



## **COUNCIL MEETING AGENDA**

*Tuesday, March 19, 2019*

*7:00 P.M.*

**COUNCIL CHAMBERS – CIVIC SQUARE**

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**1. COMMITTEE-OF-THE-WHOLE (IN-CAMERA) (5:55 p.m.)  
(See yellow tab)**

- Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board and security of the property of the municipality or local board:
  - *Welland Tennis Club Lease.*
  - *Waterway User Groups Lease update.*
  - *Major Street, Committee of Adjustment Decision - LPAT.*
  - *Central Fire Hall.*
- A trade secret or scientific, technical commercial or financial information that belongs to the municipality or local board and has monetary value or potential monetary value:
  - *Global Affairs Canada for Invest Canada - Community Initiatives (ICCI).*

**2. ARISE FROM COMMITTEE-OF-THE-WHOLE (IN-CAMERA) (6:55 p.m.)**

**3. OPEN COUNCIL MEETING (7:00 p.m.)**

**3.1 NATIONAL ANTHEM**

**3.2 OPENING REMARKS**

**3.3 ADDITIONS/DELETIONS TO AGENDA**

**3.4 ADOPTION OF MINUTES**

Regular Council Meeting of March 5, 2019 (*Previously Distributed*).

**3.5 CALL UPON THE CITY CLERK TO REVIEW COMMITTEE-OF-THE-WHOLE ITEMS (IN-CAMERA) TO BE ADDED TO BLOCK**

**3.6 DISCLOSURES OF INTEREST**

**3.7 COUNCILLORS TO DETERMINE AGENDA ITEMS AND BY-LAWS TO BE REMOVED FROM BLOCK FOR DISCUSSION IN COMMITTEE-OF-THE-WHOLE (OPEN) (See pink tab)**



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### **4. ORAL REPORTS AND DELEGATIONS**

#### **4.1 PRESENTATION(S)**

**19-62** Grant Munday, Manager of Development Approvals re: 2018 City of Welland Residential Growth Report.

#### **4.2 DELEGATION(S) (maximum 5/10/5 policy)**

**19-28** Welland Rotary Club re: 100<sup>th</sup> Anniversary Legacy Project.

#### **4.3 AGENCIES, BOARDS, COMMISSIONS AND COMMITTEES REPORT(S) - Nil**

#### **4.4 LEGISLATED PUBLIC HEARINGS/MEETINGS - Nil**

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

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

### **7. NOTICES OF MOTION**

#### **7.1 Councillor matters discussed with staff for reporting purposes**

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

**(Councillor Van Vliet)**

**19-14** WHEREAS the remuneration for the Mayor and members of Council have not been reviewed in a number of year.  
NOW THEREFORE BE IT RESOLVED THAT THE COUNCIL OF THE CITY OF WELLAND directs staff to establish a committee to review the remuneration of Welland City Council; and further  
THAT the committee consists of residents and City of Welland staff.

**(Councillor Green)**

**18-87** THAT THE COUNCIL OF THE CITY OF WELLAND directs staff to establish an interim control bylaw for the period of up to 12 months in regards to any new or expanded marijuana grow operations within Welland; and  
THAT Welland City Council directs staff to conduct a full review of all zoning bylaws in regards to marijuana grow operations on industrial, agricultural and rural employment land designations; and further



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THAT Welland City Council directs staff to prepare a report for council consideration on options for further enhancements to setbacks and municipal best practices to ensure the comfort and enjoyment of residents within their properties.

**(Councillor Green)**

**19-22** THAT THE COUNCIL OF THE CITY OF WELLAND requests that the Niagara Region take prompt action to address safety design issues at the intersection of Moyer and Schisler Roads; and  
THAT Welland City Council requests the Niagara Region implement interim safety measures such as reduced speed limits while design and construction work commence; and  
THAT this work is done on an expedited basis and that the Council of the City of Welland be briefed on it's progress; and further  
THAT the needed safety improvements and/or intersection redesign occur to ensure the safety of the travelling public at this high speed intersection.

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

**8. CORPORATION REPORTS**

**8.1 Mayor's Report**

**8.2 Chief Administrative Officer's Report**

**9. CONFIRMATORY BY-LAW**

A By-law to adopt, ratify and confirm proceedings of the Council of the Corporation of the City of Welland at its meeting held on the 19<sup>th</sup> day of March, 2019. Ref. No. 19-1

**10. ADJOURNMENT**



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### **AGENDA BLOCK**

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

**2. COMMITTEE AND STAFF REPORTS**

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

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

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

**4. Staff Reports**

- |                |                                |   |
|----------------|--------------------------------|---|
| <b>1 - 5</b>   | <b><u>CAO-2019-02</u></b>      | Chief Administrative Officer, G. Long - Provincial Review of Regional Government - Update. Ref. No. 19-59   |
| <b>6 - 7</b>   | <b><u>F&amp;ES-2019-01</u></b> | Fire Chief, Fire and Emergency Services, B. Kennedy - Supply and Delivery of Personal Protective Equipment used for Firefighting (a.k.a. Bunker Gear). Ref. No. 19-15     |
| <b>8 -11</b>   | <b><u>FIN-2019-08</u></b>      | Gen. Mgr., Corporate Services, Chief Financial Officer/Treasurer, S. Zorbas - 2018 Remuneration and Expense Report - Members of Council. Ref. No. 19-14                   |
| <b>12 - 15</b> | <b><u>HR-2019-01</u></b>       | Gen. Mgr., Human Resources and Legislative Services, R. Mantesso - Non-Union Compensation Review of Current Pay Equity/Job Evaluation Plan. Ref. No. 19-61 (See By-law 1) |
| <b>16 - 18</b> | <b><u>ENG-2019-06</u></b>      | Gen. Mgr., Infrastructure and Development Services/City Engineer, E. Nickel -Towpath Municipal Drain - One Year Extension. Ref. No. 18-52                                 |



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- 19 - 26**            **ENG-2019-07**    Gen. Mgr., Infrastructure and Development Services/City Engineer, E. Nickel - 2018 Annual Summary Report - Safe Drinking Water Act 2002 Ontario Regulation 170/03. Ref. No. 19-60
- 27 - 29**            **ENG-2019-08**    Gen. Mgr., Infrastructure and Development Services/City Engineer, E. Nickel - Utility Cuts Final Reinstatement 2019. Ref. No. 18-95 (See By-law 2)
- 30 - 33**            **ENG-2019-09**    Gen. Mgr., Infrastructure and Development Services/City Engineer, E. Nickel - Watermain Replacement Program 2019. Ref. No. 19-54 (See By-law 3)
- 34 - 36**            **ENG-2019-10**    Gen. Mgr., Infrastructure and Development Services/City Engineer, E. Nickel - 2019 Asphalt Patching City Wide. Ref. No. 18-100 (See By-law 4)
- 37 - 38**            **ENG-2019-11**    Gen. Mgr., Infrastructure and Development Services/City Engineer, E. Nickel - Lease Renegotiation - Central Station Education Initiative. Ref. No. 19-15
- 39 - 40**            **ENG-2019-12**    Gen. Mgr., Infrastructure and Development Services/City Engineer, E. Nickel - Architectural Services for Welland Community Boathouse. Ref. No. 99-99 (See By-law 5)
- 41 - 42**            **ENG-2019-13**    Gen. Mgr., Infrastructure and Development Services/City Engineer, E. Nickel - Geotechnical Consultant Rotation (2019 - 2020). Ref. No. 11-81
- 43 - 45**            **ENG-2019-14**    Gen. Mgr., Infrastructure and Development Services/City Engineer, E. Nickel - Forks Road Bridge Demolition. Ref. No. 09-159 (See By-law 6)
- 46 - 48**            **ENG-2019-15**    Gen. Mgr., Infrastructure and Development Services/City Engineer, E. Nickel - Public Works Asset Management Workflow Software. Ref. No. 19-63
- 49 - 160**           **P&B-2019-09**    Gen. Mgr., Infrastructure and Development Services/City Engineer, E. Nickel - Application for Zoning By-law Amendment (File No. 2018-05) and Draft Plan of Vacant Land Condominium (File No. 26CD-14-18006) Better Neighbourhoods Development Consultants for lands on the south side of Broadway Avenue, east side of Perenack Avenue, north side of St. George Street, the former site of the Welland South Public School, municipally known as 170 Broadway Avenue, 29 Perenack Avenue, and 48 St. George Street. Ref. No. 18-97 (See By-laws 7 & 8)



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- |  |                               |   |
|--|-------------------------------|---|
| <b>161 - 165</b>                         | <b><u>P&amp;B-2019-12</u></b> | Gen. Mgr., Infrastructure and Development Services/City Engineer, E. Nickel - Request for Deeming By-law for Lots 45 & 46 Plan 20 (NP942) north side of St. George Street, east of the closed portion of Trufal Avenue, municipally known as 48 St. George Street and related to condition of consent applications B016/2018WELL and B017/2018WELL - Better Neighbourhoods. Ref. No. 18-97 (See By-law 9) |
| <b>166 - 170</b>                         | <b><u>P&amp;B-2019-14</u></b> | Gen. Mgr., Infrastructure and Development Services/City Engineer, E. Nickel - Request by Heritage Welland to Designate the Brick Archways at Parkway under Part IV of the Ontario Heritage Act. Ref. No. 05-50  |
| <b>171 - 173</b><br>Remove From<br>Block | <b><u>P&amp;B-2019-15</u></b> | Gen. Mgr., Infrastructure and Development Services/City Engineer, E. Nickel - Population and Employment Forecast 2016-2041. Ref. No. 19-62  |
| <b>174</b>                               | <b><u>CLK-2019-06</u></b>     | Gen. Mgr., Human Resources and Legislative Services, R. Mantesso - Lottery License. Ref. No. 19-3   |
| <b>175</b>                               | <b><u>CLK-2019-07</u></b>     | Gen. Mgr., Human Resources and Legislative Services, R. Mantesso - Lottery License. Ref. No. 19-3   |
| <b>176</b>                               | <b><u>CLK-2019-08</u></b>     | Gen. Mgr., Human Resources and Legislative Services, R. Mantesso - Lottery License. Ref. No. 19-3   |
| <b>177 - 199</b>                         | <b><u>R&amp;C-2019-03</u></b> | Gen. Mgr., Corporate Services, Chief Financial Officer/Treasurer, S. Zorbas - Integrated Accessibility Standards Policy and Multi-Year Accessibility Plan. Ref. No. 02-85   |
| <b>200 - 204</b>                         | <b><u>R&amp;C-2019-04</u></b> | Gen. Mgr., Corporate Services, Chief Financial Officer/Treasurer, S. Zorbas - Welland Community Wellness Complex Advisory Committee Dissolution. Ref. No. 06-84   |
| <b>205 - 209</b>                         | <b><u>R&amp;C-2019-05</u></b> | Gen. Mgr., Corporate Services, Chief Financial Officer/Treasurer, S. Zorbas - Welland Waterway Advisory Committee - Terms of Reference. Ref. No. 99-99  |



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### **3. NEW BUSINESS**

- 210 - 211**     1. Alanna Galeota, North Welland Business Improvement Area re: Approval of its 2019 proposed budget. Ref. No. 08-95/19-4

**RECOMMENDATION:**

THAT THE COUNCIL OF THE CITY OF WELLAND approves the 2019 budget from the North Welland Business Improvement Area Board as recommended by their board in the amount of \$50,820.00; and further

THAT Welland City Council authorizes the General Manager, Corporate Services, Chief Financial Officer/Treasurer to make arrangements to levy an amount of \$50,820.00 against the business operations within the defined area on condition that the required financial statements are submitted to the satisfaction of the Chief Financial Officer.

- 212 - 218**     2. Ann-Marie Norio, Regional Clerk, Niagara Region re: Report CL-C 18-2019: Niagara Peninsula Conservation Authority Board Appointments. Ref. No.16-129

**RECOMMENDATION:**

THAT THE COUNCIL OF THE CITY OF WELLAND receives for information the correspondence from the Region of Niagara dated March 1, 2019 regarding Niagara Peninsula Conservation Authority Board Appointments.

### **4. BY-LAWS**

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

1. A By-law to authorize retention of ML Consulting for review of the current Non-Union Pay Equity/Job Evaluation Plan. Ref. No. 19-61  
(See Report HR-2019-01)
2. A By-law to authorize entering into contract with Circle P. Paving Inc. for Utility Cuts Final Reinstatement 2019. Ref. No. 18-95  
(See Report ENG-2019-08)
3. A By-law to authorize entering into contract with Peters Excavating Inc. for the Watermain Replacement Program 2019. Ref. No. 19-54  
(See Report ENG-2019-09)



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4. A By-law to authorize entering into contract with Circle P. Paving Inc. for Asphalt Patching within the City of Welland. Ref. No. 18-100  
(See Report ENG-2019-10)
5. A By-law to authorize entering into contract with Raimondo & Associates Architects Inc. for the Lincoln Docks Community Boathouse Facility. Ref. No. 99-99  
(See Report ENG-2019-12)
6. A By-law to authorize entering into contract with Schouten Excavating Inc. for demotion of the Forks Road Bridge. Ref. No. 09-159  
(See Report ENG-2019-14)
7. A By-law to amend City of Welland Zoning By-law 2017-117 (File No. 2018-05) 170 Broadway Avenue and 27 Perenack Avenue. Ref. No. 18-97  
(See Report P&B-2019-09)
8. A By-law to amend City of Welland Zoning By-law 2017-117 (File No. 2018-05) 48 St. George Street. Ref. No. 18-97  
(See Report P&B-2019-09)
9. A By-law to designate Lots 45 and 46 Plan 20 (NP942) to be deemed not to be within a Registered Plan of Subdivision. Ref. No. 18-97  
(See Report P&B-2019-12)
10. A By-law to appoint a Vice Mayor for the period from April 1, 2019 to July 31, 2019. Ref. No. 19-12  
(To appoint Councillor Jim Larouche as Vice Mayor for the period of April 1, 2019 to July 31, 2019).



**COUNCIL**  
**OFFICE OF THE CAO**

APPROVALS	
GENERAL MANAGER	
CFO	
CAO	

19-59

**REPORT CAO-2019-02**  
**MARCH 19, 2019**

**SUBJECT: PROVINCIAL REVIEW OF REGIONAL GOVERNMENT – UPDATE**

**AUTHOR: GARY LONG, CAO**

**RECOMMENDATIONS:**

THAT THE COUNCIL OF THE CITY OF WELLAND receives for information the correspondence from the Regional Municipality of Niagara, COTW 1-2019, regarding the Provincial Review of Regional Government attached to Report CAO-2019-02 as Appendix I; and further

THAT Welland City Council supports the Regional Municipality of Niagara in undertaking the procurement of and facilitation for finances to hire a Government Relations/Communications firm to conduct public polling and provide related communications with Niagara residents regarding the provincial government review of regional government.

**ORIGIN AND BACKGROUND:**

The Minister of Municipal Affairs and Housing, the Honourable Steve Clark, announced on January 15, 2019, that the province will be reviewing regional governments in Ontario. This review is limited to the following nine upper tiers and lower tier municipalities: Waterloo Region, Niagara Region, Halton Region, Peel Region, York Region, Durham Region, Oxford County, Simcoe County, and Muskoka District. Minister Clark has indicated that the focus of the review is governance, decision-making, and service delivery.

Michael Fenn and Ken Seiling have been appointed as special advisors to conduct this review and provide advice and recommendations to the Minister this summer. Mr. Fenn is a former Ontario Deputy Minister, previous municipal CAO in several Ontario cities, and founding CEO of Metrolinx. Mr. Seiling is a former Chair of Waterloo Region who held that position from 1985 to 2018 and was a Councillor and Mayor in Woolwich.

The twelve mayors in Niagara and the Regional Chair had individual meetings with the special advisors on February 11, 2019, to provide their input and perspective.

**COMMENTS AND ANALYSIS:**

As a follow-up to the meetings with the special advisors, a consensus was achieved by the Heads of Council of the Local Area Municipalities, including the Regional Municipality of Niagara, to hire a government relations/communications firm to engage the local area Councils, members of the public, and business sector to seek their opinion on the Regional Government Review. The Area CAOs will coordinate this initiative and oversee the procurement process to select the successful bidder. In addition, the Area CAOs will craft sample questions to be used for public engagement.

City of Welland Council and Welland Regional Councillors will be provided regular updates by the Head of Council throughout this process.

**FINANCIAL CONSIDERATIONS:**

Costs associated with this initiative will be borne by the Regional Municipality of Niagara.

**OTHER DEPARTMENT IMPLICATIONS:**

The City's Corporate Leadership Team continues to stay informed and engaged in this process and look forward to working with Council. City staff will also be kept informed.

**SUMMARY AND CONCLUSION:**

Staff recommend that Welland City Council supports that the Regional Municipality of Niagara undertake the procurement of and facilitation for finances to hire a Government Relations/Communications firm to advise Local Area Municipalities on public relations and undertake public engagement with respect to the Province's review of regional government in Niagara.

**ATTACHMENTS:**

Appendix I – Region of Niagara Correspondence COTW 1-2019, March 7, 2019

**Administration**

Office of the Regional Clerk

1815 Sir Isaac Brock Way, PO Box 1042, Thorold, ON L2V 4T7

Telephone: 905-685-4225 Toll-free: 1-800-263-7215 Fax: 905-687-4977

[www.niagararegion.ca](http://www.niagararegion.ca)

March 8, 2019

COTW 1-2019, March 7, 2019

*LOCAL AREA MUNICIPALITIES**SENT ELECTRONICALLY***RE: Provincial Review of Regional Government  
COTW 1-2019 Minute Item 6.2**

Committee of the Whole at its meeting held on Thursday, March 7, 2019, passed the following resolution:

That Correspondence Item COTW-C 02-2019, being a letter from the Local Area Municipal Mayors, dated March 6, 2019, respecting Provincial Review of Regional Government, **BE RECEIVED** and **BE CIRCULATED** to the Local Area Municipalities for consideration by their respective Councils at their next meeting for comment back to Niagara Region by March 28, 2019.

A copy of Correspondence Item COTW-C 02-2019 is attached for your reference.

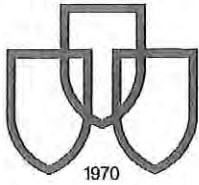
Yours truly,

A handwritten signature in black ink, appearing to read "Ann Marie Norio".

Ann-Marie Norio  
Regional Clerk

CLK-C 2019-072

COTW-C 02-2019



OFFICE OF THE MAYOR  
4800 SOUTH SERVICE ROAD  
BEAMSVILLE, ON L0R 1B1  
Phone: 905-563-8205  
Fax: 905-563-6566  
[www.lincoln.ca](http://www.lincoln.ca)

March 6, 2019

Niagara Region  
c/o Ron Tripp  
Acting CAO

Dear Region of Niagara;  
Re: Provincial Review of Regional Government

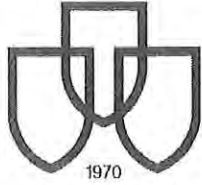
Following the recent conference call among the heads of Council of the lower tier municipalities including the Regional Municipality of Niagara it was agreed that the 12 Mayors and Chair, whom have signed below, request that the Region, on behalf of the 13 Municipalities undertake the procurement of and facilitation for finances to hire a Government Relations/Communications firm to advise the 13 municipalities on government relations, public polling and communications in regard to the provincial government review of regional government.

Further, this item be included in the Committee of the Whole Agenda for Thursday, March 7, 2019 at 6:30pm at Regional Headquarters.

The CAO's will coordinate this effort. They will advise on appropriate companies to be considered. The CAO's will also act in the capacity of selecting said company and preparing sample questions in advance to be used for the public polling.

In their capacity as signing officers, the CAO's in their guidance to the Heads of Council will liaise with the successful bidder throughout the procurement process to ensure a successful conclusion.

Heads of Council will ensure that their own Councils and Regional Council members are kept apprised of the process.



OFFICE OF THE MAYOR  
4800 SOUTH SERVICE ROAD  
BEAMSVILLE, ON L0R 1B1  
Phone: 905-563-8205  
Fax: 905-563-6566  
[www.lincoln.ca](http://www.lincoln.ca)

We are the Mayors and Regional Chair of the Region of Niagara and are in support of this request.

Mayor Wayne Redekop  
Fort Erie

Mayor Jeff Jordan  
Grimsby

Mayor Sandra Easton  
Lincoln

Mayor Jim Diodati  
Niagara Falls

Lord Mayor Betty Disero  
Niagara-on-the-Lake

Mayor Marvin Junkin  
Pelham

Mayor Bill Steele  
Port Colborne

Mayor Walter Sendzik  
St. Catharines

Mayor Terry Ugolini  
Thorold

Mayor Kevin Gibson  
Wainfleet

Mayor Frank Campion  
Welland

Mayor David Bylsma  
West Lincoln

Chair Jim Bradley  
Niagara Region

COUNCIL IN COMMITTEEWELLAND FIRE AND EMERGENCY SERVICES

APPROVALS	
GENERAL MANAGER	<i>BY</i>
TREASURER	<i>[Signature]</i>
CITY MANAGER	<i>[Signature]</i>

REPORT F&ES-2019-01  
March 19, 2019

*19-15*

**SUBJECT: SUPPLY AND DELIVERY OF PERSONAL PROTECTIVE EQUIPMENT  
USED FOR FIREFIGHTING (A.K.A. BUNKER GEAR).**

**AUTHOR: ADAM ECKHART  
DEPUTY FIRE CHIEF, FIRE AND EMERGENCY SERVICES**

**APPROVING  
G.M.: BRIAN KENNEDY  
FIRE CHIEF, FIRE AND EMERGENCY SERVICES**

RECOMMENDATIONS:

THAT THE COUNCIL OF THE CITY OF WELLAND approves the purchase of firefighting Bunker Gear from A.J. Stone Company Ltd. at a cost of \$2,401.00 (tax include \$2,713.13) per set, having met the specification and provided the best overall value compared to all other offerings and further;

THAT Welland City Council directs the City Clerk to prepare all necessary and appropriate By-laws to enter into a purchase contract with A.J. Stone Company Ltd.

ORIGIN AND BACKGROUND:

Whereas, Personal protective equipment, Bunker Gear, is worn by firefighters during emergency response conditions and protects them from the hazards they face. Bunker Gear is subject to many tests and standards and they are regulated by National Fire Protection Association (NFPA) Standards in the design and selection, and use #1851, #1971 and #1500. This specification meets or exceeds these standards.

Bunker Gear must be retired after 10-years from the date of manufacture. Bunker Gear is set to expire this calendar year for many of the Firefighters. This purchase will complete the scheduled replacement of this safety equipment.

A. J. Stone Company Ltd. is providing Bunker Gear from Innotex® Protection, who manufacturers these items in Richmond, Quebec. This facility is a unionized workforce which is currently at the midpoint of a multi-year collective agreement. No labour disruption is expected.

Department personnel are trained on all components of cleaning, caring, and inspecting their safety equipment. Suitable cleaning, drying, and testing equipment is currently provided and in use to support ensure the quality and performance of the Bunker Gear. These resources will continue to meet the needs of care for this new Bunker Gear, no additional equipment is required for Bunker Gear maintenance.

Firefighters have provided input to create the current specification and have provided feedback from the Bunker Gear that they are currently using.

Various inputs have been included in this current specification with an effort to incorporate the most modern life safety designs and systems.

**FINANCIAL CONSIDERATION:**

Request for Tender was published on the City of Welland Bidding site. Five responses were received and evaluated. Two proposals did not satisfy the bid specifications. Of the remaining three bids two did not fully satisfy the bid specification with some variance from the specification. These variances are anticipated to reduce the performance of the life safety equipment. The fifth bid satisfied all of the bid specifications and offered an additional 1 year warranty above the other bids.

Bidding Company	\$ Coat	\$ Pants	Price Per Set	Difference From Lowest Bid
AJ Stone	\$1,453.00	\$948.00	\$2,401.00	\$55.00
PPE Solutions	\$1,399.00	\$947.00	\$2,346.00	\$0.00
ResQTech	\$2,280.00	\$1,675.00	\$3,955.00	\$1,609.00
Dependable	\$1,316.08	\$1,574.00	\$2,890.08	\$544.08
SafeDesign	\$2,149.97	\$1,682.58	\$3,832.55	\$3,832.55

Data from tracking and monitoring maintenance and repair costs of the existing gear has also been considered in the specification. These improvements will help to reduce the repairs and associated expenses going forward.

In 2018 and 2019 Bunker Gear was approved Capital expense for the Fire Department. Due to turbulence in the Bunker Gear industry; a new NFPA design standard, supplier changes, and company amalgamation impacted the purchasing power and estimated quality of the safety equipment. As a result these two capital projects will be fulfilled at the same time, for their approved purpose and a combined total of \$252,000. A total of \$120,000 was approved in 2018 and \$132,000 in 2019.

**OTHER DEPARTMENT IMPLICATIONS:**

None at this time.

**SUMMARY AND CONCLUSION:**

Having met the specification and provided the best overall value compared to all other offerings staff requests that Welland City Council approves the recommendation of purchasing the Firefighter Bunker Gear by Innotex® from A.J. Stone Company Ltd. as incorporated within the Fire Department Capital Budget. at a cost of \$2,401.00 (tax include \$2,713.13) per set

**ATTACHMENTS:**

N/A

**COUNCIL**  
**CORPORATE SERVICES**  
**FINANCE DIVISION**

APPROVALS	
GENERAL MANAGER	
CFO	
CAO	

REPORT FIN-2019-08  
MARCH 19, 2019

19-14

**SUBJECT:** 2018 REMUNERATION AND EXPENSE REPORT - MEMBERS OF COUNCIL

**AUTHOR:** ROBERT LEE, CPA, CMA,  
CAPITAL AND PAYABLES MANAGER

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

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

**RECOMMENDATION:**

THAT THE COUNCIL OF THE CITY OF WELLAND receives for information Report FIN-2019-08 with respect to 2018 Remuneration and Expenditures covering Members of Council.

**ORIGIN AND BACKGROUND:**

In accordance with Section 284 of the *Municipal Act, 2001* and City of Welland By-law 11325 as amended, Appendix I lists 2018 remuneration for all members of Council.

In accordance with Section 284 of the *Municipal Act, 2001* and City of Welland By-law 2008-36, Appendix II summarizes Council expenses for conferences, meetings and seminars attended in 2018.

**COMMENTS AND ANALYSIS:**

For the Council term December 1, 2017 to November 30, 2018, the annual stipend for the Mayor was \$54,500 and for each Councillor \$15,959. The additional stipend for each committee chair is \$1,684 per year and for Vice-Mayor is \$3,370.

Remuneration reported is for the calendar year 2018.

**FINANCIAL CONSIDERATION:**

For the year 2018, \$253,361 was budgeted for the Mayor and Council remuneration, of which one-third is considered a non-taxable expense allowance in accordance with Report FIN-2010-26. The total remuneration paid in 2018 was \$247,036 which is under budget by \$6,325. This



difference is largely due to the HST rebate that the City is eligible for the Mayor's and Councillor's expenses, along with changes in the composition of Council during the year.

The 2018 budget for the Mayor's and Councillor's conferences, meetings and seminars is \$30,425. The expenditures for 2018 amount to \$38,269.41, which is over budget by \$7,844.41.

**OTHER DEPARTMENT IMPLICATIONS:**

Not applicable.

**SUMMARY AND CONCLUSION:**

It is recommended that Council approves the recommendations in Report FIN-2019-08, providing information on Council expenditures made in 2018 as required by the *Municipal Act, 2001*.

**ATTACHMENTS:**

Appendix I – 2018 Remuneration – Members of Council  
Appendix II– Analysis of Conferences, Meetings and Seminars

**FIN-2019-08**  
**APPENDIX I**

2018 Remuneration - Members of Council

Mayor:

Frank Campion	54,498.60	
	<u>54,498.60</u>	\$ 54,498.60

Councillors:

John Chiocchio	15,958.80	
Lucas Spinosa	1,227.60	
Pat Chiocchio	14,731.20	
Mary Ann Grimaldi	17,514.00	
Anthony DiMarco	15,958.80	
James Larouche	15,958.80	
David McLeod	17,211.60	
Bryan Green	1,227.60	
Mike Belcastro	14,731.20	
Mark Carl	14,731.20	
Leo Van Vliet	17,924.40	
Graham Speck	1,227.60	
Adam Moote	1,227.60	
Claudette Richard	17,082.00	
Bonnie Fokkens	16,801.20	
John Mastroianni	16,286.40	
		<u>\$ 199,800.00</u>

Total Remuneration - 2018 \$ 254,298.60

Per General Ledger \$ 247,036.24  
 Difference \$ 7,262.36

Reconciliation of Difference:

HST Recovery	8,431.60
Payroll accrual included in G/L	<u>(1,169.24)</u>
	<u><u>\$ 7,262.36</u></u>
	\$ (0.00)




2018  
**CITY OF WELLAND**  
**ANALYSIS OF CONFERENCES, MEETINGS**  
**AND SEMINARS**

FIN-2019-08  
 APPENDIX II

<u>MEMBERS OF COUNCIL</u>	<u>CONFERENCES</u> <u>(52009)</u>	<u>MEETINGS (52020)</u>	<u>SEMINARS</u>	<u>TOTALS</u>
Mayor Frank Champion	2,819.71	5,565.87	-	8,385.58
Councillor John Chiocchio	2,584.22	-	-	2,584.22
Councillor Pat Chiocchio	3,554.39	-	-	3,554.39
Councillor Tony DiMarco	-	-	-	-
Councillor Bonnie Fokkens	4,024.22	-	-	4,024.22
Councillor Mary Ann Grimaldi	3,009.99	-	-	3,009.99
Councillor Jim Larouche	14.06	75.00	-	89.06
Councillor Claudette Richards	2,993.41	-	-	2,993.41
Councillor David McLeod	-	-	-	-
Councillor Leo VanVliet	5,533.10	242.53	-	5,775.63
Councillor John Mastroianni	5,852.32	-	-	5,852.32
Mayor & Councillors	-	2,000.59	-	2,000.59
	<u>\$30,385.42</u>	<u>\$7,883.99</u>	<u>\$0.00</u>	<u>\$38,269.41</u>

GL total: **30,385.42**      **7,883.99**      **0.00**      **38,269.41**

**COUNCIL**  
**HUMAN RESOURCES DEPARTMENT**

APPROVALS	
GENERAL MANAGER	
CFO	
CAO	

**REPORT HR-2019-01**  
**MARCH 19, 2019**

19-61

**SUBJECT: NON-UNION COMPENSATION REVIEW OF CURRENT PAY EQUITY/JOB EVALUATION PLAN**

**AUTHOR AND APPROVING G.M.: ROSANNE MANTESSO,  
GENERAL MANAGER, HUMAN RESOURCES & LEGISLATIVE SERVICES**

**RECOMMENDATION:**

THAT THE COUNCIL OF THE CITY OF WELLAND approves the retention of Marianne Love of ML Consulting in the amount of \$30,000 to complete a compensation review of the current Non-Union Pay Equity/Job Evaluation Plan;  
AND FURTHER;  
That this be funded through the 2019 contingency fund.

**ORIGIN AND BACKGROUND:**

In 1998 the City implemented a Pay Equity Plan for Non-Union City and Library positions, that plan was updated with the assistance of the Region of Niagara in 2004 to include a job evaluation process and an updated salary grid. Changes in organization design and job content have been captured since 2004 using the existing plan ensuring job equity is maintained. The salary grid has been adjusted annually to include Council approved annual increases for Non-Union staff. The Library has a separate salary structure but is included in the Pay Equity/Job Evaluation plan as the City of Welland was deemed to be the Library's employer for the purposes of Pay Equity in 1998 by the Pay Equity Commission.

The recent unionization by CUPE of Library positions has necessitated the urgency of a review of the current plan, as unionized positions must be removed from the Non-Union plan.

**COMMENTS AND ANALYSIS:**

Staff are seeking to conduct a review of the current plan to ensure compliance with Pay Equity, assess internal equity, and assess the competitive pay market and the City's current pay policy (percentile targets established previously by Council).

Marianne Love of ML Consulting has conducted this type of review recently for the Town of Fort Erie and the City of Port Colborne in addition to several other municipalities across Ontario. She has extensive experience in the municipal sector conducting salary

administration studies, benefit surveys and competitive compensation analysis. She has prepared expert reports and analyses on various job classifications for arbitration and pay equity purposes.

She has proposed a six step process to updating the City's compensation program which includes:

#### Step 1 – Project Planning & Management

This step includes assessment of historic job evaluation and Pay Equity documentation to determine if existing tools and systems should be used for the update. Identification of market comparators that will be used for the market study based on selection criteria including size, scope of service, geographic placement. In addition a reconcile of the current rating records with the 2019 salary grid will be undertaken to ensure the review is focused on current positions.

#### Deliverables from Step 1:

- An assessment of Pay Equity obligations and best approach to maintain pay equity
- Defined Market Comparator group
- Updated Rating Record

#### Step 2 – Job Evaluation and Internal Equity

During this step all Non-Union City and Library positions will be reviewed by the Consultant to ensure accurate job values are reflected in the Pay Equity analysis and updated salary grid. All regular and recurring part time positions will be included in this review.

#### Deliverables from Step 2:

- Updated job evaluation results for all positions (approximately 85 positions)

#### Step 3 – Competitive Market Analysis (Benchmarking)

A market review will include an assessment of competitive positioning of full time and permanent part time positions. Various percentile analyses will be performed dependent upon the composition of the defined municipal comparator group (ie, average, 50<sup>th</sup>, 60<sup>th</sup> percentile). The Consultant will perform job matching, prepare tabulated comparative results showing the City's market placement and prepare recommendations as to preferred market placements for positions within each band.

#### Deliverables from Step 3:

- Market analysis with various percentile comparisons
- Summary observations of comparator organization practise/salary administration policy statements
- Job evaluation results and band placements for flagged positions

Step 4 – Compensation Structure Design and Policy Framework

The outcome of the previous steps will form the foundation for building the new pay structure.

Deliverables from Step 4:

- Confirmed (tested) or revised Banding Framework
- Revised 2019 Job Rates
- Recommended 2019 Salary Grid

Step 5 – Pay Equity Analysis and Amended Plan

A review will be done of the revised salary grid and pay ranges for Pay Equity compliance and an amended Pay Equity Plan will be prepared.

Deliverables from Step 5:

- Pay Equity Analysis
- Amended Pay Equity Plan for City and Library Non-Union positions

Step 6 – Summary Report/Implementation

A report will be prepared that outlines the methodology, observations and recommendations of the market review incorporating the market analysis, recommendations, revised salary structures and recommended policy statements. Communication with Council, CLT and employees, both during the review and at implementation is critical to the success of this undertaking.

Deliverables from Step 6:

- Draft Summary Report
- Final Summary Report
- Attendance at Council meeting
- Meeting with CLT and employees (if required)

Human Resources staff will assist the consultant with gathering and updating information as the process progresses.

A separate Pay Equity/Job Evaluation plan will be developed for unionized Library staff in conjunction with CUPE once this review is completed. The unionized plan will be funded by the Library. Non-Union Library positions will remain on the City's plan.

**FINANCIAL CONSIDERATION:**

The cost of this review has been established at \$30,000 which meets the requirements for direct assignment of professional services found in section 73 of the City's Purchasing Policy and By-law. It is recommended that this be funded through the 2019 contingency fund.

**OTHER DEPARTMENT IMPLICATIONS:**

A By-law will be prepared by the Legal Division engaging the services of ML Consulting.

**SUMMARY AND CONCLUSION:**

Staff recommends retaining Marianne Love of ML Consulting to conduct a compensation review of the current Non-Union Pay Equity/Job Evaluation Plan.

**COUNCIL**  
**INFRASTRUCTURE AND DEVELOPMENT SERVICES**  
**ENGINEERING DIVISION**

APPROVALS	
GENERAL MANAGER	
CFO	
CAO	

18-52

**REPORT ENG-2019-06**  
**MARCH 19, 2019**

**SUBJECT: TOWPATH MUNICIPAL DRAIN – ONE YEAR EXTENSION**

**AUTHOR: SPENCER PIERCE, C.TECH**  
**ENGINEERING TECHNICIAN I**

**APPROVING SUPERVISOR: MARVIN INGEBRIGTSEN, P. ENG.**  
**INFRASTRUCTURE PLANNING & DEVELOPMENT SUPERVISOR**

**APPROVING G.M.: ERIK NICKEL, P. ENG., GENERAL MANAGER**  
**INFRASTRUCTURE AND DEVELOPMENT SERVICES / CITY ENGINEER**

**RECOMMENDATIONS:**

THAT THE COUNCIL OF THE CITY OF WELLAND approves the one year extension of the appointed Engineer, GM BluePlan Engineering Limited to complete the design and final report for the Towpath Drain.

**ORIGIN AND BACKGROUND:**

On December 11, 2017, the City Clerk received a Petition for Drainage Works for the lands known as 1110 Hansler Road within the City of Welland. Welland City Council accepted this petition on December 19, 2017 and appointed GM BluePlan Engineering Limited as the Drainage Engineer on March 5, 2018.

Once appointed by council GM BluePlan Engineering Limited have a one year time frame in accordance with the Ontario Drainage Act, to complete the design and final report or an extension may be granted to the appointed Engineer. The design and report for this Municipal Drain is very complex and requires the approval of many different agencies. With this, the design and final report cannot be completed within one year and the appointed Engineer has requested a one year extension. The Engineering Division has reviewed the request and believe that it is fair for a project of this size and scope. The Engineering Division has also confirmed with the representative of the original petitioner that he wants to continue to move forward and understands that he is financially responsible if he decides to stop the process.



**FINANCIAL CONSIDERATION:**

The cost for this project is indeterminate at this time. The appointed Engineer will be responsible for preparing a design and report. This report will outline the expected costs for construction and assessment of cost to each affected property owner. The one year extension would not have any additional financial impacts.

Typically, a municipality finances the costs of the design, report, and construction of a municipal drain. The City will be responsible for costs where City owned land is located within the assessment area, costs to private landowners within the assessment area will be recovered either by payment from the landowner or in addition to their normal tax bills.

**OTHER DEPARTMENT IMPLICATIONS:**

The Clerks Department will remain heavily involved with this municipal drainage petition process and ensure that required steps are followed in accordance with the Municipal Drainage Act R.S.O. 1990.

**SUMMARY AND CONCLUSION**

Staff recommends that Council approve a one year extension to GM BluePlan Engineering Limited, the appointed Engineer, to complete the design and report on required drainage works for the proposed Towpath Municipal Drainage Petition.

**ATTACHMENTS:**

Appendix I – Towpath Drain - Area Requiring Drainage

Appendix I

Property on Petition with NPCA Regulated Areas



This map is for illustrative purposes only. Information contained hereon is not intended to constitute advice, is not a substitute for professional review or a site survey, and is subject to change without notice. The NPCA takes no responsibility for, nor guarantees, the accuracy of the information contained on this map. Any interpretations or conclusions drawn from this map are the sole responsibility of the user. THIS IS NOT A PLAN OF SURVEY

NAD\_1983\_UTM\_Zone\_17N  
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**Legend**

- Corporate Watershed Divide N
- Regulated Floodplains
  - Advisory (CWR)
  - Regulated
- Shoreline Flood & Erosion
- Erosion Top of Slope Features
  - Stable
  - Unstable
- Regulated Wetlands
- Wetland Allowance
- Watershed Planning Areas
- NPCA Member Municipalities
- Parcels
- Waterbodies
- Watercourses
- SWOOP\_2015
  - Red: Band\_1
  - Green: Band\_2
  - Blue: Band\_3

**Notes**

**COUNCIL**  
**INFRASTRUCTURE AND DEVELOPMENT SERVICE**  
**ENGINEERING DIVISION**

APPROVALS	
GENERAL MANAGER	
CFO	
CAO	

19-60  
**REPORT ENG-2019-07**  
**MARCH 19, 2019**

**SUBJECT: 2018 ANNUAL SUMMARY REPORT – SAFE DRINKING WATER ACT 2002 ONTARIO REGULATION 170/03**

**AUTHOR: RAY CHAMBERLAIN, AS.c.T  
WATER QUALITY COORDINATOR**

**APPROVING SUPERVISOR: JERRY BOC, CET  
MANAGER OF PUBLIC WORKS**

**APPROVING G.M.: ERIK NICKEL, P. ENG.,  
GENERAL MANAGER, INFRASTRUCTURE AND DEVELOPMENT SERVICES / CITY ENGINEER**

**RECOMMENDATIONS:**

THAT THE COUNCIL OF THE CITY OF WELLAND receives for information REPORT ENG-2019-07 2018 Annual Drinking Water Summary Report as required per The Safe Drinking Water Act 2002, Ontario Regulation 170/03

**ORIGIN AND BACKGROUND:**

As a result of the tragedy that occurred in Walkerton in 2000, the Ontario Government passed the Safe Drinking Water Act 2002 (SDWA). Under section 11 of the Act, the owner of the municipal drinking water system must prepare an Annual Summary Report that lists the requirements of the Act, regulatory requirements, and any orders where the system was not operated in accordance of the regulations. This Annual Reports meets the statutory requirements associated with section 11 of O. Reg. 170/03 and is required to be available to the public and on the City's Website for review.

The Corporation of The City of Welland is the Owner and Operating Authority of the Welland Distribution System (WDS), which services a population of just over 50,000. The Welland Distribution System is a Class 2 Water Distribution Only Drinking Water System (DWS) with connections to The Town of Pelham and an area of Thorold South. The Highlands Distribution System, which is connected to Welland's System at Daimler Parkway, is a privately operated Registered Non Municipal Year Round Residential Drinking Water System (NMYRR) and receives all of its water from the Welland Distribution System.

Welland Distribution System (WDS) receives all of its water from The Region of Niagara. The Water Treatment Plant (WTP) located on Merritt Island in the City of Welland. Draws its surface

water from the Welland Recreational Canal and uses sodium hypochlorite with ultraviolet light enhancement for primary disinfection. The City of Welland purchases the water from the Region on a volume basis, and then it is distributed throughout the City via Region owned trunk watermains. The Region of Niagara is responsible for sampling testing and monitoring the water at and leaving the WTP.

The City of Welland does not add any secondary disinfection as the WTP sufficiently chlorinates the water to meet the minimum requirement of >0.05mg/L Free Available Chlorine (FAC) throughout the distribution system. It should be noted here that in order to maintain chlorine residuals at the outer extremities of the distribution system it is necessary to continually flush the watermains at the dead ends of Kingsway and Sumbler Road, as well as a low flow bypass flushing line at Nidels water Haulage Station. The City has installed a timed autoflush station on Lyons Creek Road just east of Matthews Road. City staff continues to work with Regional staff on studies and methods of improving chlorine residuals in the distribution system. Regional staff were to look into improving the mixing of the water in the elevated tank in 2018. The hope that was by improving mixing, more consistent and higher chlorine residuals leaving the tower would be achieved, which may in turn improve chlorine residuals in the distribution system. The Region of Niagara has purchased the mixing system and this will be installed with a coordinated shut down of the tower in 2019. Meetings with Regional and City staff will take place prior to the shutdown.

#### Requirements of the Drinking Water System Regulation

Owners and operators of municipal drinking water systems must:

- Sample and test drinking water using certified operators in a frequency designed to reflect the type and users of the system.
- Use an accredited laboratory for drinking water testing services.
- Report adverse test results that exceed any of the standards in Schedules 1, 2, 3 (other than fluoride) in the Ontario Drinking Water Quality Standards Regulation (O.Reg. 169/03) verbally and in writing to both the local Medical Officer of Health (MOH) and the Ministry of the Environment and Conservation and Parks (MECP).
- All Municipal Drinking Water Systems must have a Drinking Water Quality Management System (DWQMS) established and audited annually by an accredited third party auditing body. The Welland Distribution System is currently operating under the MECP issued Municipal Drinking Water License (MDWL) ) 076-101 Issue Number 5 and Drinking Water Works Permit (DWWP) 076-201 Issue Number 3. All alterations and operating of the DWS must be conducted in accordance with and through amendments to these documents.

Concerns over elevated lead levels in drinking water prompted amendments to O.Reg. 170/03 on July 26, 2007. Residential drinking water systems owners or their operating authorities were required to undertake a sampling program from "plumbing" locations consisting of private residences, non-residential as well as from the municipal distribution system itself.

The initial sampling undertaken by City Staff and the subsequent lab results forced the City to work along with the Region to develop and undertake a corrosion control plan to try to reduce the lead levels in drinking water in private plumbing. The Corrosion Control plan developed and approved was for physical removal of lead services for lead reduction.

As part of the Corrosion Control Plan, the Operating Authority must monitor 10 locations post lead removal for lead levels in the drinking water. These samples are taken at 2 week 6 month 12 month and 18 month intervals.

The Operating Authority must also prepare an annual summary report for municipal residential system for municipal councilors, members of municipal service boards, or the board of directors

of municipal business corporations as appropriate. The summary report will list the requirements of the Act, regulations drinking water systems approvals and any order that the system failed to meet. For any such failures, the report must also describe the measures that were taken to correct the failure. The report must also include the information for enabling the owner of the system to meet existing and future planned uses of the system.

### **COMMENTS AND ANALYSIS:**

The City of Welland (owner and operating authority) continues to operate the Welland Distribution System in accordance with the requirements of the Safe Drinking Water Act and Regulation 170/03.

City Water Quality Staff conduct weekly bacteriological sampling throughout the distribution system at 12 pre-established route locations as well as post maintenance work performed on the system as per the City's Standard Operating Procedures. 1551 bacteriological samples were collected by trained staff throughout the City's distribution system and analyzed by a designated Ministry accredited laboratory. From the 1551 samples collected, one sample did not meet the Ministry Regulations (Adverse). A sample collected on May 6, 2018 had a Total Coliform count of 19. Resampling and testing indicated the samples were within Provincial Regulations and suggested the initial adverse was probably due to a contaminated sample location and not indicative of the water itself. 5245 field checks were taken throughout the distribution system in 2018 with only 2 of those samples not meeting Provincial requirements (Adverse) both adverse events were low chlorine (<0.05mg/L) and both were on the dead end section of watermain on Farr Rd. The first low chlorine residual (0.02 mg/L) was detected on April 16, 2018 during a routine hydrant inspection. Immediate flushing of the section of watermain restored the secondary disinfection requirement to above 0.2 mg/L. The second low chlorine residual adverse sample was detected on July 27, 2019 (0.03mg/L). The section of watermain was again flushed until 0.2mg/L was attained. In both incidents, bacteriological samples were taken immediately after the detection of the low chlorine and lab results indicated the samples were within the Provincial Standards and no further action was required.

City staff collect lead samples as required by the Ministry of Environment Conservation and Parks (MECP) under the City's Municipal Drinking Water License. 2 rounds of lead testing is conducted annually from points in private plumbing from 15 residential, 2 non-residential as well as 3 distribution points. As well under the approved corrosion control plan developed by the Region of Niagara and City of Welland, City staff collects lead samples annually at 10 locations where the lead service was replaced on the city portion. Samples are collected at 2 weeks, 6 months, 12 months and 18 months after the service was replaced. The intent of the post replacement sampling program is to ensure the removal of the lead service reduces the lead in the drinking water at the location. Some studies have shown that in some cases, removal of the lead service on only one portion of the service has increased the corrosion due to dissimilar materials and thus actually increased the levels of lead in the drinking water in the plumbing. To date the monitoring program carried out does not suggest any increase in lead due to partial lead service replacements. The 2018 Lead monitoring programs resulted in 12 plumbing exceedences where the samples detected lead levels above the Provincial requirement. 11 of the 12 were from the post lead replacement monitoring while one exceedence was detected from the regular Reg. 170 samples collected.

As an indication of the scale of the volumes of water supplied by the Welland Drinking Water Distribution System, the tables attached in Appendix 1 provide a summary of the flows for the reporting period of January 1, 2018 to December 31, 2018, as provided by the Regional Municipality of Niagara. This summary illustrates the quantities and flow rates of water provided

to the City of Welland from the Welland Water Treatment Plant on Merritt Island as well as a comparison of actual flows to that of flow rates set out in the Systems Approval. The City is working with the Region on getting read only access to the SCADA system whereby City staff would be able to have access to real time flows and volumes at both the Treatment Plant and water tower. By having real time access, the hope is that City staff will be able to trend flows and volumes and may be able to quickly detect large leaks that might not necessarily be noticed normally ( ie: under canal or river or remote areas). The Region was hoping to provide real time access to SCADA for Lower Tier Municipalities by the end of April 2018 but ran into technical issues with their programming. The Region is still working on providing this access to the Local Area Municipalities (LAM) moving forward.

City staff monitors water loss on a continual basis for quantifying water leakage in the City's distribution system. The attached appendix shows the water loss trends over the last few years. Watermain breaks and improper registering water meters can have the largest impacts on water loss/unaccounted for water. In the 2017 annual report, it was reported that the water loss had significantly dropped from approximately 30% to 18.5%. Further information provided after the report suggests the percentage was actually back up to the historical 30% level.

The Welland Distribution System in 2017 continued to be operated in accordance with the regulations set out in the Safe Drinking Water Act and the MECP License and Permit as issued. The MECP (formerly MOECC) annual drinking water inspection was conducted on May 9, 2018. The inspection while finding that the system was operated within the regulations and in a safe manner, did result in 2 non-compliances for the Welland Drinking Water System. Both non-compliances were administrative issues and did not compromise the safety of the drinking water. The overall Inspection rating as a result of the 2 non-compliances was 93.5% and reflects that the City of Welland continues to deliver high quality, safe drinking water to its consumers.

#### **FINANCIAL CONSIDERATION:**

This report is for information only as required under the Safe Drinking Water Act and there is no financial considerations

#### **OTHER DEPARTMENT IMPLICATIONS:**

None

#### **SUMMARY AND CONCLUSION:**

It is recommended that The City of Welland Council receives for information REPORT ENG-2019-07 the 2018 Annual Drinking Water Summary Report as required per The Safe Drinking Water Act 2002, Ontario Regulation 170/03.

The commercial and residential consumers in Welland should feel confident when they turn on their water taps knowing that they are receiving some of the highest quality of water. The Welland Distribution System continues to operate in a manner that efficiently delivers safe drinking water to its consumers.

Although the drinking water system meets all the Provincial requirements for delivering safe drinking water, it is not done so without its challenges. The age of some of the infrastructure and layout of the system makes it difficult to maintain chlorine residuals to all areas of the system. Continuous or timed auto flushing in older long straight dead end legs of the distribution system is required to maintain regulated chlorine residuals for secondary disinfection. Water Quality staff continually monitor the chlorine residuals in known trouble areas in order to maintain secondary disinfection while minimizing "wasted water being flushed from the system. Engineering continues

to work with The Region and Water Quality Staff to look into alternatives the dead end flushing requirements. A meeting will be held in 2019, with all parties in attendance, to coordinate the shutting down of the Beamis Tower in order to install the mixing system in an attempt to improve the overall chlorine residuals that leave the tower.

Based on the aforementioned and as required by Ontario Regulation 170/03 for Large Municipal Residential Water Systems, the 2017 Summary Report is prepared to provide information to Members of Council and the Public and it is recommended that The Council of The City of Welland Receives for information Report ENG-2019-07.

**ATTACHMENTS:**

Appendix I - MOE inspection rating 2018

Appendix II - 2012 to 2018 Water Loss Summary

Appendix II - Copy of Welland-TREATED WATER FLOWS-DAILY 2018 (2) December

## Appendix I

## Ministry of the Environment - Inspection Summary Rating Record (Reporting Year - 2018-2019)

<b>DWS Name:</b>	WELLAND DISTRIBUTION SYSTEM
<b>DWS Number:</b>	260003149
<b>DWS Owner:</b>	Welland, The Corporation Of The City Of
<b>Municipal Location:</b>	Welland
<b>Regulation:</b>	O.REG 170/03
<b>Category:</b>	Large Municipal Residential System
<b>Type Of Inspection:</b>	Adhoc
<b>Inspection Date:</b>	May 9, 2018
<b>Ministry Office:</b>	Niagara District

Maximum Question Rating: 246

Inspection Module	Non-Compliance Rating
Treatment Processes	4 / 18
Distribution System	0 / 21
Operations Manuals	0 / 28
Logbooks	0 / 18
Certification and Training	0 / 14
Water Quality Monitoring	12 / 63
Reporting & Corrective Actions	0 / 63
Treatment Process Monitoring	0 / 21
<b>TOTAL</b>	<b>16 / 246</b>

Inspection Risk Rating | 6.50%

**FINAL INSPECTION RATING: | 93.50%**



# Appendix II

February 21, 2019

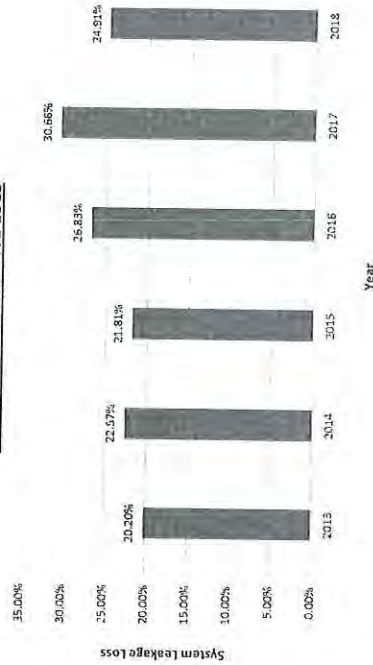
## 2012 to 2018 Water Loss Summary

Year	AUTHORIZED CONSUMPTION						WATER LOSSES							
	Billed Metered			Unbilled Metered			Unbilled Unmetered (D)	(E)	Unauthorized Consumption (F)	Meter Reading Inaccuracies (G)	Apparent Losses (H)	System Leakage Loss (I)	System Leakage Loss (J/A)	Watermain Breaks
	Volume Billed to Customers (m3)	Water Haulage (m3)	Total Volume Billed (m3)	Auto-Flushers (m3)	Hydrant Flushing / Testing (m3)	Other System Flushing / Testing (m3)								
2012	7,426,440	4,593,524	82,322	4,675,846	143,418		143,418	4,912,095	185,661	93,517	279,178	2,235,168	30.10%	41
2013	6,132,380	4,320,913	82,152	4,403,065	172,820		172,820	4,652,540	153,310	88,061	241,371	1,238,469	20.20%	89
2014	6,186,100	4,213,381	107,571	4,320,952	150,291		150,291	4,548,569	154,653	86,419	241,072	1,396,459	22.57%	94
2015	5,997,710	4,096,427	122,531	4,218,958	161,256		161,256	4,455,185	149,943	84,379	234,322	1,308,203	21.81%	103
2016	6,576,353	4,241,584	139,308	4,380,892	82,100	2,093	96,409	4,559,493	164,384	87,618	232,002	1,763,858	26.83%	106
2017	6,711,124	4,036,988	99,703	4,138,691	151,584	28,739	180,323	4,402,903	167,778	82,774	250,552	2,057,669	30.66%	65
2018	6,946,306	4,490,811	126,670	4,617,481	210,196	35,935	247,981	4,952,327	173,733	92,350	266,082	1,730,896	24.91%	78

<sup>1</sup> Unbilled Unmetered volume includes:  
 Unmetered Hydrant Flushing  
 Fire Fighting  
 Unmetered New Construction

AVG. 25.30%

### ANNUAL SYSTEM LEAKAGE LOSS






Appendix III

Welland Water Treatment Plant  
TREATED WATER DAILY FLOWS FOR 2018

DAY	JAN		FEB		MAR		APR		MAY		JUN		JUL		AUG		SEP		OCT		NOV		DEC	
	TOTAL	M3	TOTAL	M3	TOTAL	M3	TOTAL	M3	TOTAL	M3	TOTAL	M3	TOTAL	M3	TOTAL	M3	TOTAL	M3	TOTAL	M3	TOTAL	M3	TOTAL	M3
1	22,471	14,761	11,700	20,115	22,066	23,860	27,184	23,860	23,860	27,184	23,860	27,184	23,860	27,184	24,162	24,432	22,192	21,460	21,460	21,460	21,460	21,460	21,460	21,460
2	21,550	27,320	23,053	21,110	21,245	25,720	24,383	25,720	25,720	24,383	25,720	24,383	25,720	24,383	28,355	22,496	21,647	20,582	20,582	20,582	20,582	20,582	20,582	20,582
3	19,530	17,123	17,500	21,226	20,464	22,271	30,760	22,271	20,464	22,271	30,760	22,271	30,760	22,271	35,394	20,415	19,416	18,770	18,770	18,770	18,770	18,770	18,770	18,770
4	20,696	27,119	27,525	19,544	19,779	20,419	30,228	20,419	19,779	20,419	30,228	20,419	30,228	20,419	31,910	24,881	23,525	22,062	22,062	22,062	22,062	22,062	22,062	22,062
5	21,708	15,192	16,159	20,103	21,464	24,974	29,725	24,974	21,464	24,974	29,725	24,974	29,725	24,974	28,760	28,598	20,298	18,912	18,912	18,912	18,912	18,912	18,912	18,912
6	23,519	27,287	27,077	19,564	20,460	22,586	29,325	22,586	20,460	22,586	29,325	22,586	29,325	22,586	25,372	23,156	20,176	21,430	21,430	21,430	21,430	21,430	21,430	21,430
7	19,913	14,029	15,096	20,037	21,833	22,923	31,839	22,923	21,833	22,923	31,839	22,923	31,839	22,923	25,750	23,426	19,769	20,376	20,376	20,376	20,376	20,376	20,376	20,376
8	21,893	27,366	27,102	19,944	23,850	26,201	31,349	26,201	23,850	26,201	31,349	26,201	31,349	26,201	23,029	22,567	24,296	20,820	20,820	20,820	20,820	20,820	20,820	20,820
9	21,209	14,566	12,992	19,792	23,210	26,539	31,025	26,539	23,210	26,539	31,025	26,539	31,025	26,539	20,334	21,920	20,949	20,308	20,308	20,308	20,308	20,308	20,308	20,308
10	21,712	27,274	20,370	21,600	20,389	25,637	30,549	25,637	20,389	25,637	30,549	25,637	30,549	25,637	25,687	20,975	18,869	20,500	20,500	20,500	20,500	20,500	20,500	20,500
11	22,561	15,281	19,932	19,274	20,193	26,183	32,160	26,183	20,193	26,183	32,160	26,183	32,160	26,183	24,622	22,045	22,412	18,990	18,990	18,990	18,990	18,990	18,990	18,990
12	23,815	22,221	20,969	19,752	22,023	27,712	29,970	27,712	22,023	27,712	29,970	27,712	29,970	27,712	25,172	21,482	21,731	20,352	20,352	20,352	20,352	20,352	20,352	20,352
13	21,396	27,500	19,978	21,419	21,196	28,540	34,636	28,540	21,196	28,540	34,636	28,540	34,636	28,540	28,408	22,550	20,190	21,004	21,004	21,004	21,004	21,004	21,004	21,004
14	22,117	16,712	19,649	20,472	21,743	23,600	30,466	23,600	21,743	23,600	30,466	23,600	30,466	23,600	25,485	26,835	20,076	22,614	22,614	22,614	22,614	22,614	22,614	22,614
15	22,108	27,178	20,242	20,168	22,305	29,573	25,939	29,573	22,305	29,573	25,939	29,573	25,939	25,939	24,477	23,500	20,616	19,680	19,680	19,680	19,680	19,680	19,680	19,680
16	21,340	14,111	21,476	19,687	19,706	28,431	33,163	28,431	19,706	28,431	33,163	28,431	33,163	28,431	26,287	24,136	22,619	20,864	20,864	20,864	20,864	20,864	20,864	20,864
17	24,683	27,290	23,478	21,213	24,095	29,649	27,816	29,649	24,095	29,649	27,816	29,649	27,816	29,649	26,112	22,687	19,884	20,456	20,456	20,456	20,456	20,456	20,456	20,456
18	20,708	13,820	20,333	19,510	24,264	30,629	33,720	30,629	24,264	30,629	33,720	30,629	33,720	30,629	23,910	23,592	22,185	20,466	20,466	20,466	20,466	20,466	20,466	20,466
19	22,109	27,092	21,618	22,045	20,069	21,708	29,807	21,708	20,069	21,708	29,807	21,708	29,807	21,708	20,290	23,951	22,335	20,530	20,530	20,530	20,530	20,530	20,530	20,530
20	22,094	14,219	21,520	20,176	21,787	24,803	31,701	24,803	21,787	24,803	31,701	24,803	31,701	24,803	25,202	21,354	20,791	18,634	18,634	18,634	18,634	18,634	18,634	18,634
21	20,818	27,496	20,828	21,908	21,693	26,937	32,162	26,937	21,693	26,937	32,162	26,937	32,162	26,937	22,435	23,126	20,580	21,406	21,406	21,406	21,406	21,406	21,406	21,406
22	19,065	15,078	21,296	21,345	21,944	25,300	25,310	25,300	21,944	25,300	25,310	25,300	25,310	25,300	21,479	22,477	20,174	20,896	20,896	20,896	20,896	20,896	20,896	20,896
23	27,748	19,972	21,192	20,975	23,239	20,760	22,909	20,760	23,239	20,760	22,909	20,760	22,909	20,760	22,936	22,723	18,885	20,248	20,248	20,248	20,248	20,248	20,248	20,248
24	14,099	27,158	19,564	21,730	23,326	21,223	25,387	21,223	23,326	21,223	25,387	21,223	25,387	21,223	24,283	23,724	24,211	22,000	22,000	22,000	22,000	22,000	22,000	22,000
25	27,300	16,008	20,608	20,391	22,628	21,946	22,995	21,946	22,628	21,946	22,995	21,946	22,995	21,946	22,719	21,674	20,559	19,423	19,423	19,423	19,423	19,423	19,423	19,423
26	15,552	27,195	21,750	17,271	23,263	22,961	27,529	22,961	23,263	22,961	27,529	22,961	27,529	22,961	20,858	22,025	19,688	20,259	20,259	20,259	20,259	20,259	20,259	20,259
27	27,205	15,367	20,297	23,059	25,497	23,345	23,143	23,345	25,497	23,345	23,143	23,345	23,143	23,345	27,118	20,956	21,414	20,414	20,414	20,414	20,414	20,414	20,414	20,414
28	13,615	27,177	20,239	19,735	30,190	21,868	24,327	21,868	30,190	21,868	24,327	21,868	24,327	21,868	21,316	23,485	20,828	21,174	21,174	21,174	21,174	21,174	21,174	21,174
29	27,481		19,795	20,950	21,825	29,058	23,221	29,058	21,825	29,058	23,221	29,058	23,221	29,058	22,659	20,830	21,428	19,554	19,554	19,554	19,554	19,554	19,554	19,554
30	14,758		18,440	21,559	29,219	24,942	35,789	24,942	29,219	24,942	35,789	24,942	35,789	24,942	25,814	21,610	21,232	21,506	21,506	21,506	21,506	21,506	21,506	21,506
31	27,284		21,500		24,471		23,154		24,471		23,154		23,154		27,153		21,155							
TOTAL	672,057	592,912	633,278	615,674	699,436	750,298	891,671	750,298	699,436	750,298	891,671	750,298	891,671	750,298	777,488	687,628	654,130	615,690	615,690	615,690	615,690	615,690	615,690	615,690

Not available

**COUNCIL**  
**INFRASTRUCTURE AND DEVELOPMENT SERVICES**  
**ENGINEERING DIVISION**

APPROVALS	
GENERAL MANAGER	
CFO	
CAO	

18-95

**REPORT ENG-2019-08**  
**MARCH 19, 2019**

**SUBJECT: UTILITY CUTS FINAL REINSTATEMENT 2019**

**AUTHOR: MATTHEW MAIN, A.Sc.T., E.I.T.**  
**ENGINEERING DESIGN SUPERVISOR**

**APPROVING G.M.: ERIK NICKEL, P. ENG.,**  
**GENERAL MANAGER, INFRASTRUCTURE AND**  
**DEVELOPMENT SERVICES / CITY ENGINEER**

**RECOMMENDATIONS:**

THAT THE COUNCIL OF THE CITY OF WELLAND approves and accepts the tender from **Circle P Paving Ltd. of Stevensville, Ontario** as detailed in Report ENG-2019-08 for Utility Cuts Final Reinstatement 2019 at the tendered price of **\$573,750.00** (excluding taxes); and further

THAT Welland City Council directs the City Clerk to prepare all necessary and appropriate by-laws to enter into a contract with Circle P Paving Ltd., to execute the construction.

**ORIGIN AND BACKGROUND:**

As part of ongoing maintenance, City forces replace a number of sanitary and water service laterals and carries out required repairs to watermains and sewers at various locations throughout the City on an annual basis. In the process, there are unavoidable construction related damages that require repair and replacement to concrete sidewalks, curb and gutters, sodded boulevards and asphalt pavement. The repairs, undertaken by the contract ensure there is not unreasonable backlog of required reinstatement work carried forward from one year into the next.

**COMMENTS AND ANALYSIS:**

Approximately 375 locations have been identified for final reinstatement in 2019. These locations include approximately 70 locations carried over from the previous year. Those 70 locations only involved asphalt road patches and were carried over from 2018 due to weather.

By addressing the work needed at these locations, all know outstanding final reinstatements for utility cut maintenance work occurring in 2017 and 2018 are expected to be completed.

The tender for the works was released on January 21, 2019 and was publicly advertised and listed with the Niagara and Toronto Construction Associations, and as well, posted with a major Canadian tendering website for two (2) weeks.

There was four (4) bidder and four (4) tenders received on closing day, Monday, February 4, 2019. The tender has been reviewed for accuracy and found to be in compliance with City of Welland tender requirements and the provisions of the Purchasing Policy.

The summary of the tender received is as follows:

<b>Contractor Name and Address</b>	<b>Tender Price (excluding taxes)</b>
<b>Circle P Paving Inc.</b> 1994 Stevensville Road, P.O. Box 297 Stevensville, ON L0S 1S0	<b>\$573,750.00</b>
<b>CTC Contracting Ltd.</b> 655 Doans Ridge Road, Welland, Ontario L3B 5N7	<b>\$585,550.00</b>
<b>Rankin Construction Inc.</b> 222 Martindale Road, P.O. Box 116 St. Catharines, ON L2R 7Z3	<b>\$592,450.00</b>
<b>Steed and Evens Ltd.</b> 3000 Ament Line St. Jacobs, ON N0B 2N0	<b>\$767,000.00</b>

Circle P Paving Ltd. of Stevensville, Ontario, the low tenderer, is an established contracting company in the Niagara Region in the past decade. They have successfully completed similar kind of projects for the City in that duration. Staff at this time considers the firm's performance to be satisfactory in accordance to our specifications and standards, and therefore, recommends the firm be awarded the contract.

The Contractor will be required to complete all the work assigned in this contract in an expedient manner before the end of September.

#### **FINANCIAL CONSIDERATION:**

Funding have been allocated as follows:

<b>Description</b>	<b>Amount</b>
2019 Sanitary Sewer Operating Contractor Utility Cuts (30-330-00000-540120)	\$275,000.00
2019 Waterworks Operating Contractor Utility Cuts (25-910-00000-540120)	\$275,000.00
2018 Accrual Amount	\$184,552.50
<b>Total</b>	<b>\$734,552.50</b>

The total approved 2019 Water/Wastewater Operating Budget allocations for Utility Cut Final Reinstatement is \$550,000.00 comprised of \$275,000.00 and \$275,000.00 from the waterworks and sanitary sewers operating budgets, respectively. The approximately 70 carried over locations from 2018 will be funded by the remaining funds from 2018 totaling \$184,552.00. The subject tender for 2019 work at \$573,750.00 (excluding taxes), in addition to related administration and taxes, is estimated to have a final value under that of the approved budget.

During construction, the actual value of work will be closely monitored, and following completion of the annual scope of work, Staff will review the possibility to delete or to add individual final reinstatement work as is practical and within the budget.

**OTHER DEPARTMENT IMPLICATIONS:**

Contract tendering complies with the current Purchasing Policy and contract legal practices of the Financial and Corporate Services, and the Communications, Council and Legislative Services departments.

**SUMMARY AND CONCLUSION:**


Utility Cut Final Reinstatement is an annual project to tidy up maintenance works related reinstatement as described above for both the water and sanitary sewer networks in the city. The timely repair and replacement of construction related damages will minimize compromises to roadway structural longevity.

Staff recommends the awarding of the Utility Cuts Final Reinstatement 2019 project to **Circle P Paving Ltd.**

**ATTACHMENTS:**

N/A

**COUNCIL**  
**INFRASTRUCTURE AND DEVELOPMENT SERVICES**  
**ENGINEERING DIVISION**

APPROVALS	
GENERAL MANAGER	
CFO	
CAO	

REPORT ENG-2019-09  
MARCH 19, 2019

19-54

**SUBJECT:** WATERMAIN REPLACEMENT PROGRAM 2019

**AUTHOR:** MATTHEW MAIN, A.Sc.T., E.I.T.  
ENGINEERING DESIGN SUPERVISOR

**APPROVING GM:** ERIK NICKEL, P. ENG.  
GENERAL MANAGER, INFRASTRUCTURE AND  
DEVELOPMENT SERVICES / CITY ENGINEER

**RECOMMENDATIONS:**

THAT THE COUNCIL OF THE CITY OF WELLAND approves and accepts the tender of Peters Excavating Inc of Welland, Ontario in the amount of \$1,627,000.00 plus applicable taxes as detailed in Report ENG-2019-09 for the Watermain Replacement Program 2019; and further,

THAT Welland City Council directs the City Clerk to prepare all necessary and appropriate by-laws to enter into contract with Peters Excavating Inc. to execute the construction.

**ORIGIN AND BACKGROUND:**

The existing watermains on Calais Street, Corvette Street, Coventry Road, Fleet Street Hennepin Avenue, and Navy Street have experienced a very-high rate of breakage and leakage. The watermains on these streets are approximately eighty years old. Cast Iron Pipe of this vintage was often constructed with thinner walls, and poor quality materials, and therefore has proven to be less capable of withstanding the deteriorating effects of both corrosion and frost-heave.

Based on our water service records, this area of Welland has 80 potential lead services that will be replaced under this program. This will be confirmed in the field during construction.

**COMMENTS AND ANALYSIS:**

A tender for the replacement of the watermain including the following scope of work was prepared:

- Replacement of 1,100m of watermain including appurtenances and water service laterals
- Reinstatement of trenches with base asphalt
- Reinstatement of driveways and boulevards

The trenches will be restored with base asphalt and the roadway will be left for a one year maintenance period to allow for possible settlements. Surface asphalt and curb repairs will be budgeted for separately in subsequent years Capital Budget for Roadway Resurfacing.

The tender for the works was released on Tuesday February 19, 2019 and was publicly advertised and listed with the Niagara and Toronto Construction Associations, and as well, posted with a major Canadian tendering website for two (2) weeks.

There were six (6) plan takers and five (5) tenders were received on closing day, Tuesday March 5, 2019. Submissions have been reviewed for accuracy, have been found to be in compliance with City of Welland tender requirements and the provisions of the current Purchasing Policy.

The summary of all the tenders received, excluding taxes, is as shown as follows:

<b>Contractor Name and Address</b>	<b>Tender Price (excluding taxes)</b>
<b>Peters Excavating Inc.</b> 3 Cross Street Welland, ON L3B 5X6	<b>\$1,627,000.00</b>
<b>Catalina Fuels Inc.</b> 913 Mud Street East Stoney Creek, ON L8J 3C1	<b>\$1,847,889.50</b>
<b>O'Hara Trucking and Excavating</b> 71 Berryman Avenue St. Catharines, ON L2R 0A2	<b>\$1,853,203.50</b>
<b>Vic Vatr Contracting Ltd.</b> 15 St. George Street Welland, ON L3C 5N1	<b>\$1,991,201.50</b>
<b>Demar Construction Inc.</b> 2140 Alanport Road Allenburg, ON L0S 1A0	<b>\$2,018,416.95</b>

Peters Excavating Inc. of Welland, Ontario, the lowest compliant tenderer, is an established company and has been successful with similar work for the City and other Regional municipalities in recent years. Staff at this time considers the firm's performance to be satisfactory in accordance to our specifications and standards, and therefore, recommends that the firm be awarded the contract.

Work on this contract is expected to begin in May, and continue into the summer, weather permitting.

**FINANCIAL CONSIDERATION:**

A breakdown of the funding structure for this project is shown in the following table.

<b>2018 Capital Budget</b>	<b>Amount</b>
Waterworks – Cast Iron Watermain Replacement Program (10-910-19215)	\$ 2,220,500.00
<b>Total Funding</b>	<b>\$ 2,220,500.00</b>

The tender price from the low bidder plus 1.76% for the City's HST gives a total cost of \$1,655,635.20. Staff will report back to Council on the reallocation of project variances at a later date.

**LINK TO ASSET MANAGEMENT PLAN:**

The 2016 Addendum to the City of Welland Comprehensive Asset Management Plan (AMP) identifies the replacement of subsurface infrastructure in areas with high leakage watermains.

The East Wartime area where the Watermain Replacement Plan 2019 is focusing is specifically identified in the Asset Management Plan as a priority.

As per the asset management plan benefits of replacing high leakage watermains include:

- Reduces the amount of unmetered water loss thus freeing up funds to replace additional assets
- Restores the hydraulic capacity of the distribution system and increases available fire flow

**OTHER DEPARTMENT IMPLICATIONS:**

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

**SUMMARY AND CONCLUSION:**

The cast-iron watermains servicing the residents of Calais Street, Corvette Street, Coventry Road, Fleet Street Hennepin Avenue, and Navy Street are significantly deteriorated, and breaks and leaks are occurring with increased frequency. To address this concern, a tender has been prepared for the replacement of approximately 1,100 metres of watermain including appurtenances and water service laterals and any lead services encountered.

Staff recommends the awarding of a contract to Peters Excavating Inc. to perform the construction for watermain replacement.

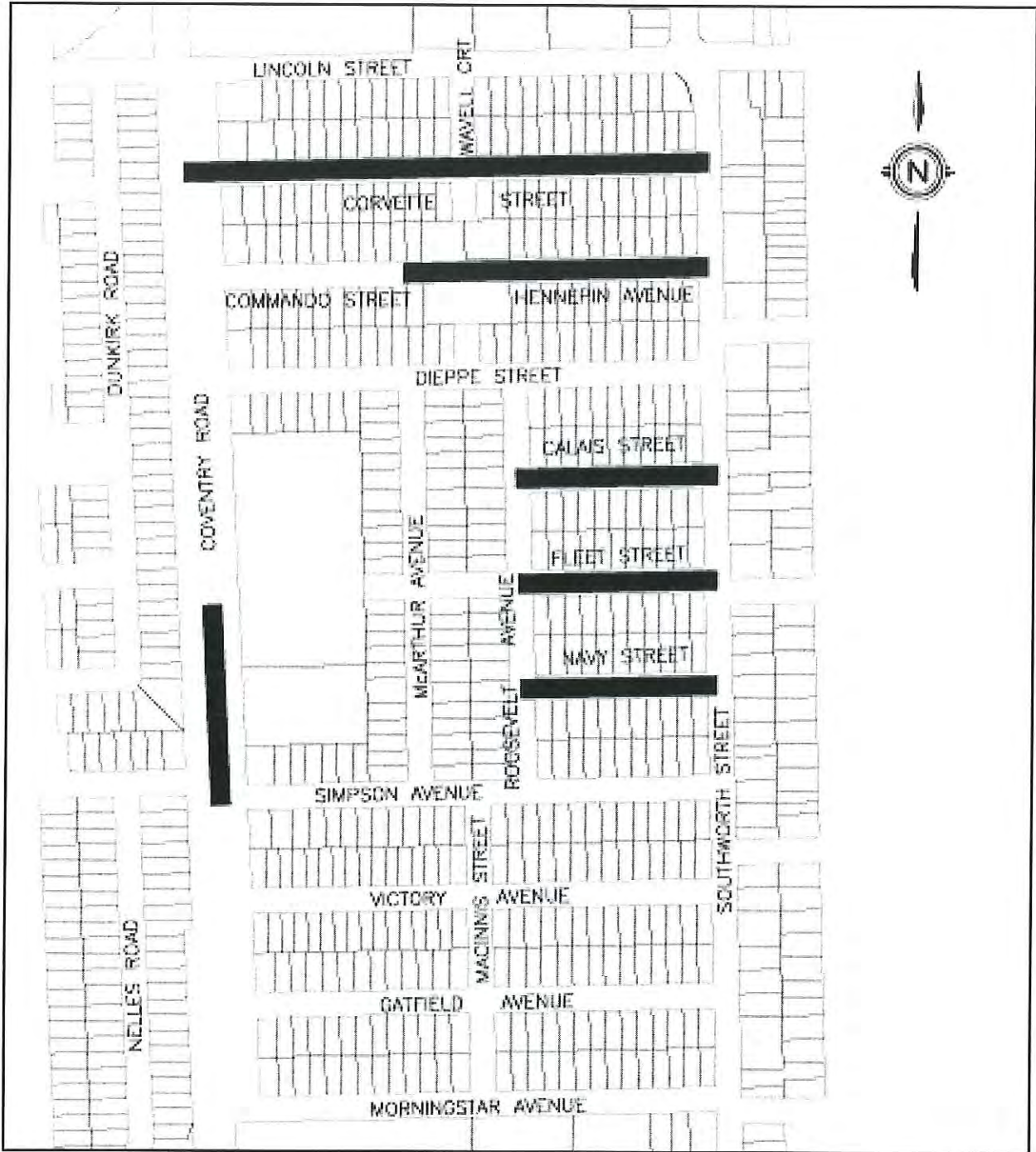
**ATTACHMENTS:**

Appendix I - Location Plan






Appendix I

LOCATION PLAN



**COUNCIL**  
**INFRASTRUCTURE AND DEVELOPMENT SERVICES**  
**ENGINEERING DIVISION**

APPROVALS	
GENERAL MANAGER	
CFO	
CAO	

18-100

**REPORT ENG-2019-10**  
**MARCH 19, 2019**

**SUBJECT: 2019 ASPHALT PATCHING CITY WIDE**

**AUTHOR: MATTHEW MAIN, A.Sc.T., E.I.T.**  
**ENGINEERING DESIGN SUPERVISOR**

**APPROVING GM: ERIK NICKEL, P.ENG.,**  
**GENERAL MANAGER, INFRASTRUCTURE AND**  
**DEVELOPMENT SERVICES / CITY ENGINEER**

**RECOMMENDATIONS:**

THAT THE COUNCIL OF THE CITY OF WELLAND approves and accepts the tender of Circle P Paving Inc. as detailed in Report ENG-2019-10 for the 2019 Asphalt Patching City Wide; and further

THAT Welland City Council directs the City Clerk to prepare all necessary and appropriate by-laws to enter into contract with Circle P Paving Inc., to execute the construction.

**ORIGIN AND BACKGROUND:**

The asphalt patching tender is a tender that staff have implemented to help maintain the road network in the City. The purpose of this tender is to repair specific areas on asphalt pavement that are in poor condition to improve the overall rating of the roadway. This will be done on roads that would not be considered for resurfacing or reconstruction, as the entire roadway is not in poor condition.

The asphalt patching tender is part of the City's pavement maintenance program along with crack sealing, asphalt overlay, surface treatment and maintenance work completed by Public Works. This will give staff the tools required to address various needs throughout the city.

**COMMENTS AND ANALYSIS:**

The work list for this tender will be generated by Engineering and Public Works staff. Locations are selected based on field observations during routine inspections and calls received from residents. Work will be completed up to the budgeted amount.

The tender for the works was released on January 21, 2019 and was publicly advertised and listed with the Niagara and Toronto Construction Associations, and as well, posted with a major Canadian tendering website for two (2) weeks.

There were three (3) plan takers and three (3) tenders were received on closing day, Monday, February 4 2019. Submissions have been reviewed for accuracy and found to be in compliance with City of Welland tender requirements and the provisions of the current Purchasing Policy.

The summary of all the tenders received, excluding taxes, is as shown in the following table:

<b>CONTRACTOR NAME AND ADDRESS</b>	<b>TENDER PRICE</b>
Circle P Paving Inc. 1994 Stevensville Road, Stevensville, ON L0S 1S0	\$291,850.00
Rankin Construction Inc. 222 Martindale Road St. Catharines, ON L2R 7A3	\$354,375.00
Steed Evans Ltd. 3000 Ament Line St. Jacobs, ON N0B 2N0	\$326,500.00

Circle P Paving Inc. of Stevensville, Ontario, the low tenderer, is an established company in southern Ontario serving the Niagara Region, and has been successful with similar work for the City in recent years. Staff at this time considers the firm's performance to be satisfactory in accordance to our specifications and standards, and therefore, recommends that the firm be awarded the contract.

Work is expected to begin shortly after the asphalt plants open for the 2019 construction season, which is typically in April or May, weather permitting.

#### **FINANCIAL CONSIDERATION:**

Funding has been allocated in the 2019 Capital Budget as follows:

<b>Description</b>	<b>Amount</b>
Asphalt Patching (10-320-19445)	\$250,000.00
<b>Total Funding</b>	<b>\$250,000.00</b>

The tender include provisions to add or delete work at the City's discretion. Work will be completed up to, but not exceeding, the budgeted amount. This funding includes the construction, inspection, field testing and HST.

#### **LINK TO ASSET MANAGEMENT PLAN:**

The 2016 Addendum to the City of Welland Comprehensive Asset Management Plan (AMP) identifies that "infrastructure expenditure needs are in excess of the available revenue. The analysis indicates that the funding gap is approximately \$20 million per year" (page 22).

To mitigate this funding shortfall, this report also suggests a number of mitigation strategies (page 21). The following strategies have been implemented on this project through.

1. Apply rehabilitation techniques to extend the lifespan of assets

Patching the areas in poor condition will improve the overall rating of the roadway and reduce the capital investment by the City.

**OTHER DEPARTMENT IMPLICATIONS:**

None.

**SUMMARY AND CONCLUSION:**


The asphalt patching tender is part of the City's pavement maintenance program along with crack sealing, asphalt overlay, surface treatment and maintenance work completed by Public Works. The goal of this tender is to use rehabilitation techniques on the poor areas of a roadway to improve the overall rating of the road.

Staff recommend awarding a contract to Circle P Paving Inc. for the Asphalt Patching City Wide.

**ATTACHMENTS:**

None

**COUNCIL**  
**INFRASTRUCTURE AND DEVELOPMENT SERVICES**  
**ENGINEERING DIVISION**

APPROVALS	
GENERAL MANAGER	
CFO	
CAO	

19-15

**REPORT ENG-2019-11**  
**MARCH 19, 2019**

**SUBJECT: LEASE RENEGOTIATION - CENTRAL STATION EDUCATION INITIATIVE**

**APPROVING G.M.: ERIK NICKEL, P. ENG., GENERAL MANAGER  
 INFRASTRUCTURE AND DEVELOPMENT SERVICES / CITY ENGINEER**

**RECOMMENDATIONS:**

THAT THE COUNCIL OF THE CITY OF WELLAND directs Staff to renegotiate the lease with Central Station Education Initiative for the old Central Fire Hall located at 33 Hellems Avenue in accordance with their request to obtain a ten (10) year lease, subject to Council approval of an updated business plan and schedule of milestones.

**ORIGIN AND BACKGROUND:**

On June 19, 2018 Council approved a bylaw to enter into a lease agreement with CSEI for a five (5) year term, with the option to renew a further five (5) years.

On February 26<sup>th</sup>, representatives of the Central Station Education Initiative (CSEI) delivered a delegation to Council requesting an extension of their current lease on the old Central Firehall from 5 years to 10 years.

Their request is based on the premise that the grant opportunities they are seeking require longer-term (e.g. 10-year) commitments for tenancy.

**COMMENTS AND ANALYSIS:**

It is common practice for Commercial lease terms to be in the three (3) to five (5) year range; ultimately depending however on the intended use, and the relationship between the two parties.

CSEI has been a tenant of the old Central Fire Hall for a duration slightly longer than eight (8) months out of their first five (5) year term. Under the current arrangement, this group has the option in the lease to renew for an additional five (5) year term subject to Council approval.

Staff raise the concern for Council's consideration that there are risks associated with a longer-term leases. These risks apply for any business venture, not solely this one, where if the business plan not come to fruition in a timely manner, the property may sit vacant for an extended period of time (i.e. up until 2029) without any recourse for the City to regain control of the building in order to explore other alternatives.

To mitigate this concern, Staff recommend that CSEI present their business plan and schedule of milestones to Council, and that Council approve of these prior to renewal of the lease for a ten (10) year period.

The schedule of milestones would indicate expected dates for completion of key elements of the business plan; for example: opening of ground floor exhibition space, replacement of sanitary sewer lateral, completion of renovation of the second floor. Staff recommend that the schedule of milestones be included as an appendix to the lease, and that language be included in the lease to indicate a remedy in the event that CSEI fails to meet achieve the business plan milestones with a reasonable timeframe.

**FINANCIAL CONSIDERATION:**

None.

**OTHER DEPARTMENT IMPLICATIONS:**

Legal division will be required to support any changes to the lease.

**SUMMARY AND CONCLUSION**

On February 26<sup>th</sup> Central Station Education Initiative (CSEI) requested an extension of their lease of the old Central Firehall from five (5) years to ten (10) years.

In light of the request, Staff recommend that Council first be provided with the opportunity to receive a presentation, and approve of the business plan and related milestones for the property.

Subject to Council approval of the business plan and related milestones, Staff recommend renegotiation of the lease terms to a ten (10) year term.

**ATTACHMENTS:**

None.

COUNCILINFRASTRUCTURE AND DEVELOPMENT SERVICESENGINEERING DIVISION

APPROVALS	
GENERAL MANAGER	<i>[Signature]</i>
CFO	<i>[Signature]</i>
CAO	<i>[Signature]</i>

98-89

REPORT ENG-2019-12

MARCH 19, 2019

**SUBJECT: ARCHITECTURAL SERVICES FOR WELLAND COMMUNITY BOATHOUSE**

**APPROVING G.M.: ERIK NICKEL, P. ENG., GENERAL MANAGER  
INFRASTRUCTURE AND DEVELOPMENT  
SERVICES / CITY ENGINEER**

RECOMMENDATIONS:

THAT THE COUNCIL OF THE CITY OF WELLAND approves of the proposal from Raimondo + Associates Architects Inc. in accordance with their fee estimate amount of \$35,887.50 plus applicable taxes for architectural professional services pertaining to detailed design of the proposed Lincoln Docks Community Boathouse facility; and further,

THAT Welland City Council directs the City Clerk to prepare all necessary and appropriate by-laws to enter into contract with Raimondo + Associates Architects Inc. to execute the agreement for services.

ORIGIN AND BACKGROUND:

On February 19, 2019 council approved report ENG-2019-05 regarding the Canal Redevelopment Strategy Phase II – Welland Community Boathouse Update, and directed Staff to proceed with completion of architectural plans and specifications, and subsequently issue a tender for construction of a shipping container facility to serve as a canoe/kayak rental facility at the Lincoln Docks location at the soonest opportunity.

COMMENTS AND ANALYSIS:

Construction methodology for buildings made from sea containers is becoming increasingly popular; however, full service architecture firms dedicated to sea container construction do not exist locally.

The services of Raimondo + Associates Architects Inc. of Niagara Falls were previously retained for the preparation of a concept plan and cost estimates for the site. Staff are pleased with the services provided thus far, and therefore requested a proposal to continue with services for next steps.

A proposed fee of \$35,887.50 plus applicable taxes has been provided for professional services in order to carry this project through to tender issuance. These services include detailed design of architectural, civil, structural, mechanical and electrical elements, building permit drawings and application, tender specifications, and coordination of suppliers. The proposed fee represents approximately 10% of the overall project value, which is typical for the services provided.

Raimondo + Associates is an established firm in the Niagara Region that have provided professional architectural services locally for a number of successful institutional and tourism projects. Staff believe they are well qualified for this project, and are committed to meeting the project deadlines.

If approved, detailed design will proceed immediately in order to endeavour to tender the project by late summer.

**FINANCIAL CONSIDERATION:**

The proposal in the amount of \$35,887.50 plus applicable taxes meets the requirements for direct assignment of professional services found in section 73 of the City's purchasing policy and bylaw.

Funding for this project has been identified by council at the September 25, 2018 meeting to come from the 2017 Capital Budget for Economic Development: Strategic Initiatives (account 10-710-F95).

**OTHER DEPARTMENT IMPLICATIONS:**

Corporate Services, Recreation and Culture Division have been involved with the project to date, and will continue participate along with Infrastructure and Development Services as part of the project implementation/action team.

**SUMMARY AND CONCLUSION**

On February 19, 2019 council directed Staff to proceed with completion of architectural plans and specifications, and subsequently issue a tender for construction of a shipping container facility to serve as a canoe/kayak rental facility at the Lincoln St Docks location at the soonest opportunity.

Staff recommend approving the proposal in the amount of \$35,887.50 plus applicable taxes from Raimondo + Associates Architects Inc. of Niagara Falls for professional services necessary to proceed with detailed design and tendering of the project.

**ATTACHMENTS:**

None.



**COUNCIL**  
**INFRASTRUCTURE AND DEVELOPMENT SERVICE:**  
**ENGINEERING DIVISION**

APPROVALS	
GENERAL MANAGER	
CFO	
CAO	

11-81  
**REPORT ENG-2019-13**  
**MARCH 19, 2019**

**SUBJECT: GEOTECHNICAL CONSULTANT ROTATION  
(2019-2020)**

**AUTHOR: MATTHEW MAIN, A.Sc.T., E.I.T.  
ENGINEERING DESIGN SUPERVISOR**

**APPROVING GM: ERIK NICKEL, P. ENG.  
GENERAL MANAGER, INFRASTRUCTURE AND  
DEVELOPMENT SERVICES / CITY ENGINEER**

**RECOMMENDATIONS:**

THAT THE COUNCIL OF THE CITY OF WELLAND authorizes the rotation of appointments for geotechnical engineering consulting services required for approved 2019 capital construction projects and 2020 capital construction projects to **GHD Limited** and **Soil-Mat Engineers & Consultants Limited**. as detailed in Report ENG-2019-13.

**ORIGIN AND BACKGROUND:**

As part of a typical municipal construction project, it is often necessary to retain the services of geotechnical engineering consultants. Their services provide important detailed information on subsurface conditions in the project area during the design phase, as well as provide material testing quality control during the course of construction.

**COMMENTS AND ANALYSIS:**

Prior to 2012, Staff were retaining the services of geotechnical consultants on an as-needed basis through either informal quotations or direct appointment (when appropriate). Since this date, Staff see the benefit in pre-qualifying several geotechnical consultants once every several years in order to avoid timely and costly administration with individual quotations.

The RFQ was released on Tuesday February 4, 2019 and was publicly advertised with a major Canadian tendering website for two (2) weeks. On February 19, 2019, proposals were received from nine (9) firms.

The proposals were evaluated and scored based on the following criteria:

- Conformance to Specification/Requirements as Outlined
- Past Performance, References, and Proponent Reliability
- Total Bid Price Required to Meet Specifications
- Quality of Quotation Submission

Each criteria was weighted and a total score was given to each proposal.

The top two scoring submissions of RFQ ENG19-01 are outlined below:

<b>Consultants</b>
<b>Soil-Mat Engineers &amp; Consultants Ltd.</b>
<b>GHD Ltd.</b>

The pricing submissions of two qualified firms, GHD Limited and Soil-Mat Engineers & Consultants Limited were found to be competitive and scored highest under the RFQ evaluation criteria.

#### **FINANCIAL CONSIDERATION:**

The use of geotechnical engineering consulting services is done on an as-needed basis only for approved capital projects. Costs are invoiced based on actual expenditures by the consultant and are charged to the applicable project account. Depending on the scope of work, typical associated costs are rarely over \$10,000, and nearly always under \$25,000. All costs are considered to be part of the overall individual project budget.

#### **STRATEGIC PRIORITY:**

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

#### **OTHER DEPARTMENT IMPLICATIONS:**

Implications to other departments are not expected.

#### **SUMMARY AND CONCLUSION:**

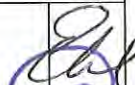


Within the scope of capital construction projects, the services of geotechnical engineering consultants are nearly always required for investigation of subsurface conditions and material testing for quality control. In order to streamline the administrative processes required by the Purchasing Policy, Staff have prepared and solicited RFQ ENG19-01 in order to obtain competitive pricing on the various assignments.

The pricing submissions of two qualified firms: GHD Limited and Soil-Mat Engineers & Consultants Limited were found to be competitive and scored highest under the RFQ evaluation criteria. Therefore, Staff recommends the use of these firms on a rotational basis for 2019 and 2020, as needed, in-lieu of individual quotations per project.

#### **ATTACHMENTS:**

N/A

**COUNCIL**  
**INFRASTRUCTURE AND DEVELOPMENT SERVICES**  
**ENGINEERING DIVISION**

APPROVALS	
GENERAL MANAGER	
CFO	
CAO	

09-159  
**REPORT ENG-2019-14**  
**MARCH 19, 2019**

**SUBJECT: FORKS ROAD BRIDGE DEMOLITION**

**AUTHOR: CHRIS ANDERS, P.ENG**  
**MANAGER OF ENGINEERING SERVICES**

**APPROVING GM: ERIK NICKEL, P. ENG.**  
**GENERAL MANAGER, INFRASTRUCTURE AND**  
**DEVELOPMENT SERVICES / CITY ENGINEER**

**RECOMMENDATIONS:**

THAT THE COUNCIL OF THE CITY OF WELLAND approves and accepts the tender of Schouten Excavating Inc of Waterford, Ontario in the amount of \$988,750.00 plus applicable taxes as detailed in Report ENG-2019-14 for the Forks Road Bridge Demolition; and further,

THAT Welland City Council directs the City Clerk to prepare all necessary and appropriate by-laws to enter into contract with Schouten Excavating Inc. to execute the construction; and further,

THAT Welland City Council directs the Chief Financial Officer to transfer the necessary funds for the project from the 2018 tax supported operating surplus and increased 2019 OMPF funding.

**ORIGIN AND BACKGROUND:**

The Forks Road bridge was designed in 1928 and constructed in 1930, to provide vehicle passage over the canal. The bridge remained in service until 1973 when the lift operation was decommissioned due to the opening of the Welland by pass canal. The bridge has been modified from its original lift bridge design. In 1997 the towers and counter weights were removed as they were no longer needed, leaving the bridge in its present state.

The City of Welland has completed inspections of the bridge every two years as required. During the 2016 inspection it was noted that the rate of corrosion had increased and the bridge was no longer able to carry the posted load. Emergency repairs were completed with the goal of extending the life of the bridge to 2020 when it was budgeted to be replaced.

During the 2018 inspection it was noted that the corrosion has continued to occur at an accelerated rate. The temporary repairs completed in 2016 were no longer sufficient to carry the posted load limit. It was determined that the structure had very little life left. There was concern about the impact of winter operations on the corrosion of the bridge,

the continued effects of corrosion and the effect of overweight vehicles crossing the bridge. It is for these reasons, the bridge was closed to vehicular traffic on November 2, 2018 and closed to pedestrian traffic in December 2018.

### **COMMENTS AND ANALYSIS:**

The tender for the demolition was released on Monday February 25, 2019 and was publicly advertised and listed with the Niagara and Toronto Construction Associations, and as well, posted with a major Canadian tendering website for two (2) weeks. A mandatory site meeting was held for all interested bidders on Friday March 1, 2019 and was attended by twelve (12) contractors.

There were eight (8) plan takers and four (4) tenders were received on closing day, Monday March 11, 2019. Submissions have been reviewed for accuracy, have been found to be in compliance with City of Welland tender requirements and the provisions of the current Purchasing Policy.

The summary of all the tenders received, excluding taxes, is as shown as follows:

<b>Contractor Name and Address</b>	<b>Tender Price (excluding taxes)</b>
Schouten Excavating In. 7908 Jariott Street, Waterford, ON N0M 2S0	<b>\$988,750.00</b>
Rankin Construction Inc. 222 Martindale Road, P.O. Box 1116, St. Catharines, ON L2R 7A3	<b>\$1,219,350.00</b>
FACCA Inc 2097 Country Road Ruscom, ON N0R 1R0	<b>\$1,990,000.00</b>
Tri-Phase Contracting Inc 446 Hazelhurst Road Mississauga ON, L5J 2Z7	<b>\$3,460,095.00</b>

Schouten Excavating Inc. of Waterford, Ontario, the lowest compliant tenderer, is an established company and has been successful with similar work for other municipalities in recent years. Staff have contacted their references for similar projects and recommends that the firm be awarded the contract.

### **Proposed Project Timeline**

<b>Date</b>	<b>Project Task</b>
<b>March 19, 2019</b>	<b>Council Award</b>
<b>March 20, 2019</b>	<b>Pre-construction Meeting</b>
<b>May 1, 2019</b>	<b>Deadline for Center Span Removal</b>
<b>May 1 to May 14, 2019</b>	<b>End Span Removal</b>
<b>May 31, 2019</b>	<b>Completion</b>

**FINANCIAL CONSIDERATION:**

Funding for the Forks Road Bridge demolition was discussed during the 2019 Capital Budget process. Staff have brought their concerns to the Regional Municipality of Niagara for funding assistance. Staff are also in on going discussions with the Provincial and Federal members of parliament to obtain funding for this project.

Staff are recommending that funding for the demolition come from 2018 Tax Supported Operating Surplus in amount of \$575,775 and increased 2019 OMPF funding in the amount of 565,425, for total funding of \$1,141,200.

<b>Project Cost Breakdown</b>	<b>Budget Amounts (including 1.76% HST)</b>
Bridge Demolition	\$1,006,200
Construction Contingency	\$100,000
CA and Inspection	\$35,000
<b>Total Funding</b>	<b>\$1,141,200</b>

**LINK TO ASSET MANAGEMENT PLAN:**

The 2016 Addendum to the City of Welland Comprehensive Asset Management Plan identifies that "infrastructure expenditure needs are in excess of the available revenue. The analysis indicates that the funding gap is approximately \$20 million per year" (page 22).

To mitigate this funding shortfall, this report also suggests a number of mitigation strategies (page 21). The following strategies have been implemented on this project through the temporary repairs done in 2016, applying for government funding, closing and demolishing the bridge.

- Applying rehabilitation techniques to extend the lifespan of assets
- Actively seeking out and applying for grants
- Decreasing expected levels of service

**OTHER DEPARTMENT IMPLICATIONS:**

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

**SUMMARY AND CONCLUSION:**




The Forks Road Bridge has been in service for 88 years, allowing vehicles to pass over the Welland Canal. The structure is at the end of its service life and is experiencing significant corrosion and deterioration. This has left the structure in an unsafe condition that is a risk to the public. The only solution to eliminate the risk is to demolish the structure. The existing piers and abutments will remain in place for possible future use with a new structure.

Staff recommends the awarding of a contract to Schouten Excavating Inc. to complete the demolition of the bridge. Staff also recommend the transfer of funds from the 2018 tax supported operating surplus.

**ATTACHMENTS:**

None

**COUNCIL**  
**INFRASTRUCTURE AND DEVELOPMENT SERVICES**  
**ENGINEERING DIVISION**

APPROVALS	
GENERAL MANAGER	
CFO	
CAO	

19-63

**REPORT ENG-2019-15**  
**MARCH 19, 2019**

**SUBJECT: PUBLIC WORKS ASSET MANAGEMENT WORKFLOW SOFTWARE**

**AUTHOR: SHANNON MOON, B.Comm, MBA**  
**PURCHASING**  
**FINANCE DIVISION**

**APPROVING G.M. ERIK NICKEL, P. ENG., GENERAL MANAGER**  
**INFRASTRUCTURE AND DEVELOPMENT**  
**SERVICES / CITY ENGINEER**

**RECOMMENDATIONS:**

THAT THE COUNCIL OF THE CITY OF WELLAND approves proposal from EGov Solutions/Lucity for the provision of Public Works Asset Management Workflow Software; and further,

THAT Welland City Council directs the City Clerk to prepare all necessary and appropriate by-laws to enter into contract with EGov Solutions/Lucity to execute the purchase of their services and software.

**ORIGIN AND BACKGROUND:**

Asset management workflow software is the mainstay of any public works department. This software houses significant amounts of data and records related to work orders, equipment, labour, materials, and infrastructure assets. More importantly, the software provides numerous analytical means necessary to support public works operation; including tools for organization planning of maintenance activities, reporting on asset and activity costs, inventory control, and payroll support.

In the 1990's the City of Welland implemented its first computerized asset management workflow software known as "Maintain" or "Work Manager". This software successfully served its purpose for decades until recent need for forced upgrades resulted in server instability and emergent absence of product support.

After upgrading, Staff experience significant hindrance with this software due to severely limited functionality and extreme inefficiency to operate. In addition, this software is now unsupported by its service provider.

**COMMENTS AND ANALYSIS:**

Staff have identified significant competence gains by upgrading to a state-of-the-art asset management workflow software. In particular, the use of mobile devices will allow for real-time data collection and work order processing, thus allowing crews and field staff the ability to provide improved live customer service to residents since they will have access to records and information in real-time.

Modern software packages also include a large suite of asset management decision-making support tools and analytics that will assist the Engineering Department in prioritizing capital works programs, and will assist the Public Works Department in organizing planned maintenance schedules; integrate with the City's Financial and Payroll software further minimizing manual input.

Staff have also recognized that service requests from residents and businesses (e.g. pothole reporting, streetlight out, etc.) are trending in other municipalities towards digital/online communication methods. Not only has this become a preferred method of communication, digital/online reporting also improves traceability of requests and reduces paperwork. Current software does not have this capability.

In the summer of 2018 a software review team was assembled consisting of members from Information Services, Public Works, Purchasing, Finance and Engineering. After considerable review of technical requirements, on September 19, 2018 a request for proposal was posted through a global electronic bid site for a period of one (1) month. During the course of bidding, a total of thirty-six (36) interested bidders reviewed the request for proposal, and upon closing on October 19, 2018 a total of ten (10) submissions were received. One submission was disqualified due to lack of addendum acknowledgement. Bidders were as follows:

Applied Geologic / Cartegraph	Go-Evo / MESH
AssetWorks Inc.	Public Partners for Progress
Diamond Municipal Solutions / Worktech	Public Sector Digest
EGov Solutions / Lucy	Smart Energy Water
ESRI Canada / CityWorks	Data Transfer Solutions / VUE - Disqualified

Over the course of the last eight months, and after a dozen meetings and product demonstrations, the software review team have evaluated technical and financial aspects associated with each of the proposals, and recommend proceeding with bid from EGov Solutions/Lucity.

It was determined that EGov/Lucity provided a highly capable software package, with excellent GIS (Geographical Information System) integration and a full suite of mobile electronic tools. This proponent has also assembled a highly capable implementation team familiar with our Public Works and Information Services departments. The expectation is effective transition with ease of change management burden and gained cost efficiency related to duration of implementation. As a whole, Staff believe that the bid from EGov / Lucity provides best value for money.

**FINANCIAL CONSIDERATION:**

A five-year cost comparison was conducted for each of the bids in order to factor in annual license, maintenance and training costs. Across all nine proponents, 5-year costs range from a low of \$175,000 to a high of \$1,100,000, with the average cost of approximately \$590,000 (all costs before taxes). The bid from EGov/Lucity has an estimated 5-year cost of \$400,000 including maintenance operation fees. Capital costs estimated to total \$300,000.

The following is a breakdown of proposed costs for 2019 (all excluding HST):

Software Purchase	\$ 94,500
Implementation	\$ 65,000
Training	\$ 22,000
<b>Sub-Total</b>	<b>\$ 181,500</b>
City's Share of HST (1.76%)	\$ 3,200
<b>Total</b>	<b>\$ 184,700</b>
<b><i>2019 Capital Budget – General: Public Works Asset Management Software</i></b>	<b>\$ 185,000</b>

Funding for this project has been identified in the 2019 Capital Budget for General: Public Works Asset Management Software (account 10-825-19505) in the amount of \$185,000 for phase 1 of this project. Staff recommend that the balance of funding necessary to complete the software implementation (Phase 2 of this undertaking) be included in the 2020 Capital Budget in the amount of \$115,000.

Following implementation, starting in 2020, allocations for licensing fees, software maintenance, and ongoing training will be required to be included in the respective departmental operating budgets.

**OTHER DEPARTMENT IMPLICATIONS:**

Contract administration for the request for proposal, agreement, and contract payments have and will continue to comply with agreed practices of the Finance, Clerks, Payroll and Legal Services departments.

Infrastructure Services department will play a key role in supporting implementation of software, and will be responsible for future budgeting of annual software requirements.

**SUMMARY AND CONCLUSION**

A request for proposal was solicited in the fall of 2018 for the replacement of the public works asset management workflow software since the current software is limited in functionality and extremely cumbersome to operate.

After careful review of nine (9) qualified bidders, Staff recommend proceeding with the bid from EGov Solutions / Lucity in accordance with their submitted proposal.

**ATTACHMENTS:**

None.



APPROVALS	
GENERAL MANAGER	<i>gil</i>
CFO	<i>[Signature]</i>
CAO	<i>[Signature]</i>

**COUNCIL****INFRASTRUCTURE AND DEVELOPMENT SERVICES**

18-97

**REPORT P&B-2019-09  
MARCH 19, 2019**

**SUBJECT: APPLICATION FOR ZONING BY-LAW AMENDMENT  
(FILE NO. 2018-05) AND DRAFT PLAN OF VACANT  
LAND CONDOMINIUM (FILE NO. 26CD-14-18006)  
BETTER NEIGHBOURHOODS DEVELOPMENT  
CONSULTANTS FOR LANDS ON THE SOUTH SIDE OF  
BROADWAY AVENUE, EAST SIDE OF PERENACK  
AVENUE, NORTH SIDE OF ST. GEORGE STREET, THE  
FORMER SITE OF THE WELLAND SOUTH PUBLIC  
SCHOOL, MUNICIPALLY KNOWN AS 170 BROADWAY  
AVENUE, 29 PERENACK AVENUE, AND 48 ST. GEORGE  
STREET**

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

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

**APPROVING G.M.: ERIK NICKEL, P. ENG.  
GENERAL MANAGER,  
INFRASTRUCTURE AND DEVELOPMENT SERVICES/CITY  
ENGINEER**

**RECOMMENDATION:**

THAT THE COUNCIL OF THE CITY OF WELLAND approves an Amendment to Zoning By-law 2017-117, as amended, for the lands on the south side of Broadway Avenue, east side of Perenack Avenue, north side of St. George Street, the former site of the Welland South Public School, more specifically described as Lots 50-75 (inclusive) Plan 942; Part Lane Plan 942 (as closed by By-law BL126), Part Trufal Ave Plan 942 (Closed by By-law BL209), Being Part 2 Plan 59R-12186 & Part 3 Plan 59R-12186, save and except Part 1 on Plan 59R-12539, Parts 1, 2, 3, & 8 Plan 59R-14639; subject to an easement in gross over Part of Trufal Ave Plan 942, Parts 2 on Plan 59R-12186, municipally known as 170 Broadway Avenue and 29 Perenack Avenue from Residential Multiple (RM) to Site Specific Residential Multiple (RM), and that no further notice is required as per Section 34(17) of the Planning Act as the changes to the application are minor; and,

THAT Welland City Council approves Amendment to Zoning By-law 2017-117, as amended, for lands on the north side of St. George Street, east of Perenack Avenue, and south of Broadway Avenue, more specifically described as Lots 45 & 46 Plan 942, Part of

and south of Broadway Avenue, more specifically described as Lots 45 & 46 Plan 942, Part of Lot 6, Part Trufal Avenue Plan 942 Lying Between Broadway Avenue and St. George Street (As Closed by By-law SN9511) Being Part 2, Plan 59R-12186 & Part 3, Plan 59R-12186, Save and except Part 1, Plan 59R-12539, Welland; S/T easement, known municipally as 48 St. George Street from Residential Low Density 2 (RL2) to Site Specific Residential Low Density 2 (RL2), and that no further notice is required as per Section 34(17) of the Planning Act as the changes to the application are minor; and,

THAT Welland City Council approve the Draft Plan of Vacant Land Condominium for lands on the south side of Broadway Avenue, east side of Perenack Avenue, north side of St. George Street, more specifically described as Lots 50-75 (inclusive) Plan 942; Part Lane Plan 942 (as closed by By-law BL126), Part Trufal Ave Plan 942 (Closed by By-law BL209), Being Part 2 Plan 59R-12186 & Part 3 Plan 59R-12186, save and except Part 1 on Plan 59R-12539, Parts 1, 2, 3, & 8 Plan 59R-14639; subject to an easement in gross over Part of Trufal Ave Plan 942, Parts 2 on Plan 59R-12186, municipally known as 170 Broadway Avenue and 29 Perenack Avenue, subject to the following conditions:

1. That the Owner enter into a Site Plan Agreement with the City of Welland;
2. That no grading or construction work commence until such time as the Site Plan Agreement has been entered into and financial securities are in place;
3. That all development must conform to the City of Welland's "Municipal Standards", as amended;
4. That all necessary easements for utility and services be granted to the appropriate Authority free and clear of all encumbrances;
5. That the Owner agrees to pay a Parkland Dedication of 5% of the subject lands to the City's Parkland Dedication and Cash-in-Lieu of Parkland Dedication Policy;
6. That the Owner promptly acknowledges that draft approval does not include a commitment of servicing allocation by the Niagara Region as this servicing allocation will be assigned at the time of final approval of the condominium for registration purposes and any pre-servicing will be at the sole risk/responsibility of the developer;
7. That the owner promptly provide the Niagara Region with a written undertaking that all offers and agreements of purchase and sale, which may be negotiated prior to registration of this condominium, shall contain a clause clearly indicating that a servicing allocation for this condominium will not be assigned until the plan is granted final approval for registration, and a similar clause be inserted in the condominium agreement between the owner and the City;
8. The following clause be included in the Condominium Agreement and inserted into all offers and agreements of purchase and sale or lease for each of the dwelling units:

"That due to the site layout, waste collection for Units 33-37 of this development will be provided by the developer through a private contractor and not Niagara Region."

9. That the Developer shall be responsible for a future services reserve payment of half of Perenack Avenue fronting the development, in accordance with an approved cost estimate;
10. That the Developer be responsible for the installation of the sidewalk along the former Trufal Avenue road allowance between Broadway Avenue and St. George Street;
11. That the Condominium Corporation is responsible for the continued maintenance of the linear park and sidewalk along the former Trufal Avenue between Broadway Avenue and St. George Street;
12. That the Owner provide easements over the former Trufal Avenue between Broadway Avenue and St. George Street for storm and sanitary sewer services and public access;
13. That the laneways be identified as fire routes, to the satisfaction of the City of Welland;
14. That the Owner shall include in all offers of purchase and sale, a statement that advises the prospective purchaser:
  - i. That home/business mail delivery will be from a designated Centralized Mail Box.
  - ii. That the developers/owners be responsible for officially notifying the purchasers of the exact Centralized Mail Box locations prior to the closing of any home sale.
15. The Owner further agrees to:
  - i. Work with Canada Post to determine and provide temporary suitable Centralized Mail Box locations which may be utilized by Canada Post until the curbs, boulevards and sidewalks are in place in the remainder of the condominium.
  - ii. Install a concrete pad in accordance with the requirements of and in locations to be approved by Canada Post to facilitate the placement of Community Mail Boxes.
  - iii. Identify the pads above on engineering servicing drawings. Said pads are to be poured at the time of sidewalk and/or curb installation within each phase of the plan of condominium.
  - iv. Determine the location of all centralized mail receiving facilities in co-operation with Canada Post and to indicate the location of the centralized mail facilities on appropriate maps, information boards and plans. Maps are also to be prominently displayed in the sales office(s) showing specific Centralized Mail Box locations.
16. Canada Post's multi-unit policy, which requires that the owner/developer provide the centralized mail facility (front loading lockbox assembly or rear-loading mailroom [mandatory for 100 units or more]), at their own expense, will be in

effect for buildings and complexes with a common lobby, common indoor or sheltered space.

17. That prior to granting Approval for the Final Plan, the City of Welland will require written notice from the following upon their respective conditions having been met satisfactorily:

City of Welland: 1, 2, 3, 4, 5, 9, 10, 11, 12, 13

Region of Niagara: 6, 7, 8

Canada Post: 14, 15, 16

18. That if Final Approval is not given to this Plan within three (3) years of the approval date and no extensions have been given, Draft Approval shall lapse. If the Owner wishes to request extension to Draft Plan Approval, a written request with reasons why the extension is required and the applicable application fee, must be received by the City prior to the lapsing date; and further,

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

#### **ORIGIN AND BACKGROUND:**

Application for Zoning By-law Amendment and Draft Plan of Vacant Land Condominium were submitted on July 31, 2018 and were deemed complete on September 17, 2018.

The purpose of the application for Zoning By-law Amendment is to fulfill a condition of consent applications to allow the construction of a dwelling and associated accessory structures on 58 St. George Street. The purpose is also to Rezone 170 Broadway Avenue and 29 Perenack Avenue to allow for a number of modifications to the Multiple Residential Zone to permit the construction of a thirty-seven (37) unit Plan of Vacant Land Condominium, for which the owner has also made application.

#### **COMMENTS AND ANALYSIS:**

##### **The Proposal**

The City received an application for a 37 unit Plan of Vacant Land Condominium and Zoning By-law Amendment on July 31, 2018. The request for Plan of Vacant Land Condominium is to create 37 townhouse units, 32 units will have rear laneway garages, while five of the units will have garages fronting onto St. George Street with driveways directly onto St. George Street. The application for rezoning applies to 48 St. George Street, 170 Broadway Avenue and 27 Perenack Avenue.

The original application requested the following amendments to the RL2 Zone for 48 St. George Street to fulfill conditions of consent applications B016/2018WELL and B017/2018WELL:

- To allow for an accessory structure in the front yard, whereas they are not permitted in the front yard;
- To permit an accessory structure to be closer to the street line than the main building (house) on the property, whereas accessory structures are required to be setback from the street line further than the house (5.5 metres);

- To allow for a maximum 12% lot coverage for accessory structures, whereas only 10% is permitted;
- To allow a front porch to project 1.7 metres into the front yard, whereas only 1.5 metres is permitted;
- To allow a pergola in the front yard as a garage, whereas pergolas are not permitted in the front yard;
- To allow a pergola to have a maximum lot coverage of 12%, whereas as a maximum size of less than or equal to 5% of the lot size is permitted;
- To allow a parking space to be 1.1 metres from the street line, whereas 5.5 metres is required; and,
- To allow a 3 metre front yard, whereas 4.5 metres is required.

The requests for amendment to the RM Zone for 170 Broadway Ave and 27 Perenack Avenue to allow for the development of the 37 unit Plan of Vacant Land Condominium were as follows:

- To allow for an accessory structure in the front yard, whereas they are not permitted in the front yard;
- To permit an accessory structure to be closer to the street line than the main building (house) on the property, whereas accessory structures are required to be setback from the street line further than the house (5.5 metres);
- To allow for a maximum 12% lot coverage for accessory structures, whereas only 10% is permitted;
- To allow a front porch to project 1.7 metres into the front yard, whereas only 1.5 metres is permitted;
- To allow a pergola in the front yard as a garage, whereas pergolas are not permitted in the front yard;
- To allow a pergola to have a maximum lot coverage of 12%, whereas as a maximum size of less than or equal to 5% of the lot size is permitted;
- To allow a parking space to be 1.1 metres from the street line, whereas 5.5 metres is required; and,
- To allow a 3 metre front yard, whereas 4.5 metres is required.

After the Public Meeting that was held on December 18, 2018, the consultants for the applicants reviewed the requested amendments to identify if the number of amendments requested could be reduced. Based on changes to the design, the following amendments have been requested to the application for 48 St. George Street:

- To allow a front porch to project 1.7 metres into the front yard, whereas only 1.5 metres is permitted;
- To allow a parking space to be 1.6 metres from the street line, whereas 5.5 metres is required;
- To allow a 3 metre front yard setback, whereas 4.5 metres is required; and,
- Reduction of the front yard setback to 3.0 metres, whereas 6 metres is required.

The requested amendments have been reduced for 48 St. George Street through a redesign of the pergola/accessory structure and attaching it to the house. Attaching this

to the proposed dwelling has resulted in it being considered as part of the main dwelling, and therefore the requested amendments to recognize the coverage and setbacks for an accessory structure are no longer needed. One additional request has been made to reflect the front yard setback of the garage.

The applicants have reviewed the design for the proposed Draft Plan of Condominium, as well as the City's Zoning By-law and have reduced the number of amendments requested. As a result, only the following amendments are now requested:

- To allow a 0.0 metre side yard setback for detached garages, whereas 0.9 metres is required (Units 1-16, 23-30, 33-37);
- To allow five dwelling units to front onto a walkway with rear private laneway access, whereas buildings are required to front onto a public street (Units 33-37);
- To allow a front yard setback of 2.0 metres for a garage and house, whereas 3.0 metres (house) and 6.0 metres (garage) is required (Units 1-10, 19-20, 23-30);
- To allow for a required parking space to be setback 2.0 metres from a street line, whereas 5.5 metres is required (Unit 20);
- To allow a lot frontage of 3.5 metres, whereas 5.0 metres is required (Unit 32);
- To allow a minimum rear yard setback of 2.0 metres, whereas 6.0 metres is required (Units 19 and 20); and,
- To treat all units as street townhouses with garage access from lane.

Minor changes have been made to the plan, including the identification of snow storage areas within the development. In addition to the identification of snow storage areas, snow clearing contracts have been provided to the City as confirmation that any excess snow that is within the development will be removed from the site. The applicant has also confirmed that all required parking spaces will meet the minimum standards, in addition they have clarified that all required parking spaces will be provided within the garages provided. The applicant has reviewed the City's Zoning By-law and identified that the provision of bicycle parking does not apply to this development as it is a townhouse development, not a multiple dwelling. Notwithstanding this, bicycle parking will be provided in individual garages and there are six (6) deep lots fronting onto Perenack Avenue that can be used to provide additional garage storage for residents who require additional bicycle storage areas.

### **The Site**

The site is located on the south side of Broadway Avenue, east side of Perenack Avenue, north side of St. George Street. The property is the former site of the Welland South Public School. The site is currently vacant and is approximately 0.9 hectares in size.

### **Surrounding Land Uses**

The property is in a predominantly residential area with single detached residential uses along Broadway Avenue, Perenack Avenue, and St. George Street. The property immediately adjacent on Broadway Avenue has been converted to a multi-unit residential building. The property is on a bus route that runs along Broadway Avenue. Further to the south of the property is St. Augustine elementary school. To the south-west of the property is Saint George Park which has a public swimming pool, pavilions and open space area.

**Development and Agency Comments Received**

- City of Welland Infrastructure and Development Services – Engineering Division (January 15, 2019)
- Engineering has no comments or objections to the changes to the Zoning By-law.
  - The owner will be required to provide a cash payment to the City to be put into future reserves for the upgrading of their half of Perenack Avenue.
  - They owner will be responsible for the maintenance and installation of the sidewalk and linear park created along the former Trufal Avenue, between St. George Street and Broadway Avenue.
  - The City will require storm and sanitary sewer easements through the former Trufal Avenue between Broadway Avenue and St. George Street.
- City of Welland Infrastructure and Development Services – Traffic, Parking & By-laws Division (February 13, 2019)
- Any lighting in the private park will be installed and maintained by the Owner.
- City of Welland Infrastructure and Development Services – Building Division (February 25, 2019)
- No objections to the proposed rezoning, however, we would like to state that a Record of Site Condition will be required prior to the issuance of Building Permits.
  - Additional detailed comments will be provided at the time of Site Plan circulation.
- Region of Niagara – Planning and Development Services (November 21, 2018)
- The subject land is located within a Settlement Area under the 2014 Provincial Policy Statement (PPS) and within the Delineated Built-Up area under the 2017 Places to Grow Plan. The PPS encourages the efficient use of land, resources, infrastructure and public service facilities that are planned or available. The Growth Plan contains policies that encourage the development of complete communities with a diverse mix of land uses and a range of housing types. Growth management policies state that by the year 2031 and for each year thereafter, a minimum of 60% of all residential development occurring within the Region will be within the Delineated Built Up Area. The proposed 37 unit

townhouse development will aid the City in meeting their portion of the intensification target for the Built-Up area, and satisfies the intent of Provincial policy by making more efficient use of urban serviced land and existing infrastructure.

- The land is designated Urban Area in the Regional Official Plan (ROP). A full range of residential, commercial and industrial uses are permitted generally within the Urban Area designation, subject to the availability of adequate municipal services and infrastructure. The proposal will provide additional housing in the area, and make more efficient use of urban serviced land.
- A Phase 1 Environmental Site Assessment (ESA) prepared by Hallex Engineering (dated August 31, 2017) was submitted in support of the applications. A Phase 2 ESA was also submitted which identified that excavation of impacted soil from the footprint of the former parking lot area for the school was required. Once the soils were removed and disposed of at a licensed landfill, no further environmental work was required. The applicant has provided confirmation from the Ministry of Environment that everything has been filed for a Record of Site Condition for the subject lands to be used for residential purposes.
- Niagara Region provides curbside waste and recycling collection for developments that meet the requirements of Niagara Region's Waste Collection Policy. The subject property is eligible to receive Regional curbside waste and recycling collection. The internal road does not meet the Region's waste collection policy in width, and therefore collection for the units can only be completed on the existing municipal roads. In order to receive Regional Waste Collection Services for Units 33-37, these units will be required to bring their containers to Perenack Avenue. All containers will need to be clearly marked with appropriate unit number. If the developer does not wish to have Units 33-37 bring their containers to Perenack Avenue, these units will be required to have private waste collection.
- That the following conditions of Draft Plan of Vacant Land Condominium be included:
  1. That the owner promptly acknowledges that draft approval does not include a commitment of servicing



allocation by the Niagara Region as this servicing allocation will be assigned at the time of final approval of the condominium for registration purposes and any pre-servicing will be at the sole risk/responsibility of the developer.

2. That the owner promptly provide the Niagara Region with a written undertaking that all offers and agreements of purchase and sale, which may be negotiated prior to registration of this condominium, shall contain a clause clearly indicating that a servicing allocation for this condominium will not be assigned until the plan is granted final approval for registration, and a similar clause be inserted into the condominium agreement between the owner and the City.
3. That if required, the following clause be included in the Condominium Agreement and inserted into all offers and agreements of purchase and sale or lease for each of the dwelling units:

"That due to the site layout, waste collection for Units 33-37 of this development will be provided by the developer through a private contractor and not Niagara Region."

City of Welland Fire & Emergency Services  
(October 10, 2018)

- Previous comments included that the laneway be constructed as fire route which would require 6m road width, a preferred 14m centre turn line radius (the acceptable minimum is 12m), fire route signage and a fire hydrant, as well as the naming of the laneway. This was requested as there is not a road access to the front of five dwelling units.
- The current draft plan shows a laneway with a 6m road width but no indication of the turn radius (it does not appear to meet the requested 14m nor the required 12m).
- A fire hydrant will not be located in the fire route at the rear of units 33-37, but hydrants will be within the required 90m. A sidewalk is proposed in front of units 33-37.
- Please indicate the turn radius for both access entrances and the two turns within the laneway. If the turn radius is not sufficient for a fire truck, this would not technically be a fire route and therefore fire route signs would likely be changed

Enbridge Gas  
(October 24, 2018)  
Canada Post  
(February 22, 2019)

to no parking signs.

- No objections.
- This development will receive mail service to centralized mail facilities provided through out Community Mail Box program.
- The Owner shall complete to the satisfaction of the Director of Engineering of the City of Welland and Canada Post:
  1. Include on all offers of purchase and sale, a statement that advises the prospective purchaser:
    - i. that the home/business mail delivery will be from a designated Centralized Mail Box.
    - ii. that the developers/owners be responsible for officially notifying the purchasers of the exact Centralized Mail Box locations prior to the closing of any home sales.
  2. The owner further agrees to:
    - i. work with Canada Post to determine and provide temporary suitable Centralized Mail Box locations which may be utilized by Canada Post until the curbs, boulevards and sidewalks are in place in the remainder of the subdivision.
    - ii. install a concrete pad in accordance with the requirements of and in locations to be approved by Canada Post to facilitate the placement of Community Mail Boxes.
    - iii. identify the pads above on the engineering servicing drawings. Said pads are to be poured at the time of the sidewalk and/or curb installation within each phase of the plan of subdivision.
    - iv. determine the location of all centralized mail receiving facilities in co-operation with Canada Post and to indicate the location of the centralized mail facilities on appropriate maps, information boards and plans. Maps are also to be prominently displayed in the sales office(s) showing specific Centralized Mail Facility locations.

3. Canada Post's multi-unit policy, which requires that the owner/developer provide the centralized mail facility (front loading lockbox assembly or rear-loading mailroom [mandatory for 100 units or more]), at their own expense, will be in effect for buildings and complexes with a common lobby, common indoor or sheltered space.
- Should the description of the project change, I would appreciate an update in order to assess the impact of the change on mail service.

## **COMMENTS AND ANALYSIS**

### **Provincial Policy**

Section 51(24) outlines the criteria that should be considered when reviewing a Draft Plan of Subdivision and/or Condominium. Staff have the following comments for each of the criteria:

The effect of development of the proposed subdivision on matters of provincial interest as referred to in Section 2;

- The proposed development does not offend any matters of provincial interest as there are no natural environment features, is not prime agricultural lands, and does not include natural resources.
- The proposed development will take advantage of existing municipal services, will redevelop an existing vacant parcel, is within an area that is serviced by public transportation and will be pedestrian oriented.
- The proposed development is well designed, creates a sense of place and will create pedestrian linkages for this site and the surrounding neighbourhood.
- The subject lands are within close proximity to schools and other recreational facilities.
- Regard has been given to all matters of provincial interest, and has been

- deemed to comply.
- Whether the proposed subdivision is premature or in the public interest;
- The proposed development is the former site of the Welland South Public School and has been vacant for a number of years. The property is serviced by municipal services and is on a public transit line. It is in the public interest to see this property redeveloped.
- Whether the plan conforms to the official plan and adjacent plans of subdivision, if any;
- The property is designated as Medium Density Residential. The proposal meets the minimum density requirements and complies with the permitted uses outlined therein. There are no adjacent plans of subdivision.
- The suitability of the land for the purposes for which it is to be subdivided;
- A Record of Site Condition has been completed for the site which identified that there was no contamination from previous uses.
- The number, width, location and proposed grades and elevations of the highways, and the adequacy of them, and the highways linking the highways in the proposed subdivision with the established highway system in the vicinity and adequacy of them;
- The property is accessed via three municipally maintained streets: Broadway Avenue, St. George Street and Perenack Avenue. The streets are opened, maintained, and meet the City's minimum standards. No public roads are being proposed through the development of this property, but a private laneway will be created to provide access to garages.
- The dimensions and shapes of the proposed lots;
- The lots will meet the minimum size requirements in the Zoning By-law and will be consistent with the size of other lots in the neighbourhood. The neighbourhood has a mix of lot sizes and shapes, and the proposed development will not be out of character with the surrounding properties.

- The restrictions or proposed restrictions, if any, on the land proposed to be subdivided or the buildings and structures proposed to be erected on it and the restrictions, if any, on adjoining land; Conservation of natural resources and flood control;
- There are no restrictions proposed on the subject lands.
- The adequacy of utilities and municipal services;
- There are no natural resources or flood control features associated with this property.
  - The property is within an area that has full municipal services and utilities. The City's Engineering and Public Works Divisions have indicated that there is capacity in the City's system to accommodate the proposed development.
- The adequacy of school sites;
- There is one catholic elementary school within the immediate community. Students will need to be bused to public elementary schools and high school. There is capacity within the schools in Welland to accommodate these future students.
- The area of land, if any, within the proposed subdivision that, exclusive of highways, is to be conveyed or dedicated for public purposes;
- A linear park with a walkway will be dedicated to the City, and maintained by the Condominium Corporation. The walkway will provide a mid-block pedestrian link between Broadway Avenue and St. George Street. Any additional parkland requirements will be provided through a cash-in-lieu payment.
- The extent to which the plan's design optimizes the available supply, means of supplying, efficient use and conservation of energy; and,
- The proposed development maximizes the use of land and minimizes the amount of impermeable, hard surface. The redevelopment will also be required to meet any energy efficiency requirements under the Ontario Building Code.
- The interrelationship between the design of the proposed plan of subdivision and site plan control matters relating to any
- Site Plan approval will be required as part of the approval of this

development on the land, if the land is also located within a site plan control area designated under subsection 41(2) of this Act. development.

The subject lands are within the urban area of the City of Welland, within a settlement area as defined by the Provincial Policy Statement (PPS), and within the Built Boundary, as defined by the Places to Grow Plan (P2G). The PPS policies identify that settlement areas should be the focus of growth and development. The policies encourage land use patterns to be based on a range of densities and land uses, that are serviced, efficiently use lands and resources, and support active transportation. These policies encourage the creation of healthy, livable and safe communities. The proposed Plan of Condominium represents an infilling and intensification proposal within the City's urban boundary. The site has access to municipal services, and will not require the extension of services to this site, nor will this development require the upgrading of municipal services. The proposed development will provide an alternative housing form to what is currently provided in the neighbourhood. The development will support active transportation through the provision of sidewalks and a mid-block walkway. The redevelopment of this site also provides the potential for an increase in transit ridership as the property is along a City bus route (Route 501). This provides links to other City bus routes, as well as inter-municipal routes and out of region bus routes.

The site is within the Built Boundary of Welland, as identified in the Places to Grow Plan (P2G). Lands within the identified Built Boundary should be the focus of growth and development. The P2G also identifies that growth should be directed to locations that have access to transit services, as well as public services (parks, schools, etc.). The Plan identifies that the implementation of the policies will create 'complete communities' which will feature a mix of land uses, densities, and forms; provide a range of housing types to accommodate all people at all stages of life and incomes; expand access to transit, parks, and public facilities; and create compact built form and vibrant public spaces through site design.

The proposed redevelopment of the site can be serviced by existing municipal services as there is capacity in City's services in this area. The development will provide a new form of housing in the area, and has incorporated a high level of urban design into their proposal. The dwellings are situated on the property at a similar setback to the existing houses in the neighbourhood, and have been designed with rear lane garages to service all but six (6) of the units. These design details will assist the development in being visually compatible with the surrounding neighbourhood and will reduce the number of driveways on Broadway Avenue, St. George Street, and Perenack Avenue. The fewer entrances create a safer environment for pedestrians.

The P2G requires that a minimum of 50% of all new residential growth within a municipality shall occur within the delineated built boundary by the year 2031. After the year 2031, 60% of all new residential growth should occur within the delineated built boundary. The proposed redevelopment will help the City achieve this goal as the property is located within the City's built boundary and is considered an infilling development. The City meets and exceed the intensification targets in the P2G, and this proposal will ensure that those target continue to be met.

The proposed development meets the intent of the PPS and P2G policies to promote infilling and intensification on properties within the urban, serviced area. The proposed development of the site will take advantage of existing infrastructure and road networks, and has the potential to increase transit ridership. The site is within an area that has access to parks and recreational facilities, and is close to schools. The proposed development includes a high level of urban design and supports the creation of a complete community.

### **Region of Niagara Official Plan**

The property is identified as being within the Urban Area of Welland in the Region's Official Plan (ROP). The ROP policies are consistent with those in the PPS and the P2G. The ROP policies direct that a significant portion of new development should be directed to built-up areas through intensification, identified intensification areas, and within areas serviced by existing municipal infrastructure. They encourage the creation of development with a compact built form that supports transit use and active transportation. The subject lands have been identified as an intensification area by the City, and therefore the Region's Intensification area policies apply. The policies promote a range of housing types in these areas, which will be developed at a higher density than what currently exists in the surrounding neighbourhood.

The proposed Plan of Condominium is consistent with the policies in the Region's Official Plan. The development can be serviced with municipal infrastructure, supports active transportation, is transit supportive, and represents a new form of housing in the area. It also has incorporated a high level of urban design into the layout and proposed facades. The redevelopment of this site will assist the Region in meeting the overall intensification targets as well.

### **City of Welland Official Plan**

The subject lands are within the City of Welland's urban boundary. 170 Broadway Avenue and 27 Perenack Avenue are both designated as Medium Density Residential and identified as an Intensification Area. 48 St. George Street is designated as Low Density Residential and is not within an identified intensification area. The proposed Zoning By-law Amendment for 48 St. George Street is consistent with the policies in the City's Official Plan as it is to allow for the development of a new lot with a single detached dwelling with a number of yard setback reductions. The application for rezoning for this lot is consistent with the Official Plan policies.

The City's Official Plan encourages infilling and intensification of properties within the urban boundary that are on municipal services. The City's Official Plan includes criteria that should be reviewed when reviewing infilling and intensification development proposals. These criteria are:

- Land use and neighbourhood compatibility;
  - The surrounding neighbourhood is composed primarily of residential uses, with a mix of single detached and multiple unit buildings within the immediate area.
  - There are a number of commercial uses

directly east of the subject lands.

- The proposed residential development is compatible with the surrounding land uses, and is consistent with the character of the surrounding area.
- Lot pattern and configuration;
- The lots in the surrounding area are a mix of lot shapes and sizes. The proposed lots will be consistent in area with the surrounding properties, in terms of both shapes and sizes.
  - With the exception of the five units that will front onto the proposed park and sidewalk, the lots will all be oriented towards the street, which is consistent with the design of the surrounding neighbourhood.
- Accessibility;
- The lots will be accessible from public sidewalks as well as internal laneways. Any additional accessibility features inside of the units will be at the discretion of the property owner.
- Parking requirements;
- The City's Zoning By-law requires one parking space per unit. Each of the proposed units will be provided with one space inside of a detached garage and one additional space. The proposal meets and exceeds the City's minimum requirements.
  - The design of the development with the garage units accessed from an internal laneway, thereby reducing the number of driveways onto City streets will maintain the majority of the on-street parking that is available along Broadway Avenue, Perenack Avenue, and St. George Street.
  - The units will include private garages, which can also accommodate bicycle parking.
- Potential for additional traffic and traffic manoeuvrability;
- The proposed development will increase the number of cars that are currently accessing this site. The City's Traffic Division has not indicated that the redevelopment of the site will create enough new trips to require a



traffic study to be completed.

- The design of the site will not create any traffic manoeuvrability issues as the number of entrances onto City streets will be limited.
- The potential for transit ridership;
- The City's Bus Route 501 runs in front of the property along Broadway Avenue. This bus route can connect residents to Regional Transit and private bus lines that serve outside of the Niagara Region. Increasing the population in this area has the potential for an increase in transit ridership.
- Natural (including natural hazards) and built heritage conservation/protection;
- There are no natural hazards associated with this property, nor are there any natural or built heritage features on the site that would require protection.
- The available capacity of municipal infrastructure; and,
- Based on comments provided by the City's Engineering Division, there is capacity within the existing municipal infrastructure to service this property.
- Residential intensification targets identified in this Plan.
- The City's Official Plan identifies an intensification target of 40%. The Places to Grow Plan for the Greater Golden Horseshoe identifies an intensification target of 60% by the year 2031. As a best practice, staff are using the 60% target. This application will assist the City in achieving the intensification target of 60%. The property is within the Built Up Area, and is identified as an Intensification Area. The proposal is consistent with the intensification policies, and will assist in achieving the intensification target.

The proposed redevelopment of the property is consistent with the definition of intensification in the City's Official Plan as it is using an under-developed property within the City, which has access to existing infrastructure, and is developing it at a higher density than surrounding lands. The property has been identified in the City's Official Plan as being an Intensification Area, which have been identified as being strategic locations for redevelopment. The proposed development is consistent with the Intensification Policies in the Official Plan, and will support the City in achieving our intensification goals.

The property is currently designated as Medium Density Residential in the City's Official Plan. The policies allow for the development of the site with triplex, townhouses, and low rise apartment buildings. The designation requires a minimum density of 25 units per net hectare and a maximum density of 60 units per net hectare. The subject development has a density of 43 units per hectare, which is within the density targets for this designation. The proposed development is for blocks of townhouse dwellings, which is a permitted use in this designation. As such, the proposed development is consistent with the permitted uses in this designation.

The proposed Plan of Condominium and Rezoning application are consistent with the policies in the City's Official Plan and can be supported.

**City of Welland Zoning By-law 2017-117**

The property at 48 St. George Street is currently zoned as Residential Low Density 2 (RL2) in the Zoning By-law. The requested amendments are:

- To allow a front porch to encroach 1.7 metres into the front yard, whereas 1.7 metres is permitted;
- To allow a parking space to be 1.6 metres from the street line, whereas 5.5 metres is required;
- To allow a 3.0 metre front yard, whereas 4.5 metres is required; and,
- Reduce the front yard setback for a garage from 6 metres to 3 metres.

The requested amendments to the zone are to allow for the construction of a new dwelling on the subject lands at a setback that is consistent with the neighbouring dwellings. The amendments have also been requested as the lot is a triangular shape and to ensure that there is adequate rear yard amenity area, the dwelling needs to be moved closer to the roadway. The reductions requested will be consistent with the setbacks and design of neighbouring houses, and will be consistent with the proposed condominium development to the west.

The properties at 170 Broadway Avenue and 27 Perenack Avenue are currently zoned Residential Multiple (RM). The requested amendments are:

- To allow for a 0 metre side yard setback for detached garages, whereas 0.9 metres is required;
- To allow five dwellings to front onto a walkway with rear, private laneway access, whereas buildings are required to front onto a public street;
- To allow a front yard setback of 2 metres for a garage and house, whereas 3 metres and 6 metres is required;
- To allow for a required parking space to be setback 2 metres from a street line, whereas 5.5 metres is required (House 20);
- To allow a lot frontage of 3.5 metres, whereas 5 metres is required (House 32);
- To allow a minimum rear yard setback of 2 metres, whereas 6 metres is required (House 20); and,
- To treat all units as street townhouses with garage access from lane.

The purpose of these amendments is to create a residential development with a high level of urban design and is oriented towards the street. The requested amendments are appropriate for the development and will not negatively impact neighbouring properties. The requested amendments have been requested to implement urban design features, such as locating the houses close to the street, using rear lane garages, and locating houses onto a walkway rather than a street. The property is irregularly shaped, which has resulted in the requested reductions to frontage and yard requirements for a number of the proposed houses. The request to treat all units as a street townhouse has been included at the request of City staff for compliance review at the time of building permit.

Staff are of the opinion that the proposed amendments to the Zoning By-law are appropriate for the site, and will not negatively impact neighbouring properties. The development of the site with the proposed condominium plan with the requested amendments is an appropriate use of the property and continues to meet the intent of the City's Zoning By-law.

### **Public Comments Received**

Approximately 52 letters were received from residents in the area who raised concerns regarding the proposed development of the property. The majority of the concerns were regarding the infrastructure in the area and whether it could accommodate the proposed development. The letters received also raised concerns with future basement flooding as a result of the redevelopment of the property because of increased flow into the City's infrastructure during storm events. In discussion with the City's Engineering Division, as well as the consulting engineer for the applicant, it was identified that the redevelopment of the property would result in a minor increase in the amount of water into the City's storm sewer during peak rain events, but will still be lower than the flow into the system when the former school was on site. It was identified that the former elementary school had the roof leaders directly connected to the City's sanitary sewers. The connection directly to the City's sanitary sewer contributed to a significant increase in the amount of water in the sanitary system during peak rain events. The information from the applicant's engineer has identified that the former school would have contributed approximately 24 liters per second of water during peak rain events. The proposed development will contribute approximately 2 liters per second, which is a significant reduction in the amount of water being contributed to the City's' infrastructure.

Roof leaders and sump pumps are not permitted to be connected to the City's infrastructure (storm and sanitary sewers). The City's Engineering Division has identified that there are inflow and infiltration (I & I) issues in the existing area of the Broadway Area caused by existing roof leaders and sump pumps being connected directly to the City's sanitary sewer system. This is a known cause of capacity issues, which contributes to past, and possible future, basement flooding issues.

The City will be reviewing the infrastructure in this area of the City to identify issues and solutions for the infiltration and basement flooding. The development of this site, however, will not have any impact on the existing City infrastructure. The redevelopment of this site can proceed while the City examines next steps to address the infiltration issues in this area.

### **FINANCIAL CONSIDERATION:**

All costs associated with the development of this application will be borne by the applicant.

**OTHER DEPARTMENT IMPLICATIONS:**

Other City Departments have been circulated the applications for their review and comment. Their comments have been included where appropriate.

**SUMMARY AND CONCLUSION:**

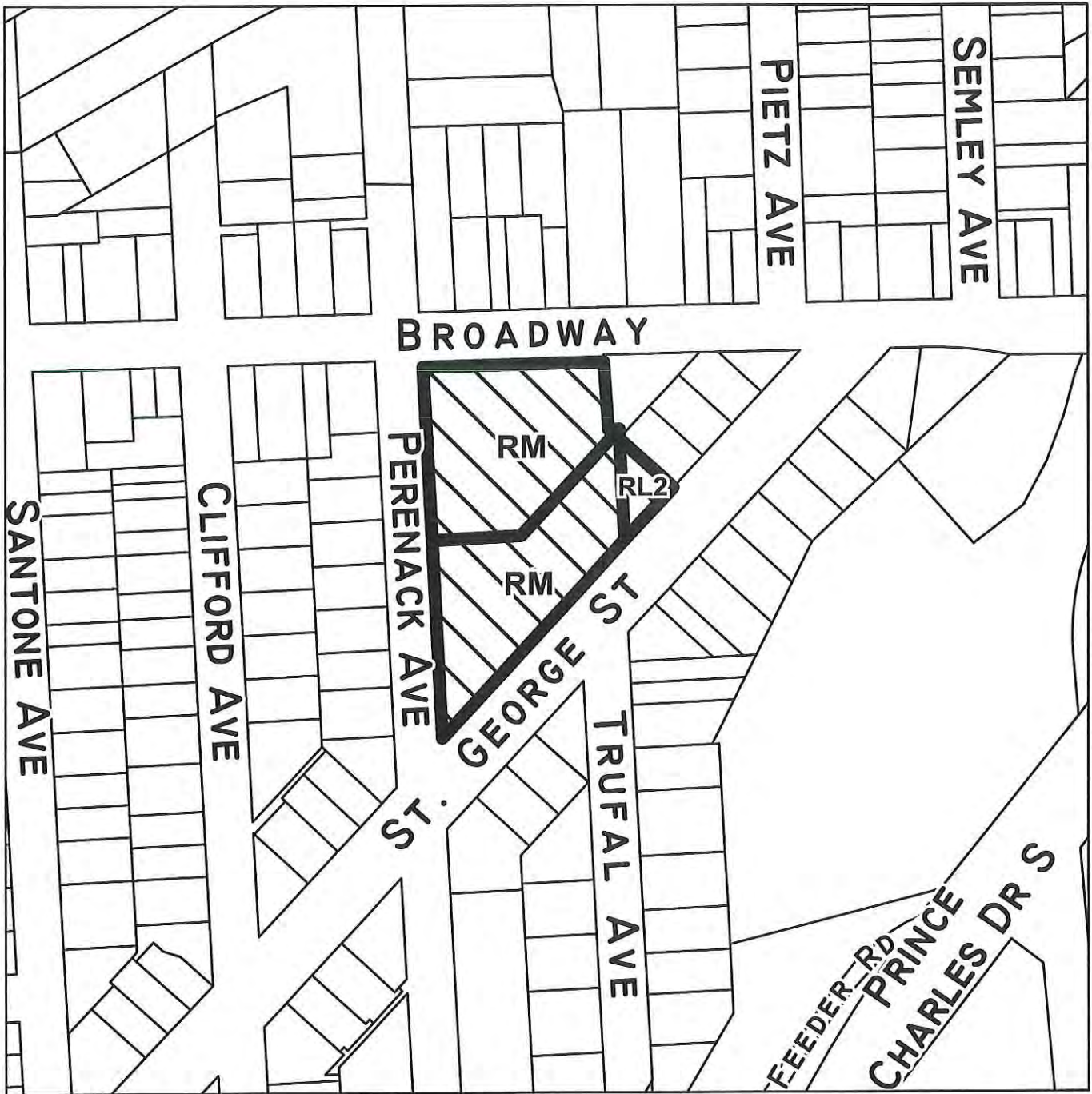
The applications for Zoning By-law Amendment to rezone 48 St. George Street to Site Specific RL2 and rezone 170 Broadway and 27 Perenack Avenue to Site Specific RM, and the development of the property with a 37 unit Draft Plan of Vacant Land Condominium represents good planning because:

1. It is consistent with Provincial, Regional and City policies that promote infilling and intensification;
2. The former Welland South Public School site is identified as an intensification site and the proposed development meets the criteria for intensification;
3. The property is within the City's Built Up area, and will help the City achieve its intensification goals;
4. The infrastructure and public services in the area can accommodate the proposed development;
5. The proposed development meets the minimum density standards in the City's Official Plan, and,
6. The development implements the City's Urban Design Guidelines.

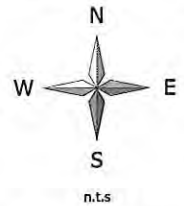
**ATTACHMENTS:**

- |              |   |                                       |
|--------------|---|---------------------------------------|
| Appendix I   | - | Location Map                          |
| Appendix II  | - | Aerial Photo                          |
| Appendix III | - | Draft Plan of Vacant Land Condominium |
| Appendix IV  | - | Relevant Correspondence               |

# 2018-05 & 26CD-14-18006



## KEY MAP



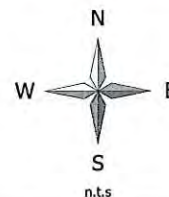
**SUBJECT LANDS**



Infrastructure and  
Development Services  
Planning Division



**AERIAL PHOTO OF  
THE SUBJECT LANDS**  
2018-05 & 26CD-14-18006



**SUBJECT LANDS**



*Infrastructure and  
Development Services  
Planning Division*

REQUIREMENTS OF SECTION 51(17) OF THE PLANNING ACT

REQUIREMENT	YES/NO
1. SITE PLAN	YES/NO
2. ENVIRONMENTAL ASSESSMENT	YES/NO
3. DESIGN	YES/NO
4. SECTION	YES/NO
5. SITE PLAN	YES/NO
6. ENVIRONMENTAL ASSESSMENT	YES/NO
7. DESIGN	YES/NO
8. SECTION	YES/NO
9. OTHER COMMENTS	

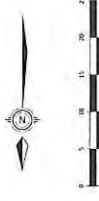
LAND USE SCHEDULE	LAND USE	PERMITS	MAX. FLOOR AREA
1. RESIDENTIAL	RESIDENTIAL	2	5.0
2. COMMERCIAL	COMMERCIAL	3	5.0
3. INDUSTRIAL	INDUSTRIAL	4	5.0
4. PUBLIC	PUBLIC	5	5.0
5. OPEN SPACE	OPEN SPACE	6	5.0
6. OTHER	OTHER	7	5.0

**LEGAL DESCRIPTION**  
 LOTS 13 & 14 (PART OF) LOTS 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13 & 14 OF PART OF THE PLAN, WELLAND, REGIONAL MUNICIPALITY OF BRIMARCA.

**OWNER'S CERTIFICATE**  
 I, THE SIGNER, AM THE REGISTERED OWNER, INTEREST OR PARTIAL INTEREST OF THE PROPERTY DESCRIBED IN THIS CERTIFICATE AND I HEREBY SUBMIT THIS CERTIFICATE FOR SUBMISSION TO THE CITY OF ST. CATHARINES.

**SURVEYOR'S CERTIFICATE**  
 I HEREBY CERTIFY THAT THE INFORMATION PROVIDED IN THIS CERTIFICATE IS TRUE AND CORRECT AND I AM A MEMBER OF THE SURVEYING PROFESSION IN THE PROVINCE OF ONTARIO.

#	DATE	REVISIONS



**better neighbourhoods**  
 1000 BROADWAY  
 WELLAND, ONTARIO  
 OFFICE: 519.368.8334 FAX: 519.368.8335

**BROADWAY LANE**  
 Welland, Ontario

**DRAFT PLAN OF VACANT LAND CONDOMINIUM**

**DATE OF TOTAL** 2018 05 30  
**CONDOMINIUM NAME** 0263 DPLVC - 1  
**PAGE** 1



SEE MAP NOTES SCALE

2019 01 17

**Broadway Lane - Proposed Zoning By-Law Amendment**

	<b>Requested RM Amendments</b>	<b>Revision</b>	<b>Comment</b>
1	To allow a 0.0 metre side yard lot line for detached garages, whereas 0.9 metres is required	None	Lot widths have been established to permit side by side parking (one in garage, one in parking space). Single garages have been located to maintain rhythm of garages and maximize landscape opportunities in the rear laneway
2	To allow five dwellings to front onto a walkway with rear private laneway access, whereas buildings are required to front onto a public street	None	The 5 townhomes fronting the linear park do not have public or private road frontage. They take access off the laneway and will likely be the most desirable units
3	To exempt the property from having snow storage areas, whereas 2% of the paved surface area is required for snow storage	No longer required	We are able to provide the required snow storage areas (Areas 1 & 2 on the plan) to meet the 2% requirement (see attached calculations). Area 1 alone almost meets the requirement
4	To allow for the minimum width of a parking space to be 2.4 metres, whereas 2.75 metres is required	No longer required	Need clarification as to where this might be required. All homes have required parking in garages that meet standards (see #5 below)
5	To allow a garage parking spot to be 3.35 metres wide, whereas 3.65 metres is required	No longer required	Garage widths are 3.35 m (11') to provide an appropriate garage width for parking. Meets zoning by-law where parking spaces are required to be widened by 0.3 m on each obstructed side
6	To eliminate the need for bicycle parking, whereas 0.25 spaces per unit is required	No longer required	Do not believe the provision for bicycles is applicable for townhouses as they provide the same storage space as single detached and semi-detached homes. See ^definition of 'Multiple Dwelling' below. Notwithstanding, each home has a garage for bike storage. There are 6 deep lots fronting Perenack that have the opportunity to expand the garage depth to better accommodate bicycles if required



7	To allow for a front yard setback of 2.0 metres for a garage and a house, whereas 3.0 metres and 6.0 metres is required	None	Applicable on irregular lots and homes fronting St. George and Broadway where pre-existing oversized road allowances create large setback from homes to the sidewalk. Since good urban design requires homes (and porches) to address the sidewalk and public realm, setbacks have been established for that objective
8	To allow for a required parking space to be setback 2.0 metres from a street line, whereas 5.5 metres is required	None	Applicable on irregular lot - House 20
9	To allow a lot frontage of 3.5 metres, whereas 5.0 metres is required	None	Applicable on irregular lot – House 32 only
10	To allow a minimum rear yard setback of 2.0 metres, whereas 6.0 metres is required	None	Applicable on irregular lot - House 20
11	To treat all units as street townhouses with garage access from lane	None	Required for zoning review at permit stage – administrative purpose
^	<b>Dwelling, Multiple</b> Definition per By-Law: Means a dwelling unit within a building containing three or more dwelling units, each of which has an independent entrance and does not include another dwelling type defined herein.		Based on the definition provided we believe the 'Townhouse' and 'Street Townhouse' definitions are exempt from the bicycle parking requirement

\*Denotes additional request to zoning amendment

## 48 St. George - Proposed Zoning By-Law Amendment

	Requested RL2 Amendments	Revision	Comments
1	To allow for an accessory structure in the front yard, whereas they are not permitted in the front yard	Pergola attached to house	No longer accessory structure – variance not required
2	To permit an accessory structure to be closer to the street line than the main building (house) on the property, whereas accessory structures are required to be setback from the street line further than the house (5.5 metres)	Pergola attached to house	No longer accessory structure – variance not required

3	To allow for a maximum 12% lot coverage for accessory structures, whereas only 10% is permitted	Pergola attached to house	No longer accessory structure – variance not required
4	To allow a front porch to project 1.7 metres into the front yard, whereas only 1.5 metres is permitted	None	The proposed setback encroachment enables house to address street as part of good urban design principles
5	To allow a pergola in the front yard as a garage, whereas pergolas are not permitted in the front yard	Pergola attached to house	No longer accessory structure – variance not required
6	To allow a pergola to have a maximum lot coverage of 12%, whereas a maximum size of less than or equal to 5% of the lot size is permitted	Pergola attached to house	No longer accessory structure – variance not required
7	To allow a parking space to be 1.6 metres from the street line, whereas 5.5 metres is required	None	Updated the parking space depth on site plan. Remainder to front property line is 1.6 m
8	To allow a 3.0 metre front yard, whereas 4.5 metres is required	None	The proposed setback encroachment enables house to address street as part of good urban design principles
*9	Reduction of setback to garage (pergola) from 6.0 m to 3.0 m	New - Pergola attached to house and cut back in line with front façade of dwelling	Attached pergola is considered garage in this context. Given irregular lot and minimum depth for parking, a variance is required to accommodate two side by side parking spaces beneath the pergola. Pergola proposed to improve streetscape by diminishing the presence of vehicles and act as landscape feature when cars are not present

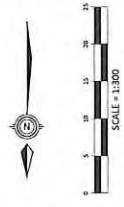
\*Denotes additional request to zoning amendment



SITE STATISTICS	
# UNITS	37
SITE AREA	0.9 ha
DENSITY	41 u/ha
PARKING	
GARAGE	37
AT GRADE	37
TOTAL	74

LAND USE SCHEDULE	
BUILDING	31%
PAVEMENT	22%
LANDSCAPE	47%
TOTAL	100%

LEGEND:

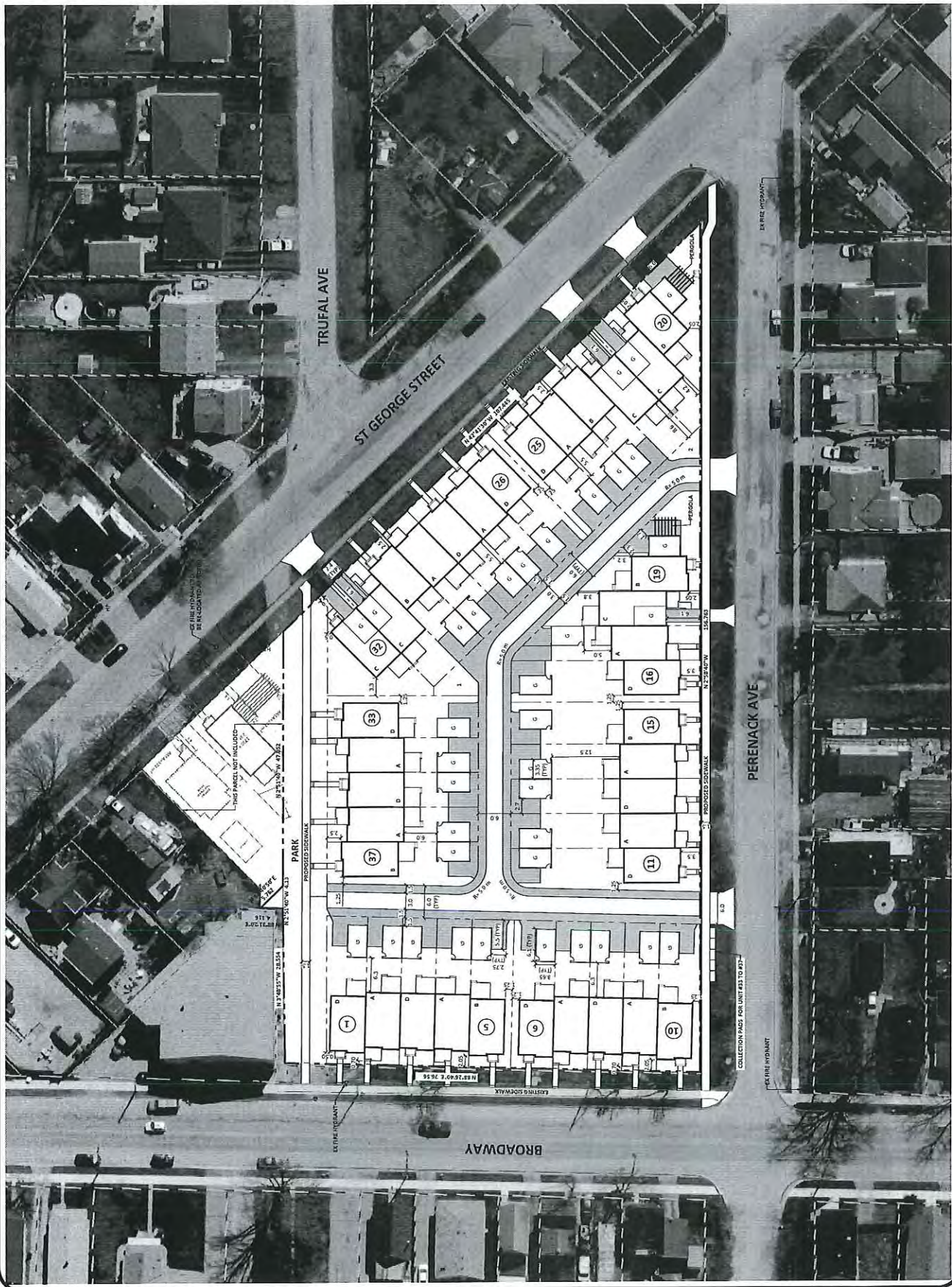


**better** neighbourhoods  
 better communities  
 1000 SHEPPARD AVENUE EAST, SUITE 100, SCARBOROUGH, ONTARIO M1S 1W5

PROJECT TITLE:  
**BROADWAY LANE**  
 Welland, Ontario

DRAWING TITLE:  
**SITE PLAN**

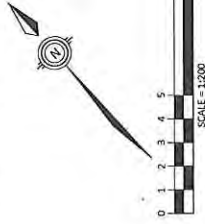
DATE OF ISSUE: 2019.02.26  
 DRAWING No: 02.63 SP-1  
 REV. No: 0





KEY MAP - NOT TO SCALE

LAND USE SCHEDULE	
BUILDING COVERAGE	40%
PAVEMENT COVERAGE	6%
LANDSCAPE COVERAGE	54%
PROPOSED DEVELOPMENT	
EXISTING HOUSE (TWO STOREY)	1
PROPOSED SINGLE DETACHED HOUSE (TWO STOREY)	1
PARKING PROVIDED	4



**better neighbourhoods**  
 ARCHITECTURE  
 150A Ontario Street, St. Catharines, ON L2R 5K9  
 Studio: 905-684-8385 [betterneighbourhoods.ca](http://betterneighbourhoods.ca)

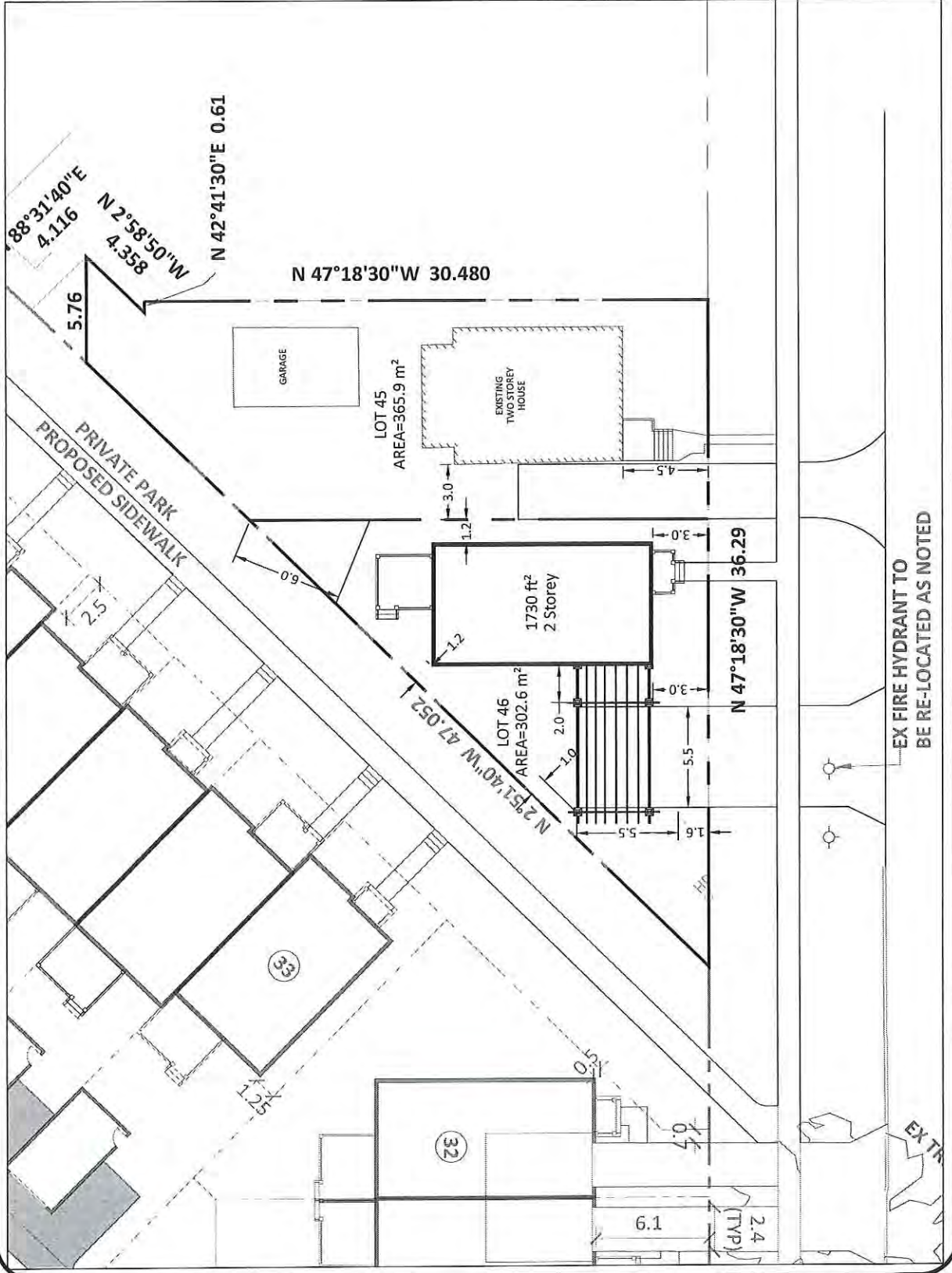
PROJECT TITLE:  
**48 ST. GEORGE ST,  
 Welland, Ontario**

DRAWING TITLE:  
**SITE PLAN**

DATE OF ISSUE:  
**2019 01 09**

DRAWING No:  
**0283 SP - 1**

REV No:  
**0**



**Rachelle Larocque**

---

**From:** Glenn Barr <Glenn@betterneighbourhoods.ca>  
**Sent:** January 10, 2019 3:49 PM  
**To:** Rachelle Larocque  
**Cc:** Grant Munday; Daniel Romanko; Richard Tenden - Cairnwood Homes; Chantal; Kahlin Holmes  
**Subject:** Broadway Lane Snow  
**Attachments:** Cairnwood homes revised snow storage consultation letter.pdf

Hello Rachelle

In addition to revising the Site Plan slightly to accommodate the 2% snow storage requirement, we had the snow clearing contractor review the site plan to try to predict any potential snow clearing challenges. As a result of that review we have added \$9/month per unit to the Condo fees as a reserve for removal of excess snow under extraordinary conditions. The condominium ownership provides the opportunity for that kind of shared benefit. Please note that the Condo Corp will also clear snow from the walkway through the park connection between St. George Street and Broadway as well the adjacent municipal sidewalks on Broadway, Perenack and St. George.

With best regards,

Glenn Barr, P.Eng, CNU-A



190A Ontario Street, St. Catharines, ON L2R 5K9

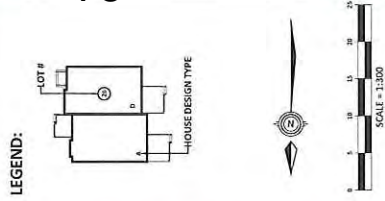
p: 905-684-8585 c: 905-401-6592

w: [betterneighbourhoods.ca](http://betterneighbourhoods.ca)



SITE STATISTICS	
UNITS	37
SITE AREA	0.9 ha
DENSITY	41 U/ha
PARKING	
GARAGE	37
AT GRADE	37
TOTAL	74

LAND USE SCHEDULE	
BUILDING	31%
PAVEMENT	22%
LANDSCAPE	47%
TOTAL	100%

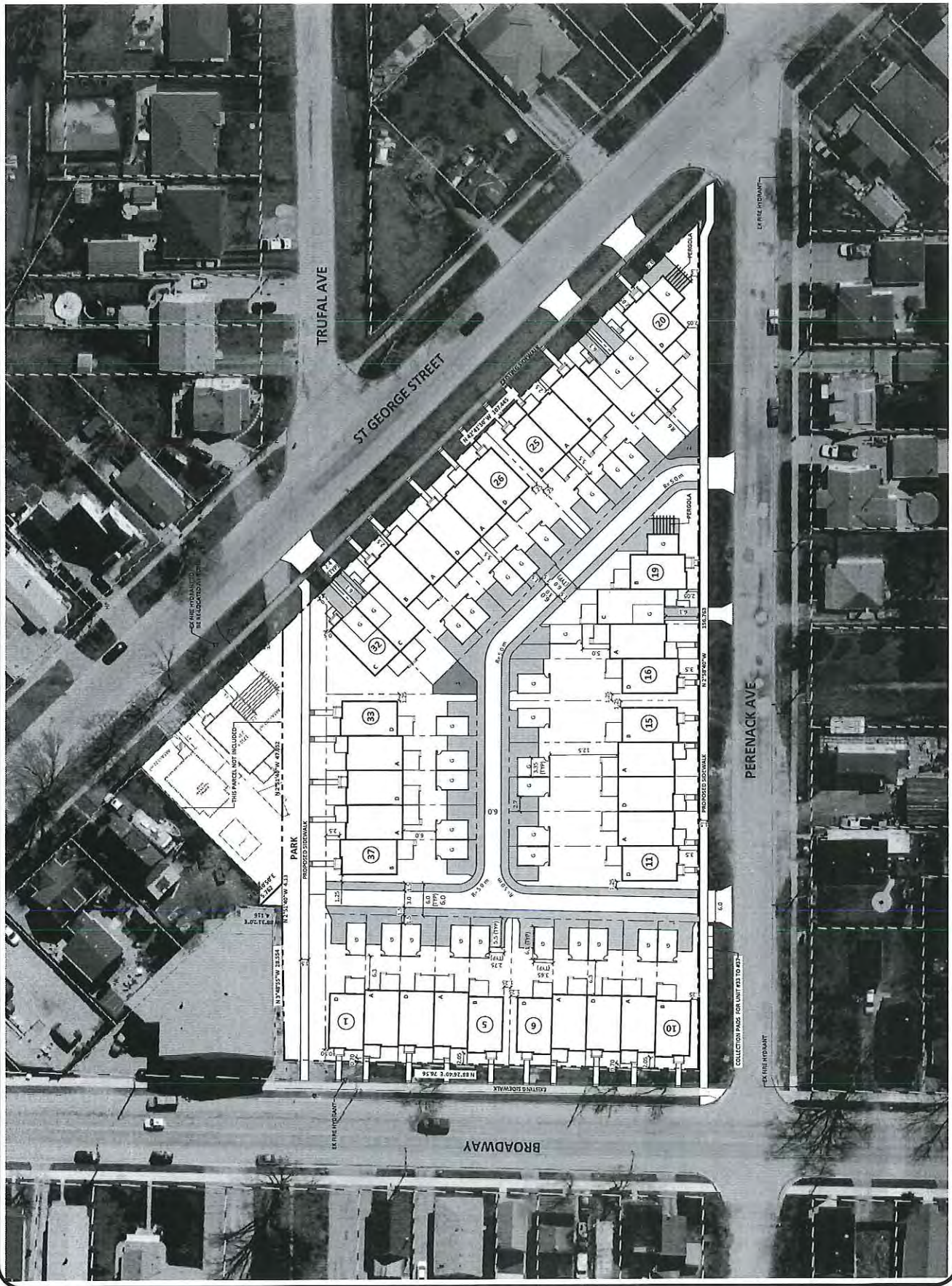


**b** better neighbourhoods  
 1000 Dundas Street West, Suite 100  
 Toronto, Ontario M6J 1K7  
 TEL: 416.763.2222 FAX: 416.763.2224

PROJECT TITLE  
**BROADWAY LANE**  
 Welland, Ontario

OWNER TITLE  
**SITE PLAN**

DATE OF ISSUE: 2019.01.09  
 DRAWING NO.: 0263 SP-1  
 SHEET NO.: 0



**BROADWAY LANE**  
**SNOW STORAGE AREA CALCULATION**

	AREA (m <sup>2</sup> )
LANEWAY	1000.7
PARKING	668.3
DRIVEWAYS	87.5
TOTAL	1756.5

SNOW STORAGE AREA REQUIRED (2%)	35.13
------------------------------------	-------

SNOW STORAGE AREA PROVIDED	
AREA 1	33.54
AREA 2	18.55
TOTAL	52.09



January 10, 2019

Cairwood Homes  
243 Church st  
St Catharines On  
L2R 3E8

Re: Broadway lane Welland snow storage consultation

Thank you for allowing me to help in your snow management plan at the above noted development. DeVries Landscaping and Maintenance was established in 1958 and has 61 years' experience in the landscape industry.

After meeting with the Cairwood homes representatives and looking over the snow management plan, Cairwood homes has met the requirements set out by the city of Welland and I am confident in stating that they have met the requirements for snow storage within this site.

I also recommend that as any condominium development should have, is an amount budgeted for snow haulage in case of extreme snow events. I would suggest a budget amount of \$4000.00 per season which would equate to \$9.00 per month per unit which is a reasonable amount.

Should you have any questions please feel free to contact me.

Thank you

Allard DeVries  
DeVries Landscaping & Maintenance Inc.



**Rachelle Larocque**

---

**From:** Jack Tosta  
**Sent:** February 25, 2019 2:47 PM  
**To:** Rachelle Larocque  
**Subject:** RE: Comments - 170 Broadway Ave

Rachelle,

Thank you for your circulation , which we have reviewed and wish to offer that at this time we have no objections to the proposed rezoning however we would like to state that a Record of Site condition will be require prior to issuance of building permits. Additional detailed comments will be provided at the time of site plan circulation.

Thanks,

**Jack Tosta**

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



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---

**From:** Rachelle Larocque  
**Sent:** Thursday, February 21, 2019 3:23 PM  
**To:** Jack Tosta <jack.tosta@welland.ca>  
**Subject:** FW: Comments - 170 Broadway Ave

Hi Jack,

Can you please forward your comments for this development, please and thank you?

**Rachelle Larocque, BES, M.Sc., MCIP, RPP**

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

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**From:** Rachelle Larocque  
**Sent:** February 13, 2019 12:16 PM  
**To:** Ali Khan <[ali.khan@welland.ca](mailto:ali.khan@welland.ca)>; Jack Tosta <[jack.tosta@welland.ca](mailto:jack.tosta@welland.ca)>  
**Subject:** Comments - 170 Broadway Ave

Good afternoon,

If I could please get your comments for the proposed Zoning Amendment and Plan of Condominium, that would be great.

Thanks,



**Rachelle Larocque, BES, M.Sc., MCIP, RPP**

Planning Supervisor

Planning Division

Infrastructure and Development Services

Corporation of the City of Welland

60 East Main Street, Welland, Ontario L3B 3X4

**Hours:** 8:30am-4:30PM

**Phone:** (905)735-1700 Ext. 2310 **Fax:** (905)735-8772

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London ON N5Y 1A3  
CANADAPOST.CA

POSTES CANADA  
955 Highbury Ave N  
London ON N5Y 1A3  
POSTESCANADA.CA

February 22, 2019

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

Re: City File No.: 26CD-14-18006  
Application for Draft Plan of Condominium – Broadway Lane

Dear Rachelle,

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

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

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

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



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

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

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

I appreciate the opportunity to comment on this project.

Regards,

*A. Carrigan*

Andrew Carrigan  
Delivery Services Officer  
[Andrew.Carrigan@canadapost.ca](mailto:Andrew.Carrigan@canadapost.ca)

**Rachelle Larocque**

---

**From:** Scott Richardson  
**Sent:** January 15, 2019 10:56 AM  
**To:** Rachelle Larocque  
**Cc:** Marvin Ingebrigtsen  
**Subject:** 170 Broadway Ave

Rachelle,

In relation to the above site plan application the Engineering section has no comments or objection to the changes to the zoning by-law or condo agreement. The existing design has basically been approved and other than the future services reserve payment of half the road on Perenack and the continued maintenance of the sidewalk installation between Broadway and St. George on the former Trufal right of way there are no other issues.

I can make further comments when the site plan is applied for.

Regards,



**C. Scott Richardson, C.E.T.**  
Engineering Technician - Development  
Infrastructure Services - Engineering Division  
Corporation of the City of Welland  
60 East Main Street, Welland, Ontario L3B 3X4  
**Phone:** (905)735-1700 Ext. 2222  
[www.welland.ca](http://www.welland.ca)



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**Rachelle Larocque**

---

**From:** Cheri Busch <cheri.busch@welland.ca>  
**Sent:** October 10, 2018 4:46 PM  
**To:** Grant Munday  
**Cc:** Rachelle Larocque; Paula Albano  
**Subject:** Broadway development

Re: Application for Draft Plan of Vacant Land Condominium - File 26T -14 – 18006 and Application to Amend Zoning By-law 2017-117 (File No. 2018-05)

Previous comments from the Fire Dept included:

- The laneway be constructed as fire route which would require 6m road width, a preferred 14m centre line turn radius (the acceptable minimum is 12m), fire route signage and a fire hydrant, as well as the naming of the laneway. This was requested as there is not a road access to the front of the four dwelling units.

The current draft plan shows a laneway with a 6m road width but no indication of the turn radius (it does not appear to meet the requested 14m nor the required 12m). A fire hydrant will not be located in the fire route at the rear of units 33-37, but hydrants will be within the required 90m. A sidewalk is proposed in front of units 33-37.

Please indicate the turn radius for both access entrances and the two turns within the laneway. If the turn radius is not sufficient for a fire truck, this would not technically be a fire route and therefore fire route signs would likely be changed to no parking signs.

Regards, Cheri

**Cheri Busch**

Director of Fire Prevention  
 Welland Fire and Emergency Services  
 636 King Street, Welland, Ontario L3B 3L1  
**Phone:** (905)735-1700 Ext. 2405 **Fax:** (905)732-2818  
[www.welland.ca](http://www.welland.ca)



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November 21, 2018

**By Email Only**

Files: D.18.11 ZA-18-112  
 D.11.11 CD-18-042  
 D.19.11.SP-18-094

Mr. Grant Munday, B.A.A., MCIP, RPP  
 Manager of Development Approvals  
 Infrastructure and Development Services  
 City of Welland  
 60 East Main Street  
 Welland, ON, L3B3X4

Dear Mr. Munday:

**RE: Applications for Site Plan, Zoning By-law Amendment and  
 Draft Plan of Vacant Land Condominium  
 Cairnwood Homes (Applicant)  
 Better Neighbourhoods (Agent)  
 170 Broadway, City of Welland**

Regional Development Planning staff has reviewed the information circulated with the applications for Site Plan, Zoning By-law Amendment and Draft Plan of Vacant Land Condominium for lands municipally known as 170 Broadway in the City of Welland.

The Zoning By-law Amendment proposes to rezone the lands from the existing Residential Multiple-RM and Low Density 2-RL2 to a Site Specific Residential Multiple-RM and Site Specific Residential Low Density 2-RL2. The purpose of the amendment is to allow for the construction of a 37 unit plan of Vacant Land Condominium Townhomes with two common element blocks (a rear laneway and linear park) on a 0.9 ha property which was the former site of the Welland South Public School.

A Pre-Consultation meeting was held on September 7, 2017, at Welland City Hall with City, Regional staff, as well as the applicant's agent in attendance. As outlined below, Regional staff is supportive of the proposed development, subject to conditions, and provides the following detailed comments to execute Regional Council's Strategic Priority to Do Business Differently. By commenting on conformity with Provincial and Regional policy, the Region maintains accountability to the public and improves transparency, and aims to assist the City in their consideration of the applications from a Provincial and Regional perspective.

**Provincial and Regional Growth Management Policy**

The subject land is located within a Settlement Area under the 2014 Provincial Policy Statement (PPS) and within the Delineated Built-Up Area under the 2017 Places to Grow Plan for the Greater Golden Horseshoe (Growth Plan). The PPS directs growth to settlement areas, and

encourages the efficient use of land, resources, infrastructure and public service facilities that are planned or available. The PPS specifically promotes the sustainability of healthy, livable and safe communities through, among other things, accommodating an appropriate range and mix of residential (including affordable housing), employment, institutional, recreation, park and open space and other uses to meet long term needs. The Growth Plan contains policies that encourage the development of complete communities with a diverse mix of land uses and range of housing types, taking into account affordable housing and densities. Growth management policies state that, by the year 2031 and for each year thereafter, a minimum of 60% of all residential development occurring annually within the Region will be within the Delineated Built-Up Area. By the time the next municipal comprehensive review is approved and in effect, and each year until 2031, a minimum of 50% of all residential development occurring annually in the Region is to be located within the Delineated Built-Up Area. Until the Region completes the municipal comprehensive review and it is approved and in effect, the annual minimum intensification target contained in the Regional Official Plan (40%) will continue to apply. The proposed 37 unit townhouse development will aid the City in meeting their portion (40%) of the intensification target for the Built-Up Area, and satisfies the intent of Provincial policy by making more efficient use of urban serviced land and existing infrastructure.

The land is designated Urban Area in the Regional Official Plan (ROP). A full range of residential, commercial and industrial uses are permitted generally within the Urban Area designation, subject to the availability of adequate municipal services and infrastructure. The proposal will provide additional housing in the area, and make more efficient use of urban serviced land. The proposal satisfies the policy directions in the ROP, which are intrinsically aligned with Regional Council's Strategic Priorities of Moving People and Goods, Positioning Niagara Globally, and Fostering Innovation, Investment and Entrepreneurship.

#### **Environmental Site Assessment**

A Phase 1 Environmental Site Assessment (ESA) prepared by Hallex Engineering (dated August 31, 2017) was submitted in support of the applications. The investigation revealed potential on-site use of salt for de-icing purposes within the former parking lot areas of the previous school. The report concluded that a Phase 2 ESA be completed to address this area of concern. As such, a Phase 2 ESA was submitted, prepared by Hallex Engineering (dated November 24, 2017) which confirmed that the soil observations and analytical data collected on the property revealed exceedances to Ministry of Environment Site Condition Standards Table 3. Excavation of impacted soil from the footprint of the former parking lot area for the school concluded with the final verification samples meeting the Table 3 residential criteria with the contaminated soils properly disposed of at a licensed landfill. The report concluded that no further environmental assessment work is considered necessary.

The applicant has provided confirmation from the Ministry of Environment that everything has been submitted for the filing of a Record of Site Condition (Ministry letter dated January 16, 2018) and RSC #'s 224900 & 224957 (filed on September 19, 2018 and October 1, 2018 respectively) for the subject lands to be used for residential purposes. As such, Regional staff is satisfied that all concerns with respect to environmental conditions on the subject lands have been adequately addressed.

#### **Waste Collection**

Niagara Region provides curbside waste and recycling collection for developments that meet the requirements of Niagara Region's Waste Collection Policy. The subject property is eligible to



receive Regional curbside waste and recycling collection provided that the owner bring the waste and recycling to the curbside on the designated pick up day, and that the following limits are met:

Residential:

- No limit blue/grey containers;
- No limit green containers; and,
- 1 garbage container per unit

As discussed at the Pre-Consultation Meeting, Regional staff noted that the internal road does not meet the Region's waste collection policy in width and therefore collection for the units can only be completed on the existing municipal roads (Broadway Lane, Perenack Avenue and St. George Street). As such, residents are able to place their waste and recycling containers on the curb of Broadway Lane, Perenack Ave., or St. George Street on the designated pickup day for Regional curbside waste and recycling collection. In order to receive Regional Waste Collection Services for Units 33 -37, whom do not front on a Municipal road, these units will be required to bring their containers to Perenack Avenue. All containers will need to be clearly marked with the appropriate unit number.

If the developer does not wish to have Units 33 – 37 bring their containers to Perenack Avenue, these units will be required private waste collection. We ask that the developer provide a letter stating the intention for waste/recycling collection for the site. Should the developer choose to use Private Waste Collection for Units 33 -37 the appropriate condition of draft approval will be implemented.

**Conclusion**

In conclusion, Regional staff has no objection from a Provincial and Regional perspective to the proposed Draft Plan of Condominium subject to the conditions outlined in Appendix I. In addition, Regional staff has no objection to the accompanying Zoning By-law Amendment and Site Plan Application.

If you have any comments please contact me at 905-685-4225 extension 3387. Please send notice of Council's decision on these applications.

Sincerely,



Lindsay Earl, MCIP, RPP  
Senior Development Planner

Atch: Appendix I Regional Conditions of Draft Plan of Vacant Land Condo

cc: Ms. Susan Dunsmore, P. Eng., Manager, Development Engineering (Niagara Region)  
Mr. Daniel Romanko, MCIP, RPP, CNU-A, Better Neighbourhoods Inc. (Agent)

**Appendix I**  
**Conditions of Draft Plan of Vacant Land Condominium**  
**170 Broadway, Welland**  
**26CD-17-18006**

1. That the owner promptly acknowledges that draft approval does not include a commitment of servicing allocation by the Niagara Region as this servicing allocation will be assigned at the time of final approval of the condominium for registration purposes and any pre-servicing will be at the sole risk/responsibility of the developer.
2. That the owner promptly provide the Niagara Region with a written undertaking that all offers and agreements of purchase and sale, which may be negotiated prior to registration of this condominium, shall contain a clause clearly indicating that a servicing allocation for this condominium will not be assigned until the plan is granted final approval for registration, and a similar clause be inserted in the condominium agreement between the owner and the City.
3. (if necessary) The following clause be included in the Condominium Agreement and inserted into all offers and agreements of purchase and sale or lease for each of the dwelling units:

"That due to the site layout, waste collection for Units 33 – 37 of this development will be provided by the developer through a private contractor and not Niagara Region."

**Notes:**

1. Prior to granting final plan approval, the City must be in receipt of written confirmation that the requirements of each condition have been met and all fees have been paid to the satisfaction of the Niagara Region.
2. Prior to final approval for registration, a copy of the executed Condominium Agreement for the proposed development should be submitted to the Niagara Region for verification that the appropriate clauses pertaining to any of these conditions have been included.

NOTE: The Niagara Region recommends that a copy of the draft agreement also be provided in order to allow for the incorporation of any necessary revision prior to execution.

In order to request clearance of the above noted Regional conditions, a letter outlining how the conditions have been satisfied, together with all studies and reports (digital) copy, the applicable review fee, and the draft subdivision agreement shall be submitted to the Niagara Region by the applicant as one complete package, or circulated to the Niagara Region by the City of Welland.

**Rachelle Larocque**

---

**From:** Ali Khan  
**Sent:** February 13, 2019 12:48 PM  
**To:** Rachelle Larocque; Jack Tosta  
**Subject:** RE: Comments - 170 Broadway Ave

Hi Rachelle,

Any lighting in private park be installed and maintained by the developer.

Regards,



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



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**From:** Rachelle Larocque  
**Sent:** February 13, 2019 12:16 PM  
**To:** Ali Khan <ali.khan@welland.ca>; Jack Tosta <jack.tosta@welland.ca>  
**Subject:** Comments - 170 Broadway Ave

Good afternoon,

If I could please get your comments for the proposed Zoning Amendment and Plan of Condominium, that would be great.

Thanks,



Enbridge Gas Distribution  
500 Consumers Road  
North York, Ontario M2J 1P8  
Canada

October 24, 2018

Grant Munday, BAA  
Manager of Development Approvals  
Infrastructure and Development Services  
City of Welland  
Planning Division  
60 East Main Street  
Welland, ON L3B 3X4

Dear Grant,

Re: Draft Plan of Condominium & Zoning By-Law Amendment  
Better Neighbourhoods pm behalf of Cairnwood Homes  
170 Broadway Avenue and 29 Perenack Avenue  
City of Welland  
File No.: 26T-14-18006 & 2018-05

Enbridge Gas Distribution does not object to the proposed application(s).

This response does not constitute a pipe locate or clearance for construction.

The applicant shall contact Enbridge Gas Distribution's Customer Connections department by emailing [SalesArea80@enbridge.com](mailto:SalesArea80@enbridge.com) for service and meter installation details and to ensure all gas piping is installed prior to the commencement of site landscaping (including, but not limited to: tree planting, silva cells, and/or soil trenches) and/or asphalt paving.

If the gas main needs to be relocated as a result of changes in the alignment or grade of the future road allowances or for temporary gas pipe installations pertaining to phase construction, all costs are the responsibility of the applicant.

Easement(s) are required to service this development and any future adjacent developments. The applicant will provide all easement(s) to Enbridge Gas Distribution at no cost.

In the event a pressure reducing regulator station is required, the applicant is to provide a 3 metre by 3 metre exclusive use location that cannot project into the municipal road allowance. The final size and location of the regulator station will be confirmed by Enbridge Gas Distribution's Customer Connections department. For more details contact [SalesArea80@enbridge.com](mailto:SalesArea80@enbridge.com).

Enbridge Gas Distribution reserves the right to amend or remove development conditions.

Sincerely,



**Alice Coleman**

Municipal Planning Coordinator  
Long Range Distribution Planning

---

**ENBRIDGE GAS DISTRIBUTION**

TEL: 416-495-5386

[MunicipalPlanning@enbridge.com](mailto:MunicipalPlanning@enbridge.com)

500 Consumers Rd, North York, ON, M2J 1P8

[enbridgegas.com](http://enbridgegas.com)

**Integrity. Safety. Respect.**

AC/jh

**Rachelle Larocque**

---

**From:** Tom Juhlke <tvjuhlke@gmail.com>  
**Sent:** November 9, 2018 4:46 PM  
**To:** Rachelle Larocque  
**Subject:** Fwd: Application for Draft Plan of Vacant Land Condominium - File 26T-14-18006

Hello Rachelle, ( [rachelle.larocque@welland.ca](mailto:rachelle.larocque@welland.ca) )

I'm sending an email in regards to the application for the town housing/condominiums on the interesting area of Broadway, Perenack and St. George in Welland South.

We are very concerned about the application to place 37 units into such a small area for a number of reasons.

- 1) Infrastructure of water/sewers. Trufal Ave. needs to be addressed if this passes. – We have complained about the condition of this road for many years.
- 2) Increased traffic use of Trufal Ave. already in bad condition from assorted sized trucks/autos using Trufal as a shortcut to avoid the main intersection of Broadway & Prince Charles Drv. South – This needs to be blocked off to reduce high speeding traffic on Trufal Ave at the south end of Trufal & Feeder rd. regardless if this is passed or not.
- 3) Parking on St. George with new residence even though it states that garage access is on the private access lane.
- 4) People will park on the street if the front of the residence is facing St. George – No Parking signage and application of the law needs to be applied for all streets connected to the planned development if this is approved.
- 5) This development will be totally out of place in regards to the existing residences!
- 6) The application is planning for too many residences on the parcel of land. – Again it will look out of place. The area is a very mature neighbourhood & this will not fit into the existing area

I have heard others discussing this plan and it needs to be amended to fewer residences that will fit into the neighbourhood.

Please bring these concerns up during the next meeting.

Best regards,

Tom Juhlke

58 Trufal Ave.

Welland, ON

L3C 2A6

289-696-5607

**Subject: Application for Draft Plan Vacant Land Condominium file # 26T-14-18006**

Dear Rachelle Larocque (Planning Department) and council men and women,

I/We are writing to you to express our views on the proposed development of the property known as 170 Broadway Avenue and 29 Perenack Avenue.

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Our sewer problems in Welland South are not new as they stem back to the 1960s and continue to impact us today in the year 2018. The sewers have not been worked on at all and we experience occasional flooding, especially when there is heavy rain. We need the city, the engineers and the community to address this problem before any new housing is built.

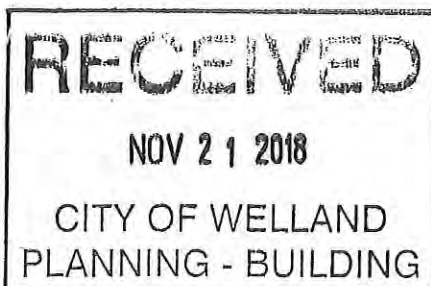
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We will be attending the meeting at City Hall to voice our opinions about this proposal and we hope that council will vote in our favour to stop this development before it ruins our neighbourhood.

Thank you for your attention on this matter. We hope to see you at the meeting.

Sincerely,

*Reanna Burdick*



*16 CHIFFORD ST.  
WELLAND*



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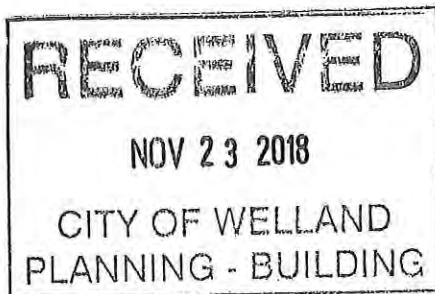
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Sincerely,

*Manu Barbatano*  
*Rachelle Larocque*



*323 MARSHALL AV.*  
*WELLAND ONT*  
*L3G 2N5 TEL 905 7327172*

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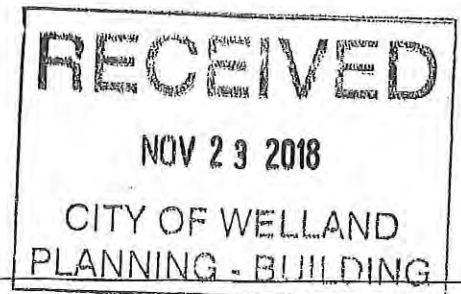
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Sincerely,

*Eric Wakarich*  
*David Wakarich*

*230 Marshall Ave*  
*L3C 2N4*



HMINOR  
115 MARSHALL  
NOV 17/18

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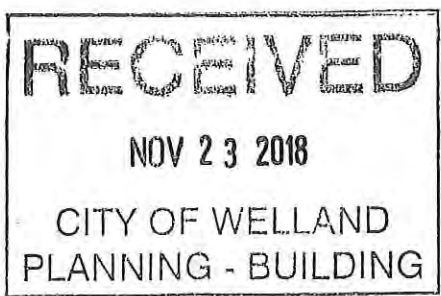
NOV-19 2018

Sincerely,

*Harold Minor*

115 MARSHALL

L3C 2N1



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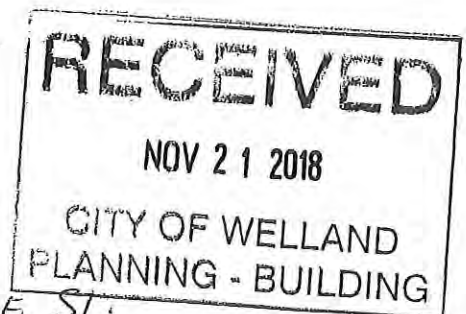
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Sincerely,

BRKJACIC  
*John Brkjacic*  
*Corinne Mandesso*



91 ST. GEORGE ST.  
 WELLAND ON  
 L3C-5N3

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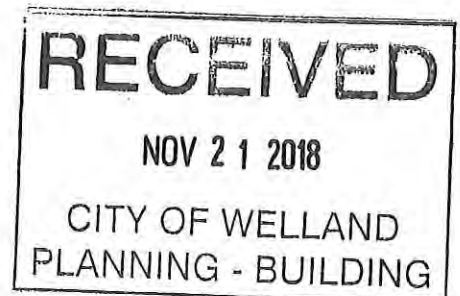
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Sincerely,

*Rachelle Turbovich*  
 37 Prufal Ave  
 Welland, ONT  
 L3C 2A5

*Nick Turbovich*



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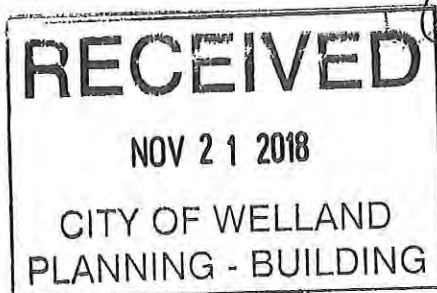
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Sincerely,

*André Panton*

*Carole Klaurde*



105 ST. GEORGE ST.  
WELLAND ON.  
L3C5N5

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Sincerely,

  
TARAS PETRSEK

106 ST. GEORGE ST  
WELLAND

L3C 519

**RECEIVED**

NOV 21 2018

CITY OF WELLAND  
PLANNING - BUILDING

**Subject: Application for Draft Plan Vacant Land Condominium file # 26T-14-18006**

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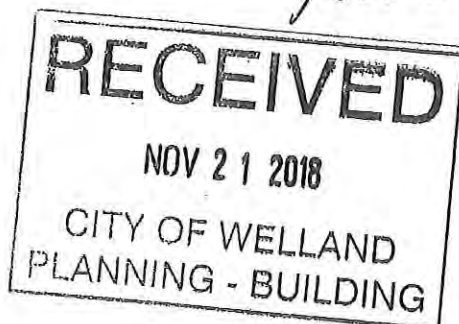
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Sincerely, *Linda <sup>Dolan</sup> Dolan 742 Broadway, L3C-5M8*  
*Meri Labrie 839 Broadway, L3C-5M9*





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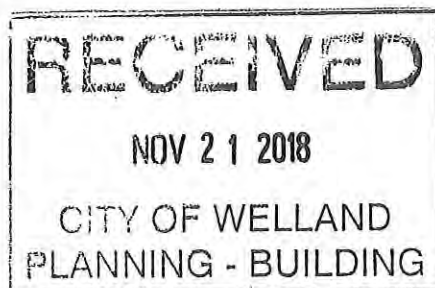
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Sincerely,



ED FOX COX  
128ST. GEORGE ST.  
WELLAND ON  
L3C-5N6

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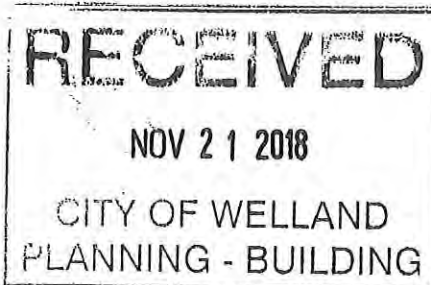
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Sincerely,

*Debbie Smyth*

222 SANTONE AVE  
WELLAND ON  
L3C 2J6

*Rob Doyle*



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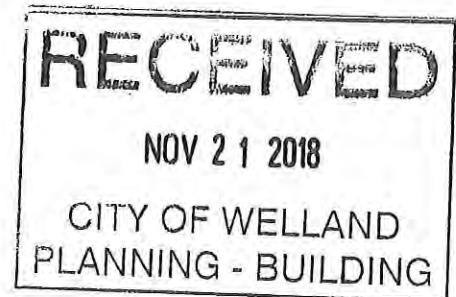
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Thank you for your attention on this matter. We hope to see you at the meeting.

Sincerely,

*Carol Sulcon*

265 CLIFFORD AVE.  
WELLAND, ON  
L3C-2G3



**Subject: Application for Draft Plan Vacant Land Condominium file # 26T-14-18006**

Dear Rachelle Larocque (Planning Department) and council men and women,

I/We are writing to you to express our views on the proposed development of the property known as 170 Broadway Avenue and 29 Perenack Avenue.

It is evident that at some point this property will be developed. Before this particular property can be developed, there are major issues that need to be dealt with first. As you have been informed of by not only the neighbours of Welland South, but also our councillors, the state of the sewer system in this area is poor and inadequate. The sewer system must be repaired and/or upgraded before any new home construction takes place.

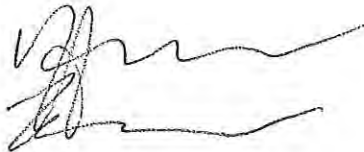
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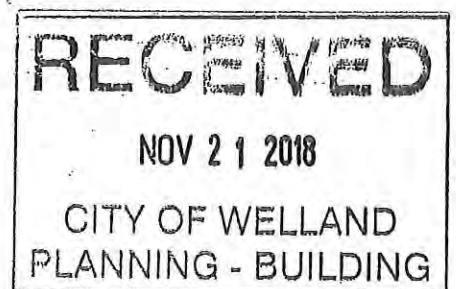
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Sincerely,



VERNA & TOM Juhlke  
58 TRUFAL AVE.  
WELLAND, ON.  
L3C-2A6



**Subject: Application for Draft Plan Vacant Land Condominium file # 26T-14-18006**

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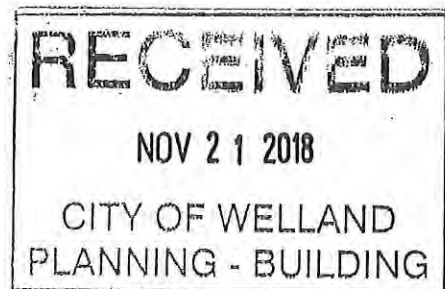
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Sincerely,



MARQUIS RODRIGUE.  
102 ST. GEORGE ST  
WELLAND  
L3C 5N4



**Subject: Application for Draft Plan Vacant Land Condominium file # 26T-14-18006**

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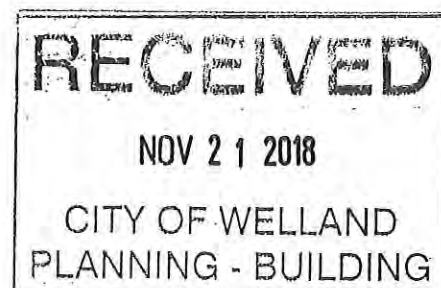
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Sincerely,

*v. V. GARCIA GOLCOECHA*  
*49 St. George St*  
*L3C-5N1*



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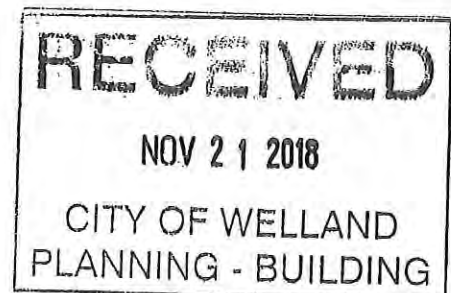
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Sincerely,

*Larry Cary*

*92 57 Beorge St Welland  
L3C 5N4*



**Subject: Application for Draft Plan Vacant Land Condominium file # 26T-14-18006**

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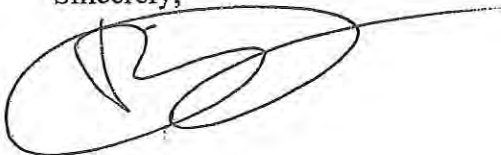
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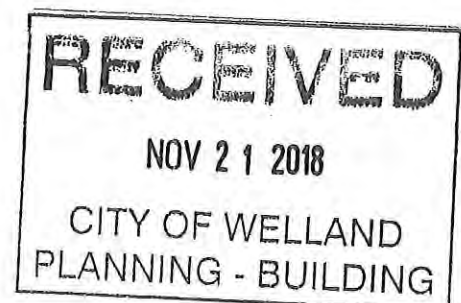
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Sincerely,



BRIAN SONG  
106 BROADWAY, AVE.  
L3C-5L5





**Subject: Application for Draft Plan Vacant Land Condominium file # 26T-14-18006**

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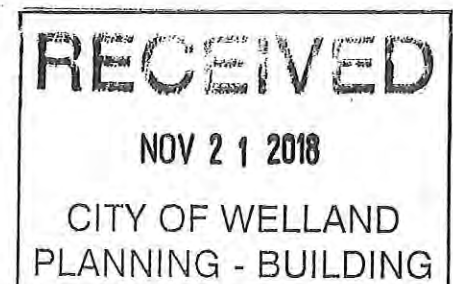
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Sincerely,

*Jeannette Dutka* DUTKA  
*Paula Fat*

68 CLIFFORD AVE.,  
 Welland, Ont  
 L3C-2G1



**Subject: Application for Draft Plan Vacant Land Condominium file # 26T-14-18006**

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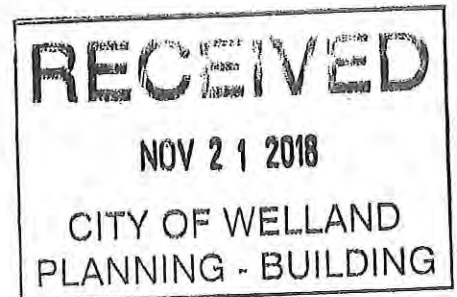
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Sincerely,

*Kim Blanchard*

116 St. George St.  
Welland, On  
L3C 5N6



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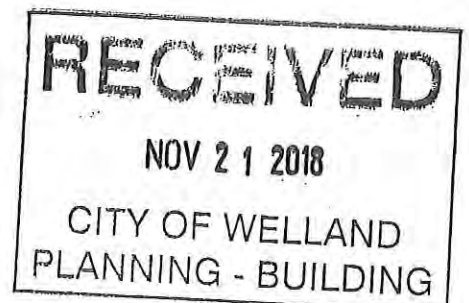
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Sincerely,



J. MACARI

51 CLIFFORD AVE.  
WELLAND,  
L3C 2G2



**Subject: Application for Draft Plan Vacant Land Condominium file # 26T-14-18006**

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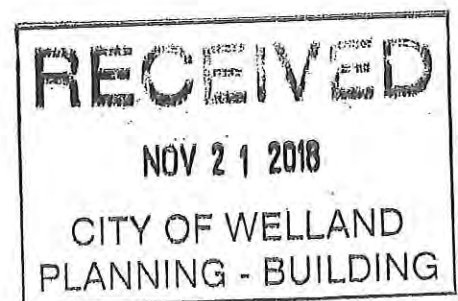
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Thank you for your attention on this matter. We hope to see you at the meeting.

Sincerely,

*Smith + [Signature]*  
155 St George Street  
L3C 5N9



**Subject: Application for Draft Plan Vacant Land Condominium file # 26T-14-18006**

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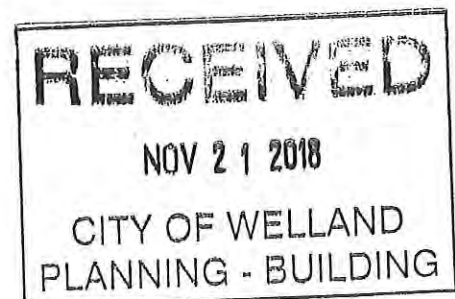
Thank you for your attention on this matter. We hope to see you at the meeting.

Sincerely,

*Rayna Rainville*  
*Rachel Rainville*

59 Trucfal Ave

L3C-2A5



**Subject: Application for Draft Plan Vacant Land Condominium file # 26T-14-18006**

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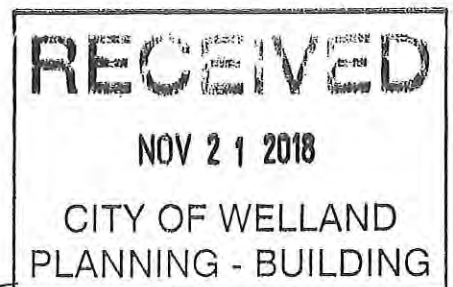
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Sincerely,   
G. MARCHIONDA



131 BROADWAY AVE.,  
WELLAND  
L3C 5L6

**Subject: Application for Draft Plan Vacant Land Condominium file # 26T-14-18006**

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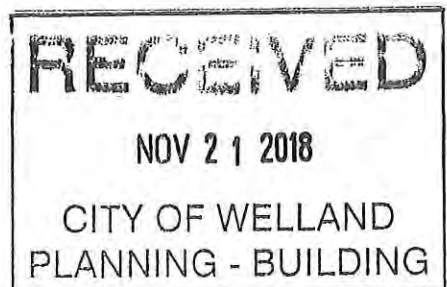
Sincerely,

*Marisa*  
MARISA

*Battaglini*  
BATTAGLINI

33 TRUFAL St  
Welland.

LSC-245



**Subject: Application for Draft Plan Vacant Land Condominium file # 26T-14-18006**

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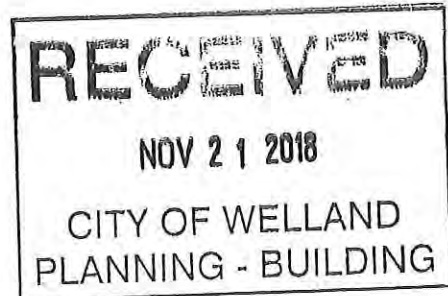
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Sincerely,

*Helen Stewart*

*106 St. George St.  
Welland,  
L3C 5A4*





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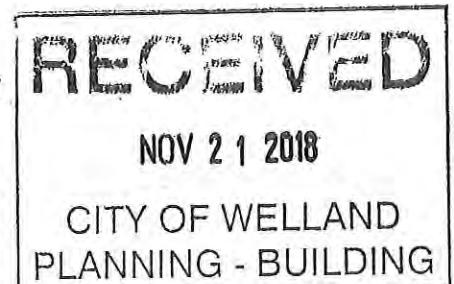
Sincerely,



TED PHILLIPS

108 St. George St.  
Welland

L3C-5N4



**Subject: Application for Draft Plan Vacant Land Condominium file # 26T-14-18006**

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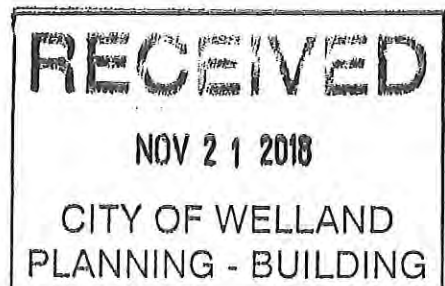
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Sincerely,

  
GUY HAGUE



230 BROADWAY AVE.  
Welland  
L3C 5L8

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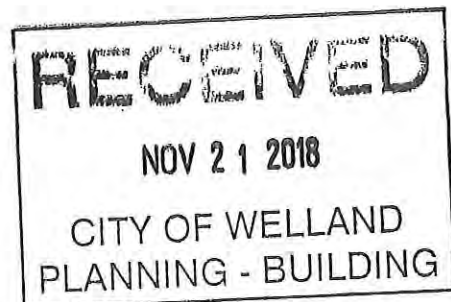
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Sincerely,

*Laura Vatri*  
LAURA VATRI



15 ST. GEORGE ST.  
L3C 5N1

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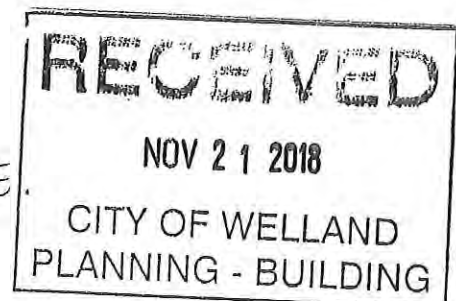
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Thank you for your attention on this matter. We hope to see you at the meeting.

Sincerely,



K. Robins  
25 CLIFFORD AVE.  
WELLAND.  
L3C 2G1



**Subject: Application for Draft Plan Vacant Land Condominium file # 26T-14-18006**

Dear Rachelle Larocque (Planning Department) and council men and women,

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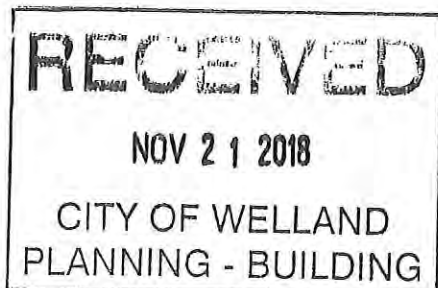
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Sincerely,

*Audrey Lyle*



42 CLIFFORD AVE.  
WELLAND  
L3C 2G1

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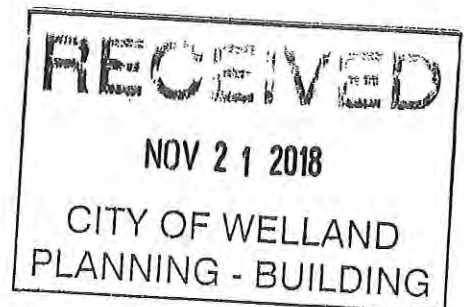
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Sincerely,

*Leslie Johnson*

44 CLIFFORD AVE.,  
WELLAND,  
L3C 2G1



**Subject: Application for Draft Plan Vacant Land Condominium file # 26T-14-18006**

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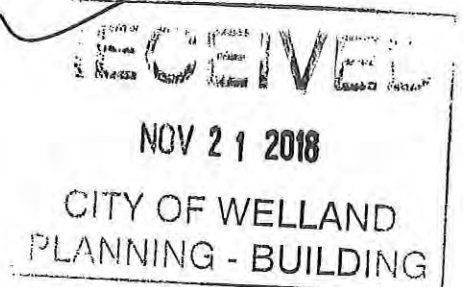
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Sincerely,

  
JODY LYON KELDER



203 BROADWAY AVE. WELLAND  
L3C 5L7

**Subject: Application for Draft Plan Vacant Land Condominium file # 26T-14-18006**

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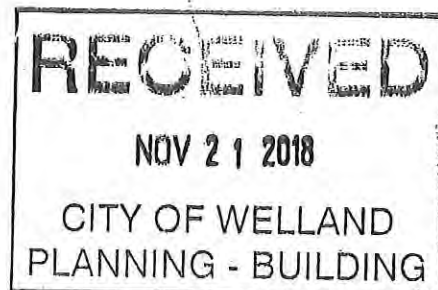
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Sincerely,

  
ELIZABETH BORINGTON



8 CLIFFORD AVE. WELLAND  
L3C 2G1



**Subject: Application for Draft Plan Vacant Land Condominium file # 26T-14-18006**

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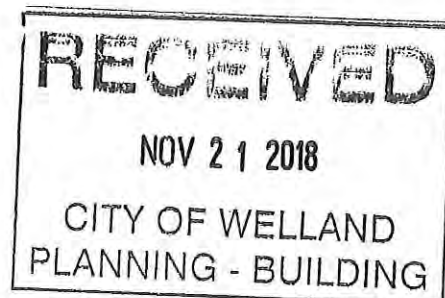
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Sincerely,

*April Paquet*



52 CLIFFORD AVE. WELLAND

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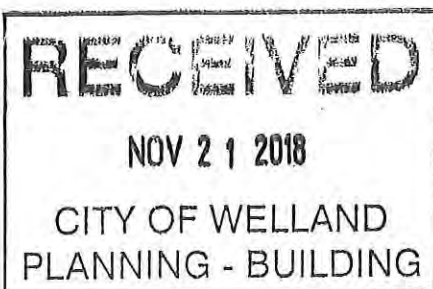
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Sincerely,

*J. Garofalo*  
J. GAROFALO



~~133~~ 131 ST. GEORGE ST. WELLAND  
L3C-5N7

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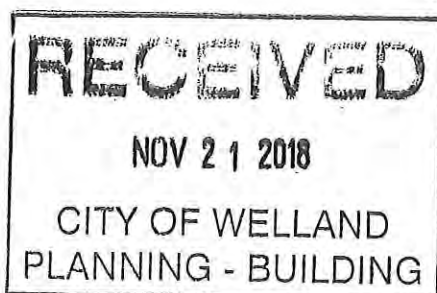
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Sincerely,

*Tonina Bellini*



124 ST. GEORGE ST. WELLAND  
L3C-5N6

**Subject: Application for Draft Plan Vacant Land Condominium file # 26T-14-18006**

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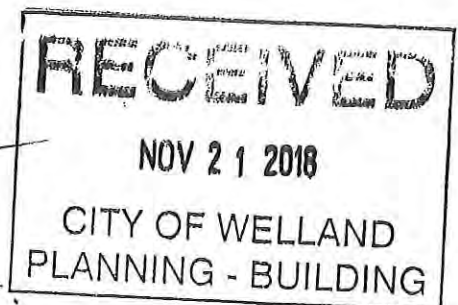
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Sincerely,

LAUREN SMITH  
BRANT PARKER

*Lauren Smith*  
*Brant Parker*

234 Broadway St.  
L3C 5L8



**Subject: Application for Draft Plan Vacant Land Condominium file # 26T-14-18006**

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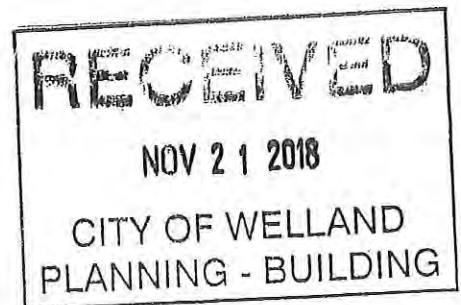
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Sincerely,

*Stephen Smith*  
 39 KILGOUR AVE.  
 WELLAND SOUTH ONT.  
 L3C2P8



Nov 14, 2018

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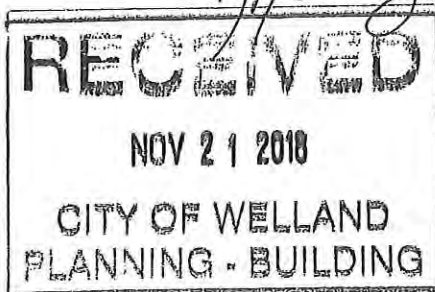
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Sincerely,

*Brad Neantz* (179 St. George St.)  
BRAD NEANTZ  
*Neantz* (179 St. George St.)

WELLAND  
LBC 5P2



**Subject: Application for Draft Plan Vacant Land Condominium file # 26T-14-18006**

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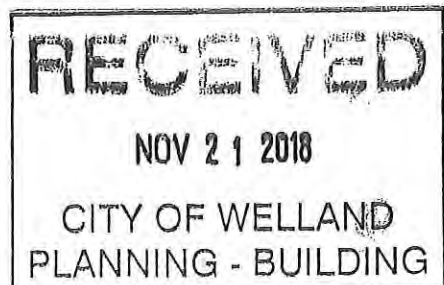
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Sincerely,

*Peter & Mario Di Gaetano*  
 DI GAETANO  
 Peter & Mario Di Gaetano

310 ST. GEORGE ST. L3C-5P3  
 Welland



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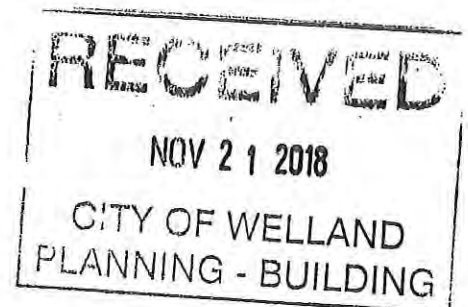
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Sincerely,

*P. Sassanelli*  
*Susan Sassanelli*  
 301 Kitgour ave  
 L3C 2R1

Email *patsassanelli@yahoo.ca*





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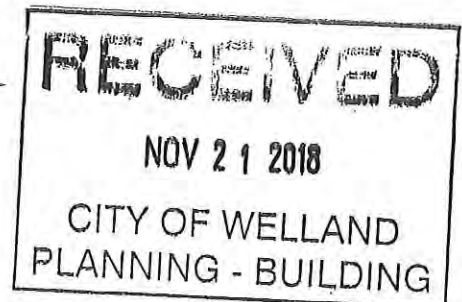
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Sincerely,

*Richard A Smith*  
 RICHARD SMITH  
 212 KILGOUR AVE

L3C 2R2



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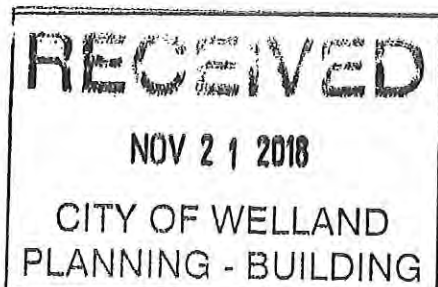
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Sincerely,

*342 Kilgour Ave  
Welland Ontario L3C 2R4*

*John D. Nungzi  
Rose Di Nungzi*



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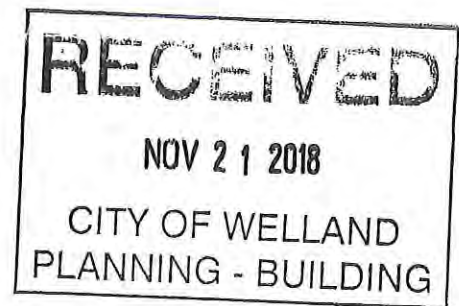
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Sincerely,

*Sid Smith*  
SID SMITH

*Shirley Smith*  
SHIRLEY SMITH



*152 St. George St  
Welland  
L3C-5N8*

**Subject: Application for Draft Plan Vacant Land Condominium file # 26T-14-18006**

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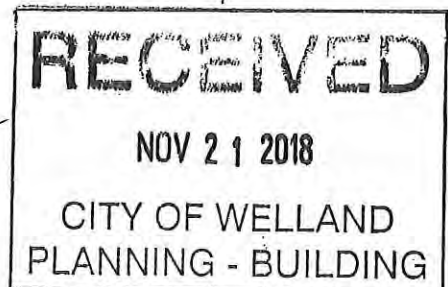
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Sincerely,

*Carlo Perron*  
*Sylvia Perron*

*324 St. George Street*  
*Welland*

*L30 5P9*



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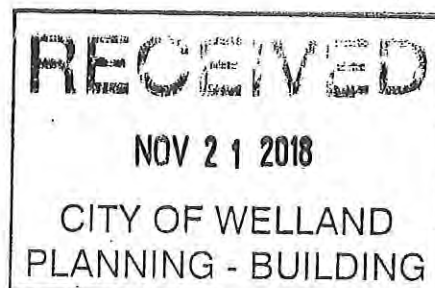
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Thank you for your attention on this matter. We hope to see you at the meeting.

Sincerely,

*William Gearhart*  
 Bev Gearhart  
 307 Kilgour Ave  
 Welland  
 L3C 2R3



**Subject: Application for Draft Plan Vacant Land Condominium file # 26T-14-18006**

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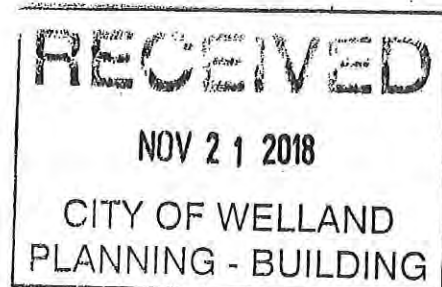
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Sincerely,

DAN BERNY

338 ST GEORGE ST

L3C 5P4



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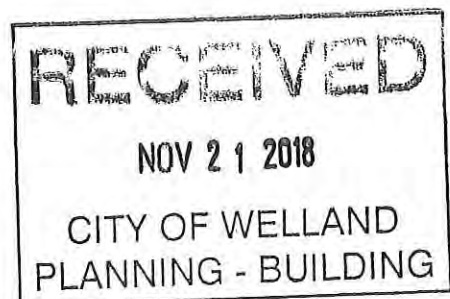
Sincerely,

*James Fin, John Fin Carol Fin*

*56 Santone Avenue*

*Welland, ON*

*L3C-2J9*



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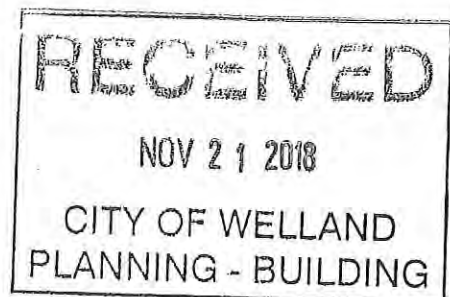
Sincerely,

*J. Beaudin*

*17 Clifford Avenue*

*Welland*

*L3C 262*





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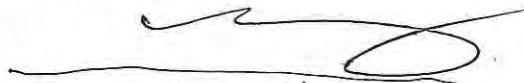
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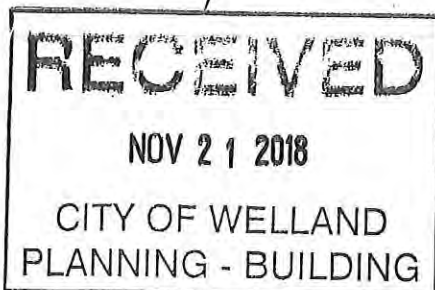
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Sincerely,

  
Penny Lee Harvey

  
Mark Mulkins



175 St. George Street  
Welland L3C 5P2

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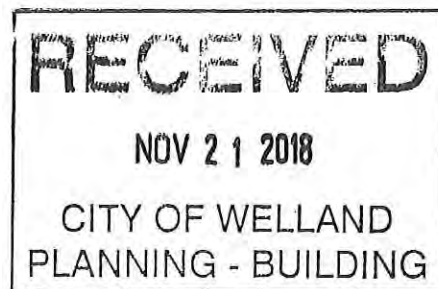
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Sincerely,

*Gene Badnam*  
*Rory Hill*

*302 Marshall Ave*  
*Welland, On L3C 2N4*



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Sincerely,

*Julie Bover*  
346 St George St  
Welland  
L3C 5P7

RECEIVED

NOV 21 2018

CITY OF WELLAND  
PLANNING - BUILDING

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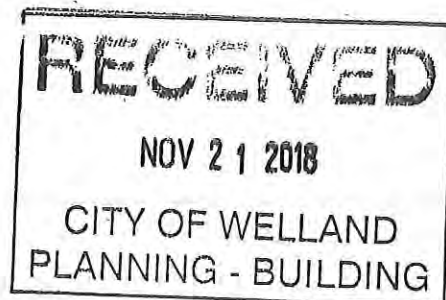
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Sincerely,

*Kevin Hoeksma*  
 KEVIN HOEKSMAN  
 10 Perenack Ave  
 L3C 2C6



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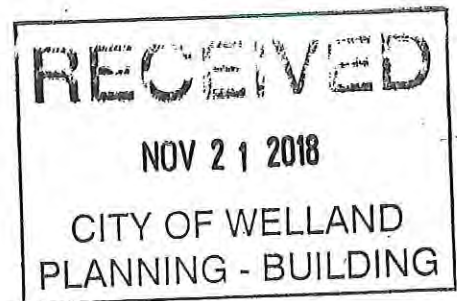
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Sincerely,

PAM GOOBIE  
*Pam Goobie*  
*Dave Cowell*  
 DAVE COWELL



16 Perenack Ave.  
 L3C 2C6

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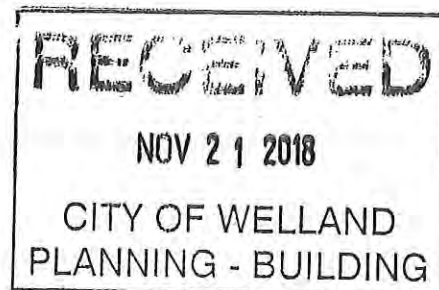
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Sincerely,

*Wayne Reatley*  
26 Perenack Avenue  
Welland  
L3C-266



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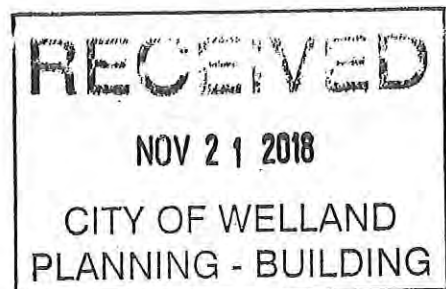
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Sincerely,

*Shirley Bourque*

36 Perenack Ave.  
Welland, Ontario  
L3C 2C6.



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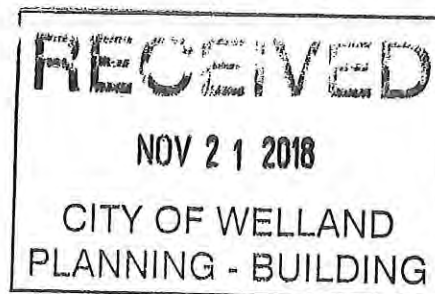
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Sincerely,

*Jessie Bourque*  
*Sine Bourque*

*30 Perenack Ave*  
*Welland, ON*  
*L3C 2C6*





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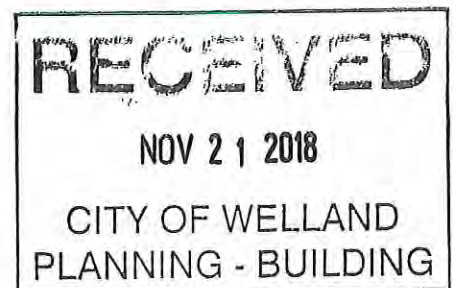
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Sincerely,

  
MICKEY VICKERS  
5 Clifford Ave.  
L3C 2G2



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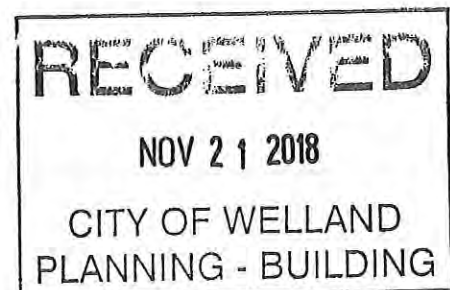
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Sincerely,

THOMAS DILLON  
*Thomas Dillon*  
27 Bosnich Ave.  
L3C 2W6



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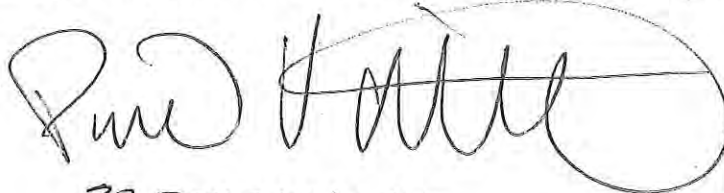
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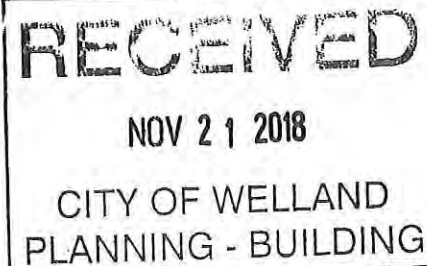
Sincerely,



32 PERENACK AVE.  
PIERRE VINCELETTE

PIERRE  
TAMMY &  
NATASHA  
VINCELETTE

LBC 206



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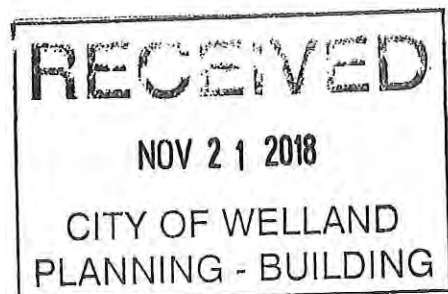
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Sincerely,

  
EVERS  
55 ST GEORGIE ST.  
L3C-5N1



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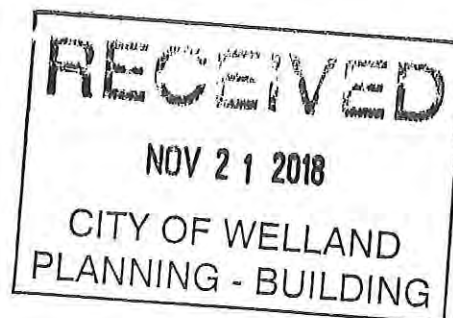
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Sincerely, SC HELLENBERG  
 (Shullenberg)  
 45 Broadway  
 L3C-5L9



270 Marshall Avenue  
Welland, Ontario  
L3C 2N4  
November 17, 2018

**In Re: Application for Draft Plan Vacant Land Condominium file #26T-14-18006**

Dear Rachelle Larocque (Planning Department) and Councillors,

This letter is to express our views on the proposed development of the property known as 170 Broadway Avenue and 29 Perenack Avenue.

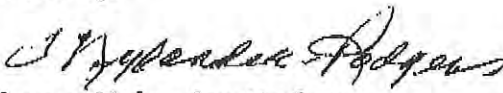
Before this property can be developed, there is a major issue that needs to be addressed. This issue has been brought to the attention of the city by residents of Welland South and by our councilors and has been ignored to date. The issue is the sewer system; the infrastructure is poor and inadequate and must be upgraded before any expansion of housing is contemplated.


The people of Welland South have been experiencing sewer problems for approximately sixty years; sewer back-ups and flooding plague the area due to inadequate, aging infrastructure. Before the city allows any proposed development to proceed, the infrastructure problems MUST be addressed.

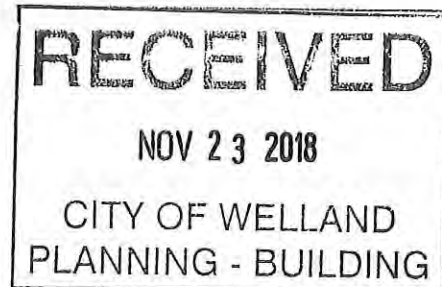
We will be attending the meeting at City Hall and are hoping that council will vote to delay this proposed development until such time as the infrastructure has been upgraded.

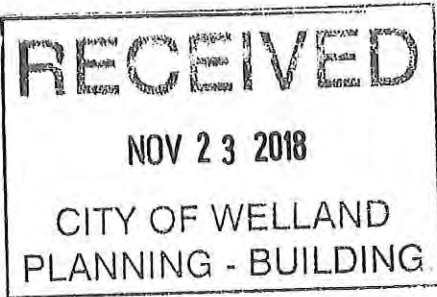
Thank you for your consideration of this matter.

Sincerely,

  
Tharon Nylander-Rodgers

  
Joseph Rodgers





# Fax

To: Rachell  
Larocque City of  
Welland  
PlanningDept.

From: Irene Bradnam  
On behalf of Joseph and Tharon  
Rodgers

---

Fax:	905-735-8772	Pages:	(including cover page) 2
CC:		Date:	Friday, November 23, 2018
Re:	City of Welland File #26T-14- 18006 Application for Draft Plan		

---

Urgent     ForReview     Please Comment     Please Reply     Please Recycle

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Please find Page 2 to follow a Letter dated November 17, 2018 from Joseph Rogers and Tharon Nyland-Rodgers. This letter represents their comments/views regarding the City of Welland Application for Draft Plan Vacant Land Condominium File # 26T-14-18006.

Please include this Letter for the Council Meeting Agenda scheduled on December 18, 2018.

Thank you and see you on December 18, 2018 at 7 pm.

Irene Bradnam

A handwritten signature in cursive script that reads "Irene Bradnam".

**Subject: Application for Draft Plan Vacant Land Condominium file # 26T-14-18006**

Dear Rachelle Larocque (Planning Department) and council men and women,

I/We are writing to you to express our views on the proposed development of the property known as 170 Broadway Avenue and 29 Perenack Avenue.

It is evident that at some point this property will be developed. Before this particular property can be developed, there are major issues that need to be dealt with first. As you have been informed of by not only the neighbours of Welland South, but also our councillors, the state of the sewer system in this area is poor and inadequate. The sewer system must be repaired and/or upgraded before any new home construction takes place.

Our sewer problems in Welland South are not new as they stem back to the 1960s and continue to impact us today in the year 2018. The sewers have not been worked on at all and we experience occasional flooding, especially when there is heavy rain. We need the city, the engineers and the community to address this problem before any new housing is built.

Until work on the sewers occurs, we the people of Welland South cannot envision or permit further growth in our area. This infrastructure must be corrected and a new one must be implemented and running efficiently in order for any advancement to take place.

We will be attending the meeting at City Hall to voice our opinions about this proposal and we hope that council will vote in our favour to stop this development before it ruins our neighbourhood.

Thank you for your attention on this matter. We hope to see you at the meeting.

Sincerely,

Domenico Bussi  
 Rosina Bussi  
 314 St Augustine AV  
 130-263

**RECEIVED**

NOV 23 2018

CITY OF WELLAND  
 PLANNING - BUILDING



APPROVALS	
GENERAL MANAGER	
CFO	
CAO	

18-07

COUNCILINFRASTRUCTURE AND DEVELOPMENT SERVICES

REPORT P&B-2019-12  
MARCH 19, 2019

**SUBJECT:** REQUEST FOR DEEMING BY-LAW FOR LOTS 45 & 46 PLAN 20 (NP942)  
NORTH SIDE OF ST. GEORGE STREET, EAST OF THE CLOSED PORTION OF TRUFAL AVENUE, MUNICIPALLY KNOWN AS 48 ST. GEORGE STREET AND RELATED TO CONDITION OF CONSENT APPLICATIONS B016/2018WELL AND B017/2018WELL  
BETTER NEIGHBOURHOODS

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

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

**APPROVING G.M.:** ERIK NICKEL, P. ENG.  
GENERAL MANAGER,  
INFRASTRUCTURE AND DEVELOPMENT SERVICES/CITY ENGINEER

RECOMMENDATION:

THAT THE COUNCIL OF THE CITY OF WELLAND approves Report P&B-2018-57 to enact a By-law to designate Lots 45 and 46, Plan 20 (NP942) to be deemed not to be within a registered plan of subdivision, and further,

THAT Welland City Council authorizes Staff to prepare the necessary By-law and register the Deeming By-law on Title against Lots 45 and 46, Plan 20 (NP942).

ORIGIN AND BACKGROUND:

The City has received a request on behalf of Leo Aita and Tina Deluca, the Owner of lands on the north side of St. George Street, to enact a By-law for Lots 45 and 46, Plan 20 (NP942) to be deemed to not be within the registered plan of subdivision. A Deeming By-law has the effect of removing the special status granted to whole lots and blocks within registered plans of subdivisions for the purposes of subdivision control under the Planning Act. Section 50(4) of the Planning Act provides that a municipal Council may enact a By-law designating a plan of subdivision, or parts thereof, not to be deemed registered upon certain conditions. The conditions are that the subdivision has had to have been registered for eight years or more and that the Deeming By-law be registered against the lands involved.

This request has resulted from a condition imposed by the Committee of Adjustment on the granting of a Consent Applications (Files B016/2018WELL and B017/2018WELL) for a lot addition and lot severance. Specifically, the condition require that a deeming by-law be passed so that Parts 3 and 5 merge and Parts 2 and 4 on the attached sketch merge in title and become two separate parcels of land. The subject of this Report relates to satisfying the condition of approval and ensuring that the respective parcels appropriately merge.

#### **COMMENTS AND ANALYSIS:**

In this situation, Parts 4 and 5, being Lots 45 and 46 respectively, are separate whole lots on Plan 20 (NP942). Parts 1, 2, and 3, however, are part of Trufal Avenue, which was closed and sold to Leo Aita. Section 50(3)(b) of the Planning Act states that the conveyance of part of lots or blocks within a plan of subdivision cannot merge in title with abutting properties. In order to facilitate the legal merger of part lots or blocks to abutting properties under the same ownership for the purposes of sale, the lands must be deemed not to be within the registered plan of subdivision.

City Staff commented favourably on the Consent Application subject to the condition that a deeming by-law be passed to allow Parts 2, 3, 4, and 5 to merge. Once merged, the properties will then be severed in half, creating two new parcels, being Parts 2 & 4 and Parts 3 & 5. Once merged, both properties will comply with the minimum lot area and lot frontage requirements of the Zoning By-law and will allow for the construction of a dwelling on the new lot, being Parts 2 & 4, and there is an existing dwelling on Parts 3 & 5 that will be maintained.

In order to facilitate the merger of the part lots with the abutting whole blocks, the passing and registration of a Deeming By-law against the whole blocks is required. This will permit the Owner to satisfy the condition of the consent approval requiring that the respective parcels merge in title. In order for the Deeming By-law to be prepared and registered, authorization must be received from Council.

#### **FINANCIAL CONSIDERATION:**

All costs associated with the clearance of the Consent condition will be borne by the Owner.

#### **OTHER DEPARTMENT IMPLICATIONS:**

The Legal Services Division will assist with the registration of the necessary documents.

#### **SUMMARY AND CONCLUSION:**

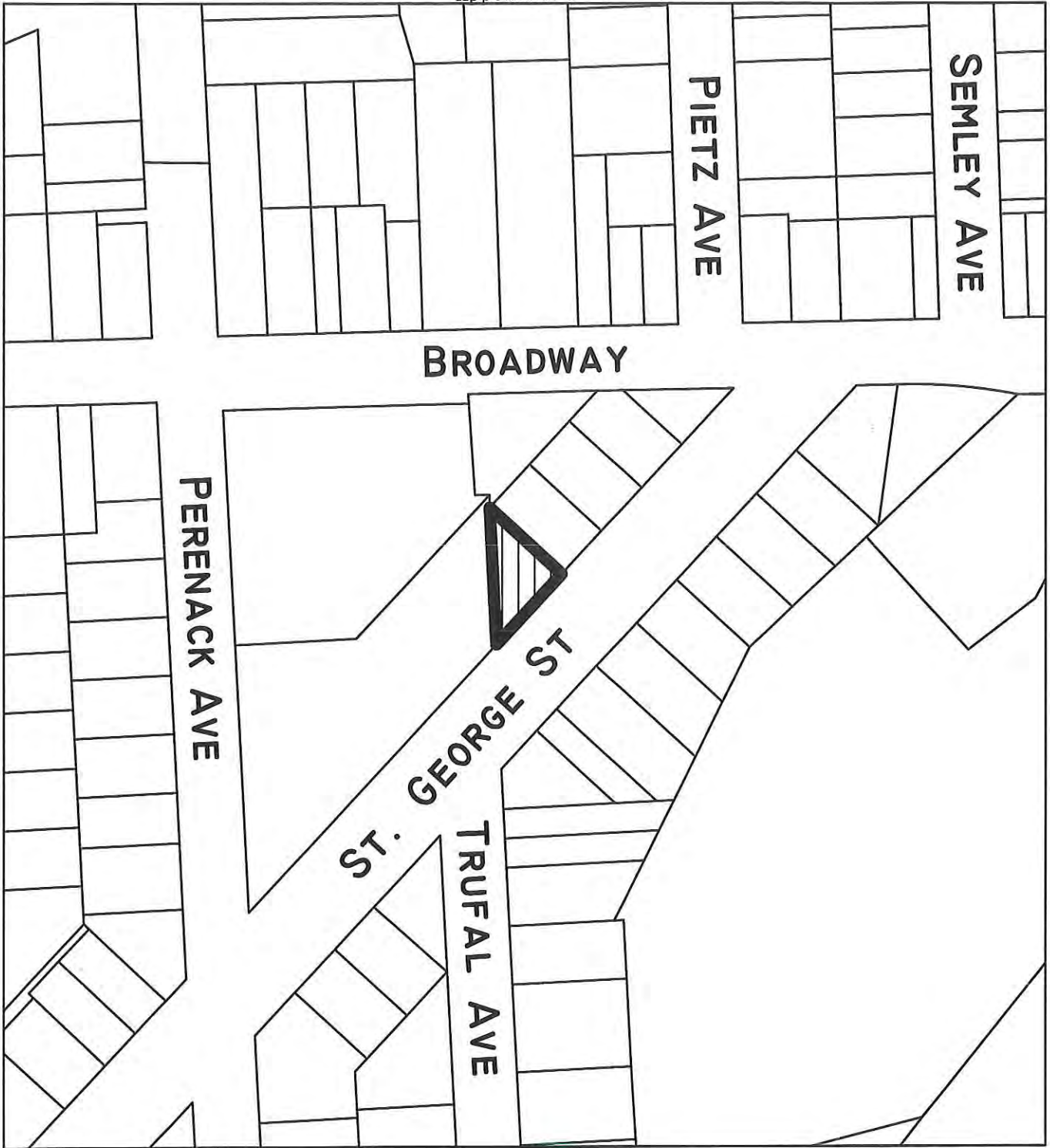
In order to satisfy a conditions of Consent approvals (Files B016/2018WELL and B017/2018WELL) for property on the north side of St. George Street, a Deeming By-law is required for Lots 45 and 46 on Plan 20 (NP942). Deeming these blocks by By-law not to be within a registered plan of subdivision will allow the blocks to merge in title with the abutting parcels and each become one parcel of land. Council may enact such a By-law through Section 50(4) of the Planning Act.

The enactment and registration of the Deeming By-law for Lots 45 and 46, Plan 20 (NP942) will allow the merger of Parts 2, 3, 4, and 5 on the sketch, and then the further

severance to create two new lots, being Parts 2 & 4 and Parts 3 & 5 and will facilitate the fulfillment of the Consent condition of approval. In order to proceed with the Consent process, Staff recommends that Council enact the Deeming By-law for the subject blocks and authorize Staff to prepare and register the necessary documents.

**ATTACHMENTS:**

- Appendix I - Location Map
- Appendix II - Severance Sketch



# LOCATION MAP

48 St. George Street



**SUBJECT LANDS**



*Infrastructure and  
Development Services  
Planning Division*



APPROVALS	
GENERAL MANAGER	
CFO	
CAO	

**COUNCIL****INFRASTRUCTURE AND DEVELOPMENT SERVICES**

REPORT P&B-2019-14  
MARCH 19, 2019

**SUBJECT: REQUEST BY HERITAGE WELLAND TO DESIGNATE  
THE BRICK ARCHWAYS AT PARKWAY UNDER PART IV  
OF THE ONTARIO HERITAGE ACT**

**AUTHOR: ROSE DI FELICE, M.PI., M.Sc., MCIP, RPP  
MANAGER OF POLICY PLANNING**

**APPROVING G.M.: ERIK NICKEL, P. ENG.,  
GENERAL MANAGER,  
INFRASTRUCTURE AND DEVELOPMENT SERVICES/CITY  
ENGINEER**

**RECOMMENDATION:**

THAT THE COUNCIL OF THE CITY OF WELLAND approves the processing of the Archways located at Parkway, for heritage designation pursuant to the provisions of Part IV of the Ontario Heritage Act; and further,

THAT Welland City Council directs Staff to prepare the necessary documentation to designate the Archways on Parkway as having cultural heritage value to the City of Welland.

**ORIGIN AND BACKGROUND:**

Heritage Welland is a Committee appointed by City Council under the Ontario Heritage Act to provide information and guidance to Council on the preservation of the City's cultural heritage. The principal statutory mechanism for achieving the purposes of the Act is the power conferred on municipalities to identify and designate properties of cultural heritage value or interest in a municipality. Under the provisions of the Act, Council is to consult with Heritage Welland on all aspects of heritage designations and related matters as outlined in the Act.

At its meeting of September 19, 2017 Council passed the following Motion:

That the Council of the City of Welland receives for information and supports the request by the City of Welland Heritage Welland to designate the Brick Archways at Parkway as having Cultural Heritage Value to the City of Welland.

05-50

**COMMENTS AND ANALYSIS:**

Part IV of the Ontario Heritage Act describes the designation of individual properties. Under Section 29 of the Act, a municipal Council may, by By-law, designate a property, buildings and structures on the property as having cultural heritage value or interest if it meets the criteria as prescribed by Ontario Regulation 9/06 and if the designation is made in accordance with the process set out in the Act.

Ontario Regulation 9/06 sets out the criteria for determining cultural heritage value or interest. A property may be designated under Section 29 of the Act if it meets one or more of the following criteria:

1. The property has design value or physical value because it,
  - i. Is a rare, unique representative or early example of a style, type, expression, material or construction method,
  - ii. Displays a high degree of craftsmanship or artistic merit, or
  - iii. Demonstrates a high degree of technical or scientific achievement.
2. The property has historical value or associative value because it,
  - iv. Has direct associations with a them, event, belief, person, activity, organization or institution that is significant to a community,
  - v. Yields, or has the potential to yield, information that contributes to an understanding of a community or culture, or
  - vi. Demonstrates or reflects the work or ideas of an architect, artist, builder, designer or theorist who is significant to a community.
3. The property has contextual value because it,
  - i. is important in defining, maintaining or supporting the character of an area
  - ii. is physically, functionally, visually or historically linked to its surroundings,
  - or,
  - iii. is a landmark.

Under the Act, it is necessary, before any property is considered for designation, that a statement be prepared explaining the cultural heritage value or interest of the property containing a description of the attributes of the property, buildings and structures that contribute to its cultural heritage value or interest. The Statement of Cultural Heritage Value or Interest, as prepared by Heritage Welland satisfies Ontario Regulation 9/06 (refer to Appendix I).

**FINANCIAL CONSIDERATION:**

While the anticipated short term economic impact related to the designation of the Brick Archways is the cost of registering on Title the required By-law, any future costs to maintain the Archways will be the responsibility of the City.

**OTHER DEPARTMENT IMPLICATIONS:**

The Legal Division as well as the Clerk's Division will ensure that the remaining steps involved in designating the Archways including preparing and registering the Designation By-law and listing the property on the municipal register are carried out.

**SUMMARY AND CONCLUSION:**

In its Motion dated September 19, 2017 City Council supported the request by Heritage Welland to designate the Brick Archways at Parkway (refer to Appendix II). Heritage Welland provided information that satisfied legislation regarding the cultural heritage value of the Archways. As a result, it is recommended that documentation be prepared to designate the Archways.

**ATTACHMENTS:**

Appendix I – Statement of Cultural Heritage Value or Interest

Appendix II – Location Map



**STATEMENT OF CULTURAL HERITAGE VALUE OR INTEREST****Description of Property - Brick Archways at entrance to Parkway, Welland, ON**

The two brick archways are located at the entrance to the sidewalks on Parkway from Niagara Street, one at the sidewalk entrance on each side, and sit within the road allowance of Parkway.

**Statement of Cultural Heritage Value or Interest**

The brick archways at the entrance to Parkway were constructed in 1913 as part of a gated entranceway to a new subdivision called "Parkway Heights" developed by Laughlin Realty. Parkway Heights came into being during a period of rapid growth and industrial development for Welland between 1905 and 1915 when the first large multinational industries including Plymouth Cordage, Electric Steel and Metals, Page Hersey Iron Tubes and Union Carbide located in Welland and Crowland. These industries were to dominate Welland's economic life for the next 100 years.

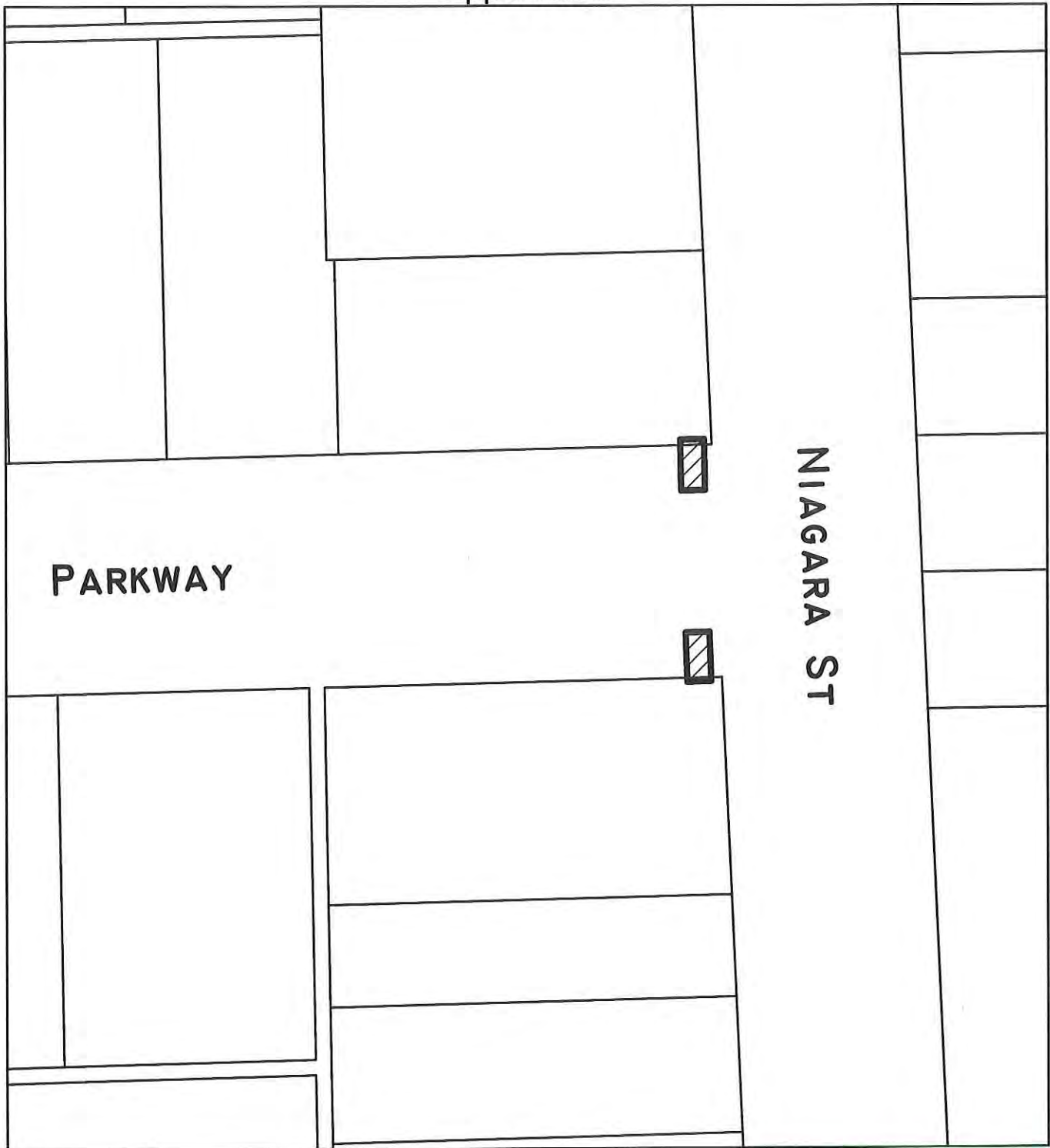
Parkway Heights was an "elite" subdivision developed on farm land purchased from the pioneer Price family. The impressive entrance gate between the archways opened onto Parkway, the only street in Welland at that time with a treed boulevard down the centre. This subdivision is where many of Welland's prominent industrialists, business people and merchants lived, including Cyrenius J. Laughlin, president of Laughlin Realty, and the presidents and general managers of many of the new industries.

**Description of Heritage Attributes**

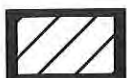
Key attributes of these structures that reflect their value as important landmarks in Welland for over 100 years:

**Parkway Archways**

- Archways mark the entrance to the sidewalks on Parkway from Niagara Street
- Constructed of "tapestry" brick in a pattern of varying colours throughout the brickwork
- Each archway consists of two square brick pillars with a stringcourse (decorative horizontal band) of projecting bricks three rows from the top extending around all sides
- The pillars of each archway support a hipped roof that covers the sidewalk between the pillars. The roofs are additionally supported by four triangular brackets with a concave curve that rest on the stringcourses of each pillar.
- Currently the roofs are covered with wooden shakes. The ceiling on the underside of each arch above the sidewalk is a wooden board ceiling.
- Originally the archways were lighted and supported an iron entrance gate across Parkway.



# LOCATION MAP



**SUBJECT LANDS**



*Infrastructure and  
Development Services*  
Planning Division

APPROVALS	
GENERAL MANAGER	
CFO	
CAO	

COUNCILINFRASTRUCTURE AND DEVELOPMENT SERVICES

REPORT P&B-2019-15  
MARCH 19, 2019

**SUBJECT: POPULATION AND EMPLOYMENT FORECAST 2016-2041**

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

**APPROVING G.M.: ERIK NICKEL, P. ENG.  
GENERAL MANAGER,  
INFRASTRUCTURE AND DEVELOPMENT SERVICES/CITY  
ENGINEER**

RECOMMENDATION:

THAT THE COUNCIL OF THE CITY OF WELLAND approves a population increase forecast of 18,630 people and an employment increase forecast of 11,020 additional jobs between the years 2016-2041 for the purposes of growth planning and management, the 2019 Development Charge By-law Review and any other studies or plans which require a population forecast; and further

THAT Welland City Council direct staff to forward this Report to the Niagara Region as part of their Official Plan review.

ORIGIN AND BACKGROUND:

The City is currently conducting a Development Charge By-law Review. This will involve developing a new Development Charge Background Study and a Proposed New Development Charge By-law. A main component of the Background Study is to forecast population and employment growth. Population and Employment Growth will be used to determine capital improvements (roads, water, sewer, fire protection, parks etc.) needed to accommodate this growth and will also determine what the ultimate Development Charge rates will be for Welland.

The City is also in the process of conducting other studies which require the input of population and employment forecasts including a new Economic Development Strategy; a new Parks, Recreation, Cultural Master Plan; and a Engineering, Planning and Building Fee Review to name a few.

The Region is also in the process of creating a new Regional Official Plan. This process includes a Municipal Comprehensive Review which began in 2016. The comprehensive review will help plan for growth by answering the following questions:

- Is there sufficient land designated for new Greenfield development and intensification to accommodate forecast growth in the region?
- Where should this growth be accommodated across Niagara?
- How should this growth be accommodated?

With the above noted studies currently in process and the issues with having the City's population forecast recognized by the Region, Staff are seeking Council Approval of the population and employment forecast presented in this Report to ensure consistency in planning and managing for growth in the City and to send a clear message to Regional Council.

### **COMMENTS AND ANALYSIS:**

In 2016, Staff reviewed the City's 2014 Development Charges Background to forecast a population and employment growth between 2016-2041 in order to provide comments on the 2016 Niagara Municipal Comprehensive Review. The previous Regional Council did not approve the 2016-2041 population and employment forecasts presented by Regional Staff in 2016 and they were deferred back to Regional Staff for Review. The City objected to the proposed population increase of 13,630 which was well below the 18,630 people that City Staff forecasted from the 2014 City of Welland Development Charges Study. The Region and the City partnered in having a third party review of the City and Regional Forecasts, and the consulting firm (CN Watson & Associates) supported the City's Population Forecast.

The Region has circulated a draft updated forecast and local growth allocation between 2016-2041. In this document the City's population increase is 11,980 people and the employment increase is 11,020 jobs. The proposed population increase is well below City Staff's forecast of 18,630 people. Staff have no objection to the proposed employment increase of 11,020 jobs. The tables below show the differences between the three different forecasts:

<b>TABLE 1.1: Population Growth By Planning Period</b>			
<b>Population Forecast</b>	<b>2016</b>	<b>2041</b>	<b>Net Change</b>
<b>Region MCR Strategic Growth Option 2016</b>	52,550	66,180	13,630
<b>Region MCR Strategic Growth Option 2018</b>	53,670	65,650	11,980
<b>City of Welland/Watson &amp; Associates</b>	53,910	72,540	18,630

With reference to Table 1.2 City Staff have reviewed the building permit data for new dwelling units in Welland for the years 2016, 2017 and 2018.

<b>TABLE 1.2: Number of New Dwelling Units</b>	
<b>Year</b>	<b>Number of Dwelling Units</b>
2016	132
2017	197
2018	399

The above Table 1.2 shows an average of 243 new dwelling units per year for the City of Welland. Under the Region's most recent draft population forecast the City would see approximately 179 dwelling units per year. The City forecast is approximately 264 dwelling units per year. The City is currently experiencing growth that is well above the Region's 2016 and 2018 forecasts. Dwelling Unit growth for 2019 has been strong for the first two months of the year. These historically are very slow months for building activity. As of March 13, 2019 there were building permits issued for 44 new dwelling units. Staff are confident that new dwelling units in 2019 will far exceed both Regional forecast and the City's forecast.

**FINANCIAL CONSIDERATION:**

There are no financial implications as a result of the contents of this Report.

**OTHER DEPARTMENT IMPLICATIONS:**

Other City Departments have been informed of the City's forecasted growth and they will use these forecasts for planning purposes where needed. This includes informing the new Parks, Recreation and Culture Master Plan, a new Economic Development Strategy and the Planning, Building and Engineering Fees Review.

**SUMMARY AND CONCLUSION:**

There are a number of studies and plans currently in development which require a consistent population and employment forecast from 2016-2041. Population and Employment forecasts are critical for developing strategies to accommodate and manage this growth in the City. Staff are requesting that Council approve the population increase forecast of 18,630 people and an employment increase forecast of 11,020 additional jobs between the years 2016-2041 for the purposes of growth planning and management, the 2019 Development Charge By-law Review and any other studies or plans which require a population forecast. Staff are also recommending these forecasts be used in the Region's Municipal Comprehensive Review which is currently under way.

**ATTACHMENTS:**

None

19-3

REPORT CLK-2019-06

The following organization has applied for Lottery Licensing and is presented to City Council for approval.

**NAME****ADDRESS**

Fonds Foyer Richelieu Welland

655 Tanguay Avenue  
Welland, Ontario  
L3B 6A1

Respectfully submitted by Tara Stephens, City Clerk

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**RECOMMENDATION:**

THAT THE COUNCIL OF THE CITY OF WELLAND approves the application for lottery licensing for Fonds Foyer Richelieu Welland.

19-3

REPORT CLK-2019-07

The following organization has applied for Lottery Licensing and is presented to City Council for approval.

**NAME****ADDRESS**

South Niagara Canoe Club (SNCC)

Business Address  
16 Townline Tunnel Road  
Welland, OntarioMailing Address  
108 Thorold Road East  
Welland, Ontario  
L3C 7A6

Respectfully submitted by Tara Stephens, City Clerk

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**RECOMMENDATION:**

THAT THE COUNCIL OF THE CITY OF WELLAND approves the application for lottery licensing for the South Niagara Canoe Club (SNCC).

19-3

REPORT CLK-2019-08

The following organization has applied for Lottery Licensing and is presented to City Council for approval.

**NAME****ADDRESS**

Visual Artists of Welland

101 First Avenue  
Welland, Ontario  
L3C 1X8

Respectfully submitted by Tara Stephens, City Clerk




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**RECOMMENDATION:**

THAT THE COUNCIL OF THE CITY OF WELLAND approves the application for lottery licensing for Visual Artists of Welland.



**COUNCIL**  
**CORPORATE SERVICES**  
**RECREATION & CULTURE DIVISION**

APPROVALS	
GENERAL MANAGER	
CFO	
CAO	

02-85

**REPORT R&C-2019-03**  
**MARCH 19, 2019**

**SUBJECT: INTEGRATED ACCESSIBILITY STANDARDS POLICY AND  
MULTI-YEAR ACCESSIBILITY PLAN**

**AUTHOR: RICHARD DALTON  
MANAGER, RECREATION & CULTURE**

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

**RECOMMENDATION:**

THAT THE COUNCIL OF THE CITY OF WELLAND approves the proposed Integrated Accessibility Standards Policy and Multi-Year Accessibility Plan in accordance with the Integrated Accessibility Standards (IAS), Ontario Regulation 191/11 of the Accessibility for Ontarians with Disabilities Act, 2005 (AODA).

**ORIGIN AND BACKGROUND:**

The *Accessibility for Ontarians with Disabilities Act (AODA), 2005* was passed on June 13, 2005. The purpose of the Act is to develop, implement, and enforce accessibility standards concerning goods, services, accommodations, buildings, and employment.

As a further implementation of the goals of the AODA, the Integrated Accessibility Standards Regulation (IASR) came into effect on July 1, 2011; the IASR specifies standards for accessibility relating to information and communications, employment, and transportation.

The IASR regulations call for the creation and publication of a policy and multi-year plan for all municipalities in Ontario outlining a statement of commitment and implementation plan for removal of barriers for persons with disabilities in accordance with the IASR standards. The first publication of a policy and multi-year plan was approved by Welland City Council in 2013.

This report presents an updated version of the official City Policy relating to accessibility standards compliance as presented in Appendix I, as well as an updated multi-year plan to outline accomplishments towards meeting IASR regulations and next steps with deadlines, as presented in Appendix II.

**COMMENTS AND ANALYSIS:**

A team of City of Welland staff have collaborated to prepare the updated IASR multi-year plan, including representatives from Recreation & Culture, Information Services, Human Resources, and Transit.

**FINANCIAL CONSIDERATION:**

Costs associated with implementation of the proposed Integrated Accessibility Standards Policy and multi-year plan will be included in annual operating and capital budgets.

**OTHER DEPARTMENT IMPLICATIONS:**

Continued implementation of the multi-year plan will be the responsibility of all City of Welland staff; as such a copy of the approved plan will be circulated to all Managers.

**SUMMARY AND CONCLUSION:**

The City of Welland has made strides towards the removal of barriers for persons with disabilities, as described in the AODA. The updated policy and multi-year plan will help ensure Welland's continued progress towards barrier free service delivery and participation for our residents and staff.

**ATTACHMENTS:**

Appendix I    Integrated Accessibility Standards Policy, First Revision 2018  
Appendix II    Multi-Year Accessibility Plan, First Revision 2018

**POLICY**

<b>Policy Title:</b> Integrated Accessibility Standards Regulation	
<b>Date of Approval:</b>	<b>Policy Number:</b>
<b>Lead Role:</b> General Managers	<b>Support Role:</b> Managers
<b>Cross Reference:</b>	<b>Next Review Date:</b> 2019
<b>Council File Number:</b>	<b>Revision Date:</b>

***POLICY STATEMENT:***

City Council encourages, supports, promotes, and commits to the provision of barrier-free municipal services.

***PURPOSE:***

This Policy and its related procedures facilitate compliance with the Integrated Accessibility Standards, Ontario Regulation 191/11 (IASR), of the Accessibility for Ontarians with Disabilities Act, 2005, (AODA), and other relevant sections of the Act, as may be amended from time to time. This Policy and its related procedures facilitate the identification, removal and prevention of barriers to people with disabilities to enable better access to municipal goods, services, and facilities.

***SCOPE:***

This Policy and its related procedures apply to the following:

1. All City employees, volunteers, agencies, boards and commissions.
2. Anyone who participates in or oversees the development of City policies, practices, and procedures governing the provision of municipal goods, services or facilities to members of the public or other third parties.

***POLICY DETAILS:***

1. The City of Welland is committed to meeting the accessibility needs of people with disabilities in a timely manner. To comply with the General requirements of the IASR, with compliance dates from 2018 to 2023, the City will:
  - a. Establish, maintain, and update a multi-year accessibility plan at least every five years, in accordance with the requirements of Section 4 of the IASR, outlining the City's strategy to prevent and remove barriers for people with disabilities and prepare an annual status report on the plan.

**Integrated Accessibility Standards Regulation HUM-001-0032**

- b. Incorporate accessibility criteria and features when procuring or acquiring goods, services, or facilities, including self-service kiosks, in accordance with the requirements of Section 5 of the IASR, except where it is not practicable, the City will provide an explanation, upon request.
  - c. Ensure that training is provided on the requirements of the Accessibility Standards in accordance with Section 7 of the IASR, as well as the Human Rights Code as it relates to people with disabilities.
2. To comply with the Information and Communication Standard requirements of the IASR, with compliance dates from 2018-2023, the City will create, provide and receive information and communications in ways that are accessible for people with disabilities.
3. To comply with the Employment Standard requirements of the IASR, with compliance dates from 2018 - 2023, the City will identify, prevent and remove barriers across the employment life cycle for people with disabilities.
4. To comply with the Transportation Standard requirements of the IASR, with compliance dates from 2018 - 2023, the City will implement accessible transit service and facilities.
5. Failure to comply with this Policy or the requirements of the IASR could result in penalties as prescribed in Part V of the IAS.

City of Welland  
Multi-year Accessibility Plan  
Customer Service Standard, Regulation 429/07

<b>Legend:</b> C: Compliant N: Non Compliant R: Review	<b>Departments/Division:</b> HR - Human Resources R&C – Recreation & Culture TR – Transit IS – Information Services
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Topic and Implementation Date	Action	Timeline					Lead Department/Division
		2018	2019	2020	2021	2022	
<b>GENERAL</b>							
Establishment of Accessibility Policies January 1, 2018	3 (1) Develop policies in regards to how we plan on working towards an accessible municipality as per the AODA	C	C	R	R	R	All Departments
	(2) Write a statement of organizational commitment to meet the needs of people with disabilities, in a timely manner	C	C	R	R	R	
	(3) (a) Write one or more written documents describing its policies (b) Make the written documents available to the public, and provide them in an accessible format when requested	C	C	R	R	R	
Accessibility Plans January 1, 2018	4 (1) (a) Develop a multi-year accessibility plan which shows how the municipality will prevent and remove barriers as per the AODA	N	C	R	R	R	R&C
	(b) Post plan on City of Welland website, provide in an accessible format when requested (c) Review/update plan every five years (2) Review/update the accessibility plans in consultation with people with disabilities and the AAP	C	C	R	R	R	

Topic and Implementation Date	Action	Timeline					Lead Department/Division
		2018	2019	2020	2021	2022	
Procuring or Acquiring goods, services or facilities January 1, 2018	(3) (a) Prepare a status report (annually) discussing the progress the municipality has taken in regards to clause (1) (b) Post the status report on the City of Welland website, and provide in an accessible format when requested	C	C	R	R	R	R
	5 (1) Incorporate accessibility criteria and features when acquiring or purchasing goods, services or facilities	C	C	R	R	R	R
Training January 1, 2019	(2) An explanation must be provided, upon request if it is not practicable to the above clause 5 (1)						NA
	7(1) Training must be provided on the requirements of the accessibility standards in regards to the AODA and the Human Rights Code as it pertains to people with disabilities to, (a) All employees and volunteers (b) All people who participate in developing the organization's policies (c) All people who provide goods, services or facilities on behalf of the City of Welland	C	C	R	R	R	R
	(2) The training will be appropriate to the duties of the employees, volunteers and other people	C	C	R	R	R	R
	(3) Every person will be trained as soon as practicable	C	C	R	R	R	R
	(4) Training will be provided if there are any changes to the policies, on an ongoing basis	C	C	R	R	R	R

Topic and Implementation Date	Action	Timeline					Lead Department/Division	
		2018	2019	2020	2021	2022		2023
	(5) The municipality must keep a record of the training provided, including the training dates and the number of people who participated	C	C	R	R	R	R	HR
<b>Information and Communications Standards</b>								
Feedback January 1, 2018	11(1) All processes for receiving and responding to feedback must be accessible to people with disabilities. 11(2) Accessible formats and communication supports must be provided in an accessible format when requested 11(3) Notify the public about the availability of accessible formats and communication supports	C	C	R	R	R	R	IS
Accessible Formats and Communication Supports January 1, 2015	12 (1) Provision of accessible formats and communication supports for persons with disabilities must be provided or arranged upon request. (a) in a timely manner (b) at a cost that is no more than the regular cost charged to other persons (2) The municipality must consult with the person making the request in determining the suitability of an accessible format or communication support. (3) Notify the public about the availability of accessible formats and communication supports	C	C	R	R	R	R	IS
Emergency Procedure, Plans or Public Safety Information January 1, 2012	13(1) If Emergency procedures, plan or public safety information are provided to the public then the information must be provided in an accessible format or with appropriate communication	C	C	R	R	R	R	IS

Topic and Implementation Date	Action	Timeline					Lead Department/Division		
		2018	2019	2020	2021	2022		2023	
<b>Accessible Websites and Web Content</b> WCAG 2.0 Level A January 1, 2018 WCAG 2.0 Level AA January 1, 2021	supports, as soon as practicable, upon request. 14(1) Internet and intranet websites and web content conform with the World Wide Web Consortium Web Content Accessibility Guidelines (WCAG) 2.0, at Level AA, and shall do so in accordance with the schedule set out in this section	C	C	R	R	R	R	IS	
	14(2) Internet websites and web content must conform with the World Wide Web Consortium Web Content Accessibility Guidelines (WCAG) 2.0, initially at Level A and increasing to Level AA.	C	C	R	R	R	R	R	IS
	19(1) Access to or arrange for accessible materials where they exist (2) Information about the availability of accessible materials publicly available and shall provide the information in accessible format or with appropriate communication supports, upon request (3) Library boards may provide accessible formats for archival materials, special collections, rare books and donations	C	C	R	R	R	R	R	WPL
<b>Employment Standards</b>									
<b>Recruitment</b> January 1, 2018	22 Notify employees and the public about the availability of accommodation for applicants with disabilities during recruitment process	C	C	R	R	R	R	R	HR
<b>Recruitment, Assessment or Selection Process</b> January 1, 2018	23(1) During the recruitment process, notify job applicants that accommodations are available upon request in relation to the materials or processes to be used. (2) The employer will consult with the applicant and provide suitable accommodation in a manner that takes into account the applicant's accessibility needs due to their disability.	C	C	R	R	R	R	R	HR
<b>Notice to Successful Applicants</b> January 1, 2018	24 When making offers of employment, notify the successful applicant of its policies for	C	C	R	R	R	R	R	HR



Topic and Implementation Date	Action	Timeline					Lead Department/Division	
		2018	2019	2020	2021	2022		2023
<b>Informing Employees of Supports</b> January 1, 2018	<p>accommodating employees with disabilities</p> <p>25(1) Inform employees of its policies used to supports employees with disabilities, including, but not limited to, policies on the provision of job accommodations that take into account an employee's accessibility needs due to disability.</p> <p>(2) Provide the information required to new employees as soon as practicable after they begin employment</p> <p>(3) Provide updated information to its employees whenever there is a change to existing policies on the provision of job accommodations that take into account an employee's accessibility needs due to a disability</p>	C	C	R	R	R	R	HR
<b>Accessible Formats and Communication Supports for Employees</b> January 1, 2018	<p>26(1) Where an employee with a disability so requests it, every employer shall consult with the employee to provide or arrange for the provision of accessible formats and communication supports for,</p> <p>(a) information that is needed in order to perform the employee's job; and</p> <p>(b) information that is generally available to employees in the workplace</p>	C	C	R	R	R	R	HR
<b>Workplace Emergency Response Information</b> January 1, 2018	<p>(2) Consult with the employee making the request in determining the suitability of an accessible format or communication support</p> <p>27(1) Provide individualized workplace emergency response information to employees who have a disability, if the disability is such that the individualized information is necessary and the employer is aware of the need for accommodation due to the employee's disability.</p> <p>(2) Provide the workplace emergency response information to the person designated by the</p>	C	C	R	R	R	R	HR

Topic and Implementation Date	Action	Timeline					Lead Department/Division
		2018	2019	2020	2021	2022	
	<p>employer to provide assistance</p> <p>(3) Provide the information required as soon as practicable after the employer becomes aware of the need for accommodation due to the employee's disability.</p> <p>(4) Review the individualized workplace emergency response information, <i>(a) when the employee moves to a different location in the organization</i> <i>(b) when the employee's overall accommodations needs or plans are reviewed; and</i> <i>(c) when the employer reviews its general emergency response policies</i></p>	C	C	R	R	R	HR
		C	C	R	R	R	HR
<b>Documented Individual Accommodation Plans</b> January 1, 2018	<p>28(1) Develop a written process for the development of documented individual accommodation plans for employees with disabilities.</p> <p>(2) The process for the development of documented individual accommodation plans shall include eight prescribed elements.</p> <p>(3) Individual accommodation plans shall, <i>(a) if requested, include any information regarding accessible formats and communications supports provided</i> <i>(b) include individualized workplace emergency response information</i> <i>(c) identify any other accommodation that is to be</i></p>	C	C	R	R	R	HR
		C	C	R	R	R	HR
		C	C	R	R	R	HR

Topic and Implementation Date	Action	Timeline					Lead Department/Division	
		2018	2019	2020	2021	2022		2023
Return to Work Process January 1, 2018	29(1)(a) Develop and have in place a return to work process for its employees who have been absent from work due to a disability and require disability-related accommodations in order to return to work; (b) document the process (2) The return to work process will, (a) outline the steps the employer will take to facilitate the return to work of employees who were absent because their disability required them to be away from work; (b) use documented individual accommodation plans (3) The return to work process referenced in this section does not replace or override any other return to work process created by or under any other statute.	C	C	R	R	R	R	HR
Performance Management January 1, 2018	30(1) An employer that uses performance management in respect of its employees shall take into account the accessibility needs of employees with disabilities, as well as the individual accommodation plans, when using its performance management process in respect of employees with disabilities	C	C	R	R	R	R	HR
Career Development and Advancement January 1, 2018	31 An employer that provides career development and advancement to its employees shall take into account the accessibility needs of its employees with disabilities as well as any individual accommodation plans, when providing career development and advancement to its employees with disabilities	C	C	R	R	R	R	HR
Re-deployment January 1, 2018	32 An employer that uses redeployment shall take into account the accessibility needs of its employees with disabilities, as well as individual accommodation plans, when redeploying employees with disabilities	C	C	R	R	R	R	HR

Topic and Implementation Date	Action	Timeline					Lead Department/Division	
		2018	2019	2020	2021	2022		2023
<b>Conventional and Specialized Transportation Standards</b> Note: Welland Transit references the Ontario Professional Transit Association's 'Public Transit Industry Compliance Workbook' to assist in meeting AODA Regulation 191/11								
<b>Availability of Information on Accessibility Equipment, etc</b> January 1, 2018	34(1) Accessibility equipment and features of their vehicles, routes and services must be made available to the public (2) Upon request, information as described in subsection (1) must be provided in an accessible format.	C	C	R	R	R	R	TR
<b>Non-Functioning Accessibility Equipment</b> January 1, 201	35 If the accessibility equipment on a vehicle is not functioning and equivalent service cannot be provided, conventional transportation service providers and specialized transportation service providers will take reasonable steps to accommodate persons with disabilities who would otherwise use the equipment and the transportation service provider shall repair the equipment as soon as is practicable	C	C	R	R	R	R	TR
<b>Accessibility Training</b> January 1, 2014	36(1) Conventional transportation service providers and specialized transportation service providers shall conduct employee and volunteer accessibility training. (2) The accessibility training shall include training on, (a) the safe use of accessibility equipment and features (b) acceptable modifications to procedures in situations where temporary barriers exist or accessibility equipment on a vehicle fails; and (c) emergency preparedness and response procedures that provide for the safety of persons with disabilities.	C	C	R	R	R	R	TR

Topic and Implementation Date	Action	Timeline					Lead Department/Division
		2018	2019	2020	2021	2022	
	(3) Keep a record of the training provided, including the training dates and number of people who attended	C	C	R	R	R	TR
<b>Emergency Preparedness and Response Policies</b> January 1, 2018	37(1) Conventional transportation service providers and specialized transportation service providers, (a) shall establish emergency preparedness and response policies that provide for the safety of persons with disabilities; and (b) make the policies available to the public (2) Upon request, provide the policies in an accessible format	C	C	R	R	R	TR
<b>Fares, Support Persons</b> January 1, 2018	38(1) Neither Conventional transportation service provider nor Specialized transportation service provider will charge a fare to a support person who is accompanying a person with a disability, where the support worker is needed (2) It is the responsibility of a person with a disability to demonstrate to a transportation service provider their need for a support person to accompany them on the conventional or specialized transportation service and to ensure that the appropriate designation for a support person is in place.	C	C	R	R	R	TR
<b>Transition, Existing Vehicles</b> January 1, 2018	40(1) Not required to retrofit vehicles that are within their fleet (as of July 1, 2011) (2) If a portion of a vehicle is modified in a way that affects or could affect accessibility on or after July 1, 2011, the transportation service provider shall ensure that the modified portion meets the requirements	C	C	R	R	R	TR
		C	C	R	R	R	TR

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		2018	2019	2020	2021	2022	
	(3) The Conventional Transportation service provider does not have to meet the requirements if the modifications would impair the structural integrity of the vehicle or the mobility aid accessible rail car	C	C	R	R	R	TR
<b>Accessibility Plans, Conventional Transportation Services</b> January 1, 2018	41(1) Identify the process for managing, evaluation and taking action on customer feedback. (2) At least one public meeting involving people with disabilities must take place annually (3) Conventional Transportation and Specialized Transportation services must both be addressed in the accessibility plan.	C	C	R	R	R	TR
<b>Accessibility plans, Specialized Transportation Services</b> January 1, 2018	42 Specialized transportation service providers shall, in their accessibility plans, (a) identify the process for estimating the demand for specialized transportation services; and (b) develop steps to reduce wait times for specialized transportation services	C	C	R	R	R	TR
<b>Accessibility Plans, Conventional and Specialized Transportation Services</b> January 1, 2018	43 In the accessibility plans, describe their procedures for dealing with accessibility equipment failures.	C	C	R	R	R	TR
<b>General Responsibilities</b> January 1, 2018	44(1) Conventional transportation service providers shall, (a) deploy lifting devices, ramps or portable bridge plates upon the request of a person with a disability (b) ensure that adequate time is provided to person with disabilities to safely board, be secured and deboard transportation vehicles with assistance, when requested (c) assist with safe and careful storage of mobility aids or mobility assistive devices used by persons with disabilities; and (d) allow a person with a disability to travel with a medical aid	C	C	R	R	R	TR

Topic and Implementation Date	Action	Timeline					Lead Department/Division	
		2018	2019	2020	2021	2022		2023
Alternative Accessible Method of Transportation January 1, 2018	(2) Make information available in an accessible format	C	C	R	R	R	TR	
	45(1) Unless not practicable to do so, a conventional transportation service provider who doesn't provide specialized transportation services shall ensure that any person with a disability who can't use the conventional transit system is provided with an alternative accessible method of transportation	C	C	R	R	R	R	TR
	(2) The above does not apply if there is a specialized transit provider in the same jurisdiction where the conventional transit provides transportation services.	C	C	R	R	R	R	TR
Fares 46(1) by July 1, 2011 46(2) January 1, 2018	46(1) A person with a disability cannot be charged a higher fare than a person without a disability, however a person with a disability can be charged a lesser fare.	C	C	R	R	R	TR	
	(2) If Specialized transit is not available, alternative fare payment options to persons with disabilities will be available, if they cannot because of their disability, use a fare payment option	C	C	R	R	R	R	TR
Transit Stops January 1, 2018	47(1) Ensure that the persons with disabilities are able to board or deboard a transportation vehicle at the closest available safe location, as determined by the operator	C	C	R	R	R	TR	
	(2) In determining where a safe location may be situated for the purposes of subsection (1), the conventional transportation service provider shall give consideration to the preferences of the person with a disability.	C	C	R	R	R	R	TR
	(3) Ensure that operators of their transportation vehicles promptly report to an appropriate authority where a transit stop is temporarily inaccessible or where a temporary barrier exists	C	C	R	R	R	R	TR

Topic and Implementation Date	Action	Timeline					Lead Department/Division	
		2018	2019	2020	2021	2022		2023
<b>Storage of Mobility Aids, etc</b> January 1, 2018	<p>48(1) Ensure that mobility aids and assistive devices are stored in passenger compartments within reach of the person with a disability who uses the aid or device</p> <p>(2) If safe storage of mobility aid and assistive devices is not possible within the passenger compartment, ensure that mobility aids and assistive devices are stored in the baggage compartment of the vehicle on which the person with the disability is travelling</p> <p>(3) Ensure that operators of its transportation vehicles secure and return mobility aids and mobility assistive devices safely in order to not affect other passengers or damage the aid or device</p> <p>(4) No transit provider can charge a fee for the storage of a mobility aid or a mobility assistive device</p>	C	C	R	R	R	R	TR
<b>Courtesy Seating</b> January 1, 2018	<p>49(1) Ensure that there is clearly marked courtesy seating for persons with disabilities on transportation vehicles</p> <p>(2) The courtesy seating for person with disabilities shall be located as close as practicable to the entrance door of the vehicle</p> <p>(3) The courtesy seating will be signed, people who do not have disabilities will understand that they must vacate the courtesy seating if its use is required by a person with a disability</p> <p>(4) Develop a communication strategy designed to inform the public about the purpose of courtesy seating</p>	C	C	R	R	R	R	TR
<b>Service Disruptions</b> July 1, 2018	<p>50 If a route or scheduled service is temporarily changed, and the change is known in advance transit services shall,</p> <p>(a) <i>make available alternate accessible</i></p>	C	C	R	R	R	R	TR



Topic and Implementation Date	Action	Timeline					Lead Department/Division
		2018	2019	2020	2021	2022	
	<i>arrangements to transfer people with disabilities to their route destination</i> <i>(b) communicate in a manner that takes into account the person's disability</i>						
<b>Pre-Boarding Announcement</b> January 1, 2018	51(1) On request, pre-boarding verbal announcements of the route, direction, destination or next major stop (2) Electronic pre-boarding announcements of the route, direction, destination or next major stop on its transportation vehicles	C	C	R	R	R	TR
<b>On-Board Announcement</b> January 1, 2018	52(1) There must be audible verbal announcements of all destination points or available route stops on its transportation vehicles while the vehicle is on route or while the vehicle is being operated (2) All destination point or available route stops, <i>(a) are announced through electronic means; and (b) are legibly and visually displayed through electronic means</i> (3) Visual display of destination point or stop information	C	C	R	R	R	TR
<b>Requirements re: grab bars, etc</b> January 1, 2018	53(1) All transportation vehicles that are manufactured on or after January 1, 2013 are equipped with grab bars, handholds, handrails or stanchions that are provided where appropriate at and as specified. (2) Grab bars, handholds, handrails or stanchions located at an entrance or exit used by a person with a disability are accessible from ground level and are mounted so that they are inside the vehicle when the doors are closed. Standards provided in AODA, 2005	C	C	R	R	R	TR
<b>Floors and Carpeted Surfaces</b> July 1, 2018	54(1) All transportation vehicles manufactured on or after January 1, 2013 must:	C	C	R	R	R	TR

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		2018	2019	2020	2021	2022	
<b>Allocated Mobility Aid Spaces</b> July 1, 2018	(a) have floors that produce a minimal glare and are slip resistant; and (b) any carpeted surfaces have a low, firm and level pile or loop and are securely fastened. 55(1) All transportation vehicles manufactured on or after January 1, 2013 must: (a) have two or more allocated mobility aid spaces, with each space as specified in the regulation (2) Spaces on transportation vehicles that are allocated as mobility aid spaces may be used for other passenger purposes, if not required for use by a person with a disability who uses a mobility aid. 56 All transportation vehicles manufactured on or after January 1, 2013 must be equipped with accessible stop-requests and emergency response controls to prescribed standards. 57( All transportation manufactured on or after January 1, 2013 must be equipped with appropriate lighting to prescribed standards. 58 All transportation manufactured on or after January 1, 2013 must display the route or direction of the transportation vehicle or its destination or next major stop. 59 All transportation vehicles manufactured on or after January 1, 2013 must be equipped with lifting devices, ramps or portable bridge plates and each vehicle has: (a) a colour strip that runs its full width marking the bottom edge and that is high colour-contrasted with its background to assist with visual recognition; (b) a slip resistant platform surface; and (c) raised edges of sufficient height to prevent a mobility aid from rolling off the edge of the ramp during the boarding or deboarding of passengers.	C	C	R	R	R	TR
<b>Stop- Requests and Emergency Response Controls</b> July 1, 2018		C	C	R	R	R	TR
<b>Lighting Features</b> July 1, 2018		C	C	R	R	R	TR
<b>Signage</b> July 1, 2018		C	C	R	R	R	TR
<b>Lifting Devices, etc.</b> July 1, 2018		C	C	R	R	R	TR

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		2018	2019	2020	2021	2022		2023
<b>Steps</b> July 1, 2018	60 When transportation vehicles are equipped with steps, the steps must meet the following requirements: (1) The top outer edge of each step is marked by a colour strip that is high colour-contrasted with its background, to assist with visual recognition, that runs the full width of the leading edge of the step, excluding any side edge mouldings, and can be viewed from both directions of travel. (2) The steps have surfaces that are slip resistant and that produce minimal glare. (3) The steps have uniform, closed riser heights and tread depths, subject to the structural limitations of the vehicle.	C	C	R	R	R	R	TR
<b>Indicators and Alarms</b> July 1, 2018	61 Where transportation vehicles have a ramp, lifting device or a kneeling function, each vehicle must be equipped with a visual warning lamp indicator mounted on the exterior near the mobility aid accessible door and with an audible warning alarm. (2) The visual warning lamp indicator and the audible warning alarm must function when the kneeling function, ramp or lifting device is in motion. (3) If a ramp or lifting device is manually operated, no warning lamp indicator or warning alarm is required.	C	C	R	R	R	R	TR
<b>Categories of Eligibility</b> January 1, 2018	63(1) Specialized transit must have three categories of eligibility to qualify for services; (a) <i>unconditional eligibility</i> ; (b) <i>temporary eligibility</i> ; and (c) <i>conditional eligibility</i> (2) For purposes of eligibility people must be categorized as follows: (1) <i>A person with a disability that is unable to use</i>	C	C	R	R	R	R	TR

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		2018	2019	2020	2021	2022	
	<p>conventional transportation services is categorized as having unconditional eligibility.</p> <p>(2) A person with a temporary disability that is unable to use conventional transportation services is categorized as having a temporary eligibility.</p> <p>(3) A person with a disability where environmental or physical barriers limit their ability limit their ability to use conventional transit is categorized as a conditional eligibility.</p>	C	C	R	R	R	R
<p><b>Eligibility Application Process</b> January 1, 2018</p>	<p>64(1) If an application for eligibility for Specialized Transportation has been completed and the person's eligibility has not been determined within 14 calendar days after the completed application, the person will be considered to have a temporary eligibility until a decision on his or her eligibility is made.</p> <p>(2) No fee will be charged to a person with disabilities who apply or who are considered eligible for specialized transportation services.</p> <p>(3) A reassessment of the eligibility of temporarily eligible registrants at reasonable intervals.</p> <p>(4) Upon request, eligibility application and decision information must be provided in accessible formats</p> <p>(5) Establish an independent appeal process to review decisions respecting eligibility.</p> <p>(6) A decision on an appeal with respect to eligibility within 30 calendar days after receiving the complete appeal application, but if a final decision is not made within the 30 days, the applicant must be granted temporary eligibility until a final decision is made.</p> <p>(8) Policies respecting the collection, use and disclosure of personal information collected for purposes of determining eligibility.</p>	C	C	R	R	R	TR
		C	C	R	R	R	R
		C	C	R	R	R	R
		C	C	R	R	R	R
		C	C	R	R	R	R
		C	C	R	R	R	R
		C	C	R	R	R	R

Topic and Implementation Date	Action	Timeline					Lead Department/Division
		2018	2019	2020	2021	2022	
<p><b>Emergency or Compassionate Grounds</b> January 1, 2018</p>	<p>65(1) Develop procedures respecting the provision of temporary specialized transportation services earlier than in the 14 calendar days referred to in subsection 64 (1),                      (a) where the services are required because of an emergency or on compassionate grounds; and                      (b) where there are no other accessible transportation services to meet the person's needs.                      (2) A person must apply for the services as determined by the specialized transportation service provider.</p>	C	C	R	R	R	TR
<p><b>Fare Parity</b> January 1, 2018</p>	<p>66(1) No fee can be charged more than the highest fare charged for conventional transportation services in the same jurisdiction.                      (3) Ensure that there is fare parity between conventional transportation services and specialized transportation services.                      (5) Both conventional transit and specialized transit must ensure that they have the same fare structure                      (6) Both conventional transit and specialized transit must ensure the same fare payment option are available, but alternative options shall be made available to persons with disabilities who cannot because of their disability use a fare payment option.</p>	C	C	R	R	R	TR
<p><b>Visitors</b> January 1, 2018</p>	<p>67(1) Every specialized transportation service provider shall,                      (a) make specialized transportation services available to visitors; and                      (b) consider as eligible;                      (i) visitors who provide confirmation that they are eligible for specialized transit within their jurisdiction                      (ii) Visitors who meet the eligibility requirements                      (2) Have polices respecting the collection, use and disclosure of personal information collected for</p>	C	C	R	R	R	TR


Topic and Implementation Date	Action	Timeline					Lead Department/Division	
		2018	2019	2020	2021	2022		2023
<b>Origin to Destination Services</b> January 1, 2011	<p>purposes of determining eligibility under this section.</p> <p>68(1) Provide origin to destination services within its service area that takes into account the abilities of its passengers and that accommodates their abilities</p> <p>(2) Origin to destination services may include services on any accessible conventional transportation services</p> <p>(3) Origin to destination services refers to the overall package of transportation services that allows a specialized transportation service provider to provide, in a flexible way, transportation services in a manner that best meets the needs of persons with disabilities.</p>	C	C	R	R	R	R	TR

<b>Hours of Service</b> January 1, 2018	<p>70(1) Where there are separate conventional and specialized services in the same jurisdiction, ensure it has the same hours and days of service as any one of the conventional transportation service providers. (at a minimum)</p> <p>(2) Where there are related conventional and specialized services in the same jurisdiction the hours and days of service will be the same. (at a minimum)</p>	C	C	R	R	R	R	TR
<b>Booking</b> January 1, 2018	<p>71(1) In regards to reservation, every specialized transportation services shall;</p> <p>(a) provide same day service to the extent that it is available; and</p> <p>(b) where same day service is not available, accept booking requests up to three hours before the published end of the service period on the day before the intended day of travel</p> <p>(2) Provide accessible means to accept reservations</p>	C	C	R	R	R	R	TR

<p><b>Trip Restrictions</b> January 1, 2014</p>	<p>72(1) No specialized transportation service provider shall limit the availability of specialized transportation services to people with disabilities by: <i>(a) restricting the number of trips a person with a disability is able to request; or</i> <i>(b) implementing any policy or operational practice that unreasonably limits the availability of specialized transportation services.</i></p>	C	C	R	R	R	R	R	R	TR
<p><b>Service Delays</b> January 1, 2012</p>	<p>73(1) Provide information on the duration of service delays (2) A service delay is a delay of 30 minutes or more after the scheduled pick-up time (3) This section does not apply in respect of delays in service that arise during the trip.</p>	C	C	R	R	R	R	R	R	TR
<p><b>Duties of Municipalities, General</b> January 1, 2018</p>	<p>78(1) Consult with its municipal accessibility advisory committee, the public and persons with disabilities in the development of accessible design criteria to be considered in the construction, renovation or replacement of bus stops and shelters (2) Identify planning for accessible bus stops and shelters, including any steps that will be taken to meet the goal of accessible bus stops and shelters, in its accessibility plan (3) When a municipality enters into arrangements with a person respecting the construction of bus stops and shelters in its jurisdiction, ensure that the person participates in the consultation and planning.</p>	C	C	R	R	R	R	R	R	TR

\*The duties of Municipalities for Taxi cabs are a Regional matter. The licensing for taxicabs lies with the Niagara Regional Police Licensing Unit. A Sergeant with the Niagara Regional Police heads up this unit. This unit reviews the safety certificates and ensures all by laws are applied with by the taxis. Steve Murphy from Niagara Region provides some accessibility training. Joe Mac Neil is the main contact for information and can be reached at 905 688-4111 ext. 5073.

**COUNCIL**  
**CORPORATE SERVICES**  
**RECREATION & CULTURE DIVISION**

APPROVALS	
GENERAL MANAGER	
CFO	
CAO	

REPORT R&C-2019-04  
MARCH 19, 2019

06-84

**SUBJECT:** WELLAND COMMUNITY WELLNESS COMPLEX ADVISORY COMMITTEE DISSOLUTION

**APPROVING SUPERVISOR:** RICHARD DALTON, B. Comm, OLY  
MANAGER, RECREATION & CULTURE DIVISION

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

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**RECOMMENDATION:**

THAT THE COUNCIL OF THE CITY OF WELLAND approves the dissolution of the Welland Community Wellness Complex Advisory Committee.

**ORIGIN AND BACKGROUND:**

The Welland Community Wellness Centre Advisory Committee (WCWCAC) serves in an advisory capacity to staff and City Council on matters pertaining to the facilities, programs, and services at the Welland Community Wellness Complex.

Staff have observed the function of this Committee and determined that significant components of its mandate are being addressed through other Committees and/or staff processes; as such, staff recommends the Committee be dissolved in order to maximize resource efficiency.

**COMMENTS AND ANALYSIS:**

The WCWCAC Terms of Reference outlines five main objectives. Summary of these objectives are outlined below, along with comments outlining how these objectives are being addressed through other means, to provide context to recommendation to dissolve Committee:

Committee Objective	Addressed By
To solicit public input on matters related to the Welland Community Wellness Complex	<ul style="list-style-type: none"> <li>• Your Channel</li> <li>• Presence of Supervisor, Customer Service and Administration to accept input</li> <li>• Suggestion box at WCWC</li> </ul>
To provide advice intended to enhance the facilities, programs, and services offered at the Welland Community Wellness Complex	Responsibility for programs, facilities and services rests with management and staff of WCWC



<b>Committee Objective (ctd)</b>	<b>Addressed By (ctd)</b>
To provide advice intended to eliminate barriers to people of all ages and abilities at the Welland Community Wellness Complex	Matters relating to barriers to participation are addressed through other standing committees of the City, including the Accessibility Advisory Committee, and Senior Citizen Advisory Committee
To consider the following factors when making recommendations: (a) The impact on all potential users (b) The requirements for health, safety, and risk management (c) The availability of resources (d) The social benefits to the community as a whole	(a) The WCWC has a healthy mix and balance of program and use opportunities as evidenced by our consistent growth in all age groups which we serve (b) Health & safety matters are of paramount concern to WCWC staff, as well as our Public Works colleagues, and such issues are dealt with as priorities by staff and management (c)(d) A Recreation & Culture Master Plan process is now underway, which will have considerable opportunity for insight into factors such as availability of resources and consideration of social benefits and programming priorities for the wider community

**FINANCIAL CONSIDERATION:**

None.

**OTHER DEPARTMENT IMPLICATIONS:**

None.

**SUMMARY AND CONCLUSION:**

Staff recommend dissolution of the Wellness Community Wellness Complex Advisory Committee to support a more efficient use of staff and volunteer resources for the City of Welland. All significant components of the WCWCAC objectives will be cared for through other permanent processes.

**ATTACHMENTS:**

Appendix I – Welland Community Wellness Complex Advisory Committee Terms of Reference

**CITY of WELLAND**  
**Welland Community Wellness Complex Advisory Committee**  
**Terms of Reference**

**1. Purpose**

- 1.1 To serve in an advisory capacity to staff and City Council on matters pertaining to the facilities, programs and services at the Welland Community Wellness Complex.

**2. Objectives**

- 2.1 To solicit public input on matters related to the Welland Community Wellness Complex.
- 2.2 To provide advice intended to enhance the facilities, programs and services offered at the Welland Community Wellness Complex.
- 2.3 To provide advice intended to eliminate barriers to people of all ages and abilities at the Welland Community Wellness Complex.
- 2.4 To consider the following factors when making recommendations:
- (a) The impact on all potential users;
  - (b) The requirements for health, safety and risk management;
  - (c) The availability of resources;
  - (d) The social benefits to the community as a whole.
- 2.5 To present an annual report to City Council summarizing the work of the Committee.

**3. Membership**

- 3.1 The Committee shall consist of nine (9) voting members:
- One (1) representative from the Accessibility Advisory Committee
  - One (1) representative from the Arts & Culture Advisory Committee
  - One (1) representative from the Mayor's Youth Advisory Committee
  - One (1) representative from the Senior Citizens Advisory Committee
  - One (1) representative from the Rose City Seniors Foundation
  - Three (3) Members-at-Large
- (Priority consideration for (1) one member-at-large position will be given to a qualified applicant that is a current Senior Passholder)
- One (1) City Councilor

- 3.2 Committee members must be active Welland Community Complex Passholders in good standing.
- 3.2 Any advisory support required by the Committee will be determined on an ad-hoc basis dependent on need and availability of resources. In addition, the Committee will engage non-voting resources that will serve in an advisory capacity:
  - I. Manager of Recreation & Culture or designate.
  - II. Staff support from various City departments as required.
  - III. Representatives from various community organizations and agencies as required.
- 3.3 Committee members shall be appointed by City Council.
- 3.4 The Committee will elect a Chair and Vice-Chair.
- 3.5 Any resignation from the Committee shall be tendered in writing to the Chair who will advise Council through City Staff. Council shall approve a replacement member.
- 3.6 Members will be appointed for a period to coincide with the term of the appointing City Council.

#### **4. Reporting**

- 4.1 The Committee will report to City Council in the Agencies, Boards, Commissions and Committees section of the Council meeting agenda.

#### **5. Meetings**

- 5.1 Quorum shall consist of a simple majority of the members holding office at the time of the meeting.
- 5.2 The Chair will establish a regular Committee meeting schedule. A meeting agenda will be prepared and distributed at least one week prior to the meeting. Minutes will be recorded and submitted for approval at a following meeting.
- 5.3 In order to maintain a high level of commitment, a member may be considered withdrawn from the Committee if they are absent for three (3) consecutive meetings without cause.

#### **6. Member Responsibilities**

- 6.1 Committee members shall become familiar with the Parks, Recreation and Culture Master Plan, City policies, procedures, by-laws and other relevant documents.
- 6.2 Each Committee member will serve as an independent community volunteer and will not represent the concerns of any particular community organization. Committee members shall work together as a team for the

purpose of achieving positive outcomes that will benefit the entire community.

- 6.3 Committee members are selected based upon their relevant experience and knowledge and are expected to actively participate in committee meetings.
- 6.4 Committee members shall declare any situation that is, or has the potential to be a conflict of interest.

**COUNCIL**  
**CORPORATE SERVICES**  
**RECREATION & CULTURE DIVISION**

APPROVALS	
GENERAL MANAGER	[Signature]
CFO	[Signature]
CAO	[Signature]

REPORT R&C-2019-05  
MARCH 19, 2019

99-99

**SUBJECT: WELLAND WATERWAY ADVISORY COMMITTEE – TERMS OF REFERENCE**

**APPROVING SUPERVISOR: RICHARD DALTON, B. Comm, OLY  
MANAGER, RECREATION & CULTURE DIVISION**

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

**RECOMMENDATION:**

THAT THE COUNCIL OF THE CITY OF WELLAND approves the composition of membership for the Welland Waterway Advisory Committee to a total of five (5) voting members, including one (1) waterway affiliate club representative, one (1) recreational user representative, one (1) business community representative, one (1) representative from emergency services, and one (1) member at large.

**ORIGIN AND BACKGROUND:**

The Welland Waterway Advisory Committee (WWAC) serves in an advisory capacity to staff and City Council on matters pertaining to the management and development of the Recreational Waterway, including surrounding trails and canal lands.

**COMMENTS AND ANALYSIS:**

The existing WWAC Terms of Reference calls for twelve members; staff have reviewed these requirements and have determined that a more functional Committee could be achieved through reducing mandatory membership positions to a total of five. This can be achieved by reducing mandatory membership positions which contain representatives from other City of Welland Committees, as well as a reduction of several other position requirements as proposed in the summary below. The valuable input from these other Committees will still be included at WWAC meetings through a delegation process, however their presence will no longer be mandatory as part of quorum.

The complete terms of reference for the WWAC are included as Appendix I. The proposed revisions to Section 3 – Membership are summarized below:

Current Terms	Proposed Changes
One (1) Accessibility Advisory Committee	Removed
One (1) Mayor's Youth Advisory Committee	Removed
One (1) Senior Citizen's Advisory Committee	Removed

<b>Current Terms (ctd.)</b>	<b>Proposed Changes (ctd.)</b>
One (1) representative from a waterway affiliate	Unchanged
One (1) recreational waterway user	Unchanged
One (1) WIFC event partner representative	Removed
Two (2) members-at-large	One (1) member-at-large
One (1) emergency services representative	Unchanged
Two (2) representatives from the business Community (previously moved by Council)	Unchanged

**FINANCIAL CONSIDERATION:**

None

**OTHER DEPARTMENT IMPLICATIONS:**

None

**SUMMARY AND CONCLUSION:**

Staff recommend the proposed changes to the Welland Waterway Advisory Committee Terms of Reference to support a more effective and efficient functioning of this Committee.

**ATTACHMENTS:**

Appendix I – Welland Waterway Advisory Committee Terms of Reference

**CITY OF WELLAND  
WATERWAY ADVISORY COMMITTEE  
TERMS OF REFERENCE**

**1. Purpose**

- 1.1 To serve in an advisory capacity to staff and City Council on matters pertaining to the management and development the Welland Recreational Waterway, including surrounding trails and canal lands.

**2. Objectives**

- 2.1 To solicit public input on matters related to the Waterway.
- 2.2 To provide suggestions, options, and advice intended to support optimal management of the Waterway.
- 2.3 To provide advice intended to support, enhance the grow of facilities, programs and services located along the Waterway.
- 2.4 To provide advice intended to eliminate barriers to people of all ages and abilities from accessing and enjoying the Waterway.
- 2.5 To consider the following factors when making recommendations:
- (a) The impact on all potential users;
  - (b) The requirements for health, safety and risk management;
  - (c) The availability of resources;
  - (d) The economic and social benefits to the community as a whole.
- 2.6 To present an annual report to City Council summarizing the work of the Committee.

**3. Membership**

- 3.1 The Committee shall consist of nine (9) voting members, and (1) non-voting member:
- One (1) representative from the Accessibility Advisory Committee
  - One (1) representative from the Mayor's Youth Advisory Committee
  - One (1) representative from the Senior Citizens Advisory Committee
  - One (1) representative from an affiliated\* sport club situated along the waterway
  - One (1) representative from the community of recreational Waterway users, not connected to an affiliated sport club situated along the waterway

One (1) representative from WIFC event partner community (ex officio)

Two (2) Members-at-Large

One (1) representative from the emergency services community, with expertise and experience applicable to enhancing the safety and risk profile of the Waterway

Two (2) representatives from the business community

One (1) representative from the hospitality industry

3.2 Any advisory support required by the Committee will be determined on an ad-hoc basis dependent on need and availability of resources. In addition, the Committee will engage non-voting resources that will serve in an advisory capacity:

- I. Manager of Recreation & Culture or designate.
- II. Staff support from various City departments as required.
- III. Representatives from various community organizations and agencies as required.

3.3 Committee members shall be appointed by City Council.

3.4 The Committee will elect a Chair and Vice-Chair.

3.5 Any resignation from the Committee shall be tendered in writing to the Chair who will advise Council through City Staff. Council shall approve a replacement member.

3.6 Members will be appointed for a period to coincide with the term of the appointing City Council.

3.7 In the event the number of required member position(s) cannot be filled in each target group, Council may consider applicants from other target groups to fill these positions.

#### **4. Reporting**

4.1 The Committee will report to City Council in the Agencies, Boards, Commissions and Committees section of the Council meeting agenda.

#### **5. Meetings**

5.1 Quorum shall consist of a simple majority of the members holding office at the time of the meeting.

5.2 The Chair will establish a regular Committee meeting schedule. A meeting agenda will be prepared and distributed at least one week prior to the



meeting. Minutes will be recorded and submitted for approval at a following meeting.

- 5.3 In order to maintain a high level of commitment, a member may be considered withdrawn from the Committee if they are absent for three (3) consecutive meetings without cause.

## **6. Member Responsibilities**

- 6.1 Committee members shall become familiar with the Parks, Recreation and Culture Master Plan, WRCC Master Plan, history of the Waterway and the WIFC, as well as City policies, procedures, by-laws and other relevant documents.
- 6.2 Each Committee member will serve as an independent community volunteer and will not represent the concerns of any particular community organization. Committee members shall work together as a team for the purpose of achieving positive outcomes that will benefit the entire community.
- 6.3 Committee members are selected based upon their relevant experience and knowledge and are expected to actively participate in committee meetings.
- 6.4 Committee members shall declare any situation that is, or has the potential to be a conflict of interest.



February 27, 2019  
City Of Welland  
60 East Main Street  
Welland, Ontario L3B 3X4

Dear Welland City Council,

The Board of Directors of the North Welland B.I.A. have passed the attached budget and are requesting that Welland City Council review and approve the 2019 budget as proposed, at the next available opportunity.

Should you have any questions please do not hesitate to contact us.

Sincerely,

Alanna Galeota

North Welland Business Improvement Area

08-95  
19-4

NORTH WELLAND BIA 2019 BUDGET

2019

REVENUE

BIA LEVY 2018	\$48,914.25
SEAWAY MALL LEVY 2018	\$1,905.75
	<hr/>
	\$50,820.00

TOTAL REVENUE

EXPENSES

ADVERTISING RADIO, PRINT	\$6,500.00
ADVERTISING WEB	\$2,500.00
AUDIT FEES	\$2,500.00
BANK CHARGES	\$70.00
GARBAGE REMOVAL STREET	\$2,200.00
INSURANCE	\$900.00
DÉCOR, BANNERS, IMPROVEMENTS	\$14,500.00
SUPPLIES AND PRINTING	\$650.00
VICTORIA DAY	\$4,000.00
BEAUTIFICATION AND EVENT PROMOTION	\$5,000.00
PROJECT MANAGEMENT	\$12,000.00
	<hr/>
	\$50,820.00

TOTAL EXPENSES

BALANCE	<hr/>
	\$0.00

**Administration**

Office of the Regional Clerk

1815 Sir Isaac Brock Way, PO Box 1042, Thorold, ON L2V 4T7

Telephone: 905-685-4225 Toll-free: 1-800-263-7215 Fax: 905-687-4977

[www.niagararegion.ca](http://www.niagararegion.ca)

March 1, 2019

CL 6-2019, February 28, 2019

Gayle Wood  
 Interim Chief Administrative Officer, Secretary-Treasurer  
 Niagara Peninsula Conservation Authority  
 250 Thorold Road West; 3rd Floor  
 Welland, ON L3C 3W2

**SENT ELECTRONICALLY**

**RE: Niagara Peninsula Conservation Authority Board Appointments  
 CL-C 18-2019**

Regional Council at its meeting held on Thursday, February 28, 2019, passed the following resolution:

1. That Correspondence Item CL-C 18-2019, being a memorandum from A.-M. Norio, Regional Clerk, dated February 28, 2019, respecting Niagara Peninsula Conservation Authority Board Appointments, **BE RECEIVED**;
2. That Regional Council **EXTEND** the appointments of Councillors Bylsma, Chiochio, Foster, Gibson, Greenwood, Heit, Huson, Insinna, Jordan, Steele, Whalen and Zalepa, on the Niagara Peninsula Conservation Authority Board for an additional period of three months;
3. That the Niagara Peninsula Conservation Authority Board **BE REQUESTED** to provide recommendations respecting Board composition and the recommended qualifications and process for appointments to the Board to Regional Council for consideration;
4. That the Board of Directors of the NPCA **DETERMINE** the types of skills and/or experience required on this Board of Directors based on the mandate of the NPCA and subsequently providing a skills matrix for purposes of selecting those members to Regional Council before the end of April 2019;
5. That staff **BE DIRECTED** to develop a process that all lower tier municipalities can follow to determine who they will recommend as their representatives to the NPCA Board of Directors before the end of May 2019; and

16-129

6. That staff **BE DIRECTED** to develop a process that will determine a fair and acceptable mix of politicians to be responsible to Niagara taxpayers to serve on the NPCA Board of Directors along side those chosen via the skills matrix before the end of May 2019.

A copy of Correspondence Item CL-C 18-2019 is attached for your information.

Yours truly,



Ann-Marie Norio  
Regional Clerk

CLK-C 2019-062

Cc: Local Area Clerks  
J. Pilon, Acting City Clerk, City of Hamilton  
E. Eichenbaum, Clerk, Haldimand County

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**MEMORANDUM**

CL-C 18-2019

**Subject: Niagara Peninsula Conservation Authority Board Appointments****Date: February 28, 2019****To: Regional Council****From: Ann-Marie Norio, Regional Clerk**


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At its meeting held on December 6, 2018, Regional Council passed the following resolution:

*That twelve (12) Regional Councillors representing Niagara Region, one from each municipality in the Niagara Region, **BE APPOINTED** to replace the current Niagara Region representatives, on an interim basis, on the Niagara Peninsula Conservation Authority Board, effective immediately for a period of three months until it is determined how to proceed with the Board composition.*

Council subsequently passed the following resolution:

*That Councillors Bylsma, Chiochio, Foster, Gibson, Greenwood, Heit, Huson, Insinna, Jordan, Steele, Whalen and Zalepa, **BE APPOINTED** to the Niagara Peninsula Conservation Authority Board for a three month period.*

In accordance with the above motion, the appointment of the members of the current board will expire on March 6, 2019. The appointment of the current Regional representatives on the NPCA Board was for a limited duration but with full authority to act respecting all matters of the Board.

The Clerk's Office has received correspondence from some local area municipalities respecting a local appointee to the NPCA Board (attached as Appendix 1). Niagara Region's Procedural By-law does not contain any provisions respecting appointments to the NPCA Board nor are there any policies related to this matter.

Section 4 of the *Conservation Authorities Act*, provides that a regional municipality shall be a participating municipality in place of the local municipalities within the regional municipality and shall appoint to the authority the number of members which the local municipality would otherwise have been entitled as participating municipalities.

Past practice with respect to the Board appointment of twelve (12) representatives, one from each local area municipality, has been to first ask the Regional Councillors who represent the municipality requiring representation whether or not they are willing to sit as a member of the Board. In the event that there is no interest from a Regional

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Councillor of that municipality, the local municipal council is notified. The local council then determines how they would like to fill the spot on the Board. This could be with a local municipal councillor or a local citizen.

Council could decide to continue with the current appointment process practice; however, should Council wish to change this, the criteria and process would need to be defined. In considering this issue, Council may wish to seek input from the NPCA Board.

A resolution of Council is required to extend the current Board appointments. Suggested wording is as follows:

That Regional Council **EXTEND** the appointments of Councillors Bylsma, Chiochio, Foster, Gibson, Greenwood, Heit, Huson, Insinna, Jordan, Steele, Whalen and Zalepa, on the Niagara Peninsula Conservation Authority Board for an additional <insert period of time>; and

That the Niagara Peninsula Conservation Authority Board **BE REQUESTED** to provide recommendations respecting Board composition and the recommended qualifications and process for appointments to the Board to Regional Council for consideration.

Respectfully submitted and signed by

---

Ann-Marie Norio  
Regional Clerk



## Community Services

### Legislative Services

December 4, 2018  
File #120203

Sent via Email: [ann-marie.norio@niagararegion.ca](mailto:ann-marie.norio@niagararegion.ca)

Ann-Marie Norio, Regional Clerk  
Niagara Region  
1815 Sir Issac Brock Way, P.O. Box 1042  
Thorold, ON L2V 4T7

Dear Ms. Norio:

**Re: Appointment to the Niagara Peninsula Conservation**

The Municipal Council of the Town of Fort Erie at its Inaugural Meeting of December 3, 2018 passed the following resolution:

**That:** Council recommends Leah Feor to The Regional Municipality of Niagara's Council as the Town of Fort Erie representative for appointment to the Niagara Peninsula Conservation Authority for the 2018-2022 term of Council.

Leah's contact information is as follows:

Leah Feor  
P.O. Box [REDACTED]  
Crystal Beach, ON L0S 1B0  
Phone: [REDACTED]  
Email: [REDACTED]

Trusting this information will be of assistance to you.

Yours very truly,

Carol Schofield, Dip. M.A.  
Manager, Legislative Services/Clerk  
[cschofield@forterie.ca](mailto:cschofield@forterie.ca)

CS:dlk





**City of Welland**  
**Legislative Services**  
 Office of the City Clerk  
 60 East Main Street, Welland, ON L3B 3X4  
**Phone:** 905-735-1700 Ext. 2280 | **Fax:** 905-732-1919  
**Email:** clerk@welland.ca | www.welland.ca

January 25, 2019

File No. 16-129

SENT VIA EMAIL

Niagara Peninsula Conservation Authority  
 250 Thorold Street West, 3<sup>rd</sup> Floor  
 Welland, ON L3C 3W2

Attention: Lisa McManus, Chief Administrative Officer and Secretary - Treasurer (Interim)

Dear Ms. McManus:

**Re: January 25, 2019 – WELLAND CITY COUNCIL**

At its meeting of January 25, 2019, Welland City Council passed the following motion:

**“THAT THE COUNCIL OF THE CITY OF WELLAND appoints John Ingrao to the Niagara Peninsula Conservation Authority from January 15, 2019 to November 14, 2022.”**

Yours truly,

Carmela Radice  
 Deputy Clerk

TS:cap

c.c.: - A. Norio, Niagara Regional Clerk, sent via email



February 26, 2019

Ann-Marie Norio  
 Regional Clerk Niagara Region  
 1815 Sir Isaac Brock Way, P.O. Box 1042 Thorold, ON  
 L2V 4T7  
 Sent via email to Ann-Marie.Norio@niagararegion.ca

**Re: Niagara Peninsula Conservation Authority**

Dear Ms. Norio,

Please be advised that at its meeting held on February 25, 2019, St. Catharines City Council approved the following motion:

WHEREAS on November 12, 2018, City Council directed staff to develop a process for appointing a representative to the Niagara Peninsula Conservation Authority (NPCA) Board to be implemented at the beginning of the 2018 – 2022 Term of Council; and

WHEREAS on December 10, 2018, City Council appointed Councillors Garcia, Miller, and Williamson to the NPCA Nominating Committee for the purpose of reviewing applications and making recommendations for appointment / nomination to the NPCA Board; and

WHEREAS the NPCA Nominating Committee has reviewed all applications and recommends Ed Smith for appointment to the NPCA Board;

THEREFORE BE IT RESOLVED that the City of St. Catharines recommends that Ed Smith be appointed to the NPCA Board as a representative of the City of St. Catharines for the remainder of the 2018 – 2022 Term of Council; and

BE IT FURTHER RESOLVED that the Niagara Region / NPCA be asked to provide a matrix for evaluating applicants; and

BE IT FURTHER RESOLVED that this resolution be forwarded to the Regional Clerk for distribution at Niagara Regional Council.

If you have any questions, please contact the Office of the City Clerk at extension 1524.

Bonnie Nistico-Dunk, City Clerk  
 Legal and Clerks Services, Office of the City Clerk  
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