



THE CORPORATION OF THE TOWN OF NIAGARA-ON-THE-LAKE COMMITTEE OF THE WHOLE MEETING MINUTES/REPORT

The members of the Committee of the Whole met on Monday February 10, 2020 in the Council Chambers, at 06:00 PM.

PRESENT:

Chair Councillor Stuart McCormack, Lord Mayor Betty Disero, Councillors: Erwin Wiens, Wendy Cheropita, Gary Burroughs, Al Bisback, Norm Arsenault, Clare Cameron

REGRETS:

Councillor John Wiens

STAFF:

Sheldon Randall	Chief Administrative Officer (I)
Kevin Turcotte	Director, Operations (A)
Jeff Vyse	Manager, Public Works
Brett Ruck	Irrigation & Drainage Superintendent
Rene Landry	Drainage Support Technician
Rob Andrea	Engineering Technologist
Nick Ruller	Fire Chief
Lauren Kruitbosch	Community Engagement Coordinator
Peter Todd	Town Clerk
Colleen Hutt	Deputy Clerk

OTHERS:

Gary Zalepa Regional Councillor

MEDIA:

Dariya Baiguzhiyeva	The Lake Report
Penny Coles	The NOTL Local

Chair Councillor Stuart McCormack called the meeting to order at 6:00 p.m.

2. ADOPTION OF AGENDA

Lord Mayor Betty Disero requested to make an Announcement following Conflicts of Interest.

The following members requested to speak under New Business: Lord Mayor Betty Disero, Councillors: Gary Burroughs, Al Bisback, Clare Cameron and Stuart McCormack.

Moved by Councillor Al Bisback that the agenda be adopted, as amended.

APPROVED, AS AMENDED

3. CONFLICT OF INTEREST

No conflicts of interest declared at this time.

4. ANNOUNCEMENTS

Lord Mayor Betty Disero stated that both her and Councillor Erwin Wiens were wearing Harley Davidson Motorcycle T-shirts in honour of Clare's Harley-Davidson Niagara who held a fund-raiser sponsoring of Community Support Services in Niagara who assist seniors and adults with disabilities in their own homes.

5. DELEGATIONS/ PRESENTATIONS

- 5.1 Lauren Kruitbosch, Community Engagement Coordinator
Michael Howse, 2WA Consulting
Corporate Services Report CAO-20-001 - Council's Strategic Plan

Lauren Kruitbosch and Michael Howse referred to an electronic presentation regarding the Strategic Plan 2018-2022 for the Town. Ms. Kruitbosch provided the Committee with an update of the process to date. She further reviewed the plan for the Committee. Ms. Kruitbosch and Mr. Howse answered questions from the Committee.

Moved by Councillor Al Bisback that Corporate Services Report CAO-20-002 be lifted at this time for discussion.

APPROVED.

CAO-20-002 2018 - 2022 Council's Strategic Plan

Moved by Councillor Al Bisback that Page 3 of the plan, the Objective: Recognize the importance of tourism in Niagara-on-the-Lake, Action Items be amended as follows:

~~Partner with the Niagara-on-the-Lake Chamber of Commerce and Niagara Region Economic Development~~ *tourism partners to ensure a robust tourism strategy is developed.*

APPROVED.

Moved by Councillor Wendy Cheropita that staff consider a "train the trainer" program as part of the implementation of the plan to address staff training requirements outlined in the strategic plan, with a report back to Council with financial implications.

APPROVED.

Moved by Councillor Norm Arsenault that staff report to Council twice per year on the progress of implementing the strategic plan.

APPROVED.

The Committee discussed and voted on the balance of the report.

Moved by Councillor Al Bisback that the recommendation contained in Corporate Services Report CAO-20-001 be amended as follows:

- 1.1 Council endorse the final document for Council's 2018 - 2022 Strategic Plan (Appendix A).
- 1.2 *that Page 3 of the plan, the Objective: Recognize the importance of tourism in Niagara-on-the-Lake, Action Items be amended as follows: Partner with ~~the Niagara-on-the-Lake Chamber of Commerce and Niagara Region Economic Development~~ tourism partners to ensure a robust tourism strategy is developed.*
- 1.3 *that staff report to Council twice per year on the progress of implementing the strategic plan.*
- 1.4 *that staff consider a "train the trainer" program as part of the implementation of the plan to address staff training requirements in the plan, with a report back to Council with financial implications.*

APPROVED, AS AMENDED.

- 5.2 Caroline McCormick & Dr. David Brown, Friends of Laura Secord
- Local Heritage in Glendale Niagara District

Caroline McCormick & Dr. David Brown referred to an electronic presentation with regard to local heritage in the Glendale District. Dr. Brown provided some history with regard to this area. Dr. Brown further provided four suggested recommendations for Council's consideration. Dr. Brown answered questions from the Committee.

- 5.3 Alexis Spieldenner, Bravo Niagara!
- Discretionary Grant Request

Alexis Spieldenner requested that Council reconsider Bravo Niagara's request for a \$5000.00 Discretionary Grant. Ms. Spieldenner provided the Committee with background and financial information for her organization. Ms. Spieldenner answered questions from the Committee.

- 5.4 Catherine Habermebl, Director, Waste Management Services Niagara Region -
Waste Management Update

Catherine Habermebl referred to an electronic presentation on Waste Collection Service

Level Changes for the Niagara Region. Catherine Habermebl spoke to current states, service level changes, every other week collection, EOW benefits, cart-based programs, pricing and next steps. Ms. Habermebl answered questions from the Committee.

5.5 Brett Ruck, Manager, Irrigation & Drainage Superintendent
- Dock Area Update

Brett Ruck provided a diagram for the Committee which detailed the areas where works will be taking place. Mr. Ruck stated a report is forthcoming in reference to the diagram. A draft budget and timeline was also provided.

Chair Councillor Stuart McCormack thanked those that came forward for their presentations.

6. RESPONSE TO DELEGATIONS

5.2 Caroline McCormick & David Brown, Friends of Laura Secord
- Local Heritage in Glendale Niagara District

Moved by Lord Mayor Betty Disero that:

1. the requested motions noted in the presentation by the Friends of Laura Secord, be adopted in principal, as follows:
 - a. Recognize the importance of commemorating local landscapes, history, heritage and culture in the new "Glendale District";
 - b. Commit to re-naming the "Glendale District" to reflect its natural and cultural heritage;
 - c. Commit to the naming of streets, subdistricts, neighbourhoods, parks, public monuments, infrastructure and other development features in the "Glendale District" after the landscapes, history, heritage, and significant people of the area;
 - d. Engage in NOTL community and other relevant stakeholders in a formal process of identifying and selecting the people, places and events that will be commemorated permanently in the streetscapes, parks, neighbourhoods, and community life of the new "Glendale District" development; and
2. that the requested motions as listed above be referred to staff for a report on implementation.

APPROVED.

Chair Councillor Stuart McCormack stepped down as Chair and Lord Mayor Betty Disero assumed the Chair.

5.3 Alexis Spieldenner, Bravo Niagara!
- Discretionary Grant Request

Moved by Councillor Stuart McCormack that Council approve the discretionary grant, in the amount of \$5000.00, to Bravo Niagara! and this will be funded from the Discretionary Grant Funding.

APPROVED.

Chair Councillor Stuart McCormack resumed the Chair.

5.4 Catherine Habermebl, Director, Waste Management Services Niagara Region - Waste Management Update

The Committee discussed the issues surrounding Waste Management in the Town and Region.

6. CONSENT AGENDA

At this time the Chair asked for members to identify any items to be lifted for separate discussion.

The following reports were lifted for separate discussion: CAO-20-001; CS-20-002; CS-20-003; FES-20-001; OPS-20-004; OPS-20-006; OPS-20-007; and OPS-20-008.

Moved by Councillor Gary Burroughs that the Consent Agenda be approved, with the exception of items listed for separate discussion above, and that the reports and recommendations contained therein be forwarded to Council for adoption.

APPROVED.

(a) Items Not Requiring Separate Discussion

FES-20-002 Station 1 Apparatus Bay Floor

- 1.1 Council approve the additional funding of \$26,326 for the non-slip coating of Fire Station 1 apparatus bay floors, funded through the unused funds from the Community Centre Backup Generator project.

OPS-20-003 Line 3 Road Parking Restrictions

- 1.1 Council approve the implementation of prohibited parking on the north and south side of Line 3 Road between Concession 6 Road and 600 m east of Concession 6 Road; and
- 1.2 the Town Clerk be directed to amend "Schedule C – Parking Prohibitions" of Traffic and Parking By-law 4308-09 to provide for the above noted parking prohibitions.

OPS-20-005 2019 Summary Report for the Town's Drinking Water Systems

- 1.1 the 2019 Summary Report for the Niagara-on-the-Lake Water Distribution System and the Bevan Heights Water Distribution System, be received for information.

(b) Items Requiring Separate Discussion

CAO-20-002 2018 - 2022 Council's Strategic Plan

Report CAO-20-002 was discussed and vote on under the Delegation portion of the agenda.

CS-20-002 176 Wellington Street - Former Hospital Site Steering Committee

Moved by Lord Mayor Betty Disero that Councillor Gary Burroughs, Councillor Al Bisback and Lord Mayor Betty Disero be appointed to the Steering Committee.

APPROVED.

Moved by Lord Mayor Betty Disero that the recommendations contained in Corporate Services Report CS-20-002 be amended, as follows:

- 1.1 the draft Terms of Reference for the Hospital Site Steering Committee, attached as Appendix I, be adopted; and
- ~~1.2 Council appoint 3 members of Council to the Hospital Site Steering Committee.~~
- 1.2 *that Councillor Gary Burroughs, Councillor Al Bisback and Lord Mayor Betty Disero be appointed to the Steering Committee.*

APPROVED, AS AMENDED.

CS-20-003 Hiring Policy

The Committee discussed changes to the policies they would like to see. It was discussed deferring the report to provide time for those changes.

Moved by Councillor Norm Arsenault that Corporate Services Report CS-20-003 be deferred until the March 23, 2020 Committee of the Whole Meeting.

APPROVED.

Moved by Councillor Gary Burroughs that the recommendation contained in Corporate Services Report CS-20-003 be approved as follows:

- 1.1 the Hiring Policy, attached to this report as attached, be forwarded to Council for approval by by-law.

DEFERRED.

FES-20-001 Queenston Fire Station

Moved by Councillor Al Bisback that the recommendations contained in Fire Services Report FES-20-001 be approved as follows:

- 1.1 Council direct staff to provide an analysis of the St. Davids fire station facility and operations.
- 1.2 Council direct staff to report back on the viability of consolidating the Queenston fire station and St. Davids fire station.
- 1.3 Council direct staff to develop a funding strategy for the potential construction of a new consolidated fire station.
- 1.4 Council direct staff to investigate potential locations for the new station and report on the operational impact of each location.
- 1.5 Council direct staff to request that the Master Fire Plan Steering Committee ensure that the recommendations outlined in this report are prioritized during the planning process.

APPROVED.

OPS-20-004 On-Street/Overnight Parking Prohibition

Moved by Lord Mayor Betty Disero that staff be requested to look at the intersection of Garrison Village Drive and Jordan Street with a view to increase the site lines, exiting Jordan Street onto Garrison Village Drive and report to Council in an information report.

APPROVED.

The balance of the report was discussed and voted on.

Moved by Councillor Norm Arsenault that the recommendations contained in Operation Services Report OPS-20-004 be approved as follows:

- 1.1 Council approve the removal of the 2 a.m. to 6 a.m. parking prohibition; and
- 1.2 the Town Clerk be directed to amend "Schedule C - Parking Prohibitions" of Traffic and Parking By-law No. 4308-09 to provide for the above noted parking prohibitions.

APPROVED, AS AMENDED.

OPS-20-006 Cannery Park Tender

Moved by Councillor Gary Burroughs that the recommendation contained in Operation Services Report OPS-20-006 be approved as follows:

- 1.1 Council approve an additional \$45,000.00 from the Development Charges - Parkland & Recreation Reserve in order to complete the Site Works at Cannery Park.

APPROVED.

OPS-20-007 RealTerm Energy LED Conversion Proposal

Moved by Councillor Gary Burroughs that the recommendation contained in Operation

Services Report OPS-20-007 be approved as follows:

- 1.1 Council accept the co-operative purchasing process undertaken by Local Authority Services (LAS), a wholly owned subsidiary company of the Association of Municipalities of Ontario (AMO), for the selection of an LED streetlight retrofit turn-key service and engage RealTerm Energy for the design, retrofit and energy performance of LED post top streetlights.
- 1.2 the Lord Mayor and Town Clerk be authorized by a by-law to execute an Energy Services Agreement Binding Letter of Intent with LAS service partner RealTerm Energy for the design, upgrade, and energy performance of 593 LED post top streetlights as detailed in their proposal.
- 1.3 Council accept a financing arrangement with RealTerm Energy where the bulk of capital and maintenance costs are funded through energy savings and a debenture for the balance of the up-front capital costs be funded from the Operating Levy.
- 1.4 Council accept the recommendation for Option 1 as listed in the financial section, which is a full one-for-one replacement of each fixture at a upfront cost of \$510,000.

APPROVED.

OPS-20-008 Wall Drain 2019 Engineering Report – Meeting to Consider

Moved by Councillor Norm Arsenault that the recommendations contained in Operation Services Report OPS-20-008 be approved as follows:

- 1.1 Council adopt the Engineering Report for the WALL DRAIN 2019 prepared by K. Smart Associates Limited for the construction of a drainage works, dated December 19, 2019; and
- 1.2 Council, having adopted the Engineering Report, give the attached Provisional By-law the two readings required by Section 45(1) of the *Drainage Act*, R.S.O. 1990; and
- 1.3 Council appoint the members of the Court of Revision, in accordance with Sections 97(1) and 97(2) of the *Drainage Act*, R.S.O. 1990; and
- 1.4 Council direct the Clerk to set a date for the first sitting of the Court of Revision and to distribute the Provisional By-law and the Notice of the Court of Revision, in accordance with Sections 46(2) and 46(3) of the *Drainage Act*, R.S.O. 1990.

APPROVED.

7. COMMITTEE OF COUNCIL MINUTES

- 7.1 CAO Selection Committee - February 4, 2020

Moved by Councillor Gary Burroughs that the recommendation contained in the February 4, 2020 Minutes of the CAO Selection Committee be adopted.

APPROVED.

8. INFORMATION PACKAGES

The Committee lifted the following items from the Information Package for discussion:

February 6, 2020

Item No. 1 - Service Delivery Update

Item No. 10 - Niagara Region - Public Realm Investment Program - 2020 Application Guide

Moved by Councillor Erwin Wiens that the Information Package of February 6, 2020 be received.

9. NEW BUSINESS

Discussion took place regarding:

- Mayor's Cup Hockey Tournament

(a) Notice of Motion - Bill 156 - Animal Protection Zones

Lord Mayor Betty Disero put forward a notice of motion regarding Bill 156 - Animal Protection Zones.

(b) Notice of Motion - Cottage Street - New Stop Sign

Lord Mayor Betty Disero put forward a notice of motion regarding Cottage Street and a new stop sign.

(c) Notice of Motion - Grace United Church Parking

Lord Mayor Betty Disero put forward a notice of motion regarding Grace United Church parking.

(d) Notice of Motion - Confidential Reports

Councillor Clare Cameron put forward a notice of motion regarding confidential reports.

(e) Notice of Motion - Update on the Ombudsman Report

Councillor Gary Burroughs put forward a notice of motion regarding an update on the ombudsman report.

(f) Notice of Motion - Upper Canada Lodge

Councillor Gary Burroughs put forward a notice of motion regarding the future use of the site of Upper Canada Lodge.

10. ADJOURNMENT

ADJOURNMENT: 10:06 PM

Lord Mayor, this concludes the Minutes/Report of the Committee of the Whole Meeting.

I Councillor _____ move, seconded by Councillor _____ that the Minutes/Report of the January 11, 2019 Committee of the Whole Meeting be adopted.