



COUNCIL MEETING AGENDA

**Tuesday, April 21, 2020
5:00 P.M.**

COUNCIL CHAMBERS – CIVIC SQUARE

1. **COMMITTEE-OF-THE-WHOLE (IN-CAMERA) (4:40 p.m.)**
(See yellow tab)
 - Proposed or pending acquisition or disposition of land by the municipality or local board;
- Lease updates.

2. **ARISE FROM COMMITTEE-OF-THE-WHOLE (IN-CAMERA) (4:55 p.m.)**

3. **OPEN COUNCIL MEETING (5:00 p.m.)**
 - 3.1 **NATIONAL ANTHEM**
 - 3.2 **OPENING REMARKS**
 - 3.3 **ADDITIONS/DELETIONS TO AGENDA**
 - 3.4 **ADOPTION OF MINUTES**

Regular Council Meeting of March 3, 2020 and Special Council Meetings of March 10, 19, 26, 2020 and April 1, 2020 (*Previously Distributed*).
 - 3.5 **CALL UPON THE CITY CLERK TO REVIEW COMMITTEE-OF-THE-WHOLE ITEMS (IN-CAMERA) TO BE ADDED TO BLOCK**
 - 3.6 **DISCLOSURES OF INTEREST**
 - 3.7 **COUNCILLORS TO DETERMINE AGENDA ITEMS AND BY-LAWS TO BE REMOVED FROM BLOCK FOR DISCUSSION IN COMMITTEE-OF-THE-WHOLE (OPEN) (See pink tab)**

4. **ORAL REPORTS AND DELEGATIONS**
 - 4.1 **PRESENTATION(S) - Nil**
 - 4.2 **DELEGATION(S) (maximum 5/10/5 policy) - Nil**
 - 4.3 **AGENCIES, BOARDS, COMMISSIONS AND COMMITTEES REPORT(S) - Nil**
 - 4.4 **LEGISLATED PUBLIC HEARINGS/MEETINGS - Nil**



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COUNCIL CHAMBERS – CIVIC SQUARE

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5. **COMMITTEE-OF-THE-WHOLE (OPEN)**
(to discuss items removed from Agenda Block)

 6. **BY-LAWS (SEE AGENDA INDEX)**

 7. **NOTICES OF MOTION**
 - 7.1 **Councillor matters discussed with staff for reporting purposes**

 - 7.2 **Notices of Motion (previously submitted for discussion)**

(Councillor McLeod)

20-6
20-64 WHEREAS COVID-19 poses a significant health risk for seniors and those with underlying health issues; and
WHEREAS members of these groups are still shopping for groceries for a variety of reasons, putting themselves and others at unnecessary risk; and further
WHEREAS the stay home initiative is pivotal in reducing the spread of the virus and keeping our healthcare system sustainable for all who may need it; and further
WHEREAS our responsibility as City Council, is to provide leadership and the resources to ensure the best results for our citizens during troublesome times.
NOW THEREFORE BE IT RESOLVED, THAT THE COUNCIL OF THE CITY OF WELLAND requests that staff provide a free grocery delivery service for Welland residents in the most at risk groups, for a minimum 30 day period; and further
THAT the Council of the City of Welland declares the month of May "Stay home, beat COVID" month.

 - 7.3 **Call for Notices of Motion (for introduction at the next scheduled Council meeting)**

 8. **CORPORATION REPORTS**
 - 8.1 **Mayor's Report**

 - 8.2 **Chief Administrative Officer's Report**



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AGENDA BLOCK

1. **BUSINESS ARISING FROM MINUTES, PREVIOUS MEETINGS AND OTHER ITEMS REFERRED FROM COUNCIL FOR DISCUSSION - Nil**

2. **COMMITTEE AND STAFF REPORTS**

1. **Business Arising from Committee-of-the-Whole (closed)**

2. **General Committee Report to Council - Nil**

3. **Budget Review Committee Report to Council - Nil**

4. **Staff Reports**

- 1- 2 **FIN-2020-04** Gen. Mgr., Corporate Services, Chief Financial Officer/Treasurer,
S. Zorbas - External Auditor Appointment. Ref. No. 20-4
- 3 - 6 **FIN-2020-05** Gen. Mgr., Corporate Services, Chief Financial Officer/Treasurer,
S. Zorbas - 2019 Remuneration and Expense Report - Members of
Council. Ref. No. 20-14
- 7 - 14 **FIN-2020-09** Gen. Mgr., Corporate Services, Chief Financial Officer/Treasurer,
S. Zorbas - COVID-19 Financial Impact Report. Ref. No. 20-64
- 15 - 17 **ENG-2020-16** Gen. Mgr., Infrastructure and Development Services, T. Fitzpatrick -
Courthouse Roof Replacement - Tender Award. Ref. No. 05-100
(See By-law 1)
- 18 - 21 **ENG-2020-17** Gen. Mgr., Infrastructure and Development Services, T. Fitzpatrick -
2020 and 2021 Flow Monitoring and I/I Investigation Program.
Ref. No. 20-56



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- 22 - 77 **P&B-2020-19** Gen. Mgr., Infrastructure and Development Services, T. Fitzpatrick - Application for Draft Plan of Subdivision (File No. 26T-14-19004) by Upper Canada Consultants for Lands on the south side of Webber Road, east side of Colbeck Drive and west of the Welland River, with no municipal address. Ref. No. 20-53
- 78 - 81 **P&B-2020-20** Gen. Mgr., Infrastructure and Development Services, T. Fitzpatrick - Request for extension to Draft Plan Approval - The Locke Plan of Standard Condominium - Social Returns Inc. (File: 26CD-14-17001) west side of Niagara Street, south of Woodlawn Road, east of Gram Avenue, Municipally known as 699 Niagara Street. Ref. No. 20-66
- 82 - 85 **P&B-2020-21** Gen. Mgr., Infrastructure and Development Services, T. Fitzpatrick - Request for Part Lot Control Exemption - Blocks 1-3 on Plan 59M-473, 1969578 Ontario Ltd. (Dennis Home). Ref. No. 20-67 (See By-law 2)
- 86 - 87 **CLK-2020-11** Gen. Mgr., Corporate Services, Chief Financial Officer/Treasurer, S. Zorbas - Electronic Participation for Committees of Council during the Novel Coronavirus (COVID-19) Pandemic. Ref. No. 02-160/20-64 (See By-law 3)
- 88 - 89 **CLK-2020-12** Gen. Mgr., Corporate Services, Chief Financial Officer/Treasurer, S. Zorbas - Delegation of Authority By-law to be amended to include the Mayor. Ref. No. 20-64 (See By-law 4)

3. NEW BUSINESS

- 90 - 91 1. Melissa Wenzler, Government Relations Advisor, City of St. Catharines re: Graffiti Report. Ref. No. 11-58

RECOMMENDATION:

THAT THE COUNCIL OF THE CITY OF WELLAND receives for information the correspondence from the City of St. Catharines dated March 4, 2020 regarding Graffiti Report.

- 92 - 94 2. Manraj Furmah, Advisor, Public Education and Marketing, Trillium Gift of Life Network re: Request to declare the month of April 2020 as Be A Donor Month. Ref. No. 20-6

RECOMMENDATION:

THAT THE COUNCIL OF THE CITY OF WELLAND proclaims the month of April 2020 as "Be A Donor Month" in the City of Welland.



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- 95 - 99 3. Ron Tripp, Acting Chief Administrative Officer, Niagara Region re: Report CAO-14-2019: Action and Resources to Join the Coalition of Inclusive Municipalities. Ref. No. 20-63

RECOMMENDATION:

THAT THE COUNCIL OF THE CITY OF WELLAND receives for information and supports the request from the Region of Niagara dated February 28, 2020 regarding Report CAO-14-2019: Action and Resources to Join the Coalition of Inclusive Municipalities.

- 100 4. Alanna Galeota, North Welland Business Improvement Area re: COVID19 - Levy Relief. Ref. No. 08-95/20-64

RECOMMENDATION:

THAT THE COUNCIL OF THE CITY OF WELLAND receives for information the correspondence from the North Welland Business Improvement Area dated April 1, 2020 and supports the request regarding COVID19 - Levy Relief.

5. Vance Badawey, Member of Parliament, Niagara Centre re: Report 2020-01: Single Sport Betting. Ref. No. 20-68
(To be distributed electronically).

RECOMMENDATION:

THAT THE COUNCIL OF THE CITY OF WELLAND receives for information the correspondence dated February 4, 2020 from Vance Badawey, Members of Parliament, Niagara Centre regarding re: Report 2020-01: Single Sport Betting.

6. Vance Badawey, Member of Parliament, Niagara Centre re: Report 2020-02: Re-Branding the Gas Tax Fund, Building Communities Partnership Fund, Federal-Municipal Partnership Program. Ref. No. 20-69
(To be distributed electronically).

RECOMMENDATION:

THAT THE COUNCIL OF THE CITY OF WELLAND receives for information the correspondence dated February 7, 2020 from Vance Badawey, Members of Parliament, Niagara Centre regarding re: Report 2020-02: Re-Branding the Gas Tax Fund, Building Communities Partnership Fund, Federal-Municipal Partnership Program.



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7. Vance Badawey, Member of Parliament, Niagara Centre re: Report 2020-03: Great Lakes. Ref. No. 20-70
(To be distributed electronically).

RECOMMENDATION:

THAT THE COUNCIL OF THE CITY OF WELLAND receives for information the correspondence dated February 7, 2020 from Vance Badawey, Members of Parliament, Niagara Centre regarding re: Report 2020-03: Great Lakes.

8. Vance Badawey, Member of Parliament, Niagara Centre re: Report 2020-04: Niagara-Hamilton Trade Corridor - Phase 1. Ref. No. 20-13
(To be distributed electronically).

RECOMMENDATION:

THAT THE COUNCIL OF THE CITY OF WELLAND receives for information the correspondence dated February 4, 2020 from Vance Badawey, Members of Parliament, Niagara Centre regarding re: Report 2020-04: Niagara-Hamilton Trade Corridor - Phase 1.

9. Vance Badawey, Member of Parliament, Niagara Centre re: Report 2020-05: Skilled Trades. Ref. No. 20-71
(To be distributed electronically).

RECOMMENDATION:

THAT THE COUNCIL OF THE CITY OF WELLAND receives for information the correspondence dated February 7, 2020 from Vance Badawey, Members of Parliament, Niagara Centre regarding re: Report 2020-05: Skilled Trades.

4. BY-LAWS

MAY BE VIEWED IN THE CLERK'S DIVISION PRIOR TO THE MEETING IF DESIRED.

1. A By-law to enter into contract with Exterior Elements Ltd. for the Court House Roof Replacement. Ref. No. 05-100
(See Report ENG-2020-16)
2. A By-law to exempt certain lands from Part-Lot Control - All of Bocks 1-3 (inclusive) on Plan 59M-473, City of Welland. Ref. No. 20-67
(See Report P&B-2020-21).
3. A By-law to amend Procedural By-law 2017-6. Ref. No. 02-160/20-64
(See Report CLK-2020-11)



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4. A By-law to amend By-law 2020-34, being a By-law to Delegate Powers and Duties to the Chief Administrative Officer and Chief Financial Officer during the Covid-19 Pandemic. Ref. No. 20-64
(See Report CLK-2020-12)

5. A By-law to amend By-law 10289, being a By-law to authorize the numbering of buildings along highways in the City of Welland. Ref. No. 20-54
(See Report P&B-2020-13 from the February 18, 2020 Council meeting).

COUNCIL
CORPORATE SERVICES
FINANCE DIVISION

APPROVALS	
GENERAL MANAGER	
TREASURER	
CITY MANAGER	

REPORT FIN-2020-04 ²⁰⁻⁴
APRIL 21, 2020

SUBJECT: EXTERNAL AUDITOR APPOINTMENT

**AUTHOR: ELIZABETH PANKOFF, MBA, CPA, CGA
MANAGER OF BUDGETS AND FINANCIAL
REPORTING/ DEPUTY TREASURER**

**APPROVING
SUPERVISOR & G.M.: STEVE ZORBAS, CPA, CMA, B. Comm., DPA
GENERAL MANAGER, CORPORATE
SERVICES, CHIEF FINANCIAL OFFICER, TREASURER**

RECOMMENDATIONS:

THAT THE COUNCIL OF THE CITY OF WELLAND approves a contract with the external audit firm MNP LLP to provide audit services to the City of Welland and all local boards for a term of five (5) years covering the fiscal years 2020 to 2024; and further

THAT Welland City Council authorizes the Clerk to prepare the necessary By-law.

ORIGIN AND BACKGROUND:

Section 296(1) of the *Municipal Act, 2001* states that a municipality shall appoint an auditor licensed under the *Public Accountancy Act* who is responsible for annually auditing the accounts and transactions of the municipality and its local boards, and expressing an opinion on the financial statements of these bodies based on the audit. Section 296(3) indicates that an auditor of the municipality shall not be appointed for a term exceeding five years.

In 2011, Deloitte LLP, the City's existing auditors, were appointed for a five year term through a request for proposal (RFP) process. In 2016, Council approved a three year extension of the contract with Deloitte LLP for a term of three years covering fiscal years 2016 to 2018, and in 2018 Council approved further a one year extension covering the fiscal period 2019 due to the new financial and payroll software system implemented for January 1, 2019. With the expiry of this extension, the City must now appoint an auditor.

COMMENTS AND ANALYSIS:

The RFP process was used to select an auditor for the fiscal years 2020 to 2024. RFP documents were issued on bidding on September 13, 2019, with proposals being received back from four firms prior to the closing on October 18, 2019.

The firms submitting proposals were MNP LLP, Deloitte LLP, Grant Thornton LLP, and KPMG LLP.

The proposals were evaluated using the following criteria:

EVALUATION CRITERIA	MAX SCORE
Confirmation to Specifications/Requirements <ul style="list-style-type: none"> • Qualifications and Experience 	30%
Quality of Proposal <ul style="list-style-type: none"> • Project Understanding, Methodology and Deliverables • Proposed Personal 	20%
Technical Support	20%
Total Bid Price required to meet Specification	30%
TOTAL POINTS	100%

An Evaluation Committee, made up of Corporate Services staff, reviewed all the proposals received. Based on the evaluation criteria, MNP LLP was the highest scoring proponent, met all of the needs of the City, and was the lowest bid.

FINANCIAL CONSIDERATION:

Fees for external audit services are included in the City's annual operating budget. MNP LLP has provided a five year fee schedule that is very competitive and will meet the City's requirements.

STRATEGIC PRIORITY:

The recommendation and details in this report are operational, administrative and/or compliance related, and generally support the strategic direction of the City.

OTHER DEPARTMENT IMPLICATIONS:

The appointment of the auditors affects the City's local boards which include the Welland Public Library, Niagara Central Airport Commission, North Welland Business Improvement Area, and the Downtown Business Improvement Area, as well as Youngs Sportsplex. The affected parties will be notified of the change of external auditors.

SUMMARY AND CONCLUSION:

Staff recommends that MNP LLP be awarded the contract for external audit services for the fiscal years 2020 to 2024.

ATTACHMENTS:

None.

COUNCIL
CORPORATE SERVICES
FINANCE DIVISION

APPROVALS	
GENERAL MANAGER	[Signature]
CFO	
CAO	[Signature]

20-14
REPORT FIN-2020-05
APRIL 21, 2020

SUBJECT: 2019 REMUNERATION AND EXPENSE REPORT -
MEMBERS OF COUNCIL

AUTHOR: ANKA VUKSAN SCOTT
CAPITAL AND PAYABLES MANAGER

APPROVING SUPERVISOR: ELIZABETH PANKOFF, MBA, CPA, CGA,
MANAGER OF BUDGETS AND FINANCIAL
REPORTING/DEPUTY TREASURER

APPROVING G.M.: STEVE ZORBAS, CPA, CMA, B.Comm, DPA,
GENERAL MANAGER, CORPORATE SERVICES, CHIEF FINANCIAL
OFFICER/TREASURER

RECOMMENDATION:

THAT THE COUNCIL OF THE CITY OF WELLAND receives for information Report FIN-2020-05 with respect to 2019 Remuneration and Expenditures covering Members of Council.

ORIGIN AND BACKGROUND:

In accordance with Section 284 of the *Municipal Act, 2001* and City of Welland By-law 2018-127 as amended, Appendix I lists 2019 remuneration for all members of Council.

In accordance with Section 284 of the *Municipal Act, 2001* and City of Welland By-law 2008-36, Appendix II summarizes Council expenses for conferences, meetings and seminars attended in 2019.

COMMENTS AND ANALYSIS:

For the Council term January 1, 2019 to December 31, 2019, the annual stipend for the Mayor was \$71,740 and for each Councillor was \$18,625. The additional stipend for each committee chair is \$2,100 per year and for Vice-Mayor is \$4,200.

Remuneration reported is for the calendar year 2019.

FINANCIAL CONSIDERATION:

For the year 2019, \$382,751 was budgeted for the Mayor and Council remuneration. The total remuneration paid in 2019 was \$306,865.41, which is under budget by \$75,885.59 due to 2019 budget being passed prior to approving the revised remuneration By-law 2018-127 for members of Council. The 2019 budget for the Mayor's and Councillor's conferences, meetings, and seminars was \$32,475 with the expenditures amounting to \$42,072.80, which is over budget by \$9,597.80.

OTHER DEPARTMENT IMPLICATIONS:

Not applicable.

SUMMARY AND CONCLUSION:

It is recommended that Council approves the recommendations in Report FIN-2020-05, providing information on Council expenditures made in 2019 as required by the *Municipal Act, 2001*.

ATTACHMENTS:

Appendix I – 2019 Remuneration – Members of Council

Appendix II – Analysis of Conferences, Meetings, Seminars – Members of Council

**FIN-2020-05
APPENDIX I**

By-law 2018-127 APP I as amended

2019 Remuneration - Members of Council

Mayor:

Frank Campion	<u>71,739.77</u>	\$ 71,739.77
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Councillors:

John Chiochio	18,625.45	
Claudette Richard	18,975.45	
Lucas Spinosa	18,625.45	
Bryan Green	18,625.45	
Adam Moote	20,025.40	
Graham Speck	18,625.45	
Mary Ann Grimaldi	18,625.45	
Jim Larouche	20,025.35	
Anthony DiMarco	20,620.20	
David McLeod	20,724.98	
Leo Van Vliet	21,775.00	
Bonnie Fokkens	18,625.45	
		<u>\$ 233,899.08</u>

Total Remuneration - 2019	\$ 305,638.85
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Per General Ledger	<u>\$ 306,865.41</u>
	<u>\$ (1,226.56)</u>

Reconciliation of Difference:

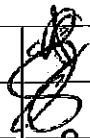
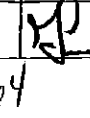

Year-End Accruals	<u>1,226.56</u>
	<u>\$ 1,226.56</u>
	\$ 0.00

2019
 CITY OF WELLAND
 ANALYSIS OF CONFERENCES, MEETINGS AND SEMINARS

FIN-2020-05
 APPENDIX II

<u>MEMBERS OF COUNCIL</u>	<u>CONFERENCES</u> <u>(520090)</u>	<u>MEETINGS</u> <u>(520200)</u>	<u>SEMINARS</u>	<u>TOTALS</u>
Mayor Frank Campion	5,348.15	3,029.97	-	8,378.12
Councillor John Chiocchio	3,414.92	-	-	3,414.92
Councillor Claudette Richard	-	-	-	-
Councillor Lucas Spinosa	5,741.13	-	-	5,741.13
Councillor Bryan Green	3,461.99	-	-	3,461.99
Councillor Adam Moote	4,918.25	-	-	4,918.25
Councillor Graham Speck	3,256.02	-	-	3,256.02
Councillor Mary Ann Grimaldi	-	-	-	-
Councillor Jim Larouche	2,288.95	188.67	-	2,477.62
Councillor Anthony DiMarco	-	-	-	-
Councillor David McLeod	-	-	-	-
Councillor Leo Van Vliet	2,675.62	672.74	-	3,348.36
Councillor Bonnie Fokkens	-	-	-	-
Mayor & Councillors	-	7,076.39	-	7,076.39
	<u>\$31,105.03</u>	<u>\$10,967.77</u>	<u>\$0.00</u>	<u>\$42,072.80</u>
GL total:	31,105.03	10,967.77	0.00	42,072.80
Variance:	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>

COUNCIL
CORPORATE SERVICES
FINANCE DIVISION

APPROVALS	
GENERAL MANAGER	
CFO	
CAO	

20-64

REPORT FIN-2020-09
APRIL 21, 2020

SUBJECT: COVID-19 FINANCIAL IMPACT REPORT

AUTHOR AND APPROVING G.M.: STEVE ZORBAS, CPA, CMA, B.Comm, DPA, GENERAL MANAGER, CORPORATE SERVICES, CHIEF FINANCIAL OFFICER / TREASURER

RECOMMENDATION:

1. THAT THE COUNCIL OF THE CITY OF WELLAND receive for information Report FIN-2020-09, Covid-19 Financial Impact Report, from the General Manager Corporate Services and Chief Financial Officer dated April 21, 2020; and further
2. THAT Welland City Council request that Niagara Region not charge interest/penalty for any partial payment of any portion of the remaining 2020 Niagara Region tax levy not remitted by City of Welland; and further
3. THAT Welland City Council request that Niagara Region defer issuance of 2020 Debt to late July/August 2020; and further
4. THAT Welland City Council forward this report to Niagara Region and all local lower tier municipalities in Niagara; and further
5. THAT Welland City Council request that the Federal and Provincial governments provide municipalities with a 2020 operating grant to help municipalities fund current operations and maintain appropriate service levels during the Covid-19 event; and further
6. THAT Welland City Council request that the Federal and Provincial governments establish a new infrastructure building program by increasing the amount of gas tax funding made available to municipalities to stimulate the economy later this year; and further
7. THAT Welland City Council request that the Federal and Provincial governments accelerate approval of ICIP project applications submitted by the City of Welland to contribute to the economic recovery after the Covid-19 event is over; and further
8. THAT Welland City Council forward this report to all local MPs and MPPs, FCM, AMO, and the Federal Minister of Finance, Minister of Municipal Affairs and Housing, and Minister of Finance for the Province of Ontario; and further

9. THAT Welland City Council extend the waiver of application of penalties charged on non-payment of current 2020 Realty tax arrears (excluding prior year arrears) from June 1-30, 2020); and further
10. THAT Welland City Council extend the deferral of 2020 water/wastewater increases from July 1, 2020 until October 1, 2020, PROVIDED that Niagara Region also defer its 2020 wholesale rate increases to that time period; and further
11. THAT Welland City Council extend waiving the charge back of NSF charges for all tax, water/wastewater, accounts receivable and miscellaneous accounts until June 30, 2020; and further
12. THAT Welland City Council extend not charging customers for removing themselves from the Pre-Authorized Payment Program (PAP) for both Tax and Water/Sewer accounts.
13. THAT Welland City Council request that all Niagara municipalities support the expansion of eligibility criteria to qualify for the 75% Canada Emergency Response Benefit wage subsidy for Covid-19 to all Municipal employers (including Library and Museum Boards), where currently it is only available to private sector employers.

ORIGIN AND BACKGROUND:

The impact of the Covid-19 pandemic demonstrates the essential role played by the City in leadership, communication and community awareness, containment, and remediation efforts to flatten the curve on the Covid-19 virus. A decision was made by the City to close all public facilities and cancel events and programming until June 30, 2020. The decision was made by the City's Corporate Leadership Team (CLT) and Emergency Control Group, based on the need to protect City staff and residents, to help contain the spread of Covid-19; and to provide some certainty for user groups and key community stakeholders. With the number of confirmed Covid-19 cases and community spread in Niagara and Ontario on the rise, public health officials are indicating that it is more important than ever to continue to practice physical distancing, including self-monitoring and self-isolation. All indications from the experts are that these measures will be in place for months, not weeks. The Covid-19 event is the largest financial challenge that residents, families, businesses, communities and municipalities have seen in history.

This report provides an "estimated" financial impact update report to Council and a summary of various cost containment initiatives implemented by CLT to mitigate the negative financial impact to the City.

Staff have assumed that normal business operations will begin to be transitioned back no earlier than July 6, 2020. An immediate 3 month closure of non-essential services has been implemented by the CLT due to the Covid-19 pandemic and the business operations and service levels have been adjusted only to deliver essential services. The preliminary impact of Covid-19 is forecasting a deficit of approximately \$550,000 after implementing various cost containment initiatives and staff will be reporting back with update reports in May and June. In addition, staff continue to review assumptions/estimates/operations/business environment as more information becomes available and financial pressures may be increased or mitigated by future Council, Provincial and Federal decisions.

The most significant impact to the City of Welland is loss of revenues which can be offset by cost containment strategies implemented by the CLT that include, but are not limited to temporary layoffs of part-time, full-time staff, summer students, interns, co-op students and the elimination of contract positions.

The impact of the Covid-19 pandemic is being felt across the country with widespread closure of businesses, and a state of emergency declared by the Province of Ontario, Niagara Region, and the City of Welland.

The Federal Government has already provided information on economic and financial support for Canadians and businesses including:

- The extension of the income tax filing due date for individuals, and deferral of payments of qualifying income tax amounts owing;
- A temporary wage subsidy program over the next three months for qualifying small businesses faced with revenue losses, and to prevent employee layoffs;
- Enhancements to the Goods and Services Tax credit and the Canada Child Benefit; and
- An Emergency Care Benefit for employees that do not qualify for Employment Insurance Benefits.

On March 25, 2020, the provincial government announced that it is deferring the next two quarterly educational property tax remittances payments by 90 days. The remittance which would have been due June 30, 2020 is now September 30, 2020, and the remittance which would have been due September 30, 2020 is now December 15, 2020.

The government also announced that the property tax reassessment that was scheduled to be implemented in 2020 for the 2021 tax year will be postponed. This will provide stability for Ontario's property taxpayers and municipalities, and will enable municipal governments to focus their attention on critical public health initiatives and other efforts to manage the local response to the Covid-19 pandemic.

COMMENTS AND ANALYSIS:

Water and Wastewater Budgets for City of Welland

Welland owns, operates, and maintains in good working order, the water and wastewater system. The water supply and wastewater treatment are purchased from Niagara Region. Water/wastewater billing charged to the consumer is based on a rate per cubic meter (m³) of water consumed, plus a fixed rate. Residents are billed quarterly, while industrial, commercial and institutional (ICI), and larger residential apartment buildings are billed monthly. The water/wastewater operating and capital programs are funded by the revenue received from the water/wastewater rate charged to consumers. Approximately 55% of the revenues are used to pay Niagara Region for the water supply. The remaining 45% is used to fund the City's day-to-day operations and capital program.

City staff are recommending deferral of the 2020 water/wastewater rates to take effect October 1, 2020 in lieu of July 1, 2020, provided Niagara Region defers the proposed 2020 Wholesale rate increases to October 1, 2020. This will assist with the financial challenges many of our residents, families, and businesses are currently struggling with.

The potential deficit in the 2020 Water/Wastewater budget is estimated between \$1.2- \$1.4 million if:

1. Niagara Region does not freeze or delay their proposed 2020 Wholesale rate increases for purchase of Water and Wastewater Treatment costs.
2. The City of Welland defers the proposed 2020 Retail Rate Increase to December 31, 2020.
3. The City of Welland does not apply penalty/late charges for unpaid 2020 Water/Wastewater billings to end of year.

To mitigate, staff will reduce the 2020 staff inter-departmental chargebacks to the water/wastewater fund.

City provided Financial Assistance for Residents and Businesses-Welland City Council approvals

As stated previously in this report, the current Covid-19 pandemic is causing financial hardship for many residents and business owners. The CLT is recommending additional financial assistance for residents and businesses in Welland as follows:

1. Extend the waiver of application of penalties charged on non-payment of current 2020 Realty tax arrears (excluding prior year arrears) from June 1-30, 2020.
2. Defer 2020 water/wastewater rate increases from July 1, 2020 to October 1, 2020 provided Niagara Region also defers its proposed wholesale rate increases for water/wastewater to October 1, 2020.
3. Waive all NSF charges from March 19 – June 30, 2020.
4. Waive all fee's associated with removing customers from PAP program from March 19- June 30, 2020.

FINANCIAL CONSIDERATION:

Cost Containment Initiatives Implemented by CLT:

1. Cancellation of Conferences effective March 19	\$121,000
2. Reduction of Promotions budgets (20%)	\$65,000
3. Reduce Ditching program	\$40,000
4. Reduce Catch Basin Cleaning (defer to 2021)	\$40,000
5. Defer Hard Surface Install @ Shaw St. Haulage station	\$25,000
6. Cancel Sweeping Contract and complete in house	\$45,000
7. Reduced fuel expenses at Transit	\$354,800
8. Reduced fuel – Other	\$131,000
9. Salary/Benefit Savings – Temporary Layoffs	\$1,950,000
10. Reduce Welland Museum 2020 Operating Grant	\$28,000
11. Reduce Library 2020 Operating Grant	\$291,000
12. Reduce 2020 Permissive Grants where events cancelled	\$100,000
13. Increase 2020 Welland Hydro Dividend	\$150,000
14. Cost Containment all City Departments – excl. salary/benefits	<u>\$560,000</u>
Sub-Total	\$3,900,800

Operating Losses Due to Covid-19

1. Reduced revenues-Recreation/Arenas/Wellness	\$230,000
2. YSP reduced revenues-Back to regular scheduling Sept 2020	\$250,000
3. Parking revenues reduced	\$124,000
4. Decrease Supplementary/Omit Taxes	\$50,000
5. Reduced charge backs to Water/WW budgets	\$1,400,000

6. Covid-19 Initiatives to be initiated - various	\$500,000
7. Increased NSF charges	\$10,000
8. Reduction Building Department Revenues	\$23,500
9. Clerk's revenue reductions	\$32,700
10. Penalty/Interest Charges reduced	\$840,500
11. By-law revenue loss	\$4,500
12. Increased software licences for IT due to Covid-19	\$33,900
13. POA revenue reduced	\$30,000
14. Increased operating expenses due to COVID-19	\$50,000
15. Lost Revenue – Transit	<u>\$871,000</u>
Sub-Total	\$4,450,100

NET PROJECTED DRAFT DEFICIT \$549,300

Covid-19 Related Assumptions

1. The closure of recreation facilities will result in significant lost revenues. (Staff have assumed all recreational facilities and programming will begin re-opening July 6, 2020). The lost revenues are a result of immediate closures, cancellation of spring/ summer classes, and anticipated reduced revenues for the rest of the year as client behavior gradually returns.
2. Staff have assumed all conferences for all departments, including Mayor and Council, cancelled from March 19 to December 31, 2020.
3. Staff have reduced all Corporate Promotions budgets by 20%.
4. To protect the health of both transit operators and passengers, and implement social distancing, rear-door only entrance was introduced. In addition, numerous service level adjustments were made over the past weeks to recognize significant loss in ridership and revenue loss due to "free fares". Transit revenue losses are offset by reduced diesel consumption and lower fuel pricing.
5. Interest rate earnings will be lower as the Bank of Canada has lowered interest rates. This will negatively impact interest earned in the Operating budget and interest allocated to reserve funds. On the other hand, the City will be issuing debt and we expect interest rate savings due to record low interest rates.
6. Parking enforcement is reduced with fewer cars on the road.
7. Staff are projecting that fewer Provincial Offences (POA) tickets will be issued and with the closure of courts, some revenues will be deferred.
8. The four-month relief on reduction in penalties/interest charges to tax accounts will negatively impact the City. If relief is provided to the end of the year, the City will have a revenue shortfall and has assumed waiver will continue to December 31, 2020.
9. Other increased operating costs due to Covid-19 such as premiums for protective equipment, increased cleaning supplies and frequency of cleaning, material, supplies, and increased advertising.
10. Salary savings due to temporary layoffs for part-time and full-time staff, summer students, and not hiring Interns are assumed.
11. The CLT will delay the hiring of new staffing due to vacancy, resulting in gapping savings.
12. The CLT has implemented various cost containment initiatives in regards to discretionary spending in the 2020 Operating budget.

The combined effect of COVID-19 and currently projected variances as a result of regular business is a forecasted deficit of approximately \$550,000. Staff will continue to refine these estimates as more information becomes available. Pressures may also be increased or mitigated by future Council, Provincial and Federal decisions.

City's 2020 Capital Program and All Approved & Outstanding Projects

A similar exercise will be undertaken on the City's approved 2020 capital program as more information becomes available. Some capital projects may have to be delayed or cancelled. The April 3, 2020 announcement by the Province stopping all non-essential construction could have an impact on the City's 2020 capital program.

Cash Flow Pressures for the City

Staff are monitoring the City's cash flow daily. Our current line of credit allows the City to access up to a maximum of \$9 million. City staff are seeking Welland City Council support requesting that Niagara Region not charge penalty/interest on any 2020 Regional Levy payments that are not paid due to cash flow challenges the City of Welland may experience due to non-payment of realty taxes by residential/commercial/industrial customers. The Province recently announced the deferral of Education tax remittances to the School Boards by 90 days (September and December) and this will assist the City's cash flow requirements. Staff will also be monitoring taxes receivable and all other receivables.

Permissive Grants and Special Events

Staff have not engaged in formal discussions with any organizations that have cancelled their 2020 special events. The potential exists for the City to realize cost savings if prior approved permissive grants for such cancelled events are returned to the City to assist with our revenue shortfalls. City staff continue to seek Council direction requesting prior approved 2020 grants for special events that have been cancelled to date, or that will be cancelled, to request return of such funds to assist with the Covid-19 financial challenges.

Library and Museum Boards

The CLT has been working closely with both the Library and Museums boards and each entity has also engaged various cost containment initiatives which have included temporary layoff for part-time and full time staff. City staff are requesting City Council to reduce the Library's 2020 Operating Grant in the amount of \$291,000, and the Museum 2020 Operating Grant in the amount of \$28,000.

Consider 75% Wage Subsidy to include Municipal Employer's including Library and Museum Boards

The Ontario Municipal Human Resources Association (OMHRA) supports including municipal employer's to apply to receive 75% wage subsidy for retaining employees.

Municipalities, especially those with Transit systems, are experiencing revenue loss and mitigating staffing costs through wage subsidies can assist municipalities in coping with financial challenges. Allowing municipal employer's to participate in a 75% wage subsidy, as is currently available to private sector employers, can assist municipalities in retaining staff and/or recalling staff that have been laid off

OTHER DEPARTMENT IMPLICATIONS:

Discussed in report.

SUMMARY AND CONCLUSION:

It is unknown the length of this crisis, but the CLT has implemented cost containment initiatives to deliver essential services to end the year in a stronger financial position in the absence of continuing business as usual. It is inevitable, as revenues decrease, while many costs continue, that CLT will be challenged to end the year with a balanced budget. All four levels of government have provided assistance for Welland residents and businesses. Municipalities in Ontario cannot sustain such fiscal pressures and will require assistance from both provincial and federal levels of government. The Finance department is monitoring the City's daily cash position and developing strategies to mitigate ending the 2020 calendar year in a deficit.

The CLT meets daily to ensure essential services are delivered, discuss issues, and ensure the health and safety of all residents and staff. They will continue to implement various cost containment initiatives to ensure the City's year-end financial position avoids a deficit. The City can run a deficit in a given year but it cannot budget for a deficit. Any deficit can be offset through the use of reserves or by increasing taxes in the subsequent year, or by increasing non-tax revenues. The state of the City's year-end financial position, the state of the economy later in the year, and the financial position of the City's residents and businesses will determine the extent of any 2021 tax increases and the rate of growth. Staff will work with Council including a 2021 budget update at the September Budget Committee meeting.

During such challenging economic times, all governments are thinking about the financial recovery that follows. As such, it is incumbent upon both Federal and Provincial governments to establish infrastructure-building programs to provide jobs and get the economy moving. Municipalities have always supported such incremental programs. It is important for Welland City Council, through the Mayor's office, to work with FCM and AMO to support such new incremental programs. Increased funding opportunities include dramatically increasing Federal and Provincial gas tax allocations, and accelerating approvals for the existing Investing in Canada Infrastructure Program (ICIP).

The City of Welland has submitted applications to the federal and provincial ICIP for key strategic initiatives and capital projects. ICIP's cost-sharing arrangement requires the municipality to contribute 26.67% of the funds with the remainder split between the Federal government at 40%, and the Provincial government at 33.33%. The details of the City's applications are as follows:

- Forks Road Bridge Replacement - \$5 million
ICIP – Rural and Northern Communities Stream
- New Transit Operations Facility - \$15 million
ICIP – Public Transit Stream
- Waterfront Redevelopment/Recreational and Cultural Amenities - \$13.5 million
ICIP – Community, Culture and Recreation Stream
- Broadway Infrastructure Improvements - \$1.43 million
- ICIP – Green Stream

Based on communications with provincial officials, the City's Forks Road Bridge Replacement application and new Transit Operations Facility application have been "nominated" by the province and sent to the federal government for review. To date, we have not received any updates regarding the status of our Waterfront Redevelopment application. City staff are continuing to work closely with our federal MP, Vance Badawey.

All these projects can be commenced immediately if funding is approved by the Federal and Provincial governments. The CLT will also provide Council with updates in late May and June. The City of Welland will need to rely on the Provincial and Federal governments who have the

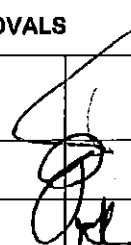
fiscal firepower to provide necessary funding programs to ensure continued economic prosperity for the City of Welland and Niagara Region.

The Corporate Leadership Team will be providing updated Covid-19 Financial Impact Reports in May and June.

ATTACHMENTS:

None.

COUNCIL
INFRASTRUCTURE AND DEVELOPMENT SERVICES
ENGINEERING DIVISION

APPROVALS	
GENERAL MANAGER	
CFO	
CAO	

REPORT ENG-2020-16
APRIL 21, 2020

05-100

**SUBJECT: COURTHOUSE ROOF REPLACEMENT – TENDER
AWARD**

**AUTHOR: GAGE STEPHENS
FACILITIES MAINTENANCE MANAGER**

**APPROVING
MANAGER: SHERRI-MARIE MILLAR, P.ENG.
MANAGER OF ENGINEERING**

**APPROVING G.M.: TRAVERS FITZPATRICK
GENERAL MANAGER, INFRASTRUCTURE AND
DEVELOPMENT SERVICES**

RECOMMENDATIONS:

1. THAT Council accepts the tender of Exterior Elements Ltd. in the amount of \$197,500 (plus HST) being the lowest of seven (7) proposals received for the Courthouse Roof Replacement;
2. THAT Council directs staff to prepare the necessary by-law and documents to execute the project; and
3. THAT Council authorizes the Mayor and Clerk to execute all necessary documents to execute the project.

ORIGIN AND BACKGROUND:

The Welland County Court House, built in 1855-1856 on the corner of East Main Street and Cross Street, is Welland's most important architectural link to its past and an architectural monument not only to the history of the City of Welland, but to the history of the entire Niagara Peninsula as well.

An addition to the original building was constructed in 1954 to provide further courtrooms and judge's chambers. The roof of this extension is flat and consists of a four (4) ply modified bitumen assembly. It has been in place well past its expected service life and requires immediate replacement as does the aging exterior wood stair set that provides access to the southeast corner of the roof.

The roof replacement also presents an opportunity to remove ducts from the main air-handling unit positioned at the center of the roof. The existing insulation around the ducts is only partially intact and saturated with water. As part of the roof works, the ducts will be removed, inspected and replaced with new insulation and seals.

This work is expected to significantly improve the building's heating and cooling efficiencies.

Owned by the Corporation of the City of Welland, the courthouse is leased to the Ministry of the Attorney General to hold provincial offences court. Measures are necessary to minimize any disruption to the daily operations within the building during the roof replacement.

COMMENTS AND ANALYSIS:

Construction Constraints:

In an effort to mitigate the impact of the roof construction on the occupants (noise and odours), potential contractors were required to bid on the project within the following defined working schedule:

- Evenings (outside regular business hours);
- May 1 to May 10, 2020 (all hours); and/or
- June 5 to June 14, 2020 (all hours).

In addition to the roof replacement, potential contractors were requested to provide a provisional price to replace the aging exterior wood staircase.

Procurement Process:

The Request for Proposal (RFP) for the courthouse roof replacement was released on Biddingo.com, a major Canadian tendering website, on February 10, 2020. There were 25 plan takers and fifteen (15) contractors attended the mandatory site meeting held on February 25, 2020.

The call for proposals closed on March 13, 2020 with (9) bids submitted. Two of the submissions were deemed non-compliant and the respective cost envelopes were not opened.

The following is a summary of the bids received:

CONTRACTOR	BID PRICES (\$)		TOTAL BID (Excl. HST) (\$)
	ROOF	(Provisional) STAIRS	
Exterior Elements Ltd.	184,000	13,500	197,500
Maxim Roofing Ltd.	237,000	21,995	258,995
Eileen Roofing Inc.	270,880	10,500	281,380
Nortex Roofing Ltd.	298,750	20,000	318,750
Schreiber Brothers Ltd.	332,330	11,945	344,275
Trlumph Roofing and Sheet Metal Inc.	345,616	22,000	367,616
Industrial Roofing Services Ltd.	397,610	14,500	412,110
Always Roofing Ltd.	<i>Non-Compliant</i>		N/A
Goodmen Corporation	<i>Non-Compliant</i>		N/A

Exterior Elements Ltd. submitted the lowest bid of \$197,500.00, which includes both the roof replacement and the provisional supply and installation of the new stairs to the rooftop.

Moreover, Exterior Elements Ltd. proposes to complete the work after hours, 6:00pm – 6:00am for a projected duration of 14 days. As such, business within the courthouse will not be disrupted.

FINANCIAL CONSIDERATION:

The proposal price from the low bidder for the roof replacement, construction inspection fees and 1.76% for the City's share of HST results in an ultimate project value of approximately \$210,643.00.

A breakdown of the funding structure for this project is illustrated in the following table inclusive of Net HST:

2018 CAPITAL BUDGET (540000-10-442-18030) - \$250,000.00	AMOUNT (Incl. City HST)
Exterior Elements Ltd.	\$200,976.00
Jocelyn Roof Consultants Group Inc. – Construction Inspection	\$9,667.00
Total	\$210,643.00

OTHER DEPARTMENT IMPLICATIONS:

Contract administration for tendering, agreement, and contract payments have been and will be kept in compliance with the approved practices of the Finance, Clerks and Legal departments.

SUMMARY AND CONCLUSION:


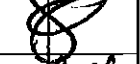

Replacement of the Welland Courthouse roof is required given that it has been in place well past its service life and susceptible to leaking. The new roof will permit the continued leasing of the building.

Staff recommends awarding the contract to Exterior Elements Ltd., of Hannon, Ontario to replace the existing roof assembly and exterior stair set at the courthouse.

ATTACHMENTS:

None

COUNCIL
INFRASTRUCTURE AND DEVELOPMENT SERVICES
ENGINEERING DIVISION

APPROVALS	
GENERAL MANAGER	
CFO	
CAO	

20-56

REPORT ENG-2020-17
APRIL 21, 2020

SUBJECT: 2020 AND 2021 FLOW MONITORING AND I/I INVESTIGATION PROGRAM

AUTHOR: MARVIN INGEBRIGTSEN, P.ENG. INFRASTRUCTURE PLANNING SUPERVISOR

APPROVING MANAGER: SHERRI-MARIE MILLAR, P.ENG. MANAGER OF ENGINEERING

APPROVING G.M.: TRAVERS FITZPATRICK, GENERAL MANAGER, INFRASTRUCTURE AND DEVELOPMENT SERVICES

RECOMMENDATIONS:

1. THAT COUNCIL accepts the proposal from GM BluePlan Engineering in the amount of \$606,340.00 (plus HST) being the highest scoring technical proposal and the lowest cost of three (3) proposals received for the 2020 and 2021 Flow Monitoring and I/I Investigation Program;
2. That Council directs staff to prepare the necessary by-law(s) and documents to execute the project; and
3. THAT Council authorizes the Mayor and Clerk to execute all necessary documents to execute the project.

ORIGIN AND BACKGROUND:

The City of Welland requires an annual Flow Monitoring and I/I Investigation Program in order to meet mandatory Environment Canada (EC) and Ministry of the Environment, Conservation and Parks (MECP) reporting requirements. This program also provides pre and post monitoring for new development sites and capital works construction projects, locating and quantifying inflow/infiltration, as well as condition/operational performance flow monitoring on an as needed basis.

The City has been implementing sewer flow monitoring for many years. In addition to utilizing the data collected for mandatory reporting it has been used to identify sources of high wet weather flow. Currently the City's wastewater treatment volume is approximately double the volume of water purchased. Ongoing flow monitoring will help determine the sources of this extraneous flow with the long-term goal of eliminating the same.

COMMENTS AND ANALYSIS:

The Request for Proposal (RFP) for the 2020 and 2021 Flow Monitoring and I/I Investigation Program was released on Tuesday February 11, 2020 and was publicly advertised and posted with a major Canadian tendering website for a three (3) week period.

Three (3) professional proposals were received on closing day, Tuesday March 3, 2020. Submissions were reviewed for accuracy and have been found to be in compliance with City of Welland requirements and the provisions of the current Purchasing Policy. The professional proposals were evaluated on both technical merit and cost.

The professional fees from the proposals submitted for this two-year assignment, excluding taxes, are summarized in the following table:

CONSULTANT NAME & ADDRESS	PROPOSAL FEES (excl. HST)
GM BluePlan Engineering 1266 South Service Road, Unit C31 Stoney Creek, ON L8E 5R9	\$606,340.00
Associated Engineering (Ont.) Ltd. 300 – 509 Glendale Ave E Niagara-on-the-Lake, ON L0S 1J0	\$773,947.88
AECOM Canada Ltd. 105 Commerce Valley Drive West Markham, ON, Canada L3T 7W3	\$868,999.30

GM BluePlan Engineering (GMBP) of Stoney Creek, Ontario received the highest technical score in addition to providing the lowest overall price. GMBP is an established company in southern Ontario, serving the Niagara Region and surrounding area, and has been successful with completing similar. In addition, GMBP has successfully completed similar work for the City of Welland and is currently completing the City's Pollution Prevention Control Plan and Wastewater Master Servicing Plan.

Staff at this time considers the firm's performance to be satisfactory in accordance to our specifications and standards, and therefore, recommends that the firm be awarded the contract.

Work is expected to begin late spring and continue for approximately two (2) years until completion at the end of December 2021.

FINANCIAL CONSIDERATION:

The fees from GMBP for this two-year assignment results in an ultimate project value of **\$685,164.20** (\$606,340.00 + HST \$78,824.20).

Specifically, \$345,474.90(2020) and \$339,689.30 (2021) incl. HST.

A breakdown of the funding structure for this project is summarized below.

Funding Breakdown

Capital Budget	Amount
CSO & Sewer System Flow Level Monitoring – 2020 (10-330-20315)	\$130,000.00
Lincoln & Coventry Flow Monitoring – 2020 (10-330-20325)	\$30,000.00
Evelyn Ditch Flow Monitoring – 2020 (10-330-20335)	\$100,000.00
ICIP – Green Stream – Broadway – 2020 (10-330-20222)	\$50,000.00
Inflow & Infiltration Reduction – 2020 (10-330-20347)	\$150,000.00
New Development Flow Monitoring – 2020 (Developer or Eng Review Fees)	\$25,000.00
Inflow & Infiltration Reduction – 2019 (10-330-19347)	\$100,000.00
Private Side I/I Abatement – 2018 (10-330-18082)	\$100,000.00
Total Funding	\$685,000.00

**Continuation of the project in 2021 is subject to Council Budget Approval*

SUPPORT OF ASSET MANAGEMENT PLAN:

The 2015 City of Welland Comprehensive Asset Management Plan identifies an Asset Management Overview (page 11). The 2020 and 2021 Flow Monitoring and I/I Investigation Program informs decisions that support the following strategies:

- *The replacement or rehabilitation of assets;*
- *The optimal level of maintenance investment required to optimize the long-term costs of the assets (i.e. does more maintenance result in a longer useful life?);*
- *Disposing of assets that are not required to meet service levels; and*
- *Addressing policies that impact the strategy for how to renew the asset (i.e. does the asset size/design need to change to meet a certain policy?).*

The 2016 Addendum to the City of Welland Comprehensive Asset Management Plan identifies that "infrastructure expenditure needs are in excess of the available revenue. The analysis indicates that the funding gap is approximately \$20 million per year" (page 22). It also identifies current asset management strategies that are practiced in Welland (page 15). The 2020 and 2021 Flow Monitoring and I/I Investigation Program informs decisions that support the following strategies:

- *Combined sewer separation: The separation of combined sewers are among the highest priority projects in Welland. In most cases, the separation of*

combined sewers is completed through the construction of a storm sewer along the same alignment, and the conversion of the combined sewer to function as a sanitary sewer.

OTHER DEPARTMENT IMPLICATIONS:

Contract administration for tendering, agreement, and contract payments have been and will be kept in compliance with the approved practices of the Finance, Clerks and Legal departments.

SUMMARY AND CONCLUSION:

The City of Welland requires an annual Flow Monitoring and I/I Investigation Program in order to meet legislated reporting requirements. This program also provides pre and post monitoring for construction projects (new development and capital) and will serve in part to identify the sources of extraneous flows treated at the wastewater treatment plant that exceed the volumes of potable water purchased.

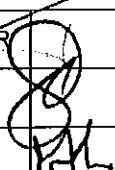
In response to the 2020 and 2021 Flow Monitoring and I/I Investigation Program Request for Proposal (RFP), three (3) professional submissions were received. GM BluePlan Engineering (GMBP) of Stoney Creek, Ontario scored highest in the technical evaluation and submitted the lowest overall price of \$606,340.00 (plus HST).

Flow Monitoring and I/I Investigation is a crucial component in maintaining the City's sanitary and storm sewer network and informing the reduction of wet weather flow leading to the reduction of I/I treatment costs, environmental discharges and the risk of basement flooding.

Staff recommends awarding the 2020 and 2021 Flow Monitoring and I/I Investigation Program contract to GM BluePlan Engineering in the amount of \$606,340.00 (plus HST).

ATTACHMENTS:

None.

APPROVALS	
GENERAL MANAGER	
CFO	
CAO	

COUNCIL**INFRASTRUCTURE AND DEVELOPMENT SERVICES**

20-53

REPORT P&B-2020-19
APRIL 21, 2020

**SUBJECT: APPLICATION FOR DRAFT PLAN OF SUBDIVISION
(FILE NO. 26T-14-19004) BY UPPER CANADA
CONSULTANTS FOR LANDS ON THE SOUTH SIDE OF
WEBBER ROAD, EAST SIDE OF COLBECK DRIVE AND
WEST OF THE WELLAND RIVER, WITH NO MUNICIPAL
ADDRESS**

**AUTHOR: RACHELLE LAROCQUE, BES, M.Sc., MCIP, RPP
PLANNING SUPERVISOR**

**APPROVING SUPERVISOR: GRANT MUNDAY, B.A.A., MCIP, RPP
MANAGER OF DEVELOPMENT APPROVALS**

**APPROVING G.M.: TRAVERS FITZPATRICK
GENERAL MANAGER,
INFRASTRUCTURE AND DEVELOPMENT SERVICES**

RECOMMENDATION:

THAT THE COUNCIL OF THE CITY OF WELLAND approves a Plan of Subdivision for lands on the south side of Webber Road, east side of Colbeck Drive, and west side of the Welland River, more specifically described as Part of Lot 259 and Part of Broken Front Line 256, former Township of Thorold, now in the City of Welland, with no municipal address, subject to the following conditions:

1. That the Owner enter into a Subdivision Agreement with the City of Welland that is to be registered on title.
2. That no grading or construction work shall commence until such time as the Subdivision Agreement has been entered into and financial securities are in place.
3. That all development must conform to the City's 'Municipal Standards', as amended.
4. That all necessary easements are provided to the appropriate Authority, free and clear of all encumbrances.
5. That the applicant pays \$300 per lot for future tree planting.

6. That the Owner agrees to pay a Cash-in-Lieu of Parkland Dedication of 5% in accordance with the City's Parkland Dedication and Cash-in-Lieu of Parkland Dedication Policy, or any policy successor thereto.
7. That the Owner dedicates to the City, free and clear of all encumbrances, Block 9, for the preservation of potential archaeological artefacts.
8. The Owner shall indicate in the Agreement, in words satisfactory to Bell Canada, that it will grant to Bell Canada any easements that may be required, which may include a blanket easement, for communication/telecommunication infrastructure. In the event of any conflict with existing Bell Canada facilities or easements, the Owner shall be responsible for the relocation of such facilities or easements.
9. The owner shall complete to the satisfaction of the Manager of Engineering of the City of Welland and Canada Post:
 - a. That the home/business mail delivery will be from a designated Centralized Mail Box.
 - b. That the developer/owners be responsible for officially notifying the purchasers of the exact Centralized Mail Box locations prior to the closing of any home sales.
10. The Owner further agrees to:
 - a. Work with Canada Post to determine and provide temporary suitable Centralized Mail Box locations which may be utilized by Canada Post until the curbs, boulevards and sidewalks are in place in the remainder of the subdivision.
 - b. Install a concrete pad in accordance with the requirements of and in locations to be approved by Canada Post to facilitate the placement of Community Mail Boxes.
 - c. Identify the pads above on the engineering servicing drawings. Said pads are to be poured at the time of sidewalk and/or curb installation within each phase of the plan of subdivision.
 - d. Determine the location of all centralized mail receiving facilities in co-operation with Canada Post and to indicate the location of the centralized mail facilities on appropriate maps, information boards and plans. Maps are also to be prominently displayed in the sales office(s) showing specific Centralized Mail Facility Locations.
11. That the Subdivision Agreement between the owner and the City contain a provision whereby the owner agrees to implement the recommendations of the *Stage 1-2 Archaeological Assessment* (prepared by Detritus Consulting Ltd., dated August 26, 2019).

12. That no grading or other soil disturbances shall take place on the subject property prior to the issuance of a letter from the Ministry of Heritage, Sport, Tourism, and Culture Industries, through the Niagara Region Planning and Development Services Department, confirming that all archaeological resource concerns have been met.
13. That the following clauses shall be included in the Subdivision Agreement between the owners and the City of Welland:

"Should deeply buried archaeological remains/resources be found on the property during construction activities, the activities impacting the archaeological resources must cease immediately and the Archaeology Programs Unit of the Ontario Ministry of Heritage, Sport, Tourism, and Culture Industries (416-212-8886) and owner's archaeological consultant shall be notified immediately."

"As on virtually any property in southern Ontario, it is possible that Aboriginal or Euro-Canadian burials could be present within the development area. In the event that human remains are encountered during construction, the owner shall immediately notify the police or coroner, the Registrar of Cemeteries of the Ministry of Small Business and Consumer Services (416-326-880), the Ministry of Heritage, Sport, Tourism, and Culture Industries and Detritus Consulting Ltd."

14. That the Subdivision Agreement between the owner and the City contain a provision whereby the owner agrees to implement the approved noise mitigation measures and ensure the required warning clauses be included in all offers and agreements of purchase and sale or lease for Lots 1 & 2 to survive closing in accordance with the *Noise Feasibility Study* (dated December 13, 2019, prepared by HGC Engineering.)
15. That a detailed Erosion and Sediment Control (ESC) Plan be prepared for review and approval by the Niagara Region. All erosion and sediment control measures shall be maintained in good condition for the duration of construction until all disturbed surfaces have been stabilized. Muddy water shall not be allowed to leave the site.
16. That the Subdivision Agreement contain wording wherein the owner agrees to implement the mitigation measures as generally described in the EIS prepared by Beacon Environmental, dated December 2019, including but not limited to:
 - a. Stormwater runoff from paved surfaces should be directed to the City's storm sewers.

- b. Development and site alteration, including grading, should be confined to the established limits of development (outside the 15 m buffer to wetland and fish habitat). All construction materials and equipment should be stored inside the limits of development.
 - c. No vegetation clearing or disturbance shall occur during the peak period of bird nesting (from May 16 to July 15). From April 1 to May 15 and July 16 to August 31, vegetation clearing could occur but nest surveys must be completed to confirm lack of nesting. If nesting is found, the vegetation clearing (in an area around the nest) must wait until the nesting has concluded.
17. That a Restoration/Landscape Plan, prepared by a full member of the Ontario association of Landscape Architects (OALA) or similar professional (e.g., ecologist/biologist), be provided to the satisfaction of the Niagara Region. The plan should include the removal of invasive species and identify and illustrate the location of additional native trees, shrubs and groundcover to be planted within the PSW and Significant Valleyland buffers, as appropriate.
 18. That permanent rear-lot fencing be provided along Lots 1-7 and the edge of the wetland buffer in Lot 8, and shown on all applicable plans and drawings. A no-gate bylaw is recommended to reduce human encroachment and limit the movement of pets into the adjacent natural area.
 19. That a Grading Plan will be provided to the satisfaction of Niagara Region, that demonstrates no grading within the PSW, Significant Valleyland and/or their buffers.
 20. That the subdivision agreement contain wording wherein the owner agrees to implement the approved plans required as per the conditions above, including but not limited to the requested ESC Plan, Restoration/Landscape Plan, and Grading Plan.
 21. That the owner submit a written undertaking to the Niagara Region (Development Services Division) that draft approval of this subdivision does not include a commitment of servicing allocation by the Regional Municipality of Niagara as this servicing allocation will be assigned at the time of registration and any pre-servicing will be at the sole risk and responsibility of the owner.
 22. That the owner submit a written undertaking to the Niagara Region (Development Services Division) that all offers and agreements of Purchase and Sale, which may be negotiated prior to registration of this subdivision, shall contain a clause indicating that a servicing allocation for this subdivision will not be assigned until the plan is registered, and a similar

clause be inserted in the subdivision agreement between the owner and the City.

23. The owner shall submit the design drawings (with calculations) for the sanitary and storm drainage systems required to service this development and obtain Ministry of the Environment Conservation and Parks, Environmental Compliance Approval under the Transfer of Review Program.
24. The owner shall submit the design drawings (with calculations) for the sanitary and storm drainage systems required to service this development and obtain Ministry of the Environment Conservation and Parks, Environmental Compliance Approval under the Transfer of Review Program.
25. That the Developer provide detailed grading, construction sediment, and erosion control drawings to the Niagara Peninsula Conservation Authority for review and approval.
26. That the Developer provide appropriate limit-of-work fencing along the rear of Lots 1 to 7 and the boundary of the 15 metre wetland buffer an/or the 7.5 metre setback from the stable top of slope (whichever is further from the Welland River) within Lot 8, to the satisfaction of the Niagara Peninsula Conservation Authority.
27. That the Developer provide a 1.5 metre high chain-link fencing along the rear of Lots 1 to 7 and the boundary of the 15 metre wetland buffer an/or the 7.5 metre setback from the stable top of slope (whichever is further from the Welland River) within Lot 8, to the satisfaction of the Niagara Peninsula Conservation Authority. The applicable engineering drawings and the Subdivision Agreement are to clearly indicate that the chain link fencing is not to have any gates for Lots 1 to 7.
28. That the Developer provide a buffer Restoration Plan to provide enhancements to the wetland buffer, to the satisfaction of the Niagara Peninsula Conservation Authority. Scoping of the Restoration Plan is to be obtained from the Niagara Peninsula Conservation Authority and implementation of the Restoration Plan is to be done through an NPCA Work Permit.
29. That the Developer obtain a Work Permit from the Niagara Peninsula Conservation Authority for the proposed cut/fill of the 100 year flood plain on Lot 8 prior to beginning any site works.
30. That the Developer obtain a Work Permit from the Niagara Peninsula Conservation Authority for any restoration works within any lands regulated

by the Niagara Peninsula Conservation Authority prior to beginning any site works.

31. That the following warning clause be included in the Subdivision Agreement, to the satisfaction of the Niagara Peninsula Conservation Authority: "The Owner of Lot 8 is hereby advised that the property contains areas that are regulated by the Niagara Peninsula Conservation Authority. Any development including grading and vegetation removal requires approval from the Niagara Peninsula Conservation Authority."
32. A complete engineering design shall be submitted along with an engineering brief outlining the extent of the infrastructure additions and improvements for review and approval.
33. A storm water management brief outlining the impacts on the existing system shall be submitted for review and approval.
34. All costs associated with the development including reinstatement of existing conditions shall be to as good or better conditions, and be at the cost of the developer.
35. That the driveway on Lot 1 be located as southerly as possible from the intersection of Colbeck Drive and Webber Road.
36. That the Developer submit a Geotechnical Report to the satisfaction of the City of Welland Chief Building Official at the time of Building Permit.
37. That prior to granting approval for the Final Plan of Subdivision, City of Welland Planning Division will require written notice from the following upon their respective Conditions of Draft Plan Approval have been met satisfactorily:
 - Bell Canada Conditions: 7
 - Canada Post Conditions: 8, 9
 - Region of Niagara Conditions: 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23
 - Niagara Peninsula Conservation Authority Conditions: 24, 25, 26, 27, 28, 29, 30, 31
38. That is Final Approval is not given to this Plan within three (3) years of the approval date and no extensions have been give, Draft Approval shall lapse. If the Owner wishes to request extension to Draft Approval, a written request with reasons why the extension is required, must be received by the City prior to the lapsing date; and further,

THAT Welland City Council authorizes the Mayor and Clerk to sign the Draft Approval and Final Approval Plans once all Conditions have been satisfied.

ORIGIN AND BACKGROUND:

Application for Approval of a Draft Plan of Subdivision for lands on the south side of Webber Road, east side of Colbeck Drive, and west side of the Welland River was received on December 17, 2019 and was deemed complete on December 20, 2019.

The purpose of the application for Draft Plan of Subdivision approval is to allow for the future construction of an eight (8) unit and one block plan of subdivision, with all lots fronting on Colbeck Drive. One block will be given to the City for the protection of potential archaeological resources.

COMMENTS AND ANALYSIS:**The Proposal**

The application has been made to create eight (8) new lots for residential purposes, and one block that will be dedicated to the City for the preservation of archaeological resources.

The Site

The lands are located on the east side of Colbeck Drive, west of the Welland River, and south of Webber Road. The lands are within the Urban Boundary of the City of Welland.

Surrounding Uses

The land uses to the north, west, and south are residential, being a mix of singles and townhouse dwellings. The property to the south is outside of the Urban Boundary of the City of Welland. To the east runs the Welland River, and residential neighbourhoods developed on the opposite side of the river.

Development and Agency Comments

Enbridge Gas Inc.
(February 19, 2020)

- Enbridge Gas Inc. does not object to the proposed application, however, we reserve the right to amend or remove development conditions.
- This response does not constitute a pipe location, clearance for construction, or availability of gas.
- The applicant shall contact Enbridge Gas Inc.'s Customer Connections department by emailing customerconnectionscontactcentre@enbridge.com to determine gas availability, service and meter installation details and to ensure all gas piping is installed prior to the commencement of site landscaping (including, but not limited to: tree

planting, silva cells, and/or soil trenches) and/or asphalt paving.

- In the event that easement(s) are required to service this development, and any future adjacent developments, the applicant will provide the easement(s) to Enbridge Gas Inc. at no cost.

Bell Canada
(February 6, 2020)

- The following paragraph is to be included as a condition of approval:
- "The Owner shall indicate in the Agreement, in words satisfactory to Bell Canada, that it will grant to Bell Canada any easements that may be required, which may include a blanket easement, for communication/telecommunication infrastructure. In the event of any conflict with existing Bell Canada facilities or easements, the Owner shall be responsible for the relocation of such facilities or easements."
- We hereby advise the Developer to contact Bell Canada during detailed design to confirm the provision of communication/telecommunication infrastructure needed to service the development.
- As you may be aware, Bell Canada is Ontario's principal telecommunications infrastructure provider, developing and maintaining an essential public service. It is incumbent upon the Municipality and the Developer to ensure that the development is serviced with communication/telecommunication infrastructure. In fact, the 2014 Provincial Policy Statement (PPS) requires the development of coordinated, efficient and cost-effective infrastructure, including telecommunications systems (Section 1.6.1)
- The Developer is hereby advised that prior to commencing any work, the Developer must confirm that sufficient wire-line communication/telecommunication infrastructure is

available. In the event that such infrastructure is unavailable, the Developer shall be required to pay for the connection to and/or extension of the existing communication/telecommunication infrastructure.

- If the developer elects not to pay for the above noted connection, then the Developer will be required to demonstrate to the satisfaction of the Municipality that sufficient alternative communication/telecommunication will be provided to enable, at a minimum, the efficient delivery of communication/telecommunication services for emergency management services (i.e., 911 Emergency Services).

Canada Post
Corporation
(February 26, 2020)

- This development will receive mail service to centralized mail facilities provided through our Community Mailbox program.
- The conditions that will be requested for Canada Post Corporation's purposes have been included.
 - 1) The owner shall complete to the satisfaction of the Director of Engineering of the City of Welland and Canada Post:
 - a) That the home/business mail delivery will be from a designated Centralized Mail Box.
 - b) That the developer/owners be responsible for officially notifying the purchasers of the exact Centralized Mail Box locations prior to the closing of any home sales.
 - 2) The owner further agrees to:
 - a) Work with Canada Post to determine and provide temporary suitable Centralized Mail Box locations which may be utilized by Canada Post until the curbs, boulevards and sidewalks are in place in the remainder of the subdivision.

- b) Install a concrete pad in accordance with the requirements of and in locations to be approved by Canada Post to facilitate the placement of Community Mail Boxes.
- c) Identify the pads above on the engineering servicing drawings. Said pads are to be poured at the time of sidewalk and/or curb installation within each phase of the plan of subdivision.
- d) Determine the location of all centralized mail receiving facilities in co-operation with Canada Post and to indicate the location of the centralized mail facilities on appropriate maps, information boards and plans. Maps are also to be prominently displayed in the sales office(s) showing specific Centralized Mail Facility Locations.

- Should the description of the project change, please update Canada Post to assess the impact of the change on mail service.

City of Welland Fire & Emergency Services
(January 21, 2020)

- No objections

Region of Niagara Planning and Development Services Department
(March 3, 2020)

- Regional staff is generally supportive of the proposed development in principal, and provides the following comments to assist the City in their consideration of this application from a Regional and Provincial perspective.
- The lands are located within a Settlement Area under the Provincial Policy Statement and designated Greenfield Area under the 2019 Places to Grow Plan for the Greater Golden Horseshoe.
- The Growth Plan provides direction of minimum density targets for designated Greenfield Areas (currently, a target of 50 residents and jobs per hectare for Niagara is in effect). Based on the combined unit count for the new lots (8), an average persons per unit rate of 2.4, a work at home factor

of 5% (i.e., 5% of units will have one person working from home), and an area approximately of 0.48 hectares (developable area outside of the core natural heritage features), the proposal will provide a minimum density of approximately 40 residents and jobs per hectare.

- Although the development remains below the 50 residents and jobs per hectare target, Regional staff notes that the City is responsible for ensuring that the difference will be met elsewhere on the Greenfield Lands within the municipality.
- The subject lands are designated Urban Area (Greenfield) in the Regional Official Plan (ROP). A full range of residential, commercial and industrial uses are permitted generally within the Urban Area designation, subject to the availability of adequate municipal services and infrastructure.
- The ROP promotes higher density development in Urban Areas and supports growth that contributes to the overall goal of providing a sufficient supply of housing that is affordable, accessible, and suited to the needs of a variety of households and income groups in Niagara. The proposal aligns with Regional growth management policies by utilizing existing services.
- The PPS and ROP provide direction for the conservation of significant cultural heritage and archaeological resources. Policies in the PPS and ROP state that development and site alteration are not permitted on lands containing archaeological resources or areas of archaeological potential, unless significant archaeological resources have been conserved.
- A Stage 1-2 Archaeological Assessment was submitted in support of the application. The Stage 1 background research indicated that portions of the subject property exhibited moderate to high potential for the identification and recovery of

archaeological resources. As such, a Stage 2 Assessment was completed which involved a test pit survey at 5 metre intervals. The investigation resulted in the identification of no archaeological resources.

- A Registered Archaeological site the "Hutson site (AfGt-198)" was found by a research archaeologist along the riverbank prior to this assessment. It is isolated from the proposed building lots of the development (approximately 27m) as well as the steep riverbank. Notwithstanding the presence of the Hutson site and the adjacent Price (Hutson) Cemetery, the proponent has indicated the intention to donate a block of land (Block 9), to the City of Welland. This block would contain the cemetery as well as AfGt-198 along with a 27m buffer eliminating the need for further assessment.
- Conditions have been included to ensure that this block is provided to the City, as well as a warning clause regarding the possible discovery of deeply buried archaeological remains/resources during construction, for inclusion in the subdivision agreement.
- No site disturbances are to occur prior to the receipt of the Ministry of Heritage, Sport, Tourism and Culture Industries clearance letter.
- A Noise Feasibility Study was submitted to address any impacts from the adjacent Regional Road. The result of the study indicated that future daytime sound levels at Lot 1 and 2 closest to Webber Road will exceed Ministry of Environment, Conservation and Parks NPC-300 Environmental Noise Guideline sound levels and will require noise control measures which include:
 - Force air ventilation systems with ductwork sized for central air conditions for both Lots 1 & 2.

- A 1.8 m (6 ft) acoustic barrier for the rear yard of Lot 1, and
- Noise warning clauses for both Lots 1 and 2.
- The subject property contains, and is adjacent to, portions of the Region's Core Natural Heritage System (CNHS). Specifically, the Welland River West Provincially Significant Wetland (PSW) Complex and Critical (Type 1) Fish Habitat. In addition, Significant Valleyland and Candidate Significant Wildlife Habitat was also identified in the submitted EIS.
- Upon review of the EIS that was submitted, staff are satisfied that relevant environmental policies have been adequately addressed. Staff are satisfied that the buffer widths proposed for the PSW, Significant Valleyland, Candidate SWH and Fish Habitat are supportive of the mitigation measures identified in the EIS.
- Staff recommend that a Landscape/Restoration Plan be prepared to address restoration and enhancement opportunities. This may include the removal of invasive species from the features and buffer areas, and general restoration measures (e.g., additional native vegetation plantings) for the retained wetland and buffers on the property. Appropriate conditions have been included.
- Upon review of the draft plan of subdivision, Regional staff notes that 4 of the properties do not have frontage with local servicing. Therefore, municipal services will have to be extended to service the plan of subdivision. As such, appropriate conditions are included.
- To ensure that no entrances are permitted on to Webber Road, Regional staff have requested that the owner dedicate to the Region a 0.3 (1 foot) reserve to the Regional Municipality of Niagara along Regional Road 29. As such, a condition is

included in the draft conditions to ensure the reserve is granted to the Region.

- The proposed subdivision application is considered to align with the intent and direction of Regional and Provincial Policy, Regional Planning and Development Services staff would offer no objections to the Draft Plan of Subdivision subject to the Draft Plan Conditions outlined in the attached Appendix.
- Regional Conditions of Draft Plan of Subdivision Approval:
 1. That the Subdivision Agreement between the owner and the City contain a provision whereby the owner agrees to implement the recommendations of the *Stage 1-2 Archaeological Assessment* (prepared by Detritus Consulting Ltd., dated August 26, 2019).
 2. That no grading or other soil disturbances shall take place on the subject property prior to the issuance of a letter from the Ministry of Heritage, Sport, Tourism, and Culture Industries, through the Niagara Region Planning and Development Services Department, confirming that all archaeological resource concerns have been met.
 3. That the following clauses shall be included in the Subdivision Agreement between the owners and the City of Welland:

"Should deeply buried archaeological remains/resources be found on the property during construction activities, the activities impacting the archaeological resources must cease immediately and the Archaeology Programs Unit of the Ontario Ministry of Heritage, Sport, Tourism, and Culture Industries (416-212-8886) and owner's archaeological consultant shall be notified immediately."

"As on virtually any property in southern Ontario, it is possible that Aboriginal or Euro-Canadian burials could be present within the development area. In the event that human remains are encountered during construction, the owner shall immediately notify the police or coroner, the Registrar of Cemeteries of the Ministry of Small Business and Consumer Services (416-326-880), the Ministry of Heritage, Sport, Tourism, and Culture Industries and Detritus Consulting Ltd."

4. That the Subdivision Agreement between the owner and the City contain a provision whereby the owner agrees to implement the approved noise mitigation measures and ensure the required warning clauses be included in all offers and agreements of purchase and sale or lease for Lots 1 & 2 to survive closing in accordance with the *Noise Feasibility Study* (dated December 13, 2019, prepared by HGC Engineering.)
5. That a detailed Erosion and Sediment Control (ESC) Plan be prepared for review and approval by the Niagara Region. All erosion and sediment control measures shall be maintained in good condition for the duration of construction until all disturbed surfaces have been stabilized. Muddy water shall not be allowed to leave the site.
6. That the Subdivision Agreement contain wording wherein the owner agrees to implement the mitigation measures as generally described in the EIS prepared by Beacon Environmental, dated December 2019, including but not limited to:
 - a. Stormwater runoff from paved surfaces should be directed to the City's storm sewers.

- b. Development and site alteration, including grading, should be confined to the established limits of development (outside the 15 m buffer to wetland and fish habitat). All construction materials and equipment should be stored inside the limits of development.
 - c. No vegetation clearing or disturbance shall occur during the peak period of bird nesting (from May 16 to July 15). From April 1 to May 15 and July 16 to August 31, vegetation clearing could occur but nest surveys must be completed to confirm lack of nesting. If nesting is found, the vegetation clearing (in an area around the nest) must wait until the nesting has concluded.
7. That a Restoration/Landscape Plan, prepared by a full member of the Ontario association of Landscape Architects (OALA) or similar professional (e.g., ecologist/biologist), be provided to the satisfaction of the Niagara Region. The plan should include the removal of invasive species and identify and illustrate the location of additional native trees, shrubs and groundcover to be planted within the PSW and Significant Valleyland buffers, as appropriate.
 8. That permanent rear-lot fencing be provided along Lots 1-7 and the edge of the wetland buffer in Lot 8, and shown on all applicable plans and drawings. A no-gate bylaw is recommended to reduce human encroachment and limit the movement of pets into the adjacent natural area.
 9. That a Grading Plan will be provided to the satisfaction of Niagara Region, that demonstrates no grading within the PSW, Significant Valleyland and/or their buffers.
 10. That the subdivision agreement contain wording wherein the owner agrees to implement the

approved plans required as per the conditions above, including but not limited to the requested ESC Plan, Restoration/Landscape Plan, and Grading Plan.

11. That the owner submit a written undertaking to the Niagara Region (Development Services Division) that draft approval of this subdivision does not include a commitment of servicing allocation by the Regional Municipality of Niagara as this servicing allocation will be assigned at the time of registration and any pre-servicing will be at the sole risk and responsibility of the owner.
12. That the owner submit a written undertaking to the Niagara Region (Development Services Division) that all offers and agreements of Purchase and Sale, which may be negotiated prior to registration of this subdivision, shall contain a clause indicating that a servicing allocation for this subdivision will not be assigned until the plan is registered, and a similar clause be inserted in the subdivision agreement between the owner and the City.
13. The owner shall submit the design drawings (with calculations) for the sanitary and storm drainage systems required to service this development and obtain Ministry of the Environment Conservation and Parks, Environmental Compliance Approval under the Transfer of Review Program.
14. The owner shall submit the design drawings (with calculations) for the sanitary and storm drainage systems required to service this development and obtain Ministry of the Environment Conservation and Parks, Environmental Compliance Approval under the Transfer of Review Program.

Niagara Peninsula
Conservation Authority
(March 9, 2020)

- The NPCA regulates watercourses, flood plains (up to the 100 year flood level), Great Lakes shorelines, hazardous land, valleylands, and wetlands under *Ontario Regulation 155/06 of the Conservation Authorities Act*. The NPCA's *Policies, Procedures and Guidelines for the Administration of Ontario Regulation 115/06 and Land Use Planning Policy Document* (NPCA policies) provides direction for managing NPCA regulated features.
- The subject lands are impacted by the Welland River valley, the 100 year flood plain associated with the Welland River and the Welland River West Wetland Complex, which is a provincially significant wetland (PSW).
- Section 4.2 of the NPCA's Policies apply to riverine flood plains. Lots 1 to 7 are entirely outside of the flood plain, which is consistent with section 4.2.15 of the NPCA's Policies and Section 3.1 of the Provincial Policy Statement (PPS). Lot 8 incorporates most of the flood plain and has sufficient area outside of the flood plain for the construction of a dwelling and amenity area. There is a small portion of the flood plain that extends beyond the 15 metre buffer to the PSW. It is the applicant's intention to undertake a balanced cut/fill to reconfigure the flood plain so that it is entirely within 15 metres of the PSW. NPCA staff have no objection tot his in principle subject to the Applicant obtaining an NPCA Work Permit before undertaking any site alteration.
- The NPCA's valleyland policies were established to protect people/property from slope hazards associated with valleylands and to conserve ecological features/functions of valleylands. NPCA policies require new developments to maintain a minimum 7.5 metre setback from the stable top of slope or physical top of slope – whichever is more restrictive. The Applicant's geotechnical report identifies the stable top of slope. NPCA staff have

no objections to this location. Furthermore, the Plan of Subdivision maintains a 7.5 metre setback for Lots 1 to 7 as required under NPCA Policies and is consistent with the PPS.

- The NPCA generally requires a 30 metre buffer from a wetland for new development. However, NPCA policies allow for a potential reduction of the 30 metre buffer where there is no negative hydrologic or ecological impact to the wetland. Where this can be demonstrated through an EIS, the buffer could be reduced to a minimum of 15 metres. NPCA staff have reviewed the EIS and are satisfied with the conclusions that the proposed subdivision will have no negative impact to the wetland ecological and hydrological function.
- The EIS recommends, as a mitigation measure, that opportunities be explored to enhance the biodiversity of the PSW buffer through the planting of native tree species. NPCA staff support this recommendation and have included a condition to address it.
- The lot line between Lot 8 and Block 9 technically bisects all the preceding regulated features (the 100 year flood plain, the stable top of slope, and the 15 metre buffer). It is our understanding that Block 9 was originally to be part of Lot 8, however, the Ontario Ministry of Heritage, Sport, Tourism and Culture Industries requires it to be conveyed to the City. The merger of Block 9 with the abutting land is a boundary adjustment and maintains the intent of the NPCA's policies for lot creation. While not a requirement, NPCA staff suggest the boundary between Lot 8 and Block 9 be revised to follow the 15 metre buffer/7.5 metre setback. This places all natural heritage features into the City's ownership, which is generally encouraged by the NPCA.

- Based on the above, NPCA staff consider the application to conform to NPCA policies and be consistent with Section 3.1 of the PPS.
- NPCA staff request the following conditions be incorporated into the Conditions of Draft Plan Approval.
 1. That the Developer provide detailed grading, construction sediment, and erosion control drawings to the Niagara Peninsula Conservation Authority for review and approval.
 2. That the Developer provide appropriate limit-of-work fencing along the rear of Lots 1 to 7 and the boundary of the 15 metre wetland buffer an/or the 7.5 metre setback from the stable top of slope (whichever is further from the Welland River) within Lot 8, to the satisfaction of the Niagara Peninsula Conservation Authority.
 3. That the Developer provide a 1.5 metre high chain-link fencing along the rear of Lots 1 to 7 and the boundary of the 15 metre wetland buffer an/or the 7.5 metre setback from the stable top of slope (whichever is further from the Welland River) within Lot 8, to the satisfaction of the Niagara Peninsula Conservation Authority. The applicable engineering drawings and the Subdivision Agreement are to clearly indicate that the chain link fencing is not to have any gates for Lots 1 to 7.
 4. That the Developer provide a buffer Restoration Plan to provide enhancements to the wetland buffer, to the satisfaction of the Niagara Peninsula Conservation Authority. Scoping of the Restoration Plan is to be obtained from the Niagara Peninsula Conservation Authority and implementation of the Restoration Plan is to be done through an NPCA Work Permit.

5. That the Developer obtain a Work Permit from the Niagara Peninsula Conservation Authority for the proposed cut/fill of the 100 year flood plain on Lot 8 prior to beginning any site works.
6. That the Developer obtain a Work Permit from the Niagara Peninsula Conservation Authority for any restoration works within any lands regulated by the Niagara Peninsula Conservation Authority prior to beginning any site works.
7. That the following warning clause be included in the Subdivision Agreement, to the satisfaction of the Niagara Peninsula Conservation Authority: "The Owner of Lot 8 is hereby advised that the property contains areas that are regulated by the Niagara Peninsula Conservation Authority. Any development including grading and vegetation removal requires approval from the Niagara Peninsula Conservation Authority."
8. That the seven conditions above be incorporated into the Subdivision Agreement between the Developer and the City of Welland to the satisfaction of the Niagara Peninsula Conservation Authority. The City of Welland shall circulate the draft Subdivision Agreement to the Niagara Peninsula Conservation Authority for its review and approval.

City of Welland
Infrastructure and
Development Services
– Engineering Division
(March 12, 2020)

- The comments for Riviera Estates are as follows:
 1. A complete engineering design shall be submitted along with an engineering brief outlining the extent of the infrastructure additions and improvements for review and approval.
 2. A storm water management brief outlining the impacts on the existing system shall be submitted for review and approval.

3. All costs associated with the development including reinstatement of existing conditions shall be to as good or better conditions, and be at the cost of the developer.

City of Welland
Infrastructure and
Development Services
- Traffic, Parking and
By-laws Division
(March 18, 2020)

- The driveway on Lot 1 should be moved as southerly as possible from the intersection of Colbeck Drive and Webber Road.
- As per City Traffic & Parking By-laws, parking is not permitted within 22 metres of an intersection (Colbeck/Gaiser or Colbeck/Falcon).
- No objections

City of Welland
Infrastructure and
Development Services
- Building Division
(March 31, 2020)

- Due to the proximity of the subject lots to the Welland River, a Geotechnical Report will be required at the time of Building Permit.

Public Comments Received

The application was circulated to City Departments, as well as outside agencies and members of the public in accordance with the requirements of the Planning Act. A Public Information Meeting was held on January 30, 2020. Approximately 10 members of the public attended the meeting, as well as the agent for the applicant. The following comments and concerns were raised:

- Concerns with the floodplain;
- Questions regarding the buffer areas shown on the draft plan and their purpose;
- Questions regarding drainage;
- Questions regarding when the property was designated to Low Density Residential;
- Concerns regarding traffic and parking along Colbeck Drive and Falcon Drive; and,
- Concerns regarding the natural environment.

The Statutory Public Meeting under the Planning Act was held on February 18, 2020. One person spoke at that meeting and raised questions and concerns regarding the natural environment impacts associated with the development of the

property, the application process, and concerns regarding parking on Colbeck Drive and Falcon Drive.

One (1) letter from the public was received regarding the application. In addition to the comments, questions, and concerns raised at the Public Information Meeting, the additional comments were made:

- Requests to review the Environmental Impact Study and any archaeological studies that were conducted for the site.

Planning Analysis

Provincial Policy

Section 51(24) of the *Planning Act* requires that all proposals for Plans of Subdivision regard must be had for to the health, safety, convenience, accessibility for persons with disabilities and welfare of the present and future inhabitants of the municipality and to:

- | | |
|---|--|
| <p>The effect of development of the proposed subdivision on matters of provincial interest as referred to in Section 2;</p> | <ul style="list-style-type: none"> - The property is impacted by a Provincially Significant Wetland along the western half of the property. An Environmental Impact Study was undertaken to review the natural features on site, as well as to justify a reduction in the setback to the PSW from 30 metres to 15 metres. The Environmental Impact Study also reviewed and identified a buffer and planting plan to ensure that there is an appropriate buffer between the proposed residential development and the PSW. - The subject lands are not part of the City's Agricultural lands. - There are no natural resources on this property. - The property is adjacent to a former cemetery, as well as along the Welland River, which has a high potential for cultural heritage resources. As such, a Stage 1 and 2 Archaeological Assessment was |
|---|--|

conducted for the property. As a result of these investigations, the applicant will be providing a block of land to the City for the preservation of potential archaeological artefacts.

- The proposal does not include any information regarding energy and water conservation methods that will be implemented at the time of construction.
- The property is within the City's Urban Area and can be supplied with municipal infrastructure. There are no capacity issues that will be created as a result of this development.
- The property will be serviced by regional waste collection.
- The property is within the urban boundary and will not require an expansion to the urban area.
- The development is not designed to accessibility standards, but it will be the responsibility of the individual property owners to incorporate any accessibility measures into the house designs.
- Comments from the applicable school boards have not been received.
- The proposed development does not include any affordable housing units, however, each dwelling could contain an accessory dwelling unit,

which would provide additional affordable housing units in the City.

- As the development is entirely residential, there are no employment opportunities that will be created. The City's Zoning By-law does permit home occupations, and therefore, there may be home based businesses that will be established in the neighbourhood.
- The development of these lands will lead to an increase in tax revenues to the City, which will contribute to the overall financial benefit of the City. The development will not require the expansion of municipal services beyond where they are currently available.
- All relevant agencies have been circulated the application and their comments have been included, where appropriate.
- A number of comments and concerns were raised by neighbouring property owners. Their concerns have been reviewed further in this report.
- The property is within the City's serviced urban boundary. The development of these lands will utilize undeveloped lands within the City's urban boundary and represent an infilling opportunity.
- The subject lands are not on a transit line at this time, however, the TransCab service is available in this area. The closest transit route is

along Lincoln Street at Elmwood Avenue, or along Riverside Drive at Michelle Court, which the TransCab service would connect users. The development will be required to put in sidewalks along the frontage to allow for pedestrian connections.

- The proposal has been made for the creation of eight (8) new residential lots. The existing neighbourhood is a mixture of single detached dwellings, as well as townhouse dwellings. The proposed residential development will be consistent with the character of the existing neighbourhood.
- Whether the proposed subdivision is premature or in the public interest;
- The subject lands are accessible by the municipal road network and can connect to municipal infrastructure. The lands are within the urban boundary of the City of Welland, and are designated as Low Density Residential. The development of these lands is appropriate, and the required studies have been completed to ensure that there will be no negative impacts on natural or cultural heritage features.
- Whether the plan conforms to the official plan and adjacent plans of subdivision, if any;
- The proposed Plan of Subdivision is consistent with the surrounding Plans of Subdivision.
- The suitability of the land for the purposes for which it is to be subdivided;
- The lands are within the Urban Boundary, have access to municipal services. The developable area of the proposed lots are outside of the environmentally and culturally constrained areas.

- The number, width, location and proposed grades and elevations of the highways, and the adequacy of them, and the highways linking the highways in the proposed subdivision with the established highway system in the vicinity and adequacy of them;
- The dimensions and shapes of the proposed lots;
- The restrictions or proposed restrictions, if any, on the land proposed to be subdivided or the buildings and structures proposed to be erected on it and the restrictions, if any, on adjoining land;
- Conservation of natural resources and flood control;
- The lands are accessed directly from Colbeck Drive via Webber Road. Webber Road is a Regionally maintained road, and Colbeck Drive is a City maintained road. All roads can accommodate the traffic that will be created by eight additional residential properties.
 - Lots 1-7 all have a minimum of 15 metres of frontage and are rectangular in shape. Lot 8 has a proposed frontage of 50.86 metres and is an irregular shape. The lots all meet the minimum size and frontage requirements in the City's Zoning By-law.
 - Block 9 will be restricted in terms of development in order to provide long-term protection for the potential of archaeological materials. The lands that are identified as having environmental constraints will be protected from development and will remain in a natural state. Conditions included from the Region and the NPCA will require that a naturalization plan be created for these areas to remove any invasive species, and replant with native species to improve the health of this area.
 - The areas associated with the natural environment areas will remain with Lot 8 for the long term conservation. A portion of Block 9 which will be given to the City will remain in a naturalized state, protecting the natural area.

- The adequacy of utilities and municipal services; - There is capacity in the existing municipal infrastructure to accommodate this development.
- The adequacy of school sites; - The school sites within the City can accommodate the additional students.
- The area of land, if any, within the proposed subdivision that, exclusive of highways, is to be conveyed or dedicated for public purposes; - The development is proposed on an opened and existing municipal road. No new roadways will be created through the development of this subdivision.
- The extent to which the plan's design optimizes the available supply, means of supplying, efficient use and conservation of energy; and, - Energy conservation measures have not been outlined in the plan that has been submitted.
- The interrelationship between the design of the proposed plan of subdivision and site plan control matters relating to any development on the land, if the land is also located within a site plan control area designated under subsection 41(2) of this Act. - The property will not be subject to Site Plan control.

The Provincial Policy Statement (PPS) provides the general guidance for planning matters, and all decisions must be consistent with the policies in the PPS. The PPS encourages the creation of healthy, livable and safe communities, and identifies that settlement areas should be the focus of growth and development. The subject lands are within the settlement boundary of the City of Welland.

The PPS encourages the land uses in settlement areas to be based on densities and a mix of land uses which efficiently use land and resources; are appropriate for the infrastructure and public service facilities which are planned and available; minimize negative impacts to air quality and climate change; prepare for the impacts of a changing climate; support active transportation; are transit-supportive where transit exists or is planned; and, are freight-supportive. The proposed plan of subdivision efficiently uses undeveloped lands within the City's Urban Boundary which have access to water, sewer and roads. A portion of water services will need to be extended in front of the subject lands to provide them with sewer and water services, however, this will be completed by the owner. Linkages to the existing sidewalk network will be created to promote walking. As part of the development, the Owner will be required to remove any invasive species within the

natural heritage areas, and replace with native species. This will allow for these lands to be better suited to respond to the impacts of climate change.

The proposed development meets the intent of the policies of the PPS to accommodate intensification and infilling throughout the settlement area, and to provide a range of housing options. The proposed development is an opportunity for infilling within the urban boundary. The proposed dwelling are compatible in form with the neighbouring residential area, as well as in density.

Development and Site Alteration is not permitted within significant wetlands, according to the policies of the PPS. It also does not permit development and site alteration on lands adjacent to natural features unless the ecological function on adjacent lands have been evaluated. The applicant has completed an Environmental Impact Study to examine the natural heritage lands on the property and to determine any impacts to this area as a result of the development. The comments from the Region and the Niagara Peninsula Conservation Authority is that they were in agreement with the findings of the EIS completed for the property, but they also requested that a restoration plan be submitted to remove the invasive species and replant with native species. This will improve the health of the natural heritage area, and comply with the policies of the PPS.

The PPS also requires that cultural heritage and archaeological resources be conserved, and development and site alteration shall not be permitted on lands containing cultural heritage or archaeological resources. The applicant has undertaken a Stage 1 and a Stage 2 Archaeological investigation due to the potential for archaeological and cultural heritage resources on the property. Due to the proximity to a former cemetery, the lands immediately adjacent will be given to the City for their long-term preservation and protection. This meets the intent of the PPS as any archaeological resources will be protected, and site alteration and development will not be permitted.

The Places to Grow Plan for the Greater Golden Horseshoe (P2G) is another policy document under Section 2 of the Planning Act which must be considered when reviewing development applications. The subject lands are considered to be Greenfield lands in the P2G as they were outside of the Built Boundary, as identified by the Province in 2005. The P2G requires that minimum density targets for development within the Built Boundary are 50 persons and jobs per hectare. The proposal will create eight (8) new residential lots on property with each lot permitted a range of residential uses. If all the lots are developed with single detached dwellings, the development will fall below the 50 jobs and person per hectare calculation. There is the possibility, however, that each of these lots will include accessory apartment units, some may be constructed with semi-detached dwellings, which will over time meet the minimum density requirements in the P2G. The property is also impacted by archaeological issues, which reduces the amount of developable area on the property, however, it is still included in the calculation. Only lands that are impacted by natural environment features are excluded from the density calculations. As such, staff are satisfied that the intent of this provision

can be maintained, and that there is the potential with the inclusion of accessory apartment units that the minimum density requirements can be met.

The subject lands are within the Urban Area of the City of Welland, and have access to existing municipal services. These lands, as identified by the P2G are to be the focus of growth and development for municipalities. The proposed development will not require the extension of services, and can take advantage of municipal roads already constructed. The proposal is consistent with the policies of the P2G with respect to development.

Region of Niagara Official Plan

The subject lands are identified as being within the Urban Area of Welland in the Region's Official Plan (ROP), as well as being identified as a Greenfield area. The ROP allows for a range of residential uses, as well as a range of densities within the urban area. The ROP also promotes development which takes advantage of existing municipal services, and is done in a sequential, orderly, and contiguous manner. The subject lands are within an existing residential neighbourhood. The development of these lands is a logical progression of development in the immediate area, and can utilize services that currently are in place. The lands that have been identified as having natural environment features will be protected for the long-term, as is promoted in the Region's Official Plan.

The proposed development of this property is consistent with the policies in the Region's Official Plan, and as such, can be supported.

City of Welland Official Plan

The subject lands are designated in the City's Official Plan as Low Density Residential and Core Natural Heritage. The Low Density Residential designation allows for single-detached, semi-detached, triplex, townhouse, and duplex units with a minimum density of 15 units per hectare and a maximum of 24 units per hectare. Based on the number of lots proposed, and the developable area outside of the natural environment area, the proposed density of the development is 16.6 units per hectare. As such, the proposal meets the minimum density requirements in the City's Official Plan.

The OP requires that new development in existing neighbourhoods shall improve upon the existing built form and character. The proposed lots will be similar size, and larger, than the lots in the existing neighbourhood to the west. The existing neighbourhood is a mix of single detached and townhouse units. The built form of the houses on the proposed lots has not been finalized, however, they are likely to be single-detached or semi-detached dwellings, given the size of the lots. No townhouse units are proposed as part of this development. The City's Subdivision Agreements include clauses regarding urban design standards, limiting the frequency that units can be repeated in a development. As such, staff are satisfied that the proposal meets the intent of this policy.

The City's Official Plan includes a list of criteria that should be examined when reviewing applications for development in existing neighbourhoods. The criteria that should be examined when reviewing infilling applications are listed below with an assessment of their achievement:

- | | |
|---|---|
| Land use and neighbourhood character compatibility; | <ul style="list-style-type: none">• The surrounding neighbourhood is exclusively residential, with a mix of single detached and townhouse dwellings to the west. The neighbourhood on the north side of Webber Road is exclusively single-detached residential dwellings. The proposal will create lots that can be developed with single or semi-detached lots.• The proposed lots are consistent in size with the existing residential lots fronting onto Colbeck Drive. |
| Lot Pattern and configuration; | <ul style="list-style-type: none">• The proposal is to have all eight (8) lots front onto Colbeck Drive. No new driveways onto Webber Road will be permitted. |
| Accessibility; | <ul style="list-style-type: none">• Each of the lots will be developed privately and will achieve the appropriate level of accessibility required by the owners. |
| Parking Requirements; | <ul style="list-style-type: none">• The Zoning By-law requires that one parking space be provided for every dwelling unit, which must be on the same lot and can be within the front yard, so long as it is located on a permitted driveway or parking area.• The proposed lots are large enough that they can meet, and likely exceed, the parking requirements.• The City's Traffic Division has identified that on-street parking is prohibited within 22 metres of an intersection, so any on-street parking would need to comply with this requirement. On-street parking would only be permitted to accommodate parking during peak events (holidays, parties, etc.) and would not be permitted to be accommodated as required parking. |

The potential for additional traffic and traffic maneuverability;

- The proposed creation of eight (8) new residential lots will not impact the traffic movement in the area. The creation of these new lots will result in a minimal increase in vehicle trips along Colbeck Drive.
- The City's Traffic Division has requested that the driveway for Lot 1 be located as far to the south of the property as possible to minimize any potential conflict with the intersection of Colbeck Drive and Webber Road.

The potential for transit ridership;

- There are currently no transit lines in this neighbourhood, however, it is serviced by TransCab which connects riders to the closest bus route (Route 501).

Natural (including natural hazards) and built heritage conservation/protection;

- The subject lands back onto the Welland River, which is identified as being a fish habitat, and has a Provincially Significant Wetland, floodplain, and significant valley lands. The proposed lot lines for Lots 1-7 are outside of the Provincially Significant Wetland, and are above the stable top of bank, and above the 100 year floodplain line. The development will not have any impact on the natural features identified on the site.
- As part of the approvals of this plan, the owner will be required to undertake a planting and restoration plan to plant more native species on the property and improve the health of the natural area.

The available capacity of municipal infrastructure; and

- There is capacity in the existing system to service the proposed lots, however, extension of services will be required for four of the proposed lots. The extension of these services will be at the cost of the owner.

Residential intensification targets in this Plan

- The City has targeted that 40% of all new residential development within the City will be created via intensification. Although these lands

are not within the Built-Up Area, they can be seen as an intensification project.

Based on the review of the City's Official Plan, the proposed Plan of Subdivision is consistent with the policies therein.

City of Welland Zoning By-law 2017-117

The subject lands are zoned Low Density Residential 2 – RL2 in the City of Welland's Zoning By-law. The RL2 zone allows for single detached, semi-detached, triplex, townhouse, multiple dwellings, and duplex dwellings. The proposed lots meet the minimum area and frontage requirements for lots in this zone. Any new dwellings will be required to meet the minimum setback and coverage requirements.

The property is also impacted by an Environmental Protection Area overlay. The development proposed will occur outside of the areas subject to the requirements of the overlay. In addition to this, the applicant has completed an Environmental Impact Study to examine the impacts of this development. A condition of the approval of this Plan of Subdivision will also be to replant the area with the EPA overlay with native species.

A request was made by the Region to rezone the lands potentially impacted by cultural heritage resources to an Open Space Zone. These lands will be dedicated to the City for the long term preservation of any cultural heritage resources. The City will undertake the rezoning of this property at the time of a Housekeeping review of the Zoning By-law.

Public Comments

A number of comments and concerns were raised at the Public Open House from neighbouring residents. The majority of the concerns raised were with respect to the impact of the development on the natural environment and the floodplain associated with the Welland River. The applicant undertook an Environmental Impact Study of the property to identify any sensitive native species on the property. No Species at Risk were identified on the site, and the development will not encroach into the areas that have been identified as being part of the natural environment. The conditions required by the Region will see the invasive species removed, and the area replanted with native species, which will improve the health of this natural area. The area adjacent to the Welland River will remain undeveloped and in a natural state. The development will also be outside of the regulated floodplain area.

Concerns were also raised regarding the potential for increased traffic and parking along Colbeck Drive, Falcon Drive, and Gaiser Road. Many of the concerns raised were regarding the intersection of Colbeck Drive and Webber Road. As Webber Road is a Regional Road, any improvements would be at the discretion of the Region. The City's Traffic, Parking & By-laws Division has indicated that they have

no concerns with the additional traffic that will be created by eight additional homes in this area. However, they have identified that there are parking restrictions within 22 metres of an intersection, reducing the number of cars that can park on the street. In addition to this, the lots are large enough to accommodate multiple parking spaces on the property, despite the City's minimum requirement being one space per dwelling unit.

FINANCIAL CONSIDERATION:

All costs associated with the development of these lands will be the responsibility of the owner, including the extension of municipal services.

OTHER DEPARTMENT IMPLICATIONS:

Other departments and agencies have been circulated the file for review and comment. Where appropriate, their comments and conditions have been included as part of this report.

SUMMARY AND CONCLUSION:

The proposed application for Draft Plan of Subdivision to develop the lands with eight (8) lots for residential purposes and one (1) block to be given to the City for the long term preservation of potential archaeological artefacts, represents good planning because:

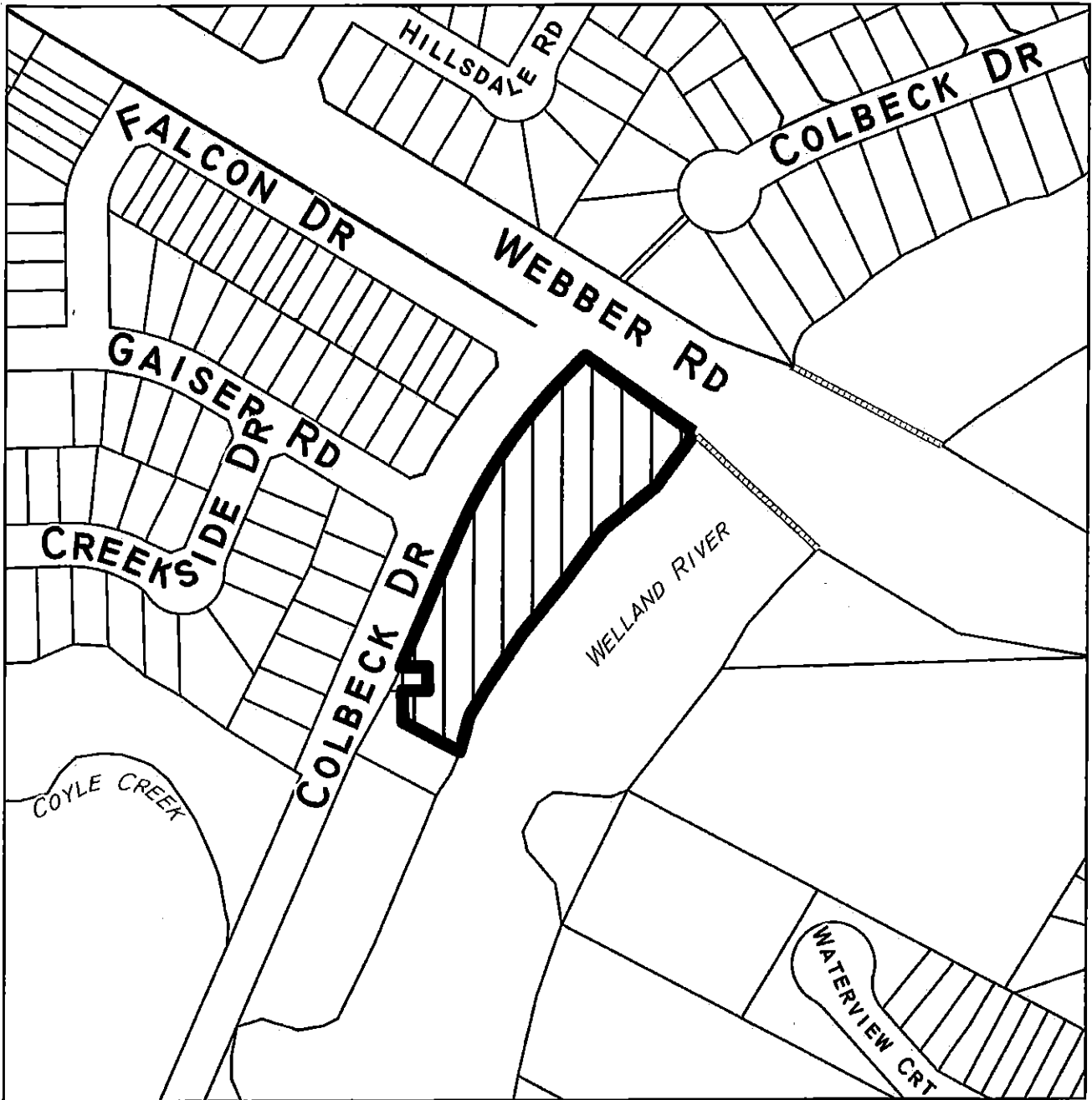
1. Is consistent with Provincial, Regional, and City policies regarding infilling and efficient use of land and resources within the Urban Area;
2. Protects Natural Environment lands from development; and,
3. Protect potential cultural heritage resources from development.

Staff recommend the Application for draft Plan of Subdivision be approved, subject to the conditions contained in the Recommendations section of this report.

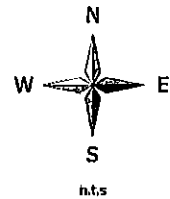
ATTACHMENTS:

Appendix I	Key Map
Appendix II	Draft Plan of Subdivision
Appendix III	Relevant Correspondence

26T-14-19004



KEY MAP



SUBJECT LANDS



*Infrastructure and
Development Services*
Planning Division

Rachelle Larocque

From: william cameron <BCameron56@hotmail.com>
Sent: January 25, 2020 9:05 AM
To: Rachelle Larocque; devserv; Grant Munday
Subject: Plan of subdivision File 26T-14-19004

WARNING: This email originated from an external sender. Official email from City of Welland email accounts will not begin with this warning! Please do not click links or open attachments unless you are sure they are safe!

Dear Rachelle

My name is Bill Cameron and I live at 8 Gaiser Rd Welland. Application has been made by Upper Canada Consultants on behalf of Joe Vince for a Approval of Drat Plan for Lands on the east side of Colbeck Drive. (File 26T-14-19004)

I would like to request copies of the Statement of Environment Effects for the lands proposed for development. I assume this written report will explain the detail of the proposed project and how it relates to the local town plan, council rules, or Niagara Region Conservation Authority covenants and restrictions. If the site has special any conditions that have been identified such as heritage reports, Indigenous or Native Indian heritage site reports, bush fire reports, or hydraulic reports I would kindly ask that any and all such reports be made available for my viewing.

I can be contacted by phone at 289 407 0831, and or return email.

Regards

Bill Cameron

8 Gaiser Rd. Welland Ontario

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59

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London ON N5Y 1A3
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February 26, 2020

RACHELLE LAROCQUE
CITY OF WELLAND
60 EAST MAIN STREET
WELLAND, ON L3B 3X4

Re: Welland Riviera Estates

Dear Rachelle,

This development will receive mail service to centralized mail facilities provided through our Community Mailbox program.

I will specify the conditions which I request to be added for Canada Post Corporation's purposes.

The owner shall complete to the satisfaction of the Director of Engineering of the City of Welland and Canada Post:

- a) Include on all offers of purchase and sale, a statement that advises the prospective purchaser:
 - i) that the home/business mail delivery will be from a designated Centralized Mail Box.
 - ii) that the developers/owners be responsible for officially notifying the purchasers of the exact Centralized Mail Box locations prior to the closing of any home sales.
- b) The owner further agrees to:
 - i) work with Canada Post to determine and provide temporary suitable Centralized Mail Box locations which may be utilized by Canada Post until the curbs, boulevards and sidewalks are in place in the remainder of the subdivision.



- ii) install a concrete pad in accordance with the requirements of and in locations to be approved by Canada Post to facilitate the placement of Community Mail Boxes
 - iii) identify the pads above on the engineering servicing drawings. Said pads are to be poured at the time of the sidewalk and/or curb installation within each phase of the plan of subdivision.
 - iv) determine the location of all centralized mail receiving facilities in co-operation with Canada Post and to indicate the location of the centralized mail facilities on appropriate maps, information boards and plans. Maps are also to be prominently displayed in the sales office(s) showing specific Centralized Mail Facility locations.
- a) Canada Post's multi-unit policy, which requires that the owner/developer provide the centralized mail facility (front loading lockbox assembly or rear-loading mailroom [mandatory for 100 units or more]), at their own expense, will be in effect for buildings and complexes with a common lobby, common indoor or sheltered space.

Should the description of the project change, I would appreciate an update in order to assess the impact of the change on mail service.

If you have any questions or concerns regarding these conditions, please contact me.

I appreciate the opportunity to comment on this project.

Regards,

A. Carrigan

Andrew Carrigan
Delivery Services Officer
Andrew.Carrigan@canadapost.ca

Via E-mail Only

March 3, 2020

File: D.11.11.SD-20-0004

 Ms. Rachelle Larocque, MCIP, RPP
 Planning Supervisor
 Infrastructure and Development Services
 Corporation of the City of Welland
 60 East Main Street
 Welland, ON
 L3B 3X4

Dear Ms. Larocque:

**Re: Regional and Provincial Review Comments
 Draft Plan of Subdivision 26T-14-19004
 Agent: Upper Canada Consultants
 Owner: Joe Vince
 East Side of Colbeck Drive
 City of Welland**

Regional Planning and Development Services staff has reviewed the application and supporting studies submitted by Upper Canada Consultants on behalf of Joe Vince for a Plan of Subdivision for lands on the east side of Colbeck Drive, South of Webber Road and West of the Welland River in the City of Welland. A pre-consultation meeting was held for this proposed development on May 16, 2019 with the applicant, agent, and City, Regional and Niagara Peninsula Conservation Authority (NPCA) staff in attendance.

The Draft Plan of Subdivision application proposed the development of 0.916 hectares of land for a subdivision for the purpose of creating eight (8) residential lots and one block to be given to the City.

As outlined below, Regional staff is generally supportive of the proposed development in principle and provides the following comments to assist the City in their consideration of this application from a Regional and Provincial perspective.

Regional and Provincial Policies

The subject lands are located within a Settlement Area under the Provincial Policy Statement (PPS) and designated Greenfield Area under the 2019 A Place to Grow: Growth Plan for the Greater Golden Horseshoe (Growth Plan). The PPS directs growth to Settlement Areas, and encourages the efficient use of land, resources, infrastructure, and public service facilities that are planned or available. The Growth Plan contains

policies that call for development in Greenfield Areas to be planned, designated, zoned and designed in a manner that supports the achievement of complete communities, supports active transportation, and encourages the integration and sustained viability of transit services. The Growth Plan provides direction of minimum density targets for designated Greenfield Areas (currently, a target of 50 residents and jobs per hectare for Niagara is in effect). Based on the combined unit count for the new lots (8), an average persons per unit rate of 2.4, a work at home factor of 5% (i.e., 5% of units will have one person working from home), and an area of approx. 0.48 hectares (developable area outside of the core natural heritage features), the proposal will provide a minimum density of approximately 40 residents and jobs per hectare. Although the development remains below the 50 residents and jobs per hectare target, Regional staff notes that the City is responsible for ensuring that the difference will be met elsewhere on other Greenfield lands within the municipality.

The subject lands are designated Urban Area (Greenfield) in the Regional Official Plan (ROP). A full range of residential, commercial and industrial uses are permitted generally within the Urban Area designation, subject to the availability of adequate municipal services and infrastructure. The ROP promotes higher density development in Urban Areas and supports growth that contributes to the overall goal of providing a sufficient supply of housing that is affordable, accessible, and suited to the needs of a variety of households and income groups in Niagara. The proposal aligns with Regional growth management policies by utilizing existing services, providing for connectivity adjacent to a major arterial road (Webber Road) and an existing subdivision to the west and will allow for the efficient use of urban serviced land and existing infrastructure.

Archaeological Potential

The PPS and ROP provide direction for the conservation of significant cultural heritage and archaeological resources. Specifically, Section 2.6.2 of the PPS and Policy 10.C.2.1.13 of the ROP state that development and site alteration are not permitted on lands containing archaeological resources or areas of archaeological potential, unless significant archaeological resources have been conserved.

A Stage 1-2 Archaeological Assessment (prepared by Detritus Consulting Ltd., dated August 26, 2019) was submitted in support of the application. The Stage 1 background research indicated that portions of the subject property exhibited moderate to high potential for the identification and recovery of archaeological resources. As such, a Stage 2 Archaeological Assessment was completed which involved a test pit survey at 5 m intervals. The investigation resulted in the identification of no archaeological resources.

A Registered Archeological site the "Hutson site (AfGt-198)" was found by a research archaeologist along the riverbank prior to this assessment. It is isolated from the proposed building lots of the development (approximately 27m) as well as the steep riverbank. Notwithstanding the presence of the Hutson site (AfGt-198) and the adjacent Price (Hutson) Cemetery, the proponent has indicated the intention to donate a block of land (Block 9,) to the City of Welland. This block would contain the cemetery as well as

AfGt-198 along with a 27m buffer eliminating the need for further assessment. The Proponent and the City of Welland are to provide documentation in support of this transfer of land and commitment to ensure future preservation of these resources. As such, an appropriate Condition has been included in the attached Appendix.

As of the date of this letter, correspondence from the Ministry of Heritage, Sport, Tourism and Culture Industries (MHSTCI) confirming that all archaeological resource concerns have met licensing and resource conservation requirements, for all Archaeological Assessments, has not been received. As such, an appropriate condition of draft approval has been included as well as a warning clause condition respecting the possible discovery of deeply buried remains/resources during construction in the subdivision agreement. It is noted that no site disturbances are to occur prior to receipt of the MHSTCI clearance letter.

Noise Impacts

At the pre-consultation meeting, Regional staff requested the completion of a Noise Study to address any impacts from the adjacent Regional Road. A *Noise Feasibility Study* (dated December 13, 2019, prepared by HGC Engineering) was submitted in support of the application.

The result of the study indicated that future daytime sound levels at Lot 1 and 2 closest to Webber Road will exceed Ministry of Environment, Conservation and Parks (MECP) NPC-300 *Environmental Noise Guideline* sound levels and will require noise control measures which include:

- Forced air ventilation systems with ductwork sized for central air conditioning for both Lots 1 & 2,
- A 1.8 m (6ft) acoustic barrier for the rear yard of Lot 1, and
- Noise warning clauses for both Lots 1 & 2

As such, the applicable condition is included the attached Appendix in this regard.

Core Natural Heritage System

The subject property contains and is adjacent to portions of the Region's Core Natural Heritage System (CNHS). Specifically, the CNHS consists of the Welland River West Provincially Significant Wetland (PSW) Complex and Critical (Type 1) Fish Habitat. In addition, Significant Valleyland and Candidate Significant Wildlife Habitat (SWH) was identified through the Environmental Impact Study (EIS) prepared by Beacon Environmental Limited, dated December 2019. The PSW boundary was also revised through consultation with the Ministry of Natural Resources and Forestry (MNR).

Regional Environmental Planning staff reviewed the EIS and Draft Plan of Subdivision (prepared by Upper Canada Consultants, received on February 6, 2020, drawing No. 1931-DP, dated September 13, 2019) to verify that the findings, proposed mitigation measures and recommendations were sufficient to satisfy Provincial and Regional

environmental policy. In summary, staff are satisfied that relevant environmental policies have been adequately addressed. Specifically, staff are satisfied that the buffer widths proposed for the PSW, Significant Valleyland, Candidate SWH and Fish Habitat are adequate to protect the CNHS features from negative impacts. Staff are also generally supportive of the mitigation measures identified in Section 8 of the EIS. However, in accordance with Regional policies that encourage restoration, staff recommend that a Landscape/ Restoration Plan be prepared to address restoration and enhancement opportunities. This may include the removal of invasive species from the features and buffer areas, and general restoration measures (e.g., additional native vegetation plantings) for the retained wetland and buffers on the property. Appropriate conditions have been included to address these recommendations.

Please note that the Niagara Peninsula Conservation Authority (NPCA) continues to be responsible for the review and comment on planning applications related to their regulated features. As such, NPCA should continue to be consulted with respect to their comments pursuant to Ontario Regulation 155/06.

Servicing

After review of the draft plan of subdivision, Regional staff notes that 4 of the properties do not have frontage with local servicing. Therefore, municipal services will have to be extended to service the plan of subdivision. As such, appropriate conditions are included in the attached appendix.

Regional Road

To ensure that no entrances are permitted on to Webber Road, Regional staff have requested that the owner dedicate to the Region a 0.3 metre (1 foot) reserve to the Regional Municipality of Niagara along Regional Road 29. As such, a condition is included in the draft plan conditions to ensure the reserve is granted the Region.

The requested reserve is to be conveyed free and clear of any mortgages, liens or other encumbrances, and is to be described by Reference Plan. The widening portion of the Plan will be the responsibility of the owner to order. The cost of providing this plan will be the full responsibility of the applicant. The applicant will arrange for the land surveyor for the property to submit the preliminary undeposited survey plan along with all related documents to Regional Surveys staff for approval. Regional Surveys staff will advise the land surveyor of any required revisions to the plan. Once the plan is deposited and the transfer registered, the Region will clear the applicable condition.

Should the applicant have any questions specific to the transfer of property to the Region, please contact Norma Price, Law Clerk, 905-980-6000 extension 3339. E-mail norma.price@niagararegion.ca.

All other questions regarding surveying and property information can be directed to Normans Taurins, Manager, Surveys & Property Information, 905-980-6000 extension 3325, E-mail: normans.taurins@niagararegion.ca.

Conclusion

As the proposed subdivision application is considered to align with the intent and direction of Regional and Provincial policy, Regional Planning and Development Services staff would offer no objections to the Draft Plan of Subdivision subject to the Draft Plan Conditions outlined in the attached Appendix.

If you have any questions or wish to discuss these comments, please contact myself at ext. 3387. If you have any questions or wish to discuss the Core Natural Heritage comments, please feel free to contact Adam Boudens, Planning Ecologist at ext. 3770. Please send notice of Council's decision on this application.

Yours truly,



Lindsay Earl, MCIP, RPP
Senior Development Planner

Attch: Appendix I- Regional Conditions of Draft Plan of Subdivision Approval

cc: Susan Dunsmore, P. Eng., Manager, Development Engineering, Niagara Region
David Deluce, MCIP, RPP, Senior Manager, Plan Review & Regulations, NPCA
Pat Busnello, MCIP, RPP, Manager, Development Planning, Niagara Region

**APPENDIX I
REGIONAL CONDITIONS OF DRAFT PLAN OF SUBDIVISION APPROVAL
Riviera Estates, Colbeck Drive, Welland**

1. That the Subdivision Agreement between the owner and the City contain a provision whereby the owner agrees to implement the recommendations of the *Stage 1-2 Archaeological Assessment* (prepared by Detritus Consulting Ltd., dated August 26, 2019).
2. That no grading or other soil disturbances shall take place on the subject property prior to the issuance of a letter from the Ministry of Heritage, Sport, Tourism, and Culture Industries, through the Niagara Region Planning and Development Services Department, confirming that all archaeological resource concerns have been met.
3. That the following clauses shall be included in the Subdivision Agreement between the owners and the City of Welland:

"Should deeply buried archaeological remains/resources be found on the property during construction activities, the activities impacting the archaeological resources must cease immediately and the Archaeology Programs Unit of the Ontario Ministry of Heritage, Sport, Tourism, and Culture Industries (416-212-8886) and owner's archaeological consultant shall be notified immediately."

"As on virtually any property in southern Ontario, it is possible that Aboriginal or Euro-Canadian burials could be present within the development area. In the event that human remains are encountered during construction, the owner shall immediately notify the police or coroner, the Registrar of Cemeteries of the Ministry of Small Business and Consumer Services (416-326-880), the Ministry of Heritage, Sport, Tourism, and Culture Industries and Detritus Consulting Ltd."

4. That the Subdivision Agreement between the owner and the City contain a provision whereby the owner agrees to implement the approved noise mitigation measures and ensure the required warning clauses be included in all offers and agreements of purchase and sale or lease for Lots 1 & 2 to survive closing in accordance with the *Noise Feasibility Study* (dated December 13, 2019, prepared by HGC Engineering.
5. That a detailed Erosion and Sediment Control (ESC) Plan be prepared for review and approval by the Niagara Region. All erosion and sediment control measures shall be maintained in good condition for the duration of construction until all disturbed surfaces have been stabilized. Muddy water shall not be allowed to leave the site.
6. That the Subdivision Agreement contain wording wherein the owner agrees to implement the mitigation measures as generally described in the EIS prepared by Beacon Environmental, dated December 2019, including but not limited to:

- a. Storm water runoff from paved surfaces should be directed to the City's storm sewers.
 - b. Development and site alteration, including grading, should be confined to the established limits of development (outside the 15 m buffer to wetland and fish habitat). All construction materials and equipment should be stored inside the limits of development.
 - c. No vegetation clearing or disturbance shall occur during the peak period of bird nesting (from May 16 to July 15). From April 1 to May 15 and July 16 to August 31, vegetation clearing could occur but nest surveys must be completed to confirm lack of nesting. If nesting is found, then vegetation clearing (in an area around the nest) must wait until nesting has concluded.
7. That a Restoration/Landscape Plan, prepared by a full member of the Ontario Association of Landscape Architects (OALA) or similar professional (e.g., ecologist/biologist), be provided to the satisfaction of the Niagara Region. The plan should include the removal of invasive species and identify and illustrate the location of additional native trees, shrubs and groundcover to be planted within the PSW and Significant Valleyland buffers, as appropriate.
 8. That permanent rear-lot fencing be provided along Lots 1-7 and the edge of the wetland buffer in Lot 8, and shown on all applicable plans and drawings. A no-gate bylaw is recommended to reduce human encroachment and limit the movement of pets into the adjacent natural areas.
 9. That a Grading Plan be provided to the satisfaction of Niagara Region, that demonstrates no grading within the PSW, Significant Valleyland and/or their buffers.
 10. That the subdivision agreement contain wording wherein the owner agrees to implement the approved plans required as per the conditions above, including but not limited to the requested ESC Plan, Restoration/Landscape Plan and Grading Plan.
 11. That the owner submit a written undertaking to the Niagara Region (Development Services Division) that draft approval of this subdivision does not include a commitment of servicing allocation by the Regional Municipality of Niagara as this servicing allocation will be assigned at the time of registration and any pre-servicing will be at the sole risk and responsibility of the owner.
 12. That the owner submit a written undertaking to the Niagara Region (Development Services Division) that all offers and agreements of Purchase and Sale, which may be negotiated prior to registration of this subdivision, shall contain a clause indicating that a servicing allocation for this subdivision will not be assigned until the plan is registered, and a similar clause be inserted in the subdivision agreement between the owner and the City.
 13. The owner shall submit the design drawings [with calculations] for the sanitary and storm drainage systems required to service this development and obtain Ministry of

the Environment Conservation and Parks, Environmental Compliance Approval under the Transfer of Review Program.

14. That the owner dedicate a 0.3 metre reserve to the Regional Municipality of Niagara along Regional Road 29.

Clearance of Conditions

Prior to granting final plan approval, the City of Welland must be in receipt of written confirmation that the requirements of each condition have been met satisfactorily and that all fees have been paid to the satisfaction of the Niagara Region.

Subdivision Agreement

Prior to final approval for registration, a copy of the executed subdivision agreement for the proposed development should be submitted to the Regional Planning and Development Services Department for verification that the appropriate clauses have been included.

Note: The Development Services Division recommends that a copy of the draft agreement also be provided in order to allow for the incorporation of any necessary revisions prior to execution.



NIAGARA PENINSULA
CONSERVATION
AUTHORITY

250 Thorold Road West, 3rd Floor, Welland, Ontario L3C 3W2
Telephone 905.788.3135 | Facsimile 905.788.1121 | www.npca.ca

March 9, 2020

Via Email Only

Ms. Rachelle Larocque, BES, M.Sc., MCIP, RPP
Planning Supervisor
City of Welland
60 East Main Street
Welland, ON, L3B 3X4

Our File: PLSUB202000060

Dear Ms. Larocque

**Re: Niagara Peninsula Conservation Authority (NPCA) Comments
Application for Draft Plan of Subdivision
Welland Riviera
City of Welland
Applicant: Upper Canada Consultant
File Nos.: 26T-14-19004**

The NPCA has received an application for Draft Plan of Subdivision. In support of the application, we have been provided with a Slope Stability Assessment, (prepared by Soil-Mat Engineers & Consultants Ltd, dated September 4, 2019) a stormwater management plan (prepared by Upper Canada Consultants, dated December 12, 2019) and an environmental impact study – EIS (prepared by Beacon Environmental, dated December 2019). The application proposes to subdivide the subject lands into 8 lots for residential use, add a block of land to an existing cemetery, and a block for a 0.3 metre reserve. We have reviewed the material provided and offer the following comments.

NPCA Policies

The NPCA regulates watercourses, flood plains (up to the 100 year flood level), Great Lakes shorelines, hazardous land, valleylands, and wetlands under *Ontario Regulation 155/06 of the Conservation Authorities Act*. The NPCA's *Policies, Procedures and Guidelines for the Administration of Ontario Regulation 155/06 and Land Use Planning Policy Document* (NPCA policies) provides direction for managing NPCA regulated features. The subject lands are impacted by the Welland River valley, the 100 year flood plain associated with the Welland River and the Welland River West Wetland Complex, which is a provincially significant wetland (PSW).

Section 4.2 of the NPCA's Policies apply to riverine flood plains. It should be noted that in December 2019, the NPCA Board of Directors adopted new flood plain mapping for the Welland River. The applicant has illustrated the correct flood plain elevation (174.4 metres above sea level – asl) based on the 2019 mapping. Lots 1 to 7 are entirely outside of the flood plain, which is consistent with Section 4.2.15 of the NPCA's Policies and Section 3.1 of the Provincial Policy Statement (PPS). Lot 8 incorporates most of the flood plain and has sufficient area outside of the flood plain for the construction of a dwelling and amenity area. There is a small portion of the flood plain that extends beyond the 15 metre buffer to the PSW. It is the Applicant's intention to undertake a balanced cut/fill to reconfigure the flood plain so that it is entirely within 15 metres of the PSW. NPCA staff have no objection to this in principle subject to the Applicant obtaining an NPCA Work Permit before undertaking any site alteration.

The NPCA's valleyland policies were established to protect people/property from slope hazards associated with valleylands and to conserve ecological features/functions of valleylands. Sections 6.2.5 requires new development to maintain a minimum 7.5 metre setback from the stable top of slope or physical top of slope – whichever is more restrictive. Section 6.2.11 requires lots created through subdivision to maintain the setbacks of Section 6.2.5. The Applicant's geotechnical report identifies the stable top of slope. NPCA

staff have no objections to this location. Furthermore, the Plan of Subdivision maintains a 7.5 metre setback for Lots 1 to 7 as required under NPCA Policies and is consistent with Section 3.1 of the PPS.

The NPCA generally requires a 30 metre buffer from a wetland for new development. However, Section 8.2.3.4 of the NPCA Policies allow for a potential reduction of the 30 metre buffer where there is no negative hydrologic or ecological impact to the wetland. Where this can be demonstrated through an EIS, the buffer could be reduced to a minimum of 15 metres. NPCA staff have revised the EIS and are satisfied with the conclusions that the proposed subdivision will have no negative impact to the wetland ecological and hydrological function. The Draft Plan shows that Lots 1 to 7 maintain a buffer greater than 15 metres and, therefore, satisfy Section 8.2.3.4 of the NPCA's Policies.

The EIS recommends, as a mitigation measure, that opportunities be explored to enhance the biodiversity of the PSW buffer through the planting of native tree species. NPCA staff support this recommendation and have included a condition to address it.

The lot line between Lot 8 and Block 9 technically bisects the all the preceding regulated features (the 100 year flood plain, the stable top of slope, and the 15 metre buffer). It is our understanding that Block 9 was originally to be part of Lot 8, however, the Ontario Ministry of Heritage, Sport, Tourism and Culture require it to be conveyed to the municipality. The merger of Block 9 with the abutting land is a boundary adjustment and maintains the intent of the NPCA's Policies for lot creation. While not a requirement, NPCA staff suggest the boundary between Lot 8 and Block 9 be revised to follow the 15 metre buffer/7.5 metre setback. This places all natural heritage features into the municipality's ownership, which is generally encouraged by the NPCA.

Based on the above, NPCA staff consider the application to conform to NPCA policies and be consistent with Section 3.1 of the PPS.

Conditions of Draft Plan Approval

NPCA staff request the following conditions be incorporated into the Conditions of Draft Plan Approval.

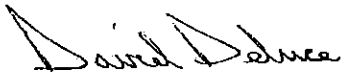
1. That the Developer provide detailed grading, construction sediment and erosion control drawings to the Niagara Peninsula Conservation Authority for review and approval.
2. That the Developer provide appropriate limit-of-work fencing along the rear of Lots 1 to 7 and the boundary of the 15 metre wetland buffer and/or the 7.5 metre setback from the stable top of slope (whichever is further from the Welland River) within Lot 8, to the satisfaction of the Niagara Peninsula Conservation Authority.
3. That the Developer provide a 1.5 metre high chain-link fencing along the rear of Lots 1 to 7 and the boundary of the 15 metre wetland buffer and/or the 7.5 metre setback from the stable top of slope (whichever is further from the Welland River) within Lot 8), to the satisfaction of the Niagara Peninsula Conservation Authority. The applicable engineering drawings and the Subdivision Agreement are to clearly indicate that the chain link fencing is not to have any gates for Lots 1 to 7.
4. That the Developer provide a buffer Restoration Plan to provide enhancements to the wetland buffer, to the satisfaction of the Niagara Peninsula Conservation Authority. Scoping of the Restoration Plan is to be obtained from the Niagara Peninsula Conservation Authority and implementation of the Restoration Plan is to be done through an NPCA Work Permit
5. That the Developer obtain a Work Permit from the Niagara Peninsula Conservation Authority for the proposed cut/fill of the 100 year flood plain on Lot 8 prior to beginning any site works.
6. That the Developer obtain a Work Permit from the Niagara Peninsula Conservation Authority for any restoration works within any lands regulated by the Niagara Peninsula Conservation Authority prior to beginning any site works.
7. That the following warning clause be included in the Subdivision Agreement, to the satisfaction of the Niagara Peninsula Conservation Authority: "The Owner of Lot 8 is hereby advised that the property contains areas that are regulated by the Niagara Peninsula Conservation Authority. Any development including grading and vegetation removal requires approval from the Niagara Peninsula Conservation Authority".

8. That conditions 1 to 7 above be incorporated into the Subdivision Agreement between the Developer and the City of Welland, to the satisfaction of the Niagara Peninsula Conservation Authority. The City of Welland shall circulate the draft Subdivision Agreement to the Niagara Peninsula Conservation Authority for its review and approval.

Conclusion

In summary, the NPCA has no objections to the applications subject to the recommended Conditions of Draft Plan Approval. I hope this information is helpful. Please send a copy of any staff reports to Committee/Council once they are available and any notices of Case Management Hearings. If you have any questions, please let me know.

Regards,



David Deluce, MCIP, RPP
Senior Manager, Planning & Regulations (ext. 224)

cc: Mr. Craig Rohe, MCIP, RPP, Upper Canada Consultants (email only)
Ms. Lindsay Earl, MCIP, RPP, Region of Niagara (email only)
Ms. Lisa Price, NPCA (email only)

Rachelle Larocque

From: Scott Richardson
Sent: March 12, 2020 10:42 AM
To: Rachelle Larocque
Cc: Julie VanLeur
Subject: RE: Welland Riviera Estates

Rachelle,

Comments for the Riviera Estates are as follows;

1. A complete engineering design shall be submitted along with an engineering brief outlining the extent of the infrastructure additions and improvements for review.
2. A storm water management brief outlining the impacts on the existing system shall be submitted for review.
3. All costs associated with the development including reinstatement of existing conditions shall be to as good or better conditions and be at the cost of the developer.

Regards,



C. Scott Richardson, C.E.T.
 Development Supervisor
 Engineering Division
 Infrastructures and Development Services
 Corporation of the City of Welland
 60 East Main Street, Welland, Ontario L3B 3X4
Phone: (905)735-1700 Ext. 2222 **Fax:** (905)735-7184
www.welland.ca

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From: Rachelle Larocque
Sent: March-12-20 10:10 AM
To: Scott Richardson <scott.richardson@welland.ca>
Subject: Welland Riviera Estates

Hi Scott,

Do you have any comments and conditions for the Welland Riviera Estates Subdivision?



Rachelle Larocque, BES, M.Sc., MCIP, RPP
Planning Supervisor
Planning Division
Infrastructure and Development Services
Corporation of the City of Welland
60 East Main Street, Welland, Ontario L3B 3X4
Hours: 8:30am-4:30PM
Phone: (905)735-1700 Ext. 2310 **Fax:** (905)735-8772
www.welland.ca

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Rachelle Larocque

From: Ali Khan
Sent: March 19, 2020 11:37 AM
To: Rachelle Larocque
Subject: Welland Riviera Estates - Comments

Hi Rachelle,

I am recommending that driveway for Lot 1 be as westerly as possible. Furthermore, as per our traffic/parking bylaw , parking is not allowed within twenty-two meters (22 m) of intersections of Falcon/Colbeck and Gaiser/Colbeck.

Regards,



Muhammad Ali Khan, M.A.Sc; P.Eng.
Supervisor Traffic, Parking & Bylaws
Infrastructure and Development Services
Corporation of the City of Welland
60 East Main Street, Welland, Ontario L3B 3X4
Phone: (905)735-1700 Ext. 2202 **Fax:** (905)735-7184
www.welland.ca

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From: Rachelle Larocque
Sent: March 18, 2020 11:59 AM
To: Ali Khan <ali.khan@welland.ca>
Subject: Welland Riviera Estates - Comments

Hi Ali,

Do you have any comments regarding this subdivision?

Thanks!



Rachelle Larocque, BES, M.Sc., MCIP, RPP
Planning Supervisor
Planning Division
Infrastructure and Development Services
Corporation of the City of Welland
60 East Main Street, Welland, Ontario L3B 3X4
Hours: 8:30am-4:30PM
Phone: (905)735-1700 Ext. 2310 **Fax:** (905)735-8772
www.welland.ca

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Rachelle Larocque

From: Jack Tosta
Sent: March 31, 2020 10:43 AM
To: Rachelle Larocque
Subject: RE: Welland Riviera Estates

Rachelle,
 Due to the proximity of the subject lots to the Welland River, we're going to need a geotechnical report at the time of permit application submission.



Jack Tosta
 Chief Building Official
 Infrastructure & Development Services
 Corporation of the City of Welland
 60 East Main Street, Welland, Ontario L3B 3X4
Phone: (905)735-1700 Ext. 2242
www.welland.ca

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From: Rachelle Larocque
Sent: Wednesday, March 18, 2020 12:01 PM
To: Jack Tosta <jack.tosta@welland.ca>
Subject: Welland Riviera Estates

Hi Jack,

Do you have any comments regarding this draft plan of subdivision?

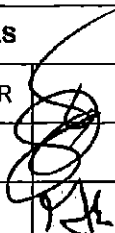
Thanks!



Rachelle Larocque, BES, M.Sc., MCIP, RPP
 Planning Supervisor
 Planning Division
 Infrastructure and Development Services
 Corporation of the City of Welland
 60 East Main Street, Welland, Ontario L3B 3X4
Hours: 8:30am-4:30PM
Phone: (905)735-1700 Ext. 2310 **Fax:** (905)735-8772
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APPROVALS	
GENERAL MANAGER	
TREASURER	
CITY MANAGER	

COUNCIL**INFRASTRUCTURE AND DEVELOPMENT SERVICES**

20-106

REPORT P&B-2020-20
APRIL 21, 2020

SUBJECT: REQUEST FOR EXTENSION TO DRAFT PLAN APPROVAL – THE LOCKE PLAN OF STANDARD CONDOMINIUM – SOCIAL RETURNS INC. (FILE: 26CD-14-17001) WEST SIDE OF NIAGARA STREET, SOUTH OF WOODLAWN ROAD, EAST OF GRAM AVENUE, MUNICIPALLY KNOWN AS 699 NIAGARA STREET

**AUTHOR: RACHELLE LAROCQUE, B.E.S., M.Sc., MCIP, RPP
PLANNING SUPERVISOR**

**APPROVING
MANAGER: GRANT MUNDAY, B.A.A., MCIP, RPP
MANAGER OF DEVELOPMENT APPROVALS**

**APPROVING G.M.: TRAVERS FITZPATRICK
GENERAL MANAGER
INFRASTRUCTURE AND DEVELOPMENT SERVICES**

RECOMMENDATIONS:

THAT THE COUNCIL OF THE CITY OF WELLAND approves an Extension to Draft Plan Approval for the Locke Draft Plan of Standard Condominium (File: 26CD-14-17001) for an additional one (1) year to April 25, 2021.

ORIGIN AND BACKGROUND:

The Locke Plan of Standard Condominium was Draft Approved by the City of Welland effective April 25, 2017. The original Approval was for a period of three years, and lapsing will occur on April 25, 2020 if no extension is granted. The Approval was subject to 13 Conditions which must be met prior to the Plan being registered. The applicant has proceeded through the Site Plan Approval process, however, the registration of the agreement is still outstanding. Due to the COVID-19 Pandemic, timelines have been extended due to changes in staffing levels, as well as sending out agreements for signing and review.

The Region of Niagara Planning has been involved with the review of the Site Plan, and has provided sign off for the design. The Region is satisfied that the conditions of Draft Plan of Condominium have been met. They did not have any need to review the request for extension.

COMMENTS AND ANALYSIS:

Draft Plan Approval is scheduled to lapse on April 25, 2020. Staff was provided with a request for Extension of Draft Approval on March 30, 2020. The letter requested the extension as a result of the COVID-19 pandemic and the increased timelines required to ensure that all documents are safe. All conditions have been met, however, the extension will provide additional time to have the Site Plan Agreement registered and Condominium Assumption Agreement entered into.

FINANCIAL CONSIDERATION:

All costs associated with the development of this property will be borne by the Developer.

OTHER DEPARTMENT IMPLICATIONS:

There are no implications to other Departments related to this request for Extension of Draft Plan Approval.

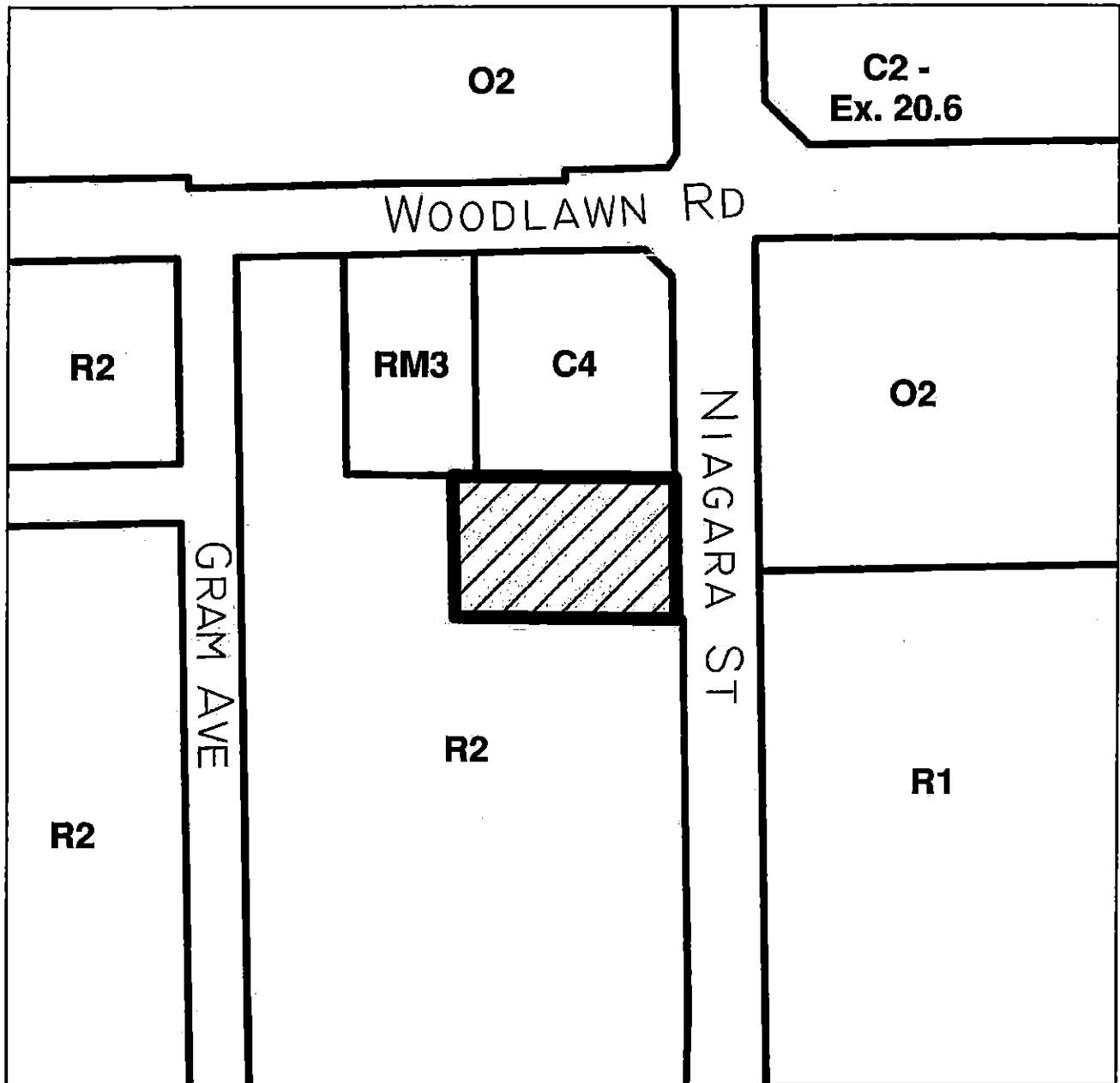
SUMMARY AND CONCLUSION:

Staff recommends a one (1) year extension to the Locke Plan of Standard condominium Approval to April 25, 2021.

ATTACHMENTS:

- Appendix I - Key Map
- Appendix II - Request for Draft Plan Extension

26CD-14-17001



KEY MAP



SUBJECT LANDS



*Infrastructure and
Development Services
Planning Division*



2020 03 31
Social Returns Inc.
13 Carleton Street South
Thorold, Ontario
L2V 1Z5

Rachelle Larocque
City of Welland
60 East Main Street
Welland, Ontario
L3B 3X4

RE: Extension of Plan of Standard Condominium Approval for 699 Niagara Street

Dear Ms. Larocque,

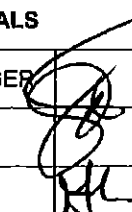
On behalf of Social Returns Inc., I respectfully request an extension of the Plan of Standard Condominium Approval which is set to lapse on April 26, 2020. Due to the changing circumstances associated with the COVID-19 outbreak, a request for extension is needed to address all items associated with final registration.

A handwritten signature in black ink, appearing to read 'Taylor Meadows', with a horizontal line extending to the right.

Taylor Meadows – Planner

Better Neighbourhoods Inc.

CC Drew Toth – Social Returns Inc.

APPROVALS	
GENERAL MANAGER	
CFO	
CAO	

COUNCIL**INFRASTRUCTURE AND DEVELOPMENT SERVICES**

20-67

REPORT P&B-2020- 21
APRIL 21, 2020

SUBJECT: REQUEST FOR PART LOT CONTROL EXEMPTION –
BLOCKS 1-3 ON PLAN 59M-473, 1969578 ONTARIO LTD
(DENNIS HOME)

AUTHOR: RACHELLE LAROCQUE, BES, M.Sc., MCIP, RPP
PLANNING SUPERVISOR

APPROVING SUPERVISOR: GRANT MUNDAY, B.A.A., MCIP, RPP
MANAGER OF DEVELOPMENT APPROVALS

APPROVING G.M.: TRAVERS FITZPATRICK
GENERAL MANAGER,
INFRASTRUCTURE AND DEVELOPMENT SERVICES

RECOMMENDATION:

THAT THE COUNCIL OF THE CITY OF WELLAND approves the Exemption of Part Lot Control for Blocks 1-3 as shown on Plan 59M-473, to realize the sale of these lands for future residential development purposes; and further

THAT Welland City Council authorizes Staff to prepare the necessary By-laws.

ORIGIN AND BACKGROUND:

The subject lands (Blocks 1-3 on Plan 59M-473) are part of the Welland High Gardens Plan of Subdivision, which was registered on September 6, 2019. As with all Registered Plans of Subdivision, a Subdivider's Agreement between the City and the Owner were executed. The subdivision created 3 blocks for townhouses fronting onto Denistoun Street, 2 blocks for future residential development, and one natural environment block given to the City. The lands that are the subject of the request for Part Lot Control is currently zoned RH-41, which permits an accessory dwelling unit, two-unit dwelling, street townhouse, and block townhouse in addition to the permitted uses in the Residential High Density (RH) Zone. The townhouses that are currently under construction are a permitted use in this zone.

COMMENTS AND ANALYSIS:

Dennis Home has requested an Exemption to Part Lot Control so that they can develop these blocks with freehold townhouse units. The construction of the units

has commenced. The intent is that each of the townhouse units will be sold to separate purchasers.

Once the townhouse units are sold, the By-law should be discharged from Title. A timeline of five (5) years has been incorporated in said By-law to ensure its discharge. Staff is of the opinion that the five (5) year timeline is sufficient with respect to the sale of the townhouse units on the 3 blocks identified.

The granting of an Exemption to Part Lot Control, under Section 50(5) of the Planning Act will permit the proposed dwellings to be in conformity with the Zone provisions applicable to the subject lands for each semi-detached dwelling unit. Staff is of the opinion that such a By-law is appropriate.

FINANCIAL CONSIDERATION:

All costs associated with the development of this property will be borne by the Owner.

OTHER DEPARTMENT IMPLICATIONS:

The Legal Division will assist with the Registration of this By-law.

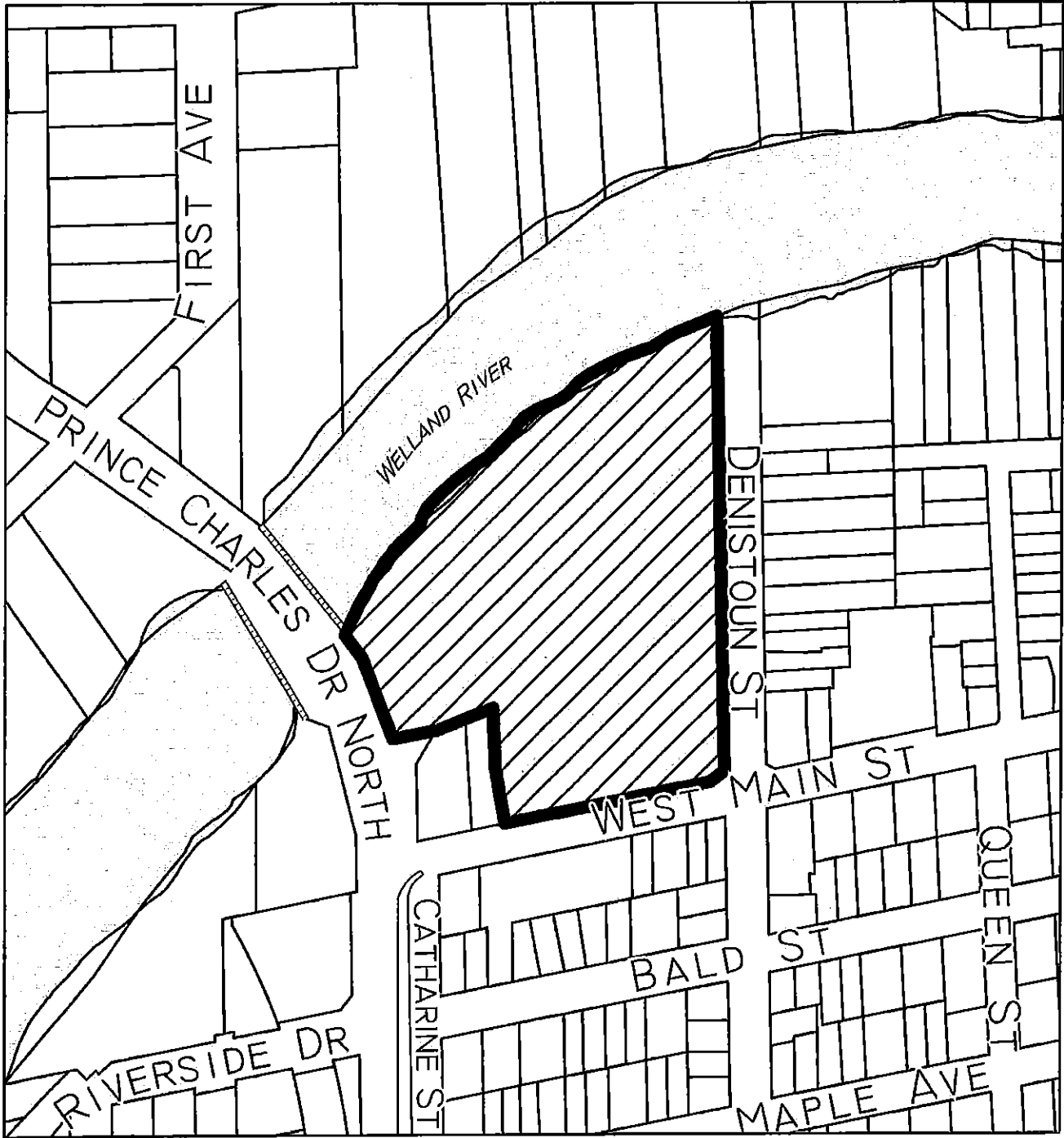
SUMMARY AND CONCLUSION:

Staff recommends that Council approve the request for Exemption to Part Lot Control for Blocks 1-3 as shown on Plan 59M-473 to realize the sale of these lands for future residential development purposes. Staff will prepare the necessary By-law in this regard.

ATTACHMENTS:

- Appendix I - Key Map
- Appendix II - Registered Plan

26T-14-17005



KEY MAP


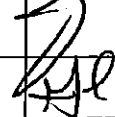



SUBJECT LANDS



*Infrastructure and
Development Services*
Planning Division

COUNCIL
CORPORATE SERVICES – CLERKS DIVISION

APPROVALS	
GENERAL MANAGER	
CFO	
CAO	

REPORT CLK-2020-11
APRIL 21, 2020

20-64
02-160

SUBJECT: ELECTRONIC PARTICIPATION FOR COMMITTEES OF COUNCIL DURING THE NOVEL CORONAVIRUS (COVID-19) PANDEMIC

AUTHOR: TARA STEPHENS, CITY CLERK

APPROVING G.M.: STEVE ZORBAS, GENERAL MANAGER, CORPORATE SERVICES, CHIEF FINANCIAL OFFICER/TREASURER

RECOMMENDATION:

THAT THE COUNCIL OF THE CITY OF WELLAND receives for information the staff report CLK-2020-11 – Electronic Participation for Committees of Council during the Novel Coronavirus (COVID-19) pandemic; and
THAT Welland City Council approves the amendment to Procedural By-law 2017-6, to allow Committees of Council to hold electronic meetings during the Novel Coronavirus (COVID-19) pandemic; and further
THAT Welland City Council authorizes the Mayor and Clerk to execute the necessary by-law amendment.

ORIGIN AND BACKGROUND:

Due to the Novel Coronavirus (COVID-19) pandemic, Committees of Council are unable to hold public meetings, due to social distancing restrictions.

Some Committees may need to hold meetings to consider matters during the pandemic, therefore staff is recommending the ability to hold electronic meetings be extended to Committees.

COMMENTS AND ANALYSIS:

The Procedural By-law 2017-6 establishes the principles and rules to be used for meetings of Council and its Committees. The amendment proposed in this report continues to build upon the governance model established by the Procedural By-law.

On March 19, 2020, Welland City Council approved by-law 2020-35, to amend the Procedural By-law 2017-6, to reflect recent changes to the *Municipal Act, 2001*, regarding electronic participation during emergencies.

If the recommendation is approved by Council, the Committees will be responsible for selecting the system for holding an electronic meeting. The City of Welland will not be assisting with providing holding electronic meetings.

The Procedure to hold a meeting for ABCs

- Similar to the current process, a committee is required to prepare an agenda one (1) week prior to the meeting and submit it to abc@welland.ca for it to be posted on the City of Welland website.
- Any unapproved minutes are to be included in the next scheduled agenda, and submitted to abc@welland.ca.
- Additionally, the Chair shall not be permitted to participate in a meeting electronically. The Chair is required to be physically present at the meeting in order to effectively guide the meeting.
- As the committee meetings are open to the public, the meeting is to be recorded and made available for the public, if it is requested.

FINANCIAL CONSIDERATION:

No financial implications to allow Committees with the ability to hold electronic meetings.

OTHER DEPARTMENT IMPLICATIONS:

N/A

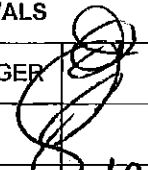

SUMMARY AND CONCLUSION:

It is recommended the by-law be approved to allow for Committees of Council to participate in meetings electronically.

ATTACHMENTS

N/A

COUNCIL
CORPORATE SERVICES – CLERKS DIVISION

APPROVALS	
GENERAL MANAGER	
CFO	
CAO	

REPORT CLK-2020-12 ²⁰⁻⁶⁴
APRIL 21, 2020

SUBJECT: DELEGATION OF AUTHORITY BY-LAW TO BE AMENDED TO INCLUDE THE MAYOR

AUTHOR: TARA STEPHENS, CITY CLERK

APPROVING G.M.: STEVE ZORBAS, GENERAL MANAGER, CORPORATE SERVICES, CHIEF FINANCIAL OFFICER/TREASURER

RECOMMENDATION:

THAT THE COUNCIL OF THE CITY OF WELLAND receives for information the staff report CLK-2020-12 – Delegation of authority by-law to be amended to include the Mayor; and further
THAT Welland City Council authorizes the Mayor and Clerk to execute the necessary by-law amendment.

ORIGIN AND BACKGROUND:

On March 19, 2020, Welland City Council approved by-law 2020-34 – A by-law to delegate powers and duties to the Chief Administrative Officer and Chief Financial Officer during the COVID-19 Pandemic.

COMMENTS AND ANALYSIS:

Staff is recommending an amendment to by-law 2020-34, to include the Mayor, in addition to the Chief Administrative Officer and Chief Financial Officer.

FINANCIAL CONSIDERATION:

The delegated authority is subject to the requirement that the expenditure or liability can be accommodated within an approved budget.

OTHER DEPARTMENT IMPLICATIONS:

N/A

SUMMARY AND CONCLUSION:

It is recommended the by-law amendment be approved to assist in ensuring the continuity of business during this uncertain time.

ATTACHMENTS

N/A



March 4, 2020

Tara Stephens, City Clerk
Welland City Hall
60 East Main Street
Welland ON, L3B3X4

Sent via email: tara.stephens@welland.ca

Re: Graffiti Report
Our File No: 35.60.69

Dear Ms. Stephens,

At its meeting held on February 10th, 2020, St. Catharines City Council approved the following motion:

1. That the City request that Niagara Regional Police increase their enforcement and vigilance
2. That the City request the Ministry of the Attorney General to consider more severe penalties with convicted perpetrators to deter further graffiti and that the Members of Provincial Parliament, Niagara Region Council, and all Niagara local area municipalities be copied on that request;

There has been a recent spate of graffiti in the downtown on a number of different properties, and in some cases has returned after being cleaned up. Examples include the building at 30 Ontario Street, 39 Queen Street as well as the BMO location downtown, as well as several spots along St Paul Street among others.

While the city continues to promote the downtown as a safe place to live and do business in, it becomes increasingly difficult to do so with this type of activity on the rise. The recent wins for our downtown, including the location of a major regional office for Accenture that has brought 500 more people into our downtown, further underlines the need to address this issue as more and more people come into the core at varying hours of the day—our concern is that if it continues, this could negate the very good and positive things that are happening here.

If you have any questions, please contact the Government Relations Advisor at extension 1518.

PO Box 3012, 50 Church St., St. Catharines, ON L2R 7C2
Tel: 905.688.5600 | TTY: 905.688.4889 | www.stcatharines.ca

11-58

Sincerely,

Melissa Wenzler
Government Relations Advisor

cc. Niagara Regional Police Service
Doug Downey, Attorney General of Ontario
Jennie Stevens, MPP
Jeff Burch, MPP
Wayne Gates, MPP
Sam Oosterhoff, MPP
Niagara Region Council
Town of Fort Erie
Town of Grimsby
Town of Lincoln
City of Niagara Falls
Town of Niagara-on-the-Lake
Town of Pelham
Town of Port Colborne
Town of Thorold
Town of Wainfleet
Town of Welland
Town of West Lincoln

PROCLAMATIONS: BeADonor Month
DATE: April 21, 2020

From: MFurmah@GiftofLife.on.ca [mailto:MFurmah@GiftofLife.on.ca]

Sent: March 9, 2020 1:55 PM

Subject: April is BeADonor Month In Ontario: Get Involved!

Good afternoon,

I hope this finds you well.

Every year in April, Ontarians celebrate BeADonor Month. It is a time in which all Ontarians are encouraged to show their support for organ and tissue donation by registering.

Trillium Gift of Life Network (TGLN) is pleased to offer you social media messaging and graphics, and would be grateful for your involvement in promoting organ and tissue donation registration to your constituents and networks.

5 EASY Ways You Can Get Involved from April 1st – April 30th

1. Register: Register as an organ and tissue donor at www.beadonor.ca, it only takes 2 minutes!

2.h Social Media: Encourage your followers to register. Tweet the following messages with the graphics attached, or create your own! Be sure to use the hashtag #BeADonor and tag @TrilliumGift so we can share your posts!

Graphic 1 Tweet: *April is #BeADonor Month in Ontario. Let's mark this occasion by honouring those who have given the gift of life and give hope to the countless others who are waiting for a lifesaving organ transplant. Help save a life by registering today at www.BeADonor.ca*

Graphic 2 Tweet: *It's never too late to be a hero. This April during #BeADonor Month make sure you're a registered organ and tissue donor. It only takes 2 minutes to change someone's life! Register today at www.BeADonor.ca*

3.h Green Shirt Day: April 7th is Green Shirt Day across Canada in honour of Logan Boulet (*a victim of the tragic 2016 Humboldt Bronco's crash*) and the tremendous impact that his organ and tissue donation had on registrations.

Show your support on April 7th by wearing any green shirt or by purchasing the official Green Shirt Day t-shirt at: <https://greenshirtday.shop/>. For more information on Green Shirt Day, please visit <https://greenshirtday.ca/>

Post a photo of yourself on social media April 7th wearing a green shirt (feel free to use the sample tweet below).

Sample Tweet: *Today on #GreenShirtDay, I'm wearing green to show my support for those currently waiting for a lifesaving organ transplant. Show your support today by registering to be an organ & tissue donor at www.BeADonor.ca*

4. **Issue a BeADonor Month Proclamation In Your City:** Help raise awareness by proclaiming April as BeADonor Month issuing a Mayor's Proclamation for BeADonor Month for the month of April.
5. **Create an Online Registration Drive:** Create a registration drive at www.beadonor.ca/spread-the-word. Challenge your friends, family and colleagues to register by sharing your individual registration drive on social media to see how many clicks to register you can collect.

Quick Facts about Organ and Tissue Donation and Transplantation:

- One organ donor can save up to 8 lives and enhance as many as 75 lives through tissue donation.
- Today, there are more than 1,600 men, women and children in Ontario waiting for a lifesaving organ transplant.
- Every 3 days, someone in Ontario dies a preventable death waiting for a transplant.
- You are 5 times more likely to *need* an organ than to donate one.
- **It takes less than 2 minutes to register as an organ and tissue donor online at beadonor.ca.**

For more information or assistance, please do not hesitate reaching out to me at 416-619-2304 or MFurmah@giftoflife.on.ca.

Thank you for your support this BeADonor Month!

Best regards,

Manraj

Manraj Furmah

Advisor, Public Education and Marketing

Trillium Gift of Life Network

483 Bay Street, South Tower 4th floor

Toronto, ON M5G 2C9

T: (416) 619-2304

Email: MFurmah@GiftofLife.on.ca

Register today at beadonor.ca

2020 BeADonor Month Proclamation Template

I, Mayor X X, do hereby proclaim April 2020 as "BeADonor Month" in the City/Town of XXX;

Whereas, "BeADonor Month" supports organ and tissue donor registration; and

Whereas, over 1,600 people in Ontario are on the waitlist and every three days someone dies waiting for a live-saving organ transplant; and

Whereas, in 2019, 382 deceased and 302 living donors saved the lives of 1,386 people through transplant, and 2,364 tissue donors enhanced the lives of thousands more through the gift of eyes, bone, skin or heart valves; and

Whereas, research shows the majority of Ontarians support organ and tissue donation yet just 34% of eligible Ontarians have registered their consent to donate; and

Whereas, families almost always consent to donation *when there is evidence a loved one registered their decision to donate*, but in the absence of a registered donation decision, families consent only half of the time; and

Whereas, everyone is a potential organ and tissue donor, regardless of age; one organ donor can save up to eight lives and enhance the lives of up to 75 more through the gift of tissue; and

Now Therefore, I encourage all citizens to learn more about the organ and tissue donation and transplantation, and consider pledging their support to "BeADonor Month" by registering as a donor at BeADonor.ca.

X X

Mayor



February 28, 2020

Mayor Campion
City of Welland
60 East Main Street
Welland, Ontario, L3B 3X4

Dear Mayor Campion,

On September 19, 2019, Niagara Regional Council approved a motion for the Niagara Region to join the Canadian Coalition of Inclusive Municipalities. By way of background, I have enclosed for you the report titled "**CAO 14-2019 Action and Resources to Join the Coalition of Inclusive Municipalities**" which outlines the staff recommendations and resourcing to support this initiative.

On December 12, 2019, Niagara Regional Council approved the resource recommendations in the report as part of the 2020 Regional budget process, and we would like to finalize our commitment by officially joining the Coalition of Inclusive Municipalities in early 2020.

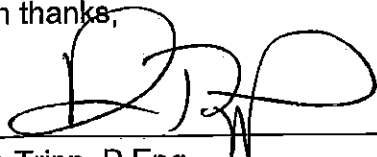
What this entails, is signing a declaration to join the Coalition of Inclusive Municipalities, including a formal announcement via a media release and possible media event.

We would like to invite all twelve municipalities to join in signing this declaration, and participating in a media event, as one Niagara region. For municipalities to participate, the Coalition of Inclusive Municipalities has requested that each municipal Council pass a motion of support. Attached is a draft declaration, which includes all twelve municipalities working with the Niagara Region to develop a joint Plan of Action.

We know that diversity, equity and inclusion matter to all of us in Niagara, and we are determined to work supportively together to tackle racism and discrimination and promote human rights and diversity.

Please respond to indicate your interest in joining in this work. Cassandra Ogunniyi will be reaching out in the coming weeks to follow up on any questions you may have, or additional information we can provide to you, your staff, or your municipal Council.

With thanks,



Ron Tripp, P.Eng.
Acting Chief Administrative Officer

cc: Area Municipal Mayors
Area Municipal CAOs

20-63



96 The Coalition of Inclusive Municipalities is endorsed by



Canadian Association of
Statutory Human Rights Agencies
Association canadienne des
commissions et conseil des droits de la personne



Canadian Race
Relations
Foundation
Fondation
canadienne des
relations raciales

Declaration to Join the Coalition of Inclusive Municipalities

Given that:

1. The Canadian Commission for UNESCO (United Nations Educational, Scientific and Cultural Organization) is calling on municipalities to join a Coalition of Inclusive Municipalities and to be part of UNESCO's International Coalition launched in 2004; and
2. The Federation of Canadian Municipalities (FCM) endorses the Call for a Coalition of Inclusive Municipalities and encourages its members to join; and

Whereas:

3. Municipal governments in Canada, along with other levels of government, have responsibilities under Canada's *Charter of Rights and Freedoms* as well as federal, provincial and territorial human rights codes, and therefore have an important role to play in combating racism and discrimination and fostering equality and respect for all citizens;

Be it resolved that:

4. The Regional Municipality of Niagara, The Corporation of the Town of Fort Erie, The Corporation of the Town of Grimsby, The Corporation of the Town of Lincoln, The Corporation of the City of Niagara Falls, The Corporation of The Town of Niagara-on-the-Lake, The Corporation of the Town of Pelham, The Corporation of the City of Port Colborne, The Corporation of the City of St. Catharines, The Corporation of the City of Thorold, The Corporation of The Township of Wainfleet, The Corporation of the City of Welland, and The Corporation of the Township of West Lincoln agree to join the Coalition of Inclusive Municipalities and, in joining the Coalition, endorses the Common Commitments (see Appendix A) and agree to develop or adapt a joint Plan of Action led by the Regional Municipality of Niagara accordingly.
5. These Common Commitments and the Municipalities' joint Plan of Action will be an integral part of the Municipalities' vision, strategies and policies.
6. In developing or adapting and implementing the joint Plan of Action toward progressive realization of the Common Commitments, the Municipalities will cooperate with other organizations and jurisdictions, including other levels of government, Indigenous peoples, public and private sector institutions, and civil society organizations, all of whom have responsibilities in the area of human rights.
7. The Municipalities will set their priorities, actions and timelines and allocate resources according to their unique circumstances, and within their means and jurisdiction. The Municipalities will exchange their expertise and share best practices with other municipalities involved in the Coalition and will report publicly on an annual basis on actions undertaken toward the realization of these Common Commitments.

The Regional Municipality of Niagara, insert date (month day, year)



His Worship, Regional Chair Jim Bradley

SIGNATURE OF THE CHAIR



United Nations
Educational, Scientific and
Cultural Organization
Organisation
des Nations Unies
pour l'éducation,
la science et la culture



Canadian
Commission
for UNESCO
Commission
canadienne
pour l'UNESCO

The Coalition of Inclusive Municipalities is endorsed by
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Association canadienne des
commissions et conseils des droits de la personne



Canadian Race
Relations
Foundation
Fondation
canadienne des
relations raciales

The Corporation of the Town of Fort Erie, insert date (month day, year)

His Worship Wayne Redekop

SIGNATURE OF THE MAYOR

The Corporation of the Town of Grimsby, insert date (month day, year)

His Worship Jeff Jordan

SIGNATURE OF THE MAYOR

The Corporation of the Town of Lincoln, insert date (month day, year)

Her Worship Sandra Easton

SIGNATURE OF THE MAYOR

The Corporation of the City of Niagara Falls, insert date (month day, year)

His Worship Jim Diodati

SIGNATURE OF THE MAYOR

The Corporation of the Town of Niagara-on-the-Lake, insert date (month day, year)

Her Worship Betty Disero

SIGNATURE OF THE MAYOR

The Corporation of the Town on Pelham, insert date (month day, year)

His Worship Marvin Junkin

SIGNATURE OF THE MAYOR

The Corporation of the City of Port Colborne, insert date (month day, year)

His Worship Bill Steele

SIGNATURE OF THE MAYOR



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la science et la culture



Canadian
Commission
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Commission
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pour l'UNESCO



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Association canadienne des
commissions et conseils des droits de la personne



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canadienne des
relations raciales

The Corporation of the City of St. Catharines, insert date (month day, year)

His Worship Walter Sendzik

SIGNATURE OF THE MAYOR

The Corporation of the City of Thorold, insert date (month day, year)

His Worship Terry Ugolini

SIGNATURE OF THE MAYOR

The Corporation of the Township of Wainfleet, insert date (month day, year)

His Worship Kevin Gibson

SIGNATURE OF THE MAYOR

The Corporation of the City of Welland, insert date (month day, year)

His Worship Frank Campion

SIGNATURE OF THE MAYOR

The Corporation of the Township of West Lincoln, insert date (month day, year)

His Worship Dave Bylsma

SIGNATURE OF THE MAYOR



99
The Coalition of Inclusive Municipalities is endorsed by

Canadian Association of
Statutory Human Rights Agencies
Association canadienne des
commissaires et conseil des droits de la personne



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relations raciales

Appendix A: Coalition for Inclusive Municipalities, Common Commitments

The municipality as a guardian of the public interest

1. Increase vigilance against systemic and individual racism and discrimination.
2. Monitor racism and discrimination in the community more broadly as well as municipal actions taken to address racism and discrimination.
3. Inform and support individuals who experience racism and discrimination.
4. Support policing services in their efforts to be exemplary institutions in combating racism and discrimination.

The municipality as an organization in the fulfillment of human rights

5. Provide equal opportunities as a municipal employer, service provider, and contractor.
6. Support measures to promote equity in the labour market.
7. Support measures to challenge racism and discrimination and promote diversity and equal opportunity in housing.

The municipality as a community sharing responsibility for respecting and promoting human rights and diversity

8. Involve citizens by giving them a voice in anti-racism initiatives and decision-making.
9. Support measures to challenge racism and discrimination and promote diversity and equal opportunity in the education sector, and in other forms of learning
10. Promote respect, understanding and appreciation of cultural diversity and the inclusion of Aboriginal and racialized communities into the cultural fabric of the municipality.



April 1, 2020
City Of Welland
60 East Main Street
Welland, Ontario L3B 3X4

Attention: Finance Department

RE: COVID19 - Levy Relief

The Board of Directors of the North Welland BIA have passed a motion to waive the levy for the 2020 taxation year for the business members in the North Welland BIA catchment area during these uncertain times.

We request that the City make these adjustments to the tax bills for the North Welland BIA membership as to not charge a levy and revise our previously approved budget to have Council approve a \$0 budget for the North Welland BIA year 2020.

We also have passed a motion to put a hold on our capital projects and use the funds set aside for those capital projects for future promotion of our member businesses to assist them during what is shaping up to be a very challenging year.

We will send out information notices to our business membership under separate cover.

We appreciate your assistance with this matter. Should you have any questions please do not hesitate to contact me alanna@seawaymall.com or John Clark, Chair clarkle@mtbellies.com.

Sincerely,

Alanna Galeota

North Welland Business Improvement Area

08-95
20-64