
 2018 Depreciation Funding	 <u>\$2,692,015</u>
 2018 NET DEPRECIATION DEFICIT (35%)	 <u>\$1,459,455</u>
2017 NET DEPRECIATION DEFICIT (41%)	<u>\$1,738,808</u>

CITY OF PORT COLBORNE

Capital Levy Projects & Funding

➤ Total Project Estimated Cost	\$5,010,107
• Capital Levy	\$1,940,260
• Reserve funds	\$ 931,500
• Federal Gas Tax	\$ 622,000
• OCIF Grant	\$ 129,755
• Main St Revitalization	\$ 51,000
• Other	\$ 50,000
• Public Transit Grant Program	\$ 96,500
• Deferred funding	\$1,363,000
• Capital Reserve	\$ (173,908)

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CITY OF PORT COLBORNE

Debt Reserves Available

Debt Reserves as at December 31, 2017

• Operations Centre	\$741,152
• Street Lights	\$114,214
• General	\$ 96,338
• Marina	\$ 0
• Vale Centre	\$ 5,504
• Skate Park	\$ 35,065
Total Funds	\$992,273

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CITY OF PORT COLBORNE

Debt Reserves Available

YEAR	BALANCE January 1st	NEW FUNDS	OPS CENTRE	STORM SEWER	EMPLOY MENT LANDS	MARINA	VALE CENTRE
2018	992,273	241,539	-114,094	-171,291	-30,692	-51,614	-343,816
2019	522,305	226,539			-30,692	-40,548	-343,816
2020	333,788	226,539			-30,692	-40,548	-343,816
2021	145,271	100,539			-30,692	-40,548	-343,816
2022	-169,246	88,539			-30,692	-40,548	-343,816
2023	-495,763	88,539			-30,692	-40,548	-171,908
2024	-650,372						

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CITY OF PORT COLBORNE

Debt Reserves Available

Funding Required for Vale Centre Debt - \$650,372

YEAR	MATURED DEBT FUNDING	AMOUNT REQUIRED	CARRY OVER OF FUNDS
2020	2020 - \$ 69,000	\$ 0	\$69,000
2021	2020 - \$ 69,000 2021 - \$141,000 2021 - \$ 38,000	\$169,246	\$147,754
2022	2020 - \$ 69,000 2021 - \$141,000 2021 - \$ 38,000	\$326,517	\$69,237
2023	2020 - \$ 69,000 2021 - \$141,000 2021 - \$ 38,000	\$154,609	\$162,628

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CITY OF PORT COLBORNE

Capital Projects Ranking

Project Name/Description	Ranking	Status
New Operations Centre	1	Complete
Nickel and Omer Area Sewersheds CSO Program	2	Complete
Roselawn Heritage Building	3	In Progress
Elm Street Watermain Replacement	4	Complete
Site Servicing of East Side Employment Lands	5	Designed
Downtown CIP	6	Pending
Marina Dock Assessment and Repairs	7	Report done
Completion of East Waterfront CIP	8	Outstanding
Master Plan Study for Urban Area Storm Water System	9	Complete
Master Plan Study for Water Distribution System	10	Complete
Ward 4 Fire Protection	11	Reviewed
Remediation of Transport Canada Lands under SSRA	12	Outstanding
Culture Block Enhancements	13	In Progress
Rail-on-Apron completion	14	Outstanding

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City of Port Colborne Debenture Guidelines Annual Repayment Limit

- Provincial Repayment Limit \$5,926,209
(25% of Revenues)
- City Repayment Limit \$4,740,967
(20% of Revenues)
- Current Debt Charges \$2,461,878
- City Available Debt Payt Limit \$2,279,089
- Prov Available Debt Payt Limit \$3,464,331

With 2017 approved debt issued in 2018

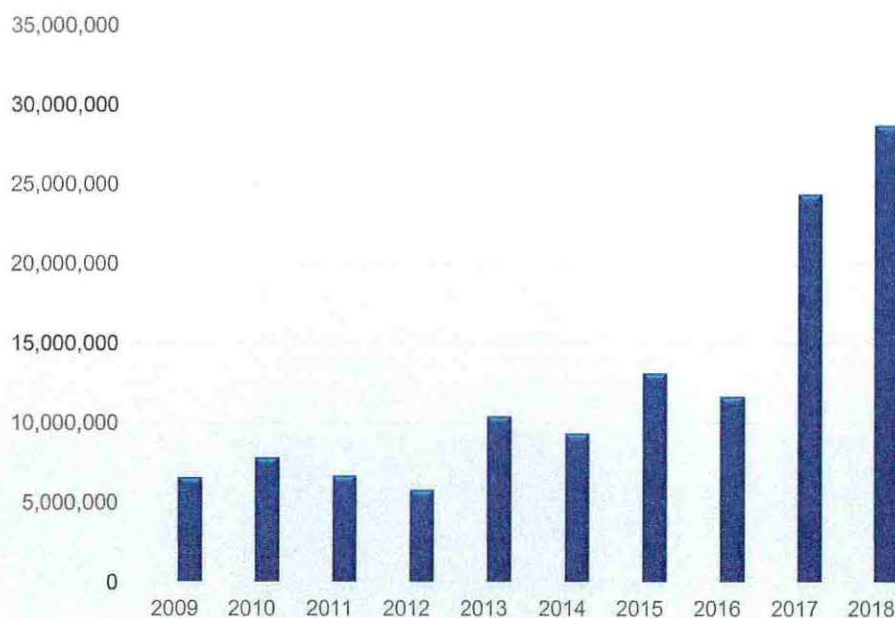
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City of Port Colborne New Long Term Borrowing

- City Available Debt Payt Limit \$2,279,089
- The maximum long term borrowing available at current rates is:
 - \$19,550,000 on 10 Year debenture
 - \$29,100,000 on 20 Year debenture
 - \$39,600,000 on 30 Year debenture
- Emergency Debt Room (Provincial to City)
\$1,185,242 Limit or \$9,240,000 debt

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City of Port Colborne Debt as at December 31



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CITY OF PORT COLBORNE

Potential Debentures

Project	Amount	Annual Debt	Potential Levy	Note
Employ Lands Servicing (30 yrs) - may be a 2022/2023 build if matured debentures applied to Vale Debt in 2021 to 2023	8,000,000	445,000	2019 to 2022 - 129,000 or 32,250/year	2020/2021/2022 Matured Debenture 316,000
Downtown CIP- Phase 1 (30 yrs) - capital reserve of \$6,130,000 and potential gov't grants	5,500,000	306,000		Matured Debenture in 2019 of \$377,000 - may be used for Fire capital requirements

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CITY OF PORT COLBORNE

Residential Property Tax Comparison

Tax Levy Increase	\$524,403	3.27%	\$854,403	5.33%	\$1,056,080	6.58%
Increase in tax revenue			\$330,000		\$201,677	
Estimated Tax Changes	\$ Change	% Change	\$ Change	% Change	\$ Change	% Change
City	32.57	2.20	62.68	4.24	81.08	5.48
Region-Gen	6.26	0.60	6.26	0.60	6.26	0.60
Region-Waste Mgmt	(7.34)	(4.40)	(7.34)	(4.40)	(7.34)	(4.40)
Education	(7.89)	(2.44)	(7.89)	(2.44)	(7.89)	(2.44)
Total Increase	\$23.61	0.78%	\$53.72	1.78%	\$72.12	2.39%
With tax ratio change			\$61.00	2.03%	\$80.00	2.64%

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**City of Port Colborne
Special Committee of the Whole Meeting 05-18
Minutes**

Date: March 6, 2018
Time: 5:32 p.m.
Place: Council Chambers, Municipal Offices, 66 Charlotte Street, Port Colborne

Members Present: R. Bodner, Councillor
B. Butters, Councillor
F. Danch, Councillor
Y. Doucet, Councillor
D. Elliott, Councillor
J. Maloney, Mayor (presiding officer)
J. Mayne, Councillor

A. Desmarais, Councillor (due to a prior commitment)
B. Kenny, Councillor (due to a prior commitment)

Staff Present: D. Aquilina, Director of Planning and Development
T. Cartwright, Fire Chief
M. Graybiel, General Foreman Parks
A. Grigg, Director of Community and Economic Development
J. Huppunen, Manager of Engineering
S. Luey, Chief Administrative Officer
M. Minor, Marina Supervisor
L. Nelson, Administrative Assistant to DCS (minutes)
S. Shypowskyj, Manager of Project and Design
S. Therrien, Director of Library Services
P. Peyton, Superintendent
S. Powell Baswick, Director/Curator, Port Colborne Historical and Marine Museum
P. Senese, Director of Corporate Services (DCS)

Also in attendance were interested citizens.

1. Call to Order:

Mayor Maloney called the meeting to order.

2. Introduction of Addendum Items:

Nil.

3. Confirmation of Agenda:

Moved by Councillor R. Bodner
Seconded by Councillor Y. Doucet

That the agenda dated March 6, 2018 be confirmed, as circulated.
CARRIED.

4. Disclosures of Interest:

Nil.

5. Presentation:**(a) Continuation of 2018 Draft Budget Deliberations
Peter Senese, Director of Corporate Services**

The Director of Corporate Services presented an additional 2018 budget request memo dated February 7, 2018 from Mark Minor, Marina Supervisor, regarding staffing changes at Sugarloaf Marina. In addition, Council were provided an updated schedule for 2018 Budget Worksheet Summary and Capital Projects Summary. The draft 2018 budget is available on the City's website with the supplemental budget schedules.

The Director of Corporate Services provided a summary of the meeting of March 5, 2018 with a proposed tax levy increase of 5.33%, which includes a 1.25% capital budget increase and a 0.81% debenture increase for the Operations Centre. The Director also noted that the Region is reviewing their tax ratios and that the tax levy rate may increase once that revision is completed.

The Director reviewed the 2018 Operating Levy Summary with a 5.33% levy increase. Council agreed to move on to the 2018 Budget Worksheet Summary to review any additional staff requests which may affect the levy.

The Director proceeded to address the following items:

Corporate Services – Capital Asset/Budget Supervisor

That the amount of \$3,705 be deleted off of the levy and the \$80,000 be funded by the OCIF grant.

Fire Dept – Summer Student

That the amount of \$9,400 remain on the levy to be revisited.

Engineering - Pavement Markings

That the pavement markings budget be increased by \$6,140 and remain on the levy.

Engineering – Staff Development

That the amount of \$3,000 for OGRA training remain on the levy.

Operations - Tree Trimming/Removal/Replacement

That the tree trimming budget be increased by \$20,000 and remain on the levy.

Staff Direction:

That the Superintendent be directed to report back on the process of the sale or disposal of the wood and City's liability.

Operations - Stone Repairs on Roads and Shoulders

That the request for \$7,500 for Stone Repairs on Roads and Shoulders be revisited after more information and details are provided by staff.

Staff Direction:

That the Superintendent be directed to report back providing more details and information regarding stone repairs on roads and shoulders, such as liability and risks.

Operations – Snow Ploughing Contractor Changes

That the snow ploughing budget be increased by \$5,133 and be applied to the levy.

Operations – Sanding Contractor Changes

That the sanding budget be increased by \$9,312 and be applied to the levy.

Operations – Building/Yard Materials

That the building/yard materials be increased by \$2,404 and be applied to the levy. Staff to provide a further explanation for the increase.

Operations – Public Works Staff Development

That the Public Works staff development costs of \$3,000 be applied to the levy.

Parks Division – Temporary Summer Staff extended hours

That the Parks Division request for temporary summer staff extended hours be reduced to \$5,850 for one staff extension of hours be applied to the levy.

Parks Division – Temporary Winter Works Staff – Additional 10 weeks

That the Parks Division request for temporary winter works staff, \$12,000 for additional 10 weeks be applied to the levy and to be revisited.

Parks Division – East/West Trail

That the Parks Division request for \$50,000 be revisited after further review by staff for any potential upper tier funding.

Staff Direction:

That the Director of Community and Economic Development be directed to report back regarding any potential upper tier funding for trails.

Community and Economic Development – Vale Health and Wellness Centre Summer Camp Program

That the Community and Economic Development request for \$4,300 for the Vale Health and Wellness Centre Summer Camp program be removed from levy.

Community and Economic Development – Canal Days

That the Community and Economic Development request for \$15,000 for Canal Days be applied to the levy for increased costs due to relocation of the concert area.

Marina – One Seasonal Maintenance Staff

That the Marina request for one seasonal maintenance staff for an increase in hours and extended weeks for \$14,600 be applied to the levy.

Marina – Seasonal Administrative Staff

That the Marina request for one seasonal administrative staff to replace one office student for \$11,725 be applied to the levy.

Marina and Vale Health and Wellness Centre – Clerical/Customer Service ½ Staff

That the request of \$9,324 for one clerical/customer service 1/2 staff for April to Sept 6 months, and October to March 6 months be applied to the levy for a customer service representative at Vale Health and Wellness Centre.

Museum – Receptionist Increased Hours – 50 hours

That the Museum deferred request from 2017 for an increased 50 hours for \$837 be applied to the levy.

Museum – Archives Assistant

That the request for \$1,037 for 50 additional hours be applied to the levy.

Library – Additional 100 part time hours

That the Library request for an additional 100 part time hours \$2,110 not be put on the levy, but be approved with a reallocation of such funds from the books budget and that additional funding be added from development charges for \$2,110.

By-law Division – By-law Enforcement Summer Student

That the By-law Division request for \$9,200 for a By-law Enforcement Summer Student be approved to be funded from parking revenues.

By-law Division – School Crossing Guard Rover

That the By-law Division request for \$15,725 for a School Crossing Guard Rover be removed and not applied to the levy.

Physician Recruitment – Reserve Shortfall

That the Physician Recruitment request for \$10,000 be applied to the levy.

YMCA – Request for Funding

That staff meet with the YMCA to further discuss and review their costs of programs and revenues to mitigate the budgeted deficit.

Fort Erie Resolution – YWCA/Niagara Region

Moved by Councillor B. Butters
Seconded by Councillor Y. Doucet

That the Fort Erie Resolution request for \$5,000 for Anti-Human Trafficking be referred to the Grant Committee.
LOST.

Welland Transit – Service Agreement Renewal April 1, 2018

The Director of Corporate Services suggested that the Welland Transit Service Agreement Renewal potential increase of \$44,250 for nine months be funded with \$22,000 on the levy and \$22,250 from reserve.

Councillor Bodner suggested raising of the rates to \$3.00 as of July 1st instead of September 1st for 2018.

Staff Direction:

That the Director of Corporate Services be directed to review the increase in the rate from \$2.75 to \$3.00 as of July 1, 2018.

The Director informed Council that the levy increase with the above additions is 6.69% with a blended tax increase of 2.44% or \$74 to the average residential property.

6. Adjournment:

Moved by Councillor F. Danch
Seconded by Councillor Y. Doucet

That the Council meeting be adjourned at approximately 10:10 p.m.
CARRIED.

PS/ln



PORT COLBORNE

AGENDA

- 1/ Base Budget review
- 2/ Levy Summary review
- 3/ Programs/Group/Services review
- 4/ Unfinanced Staff requests – Council Decisions
- 5/ Review of Operating tax increase

Council Approval of Operating Budget

- 6/ Federal Gas Tax funding review
- 7/ Capital requests – Council Decisions
- 8/ Review of Reserves transfers

Council Approval of Capital Budget

- 9/ Debt Reserves consolidation – Council approval

10/ Downtown CIP – Council confirmation of top priority waiting for grant funding

11/ Fire Capital requirements – staff direction required to prepare a funding plan and report back to Council



TO: Peter Senese, Director of Corporate Services
FROM: Mark Minor, Marina Supervisor
DATE: February 7, 2018
RE: Staffing Changes at Sugarloaf Marina – 2018 Budget Request

Background:

Sugarloaf Marina (the "Marina") is one of the five largest marinas in Ontario. The Marina is a destination for thousands of boaters each year, and is a preferred layover facility for hundreds of yachts transiting the Welland Canal. Many visitors make use of Port Colborne as a clearance point into Canada. These visitors generally stay a night in the City, purchase provisions, and often have vessel servicing needs that must be addressed prior to embarking. In addition, the Marina hosts a variety of City sponsored and privately sponsored events each year. In addition, Sugarloaf Marina is located at the southernmost terminus of the Welland Canal Trail. These and other factors have served to draw thousands of visitors to the Marina on an annual basis.

Numerous changes have taken place at the Marina over time. In 2013, lease agreement to manage the travel lift, boat handling and storage operations with a third party operator matured. Shortly after that time, following an unsuccessful Request for Proposal to solicit a P3 model to work with the municipality, a re-evaluation of the Marina business model was undertaken by staff. The approved business model provided direction to staff to implement total ownership of the Marina service operations and capture 100% of the revenue stream. At that time, existing staffing levels were maintained and existing staff were trained in the operation of the travel lift and all manner of boat handling services, including (launch and haul out services), movement and storage service.

Since that time, the Marina has grown from a 500-slip marina to a 700 plus-slip marina, and now also includes a fuel dock and an array of City-owned equipment, including a marine mobile lift, telehandler, and hydraulic trailer, which are used for the purpose of hauling out and launching boats. Also since that time, Marina revenue has increased as a result of various services such as an increased number of docks available for rent, fuel sales. In addition, boat storage, launch and haul-out services are also provided, which at one point, were provided by the third party operator.

In 2005, two full-time staff were responsible for managing Marina operations: a Marina Manager and an Assistant Marina Manager. At the time, Marina operations included over 500 slips, the boat launch ramp, the harbour master docks and a small retail store. Students were also hired during the summer months.

At Council's direction, staffing levels changed in 2014 to include one full-time Marina Supervisor, a seasonal Marina Coordinator, summer students, and two seasonal maintenance employees.

As outlined above, Marina services have expanded, and now include operating over 700 slips, the boat launch ramp, the harbour master docks, an expanded retail store, the fuel dock, winter storage facilities, and a boat launch and haul out operation.

The expansion of services has been positive and successful, however increased seasonal slip rentals, as well as haul-out and storage services, and increased operational requirements has had a workload impact on the limited available staff resources.

The addition of a seasonal administrative support position was presented to Council for consideration during the 2017 budget deliberations. Council authorized the creation of the new position for a reduced number of hours.

Request:

Due to continued workload demands, and the amount of resources involved in recruiting, hiring and training a new staff member for three-month employment period, staff was directed to review and prepare a report concerning staffing levels for consideration during Council's 2018 budget deliberations. The following provides an overview of the requested staffing changes.

Staff is requesting to increase the hours of one Seasonal Maintenance employee from 24 hours to 40 hours due to the increased workloads, in addition to increasing the length of time by four weeks from 33 to 37 weeks for the shoulder seasons. The additional cost for this request amounts to \$14,600 as follows:

Current budgeted Wages: $\$18.93/\text{hr} \times 24\text{hrs} \times 33\text{ weeks}$ plus statutory benefits (April 1 to November 15) = $\$15,000$ plus $\$1,800$ = $16,800$.

Proposed Wages: $\$18.93/\text{hr} \times 40\text{hrs} \times 37\text{ weeks}$ plus statutory benefits (March 19 to November 30) = $\$28,000$ plus $\$3,400$ = $\$31,400$.

Increased differential in cost amounts to $\$14,600$.

Staff is requesting to add a Seasonal Administrative employee to work in the office, and would eliminate one or three office students to work the front desk. This administrative staff will work the Front Desk in addition to the remaining two students during the summer hours. The additional cost for this request amounts to \$11,725 as follows:

Current Student Wages: $\$14.75/\text{hr} \times 40\text{hrs} \times 18\text{ weeks}$ plus statutory benefits (Summer months) = $\$10,620$ plus $\$1,300$ = $\$11,920$.

Proposed Admin staff Wages: $\$15.08/\text{hr} \times 40\text{hrs} \times 35\text{ weeks}$ plus statutory benefits (April 1 to November 30) = $\$21,112$ plus $\$2,533$ = $\$23,645$.

Increased differential in cost amounts to $\$11,725$.

Staff are requesting an additional amount of funding for \$26,325 to accommodate the above staffing requests for wages in the 2018 budget.

Sincerely,



Mark Minor
Marina Supervisor

**CITY OF PORT COLBORNE
2018 BUDGET WORKSHEET SUMMARY**

Mar 5 2018

2017 Levy	16,038,334	4.71%	\$ 16,562,737	3.27%	
Staff PROPOSED LEVY			\$ 16,562,737	3.27%	
CURRENT PROPOSED LEVY			\$ 16,892,737	5.33%	levy increase
Note-\$161,000 = 1% levy increase					

	Cost	OMPF Funds	LEVY FUNDING	Reserve Funds	Other/ Grants	Defer Funding	Description
Available Funds for one time expenditures				\$ -		\$ -	
UNFINANCED REQUESTS							
Human Resources	Consultant	\$10,000	\$10,000				Employee Engagement Survey Follow Up - Phase 2
Human Resources	Coop Student	\$6,300	\$6,300				work term of 400 hours in fall/winter months
CAO	Corporate Accessibility Compliance	\$5,000		\$5,000			website audit/training/accessibility plan update-Accessibility reserve
CAO	Live Streaming Council Meetings	\$3,000	\$3,000				pilot project
CAO	Performance Mgmt Training	\$11,000		\$11,000			Performance Appraisals
CAO	Coaching and Training	\$24,500	\$24,500				
CAO	CUPE Job Evaluation	\$30,000	\$30,000				
Health & Safety	Bill 168 Workplace Risk Assessments	\$10,000	\$5,000	\$5,000			review for internal/pay equity and market rates
Health & Safety	Working Mind Training Courses	\$11,225	\$11,225				assessments of 2 locations annually-health & safety reserve
Corp Services-Clerks Divisi	Records Mgmt & Retention System	\$80,000		\$80,000			24 managers and 72 staff attendees
Corp Services-Finance Divi:	Asset Management	\$48,750		\$25,000	\$ 23,750	In Levy	phased in over 2016/2017 for 2018/2019 implementation
Corp Services-Finance Divi:	Capital Asset/Budget Supervisor-sal & ber	\$83,705	\$3,705		\$ 80,000	OCIF grant	Provide and update Comprehensive AMP
							2018/2019 initiative to implement and manage AMP with capital budgeting
Fire Dept	Fire Safety Initiative	\$20,000	\$20,000				Available funding from OCIF max \$80,000
Fire Dept	Summer Student	\$9,400		\$9,400			Smoke and Carbon Monoxide Alarm Program
Engineering	Pavement Marking	\$6,140		\$6,140			16 weeks
Engineering	Facility Maintenance Study	\$75,500		\$75,500			increase current budget from \$43,860 - two markings Spring and Fall
Engineering	OGRA Training Courses	\$3,000		\$3,000			OMPFC 2015
Engineering	Renewable Passive Energy Generation	\$15,000	\$15,000				increase staff development to \$5,000
Operations	Tree Trimming/Removal/Replacement	\$20,000	\$20,000				consultant required to investigate feasibility of installing at Operations Centre
Operations	Tree Trimming Equip Rental	\$9,600		\$9,600			increase current budget from \$130,000 to \$150,000
Operations	Inventory & Asset Tracking Software	\$22,000			\$22,000	FCM grant	8 week rental-tractor with arm mower-cut on rural and clay roads
Operations	WorkOrders & Equip Maint Software	\$60,000			\$10,000	FCM grant	annual maintenance fee \$7500
					\$50,000	OCIF grant	
Operations	Stone Repairs on roads and shoulders	\$7,500		\$7,500			increase from \$32,500 for shouldering and stone road repairs in rural area
Operations	Snow Ploughing Equipment Rental	\$54,000		\$54,000			rent 2 loaders for one snow route-city operator
Operations	Snow Poughing Contractor Changes	\$5,133		\$5,133			increase to \$37,000 - 5 yr agreement (100 hr/season min guarantee)
Operations	Sanding Contractor Changes	\$9,312		\$9,312			increase to \$30,000 - 5 yr agreement (100 hr/season min guarantee)
Operations	Building/Yard Materials	\$2,404		\$2,404			increase to \$9,000 - addl costs on move to new Operations Centre
Operations	Public Works Staff Development	\$3,000		\$3,000			Municipal Equip Operator Assoc Technology events
Operations	Drainage Works-City portion of costs	\$110,586	\$100,586			\$10,000	Zavitz Drain/Sherkston North and East & West Trail Branch Drains
Operations	Drainage Works-City portion of costs	\$90,093				\$90,093	Young and Hopf-Wagner Drains-2019 construction

**CITY OF PORT COLBORNE
2018 BUDGET WORKSHEET SUMMARY**

Mar 5 2018

Staff PROPOSED LEVY	2017 Levy	16,038,334	4.71%	\$ 16,562,737	3.27%	
CURRENT PROPOSED LEVY				\$ 16,892,737	5.33%	levy increase
Note-\$161,000 = 1% levy increase						

		Cost	OMPF Funds	LEVY FUNDING	Reserve Funds	Other/ Grants	Defer Funding	Description
Parks Division	Temp Summer Staff extended weeks	\$17,550		\$17,550				3 staff extended from 19 to 24 weeks similar to other 3 staff
Parks Division	Temp Winter Works - Addl 10 weeks	\$12,000		\$12,000				20 week term during winter months 1/2 levied 2017, 1/2 2018 budget
Parks Division	East/West Trail	\$100,000	\$50,000	\$50,000				tree removal/planting/asphalt/signage/painting/culvert barriers
Community Services	VHWC - Summer Camp Program	\$24,800		\$4,300		\$20,500		potential grant for \$20,500
Community Services	Grant Application-Celebrate Ontario 2018	\$10,000	\$10,000					Canal Days Grant consultant wrote grant
Community Services	Canal Days Sponsorship Program	\$20,000	\$20,000					40th Annual sponsor engagement
Community Services	Parks&Recreation Master Plan	\$70,000			\$70,000			OMPF 2015
Communications & Marketin	Social Media Monitoring Program	\$4,320	\$4,320					Shared program with 5 Cities
Community Services	Canal Days	\$40,000	\$40,000					increase entertainment for 40th Annual
Community Services	Canal Days	???						increased costs due to relocation of concert area
Community Services	Berkley Cdn Fishing Championship	\$25,000	\$25,000					as approved by Council
Community Services	Niag Healthy Kids Community Challenge	\$1,000	\$1,000					as approved by Council
Community Services	Canada Day Celebrations	\$15,000	\$10,000			\$5,000		Sponsorship
Marina	One Seasonal Maintenance staff	\$14,600		???				increase 24 to 40 hrs and additional 4 weeks
Marina	Seasonal Administrative staff	\$11,725		???				reduce one student and add a seasonal admin for 35 weeks
Marina	Clerical/Customer Service - 1/2 staff	\$4,662		\$4,662				Apr to Sept-6 months part time 24 hrs per week -600 hrs
Vale Health & Wellness Cen	Customer Service Rep - 1/2 staff	\$4,662		\$4,662				Oct to March-6 months part time 24 hrs/week - 600 hrs after hours
Museum	Receptionist increased hours-50 hours	\$837		\$837				increased hrs from 750 to 800 for admin/customer service-deferred 2017
Museum	Archives Assistant	\$1,037		\$1,037				new in 2017 @ 210 hrs - request addl 50 hrs for year round service
Library	additional 100 part time hours	\$2,110		\$2,110				current budget at 2100 part time hours
Economic Development	New Corporate and Tourism Branding	\$10,000			\$10,000			branding and design work
Economic Development	Industrial Land clearing	\$60,000			\$60,000			Invertose Drive 23 acres cleared over 3 years-\$20,000/year (3rd of 3 years)
Economic Development	Active Transportation Needs Assessment	\$10,000			\$10,000			study transportation network including bike friendly community designation
By-law Division	Bylaw Enforcement Summer Student	\$9,200		\$9,200				assist with increased complaints, monitor beach parking, canal days etc
By-law Division	School Crossing Guard Rover	\$15,725		\$15,725				conduct daily visits and breaks to all crossing guards
Building Division	New Inspection Software and Hardware	\$46,500			\$46,500			MobilINSPECT provides handheld technology for field inspections/reporting
Physician Recruitment	reserve shortfall	\$10,000		\$10,000				Comm recommends \$10,000 annually
Physician Recruitment	future recruitment	\$35,000	\$35,000					Comm recommends to support potential new physician for 2018
YMCA	Request additional funding	\$22,118	\$19,369		\$2,749			see memo re:50% of budgeted deficit
Fort Erie Resolution	YWCA/Niagara Region - \$5,000	???						Anti-Human Trafficking Program
Welland Transit	Service Agreement Renewal Apr 1 2018	???						Potential Increase in cost - \$59,000
								-201,677
New Operations Centre	Debenture	\$130,000		\$130,000				\$390,000 spread over 3 years 2017, 2018, 2019
Annual Capital Levy	Future Capital Amortization	\$200,000		\$200,000				
Total Expenditures		\$1,773,994	\$440,300	\$330,000	\$464,349	\$211,250	\$100,093	
TOTAL LEVY				\$ 16,892,737	5.33%			levy increase

**CITY OF PORT COLBORNE
2018 BUDGET
FUNDING CAPITAL AMORTIZATION
FUNDS TRANSFERRED TO CAPITAL PROJECTS**

Additional Allocation of Budgeted Capital Funds	2017 budget	2018 Est Cost	Capital Levy Funds	Reserve Funds	Grant Funds	Defer Funding
Capital Replacement Requests						
sidewalk Replacements	95,000	100,000	100,000			
Road Resurfacing Program	1,030,000	1,130,810	379,055		751,755	Fed Gas Tax \$622,000 OCIF \$129,755
Road Resurfacing Program	(634,592)					
Road Resurfacing Program	34,566	34,567	34,567			debenture cost for roads
Traffic Signals		10,000	4,000		6,000	Main St Revitalization Initiative Fund
Pedestrian Crossing		45,000			45,000	Main St Revitalization Initiative Fund
Vehicles and Equipment	272,750	335,000	335,000			
Museum	6,000	6,000	6,000			funding year 3 of 4 years
Museum	10,000	10,000	10,000			museum lump sum \$15,000 each year
Museum	10,000	10,000	10,000			Year 3 - \$10,000/yr for 3 yrs plus Fundraising over 5 years
Museum		25,000	10,000		15,000	
Museum		10,000	10,000			
Museum/Library		15,000		15,000		Security for the grounds-\$5,000/Library res/\$7,000 cultural res
Library	35,000	35,000	35,000			per library capital budget
Library		15,000	15,000			
Library	59,200	60,400	60,400			
Library		3,000	3,000			
Library		2,000	2,000			Secure access to the IT servers and equipment
Library		3,500		3,500		
Library		5,000	5,000			
Library		3,000	3,000			
Communications & Marketing		5,150	5,150			SCALA Systems Software
Corporate Services	155,000	23,700	23,700			Virtual City Hall - Citizen Self-Service Suite
Community & Econ Development		7,500	7,500			1st year of 4 yr commitment to Sport Tourism Capital Reserve - \$30,000
Roselawn Centre		47,680		47,680		AGCO required for licensed venue-match current heritage fencing
Facility Maintenance	100,000	100,000	100,000			
Facility Maintenance		11,285	11,285			
Facility Maintenance		31,200		31,200		pending roof tender
Facility Maintenance		24,500	24,500			siding complete/skirting replaced/deck structure and boards replaced
Facility Maintenance	17,400	17,400		17,400		replace south side large older pavilion roof - metal roof
Facility Maintenance	16,500	16,500		16,500		replace old band shell roof with original cedar shingles
Facility Maintenance	15,000	30,000		30,000		fund over two years 2016 and 2017 (requires assessment)
Facility Maintenance		23,000		23,000		replace 400 watt metal halide to beacon LED-energy/maint savings
Facility Maintenance		50,000	25,000		25,000	change all T5 light tubes to LED light tubes-payback in 6 months
Facility Maintenance		21,535	21,535			
Facility Maintenance		5,000	5,000			electrical surges have damaged electronic equipment
Facility Maintenance		25,000	25,000			City Hall, Marina, Bethel & Sherkston Community Centres
Facility Maintenance		12,000		12,000		new flashing-leaking into the attic
Facility Maintenance		22,000		22,000		Roof Repairs-front upper metal roof in poor condition-replace with shingles
Facility Maintenance		25,000		25,000		Roof Repairs-lower full roof replacement on south side
Facility Maintenance		4,000		4,000		AODA Compliance for accessibility and security
Engineering		5,400	5,400			
Engineering		5,000	5,000			
Engineering		7,000	7,000			security cameras & installation \$4,000 / enclosure roof \$3,000
Engineering/Parks	96,500	193,000		96,500	96,500	upgrade/refurbish existing network of trails as approved by Council

**CITY OF PORT COLBORNE
2018 BUDGET
FUNDING CAPITAL AMORTIZATION
FUNDS TRANSFERRED TO CAPITAL PROJECTS**

	2017 budget	2018 Est Cost	Capital Levy Funds	Reserve Funds	Grant Funds	Defer Funding
Additional Allocation of Budgeted Capital Funds						
arks		45,000		45,000		9,000 each for 5 parks-2 in 2013-1 in 2014/2015/2016
arks		2,500	2,500			bilingual emergency park signs and installation
arks		75,000	75,000			playground replacement
arks		15,000	15,000			replace wooden retaining wall with block/replace wooden stairs
arks	73,200	73,200		73,200		playground replacement
arks	28,000	28,000		28,000		\$19,500 east/west hilltop path & \$8,500 north/south west side path
ark Sports Field Bleachers	10,350	28,550		28,550		Vimy Complex \$6,200 -2016 / Lannan complex \$10,350 -2017
ennis Courts		60,000		60,000		Fund from Facility Reserve
ickel beach			???			provides access for wheelchairs/strollers/pedestrians
ickel beach		15,000	15,000			\$3,000 each x 5 wheelchairs
ickel beach		50,000	50,000			Future Washroom/Changeroom Upgrades to reserve
arina		2,660	2,660			existing extinguishers are not enclosed
arina		3,500	3,500			install feeder cable/plugs/lighting/switch
arina	12,000	15,000	15,000			replace old pedestals - 10 units @ \$1,500
arina		65,000	65,000			inspect and replace
arina		11,600	11,600			additional storage area in parking lot
arina	12,000	12,000		12,000		replace walkway lights with LED energy efficient lighting
arina		15,000		15,000		Concrete required between the ramps existing concrete slabs
arina		4,500		4,500		expanding services as source of revenue
arina		300,000	100,000	200,000		includes \$50,000 in 2018 budget
ale Health&Wellness centre		2,500	2,500			seed money to update/enhance plaques
ale Health&Wellness centre		10,000			10,000	donation from Golden Puck Hockey over 2 years
ale Health&Wellness centre		9,600		9,600		4 new security cameras for areas of high risk not monitored
ale Health&Wellness centre		23,000	23,000			to accommodate rec programming in summer months
erkston Community Centre	5,000	5,000	5,000			funding year 3 of 4 years
ity Hall	10,000	10,000	10,000			replace portions of carpeting
ity Hall	44,000	44,000		44,000		Generator automatic transfer switch upgrade
ire Dept	20,000	11,000	11,000			bunker gear replacement
ire Dept	10,000	25,000	25,000			Annual Fire Equipment
ire Dept		8,000	8,000			Fire Fighting Helmets
ire Dept		12,000	12,000			Fire Computer Program Software
ire Dept		20,000	20,000			Hose and Nozzle Replacements
ire Dept		14,000	14,000			Fire Station Upgrades
ire Dept	20,000	35,000		35,000		Communication Upgrades
ire Dept		1,310,000			1,310,000	Use of maturing debenture payments-\$307,000 available 2019
agara Central Airport		32,870		32,870		Reserve Fund - \$45,000
ouncil		???				Waiting for Grant Opportunity

**CITY OF PORT COLBORNE
2018 BUDGET
FUNDING CAPITAL AMORTIZATION
FUNDS TRANSFERRED TO CAPITAL PROJECTS**

	2017 budget	2018 Est Cost	Capital Levy Funds	Reserve Funds	Grant Funds	Defer Funding
Additional Allocation of Budgeted Capital Funds						
Police and Equipment	27,250					
Police and Equipment	35,000					
Police	7,000					
Corporate Services	5,000					completed 2017
Corporate Services	8,836					purchased 2017
Marina	9,000					completed 2017
Marina	10,000					replace 5 canopies @ \$2,000/picnic dock - 10 years old
Marina	20,000					add 4 Outdoor Access Points for better signal to entire docks
Marina	10,000					replace for restaurant dining side-13 yrs old require heat exchanger
Marina	17,500					replace old pump out requiring ongoing repairs with larger capacity
Marina		27,000			27,000	secure winter storage for equipment currently stored in open area
Marina		16,000			16,000	requires investigation of costing and grants
Marina		10,000			10,000	Funding from Conservation Club - 30'x6' section
Public Works	8,000					for new sign installs and safety issues as per Council direction
Public Works	15,500					32 lateral file cabinets for relocated files and storage
Public Works	76,000					Sand Blast Unit \$4,000 & 6 Portable Hoist Units \$72,000
Fire Dept	4,000					upgrade and replace 6 pagers
Fire Dept	8,000					new larger lockers required for clothing/equipment separation
Fire Dept	8,000					storage and transportation of decontamination equipment
Fire Dept	30,000					completed 2017
Animal Shelter	2,500					completed 2017
MPF Funds	(124,200)					
Capital Reserve						
Total Budgeted Capital Funds	<u>1,740,260</u>					
		<u>5,017,607</u>	<u>1,773,852</u>	<u>931,500</u>	<u>949,255</u>	<u>1,363,000</u>
Future Capital Amortization			(200,000)			
Funds Available in Library capital levy			(35,000)			
Funds Available in capital levy			<u>(1,705,260)</u>			
(Unallocated capital funding)			<u>(166,408)</u>			

NOTE: Amortization for the City's operations capital assets amounts to \$4,151,470 of which the City levys \$1,940,260 plus OCIF Funds of \$129,755 and allocates Federal Gas Tax funds of \$622,000. The total allocation for capital amounts to \$2,692,015 with a shortfall in covering capital amortization in the amount of \$1,459,455.

**City of Port Colborne
Regular Committee of the Whole Meeting 08-18
Minutes**

Date: March 26, 2018
Time: 8:26 p.m.
Place: Council Chambers, Municipal Offices, 66 Charlotte Street, Port Colborne

Members Present: R. Bodner, Councillor
B. Butters, Councillor
F. Danch, Councillor (arrived at 8:27 p.m.)
A. Desmarais, Councillor
Y. Doucet, Councillor
D. Elliott, Councillor
B. Kenny, Councillor
J. Maloney, Mayor (presiding officer)

Absent: J. Mayne, Councillor (due to illness)

Staff Present: D. Aquilina, Director of Planning and Development
M. Bendia, Deputy Fire Chief
A. LaPointe, Manager of Legislative Services/City Clerk
S. Luey, Chief Administrative Officer
C. McIntosh, Deputy Clerk (minutes)
P. Senese, Director of Corporate Services
S. Shyposkyj, Acting Director of Engineering and Operations
G. Tartaglia, Event Coordinator

Also in attendance were interested citizens, members of the news media, YourTV and WeeStream.

1. Call to Order:

Mayor Maloney called the meeting to order.

2. Introduction of Addendum Items:

Nil.

3. Confirmation of Agenda:

Moved by Councillor B. Butters
Seconded by Councillor B. Kenny

That the agenda dated March 26, 2018 be confirmed, as circulated or as amended.

CARRIED.

4. Disclosures of Interest:

Nil.

5. Adoption of Minutes:

- (a) **Regular meeting of Committee of the Whole 06-18, held on March 12, 2018.**

Moved by Councillor A. Desmarais
Seconded by Councillor B. Butters

- (a) That the minutes of the regular meeting of Committee of the Whole 06-18, held on March 12, 2018, be approved as presented.

CARRIED.

6. Determination of Items Requiring Separate Discussion:

The following items were identified for separate discussion:

Items 1, 2, 4, 10.

7. Approval of Items Not Requiring Separate Discussion:

Moved by Councillor B. Kenny
Seconded by Councillor A. Desmarais

That Items 1 to 14 on the agenda be approved, with the exception of items that have been deferred, deleted or listed for separate discussion, and the recommendation contained therein adopted.

Items:

- 3. Community and Economic Development, Events Division, Report No. 2018-40, Subject: 2018 Budweiser CanAm Walleye Challenge, June 23, 2018**
-

Committee of the Whole recommends:

1. That City sponsorship of the 2018 Budweiser CanAm Challenge be approved, with sponsorship to be provided as follows:

- a. Waving of permit fees for the use of, and camping in, H.H. Knoll Lakeview Park;
 - b. Waiving of permit fees for the use of the pavilion at Sugarloaf Marina;
 - c. Provision and installation of snow fencing, and waiving of associated fees;
 - d. Provision of security;
 - e. Provision of portable washroom facilities and waiving of associated fees;
 - f. City assistance with event promotion and marketing on social media;
 - g. Waiving of boat ramp fees for tournament participants;
 - h. Provision of Marina non-service dock discount rate of 35% for tournament participants.
2. That, in accordance with By-law 5642/73/11, the Budweiser CanAm Challenge be provided with access to H.H. Knoll Lakeview Park for permitted RV camping/parking beginning at 12:00 p.m. on Thursday, June 21, 2018, and that RV camping/parking be cleared from Park by Sunday, June 24 at 6:00 p.m.; and
 3. That approval of the above noted event and sponsorship is conditional on the Budweiser CanAm Challenge submitting a certificate of liability insurance in the amount of \$5,000,000, naming the City of Port Colborne as additional insured.
5. **Community and Economic Development, Parks Division, Report No. 2018-38, Subject: Request for Quotation 2017-17: Parks Solar Lighting**
-

Committee of the Whole recommends:

That Project 2017-17, Supply & Installation of Parks Solar Lighting, be awarded to Wiens Underground Electric, of Niagara-on-the-Lake, for the total quoted price of \$51,325, excluding taxes; and

That the additional funding for this project, in the amount of \$6,325, be allocated from the General Capital Reserve; and

That the Director of Community and Economic Development be authorized to issue a purchase order to Wiens Underground Electric; and

That the appropriate by-law be presented for approval.

6. **Corporate Services, Finance Division, Report No. 2018-43, Subject: Statement of Remuneration and Expenses 2017**

Committee of the Whole recommends:

That Corporate Services Department, Finance Division Report 2018-43 with respect to Remuneration and Expenses for 2017 be received for information purposes as per Section 283 and 284 of the *Municipal Act, 2001*, as amended.

7. **Corporate Services, Finance Division, Report No. 2018-44, Subject: Municipal Asset Management Program Funding**

Committee of the Whole recommends:

That the City Treasurer be directed to apply for a grant opportunity from the Federation of Canadian Municipalities' Municipal Asset Management Program for Port Colborne's Roadmap Phase II; and

That the City of Port Colborne commits to conducting the following activities in its proposed project submitted to the Federation of Canadian Municipalities' Municipal Asset Management Program to advance the City's asset management program:

- New Data Sets, Data Synchronization, Consolidation and Refinement;
- Risk and Criticality Modeling Development, Lifecycle Framework Development and Asset Management Training on Risk, Lifecycle and Condition; and
- Work Order Management Software Module with Data Migration and Implementation and Training; and

That the City of Port Colborne has committed \$49,600 in its 2018 budget toward the costs of this initiative.

8. **Engineering and Operations, Operations Division, Report No. 2018-26, Subject: Port Colborne Distribution System – Annual Summary Report**

Committee of the Whole recommends:

That Engineering and Operations Department, Operations Division Report 2018-26 with respect to the Port Colborne Distribution System Annual Summary Report, prepared in accordance with O. Reg. 170/03, be received for information.

9. Engineering and Operations, Operations Division, Report No. 2018-27, Subject: 2017 Sherkston Community Centre System Annual Drinking Water Quality Report

Committee of the Whole recommends:

That Engineering and Operations Department, Operations Division Report 2018-27 with respect to Sherkston Community Centre Annual Drinking Water Quality Report, prepared in accordance with O. Reg. 170/03, be received for information.

11. City of Welland Re: Letter to Minister of Health and Long Term Care regarding Additional New Long Term Care Beds in the City of Welland

Committee of the Whole recommends:

That the resolution received from the City of Welland regarding Additional New Long Term Care Beds in the City of Welland, be received for information.

12. City of Welland Re: Long Term Care Facilities – Increased Funding to meet the Increase Care needs of Residents in Ontario’s Long Term Care Facilities

Committee of the Whole recommends:

That the resolution received from the City of Welland in support of the Regional Municipality of Niagara’s resolution regarding increased funding for Long Term Care Facilities in Ontario, be received for information.

13. City of Thorold Re: Request for Financial Assistance in Development of a Human Trafficking Program

Committee of the Whole recommends:

That the resolution received from the City of Thorold in support of the resolution from the Town of Fort Erie Re: Request for Financial Assistance in the Development of a Human Trafficking Program, be received for information.

14. Amarjeet Sohi, P.C., M.P., Minister of Infrastructure and Communities Re: Response to the City of Port Colborne’s Resolution Regarding Federal Investments dedicated to Municipalities for Storm Water Management and Drainage Improvements

Committee of the Whole recommends:

That the correspondence received from Amarjeet Sohi, Minister of Infrastructure and Communities Re: Response to the City of Port Colborne's resolution regarding Federal Investments dedicated to Municipalities for Storm Water Management and Drainage Improvements, be received for information.

CARRIED.

8. **Presentations:**

Nil.

9. **Delegations:**

- (a) **Joseph Moore regarding a condition of severance for 2731 Vimy Ridge Road requesting to waive the parkland dedication condition with respect to an application made to the Committee of Adjustment (Page No. 215)**

Joseph Moore advised that the Committee of Adjustment directed his request to Council with respect to the waiving of the parkland dedication condition of severance for his property located at 2731 Vimy Ridge Road. Mr. Moore provided a brief presentation, as attached.

Moved by Councillor B. Kenny
Seconded by Councillor B. Butters

That Council waive the parkland dedication fee that would be calculated in accordance with the City's Parkland Dedication By-law as a condition of severance for 2731 Vimy Ridge Road.

CARRIED.

10. **Mayor's Report:**

A copy of the Mayor's Report is attached.

11. **Regional Councillor's Report:**

Regional Councillor Barrick advised that he and Regional Chair Caslin held a community forum at which they were able to discuss Regional issues specific to Port Colborne with representatives who attended from Port Cares, Bridges Community Health Centre, Community Living Port Colborne-Wainfleet, the Broken Spoke Bike Program and employers such as Jungbunzlauer.

Regional Councillor Barrick thanked Mayor Maloney for his many years of public service.

Regional Councillor Barrick advised that a motion was approved by Niagara Region Council requesting that the province require mandatory training for elected municipal and regional Councillors with respect to the provision of safe drinking water.

Regional Councillor Barrick advised that the Niagara Region is exploring alternative service delivery methods for regional housing with the private and not-for-profit sectors and a report is expected to be presented at a future meeting of Regional Council.

Regional Councillor Barrick advised that the Niagara Region received the 2017 unaudited financial results which reported a \$17 million surplus, of which \$2.3 million was invested into a regional housing capital project in Niagara Falls.

12. Councillors' Items:

(a) Paving (Danch)

In response to an inquiry from Councillor Danch, the Acting Director of Engineering and Operations advised that he would forward to Councillors an email requesting input with respect to pavement repairs and maintenance.

(b) Friends of Roselawn (Bodner)

Councillor Bodner provided a reminder about the Friends of Roselawn juried art silent auction fundraiser on March 28 from 7 until 10 p.m. at Jericho House.

Staff Responses to Previous Councillor Inquiries:

Nil.

13. Consideration of Items Requiring Separate Discussion:

1. Planning and Development, By-law Enforcement Division, Report No. 2018-42, Subject: Parking and Traffic – Pleasant Beach Road

Moved by Councillor R. Bodner
Seconded by Councillor B. Butters

That the following amendments to By-law 89-2000 Being a By-law Regulating Traffic and Parking on City Roads be approved; and

That Schedule “C-2” Parking Prohibitions Tow Away Zone, to By-law 89-2000, as amended, be further amended by deleting therefrom the following:

Column 1	Column 2	Column 3		Column 4
Highway	Side	From	To	Times/Day
Pleasant Beach Road	West	lakeshore	A point approx . 138 m north therefrom	Anytime

That Schedule “C-2” Parking Prohibitions Tow Away Zone, to By-law 89-2000, as amended, be further amended by adding thereto the following:

Column 1	Column 2	Column 3		Column 4
Highway	Side	From	To	Times/Day
Pleasant Beach Road	West	lakeshore	A point approx. 169 m north therefrom	Anytime

That Schedule “F” Angle Parking to By-law 89-2000, as amended be further amended by deleting therefrom the following:

Column 1	Column 2	Column 3	
Highway	Side	From	To
Pleasant Beach Road	West	138 m north of the lakeshore	55 m north therefrom

That Schedule ‘F’ Angle Parking to By-law 89-2000, as amended be further amended to adding thereto the following:

Column 1	Column 2	Column 3	
Highway	Side	From	To
Pleasant Beach Road	West	169 m north of the lakeshore	24 m north therefrom

CARRIED.

2. Community and Economic Development, Events Division, Report No. 2018-33, Subject: Request to host the 40th Annual Canal Days Concerts at H.H. Knoll Lakeview Park, August 3 to 6, 2018

Moved by Councillor R. Bodner
 Seconded by Councillor D. Elliott

That the 40th Annual Canal Days Concerts be hosted in H.H. Knoll Lakeview Park, as outlined in Community and Economic Development, Events Division Report 2018-33; and

That the Director of Community and Economic Development be directed to present a further report authorizing necessary road closures approval of the associated by-law.

CARRIED.

4. Community and Economic Development, Events Division, Report No. 2018-39, Subject: Updated Municipal Alcohol Management Policy

Moved by Councillor R. Bodner
 Seconded by Councillor A. Desmarais

That the revised Municipal Alcohol Management Policy, attached as Appendix "A" to Community & Economic Development Report No. 2018-39, Subject: Updated Municipal Alcohol Management Policy, be approved; and

That the appropriate by-law be presented for approval.

Moved in deferral by Councilor R. Bodner
 Seconded by Councillor F. Danch

That staff be directed to contact the managers of the Bethel and Sherkston Community Centres to provide information with respect to liability and the Municipal Alcohol Management Policy, receive

feedback with respect to the policy and report back to Council at a future meeting.

CARRIED.

10. Richard Rybiak, Chair, Niagara Central Airport Commission Re: Request to Appoint and Elected Representative and a Staff Member to the Niagara Central Dorothy Rungeling Airport Ad Hoc Committee

Moved by Councillor B. Kenny

Seconded by Councillor A. Desmarais

That Council of The Corporation of the City of Port Colborne appoints Scott Luey, Chief Administrative Officer, and Barbara Butters, member of Council, to the Niagara Central Dorothy Rungeling Airport Ad Hoc Committee.

CARRIED.

14. Notice of Motion:

Councillor Butters provided notice of her intention to introduce a motion at the April 9, 2018 Committee of the Whole/Council meeting with respect to board members and the recruitment process at the Niagara Peninsula Conservation Authority.

15. Adjournment:

Moved by Councillor F. Danch

Seconded by Councillor A. Desmarais

That the Committee of the Whole meeting be adjourned at approximately 9:50 p.m.

CARRIED.

AL/cm



Mayor's Report to the March 26, 2018 Council Meeting

Upcoming Events in Port Colborne

We have several exciting events happening in Port Colborne over the next week.

First is our annual Top Hat Ceremony and Fair Trade Breakfast. We will be welcoming the first downbound vessel into the Welland Canal on Thursday morning. Come join us at Lock 8 Park for a pancake and sausage breakfast at 8 a.m., followed by the Top Hat Ceremony at 8:30.

A reminder that our Farmer's Market will be open this Good Friday. Come down to market square and welcome back our spring vendors.

Saturday March 31 is our Easter Eggstravaganza at the Vale Health & Wellness Centre. Cindy Cook from Polka Dot Door will welcome kids with two performances at 10 and 12 and the egg hunt starts at 11. Free swimming and skating in the afternoon. Check our website for times.

Also on Saturday March 31 is the Port Cares Food Drive with our Fire Department. They will be in the Sobey's parking lot from 10 – 4 collecting donations.

May 28th Council Meeting

Election Ontario will be holding advance polls for the upcoming provincial election in the council chambers at City Hall. One of the days conflicts with our May 28th council meeting, and as such, we have decided to cancel this council meeting.

Spring and Summer Leisure Guide

Our Spring and Summer Leisure Guide has been released. I encourage you to check out the new programming and summer camps. Get the whole family out to PORTicipate.

Niagara Peninsula Conservation Authority

The Niagara Peninsula Conservation Authority recently identified a lack of agreement between the funding municipalities and as a result of this lack of agreement there was an opportunity to rebalance the levy apportionment between Hamilton, Niagara and Haldimand.

The City of Hamilton appealed the new apportionment and the NPCA took the fiscally prudent approach of establishing a reserve to accommodate the City of Hamilton and to protect the taxpayers of Niagara, should they be successful in their appeal.

The City of Hamilton was not successful in their appeal and the NPCA has decided to return the excess funds to the taxpayers of the watershed via the funding municipalities.

These funds will be returned to the taxpayers of Niagara by using the full amount refunded to reduce the 2019 levy.

Transit Funding

The federal government recently announced significant funding opportunities for public transit projects.

The Niagara Region will be eligible to receive over \$1.9 million, while the City of Port Colborne is eligible to receive \$239,000.

Once the actual funding guidelines are received, we will look at how we can best apply for these capital funds.



Property Sales
 Site Plan Comments
 Read Receipts
 Joseph Moore

to:

danaquilina@portcolborne.ca, evanacs@portcolborne.ca, heathermahon@portcolborne.ca
 02/21/2018 05:28 PM

Hide Details

From: Joseph Moore <[REDACTED]>

To: "danaquilina@portcolborne.ca" <danaquilina@portcolborne.ca>,
 "evanacs@portcolborne.ca" <evanacs@portcolborne.ca>, "heathermahon@portcolborne.ca"
 <heathermahon@portcolborne.ca>

Hello Heather;

I am writing to you to request a change to the conditions of the severance granted to myself (Joe Moore) for the address 2731 Vimy Road Port Colborne now known as 2731 Vimy Ridge Road Port Colborne.

The condition I am asking to have change is the Parkland Fee Contribution. The reason why I am asking to have this condition remove as I had meetings starting as early June 2016 as recent February 21,2018 with the planning, building departments, NPCA and Niagara Region, which at that time we discuss options of the severance of that lot, current building conditions, demolitions of buildings, set backs which planning and building departments really stress upon as well fee structures and how to achieve all this. I then had to apply for demolition permit, building permit and severance. On the site plan I was submitting and on the demolition application I was showing that all buildings on the west side of the future severance (2 main residence and 7 shacks) to be demo. On the east side of the future severance I was leaving the 3rd residence standing (yellow house) to leave options wide open. The planning and building departments inform me I should demo the home of the east side at the same time for many reasons and they would take into consideration of the 3rd house on the east side when I apply for the severance and building permits in regards to the fee structures.

Unfortunately KLM my consultant was not aware of these meetings therefore he did not request for the park fee to be omitted from the severance conditions.

So I would like the town to take into consideration that there was always a free standing home on the east side of the propose (future) now granted severance. If the home was still standing I had many options and a different fee structures but I was ensured by planning and building group at the same time in June 2016, that the demolition of the east house at the same time as others they would allow me to keep the same options open.

I enjoy working with the planning, building and Niagara Region group to beautify the property from what it was to what it is now and what it will become. It is a win win for all. As values has gone up, it has encouraged others to build as well as beautify their properties which will increase their property values. As well you will have two tax bases versus one.

I hope the committee will grant this change as it has already help increase their revenue stream and beautify the area.

I will attend the March 12,2018 meeting as Evan has inform me he is placing it on the docket.

Thank you

Joe Moore

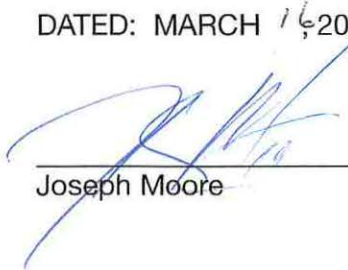
[REDACTED]
 2731 Vimy Ridge Road
 Port Colborne
 Sent from my iPhone

UNDERTAKING

TO: The Corporation of the City of Port Colborne
RE: Joseph Moore - 2731 Vimy Ridge Road

In consideration of the issuing of the final certificate of consent for the above noted application I Joseph Moore confirm that I am aware of the requirements of By-law 4748/130/05 which the collection of the parkland dedication at the time of the building permit application based on the value of the property the day before the insurance of the permit. I reserve the right to request counsel to waive the fee due to meetings held with staff prior to demolition and construction of first home. I had a request from the staff to have the building on east side of the lot demo at the same time as buildings on the west side. Staff would keep in mind the old structure on east side been in place at the time of application for severance and building permit, etc (for fees). I had a meeting with Dan then Evan which they directed me to have a meeting with committee adjustments which took place on March 13, 2018 to request the condition remove. The committee of adjustments directed me to put before council the request to have condition waive on March 26, 2018 counsel meeting. The undersigned further undertake to advise any future purchasers of this requirement.

DATED: MARCH 16, 2018



Joseph Moore



**City of Port Colborne
Regular Meeting of Council 08-18
Monday, April 9, 2018
following Committee of the Whole Meeting
Council Chambers, 3rd Floor, 66 Charlotte Street**

Agenda

1. **Call to Order:** Mayor John Maloney
2. **Introduction of Addendum Items:**
3. **Confirmation of Agenda:**
4. **Disclosures of Interest:**
5. **Adoption of Minutes:**
 - (a) Special meeting of Council 06-18, held on March 26, 2018.
 - (b) Regular meeting of Council 07-18, held on March 26, 2018.
6. **Determination of Items Requiring Separate Discussion:**
7. **Approval of Items Not Requiring Separate Discussion:**
8. **Consideration of Items Requiring Separate Discussion:**
9. **Proclamations:**

Nil.
10. **Minutes of Boards, Commissions & Committees:**
 - (a) Minutes of the Environmental Advisory Committee Meeting of January 10, 2018
 - (b) Minutes of the Port Colborne Active Transportation Advisory Committee Meeting of January 15, 2018
 - (c) Minutes of the Port Colborne Economic Development Advisory Committee Meeting of February 6, 2018
11. **Consideration of By-laws:**
12. **Council in Closed Session:**
 - (i) Motion to go into Closed Session

That Council do now proceed into closed session in order to address the following matter(s):

 - (a) Minutes of the closed session portions of the following Council meetings:
February 26, 2018 and March 12, 2018.

(b) Planning and Development Department, Planning Division Report. No. 2018-49, with respect to the Port Colborne Quarries Site Plan Agreement pursuant to the *Municipal Act, 2001*, Subsection 239(2)(f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

(ii) Disclosures of Interest (closed session agenda):

(iii) Consideration of Closed Session Items:

(iv) Motion to Rise With Report:

13. Disclosures of Interest Arising From Closed Session:

14. Report/Motions Arising From Closed Session:

15. Adjournment:

Council Items:

Notes	Item	Description / Recommendation
JDM BB RB AD FD YD DE BK JM	1.	<p>Motion (Councillor Butters) Re: Request the Region of Niagara to Immediately Replace Board Members and Establish Guidelines for the Future Recruitment of Board Members to the Niagara Peninsula Conservation Authority (NPCA)</p> <hr/> <p>WHEREAS Port Colborne City Council is aware of concerns in the community that the Niagara Peninsula Conservation Authority (NPCA) has demonstrated an inability to operate as an effective, open and transparent Conservation Authority, that respects its mandate;</p> <p>AND WHEREAS Port Colborne City Council has lost confidence in the current Board and management of the NPCA;</p> <p>THEREFORE THE COUNCIL OF THE CORPORATION OF THE CITY OF PORT COLBORNE RESOLVES AS FOLLOWS:</p> <p>That the City of Port Colborne requests that the Region of Niagara immediately replace board members of the NPCA with members selected by the lower tier municipalities; and</p> <p>That the City of Port Colborne requests that the Region of Niagara establish guidelines for the recruitment, selection, and appointment of individuals to be in place during the next selection of NPCA board members; and</p> <p>That the guidelines be developed with criteria that is based on skillset and be carried out by the lower tier municipalities.</p> <p>Note: Notice of Motion was given at the meeting of March 26, 2018.</p>
JDM BB RB AD FD YD DE BK JM	2.	<p>Corporate Services, Finance Division, Report No. 2018-47, Subject: 2018 Operating/Capital Budget</p> <hr/> <p>That in compliance with Ontario regulation 284/09, Council confirms that the 2018 budget was developed using the cash basis and has excluded the following accrual expenses: a portion of the amortization expense which amounts to approximately \$1,459,455 and the amount of post-employment benefits expense which amounts to approximately \$218,000; and</p> <p>That the 2018 Budget be approved as presented; and</p> <p>That the by-law for the budget estimates for all sums required for the operations for the year 2018 be adopted.</p>

JDM AD DE	BB FD BK	RB YD JM	3.	<p><u>Planning and Development, By-law Enforcement Division, Report No. 2018-45, Subject: Hunting at Gravelly Bay in Port Colborne</u></p> <p>That direction be provided to staff regarding the type of public consultation to occur with the recognized hunting groups and their detailed desire regarding hunting prior to making a resolution to the federal government.</p>
Miscellaneous Correspondence				
Nil.				
Outside Resolutions – Requests for Endorsement				
JDM AD DE	BB FD BK	RB YD JM	4.	<p><u>Township of Wainfleet Re: Request Support of Municipally Appointed Niagara Peninsula Conservation Authority Representative</u></p> <p>That the resolution received from the Township of Wainfleet in support of the resolution of the City of Welland Re: Municipally Appointed Niagara Peninsula Conservation Authority Representative, be received for information.</p> <p>Note: At its meeting of February 26, 2018 Council supported the above resolution.</p>
JDM AD DE	BB FD BK	RB YD JM	5.	<p><u>Township of South Stormont Re: Request Government of Ontario to Grant Municipalities the Authority regarding Approval of Landfill Projects in or Adjacent to their Municipality</u></p> <p>That the resolution received from the Township of South Stormont Re: Request Government of Ontario to Grant Municipalities the Authority regarding Approval of Landfill Projects in or Adjacent to their Municipality, be supported.</p>
Responses to City of Port Colborne Resolutions				
Nil.				

**Consideration of By-laws
(Council Agenda Item 11)**

By-law No.	Title
6566/21/18	Being a By-Law to Adopt the Estimates for the City of Port Colborne for its own operations for the year 2018
6567/22/18	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 April 9, 2018

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The Corporation of the City Of Port Colborne

By-Law No. 6566/21/18

Being a By-Law to adopt the estimates
for the City Of Port Colborne for its own
operations for the year 2018

Whereas Section 290(1) of the *Municipal Act, 2001*, as amended, provides that a council shall in each year prepare and adopt a budget including estimates of all sums required during the year for the purposes of the municipality; and

Whereas it is necessary for the Council of The Corporation of the City of Port Colborne (Council) to raise for the year 2018 certain sums; and

Whereas Council deems it necessary to comply with *Ontario Regulation 284/09*, regarding budgeting using the cash basis and excluding accrued amortization and post-employment benefits expenses; and

Whereas Council, during its budget deliberations, considered and accepted the budget estimates and requirements of the municipality for the year 2018; and

Whereas at its meeting of April 9, 2018, Council approved the recommendation of Corporate Services, Finance Division Report No. 2018-47, Subject: 2018 Operating/Capital Budget.

Now therefore the Council of The Corporation of the City of Port Colborne enacts as follows:

1. (a) (i) That the 2018 budget was developed using the cash basis and has excluded the following accrual expenses: a portion of the amortization expense which amounts to approximately \$1,459,455 and a portion of post-employment benefits expense which amounts to approximately \$218,000.
 - (ii) That the budget estimates set out in Department of Corporate Services, Finance Division Report No. 2018-47, attached hereto and forming part of this By-law, be and are hereby adopted.
 - (iii) That the summary of 2018 budget estimates as set out in Schedule "A", attached hereto, be and are hereby adopted.
 - (b) That the budget estimates to be raised by tax levy as set out in Schedule "A", attached hereto, be and are hereby adopted.
2. That this by-law shall come into force and take effect on the date of passing.

Enacted and passed this 9th day of April, 2018.

John Maloney
Mayor

Amber LaPointe
City Clerk

SCHEDULE "A" to By-law No. _____

2018 Budget

	<u>Revenue</u>	<u>Expenditures</u>
General Operations	8,085,984	23,262,119
Capital (Levy Funded)	1,714,347	3,654,607
	<hr/>	<hr/>
	9,800,331	26,916,726

Tax Levy

General Operation	15,176,135
Capital	1,940,260
Business Improvement Area-Downtown	34,333
Business Improvement Area-Main Street	10,000

The Corporation of the City of Port Colborne

By-Law No. 6567/22/18

**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 April 9, 2018.**

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 April 9, 2018 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 except where the approval of the Ontario Municipal Board is required, in which case the effective date shall be the day after the approval of the Ontario Municipal Board is obtained or such other day as the Ontario Municipal Board may order; and further
2. That the Mayor and Clerk are authorized to execute any documents required on behalf of the City and affix the corporate seal of the City and the Mayor and Clerk, and such other persons as the action directs, are authorized and directed to take the necessary steps to implement the action.

Enacted and passed this 9th day of April, 2018.

John Maloney
Mayor

Amber LaPointe
City Clerk

**City of Port Colborne
Special Council Meeting 06-18
Minutes**

Date: March 26, 2018
Time: 6:30 p.m.
Place: Council Chambers, Municipal Offices, 66 Charlotte Street, Port Colborne

Members Present: R. Bodner, Councillor
B. Butters, Councillor
F. Danch, Councillor
A. Desmarais, Councillor
Y. Doucet, Councillor
D. Elliott, Councillor
B. Kenny, Councillor
J. Maloney, Mayor (presiding officer)

Absent: J. Mayne, Councillor (due to illness)

Staff Present: D. Aquilina, Director of Planning and Development
M. Bendia, Deputy Fire Chief
A. LaPointe, Manager of Legislative Services/City Clerk
S. Shypowskyj, Manager of Projects and Design
S. Luey, Chief Administrative Officer
H. Mahon, Planning Technician/Clerk (minutes)
P. Senese, Director of Corporate Services

Also in attendance were interested citizens, members of the news media and YourTV and WeeStream.

1. Call to Order:

Mayor Maloney called the meeting to order.

2. National Anthem:

Joel Longfellow sang O Canada.

3. Confirmation of Agenda:

No. 37 Moved by Councillor B. Kenny
Seconded by Councillor A. Desmarais

That the agenda dated March 26, 2018 be confirmed, as circulated or as amended.

CARRIED.

4. Disclosures of Interest:

Nil

5. Public Hearing Under the Planning Act:

Proposed New Second Draft City of Port Colborne Comprehensive Zoning By-law Planning and Development, Planning Division, Report No. 2018-37, Subject: Second Public Meeting – Proposed New Comprehensive Zoning By-law

(i) Purpose of Meeting:

Mr. Aquilina advised that the purpose of this meeting, pursuant to Section 34 of the *Planning Act*, is to consider a new Comprehensive Zoning By-law for the City of Port Colborne.

Mr. Aquilina provided background information and noted that Council requested a second public meeting at the February 26, 2018 meeting.

(ii) Method of Notice

Mr. Aquilina advised that Notice of the Public Meeting was administered in accordance with Section 34 (13) of the *Planning Act*, as amended, Section 5 of Ontario Regulation 545/06. The Notice of Public Meeting was advertised in the Welland Tribune on March 6, 2018, posted on the City's website as well as the City's Facebook and Twitter accounts.

(iii) Explanation of Procedure to be Followed

Mr. Aquilina outlined the procedure to be followed: PowerPoint presentation of Department of Planning and Development Report 2018-37; opportunity for Councillors to ask questions or seek clarification from the Director of Planning and Development; opportunity for the public to provide comments or ask questions; announcement of the requirements under the *Planning Act* for written notice of passage of the zoning by-law; and provision of a brief explanation of the next steps.

(iv) Presentation of the Zoning By-Law Amendment

Mr. Aquilina provided a PowerPoint presentation (attached) summarizing Planning and Development Department, Planning Division Report 2018-37. Mr. Aquilina advised that the proposed new zoning by-law will replace the

existing 1982 zoning by-law. Mr. Aquilina noted that the zoning by-law controls how land may be used, where buildings and structures can be located, lot sizes and dimensions, parking requirements, lot coverage, building heights, setbacks from property lines, etc.

Mr. Aquilina advised that a Public Open House was held on March 30, 2017 followed by a statutory Public Meeting on June 12, 2017. Public input was received prior to March 1, 2018. Mr. Aquilina further advised that on February 26, 2018, Council directed that a second Public Meeting be held. Mr. Aquilina also advised that the proposed new zoning by-law is posted on the City's website.

Mr. Aquilina advised that the second draft of the proposed new zoning by-law includes tracked changes as presented in Planning and Development Department, Planning Division Report 2018-14 and additional public input. Mr. Aquilina explained the changes between the first and second drafts of the proposed new zoning by-law.

Changes to the proposed new zoning by-law include a new Table of Contents; the requirements for accessory lot coverage has been increased from 3% to 5%; the total lot coverage requirements for the Rural, Hamlet and Recreation Resort zones has been increased from 10% to 15%; the HC zone will now allow for motor vehicle sales and auto service and repair; changes include the permission of single detached dwellings in the R3, R4, RD & HD zones; and the Downtown Commercial zone permits apartment buildings. Other changes include the permission of a semi-detached dwelling in the R4 zone and changes to Schedule A6 (R4 to R2) and A7 (RT to R4). There are 150 pages of text and 9 new zoning schedules (maps).

Mr. Aquilina referenced the public information process including the Public Open House held on March 30, 2017 at which approximately 25 people were in attendance. Draft zoning maps have been available and on display since December 2016 as well as draft text made available and online. Staff have continued communicating with the public and agencies and have made minor changes. Mr. Aquilina noted that the Region requested definition pertaining to Agricultural uses, the MDS as well as noxious use.

Mr. Aquilina made reference to item 28.3(c) and advised that he was made aware of the change to the proposed new zoning by-law after the public hearing was held and noted that there is no record nor is staff available to comment as to why the change was included as a new provision. Mr. Aquilina advised that does not have an analysis as to why the 300m restriction was included.

Mr. Aquilina outlined the next steps to be taken in the process which are to review and address public and agency comments, make appropriate

changes if required and to provide a recommendation report for Council's consideration at a future meeting.

(v) Questions of Clarification from Council

Councillor Kenny questioned Mr. Aquilina as to why he was not aware of the item regarding the 300m buffer restriction. Mr. Aquilina advised that it could only have been himself or a former planner who could have made the change and he believes a former draft was inadvertently used. He also advised that he was only just made aware of this recently. In the first draft the item was not included was likely was inserted after the last public hearing.

Councillor Desmarais questioned whether the 300m restriction should be included. Mr. Aquilina advised that the by-law must abide by the distance prescribed by the Province. Councillor Desmarais questioned whether the 90m buffer needs to be used. Mr. Aquilina responded that the Ministry of Natural Resources regulates quarries. Mr. Aquilina requested more time to address this issue.

Councillor Doucet questioned whether the 300m restriction could have been an administrative error. Mr. Aquilina advised that he would like to question the former planner as to the details but it is not possible for a couple of weeks.

Councillor Butters questioned the definition of an aggregate operation and how it can allow for an asphalt or concrete operation. Discussion commenced regarding the uses by the quarry. Councillor Butters expressed concern on behalf of the neighbours and the environment if this use was permitted and noted preference for having the use removed.

Councillor Bodner concurred with Councillor Butters and suggested that if the quarry wants to add this use later they can make application.

Councillor Elliott requested further enquiry regarding the secondary permitted uses. Mr. Aquilina concurred that this could be done.

Mr. Aquilina then read the following cautionary statements into the record:

"If a person or public body does not make oral submissions at a public meeting or make written submissions to the City of Port Colborne before the proposed comprehensive zoning by-law is approved, the person or public body is not entitled to appeal the decision of the City of Port Colborne to the Ontario Municipal Board."

And;

“If a person or public body does not make oral submissions at a public meeting or make written submissions to the City of Port Colborne before the proposed comprehensive zoning by-law is approved the person or public body may not be added as a party to the hearing of an appeal before the Ontario Municipal Board unless, in the opinion of the Board, there are reasonable grounds to add the person or public body as a party.”

Mr. Aquilina also advised about the availability of a sign-in sheet to request future notices regarding the application.

(vi) Oral Presentations and/or Questions by Public

Harry Wells of 548 Highway 3 East addressed Council and provided a Power Point presentation (attached). Mr. Wells presented Schedule “C” of the Official Plan showing the Mineral Aggregate and Petroleum Resources and noted the potential area where the aggregate sector could expand with potential impact for contamination into the high vulnerable aquifer areas.

Mr. Wells referenced the purpose of the Aggregate Resources Act and emphasized the Act is *“for the progressive and final rehabilitation of the land from which the aggregate was excavated to its former condition or an alternative use compatible with adjacent land.”* Mr. Wells referenced the City’s zoning by-law and that it should reflect Council’s desire for quality of life within the community.

Mr. Wells referenced item 2.3(b) of the draft zoning by-law and advised that the Asphalt and Cement Manufacturing was removed as a prohibited use in all zones from the original draft by-law so it could be included as a permitted use in the Mineral Aggregate Operations zone, allowing an Asphalt and Cement operation to be established in the bottom of the quarry. Mr. Wells expressed concern that the requirements for a Mineral Aggregate Operations zone do not provide any protection for the vulnerable aquifer and the environmental hazard of allowing an asphalt operation will be the inability of keeping it out of the water systems resulting in ground water contamination.

Doug Darbyson of 5054 Michener Road addressed Council, advising that he acts as agent for Butch Gordon, owner of Birdie Golf Carts located at the corner of Empire Road and Highway 3. Mr. Darbyson requested that the new zoning by-law expand the Hamlet zone to the north side of the Highway. Mr. Aquilina advised that it would not conform to the Official Plan and that Mr. Gordon’s property is recognized as a non-conforming use and any expansion of the use would require approval from the Committee of Adjustment.

Jack Hellinga of 770 Highway 3 addressed Council, expressing concern regarding the proposed re-zoning of the Extractive Industrial Zone to Mineral Aggregate Operations zone as it will result in a major change in the permitted uses. Mr. Hellinga made several references to the changes made in the Provincial Policy Statement 2014 and expressed the belief that the current definition in the draft zoning by-law would infringe on existing uses adjacent to the Mineral Aggregate Operations uses.

Mr. Hellinga requested that the City amend Section 28.2 “a) Mineral Aggregate Operations” to read: “a) Mineral Aggregate Operations, except for Asphalt Plant and Concrete Batching Plant facilities”. Mr. Hellinga also requested amendment to the wording of “d) Agricultural Operations” to read “d) Agricultural Operations except Intensive Animal Operations and Medical Marijuana Production Facilities”.

In addition Mr. Hellinga requested amendment of the definition of Mineral Aggregate Operations to read: “Mineral Aggregate Operation: means a) An operation other than wayside pits and quarries, conducted under a license of permit under the Aggregate Resources Act or successors thereto; and b) Associated accessory facilities used in extraction, transport, beneficiation, processing, or recycling of mineral aggregate resources.”

Mr. Hellinga requested that due to concern regarding the potential environmental effects on the High Vulnerable Aquifer that a restriction be included in Section 28.3 such as “d) No recycling of asphalt and concrete, including crushing or stockpiling of such product, shall be permitted below the natural top water level of the High Vulnerable Aquifer nominally defined as elevation 176.0m, and that all rainwater runoff from the processing and stockpiling site(s) be contained and discharged in accordance with Ministry of the Environment and Climate Change regulations.” Mr. Hellinga requested that the zone requirements for Section 28.3 identify the necessity for progressive rehabilitation to be in conformity with the Official Plan.

Dr. Sean McFarland, Senior Hydrologist of Golder Associates addressed Council (presentation attached). The focus of Dr. McFarland's presentation concerned the potential for groundwater contamination resulting from mineral extraction and industrial usage at the existing Port Colborne Quarry. Dr. McFarland described the nature of the quarry's excavation and expressed belief that there low potential for groundwater contamination from minor extraction industrial use at the quarry site and any contaminants resulting from spills would be managed through a spill response plan. Dr. McFarland advised that the quarry dewatering and discharge of the pumped water is regulated by the Ministry of the Environment and Climate Change and permit to take water process which includes an evaluation of potential impacts on surrounding water wells and the quality of water discharged off site. Dr. McFarland also noted the quarry is responsible for restoring the

groundwater supply of any wells that are impacted from drawdown related to quarry dewatering.

Councillor Bodner requested clarification from Dr. McFarland regarding the safety of operating an asphalt or cement operation located at the bottom of the quarry. Dr. McFarland advised that it is very safe due to the inward groundwater pressure.

Councillor Elliott questioned Dr. McFarland on the number of exhausted quarries that are used for industrial purpose. Dr. McFarland advised that ready mix and asphalt are typical uses and approximately one third of the quarries have them on site. Councillor Desmarais asked if Dr. McFarland could provide a list of quarries that have cement and asphalt plants and he agreed to look into it.

Councillor Butters questioned Dr. McFarland about whether he was familiar with any quarries that have been rehabilitated. Dr. McFarland advised that his experience is with the dewatered sites and advised if there is flooding sometimes they can be pumped and noted that in some cases the quarries are filled in and houses or commercial sites are built on the site. Dr. McFarland also noted with respect to agricultural lands that there is a movement towards more responsible use.

Councillor Butters expressed concern that rehabilitation would not occur with this quarry if asphalt and cement plants were a permitted use. She noted that a large number of families are dependent upon wells and that it could mean a big fight for them. Dr. McFarland advised that there are a few scenarios that could be considered for dry or flooded quarries and noted one quarry could be flooded while another one kept dry and a water management plan could be implemented to integrate the uses.

Councillor Doucet asked Dr. McFarland to comment on the residents' concerns about the quarry drawing water from nearby wells. Dr. McFarland responded that all quarries have a drawdown zone and explained that a monitoring program is implemented to determine if the wells are being affected by the quarry and if so then the quarry must correct the situation. Dr. McFarland advised that any complaints must be registered and investigated by the Ministry of the Environment to determine responsibility and that the process is designed to protect landowners and to have responsible operators.

David Sisco, Associate and Senior Planner of the IBI Group addressed Council on behalf of PC Quarries. Mr. Sisco referenced zoning requirement item 28.3 c) pertaining to the 300m buffer restriction of blasting from a dwelling, dwelling unit or area zoned for residential purposes. Mr. Sisco advised that PC Quarries had expressed concern regarding this provision

and advised that the Provincial Standards is the level of standard that should be used. Mr. Sisco asked that Council retain the Mineral Aggregates Operations zoning text as contained in the February 12, 2018 version and the removal or rewording of clause 28.3 c) with respect to the meeting of Provincial Standards of the Aggregate Resources Act.

Dan Aquilina advised Council of correspondence received from Megan and Sandro Seca of 646 Stanley Street dated March 25, 2018 (attached). The letter expresses that due to continued development in their area the Mr. and Mrs. Seca requested assurance that the land is environmentally protected behind their home and will not be changed for future development. Mr. Aquilina advised that the Draft Schedule A7 in the south west area recognizes a protection of a 30m buffer for any development. The draft shows this to be a Provincially Significant Wetland.

Councillor Desmarais asked Mr. Aquilina his thoughts on the proposed changes. Mr. Aquilina responded that once all comments have been received he will provide a recommendation report to Council for their consideration. Councillor Bodner asked if Council should provide some direction. Chief Administrative Officer Luey advised that comments can still be presented at this time.

George Beaulieu of 644 Second Concession Road addressed Council, expressing concern that a cement or asphalt plant will cause noise and air pollution. Mr. Beaulieu noted that he has to clean lime dust from his eaves-troughs and noted that it is a problem if negative effects to the environment cannot be guaranteed. Mayor Maloney noted Mr. Beaulieu's objection.

David Stovell of 874 Second Concession Road addressed Council and advised that he experienced dust problems when he lived at 1170 Main Street East many years ago but at the time he accepted it because he was told the quarry would be rehabilitated. Mr. Stovell asked for clarification regarding pre-consultation policies. Mr. Aquilina explained that pre-consultation policies are for a proposed use and that at this time there has been no application for a cement or asphalt plant. The new zoning by-law process does not require pre-consultation.

Mr. Aquilina advised that he will provide an analysis of the provision concerning Item 28.3c).in a future report to Council.

(vii) Announcement Respecting Written Notice of Passage of the Draft Zoning By-Law

Mr. Aquilina advised that if anyone wishes "to be notified of the approval of the comprehensive zoning by-law they must make a written request to the clerk. Only those persons and public bodies that give the clerk a written

request for the notice of the adoption and passing of a zoning by-law amendment will be given notice.”

(viii) Explanation of Future Meetings

Mr. Aquilina advised of the conclusion of the Public Hearing under the *Planning Act* and that the proposed Comprehensive Zoning By-law will be placed on a future Council meeting agenda.

6. **Adjournment:**

No. 39 Moved by Councillor A. Desmarais
Seconded by Councillor Y. Doucet

That the Council meeting be adjourned at approximately 8:20 p.m.
CARRIED.

John Maloney
Mayor

Amber LaPointe
City Clerk

AL/hm

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PORT COLBORNE
**Proposed New
Zoning By-law**

Second Public Meeting

BACKGROUND

Zoning By-law (ZBL) Review

- Replaces an existing 1982 ZBL
- Controls how land may be used
- Where buildings and structures can be located
- Lot sizes and dimensions, parking requirements, lot coverage, buildings heights, setbacks from property lines, etc.

ZBL Public Input

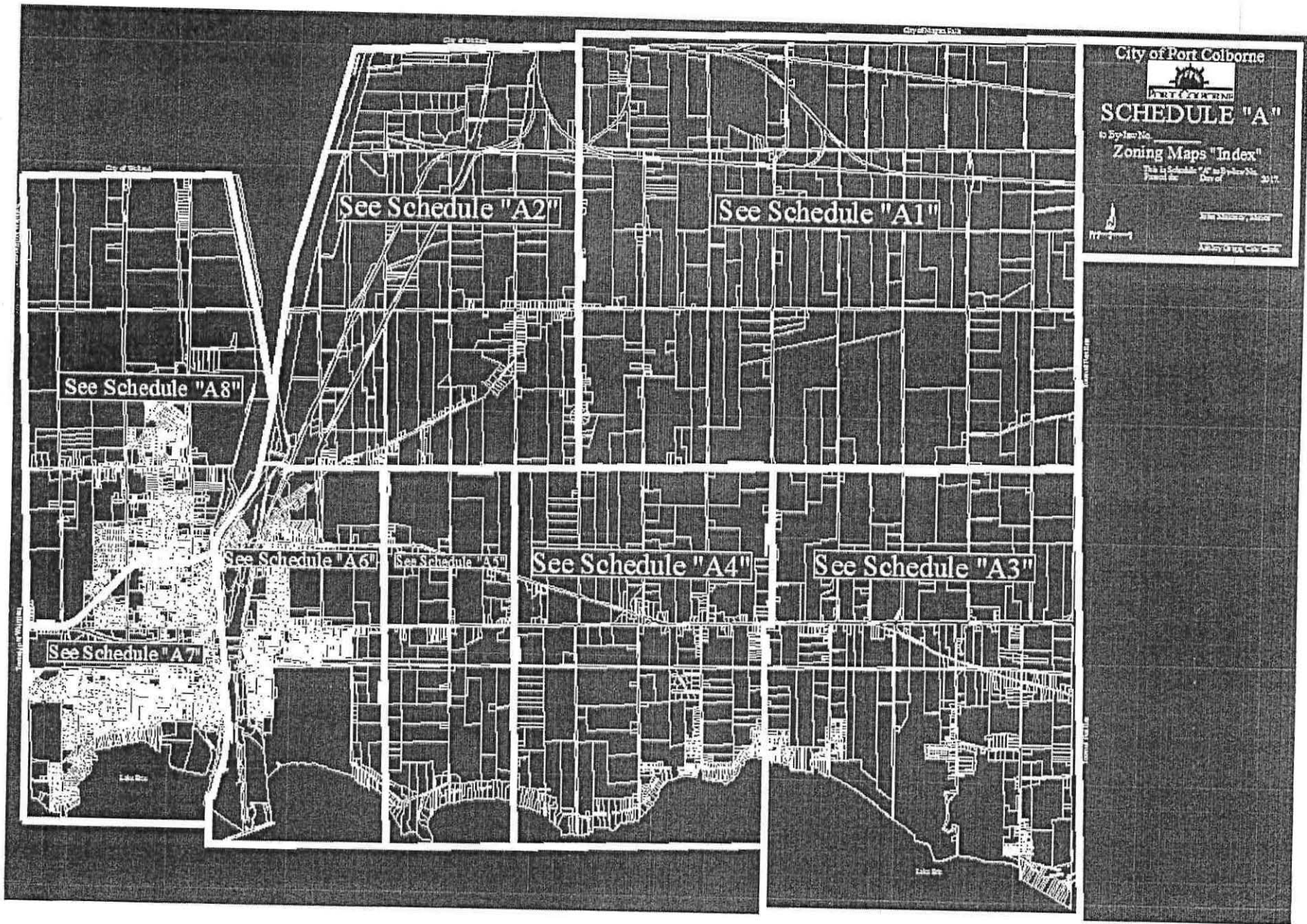
- Public Open House - March 30, 2017
- Statutory Public Meeting - June 12, 2017
- Public input received prior to March 1, 2018
- Council directed a Second Public Meeting on February 26, 2018
- The new draft ZBL has been posted to City website

Draft ZBL

- 2nd draft of the new ZBL includes all tracked changes that were presented in Planning and Development Report 2018-14 and additional public input thereafter.
- A table of contents.
- Changes to permit single detached dwellings in the R3, R4, RD & HD Residential Zones.
- Changes to permit a semi-detached dwelling in the R4 zone and changes to Schedule A6 (R4 to R2) and A7 (RT to R4).
- 150 pages of text and 9 new zoning schedules (maps)

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<u>1.2 Administration</u>	<u>4</u>
<u>1.2.1 Conformity and Compliance with By-law</u>	<u>4</u>
<u>1.2.2 Legal Non-Conforming Uses Continued</u>	<u>4</u>
<u>1.2.3 Building Permit Issued</u>	<u>4</u>
<u>1.3 Interpretation</u>	<u>5</u>
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<u>1.5 Inspection of Premises</u>	<u>6</u>
<u>1.6 Severability</u>	<u>6</u>
<u>1.7 Effective Date</u>	<u>7</u>
<u>1.8 Technical Changes</u>	<u>7</u>
<u>Section 2 General Provisions</u>	



Key Changes

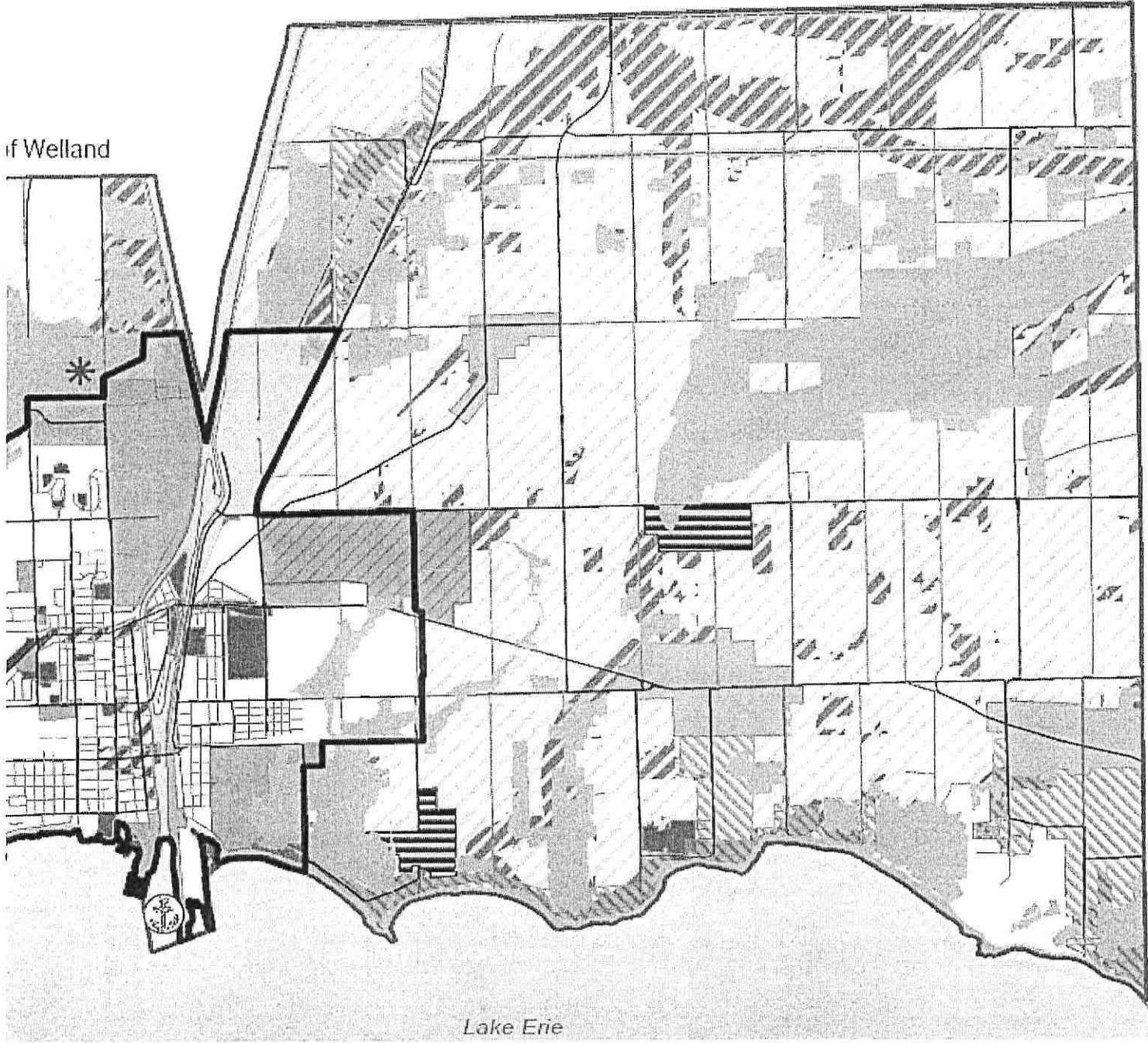
- More accurate and flexible zoning on a property by property basis to recognize existing and current on the ground conditions and trends
- More accurate mapping of environmental features in order to support development and protect natural heritage features
- Terminology clear/concise to eliminate redundancies/conflicts
- Clearer illustrations for definition interpretation

Key Changes

- Eliminating disrespectful terminology;
- Ensuring compliance with the Ontario Human Rights Code (specifically the removal of terminology that dictates specific types of housing i.e. low-income, seniors housing);
- Updating setbacks and other requirements to support growth and development;
- Creating new and updated permitted uses (including uses such as Food Vehicles and Brew Pubs) to be more in keeping with current trends and more general terminology to encourage a more flexible approach to zoning (R2 to include semi-detached dwellings);

Schedule A: City-Wide

if Welland

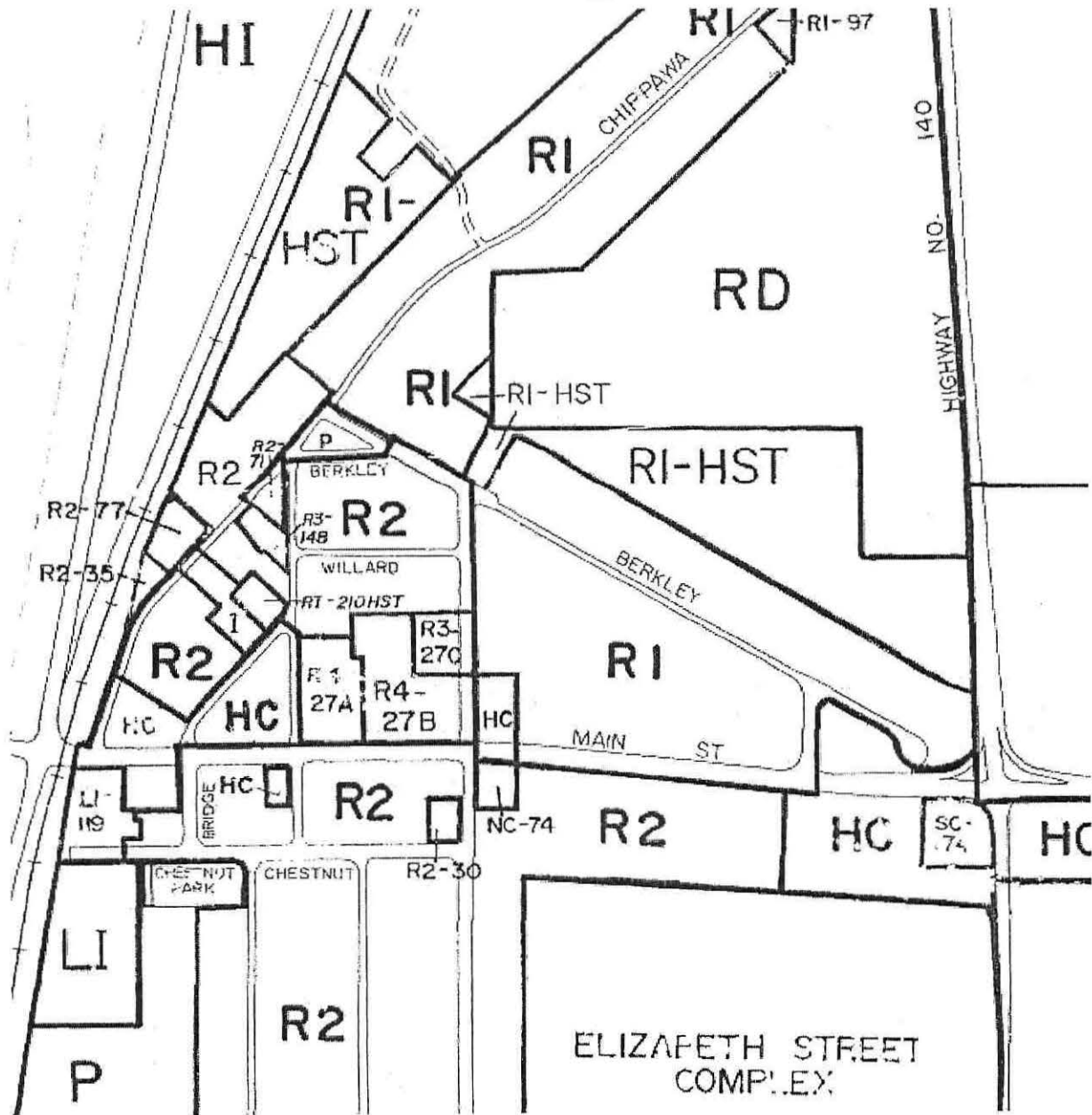


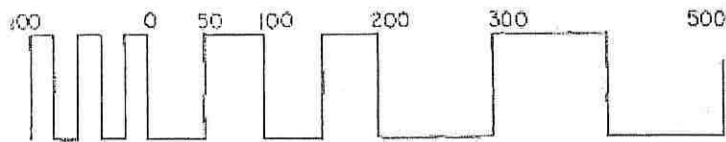
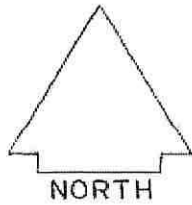
Town of Fort Erie

- Municipal Boundary
- Urban Area Boundary
- EPA
- ECA
- Agricultural
- Hamlet
- Urban Residential
- Rural
- Downtown Commercial
- Commercial Plaza
- Highway Commercial
- Marine Commercial
- Industrial / Employment
- Mineral Aggregation
- Gateway Economic
- Rural Employment
- Parks and Open Space
- Private Open Space
- Special Study Area
- Secondary Plan Area
- Major Port
- Former Waste Management Facility

Lake Erie

1982 Zoning Schedule





SCALE IN METRES



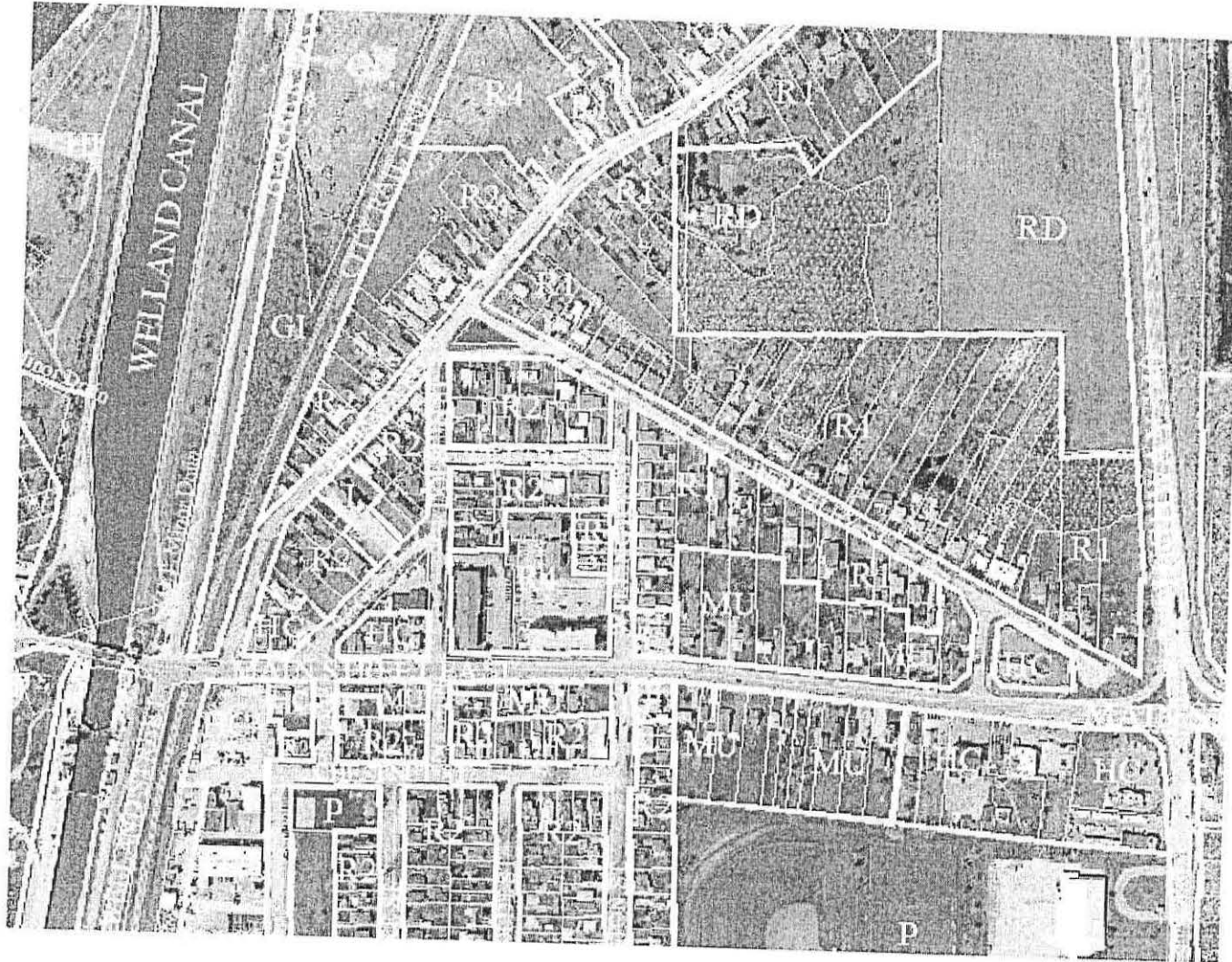
THIS IS SCHEDULE "A3" TO BY LAW N° 1150/97/81

PASSED THE 25th DAY OF FEBRUARY 1982.

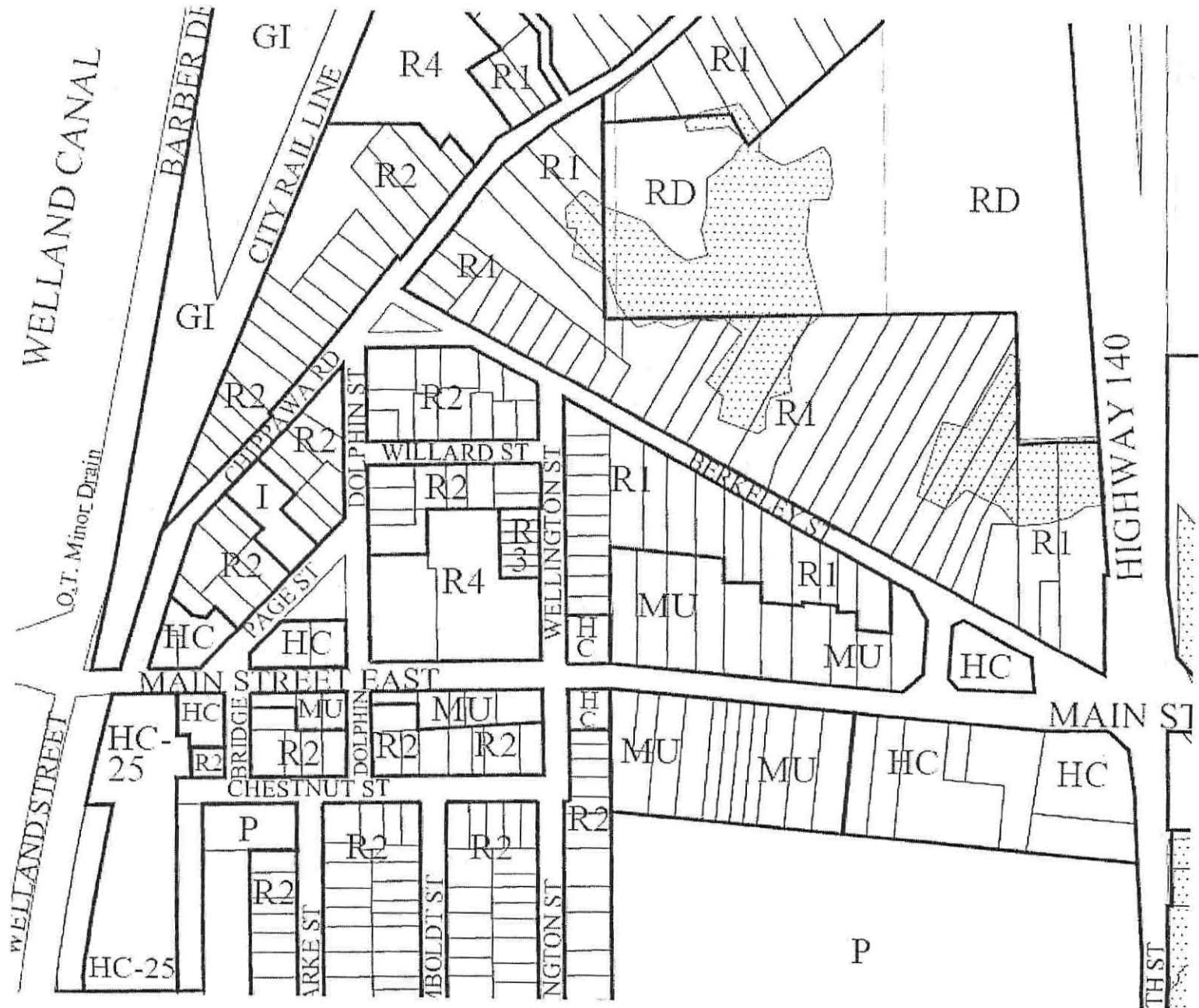
Mayor B. SARACINO

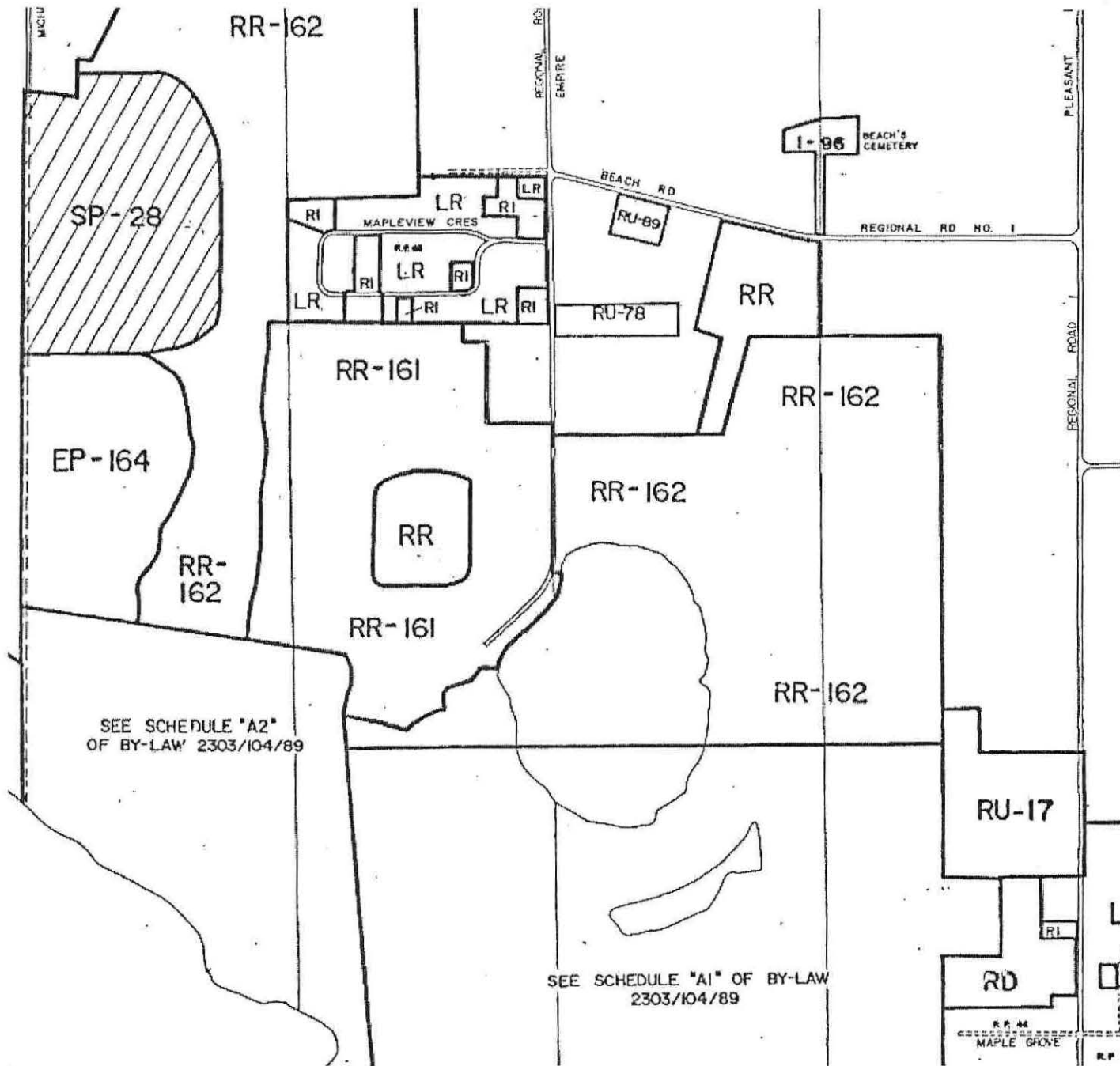
Clerk L.L. HUNT

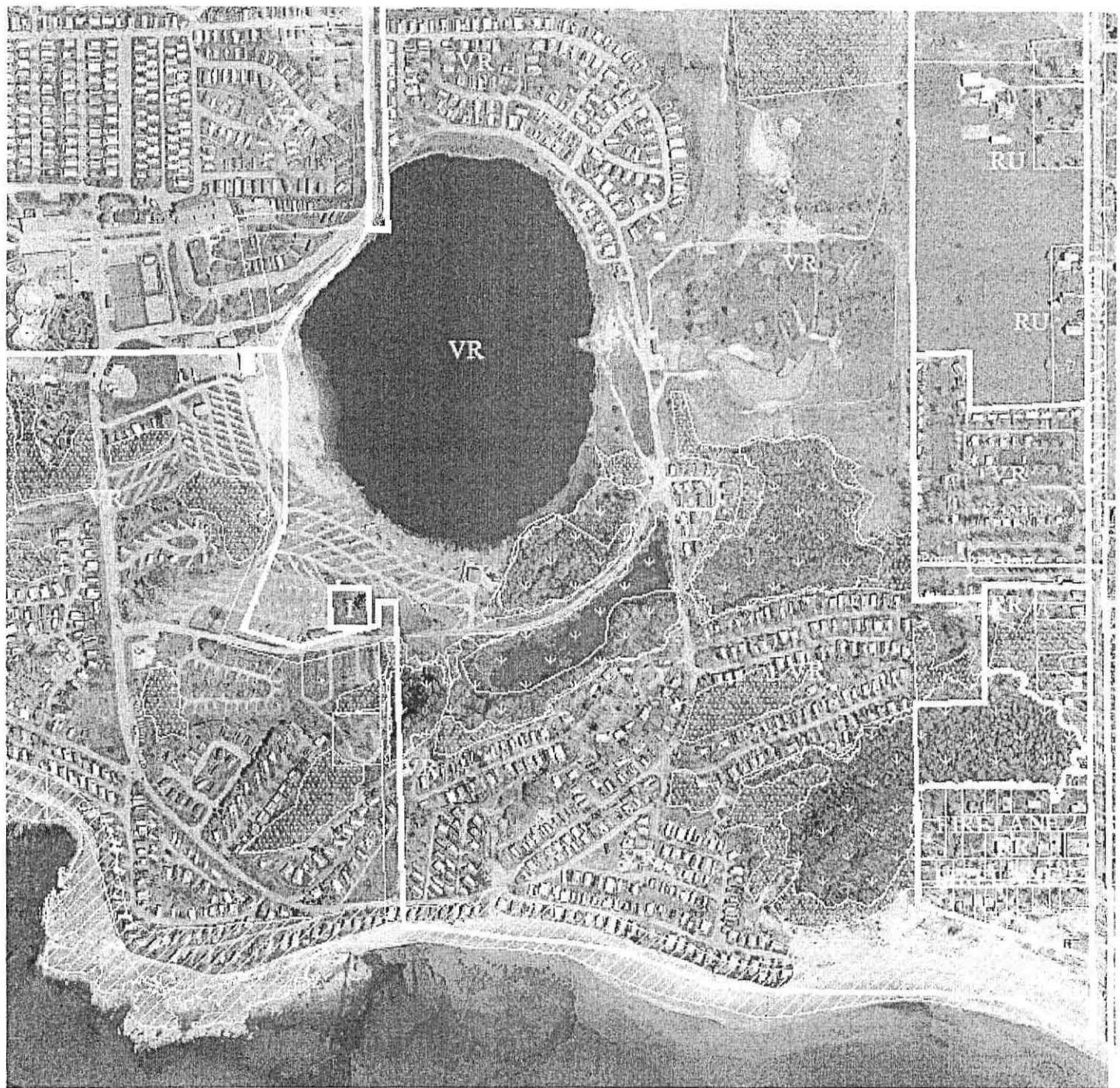
2017 Zoning Schedule

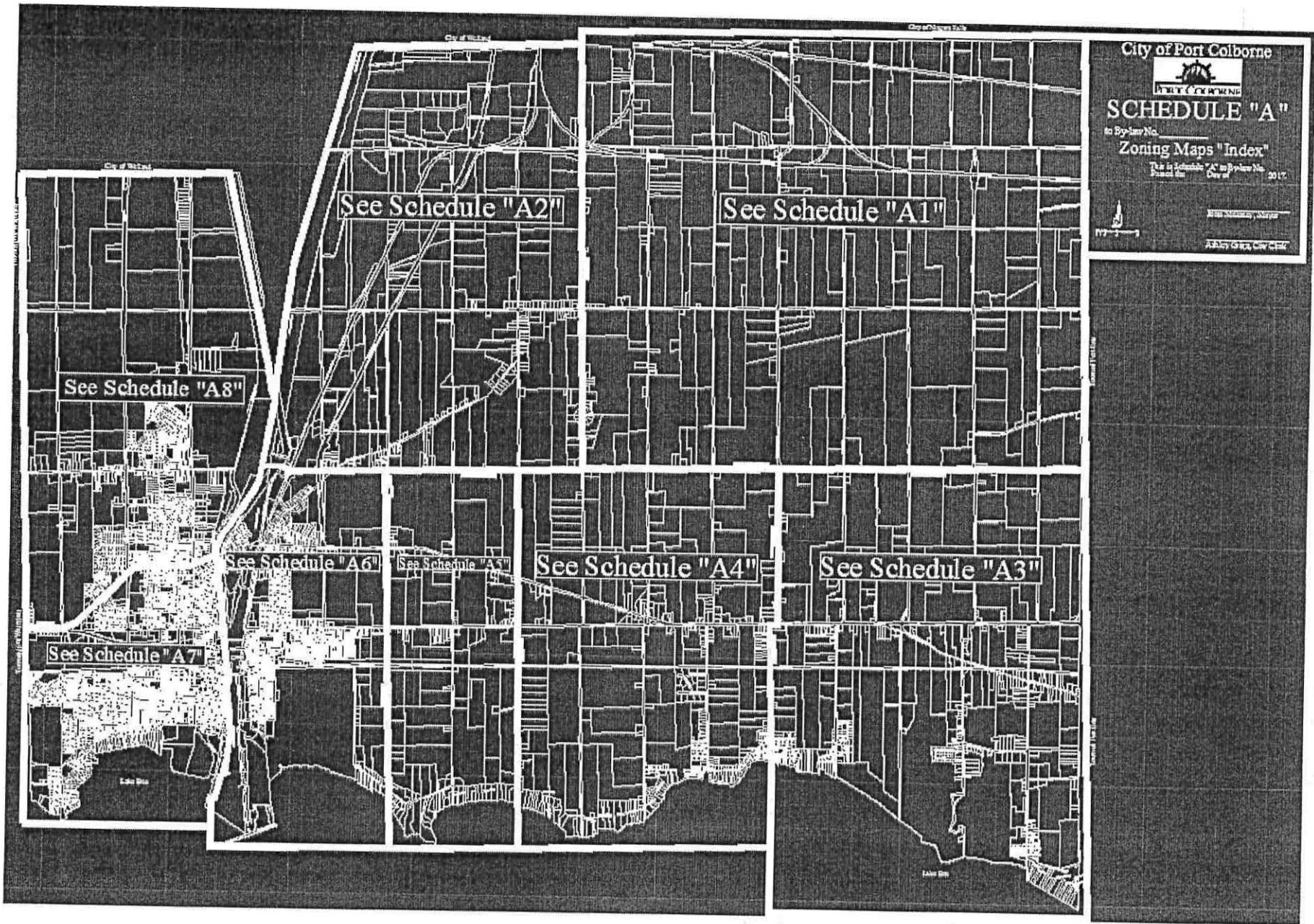


2017 Zoning Schedule









City of Port Colborne
SCHEDULE "A"
 to By-law No. _____
Zoning Maps "Index"
 This is Schedule "A" to By-law No. 2017
 Passed on _____ 2017
 17-1-17
 ARLY GEE, CIV. ENG.



City of Port Colborne
SCHEDULE "AP"
Zoning By-Bye

Legend

Symbol	Zone
A	AGRICULTURAL
APD	AGRICULTURAL PURPOSES ONLY
AR	AGRICULTURAL RESIDENTIAL
I	INSTITUTIONAL
CC	ENVIRONMENTAL PROTECTION
	ENVIRONMENTAL CONSERVATION

1" = 1/4" (Scale bar)



City of Fort Collins
SCHEDULE "A3"
LEGEND

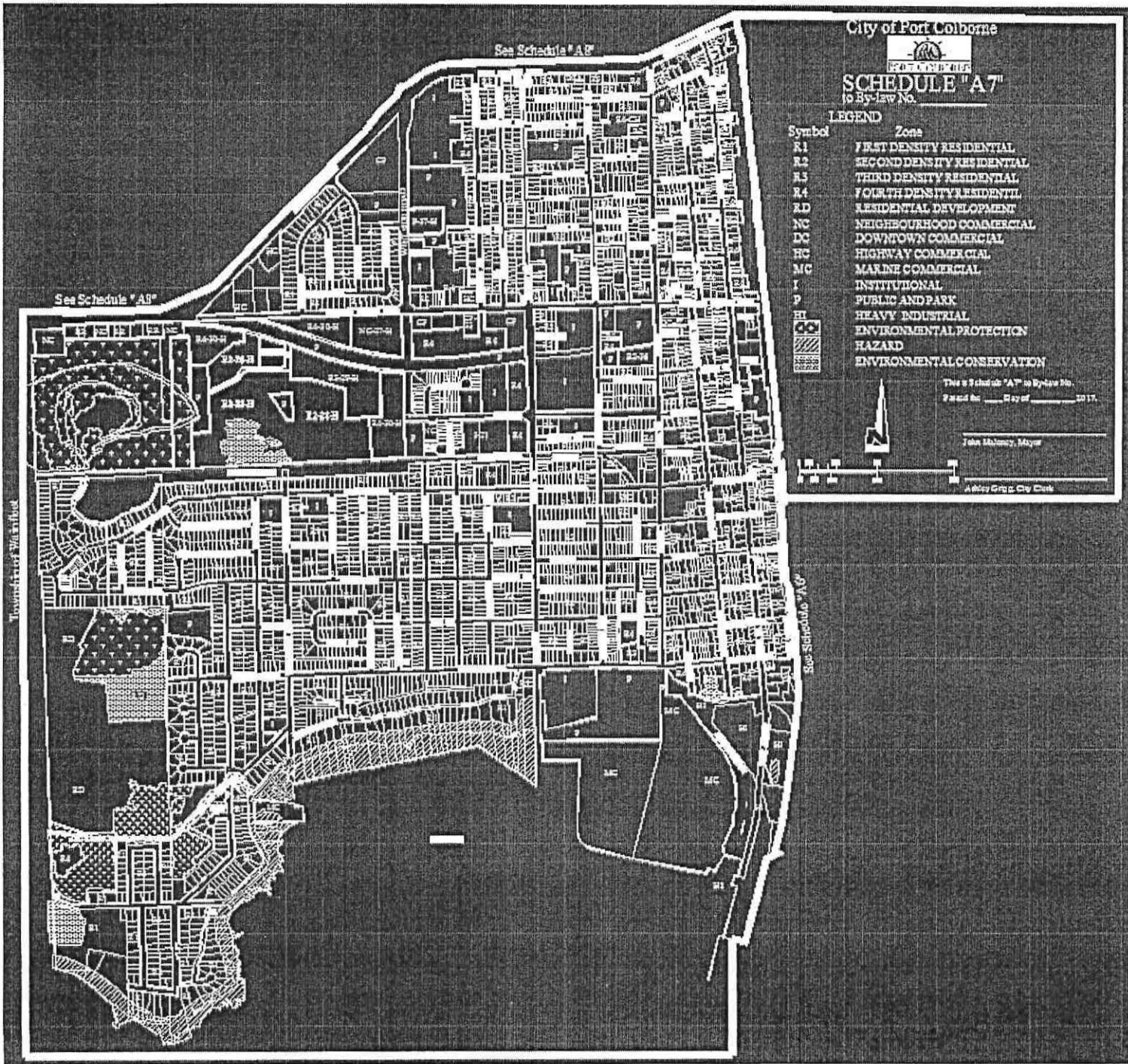
Symbol	Zone
A	AGRICULTURAL
APD	AGRICULTURAL PURPOSES ONLY
AR	AGRICULTURAL RESIDENTIAL
RU	RURAL
RR	RURAL RESIDENTIAL
I	INSTITUTIONAL
HR	HAMLET RESIDENTIAL
HMC	HAMLET COMMERCIAL
VR	VACATION RESIDENTIAL
[Hatched Box]	HAZARD
[COC Box]	ENVIRONMENTAL PROTECTION ENVIRONMENTAL CONSERVATION

This is Schedule "A3" of Ordinance No. _____
Passed by the City of Fort Collins, Colorado, on _____
John Mahoney, Mayor
[Signature Line]
[Signature Line]









City of Port Colborne



SCHEDULE "A7"
to By-law No. _____

LEGEND

Symbol	Zone
R1	FIRST DENSITY RESIDENTIAL
R2	SECOND DENSITY RESIDENTIAL
R3	THIRD DENSITY RESIDENTIAL
R4	FOURTH DENSITY RESIDENTIAL
RD	RESIDENTIAL DEVELOPMENT
NC	NEIGHBOURHOOD COMMERCIAL
DC	DOWNTOWN COMMERCIAL
HC	HIGHWAY COMMERCIAL
MC	MARINE COMMERCIAL
I	INSTITUTIONAL
P	PUBLIC AND PARK
HI	HEAVY INDUSTRIAL
E	ENVIRONMENTAL PROTECTION
H	HAZARD
C	ENVIRONMENTAL CONSERVATION

This Schedule "A7" to By-law No. _____
was adopted on _____ Day of _____ 2017.



John Mahoney, Mayor



Alley Corp. City Clerk

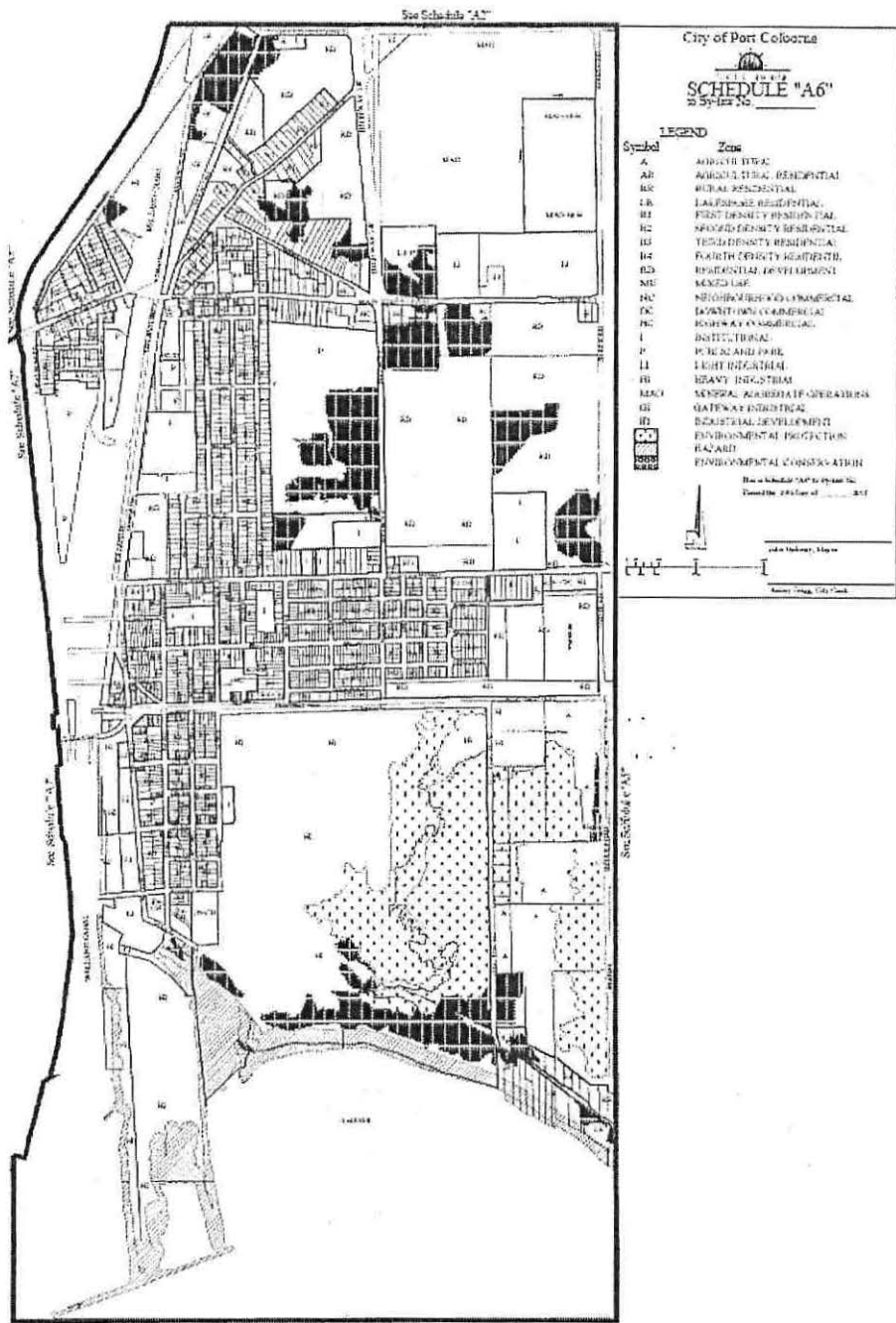
See Schedule "A1"

See Schedule "A1"

To view this map online visit: www.portcolborne.ca

See Schedules "A1"





Public Open House

- Held on March 30, 2017 from 5:00pm to 7:00pm in Council Chambers
- Draft zoning maps made available and had been on display since December 2016
- Draft text made available and available online
- Approximately 25 people in attendance
- Staff have continued communicating and made minor changes

Next Steps

- Review and address public comments
- Make appropriate changes if required
- Recommendation report prepared for Council's consideration

Protecting Port Colborne's Environment and Our Quality of Life

Our Air and Water

Without clean air and fresh water our health will deteriorate and our lives will be adversely affected.

Our quality of life is directly dependant on the quality of the air we breathe and the water we drink

Who is protecting your environment and the quality of life you deserve?

Federal Agencies

- Environment Canada

Provincial Agencies

- Ministry of Nature Resources and Forestry
- Ministry of the Environment and Climate Change

Regional Agencies

- Regional Council
- Niagara Peninsula Conservation Authority

Municipal Representatives

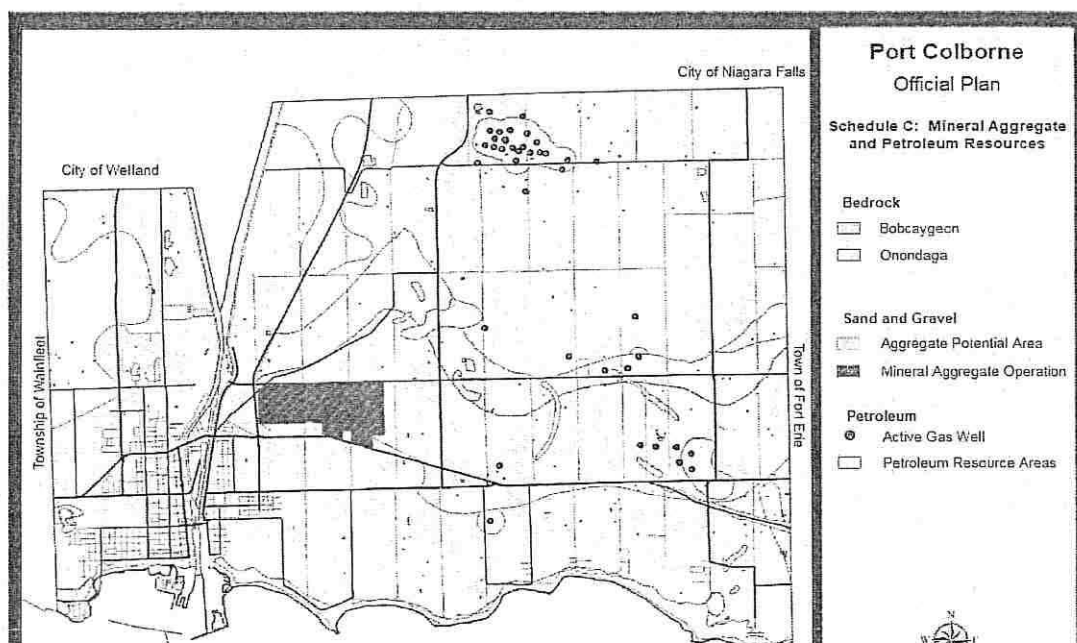
- City Planning Staff
- City Inspectors
- City By-law Officers
- City Council

You

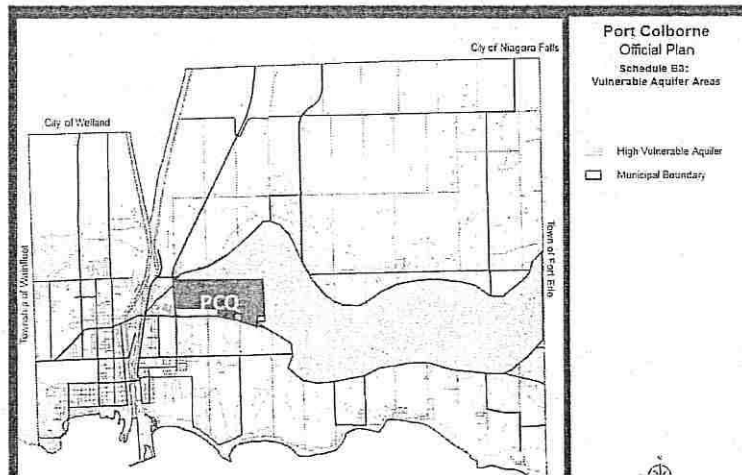
Port Colborne's Environmental History

- Canada's first and largest Community Based Risk Assessment to deal with the soil contamination caused by air emissions was here in Port Colborne.
- The contamination wasn't created overnight and it wasn't something you could see, feel, or smell but year after year the levels of contamination increased to the point that people were experiencing health affects and they saw their property values falling.
- Today Angie Desmarais continues to be one of the residents strongest advocates for our local environment and has recently reminded us that we need to stand up for ourselves to protect our environment.

Mineral Aggregate & Petroleum Resources



Potential Mineral Aggregate Operations



Aggregate Resources Act

Purposes of Aggregate Resources Act

The purposes of this Act are,

- (a) to provide for the management of the aggregate resources of Ontario;
- (b) to control and regulate aggregate operations on Crown and private lands;
- *(c) to require the rehabilitation of land from which aggregate has been excavated; and*
- *(d) to minimize adverse impact on the environment in respect of aggregate operations. R.S.O. 1990, c. A.8, s. 2.*

One of the most important purposes of the Act is for the progressive and final rehabilitation of the land from which the aggregate was excavated to its former condition or an alternative use compatible with adjacent land.

By-laws & Zoning

- **What is a By-law?**

A by-law is a law passed by a municipality *reflecting council's desired quality of life within the community.*

- **What is a Zoning By-law?**

A Zoning by-law is a law that divides a municipality into specific areas or zones, *defining how land in each zone can be used*, whether for industrial, commercial, residential or other uses. *Additionally, it describes what types of uses are permitted on the property implying what types of uses are not permitted.*

Draft Comprehensive Zoning By-law

2.3 Uses Prohibited in All Zones

- b) Asphalt and Cement Manufacturing was removed from the original draft
WHY?

Section 28: Mineral Aggregate Operation Zone (MAO)

28.2 Permitted Uses

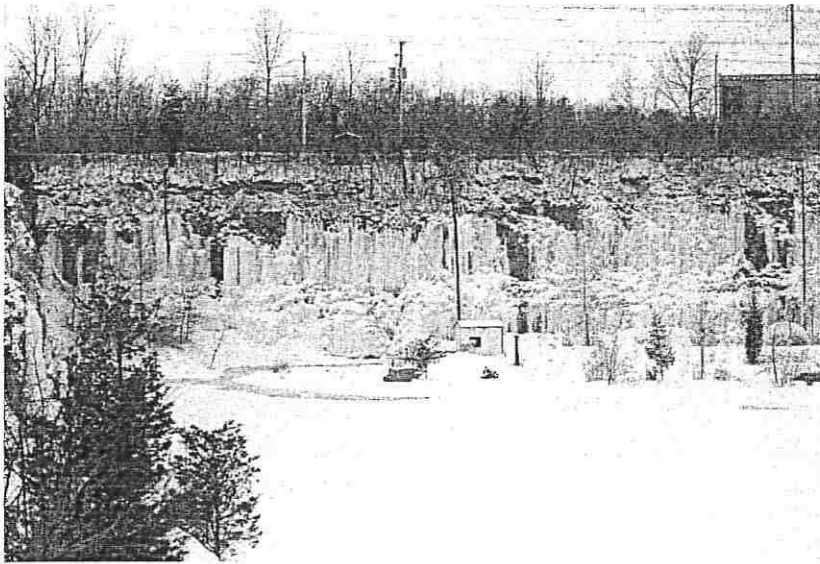
- a) Mineral Aggregate Operations;

In a meeting with City Representatives last week it was revealed that the City's intention for removing Asphalt and Cement Manufacturing as a prohibited use in all zones was so it could be included as a permitted use in the MAO Zone.

The Issues

- PCQ operates three quarries below the ground water level which exposes the Highly Vulnerable Aquifer to contamination from any industrial operations that reside in the quarries.
- The definition of MAO as written in the Comprehensive Zoning By-law would allow an Asphalt and Cement operation to be established in the bottom of the quarry.
- As written the Comprehensive Zoning By-law only has 3 requirements for an MAO and none of them provide any protection for the vulnerable aquifer

Below Ground Water



Environmental Hazards of Asphalt

- NIOSH urges caution related to human exposure to asphalt. Current NIOSH research indicates that asphalt products are carcinogenic to laboratory animals and, therefore may be more toxic to humans than previously believed.
- Asphalt contains so many toxic and carcinogenic compounds and since leaching of harmful PAH compounds has been documented, asphalt should be kept out of rivers, streams, and other natural waters to the extent possible.

Source Water Protection

- In instances where the Risk Management Official deems a new or expanding Commercial/Industrial development may pose a significant threat to municipal drinking water within the IPZ-1 or IPZ-2, a stormwater management plan that demonstrates and implements best management practices related to managing stormwater runoff shall be required to the satisfaction of the Risk Management Official and the City.
- Nothing is in place in this draft of the Comprehensive Zoning By-law that requires the demonstration or implementation of practices to protect the ground water that many of us rural landowners count on everyday.

The End Result

- This draft of the Comprehensive Zoning By-law can be accepted as is and some day in the future maybe Port Colborne will be recognized for its ground water contamination as well as its surface soil contamination.
- We have seen how the soil contamination is being handled by all of those I mentioned at the beginning of my presentation so how do you think they will handle ground water contamination?
- The quarries should be rehabilitated as mandated under the Aggregate Resources Act and as legally required by City's Site Plan Agreement but if our regulators and City officials do not want to enforce regulations and agreements then this Comprehensive By-law needs to be written so it protects our environment and quality of life.

Comments for Public Meeting of Consolidated Zoning Bylaw March 26, 2018

For the record, my name is Jack Hellinga, and I reside with my wife at 770 Highway 3, Port Colborne, Lot 22, Concession 2.

Thank You for allowing this additional Public Meeting, and thank you for allowing me to speak to the subject of the Consolidated Zoning Bylaw – 2018.

I would suggest that most of the residents of Port Colborne are primarily concerned with the zoning of the lands which surround their properties. I believe most of us present tonight are here for that reason.

So that is why I wish to speak to the proposed re-zoning of the Extractive Industrial Zoning to Mineral Aggregate Operations Zone. It seems on surface that these zonings are the same. However, this is a major change in zoning, and as proposed, a major change in Permitted Uses as a result of the proposed definition included for Mineral Aggregate Operations.

We recognize that Mineral Aggregate Resources are a valuable and non-renewable resource. Port Colborne sits almost entirely on a mineral aggregate resource, in the form of limestone bedrock. It is the bane of the City in urban servicing, because it needs to be removed to install sewers, watermains, and other underground utilities. It even extends to the baseball fields where it needed to be removed to install the outfield fence and the light poles

Why is this significant? Because an application for rezoning to a Mineral Aggregate Operation can be submitted for almost anywhere in the City, and the adjacent boundaries. One example is the land purchases of a quarry operator next to the Hamlet of Bethel. Another is the Reeb Quarry in Wainfleet. And the permitted uses in the Mineral Aggregate Operations Zone could apply in any of those situations. It would be embarrassing to say we want to restrict what happens in Wainfleet, but we will allow it in Port Colborne.

In the past month I have corresponded with the City Planner, Region of Niagara Planning Department, Ministry of Municipal Affairs/Ministry of Housing, and Ministry of Natural Resources, in order to determine what is acceptable and required in a Comprehensive Zoning Bylaw.

What I have determined is that there are numerous definitions, and permitted uses, that can be applied to Mineral Aggregate Operations. And when the zoning is identified, the meanings and permitted uses should be reflective of the geographic locale and environs.

The Provincial Policy Statement approved in 2014 had numerous changes from 2005. The Ministry of Municipal Affairs identifies the "most relevant policies" changes, and besides requiring identification of mineral resources and supporting conservation of mineral aggregate resources they also require strengthened requirements for

rehabilitation to agriculture in specialty crop areas with restriction of quarrying below the water table in these area, and the promotion of comprehensive rehabilitation planning and mitigation of negative impacts wherever possible as part of progressive and final rehabilitation.

The Ministry of Municipal Affairs quoted the following from the Provincial Policy Statement 2014 "Policies are outcome oriented, and some policies provide flexibility in their implementation provided that provincial interests are upheld."

The next paragraph from the Provincial Policy Statement 2014 reads:

"While the Provincial Policy Statement is to be read as a whole, not all policies will be applicable to every site, feature or area. The Provincial Policy Statement applies at a range of geographic scales."

The Ministry of Natural Resources and Forestry (MNRF) provided the following comment:

"Consultation should be occurring with the neighbours currently if the City is looking to amend the zoning bylaw."

Followed by this quote from the Aggregate Resources Act:

"The Operational Standards that apply to licences requires that "no person shall pile aggregate, topsoil or overburden, locate any processing plant or place, build or extend any building or structure: within ninety metres from any part of the boundary of the site that abuts land restricted to residential use by a zoning by-law when the licence was issued."

And the MNRF also states "if approved zoning is in place the amendment (*of the site plan*) is treated as a minor amendment with no opportunity to comment by the public."

So we, and you, would have no say in the future.

In this case, the current definition would infringe on existing uses adjacent to the Mineral Aggregate Operations uses, and could in the future do the same in other areas of the City where rezoning was requested.

Removal of aggregate by quarrying is a temporary undertaking. And a license to quarry will not be granted without a comprehensive progressive and final rehabilitation plan.

We have no issue with the Permitted Uses in Section 28.2 b) c) and e).

I would respectfully ask the City to amend the current wording of Permitted Uses "a) Mineral Aggregate Operations" to read:

- a) Mineral Aggregate Operations, except for Asphalt Plant and Concrete Batching Plant facilities".

Similarly for clarity and to eliminate all ambiguity, amend the wording of "d) Agricultural Operations" to read

- d) Agricultural Operations except Intensive Animal Operations and Medical Marijuana Production Facilities".

And, amend the definition of Mineral Aggregate Operations to read:

"Mineral Aggregate Operation: means

- a) An operation other than wayside pits and quarries, conducted under a license or permit under the Aggregate Resources Act or successors thereto; and
- b) Associated accessory facilities used in extraction, transport, beneficiation, processing, or recycling of mineral aggregate resources."

Because of the potential environmental devastation that can occur from contamination of the High Vulnerable aquifer from petroleum and sodium chloride contained in most salvaged road Right of Way materials including asphalt and concrete, I would further ask the City to include in Zone Requirements Section 28.3 a restriction such as:

"d) No recycling of asphalt and concrete, including crushing or stockpiling of such product, shall be permitted below the natural top water level of the High Vulnerable Aquifer nominally defined as elevation 176.0m, and that all rainwater runoff from the processing and stockpiling site(s) be contained and discharged in accordance with MOECC regulations."

Zone Requirements Section 28.3 should also identify the necessity for progressive rehabilitation to be in conformity with the Official Plan.

Respectfully Presented,
JACK S HELLINGA

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Port Colborne Quarries Inc.

Quarry Site Office:

Corner Chippawa Road & Hwy. 140
P.O. Box 275
Port Colborne, Ontario
L3K 5W1
Telephone: 905-834-3647
Plant - Telephone: 905-834-3692
Dock - Telephone: 905-834-4734
Fax: 905-834-7141

Head Office:

222 Martindale Road
P.O. Box 1116
St. Catharines, Ontario
L2R 7A3
Telephone: 905-684-1111
Fax: 905-684-2260
stcath@rankinconstruction.ca

March 23, 2018

Hello Folks:

Spring is finally here and winter is slowly fading away.

We would like to take this time to inform you that at the quarry we have started production for the 2018 season. We were producing in January, shut down for a month and have started back up in early March.

As in previous years we will be crushing Monday to Friday 7:00 AM to 6:00 PM and the occasional Saturday.

If you have any questions please feel free to call the quarry at 905-834-3647.

Sincerely

Pete Jesik

Operations Manager



IBI GROUP
101 – 410 Albert Street
Waterloo ON N2L 3V3 Canada
tel 519 585 2255 fax 519 585 2269
ibigroup.com

March 23, 2018

Mr. Dan Aquilina, MCIP, RPP
Director of Planning & Development
City of Port Colborne
66 Charlotte Street
Port Colborne, ON L3K 3C8

Dear Mr. Aquilina:

**PORT COLBORNE QUARRIES LTD.
CITY OF PORT COLBORNE DRAFT ZONING BY-LAW
CITY OF PORT COLBORNE**

IBI Group has been retained by Port Colborne Quarries Ltd. and on their behalf; it is our understanding that your Council is hosting a Public Meeting on Monday March 26, 2018 regarding the draft City of Port Colborne Zoning By-Law in advance of Council approving the document at their next scheduled meeting.

As you know, staff from Port Colborne Quarries (PCQL) have been intimately involved in the entire public consultation process for the draft Zoning By-Law. As part of that process, they reviewed the February 12, 2018 version (Report 2018-14) which had been recommended by Senior City Staff (yourself and the CAO) for Council's approval and PCQL was satisfied with the document and specifically as it related to the Mineral Aggregate Operations (MAO) Zone.

Last week we reviewed the most current version as posted on the City's web-site and became aware that a new zoning requirement had been inserted, as follows:

28.3 c) *A new extractive operation involving the blasting of consolidated rock or the processing of quarry stone shall be prohibited within 300 m of a dwelling or dwelling unit or area zoned for residential purposes where such lands are held under distinct and separate ownership.*

PCQL has numerous concerns with this recent insertion:

1. Given their extensive involvement in the planning process to date, to their knowledge there has not been any written correspondence provided to the public, or any public discussion at any Public Meeting suggesting that any form of extraction prohibition was being considered.
2. It is our opinion that this prohibition is not defensible from a planning perspective in terms of:
 - a. The 300.0 metre buffer is arbitrary.
 - b. The Aggregate Resources Act 'Provincial Standards' is the level of standard to be used and that process requires that professionals, whether they be noise, blasting, traffic or ecologists, etc., be responsible to determine site specific buffers and applicable mitigation, all with the objective to meet existing and established Provincial guidelines, and all such findings being accountable to public agency review and/or peer review.
 - c. It is contrary to the Provincial Policy Statement and specifically Policy 2.5.2.1.

At this time, PCQL simply requests that Council retain the MAO zoning text as contained in the February 12, 2018 version, that being the version recommended for approval by yourself and the City's CAO as part of your 2018-14 Staff Report, and as such, the removal of clause 28.3 c).

Mr. Adam Betteridge – March 23, 2018

If Council does prefer to retain some form of clause c), we would strongly request that it be reworded to cite that new license applicants must conform to the Provincial Standards of the Aggregate Resources Act versus the use of the 300.0 metre buffer, as suggested below:

A new extractive operation involving the blasting of consolidated rock or the processing of quarry stone shall meet the Provincial Standards of the Aggregate Resources Act where such activity occurs in proximity to a dwelling or dwelling unit or area zoned for residential purposes where such lands are held under distinct and separate ownership.

In summary, Port Colborne Quarries Ltd. is supportive of the draft Zoning By-Law subject to the deletion or redrafting of clause 28.3 c).

Yours truly

IBI GROUP



David R. Sisco, BA, MCIP, RPP
Associate, Senior Planner

DRS/baw

cc: Sean McFarland, Golder Associates Ltd.
Dennis Savriga, Port Colborne Quarries Ltd.
Tom Rankin, Port Colborne Quarries Ltd.
Shawn Tylee, Port Colborne Quarries Ltd.
John McLellan, Port Colborne Quarries Ltd.

March 29, 2018

Project No. 1771656

Mr. Dan Aquilina, MCIP, RPP
Director of Planning & Development
City of Port Colborne
66 Charlotte Street
Port Colborne, Ontario
L3K 3C8

**SUMMARY OF MY PRESENTATION AT THE CITY OF PORT COLBORNE COUNCIL MEETING ON
MARCH 26, 2018**

Dear Mr. Aquilina,

I am providing an overview of my presentation and subsequent discussion at the Town council meeting held on Monday, March 26th, 2018. The focus of my presentation centred upon the potential for groundwater contamination resulting from mineral extraction and industrial usage at the existing Port Colborne Quarry as summarized below. The existing quarry is excavated below the water table, based on monitoring at the monitoring wells installed in boreholes at the site and is dewatered by a sump on the existing quarry floor. As the quarry is excavated below the surrounding groundwater levels, there is inward groundwater pressure from the existing quarry walls. There is also consistent upward groundwater pressure from the base of the quarry, under existing conditions, since the groundwater levels in wells installed in the boreholes on the adjacent property are above the level of the quarry floor.

In addition, the quarry is excavated to the top of a low permeability grey to black shale based on drilling, core logging and packer testing completed at the site. As such, there is considered to be a very low potential for groundwater contamination from activities in the quarry, as groundwater is flowing inward toward the quarry excavation. Any contaminants from industrial usage would not flow outward from the site, due to the inward groundwater pressure. There would also not be significant leakage of contaminants (if any) through the base of the quarry due to the presence of the low permeability shale beneath the quarry and upward hydraulic gradients beneath the quarry.

Therefore, there is considered to be a very low potential for groundwater contamination arising from minor extraction industrial use at the site. In addition, contaminants resulting from spills would be managed through a spill response plan, such that they do not enter the quarry sump to be discharged off site.

In response to questions, concerning well impacts I also discussed that the quarry dewatering and discharge of the pumped water is regulated by the MOECC through the PTTW process. This includes an evaluation of potential impacts on surrounding water wells and the quality of water discharged off site. In addition, I discussed how the quarry is responsible for restoring the groundwater supply of any wells that are impacted from drawdown related to quarry dewatering.

Golder Associates Ltd.

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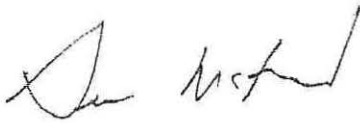
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I trust that this meets your requirements and if you have any questions please do not hesitate to contact me.

Sincerely,

GOLDER ASSOCIATES LTD.



Dr. Sean McFarland, P. Geo., CPA(CMA), CMC, PMP
Senior Hydrogeologist, Principal PhD, LLM, MBA, MSc, BSc

SM/cg

Megan and Sandro Seca
646 Stanley Street
Port Colborne, Ontario
L3K 6B9

March 25th, 2018

Amber Lapointe
City Clerk
City of Port Colborne
66 Charlotte Street
Port Colborne, Ontario L3K 3C8

Dear Ms. Lapointe

This letter is in response to the Twitter notification we viewed on March 6th, 2018, in regards to the public meeting of the proposed Draft Comprehensive Zoning By-Law. The notification indicated that to ask questions or appeal any further decisions, written or oral comment was necessary. Please accept this letter as our written comment to the proposed Comprehensive Zoning By Law.

Prior to purchasing our house 4 1/2 years ago we called the Planning Department at City Hall to inquire about the property surrounding the house and the possibility of future development. This land was indicated as environmentally protected on the city plan. We were told that there would be limited development on the property because of its designation. Since that time we have called the planning department once or twice a year, asking the same question, and every time were told that there would be limited development because of its designation. As indicated on the Schedule "A7" (R1 at the end of Stanley Street) of the Revised Drafting Zoning By law, some of property around us has changed and the land is no longer environmentally protected.

As development continues in this area, **what assurances do we have that the land that is environmentally protected behind our home (RD on the Schedule A7 revised draft zoning by law) will not be changed for future development and remain environmentally protected on the city plan?**

We look forward to hearing your response.

Sincerely,

Megan and Sandro Seca

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**City of Port Colborne
Regular Council Meeting 07-18
Minutes**

Date: March 26, 2018

Time: 9:50 p.m.

Place: Council Chambers, Municipal Offices, 66 Charlotte Street, Port Colborne

Members Present: R. Bodner, Councillor
B. Butters, Councillor
F. Danch, Councillor
A. Desmarais, Councillor
D. Elliott, Councillor
B. Kenny, Councillor
J. Maloney, Mayor (presiding officer)

Absent: J. Mayne, Councillor (due to illness)
Y. Doucet, Councillor (due to illness)

Staff Present: D. Aquilina, Director of Planning and Development
M. Bendia, Deputy Fire Chief
A. LaPointe, Manager of Legislative Services/City Clerk
S. Luey, Chief Administrative Officer
C. McIntosh, Deputy Clerk (minutes)
P. Senese, Director of Corporate Services
S. Shyposkyj, Acting Director of Engineering and Operations

Also in attendance were interested citizens, members of the news media, YourTV and WeeStream.

1. Call to Order:

Mayor John Maloney called the meeting to order.

2. Introduction of Addendum Items:

Nil.

3. Confirmation of Agenda:

No. 40 Moved by Councillor A. Desmarais
Seconded by Councillor B. Kenny

That the agenda dated March 26, 2018 be confirmed, as circulated or as amended.
CARRIED.

4. Disclosures of Interest:

Nil.

5. Adoption of Minutes:

No. 41 Moved by Councillor B. Kenny
 Seconded by Councillor A. Desmarais

(a) That the minutes of the regular meeting of Council 05-18, held on March 12, 2018, be approved as presented.
 CARRIED.

6. Determination of Items Requiring Separate Discussion:

Nil.

7. Approval of Items Not Requiring Separate Discussion:

No. 42 Moved by Councillor R. Bodner
 Seconded by Councillor A. Desmarais

That Items 1 to 14 on the agenda be approved, with the exception of items that have been deferred, deleted or listed for separate discussion, and the recommendation contained therein adopted.

Items:

1. Planning and Development, By-law Enforcement Division, Report No. 2018-42, Subject: Parking and Traffic – Pleasant Beach Road

Council resolved:

That the following amendments to By-law 89-2000 Being a By-law Regulating Traffic and Parking on City Roads be approved; and

That Schedule "C-2" Parking Prohibitions Tow Away Zone, to By-law 89-2000, as amended, be further amended by deleting therefrom the following:

Column 1	Column 2	Column 3		Column 4
Highway	Side	From	To	Times/Day
Pleasant Beach Road	West	lakeshore	A point approx. 138 m north therefrom	Anytime

That Schedule "C-2" Parking Prohibitions Tow Away Zone, to By-law 89-2000, as amended, be further amended by adding thereto the following:

Column 1	Column 2	Column 3		Column 4
Highway	Side	From	To	Times/Day
Pleasant Beach Road	West	lakeshore	A point approx. 169 m north therefrom	Anytime

That Schedule "F" Angle Parking to By-law 89-2000, as amended be further amended by deleting therefrom the following:

Column 1	Column 2	Column 3	
Highway	Side	From	To
Pleasant Beach Road	West	138 m north of the lakeshore	55 m north therefrom

That Schedule 'F' Angle Parking to By-law 89-2000, as amended be further amended to adding thereto the following:

Column 1	Column 2	Column 3	
Highway	Side	From	To
Pleasant Beach Road	West	169 m north of the lakeshore	24 m north therefrom

2. Community and Economic Development, Events Division, Report No. 2018-33, Subject: Request to host the 40th Annual Canal Days Concerts at H.H. Knoll Lakeview Park, August 3 to 6, 2018

Council resolved:

That the 40th Annual Canal Days Concerts be hosted in H.H. Knoll Lakeview Park, as outlined in Community and Economic Development, Events Division Report 2018-33; and

That the Director of Community and Economic Development be directed to present a further report authorizing necessary road closures approval of the associated by-law.

3. Community and Economic Development, Events Division, Report No. 2018-40, Subject: 2018 Budweiser CanAm Walleye Challenge, June 23, 2018

Council resolved:

1. That City sponsorship of the 2018 Budweiser CanAm Challenge be approved, with sponsorship to be provided as follows:

- a. Waving of permit fees for the use of, and camping in, H.H. Knoll Lakeview Park;
 - b. Waiving of permit fees for the use of the pavilion at Sugarloaf Marina;
 - c. Provision and installation of snow fencing, and waiving of associated fees;
 - d. Provision of security;
 - e. Provision of portable washroom facilities and waiving of associated fees;
 - f. City assistance with event promotion and marketing on social media;
 - g. Waiving of boat ramp fees for tournament participants;
 - h. Provision of Marina non-service dock discount rate of 35% for tournament participants.
2. That, in accordance with By-law 5642/73/11, the Budweiser CanAm Challenge be provided with access to H.H. Knoll Lakeview Park for permitted RV camping/parking beginning at 12:00 p.m. on Thursday, June 21, 2018, and that RV camping/parking be cleared from Park by Sunday, June 24 at 6:00 p.m.; and
 3. That approval of the above noted event and sponsorship is conditional on the Budweiser CanAm Challenge submitting a certificate of liability insurance in the amount of \$5,000,000, naming the City of Port Colborne as additional insured.

4. Community and Economic Development, Events Division, Report No. 2018-39, Subject: Updated Municipal Alcohol Management Policy

Council resolved:

That staff be directed to contact the managers of the Bethel and Sherkston Community Centres to provide information with respect to liability and the Municipal Alcohol Management Policy, receive feedback with respect to the policy and report back to Council at a future meeting.

5. Community and Economic Development, Parks Division, Report No. 2018-38, Subject: Request for Quotation 2017-17: Parks Solar Lighting

Council resolved:

That Project 2017-17, Supply & Installation of Parks Solar Lighting, be awarded to Wiens Underground Electric, of Niagara-on-the-Lake, for the total quoted price of \$51,325, excluding taxes; and

That the additional funding for this project, in the amount of \$6,325, be allocated from the General Capital Reserve; and

That the Director of Community and Economic Development be authorized to issue a purchase order to Wiens Underground Electric; and

That the appropriate by-law be presented for approval.

6. Corporate Services, Finance Division, Report No. 2018-43, Subject: Statement of Remuneration and Expenses 2017

Council resolved:

That Corporate Services Department, Finance Division Report 2018-43 with respect to Remuneration and Expenses for 2017 be received for information purposes as per Section 283 and 284 of the *Municipal Act, 2001*, as amended.

7. Corporate Services, Finance Division, Report No. 2018-44, Subject: Municipal Asset Management Program Funding

Council resolved:

That the City Treasurer be directed to apply for a grant opportunity from the Federation of Canadian Municipalities' Municipal Asset Management Program for Port Colborne's Roadmap Phase II; and

That the City of Port Colborne commits to conducting the following activities in its proposed project submitted to the Federation of Canadian Municipalities' Municipal Asset Management Program to advance the City's asset management program:

- New Data Sets, Data Synchronization, Consolidation and Refinement;
- Risk and Criticality Modeling Development, Lifecycle Framework Development and Asset Management Training on Risk, Lifecycle and Condition; and
- Work Order Management Software Module with Data Migration and Implementation and Training; and

That the City of Port Colborne has committed \$49,600 in its 2018 budget toward the costs of this initiative.

8. Engineering and Operations, Operations Division, Report No. 2018-26, Subject: Port Colborne Distribution System – Annual Summary Report

Council resolved:

That Engineering and Operations Department, Operations Division Report 2018-26 with respect to the Port Colborne Distribution System

Annual Summary Report, prepared in accordance with O. Reg. 170/03, be received for information.

9. Engineering and Operations, Operations Division, Report No. 2018-27, Subject: 2017 Sherkston Community Centre System Annual Drinking Water Quality Report

Council resolved:

That Engineering and Operations Department, Operations Division Report 2018-27 with respect to Sherkston Community Centre Annual Drinking Water Quality Report, prepared in accordance with O. Reg. 170/03, be received for information.

10. Richard Rybiak, Chair, Niagara Central Airport Commission Re: Request to Appoint and Elected Representative and a Staff Member to the Niagara Central Dorothy Rungeling Airport Ad Hoc Committee

Council resolved:

That Council of The Corporation of the City of Port Colborne appoints Scott Luey, Chief Administrative Officer, and Barbara Butters, member of Council, to the Niagara Central Dorothy Rungeling Airport Ad Hoc Committee.

11. City of Welland Re: Letter to Minister of Health and Long Term Care regarding Additional New Long Term Care Beds in the City of Welland

Council resolved:

That the resolution received from the City of Welland regarding Additional New Long Term Care Beds in the City of Welland, be received for information.

12. City of Welland Re: Long Term Care Facilities – Increased Funding to meet the Increase Care needs of Residents in Ontario’s Long Term Care Facilities

Council resolved:

That the resolution received from the City of Welland in support of the Regional Municipality of Niagara’s resolution regarding increased funding for Long Term Care Facilities in Ontario, be received for information.

13. City of Thorold Re: Request for Financial Assistance in Development of a Human Trafficking Program

Council resolved:

That the resolution received from the City of Thorold in support of the resolution from the Town of Fort Erie Re: Request for Financial Assistance in the Development of a Human Trafficking Program, be received for information.

14. Amarjeet Sohi, P.C., M.P., Minister of Infrastructure and Communities Re: Response to the City of Port Colborne's Resolution Regarding Federal Investments dedicated to Municipalities for Storm Water Management and Drainage Improvements

Council resolved:

That the correspondence received from Amarjeet Sohi, Minister of Infrastructure and Communities Re: Response to the City of Port Colborne's resolution regarding Federal Investments dedicated to Municipalities for Storm Water Management and Drainage Improvements, be received for information.

CARRIED.

8. Consideration of Items Requiring Separate Discussion:

Nil.

9. Proclamations:

Nil.

10. Minutes of Boards, Commissions & Committees:

(a) Minutes of the Port Colborne Historical and Marine Museum Board of Management meeting of February 10, 2018.

No. 43 Moved by Councillor B. Butters
Seconded by Councillor B. Kenny

(a) That the minutes of the Port Colborne Historical and Marine Museum Board of Management meeting of February 10, 2018, be approved.

CARRIED.

11. Consideration of By-laws:

No. 44 Moved by Councillor A. Desmarais
Seconded by Councillor B. Butters

That the following by-laws be enacted and passed:

- 6563/18/18 Being a By-Law to Amend By-Law No. 89-2000, Being a By-Law Regulating Traffic and Parking on Pleasant Beach Road
- 6564/19/18 Being a By-Law to Authorize Entering into a Contract Agreement with Wiens Underground Electric respecting Project 2017-17: Supply and Installation of Parks Solar Lighting
- 6565/20/18 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 Special and Regular Meetings of March 26, 2018

CARRIED.

12. Adjournment:

No. 45 Moved by Councillor F. Danch
Seconded by Councillor A. Desmarais

That the Council meeting be adjourned at approximately 9:54 p.m.
CARRIED.

John Maloney
Mayor

Amber LaPointe
City Clerk

AL/cm

MAR 29 2018

CORPORATE SERVICES
DEPARTMENT



PORT COLBORNE

**Meeting
Environmental Advisory Committee
January 10, 2018, 6:00 p.m.**

The following were in attendance:

Council: Angie Desmarais
Barbara Butters

Staff: Derek Hemauer
Janice Peyton

Public Members: George McKibbon
Beth Palma
Clayton Nadeau
Patti Stirling
Jack Hellinga
Tim Hoyle

1. Call to Order

Chair Beth Palma called the meeting to order at 6:00 p.m.

2. Adoption of the Agenda

Moved by George McKibbon
Seconded by Patti Stirling

That the agenda dated January 10, 2018 be accepted as circulated.
CARRIED.

3. Introduction of new Committee Member

Beth introduced new committee member Clayton Nadeau. Clayton possesses a Bachelor of Science (Hons.) in Agriculture with additional courses in hydrology and soil science, and is educated as an Environmental Technician. Clayton is employed as a Waste Water System Operator at the Regional Municipality of Niagara.

4. Disclosures of Interest

Nil.

5. **Approval / Review of Previous Meeting Minutes**

Moved by Jack Hellinga
Seconded by Patti Sterling

That the minutes of November 8, 2017 be accepted as presented.
CARRIED.

6. **Items Arising from Previous Minutes**

a) **Recycle Bins**

Derek advised that he is working on spring installations of recycle bins at Clarence Street and West Street and coordinating with the landscape design plan for the Library for a future recycle bin placement after design improvements.

b) **“No Littering” signs on trails**

Derek advised that he is waiting to hear about other sign size options. Derek will attend the next Active Transportation Committee meeting with regard to coordination of signage.

c) **Boulevard Trees**

There was no new information reported from committee members on this issue. Angie advised that Councillors have been invited to attend the NPCA tree-planting program. Angie said that she will raise this issue at every opportunity, at budget in February and at the upcoming Strategic Planning sessions. Jack commented that the new subdivisions in Welland allow trees on boulevards and the same in Stevensville also. All agreed that it is time to revisit this issue.

d) **Community Shred-it Day/E Waste Day**

Patti will continue to work on this as an Earth Day event. Earth Day this year is April 22, 2018. Earth Week is April 22-28, 2018. Locations suggested were at the Farmer’s Market or at the Health and Wellness Centre, the Health and Wellness Centre would be more favourable with respect to available parking, perhaps other Earth Day related attractions will be added as well. Derek will speak to the Director of Community Services for Saturday April 28th.

e) Air Quality

George will be meeting with Environment Hamilton (Lynda Lukasik) on Friday January 12th. He will bring questions/answers and the machine back to the committee.

George advised that on March 5, the conference "Clean Air Happens" will take place in Hamilton. George will get the particulars out to anyone who would like to attend. There is a free Sunday afternoon event that will fill up quickly.

f) NPCA Questions

Janice advised that Kerry has offered to arrange to have an NPCA guest to one of our meetings to field any questions about the Conservation Authorities Act and the new wetland conservation document. All were in favour of inviting an NPCA guest to the next meeting. Janice will advise Kerry to arrange for an NPCA guest at the next meeting.

g) Response from Planning Regarding the Wetland Protection and Biodiversity Offsetting Paper

Nil.

h) 2018 Budget

Further to the discussion at the November 8th meeting regarding low flow toilet rebates, all members in attendance were in agreement to change the flush capacity requirements to 5L or less as there were not many options for toilets with a flush capacity of 4L or less. The tree rebate program was discussed. Barb wants to be sure that the balance remaining of the tree rebate program budget is carried over to 2018. For future EAC budgets, Jack suggested funds be requested for natural wetland treatments for municipal drains, Jack thought that \$5,000. -\$10,000 would cover municipal drain plantings. Much more discussion/preparation is needed, Angie suggested dedicating an EAC meeting specifically to this item, perhaps invite someone to speak on this issue, Jack and Clayton had suggestions for speakers.

i) Drain Improvements

Derek advised that he has spoken to the Drainage Superintendent about this issue and Barb advised that this has been discussed at the Great Lakes Mayor's Conference. Farmland is not included under the Drainage Act. The committee feels that buffering along the sides of farmland and planting in stilling areas is required to protect

the drains, however the question is....who is responsible?. Clayton commented that some municipalities provide incentive to farmers to be a certain distance away from the drains. Angie and Derek will look into this further.

j) Wyldewood Road Drainage

Derek advised that drainage staff have been on site to check the drain and be sure that it is clear. Barb added that the east side of Firelane 13 is very swampy.

7. New/Other Business

a) Protecting Water for Future Generations

Jack provided a notice of consultation on the Provincial Greenbelt Plan by email for information and so they could provide comments if they wanted. There is a 90-day open invitation for comments on the plan.

8. Next Meeting/Adjourn

The next meeting will be on March 14, 2018 at 6:00 pm.

With no further business to discuss, the meeting adjourned at 7:10 p.m.

JANUARY 15, 2018
MEETING OF THE PORT COLBORNE ACTIVE TRANSPORTATION
ADVISORY COMMITTEE

Minutes of the seventh regular meeting of the Committee Members of the Port Colborne Active Transportation Advisory Committee, held in the Library, Third Floor Library, City Hall, 66 Charlotte Street, Port Colborne January 15, 2018, 6:00 p.m.

The following Committee Members were in attendance:

Committee Members: Ann Kennerly, George McKibbon, Michael Scott, Wade Smith
Councillor: Angie Desmarais
Staff: Ashley Grigg, Karen Walsh

1. CALLED TO ORDER: 6:01 pm

2. CONFIRMATION OF PREVIOUS MINUTES:

Moved by: George McKibbon
Seconded by: Angie Desmarais

THAT the minutes from the November 20, 2017 be accepted as presented.
CARRIED

3. BUSINESS ARISING FROM THE MINUTES:

- Memo to council be sent for a 4-way stop sign at Killaly Street and Elizabeth Street.
- Memo to City Clerk and By-law to have similar policy as Hamilton for vehicle types, multi-use recreational trails and sidewalks.

4. BUSINESS

Workplan updates

- Work with Environmental Committee to clean the trails,
- Transportation Masterplan – look for background reports,
- Speaker for complete street to present at council (Bike Summit organize by Sue Morrin)
- Council Strategic Plan
- Sherkston Community Centre
 - Camping for cycling
 - Washrooms to open on the outside wall
 - Showers
 - Bike repair station
 - Something to secure bike

- Plan to market the place
- Signage
- Permit process
- Email Angie for any other ideas
- Develop an overnight spot (similar arrangement for H.H. Knoll – Lakeview Park)
- Infrastructure will be available for hikers as well
- Reach out to insurance company and NRP for an Educational piece
- Nickel Beach – horseshoe or hub (Seaway Park down Welland Street, Lake Road, create a path through Nickel beach to the Eastern entrance, Reuter Road), this can also be tied in with the Canada Games.
 - Lease on the Beach with trail is being renamed
 - Issue with Fowler’s Toad and Parking & Residential issues
 - Jordan Elliott has conveyor belts to donate but will not move them to location.
 - The conveyor belt will be slippery when wet, hot for the feet and sand on them, would need to be swept, would need to spray paint or resurface them.
 - Another possibility is deck boards with cable.
- Staff to attend the Bike Submit in April.
- Grant Funding – if anyone sees there is funding to share
 - Mountain Equipment Co-op – funding for recreation
 - Search Grant Funding
 - Ontario Trails Council
 - Mailing list from Province

5. NEW BUSINESS

- Karen will forward the Region Transportation Masterplan – section on Complete Streets and Transportation Choices.
- Environmental Committee is doing an air quality test within the City.
 - Ride or Walk around town with GPS and air quality machine
 - Download on a computer for reading (2.5 is at health risk and can get the Ministry of Environment)
 - They can target a certain area (such as the Canal, schools where school bus drop offs, how it can affect the indoors)
- Walkability Checklist
- Cycling Checklist
- Calendar for Annual Nominations & funding.

6. INFORMATION/CORRESPONDENCE

none

7. ADJOURNMENT:

Moved by: George McKibbon
Seconded by: Mike Scott

Resolved that we do now adjourn.
CARRIED

Time of adjournment 7:24 pm

Next Meeting: Tuesday, February 20, 2018 at 6:00 pm

Agenda Item: Workshop

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FEBRUARY 6, 2018
MEETING OF THE PORT COLBORNE ECONOMIC DEVELOPMENT
ADVISORY COMMITTEE

Minutes of the tenth regular meeting of the Committee Members of the Port Colborne Economic Development Advisory Committee, held in the Third Floor Committee Room, City Hall, 66 Charlotte Street, Port Colborne February 6, 2018, 5:00 pm.

The following Committee Members were in attendance:

Committee Members: Gary Bruno, Fred Davies, Jeni LaMarre, Kate Ostryhon-Lumsden, David Semley, Dee Tilbrook

Councillor: Mayor John Maloney, Councillor Dave Elliott, Councillor John Mayne

Regrets: Betty Konc, Jordan Sherlock, Len Stolk

Staff: Evan Acs, Ashley Grigg, Scott Luey Karen Walsh

1. CALLED TO ORDER: 5:05 pm

2. CONFIRMATION OF MINUTES:

a. Monday, September 25, 2017

Moved by: David Semley
Seconded by: Jeni LaMarre

CARRIED

3. BUSINESS ARISING FROM MINUTES:

none

4. Delegations:

a. none

5. BUSINESS

a. Chair's Update:

- Meet with draft form with consultants on January 9th

b. Staff Update:

- Welcome Ashley as the Director of Community & Economic Development

- New EDO will be starting on Monday, March 5th

c. Economic Development Strategy

- Council presentation was to be on February 12th with report going to council on February 26th – those dates will be rescheduled.
- Comments to be sent to Ashley and Fred by Friday, February 16th. Ashley and Fred to review before submitting.
- Mayor, CAO and Director to reach out to the consultants.
- Any concerns or questions to be raised at next meeting.

Moved by: Dee Tilbrook
Seconded by: David Semley

Recommendation that MDB Insight do a presentation to the committee in person.
CARRIED

6. NEW BUSINESS

None

7. INFORMATION/CORRESPONDENCE

None

8. ADJOURNMENT:

Moved by: Dee Tilbrook
Seconded by: Kate Ostryhon-Lumsden

Resolved that we do now adjourn.
CARRIED

Time of adjournment 5:37 pm