



City of Port Colborne
Regular Meeting of Committee of the Whole 23-19
Monday, September 23, 2019 – 6:30 p.m.
Council Chambers, 3rd Floor, 66 Charlotte Street

Agenda

- 1. Call to Order:** Mayor William C. Steele
- 2. National Anthem:**
- 3. Introduction of Addendum and Delegation Items:**
- 4. Confirmation of Agenda:**
- 5. Disclosures of Interest:**
- 6. Adoption of Minutes:**
 - (a) Regular meeting of Committee of the Whole 22-19, held on September 9, 2019
- 7. Determination of Items Requiring Separate Discussion:**
- 8. Approval of Items Not Requiring Separate Discussion:**
- 9. Presentations:**

Nil.
- 10. Delegations (10 Minutes Maximum):**

Nil.
- 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

Tuesday, October 15, 2019	Committee of the Whole/Council – 6:30 P.M.
Monday, October 28, 2019	Committee of the Whole/Council – 6:30 P.M.
Tuesday, November 12, 2019	Committee of the Whole/Council – 6:30 P.M.
Monday, November 25, 2019	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
WCS MB EB RB GB FD AD DK HW	1.	<p data-bbox="421 281 1398 389">Community and Economic Development Department, Parks and Recreation Division, Report 2019-145, Subject: Ninth Annual Downtown Harvest Festival</p> <hr/> <p data-bbox="421 430 1398 503">That the request to host the ninth annual Harvest Fest on Saturday, September 28, 2019 from 10:00 a.m. to 4:00 p.m., be approved;</p> <p data-bbox="421 520 1398 592">That Market Square be closed to vehicular traffic from 8:00 a.m. to 4:00 p.m. on September 28, 2019;</p> <p data-bbox="421 609 1398 716">That Charlotte Street, from the Eastern limit of Catharine Street to the Western limit of King Street, be closed to vehicular traffic from 8:00 a.m. to 4:00 p.m. on September 28, 2019;</p> <p data-bbox="421 733 1398 841">That emergency services, including ambulance, police and fire, and public works and public utility vehicles, be exempt from the above noted closures;</p> <p data-bbox="421 857 1398 930">That the Engineering and Operations Department be directed to install and retrieve road closure barricades at the predetermined locations;</p> <p data-bbox="421 946 1398 1019">That the tractor-drawn hayride be permitted to share the road with motor vehicles on the pre-determined route;</p> <p data-bbox="421 1036 1398 1073">That the permit fee for the use of the King George Park, be waived;</p> <p data-bbox="421 1089 1398 1197">That all other permit/application fees and charges associated with 2019 Harvest Fest, including the provision of hydro access, picnic tables, waste receptacles, and snow fencing, be waived;</p> <p data-bbox="421 1214 1398 1286">That the Event Organizer ensures all participants in the Slow Ride (bike ride) sign the requisite waiver form;</p> <p data-bbox="421 1303 1398 1452">That Breakwall Brewing Company submit a Certificate of Insurance naming the Downtown BIA and the City of Port Colborne as additional insured for not less than \$5 million per occurrence, in accordance with the City's insurance requirements;</p> <p data-bbox="421 1469 1398 1618">That the Event Organizer ensure that Certificates of Insurance are submitted from all third party vendors naming the Downtown BIA and City of Port Colborne as additional insured for not less than \$2 million per occurrence, in accordance with City's insurance requirements;</p> <p data-bbox="421 1634 1398 1707">That the fee for a Noise By-law exemption, to be submitted to the By-law Enforcement Division, be waived.</p>	7

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.

WCS RB AD	MB GB DK	EB FD HW	2.	<p><u>Corporate Services Department, Finance Division, Report 2019-137, Subject: Cancellation, Reduction or Refund of Realty Tax</u></p> <p>That the applications pursuant to Section 357/358 of the <i>Municipal Act, 2001</i>, as amended, 2019-01, 2019-09, 2019-06, 2019-05, 2019-02, 2018-05, 2018-04, 2018-07, 2018-10, 2018-23, 2017-100 and 2018-24 be approved to cancel or reduce taxes in the total amount of \$27,074.95.</p>	19
WCS RB AD	MB GB DK	EB FD HW	3.	<p><u>Corporate Services Department, Finance Division, Report 2019-147, Subject: 2020 Budget Timeline and Guidance</u></p> <p>That Council endorse the proposed budget guidance of a 2.1% increase to the operating budget for the 2020 budget year; and</p> <p>That Council endorse the proposed budget timeline set out in Corporate Services Department Report 2019-147.</p>	23
WCS RB AD	MB GB DK	EB FD HW	4.	<p><u>Planning and Development Department, Report 2019-139, Subject: Ohina:kara UNESCO Global Park</u></p> <p>That the concept for the Ohina:kara UNESCO Global Geopark be endorsed and the Ohina:kara steering committee be supported in their pursuits of developing a global geopark.</p>	29
Miscellaneous Correspondence					
WCS RB AD	MB GB DK	EB FD HW	5.	<p><u>Carol Madden, Poppy Chairman, Royal Canadian Legion, Branch 56, Port Colborne Re: Request for Poppy Week, October 25 to November 11, 2019</u></p> <p>That October 25 to November 11, 2019 be proclaimed as “Poppy Week” in the City of Port Colborne in accordance with the request received from Carol Madden, Poppy Chairman, Royal Canadian Legion, Branch 56, Port Colborne.</p>	39
WCS RB AD	MB GB DK	EB FD HW	6.	<p><u>Region of Niagara Re: Municipal Representation on Greater Niagara Circle Route Committee</u></p> <p>That Councillor _____ be appointed as the City of Port Colborne’s representative on the Greater Niagara Circle Route Committee.</p> <p>Note: This item will require separate discussion.</p>	41

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.

Outside Resolutions – Requests for Endorsement
Nil.
Responses to City of Port Colborne Resolutions
Nil.

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.

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Report Number: 2019-145

Date: September 23, 2019

SUBJECT: Ninth Annual Downtown Harvest Festival

1) PURPOSE:

The purpose of this report is to present a request from the Downtown Business Improvement Area (Downtown BIA) to host the ninth Annual Harvest Festival ("Harvest Fest").

2) HISTORY, BACKGROUND, COUNCIL POLICY, PRACTICES

The Downtown BIA (the "Event Organizer") has submitted a request for the use of King George Park and Market Square to host the ninth Annual Harvest Fest (the "Event") to take place on Saturday, September 28, 2019 from 10:00 a.m. to 4:00 p.m. with Event set-up to commence at 8:00 a.m.

The Event Organizer has introduced two new elements to this year's Event: a "Slow Ride" - a bike ride throughout Port Colborne; and a beer garden, to be located in King George Park.

The City's policies and procedures concerning festivals and events outline guidelines for the City to provide assistance to local associations and organizations to host special events in municipally owned facilities and/or property. To manage municipal resources for these events and ensure public safety (as per the City's User Pay Policy) event organizers may request to borrow certain City-owned equipment and materials. Equipment such as picnic tables, waste receptacles, snow fencing, barricades, and traffic barriers/pylons may be loaned by the City, providing the event organizer reimburses the City for any additional costs that may be incurred (i.e. through the transportation and delivery of materials, staff overtime, and equipment, etc.). Event organizers are also responsible for any loss and/or damage to municipal facilities/property, including equipment/materials on loan, that are subject to full recovery charges for the actual replacement/repair costs incurred by the City.

In addition to other conditions of approval that the City may impose, the City's festivals and events insurance policy requires event organizers to carry a minimum of \$2 million in general liability insurance (or \$5 million for an event involving alcohol). The organizer is required to file a Certificate of Insurance, naming the City as an additional insured, to the City prior to the event. Further, event organizers are required to submit an application for a Noise By-law exemption to the By-law Enforcement Division, if they are intending to provide amplified music during the event.

3) STAFF COMMENTS AND DISCUSSIONS

The Event Organizer has requested the closure of Market Square and the use of King George Park for the Event. The Downtown BIA did not request road closures last year.

However, in order to safely stage the start and finish of the Slow Ride, organizers have requested the following area be closed/restricted to vehicular traffic and street parking beginning at 8:00 a.m. on Saturday, September 28, 2019 and ending at 4:00 p.m. on Saturday, September 28, 2019.

- Charlotte Street, from the Eastern limit of Catharine Street to the Western limit of King Street.

The Charlotte Street closure will be used as a staging area for the start and finish of the Slow Ride. The Event Organizer anticipates approximately thirty participants for the Slow Ride. Each participant will be required to complete a waiver that releases the City and the Event Organizer from liability. A sample of the waiver is attached as Appendix "E". The route map for the bike ride is attached as Appendix "D".

As noted above, the beer garden is a second new addition to the Event this year. The beer garden site map is attached as Appendix "C". The Event Organizer has requested the supply and installation of snow fencing to use for the perimeter of the licensed area. The beer garden will be run and administered by Breakwall Brewing Company. The City's Municipal Alcohol Management Policy has been forwarded to representatives of Breakwall Brewing Company, and they will be required to sign an indemnity waiver. Breakwall Brewing Company will be required to sign a liability waiver, and submit a Certificate of Insurance (\$5 million in general liability insurance), naming the City as an additional insured.

In order to host the Event, the Event Organizer has requested City support, as follows:

- Closure of Market Square;
- Closure of Charlotte Street, from Catharine Street to King Street;
- Supply and installation of City road closure barricades;
- Use of King George Park, and waiving of associated fee (\$75);
- Use of the electrical outlet at King George Park and hydro panel at Market Square, and waiving of associated fee (\$5 access charge x2);
- Provision and installation of snow fencing (\$200);
- Provision of ten picnic tables, and waiving of associated fee (\$2.50/picnic table);
- Provision of waste receptacles;
- Noise By-law exemption, and waiving of associated fee (\$100);
- Waiving of any other permit/application fees associated with the above.

The fees outlined above are subject to Harmonized Sales Tax, and do not reflect overtime labour expenses, if incurred.

As in previous years, a tractor-drawn hayride will take place, with the route being accommodated by sharing the road with vehicular traffic. The route begins in Market Square, and continues south on Catharine Street, turning left on Kent Street and traveling eastbound towards West Street, stopping to exchange riders at the corner of Kent Street and West Street. The hayride will then turn left to travel north on West Street, stopping to exchange riders at Clarence Street before continuing north on West Street. The tractor will then turn left to head west on Princess Street, crossing over King Street then stopping for a rider exchange at the Museum. The tractor will then turn left onto Catharine Street to head southbound to return to Market Square. A depiction of the

hayride route is attached as Appendix "A".

Additional planned activities include crafts for kids, a photo booth, and an inflatable at King George Park. In addition, individual businesses within the Downtown BIA will host sidewalk sales. Food, artisan vendors, and crafters will set-up inside Market Square as shown in Appendix "B". All vendors will be using tents that measure 10 feet by 10 feet. As a result, building permits are not required.

The Event Organizer has arranged for the provision of portable washrooms during the Event, and has organized public access to the washrooms at the Guild Hall.

The Downtown BIA, as an organization, is incorporated under the *Municipal Act, 2001* and is a named insured under the City's insurance policy. However, it is recommended that the Downtown BIA secure additional Certificates of Insurance from all participating third party vendors naming the Downtown BIA and City of Port Colborne as additionally insured parties for no less than \$2 million per occurrence, and is required to ensure the inflatable equipment complies with all safety requirements for public use.

Staff/Stakeholder Comments:

This report was circulated for comment with input provided as follows:

Operations Division:

No comments received.

By-law Enforcement Division:

No concerns.

Fire and Emergency Services Department:

No concerns.

Parks Division:

No concerns.

Niagara Regional Police Service:

No comments received.

4) OPTIONS AND FINANCIAL CONSIDERATIONS:

a) Do nothing.

Council may choose to receive and file this report, effectively denying the request. This option is not recommended.

b) Other Options.

Council may provide alternative direction regarding the Event and/or road closures. This option is not recommended.

5) COMPLIANCE WITH STRATEGIC PLAN INITIATIVES

This initiative supports the City's strategic goal of developing collaborative partnerships and engaging community groups to host events that benefit the local economy.

6) ATTACHMENTS

Appendix "A" – Hayride Route

Appendix "B" – 2019 Harvest Fest Site Plan

Appendix "C" – 2019 Beer Garden Site Plan

Appendix "D" – Slow Ride Route Map

Appendix "E" – Slow Ride Participant Waiver

7) RECOMMENDATION

That the request to host the ninth annual Harvest Fest on Saturday, September 28, 2019 from 10:00 a.m. to 4:00 p.m., be approved;

That Market Square be closed to vehicular traffic from 8:00 a.m. to 4:00 p.m. on September 28, 2019;

That Charlotte Street, from the Eastern limit of Catharine Street to the Western limit of King Street, be closed to vehicular traffic from 8:00 a.m. to 4:00 p.m. on September 28, 2019;

That emergency services, including ambulance, police and fire, and public works and public utility vehicles, be exempt from the above noted closures;

That the Engineering and Operations Department be directed to install and retrieve road closure barricades at the predetermined locations;

That the tractor-drawn hayride be permitted to share the road with motor vehicles on the pre-determined route;

That the permit fee for the use of the King George Park, be waived;

That all other permit/application fees and charges associated with 2019 Harvest Fest, including the provision of hydro access, picnic tables, waste receptacles, and snow fencing, be waived;

That the Event Organizer ensures all participants in the Slow Ride (bike ride) sign the requisite waiver form;

That Breakwall Brewing Company submit a Certificate of Insurance naming the Downtown BIA and the City of Port Colborne as additional insured for not less than \$5 million per occurrence, in accordance with the City's insurance requirements;

That the Event Organizer ensure that Certificates of Insurance are submitted from all third party vendors naming the Downtown BIA and City of Port Colborne as additional

insured for not less than \$2 million per occurrence, in accordance with City's insurance requirements;

That the fee for a Noise By-law exemption, to be submitted to the By-law Enforcement Division, be waived.

8) SIGNATURES

Prepared on September 13, 2019 by:



Luke Rowe
Event Coordinator

Reviewed by:



Nicole Halasz
Manager, Parks and Recreation

Reviewed by:



Ashley Grigg
Director of Community and Economic
Development

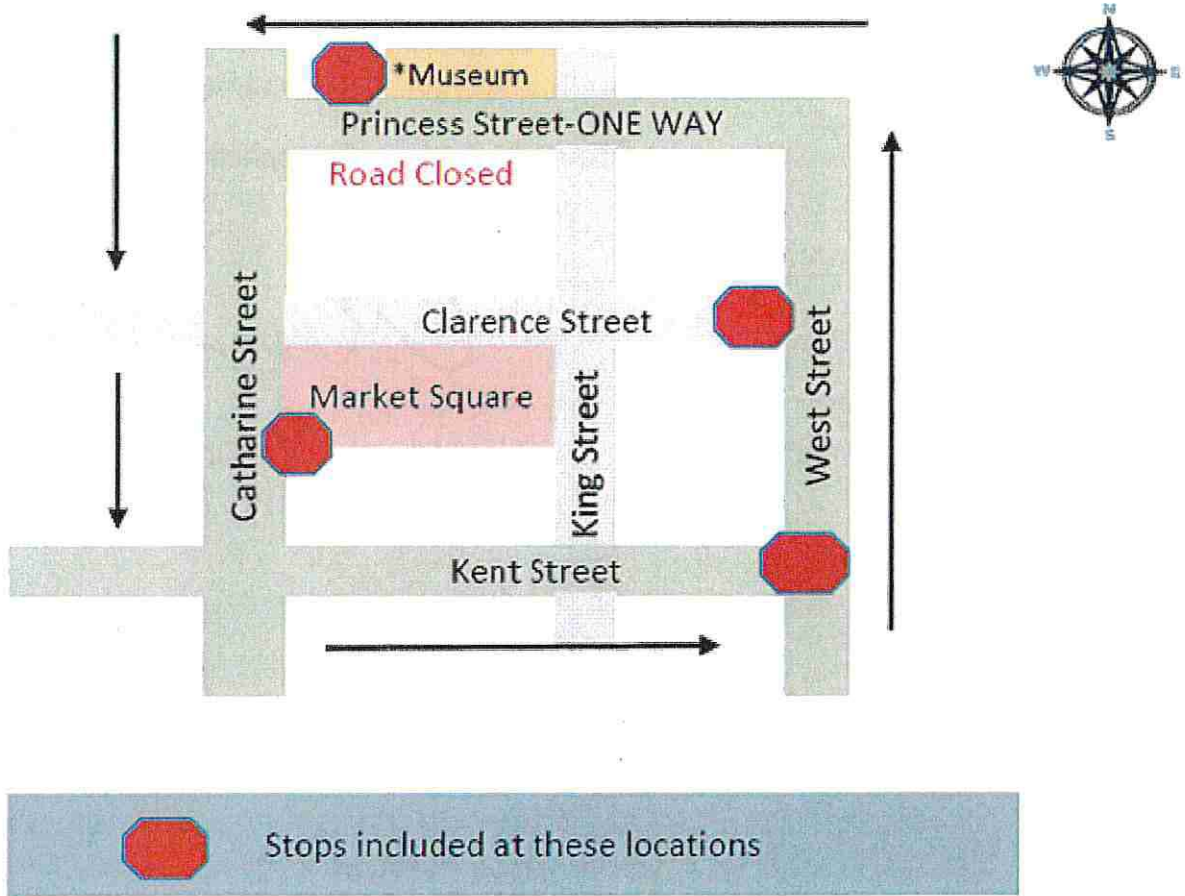
Reviewed and respectfully submitted by:



C. Scott Luey
Chief Administrative Officer

Appendix "A" to Community and Economic Development,
Parks and Recreation Division Report 2019-145

2019 Harvest Fest – Hayride Route









Map is not to scale

**Appendix “B” to Community and Economic Development,
Parks and Recreation Division Report 2019-145**

2019 Harvest Fest Site Plan

HarvestFest 2019
September 28th 10am-4pm

Street Closure		Beer Gardens	
Children's Area		Vendors/crafters	
Food trucks		Music	



**Appendix "C" to Community and Economic Development,
 Parks and Recreation Division Report 2019-145**

2019 Harvest Fest - Beer Garden Site Plan

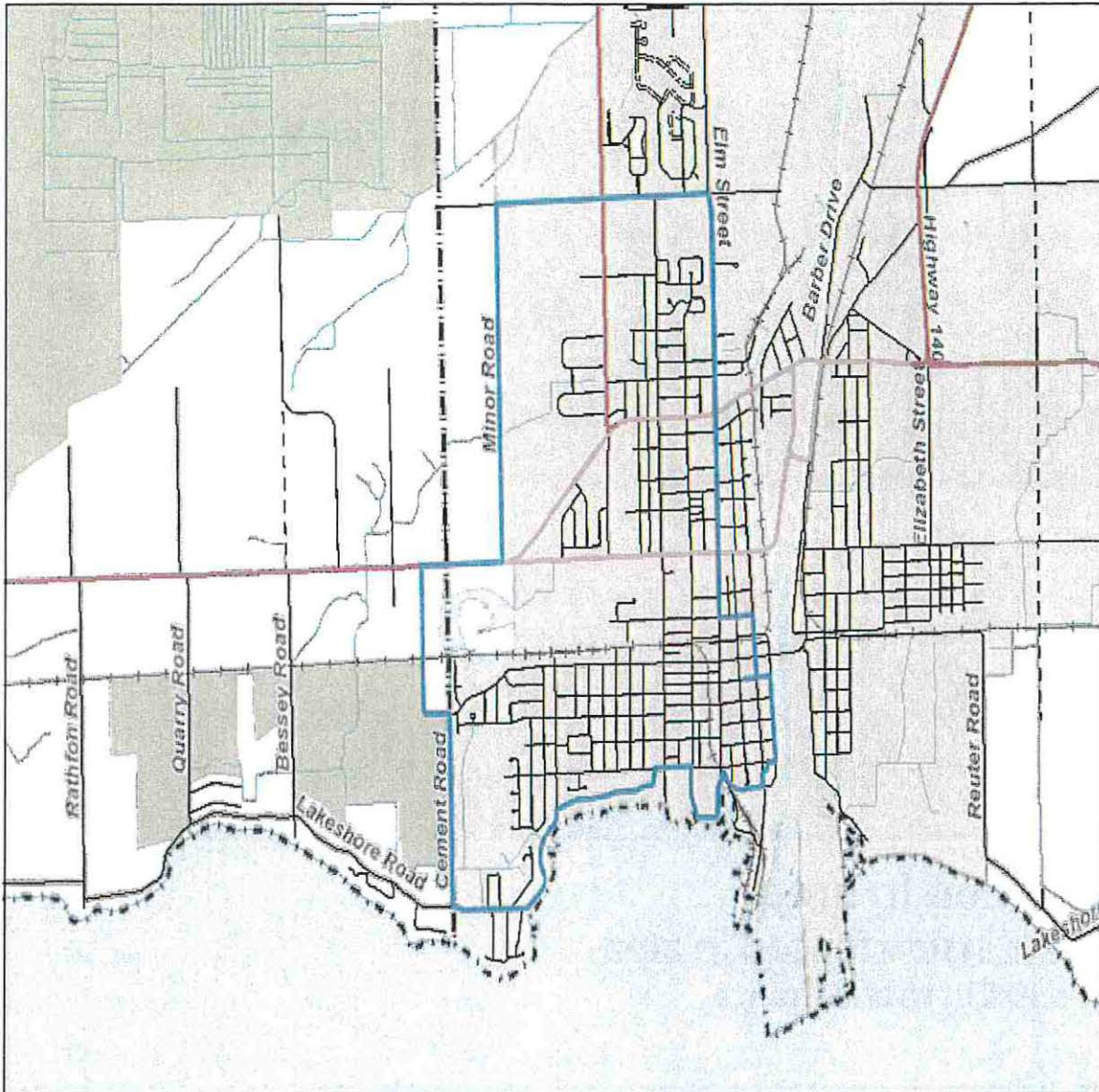
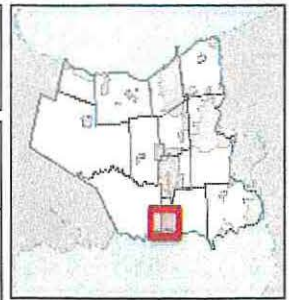
Clarence Street



Yellow is fenced in area
Portable Toilets inside fenced in area
Wristbands and ID Check at entrance

Appendix "D" to Community and Economic Development, Parks and Recreation Division Report 2019-145

2019 Harvest Fest - Slow Ride Route Map



Legend

- Provincial
- Regional
- Municipal/Private Roads
- - - Unimproved Roads
- ⋯ Future/Planned Roads

2.0 0 1.02 2.0 Kilometers

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This map is a user generated static output from an internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable. This map is not to be used for navigation.



Notes

**Appendix "E" to Community and Economic Development,
Parks and Recreation Division Report 2019-145**

2019 Harvest Fest - Sample Slow Ride Participant Waiver

ACTIVITY WAIVER
**THE PORT COLBORNE DOWNTOWN BUSINESS IMPROVEMENT ASSOCIATION &
CITY OF PORT COLBORNE**
**RELEASE OF LIABILITY, WAIVER OF CLAIMS, ASSUMPTION OF RISKS
AND INDEMNITY AGREEMENT**
**WARNING: BY SIGNING THIS DOCUMENT YOU WILL WAIVE CERTAIN LEGAL RIGHTS,
INCLUDING THE RIGHT TO SUE.**
PLEASE READ CAREFULLY!

**TO: THE PORT COLBORNE DOWNTOWN BUSINESS IMPROVEMENT ASSOCIATION & THE CITY
OF PORT COLBORNE**

NAME OF PARTICIPANT: _____

ADDRESS OF PARTICIPANT: _____

ASSUMPTION OF RISK

I am aware that participating in the activity of bicycling has many inherent risks. I freely accept and fully assume all such risks, dangers and hazards and the possibility of personal injury, death, property damage or loss, resulting therefrom. Further, I understand, acknowledge and accept that The Port Colborne Downtown Business Improvement Association & The City of Port Colborne do not provide supervision during bicycling activities.

RELEASE OF LIABILITY, WAIVER OF CLAIMS AND INDEMNITY AGREEMENT

In consideration of The Canadian Institute of Planners and The Ontario Professional Planners Institute allowing my participation in the activity of bicycling, I agree as follows:

1. I understand and agree that The Port Colborne Downtown Business Improvement Association & The City of Port Colborne, make no claim as to the safety of the route or traffic, or to the competence of the other participants. This activity will be conducted on public roads or other facilities open to the public or The Port Colborne Downtown Business Improvement Association & The City of Port Colborne at the time of the activity and in which the possibility of hazards exists. I am aware of the difficulty of this activity and I warrant that I have no health condition which would affect my ability to take part in this activity safely.

This competence includes the fact that I understand that I am requested to and will wear a Snell or ANSI approved helmet. I further warrant that my equipment, if I choose to use my own equipment, is in safe operating condition. I understand and agree that The Port Colborne Downtown Business Improvement Association & The City of Port Colborne are not responsible for, nor an insurer of my personal safety or health during this activity.

2. I hereby release The Port Colborne Downtown Business Improvement Association & The City of Port Colborne and their members from all actions causes of actions, claims, demands and costs for damages, loss or injury howsoever arising which may be hereby sustained by me in consequence of any relationship or activity between myself and The Port Colborne Downtown Business Improvement Association & The City of Port Colborne and their members and to **TO WAIVE ANY AND ALL CLAIMS** that I have or may have in the future against The Port Colborne Downtown Business Improvement Association & The City of Port Colborne and their members, officers, employees, students, agents, volunteers and independent contractors (all of whom are hereinafter collectively referred to as "the Releasees");

3. **TO RELEASE THE RELEASEES** from any and all liability for any loss, damage, injury or expense that I may suffer, or that my next of kin may suffer as a result of my participation in the activity of bicycling due to any cause whatsoever **INCLUDING NEGLIGENCE, BREACH OF CONTRACT, OR BREACH OF ANY STATUTORY OR OTHER DUTY OF CARE, INCLUDING ANY DUTY OF CARE ALLOWED UNDER THE OCCUPIERS' LIABILITY ACT, AS AMENDED, ON THE PART OF THE RELEASEES;**

_____ (initial here that you have read paragraphs 1, 2 and 3)

4. **TO HOLD HARMLESS AND INDEMNIFY THE RELEASEES** from any and all liability for any damage to the property of, or personal injury to, any third party, resulting from my participation in the activity of bicycling; and
5. This agreement shall be effective and binding upon my heirs, next of kin, executors, administrators, assigns and representatives in the event of my death or incapacity.

In entering into this Agreement, I am not relying upon any oral or written representations or statements made by the Releasees other than what is set forth in this Agreement.

I HAVE READ AND UNDERSTOOD THIS AGREEMENT AND I AM AWARE THAT BY SIGNING THIS AGREEMENT I AM WAIVING CERTAIN LEGAL RIGHTS WHICH I OR MY HEIRS, NEXT OF KIN, EXECUTORS, ADMINISTRATORS AND ASSIGNS MAY HAVE AGAINST THE RELEASEES.

Signed this _____ day of _____, 20____

SIGNATURE OF PARTICIPANT

SIGNATURE OF WITNESS

SIGNATURE OF PARENT OR GUARDIAN IF PARTICIPANT IS UNDER 18 YEARS

PLEASE PRINT PARENT / GUARDIAN NAME CLEARLY

This agreement must be completed in full, signed, dated, witnessed and following paragraphs 1, 2 and 3 must be initialed before the participant may participate in the activity.

Report Number: 2019-137

Date: September 23, 2019

SUBJECT: Cancellation, Reduction or Refund of Realty Tax

1) PURPOSE

The purpose of this report is to seek approval of Council in order to cancel, reduce or refund realty tax of the applicant in accordance with the recommendations of the Municipal Property Assessment Corporation (MPAC) Assessor.

2) HISTORY, BACKGROUND, COUNCIL POLICY, PRACTICES

Under section 357/358 of the *Municipal Act, 2001*, as amended, an application to Council may be made by the taxpayer for the cancellation, reduction or refund of tax levied in the current and previous year for specific purposes. In some cases, a review may increase the property assessment and increase a property's tax levied.

Once an application is received from a taxpayer under Section 357/358 and processed by staff, the application is forwarded to MPAC for a revised assessment recommendation. These applications are then returned to the municipality for staff to calculate the amount of cancellation or adjustment of taxes.

Section 357 Application Numbers 2019-01, 2019-09, 2019-06, 2019-05, 2019-02, 2018-07, 2018-10, 2018-23, 2017-100 and 2018-24, were received and are in the Treasurer's possession.

3) STAFF COMMENTS AND DISCUSSIONS

The attached summary report has been prepared encompassing the applications received to date and to submit such report to the Committee of Council for approval.

Staff recommends Council approval of the recommendation of the MPAC assessor for the Section 357 applications. It is a rarity that the taxpayer challenges any recommendation, however, if such did occur, staff would request MPAC to attend the committee meeting to defend or amend the recommendation. Staff have received no objections from the taxpayers.

4) OPTIONS AND FINANCIAL CONSIDERATIONS:

Application Numbers 2019-01, 2019-09, 2019-06, 2019-05, 2019-02, 2018-07, 2018-10, 2018-23, 2017-100 and 2018-24 under Section 357/358 have been received and require Council's approval. The total amount of reduction or cancellation of taxes is \$23,004.89, of which \$10,322.20 is the municipal portion.

5) COMPLIANCE WITH STRATEGIC PLAN INITIATIVES

Not applicable.

6) ATTACHMENTS

Schedule 1. Calculation of adjustments based on the Assessor's reports and comments.

7) RECOMMENDATION

That the applications pursuant to Section 357/358 of the *Municipal Act, 2001*, as amended, 2019-01, 2019-09, 2019-06, 2019-05, 2019-02, 2018-07, 2018-10, 2018-23, 2017-100 and 2018-24 be approved to cancel or reduce taxes in the total amount of \$23,004.89.

8) SIGNATURES

Prepared on September 3, 2019 by:

Reviewed by:



Andrea Hawkins
Tax Clerk

Stephen Corr
Manager of Revenue & Taxation

Reviewed and respectfully submitted by:

Reviewed by:



C. Scott Luey
Chief Administrative Officer

Brenda Garrett
Director of Finance & Corporate Services

Council Meeting September 23, 2019

Section Reason	Application No.	Effective Date	Roll # Address	Tax Class	Assessment Change	Total Adj	Municipality	Region	Waste Mgmt	School Board
Classification Change No Longer Commerical Business All Structures Value as Farm	357	2019-01	2711-040-006-04200-0000 3620 Concession 2 Rd	FT	67,951.00	275.62	141.92	93.30	13.87	26.53
				CT	(130,275.00)	(4,615.39)	(1,888.26)	(1,241.27)	(184.47)	(1,301.39)
				RT	8,660.00	140.50	72.35	47.56	7.07	13.52
Demolition/Razed By Fire	357	2019-09	2711-010-018-03500-0000 21 Adelaide St	RT	(232,702.00)	(2,282.33)	(1,175.27)	(772.58)	(114.82)	(219.66)
Demolition/Razed By Fire	357	2019-06	2711-040-002-44800-0000 2545 Firelane 3	RT	(123,826.00)	(1,952.23)	(1,005.29)	(660.84)	(98.21)	(187.89)
Demolition/Razed By Fire	357	2019-05	2711-040-002-16600-0000 580 Firelane 11	RT	(101,073.00)	(1,690.79)	(870.66)	(572.34)	(85.06)	(162.73)
Demolition/Razed By Fire	357	2019-05	2711-040-002-16600-0000 580 Firelane 11	RT	\$ (95,146.00)	(325.78)	(164.83)	(110.87)	(16.84)	(33.24)
Demolition/Razed By Fire	357	2019-02	2711-010-018-02100-0000 60 Adelaide St	RT	(58,293.00)	(780.13)	(401.72)	(264.08)	(39.25)	(75.08)
Demolition/Razed By Fire	357	2017-100	2711-030-038-17500-0000 32 Merritt Pky	RT	(74,177.00)	(704.63)	(345.93)	(244.00)	(39.04)	(75.66)
Demolition/Razed By Fire	357	2018-07	2711-040-001-01000-0000 5807 Firelane 28	RT	(97,000.00)	(1,592.13)	(760.94)	(559.48)	(90.85)	(180.86)
Classification Change	357	2018-10	2711-020-009-01600-0000 134-136 Fraser St	RT	49,934.00	63.83	32.30	21.72	3.30	6.51
				CT	(50,750.00)	(143.50)	(56.94)	(38.30)	(5.82)	(42.44)
Demolition/Razed By Fire	357	2018-23	2711-040-004-09801-0000 857 Reuter St	IT	(64,280.00)	(3,390.94)	(1,425.32)	(958.68)	(145.59)	(861.35)
				IU		NO CHANGE				
Demolition/Razed By Fire	357	2018-24	2711-010-021-20400-0000 218 Catharine St	CT	(247,100.00)	(9,107.94)	(3,614.33)	(2,431.03)	(369.19)	(2,693.39)
				RT	(49,400.00)	(823.15)	(416.49)	(280.14)	(42.54)	(83.98)
				CX	152,088.00	3,924.10	1,557.21	1,047.40	159.06	1,160.43
					Total	(23,004.89)	(10,322.20)	(6,923.63)	(1,048.38)	(4,710.68)

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Report Number: 2019-147

Date: September 23, 2019

SUBJECT: 2020 Budget Timeline and Guidance

1) PURPOSE:

The purpose of this report is to provide Council with an overview of the 2020 budget timeline, to advise Council of identified budget constraints expected in the new budget year, and to seek budget guidance.

2) BACKGROUND:

Municipalities are required to prepare a balanced budget each year. Budgets are a key financial control feature for municipalities as they aid in the planning of actual projects by encouraging managers to consider initiatives that will advance Council's Strategic Goals and to identify any potential issues before they arise. Budgets assist management with:

- Controlling resources;
- Communicating municipal plans to residents and businesses;
- Motivating managers to strive to achieve their budget goals; and
- Evaluating the performance of departments.

3) STAFF COMMENTS AND DISCUSSIONS:

Senior Management is currently working on the 2020 Capital and Operating Budgets but want to make Council aware of potential budgetary pressures. This report will provide Council with a summary of budget constraints, a budget timeline, and a proposed budget guidance request.

For the 2020 budget year, Management has identified the following budgetary constraints:

Budget Constraints

✓ **Possible Reduction in OMPF** – The Ontario Municipal Partnership Fund (OMPF) is the Province's main general assistance grant to municipalities. The program primarily supports northern and rural municipalities across the province and reflects the following objectives:

- Supports areas with limited property assessment;
- Recognizes the challenges of northern and rural municipalities, while targeting funding to those with more challenging fiscal circumstances; and
- Assists municipalities that are adjusting to year-over-year funding shifts.

In 2019, the City received \$2,738,300 in OMPF. The following chart demonstrates the funding trend for OMPF from 2014 through to 2019 and an estimate for the City's 2020 allocation.

Year	OMPF Allocation	Year-over-Year Change	% Change
2014	\$2,593,200		
2015	\$2,687,700	\$93,800	3.62%
2016	\$2,772,100	\$85,100	3.17%
2017	\$2,800,100	\$28,000	1.01%
2018	\$2,786,200	(\$13,900)	-0.50%
2019	\$2,738,300	(\$47,900)	-1.72%
Estimate 2020	\$2,644,147	(\$94,153)	-3.44% (2 X -1.72%)

Since 2018 OMPF has been reduced year over year, staff are anticipating another reduction to the 2020 allocation. At a -3.44% reduction, OMPF funding for 2020 is projected to be \$2,644,147 or \$94,153 less than the 2019 allocation. An increase to the levy or a reduction in services may be required to make up the potential shortfall.

✓ **Slow Assessment Growth –**

MPAC's role is to accurately assess and classify all properties in Ontario in compliance with the *Assessment Act*. The City uses assessment, property tax classifications, and the municipal levy to calculate tax rates. Tax rates multiplied by the assessed value of a property determine the amount of property tax owed to the City. When municipal assessments are growing, a city can increase the municipal levy with little to no impact on an average single-family detached property (MPAC property code - 301). When municipal assessments are not in a growth state, rising operating costs spread over the same or a reduced assessment base causes an overall property tax increase. MPAC is forecasting a less than 1% increase, due to growth, in assessment for the City in 2020.

✓ **Capital Budget Software –**

Corporate Services staff are currently implementing a Project Costing module within the Financial System and a Capital Planning module within the City's Reporting Tool. Both are required to present a simplified, consistent, and concise budget to Council. Staff require these modules in order to manage project costs and performance in 2020. Implementation of these tools is necessary for monitoring projects. However, the implementation will stretch staff resources. Finance staff are planning to have these tools available to coordinate the 2020 Budgets.

Budget Timeline

There are many steps to the preparation of a budget. Below is a list of the key budget steps with the timelines required to have an approved budget early in the New Year.

Capital Budget – In July, Finance staff developed a Project Information template (Appendix “A”). This template will form the basis of a more simplified and concise budget presentation. Staff are to use the template for capital projects and operating initiatives or one-time expenses as well as for business cases to increase base budgets.

Training – Finance staff will be conducting two budget-training sessions on October 1 and 2. This training will be a refresher on the use of the budgeting module. After the training, Operating Budget development will begin.

User Fees – Setting of User Fees is a critical first step in the development of the budget. The Proposed 2020 Consolidated Fees and Charges Report and the Proposed 2020 Water and Wastewater Rates Reports will come before Council no later than October 28.

2020 Budget Presentation – With the above budget steps in place, Senior Management is proposing the first budget meeting on December 16. At this meeting, Council will receive the 2020 Budget Presentation and Overview. Senior Management is proposing the second budget meeting be set on January 6 with potential approval of the 2020 Capital and Operating Budgets at the January 13, 2020 Council meeting. If required, a third budget meeting set on January 20 with potential 2020 Budget approval by Council at the January 27, 2020 meeting.

Budget Guidance

In this report, the Senior Management Team is requesting guidance with respect to an overall increase that Council is prepared to approve during the 2020 Capital and Operating Budget deliberations.

The most current Consumer Price Index (CPI) rate, for the period of July 2018 to July 2019, is 2.1%. Senior Management is proposing to develop an Operating Budget to maintain current service levels within the current CPI framework of 2.1%. During budget deliberations, Council will consider operating and capital budget requests that could have an impact on the proposed 2.1% increase.

As with prior budgets, to support capital works and offset the City’s infrastructure deficit a 1.5% increase is proposed – this amount represents an annual budget increase in addition to the annual levy increase that has been approved by Council in the past to fund the infrastructure deficit in the City.

4) OPTIONS AND FINANCIAL CONSIDERATIONS:

a) Do Nothing

This is not an option for the City. Municipalities are required to prepare a balanced budget each year.

b) Other Options

There are no other options. The City must prepare an annual balanced budget.

5) COMPLIANCE WITH STRATEGIC PLAN INITIATIVES:

Providing budget guidance will allow staff to prioritize City projects that work towards meeting strategic goals throughout the City of Port Colborne.

6) ATTACHMENTS:

Appendix A: Sample Project Information template.

7) RECOMMENDATION:

That Council endorse the proposed budget guidance of a 2.1% increase to the operating budget for the 2020 budget year; and

That Council endorse the proposed budget timeline set out in Corporate Services Department Report 2019-147.

7) SIGNATURES:

Prepared on September 17, 2019 by:

Reviewed and respectfully submitted by:



Brenda Garrett
Director of Corporate Services



C. Scott Luey
Chief Administrative Office



PORT COLBORNE

Project Information

Budget Year 2020	Department Corporate Services	Project #
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Project Details	Type of Project:	
	Project Title:	
	Location/Facility:	
	Project Description:	
	Project Justification:	
Capital Request:		

Project Financing	Funding Source:	Funding Request:
	New Debt	
	Total Funding Request:	\$ -

Future Impact(s)	
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Report Number: 2019-139

Date: September 23, 2019

SUBJECT: Ohnia:kara UNESCO Global Geopark

The purpose of this report is to provide Council with information regarding the Ohnia:kara UNESCO Global Geopark and support of its designation for the Niagara Region.

2) HISTORY, BACKGROUND, COUNCIL POLICY, PRACTICES

At the May 26, 2019, Council meeting following a delegation from Darren Platakis, with the Ohnia:kara steering committee outlining their desire to pursue a UNESCO geopark designation for the Region of Niagara, City Council passed the following:

“That Planning and Development staff be directed to provide a report about the potential creation of the Ohnia:kara Global Geopark Project.”

3) STAFF COMMENTS AND DISCUSSIONS

The Ohnia:kara steering committee defines a geopark as:

“... a single, unified geographical area, where sites and landscapes of international geological significance are managed with a holistic concept of protection, education and sustainable development ...”

and

“those special places around the world that not only tell part of the history of the planet but also celebrate how our geological heritage is linked to all other types of heritage. This forms the basis of community empowerment and the promotion of the area’s sustainable economic development.”

Since the presentation by the Ohnia:kara steering committee to Regional Council on April 2018, Brock University’s Niagara Community Observatory published the attached (Appendix A) policy brief, which is a comprehensive primer on UNESCO geoparks, and the process to achieve the UNESCO designation.

The policy brief, prepared to support the efforts of the steering committee, makes a compelling case for establishing a geopark in Niagara highlighting linkages to existing tourism as well as new tourism opportunities, including international recognition of existing cultural and geological assets (waterfalls, trails, historic sites, etc).

The brief indicates that at least 78 geosites of geological, environmental or cultural interest have been identified across all 12 Niagara municipalities. Due to the cross jurisdictional nature of these features, the report further suggests that the Region, 12 local municipalities, Niagara Parks Commission and Niagara Peninsula Conservation Authority, Ontario Parks, and the St. Lawrence Seaway Management Corporation

(Transport Canada) would all need to be involved in advancing the geopark initiative.

The delegation highlighted Mud Lake Conservation Area, Canal Days, sport fishing, Nickel Beach, SportsFest and Breakwall Brewery specifically for Port Colborne.

This report recommends that the Council endorse the concept of a Niagara Geopark and support the steering committee in their pursuit of a UNESCO designation.

4) OPTIONS AND FINANCIAL CONSIDERATIONS:

a) Do nothing.

Council can decide to not support a UNESCO geopark designation for the Region of Niagara.

b) Other Options

N/A

5) COMPLIANCE WITH STRATEGIC PLAN INITIATIVES

N/A.

6) ATTACHMENTS

Appendix A - Brock University's Niagara Community Observatory policy brief.

7) RECOMMENDATION

That the concept for the Ohnia:kara UNESCO Global Geopark be endorsed and the Ohnia:kara steering committee be supported in their pursuits of developing a global geopark.

8) SIGNATURES

Prepared on September 13, 2019 by:

Reviewed and Respectfully Submitted:



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



Scott Luey
Chief Administrative Officer



OHNIA : KARA AN ASPIRING GLOBAL GEOPARK

INTRODUCTION

What is a UNESCO Global Geopark?

Niagara has long been a world-famous destination, anchored by its iconic Falls. In fact, it has been a meeting place for Indigenous peoples dating back 12,000 years.

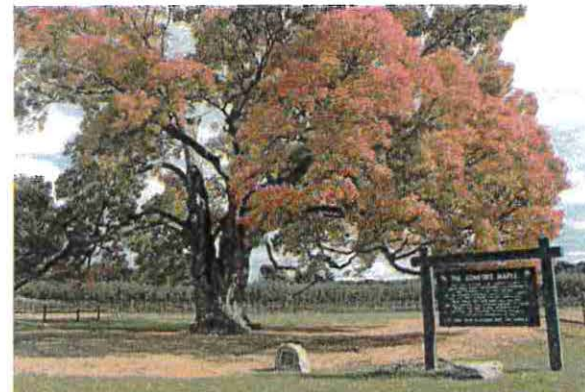
The tourism infrastructure that has developed over the decades at Niagara Falls specifically has entrenched this position and its effect has gradually cascaded through Niagara-on-the-Lake and into the rest of the region, primarily through its historical, agricultural and viticulture assets. The importance of tourism to Niagara's local economy is acknowledged by its designation as one of the Niagara Region's four pillars of economic development strategy. Recognition of its role has been accompanied by the desire to expand its impact throughout the region.

Several types of tourism already exist in Niagara, providing a spectrum of different opportunities in a variety of different cultural and environmental contexts. Many of these different types of tourism include mass, rural and farm, cycling, culinary, wine, brewery, and ecotourism. The inclusion of geotourism would serve to reinforce these existing tourism types, but also diversify into new areas, and new products and attractions, that highlight the unique character of the Niagara region.

Geotourism is a niche-market that has grown over the past 20-plus years. It is a form of nature-based tourism that showcases an area's geographical character, its "earth history" which includes geology and landscape, flora and fauna, and their interaction with humans to form a cultural identity. It is a niche that focuses on education, conservation, and sustainability (Megerle & Pietsch, 2017; Dowling, 2011; Farsani et al., 2011). It is through the growing phenomenon of geotourism that the relatively new concept of the "geopark" – and the official designation of the UNESCO Global Geopark – has emerged.

UNESCO defines its geoparks as a "single, unified geographical area where sites and landscapes of international geological significance are managed with a holistic concept of protection, education and sustainable development" (UNESCO 2016).

While the concept of geoparks date back to the 1990s, specifically with their establishment in Europe and China, it wasn't until 2004 that the Global Geoparks Network was formed under UNESCO. Furthermore, the official branding of the UNESCO Global Geopark did not occur until 2015. There are currently 140 UNESCO Global Geoparks in 36 countries, but only three of these are in Canada: Stonehammer in New Brunswick (designated a Global Geopark in 2010), Tumbler Ridge in British Columbia (2014), and Percé in Quebec (2018), signifying that the concept is relatively new in Canada. Members of the Niagara community through Geospatial Niagara have submitted an expression of interest to the Canadian National Committee for Geoparks to become a geopark. This has enabled the group to now market the concept and create a formal application as an "Aspiring Global Geopark". **The Ohnia:kara Aspiring Global Geopark is a non-profit grassroots effort to bring the brand to Niagara.**



What is UNESCO looking for?

In its application, UNESCO asks that the aspiring Global Geopark addresses 10 topics:

1. the importance of natural resources in the region and their sustainable use;
2. existing geological hazards, such as volcanoes and earthquakes, and disaster mitigation strategies;
3. climate change;
4. educational activities for all ages that spread awareness of geological heritage and its links to our geography, culture and heritage;
5. scientific research with academic institutions;
6. exploring the links between communities and Earth, including activities and partnerships with the arts and heritage communities;
7. the empowerment of women;
8. a sustainable economic development plan;
9. preserving and celebrating local and indigenous knowledge by including those communities in the planning and management of the geopark; and
10. geo-conservation and the protection of geosites. (UNESCO 2016)



The UNESCO designation does not carry any regulatory status, although sites within the geopark may already be protected by local laws. Rather, it is best understood as an international brand that signifies to potential tourists that this is a destination with significant geological and geographical assets worth visiting. That may seem obvious in Niagara. However, the UNESCO Global Geopark brand was originally meant to support and encourage sustainable economic development in rural areas by showcasing their formidable geological sites. With that goal in mind, a Global Geopark designation could be a means to expanding tourism interest across the Niagara region, by increasing the economic benefits of tourism to all 12 of its municipalities as well as adding value to its core tourism areas of Niagara Falls and Niagara-on-the-Lake, and giving visitors more reason to stay in the region for longer periods.

This policy brief aims to introduce this relatively new concept to Niagara stakeholders and answer the question: **What is a geopark, and how might it enhance an already popular tourism destination?** This study will highlight challenges and opportunities that Ohnia:kara organizers face in their bid for designation. It includes a discussion of the branding process, the current impact of tourism in Niagara and how a geopark designation might differentiate itself; and a brief look at the impact of some current Global Geoparks. It will also build a case for local support of the initiative, placing the discussion within the realm of amplifying culture and tourism assets across the region to contribute to Niagara's overall economic development.

THE PROCESS

Ohnia:kara, the Mohawk word for "neck between two bodies of water", is proposed to be congruent with the boundaries of the Regional Municipality of Niagara. It has identified 78 "geosites" of geological, environmental, or cultural interest in all 12 municipalities of the region, but that list continues to grow as the group consults with stakeholders. The sites range from the Welland Canal to the Wainfleet Bog to Beamer Falls, as well as historical sites from the War of 1812 and the Mewinzha Archeology Gallery in Fort Erie. The Niagara Peninsula Conservation Authority and the Niagara Parks Commission already oversee the bulk of the proposed sites, which should be considered an advantage as there is already infrastructure in place (trails, signage, parking, programming) for visitors and residents to enjoy many of these local assets.

A UNESCO Global Geopark carries a four-year designation after successfully completing an application that includes a dossier of information and a site visit from technical experts. The application should demonstrate the area has "geological heritage of international value" as assessed by scientific professionals, with accompanying details of geo-conservation pressures and efforts. A management team with a business and marketing plan should be in place. Part of the process includes having already implemented geopark projects as proof of commitment and capacity. Information signs at geosites and educational programs offered to schools are such examples.

The designation is re-evaluated every four years, through a progress report and another site visit.

The Ohnia:kara initiative is currently at the beginning of its application process. It has a steering committee and organizers have been making contacts with other geoparks and participating in international conferences and workshops. Once completed, the application will be vetted through the Canadian National Committee for Geoparks (CNCG) before moving to UNESCO for final approvals.

ROLE OF TOURISM IN NIAGARA'S ECONOMY

Tourism has been identified by Niagara Region as one of four priority sectors in its economic development and growth strategy, alongside agribusiness, manufacturing, and transportation/logistics.

The tourism sector employs approximately 18 per cent of Niagara's workforce, or almost 40,000 people, and has a location quotient of 1.8 relative to Ontario (Niagara Region Economic Development, 2019). This signifies the concentration of a specialized labour pool in this region.

TOURISM NUMBERS

The latest data from the Ontario Ministry of Tourism shows that the St. Catharines-Niagara Census Metropolitan Area had approximately 12.9 million "person-visits" in 2017. About 8.4 million came from Ontario (another 292,000 visitors from the rest of Canada), 1.1 million came from overseas, and 3.1 million from the U.S. Total expenditures were approximately \$2.36 billion. The ministry numbers measure, among other things, how many nights people stayed in the CMA, what type of accommodation they used, and what they did while they were here. We know, for example, that less than half of those who visited from Ontario stayed overnight (2.98 million) and the majority of those for only a couple of nights. Less than half of overseas visitors stayed overnight in the CMA, the bulk of those spending two nights or less.

(Note: The St. Catharines-Niagara CMA does not include Grimsby or West Lincoln. Overseas visitors counted were over the age of 15.)

It is a cross-sectoral industry that includes food and beverage, accommodation, performing arts, spectator sports, heritage institutions, and gambling. As such it provides quality-of-life amenities to residents while marketing to visitors outside the region.

Niagara Falls and its established tourism base is central to the region's competitive advantage. However, challenges in "growing and enriching the experience" moving forward have been identified in recent discussions around the strategic growth of the region (Niagara Region Economic Development 2018, p. 14).

Some of the challenges include:

1. encouraging return visits
2. increasing the number of overnight stays
3. making the entirety of the Niagara region a destination for those seeking a wine, culinary, or arts experience.

In a geopark model, Niagara Falls anchors the tourism experience, but the region-wide potential is realized. Brouder and Fullerton have referred to it as a "cascade effect" (2015). That is, Niagara Falls is still the focal point for tourists, but the rest of the region might also benefit. This policy brief recognizes that tourists to the region are not all alike. The casino buses travelling down the QEW are not necessarily filled with aspiring geotourists. Nor are the bus tours that take international visitors for a quick day trip. The geopark appeals to a separate genre of tourist (and resident) and lends a different perspective to Niagara's assets.

WHY DO WE NEED A GEOPARK?

If Niagara is already such a popular destination, why do we need to be officially designated as a Global Geopark?

Branding Niagara as a UNESCO Global Geopark may provide an institutional path for the entirety of the region to gain international recognition by drawing attention to the extent of the existing geological and cultural assets, including its many smaller waterfalls, trails, historical sites, wineries, and artisans. For organizers, these branding efforts come with opportunities and challenges. Tourist amenities and attractions are already abundant, and the geopark can take advantage of this infrastructure to establish its own brand of tourism and add value to a visit, highlighting geological assets and earth history (which includes its interaction with humans through culture and heritage). However, the challenge occurs in: 1. differentiating what it can offer to the experience and, 2. quantifying its impact on the established tourism sector as well as the local economy at large.

What difference will a UNESCO Global Geopark make and how can it be measured? The difficulty lies in that often these geosites are not gated (Lemky, 2014), or they may be one of several reasons someone might visit an area.

This could be mitigated through geopark-specific activities and attractions. For example, if it had its own visitors' centre and took visitor counts at its promoted geosites. Because one goal of the Ohnia:kara initiative is to attract tourists already at

¹Location quotients measure employment concentration in a geographical area compared to a larger geographical area, in this case Niagara to Ontario. If the LQ is greater than 1, that indicates a larger proportion of workers in a sector than the larger area, and a comparative advantage in terms of a specialized labour pool. Agriculture (location quotient 1.94), arts/entertainment/recreation (1.92 LQ), and food/accommodation (1.75 LQ) are the three most significant sectors in Niagara in terms of employment (Niagara Region Economic Development 2018, p. 13).

Niagara Falls to explore the surrounding region (in the hopes they might spend more time in the area), taking counts and surveys at geosites in the surrounding municipalities would give some indication if that strategy is working. Other solutions may include on-site surveys, website visits via on-site QR codes, or "passport" programs in which visitors get stamps for each site visited and then trade them in at the end of a vacation for a small reward.

Determining whether or not the geopark brand is attracting tourists who otherwise would not have made the trip to Niagara may be more difficult. Overall numbers gathered by Statistics Canada before and after the branding can be compared, but one would be challenged to measure how much can be attributed to the actual geopark versus other factors.

This ability to differentiate becomes a significant issue not only when looking for funding and partnerships, but also when making its case to UNESCO in seeking official designation.

The Niagara Escarpment, for example, has been a UNESCO World Biosphere Reserve since 1990. In the case of such branding overlap, UNESCO stipulates an "Aspiring Global Geopark" must show how it would add value to the region both independently and in cooperation with other designations. In this case, Ohnia:kara may argue that as a promoter of geotourism, it can help the Biosphere Reserve tell its story by guiding people to lesser known geosites as the escarpment winds to its greatest asset, Niagara Falls. There are other overlaps, as well: with Ontario Parks, the Niagara Peninsula Conservation Authority, the Niagara Escarpment Commission, and the Niagara Parks Commission.

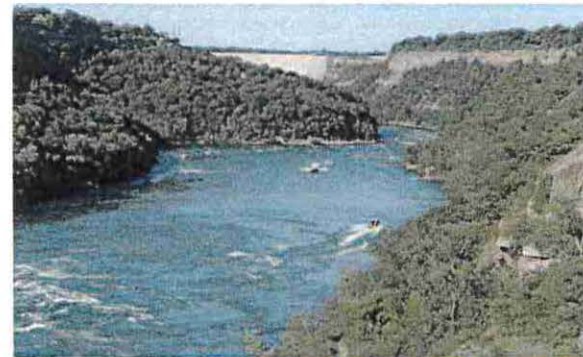
Megerle and Pietsch (2017) recognized this trade-off in the case of German geoparks – the risk of decreased visibility of a geopark due to the larger profile of established protection agencies, versus the benefit of geosites already enjoying degrees of legislated protection and administrative oversight. In the German case, geoparks overlapped with nature parks, national parks, and a UNESCO Biosphere Reserve. Risks included competition between brands² and confusion amongst the public about the difference between them. The danger was having this play out with businesses and other stakeholders questioning the value of paid membership in a geopark. But the research also saw the opportunity of working with higher-profile organizations with better financial resources and infrastructure to mount joint marketing campaigns and joint activities.

GEOPARKS AROUND THE WORLD: THE COSTS AND BENEFITS

There is evidence that designated Global Geoparks are having positive economic impacts on their regions.

China, for example, housed 204 national geoparks in 2017 (35 of them UNESCO Global Geoparks), and each was estimated to generate \$26 million USD per year (Ng 2017), or approximately \$34.5 million CAD. The geopark brand has been used in China since 2000 as part of a rural poverty alleviation strategy with the geoparks directly employing 20,500 managers and administrators, and 464,000 part-time and full-time frontline workers (Ng 2017).³

Of course, China could be considered an outlier due to its population size and the sheer number of geoparks. A peer-reviewed study by Farsani et al. (2011) looked at employment numbers in a survey of 25 Global Geoparks in Europe, Asia (excluding China, which did not answer the questionnaire), Australia, and South America. It found an average of 18 people were directly employed by a geopark's administration. This did not count indirect employment impact in related industries such as food and beverage, accommodation, or retail.



We can infer from these numbers, versus those in China, that the number of people directly employed by a geopark depends on how its management board has decided to run the business and could vary greatly. For example, does the geopark run its own tours, have its own museum, or a dedicated visitors' centre?

In the Farsani survey, direct employment by geoparks included seasonal workers in visitor centres and as tour guides at sites, as well as facility coffee shops and those working in other

²Which can result in too many signs. Biosphere Reserves had better funding and could afford more signage which led to a higher profile than the geopark in which it was situated.

³The challenges of operating the brand have included managing such a "high demand for facilities and amenities, visitor management, environmental and heritage protection, and recruiting young people to work in remote parks."

amenities. The survey found revenue-generating activities run directly by the geoparks included recreation/sports activities, themed restaurants, spas, and bakeries; "geoproducts", and partnerships with existing businesses. Other activities designed to increase the awareness of the geopark and its benefits included education programs (workshops, conferences, tours), and conservation activities (p. 75-76).

An economic impact study conducted for three of Portugal's four Global Geoparks in 2014 (the fourth had just opened) found that visitor numbers had doubled since designation. (The parks had been designated between 2006 and 2014, but no indication was given for the timeframe of the increase.) All indicators, as self-reported by the managers, saw various increases in employment, number of restaurants, available beds, hotels, visitors from the school community, average expenses per visitor/day, average length of stay, and overall number of visitors.

The estimated average income (which it reported as average "economic benefit" to the community) of the three parks was 424,940 Euros per year (approx. \$647,398 CAD), 57 per cent of revenues from government sources (mainly municipal and regional), 19 per cent from private sources, and 24 per cent classified as "external".⁴

The study found the initial cost of earning the UNESCO designation ranged from approximately 30,000 Euros to 80,000 Euros (\$45,000 to \$121,000 CAD), including marketing and management plans, inventory and assessment of geo-heritage sites, and a technical team (Portuguese National Commission for UNESCO, 2014, p. 55). The annual cost of affiliation, including the work of technicians, promotional rate payments to the Geopark networks, and participation in conferences, was estimated at 5,417 Euros (\$8,100 CAD).

In the United Kingdom, a 2013 report estimated the annual financial benefit that its seven Global Geoparks brought was 18.84 million pounds (\$32 million CAD) – taking into account the estimated "cost of status" at 330,000 pounds (\$562,000 CAD) or approximately 47,000 pounds each (\$80,000 CAD) (UK National Commission for UNESCO, 2013, p. 12).

The report stated that the designation had been used to increase tourism numbers which in turn brought spill-over effects into the local economy and the seven parks had secured a combined 4.6 million pounds/year in funding (\$7.8 million CAD), not accounting for revenues from visitor spending. Its Marble Arch Caves Geopark, given as an example, attracted 250,000 visitors per year which the report equated to an annual 3.9 million pounds (\$6.6 million CAD) in visitor spending per year due to the UNESCO designation (pg. 14).

SOURCES OF INSPIRATION

Part of the campaign to become a UNESCO Global Geopark, and retain its standing, is to network with already established Global Geoparks in order to gain insight, not only into best practices, but to gain ideas and inspiration into what is possible. Two geoparks that stand out as relevant to the Niagara experience are the English Riviera Global Geopark in South Devon, England and the Beaujolais Global Geopark in eastern France. But we have also included Hong Kong as a brief talking point – considered an urban geopark, it provides an example of how an already world-famous destination has used the branding.

English Riviera

The English Riviera UNESCO Global Geopark in southwest England is an interesting comparative case for Niagara as it has been a popular domestic vacation destination pre-dating its 2007 UNESCO designation. The English Riviera has declared itself an "urban" geopark with a population of 134,000 over 62 square kilometres, including the resort towns of Torquay, Paignton, and Brixham, around Torbay.⁵

This area became well-known during the Napoleonic Wars when the families of naval officers settled in the area and word spread of its attractiveness. It was also once the United Kingdom's largest fishing port. These days, tourism is its dominant industry, recording nine million bed-nights per year and employing 15,000 people either directly or indirectly.

While the economic impact of the geopark, specifically, was not publicly available, the English Riviera Geopark Organization is mentioned more than once as part of the area's tourism strategy moving forward as it aims to grow its visitor numbers. Between 2010 and 2015, this area saw a 12 per cent increase in domestic visitors and an eight per cent increase in their spending (to 274.4 million pounds in 2015, or \$464.5 million CAD). The number of overseas visitors increased by one per cent and their spending by three per cent. Overall, in 2015, there were 4.5 million trips made to Torbay and 436 million pounds (\$739.2 million CAD) spent.

The English Riviera Global Geopark calls itself an "urban geopark" though 45 per cent of its land remains undeveloped as farmland, woodland, or open space. It has its own visitors' centre, themed playground, and website promoting activities and trails centered around its 32 geosites. It encourages its business partners and commercial members to use the branding to "stand above the crowd" when seeking funding. The geopark operates within the established tourism community as one of 14 stakeholders in the Destination Management Group for the local authority. Its own management organization includes tourism, geography, heritage, business, and educational stakeholders, as well as members of the local council. (English Riviera UNESCO Global Geopark website).

⁴No definition was given for "external sources", but this would include entrance fees, etc.

⁵By way of comparison, Niagara's population is spread out across 1,854 square kilometres.

Beaujolais

The Beaujolais UNESCO Global Geopark in eastern France seems a natural case to study for Niagara due to its world-famous wine region (producing primarily red wine from the Gamay grape). This geopark located just northwest of Lyon, within view of the Alps, was designated in 2018 and makes the direct connection between its geological and hydraulic resources, and its viticulture, agriculture and history of its community. It currently has 26 geosites, ranging from historical buildings and sites, to vistas, trails, and protected areas. An interactive map of geo-activities on its website features guided tours and walks, museums and trails. As it is a new geopark, economic benefits are not available, and details about its structure are not yet publicly available. (Beaujolais UNESCO Global Geopark website).

Hong Kong

The Hong Kong UNESCO Global Geopark features outcrops of volcanic rock columns, other rock formations and historical relics that are about an hour's drive from the centre of the city. The city of seven million people acts as host to visitors who make the trek to see the geosites via land-based or water-based tours. Tour guides are accredited. It has a Geopark Visitors Centre, a Volcano Discovery Centre, and several smaller "Geoheritage Centres". It provides an example of how a world-famous city has used the UNESCO branding to enhance and diversify the visitor experience (Ng 2014, Hong Kong UNESCO Global Geopark website).

CONCLUSION

The UNESCO Global Geopark brand is meant to be used as a tool for communities to support and promote their natural resources and geological heritage through sustainable development practices, including geotourism, conservation, and education. The goal of this brief is to introduce this relatively new concept to economic development, tourism, conservation, and education stakeholders in Niagara. This region has already claimed its spot as a world-famous destination, thanks to the Niagara Falls and adjacent historical and cultural offerings. Wineries, breweries, and agritourism are adding to the draw of Niagara – the region – as a tourism destination. So much of this success already hinges on the uniqueness of Niagara's geography and geology, from the many waterfalls to the building and operation of the Welland Canal, to the soil and climatic factors that lead to a robust Niagara wine industry, particularly ice wine. Supporting a bid to become an internationally recognized geopark could even broaden the region's appeal to those looking for a recreational and educational geotourism experience, the benefits of which can be shared across all 12 municipalities of the region.

NEXT STEPS

By Charles Conteh & Carol Phillips

The vision behind the UNESCO Global Geopark initiative in Niagara is not disconnected from the economic and sociocultural advancement of the region, but rather constitutes another potential engine that can only further drive the tourism sector. It should also be emphasized that leveraging and promoting cultural assets is a fundamentally community-driven initiative if it is to be sustainable. This policy brief encourages all sectors to consider the benefits of a UNESCO Global Geopark and how they may each contribute to its use as a tool of sustainable economic development.

To articulate the essential elements moving forward in a successful local geopark initiative, a framework from Jennifer Clark's work on resilient regions is instructive (2017). There are four core characteristics of resilient and adaptive regions that could inform the strategic direction of the geopark initiative in Niagara. First, building a deep specialized team of local geopark "activists"; second, creating a legitimate platform of institutionalized intermediaries to connect the various organizations and interests invested in the region's natural, environmental and cultural assets; third, cultivating an awareness of geoparks as fundamentally about the management of relationships and narratives between stakeholders in Niagara and the world; and fourth, a clearly articulated role for government at multiple scales of authority. The rest of this section elaborates on each of these elements.

The first element is the need to cultivate a critical mass of local geopark activists who are knowledgeable and passionate about the region's geological, geographic, cultural and historical uniqueness. As a strategic step, this would involve effective outreach to, and partnership with, local schools and post-secondary institutions to integrate geopark training modules into existing curriculum, and host regular public workshops to raise awareness about the region's stock of geopark assets. Ohnia: kara has already begun this outreach with programs in place at the post-secondary level.



Engaging people of diverse backgrounds and leveraging their skills and passions to create a compelling local ecosystem of geopark activists is an important part of developing a convincing and sustainable initiative. In fact, a major reason UNESCO gives for the designation of a Global Geopark is its educational

benefits—increasing awareness and appreciation for geology by teaching the communities within the geopark, as well as visitors, about the region's earth history.

Most importantly, geology and its role in earth history also provides a portal through which to learn about Niagara's Indigenous cultures which have existed here since time immemorial. With the help of Geospatial Niagara and the participation of Indigenous communities (such as the Niagara Regional Native Centre), educational units can be designed with hands-on experiences for students of all ages, elementary to post-secondary. As well, information at geosites, and on educational/promotional materials can also tell the story of the land from the Indigenous perspective.

The second element in the geopark region's strategic steps would be the creation of a platform for the institutional intermediaries that share the conservation and operational oversight of Niagara's physical assets. This platform can serve as facilitator and provide the glue that holds networks of disparate actors together. As we noted earlier, geoparks often overlap with nature parks, national parks, and biosphere reserves. An effective institutional intermediary platform will pre-empt competition between brands and confusion amongst the public about the difference between them. Moreover, it will address the concerns of businesses and other stakeholders questioning the value of paid membership in a geopark. The cooperation of these types of groups is essential to the upkeep, enhancement, and promotion of geosites. Working together, such an environmental network platform will not only



provide the multidimensional perspectives for articulating and differentiating what a geopark can offer to the experience of visitors but also operationalizing those perspectives into quantitative indicators for measuring its impact on the established tourism sector as well as the local economy at large.

This platform could serve as the management team with a business and marketing plan. Where this new platform or management team fits within the

current Niagara tourism landscape is up for further discussion. But as we see from the English Riviera example, the initiative's inclusion in Niagara's tourism discussions and strategies is central to its success.

A third element in the initiative's strategic direction or next-steps is to frame its geopark initiative in terms of managing relationships and cultural narratives between Niagara and the world. Geopark assets are more than objects of nature. They are the critical relics of history that embody the natural heritage of a place. These relics provide the physical emblems that have

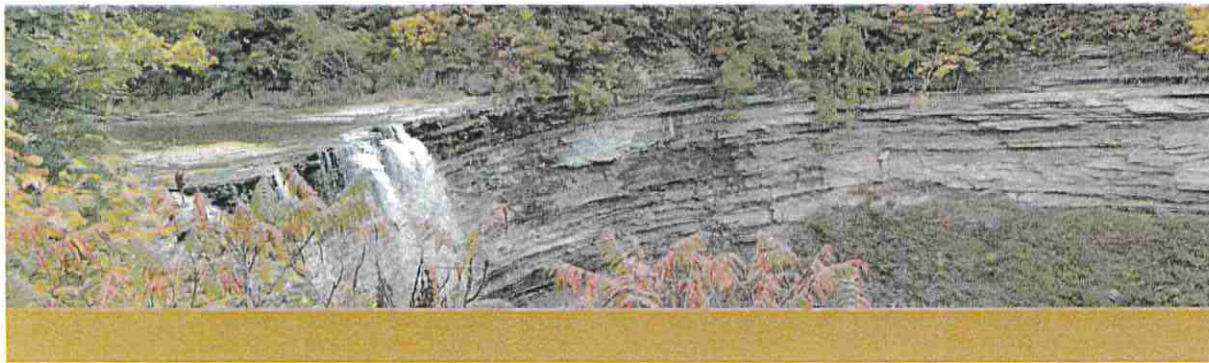
shaped the worldview and even belief systems of many generations of Indigenous peoples living in the region. The geopark initiative provides a mechanism for sharing those narratives with tourists from around the world, and with Niagara residents as well who may not be familiar with those stories embedded in these natural vestiges of the distant past. This third element ties well with the concept of branding.

The branding of a UNESCO Global Geopark provides an entrepreneurial opportunity to increase the number of, and expand existing, geotourism activities and visitor amenities. For those who have existing geopark-oriented businesses and events, the branding may help them build on their success by increasing international awareness of the geotourism opportunities in Niagara region.

The fourth and final element in the initiative's strategic next-steps is the question of the role of government. While there is a tendency to tout community initiatives with leadership provided by ordinary residents, the fundamental need for a clear role for local government leadership must not be lost or downplayed. A global initiative aimed at gaining the attention and winning the designation of UNESCO would require the backing, authority, legitimacy and resources of the state at various levels. To what degree, is a matter for discussion.

A geopark initiative for Niagara needs a broad agreement at the regional scale and requires a regional approach—and there is a tourism marketing structure in place for that. Meanwhile, tourism has been tagged by Niagara Region as a pillar of economic development moving forward and the industry is a major employer locally. The challenge is to leverage the entirety of Niagara's geographical and cultural assets to continue to grow the industry. The proposed Ohnia:kara geosites cut across regulatory, administrative, and operational lines. The Niagara Peninsula Conservation Authority, the Niagara Parks Commission, Parks Canada, Ontario parks, Niagara Escarpment Commission, St. Lawrence Seaway Authority, Niagara Region and its 12 municipalities all share responsibility for some facet of Ohnia:kara. Other than providing legitimacy to the efforts, what role can each level of government and regulatory body play? We should also bear in mind that Ohnia:kara provides an opportunity for greater recognition and appreciation for the role of Niagara's Indigenous peoples in the area's history and culture, which predates local governance structures.

The Ohnia:kara Aspiring Global Geopark provides an opportunity to broaden the appreciation for the entirety of Niagara's geological history and its impact on our cultural history through a means of sustainable economic development. For it to succeed, we suggest the geological "activists" and the tourism stakeholders must work closely together. This policy brief is meant only as a first step towards introducing the concept of a geopark to the Niagara community, outlining challenges and opportunities. What direction the geopark initiative takes is ultimately up to those relevant Niagara stakeholders.



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Contact information

About the author: Carol Phillips, PhD, is the research coordinator at the Niagara Community Observatory, Brock University.

Photos

Page 1: Morningstar Mill, Comfort Maple

Page 2: Beamer Falls

Page 4: Niagara Gorge

Pages 6-7: Beamer Conservation Area Trail

Page 8: Ball's Falls

The Niagara Community Observatory at Brock University is a public-policy think-tank working in partnership with the Niagara community to foster, produce, and disseminate research on current and emerging local issues. More information on our office, and an electronic copy of this report, can be found on our website brocku.ca/nco

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[@BrockNCO](https://www.instagram.com/BrockNCO)



09 September 2019

The Royal Canadian Legion
Port Colborne (Ont. No. 056) Branch
67 Clarence St. Box 31 Port Colborne Ont. L3K 5V7

Tel: 905-834-9512

Fax: 905-836-8368

rcjportbranch56@hotmail.com

City of Port Colborne
RECEIVED

SEP 05 2019

CORPORATE SERVICES
DEPARTMENT

November 11th, Remembrance Day is fast approaching. This is an opportunity for everyone to remember those who gave of themselves for our freedom.

At this time we are requesting Council's approval to hold our annual Poppy Campaign commencing Friday, October 25th through to November 11th with Remembrance Day Services at H.H. Knoll Park Cenotaph on Monday, November 11th at 10:45 A.M.

Any assistance, financial or otherwise would be greatly appreciated.

Yours in Comradeship,

Carol Madden, Poppy Chairman

R.C.L. Branch 56, Port Colborne

"They served till death! Why not we?"

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September 17, 2019

Amber LaPointe, Manager of Legislative Services/City Clerk
City of Port Colborne
66 Charlotte Street
Port Colborne, Ontario
L3K 3C8

SENT ELECTRONICALLY

Municipal Representation on Greater Niagara Circle Route Committee

Dear Ms. LaPointe,

Niagara Region is requesting that your municipality appoint one (1) Council Member as a representative for your municipality on the Greater Niagara Circle Route Committee.

The Terms of Reference for this Committee are currently under review; however, as a first step we are seeking municipal representatives.

I respectfully request that this appointment be considered by your Council.

Should you require any additional information, please feel free to contact me.

Yours truly,



Ann-Marie Norio
Regional Clerk

CLK-C 2019-221

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**City of Port Colborne
Regular Committee of the Whole Meeting 23-19
Minutes**

Date: September 9, 2019

Time: 6:42 p.m.

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

Members Present: M. Bagu, Councillor
E. Beaugard, Councillor
R. Bodner, Councillor
G. Bruno, Councillor
F. Danch, Councillor
A. Desmarais, Councillor
D. Kalailieff, Councillor
W. Steele, Mayor (presiding officer)
H. Wells, Councillor

Staff Present: D. Aquilina, Director of Planning and Development
T. Cartwright, Fire Chief
J. Ferraccioli, Health Services Coordinator
B. Garrett, Director of Corporate Services
A. Grigg, Director of Community and Economic Development
A. LaPointe, Manager of Legislative Services/City Clerk
C. Lee, Director of Engineering and Operations
S. Luey, Chief Administrative Officer
C. McIntosh, Deputy Clerk (minutes)

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

1. Call to Order:

Mayor Steele called the meeting to order.

2. National Anthem

Those in attendance stood for O Canada.

3. Introduction of Addendum Items:

Nil.

4. Confirmation of Agenda:

Moved by Councillor H. Wells
Seconded by Councillor G. Bruno

That the agenda dated September 9, 2019 be confirmed, as circulated or as amended.

CARRIED.

5. Disclosures of Interest:

Nil.

6. Adoption of Minutes:**(a) Regular meeting of Committee of the Whole 22-19, held on August 26, 2019.**

Moved by Councillor E. Beauregard
Seconded by Councillor R. Bodner

That the minutes of the regular meeting of the Committee of the Whole 22-19, held on August 26, 2019, be approved as presented.

CARRIED.

7. Determination of Items Requiring Separate Discussion:

The following items were identified for separate discussion:

Items 1, 2, 3, 4, 5, and 6.

By general consensus, Item 2 of Items Requiring Separate Discussion was considered prior to Councillors' Items.

8. Approval of Items Not Requiring Separate Discussion:

Nil.

9. Presentations:**(a) Grant cheque presentation**

Bea Kenny, on behalf of the Grant Committee, Councillor Eric Beauregard, Councillor Gary Bruno, Mayor Bill Steele, and Brenda Haymes, announced the recipients of the second 2019 allocation of grants to not-for-profit organizations who serve the residents of Port Colborne. Mrs. Kenny distributed cheques to: Rita Smith and Monical Pickersgill from Community Living Port Colborne-Wainfleet - \$1,700; Erno Rossi and Peter Meyer from Friends of Port Colborne Lighthouses - \$1,400; Jessica Stephenson from Niagara Nutrition Partners - \$2,500; Jane Nigh and Nancy Salvage from Port Colborne Fair Trade Town Committee - \$725; and Mieke Van Es from the Port Colborne Historical and Marine Museum Auxiliary - \$2,800. A copy of the speaking notes is attached.

10. Delegations:**(a) Maureen Shantz, Member of the Board of Directors, Alzheimer Society Niagara Region Foundation Re: 2019 Coffee Break Campaign and updates regarding Dementia in the Niagara Region**

Maureen Shantz provided a presentation with respect to the Alzheimer's disease, programs and services offered by the Alzheimer's Society, and the Coffee Break fundraising campaign. A copy of the presentation is attached.

Councillor Desmarais advised that the Port Colborne Senior's Council will be holding a Coffee Break fundraiser at the market on a Friday in October.

(b) Putzy Madronich, Host of The Canadian Authors Series, Re: Request for Fees to be Waived for Rent at the Roselawn Centre for September 2019 to May 2020 season

Putzy Madronich appeared before Council to request relief from rental fees for the 2019-2020 season of the Canadian Author Series.

Moved by Councillor R. Bodner
Seconded by Councillor G. Bruno

That the Director of Community and Economic Development be directed to provide a report to Council at the October 15, 2019 meeting with recommendations regarding funding support for the Canadian Authors Series.

CARRIED.

(c) Edward Hill Re: Request for Fees to be Waived for Fire Services, regarding 144 Fares Street

Mr. Hill appeared before Council to request relief from the fees incurred when the Fire Department attended his residence in response to a complaint about open burning.

Moved by Councillor A. Desmarais
Seconded by E. Beauregard

That the request by Edward Hill for fees to be waived for Fire Services regarding 144 Fares Street be denied.

CARRIED.

11. Mayor's Report:

A copy of the Mayor's Report is attached.

12. Regional Councillor's Report:

Regional Councillor Butters provided an update on Regional initiatives including the new recycling campaign for apartment buildings.

13. Councillors' Items:

(a) Four way crossing at Pleasant Beach and Sherkston Roads (Wells)

In response to a concern expressed by Councillor Wells about trees blocking the sight lines on the northeast corner of the four way stop on Pleasant Beach and

Sherkston Roads, the Director of Engineering and Operations advised that he will have staff inspect.

(b) Bethel Cemetery (Wells)

In response to a concern expressed by Councillor Wells about the narrow roadways inside the Overholt Cemetery in Bethel, the Director of Community and Economic Development advised that staff is working to acquire land to expand the cemetery and that she will speak to the Parks Supervisor about a solution in the interim.

(c) Beach Road (Wells)

In response to a concern regarding the road condition of Beach Road as a result of construction, the Director Operations and Engineering advised that he will contact relevant parties.

(d) Budget (Bagu)

In response to an inquiry regarding the budget process, the Chief Administrative Officer stated that the Director of Corporate Services will be bringing forward a report regarding budget guidance to an upcoming Council meeting.

(e) Grants (Bruno)

Councillor Bruno questioned whether there is a need in the organization for a special projects staff. The Chief Administrative Officer stated that this will be evaluated during the 2020 budget process.

(f) Weeds (Danch)

Councillor Danch thanked the Director of Operations and Engineering for removing the weeds on Fielden Avenue.

(g) Garbage (Danch)

Councillor Danch thanked the Parks Supervisor for removing the garbage along the promenade.

(h) Tax and Water e-billing (Danch)

Councillor Danch reminded residents that they can sign-up for e-billing on the City's website.

(i) AMO Conference (Kalailieff)

Councillor Kalailieff reported on the Association of Municipalities Ontario (AMO) conference that she attended. The Councillor attended many essential sessions including cyber exposure, healthcare, infrastructure, property assessments, and home building.

Staff responses to Councillors' enquiries:**(a) Smoke Alarms (Chief Cartwright)**

The Chief reported that a smoke alarm was critical at a fire this past weekend.

(b) Old Robin Hood Factory (Chief Cartwright)

In response to a previous inquiry by Councillor Bruno the Chief stated that the old Robin Hood factory is recorded under various alias in order to ensure a recognition by dispatch when a resident phones in.

(b) Site Alteration (Aquilina)

The Director of Planning and Development stated that in response to a questions regarding site alterations permits at the previous meeting, the fees were included as appendix f of the report.

14. Consideration of Items Requiring Separate Discussion: Re-order items**1. Corporate Services Department, Clerks Division, Report 2019-136, Subject: Heritage Committee**

Moved by Councillor H. Wells
Seconded by Councillor A. Desmarais.

That Appendix A to Corporate Services Department, Clerks Division, Report 2019-136, Subject: Heritage Committee by-law be supported; and

That the Heritage Committee By-law be brought forward for approval.
CARRIED.

2. Community and Economic Department, Health Services Division, Report 2019-134, Subject: Physician Recruitment Incentive – Dr. Vincenzo Susini

Moved by Councillor G. Bruno
Seconded by Councillor R. Bodner

That the City of Port Colborne enter into a partnership with the Town of Fort Erie to offer an incentive contractual agreement to Dr. Vincenzo Susini, at a total approved cost of \$15,000 – representing the City's share (one half) of the total incentive amount; and

That the City's cost be funded from the Physician Recruitment Reserve Fund; and

That the appropriate by-law be presented for approval.
CARRIED.

3. **Engineering and Operations Department, Engineering Division, Report 2019-135, Subject: Project #2019-06 – Janet Street Infrastructure**

Moved by Councillor A. Desmarais
Seconded by Councillor G. Bruno

That Project #2019-06 - Janet Street Infrastructure Replacement be awarded to Alfred Beam Excavating Limited, of Fort Erie, Ontario, for the submitted tender price of \$1,234,017.50 (plus applicable taxes); and

That the \$768,234.50 for the City's portion of construction costs and contingency allowance be funded from the Water, Wastewater, and Storm capital reserves; and

That the by-law be prepared and the City Clerk and the Mayor be authorized to execute the Contract Agreement.

CARRIED.

4. **Stephen Covey, Chief of Police and Chief Security Officer of CN Rail Re: Request for Proclamation of Rail Safety Week, 2019**

Moved by Councillor A. Desmarais
Seconded by Councillor D. Kalailieff

That September 23 to 29, 2019 be proclaimed as "Rail Safety Week" in the City of Port Colborne in accordance with the request received from Stephen Covey, Chief of Police and Chief Security Officer of CN Rail.

CARRIED.

5. **Vance Badawey, Member of Parliament, Niagara Centre Re: Community Culture and Recreation Funding Stream**

Moved by Councillor G. Bruno
Seconded by Councillor E. Beauregard

That the correspondence received from Vance Badawey, Member of Parliament, Niagara Centre Re: Community Culture and Recreation Funding Stream, be received for information.

CARRIED.

6. **City of St. Catharines Re: Vacant Home Tax**

Moved by Councillor A. Desmarais
Seconded by Councillor E. Beauregard

That the resolution received from the City of St. Catharines Re: Vacant Home Tax, be received for information; and

That the Director of Corporate Services be directed to investigate vacant tax possibilities and report back to Council with recommendations.

CARRIED.

15. Notice of Motion:

Councillor Danch provided notice of his intention to introduce a motion at the September 24, 2019 Committee of the Whole/Council meeting with respect to the open air burning by-law.

16. Adjournment:

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

That the Committee of the Whole meeting be adjourned at approximately
9:07 p.m.
CARRIED.

AL/cm

SPEAKING NOTES
GRANT PRESENTATIONS
SEPTEMBER 9, 2019

Good evening ladies and gentlemen.

We are here this evening to present several community grants to non-profit organizations who serve the residents of Port Colborne.

Council formed a committee who now oversee the semi-annual review of the applications.

There are three members of council and two members of the public on this committee – Councillors Eric Beauregard and Gary Bruno, Mayor Bill Steele, with Brenda Haymes and myself from the public.

For 2019, council has set aside a maximum of \$30,000 to be distributed.

The first round of applications were received by January 31st and we presented 10 grants totalling \$18,510.

The next round of applications was received by June 30th and we are here tonight to present 5 grants totalling \$9,325.

We have also approved a \$1200 grant to the Friends of Roselawn, which will be presented at such time that the project they are working on proceeds. This project will see the replacement of the gas stove in the kitchen.

I'd like to call up a representative from each organization and invite them to say a few words.

Rita Smith and Monica Pickersgill - Community Living Port Colborne Wainfleet – to provide financial assistance to the children of Port Colborne who are unable to register for recreation programs due to lack of funds - **\$1,700**

Erno Rossi and Peter Meyer - Friends of Port Colborne Lighthouses – to assist with the cost of insurance to allow tours of the Port Colborne Lighthouses - **\$1,400**

Jessica Stephenson - Niagara Nutrition Partners – to assist with the purchase of food to run the nutrition programs in Port Colborne schools - **\$2,500**

Jane Nigh and Nancy Salvage - Port Colborne Fair Trade Town Committee – to purchase a new banner, advertising and printing for the Fair Trade Crawl and a 10 year celebration cake - **\$725**

Mieke Van Es - Port Colborne Historical & Marine Museum Auxiliary – to assist with renovations to Arabella`s Tea Room - **\$2,800**

Alzheimer Society of Niagara Region – 24th Annual Coffee Break

City of Port Colborne, Mayor William Steele

Presenter: Maureen Shantz

Alzheimer Society of Niagara Region

September 9, 2019 – 6:30 pm

Mayor Steele, members of council, City staff and members of the public, my name is Maureen Shantz, a Member of the Board of Directors for the Alzheimer Society Niagara Region. Thank you for the opportunity to appear before you this evening and share information about our Annual Coffee Break campaign, now in its 24th year.

Coffee Break kicks off Friday, September 20th in St. Catharines at the Niagara Regional Headquarters with coffee and treats with this year’s Honourary Chair, Jim Bradley, Regional Chair of Niagara. There will be an official flag raising and from 10 to 11 am you are invited to come enjoy a coffee and treats while supporting the Alzheimer Society of Niagara Region.

Alzheimer’s disease, already the seventh-leading cause of death in Canada, continues to grow as a public health concern as the number of Canadians with dementia rises. The latest statistics from Alzheimer Canada indicate that as of today, there are over half a million Canadians living with dementia - plus about 25,000 new cases diagnosed every year. Roughly 56,000 Canadians with dementia are being cared for in hospitals, even though this is not an ideal location for care. The combined health-care system and out-of-pocket caregiver costs are estimated at \$10.4 billion per year to care for people living with dementia.

Dementia doesn’t discriminate – it can affect anyone regardless of background, education, lifestyle or status. It is not a normal part of aging. It’s one of the fastest-growing diseases of our time, but still has no cure or effective treatments. Dementia is also a health condition with important social implications that impacts our communities. There is often a lack of awareness and understanding of dementia, resulting in stigmatization and barriers to diagnosis and care.

In the Niagara Region, there are over 10,000 people experiencing a progressive dementia and the number of cases continues to grow. Last year, we saw 2,056 new referrals to our Society and educated more than 12,500 Niagara residents and frontline staff. Our service provision includes all individuals impacted by the diagnosis of dementia - spouses, families, children and friends who also need education and support to facilitate lifestyle, health and wellness changes for their family member.

The Alzheimer Society of Niagara Region is a recognized leader in the field of Dementia Care. Our vision is a community where individuals with dementia and their care partners are fully supported to maximize their quality of life and well-being. We enhance safety and independence within the home and community, strengthen resilience and coping capacity, and ensure that people living with dementia continue to participate in family and community life for as long as possible.

We offer people living with dementia a welcoming place where they can access information and support, as well as connect with others who share a similar experience. By accessing education, personalized in-home support services and wellness programs, families can better understand dementia, navigate the health system and access the resources they need when they need them at every stage of the dementia journey.

We have had wonderful success with our many programs and services offered out in the community such as Brain Wave Cafes, Support Groups, Minds in Motion, Friendly Visiting, Tele-care friendly visiting, Aging and Dementia Simulations and numerous other educational series. Our Family Support Counsellors do in-home visits in every municipality in the Niagara Region.

To support a large variety of programs that are provided at no charge to individuals or their families, our Society must raise over \$500,000 each year and Coffee Break is one of our biggest events.

Coffee Breaks are an opportunity to invite your friends, family, neighbours, co-workers, clients or customers to come together to enjoy a cup of coffee or other beverage and even treats at a break time or another social get-together in exchange for making a donation to support the work of your local Alzheimer Society.

Hosting a coffee break is easy to organize and provides a fun social opportunity. Our Society supplies each host with a free kit, while hosts supply the people and place. The kit includes coffee for that first pot, supplied locally by Barclay & Todd's, signage and literature, as well as a donation box to support each event and some promotional items from our sponsors Giant Tiger St. Catharines locations, J&L Flooring and Seniors on The Move.

September 21st is World Alzheimer Day and popular attractions across the country are "Going Blue For Alz". In Niagara, The Falls, The Peace Bridge and Welland Canal Bridge 13 are going to be illuminated blue. We invite you to wear blue that day in support of those living with dementia and perhaps even host your own Coffee Break on World Alzheimer Day.

Coffee Break events are held in homes, work places, community centres, schools, churches, city halls, stores, and businesses – just about anywhere you can imagine a social gathering taking place, and where coffee, other beverages, or food and goodies can be served and a donation collected. Some of the most successful events have been a result of doing something a little different. Whether it's a barbecue, open house, raffle, dress-down days, selling coffee cup cut outs or rounding up your bill at the cash register.

The campaign runs from September through to December, so you can choose an event date that is convenient for you. No Coffee Break event is too big or too small and each one truly makes a difference in the lives of those living with the effects of dementia in the Niagara Region!

Thanks to this Council and over 100 hosts including the Knights of Columbus Council 3732, Port Colborne Seniors Advisory Committee and Portal Village, to name a few we raised close to \$60,000 last year.

Organizing or taking part in a Coffee Break event in your community not only raises much-needed funds, but it can raise awareness and encourage discussion about Alzheimer's disease and dementia. You ensure that individuals and their families – your loved ones, friends and neighbours, know that they are not alone in their journey.

Please consider hosting a Coffee Break event this year and 'make your coffee count'. It's a fun and easy way to show your support for the Alzheimer Society.

Anyone can register for a free Coffee Break kit by calling the Alzheimer Society of Niagara Region at 905-687-3914 or by visiting the website at www.alzheimerniagara.ca/coffeebreak

Thank you for your time this evening and your consideration in making a difference in your community today and making memories matter.

Mayor Steele, may I please present you with your Coffee Break Host Kit? (present kit). Thank you.

To: Carrie McIntosh - Deputy Clerk - City of Port Colborne
From: Putzy Madronich - Host of the Canadian Authors Series

Notes for submission to Council for meeting on September 9, 2019

Proposal: Because of financial hardship, The Canadian Authors Series requests the City of Port Colborne waives the full cost of rent for The Canadian Authors Series, this season.

The Canadian Authors Series is a well know, highly respected series that has been running for 25 years. It has put Port Colborne on the literary map and is considered to be one of the best series of its kind in Canada. It features, high quality, cultural entertainment at its best, with authors such as, Margaret Trudeau, Peter Mansbridge, Pamela Wallin, Amanda Lang, Lloyd Robertson, Rex Murphy, David Suzuki, Farley Mowat, Pierre Burton, Margaret Atwood, Colin Mochrie, Conrad Black, Steve Smith or "Red Green", Actors Gordon Pinsent and Mary Walsh, Mordecai Richler, Stuart McClean, Lawrence and Dan Hill, Sylvia Tyson, Joy Fielding and athletes such as George Chuvalo, Silken Laumann, Ken Dryden and Clara Hughes.

Our Series runs once a month from September to May, omitting December and January. The readings are held in the theatre at Roselawn. We utilize the Presidents room for a wine tasting prior to the reading and for a book signing afterwards. For 1.5 hours we use the theatre. For about 2 hours we use the presidents room and upper bar area. The Green room is used also.

Why are we asking for help?

We do not have enough money to run the series this year. After the Acid test of Income minus (modestly projected) Expenses, there is just over \$2,000 which will not even come close to compensation for the full year of work, organizing the series, or any unexpected incidentals like plane fare or limo service for an out of town author, or marketing and advertising. I have reached out to other organizations to see if they would be interested in taking over the series but they have neither time, nor the manpower to do it. (The library, The City, Friends of Roselawn, our own volunteers, or sponsors)

We are down two sponsors this year.

Our numbers are down and we need to figure out how to combat natural attrition. We have 82 members this year. (112 members last year)

Book sales have dropped dramatically, because our number of subscribers have decreased.

We need time to figure out marketing strategies. We need to buy a year to turn the series around.

Sustainability

Marketing the series properly. This has never been done before

Selling corporate passes to businesses (purchase tickets as incentives for employees and customers)

Tapping into the Niagara Falls market and other surrounding Niagara areas

Applying for grants

Cross promote with other authors series

Applying for Hydro funding

Flyers - to be put on seats at all the other events at Roselawn

Getting an advertising sponsor

Work on getting additional sponsors for this season.

If we are unable to accomplish some success this year, I would like to address the city to see if it would take over this wonderful series because it would be a shame to see it go.

I had a meeting with Scott Luey, Ashley Grigg and Julian Douglas. We discussed potential ideas for sustainability. We would like to work with any of the city's resources it can make available to us. (marketing and advertising)

We have already been working with the library. They help us by selling tickets. I would like to develop this partnership further .

Goal

My goal is to get 60 new subscribers for next season and keep building each year.

Closing remarks

Imagine if a successful Port Colborne hockey team of 25 years was struggling, and could not pay the rent for their ice time for a season. Would you support them, or let them go?

I am hoping that this council has compassion for cultural initiatives because without your support this 25 year old Port Colborne Gem will end.

If The Canadian Authors Series is over, there will be no Roselawn rental income from us, next year or the next 25 years after that. On behalf of the community, our dedicated subscribers, our volunteers and me, please support us now so we can support you in the future.

Thank you for your consideration.

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MAYOR'S REPORT – SEPTEMBER 9, 2019

IceDogs Day in Port Colborne

I want to thank staff and residents who came out to the Niagara IceDogs hockey game on Friday, August 30th in support of the Port Colborne Wave Girls Hockey Team.

The Vale Health & Wellness Centre was filled to capacity with supportive fans.

Special thanks to Bryan Elliott, the Burke family, the YMCA for offering a free swim, and the Rock of 80's Band for their concert.

Terry Fox Run

The Terry Fox Run is being held this coming Sunday, September 15th at H.H. Knoll Lakeview Park.

The head shave starts at 12:30 and the run at 1:00 p.m.

Please come out to support this worthwhile cause. Thanks to Nancy Salvage and her team for organizing this great event.

Cops for Cancer Ride

Starting Monday September 16th the Cops for Cancer Ride will be passing through many Ontario municipalities.

This ride involves members of numerous police forces, all raising money for cancer research.

They will be at Ecole St. Joseph on Monday September 16 at 12:30 p.m.; St. Patrick's on Tuesday September 17 at 2 p.m. and St. John Bosco on Tuesday September 17 at 2:25 p.m.

Let's give them a warm Port Colborne welcome.

Suspicious Activity

I was speaking with Niagara Regional Police last week and they reminded me that it is important for residents to report any suspicious activity they see in the city, particularly by providing a description of the individuals involved.

The police can no longer stop individuals on the street and ask for identification, however, if they match the description of someone who has been reported participating in suspicious activity, they can. We all need to do our part in keeping our city safe.

Welland Canal Bridges

The Seaway has advised that there has been an increase in traffic through the canal, and as such, our three bridges have been very busy going up and down.

If you depend on crossing a bridge to get to work, school or an appointment, I encourage you to consult your computer or telephone app which shows if the bridges are available.

On your phone the app is ``Welland Canal Status`` which shows if the bridge is available, is up or likely to go up shortly.

On your computer, search ``Seaway Bridge Status`` for the link to the Seaway's website.



**City of Port Colborne
Regular Meeting of Council 28-19
Monday, September 23, 2019
following Committee of the Whole Meeting
Council Chambers, 3rd Floor, 66 Charlotte Street**

Agenda

1. **Call to Order:** Mayor William C. Steele
2. **Introduction of Addendum Items:**
3. **Confirmation of Agenda:**
4. **Disclosures of Interest:**
5. **Adoption of Minutes:**
 - (a) Regular meeting of Council 26-19, held on September 9, 2019
 - (b) Special meeting of Council 27-19, held on September 9, 2019
6. **Determination of Items Requiring Separate Discussion:**
7. **Approval of Items Not Requiring Separate Discussion:**
8. **Consideration of Items Requiring Separate Discussion:**
9. **Proclamations:**
 - (a) Poppy Week, October 25 to November 11, 2019
10. **Minutes of Boards, Commissions & Committees:**
 - (a) Minutes of the Port Colborne Transit Advisory Committee Meeting of May 1, 2019
 - (b) Minutes of the Environmental Advisory Committee Meeting of July 10, 2019
 - (c) Minutes of the Port Colborne Economic Development Advisory Committee Meeting of June 25, 2019
 - (d) Minutes of the Port Colborne Active Transportation Advisory Committee Meeting of June 17, 2019
 - (e) Minutes of the Senior Advisory Council Meeting of May 16, 2019 and July 18, 2019
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 portion of the following Council meetings:
August 26, 2019 and September 9, 2019.
 - (b) Planning and Development Department, Planning Division Report 2019-146 concerning the potential disposition of City owned land, pursuant to the *Municipal Act, 2001*, Subsection 239(2)(c) a proposed or pending acquisition or disposition of land by the municipality or local board.
 - (c) Planning and Development Department, Planning Division Report 2019-140, concerning an appeal under the Planning Act to the Local Planning Appeal Tribunal related to 170 Welland Street, pursuant to the *Municipal Act, 2001*, Subsection 239(2)(e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board.
 - (d) Planning and Development Department, Planning Division Report 2019-141, concerning an appeal under the Planning Act to the Local Planning Appeal Tribunal related to 607 Barrick Road, pursuant to the *Municipal Act, 2001*, Subsection 239(2)(e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board.
- (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
<p>WCS MB EB RB GB FD AD DK HW</p>	<p>1.</p>	<p>Community and Economic Development Department, Parks and Recreation Division, Report 2019-145, Subject: Ninth Annual Downtown Harvest Festival</p> <hr/> <p>That the request to host the ninth annual Harvest Fest on Saturday, September 28, 2019 from 10:00 a.m. to 4:00 p.m., be approved;</p> <p>That Market Square be closed to vehicular traffic from 8:00 a.m. to 4:00 p.m. on September 28, 2019;</p> <p>That Charlotte Street, from the Eastern limit of Catharine Street to the Western limit of King Street, be closed to vehicular traffic from 8:00 a.m. to 4:00 p.m. on September 28, 2019;</p> <p>That emergency services, including ambulance, police and fire, and public works and public utility vehicles, be exempt from the above noted closures;</p> <p>That the Engineering and Operations Department be directed to install and retrieve road closure barricades at the predetermined locations;</p> <p>That the tractor-drawn hayride be permitted to share the road with motor vehicles on the pre-determined route;</p> <p>That the permit fee for the use of the King George Park, be waived;</p> <p>That all other permit/application fees and charges associated with 2019 Harvest Fest, including the provision of hydro access, picnic tables, waste receptacles, and snow fencing, be waived;</p> <p>That the Event Organizer ensures all participants in the Slow Ride (bike ride) sign the requisite waiver form;</p> <p>That Breakwall Brewing Company submit a Certificate of Insurance naming the Downtown BIA and the City of Port Colborne as additional insured for not less than \$5 million per occurrence, in accordance with the City's insurance requirements;</p> <p>That the Event Organizer ensure that Certificates of Insurance are submitted from all third party vendors naming the Downtown BIA and City of Port Colborne as additional insured for not less than \$2 million per occurrence, in accordance with City's insurance requirements;</p> <p>That the fee for a Noise By-law exemption, to be submitted to the By-law Enforcement Division, be waived.</p>

WCS RB AD	MB GB DK	EB FD HW	2.	<p><u>Corporate Services Department, Finance Division, Report 2019-137, Subject: Cancellation, Reduction or Refund of Realty Tax</u></p> <p>That the applications pursuant to Section 357/358 of the <i>Municipal Act, 2001</i>, as amended, 2019-01, 2019-09, 2019-06, 2019-05, 2019-02, 2018-05, 2018-04, 2018-07, 2018-10, 2018-23, 2017-100 and 2018-24 be approved to cancel or reduce taxes in the total amount of \$27,074.95.</p>
WCS RB AD	MB GB DK	EB FD HW	3.	<p><u>Corporate Services Department, Finance Division, Report 2019-147, Subject: 2020 Budget Timeline and Guidance</u></p> <p>That Council endorse the proposed budget guidance of a 2.1% increase to the operating budget for the 2020 budget year; and</p> <p>That Council endorse the proposed budget timeline set out in Corporate Services Department Report 2019-147.</p>
WCS RB AD	MB GB DK	EB FD HW	4.	<p><u>Planning and Development Department, Report 2019-139, Subject: Ohina:kara UNESCO Global Park</u></p> <p>That the concept for the Ohina:kara UNESCO Global Geopark be endorsed and the Ohina:kara steering committee be supported in their pursuits of developing a global geopark.</p>
Miscellaneous Correspondence				
WCS RB AD	MB GB DK	EB FD HW	5.	<p><u>Carol Madden, Poppy Chairman, Royal Canadian Legion, Branch 56, Port Colborne Re: Request for Poppy Week, October 25 to November 11, 2019</u></p> <p>That October 25 to November 11, 2019 be proclaimed as “Poppy Week” in the City of Port Colborne in accordance with the request received from Carol Madden, Poppy Chairman, Royal Canadian Legion, Branch 56, Port Colborne.</p>
WCS RB AD	MB GB DK	EB FD HW	6.	<p><u>Region of Niagara Re: Municipal Representation on Greater Niagara Circle Route Committee</u></p> <p>That Councillor _____ be appointed as the City of Port Colborne’s representative on the Greater Niagara Circle Route Committee.</p> <p>Note: This item will require separate discussion.</p>

Outside Resolutions – Requests for Endorsement
Nil.
Responses to City of Port Colborne Resolutions
Nil.

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

By-law No.	Title
6722/86/19	Being a By-law to Temporarily Close Sections of Various Streets to Vehicular Traffic for the purpose of the 2019 Downtown Harvest Festival
6723/87/19	Being a By-law to Adopt, Ratify and Confirm the Proceedings of the Council of The Corporation of the City of Port Colborne at its Regular Meeting of September 23, 2019

The Corporation of the City of Port Colborne

By-law No. 6722/86/19

Being a by-law to temporarily close sections of various streets to vehicular traffic for the purpose of the 2019 Downtown Harvest Festival

Whereas at its meeting of September 23, 2019, the Council of The Corporation of the City of Port Colborne (Council) approved the recommendation of Community and Economic Development, Parks and Recreation Division, Report No. 2019-145, Subject: Ninth Annual Downtown Harvest Festival; and

Whereas the municipality has jurisdiction, as defined in Section 28 of the *Municipal Act, 2001, S.O. 2001, c.25*, over the highways outlined herein; and

Whereas the municipality is granted the power under Sections 11(3) and 27(1) of the *Municipal Act, 2001, S.O. 2001, c.25*, as amended, to pass by-laws with respect to highways within its jurisdiction and to close a highway temporarily for any purpose specified in the by-law; and

Whereas Council is desirous of closing temporarily sections of specified streets to vehicular traffic for purpose of the 2019 Downtown Harvest Festival;

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

1. That in this By-law "Vehicle" includes a motor vehicle, trailer, traction engine, farm tractor, road-building machine and any vehicle drawn, propelled or driven by any kind of power including muscular power.
2. No person shall park a vehicle to situate on the highways or portions thereof as set out in Schedule "A" attached hereto and made part of this By-law at any time during the hours of 8:00 a.m. to 4:00 p.m. on September 28, 2019.
3. The highways or portions thereof as set out on Schedule "A" attached hereto and made part of this by-law shall be closed to vehicular traffic during the hours of 8:00 a.m. to 4:00 p.m. on September 28, 2019.
4. No person shall permit or cause to permit any vehicle to be driven on the streets or portions of streets as set out in Schedule "A" attached hereto and made part of this by-law during the hours of 8:00 a.m. to 4:00 p.m. on September 28, 2019.
5. The provisions of this by-law shall not apply to ambulances, police or fire service vehicles or public utility emergency vehicles, authorized event vehicles, or any other vehicles required in the case of emergency.
6. Any person violating the provisions this By-law shall be guilty of an offence and subject to the penalty of not more than \$5,000.00 exclusive of costs to be collected pursuant to the provisions of the *Provincial Offences Act*.
7. This By-law shall take effect on the date and times prescribed and on the placing of proper barricades and signs.

Enacted and passed this 23rd day of September, 2019.

William C. Steele
Mayor

Amber LaPointe
City Clerk

Schedule "A" to By-law No. 6722/86/129

<u>Highway</u>	<u>From</u>	<u>To</u>
Market Square	n/a	n/a
Charlotte Street	Eastern limit of Catharine Street	Western limit of King Street

The Corporation of the City of Port Colborne

By-Law no. 6723/87/19

Being a by-law to adopt, ratify and confirm
the proceedings of the Council of The
Corporation of the City of Port Colborne at
its Regular Meeting of September 23, 2019

Whereas Section 5(1) of the *Municipal Act, 2001*, provides that the powers of a municipality shall be exercised by its council; and

Whereas Section 5(3) of the *Municipal Act, 2001*, provides that a municipal power, including a municipality's capacity rights, powers and privileges under section 9, shall be exercised by by-law unless the municipality is specifically authorized to do otherwise; and

Whereas it is deemed expedient that the proceedings of the Council of The Corporation of the City of Port Colborne be confirmed and adopted by by-law;

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

1. Every action of the Council of The Corporation of the City of Port Colborne taken at its Regular Meeting of September 23, 2019 upon which a vote was taken and passed whether a resolution, recommendations, adoption by reference, or other means, is hereby enacted as a by-law of the City to take effect upon the passing hereof; and further
2. That the Mayor and Clerk are authorized to execute any documents required on behalf of the City and affix the corporate seal of the City and the Mayor and Clerk, and such other persons as the action directs, are authorized and directed to take the necessary steps to implement the action.

Enacted and passed this 23rd day of September, 2019.

William C. Steele
Mayor

Amber LaPointe
City Clerk

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PORT COLBORNE

September 23, 2019

Moved by Councillor
Seconded by Councillor

That I, Mayor William C. Steele do hereby proclaim October 25th, 2019 to November 11th, 2019 as "Poppy Week" in the City of Port Colborne in honour of the men and women from Port Colborne who gave their lives during the two world wars, the Korean War and the Afghanistan War.

Further, that the citizens of the City of Port Colborne are encouraged to participate in Remembrance Day services to be held at H.H. Knoll-Lakeview Park on Monday, November 11, 2019 at 10:45 a.m.

William C. Steele
Mayor

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**City of Port Colborne
Special Council Meeting 27-19
Minutes**

Date: September 9, 2019

Time: 5:30 p.m.

Place: Committee Room 3, Municipal Offices, 66 Charlotte Street, Port Colborne

Members Present: M. Bagu, Councillor
E. Beauregard, Councillor (6:30 p.m.)
R. Bodner, Councillor
G. Bruno, Councillor
F. Danch, Councillor
A. Desmarais, Councillor
D. Kalailieff, Councillor
W. Steele, Mayor (presiding officer)
H. Wells, Councillor

Staff Present: S. Luey, Chief Administrative Officer
A. LaPointe, Manager of Legislative Services/City Clerk
C. Lee, Director of Engineering and Operations

Guests: Albert Engel, Solicitor, Fogler Rubinoff LLP

1. **Call to Order:**

Mayor Steele called the meeting to order.

2. **Introduction of Addendum Items:**

Supplementary confidential legal memo from Albert Engel regarding item (a). The item was listed in the correspondence, but was not provided to Council at time of issuing the agenda.

3. **Confirmation of Agenda:**

No. 157 Moved by Councillor G. Bruno
Seconded by Councillor A. Desmarais

That the agenda dated September 9, 2019, be confirmed, as
circulated or as amended.

CARRIED.

4. **Disclosures of Interest:**

Nil.

5. Council in Closed Session:

Motion to go into Closed Session – 5:31 p.m.

No. 158 Moved by Councillor H. Wells
Seconded by Councillor M. Bagu

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

- (a) Correspondence from Albert Engel, Solicitor, Fogler Rubinoff LLP dated September 5, 2019, regarding potential litigation concerning Seaway lands, pursuant to the Municipal Act, 2001, Subsection 239(2)(f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

CARRIED.

Motion to Rise With Report – 6:30 p.m.

No. 159 Moved by Councillor A. Desmarais
Seconded by Councillor H. Wells

That Council do now rise from closed session with report at approximately 6:30 p.m.

CARRIED.

6. Disclosures of Interest Arising From Closed Session:

Councillor Beauregard declared a pecuniary interest regarding item (a) as he is employed by Sullivan Mahoney, the solicitor representing the City of Port Colborne. Councillor Beauregard was not present during the closed meeting.

7. Report/Motions Arising From Closed Session:

- (a) **Correspondence from Albert Engel, Solicitor, Fogler Rubinoff LLP dated September 5, 2019, regarding potential litigation concerning Seaway lands, pursuant to the Municipal Act, 2001, Subsection 239(2)(f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose.**

The City Clerk reported that direction was provided to staff during closed session in accordance with the *Municipal Act, 2001*.

8. **Adjournment:**

No. 160 Moved by Councillor F. Danch
Seconded by Councillor M. Bagu

That the Council meeting be adjourned at approximately
6:32 p.m.
CARRIED.

William C. Steele
Mayor

Amber LaPointe
City Clerk

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**City of Port Colborne
Regular Meeting of Council 26-19
Minutes**

Date: September 9, 2019
Time: 9:07 p.m.
Place: Council Chambers, Municipal Offices, 66 Charlotte Street, Port Colborne

Members Present: M. Bagu, Councillor
E. Beauregard, Councillor
R. Bodner, Councillor
G. Bruno, Councillor
F. Danch, Councillor
A. Desmarais, Councillor
D. Kalailieff, Councillor
W. Steele, Mayor (presiding officer)
H. Wells, Councillor

Staff Present: D. Aquilina, Director of Planning and Development
B. Garrett, Director of Corporate Services
A. LaPointe, Manager of Legislative Services/City Clerk
C. Lee, Director of Engineering and Operations
S. Luey, Chief Administrative Officer
C. McIntosh, Deputy Clerk (minutes)

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

1. Call to Order:

Mayor Steele called the meeting to order.

2. Introduction of Addendum Items:

Nil.

3. Confirmation of Agenda:

No. 161 Moved by Councillor G. Bruno
Seconded by Councillor E. Beauregard

That the agenda dated September 9, 2019 be confirmed, as
circulated or as amended.

CARRIED.

4. Disclosures of Interest:

Nil.

5. Adoption of Minutes:

No. 162 Moved by Councillor R. Bodner
Seconded by Councillor F. Danch

- (a) That the minutes of the special meeting of Council 23-19, held August 26, 2019, be approved as presented.
- (b) That the minutes of the special meeting of Council 24-19, held August 26, 2019, be approved as presented.
- (c) That the minutes of the regular meeting of Council 25-19, held August 26, 2019, be approved as presented.

CARRIED.

6. **Determination of Items Requiring Separate Discussion:**

Nil.

7. **Approval of Items Not Requiring Separate Discussion:**

No. 163 Moved by Councillor E. Beauregard
Seconded by Councillor D. Kalailieff

That items 1 to 6 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.

Motions Arising from Delegations:

- (a) **Putzy Madronich, Host of The Canadian Authors Series, Re: Request for Fees to be Waived for Rent at the Roselawn Centre for September 2019 to May 2020 season**

Council resolved:

That the Director of Community and Economic Development be directed to provide a report to Council at the October 15, 2019 meeting with recommendations regarding funding support for the Canadian Authors Series.

- (b) **Edward Hill Re: Request for Fees to be Waived for Fire Services, regarding 144 Fares Street**

Council resolved:

That the request by Edward Hill for fees to be waived for Fire Services regarding 144 Fares Street be denied.

Items:

1. **Corporate Services Department, Clerks Division, Report 2019-136, Subject: Heritage Committee**

Council resolved:

That Appendix A to Corporate Services Department, Clerks Division, Report 2019-136, Subject: Heritage Committee by-law be supported; and

That the Heritage Committee By-law be brought forward for approval.

2. Community and Economic Department, Health Services Division, Report 2019-134, Subject: Physician Recruitment Incentive – Dr. Vincenzo Susini

Council resolved:

That the City of Port Colborne enter into a partnership with the Town of Fort Erie to offer an incentive contractual agreement to Dr. Vincenzo Susini, at a total approved cost of \$15,000 – representing the City's share (one half) of the total incentive amount; and

That the City's cost be funded from the Physician Recruitment Reserve Fund; and

That the appropriate by-law be presented for approval.

3. Engineering and Operations Department, Engineering Division, Report 2019-135, Subject: Project #2019-06 – Janet Street Infrastructure

Council resolved:

That Project #2019-06 - Janet Street Infrastructure Replacement be awarded to Alfred Beam Excavating Limited, of Fort Erie, Ontario, for the submitted tender price of \$1,234,017.50 (plus applicable taxes); and

That the \$768,234.50 for the City's portion of construction costs and contingency allowance be funded from the Water, Wastewater, and Storm capital reserves; and

That the by-law be prepared and the City Clerk and the Mayor be authorized to execute the Contract Agreement.

4. Stephen Covey, Chief of Police and Chief Security Officer of CN Rail Re: Request for Proclamation of Rail Safety Week, 2019

Council resolved:

That September 23 to 29, 2019 be proclaimed as "Rail Safety Week" in the City of Port Colborne in accordance with the request received from Stephen Covey, Chief of Police and Chief Security Officer of CN Rail.

5. Vance Badawey, Member of Parliament, Niagara Centre Re: Community Culture and Recreation Funding Stream

Council resolved:

That the correspondence received from Vance Badawey, Member of Parliament, Niagara Centre Re: Community Culture and Recreation Funding Stream, be received for information.

6. City of St. Catharines Re: Vacant Home Tax

Council resolved:

That the resolution received from the City of St. Catharines Re: Vacant Home Tax, be received for information.

That the Director of Corporate Services be directed to investigate vacant tax possibilities and report back to Council with recommendations.

CARRIED.

8. Consideration of Items Requiring Separate Discussion:

Nil.

9. Proclamations:

(a) Rail Safety Week – September 23-29, 2019

No. 164 Moved by Councillor H. Wells
Seconded by Councillor A. Desmarais

Whereas Rail Safety Week is to be held across Canada from September 23 to 29, 2019; and

Whereas it is in the public’s interest to raise citizens’ awareness of the dangers of ignoring safety warnings at level crossings and trespassing on rail property to reduce avoidable deaths, injuries and damage caused by incidents involving trains and citizens; and

Whereas Operation Lifesaver is a public/private partnership whose aim is to work with the public, rail industry, governments, police services, media and others to raise rail safety awareness; and

Whereas CN has requested City Council adopt this resolution in support of its ongoing efforts to raise awareness, save lives and prevent injuries in communities, including our municipality;

Now therefore, I Mayor William C. Steele proclaim the week of September 23 to 29, 2019 as “Rail Safety Week” in the City of Port Colborne.

CARRIED.

10. Minutes of Boards, Commissions & Committees:

No. 165 Moved by Councillor H. Wells
Seconded by Councillor M. Bagu

(a) That the minutes of the Port Colborne Historical and Marine Museum meeting of June 18, 2019, be received.

CARRIED.

11. Consideration of By-laws:

No. 166 Moved by Councillor A. Desmarais
Seconded by Councillor G. Bruno

That the following by-laws be enacted and passed:

- 6718/82/19 Being a By-law to Establish a Heritage Committee for the City of Port Colborne
- 6719/83/19 Being a By-law to Authorize Entering Into a Physician Recruitment Incentive Contractual Agreement with Dr. Vincenzo Susini in Partnership with the Town of Fort Erie
- 6720/84/19 Being a By-law to Authorize Entering Into a Contract Agreement with Alfred Beam Excavating Limited Re Tender 2019-06, Janet Street Infrastructure Replacement
- 6721/85/19 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 Meeting of September 9, 2019

CARRIED.

12. Adjournment:

No. 167 Moved by Councillor F. Danch
Seconded by Councillor E. Beauregard

That the Council meeting be adjourned at approximately 8:09 p.m.
CARRIED.

William W. Steele
Mayor

Amber LaPointe
City Clerk

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**Meeting
Environmental Advisory Committee
July 10, 2019, 6:00 p.m.**

The following were in attendance:

Staff: Chris Lee
Darlene Suddard
Janice Peyton

Council: Councillor Mark Bagu
Councillor Harry Wells

Public Members: Clayton Nadeau
Beth Palma
Jack Hellinga
Paul Ruzycki
George McKibbon

Guest: Alana Vander Veen, Drainage Superintendent

1. Call to Order

Chair Beth Palma called the meeting to order at 6:05 p.m.

2. Adoption of the Agenda

Moved by Clayton Nadeau
Seconded by George McKibbon

That the agenda dated July 10, 2019 be accepted as circulated.
CARRIED.

3. Disclosures of Interest

Nil.

4. Approval / Review of Previous Meeting Minutes

Moved by George McKibbon
Seconded by Mark Bagu

That the minutes of May 8, 2019 be accepted as written.
CARRIED.

5. Guest - Drainage Superintendent

At the request of the committee, Alana Vander Veen, City of Port Colborne Drainage Superintendent was in attendance to answer the following questions (*in italics*), which were provided in advance by the committee:

- a) *In the review of Vale's work, MECP has made many comments about the drains. Both drains are proposed for additional sampling and analytical work where nickel is concerned, particularly where these pass through wood lots where ecological damage has and is occurring. Has that been taken into account in the management of the drainage ways in any fashion?*

George asked if the City of Port Colborne has had enquiries from Vale regarding the drains east of Reuter Road. Alana advised the City has not received enquiries from Vale or Vale's consultants concerning additional planned research where this drainage is concerned. Further Alana reported that the Biederman and Wignell drains are located within the area of Vale's CBRA research. City staff are responsible for their maintenance.

Alana advised the committee that the City has engaged an engineer to examine the Biederman and Wignell Drains and their operation. The current draft engineering report examined the wetlands and bog and has determined that the water storage may be greater than previously thought. This storage can be used to establish new flood plain elevations and possibly lessen the extent of current NPCA floodplain mapping and associated regulation.

Harry asked whether this engineering evaluation takes into account Vale's permit to take water associated with a waste management facility on Vale's property. Darlene advised that Vale has six active wells with which groundwater is monitored to ensure potentially contaminated water is captured and treated. The engineering analysis conducted by the City does not take this waste management facility's operation into account. Lands west of Reuter Road were not included in the engineering study area as these lands are not within the drainage area of the Biederman and Wignell Drains.

Alana said the engineering study will help address water quality issues. Jack observed that Vale's research did not examine the drainage ways in the past. Mark advised that Vale kept their woodlot on Vale's property because tree leaves collect and fix the contaminants. Jack observed we should prevent drainage from the nickel-contaminated woodlots from entering the drainage and contaminating the water. Harry advised Vale's CBRA found that the only way nickel becomes mobile is when the PH in the drainage water is lowered. Jack suggested that the City monitor above and below the bog to ascertain whether nickel and other contaminants addressed in the CBRA are being moving towards the Lake.

George observed that this conversation had raised several concerns, which staff can raise with Vale's representatives and consultants when Vale approaches the City to do the additional research MECP has requested.

- b) *This question arises from our review of the quarry-filling proposal. Mention is also made of the quarry dewatering into these drainage ways in Vale's work. To date Vale has limited its research to landscapes, which are agricultural or natural beyond considerations of health issues. So manicured landscapes are not considered: including the drainage ways where agricultural and quarry discharges occur. Has there been any effort to examine what the implications might be of dewatering during the proposed filling of the westerly quarry and more particularly to sort out what might be attributable to the filling if it is approved?*

Alana advised that Quarries 2 and 3 drain to Babion Road. Since that section of the Wignell drain has been cleaned, there have been no issues. Not a lot of lands around the Wignell are affected by flooding. The Quarries are very cooperative; anything that the quarry pumps is on their permit to take water.

Chris explained that three years ago there was a situation of salt levels indicated into the water that was to be pumped by the Quarry drain. City road salt had caused the high salt levels. Measures were taken to ensure that the City roadside ditching would not flow into the quarry pit.

- c) *There is a mechanical device on one of these drains before water enters Lake Erie. I believe it is to prevent high water levels in the Lake flooding the inland lower areas. Could someone describe how that works and what changes have been made or might be necessary in light of the higher Lake levels and changed rainfall patterns? Also, when might it be needed to be replaced?*

Alana confirmed that the reason for the mechanical gates is to manage high water levels. The Eagle Marsh drain has a pump. The Wignell and Beaver Dam have portable pumping set-ups. Staff are looking at updating or replacing these with new pumps. In the new Engineer's reports, an updated system is being recommended that will not only pump but will notify staff of water levels. Currently staff are pro-active in watching the water levels and operating the gate.

Mark commented that he has received many concerns of high water levels lately. The gate closure requirement through Council direction is based on Environment Canada gauge data. Any reading above 170 on the gauge initiates gate closures. Pumping activities occur once the gate is closed and stop once drain levels reach 160 gauge levels.

6. Items Arising from Previous Minutes

a) **Recycle Bins**

Chris advised that he will order as many bins from the Region as he can from the funds allocated by the EAC, once he has had advice from City staff as to which type of bins to order.

b) **Boulevard Trees**

George provided a draft handout of what natural and built environment features make for a good walk in Port Colborne. A copy is attached to the minutes. George has been working on this initiative with the Active Transportation Committee and with Community and Economic Development summer students. Eventually, George will refer back to the EAC list of approved trees to determine which trees will fit and suggestions will be brought back to the City. Mark suggested Fielden Avenue be used in the study as it is a highly used walking area.

c) **Roadside Mowing Initiative**

A copy of Report 2019-75, Information Report on Roadside Grass Mowing for 2019 was provided for information. Chris advised that currently roadside mowing is being done through a contractor, however in 2020 the intent is to handle roadside mowing in house and in a more selective and timely manner. This will be a 2020 budget request.

Jack commented that the roadside mowing initiative should be promoted as an EAC initiative so that the community knows that the committee fully supports Patty's efforts.

7. New/Other Business

a) **CBRA Action Plan – George McKibbon**

George raised the issue of Vale's Community-Based Action Plan that addresses the findings of the Community-Based Risk Assessment. George provided a draft resolution to Council. After much discussion, the committee resolved as follows:

Moved by George McKibbon
Seconded by Jack Hellinga

Whereas Vale and the Ministry of the Environment, Conservation and Parks (MECP) disagree on the application of Ontario Regulation 153/04 to lands where Vale's proposed action plan applies and this may have profound implications where landowners apply to develop their lands.

The Port Colborne Environmental Advisory Committee, therefore, recommends to Council that staff be directed to examine the additional planning and design requirements, if any, where applications for approval under the *Planning Act* are concerned in the area to which Vale's action plan applies. The review should determine what additional investigations and potential remedial actions the Region of Niagara, the Regional Health Department or its successor, and the MECP may require during the review of planning applications when a landowner makes application under the *Planning Act* to develop their lands. This review should also include comments from each of Regional Planning and Public Health staff and the MECP as to what their requirements may be and where they could apply these, if any are required.
CARRIED.

b) EAC Staff Representative

Chris advised that Darlene Suddard, Environmental Compliance Supervisor, will be the staff representative for this committee moving forward.

8. Next Meeting/Adjourn

The next EAC meeting will be on Sept 11, 2019 at 6:00 pm.

Moved by Harry Wells
Seconded by George McKibbon

That with no further business to discuss, the meeting be adjourned at 8:30 p.m.
CARRIED.

**DRAFT: What natural and built environment features make for a good walk in
Port Colborne, June 17, 2019**

From Kevin Lynch's <i>The Image of the City</i>	Analysis and application	From Ann Sussman and Justin Hollander's <i>Cognitive Architecture: Designing for How we respond to the Built Environment</i>
"Paths are the channels along which the observer moves" (page 47, <i>The Image of the City</i>).	Pictures #2, 3, 4 and 5 set out the importance of paths, edges and why edges matter.	Edges matter: The wall hugging trait. We tend to prefer to walk along well defined edges
"Edges are the linear elements not used or considered as paths by the observer" (page 47, <i>The Image of the City</i>).	Picture #3 shows West Street adjacent to the canal which forms a linear element not considered as a path It also describes a symmetry and architectural complexity colour and form that is both interesting and attractive, perhaps the next example in Port Colborne. Picture #6 has no linear or defined edge and morphs into the street creating a pattern that inspires danger where traffic is concerned.	Patterns matter: Faces and spaces. Recognizable symmetry is important. This is also a function of how we identify and respond to perceived risk. In this sense the perception of fear is instantaneous and almost genetic in character.
"Districts are the medium to large sections of the city, conceived of as having two-dimensional extent, which the observer mentally enters "inside of" and which are recognizable as having some common identifying character" (ibid, Lynch).	Pictures #4 and 5 show sidewalks that mimic enclosed hallways that both provide symmetry and a safety. They also are characteristic of districts, #4 is downtown while #5 is a residential district.	Shapes carry weight: ordered bilateral symmetry (hierarchy), curves and complexity are important. We respond well to designs that make us comfortable.
"Nodes are points, the strategic spots in a city into which an observer can enter, and which are the intensive foci to and from which he is traveling" (ibid, Lynch).	We don't have good destinations to which people move except the Friday farmers market and City Hall. Steel Street School is a good destination where Charlotte Street is concerned , picture #5.	Story telling is key: we are wired for narrative, see Tennessee Ave.
"Landmarks are another type of point reference, but in this case the observer does not enter within them, they are external" (ibid, Lynch).	Picture #2 shows the importance of nature and form. Picture #1 shows the important of landmarks, story-telling (Tennessee Ave) and symmetry: it also shows the potential of shared space were vehicles, cycling and walking are concerned	Nature is our context: biophilia and biophilic design. Plants and trees make for forest bathing.



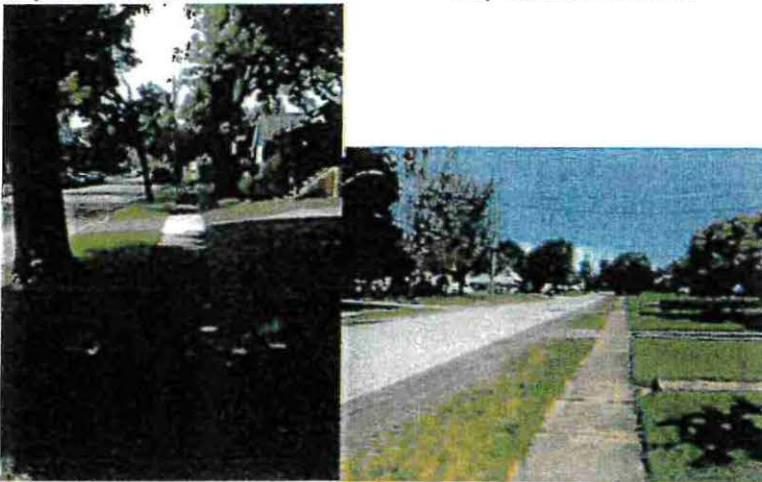
#1, Tennessee Avenue

#2, walking trail



#3, West Street

#4, Clarence Street



#5, Charlotte Street

#6, Linwood Ave.

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**PORT COLBORNE TRANSIT ADVISORY COMMITTEE MEETING
WEDNESDAY, MAY 1, 2019
COMMITTEE ROOM 2 ENGINEERING & OPERATIONS CENTRE**

City of Port Colborne
RECEIVED
SEP 12 2013
CORPORATE SERVICES
DEPARTMENT

Attendance:

Melissa Bigford, Dave Stuart, Jim Huppunen, Peter Senese, Stephen Corr, Janice Peyton, Gary Bruno, Scott Mathieson

Regrets:

Yvon Doucet

Melissa called the meeting to order at 3:05 p.m.

1. Adoption of Agenda

Moved by G. Bruno
Seconded by S. Mathieson

That the agenda dated January 23, 2019 be accepted as presented.
CARRIED.

2. Disclosures of Interest

Nil.

3. Nominations for Chair and Vice Chair

Melissa Bigford was nominated for Chair of the committee.

Moved by G. Bruno
Seconded by S. Mathieson

That Melissa Bigford be appointed Chair of the Transit Advisory Committee.
CARRIED.

Scott Mathieson was nominated for Vice Chair of the committee.

Moved by G. Bruno
Seconded by M. Bigford

That Scott Mathieson be appointed Vice Chair of the Transit Advisory Committee.
CARRIED.

4. Approval of Minutes of January 23, 2019

Moved by D. Stuart
Seconded by G. Bruno

That the minutes of January 23, 2019 be approved as presented.
CARRIED.

5. Actions Arising from Previous Minutes

a) Regional Transit Update

Dave advised that Regional Transit is currently in the process of hiring a consultant to decide on governance; Regionalization is the question. Dave feels that eventually transit will become Regional, however Welland Transit is operating business as usual for now and continuing to make transit the best it can be. Welland is going to move forward with a transit building. Bus procurements are in the works and all transit busses will have common specs. Peter agreed that transit operations are full speed ahead.

b) Breakdown of Regional and City Ridership on the Link – Dave

Dave provided handouts of ridership comparisons (attached to the minutes). The additional trips have been very effective; especially the 6:30 am start. Ridership is up dramatically, however revenues are not because many of the riders are students. 6:30 am is the busiest trip and ridership has almost doubled, this is driven mostly by post-secondary riders. Peter commented that the next step is to have earlier trips on the Community Bus, to get riders to the Link. Community ridership is down 21.44%. Possibly the method that free rides are being counted when Clarence St. bridge is closed due to construction may be the cause of the low ridership count. Dave is going to look further into the counts when the bridge is out of service.

c) Update on Ridership Revenue Regarding Additional Trips - Dave

Dave advised that revenue has increased on the Link; however, it is not reflective in the ridership.

6. Information Items

Nil.

7. Other Business

a) Memorandum of Understanding for the LINK and Community Bus System

Peter advised that he and the CAO have met with the Region regarding the Link and moving forward. The Region is looking at taking over the Link in September. If the City enters into an agreement with the Region to submit all stats for 2018 combined (Regional Link, PC Link and PC Community Bus), we would receive the full benefit of gas tax refund. The agreement would be for a term of 3 years and the Region would pay all bills to Welland Transit, and invoice Port Colborne for our portion of the Community Bus. The budgeted costs for the PC Link would be used to enhance the PC Community Bus service. Port Colborne would work with the Region to decide the best use of the funds for improvements to the Community Bus service.

Councillor Bruno commented that he agreed with the idea in principle, and wants to be sure that Port Colborne gets the most benefit for our funds spent. He suggested a clause that says routes can be flexible if they do not prove to be successful.

Peter advised that there are options for enhancement of service, it will still be our service and decisions will be made for the best of the community.

Dave added that the Region would listen to suggestions; however, we will have the final say. Dave feels that all of this is positive.

At the next committee meeting, we may start discussions of offering a Saturday service on the Community Bus.

Moved by Scott Mathieson
Seconded by Gary Bruno

That the Transit Advisory Committee is in support of Port Colborne entering into an agreement with Regional Transit for the purpose of increasing the shares of Provincial Gas Tax.
CARRIED.

Dave Stuart refrained from voting on this matter, as he is the Manager of Welland Transit.

Next Meeting

This was the last meeting that Peter will be attending as he is retiring; Brenda Garrett is taking over for Peter and will attend the next meeting.

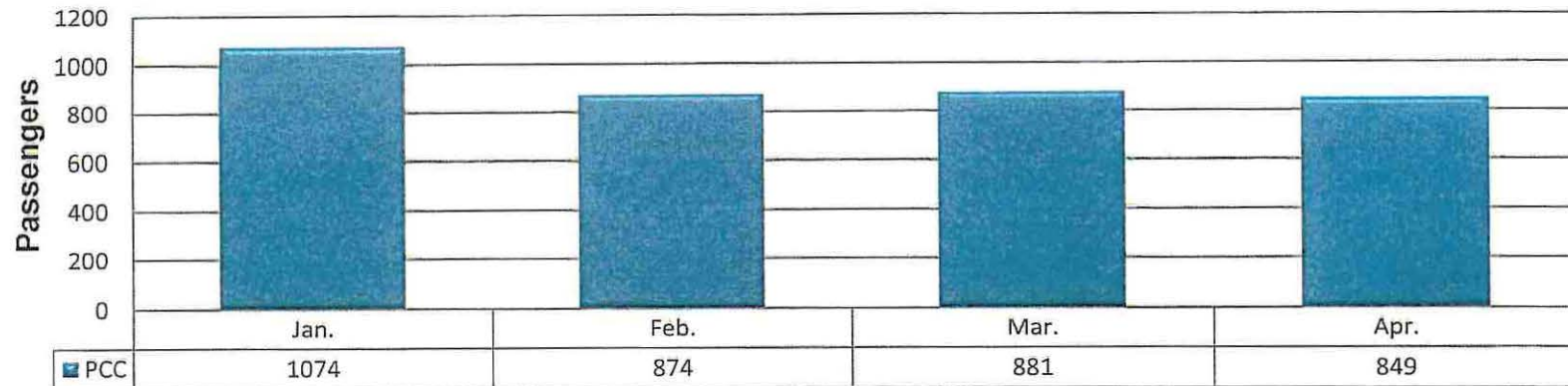
The next meeting of the Transit Advisory Committee will be held on Wednesday, September 11, 2019 at 3:00 p.m.

Adjourn

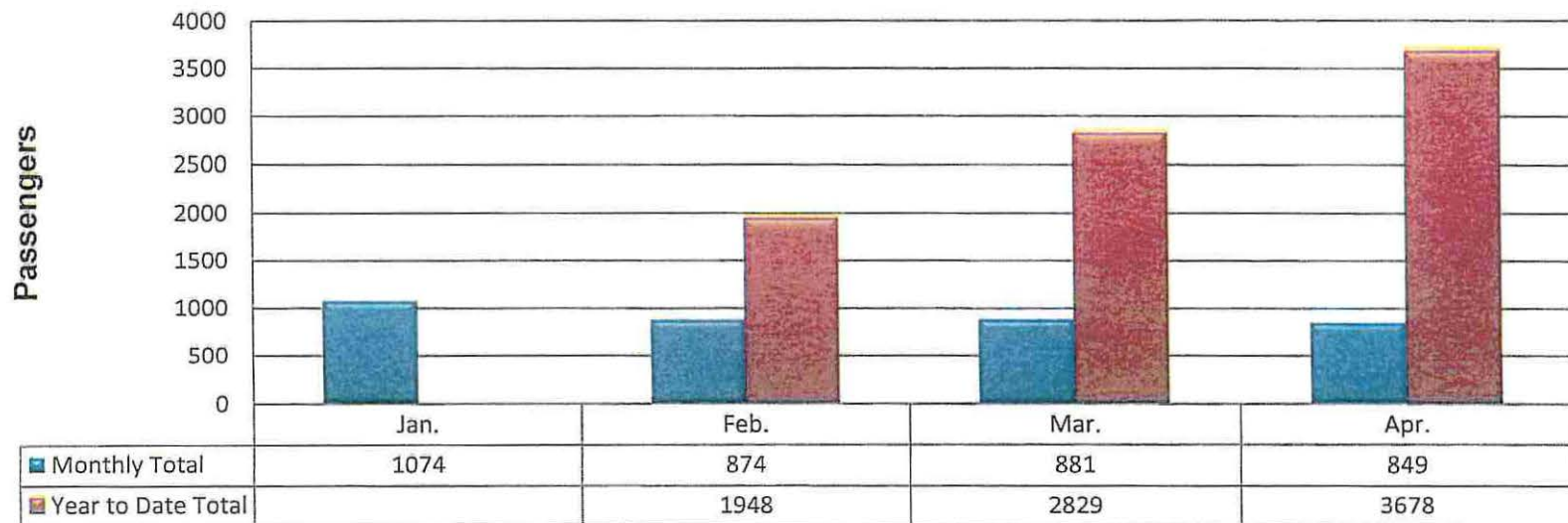
Moved by S. Mathieson
Seconded by G. Bruno

That there being no further business to discuss, the meeting be adjourned at 4:00 p.m.
CARRIED.

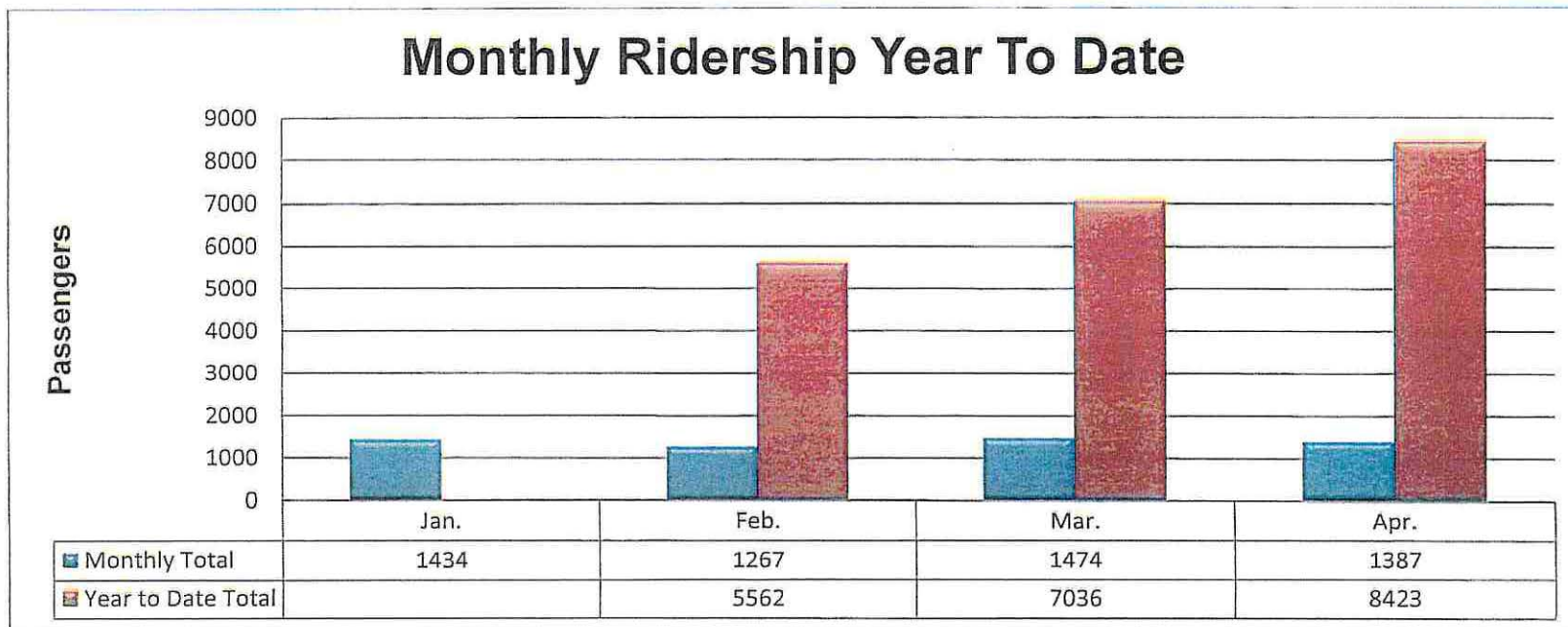
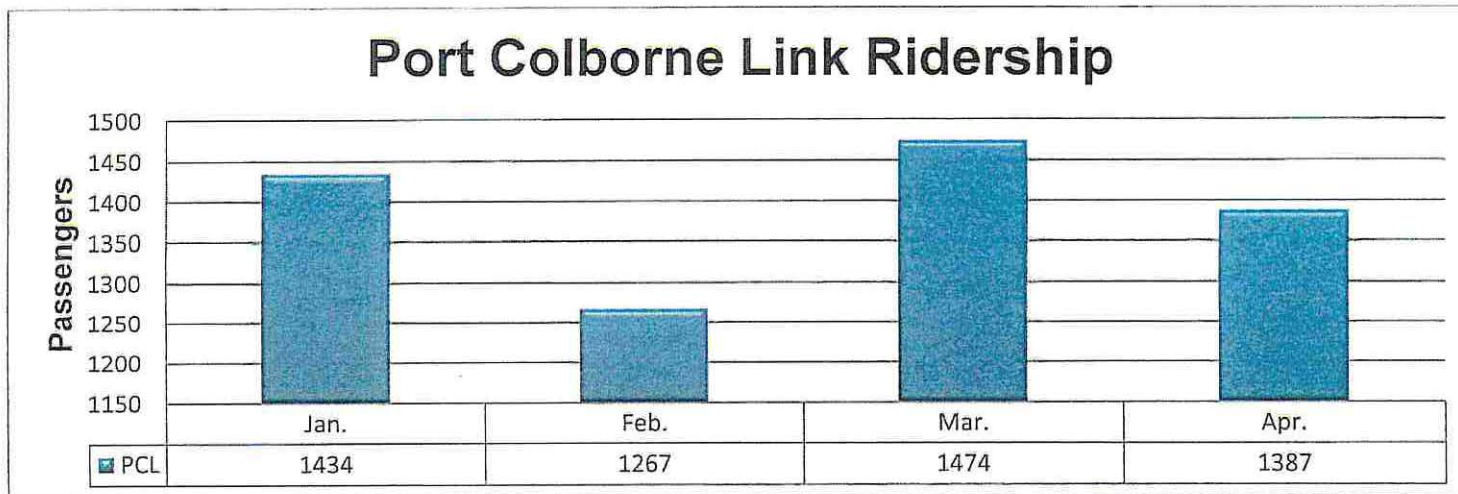
Port Colborne Community Ridership 2019



Monthly Ridership Year to Date 2019



When compared to 2018 the P.C. community ridership is down 21.44%.



When compared to 2018 the P.C. link ridership is up 36.25%. Based on this trend continuing over the entire year, our projected number of passenger trips will be 20,023 for 2019.

June 25, 2019
**MEETING OF THE PORT COLBORNE ECONOMIC DEVELOPMENT
ADVISORY COMMITTEE**

Minutes of the fourteenth regular meeting of the Committee Members of the Port Colborne Economic Development Advisory Committee, held in the Third Floor Committee 3 Room, City Hall, 66 Charlotte Street, Port Colborne June 25, 2019, 2:00 p.m.

The following Committee Members were in attendance:

Committee Members: Marilyn Barton, Andrea Boitor, Larry Fontaine, Betty Konc, David Semley,

Councillor: Mayor Bill Steele, Councillor Gary Bruno, Councillor Harry Wells

Staff: Julian Douglas-Kameka, Ashley Grigg, Scott Luey, Karen Walsh

Regrets: Kate Ostryhon-Lumsden, Len Stolk

1. CALLED TO ORDER: 2:03 p.m.

2. APPROVAL OF THE AGENDA

Moved by: Larry Fontaine

Seconded by: Councillor Harry Wells

THAT the agenda for Economic Development Advisory Committee June 25th, 2019 be approved as presented.

CARRIED

3. APPROVAL OF THE FOLLOWING MINUTES:

a) Approval of the March 21, 2018 minutes, August 1, 2018 meeting notes and April 3, 2019 minutes.

Moved by: Betty Konc

Seconded by: Councillor Harry Wells

THAT the minutes from March 21, 2018, August 1, 2018 (meeting notes) and April 3, 2019 be approved as presented.

CARRIED

4. DECLARATION OF INTEREST

None

5. MAYOR'S UPDATE

Mayor discussed the Federal of Canadian Municipalities that he attended with Councillor Gary Bruno and CAO Scott Luey on May 30 – June 2. The conference theme was “Building Better Lives.”

Councillor Gary Bruno participated in the Study Tour of Port of Quebec, tour the St. Lawrence and part of the inner harbour.

The Mayor also attended The Great Lakes and St. Lawrence Cities Initiative – Annual General Meeting on June 5 – 7. Creating healthier communities through waterfront access and Sheboygan River Clean up Project.

6. CAO'S UPDATE

City is working on a city Strategic Plan, it started in May and continue to work on. In May, Economic Development officer presented the Economic Development Strategic Plan updated to Council. Economic Development Officer also updated to council with Port Colborne has a cruise ship destination.

Discussion take place regarding Seaway lands and Hamilton Port Authority.

7. ECONOMIC DEVELOPMENT OFFICER'S REPORT (attached)

Discussion took place on port of Niagara establish. All elements of all multi model. Participate Ministry of Tourism, potential hoteliers and real estate. Foreign Area Investment (outside the area). Also participated in Technology in Toronto.

Cruise Ships Presentation to council – need people to provide product and services for attractions at beach, kayak, wakeboard, cycling. Do we have the depth to tie up the cruise ships. Need to have a security area for the passengers.

8. COMMITTEE REPORT

a) Industrial/Small Business – chair by Larry Fontaine

Discussion took place reached out for the sub committee working on creating the team.

Julian is working with groups to build communities. Port Colborne is focus in the summer months and it is a very short season. Investment attraction piece. Building what Port Colborne has to offer.

b) Tourism – chair by Betty Konc

Betty, Andrea and Marilyn met. Looking at cycling industry. BIA bike friendly audit. Venture Niagara is more than willing to work with the City. Bring in someone from the practical sector to meet with.

City is position to H.H. Knoll Park and Port Colborne High School in the area. Have biggest classes such as yoga, drum core, ukulele. Each year have a biggest theme. Not held on Canal Days have other weekends. Example in Welland for their Float Fest. Most enormous Haunted House for the month of October.

Committee will meet again before next EDAC meeting.

c) Residential Development – chair by Councillor Gary Bruno

Have talked to a few developer but have not set up committee meeting.

9. COMMITTEE MEMBERSHIP

Two vacancies advertise on Thursday, June 20.

10. TERMS OF REFERENCE (attached)

Deferred to next meeting.

11. ECONOMIC DEVELOPMENT STRATEGIC PLAN

Discussion took place using this has a base document use three priorities to present to council.

To be discussed at the next week.

12. NEW BUSINESS

Staff and council can reach out to the committee to meet with interesting clients and voice opinion about Port Colborne with any developers if needed.

Investors want the information to be kept as private as possible. Concern about competition. We are trying to building land investment database. A new business welcome program. They are coming in silently. You can help with research and benchmark. Explore what can be done in Port Colborne.

By belonging to different associations past on any leads to Economic Development Officer. Pass on directly don't wait for a meeting. Possible to do business tours.

Economic Development Officer reports directly to CAO. The EDO, CAO and Mayor work immediately together.

13. INFORMATION/CORRESPONDENCE

none

14. NEXT FOUR MEETING SCHEDULE

Sept 4, Dec. 4, Feb 19, June 3 at 4 p.m. – 6 p.m.

15. ADJOURNMENT:

Moved by: Mayor Bill Steele
Resolved that we do now adjourn.
CARRIED

Time of adjournment 4:05 p.m.



City of Port Colborne

Economic Development and Tourism Quarterly Activity Report

MONTH OF REPORT: June, 2019

DATE OF LAST EDAC MEETING: April 3, 2019

ECONOMIC DEVELOPMENT AND TOURISM ACTIVITIES UNDERTAKEN SINCE LAST MEETING

Investment Readiness

- **Goal/Outcome: Land/Infrastructural Development**
- ✓ Supplied information to contractor for the multimodal feasibility study
- ✓ Developed site profiles and facilitated investor site visits
- ✓ Identified and facilitated discussions and site visits with residential investors.
- **Goal/Outcome: Workforce Development**
- ✓ Negotiated Memorandum of Understanding with Niagara Workforce Planning Board
- **Goal/Outcome: Sector Development**
- ✓ Developed Investment Profiles
- **Goal/Outcome: Investment Attraction**
- ✓ Secured opportunity for Port Colborne to present value proposition at 2 FDI events in Toronto (preselected/qualified investors)
- **Goal/Outcome: Promotion and Marketing**
- ✓ Website updates ongoing
- ✓ Economic Development Week social media campaign

Entrepreneurship / Small Business Development

- **Goal/Outcome: Support Entrepreneurship and BR&E**
- ✓ BESS program ongoing
- ✓ Business Visitation Program ongoing-worked with Engineering and Planning department to address issues.
- ✓ Establish partnership with Symetric on the Launching Rockets initiative
- **Goal/Outcome: Capacity Building**
- ✓ Bill 47/Labour Laws workshop held
- ✓ Digital Marketing Series developed and scheduled
- ✓ Met with BIA reps to discuss collaboration and City support

Tourism and Destination Development

- ✓ Working with Ministry of Tourism to facilitate a tourism visioning session and assessment of training needs in Port Colborne.
- ✓ Present Preliminary Cruise Strategy/Action Plan to Council
- ✓ Cruise Ship Feasibility stakeholders roundtable discussion
- ✓ Developing marketing collateral and user generated campaign

ECONOMIC DEVELOPMENT AND TOURISM STAKEHOLDER ACTIVITIES, INITIATIVES AND DELIVERABLES

Staff participated in the following partner discussions and events

- Niagara Foreign Trade Zone Point: Task force meeting
- Niagara Tourism Network
- Brock University Agribusiness Presentation and Discussion
- Tour of JTL with Brock University and discussion of possible satellite
- Grand Opening: London Agricultural Commodities in partnership with Ceres Global

ECONOMIC DEVELOPMENT AND TOURISM OUTCOMES ACHIEVED

- Seminar held with 10 business representative in attendance
- 3 qualified leads generated and a list of 65 prospects
- Port Colborne/Niagara Workforce Planning Board collaborative agreement drafted
- Investment Profiles developed
- Partnership with Symetric on the Launching Rockets initiative established
- Successful Cruise Ship Feasibility stakeholders roundtable discussion and action plan generated
- Council approval of Preliminary Cruise Strategy/Action Plan

FOLLOW UP


- Discussed follow-up meeting to multimodal feasibility study with Hamilton Port Authority, meeting to be scheduled.
- Development of marketing collateral and user generated campaign to be completed
- Draft Memorandum of Understanding with Niagara Workforce Planning Board to be reviewed finalized and presented to Council
- Launching Rockets initiative official launch is scheduled for July 1, 2019.
- Digital Marketing Series developed and scheduled during July, promotion to be initiated
- Follow-up on action items from the Cruise Ship Feasibility stakeholders roundtable discussion
- Follow-up with Ministry of Tourism on facilitated tourism visioning session and assessment of training needs in Port Colborne

ACTIVITIES THAT WERE PRE-APPROVED BY CITY COUNCIL

- n/a

OTHER COMMENTS

NEXT EDAC MEETING: _____ TBD _____

REPORT PREPARED BY: _____ Julian Douglas 

June 17, 2019
MEETING OF THE PORT COLBORNE ACTIVE TRANSPORTATION
ADVISORY COMMITTEE

City of Port Colborne
RECEIVED
SEP 15 2019
CORPORATE SERVICES
DEPARTMENT

Minutes of the thirteenth 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 June 17, 2019, 5:00 p.m.

The following Committee Members were in attendance:

Committee Members: Tom Harrietha, Ann Kennerly, George McKibbon, Wade Smith
Council: Councillor Angie Desmarais
Staff: Nicole Halasz, Karen Walsh
Regrets: Michael Scott

1. CALLED TO ORDER: 5:05 p.m.

2. CONFIRMATION OF PREVIOUS MINUTES:

Moved by: Wade Smith
Seconded by: George McKibbon

THAT the minutes from the April 29, 2019 be accepted as presented.
CARRIED

3. BUSINESS ARISING FROM THE MINUTES:

- Four Bike Racks are ready for the City from Port Colborne High School. The bike racks will be located at City Hall, VHWC, Nickel Beach, & the Marina – would like to arrange a photo opportunity with the high school students.
- Environment Advisory Group – has garbage cans for trails.
- Walking experience (attached) – story telling areas (Tennessee, West Street).
- Google walk score (walkability score), air quality and pollen count
- Robin Hood speak with new owners to upkeep the bike trails.

4. STAFF REPORT

- Clean up day – was reschedule twice due to the rain, still rained a little. Cleaned up was done along Friendship Trail from Lock 8 Park to Reiter Road, along the Canal to Nickel Beach.
- Active School Travel – McKay School – doing the walkabout on Tuesday, June 18th.

- Students Spencer and Courtney – were on Friendship Trail today looking for what needs improvements and where to locate signs.
- Also looking into Adopt a Trail, Bicycle Friendly businesses.
- Active Transportation Niagara Network – met on May 30th. Next meeting in the fall will be at Port Colborne.
- Congratulations to Port Colborne High School for the award for Broken spoke – certificate received from Mayor Steele on May 27.
- Parks Division is working on – Sightline Clarence, Sign improvement including adding Stop Signs, painting stop bar, identify post using 6 by 6 post for street names, overall signage.

5. BUSINESS

a) Update on Community Safety Day – was well attend over 150 school age children in attendance plus their families. Bike rodeo partnered with Broken Spokes. For the first time police dogs were present. War Amps were present and focusing on cycling accidents. This is a free event.

b) NRPS will be attending the July Meeting. Items to discuss multi use trails, enforcement, public awareness, education. Briefly the tent cities. Success stories from other Niagara municipalities. Follow up with the definition of vehicles table that the City of Hamilton has.

c) Signs on the Trails – staff have been updating. Discuss about adding butterfly signs along the trails.

d) Farmer's Market - Spencer attending the Farmer's Market on behave of the Active Transportation and Seniors Committees.

e) Workplan – An updated workplan was distributed to include what work has been done.

George offered to work with students – map of urban area what works, the students to do walk through and make comments from good walk.

Sherkston Community Centre – washrooms and camping for large groups.

6. NEW BUSINESS

none

7. INFORMATION/CORRESPONDENCE

none

8. ADJOURNMENT:

Moved by: Wade Smith
Seconded by: Tom Harrietta

Resolved that we do now adjourn.
CARRIED

Time of adjournment 6:15 p.m.

Next Meeting: Monday, July 15, 2019 at 5:00 p.m. with the NRPS

Invite Patti Moss to September meeting.

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Senior Advisory Council
May 16, 2019 10:00 a.m.
Al DiSanto Memorial Room Committee Room 2, 2nd Floor City Hall

Present: Connie Butler, Audrey Garrett, Valerie King, Judy Wade,
Maggie Wahl-Horne

Council: Councillor Angie Desmarais

Guests: Michelle Cuthbert & Shianne Stephens

Staff: Karen Walsh

Regrets: Phyllis Brown, Sue Brown, Kathleen Kent, Betty Konc

1. Call to order 10:08 a.m.

2. Motion to pass confirmation of the agenda for May 16, 2019.
Moved by: Connie Butler
Seconded by: Councillor Angie Desmarais
THAT the agenda for May 16, 2019 be accepted.
CARRIED

3. Disclosure of Interest.
none

4. Motion to pass the minutes of April 18, 2019.
Moved by: Audrey Garrett
Seconded by: Councillor Angie Desmarais
THAT the minutes of April 18, 2019 be accepted.
CARRIED

Motion to remove Kathleen Kent from committee due to lack of attendance.

Moved by: Judy Wade
Seconded by: Connie Butler

THAT Kathleen Kent be removed from the Seniors Advisory Council.
CARRIED

5. Elections

- a. Audrey Garrett nominated Sue Brown.
Maggie Wahl-Horne nominated Betty Konc.
Vote was taken by ballad: Betty Konc will be chair.

Nominations for chair: Betty Konc
Motion to accept Betty Konc for chair (pending her acceptance).
Moved by: Connie Butler
Seconded by: Maggie Wahl-Horne
THAT the Betty Konc be chair of the Seniors Advisory Council.
CARRIED

- b. Nominations for vice-chair: Sue Brown
Motion to accept Sue Brown for vice-chair. (pending her acceptance)
Moved by: Audrey Garrett
Seconded by: Judy Wade
THAT the Sue Brown be vice-chair of the Seniors Advisory Council.
CARRIED

Karen to send email to Betty Konc and Sue Brown about their position.

6. Business

- a. Banners/Sign

Michelle and Shianne presented the work they have done for the June is Seniors month campaign.

- b. Brochures

Michelle and Shianne presented the work they have done.

- c. June Senior Month at Farmer's Market:

June 7 – Police, Fire & EMS, new orange - Val & Maggie
June 14 – Meals on Wheels, City & YMCA - Phyllis & Angie – Karen to ask Sharon
June 21 – Alzheimer, Hospice, Port Cares & Bridges - Audrey & Judy
June 28 – Active Transportation & Age Friendly Businesses, Travel - Connie, Val & Angie

Bring application for committee members, brochures, magnifiers, card stock cards to show what topics each week for the month of June, as well as rocks to hold down all brochures.

d. Age Friendly Business

- Ramp for businesses – build by Lakeshore Catholic at the expense of the business owners.
- Sticker – have design.
- Build campaign to launch to the businesses (including Doctors, & Dentist).
- Present to the BIAs.
- Angie will put a package together – looking for volunteers, Connie & Betty.

7. New Business

Webinar International – Ageism effect on society (invisible seniors)
Can the committee bring awareness?
Presentation of a workshop in the fall from Lynn McCleary Brock University.
(905-688-5550 ext. 5160 lmccleary@brocku.ca)
Contact Susan at Library – Let’s talk series (SAC to have a table).
Age Friendly Niagara – Angie to reach out.

Motion to contact Library to have Ageism topic for Let’s talk series.

Moved by: Val King

Seconded by: Connie Butler

THAT to contact Library to have Ageism in the Let’s Talk Series.

CARRIED

8. Information/Correspondence
Keeping Balance handouts.

Motion to accept Judy's resignation.

Moved by: Councillor Angie Desmarais

Seconded by: Val King

THAT Seniors Advisory Committee accepted Judy Wade's resignation.

CARRIED

9. Adjournment at 11:48 a.m.

Motion to adjourn

Moved by: Connie Buttler

Seconded by: Val King

THAT we do now adjourn.

CARRIED

Next meeting: Thursday, July 18, 2019

Topics: Age Friendly, Feedback from Farmer's Market, Future Meetings.



Senior Advisory Council
July 18, 2019 10:00 a.m.
Al DiSanto Memorial Room Committee Room 2, 2nd Floor City Hall

City of Port Colborne
RECEIVED
SEP 17 2019
CORPORATE SERVICES
DEPARTMENT

Present: Sue Brown, Connie Butler, Audrey Garrett, Valerie King, Betty Konc, Maggie Wahl-Horne

Council: Councillor Angie Desmarais

Staff: Ashley Grigg, Karen Walsh

Guest: Jonna Wolfenberg, Coordinator of Volunteers and Services, & Darlene Upper, Snow & Leaf Buddies, Home Maintenance & Repair Coordinator, from Community Support Services of Niagara

Regrets: Phyllis Brown

1. Call to order 10:02 a.m.

Introduction of Jonna and Darlene from Community Support Services of Niagara and the services they provided. CSSN is currently looking for snow and leaf buddies, transportation drives (to drive seniors for medical appointments).

Suggestions for promoting City Hall News, Farmer's Market, Volunteer email to City's volunteers, Port Cares & list of volunteer organization

2. Motion to pass confirmation of the agenda for May 16, 2019.

Moved by: Connie Butler

Seconded by: Val King

THAT the agenda for May 16, 2019 be accepted.

CARRIED

3. Disclosure of Interest.

none

4. Motion to pass the minutes of May 16, 2019.

Moved by: Val King

Seconded by: Maggie Wahl-Horne

THAT the minutes of May 16, 2019 be accepted.

CARRIED

5. Business arising from the minutes.

Library has been in contact to have Ageism in the Let's Talk series. They are looking at winter of 2020.

6. Business

a. Feedback from June is Senior Month marketing campaign report

Facebook Insights

Gord Wade - cycling 2,474 people reached

Connie Butler – walking with her dogs 1,297 people reached

Claire Wilby – library 1,789 people reached

Joan Perry – skating 1,187 people reached

Maintenance Crew at the museum 1,735 people reached

Website traffic to the seniors page was increased by 88% compared to 2018.

Social Campaign report (attached)

The Senior Advisor Council Banner is excellent.

b. Feedback from June is Senior Month at Farmer's Market

Very quiet at the Market – because of the weather. Overall was very well.

c. Age Friendly Business

Designer Age Friendly Sticker – Competition (check with Michelle the process.)

Karen – resend evaluation to committee members.

Grants available to do this program.

Val will take the lead role on this project.

Senior brochure – including services for seniors.

d. Alzheimer Niagara – Coffee Break

Friday, September 13th at Farmer's Market.

Karen – to fill out the form, and get staff available.

Let Michelle know for Communication.

Memory Clinic available.

Judy memory books.

Volunteers – Luke and Karen to set up,

Check with clerk's office when going to council.

Angie can prearranged sponsor – Green Apple or Fair Trade, (coffee and water) and cookies.

e. Future Meeting Dates

Move to committee Room 3, third Thursday of the month.

Christmas meeting social and off site. (potluck, budget for coffee and snacks). For December change to the second Thursday of the month.

7. New Business

Age Friendly Niagara Network – Betty Konc & Connie Butler attended the May 29th meeting.

Sue Brown will get in touch with Domenica to change contact info to Betty Konc.

Karen – to forward any Age Friendly emails to committee members.

Councillor Angie Desmarais attended Seniors Townhall with Minister Tassi at Brock University. The townhall meeting was to discuss the programs the government is currently doing.

Terms of Reference – Phyllis has all the documentation. Karen will ask for a copy of the current Terms of Reference with date.

New Members for committee – going to Monday's council meeting.

Letter of appreciation to Judy.

8. Information/Correspondence

none

9. Adjournment at 11:03 a.m.

THAT we do now adjourn.

CARRIED

Next meeting: Thursday, August 15, 2019

Topics: Terms of Reference, Age Friendly Business,