



# COUNCIL INFORMATION PACKAGE

Friday, August 30, 2024

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## MEMORANDUM

**TO:** Welland City Council

**FROM:** Amanda Degazio, Manager of Business and Community Services

**DATE:** August 27, 2024

**SUBJECT:** Respectful Public Behaviour Policy

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This memo is a response to staff direction, Council Resolution 2023-166, from February 27, 2023, and will provide an update on the Respectful Public Behaviour Policy, as this item was referred back to staff. In February 2023, Council requested that staff incorporate feedback into the policy and that staff provide two location specific policies that would become obsolete with the introduction of this new administrative policy.

The following administrative policies will be repealed and are provided as per Council's request: SER-001-0001: Public Skating (Appendix 1) and SER-001-0002: Consumption of Alcohol in the Arenas (Appendix 2). Additionally, the appropriate adjustments have been applied to the policy based on Council feedback and the policy is completed. (Appendix 3). The Respectful Public Behaviour policy is an administrative policy on operational matters and overseen by staff.

The City will enhance public space management by introducing the Respectful Public Behaviour (RPB) policy, expanding on the successful Rzone program's principles to apply to all City facilities and operations. This new policy addresses the absence of specific public behavior guidelines and aims to foster a safer and more inclusive environment for residents, visitors, and staff.

Many cities across Ontario have successfully adopted the Rzone program for their recreational facilities to promote respectful behaviour and safety. Our goal is to expand this approach beyond recreational areas to encompass all city spaces through the implementation of the Respectful Public Behaviour Policy.

Previously, there is no specific policy governing public behaviour, highlighting the need for comprehensive guidelines. This need is also highlighted through the number of

increasing incidents and severity of incidents seen across city operations including physical assaults, verbal assaults, intimidation and threats. The RPB policy is designed to create a safe, inclusive, and respectful environment for all. By establishing clear guidelines for public conduct, the RPB policy aims to enhance community life and promote harmony. It will address inappropriate behaviour in public spaces by promoting respectful interactions and preventing harassment, discrimination, and violence, ensuring that all individuals feel safe and valued while engaging with the community.

The Respectful Public Behaviour Policy is a critical step in ensuring a safe and inclusive environment for everyone in our community. By ensuring these guidelines apply broadly across City facilities and operations, we promote respectful communication. By addressing RPB violations with appropriate review, investigation and consequences, we will create welcoming spaces where all individuals can thrive. The education and enforcement of the policy will support its successful implementation and help maintain the integrity of our community spaces. The recommendations provided by the Respectful Public Behaviour Panel, with final decision made by the Corporate Leadership Team, ensure a fair and systematic approach to addressing policy violations.

Staff have been working within this pilot policy and its respective procedures for the past 1.5 years in order to work out the details of implementing a successful policy including its procedures and reporting tools. This has been helpful as staff and the public have experienced a number of challenging incidents, many quite serious, that have required this review and oversight. Staff know that the implemented processes work and staff are feeling supported based on the City's follow up and feedback received on the program.


In summary, Council's directive on the Respectful Public Behaviour Policy has been addressed.

### **ATTACHMENTS:**

Appendix 1 – SER-001-0001


Appendix 2 – SER-001-0002

Appendix 3 – Respectful Public Behaviour Policy

 <b>CITY OF</b> <b>Welland</b>	Title:	Respectful Public Behaviour		
	Number:			
	Revision Date:	N/A	Approved by:	
	Revision Number:	N/A	Area:	
	Document Type:	Policy	Department:	Community Services

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### 1.0 Purpose

The City of Welland (hereinafter referred to as The City) is dedicated to providing safe spaces where people are treated with dignity and respect. In order to ensure dignity and respect are maintained at all times, people must take responsibility for their actions, within our programs, buildings, properties and operations. Any kind of violence, vandalism, or improper behaviour will not be tolerated.

The City offers amenities, activities, and sites that encourage residents to engage, seek assistance, and promote learning and leisure. Everyone who visits a City facility, program, or property has the right to feel safe. This includes employees as well as visitors. With this right comes the responsibility to be accountable for any actions or behaviours that put the safety of others at risk.

This procedure outlines the expectations, processes and responsibilities of staff, volunteers, bystanders, and visitors to address inappropriate behaviour or violence in City programs, and City-owned or leased facilities and properties.

This procedure aims to promote a positive, safe, enjoyable, and supportive environment for all visitors, staff and user groups, and to increase the level of understanding and awareness of this policy.

### 2.0 Policy Statement


This policy is public-focused, as related to public-to-public and public-to-staff/council/volunteer interactions on all city property inclusive of parks, trails, playfields, and all facilities. This includes but is not limited to city hall, market square, and all recreation facilities including the Welland Community Centre, Welland International Flatwater Centre, arenas, docks, etc.

NOTE: Youngs Sportsplex, the Welland libraries, and the Welland Historical Museum are not included in this policy as they are operated by 3<sup>rd</sup> party organizations and adhere to their own code of conduct relating to respectful behaviour.

This policy and its outcomes can be applied to an individual(s) and/or a Team / Organization / Group that uses City-owned or leased facilities and properties.

Unacceptable behaviour and conduct identified under this policy includes, but is not limited to:

- Harassment
- Loud verbal assaults directed at participants, officials, members of the public, or City staff deemed to be aggressive or intimidating or having the potential of inciting violence
- Excessive hostile voicemails, emails

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- Threats and/or attempts to intimidate
- Aggressive approaches to another individual (physical/verbal assault)
- Theft of property
- Possession of weapons
- Vandalism to buildings, property owned or leased, or the property of City staff
- Racial or ethnic slurs
- Use of illegal drugs
- Use of alcohol on non-licensed premises
- Contravention of City by-laws or policies

NOTE: Sport-related altercations/matters may additionally be managed through the sport organization and their applicable sport governing bodies under the Provincial Sport Organizations (PSO) and Multi-Sport Organizations (MSO), rules and regulations.

### 3.0 Definitions

**Ban:** The prohibition of an individual from entering or attending specific City facilities for a specific duration.

**Harassment:** Engaging in a course of vexatious comment or conduct that is known or ought reasonably to be known to be unwelcome, as defined by the Ontario Human Rights Code. Harassment is often based on factors such as race, gender, or other personal characteristics.

**User Groups:** Permitted, formally organized, regularly scheduled, associations, groups, or organizations. This includes but is not limited to, all sport, recreation, and culture groups.


**Respectful Public Behaviour Panel:** Staff representation from several City departments, including Community Services, Finance, Planning & Development, Fire and Emergency Services, Infrastructure Services, and the office of the CAO.

**Vandalism:** The malicious, willful, and deliberate destruction, damage or defacing of property.

**Verbal abuse:** The use of harsh, demeaning, or threatening language to control, intimidate, or harm someone emotionally.

**Visitors:** People attending public meetings, departmental counters, recreational programs, recreational facilities, and properties, which includes patrons, guests, clients, visitors, spectators, coaches, officials, players, members, parents, volunteers, invitees, participants, and users.

### 4.0 General Provisions

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To foster a positive and inclusive environment for everyone, all individuals must adhere to standards for respectful and inclusive behaviour. This policy outlines the core principles and expectations for public conduct, emphasizing the importance of mutual respect, inclusivity, and effective communication. By adhering to these provisions, we ensure a safe and welcoming space for all.

**Respect and Dignity:** All individuals must interact with others in a manner that respects their dignity and promotes mutual respect. Disparaging remarks, insults, or any behaviour that undermines another's self-worth are strictly prohibited.

**Non-Discrimination:** The city of Welland is committed to fostering an inclusive environment free from discrimination. All individuals are entitled to fair and equitable treatment regardless of race, gender, age, religion, disability, sexual orientation, or any other personal characteristic.

**Harassment and Bullying:** Harassment and bullying, in any form - whether verbal, physical, or psychological - are unacceptable. This includes unwanted comments, threats, intimidation, or other behaviour that creates a hostile or intimidating environment.


**Appropriate Communication:** Communication should be constructive and respectful. Abusive, offensive, or threatening language is prohibited. Individuals are encouraged to express their views in a manner that is considerate and supportive of others.

**Compliance and Enforcement:** All members are expected to adhere to this policy. Violations should be reported to the designated authorities. A thorough investigation will be conducted, and appropriate actions will be taken, which may include corrective measures or disciplinary actions.

To ensure this policy is well understood, the City will educate all users of programs, facilities and properties through a number of methods:

- The City will provide training to staff on the Respectful Public Behaviour policy to support the implementation of this policy. This training will include an overview of the policy, processes and report forms.
- The City, and its user groups, will promote an educational campaign aimed at raising awareness of the Respectful Public Behaviour (RPB) policy, in particular, the importance of the role of every citizen, athlete, coach and leader in creating a positive environment free of discrimination and harassment. This information will be available on the City's website and promoted through various social media channels.

As outlined under Responsibilities, anyone who witnesses non-compliance behaviours with this policy has a duty to report them as follows:

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- If at any time staff, visitors or user groups feel personally threatened, they are to call the police immediately. It is NOT the expectation that staff or users put themselves at risk or jeopardize one’s safety in dealing with any threat.
- Staff & visitors are required to report acts of violence, vandalism, or inappropriate behaviours to their immediate supervisor and complete the RPB report before the end of their shift.
- User groups are to report acts of violence, vandalism, or inappropriate behaviours to a City staff member and/or a designated person of their user group / organization within 24 hours of the occurrence.
- All incidents of violence, vandalism or threatening situations must be reported to the police.

## 5.0 Process and Procedure

### Enforcement Options/Steps


The City will take appropriate actions when incidents of non-compliance with this policy occur in City facilities, programs, or properties. City staff are expected to act when inappropriate behaviour or violence is observed or reported in the following instances:

- a) Observation (or potential) of any physical violence or vandalism
- b) Observation of verbal abuse or (potential) threat
- c) The request of a community group representative (i.e. coaches), who acting reasonably is unable to get cooperation from parents, participants, coaches, officials, or spectators
- d) The request of a community group or individual who, as part of their operations, are threatened, intimidated, or persistently disrupted to incite negative activity

Upon witnessing or suspecting physical violence or continued verbal abuse, enact the following procedures:

1. Without jeopardizing one’s safety, advise the identified party to stop immediately or they will be asked to leave
2. If the party does not cooperate, inform the identified party you are calling the police
3. Call the Police (9-1-1)
4. If an individual refuses to stop and does not leave, do not engage in an argument or physical confrontation but wait for the police to arrive. Calmly inform the individual that they are trespassing, if appropriate.




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5. If the individual does leave, write down a description of the person, including clothing and direction of travel to share with the police.
6. Advise supervisor or on-call supervisory personnel immediately.
7. Prepare RPB reports found on [www.welland.ca](http://www.welland.ca). Staff, visitors and user groups will be responsible to submit the RPB report to [respect@welland.ca](mailto:respect@welland.ca).
8. Incident to be reviewed by the RPB panel
9. All staff shall cooperate and support police during any investigation and prosecution resulting from any charges laid.

NOTE: Should the violation of the RPB policy occur in a virtual environment, either by phone or e-mail, staff are encouraged to share the RPB policy with the individual and require that non-compliant behaviour ends before any further communication. Should it be required, any written communication may be reviewed as evidence during the review by the RPB panel.

#### Consequence of Non-Compliance

1. Individuals who engage in any unacceptable behaviour, as defined in this policy, may, depending on the severity, be barred from the premises immediately and if necessary, a suspension for an appropriate period of time. The suspension may apply to all programs, facilities, and properties if warranted. The length of suspension will be proposed to the Corporate Leadership Team by the panel and will depend on the severity of the situation, and any previous incidents of non-compliance with the policy. The intention is for any consequences to be progressive, however, egregious, violent or criminal behaviours may not be subject to this progression.
2. All incidents that result in a suspension or barring from programs, facilities, and properties will be communicated in writing by the Manager of Business and Community Services, outlining the details of the suspension. The final decision related to the details of the suspension or barring will be made by the Corporate Leadership Team. All decisions made by the Corporate Leadership Team are final with no option for an appeal.
3. Appropriate staff in facility sections and or geographic areas will be notified of individuals who are barred or individuals who received a letter of trespass from City properties and facilities. Appropriate user groups and / or organizations may be notified of the results, if warranted. At all times, staff will consider the privacy of barred individuals before sharing information beyond staff. If information is required to be shared beyond staff, this will be done confidentially.
4. Incidents of non-compliance may be reported to the police, and charges may follow as prescribed under law.
5. In addition to any other measures taken, where vandalism or theft has occurred, the individual(s) responsible will be required to reimburse the City for all costs associated

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with repairs, as well as any lost revenues. Where appropriate, the individual may be asked to repair damages.

## 6.0 Responsibilities

### Corporate Leadership Team (CLT)

Corporate Leadership Team is responsible for:

- Reviewing the investigation and recommendations of each report issued by the Respectful Public Behaviour Panel and providing feedback and final decisions, and
- Ensuring all staff are aware of this policy and any subsequent revisions.

### Respectful Public Behaviour Panel

Respectful Public Behaviour Panel is responsible for:

- Receiving all incident reports,
- Reviewing all incidents as reported and investigating when necessary, and
- Recommending consequences, if any, to the Corporate Leadership Team (CLT).

### Manager of Business & Community Services


Manager of Business & Community Services is accountable for:

- Administration of the Respectful Public Behaviour Policy including regular updates / maintenance to the policy, the forms and processes required,
- Promotion of the Respectful Public Behaviour Policy,
- Establishing an appropriate panel of staff from various backgrounds and departments to review Respectful Public Behaviour reports,
- Gather and share information as required by the Respectful Public Behaviour panel to appropriately review and assess incidents,
- Gather feedback from user groups and stakeholders on the Respectful Public Behaviour Policy and how it can be improved,
- Ensure criminal matters are referred to police if not done so by the individual(s) reporting non-compliance with the RPB policy,
- Ensuring that incidents of non-compliance are reviewed and responded to as quickly as possible by the RPB panel, and
- Process final decisions from the Corporate Leadership Team.

### People Leaders

People leaders are accountable for:

- Ensuring staff complete RPB training,

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- Ensure that preventative measures are in place so that incidents of violence, vandalism, and inappropriate behaviour do not occur at its counters, in its programs, properties, or facilities, and
- Ensure that staff complete RPB incident reports before the end of their shift.

**Staff & Visitors**

Staff & visitors are accountable for:

- Fostering a positive and inclusive environment for everyone,
- Reporting any incidents of non-compliance with the RPB policy on the same day,
- Adhere to the City’s RPB policy at all times, and
- Engage with staff for support as needed.


**User Groups**

User Groups are accountable for:

- Reading and understanding the Respectful Public Behaviour policy,
- Fostering a positive and inclusive environment for everyone,
- Reporting any incidents of non-compliance with the RPB policy, within 24 hours, with staff liaison and/or any staff on-site,
- Identifying and addressing any non-compliant RPB by anyone associated with their organization or group, including participants, officials, spectators, patrons, parents, guests, etc. if it is safe to do so. If it is not safe to do so, calling the police and advising City staff,
- Educating members of their user group on the RPB policy,
- Ensuring that a minimum of one representative of the user group is on-site at all times. This can include a coach, convenor, board member, designated member, etc.
- Completing and submitting RPB reports to [respect@welland.ca](mailto:respect@welland.ca),
- Adhere to the City’s RPB policy at all times, and
- Engage city staff for support as needed.

**7.0 Attachments**

N/A

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**Revision History**

Date	Description of Change	Initials

## MEMORANDUM

**TO:** Welland City Council

**FROM:** Dave Steven, Manager of Parks, Forestry & Cemeteries

**DATE:** August 27, 2024

**SUBJECT:** Public Realm Investment Program 2024 – Grant Award

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This memo is to share good news regarding the City's successful grant application to the Public Realm Investment Program (PRIP) for various placemaking and pedestrian safety enhancements at the Welland Farmer's Market.

In March 2024, Community Services applied to the PRIP offered by the Niagara Region. On August 21, 2024, the City received notification that the City's application had been formally approved by the Regional PRIP review team. The total funding amount of \$49,000 from the PRIP grant has been committed by the Region to contribute towards planting and lighting enhancements at the RR527 (Division Street) entrance to the Welland Downtown Farmers Market – see Appendix 1.

Staff will implement these improvements, as well as a number of previously approved capital upgrades, for the Farmer's Market site including exterior door replacements and lighting upgrades that will improve accessibility and safety. The exterior grounds of the Farmer's Market are showing its age and is subject to ongoing vandalism and salt use from winter control. To address these challenges, additional upgrades to the landscaping and pedestrian-friendly features will be incorporated into this project including seating, bike parking and repair, a gateway feature, wayfinding, and more.

This project is supported through recommendations within the Parks, Recreation, and Cultural Master Plan. Continuing to promote and develop arts, culture, and heritage activities in parks and civic buildings, engaging with partners on projects, pursuing inter-governmental collaboration, and funding for improvements.

**ATTACHMENT:**

Appendix 1 – PRIP Funding Approval Letter from Niagara Region

August 21, 2024

VIA EMAIL ONLY

Ms. Jessica Ruddell  
Director of Community Services  
Community Services  
City of Welland  
145 Lincoln Street  
Welland, ON L3B 6E1

**RE: Public Realm Investment Program 2024 | Welland Farmer's Market Placemaking & Pedestrian Safety Enhancements**

Dear Jessica,

Thank you for applying to the 2024 Public Realm Investment Program (PRIP). On behalf of the PRIP Review Team, I am pleased to inform you that the City's application will receive a funding contribution of **\$49,000**.

This funding will contribute to enhancing the planting and lighting at the RR527 (Division Street) entrance to the Welland Downtown Farmers Market.

Funding towards this project will foster a sense of community identity and pride to residents and visitors. By investing in these spaces together, we build strong and healthy neighborhoods that attract residents, promote tourism, grow the local and regional economy, and beautify Niagara.

By accepting this funding, the maintenance and replacement of features supported through this Program is assumed entirely by the City of Welland. Regional and City staff will continue to work closely together towards the realization of this transformational project.

We are excited about your project and look forward to working with you to help build great spaces for Niagara!

Sincerely,



**Giampaolo Morello,**  
Landscape Urban Designer

cc:

**Ron Tripp**, CAO, Niagara Region

**Michelle Sergi**, Commissioner of Growth Strategy and Economic Development, Niagara Region

**Terry Ricketts**, Commissioner of Public Works, Niagara Region

**Diana Morreale**, Director of Growth Management and Planning, Niagara Region

**Frank Tassone**, Director of Transportation Services, Niagara Region

**Khaldoon Ahmad**, Manager of Urban Design and Landscape Architecture, Niagara Region

**Rob Axiak**, CAO, City of Welland



## Niagara Central Dorothy Rungeling Airport Commission

### Meeting Minutes

**Date:** January 11, 2023

**Time:** 6:00 p.m.

**Location:** Administrative Building

Members Present: J. Maclellan, Chair  
G. Bruno, Member  
L. Van Vliet, Member  
R. Bodner, Member  
J. Lee, Member  
G. Speck, Member

Others Present: M. Junkin, Mayor - Town of Pelham  
B. Chernish, Facility Operator  
N. Giles (Bookkeeper)  
N. Rubli (Clerk)

#### 1. Call to Order

Chair J. Maclellan called the meeting to order @ 6:10 p.m.

#### 2. Introduction of Commissioners for 2022-2026 Term

Chair Maclellan introduced the Commissioners for the 2022-2026 term which include:

John Maclellan – Township of Wainfleet

Gary Bruno – City of Port Colborne

Ron Bodner – City of Port Colborne

Leo Van Vliet – City of Welland

Jamie Lee – City of Welland

Graham Speck – City of Welland

Chair Maclellan explained that at the time of this meeting the Town of Pelham had not appointed a representative to the Commission. Mayor Marvin Junkin has attended to represent the Town at the Airport Commission meeting but will not have voting rights.



**3. Procedural Matters (Clerk, Rubli)**

The Clerk explained that as this is the first meeting of the new term of the Commission, that a Chair, Vice Chair, and Secretary Treasurer would need to be appointed. Mayor Junkin from the Town of Pelham agreed to proceed with these appointments in the absence of a voting member from the Town of Pelham. As a result of this discussion the following motions were considered:

Moved by Member R. Bodner  
Seconded by Member L. Van Vliet

That John MacLellan be appointed as Chair.

Carried

Moved by Member G. Bruno  
Seconded by Member J. Lee

That Leo Van Vliet be appointed as Vice Chair

Carried

Moved by Member J. Maclellan  
Seconded by Member R. Bodner

That Gary Bruno be appointed as Secretary Treasurer; and

That the Chair, Vice Chair and Secretary Treasurer appointments will be for a two-year term, and these appointments will continue until their successors are appointed.

Carried

**4. Adoption of Agenda**

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

That the agenda dated January 11, 2023 be confirmed, as circulated.

Carried

**5. Disclosures of Interest**

None.

**6. Approval of Minutes**

Moved by Member J. Maclellan  
Seconded by Member R. Bodner

That the minutes of the Commission meeting held on November 30, 2022 be approved as circulated.

Carried

**7. Delegations**

N/A

**8. Correspondence**

N/A

**9. Commission Report**

**9.1 Chair's Remarks –Tractor Fuel Tank**

Chair Maclellan provided the Commission with an update on the new tractor purchase from Redtrac International. Currently, to fuel the tractors on site, diesel fuel is being brought to the airport in 5-gallon jugs. This process is not recommended for environmental reasons and is not convenient. To improve efficiency, the purchase of a 250-litre fuel tank is proposed at a cost of approximately \$3000.00(exclusive of HST). As a result of this discussion the following motion was considered:

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

That the purchase of a diesel fuel tank at a cost not to exceed \$3500.00 (exclusive of HST) be approved.

Carried

**10. Operations Report and Updates (B. Cherish)**

**10.1 Current Project Updates**

The Facility Operator relayed the airport is operating well. The Facility Operator attended a COPA meeting in December and is collaborating with COPA and all stakeholders at the airport.

The fuel prices are stable and have remained at the same price of \$2.89/l.

The water pump at Hanger #1 has been repaired .

The new fuel pump will be installed in February.

Revised emergency procedures have been completed.

There was minor damage related to the storm in late December, there was a light pole that was partially rotted and was knocked over by the high winds. Electrician was able to aid with the clean up of the pole.

The snow plow contractor has been on site three times to date.

Heating oil tanks have been replaced and are up and running, this purchase and install came in under the approved budget at a cost of approximately \$5500.00.

The pedestrian gate is installed, and the walkway will be done in the spring. The Facility Operator will return to the Commission with a proposed budget to complete the walkway.

New signage options for the main gate will be looked at shortly and will be brought back to the Commission for consideration.

The furnace/AC for the Administration building will be quoted as time permits.

The new website should be fully online in 2-3 weeks.

The Facility Operator will come back to the Commission with a progress update on the commercial drive plans.

Plans for the proposed rental hangers have been drafted, the Facility Operator is waiting to receive engineering on the drawings. Once the engineering is done, quotes on the hangers will be obtained.

## **10.2 Proposed Project(s)**

Direction was given to the Facility Operator at the last meeting to obtain quotes for new radios. Quotes for a handheld units came in at approximately \$1100(exclusive of HST). As a result of this discussion the following motion was considered:

Moved by Member G. Bruno  
Seconded by Member J. Maclellan

That the purchase of radios at a cost not to exceed \$1400.00(exclusive of HST) be approved.

Carried

Direction was given to the Facility Operator at the last meeting to obtain quotes on hardware to facilitate the zoom option for Commission meetings.

Quotes for this hardware were more than anticipated, this purchase will be deferred at this time.

The Facility Operator looked at options for lighting the main entrance due to the lost pole during the storm. Lighting options with cost will be brought back to the Commission at a future meeting for consideration.

The Facility Operator feels that a purchase of a defibrillator is a high priority and should be purchased for safety at the Airport. Two quotes were obtained and came in at approximately \$1900.00. Commissioner Lee suggested that the Fire Departments from the four municipalities be contacted to assist with costs. The Facility Operator will seek better pricing opportunities through the municipal purchasing programs. As a result of this discussion the following motion was considered:

Moved by Member G. Bruno  
Seconded by Member G. Speck

That the purchase of a defibrillator at a cost not to exceed \$2000.00(exclusive of HST) be approved; and,

That the Facility Operator be directed to speak with the four municipalities to seek discounted purchase options for the defibrillator.

Carried

## **11. Financial/Office Update/Reports (N. Giles)**

### **11.1 2023 Operating/Capital Budget Attached (N. Giles/G .Bruno/ B. Chernish)**

Bookkeeper Giles relayed that she is finalizing the 2022-year end. The audit with Grant Thornton will be conducted the week of February 13-24. The auditor report is anticipated to come back to the Commission at the March meeting. Once the Commission has received the audit report it will be provided to the four municipalities. The financials are in a good position.

Commissioner Bruno provided a brief history of the Airport budget and how it has been done over the years since 2018. Commissioner Bruno explained that the Airport must have yearly audits, due to the Airport being a municipal entity, it follows the prescribed rules that municipalities must follow. Grant Thornton has been appointed as the Airport auditor at a cost of approximately \$7000.00.

During the last term, the Commission met with the four Chief Administrative Officers to look at the Airport Act and how business was being conducted. The funding from each of the four municipalities has remained the same but given the last census which is how the four municipalities funding rate is prescribed, the amount has changed.

Commissioner Bruno provided an overview of the 2023 operating and capital budget. Commissioner Bruno explained that the proposed budget includes \$74,000 for capital improvements, \$100,000 for the rental hanger project and a placeholder for the \$600,000 loan from Welland for the rental hanger project. \$15,000 has been allocated for asset management sustainability.

The 2023 proposed budget was tabled with the Commission and the Commissioners will receive a detailed budget sheet for review. The 2023 proposed budget will be considered at the next regular meeting.

Mayor Junkin relayed that he would like to see a business plan provided to the four municipalities.

**12. Upcoming Meeting**

February 23, 2023 or at call of the Chair.

**13. Adjournment**

Chair J. Maclellan adjourned the meeting at approximately 8:26 p.m.

  
John Maclellan  
Chair, Niagara Central Dorothy Rungeling Airport Commission



*Handwritten mark*

## Niagara Central Dorothy Rungeling Airport Commission

### Meeting Minutes

**Date:** March 2, 2023

**Time:** 6:00 p.m.

**Location:** Air Cadet Hall

Members Present: J. Maclellan, Chair  
G. Bruno, Member  
L. Van Vliet, Member  
R. Bodner, Member  
J. Lee, Member  
G. Speck, Member  
K. Ker, Member

Others Present:

N. Giles (Bookkeeper)  
N. Rubli (Clerk)

#### 1. Call to Order

Chair J. Maclellan called the meeting to order @ 6:08 p.m.

#### 2. Introduction of the Commissioner representing the Town of Pelham

Chair Maclellan introduced and welcomed Commissioner Kevin Ker representing the Town of Pelham to the Commission.

#### 3. Adoption of Agenda

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

That the agenda dated March 2, 2023 be confirmed, as circulated.

Carried

#### 4. Disclosures of Interest

None.

## 5. Approval of Minutes

Moved by Member L. Van Vliet  
Seconded by Member G. Speck

That the minutes of the Commission meeting held on January 11, 2023 be approved as circulated.

Carried

## 6. Delegations

### 6.1 Airport Advisory Panel - Roland Meisel

Mr. Meisel provided the Commission with correspondence regarding the Airport Advisory Panel. Chair Maclellan provided a response in writing addressing the items in the correspondence. Commissioner Bruno stated that matters arising from the Advisory Panel shall be brought to the Facility Operator. The Facility Operator will address those items that fall within his authority. All other matters will be brought to the Commission in the form of a report with recommendations from the Facility Operator for the Commission's consideration.

Moved by Member G. Bruno  
Seconded by Member L. Van Vliet

That the delegation from Mr. Meisel be received.

Carried

### 6.2 COPA 149 – Adrian Verburg

Mr. Verburg introduced himself and provided an overview of COPA 149 and their mandate. Mr. Verburg also provided an overview of the projects completed for the Niagara Central Dorothy Rungeling Airport through the years. A list of the projects forms an appendix to the minutes.

Moved by Member L. Van Vliet  
Seconded by Member R. Bodner

That the delegation from Mr. Verburg be received.

Carried

## 7. Correspondence

N/A

## **8. Commission Report**

### **8.1 Chair's Remarks**

Chair Maclellan thanked COPA 149 for their efforts and collaboration with the Airport.

## **9. Operations Report and Updates (B. Cherish)**

### **9.1 Current Project Updates**

The defibrillator is now installed in the Administration Building. The Town of Pelham Fire Department will provide training at the Airport in the near future.

T-Hanger engineering is anticipated to be drafted within the next month.

Contractors will be providing quotes for the furnace/AC system in the Administration building.

The new website should be fully online by the end of the week.

The fuel prices are stable and have remained at the same price of \$2.87/l.

The emergency procedures will be completed in the coming weeks and will include provisions for the newly purchased defibrillator.

The diesel fuel tank will be installed and operational by end of the week.

Heavy snowfalls have been challenging, both tractors have been utilized to clear snow and ensure runways remain clear.

Discussions on purchasing the technical hardware (ie. OWL, recorder for minutes) for virtual meetings has been deferred at this time.

New signage options for the main gate will be looked at shortly and will be brought back to the Commission for consideration.

The Facility Operator encouraged everyone to check out the Welland Tribune article on the Niagara's Skydive 10th anniversary at Niagara Central Dorothy Rungeling Airport.

The Facility Operator will come back to the Commission with a progress update on the commercial drive plans.

The Health Unit did an inspection on March 1<sup>st</sup>, the Facility Operator relayed that the inspection went well and the Airport passed.



## 10. Financial/Office Update/Reports (N. Giles)

### 10.1 2023 Operating/Capital Budget Attached (N. Giles/G .Bruno/ B. Chernish)

Bookkeeper Giles relayed that the audit with Grant Thornton is underway and that the auditor report is anticipated to come back to the Commission at the March 30<sup>th</sup> meeting.

The Commission was provided a detailed 2023 budget sheet for review. Commissioner Bruno provided an overview of the 2023 budget and relayed that the municipalities will not see an increase of their funding for the 2023 Airport budget. As a result of the 2023 budget discussion the following motion was considered:

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

That the 2023 operational and capital budget be approved.

Carried

## 11. Upcoming Meeting

March 30, 2023 or at call of the Chair.

## 12. Confidential Items

**Confidential reports have been distributed under separate cover.**

Moved by Member G. Bruno  
Seconded by Member L. Van Vliet

That the Commission now enter into closed session to address the following matters:

- 12.1 Minutes of the closed session portion of the May 4<sup>th</sup>, 2022 Commission meeting.
- 12.2 An ongoing investigation respecting the municipality, a local board or a municipally-controlled corporation by the Ombudsman appointed under the *Ombudsman Act*, pursuant to Section 239(3)(b) of the *Municipal Act*, 2001.
- 12.3. Lease Negotiations - A position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board, pursuant to Section 239(2)(k) of the *Municipal Act*, 2001.

- 12.4. Employment Contract Terms-Facility Operator - Labour relations or employee negotiations pursuant to Section 239(2)(d) of the Municipal Act, 2001.

Carried

**13. Adjournment**

The Commission entered into Closed Session at approximately 7:45 p.m.

The Commission reconvened into Open Session at approximately 9:13 p.m.

The Commission adjourned the meeting at approximately 9:14 p.m.



John Maclellan  
Chair, Niagara Central Dorothy Rungeling Airport Commission



## Niagara Central Dorothy Rungeling Airport Commission

### Meeting Minutes

**Date:** March 30, 2023

**Time:** 6:00 p.m.

**Location:** Airport Administration Building

**Members Present:** J. Maclellan, Chair  
G. Bruno, Member  
L. Van Vliet, Member  
R. Bodner, Member  
J. Lee, Member  
G. Speck, Member  
K. Ker, Member

**Others Present:** B. Chernish, Facility Operator  
N. Giles, Bookkeeper  
N. Rubli, Clerk (Virtual)

#### 1. Call to Order

Chair J. Maclellan called the meeting to order @ 6:00 p.m.

#### 2. Adoption of Agenda

Moved by Member K. Ker  
Seconded by Member L. Van Vliet

That the agenda dated March 30, 2023 be confirmed, as circulated.

Carried

#### 3. Disclosures of Interest

None.

#### 4. **Approval of Minutes**

Moved by Member G. Bruno  
Seconded by Member L. Van Vliet

That the minutes of the Commission meeting held on March 2, 2023 be approved as circulated.

Carried

#### 5. **Financial/Office Update/Reports**

##### 5.1 **2022 Financial Audit – Auditors Grant Thornton (N. Giles)**

Melanie Dugard and Samantha Cheung from Grant Thornton provided the Commission with an overview of the 2022 Financial Audit Report. Ms. Dugard and Ms. Cheung answered questions received from the Commission members.

Moved by Member R. Bodner  
Seconded by Member L. Van Vliet

That the 2022 Financial Audit Report be received.

Carried

#### 6. **Report Out – Closed Session March 2, 2023**

The Clerk provided the following report from the Closed Session meeting held March 2, 2023.

The Commission met in Closed Session on March 2<sup>nd</sup> for the following matters:

Lease Negotiations pursuant to S. 239(k) of the Municipal Act,

An ongoing investigation respecting a municipally controlled corporation by the Ombudsman appointed under the *Ombudsman Act*, pursuant to Section 239(3)(b) of the Act; and,

Employment Contract Terms-Facility Operator - Labour relations or employee negotiations pursuant to Section 239(2)(d) of the Municipal Act.

As a result of that meeting, direction to Staff was provided in accordance with the Municipal Act.

#### 7. **Delegations**

#### 8. **Correspondence**

## **9. Commission Report**

### **9.1 Chair's Remarks**

Chair Maclellan relayed that the stone is being laid on Commercial Drive, which is a project that was approved in the budget. It is anticipated that this project will come in under budget.

## **10. Operations Report and Updates (B. Cherish)**

### **10.1 Current Updates**

The entrance lighting pole replacement is being evaluated, the electrical cannot be run under the roadway, Cornell Electrical will provide other options for the replacement of the lighting pole.

The Town of Pelham Fire Department will provide defibrillator training at the Airport on May 27<sup>th</sup> at 10am. Everyone will be invited to participate, this training is not a certificate course, but will provide a demonstration on use of the defibrillator.

The new T-Hanger lease rates are being evaluated, and an email will go out to the list of people on the waiting list to lease that space. Once the list is exhausted an ad will go out to the general public. Receipt of the site plan and hanger plan is anticipated for the end of April and then an application will be submitted for a building permit.

Quotes for the furnace/AC system in the Administration building is deferred at this time.

The new website is live, the Facility Operator encourages everyone to visit the website. The Facility Operator expressed appreciation to Myles and Commissioner Bruno for their contributions with the development of the website.

The stone for Commercial Drive is being laid, it is anticipated that the base layer will be complete by Monday April 3<sup>rd</sup>. The project has a 3-to-4-week completion timeline. This project will allow for a roadway to a commercial hangers.

Discussions on purchasing the technical hardware (ie. OWL, recorder for minutes) for virtual meetings has been deferred at this time, however there may be a need to revisit this in the near future to allow for a smooth hybrid virtual meeting format.

The diesel fuel tank is installed and operational.

The main fuel tank is still awaiting repairs, however there is an issue with purchasing the proper parts. The Contractor is looking into purchasing the parts.

## 10.2 Proposed Project(s)

The AMCO Conference is being held May 2nd and 3rd, 2023 in Midland. AMCO has been instrumental in guiding the Airport. The Facility Operator would like to attend this conference. As a result of this discussion the following motion was considered:

Moved by Member G. Bruno  
Seconded by Member L. Van Vliet

That the Facility Operator be authorized to attend the AMCO Conference; and

That a per diem for meals be established, in line with an average of the four municipalities and a report be brought back.

Carried

## 11. New Business

### 11.1 Aviation News (R. Bodner)

A cell tower near Bethel in Port Colborne caught on fire, which could have posed safety concerns for aviation. As a result of the fire a light burnt out on the tower. This light was repaired, and the City of Port Colborne is ensuring there is a protocol put in place to ensure the proper authorities are aware of any further incidents.

## 12. Upcoming Meeting

April 27, 2023 or at call of the Chair.

## 13. Confidential Items

**Confidential reports have been distributed under separate cover.**

Moved by Member L. Van Vliet  
Seconded by Member R. Bodner

That the Commission now enter into closed session to address the following matters:

**12.1 Minutes of the closed session portion of the March 2nd, 2023 Commission meeting.**

**12.2 Lease Negotiations - A position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board, pursuant to Section 239(2)(k) of the Municipal Act, 2001.**

**12.3 Employment Contract Terms-Facility Operator - Labour relations or employee negotiations pursuant to Section 239(2)(d) of the Municipal Act, 2001.**

Carried

**14. Adjournment**

The Commission entered into Closed Session at approximately 6:58 p.m.

The Commission reconvened into Open Session at approximately 7:58 p.m.

The Commission adjourned the meeting at approximately 7:59 p.m.



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John Maclellan  
Chair, Niagara Central Dorothy Rungeling Airport Commission



## Niagara Central Dorothy Rungeling Airport Commission

### Meeting Minutes

**Date:** June 21, 2023  
**Time:** 6:00 p.m.  
**Location:** Airport Administration Building

Members Present: J. Maclellan, Chair  
G. Bruno, Member  
L. Van Vliet, Member  
R. Bodner, Member  
J. Lee, Member  
K. Ker, Member

Absent with Notice: G. Speck, Member

Others Present: B. Chernish, Facility Operator  
N. Giles, Bookkeeper  
N. Rubli, Clerk

#### 1. Call to Order

Chair J. Maclellan called the meeting to order @ 6:04 p.m.

#### 2. Adoption of Agenda

Moved by Member R. Bodner  
Seconded by Member K. Ker

That the agenda dated June 21, 2023 be confirmed, as circulated.

Carried

#### 3. Disclosures of Interest

None noted.



**4. Report Out – Closed Session May 31, 2023**

The Clerk provided the following report from the Closed Session meeting held May 31, 2023.

The Commission met in Closed Session on May 31<sup>st</sup> for the following matters:

Approval of the May 4, 2023 Closed Session Minutes.

Item 13.2 Lease Negotiations - litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board pursuant to Section 239(2)(e) of the Municipal Act, 2001.

As a result of this discussion, Staff direction was provided in accordance with the Municipal Act.

**5. Approval of Minutes**

Moved by Member L. Van Vliet  
Seconded by Member K. Ker

That the minutes of the Commission meeting held on May 31, 2023 be approved as circulated.

Carried

**6. Delegation**

None at this time.

**7. Correspondence**

**7.1 Niagara Region – Road Condition of River Road (Regional Rd. 529)**

The Commission and Facility Operator spoke to the correspondence received from the Niagara Region and relayed that the Region has indicated that the River road reconstruction will be placed in the multi-year forecast and that defects will be addressed if they exceed the requirements of the Minimum Maintenance Standards.

Moved by Member G. Bruno  
Seconded by Member J. Lee

That the correspondence from the Niagara Region regarding the road condition of River Road (Regional Rd. 529) be received.

Carried

## **8. Chair's Remarks**

The Chair relayed that Hanger #5 has been purchased and that rental opportunities will be marketed this week on the Airport's website.

The Chair informed the Commission that the asphalt near Commercial Drive is damaged, the Facility Operator is aware, and repairs will be conducted.

## **9. Operations Report and Updates (B. Chernish)**

### **9.1 Current Project Updates**

The entrance lighting pole replacement is being evaluated and quotes are being obtained. Two quotes have been received and the Facility Operator will return with a report once all quotes are received.

The new T-Hanger engineering is being altered in attempts to reduce construction cost. Once complete a Building Permit application will be submitted.

The stone for Commercial Drive is nearly complete, a bulldozer will be brought in to level the dirt and ensure final grade.

The signage at the main entrance is now complete. The Administration signage was updated. Two new parking spots have been designated for accessible parking, one at the Cadet Hall and one near the Administration.

Grass cutting is underway, the new tractor is operating well.

The City of Port Colborne Economic Development Staff will be touring the Airport in efforts to facilitate business opportunities.

## **10. Financial/Office Update/Reports**

The Bookkeeper relayed that the term deposits are now complete and put together on a rotating renewal/mature cycle.

The Bookkeeper also explained that the signing officers on the bank account are different than that for Commission documents. Nancy advised that she would like a motion to appoint signing authorities to execute Airport documents and cheques related to the TD bank account. Two signatures are required. As a result of this discussion the following motion is before the Commission.

Moved by Member J. Lee  
Seconded by Member K. Ker

That the Chair, Vice Chair or Secretary Treasurer and one of either the Facility Operator or Bookkeeper be authorized to execute all documents and cheques related to the TD bank account at Canada Trust; and

That at least one signatory be a Commission member.

Carried

**11. Upcoming Meeting**

September 28, 2023 or call of the Chair.

**12. Adjournment**

Moved by Member R. Bodner

Seconded by Member G. Bruno

That the meeting be adjourned at approximately 6:29 p.m.

Carried



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John Maclellan

Chair, Niagara Central Dorothy Rungeling Airport Commission



## Niagara Central Dorothy Rungeling Airport Commission

### Special Meeting Minutes

**Date:** July 4, 2023

**Location:** Airport Administration Building

Members Present: J. Maclellan, Chair  
G. Speck, Member  
L. Van Vliet, Member  
J. Lee, Member  
K. Ker, Member

Members Absent: G. Bruno, Member  
R. Bodner, Member

Others Present: B. Chernish, Facility Operator  
N. Rubli (minutes)

#### 1. **Call to Order**

Chair J. Maclellan called the meeting to order @ 6:08 p.m.

#### 2. **Adoption of Agenda**

Moved by Member J. Lee  
Seconded by Member K. Ker

That the closed meeting agenda dated July 4, 2023 be confirmed, as circulated.

Carried

#### 3. **Disclosures of Interest:**

None.

**4. Confidential Items:**

**Confidential reports have been distributed under separate cover.**

Moved by Member J. Lee  
Seconded by Member G. Speck

That the Commission now enter into closed session to address the following matters:

- 4.1 Airport Infrastructure Enhancement Opportunity - a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization. Pursuant to Section 239(2)(i) of the Municipal Act, 2001**

Carried

**5. Adjournment**

The meeting adjourned at 6:51pm.



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John Maclellan  
Chair, Niagara Central Dorothy Rungeling Airport Commission



## Niagara Central Dorothy Rungeling Airport Commission

### Special Meeting Minutes

**Date:** November 13, 2023

**Location:** Airport Administration Building

Members Present: J. Maclellan, Chair  
G. Speck, Member  
L. Van Vliet, Member  
K. Ker, Member  
G. Bruno, Member

Members Absent: R. Bodner, Member (Joined Virtually in Closed Session)  
J. Lee, Member

Others Present: N. Rubli (minutes)

#### 1. Call to Order

Chair J. Maclellan called the meeting to order @ 6:04 p.m.

#### 2. Adoption of Agenda

Moved by Member L. Van Vliet  
Seconded by Member G. Bruno

That the meeting agenda dated November 13, 2023 be confirmed, as circulated.

Carried

#### 3. Disclosures of Interest:

None.

4. **Confidential Items:**

**Confidential reports have been distributed under separate cover.**

Moved by Member K. Ker  
Seconded by Member G. Speck

That the Commission now enter into closed session to address the following matters:

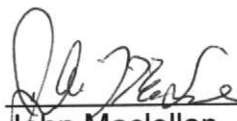
- 4.1 Facility Operator Recruitment - Section 239(2)(b) personal matters about an identifiable individual, including municipal or local board employees and Section 239(2)(d) labour relations or employee negotiations.**

Carried

5. **Adjournment**

Moved by: Member R. Bodner  
Seconded by: Member G. Speck

That the Open session of the November 13, 2023 Special Meeting be adjourned at 6:43 p.m.



John Maclellan  
Chair, Niagara Central Dorothy Rungeling Airport Commission



## Niagara Central Dorothy Runge Airport Commission

### Meeting Minutes

**Date:** January 22, 2024  
**Time:** 6:00 p.m.  
**Location:** Airport Administration Building

Members Present: J. Maclellan, Member (Chair)  
G. Bruno, Member  
R. Bodner, Member  
L. Van Vliet, Member  
G. Speck, Member (Virtual)

Members Absent K. Ker, Member  
J. Lee, Member

Others Present: N. Giles (Bookkeeper)  
N. Rubli, Clerk

#### 1. Call to Order

J. Maclellan called the meeting to order @ 6:12 p.m.

#### 2. Adoption of Agenda

Moved by Member R. Bodner  
Seconded by Member L. Van Vliet

That the agenda dated January 22, 2024 be confirmed, as circulated.

Carried

#### 3. Disclosures of Interest

None noted.

#### 4. Report Out –November 23, 2023

The provided the following report from the Closed Session meetings held November 23, 2023:

The Commission met in Closed Session on November 23<sup>rd</sup>, 2023 for the following matter:



Facility Operator Recruitment – Section 239(2)(b) personal matters about an identifiable individual, including municipal or local board employees and Section 239(2) (d) labour relations or employee negotiations.

As a result of this discussion, direction was provided in accordance with the Municipal Act.

Lease Negotiation Update - litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board pursuant to Section 239(2)(e) of the Municipal Act.

As a result of this discussion, there is nothing further to report.

## **5. Approval of Minutes**

### **5.1 November 23, 2023 Regular Meeting**

Moved by Member L. Van Vliet  
Seconded by Member R. Bodner

That the minutes of the Commission meeting held on November 23, 2023 be approved as circulated.

Carried

## **6. Delegations**

None at this time.

## **7. Correspondence**

### **7.1 Giant Shoe Creative Agency**

Bookkeeper Giles related that the Giant Shoe Creative Agency reached out and would like to film at the Airport in the winter months for car tire content in the open space. The filming will be approximately 2-4 hours long with minimal production equipment brought on site. No hangars or planes would be filmed. N. Giles will relay the insurance requirements, request a CV, relay privacy requirements for lessees, a request for a FOD inspection after the shoot and provide the rental rate. A NOTAM will be issued regarding the film production if needed.

## **8. Chair's Remarks**

### **8.1 Hangar 2 West Construction status; occupancy**

Chair Maclellan relayed that construction is now complete and the hangars are all occupied. The Chair will be receiving written final approval from the engineer.

### **8.2 Additional Hangars; ( cluster plans)**

Chair Maclellan relayed that he will be requesting quotes to build up to an additional five (5) hangars, once the quotes are received, he will report back to Commission with options.

### **8.3 Facility Operator**

Chair Maclellan and N. Giles relayed that the job description for the Facility Operator has been revised to include marketing responsibilities. The ad for the position is live on numerous websites including LinkedIn, the municipal sites, and AMCO. The closing date is February 2, 2024.

### **8.4 Airport Security**

Chair Maclellan relayed that Niagara Police will be conducting an inspection for Airport security. This is common practice for Airports and Ports. It is likely that several recommendations will come from the inspection to enhance Airport security.

## **9. Operations Report and Updates (Vice Chair)**

### **9.1. Airport Signage**

Member Van Vliet relayed that he has called the Niagara Region Sign shop to inquire about procuring new signage. This will allow for consistency in Airport signage and will look more professional. There may be extra costs for Airport signs.

### **9.2. Wi-fi outage**

Member Van Vliet relayed that the Airport experienced a Wi-fi outage last week, it was rectified in a couple of hours.

### **9.3. Office/Pilot Lounge - Access**

Member Van Vliet relayed that beginning tomorrow the Pilot Lounge will be locked for security purposes. Pilots and Commissioners will have access to the Lounge through the normal established process. (Signage is provided)

## **10. Financial Report Update (N. Giles)**

### **10.1 2023 Year End Operating budget draft closeout**

N. Giles relayed that spending is closed for 2023 and is expecting a balanced budget. There will be adjustments for fuel variances. Bills for insurance have been small since November. N. Giles called the Airport insurance provider to ensure proper insurance coverage is in place including for Hangar 2 West. There are concerns with the current insurance broker. Member Van Vliet will reach out to former Commissioner Jim Larouche to discuss procuring his services for insurance services to review the Airport's premiums and ensure the Airport's risk and liability

portfolio is correct. There is money for professional services in the 2024 budget to fund this expense.

Member G. Bruno relayed that since 2019 the reliance of the municipal subsidy has been considerably reduced and tightened. The municipal subsidy from 2019-2024 is as follows:

2019 – 56% Municipal subsidy  
2020 – 52% Municipal subsidy  
2021 – 46% Municipal subsidy  
2022 – 37% Municipal subsidy  
2023 -- 31% Municipal subsidy  
2024 -- 28% Municipal subsidy

This is positive news for the Airport.

## **10.2 2023 Financial Audit**

N. Giles relayed that the financial audit started on January 10<sup>th</sup>. N. Giles is working with Auditors and fulfilling their request for documents. The Commission may have to consider an Asset Retirement Policy. N. Giles will review the requirement and report back to the Commission.

## **10.3 2024 Capital Plan Update**

Member G. Bruno relayed that in the current operational budget there is \$53,000 allocated for capital expenses. There is a committed capital budget allocation carried forward for the construction of hangars in the amount of \$150,000. There is also uncommitted capital funds that exist in a capital reserve fund in the amount of \$157,000. Typically, a capital project lists is designed. Moving forward the capital expenses budget will have projects assigned annually by the Commission.

## **11. Special Projects (G. Bruno)**

### **11.1 Grant ready projects (formulate)**

Member G. Bruno reiterated that once all capital projects are identified, opportunities for grant funding will be sought from the provincial and federal government.

## **12. New Business**

None noted

## **13. Upcoming Meeting**

### **13.1 February 22, 2024 or call of Chair**

**14. Confidential Items**

Moved by Member G. Bruno  
Seconded by Member L. Van Vliet

That the Commission now enter into closed session to address the following matters:

- 14.1 Lease Negotiation Update - litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board pursuant to Section 239(2)(e) of the Municipal Act.**
- 14.2 Commercial Lease Negotiation - a proposed or pending acquisition or disposition of land by the municipality or local board pursuant to Section 239(2)(c) of the Municipal Act.**
- 14.3 Land Lease Negotiation - a proposed or pending acquisition or disposition of land by the municipality or local board and personal matters about an identifiable individual, including municipal or local board employees pursuant to Section 239(2)(b) and (c) of the Municipal Act.**
- 14.4 Municipal Shareholders Agreement - a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board pursuant to Section 239(2)(k) of the Municipal Act, 2001.**
- 14.5 Minutes of the closed session portion of the November 23, 2023 Commission meeting.**

Carried

**15. Adjournment**

Moved by Member L. Van Vliet  
Seconded by Member G. Speck

That the meeting be adjourned at approximately 8:27 p.m.

Carried



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John Maclellan  
Chair, Niagara Central Dorothy Rungeling Airport Commission



## Niagara Central Dorothy Rungeling Airport Commission

### Meeting Minutes

**Date:** February 22, 2024  
**Time:** 6:00 p.m.  
**Location:** Airport Administration Building

Members Present: J. Maclellan, Member (Chair)  
G. Bruno, Member  
R. Bodner, Member  
L. Van Vliet, Member  
G. Speck, Member  
K. Ker, Member  
J. Lee, Member (Virtual)

Others Present: N. Giles (Bookkeeper)  
N. Rubli, Clerk

#### 1. Call to Order

J. Maclellan called the meeting to order @ 6:02 p.m.

#### 2. Adoption of Agenda

Moved by Member L. Van Vliet  
Seconded by Member G. Bruno

That the agenda dated February 22, 2024 be confirmed, as circulated.

Carried

#### 3. Disclosures of Interest

None noted.

#### 4. Report Out – January 22, 2024

The Clerk provided the following report from the Closed Session meetings held January 22, 2024:

The Commission met in closed session on January 22, 2024 and discussed the following items:

14.1 Lease Negotiation Update

14.3 Land Lease Negotiation

14.4 Municipal Shareholders Agreement

As a result of these discussions there is nothing further to report.

The Commission also discussed item:

14.2 Commercial Lease Negotiation

As a result of this discussion direction was provided in accordance with the Municipal Act.

## **5. Approval of Minutes**

### **5.1 January 22, 2024 Regular Meeting**

Moved by Member R. Bodner

Seconded by Member K. Ker

That the minutes of the Commission meeting held on January 22, 2024 be approved as circulated.

Carried

## **6. Delegations**

None at this time.

## **7. Correspondence**

### **7.1 Oxford Aviation Group**

Correspondence was received from the Oxford Aviation Group, they would like to visit the Airport on Sunday June 16<sup>th</sup>, 2024. The Group comes from England and has proposed a 3:20pm arrival with 5-10 people anticipated. N. Giles provided this information to COPA and COPA may host a BBQ and provide a sightseeing tour. Commissioners are asked to mark their calendar for the event to welcome the Group.

## **8. Chair's Remarks**

### **8.1 Facility Operator Recruitment Update**

Chair Maclellan relayed that approximately 60 applications were received. Two interviews were conducted. An offer has gone out to one of the applicants and upon accepted, it is anticipated the new Facility Operator will start March 13<sup>th</sup>. Once the employment contract is signed further details will be released on the new Facility Operator.

## **8.2 Niagara Regional Police Airport Inspection**

Chair Maclellan relayed that the Niagara Regional Police performed an inspection at the Airport to review Airport security. There were security observations that arose from the inspection. The Chair would like to seek senior government funding to implement some of the recommendations.

## **9. Operations Report and Updates (Vice Chair)**

### **9.1. Airport Signage**

Member Van Vliet relayed that he has calls out to the Niagara Region Sign shop to inquire about procuring new signage.

### **9.2. Weather Report on Airport Website**

N. Giles reported that the Say Weather system is not working properly. They are working to get the problems rectified.

### **9.3. Niagara Region Public Health Unit Inspection**

N. Giles relayed that the Health Unit did an inspection on the water reports. Suggestions were made on enhanced water reporting that could be kept. The Health Unit passed the Airport and stated everything is in compliance. N. Giles has drafted some procedures regarding water that will be followed moving forward.

## **10. Financial Report Update (N. Giles)**

### **10.1 2023 Financial Audit**

N. Giles relayed that the financial audit started on January 10<sup>th</sup> and is almost complete. N. Giles is working with the Accountant on how to best calculate Asset Retirement. A Designated Substance report may be required, and a quote was obtained from a contractor that did similar work at Port Colborne to perform this work. The quote to do the report is approximately \$5000. To perform the Asset Retirement costing the quote to do this work is an additional \$5000. N. Giles will call Wainfleet to ask who did similar work for the municipality and will report back to the Commission.

The Canada Revenue Agency (CRA) also called regarding an audit they were conducting on the Airport with regards to HST. N. Giles has provided all documents the CRA required.

### **10.2 Tie Down Rates**

Member G. Bruno relayed that the tie down rates have not been reviewed since 2021. There are currently 5 yearly tie down spots being used. There are 24 spots available for daily tie downs. Last year there was \$300 in daily tie down revenue.

After a review of comparable Airport tie down rates, Member G. Bruno and N. Giles are recommending the following rates be implemented April 1<sup>st</sup>, 2024:

- \$ 15 inclusive of HST - daily tie down rate (Current rate is \$15 daily)
- \$90 exclusive of HST - monthly tie down rate (Current rate is \$75 monthly)
- \$990 exclusive of HST - annual tie down rate (Current rate is \$825 annually)

Based on this discussion the following motion was considered:

Moved by Member G. Bruno  
Seconded by Member L. Van Vliet

That the new tie down rates of \$15 daily inclusive of HST and \$90 monthly and \$990 annually exclusive of HST be adopted and effective April 1, 2024.

Carried

## **11. Special Projects (G. Bruno)**

### **11.1 Capital Projects Proposal for Grant Funding Opportunities**

Member G. Bruno relayed there is \$157,539 in an uncommitted reserve fund. Member G. Bruno feels there are potential projects (capital wish list) that the Airport should seek senior level of funding to complete. Proposed projects and estimated costs at a high level are:

- Front Entrance and Main Drive/Parking Lot Paving \$90,000
- Surveillance Cameras \$40,000
- Perimeter Fencing and Gates \$200,000
- Equipment Storage/Workshop \$200,000
- Above Ground Fuel Tanks \$175,000
- Additional Rental Hangars @ \$60,000 each

The funding from senior levels of government may require a matching of funds from the Airport. Member G. Bruno would like to approach the local MPs and MPPs to see if there are grant programs available to support the proposed projects. Member K. Ker suggested speaking to the Municipal Grant Writers to see if there are funding opportunities available. The Facility Operator will be tasked with this project to seek funding opportunities.

## **12. New Business**

None noted

## **13. Upcoming Meeting**

### **13.1 March 28, 2024 or call of Chair**



**14. Confidential Items**

Moved by Member L. Van Vliet  
Seconded by Member K. Ker

That the Commission now enter into closed session to address the following matters:

- 14.1 Lease Negotiation Update - litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board pursuant to Section 239(2)(e) of the Municipal Act.**
- 14.2 Commercial Lease Negotiation Update - a proposed or pending acquisition or disposition of land by the municipality or local board pursuant to Section 239(2)(c) of the Municipal Act.**
- 14.3 Land Lease Negotiation Update - a proposed or pending acquisition or disposition of land by the municipality or local board and personal matters about an identifiable individual, including municipal or local board employees pursuant to Section 239(2)(b) and (c) of the Municipal Act.**
- 14.4 Municipal Shareholders Agreement - a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board pursuant to Section 239(2)(k) of the Municipal Act, 2001.**
- 14.5 Facility Operator Recruitment Update – Section 239(2)(b) personal matters about an identifiable individual, including municipal or local board employees and Section 239 (2)(d) labour relations or employee negotiations.**
- 14.6 Minutes of the closed session portion of the January 22, 2024 Commission meeting.**

Carried

**15. Adjournment**

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

That the meeting be adjourned at approximately 9:06 p.m.

Carried

  
\_\_\_\_\_  
John Maclellan  
Chair, Niagara Central Dorothy Rungeling Airport Commission



## Niagara Central Dorothy Rungeling Airport Commission

### Meeting Minutes

**Date:** March 28, 2024

**Time:** 6:00 p.m.

**Location:** Airport Administration Building

Members Present: J. Maclellan, Member (Chair)  
G. Bruno, Member  
R. Bodner, Member  
L. Van Vliet, Member  
G. Speck, Member  
K. Ker, Member  
J. Lee, Member

Others Present: N. Giles, Bookkeeper  
J. Roy, Facility Operator  
N. Rubli, Clerk

#### 1. Call to Order

J. Maclellan called the meeting to order @ 6:01 p.m.

#### 2. Introduction of Facility Operator: John Roy

The Chair introduced Mr. John Roy, Facility Operator. Mr. Roy provided an overview of his work experience and plans moving forward.

#### 3. Adoption of Agenda

Moved by Member R. Bodner  
Seconded by Member K. Ker

That the agenda dated March 28, 2024 be confirmed, as circulated.

Carried

#### 4. Disclosures of Interest

None noted.

## **5. Report Out – February 22, 2024**

The Clerk provided the following report from the Closed Session meetings held February 22, 2024:

The Commission met in closed session on February 22<sup>nd</sup>, 2024 to hear the following matters:

15.1 Lease Negotiation Update pursuant to Section 239(2)(e) As a result of this discussion there is nothing further to report.

The Commission also discussed:

Item 15.2 Commercial Lease Negotiation pursuant to S 239(2)(c)

Item 15.3 Land Lease Negotiation - pursuant to Section 239(2)(b) and (c) of the Municipal Act and

Item 15.5 Facility Operator Recruitment Update – pursuant to Section 239(2)(b) (d)

As a result of these discussions direction was provided in accordance with the Municipal act

The Commission deferred 15.4 Municipal Shareholders Agreement - pursuant to Section 239(2)(k) to a future closed meeting.

## **6. Approval of Minutes**

### **6.1 February 22, 2024 Regular Meeting**

Moved by Member L. Van Vliet  
Seconded by Member J. Lee

That the minutes of the Commission meeting held on February 22, 2024 be approved as circulated.

Carried

## **7. Delegations**

None at this time.

## **8. Correspondence**

### **8.1 Oxford Aviation Group**

Correspondence was received from the Oxford Aviation Group, they will be visiting the Airport on Sunday June 16<sup>th</sup>, 2024. The Group comes from England and has proposed a 3:20pm arrival with 5-10 people anticipated, swag bags will be provided. Commissioners are reminded to mark their calendar for the event to welcome the Group.

## **8.2 Discover Aviation Event – COPA**

COPA will host the Discover Aviation Program, which is planned for Saturday August 17, 2024, from 10:00 am to 4:00 pm. This event has been marked in the Commissioner's calendars.

## **9. Chair's Remarks**

### **9.1 Next generation Rental Hangars**

Chair Maclellan relayed that there are funds remaining to build more hangars. The Chair is currently looking at different build options and quotes. The Airport will also update the Hangar waiting list. The Chair will report back to the Commission on this project.

## **10. Operations Report and Updates (Vice Chair)**

### **10.1. Airport Signage**

Member Van Vliet relayed that he is pursuing design and quotes for two street signs: Ker Drive West and McRitchie Drive East from the Niagara Region Sign shop. Member Van Vliet will procure new hangar signs from Bee Line Signs so they match the current hangar signs and will report back to the Commission on the pricing.

## **11. Financial Report Update (N. Giles)**

### **11.1 2023 Financial Audit Update and Asset Management Update**

The audit was delayed in March as N. Giles was preparing the Airport Asset Retirement Obligation report with the assistance of the Director of Public Works for the Township of Wainfleet. This has now been completed and submitted to our auditors for review.

The Audit was also delayed due to correspondence received from Canada Revenue Agency concerning the Airport's HST returns for 2023, and the possibility that there would have to be some adjusting entries.

### **11.2 CRA Correspondence**

At the end of February, N. Giles received a call from CRA requesting additional information to support the Airport's Input Tax Credit Claims. The Airport collected HST for CRA for the hangar rentals and fuel purchases. HST is also paid on items the Airport purchased and the HST is claimed back from CRA.

As a result of the purchase of Hangar 5 and the building of Hangar 2 West, the Airport made significant claims for a refund of HST on these large items as well as the day-to-day operations. This then triggered an audit of the Airport's account.

As a result of the initial audit, the CRA did not believe the Airport was eligible to claim back most of the HST as they felt the Airport operated as a non-profit organization.

A senior tax auditor from Grant Thornton was engaged and believes the Airport has made a case that it is not a non-profit organization, but rather a para-municipal organization and is eligible to claim these input tax credits.

A letter was sent today to CRA outlining the Airport's position and asking for a review of their initial determination. An update on this matter will be provided at the April meeting.

## **12. Special Projects (G. Bruno)**

None at this time.

## **13. New Business**

### **13.1 Solar eclipse of April 8, 2024**

There has been interest from pilots who would like to land at the Airport to view the solar eclipse. The Ninety-Nines are hosting a private event to view the eclipse. Traffic cones will be used and Fred will be on site as an Airport contact.

## **14. Upcoming Meeting**

April 25, 2024 or call of Chair

## **15. Confidential Items**

Moved by Member K. Ker  
Seconded by Member R. Bodner

That the Commission now enter into closed session to address the following matters:

- 15.1 Commercial Lease Negotiation Update - a proposed or pending acquisition or disposition of land by the municipality or local board pursuant to Section 239(2)(c) of the Municipal Act.
- 15.2 Minutes of the closed session portion of the February 22, 2024 Commission meeting.

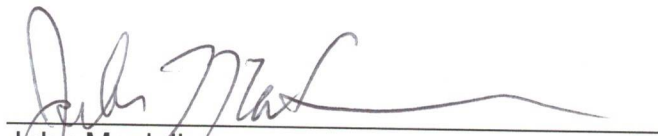
Carried

**16. Adjournment**

Moved by Member R. Bodner  
Seconded by Member K. Ker

That the meeting be adjourned at approximately 7:39 p.m.

Carried

A handwritten signature in dark ink, appearing to read "John Maclellan", written over a horizontal line.

John Maclellan  
Chair, Niagara Central Dorothy Rungeling Airport Commission

August 26, 2024

**Re: Item for Discussion – Association of Municipalities of Ontario (AMO) / Ontario Medical Association (OMA) Joint Resolution Campaign on Physician Shortage**

At its meeting of August 26, 2024, the Council of the Corporation of the Town of Bracebridge ratified motion #24-GC-149, regarding the Association of Municipalities of Ontario (AMO) / Ontario Medical Association (OMA) Joint Resolution Campaign on Physician Shortage, as follows:

“WHEREAS the state of health care in Ontario is in crisis, with 2.3 million Ontarians lacking access to a family doctor, emergency room closures across the province, patients being de-rostered and 40% of family doctors considering retirement over the next five years;

AND WHEREAS it has becoming increasingly challenging to attract and retain an adequate healthcare workforce throughout the health sector across Ontario;

AND WHEREAS the Northern Ontario School of Medicine University says communities in northern Ontario are short more than 350 physicians, including more than 200 family doctors; and half of the physicians working in northern Ontario expected to retire in the next five years;

AND WHEREAS Ontario municipal governments play an integral role in the health care system through responsibilities in public health, long-term care, paramedicine, and other investments;

AND WHEREAS the percentage of family physicians practicing comprehensive family medicine has declined from 77 in 2008 to 65 percent in 2022;

AND WHEREAS per capita health-care spending in Ontario is the lowest of all provinces in Canada;

AND WHEREAS a robust workforce developed through a provincial, sector-wide health human resources strategy would significantly improve access to health services across the province;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Town of Bracebridge urge the Province of Ontario to recognize the physician shortage in Bracebridge and Ontario, to fund health care appropriately and ensure every Ontarian has access to physician care.”

In accordance with Council’s direction, I am forwarding you a copy of the resolution for your reference.

Please do not hesitate to contact me if I can provide any additional clarification in this regard.

Yours truly,



Lori McDonald  
Director of Corporate Services/Clerk

1000 Taylor Court  
Bracebridge, ON  
P1L 1R6 Canada

telephone: (705) 645-5264  
corporate services and finance fax: (705) 645-1262  
public works fax: (705) 645-7525  
planning & development fax: (705) 645-4209



TOWNSHIP OF  
**RUSSELL**

**CERTIFIED RESOLUTION**

**Date:** August 26, 2024      **Item(s) no.:** 10 (ref. a)

**Subject:** Resolution to Support AMCTO Provincial Updates to the Municipal Elections Act

**Moved by:** Jamie Laurin

**Seconded by:** Lisa Deacon

WHEREAS elections rules need to be clear, supporting candidates and voters in their electoral participation and election administrators in running elections; and

WHEREAS legislation needs to strike the right balance between providing clear rules and frameworks to ensure the integrity of the electoral process; and

WHEREAS the legislation must also reduce administrative and operational burden for municipal staff ensuring that local election administrators can run elections in a way that responds to the unique circumstances of their local communities; and

WHEREAS the Municipal Elections Act, 1996 (MEA) will be 30 years old by the next municipal and school board elections in 2026; and

WHEREAS the MEA sets out the rules for local elections, the Assessment Act, 1990 and the Education Act, 1990 also contain provisions impacting local elections adding more places for voters, candidates, and administrators to look for the rules that bind the local democratic process in Ontario; and

WHEREAS with rules across three pieces of legislation, and the MEA containing a patchwork of clauses, there are interpretation challenges, inconsistencies, and gaps to fill; and

WHEREAS the Act can pose difficulties for voters, candidates, contributors and third-party advertisers to read, to interpret, to comply with and for election administrators to enforce; and

WHEREAS while local elections are run as efficiently and effectively as can be within the current legislative framework, modernization and continuous improvement is needed to ensure the Act is responsive to today's needs and tomorrow's challenges; and



WHEREAS to keep public trust and improve safeguards the Act should be reviewed considering the ever-changing landscape which impacts elections administration including privacy, the threats of foreign interference, increased spread of mis/disinformation and the increased use of technologies like artificial intelligence and use of digital identities; and

WHEREAS the Association of Municipal Managers, Clerks, and Treasurers of Ontario (AMCTO) reviewed the Act and has provided several recommendations including modernizing the legislation, harmonizing rules, and streamlining and simplifying administration; and


WHEREAS AMCTO put forward recommendations for amendments ahead of the 2026 elections and longer-term recommendations for amendments ahead of the 2030 elections; therefore

BE IT RESOLVED THAT the Township of Russell calls for the Province to update the MEA with priority amendments as outlined by AMCTO before Summer 2025 and commence work to review and re-write the MEA with longer-term recommendations ahead of the 2030 elections; and be it further

RESOLVED that this resolution will be forwarded to all municipalities in Ontario for support and that each endorsement be then forwarded to the Minister of Municipal Affairs and Housing, the Minister of Education, the Minister of Public and Business Service Delivery, Minister of Finance, the Premier of Ontario, MPP of Glengarry-Prescott-Russell and AMCTO.

**MOTION APPROVED**

I, Joanne Camiré Laflamme, Clerk of the Corporation of the Township of Russell, hereby certify that the foregoing is a true copy of the resolution adopted by the Council of the Corporation of the Township of Russell on the 26<sup>th</sup> day of August 2024.

  
\_\_\_\_\_  
Joanne Camiré Laflamme  
Clerk



CANTON DE  
**RUSSELL**  
RÉSOLUTION CERTIFIÉE

**Date:** 26 août 2024 **Article no.:** 10 (réf. a)

**Objet:** Résolution visant à soutenir les mises à jour provinciales de l'AMCTO concernant la loi sur les élections municipales

**Proposé par :** Jamie Laurin

**Appuyé par:** Lisa Deacon

Attendu que les règles électorales doivent être claires, qu'elles doivent aider les candidats et les électeurs à participer aux élections et les administrateurs électoraux à organiser les élections; et

Attendu que la législation doit trouver un juste équilibre entre la fourniture de règles et de cadres clairs pour garantir l'intégrité du processus électoral; et

Attendu que la législation doit également réduire le fardeau administratif et opérationnel pour le personnel municipal en veillant à ce que les administrateurs électoraux locaux puissent organiser les élections d'une manière qui réponde aux circonstances uniques de leurs communautés locales; et

Attendu que la Loi de 1996 sur les élections municipales (LEM) aura 30 ans au moment des prochaines élections municipales et scolaires en 2026; et

Attendu que la LEM établit les règles pour les élections locales, que la Loi de 1990 sur l'évaluation foncière et la Loi de 1990 sur l'éducation contiennent également des dispositions ayant une incidence sur les élections locales, ce qui augmente le nombre d'endroits où les électeurs, les candidats et les administrateurs doivent chercher les règles qui régissent le processus démocratique local en Ontario; et

Attendu qu'avec des règles réparties dans trois textes législatifs, et que la Loi sur l'éducation contient un ensemble de clauses disparates, il y a des problèmes d'interprétation, des incohérences et des lacunes à combler; et

Attendu que la loi peut poser des difficultés aux électeurs, aux candidats, aux donateurs et aux annonceurs tiers qui doivent la lire, l'interpréter, s'y conformer et aux administrateurs électoraux qui doivent l'appliquer; et

Attendu que si les élections locales sont gérées aussi efficacement que possible dans le cadre législatif actuel, une modernisation et une amélioration continue sont nécessaires pour garantir que la loi réponde aux besoins d'aujourd'hui et aux défis de demain; et

Attendu que pour conserver la confiance du public et améliorer les garanties, la loi devrait être révisée en tenant compte du paysage en constante évolution qui a une incidence sur l'administration des élections, y compris la protection de la vie privée, les menaces d'ingérence étrangère, la propagation accrue de la désinformation et l'utilisation accrue de technologies telles que l'intelligence artificielle et l'utilisation d'identités numériques; et

Attendu que « Association of Municipal Managers, Clerks, and Treasurers of Ontario » (AMCTO) a examiné la loi et a formulé plusieurs recommandations, notamment la modernisation de la législation, l'harmonisation des règles et la rationalisation et la simplification de l'administration; et

Attendu que AMCTO a formulé des recommandations de modifications avant les élections de 2026 et des recommandations de modifications à plus long terme avant les élections de 2030; par conséquent

Il est résolu que le canton de Russell demande à la province de mettre à jour la LEM avec les modifications prioritaires décrites par AMCTO avant l'été 2025 et de commencer à examiner et à réécrire la LEM avec des recommandations à plus long terme avant les élections de 2030; et qu'il soit en outre

Résolu que cette résolution soit transmise à toutes les municipalités de l'Ontario pour obtenir leur appui et que chaque appui soit ensuite transmis au ministre des Affaires municipales et du Logement, au ministre de l'Éducation, au ministre de la Prestation des services publics et commerciaux, au ministre des Finances, au premier ministre de l'Ontario, au député provincial de Glengarry-Prescott-Russell et à AMCTO.

## **MOTION ADOPTÉE**

Je, Joanne Camiré Laflamme, greffière de la corporation du canton de Russell, atteste que la présente est une copie certifiée de la résolution adoptée par le conseil de la municipalité de Russell le 26<sup>e</sup> jour d'août 2024.



---

Joanne Camiré Laflamme  
Greffière



## Legal and Legislative Services

August 27, 2024

The Honourable Doug Ford  
Premier of Ontario  
Legislative Building, Queen's Park  
Toronto, ON M7A 1A1  
[premier@ontario.ca](mailto:premier@ontario.ca)

Honourable and Dear Sir:

Please be advised the Municipal Council of the Town of Fort Erie at its meeting of August 26, 2024 received and supported correspondence from the City of Toronto dated July 31, 2024 requesting the Provincial Government to support Family Physicians.

Attached please find a copy of the City of Toronto correspondence dated July 31, 2024.

Thank you for your attention to this matter.

Kind regards,

Ashlea Carter, AMP  
Deputy Clerk  
[acarter@forterie.ca](mailto:acarter@forterie.ca)  
AC:dlk

Attached: City of Toronto

c.c. The Honourable Sylvia Jones, Minister of Health [Sylvia.Jones@pc.ola.org](mailto:Sylvia.Jones@pc.ola.org)  
Association of Municipalities of Ontario [amo@amo.on.ca](mailto:amo@amo.on.ca)  
All Ontario Municipalities

City Clerk's Office

**Secretariat**  
Sylvia Przedziecki  
Council Secretariat Support  
City Hall, 12<sup>th</sup> Floor, West  
100 Queen Street West  
Toronto, Ontario M5H 2N2

Tel: 416-392-7032  
Fax: 416-392-2980  
e-mail:  
Sylvia.Przedziecki@toronto.ca  
web: www.toronto.ca

**In reply please quote:  
Ref.: 24-MM19.5**

(Sent by Email)

July 31, 2024

**MUNICIPAL CLERKS OF ONTARIO'S MUNICIPALITIES:**

**Subject: Member Motions Item 19.5  
Requesting the Province to Support Family Physicians (Ward All)**

City Council on June 26 and 27, 2024, adopted [Item MM19.5](#) and, in so doing, has forwarded City Council's decision to the Premier of Ontario, the Minister of Health, the Association of Municipalities of Ontario, and the municipal Clerks of Ontario's municipalities.

*J. Canchela*  
for City Clerk

J. Canchela/wg

Attachment

Sent to: Premier, Province of Ontario  
Minister of Health and Deputy Premier, Province of Ontario  
Executive Director, Association of Municipalities of Ontario  
Municipal Clerks of Ontario's Municipalities

c. City Manager

**RECEIVED**

**AUG 26 2024**

**BY COUNCIL**

## City Council

### Member Motions - Meeting 19

<b>MM19.5</b>	ACTION	Adopted	Ward: All
---------------	--------	---------	-----------

### **Requesting the Province to Support Family Physicians - by Councillor Dianne Saxe, seconded by Councillor Mike Colle**

#### **City Council Decision**

City Council on June 26 and 27, 2024, adopted the following:

1. City Council request the Minister of Health to take immediate action to:
  - a. properly compensate family physicians with appropriate fee increases; and
  - b. reduce the administrative burden that the Province places on family doctors so they have more time to see their patients.
  
2. City Council forward City Council’s decision to the Premier of Ontario, the Minister of Health, the Association of Municipalities of Ontario, and the municipal Clerks of Ontario’s municipalities.
  
3. City Council request a direct response from the Minister of Health within 30 days.

#### **Summary**

On May 13, 2024, the City of Belleville set a good example by passing a resolution calling upon the provincial government to improve compensation and reduce administrative burden for Ontario’s family physicians. Toronto should do the same.

The Province of Ontario is responsible for providing quality health care to all residents of Ontario. Family medicine is the backbone of the healthcare system and providing timely access to a primary health care provider for everyone in Ontario, is essential and should be a top Provincial Government priority. Instead, the shortage of family physicians has reached a crisis point.

Millions of Ontario residents, and hundreds of thousands of Torontonians, do not have a family doctor. Studies show that patients without a primary care provider have poorer health outcomes while costing the health care system more. Meanwhile, hospitals, emergency rooms and clinics are overloaded by residents’ unmet health care needs.

The Province of Ontario could address this issue quickly and efficiently by paying fair wages to family physicians and by lessening the undue administrative burden this provincial government imposes on family doctors.

#### **Background Information (City Council)**

Member Motion MM19.5

(<https://www.toronto.ca/legdocs/mmis/2024/mm/bqrd/backgroundfile-246768.pdf>)

# NOVÆ RES URBIS

## GREATER TORONTO & HAMILTON AREA

WEDNESDAY,  
AUGUST 28, 2024

Vol. 27  
No. 34

- 2 **CONSERVING NATURAL HERITAGE**  
Brampton Contributes Land Towards Federal Conservation Targets
- 4 **DOING MORE WITH LESS**  
Brampton's New Official Plan Shifts Focus From Greenfield to Infill Development

■ PROPOSED NIAGARA FALLS TOWERS TO ADD SIGNIFICANT HOUSING TO VACANT SITE NEXT TO GOLF COURSE

# TEEING UP FOR NEW HOUSING

**Matt Durnan**

**A** two-tower residential development proposed for a large vacant site in Niagara Falls would bring much-needed housing density to a rather unusual plot of land that is flanked by a busy intersection on one side and a large open space occupied by the Eagle Valley Golf Course on the other.

At its August 13 meeting, **City of Niagara Falls** council adopted staff recommendations to approve **Legion Heights Niagara Inc.**'s official plan and zoning by-law amendment applications for a site at 2430 St. Paul Avenue. The approvals will permit the development

of two residential towers standing 15 and 19 storeys in height containing a total of 295 residential units.

The 1.4-hectare site, which is currently vacant, sits at the northeast corner of the intersection of St. Paul Avenue and Mountain Road. To the north and east of the site is the Eagle Valley Golf Course, while to the west of the site, across St.

Paul Avenue, is an existing low-rise residential neighbourhood of single-family homes.

"This site has been on the books for some time now and it is adjacent to the Eagle Valley Golf Course. The proposal here was always for an apartment, and going back to 1990, when it was proposed for a 10-storey apartment building," Niagara Falls general manager

of planning, building and development **Kira Dolch** told *NRU*.

"Across the street is mainly residential, and there's another development proposal across the street from here for a five-storey, 71-unit apartment building as well. These are two major collector roads that funnel traffic through, and it's kind of the

CONTINUED PAGE 8

Rendering of Legion Heights Niagara's proposed residential development for 2430 St. Paul Avenue in Niagara Falls. The project would bring towers standing 15 and 19 storeys to the corner of St. Paul Avenue and Mountain Road, adjacent to the Eagle Valley Golf Course. The proposal will bring the first tower development to the area, adding 295 residential units to the neighbourhood.

SOURCE: CITY OF NIAGARA FALLS  
ARCHITECT: ACK ARCHITECTS



## UPCOMING DATES

### SEPTEMBER

- 3 Ajax Community Affairs & Planning Committee, 1:00 p.m.
- Aurora Committee of the Whole, 7:00 p.m.
- Caledon Planning & Development Committee—Public Meeting, 7:00 p.m.
- Durham Region Planning & Economic Development Committee, 9:30 a.m.
- King Council Public Planning Meeting, 6:00 p.m.
- Markham Development Services Committee, 9:30 a.m.
- Mississauga Planning & Development Committee, 6:00 p.m.
- Pickering Planning & Development Committee, 7:00 p.m.
- 4 Brampton Committee of Council, 9:30 a.m.
- Hamilton General Issues Committee, 9:30 a.m.
- Mississauga General Committee, 9:30 a.m.
- Richmond Hill Committee of the Whole, 9:30 a.m.
- 5 York Region Committee of the Whole, 9:00 a.m.
- 6 Hamilton Planning Committee, 9:30 a.m.
- 9 Ajax General Government Committee, 1:00 p.m.
- Brampton Planning & Development Committee, 7:00 p.m.
- Brock Committee of the Whole, 10:00 a.m.
- Burlington Committee of the Whole, 9:30 a.m.

■ BRAMPTON CONTRIBUTES OVER 1,900 HECTARES OF LAND TOWARDS FEDERAL CONSERVATION TARGETS

# CONSERVING NATURAL HERITAGE



Lana Hall

The City of Brampton is contributing a significant amount of its natural heritage lands towards the federal government's 30x30 conservation target. This initiative marks a critical step for Brampton in safeguarding the city's biodiversity, mitigating climate change impacts, and ensuring ecosystem sustainability, say both City staff and environmental advocates.

Brampton, in collaboration with **Toronto and Region Conservation Authority** (TRCA), recently announced the contribution of 1,924.5 hectares of its natural heritage lands towards Canada's international commitment to protect 30 per cent of the country's lands and waters by 2030, commonly referred to as the 30x30 target. The 30x30 target was established by the **Government of Canada's** ministry of environment and

climate change in 2022, in an effort to protect biodiversity and natural resources across the country.

For Brampton to formally contribute these lands towards this target, **Ontario Nature** was required to perform an assessment of the lands, ultimately determining that most of Brampton's Natural Heritage System (NHS) meets the pan-Canadian standards necessary for inclusion in the national 30x30 database. Assessments by Ontario Nature take into account the primary use of lands in question, a landowner's goals for the land, the strength of its biodiversity, and any restoration or recreation activities that currently take place on the land. The assessments also review land use policies such as official plans and local zoning by-laws to ensure the land is formally protected—zoned as Open Space

or Natural Areas, for example—and unlikely to undergo development.

"We look at those policies to ensure these lands are well-protected, that they are there for the long-term, that they are not going to be taken out of the protected area system," says Ontario Nature protected places assessment coordinator **Jenna Kip**.

Since lands meeting the criteria for inclusion in the 30x30 target must already be protected in some capacity, the designation is mostly about being able to formally track the amount of land being contributed toward the federal government's conservation goals.

"When lands are put into the database, it's more of a recognition tool to say to

CONTINUED PAGE 3 ■



### NRU PUBLISHING STAFF

**Ian A.R. Graham**, Publisher  
iang@nrupublishing.com  
Ext. 222

**Irena Kohn**, Editor  
irenak@nrupublishing.com  
Ext. 223

**Matt Durnan**, Senior Reporter  
matt@nrupublishing.com  
Ext. 225

**Lana Hall**  
Senior Reporter,  
lanah@nrupublishing.com  
Ext. 226

**Peter Pantalone**  
Planning Researcher  
peterp@nrupublishing.com

**Jeff Payette**  
Design/Layout  
jeffp@nrupublishing.com  
Ext. 228

**Samantha Lum**  
Sales and Circulation  
samanthal@nrupublishing.com  
Ext. 224

**SALES/SUBSCRIPTIONS**  
circ@nrupublishing.com

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**Corporate Office**  
1200 Bay Street, Suite 1101  
Toronto, ON M5R 2A5  
Tel: 416.260.1304  
Fax: 416.979.2707

**Billings Department**  
NRU Publishing Inc.  
PO Box 19595 Manulife PO,  
Toronto, ON M4W 3T9

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# NATURAL HERITAGE

CONTINUED FROM PAGE 2

the landowners, ‘Hey you are protecting your lands in accordance with the pan-Canadian standard for protected areas. Good job—here’s a pat on the back,’ Kip told *NRU*.

For the City of Brampton, the designation puts both the amount and the importance of its natural heritage land on the map, literally.

‘‘It means that these natural systems lands in Brampton are being acknowledged at the national level and managed in ways that effectively conserve biodiversity over the long term,’’ City of Brampton environmental planner **Zoe Milligan** told *NRU*. ‘‘So for us, that’s a huge benefit, and it gives us a bit of a benchmark as well.’’

Milligan says the inclusion of the land—which began after Ontario Nature approached the

City of Brampton on the matter—reinforces the importance of having strong natural heritage systems policies and programs at the municipal level, such as the City’s Watershed Plan and Environmental Master Plan, a sentiment echoed by local councillors as well.

‘‘The protection and enhancement of Brampton’s natural landscapes are crucial for our community’s ecological health and resilience,’’ said City of Brampton wards 2 & 6

regional councillor and TRCA board member **Navjit Kaur Brar**, in a statement.

Brampton has approximately 4,700 hectares of NHS land, with the City or conservation authorities owning about 2,800 of those hectares. The lands that are now included in the 30x30 program include the Claireville Conservation Area, Heart Lake Conservation Area and Conservation Drive Park. The former two of those sites are stewarded by TRCA. These natural heritage lands across Brampton include a variety of natural features, including woodlands, valleys, wetlands, lakes, rivers, streams, and ponds. They provide essential ecosystem services such as

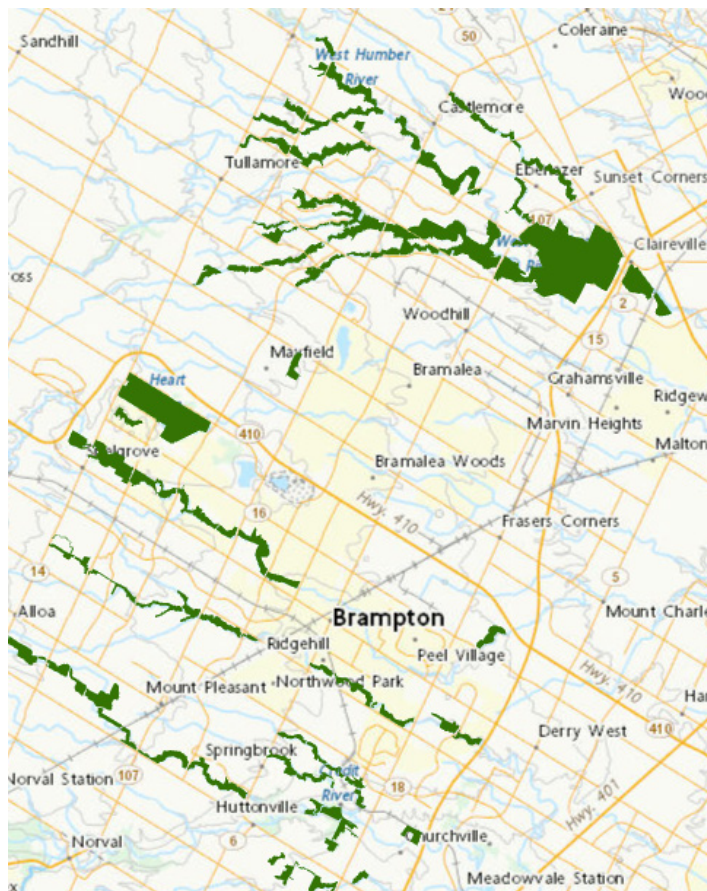
air and water purification, biodiversity maintenance, flood reduction, recreational opportunities and greenhouse gas absorption, according to a statement from the City of Brampton. The lands also serve as a habitat for species at risk, including the redbreasted nuthatch—a type of endangered minnow—and the Northern map turtle.

‘‘These green spaces are invaluable to our communities, offering essential services such as flood and erosion control, recreational opportunities, and critical habitats for diverse wildlife and plant species,’’ says TRCA CEO **John MacKenzie** in the City of Brampton’s statement.

‘‘This partnership demonstrates how municipalities and conservation authorities can collaborate to achieve significant outcomes, safeguarding biodiversity, mitigating climate change impacts, and building sustainable communities for the future.’’ 🌱

Map showing the approximately 1,900 hectares (shaded in dark green) of natural heritage lands the City of Brampton and Toronto and Region Conservation Authority (TRCA) recently announced they would contribute towards Canada’s international commitment to protect 30 per cent of the country’s lands and waters by 2030, commonly referred to as the 30x30 target. The lands in Brampton assessed for inclusion in the target include the Heart Lake Conservation Area and the Claireville Conservation area.

SOURCE: GOVERNMENT OF CANADA



# DOING MORE WITH LESS



**Matt Durnan**

**T**he City of Brampton has mapped out its path for growth and development over the next 30 years at a critical and potentially transformative point in time with a new official plan that seeks to be less prescriptive and more flexible in order to facilitate the creation of complete communities, while steering away from greenfield development and focusing instead on infill and intensification.

Earlier this month, **Peel Region** approved “Brampton Plan”, Brampton’s new official plan that seeks to implement the goals set out in the Brampton 2040 Vision to achieve a sustainable, urban and vibrant future for the city.

“This process started five-plus years ago and this

particular plan is far different than the previous official plan in that it is less prescriptive and more flexible, recognizing the times that we’re in and ensuring there are a number of pillars around sustainability and climate change—and certainly flexibility, and a focus on driving housing [development],” City of Brampton commissioner of planning, building and growth management **Steve Ganesh** told *NRU*.

“I would say that it’s not just housing—it’s complete communities. I say that because a lot of the narrative these days in the planning genre is around providing housing. I’m not suggesting that that isn’t top of mind, but one of the things we need to do is ensure that we have complete communities.”

Brampton is at a key turning

point in its evolution as a municipality. It is anticipated that over the next 30 years the city will grow to its boundaries, and as greenfield development winds down, growth will transition to infill and intensification.

The City recently unlocked for development one of its last remaining greenfield areas (and one of its largest at 1,600 hectares) and is moving forward with the planning and development process for a massive new community called Heritage Heights that will accommodate around 50,000 new homes (See: “*The Next Frontier*”, *Novae Res Urbis GTHA*, July 31, 2024).

As the transition from greenfield development to infill and intensification takes place, it is projected that Brampton’s

population will grow from 680,000 to around one million people.

“Right now, Brampton is doing a big body of work around our MTSAs (Major Transit Station Areas). I would say the key difference between Brampton Plan and our previous plans is that this plan recognizes the urban type of development that is now on Brampton’s history and evolution,” said Ganesh.

“Previous official plans were really focusing on that typical greenfield type of development like many ‘90s municipalities’, but with where we are in our growth, I think Brampton Plan does a great job in recognizing how we are at a transformational point in our history.”

CONTINUED PAGE 5

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# DOING MORE WITH LESS

CONTINUED FROM PAGE 4

Brampton Plan includes five key highlights that will shape and guide how development occurs in the coming decades: innovative urban design, economic development, sustainable practices, cultural enrichment, and inclusive communities.

“The approval of Brampton Plan marks a significant milestone for our city. With Brampton projected to become a major urban centre in the coming decades, this plan provides a strategic blueprint to manage our growth responsibly. It reflects our commitment to sustainable development, economic vitality and community well-being,” Brampton Mayor **Patrick Brown** said in a news release.

One key pillar included in the new official plan noted by Ganesh is a more pronounced focus on a multi-modal

approach to transportation than in previous official plans to ensure that Brampton residents can get from Point A to Point B, without necessarily needing to own a motor vehicle.

“Coming out of COVID, like many municipalities, health and well-being and a lot of the social elements to planning are much more pronounced in society today, so there is a purposeful policy flare around health and wellness in Brampton Plan that is far different than in previous plans,” Ganesh said.

“I don’t want to leave out a key piece around making sure that Brampton did a very good job in protecting key areas for jobs and places where people can live, work, and play. By that, I mean around our MTSA’s.”

That planning focus around the city’s MTSA’s—of which there are 14 that are serviced by

either GO transit or bus rapid transit service—has entailed a fairly significant shift in focus considering that previous official plans looked at the areas in a more “radial” manner. By contrast, the new Brampton Plan focuses on intensification along key corridors within the MTSA’s.

“The MTSA’s identified in the Brampton Plan are a good example of where those complete communities will be, and when you go through the plan, you see that our urban form, everything from the boulevards to intensification corridors, is very purposefully thought out,” said Ganesh.

“You can see where we focus those MTSA’s primarily along our intensification corridors, versus in previous plans [where] it was a bit more of a radial type of urban form. Now we’re really trying to intensify along the key corridors because that’s where we want transit to be.”

Focusing on intensifying and creating complete communities within the city’s MTSA’s will eventually result in more new development along the city’s major corridors. But in the short to medium-term, this focus on promoting mobility and encouraging transit use is intended to have some transformative effects on the character of human activity in key parts of the city like the downtown.

“The MTSA policy framework will enable transformation downtown. Like many downtowns, we’re

on the upswing out of COVID to support our businesses, and we’re on the cusp of transforming our downtown to be a really cool destination,” Ganesh said.

“It will be a place where my kids and I will want to continue to visit, not just because there’s a farmer’s market, but because it’s a destination and a walkable place.”

Brampton Plan also sets the framework for future mixed-use developments like Heritage Heights, which can now pivot off of the five themes established in the plan and springboard into a new type of development that previous generations of communities within the city have not seen.

“This [new area like Heritage Heights] will be very different than what we saw in the east side of the city, or even in central Brampton,” Ganesh said.

“Certainly the policy framework in this plan is guided by where the Province wants to go. We’re trying to do more with less and intensify everywhere we possibly can. And I would say that Brampton Plan, while it embraces that, it also respects the existing character of neighbourhoods. We want to embrace intensification, but it’s also important to respect our existing character areas and mature and established places in Brampton.” 🌸

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# ADOPTING TRANSITIONAL MEASURES



Lana Hall

Construction of a short-term modular shelter facility on a site owned by the **City of Welland** is the latest solution proposed by Regional staff to help ease Niagara Region’s housing and homelessness crisis. Regional staff say the modular units would provide a rapid and economical option for emergency housing, which will allow the Region to continue investing in longer-term affordable housing elsewhere in Niagara.

Earlier this month, Welland city council approved a lease agreement with **Niagara Regional Housing (NRH)** to build a temporary emergency shelter on City-owned land at 851 Ontario Road. The 50-room shelter will be constructed using modular units similar to those used at an existing shelter in St. Catharines, with the \$2.84 million in construction and servicing costs proposed to be covered by NRH.

NRH staff are recommending the new emergency shelter be operated by professional staff from the **Hope Centre**, an experienced shelter provider

that manages other shelter facilities throughout Welland, including a hotel-based shelter.

At the modular shelter site, staff would be available 24/7 to help shelter residents with continuous support, including case management. Ideally, the temporary facility will provide emergency, short-term shelter that shifts individuals away from encampments and toward longer-term housing.

The site at 851 Ontario Road was identified as the most suitable spot to build the emergency shelter its due to its proximity to amenities at an adjacent plaza, its location near

transit routes, and the speed with which the land could be prepared for the modular buildings to be constructed, say staff. Currently, the site is vacant.

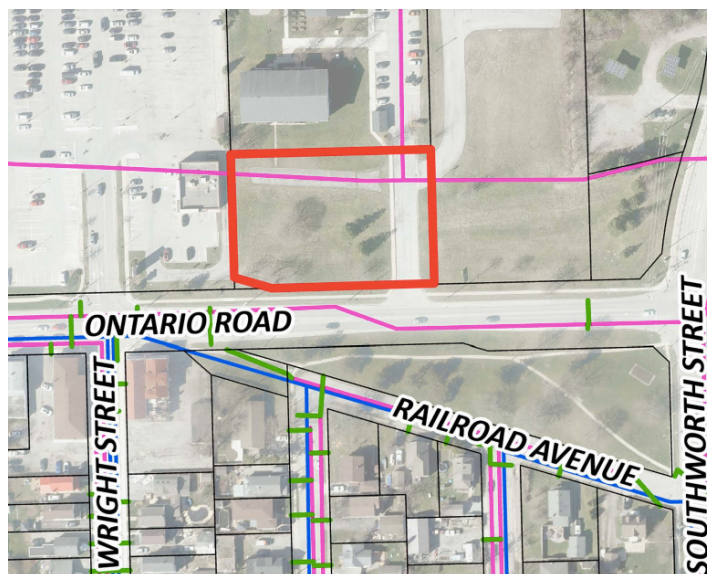
According to a statement released by the City of Welland, the siting of the shelter is compliant with local zoning by-laws, noting that seeking further community approval for the siting of a shelter, which is already permitted under existing zoning rules, has been found to be contrary to the Ontario Human Rights Code, which seeks to prevent discrimination as to where people can live. As a result, says the statement, public

engagement and meetings related to the shelter’s exact location were not conducted.

“We understand that housing is a fundamental need, and our community is stronger when everyone has a safe place to call home,” said City of Welland Mayor **Frank Campion** in the statement.

The emergency shelter proposal comes nearly a year-and-a-half after the Region commissioned a capacity review of its shelter system, which made several recommendations. The first was to convert the Region’s existing “out of the cold”, seasonal shelters into

CONTINUED PAGE 7



Map showing the location of a proposed 50-unit modular shelter facility at 851 Ontario Road in Welland. Welland city council approved a lease agreement with Niagara Regional Housing (NRH) earlier this month to build a temporary emergency shelter on the City-owned site, which would be professionally staffed 24/7 with the goal of helping shelter residents obtain longer-term housing.

SOURCE: CITY OF WELLAND

# TRANSITIONAL MEASURES

CONTINUED FROM PAGE 6

two all-day, full-year operations, a conversion that was completed at the end of last year. Currently, Niagara's adult shelter system is at 96 per cent capacity.

But the volume of people living in encampments has remained consistent over that timeframe, says Niagara Region director of homelessness and community engagement **Cathy Cousins**, prompting the Region to look at further measures for short-term emergency housing.

"We wanted to see how

[converting the seasonal shelters into all-year facilities] impacted the system before we made any next steps forward," Cousins told *NRU*. "So that's what this is, it's that next step following these recommendations to support the shelter system here in Niagara."

Cousins knows emergency shelter is only part of the solution. The Region needs more options for long-term affordable and supportive housing for those same shelter residents, she says.

"Affordable housing is a challenge—in Niagara, in Ontario, across the country. So we are looking at a five-year lease with the City of Welland with an option to renew. But part of the reason we went with a modular opportunity is because we are looking at this as temporary. The real solution to homelessness is housing," says Cousins. "We wanted to put in what I call an economical solution, so that we can actually focus the bulk of our investment into affordable housing and supportive housing."

Niagara Regional council will consider a staff report recommending approval of the shelter at its meeting on August 29. 🌱

## Errata

In the Wednesday August 21 edition of *NRU* GTHA, the story "Building Critical Mass: Mohawk College to Expand Campus into Burlington," contained two errors. Anita Cassidy is the executive director of Burlington economic development. Her affiliation was misstated in last week's story. In addition, Brock University's planned satellite campus will be located at the Robert Bateman Community Centre at 5151 New Street in Burlington.

In same issue in *OLT News*, *NRU* mistakenly identified planner Adam Layton as being affiliated with Evans Planning, however Layton is now an associate principal of Goldberg Group.

*NRU* regrets the errors.

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<p><b>Emelie Rowe*</b> Sales Associate +1 416 495 6306 emelie.rose@cbre.com</p>	<p><b>Evan Stewart*</b> Sales Associate +1 416 495 6205 evan.stewart@cbre.com</p>

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# TEERING UP FOR NEW HOUSING

CONTINUED FROM PAGE 1

gateway to the city.”

The lands have long been designated “Residential” under Niagara Falls’ official plan, but an official plan amendment was required as that designation only permitted for maximum building heights of up to 10 storeys and 75 units per hectare.

Legion Heights’ application that was approved by council places the lands under a new special policy area that will permit building heights of up to 19 storeys on the site, with a maximum density of 210 units per hectare.

“Obviously, along any regional road or major thoroughfare, we’re looking for intensification, and you’ll probably see some changes coming through in our official plan work,” Dolch said.

“We’re really striving for intensification rather than expanding our boundaries much, and we’ve been very successful to date on that. And I think we’re hitting about a 70 per cent intensification target and our goal is 50 per cent, so that’s a good thing to be efficiently using services.”

Niagara Falls has set out a goal for new housing development that 50 per cent of it will occur through intensification within the city’s urban boundary and 50 per

cent through urban boundary expansion. Currently, 70 per cent of the city’s housing development is happening through intensification.

The site at 2430 St. Paul Avenue is also somewhat unusual in its location adjacent to a large open space occupied by a golf course, meaning there are no concerns with new

towers imposing on existing neighbourhoods to the north and east of the site.

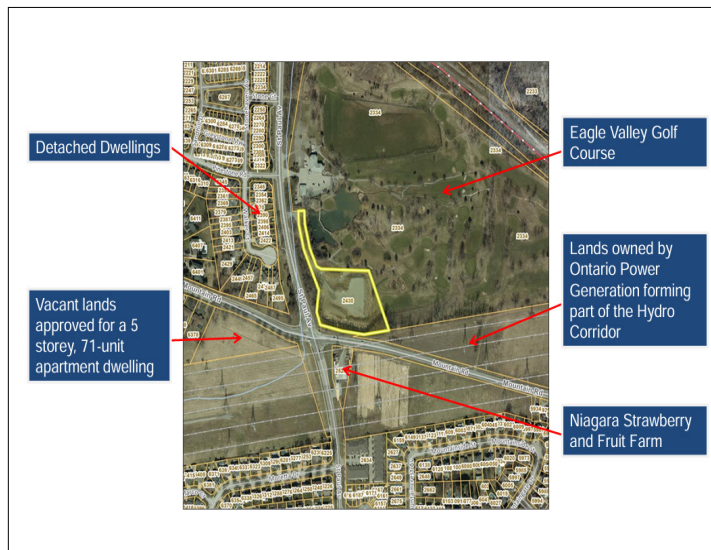
With respect to the existing residential neighbourhood to the west and south of the site, the architects brought forward a design that takes angular planes into account, stepping the buildings down towards St. Paul Avenue and Mountain Road to create a more gradual transition to the nearby low-rise area..

“This specific area is very unique because you’re kind of on the border of the Niagara Falls boundary, so you’re still in the urban boundary. But beyond

the golf course, you have the Niagara Escarpment, which restricts development. And then to the southeast, you have the hydro corridor, which restricts how you can expand beyond it,” **ACK Architects** principal **Michael Allen** told *NRU*.

“This is kind of the first [tower development] in this specific area, but the benefit we have is that there are a lot of urban amenities right on our doorstep. You have the Stamford community a bit further south,

CONTINUED PAGE 9



Above: Aerial photograph showing the location of the site at 2430 St. Paul Avenue (outlined in yellow) in Niagara Falls and its surrounding area context. Legion Heights Niagara Inc. is proposing to develop two residential towers standing 15 and 19 storeys containing a total of 295 residential units on the vacant site, which is adjacent to the Eagle Valley Golf Course and across the road from an established low-rise residential neighbourhood. Kitty corner to the site is another vacant site that has been approved for development of a five-storey 71-unit residential building.

PLANNER: NPG PLANNING SOLUTIONS  
SOURCE: CITY OF NIAGARA FALLS



Below: Landscape plan for the site at 2430 St. Paul Avenue in Niagara Falls where Legion Heights Niagara Inc. is proposing to develop two residential towers standing 15 and 19 storeys. The project architects sought to maximize the amount of landscaped area on the site, and this plan envisions nearly 70 per cent of the site being landscaped. The landscaping plan also includes some golf-oriented features of the adjacent Eagle Valley Golf Course, and could include installation of a putting range and provision of some golf cart parking.

SOURCE: CITY OF NIAGARA FALLS  
ARCHITECT: ACK ARCHITECTS  
LANDSCAPE ARCHITECT: LANDMARK ENVIRONMENTAL GROUP

# TEEING UP FOR NEW HOUSING

CONTINUED FROM PAGE 8

which has all types of amenities. To the north, you have St. David's, which is a smaller little community with coffee shops and things of that nature. You obviously have the golf course, walking trails, and bike trails."

The site's proximity to the golf course brought about some unusual design challenges around how to move vehicles in and out of the site, and the architects treated the project as more of a "resort-style" design, where traffic impacts to the surrounding area would be

minimal.

"We have two regional roads to work with, and we wanted to make sure that access in and out of this site didn't impact the surrounding area that much," Allen said.

"We did treat this as a bit of a resort area because we wanted to preserve a lot of the natural trees right along the border of our property and the roads. So we did need to look at that, as opposed to just saying 'Here's your driveway, come on in.'"

Preservation of the

natural area would also be accomplished through having 90 per cent of the parking on the site located underground rather than at grade. Further, nearly 70 per cent (67.5 per cent) of the site will be landscaped with some unique, golf-centric features.

"There are some rooftop terraces proposed—this will also interface with the golf course. And the developer is proposing some at-grade amenity areas, like a putting range that would sort of interface with the golf course," Niagara Falls senior planner **Mackenzie Ceci** told *NRU*.

"I know that they're also proposing some golf cart parking as well. So they're trying to integrate this well with that

existing [adjacent golf course] use, as well as provide some on-site amenities through balconies and rooftop terraces. And there's large landscaped forecourt towards the intersection."

With its official plan and zoning by-law amendment applications now approved, Legion Heights will now move into the site plan control or draft plan of condominium submission phase of the project.

"These buildings were designed for this specific corner and intersection. Nineteen and 15 storeys may sound pretty significant, but with the way they're stepped down and with two buildings, as opposed to one massive building, it's more appropriate," Allen said. 🌱

OFFER SUBMISSION DATE: WEDNESDAY, OCTOBER 2<sup>ND</sup>, 2024 BY 3PM (EST)

## RESIDENTIAL LAND WITHIN THE COUNTRYSIDE VILLAGES SECONDARY PLAN 48 (B)

CBRE's Land Services Group, on behalf of Vector Financial Services, is offering for sale a 19.8-acre property in Brampton. The property is within the Countryside Villages Secondary Plan 48 (b) and is primarily designated for low density residential use, with a portion designated for medium density residential and medium/high density residential use, allowing a variety of densities and built forms.

The southern part of the site is designated for a city-wide park, providing ample green space for future residents. The site benefits from its location within north Brampton, close to schools, parks, retail amenities, and highway access. Once developed, the area is expected to accommodate around 20,000 people and provide approximately 7,500 jobs.

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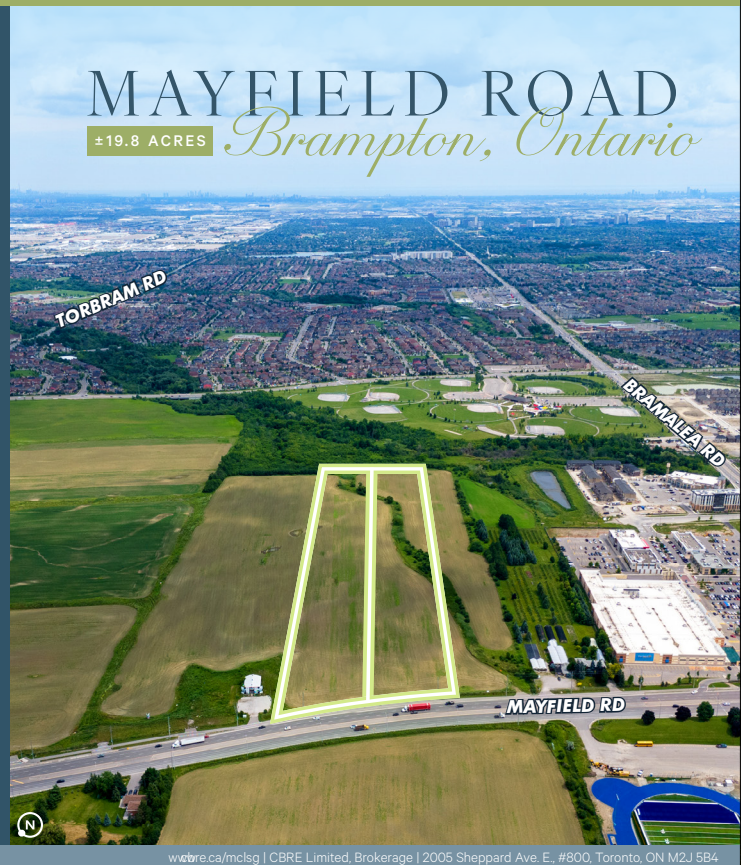
**Mike Czestochowski\*\***  
Vice Chairman  
+1 416 495 6257  
mike.czestochowski@cbre.com

**Lauren White\***  
Executive Vice President  
+1 416 495 6223  
lauren.white@cbre.com

**Emelie Rowe\***  
Sales Associate  
+1 416 495 6306  
emelie.rowe@cbre.com

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+1 416 495 6205  
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# IN BRIEF

## [Newmarket holding a public information centre on its official plan review](#)

The **Town of Newmarket** is holding an in-person public information centre on its official plan review this Thursday, August 29 from 1:00 p.m. to 7:00 p.m. at Newmarket's Old Town Hall (460 Botsford Street),

The updated official plan will establish innovative and proactive policies that reflect the changing demographics and characteristics of Newmarket, managing growth and development in the Town up to the 2051 provincial planning horizon.

Thursday's public information centre will feature 11 policy discussion themes, offering information booths on affordable housing, transportation and connections, parks and open spaces, cultural heritage, diversity, equity and inclusion, placemaking and urban design, infrastructure, complete communities, jobs

and employment, growth management, and climate change and natural heritage. Five speaking sessions scheduled throughout the day.

For more information on Newmarket's Official Plan Review Public Information Centre, please visit the Town's website [here](#).

## [Whitby seeking public input on phase two of its official plan review](#)

The **Town of Whitby** is conducting its five-year official plan review to help set the policies that will manage growth and development in the Town between now and 2051.

As part of phase two of its community engagement, the Town is seeking feedback to inform growth and development in three specific areas of the community identified in **Durham Region's** regional official plan Envision Durham. These areas are:

- The Whitby GO Protected Major Transit Station Area

- The Brooklin Expansion Area
- Other strategic growth areas

Members of the public are invited to provide feedback by participating in an online survey [here](#) by Friday, September 13. Additional community engagement opportunities are being planned for the Fall.

For more information on the Town of Whitby's official plan review, please visit the Town website [here](#).

## [AMO recognizes three municipalities for municipal innovation](#)

The **Association of Municipalities of Ontario** (AMO) presented Peter J. Marshall Municipal Innovation Awards to three municipalities at its annual meeting in Ottawa last week.

The **Regional Municipality of York** was recognized for its automated transit facility inspection program, which equips selected **York Region Transit** buses with smart

cameras that scan and monitor bus shelters for maintenance and structural problems along their route. Data from the cameras are compiled into an inspection report, which is uploaded to a cloud server. The project has improved service and saved the Region money. The program operates through an artificial intelligence program called **CITYROVER**. York Region estimates that it is saving around \$3.8 million per year in staff time that would be required to conduct routine inspections of all bus stops, in addition to tens of millions of dollars that would be required to install inspection cameras at all stops. York Region CEO and Chair **Wayne Emmerson** accepted the award on behalf of the Region.

The **Town of Midland** was recognized for its leveraging artificial intelligence (AI) for enhanced risk assessments for water and wastewater infrastructure. In collaboration with Montreal-based AI

CONTINUED PAGE 11 ■



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# IN BRIEF

CONTINUED FROM PAGE 10

start-up **CANN Forecast**, the Town uploaded extensive data including failure history and current work orders on existing water infrastructure to inform forecasting of future potential failures. The new technology allows the Town to identify the most at-risk sections of its two hundred linear kilometres of water and wastewater infrastructure before failure occurs, and permits better forecasting of social and economic factors that could affect the cost of failure. Midland chief administrative officer (CAO)

**Rhonda Bunn** and water and wastewater services manager **Andre Pepin** accepted the award on behalf of the Town.

The **City of Peterborough** was recognized for its modular bridge housing community, which built 50 modular homes, shared washroom facilities, and a central service hub on the site of a long-term encampment in downtown Peterborough. The transitional housing project sought input from 75 encampment residents to ensure that the modular housing community would fit their needs,

considering elements ranging from site design and location, to security, operations and policies around pets. During construction, encampment residents were moved to the City's first sanctioned temporary encampment, a vacant parking lot across the street. Staff report an atypically high move-in rate for encampment residents offered units on the site, and a 90 per cent reduction in emergency service calls compared to before the introduction of the modular community. Staff also report significant improvements in the health and well-being of community members. Peterborough Mayor **Jeff Leal** accepted the award on behalf of the City.

AMO's P.J. Marshall Innovation Award recognizes municipal governments demonstrating excellence in the use of innovative approaches to improving capital or operating cost efficiency and improving program effectiveness through partnerships or alternative service delivery initiatives. The awards program seeks to advance creativity and promote strong municipal government by showcasing instances where Ontario municipalities have implemented innovative and cost-effective ways of providing municipal services and facilities, resulting in tangible improvements in service outcomes. 🌱



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CBRE's Land Services Group is pleased to offer for sale a 16-acre property at 100 Rossignol Drive in Orleans, Ottawa. The site supports both residential and commercial uses and is strategically located within an established commercial and residential core, providing direct access to Highway 174. The property is largely designated as Neighbourhood with an Evolving Neighbourhood overlay and partially as Greenspace within the Official Plan.

The General Mixed Use zoning allows for varied uses, including low and mid-rise apartments, townhouses, retirement homes, community centres, offices, restaurants, and retail stores, with building heights from 3-10 storeys. This site presents a prime infill development opportunity in the rapidly growing Orleans area with excellent access to transportation infrastructure.

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OFFER SUBMISSION DATE TO BE ANNOUNCED

#### CBRE OTTAWA:

**Erik Falardeau\***  
Senior Vice President  
+1 613 788 3791  
erik.falardeau@cbre.com

#### CBRE LAND SERVICES GROUP:

**Lauren White\***  
Executive Vice President  
+1 416 495 6223  
lauren.white@cbre.com

**Mike Czestochowski\*\***  
Vice Chairman  
+1 416 495 6257  
mike.czestochowski@cbre.com

**Emelie Rowe\***  
Sales Associate  
+1 416 495 6306  
emelie.rowe@cbre.com

**Evan Stewart\***  
Sales Associate  
+1 416 495 6205  
evan.stewart@cbre.com



All outlines are approximate | www.cbre.ca/mcslg | CBRE Limited, Brokerage | 2005 Sheppard Ave. E., #800, Toronto, ON M2J 5B4

\*Sales Representative \*\*Broker

# OLT NEWS

## APPEAL AGAINST BINBROOK SENIORS' APARTMENT BUILDING DISMISSED

In an August 8 decision, OLT Member **Felix Lavoie** dismissed an appeal by **Todd James Barlow** against the **City of Hamilton's** approval of a rezoning application by **Township of Glanbrook Non-Profit Housing Corporation** (Applicant) for 2800 Library Lane and 2641 Regional Road 56.

The Applicant proposes to develop a parcel of vacant land on the property with a three-storey seniors' affordable rental apartment building containing 105 independent living units. Hamilton council approved the rezoning in November 2023, and Barlow, a neighbour, appealed.

The Tribunal convened a hearing where it considered evidence from the self-represented appellant, Barlow, and from the executive-director of the Glanbrook Non-Profit Housing Corporation (Applicant) **Lisa Burrows** and planner **Andrew Vrana (SHS Consulting)** on behalf of the Applicant.

Having heard the parties' evidence, the Tribunal found that Barlow had not raised any compelling argument to support refusal of the proposal, and

instead found the proposal to be appropriate and to represent good planning.

The Tribunal dismissed the appeal and upheld the rezoning.

Solicitors involved in this decision were **Peter Krysiak** representing the City of Hamilton and **Peter Gross** and **Shuang Ren (Gowling WLG)** representing the Township of Glanbrook Non-Profit Housing Corporation. [See *OLT Case No. OLT-24-000028*.]

## TRIBUNAL SIDES WITH LANDOWNER IN KERR VILLAGE EXPROPRIATION DISPUTE

In an August 12 decision, OLT Vice-Chair **William Middleton** and Member **Gwen Croser** ordered a significant cost award for **Oakville Developments (2010) Inc.** in connection with its land compensation claim against **Metrolinx** for 550 Kerr Street in the **Town of Oakville**.

Metrolinx is undertaking a realignment and grade separation of Kerr Street, where the street currently intersects at grade with the Lakeshore West GO line. In preparation for this project, Metrolinx expropriated various lands in the vicinity, including taking a fee simple interest and a temporary limited interest of 0.545 acres of land from Oakville Developments' 2.5-acre property.

The parties did not agree

on the value of compensation to be provided to Oakville Developments, which initiated a land compensation claim pursuant to the *Expropriations Act*. The Tribunal convened a hearing to consider evidence from Oakville Developments and from Metrolinx regarding the appropriate amount of compensation owed.

After hearing from a range of witnesses including land use planning, land economics, and transportation experts, the Tribunal ruled largely in favour of Oakville Developments and ordered that Metrolinx pay compensation for the expropriation in the amount of:

- \$4,570,000 for market value of the fee simple taking (as claimed by Oakville Developments);
- \$50,000 for the value of the temporary easement (as valued by Metrolinx, representing a reduction from the amount Oakville Developments had claimed);
- \$1,321,061 for injurious affection (generally as claimed by Oakville Developments); and
- Interest on these amounts to be paid at a rate of six percent per annum commencing from October 16, 2021, being the effective date of the expropriation (as claimed by Oakville

Developments).

Solicitors involved in this decision were **Christopher Williams, Andrea Skinner** and **Ajay Gajaria (Aird & Berlis)** representing Oakville Developments (2010) Inc. and **Christel Higgs, Ian Mathany** and **Jessica Karban (Mathany & Higgs)** representing Metrolinx. [See *OLT Case No. OLT-22-004250*.]

## SETTLEMENT APPROVED FOR AURORA PROMENADE DEVELOPMENT

In a July 31 decision, OLT Member **Sabnavis Gopikrishna** allowed appeals, in part, by **120 Metcalfe JV** against the **Town of Aurora's** failure to make decisions on its official plan and zoning by-law amendment applications for 120 Metcalfe Street and 101 & 103 Mosley Street.

Originally, 120 Metcalfe had proposed to develop the lands with a seven-to-eight-storey mid-rise building and three blocks of three-storey townhouses, representing a total of 379 residential units. The Town did not make a decision on the applications within the *Planning Act* statutory timeframes, and 120 Metcalfe appealed to the OLT.

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The parties subsequently reached a settlement based on a revised proposal, consisting of the development of two separate nine-storey buildings linked by a one-storey lobby. The development proposal includes a total of 600 residential units and 230 square metres of office space. A 315-square-metre “urban square” is now proposed on the Mosley Street frontage.

Based on evidence from 120 Metcalfe’s planner **Andrew Ferancik** (WND Associates),

the Tribunal found that the settlement proposal represents good planning and allowed the appeals, in part, approving the amendments in a separate [August 8 order](#).

Solicitors involved in this decision were **Max Laskin** (Goodmans) representing 120 Metcalfe JV and **Chantal deSereville** (WeirFoulds) representing the Town of Aurora. [See *OLT Case No. OLT-22-004377*.]

## VAUGHAN PROMENADE CENTRE SECONDARY PLAN APPROVED, WITH MODIFICATIONS

In an August 1 decision, OLT Member **Ken Hewitt** and Vice-Chair **Hugh Wilkins** allowed appeals, in part, by **7700 Bathurst LP** against the **City of Vaughan’s** Official Plan Amendment 90 (OPA 90) to implement the Promenade Centre Secondary Plan, and against Vaughan’s new Comprehensive Zoning By-law (CZBL) as it pertains to the property at 7700 Bathurst Street.

The appeals were related to

site-specific official plan and zoning by-law amendment appeals filed by previous landowner **The Torgan Group** seeking to permit a high-density mixed-use development at 7700 Bathurst Street.

In parallel with Torgan Group’s development applications, the City undertook a planning study for the Promenade Shopping Centre lands, resulting in its adoption of OPA 90 that included Torgan Group’s lands within its boundary. The City also enacted a new CZBL. Torgan Group appealed both of these planning instruments.

Torgan Group subsequently

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### INFILL RESIDENTIAL DEVELOPMENT OPPORTUNITY WITHIN THE BLOOR – SIMCOE INTENSIFICATION STUDY AREA

CBRE’s Land Services Group, on behalf of Vector Financial Services, is pleased to offer for sale a 4.09-acre infill residential development opportunity within the Bloor Simcoe Intensification study area, municipally located at 487-489 and 513-517 Bloor Street East in the City of Oshawa. The site is situated minutes from the Highway 401 on/off ramp and GO rail transit providing exceptional convenience for future commuters.

The current zoning permits a range of uses such as single detached dwellings, townhouses, apartment buildings and care facilities. The City-initiated Intensification Study intends to guide future development in the Bloor Simcoe Area and envisions the Site to have a maximum density of 300 units per hectare / 121 units per acre and a maximum height of 30 metres. There are no active applications for the site, which presents an excellent opportunity for a purchaser to submit an application based on their own preference for built form and design.



Currently Allows for a Low and Medium Density Residential Development



Positive Demographic Trends and Growth



Planned Density Increase for the Site as per the Draft Bloor Simcoe Intensification Study



Close Proximity to Highway 401 and Regional GO Transit

[VIEW BROCHURE & CA](#)

MLS: E9053520



OFFER SUBMISSION DATE: WEDNESDAY, SEPTEMBER 25<sup>TH</sup>, 2024 BY 3PM (EST)

#### CONTACT THE ADVISORS

**Mike Czeszochowski\*\***  
Vice Chairman  
+1 416 495 6257  
mike.czeszochowski@cbre.com

**Lauren White\***  
Executive Vice President  
+1 416 495 6223  
lauren.white@cbre.com

**Emelie Rowe\***  
Sales Associate  
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evan.stewart@cbre.com



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sold 7700 Bathurst to **7700 Bathurst LP**, a subsidiary of the owner of Promenade Shopping Centre, which

controls the majority of the lands within the OPA 90 area. After further discussions between the new owner and

the City, it was determined that appropriate development permissions for 7700 Bathurst would be secured through amendments to OPA 90 and the CZBL, rather than through the advancement of the site-specific development appeals.

The Tribunal convened a settlement hearing where it considered evidence from planner **Daniel Rende** (**Bousfields**) in support of the proposed amendments to OPA 90 and the CZBL. Accepting Rende's uncontested planning evidence, the Tribunal dismissed the site-specific appeals and allowed the appeals of OPA 90 and

the CZBL, in part, with the modified instruments appended to the decision.

Solicitors involved in this decision were **Joe Hoffman** (**Goodmans**) representing 7700 Bathurst LP and **Bruce Engell** (**WeirFoulds**) and **Candace Tashos** representing the City of Vaughan. [See *OLT Case No. OLT-22-002276.*] 

HAVE A STORY TIP OR  
IDEA RELATED TO YOUR  
MUNICIPALITY?

Send an email to [pressrelease@nrupublishing.com](mailto:pressrelease@nrupublishing.com)



## PEOPLE

The **City of Mississauga** has appointed **Graham Walsh** as its new city solicitor and director of legal services, effective September 16. Walsh comes to the position after serving as **Region of Waterloo** solicitor and director of legal services for the past year and two months. Prior to his tenure with the Region, he served as City of Mississauga as deputy city

solicitor for over 11 years. Walsh succeeds previous Mississauga city solicitor and director of legal services **Andra Maxwell**, who resigned from the position in June after serving five years in the role.

The **City of Mississauga** has appointed interim city manager and chief administrative officer (CAO) **Geoff Wright** as

its permanent city manager and CAO. In June, shortly after taking office as Mississauga's new mayor, Mayor **Carolyn Parrish** used her strong mayor powers to dismiss previous Mississauga city manager and CAO **Shari Lichterman** and to appoint Wright interim city manager and CAO. Wright has now been appointed to the roles permanently.

The **County of Brant** has appointed **Alysha Dyjach** as its new general manager of development services, effective August 12. Dyjach has been with the County of Brant since 2021, previously serving in the corporate services department as director of council services. Prior to her tenure with the County, Dyjach served in staff positions with the

**City of Woodstock** and the **City of Brantford**. Dyjach succeeds previous general manager of development services **Pam Duesling** who departed from the County after almost five years in the role in July to take on the position of **Town of Pelham** director of community planning and development.