



## **COUNCIL MEETING AGENDA**

*Tuesday, June 4, 2019*

*7:00 P.M.*

**COUNCIL CHAMBERS – CIVIC SQUARE**

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**1. COMMITTEE-OF-THE-WHOLE (IN-CAMERA) (6:35 p.m.)  
(See yellow tab)**

- A trade secret or scientific, technical commercial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization;
  - *Waterway Emergency Preparedness Phase 1, HIRA.*
- proposed or pending acquisition or disposition of land by the municipality or local board:
  - *570 River Road Land Transfer.*

**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 May 21, 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)**

**19-80** Shaun Baylis, Chief Executive Officer, Pathstone Mental Health re: Mental Health Clinic For Youth.

**(Background information provided in Council members packages).**

**19-36** Andrea Clemencio, GM BluePlan Engineering re: Asset Management Policy.

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

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

**16-61** Councillor DiMarco, Chair, Human Resources Committee re: meeting of May 16, 2019.

**04-47** Julianne Brunet, Interim Chief Executive Officer and Melanie Gross-Kerho, Welland Public Library re: update on its activities.

**(Background information provided in Council members packages).**

#### **4.4 PUBLIC MEETING PURSUANT TO CITY OF WELLAND BY-LAW 2013-127**

**Public Meeting re: Development Charges.**

**06-75** Derek Ali and John Murphy, DFA Infrastructure re: Development Charges background study.

**(Background information provided in Council members packages).**

### **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**



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

**(Councillor Van Vliet)**

**19-22** WHEREAS the Residential Rodent Control Program only addresses the problems after the rodents are on the property.  
BE IT RESOLVED THAT THE COUNCIL OF THE CITY OF WELLAND directs staff to create a By-law limiting the number of bird feeders in a municipal yard.

**(Councillor Richard)**

**99-99** THAT THE COUNCIL OF THE CITY OF WELLAND directs staff to have “The Concerts on the Canal” put out to tender, effective this year for next year’s concert.

**(Councillor Speck)**

**09-75** THAT THE COUNCIL OF THE CITY OF WELLAND directs staff to prepare a report on staffing levels, both full and part time, related to management operations at the Welland International Flatwater Centre (WIFC).

**(Councillor Green)**

**19-22** THAT THE COUNCIL OF THE CITY OF WELLAND reconsiders the 2 stop signs installed on Wellandville Drive at Goodwill Drive; and further THAT Welland City Council directs staff to remove these 2 signs.

### **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 4<sup>th</sup> day of June, 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:**

**Referred from the May 21, 2019 Council Meeting**

- 1- 4**            **TRAF-2019-11** Mgr., Engineering Services, C. Anders - Noise Exemption Request: Rose City Sports & Entertainment Inc. Ref. No. 06-150
- 5 - 8**            **TRAF-2019-10** Gen. Mgr., Infrastructure and Development Services/City Engineer, E. Nickel - Update to Traffic and Parking By-law 89-2000. Ref. No. 19-22

**2. COMMITTEE AND STAFF REPORTS**

- 1. Business Arising from Committee-of-the-Whole (closed)**
- 9**                **2. General Committee Report to Council - May 28, 2019**
- 10 - 14**        **P&B-2019-24** Gen. Mgr., Infrastructure and Development Services/City Engineer, E. Nickel - Proposed Notice of Motion for a proposed Interim Control By-law to Prohibit Marijuana Grow Operations. Ref. No. 18-87

**RECOMMENDATION:**

THAT THE COUNCIL OF THE CITY OF WELLAND receives for information purposes Report P&B-2019-24 regarding the review of a proposed notice of motion for a proposed Interim Control By-law (ICB) to prohibit marijuana grow operations for a period of one year; and further

THAT Welland City Council requests a full review of the Zoning By-law requirements as they relate to the Medical Marijuana Purposes Regulations (MMPFs) and to ensure the City policies are in line with current Provincial and Federal Legislation and best practices.

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



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**4. Staff Reports**

- 15 - 19**                    **CAO-2019-08** Chief Administrative Officer, G. Long - One-time funding request for Remove From Block Walk-In Mental Health Clinic for Youth in Welland. Ref. No. 19-80 (See By-law 1)
- 20 - 31**                    **CAO-2019-09** Chief Administrative Officer, G. Long - Memorandum of Understanding with Brock University - Climate Change Adaptation. Ref. No. 19-76 (See By-law 2)
- 32 - 34**                    **CAO-2019-10** Chief Administrative Officer, G. Long - Support Letter to the Minister of Environment, Conservation and Parks - Review to Assess Opportunities for Modernizing Compliance Practices including for Responding to Low Risk Nuisance Complaints and Incidents. Ref. No. 19-83
- 35 - 38**                    **P&B-2019-25** Mgr. of Development Approvals, G. Munday - Bill 108: More Homes, More Choice Act, 2019. Summary of Key Amendments to the Land Use Planning System in Ontario. Ref. No. 19-81
- 39 - 41**                    **P&B-2019-26** Mgr. of Development Approvals, G. Munday - Application for Condominium Exemption (File No. 26CD-14-19002) - Niagara Innovating Living - Part of Lot 1, Concession 12, former Township of Pelham, being Part 1 on Plan 59R-14786, and Bock 29, registered Plan 59M-385, now in the City of Welland, municipally known as 529 South Pelham Road. Ref. No. 12-93
- 42 - 45**                    **HR-2019-02** Gen. Mgr., Human Resources & Legislative Services, R. Mantesso - Pregnancy & Parental Leave for Members of Council. Ref. No. 19-82
- 46 - 49**                    **ENG-2019-21** Mgr., Engineering Services, C. Anders - Road Resurfacing Reconstruction 2019. Ref. No. 19-59 (See By-law 3)
- 50 - 57**                    **ENG-2019-23** Mgr., Engineering Services, C. Anders - Inter-Regional Tourist Destination Enhancement - Rotary Park and Lincoln Docks. Ref. No. 99-99
- 58 - 68**                    **ENG-2019-24** Mgr., Engineering Services, C. Anders - Strategic Asset Management Policy. Ref. No. 19-36



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**3. NEW BUSINESS**

- 69 - 87**      1. Donna Woiceshyn, Chief Executive Officer, Niagara Regional Housing (NRH) re: NRH 2019 1<sup>st</sup> Quarter Report to Board of Directors. Ref. No. 10-130

**RECOMMENDATION:**


THAT THE COUNCIL OF THE CITY OF WELLAND receives for information the correspondence from Niagara Regional Housing (NRH) dated May 24, 2018 regarding the NRH 2019 1<sup>st</sup> Quarter Report.

**4. BY-LAWS**

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

1. A By-law to authorize entering into a Memorandum of Understanding with Pathstone Mental Health. Ref. No. 19-80  
(See Report CAO-2019-08)
2. A By-law to authorize entering into a Memorandum of Understanding with Brock University. Ref. No. 19-76  
(See Report CAO-2019-09)
3. A By-law to enter into contract with Rankin Construction Inc. for the Road Resurfacing and Reconstruction Program 2019. Ref. No. 19-59  
(See Report ENG-2019-21)
4. A By-law to authorize into a lease agreement with Welland Tennis Club for use of 45 Hooker Street. Ref. No. 12-113
5. A By-law to establish tax ratios and tax rates and to levy taxes for the year 2019. Ref. No. 19-4  
(See Report FIN-2019-12 from the May 28, 2019 Special Council Meeting).

1  
**COUNCIL MEETING**  
**INFRASTRUCTURE AND DEVELOPMENT SERVICES**  
**TRAFFIC DIVISION**

APPROVALS	
GENERAL MANAGER	
CFO	
CAO	

REPORT TRAF-2019-11  
June 4, 2019

*06-150*

**SUBJECT:** NOISE EXEMPTION REQUEST: ROSE CITY SPORTS & ENTERTAINMENT INC.

**AUTHOR:** MUHAMMAD ALI KHAN, M.A.Sc., P. ENG.  
SUPERVISOR, TRAFFIC, PARKING & BY-LAWS

**APPROVING MANAGER:** CHRIS ANDERS, P. ENG  
MANAGER, ENGINEERING SERVICES

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**RECOMMENDATIONS:**

THAT THE COUNCIL OF THE CITY OF WELLAND receives for information **REPORT TRAF-2019-11** Noise Exemption Request: Rose City Sports & Entertainment; and further

That Welland City Council approves the request for an exemption from the City of Welland Noise By-law submitted by Rose City Sports and Entertainment Inc. beginning on July 10, 2019 and through to July 13, 2019 and on July 18, 2019 through to July 21, 2019 between the hours of 11:00 a.m. and 11:30 p.m. for a music festival set to take place at the Niagara Region Exhibition, 1100 Niagara Street, Welland; and further

That Welland City Council approves the following condition and it be added to the noise exemption permit; and further

That Welland City Council approves that in the opinion of the Niagara Regional Police or By-law Enforcement, if noise levels become unreasonable and reasonable complaints are made by the public this exemption will be null and void.

**ORIGIN AND BACKGROUND:**

At the May 21<sup>st</sup>, 2019 meeting of Council, the following recommendation was deferred to Staff:

THAT THE COUNCIL OF THE CITY OF WELLAND approves the request for an exemption from the City of Welland Noise By-law submitted by Rose City Sports and Entertainment Inc. beginning on July 10, 2019 and through to July 13, 2019 and on July 18, 2019 through to July 21, 2019 between the hours of 11:00 a.m. and 11:30 p.m. for a music festival set to take place at the Niagara Region Exhibition, 1100 Niagara Street, Welland.

**COMMENTS AND ANALYSIS:**

The City of Welland Noise By-law prohibits the sound or noise from or created by any radio, television, electronic device, record player, tape player, amplifier, loud speaker, public address system, musical instrument or equipment, device or instrument which emits sound when the same is played or operated in such manner or with such volume as to disturb the peace, quiet, comfort or repose of any person in any dwelling unit, hotel or other type of residence or business office. This section of the by-law is in effect at all times.

The Noise By-law also prohibits the shouting, yelling, hooting, whistling or singing which disturbs the peace, quiet, comfort or repose of any person in any dwelling unit, hotel or other type of residence. This section of the by-law is in effect between the hour of 11:00 p.m. of any Sunday, Monday, Tuesday, Wednesday or Thursday and the hour of 7 a.m. of the following day (unless the following day is a holiday) or between the hour of 1:00 a.m. and the hour of 7:00 a.m. of any Saturday, Sunday or holiday.

Notwithstanding the above prohibitions, section 3.3 of the Noise By-law states that:

The Council or designate may grant or refuse to grant a permit request, and may impose conditions as he or she determines to be appropriate.

And section 3.4 states:

Where a permit is granted, breach of any condition of the permit shall render the exemption null and void.

Don Marinucci from Rose City Sports & Entertainment Inc. has been working with SEART (Special Events Application Review Team). Niagara Regional Police, Fire, By-law Enforcement and other key stakeholders are aware of the event.

**FINANCIAL CONSIDERATION:**

There are no financial implications associated with this report.

**OTHER DEPARTMENT IMPLICATIONS:**

There are no other department implications associated with this report.

**SUMMARY AND CONCLUSION:**

The By-law Enforcement Division is supportive of granting an exemption to the City of Welland Noise By-law for Rose City Sports & Entertainment Inc. to permit a premium concert series at the Niagara Regional Exhibition Fair Grounds. It is felt that the request for exemption works toward fostering community spirit.

**ATTACHMENTS:**

Appendix I – Noise Exemption Request: Don Marinucci, Rose City Sports & Entertainment Inc.



## APPENDIX I

## THE CORPORATION OF THE City OF WELLAND

## BY-LAW NUMBER 2015 - 23

## A BY-LAW TO REGULATE AND CONTROL NOISE IN THE CITY OF WELLAND

## AND TO REPEAL BY-LAW 10204

Rose City Sports and Entertainment Inc., hereby requests a Noise Exemption for the following events planned at the Niagara Regional Exhibition, 1100 Niagara Street, Welland, ON L3C 1M6.

Beginning on July 10, 2019 and through to July 21, 2019 a music festival is planned for the enjoyment of the residents of the City of Welland and surrounding communities.

Rose City Sports and Entertainment Inc. seek an exemption for noise and activity throughout the scheduled daily event timeframes.

A professional sound, lighting and audio company, SoundBox Pro from Stoney Creek, Ontario will be executing this component of the music festival. The equipment will be professional grade and capable of providing sound range to accommodate crowds from 3,000 to 20,000 in attendance. The amplified sound will accommodate the level of the crowd and would not be uncommon to the noise levels generated at any typical outdoor event.

There will be video as well. There will not be any pyrotechnics or fireworks throughout the festival.

The event will have daily concerts as follows:

July 10, 2019 – beginning at 5:00PM and concluding 11:30PM (Rock Genre)

July 11, 2019 – beginning at 11:00AM and concluding 11:30PM (Rock Genre)

July 12, 2019 – beginning at 11:00AM and concluding 11:30PM (Rock Genre)

July 13, 2019 – beginning at 11:00AM and concluding 11:30PM (Rock Genre)

July 18, 2019 – beginning at 11:00AM and concluding 11:30PM (Country Genre)

July 19, 2019 – beginning at 11:00AM and concluding 11:30PM (Country Genre)

July 20, 2019 – beginning at 11:00AM and concluding 11:30PM (Country Genre)

July 21, 2019 – beginning at 11:00AM and concluding 11:30PM (Country Genre)

The Noise Exemption request is respectfully submitted to the City of Welland by:

Rose City Sports & Entertainment Inc.  
310 Marshall Avenue  
Welland, ON L3C 2N6

Contact: Don Marinucci

Office: 905-735-7673  
Cell: 905-407-3527 (best to call)  
Email: don@rocktheroses.ca

The Noise Exemption is sought in the event that normal attendance figures are surpassed and normal noise levels would have to be increased as the larger crowds gather.

The position of the stage will be at the southern part of the grounds facing due north.

Noise exemption would also include the noise levels from a crowd enjoying themselves normal outdoor event levels.

Please do not hesitate to reach me should you require further information.

Sincerely,

Don Marinucci  
Rose City Sports & Entertainment Inc.

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



**TRAFFIC DIVISION**

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

REPORT TRAF-2019-10  
MAY 21, 2019

*19-22*

**SUBJECT:** UPDATE TO TRAFFIC AND PARKING BY-LAW 89-2000

**AUTHOR:** MUHAMMAD ALI KHAN, M.A.Sc., P. ENG.  
SUPERVISOR, TRAFFIC, PARKING & BY-LAWS

**APPROVING SUPERVISOR:** CHRIS ANDERS, P. ENG.  
ACTING MANAGER, ENGINEERING SERVICES

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

**RECOMMENDATIONS:**

THAT THE COUNCIL OF THE CITY OF WELLAND approves **REPORT TRAF-2019-10** Update to Traffic and Parking By-law 89-2000; and further

THAT Welland City Council directs the City Clerk to amend Traffic and Parking By-law 89-2000 as follows:

ADD the following to Schedule "XXXIV" – Residential Parking Permit Only

COLUMN 1 HIGHWAY	COLUMN 2 SIDE	COLUMN 3		COLUMN 4 PERIOD (TIMES/DAYS)
		FROM	TO	
Plymouth Road	East Side	Nelles Road	92m North of Nelles Road	Any Time

DELETE the following to Schedule "XVII" – Municipal Parking Lots

LOT #	LOT NAME	Control	Rate	TIME OF DAY	MAX STAY
5	Park Street Parking Lot	Monthly Permit	\$35/Month	Monday to Friday 6am to 6pm	12 Hours

ADD the following to Schedule "XVII" – Municipal Parking Lots

LOT #	LOT NAME	Control	Rate	TIME OF DAY	MAX STAY
5	Park Street Parking Lot	Monthly Permit	\$35/Month	Monday to Sunday	24 Hours

**ORIGIN AND BACKGROUND:**

On this occasion; Schedule XXXIV and Schedule XVII will be affected.

**Schedule XXXIV – Residential Parking Permit Only**

City Staff has received a petition from residents of Plymouth Road with 60% support ( 3 out of 5 homeowners) for implementation of residential permit parking. According to homeowners, staff/visitors from Rapelje lodge park on their street, which does not allow parking for their visitors. Staff supports this request and recommend implementing Residential Permit Parking on this street.

**Schedule "XVII" – Municipal Parking Lots**

Currently, parking in the Park Street lot is only permitted between the hours of 6:00 a.m. and 6:00 p.m. Staff has received request from members of the public to park with permit in this lot overnight. Staff do not see any issues with this request. Staff request Council to approve the necessary amendments to the bylaw. This lot is currently underutilized. Issuing permits will result in additional revenue generated.

**COMMENTS AND ANALYSIS:**

The proposed amendments to the Traffic and Parking By-law 89-2000 are necessary to define the traffic and parking regulations on the City's roadways.

**FINANCIAL CONSIDERATION:**

Sign installations/removals will be absorbed by the operating budget. Anticipated revenue from permits in the Park Street parking lot will be approximately \$1200.00 per year.

**OTHER DEPARTMENT IMPLICATIONS:**

Legal Services and the Clerks Department would be required to update the By-laws with the changes noted in this report.

**SUMMARY AND CONCLUSION:**

To ensure the appropriate regulations and wording of By-law 89-2000 and By-law 2014-64, Staff recommends the modifications as outlined in this report.

**ATTACHMENTS:**

Appendix 1 – Petition from residents  
Appendix 2- Map of street

PRESCRIBED FORM OF PETITION

To: The Council of the City of Welland  
c/o City Clerk  
60 East Main Street  
Welland, ON L3B 3X4

CITY OF WELLAND  
**RECEIVED**  
MAY 13 2019  
Office of the City Clerk

I/We the undersigned, petition the Council of the City of Welland as follows:  
To designate Plymouth Road from 232 to 252 as Residential Parking only.

PRINTED NAME	PRINTED ADDRESS	SIGNATURE
IRENE KOWALSKI	232 PLYMOUTH RD.	Irene Kowalski
Phyllis Boddam	236 Plymouth Rd.	Phyllis Boddam
Ana Gmaz	240 Plymouth Rd	Ana Gmaz

By signing this petition, I hereby acknowledge that this petition will become a record belonging to the City of Welland and that all information contained in this petition will be available for viewing by the public and may be reproduced in a future Council Agenda.

19-22

Appendix II



**GENERAL COMMITTEE REPORT TO COUNCIL**

On Tuesday, May 28, 2019, the General Committee met with the following members in attendance: Chair, J. Larouche, F. Campion, J. Chiochio, T. DiMarco, B. Green, D. McLeod, A. Moote, C. Richard, G. Speck, L. Spinosa and Van Vliet.

**The General Committee recommends Council approval on the following matters:**

**19-28**

THAT THE GENERAL COMMITTEE receives for information the presentation by Eastdale Alumni, regarding the update on activities.

**13-50**

THAT THE GENERAL COMMITTEE receives for information the presentation by Peter Van Caulart, Co-Chair, and Cathy Boyko, Air Race Classic Committee regarding the Air Race Classic.

Respectfully submitted,



TARA STEPHENS  
City Clerk

APPROVALS	
GENERAL MANAGER	
CFO	
CAO	

**GENERAL COMMITTEE**  
**INFRASTRUCTURE AND DEVELOPMENT SERVICES**

18-87

REPORT P&B-2019-24  
MAY 28, 2019

**SUBJECT:** PROPOSED NOTICE OF MOTION FOR A PROPOSED INTERIM CONTROL BY-LAW TO PROHIBIT MARIJUANA GROW OPERATIONS

**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 receives for information purposes Report P&B-2019-24 regarding the review of a proposed notice of motion for a proposed Interim Control By-law (ICB) to prohibit marijuana grow operations for a period of one year.

**ORIGIN AND BACKGROUND:**

On April 2, 2019, City Council passed a motion to have staff review the proposed notice of motion which seeks to enact an ICB which would prohibit marijuana grow operations for a period of one year and have staff to conduct a full review of the current Zoning By-law requirements and municipal best practices.

In order for Council to fully understand this issue it is necessary to provide a brief background on the law and use of ICBs in Ontario and the City's current Zoning By-law requirements for these types of facilities.

With respect to an ICBs, Section 38(1) of the *Planning Act*, as amended, permits a municipality to put a temporary freeze on new land uses while the municipality is studying or reviewing its policies. The freeze can be imposed for only a year, with a maximum extension of another year. The By-law can cover the whole City or specific parts of it and specified uses. There is no ability to appeal an interim control bylaw when it is first passed, however, an extension to a bylaw may be appealed. The *Planning Act* provides that an interim control bylaw remains in effect past the two-year period if the new zoning bylaw which replaces the interim control bylaw is appealed to the LPAT. Section 38(7) prohibits an new ICB on the same lands for three years after it lapses. This is essentially a "cooling off" period as and ICB can essentially strip away development rights for a period of time and this can have negative economic impacts.



In the City of Welland, the City's Zoning By-law 2017-117 defines and regulates a Medical Marihuana Production Facility. Medical Marihuana Production Facility (MMPF) is defined as follows:

Means premises used for the growing harvesting, testing, destroying packaging and shipping of marihuana for medical purposes as permitted under the Medical Marihuana Purposes Regulations (MMPR), SOR/2013-119, made under the *Controlled Drugs and Substances Act*, as amended, SC 1996, as the MMPR read on March 31, 2014. The testing, packaging and shipping shall be accessory to the growing and harvesting of the marihuana for medical purposes.

The City current zoning requirements with respect to MMPF's can be divided into two categories:

In the Urban Area of the City, an MMPF is a permitted use in the L1 – Light Industrial Zone, the G1 – General Industrial Zone, and the GEC – Gateway Economic Centre Zone. In these zones, an MMPF is subject to the following additional restrictions in Zoning By-law 2017-117:

- a) Must be in a wholly enclosed building.
- b) Outdoor storage is not permitted
- c) Loading spaces must be in a wholly enclosed building.
- d) Lot must be 70.0 metres from:
  - i) A Residential use or Zone;
  - ii) An institutional use or Zone; and/or
  - iii) A day nursery use or Zone that permits a day nursery.

These regulations effectively require that all new MMPFs seek a Planning Application approval either through a Zoning By-law Amendment or Minor Variance. These application processes trigger a public process which includes public notification (newspaper and mail-out notices) and at minimum a public meeting. They also permit participants to appeal a decision of Council for Zoning By-law Amendments or Committee of Adjustment for Minor Variance Applications. It also permits Staff to review each application on a case by case basis.

Outside the Urban Area of the City, an MMPF is a permitted use in the A1 – Agricultural Zone and the RE – Rural Employment Zone. An MMPF in these zones is subject to the following requirements:

- Front Yard Setback = 10m
- Side Yard Setback = 15m
- Rear Yard Setback = 15m
- Maximum Height = 11m
- Maximum Lot Coverage = 25%
- Minimum Landscaping Requirement = 3m landscaping strip along front lot line.

The regulations in agricultural areas for MMPFs are very similar to those that apply to an agricultural building or structure (ie. greenhouse, implement shed, silo etc.). Existing lots with small lot frontages (frontages smaller than 100') would not be able to meet the side yard setback requirement of 15m (50') from each side lot line. Proponents of MMPF's would either need to meet these requirements or seeking a Planning Approval as indicated above.

## **COMMENTS AND ANALYSIS:**

### **Current City Zoning By-law Requirements**

In reviewing the current City regulations for MMPFs, staff are of the opinion that the current regulations are effective in ensuring public consultation occurs for proposed facilities in the urban area. Arguably, the current By-law over regulates this use. However, it seems we may over regulate them in some cases, leaving no as of right locations. For example, an MMPF could not locate on an industrial property in Welland, even if it were surrounded by industrial uses. The proponent would need to seek a Planning Approval from the City. Staff review each application on a case by case basis and provide a recommendation report either to Council or Committee of Adjustment. As part of this recommendation, Staff review the application in light of Provincial, Regional, City policies. This is the normal planning process.

With respect to areas of the City outside the urban area, Staff have had no complaints concerning the existing regulation. During the public consultation phase of Zoning By-law 2017-117 Staff received comments in support of the provisions for MMPFs in the A1 and RE Zones.

There are some interpretation issues with respect to the use of the term medical marihuana production facility. The terminology seems to have shifted to using the word "cannabis". Staff will be bringing forward a housekeeping Zoning By-law Amendment to address some issues with the Zoning By-law and propose to correct the terminology issue and any other issues identified during that review.

The current City regulations for MMPFs are effective in ensuring that a public consultation process occurs, however, there may be a need to update the regulations. Staff are of the opinion that this type of review can occur outside of an Interim Control By-law.

### **Other City Requirements**

City Council should be aware that an MMPF is subject to the same City Requirements as would apply for any new development. These requirements include but not limited complying with Municipal Standards, Site Plan Control, Building Code compliance, payment of DCs and compliance with Federal and Provincial Laws.

### **Potential Negative Economic Impacts of an Interim Control By-law**

Staff acknowledge that the *Planning Act* does provide Council with the authority to pass an ICB. Council must be aware that an ICB is a "draconian" planning measure which can temporarily strip away development rights. Implementing an ICB of any type in Welland has the potential for a number of unintended negative consequences, these include but are not limited to:

- Conflicts with the City of Welland's "Open For Business" philosophy by restricting a certain type of use. This potentially leaves investors wondering what the City will do next to restrict other types of development.
- Through the process of amplification and rumours an ICB restricting MMPFs may become known as a ban on development in general. An ICB creates another type of bureaucratic red-tape which the Economic Development Division must explain away when meeting with potential investors.

- Section 38(7) of the *Planning Act* prohibits an ICB from being passed for the same land for a period of three years. Staff do not believe that the issues surrounding MMPF's are of a critical nature which require the intervention of an ICB and that this tool should be reserved for a more critical issue that the municipality may face.
- Council has chosen to "opt in" with respect to the retail of cannabis. Restricting the supply (MMPFs) seems to conflict with this and does not send a good message to Province of Ontario. They have made it clear that Ontario is "open for business". An ICB sends the message that were "closed for business for a least year"

#### **Existing Cannabis Production in Welland**

Prior to the legalization of Cannabis on June 20, 2018, there were a number of small MMPFs in operation in Welland. We received no complaints about these facilities which included personal residences with a legal license (in some cases up to 70 plants) to produce medical marijuana to fulfill their own medical prescription. We have three known facilities in the Urban Area of Welland which are seeking to legally produce cannabis. There are two known facilities outside the Urban Area which are seeking to legally produce cannabis and they meet the current Zoning requirements. These facilities would not be impacted by an ICB as the act of applying for a legal cannabis production facility means that it has started. Also of importance is that the Cannabis Act passed by the Federal Government permits every residence (not person) to grow four cannabis plants. The ICB will have no impact on this and in some ways makes the ICB ineffective.

#### **FINANCIAL CONSIDERATION:**

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

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

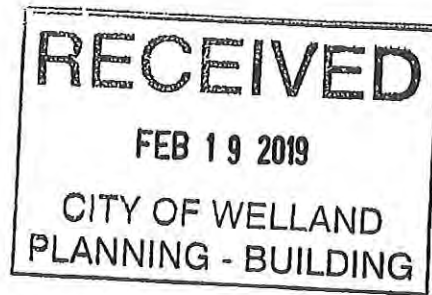
There are no implications to other Divisions as a result of the contents of this Report.

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

Staff have provided a review of the proposed notice of motion which would prohibit marijuana grow operations for a period of one year and to have staff conduct a full review of the current Zoning By-law requirements and municipal best practices. Given that the recent public consultation on the 2017 Comprehensive Zoning By-law is current and that the issues is not triggering any critical community concerns, Staff recommend against implementing an ICB. Staff are supportive of conducting a full review of the Zoning By-law requirements as they relate to MMPFs and to ensure the City policies are in line with current Provincial and Federal Legislation and best practices. This review can happen outside of an ICB and provide an opportunity for further public consultation. Staff recommend Council receives for information purposes Report P&B-2019-24

#### **ATTACHMENTS:**

Appendix I – Letter in Opposition to ICB



To whom it may concern,

I, Kai Naserie am writing in regards to Councilman Green's purposed intent to restrict any cannabis related business to be operational in the city of Welland, Ontario.

I and many colleagues feel as though this would be a horrible impact on the city and reduce hope that Welland can increase their economic status. From an economic stand point, this would reduce the amount of jobs and positions needed for citizens of Welland. Welland needs these positions to be made so the citizens have income and support the local economy.

Not only will this deter businesses from opening up shop, but also bring Welland's economy even lower.

The cannabis industry has been regulated by Health Canada to ensure everyone involved with Cannabis is following rules and regulations before becoming operational and to keep everyone safe with all measures. There are very strict guidelines that range from security, cleanliness and even HVAC to avoid major scents. The community of Welland could also use the Tourism from the United States to come in and tour facilities and store fronts.

By stopping all cannabis related businesses from starting and creating jobs, would have a negative impact on the city and I feel very strongly about the City of Welland making any proposals to stop anything cannabis related.

PLEASE VOTE NO & VOTE YES for PRO CANNABIS !!!

Kind Regards,

Kai Naserie

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

APPROVALS	
GENERAL MANAGER	
CFO	
CAO	

*[Handwritten Signature]*  
19-80

**REPORT CAO-2019-08**  
**JUNE 4, 2019**

**SUBJECT: ONE-TIME FUNDING REQUEST FOR WALK-IN MENTAL HEALTH CLINIC FOR YOUTH IN WELLAND**

**AUTHOR: GARY LONG, CAO**

**RECOMMENDATIONS:**

THAT THE COUNCIL OF THE CITY OF WELLAND approves a partnership agreement with Pathstone Mental Health to establish a Walk-In Mental Health Clinic for youth in Welland herein referred to as "the Hear & Now Walk-In Clinic"; and further

THAT Welland City Council approves a request for one-time funding in the amount of \$20,000 to be funded by the 2019 Corporate Contingency account for the purpose of supporting the initial implementation of "the Hear & Now Walk-in Clinic" for youth in the City of Welland for a one-year term; and further

THAT Welland City Council directs the Clerk to prepare the necessary By-law to enter into the Memorandum of Understanding with Pathstone Mental Health.

**ORIGIN AND BACKGROUND:**

The City of Welland currently has a gap in services for mental health, particularly for youth. Pathstone Mental Health (which provides mental health services for children, youth, and families of Niagara up to age 18) has come forward to offer to service a mental health urgent/walk-in clinic for youth in Welland one day per week (herein referred to as "the Hear & Now Walk-in Clinic"). Further, the proposed location of the site is the Hope Centre as it has been deemed an optimal space to hold the clinic in Welland that will be safe, accessible, and ensure patient and family confidentiality.

The Hear & Now Walk-in Clinic will be open to those from ages six up until the day before their eighteenth birthday who are:

- feeling sad, worried or angry;
- having fights with parent(s)/caregiver(s);
- being bullied;
- dealing with a personal issue;
- having thoughts of self-harm;
- getting in trouble at school, home, or in the community.

Parents and caregivers can also use the walk-in clinic for children under the age of six, if they are concerned about child related ages and stages, are constantly arguing with their child, or are worried about their child's social and emotional challenges.

After implementation, staff will work with Pathstone Mental Health to collect data regarding decreased wait times for assessment, and lowered rates of suicide and suicidal ideation. This will strengthen the Clinic's ability to secure other, sustainable, funding sources on a go-forward basis.

**COMMENTS AND ANALYSIS:**

Immediate mental health counselling for children/youth and their parents/caregivers will prevent many from having to access programs as they progress toward adulthood. This service will provide an early intervention model that will help youth to get into programs much earlier.

This service has no fee, no appointments are necessary, and no health card is required. Removing these barriers will make it much easier for youth or their families to access this walk-in model of urgent intervention.

After implementation, data illustrating the success of the program (as evidenced by a decrease in wait times to mental health programming, and other measurable metrics) will be provided by Pathstone to city council.

**FINANCIAL CONSIDERATION:**

The cost to support this partnership and establish a one day per week mental health walk-in clinic is \$20,000 and will be funded by the 2019 Corporate Contingency Account.

**OTHER DEPARTMENT IMPLICATIONS:**

N/A.

**SUMMARY AND CONCLUSION:**

Staff recommends that Welland City Council enters into a contract agreement with Pathstone Mental Health for the purpose of supporting the initial implementation of "the Hear & Now Walk-In Clinic", a mental health clinic for youth in the City of Welland, at a one-time cost of \$20,000, to be funded from the 2019 Corporate Contingency Account.

**ATTACHMENTS:**

Appendix I – Memorandum of Understanding between City of Welland and Pathstone Mental Health

DRAFT

**Pathstone**   
Mental Health

MEMORANDUM OF UNDERSTANDING

Between

The Corporation of the City of Welland

and

Pathstone Mental Health

**Between:** The Corporation of the City of Welland ('CofW')

**And:** Pathstone Mental Health ("PMH")  
1338 Fourth Avenue, St. Catharines, ON L2S 0G1

**AGREEMENT****1. Purpose**

The purpose of the Memorandum of Understanding (MOU) is to formalize the partnership for a one-day walk-in clinic with Pathstone Mental Health (PMH) and the City of Welland (CofW).

**2. Goal**

The goal of this one year effort is to open and offer one-on-one mental health service in the CofW under the direction and guidance of a PMH clinician. This Satellite Walk-In Clinic will be offered one day per week at a location in the CofW that both parties have agreed is both safe and private for both the client and clinician.

**3. Satellite Walk-In Clinic service will be offered:**

- ONE day per week, Monday – Friday (Date TBD)
- Between the hours of 11:30 AM and 7:30 PM
- Location at Hope Centre in Welland (deemed safe and private)
- Pathstone to provide mental health clinician
- Open to children, youth and families in Niagara up to age 18

**4. Cost**

The CofW will make a 1 (ONE) year commitment at a cost of \$20 000.

**5. General Provision**

Data will be collected over the course of the year on the volume and age range of clients who are visiting the walk-in as well as assessments on if and how the clinic made an impact.

**6. Start Up**

Once a clinic start date for the CofW has been agreed to, the ONE year term will commence.

Ninety days (90) before the end of one year, PMH will ask the CofW if they are interested in making an additional financial commitment for a second year. A report with data collected will also accompany the request for a Year 2 commitment.



**AGREED** by the Participants through their authorized signatories:

**The Corporation of the City of Welland**

By:

Position:

This     day of     in the presence of

Print Name of witness:

Witness signature here: X \_\_\_\_\_

Pathstone Mental Health

By: Shaun Baylis

Position: Chief Executive Officer

This     day of     in the presence of

Print name of witness:

Witness signature here: X \_\_\_\_\_

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

APPROVALS
GENERAL MANAGER
CFO
CAO

**REPORT CAO-2019-09**  
**JUNE 4, 2019**

**SUBJECT: MEMORANDUM OF UNDERSTANDING WITH BROCK UNIVERSITY -  
CLIMATE CHANGE ADAPTATION**

**AUTHOR: GARY LONG, CAO**

**RECOMMENDATIONS:**

THAT THE COUNCIL OF THE CITY OF WELLAND enters into a Memorandum of Understanding with Brock University to enable collaborative climate change adaptation assessment, planning and implementation; and further

THAT Welland City Council approves that funding in the amount of \$10,000 for the initial year of this initiative be funded by the 2019 Corporate Contingency Account; and further

THAT Welland City Council directs the Clerk to prepare the necessary By-law to enter into the Memorandum of Understanding with Brock University.

**ORIGIN AND BACKGROUND:**

Welland's CAO was approached by Lincoln's CAO regarding an opportunity to join other Niagara municipalities in a collaborative partnership with Brock University to plan and implement effective climate change adaptation strategies in Niagara. "Niagara Adapts" is being led by Brock University's Environmental Sustainability Research Centre and the following municipalities have confirmed their participation: St. Catharines, Pelham, West Lincoln, Lincoln, Niagara-on-the-Lake, and Niagara Falls.

Brock University has developed a Memorandum of Understanding (MOU) that outlines the terms and obligations of the partners, as well as the timelines and key outcomes of this initiative. A copy of this MOU is attached as Appendix I. The first meeting of the working group is scheduled for June 14<sup>th</sup>. Marvin Ingebrigtsen, Infrastructure Planning & Development Supervisor, will be the City's representative on this working group.

**COMMENTS AND ANALYSIS:**

Municipalities around the world are devoting more attention and resources to climate change strategies. In fact, since January 2019, over 30 Canadian cities including London, Ottawa, Halifax, Montreal, Kingston, and Vancouver have declared climate change emergencies. Furthermore, a Global Covenant of Mayors for Climate Change and Energy has been formed which is an international coalition of 9,000 cities.

Cities are feeling the effects of climate change and are experiencing an increase in severe weather including heatwaves, floods, and violent storms. There is a global conversation taking place regarding the increasingly significant role that local government must play in taking meaningful action to reduce carbon emissions.

Having Welland City Council endorse the MOU between other Niagara municipalities and Brock University on climate change adaptation aligns with the new strategic pillar of "Health and Well-Being" that Council recently added during our strategic priorities discussion.

Also, this staff report and recommendations are timely in that Welland City Council passed a motion on May 21, 2019, directing staff to develop a climate action plan with the goal of mitigating the City's impact on climate change and preparing for its anticipated effect.

**FINANCIAL CONSIDERATION:**

The City of Welland will contribute resources in the form of cash and in-kind contributions amounting to \$10,000 annually for two (2) years. For 2019, this initiative will be funded by the 2019 Corporate Contingency account and will be built into the 2020 Budget for the second year of the commitment.

**OTHER DEPARTMENT IMPLICATIONS:**

Staff from the Engineering Division will participate in a series of workshops hosted by faculty at Brock University.

**SUMMARY AND CONCLUSION:**

Staff recommends that Welland City Council approves entering into a Memorandum of Understanding with Brock University to enable a collaborative approach to climate change adaptation assessment, planning and implementation.

**ATTACHMENTS:**

Appendix I – Memorandum of Understanding Between the City of Welland and Environmental Sustainability Research Centre Brock University

**DRAFT**

**MEMORANDUM OF UNDERSTANDING**

**Between**

**City of Welland**

**And**

**Environmental Sustainability Research Centre  
Brock University**

**Between:** **City of Welland**  
60 East Main Street, Welland, Ontario, L3B 3X4

**And:** **Brock University**  
1812 Sir Isaac Brock Way, St. Catharines, Niagara, ON, L2S 3A1

**Date:** May 15, 2019 ("**Effective Date**")

This Memorandum of Understanding ("MOU") is by and between the City of Welland ("City of Welland") and Brock University, as represented by the Environmental Sustainability Research Centre ("Brock"), the "Party" or "Parties" respectively.

## **1. Background and Purpose**

Comprised of twelve municipalities, the Niagara Region is home to nearly half a million people. The region is experiencing impacts from climate change, including an increase in average temperature, hot days (with temperatures above 30oC), summer droughts, heavy rains, frost-free days and freeze-thaw cycles (Penney, 2012). These are anticipated to increase in intensity and frequency in the future.

Climate change will affect municipalities in different ways. Yet, the impacts will be felt across the entire region and will continue long-term. Climate change adaptation planning enables communities to understand their vulnerabilities, manage the impacts, risks and opportunities posed by a changing climate. While efforts to combat climate change are necessary at all levels, municipalities are on the frontline of planning for climate change adaptation and engaging stakeholders (Guyadeen et al. 2019). Based on the first study of climate change plans in Canadian municipalities, recent news headlines announced that "most Canadian cities are totally unprepared for climate change...." and encouraged readers to consider that average citizens are most vulnerable to the impacts of climate change and that municipalities have the power to transform how we live and take action for future climates through effective climate change adaptation planning.

Adaptation is well-suited for a collaborative approach because of the wide range of expertise and experience required. Niagara Adapts is a novel partnership between Brock University and municipalities in the Niagara Region. The partnership is designed to enhance effectiveness and realize efficiencies by leveraging resources and expertise to enable collaborative climate change adaptation assessment, planning and implementation, while at the same time acknowledging and supporting the uniqueness of each partnering municipality.

## **2. Roles of the Parties**

This MOU provides a mechanism by which the Parties will cooperate on Niagara Adapts - a project of mutual benefit.

The City of Welland shall:

- Collaborate and contribute to the Niagara Adapts project through staff time, organizational expertise, financial contributions and provision of information
- Facilitate opportunities for Niagara Adapts by assisting with identifying areas for project development, research, and events
- Designate a staff representative to participate in and coordinate the City of Welland's contributions to the Niagara Adapts project

Brock shall:

- Provide intellectual leadership and operational implementation for the Niagara Adapts Project through faculty/staff time, organizational expertise, and provision of information
- Provide space and technology for meetings, webinars and events
- Oversee administration, day-to-day operations, and communications via the ESRC Coordinator, Projects & Programs
- Facilitate opportunities for Niagara Adapts by assisting with identifying areas for project development, research, and events
- Provide regular project updates and report annually on the project to each partnering municipality

### **3. Financial Contributions**

Niagara Adapts is made possible by collaboration among municipalities with Brock University. Each municipality and Brock will contribute resources in the form of cash and in-kind contributions over the Term of this MOU, as further detailed in Appendix A.

The City of Welland will contribute \$10,000 annually ("Annual Contribution") towards the Niagara Adapts project for the Term of this MOU. The City of Welland shall pay the Annual Contribution within 30 days of the Effective Date and the anniversary of the Effective Date, upon receipt of a satisfactory invoice from Brock.

The in-kind and financial contributions being made by Brock to the Niagara Adapts project are outlined in Appendix A.

### **4. Expected Outcomes**

It is important for the Parties to be able to assess the relevance of this MOU. Appendix B sets out the expected project deliverables.

## 5. General Provisions

### a. Reporting:

Appendix B identifies the expected project deliverables from the Niagara Adapts project. Recognizing that these deliverables will emerge as the collaboration unfolds, Brock reserves the right to tailor the preliminary workshop schedule and content as needed. Brock will provide a written and oral report to the City of Welland as well as all partner municipalities in Niagara Adapts on an annual basis by April 30 each year (see Appendix B).

### b. Confidential Information:

During the term of this MOU, and for three years after the expiration or termination of this MOU, each Party shall protect the Confidential Information of the other from improper disclosure, and shall limit use and disclosure thereof to its own employees and subcontractors bound to maintain the confidentiality of the Confidential Information. "Confidential Information" is information that pertains to the businesses, technologies, and ideas of each Party, other information which is valuable to such Party, or information that is marked or verbally indicated as confidential, but does not include information which is public knowledge, was in the recipient's possession before receipt, is independently developed by the recipient, or is required to be disclosed by law or court order.

Except as may be otherwise specified in this MOU, no Party will use the other Party's Confidential Information for any purpose except that for which it was initially provided to the Party.

Upon completion or termination of this MOU, each Party that has received Confidential Information or material during the course of the MOU will, upon written request, forthwith return such Confidential Information and material to its discloser and will not retain copies or transcripts thereof for any purpose whatsoever.

### c. Intellectual Property:

For the purposes of this MOU, "Intellectual Property" shall, by way of example, include patents, technical information, know-how, copyrights, models, patterns, drawings, specifications, data, prototypes, inventions, and software.

All rights, title, and interest to any Intellectual Property that is solely conceived by any Party, in the course of executing the Niagara Adapts Project, shall be solely owned by that Party, or its faculty and/or staff, in accordance with its own intellectual property policies and procedures. All rights, title, and interest to any Intellectual Property that is

jointly conceived by two or more Party, in the course of executing the Niagara Adapts Project, shall be owned jointly by such Parties, or their respective faculty and/or staff, in accordance with each Party's own intellectual policies and procedures.

Each Party shall grant the other party a non-exclusive, royalty-free, worldwide perpetual license to use Intellectual Property conceived in the course of executing the Niagara Adapts Project for academic research, publication, and educational purposes.

Each Party is required to adhere to the protocols for research ethics in their respective organization and country.

**d. Publications**

Brock may publish, present or otherwise disclose details regarding the Niagara Adapts Project and shall acknowledge the support of the City of Welland in all such publications or presentations.

Each Party may promote the Niagara Adapts project provided that any use of the name, official marks or trade-marks of the other Party in any advertising or publicity shall require the prior consent of that party.

**e. Conflict Resolution:**

The Parties shall carry out all the activities under this MOU in good faith and shall make every reasonable effort to accomplish the tasks outlined herein.

In the event of a dispute arising under the terms of this MOU, the Parties agree to initially negotiate in good faith and use their respective best efforts to resolve the matter in a fair, reasonable, and timely manner. This first step in dispute resolution shall be undertaken by Dr. Jessica Blythe (Brock), and partners of Niagara Adapts, who shall make every reasonable effort to resolve the dispute within fifteen (15) days from being made aware that the dispute exists. If they are unable to resolve the dispute within such time period, then the dispute shall be referred to the Provost and Chief Administrative Officer, who collectively shall make every reasonable effort to resolve the dispute within fifteen (15) days from the matter being referred to them.

**f. Term and Termination:**

This MOU is effective for two years from the Effective Date, and may be amended at any time by mutual written consent by all the Parties.

Any Party may terminate its involvement in this MOU upon six (6) months' prior written notice to the other Party.



The Parties recognize that the Niagara Adapts project depends on the collective participation of multiple municipalities in the Niagara Region. If more than one municipality terminate its participation, such that Brock determines in its absolute discretion that the Niagara Adapts project is no longer viable or effective, Brock shall have the right to terminate this MOU on thirty (30) days' prior written notice.

**g. No Liability:**

No Party accepts any liability for accidents, injury, or death occurring to staff, faculty, or students during the term of this MOU, nor any liability for debts or damages, including against loss or damage to any personal property, incurred by parties during the period of this MOU.

**h. Force Majeure:**

Each Party is freed from its respective duties if the completion of services is delayed by cause of force majeure, being for example war or war-like situation, fire, labour disruptions or act by the government or other governmental institution which changes the conditions for the agreement/contract. The Party who wishes to claim the circumstances described above to change the agreement must immediately contact the other Party with adequate information. Immediately when Force majeure has ended, the acting Party must notify the other party with adequate information and the MOU must be continued from before Force majeure did occur.

**i. Points of Contact:**

Each Party will designate a Point-of-Contact for implementation of the MOU. The designated Points-of-Contact are:

**ESRC, Brock University**

Name: Ryan Plummer

Title: Director, Environmental Sustainability Research Centre

Phone: 905-688-5550 x 4782

Email: rplummer@brocku.ca

**City of Welland**

Name:

Title:

Phone:

Email:

**j. Counterparts:**

This MOU may be executed in one or more counterparts, each of which shall be deemed an original, but all of which taken together constitute one and the same instrument. For all purposes of this MOU and all other documents contemplated by this MOU, the signature of a party, evidenced by a telecopy showing such signature or other electronically transmitted version of such signature (including by way of PDF), shall constitute conclusive proof for all purposes of the signature of such party to such document, to the same extent and in all respects as a copy of such document showing the original signature of such party. Delivery of this Agreement by facsimile, e-mail, or other functionally equivalent electronic means of transmission constitutes valid and effective delivery.

Brock University

By: Dr. Gervan Fearon

Position: President and Vice-Chancellor

This day in the presence of

Print name of witness: Ryan Plummer

Witness signature here: X .....

X .....

Brock University

By: Dr. Greg Finn

Position: Provost and Vice-President, Academic

This day in the presence of

Print name of witness: Ryan Plummer

Witness signature here: X .....

X .....

City of Welland

By:

Position:

This day in the presence of

Print name of witness:

Witness signature: X .....

X .....

### Appendix A: Annual Budget Outline

#### Annual Budget Outline

Each municipality and Brock University will contribute resources in the form of cash and in-kind contributions annually towards the operating costs and needs according to the following budget. These contributions will support project development and execution. The project is made possible through the collective pooling of resources from Brock University and the municipalities. A minimum of four municipalities (see each municipality column) are required to undertake the Niagara Adapts project, with the contributions of additional individual municipalities offsetting corresponding expenses of scaling the project (as noted by ~ ).

<b>Operating Budget Items (per annum)</b>	<b>Brock (ESRC) for Niagara Adapts project</b>	<b>Each Municipality (min 4)</b>	<b>Total of In-kind + Cash</b>
ESRC Faculty, ToL Staff (ESRC faculty @ \$1200/day/faculty x 2 days/mo; municipal staff @400/day/1 staff x 2 days/mo)	\$28,800*	\$9,600*	\$38,400
Communications and administrative support	\$2,000	\$2,000 ~	\$4,000
RTS or Stipend for Faculty		\$2,000 ~	\$2,000
Research assistantship and coordination support	\$5,000	5,000 ~	\$10,000
Equipment and services	\$15,000*	\$1,000	\$16,000
<u>Subtotal</u>	\$50,800	\$19,600	<u>\$70,400</u>
<b>Total Cash Contributions from each municipality and Brock University (per annum)</b>	\$7,000	\$10,000	

\* in-kind contributions

Each municipality will be invoiced by Brock annually for \$10,000. Except for the contributions set out expressly in this MOU, each Participant shall bear its own costs of implementing this MOU.

## Appendix B: Project Deliverables

### a) Project Deliverables

It is important for the Participants to be able to assess the relevance of this MOU. Therefore, over and above the more general objectives it is expected that during the two years of implementation, the Participants shall undertake the following climate change adaptation planning process.

#### Adaptation planning workshops

A series of workshops facilitated by faculty at Brock University's Environmental Sustainability Research Centre (ESRC) and other relevant subject experts will serve key touchstones for the Niagara Adapts project, and specifically for initiating each phase of the climate change adaptation planning process (Table 1). The workshops are designed to: create a community of practice for climate change adaptation by municipalities in Niagara; support the successful achievement of a Climate Change Adaptation Plan tailored to each municipality; and, coincide with the Federation of Canadian Municipalities reporting requirements and project deliverables. The workshops will be supplemented with additional meetings and events. Importantly, workshops are designed to introduce key concepts with the intention that coordinators will work on tailoring and implementing each component for their own municipality in between the workshops. Table 1 sets out a preliminary schedule.

Table 1. Climate change adaptation planning process and tentative schedule

Workshop	Overview	Year 1
1. Introduction to Niagara Adapts (~June 15, 2019)	This introductory workshop will orient participants to our collaborative partnership. Activities will include introductions, informal needs assessment, confirmation of draft schedule, etc.	
2. Climate change impacts analysis (~August 15, 2019)	In this workshop, we will review the available climate change data for each municipality, downscaling, climate projections, and scope potential impacts.	
3. Vulnerability & adaptive capacity assessment (~Sept 15, 2019)	In workshop 3, we will introduce vulnerability and adaptive capacity assessment tools, review data collection, risk prioritization and stakeholder engagement strategies	
<i>Niagara Adapts launch event (~October 15, 2019)</i>		
4. Building adaptation plans (~Feb 20, 2020)	In this workshop, we will report-back on the baseline vulnerability data analysis, review adaptation planning principles, identify and prioritize adaptation options, etc.	

5. Monitoring & evaluation (~April 15, 2020)	In workshop 5, we will review monitoring & evaluation indicators, progress tracking, and the design and implementation of adaptive management	Year 2
<i>Annual report to all partners in Niagara Adapts</i>		
6. Stakeholder engagement for adaptation (~June 15, 2020)	In this workshop, we will review best practices for building public awareness & engagement, climate adaptation communication tools, etc.	
7. Building a community of practice (~Sept 15, 2020)	In workshop 7, we will review best practices for building best practices for the implementation of climate change adaptation plans.	
8. Share lessons & innovations (~Jan 15, 2021)	In this workshop, each municipality will present their adaptation plan to share lessons, innovations, and challenges. We will also review best practices for sharing 'easy wins' with municipal departments and beyond.	
9. Knowledge mobilization (~March 15, 2021)	In our final workshop, we will reflect on how to connect the knowledge generated throughout the planning and partnership process with practice within the broader community to support climate resilience in Niagara.	
<i>Annual report to all partners in Niagara Adapts</i>		


### **Baseline assessment of vulnerability adaptive capacity for each municipality**

Baseline vulnerability and adaptive capacity assessments will be developed by Dr. Jessica Blythe and Dr. Ryan Plummer in collaboration with municipal partners and members of the ESRC. Assessments will be administered electronically using Qualtrics Survey Software. The knowledge generated by the assessments will inform allocation of resources for climate change planning and adaptation and form the basis of ongoing monitoring and evaluation, which is an essential best practice in climate change adaptation planning.

### **Online learning network**

In addition to the in-person community of practice, Brock's leading learning platform, Sakai, will be used to host an online learning network for all partners. Members will have the opportunity to interact with their peers and ESRC faculty to share ideas, resources, approach, and opportunities. Relevant resources will be posted regularly.

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

APPROVALS	
GENERAL MANAGER	
CFO	
CAO	

19-83

**REPORT CAO-2019-10**  
**JUNE 4, 2019**

**SUBJECT: SUPPORT LETTER TO THE MINISTER OF ENVIRONMENT,  
CONSERVATION AND PARKS – COMPLIANCE REVIEW**

**AUTHOR: GARY LONG, CAO**

**RECOMMENDATION:**

THAT THE COUNCIL OF THE CITY OF WELLAND endorses that a letter be sent to the Honourable Rod Phillips, Minister of the Environment, Conservation and Parks, in support of Welded Tube as the Province reviews current compliance practices.

**COMMENTS AND ANALYSIS:**

Welded Tube has been in operation for 8 years in the City of Welland and employs 214 individuals. Before the United States imposed tariffs on steel and aluminum in the spring of 2018, Welded Tube employed 250 at their Welland plant. These tariffs were recently lifted. Welded Tube has been working with the Ministry of the Environment, Conservation, and Parks on a noise abatement strategy as part of their Environmental Compliance Approval (ECA) with the Ministry and in response to complaints from some residential neighbours. Welded Tube has always been proactive in suppressing noise through the construction of berms and other measures where permitted.

The Minister of the Environment, Conservation, and Parks, along with the Minister of Economic Development, Job Creation, and Trade and their respective Ministries, have initiated a review to assess opportunities for modernizing compliance practices including for responding to low risk nuisance complaints and incidents. A letter addressed to the Minister of the Environment, Conservation and Parks has been drafted for the Mayor's signature (attached as Appendix I). This letter supports conversations and advocacy efforts that the Mayor, CAO, Director of Economic Development, and Welded Tube officials have had with various provincial Ministries.

It is recommended that Welland City Council show solidarity in support of local industry, jobs, and economic activity and endorse that a letter be sent to the Minister of the Environment, Conservation and Parks.

**OTHER DEPARTMENT IMPLICATIONS:**

Economic Development, City Administration, and the Mayor's Office have been working closely with Welded Tube officials and have had meetings with various provincial Ministries.

**FINANCIAL CONSIDERATION:**

There are no costs associated in adopting this recommendation.

**SUMMARY AND CONCLUSION:**

The Province has commenced a review to assess opportunities for modernizing compliance practices including for responding to low risk nuisance complaints and incidents. Welded Tube has been working with the Ministry of the Environment, Conservation and Parks on a noise abatement strategy as part of their ECA with the Ministry. A letter of support addressed to the Minister of the Environment, Conservation and Parks has been drafted for the Mayor's signature that endorses the province's compliance review and discusses the importance of Welded Tube to the City of Welland and the positive impact they have in terms of jobs and investment in our local and regional economy.

**ATTACHMENT:**

Appendix I - Draft letter to the Honourable Rod Phillips, Minister of the Environment, Conservation and Parks

Mayor Frank Campion  
60 E Main St.  
City of Welland, ON L3B 3W3  
*[Insert Date]*

Re: Review to assess opportunities for modernizing compliance practices including for responding to low risk nuisance complaints and incidents

Honourable Rod Phillips  
Ministry of the Environment, Conservation and Parks  
College Park 5th Flr, 777 Bay St.  
Toronto, ON M7A 2J3

Dear Minister Phillips,

On behalf of the City of Welland, I am writing to express our support of the recently announced *"Review to assess opportunities for modernizing compliance practices including for responding to low risk nuisance complaints and incidents"*.

Welded Tube of Canada's facility on Ridge Road in Welland is a great employer and economic driver for our region. Welded Tube employs 214 individuals at this facility, provides the municipality with over \$300,000 in annual property tax revenue, and spends \$9.24 million annually supporting local Niagara Region suppliers. Their operations in Welland are important to our community's economy and Welded Tube has a history of being a strong corporate citizen.

Unfortunately, Welded Tube Welland operation has been threatened by a poor regulatory regime which has put their operations at risk. That is why Welland believes this review is important and Ontario can use this as an opportunity to foster the open for business mindset that you have brought to government.


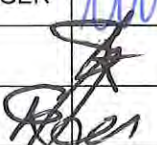
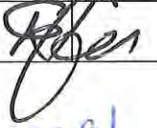
Given the importance of operations like Welded Tubes' plant in Welland to municipalities all across Ontario, I want to stress that whichever process is decided upon must be largely uniform so as to prevent local/regional review boards from overextending their authority and/or abusing their discretionary powers. Welland is willing to work as a partner with the province to develop the right approach to protect growth and jobs.

As Mayor of the City of Welland, I am greatly appreciative of the fact that we have a government that is focused on making Ontario open for business at Queen's Park. Welland is pleased to be a partner in this endeavour.

My sincerest thanks,

Mayor Frank Campion



APPROVALS	
GENERAL MANAGER	
CFO	
CAO	

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

**REPORT P&B-2019-25  
JUNE 4, 2019**

**SUBJECT: BILL 108: MORE HOMES, MORE CHOICE ACT, 2019.  
SUMMARY OF KEY AMENDMENTS TO THE LAND USE  
PLANNING SYSTEM IN ONTARIO**

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

**APPROVING G.M.: GRANT MUNDAY, B.A.A., MCIP, R.P.P.  
MANAGER OF DEVELOPMENT APPROVALS**

**RECOMMENDATIONS:**

THAT THE COUNCIL OF THE CITY OF WELLAND receives for information purposes Report P&B-2019-25 regarding key amendments to the land use planning system proposed by Bill 108: More Homes, More Choice Act, 2019.

**ORIGIN AND BACKGROUND:**

On May 2, 2019, the Minister of Municipal Affairs and Housing, Steve Clark, introduced Bill 108, that proposes amendments to thirteen (13) other pieces of legislation with an aim to making it easier for people to get housing in the Province by increasing the supply.

The purpose of this Report is to provide Council with an overview of Bill 108 and the changes to the various pieces of legislation affecting land use planning in the Province. The impacts to municipal land use planning are some of the most noteworthy in the proposed legislation.

**COMMENTS AND ANALYSIS:**

There are four pieces of legislation being amended that are key to the implementation of Bill 108 in the context of land use planning. They are: the Planning Act, the Local Planning Appeal Tribunal Act, 2017 (formerly the Ontario Municipal Board Act), the Development Charges Act and, the Ontario Heritage Act.

19-81

In addition, on May 2, 2019, the Provincial government introduced a revised Growth Plan for the Greater Golden Horseshoe renaming it A Place to Grow. At its meeting on March 5, 2019 City Council considered Staff's Report (P & B – 2019-19) which highlighted the proposed amendments to the Growth Plan. The proposed amendments first announced by the Province on January 15, 2019 have been included in the A Place to Grow document. For example, this document introduces provincially significant employment zones and adjusts the minimum density and intensification targets for a number of single- and upper-tier municipalities, all discussed in Report P & B – 2019-19.

- Planning Act

Many changes to the Planning Act and the land use planning approval process were established by the Building Better Communities and Conserving Watershed Act, 2017 introduced and passed by the previous government under Bill 139.

The changes to legislation proposed by Bill 108 includes the removal of the requirement that appeals be exclusively on the basis that approval of the Application is inconsistent with the Provincial Policy Statement, fails to conform or conflicts with a provincial plan or fails to conform with an Official Plan. These grounds can still be raised but Appellants are no longer limited to just these grounds. Bill 108 also proposes to return to a single hearing where the Local Planning Approvals Tribunal (LPAT) has the power to make a final determination regarding an Application under appeal.

Bill 108 further proposes compressed timelines for Councils' to make decisions on Official Plan and Zoning By-law matters and Plans of Subdivision before an appeal can be made to the LPAT. Official Plan decisions have been reduced from 210 to 120 days; Zoning By-law decisions have been reduced from 150 days to 90 days; and Draft Plans of Subdivision have been reduced from 180 days to 120 days. These shorter timelines for municipal processing of development Applications directly impact municipal Staff. Having said this, City Planning Staff are cognizant of timelines and are positioned well to meet and exceed the proposed timelines.

In conjunction with changes in Development Charges and parkland dedication Bill 108 proposes to replace Section 37, the existing density bonusing provisions with a new Community Benefits Charge. Where a municipality has passed a Community Benefits Charge By-law the Community Benefits Charge may replace the parkland dedication provisions in some cases. The Province however has the authority to exempt certain types of development from the Charge. Prior to passing a Community Benefits Charge Bylaw municipalities will need to adopt a strategy to govern and implement the new Charge. By Regulation, the amount of community benefits is to be capped as a percentage of land values. In addition, Bill 108 sets out a process for owners to object to the value of the Community Benefits Charge and a process governing how municipalities are to collect and use the funds including a requirement that it spend or allocate 60% of the funds annually.

- Local Planning Appeals Tribunal Act

The previous provincial government renamed the Ontario Municipal Board (OMB) the Local Planning Appeals Tribunal and revamped the system that existed previously by virtue of passing the LPAT Act. Some of the changes are intertwined with the Planning Act such as, grounds for appeal on the basis that approval of the Application is inconsistent with the Provincial Policy Statement fails to conform, or conflicts, with a

provincial plan or fails to conform with an Official Plan, the replacement of the two (2) hearing process with a single hearing that will provide a final outcome the right of parties to call evidence at hearings and hearings being conducted on a Trial de Novo basis so that the available evidence can be presented to make decisions. Essentially, Bill 108 changes the planning appeal rules under LPAT back to those established under the former OMB.

- Development Charges (DC) Act

The proposed changes to the Development Charges Act via Bill 108 requires that Development Charge By-laws passed after May 2, 2019 will be affected by the proposed changes. By-laws passed before May 2, 2019 will remain in effect until the DC By-law is either repealed or expires.

A summary of the proposed changes to the Development Charges Act is provided below.

1. A change to Eligible Services – Bill 108 removes “soft services” from the Development Charges Act. These services are to be considered as part of the new Community Benefit Charge proposed by the Bill;
2. Waste Diversion - Bill 108 proposes to remove the mandatory 10% deduction for this service;
3. Payment in Instalments Over Six (6) Years – Bill 108 proposes that rental housing, non-profit housing and commercial/industrial/institutional developments pay their DC's in six (6) equal annual payments starting the date of issuance of an occupancy permit or occupancy of the building, whichever is earlier;
4. Second units in homes are proposed to be exempt from DC's; and,
5. When DC Amount is Determined – Bill 108 proposes that the DC amount for all developments undergoing site plan approval or requiring a Zoning by-law Amendment shall be determined based on the DC Charge in effect on the day of the Application for site plan approval or Zoning by-law Amendment. If the development is not proceeding via these planning approvals, the DC amount is to be determined at the earlier of the date of issuance of the building permit or occupancy.

- Ontario Heritage Act

The previous government eliminated rights of appeal when municipalities sought heritage designations on properties. Bill 108 proposes to restore the appeal rights to the LPAT.

#### **FINANCIAL CONSIDERATION:**

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

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

There are no implications to other Departments as a result of the content of this Report.




**SUMMARY AND CONCLUSION:**

On May 2, 2019 the Minister of Municipal Affairs and Housing introduced Bill 108, the More Homes, More Choice Act, which proposes amendments to several pieces of legislation with an aim to making it easier to deliver housing to the marketplace according to the Province.

This Report provides an overview of the proposed legislation and changes to the land use planning system to be implemented via Bill 108. Bill 108 has been given first reading and is expected to be debated over the coming months as regulatory approaches must be implemented. .

**ATTACHMENTS:**

None

APPROVALS	
GENERAL MANAGER	
CFO	
CAO	

COUNCILINFRASTRUCTURE AND DEVELOPMENT SERVICES

REPORT P&amp;B-2019-26

JUNE 4, 2019

12-93

**SUBJECT:** APPLICATION FOR CONDOMINIUM EXEMPTION (FILE NO. 26CD-14-19002) – NIAGARA INNOVATIVE LIVING – PART OF LOT 1, CONCESSION 12, FORMER TOWNSHIP OF PELHAM, BEING PART 1 ON PLAN 59R-14786, AND BLOCK 29, REGISTERED PLAN 59M-385, NOW IN THE CITY OF WELLAND, MUNICIPALLY KNOWN AS 529 SOUTH PELHAM ROAD

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

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

RECOMMENDATION:

THAT THE COUNCIL OF THE CITY OF WELLAND approves the exemption request by Niagara Innovative Living, for its Application for Condominium Approval for 33 condominium units located at 529 South Pelham Road in accordance with Section 9 (7) of the Condominium Act, Chapter 4, 1998, as amended; and further,

That Staff be authorized to prepare any necessary By-laws.

ORIGIN AND BACKGROUND:

The City has received an Application from Niagara Innovative Living for Condominium Approval for one condominium building with a total of 33 units located on the west side of South Pelham Road, north of Chantler Road and south of Thorold Road. The property is municipally known as 529 South Pelham Road. The property was created as a block through the approval of Pine Creek Estates Plan of Subdivision.

COMMENTS AND ANALYSIS:

Section 9(7) of the Condominium Act provides that an Application for Condominium Approval may be exempted from Section 51 of the Planning Act where the approval authority is of the opinion that the exemption is appropriate in the circumstances.

A Site Plan Agreement was registered on title in 2013 to permit the construction of a three storey condominium building on the property. Securities were taken to ensure that the development of the site proceeded as per the approved site plans. In 2017 the property was sold to the current owner (Niagara Innovative Living) and they applied and

received approval for a Site Plan Amendment in 2018. The owners also have applied for a Building Permit for the building, which was granted in August, 2017. The City still holds securities to ensure that the construction occurs according to the approved plans.

All issues regarding servicing, grading, parking, landscaping, and zoning compliance were reviewed at the time of Site Plan Approval. The proposal met the requirements of the City's Zoning By-law and Engineering Standards. Any requirements that would typically be reviewed through the Condominium Approval have been addressed through the Site Plan Agreement which has been registered on the title of the property. All securities will be held by the City until the development has been completed in accordance with the approved Site Plan.

The application for Condominium Exemption is not the same as an application for Condominium Conversion as the construction of the building has not occurred, nor have there been residents living in the building. The building is being constructed with the intent that each of the units will be sold to individuals, rather than being operated as a rental building. The proposed Condominium Exemption does not offend the City's Affordable Housing policies as this is not an application for a conversion.

**FINANCIAL CONSIDERATION:**

All costs associated with the proposal will be borne by the Applicant.

**OTHER DEPARTMENT IMPLICATIONS:**

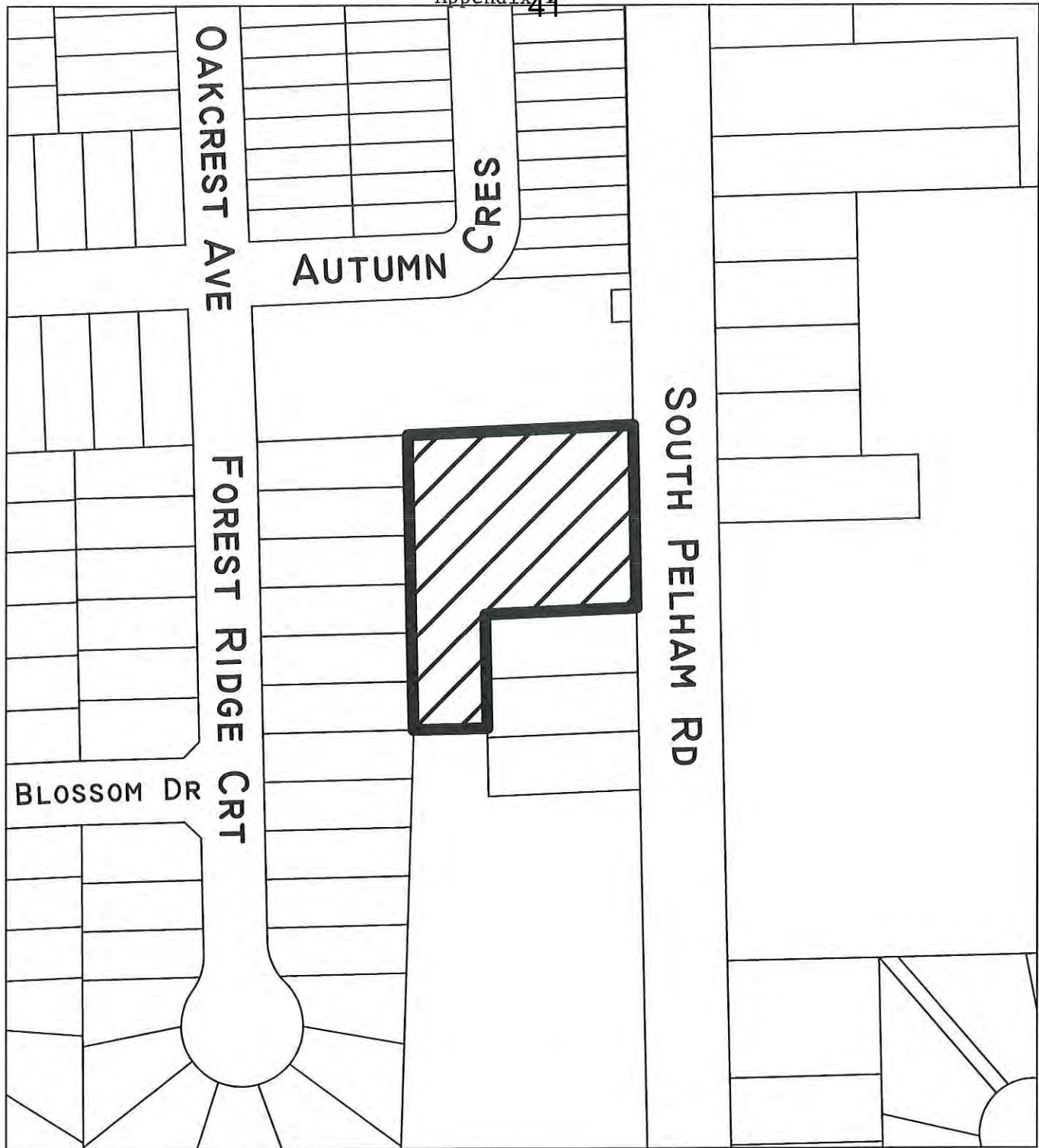
All comments from other departments were received through the Site Plan Application process and were addressed at that time.

**SUMMARY AND CONCLUSION:**

Staff recommends the exemption request for the Application for Condominium Exemption for 529 South Pelham as all development requirements have been addressed through the Site Plan that has been registered on the Title, and financial securities are in place. The proposed exemption is appropriate as it is consistent with the policies of the Condominium Act and the Planning Act which permit exemptions. The approval of the Condominium Exemption will allow the developer to move forward with the sale of the units.

**ATTACHMENTS:**

Appendix I      -      Location Map



# LOCATION MAP

529 South Pelham Road



**SUBJECT LANDS**



*Infrastructure and  
Development Services*  
Planning Division

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

APPROVALS	
GENERAL MANAGER	
CFO	
CAO	

REPORT HR-2019-02  
JUNE 4, 2019

1982

**SUBJECT: PREGNANCY & PARENTAL LEAVE FOR MEMBERS OF COUNCIL**

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

**RECOMMENDATION:**

THAT THE COUNCIL OF THE CITY OF WELLAND adopts the policy "Pregnancy & Parental Leave for Members of Council" as attached to report HR-2019-02.

**ORIGIN AND BACKGROUND:**

In accordance with Section 270 of the Municipal Act, 2001 as amended by Bill 68 Modernizing Ontario's Municipal Legislation Act, 2017 municipalities are required to adopt a policy with respect to pregnancy and parental leave for members of City Council.

**COMMENTS AND ANALYSIS:**

This policy provides members of Council with information regarding pregnancy & parental leave. It further protects Council members from removal of office and paid leave of absence due to pregnancy, the birth or adoption of a child up to twenty (20) consecutive weeks not to extend beyond a member's term of office.

**FINANCIAL CONSIDERATION:**

There is no financial impact associated with the adoption of this policy.

**OTHER DEPARTMENT IMPLICATIONS:**

The Clerk's Division will be required to include this policy in the Corporate Policy Manual.



**SUMMARY AND CONCLUSION:**

Staff recommends Council adopts the attached policy as it recognizes the right of members of Council to take leave of absence for pregnancy and parental leave, in accordance with Section 270 of the Municipal Act, 2001.

Attachment – Pregnancy & Parental Leave for Members of Council

## CITY OF WELLAND

## POLICY

<b>Policy Title:</b> Pregnancy and Parental Leave for Members of Council	
<b>Date of Approval:</b>	<b>Policy Number:</b>
<b>Lead Role:</b> City Clerk	<b>Support Role:</b> Human Resources
<b>Cross Reference:</b>	<b>Next Review Date:</b>
<b>Council File Number:</b> 0000-000	<b>Revision Date:</b>

**Policy Statement:**

To ensure that members of Council are granted a leave of absence for pregnancy and parental leave.

**GENERAL POLICY STATEMENT:**

The City of Welland acknowledges and recognizes the right of members of Council to take a leave of absence for pregnancy and parental leave, as required in accordance with Section 270 of the Municipal Act, 2001.

**PURPOSE:**

This policy provides guidance on how the City of Welland will address a member's request for paid pregnancy and/or parental leave consistent with a member's statutory role as an elected official.

**SCOPE:**

This policy protects members of Council from removal of office and paid leave of absence due to pregnancy, the birth of a child or the adoption of a child up to twenty (20) consecutive weeks, not to extend beyond a member's term of office.

**APPLICATION:**

In accordance with Section 270 of the Municipal Act, 2001, this policy applies to the Mayor and all members of City Council where such written notice is provided to the City Clerk indicating expected start and end dates of the leave.

**POLICY MANAGEMENT AND REQUIREMENTS:**

The City of Welland supports a member of Council's right to pregnancy and/or parental leave in keeping with the following principles:

### Pregnancy and Parental Leave of Members of Council

1. An elected member shall not be required to obtain Council approval to take pregnancy and parental leave.
2. An elected member shall not have his/her elected office declared vacant as a result of such leave.
3. An elected member shall continue to receive all Council communication while on leave.
4. An elected member shall continue to reserve the right to participate as an active member of Council at any time during such leave.
5. An elected member shall continue to receive all remuneration and benefits afforded to Council members.

If a member of Council wishes to seek a leave in excess of twenty (20) consecutive weeks, the member shall request such extension in writing to the Clerk as soon as the need for an extended leave is known. The Clerk shall prepare a report for Council's consideration of extended leave.

As the elected head of City Council, the Mayor may make temporary appointments to any committees, boards etc. that are vacated as a result of such leave. At any time, the elected official on leave may advise the Clerk of changes to his/her return date, through reasonable written notice, and their intention to resume any and all statutory roles including work on committees.

#### **LEGISLATIVE AND ADMINISTRATIVE AUTHORITY:**

Section 270 of the Municipal Act, 2001, as revised by Bill 68, requires City Council to adopt and maintain a policy with respect to the pregnancy and parental leave for members of City Council.

Unlike municipal employees who are entitled to pregnancy and/or parental leave in accordance with the Ontario Employment Standards Act, members of Council are not considered employees and are not eligible for employment insurance.

#### **COMPLIANCE:**

Members of Council and staff are responsible for adhering to this policy. The Integrity Commissioner may investigate complaints related to this policy. Changes or amendments to this policy may be required from time to time in accordance with the legislation.

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

APPROVALS	
GENERAL MANAGER	IA
CFO	
CAO	

**REPORT ENG-2019-21**  
**JUNE 4, 2019**

19-59

**SUBJECT: ROAD RESURFACING / RECONSTRUCTION 2019**

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

**APPROVING MANAGER: CHRIS ANDERS, P. ENG.**  
**MANAGER OF ENGINEERING**

**RECOMMENDATIONS:**

THAT THE COUNCIL OF THE CITY OF WELLAND approves and accepts the tender of Rankin Construction Inc. as detailed in Report ENG-2019-21 for the Road Resurfacing/Reconstruction 2019; and further

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

**ORIGIN AND BACKGROUND:**

As per Report ENG-2005-14, May 24, 2005, road resurfacing is undertaken yearly to maintain and improve on the quality of existing roads. The allocation for this is contained in the annual Roadways Capital Budget, and is assigned for road cut repairs, resurfacing, and for minor repairs of the road base and curbs based on our Asset Management criteria.

Where roadway deterioration is extensive, performing a surface repair is an unsuitable and unsustainable road rehabilitation approach. In cases such as this it becomes necessary to perform reconstruction of the roadway which includes full asphalt removal and either partial or full depth removal of underlying granular layers.

**COMMENTS AND ANALYSIS:**

In 2019 each of the roads selected for the program will be reconstructed. This is due to the lack of proper granular material and poor drainage which has resulted in the poor condition of the asphalt. The approaches being used will address the varying needs of each roadway.

The following is the proposed scope of work for each street. The proposed streets are indicated on the attached map (Appendix 1):

Street	From / To	Scope of Work
Gadsby Avenue and Melissa Crescent	Hilda Street to North Limit	Full-width asphalt removal Full depth excavation (565mm) Curb Repairs Sidewalk Repairs 40mm HL3HS 75mm HL8HS 450mm of granular 'A' roadbase
MacInnis Street	Simpson Avenue to Morningstar Avenue	Full-width asphalt removal Partial depth excavation (420mm) Geogrid membrane w/filter cloth Curb Repairs Sidewalk Repairs 40mm HL3HS 80mm HL8HS 300mm of granular 'A' roadbase
Greenbriar Court	Wellbrook Boulevard	Full-width asphalt removal Full depth excavation (565mm) Full curb replacement Full sidewalk Replacement 40mm HL3HS 75mm HL8HS 450mm of granular 'A' roadbase

The tender for the works was released on Wednesday April 17, 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, Wednesday May 1, 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 in the following table:

CONTRACTOR NAME AND ADDRESS	TENDER PRICE
<b>Rankin Construction Inc.</b> 222 Martindale Road, PO Box 1116 St. Catharines, ON L2R 7A3	<b>\$1,527,757.00</b>
<b>Norjohn Contracting and Paving Ltd.</b> 9101 Brown Road Niagara Falls, ON, L2H 0X1	<b>\$1,582,683.00</b>
<b>Brennan Paving Limited</b> 198 Welland Street Port Colborne, ON L3K 5V7	<b>\$1,864,884.00</b>

Rankin Construction Inc. of St Catharines, 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. 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 early summer and continue for approximately two and half months until completion.

**FINANCIAL CONSIDERATION:**

The tender price from the low bidder plus approximately 1.76% for the City's HST share results in an ultimate project value of approximately \$1,554,646.00

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

**Funding Breakdown**

<b>2019 Capital Budget</b>	<b>Amount</b>
Roadways – Road Resurfacing Program (10-320-19415)	\$1,739,663.00
<b>Total Funding</b>	<b>\$1,739,663.00</b>

**SUPPORT OF 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 partial road reconstruction using a geotextile product, and by salvaging of existing curbs and sidewalks rather than full replacement.

1. Applying rehabilitation techniques to extend the lifespan of assets;
4. Decreasing expected levels of service;

Road resurfacing and reconstruction remains a high priority in the City's Asset Management Plan. Execution of this project aligns with this priority.

**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 departments.

**SUMMARY AND CONCLUSION:**

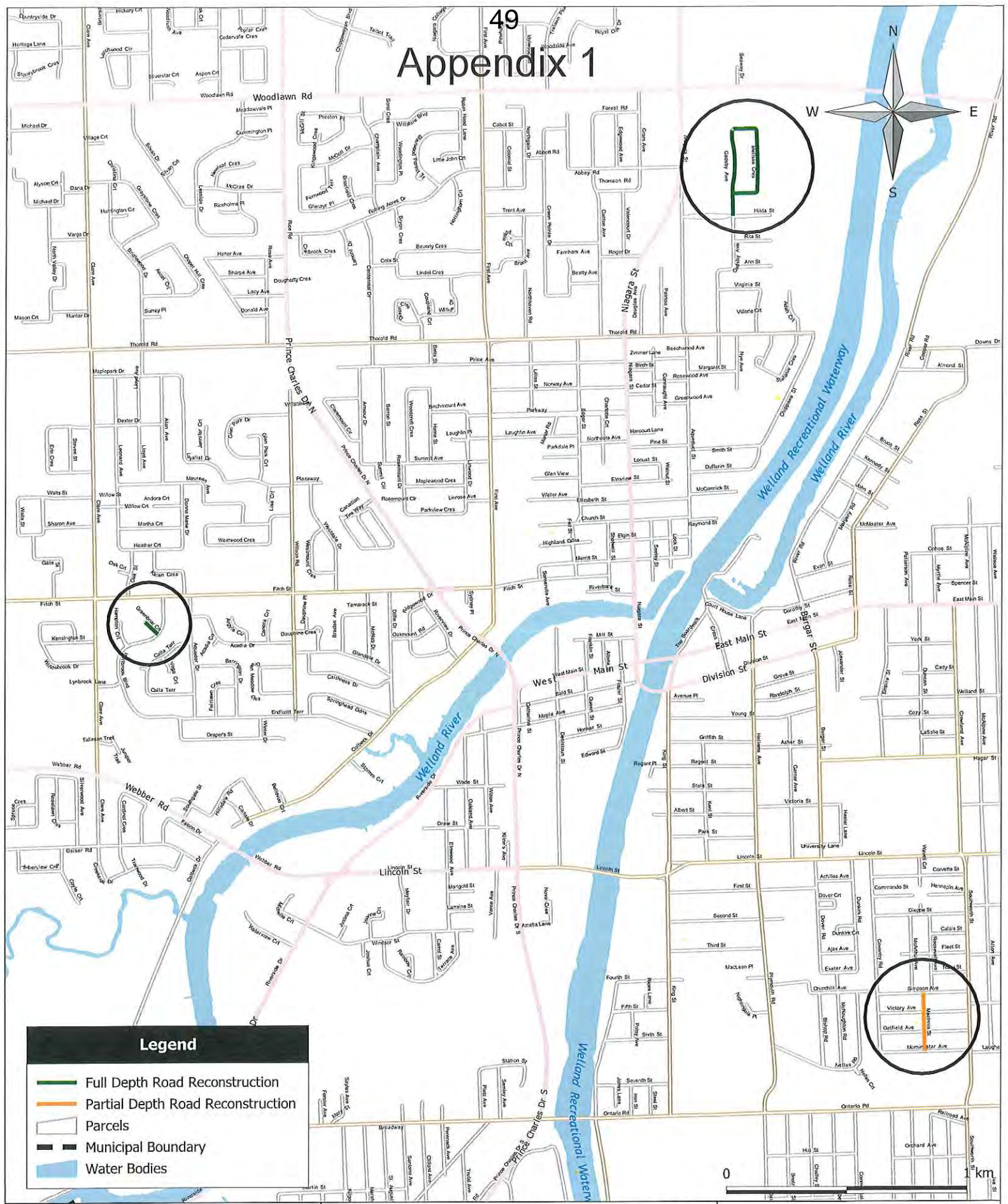
Roadway resurfacing is a crucial component in maintaining the City's 290 kilometers of paved roads. In some cases, early remediation involving surface removal and resurfacing can extend the life of the pavement for many years to come. However, once deteriorated beyond repair, full road reconstruction is necessary.

Staff recommends the awarding of a contract to Rankin Construction Inc. for the 2019 Road Resurfacing/Reconstruction.

**ATTACHMENTS:**

Appendix I – 2019 Road Resurfacing & Construction - Location Map

# 49 Appendix 1



### Legend

- Full Depth Road Reconstruction
- Partial Depth Road Reconstruction
- Parcels
- Municipal Boundary
- Water Bodies


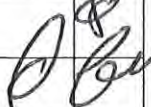
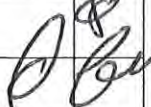
The Corporation of  
The City of Welland

## 2019 Road Resurfacing & Construction

Infrastructure and  
Development Services  
Engineering Division

The information contained in this map may represent uncorrected errors or omissions of fact and the City of Welland (the City) makes no representations or warranties, express or implied, as to the accuracy or completeness of the data and all information should be verified independently. This map is not a legal plan of survey. Discrepancies of property lines and other features are provided for schematic purposes and should be used for reference only. No part of these drawings, or information, or hard copies made from them may be reproduced or distributed without written permission from the City. Copyright © 2019 The Corporation of the City of Welland and its suppliers.

COUNCILINFRASTRUCTURE AND DEVELOPMENT SERVICES

APPROVALS	
GENERAL MANAGER	
CFO	
CAO	

REPORT ENG-2019-23  
JUNE 4, 2019

99-99

**SUBJECT: INTER-REGIONAL TOURIST DESTINATION ENHANCEMENT –  
ROTARY PARK AND LINCOLN DOCKS**

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

**RECOMMENDATIONS:**

THAT THE COUNCIL OF THE CITY OF WELLAND receives for information the update regarding the proposed boathouse design concepts and park enhancements. Staff recommend proceeding with design option #3 with the additional external washroom buildings for the proposed Rotary Park Lincoln Docks Community Boathouse facility.

**ORIGIN AND BACKGROUND:**

On March 19, 2019 and February 19, 2019 council approved reports ENG-2019-12 and ENG-2019-05 respectively, regarding the Canal Redevelopment Strategy Phase II – Welland Community Boathouse Update. Furthermore, on March 19, Council provided direction to staff to consider additional design options before proceeding to detailed design and tendering.

This report provides Council with an update on the options prepared by the Architect in consultation with Staff on the required storage, layout and functionality, along with other park enhancements.

**COMMENTS AND ANALYSIS:**

The Rotary Park Lincoln Docks area is adjacent to the Welland Canals Parkway Trail. This trail is 45km long and crosses the Niagara Peninsula from St. Catharines to Port Colborne. This a very popular trail for walking, cycling, inline skating, skiing and snowshoeing in the winter. Many tourists will travel along this trail. Enhancements to the Rotary Park Lincoln Docks will create an inter-regional tourist destination.

As requested by Council at the February 19<sup>th</sup> meeting, the Architect prepared three (3) alternate concepts for the boathouse storage building. These designs were presented to Council at the May 21, 2019 meeting of Council.

The facility is intended to provide storage for a variety of different shapes and sizes of watercraft; including stand-up-paddleboards, canoes, kayaks, and paddleboats. Staff and the Architect must consider the functionality of the structure, to allow for efficient storage and use of space. This task is proving to be a formidable challenge given the fixed dimensions of the storage containers.

Staff have reviewed the design concepts with the Architect and believe that option three (3) will provide the best combination of functionality and storage. This option reduces the distance that staff must carry the watercraft to take them to and from the storage area. It provides an internal



courtyard that can be used as a staging area and for maintenance. The design provides a rooftop terrace and shade space for people using the trail or waterway.

In addition to the watercraft storage structure, separate washroom/change room structures are to be included in the project. These will be located behind the boat storage structure at the same elevation as the parking lot and trail.

This phase of the project will also include the construction of a new granular parking lot and swale, and lighting at the existing boat ramp. Future phases will continue to enhance the park and attract more users.

**FINANCIAL CONSIDERATION:**

The following is a breakdown of the estimated costs for the project:

Item	Cost
Design	\$87,500.00
Storage Structure Construction	\$434,000.00
Washroom/change room Construction	\$117,500.00
New Expanded Granular Parking Lot	\$230,000.00
Lighting at Boat Dock	\$25,000.00
Contract Administration and Inspection	\$70,000.00
Total	\$964,000.00

Staff will prepare a tender package for construction, actual construction costs will be determined by market conditions.

On May 31, 2019, Staff submitted a funding application to the Federal Economic Development Agency for Southern Ontario, Canada Experiences Fund. The application was for \$1,000,000.00 in funding for the project. This will be used along with the \$100,000 in funding from the Rotary Club of Welland.

**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.

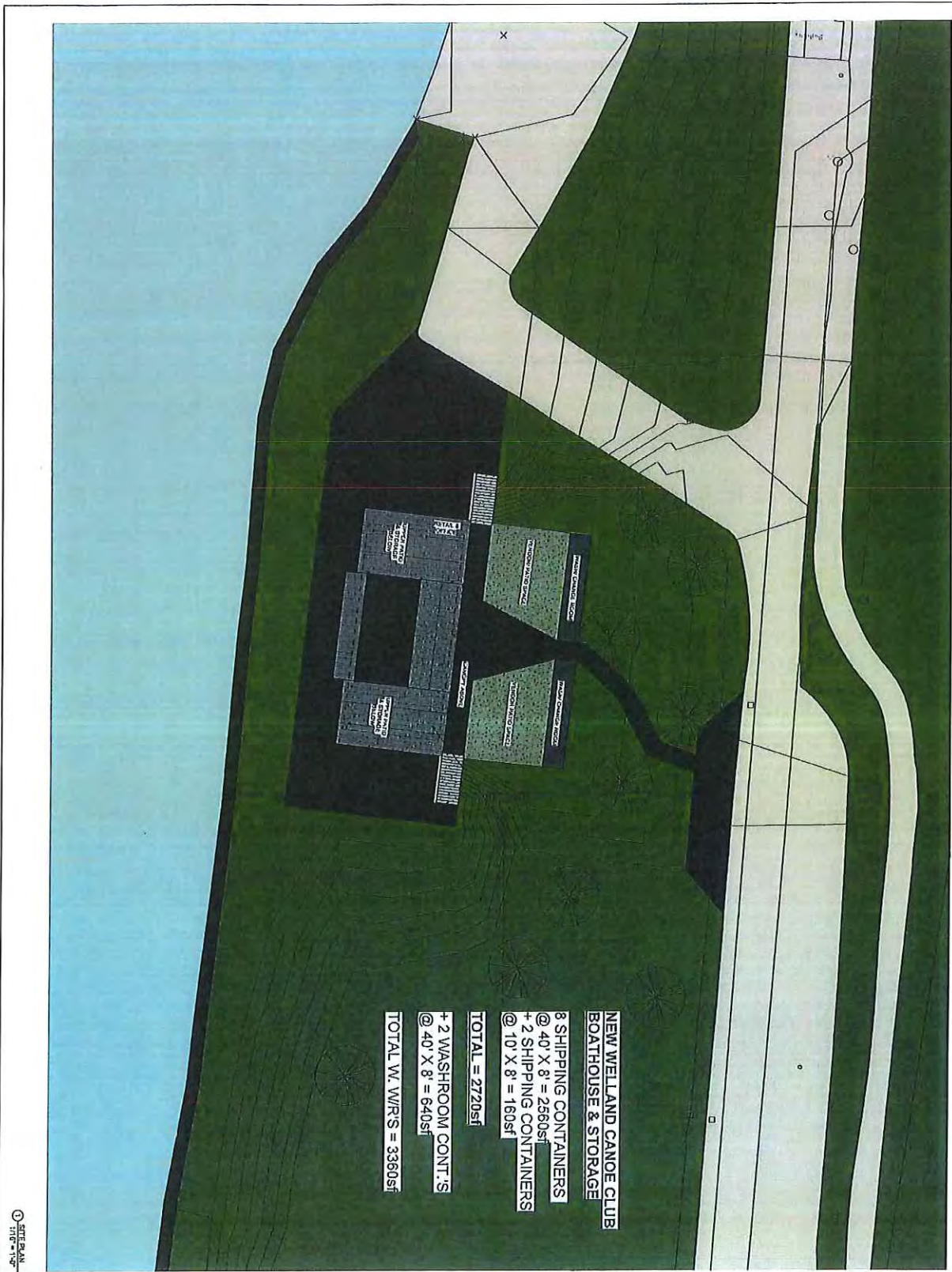
**SUMMARY AND CONCLUSION**

Staff have reviewed the design concepts prepared by the architect and have selected option three (3) as the preferred solution for the boathouse storage building. This option provides the best combination of functionality and storage along with external washroom/change room buildings. Further enhancements include the construction of a new granular parking lot and lighting at the boat ramp. Future phases will continue to enhance the park.

Staff will proceed to construction through the issuance of a tender package to procure a contractor to complete the project.

**ATTACHMENTS:**

Boathouse Design Concept Three.



**NEW WELLAND CANOE CLUB  
BOATHOUSE & STORAGE**  
 8 SHIPPING CONTAINERS  
 @ 40' X 8' = 2560sf  
 + 2 SHIPPING CONTAINERS  
 @ 10' X 8' = 160sf  
**TOTAL = 2720sf**  
 + 2 WASHROOM CONT.'S  
 @ 40' X 8' = 640sf  
**TOTAL WL. W/RS = 3360sf**

1 SITE PLAN  
 1/10" = 1' = 0"

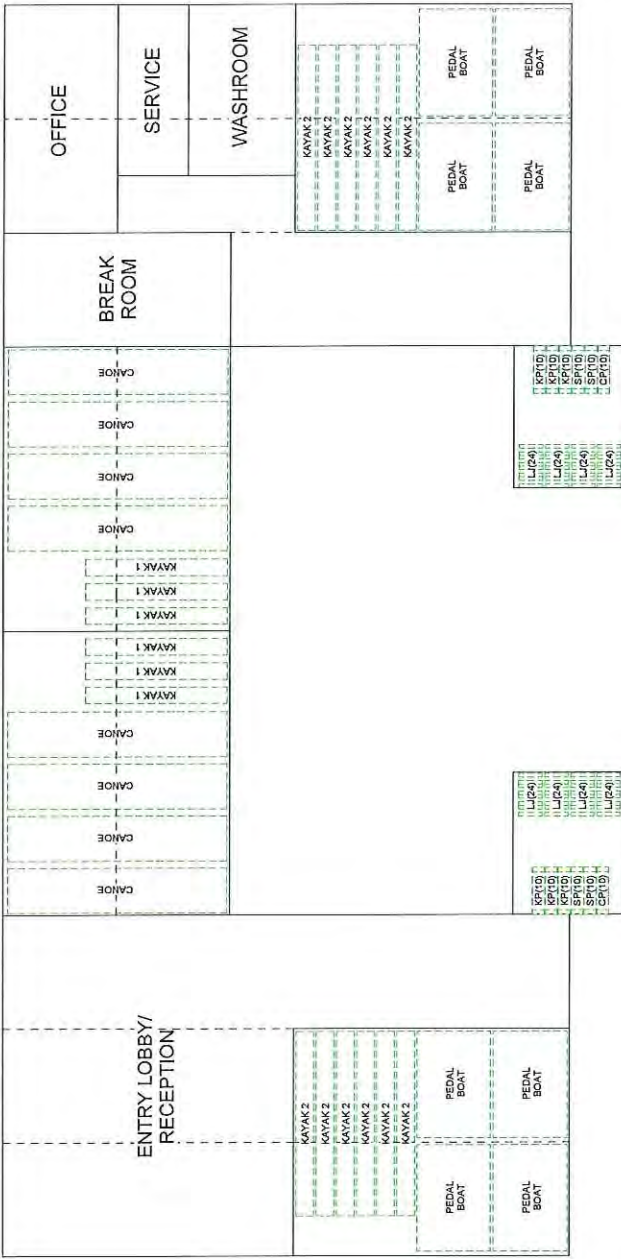
 <b>A100</b> 25	<p><b>PROJECT:</b> NEW WELLAND CANOE CLUB BOATHOUSE  <b>DATE:</b> 05/11/2011  <b>SCALE:</b> 1/10" = 1'  <b>PROJECT NO.:</b> 11111111  <b>DRAWN BY:</b> JAY  <b>CHECKED BY:</b></p>	<p>WELLAND CANOE CLUB BOATHOUSE  <b>CITY OF WELLAND</b></p> <p>BYLAND, ON</p> <p><b>CONCEPTUAL SITE PLAN                  OPTION 3</b></p>	 <p><b>RAIMONDO + ASSOCIATES</b>                  ARCHITECTS INC.                  1111 Bloor Street West, Suite 202, Toronto, ON M5S 1A5                  TEL: (416) 593-8121 FAX: (416) 593-8122                  WWW.RAIMONDOARCHITECTS.COM</p>	<p>PL: 10114529                  RC: 0210043</p>
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**RAMONDO + ASSOCIATES**  
 ARCHITECTS INC.  
 1110 South Main Street, Suite 100  
 Tallahassee, FL 32301  
 Phone: 904.209.1234  
 Fax: 904.209.1235  
 Email: ramondo@ramondo.com

**CITY OF WELLAND**  
 WELLS CANOE CLUB BOATHOUSE  
 WELLS, ON  
**SPACE PLANNING DIAGRAMS**  
**OPTION 3**

DATE: 05/11/2011  
 SCALE: 1/4" = 1'-0"  
 PROJECT NO: 11-001  
 CHECKED: [Signature]  
 DRAWN BY: [Signature]

**A200**  
 A3



**PLAN LAYOUT**

**REQUIRED BOATING EQUIPMENT LIST**

Item	Quantity	Length	Width	Weight	Volume
Single Kayak (K1)	30	13'	15"	35'	75 lbs
Tandem Kayak (K2)	12	15'	15"	35'	80 lbs
Canoe (C)	0	12'	12"	35'	20 lbs
Stand Up Paddleboard (PBD)	35	12'	32"	35'	28 lbs
Kayak Paddle (KP)	54	7'	4"	5 lbs	5 lbs
SUP Paddle (SP)	6	5'	4"	5 lbs	5 lbs
Adult Life Jacket (LJ)	120				
Child Life Jacket (LJ)	75				

**LEGEND:**

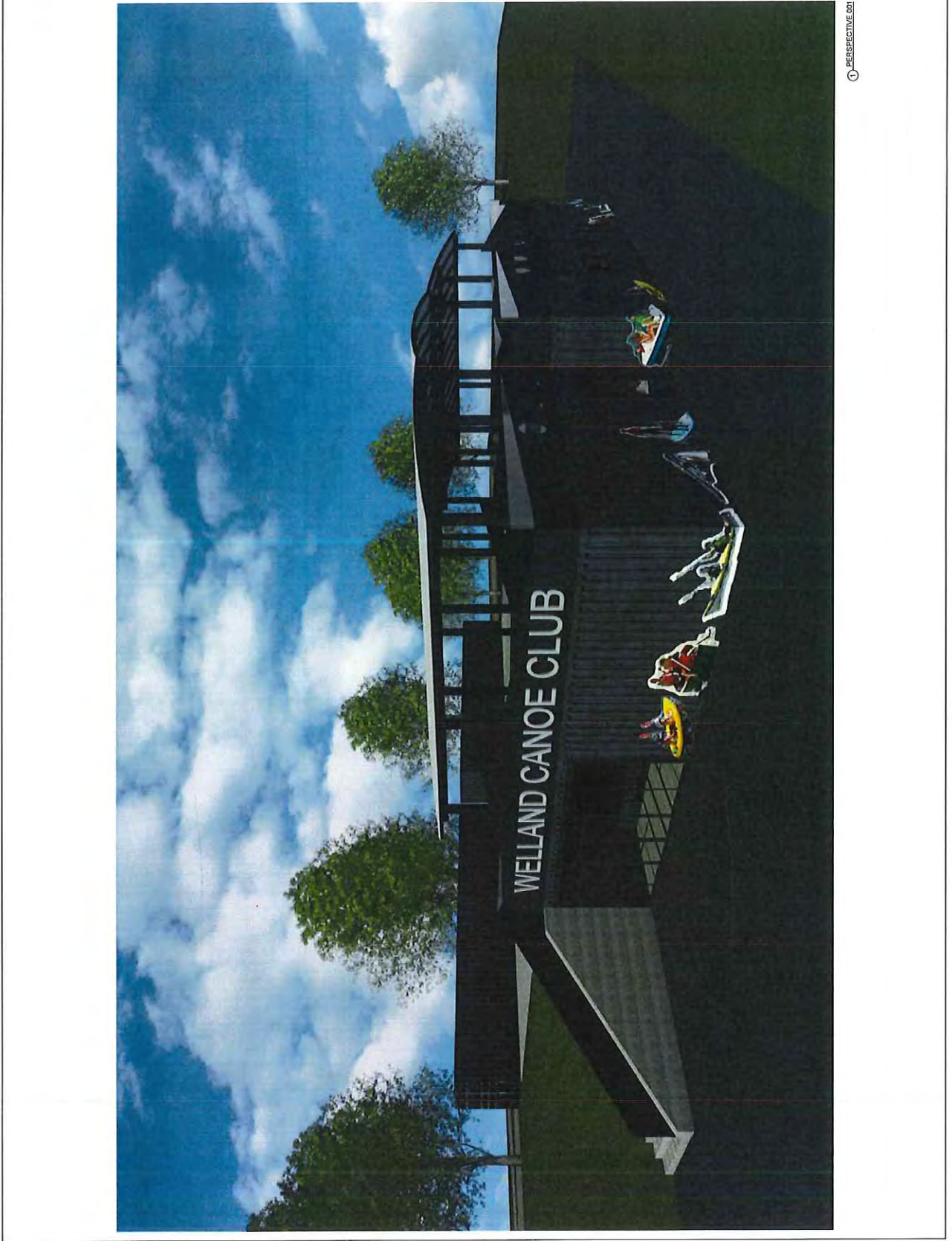
- = 12PBD
- = 35(+K1)
- = KC
- = 25(+PBD)
- = 15K2
- = 6(+PBT)

**SHELVING ELEV. 1**

**SHELVING ELEV. 2**

<p><b>RAYMOND + ASSOCIATES</b>          ARCHITECTS INC.          1000 SHEPPARD AVENUE EAST, SUITE 100          SCARBOROUGH, ONTARIO M1B 2Y1          TEL: (416) 291-1111          WWW.RAYMONDARCHITECTS.COM</p>		<p><b>WELLAND CANOE CLUB BOATHOUSE</b>          CITY OF WELLAND          WELLAND, ON</p>		<p><b>PERSPECTIVE 001</b></p>	
<p>DATE: 5/27/2019          SCALE: 1/4" = 1'-0"          PROJECT NO.:          SHEET NO.:          DRAWN BY: MT</p>		<p>DATE: 5/27/2019          SCALE: 1/4" = 1'-0"          PROJECT NO.:          SHEET NO.:          DRAWN BY: MT</p>		<p>DATE: 5/27/2019          SCALE: 1/4" = 1'-0"          PROJECT NO.:          SHEET NO.:          DRAWN BY: MT</p>	



<p><b>RAYMONDO + ASSOCIATES</b>          ARCHITECTS INC.          4187 DAVIS BLVD. 2 FLOOR, CHINA, ILL. 61218          TEL: 815-295-0000          WWW.RAYMONDOARCHITECTS.COM</p>		<p><b>PERSPECTIVE 002</b></p>	
<p>WELLAND, ON</p>		<p><b>CITY OF WELLAND</b>          WELLAND CANOE CLUB BOATHOUSE</p>	
<p>DATE: 5/20/2018 9:28 AM          SCALE: 1/4" = 1'-0"          PROJECT NO.:          DRAWN BY:</p>		<p>DATE: 5/20/2018 9:28 AM          SCALE: 1/4" = 1'-0"          PROJECT NO.:          DRAWN BY:</p>	



① PERSPECTIVE 002

A301

DATE	NO. OF REVISIONS

RAIMONDO + ASSOCIATES ARCHITECTS INC.  
 1000 OAK STREET, SUITE 200  
 WELLSVILLE, PA, 16890  
 TEL: 717-762-1100 FAX: 717-762-1101

PERSPECTIVE 003  
 CITY OF WELAND  
 WELAND CANOE CLUB BOATHOUSE  
 WELAND, OH

DATE: 5/25/11  
 SCALE: 1/8" = 1'-0"  
 PROJECT NO.:  
 CHECKED BY:  
 DRAWN BY: KT

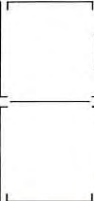
A3  
 A302



REVISIONS

NO.	DATE	DESCRIPTION

DATE: 2/21/2013  
BY: J. [signature]

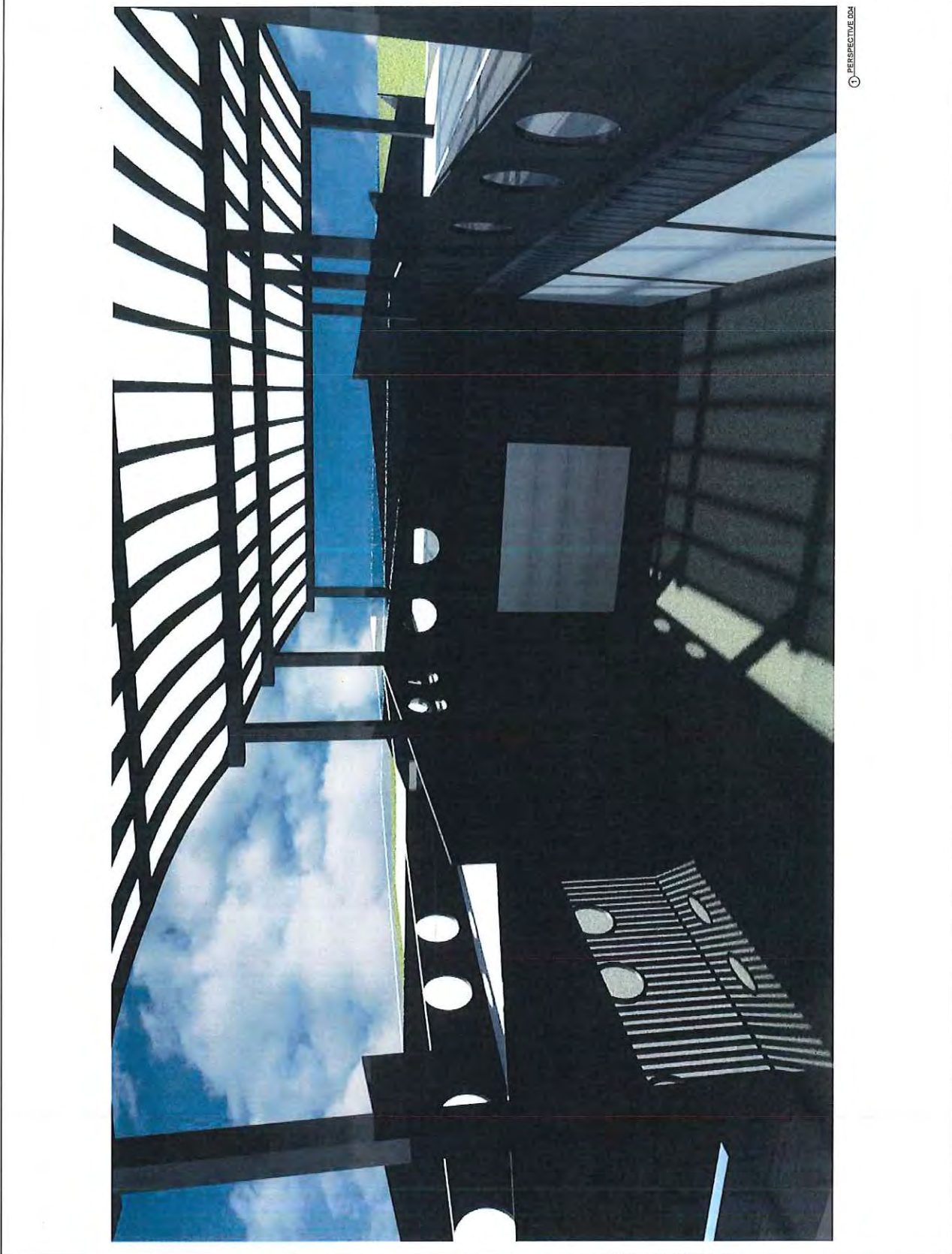


**RAMONDO + ASSOCIATES**  
ARCHITECTS INC.  
1000 DOWNSIDE DRIVE, SUITE 200  
BOSTON, MA 02116  
TEL: 617-552-7800  
WWW.RAMONDO-ASSOCIATES.COM

**PERSPECTIVE 003**  
CITY OF WELAND  
WELAND, ON  
WELAND CANOE CLUB BATHHOUSE

DATE: 5/20/2013  
SCALE: 1/8" = 1'-0"  
PROJECT NO.: 12011  
CHECKED: [initials]  
DRAWN BY: J. [signature]

**A303**



COUNCILINFRASTRUCTURE AND DEVELOPMENT SERVICESENGINEERING DIVISION

APPROVALS	
GENERAL MANAGER	CA
CFO	
CAO	

REPORT ENG-2019-24  
June 4, 2019

19-36

**SUBJECT:** STRATEGIC ASSET MANGEMENT POLICY

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

**APPROVING** CHRIS ANDERS, P. ENG.,  
MANAGER OF ENGINEERING SERVICES  
INFRASTRUCTURE AND DEVELOPMENT SERVICES

RECOMMENDATIONS:

THAT THE COUNCIL OF THE CITY OF WELLAND receives for information Report ENG-2019-24 regarding the Strategic Asset Management Policy; and further,

THAT Welland City Council endorses and approves the Strategic Asset Management Policy.

ORIGIN AND BACKGROUND:

The purpose of this report is to provide City Council with an overview of the new municipal infrastructure asset management legislative regime in Ontario, an update on the City of Welland asset management initiatives, and the recommended new Strategic Asset Management Policy.

The purpose of the recommended Policy is to affirm the City's approach to infrastructure asset management through clearly defined commitments and principles for decision-making (prescribed by legislation), and to align and integrate asset management into strategic planning processes.

The City of Welland delivers public services that are critical to its citizens, and these services rely on well-planned and well-maintained infrastructure. There is increased pressure on the ability of the City to ensure the long-term sustainability of its infrastructure. This is the case in all Ontario municipalities, and while many municipalities have asset management plans, significant differences exist, thus the Province introduced an asset management regulation in December 2017.



The Asset Management Planning for Municipal Infrastructure Regulation 588/17, under the Infrastructure for Jobs and Prosperity Act, prescribes requirements for an Asset Management Policy in Sections 3 and 4. It requires that all municipalities have a comprehensive asset management plan (AMP) in place by July 1, 2024 for all infrastructure assets, phased in over 5 years, beginning with the preparation of a Strategic Asset Management Policy by July 1, 2019.

The AMP is founded on the Policy framework, and is developed for the management of infrastructure assets with a view to operating, maintaining and renewing the assets, which support the provision of services to the community while ensuring sound stewardship of public resource. The City of Welland's Comprehensive Asset Management Plan was established in 2015, with an addendum added in 2016; however, there is no Asset Management Policy in place at this time. Activities to update this AMP to the new legislated requirements are underway, while improving and enhancing the AMP to ensure it remains a robust system. The Regulation also mandates specific content of the AMP that is centered around developing a relationship between costs and service levels.

When done well, asset management planning is part of a strategic planning process that is integrated with budgeting processes and long-term financial planning. Good asset management planning helps municipalities make well informed and evidence-based decisions about their infrastructure assets.

A collaborative staff approach was used to create the recommended Policy, so that it may become a key guidance document for infrastructure decisions. Discussions around culture in infrastructure planning and governance, scope, capitalization threshold, transparency, climate change, shared assets and commitments have been built into the policy, to ensure it is a functional and effective foundational document that guides those with asset management authorities.

The City retained GM BluePlan Engineering (GMBP) to assist City staff in drafting the Asset Management Policy in alignment with City culture, commitments and plans, and to provide a long-term financial analysis of the infrastructure needs to provide the City with the processes required to understand the revenue requirements to fund the infrastructure expenditure needs. GMBP staff provided input and guidance during the drafting of the new AMP regulation, through senior leadership positions and involvement in various Federal, Provincial and Municipal associations and committees.

The recommended Strategic Asset Management Policy applies to all of the City's infrastructure assets including core infrastructure assets; this corresponds with the City's current Comprehensive Asset Management Plan.

**COMMENTS & ANALYSIS**

Approval of the recommended Strategic Asset Management Policy allows the City of Welland to demonstrate conformance to Ontario Regulation 588/17: Asset Management Planning for Municipal Infrastructure, under the Infrastructure for Jobs and Prosperity Act, 2015. This regulation requires that "*Every municipality shall prepare its first strategic asset management policy by July 1, 2019*".

The Province is communicating to the public that the new regulation aims to bring greater consistency to Municipal Asset Management Plans, and it is hypothesized that once the regulated deadlines have been reached, funding approvals will require municipalities demonstrate compliance to O.Reg.588/17.

It is reasonable to assume the ability to demonstrate the benefit of a project to the community through quantifiable metrics tied to legislative-based levels of service and costs will be a component of future provincial funding requests.

**FINANCIAL CONSIDERATION:**

There are no financial impacts associated with the proposed recommendation. When established and adhered to, the policy aids decision-makers in making sound and consistent municipal infrastructure decisions. The recommended Policy does not bind the City to specific expenditures on prioritized assets/services – those are dynamic decisions - but instead sets a framework for consistent decision-making and planning, applicable to all those with authority to make asset management decisions.

**OTHER DEPARTMENT IMPLICATIONS:**

None

**SUMMARY AND CONCLUSION**

The Asset Management Planning for Municipal Infrastructure Regulation 588/17, under the Infrastructure for Jobs and Prosperity Act, prescribes requirements for an Asset Management Policy in Sections 3 and 4. It requires that all municipalities have a comprehensive asset management plan (AMP) in place by July 1, 2024 for all infrastructure assets, phased in over 5 years, beginning with the preparation of a Strategic Asset Management Policy by July 1, 2019.

The City retained GM BluePlan Engineering to assist City staff in drafting the Asset Management Policy in alignment with City culture, commitments and plans, and to provide a long-term financial analysis of the infrastructure needs to provide the City with the processes required to understand the revenue requirements to fund the infrastructure expenditure needs.

The purpose of the recommended Policy is to affirm the City's approach to infrastructure asset management through clearly defined commitments and principles for decision-making (prescribed by legislation), and to align and integrate asset management into strategic planning processes.

Approval of the recommended Strategic Asset Management Policy allows the City of Welland to demonstrate conformance to Ontario Regulation 588/17: Asset Management Planning for Municipal Infrastructure, under the Infrastructure for Jobs and Prosperity Act, 2015. This regulation requires that "*Every municipality shall prepare its first strategic asset management policy by July 1, 2019*".

Staff recommend Council endorsement and approval of the Strategic Asset Management Policy.

**ATTACHMENTS:**

Strategic Asset Management Policy

## CITY OF WELLAND

## POLICY

<b>Policy Title:</b> Strategic Asset Management Policy	
<b>Date of Approval:</b> June 4, 2019	<b>Policy Number:</b>
<b>Lead Role:</b> Infrastructure Planning & Development Supervisor	<b>Support Role:</b> Asset Management Technician
<b>Cross Reference:</b> Comprehensive Asset Management Plan & 2016 Addendum	<b>Next Review Date:</b>
<b>Council File Number:</b>	<b>Revision Date:</b>

**Purpose:**

Strategic municipal asset management involves the challenge of planning and investing in municipal infrastructure assets, while ensuring sound stewardship of public resources and delivering valued customer services.

The purpose of this Asset Management Policy is to affirm the City of Welland commitments in asset management through defined principles and processes, and to align and integrate asset management into strategic planning processes.

**Scope:**

This scope of this policy applies to Core Municipal Infrastructure Assets owned by the City of Welland, as defined in O.Reg. 588/17, and other infrastructure assets as listed in **Appendix 1**.

This includes assets the City owns in:

- Roads
- Sidewalks
- Sanitary Waste Water Collection
- Drinking Water Distribution
- Storm Water Management
- Bridges and Culverts
- Buildings / Facilities
- Parks and Canal Lands
- Cemeteries
- Fleet
- Forestry
- Fire & Emergency Services and
- Transit.

**Background:**

This policy provides a foundation for the strategic Asset Management Plan (AMP). Adherence to the policy helps the City identify and prioritize investments in existing and future infrastructure assets, as the City continues its efforts to maintain assets in a safe, efficient and effective manner, capable of supporting the quality of life desired in the community.

Strategic Asset Management enables the City to purposefully plan for community sustainability and resilience by:

- Proactively managing assets throughout their life cycle to deliver services sustainably to the community now and into the future,
- Prioritizing infrastructure decisions that balance costs, risks and services,
- Delivering services more efficiently and effectively,
- Ensuring long-term affordability of services, and
- Reducing deficits and debt.

This Asset Management Policy conforms to prescribed requirements from Ontario Regulation 588/17 (O.Reg.588/17), as amended.

***Policy Statement:***

Pursuant to O.Reg. 588/17, The City of Welland makes the following commitments regarding Asset Management Planning:

1. The City is committed to offering opportunities for municipal residents and other interested parties to provide input into asset management planning.
2. The City is committed to coordinating asset management planning for infrastructure assets interrelated with neighbouring municipalities, or jointly-owned assets. This may include, but is not limited to, assets interrelated with
 

- Region of Niagara	- Township of Wainfleet
- Town of Pelham	- City of Niagara Falls
- City of Thorold	- Welland Hydro, and
- City of Port Colborne	- Niagara Central Dorothy Rungeling Airport.
3. As part of its asset management planning for municipal infrastructure, the City is committed to considering climate change. This includes:
  - a. Identifying the vulnerabilities of the City's existing and proposed infrastructure assets caused by climate change, and subsequent potential costs;
  - b. Considering the means to address those vulnerabilities, related to operations, levels of service and lifecycle activities;
  - c. Considering adaptation opportunities that may be undertaken to manage the vulnerabilities,
  - d. Considering mitigation approaches to limit the magnitude or rate of long-term climate change (such as greenhouse gas emission reduction objectives), and
  - e. Considering disaster planning and contingency funding.

***Principles:***

When making decisions respecting infrastructure, the City of Welland shall consider:

### Priorities

Infrastructure planning and investment should:

1. Clearly identify infrastructure priorities. A clearly defined hierarchy for infrastructure priorities is a critical foundation for an effective asset management plan, as priorities should inform investment decisions. Priorities are further described in the AMP.
2. Ensure the City continues to provide core public services at established levels of service, in compliance with legislative requirements.
3. Take a Long-term view, especially considering the municipal life cycle of infrastructure assets from acquisition to disposal.
4. Factor information with implications for infrastructure planning into infrastructure investment decisions.

### Health, Safety and the Environment

Infrastructure planning and investment should:

5. Ensure health & safety of workers involved in the construction and maintenance of assets is protected.
6. Ensure infrastructure is designed to be resilient to the effects of climate change.
7. Minimize the impact of infrastructure on the environment.
8. Respect and help maintain ecological and bio-diversity.
9. Endeavour to make use of acceptable recycled aggregates.

### Transparency

Infrastructure planning and investment should:

10. Be made on the basis of information that is available to the public.
11. Share information that has implications for infrastructure planning with relevant public agencies that may be affected, in cases where the City becomes aware of this information.

### Community Focus

Infrastructure planning and investment should:

12. Promote economic competitiveness, productivity, job creation and training opportunities.
13. Promote accessibility for persons with disabilities.
14. Promote community benefits, being the supplementary social and economic benefits arising from an infrastructure project that are intended to improve the community well-being (creating jobs, improving public space, for example).
15. Consider the needs of the public by being mindful of local demographic and economic trends (e.g. seniors, commuters).
16. Foster innovation by creating opportunities to make use of proven technologies, practices and services.

**Definitions:**Asset Management Plan (AMP)

A plan to be developed for the management of infrastructure assets, in compliance with the Strategic Asset Management Plan from O.Reg.588/17, that combines multi-disciplinary management techniques (including technical and financial) over the life cycle of the asset in the most cost-effective manner to provide a specific level of service. The management of infrastructure assets includes investment, design, construction, acquisition, operation, maintenance, renewal, replacement and decommissioning of these assets.

Capital Asset Threshold

The threshold at or above which a resource is considered an asset, the value of a municipal infrastructure asset at or above which a municipality will capitalize the value of it and below which it will expense the value of it. For the City of Welland, the capital asset threshold is defined in the Capital Asset Policy. However, items below the defined threshold may be included into the Asset Management Plan, based on risk, under the authority of the relevant department General Manager.

Core Municipal Infrastructure Asset

By regulatory definition, includes any municipal infrastructure asset that is a:

- Water asset that relates to the collection, production, treatment, storage, supply or distribution of drinking water,
- Wastewater asset that relates to the collection, transmission, treatment or disposal of wastewater, including any wastewater asset that from time to time manages storm water,
- Storm water management asset that relates to the collection, transmission, treatment, retention, infiltration, control or disposal of storm water,
- Road, or
- Bridge or culvert.

The City of Welland defines 'road' to include assets within the road right-of-way owned by the City, not including water, storm or sanitary. For example, this may include sidewalk, curb, streetlights, trees or other assets within the right-of-way.

Ontario Regulation 588/17 (O. Reg. 588/17)

Under the Infrastructure for Jobs and Prosperity Act, 2015, this regulation is released which prescribes asset management planning for municipal infrastructure.

Public

Residents and businesses in the City of Welland, stakeholders, or other interested parties.

***Responsibilities:***Council and Committees of Council (herein called "Council")

Responsible for approving the Asset Management Policy and approving budgetary decisions. Overall authority for policy approvals, and budgetary decisions as defined in the Municipal Act. Council has the authority to make asset management decisions related to investment, design, construction, acquisition, operation, maintenance, renewal, replacement and decommissioning of infrastructure assets.

Chief Administrative Officer

Overall responsible for establishing and endorsing the Asset Management Policy and the Asset Management Plan. Authority to execute or delegate the duties defined above, and the authority to make asset management decisions related to investment, design, construction, acquisition, operation, maintenance, renewal, replacement and decommissioning of infrastructure assets.

General Manager, Infrastructure and Development Services

Responsible for ensuring the Asset Management Policy is relevant, suitable, adequate, reviewed and updated as required. Responsible for communicating land-use or master plans, forecasts, policies and other planning or financial commitments related to municipal infrastructure assets. Also responsible for coordinating with the General Managers to align asset management planning with budgets, land-use or master plans, forecasts, policies and other planning or financial commitments. Authority to carry out these responsibilities.

Asset Leads

Responsible for, and assigned the authority for, making asset recommendations related to assigned portfolios, in adherence with this policy. Authority to make asset management decisions related to investment, design, construction, acquisition, operation, maintenance, renewal, replacement and decommissioning of infrastructure assets.

General Manager, Corporate Services

Responsible for communicating financial plans, forecasts and other financial commitments related to municipal infrastructure assets to the General Managers.

***Other Provisions:***Plans, Budgets and Forecasts

This Policy and future AMP are only effective when fully aligned with City budgeting and forecasting activities. A process will be developed within the AMP to coordinate asset management decisions when developing municipal capital and operating budgets and long-term forecasting related to infrastructure assets.

This will include special consideration to align to the City of Welland Water Service Area Financial Plan, Development Charge Bylaw and Master Plans.



### Continual Improvement

Asset management planning will be continually improved by considering emerging practices and principles in asset management planning, and by staying current with available proven technology.

Opportunities for improvement will also be determined through monitoring asset performance, and outcomes of asset decisions. Of particular importance are asset-related emergency situations, when seeking means to improve the City's asset management practices.

### Land-Use Planning Framework

A process will be developed to align asset management planning at the City with land-use planning, including the City of Welland Official Plan, Development Charge By-Laws and other related master plans as they may be applicable. With this process in place, asset obligations from land-use planning initiatives are communicated and captured in the AMP.

### Risk Management

Climate change introduces risk and vulnerabilities for core municipal infrastructure assets. In order to fulfil climate change commitments in this Policy and stay aware of these risks and vulnerabilities, the Risk Assessment process will be developed through the AMP.

Also, as noted in Definitions, items below the capital asset threshold may be included in the scope of asset management planning. That is, occasionally an item's value may be less than the defined capital asset threshold, but it has a functional value that introduces risk should the item's inventory, availability, condition or forecast not be considered and planned for. In that case, this item may be added using the Risk Assessment process that will be developed.

Infrastructure priorities are inherently identified by consideration of risk. This process will be formalized as the AMP is updated, along with an overview of the risks associated with the strategy (i.e. ways the plan could fail to generate the expected service levels) and any actions that will be taken in response.

### Stakeholder Consultation

Stakeholder involvement is a commitment in this Policy, and an important factor of a successful and relevant AMP. It is imperative that opportunities to provide input are consistently offered to residents and interested parties.

Consultation and communication processes are in place, described further in the AMP.

### Availability and Update

This policy is posted on the City website and provided to anyone who requests it. It is reviewed and updated as required, no more than 5 years from the last revision date posted, as per the revision block in this document.

## APPENDIX 1

Examples of assets included in scope:

<b>Asset Category</b>	<b>Example</b>
<b>Drinking Water Distribution</b>	pump, motor, transmission main, distribution main, water valve, generator, hydrant
<b>Sanitary Wastewater Collection</b>	maintenance access chamber, pump, motor, starter, gates, force main, sewer pipe, weir, CSO tank, generator, control gate
<b>Roads and Traffic (including right-of-way)</b>	arterial, collector or local roadway (e.g. hard surface or gravel), traffic signal, streetlight
<b>Sidewalks</b>	concrete sidewalk, multi-use path (e.g. concrete, asphalt or gravel)
<b>Bridges and Culverts</b>	precast concrete cross culvert, steel road bridge
<b>Storm Water System</b>	flood gate, catch basin, storm pond, sewer pipe, access chamber, quality control devices (e.g. oil/grit separators)
<b>Facilities</b>	park concession, building
<b>Parks</b>	playground
<b>Cemeteries</b>	grave support equipment
<b>Fleet</b>	vehicle, backhoe, equipment, tool
<b>Forestry</b>	tree, soil cell
<b>Canal Lands</b>	waterway, siphon, sea wall

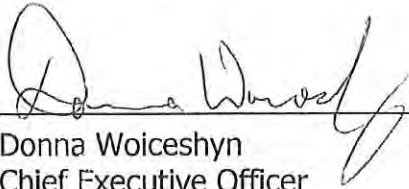


# Q1 (January 1 to March 31, 2019) to Board of Directors

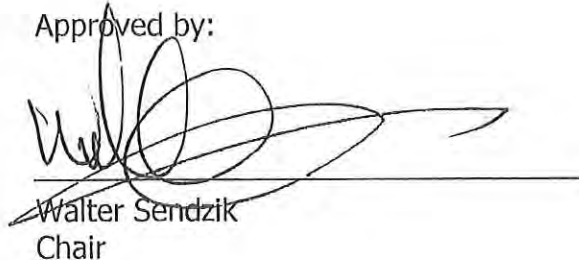
**Recommendation:**

**That Niagara Regional Housing Quarterly Report January 1 to March 31, 2019 be APPROVED and FORWARDED to the Public Health and Social Services Committee and subsequently to Regional and Municipal Councils for information.**

Submitted by:

  
Donna Woiceshyn  
Chief Executive Officer

Approved by:

  
Walter Sendzik  
Chair

**Directors:**

**Walter Sendzik, Chair**  
Regional Councillor  
St. Catharines

**Gary Zalepa, Treasurer**  
Regional Councillor  
Niagara-on-the-Lake

**Tom Insinna**  
Regional Councillor  
Fort Erie

**James Hyatt, Vice-Chair**  
Community Director  
St. Catharines

**Betty Ann Baker**  
Community Director  
St. Catharines

**Betty Lou Souter**  
Community Director  
St. Catharines

**Karen Blackley, Secretary**  
Community Director  
Thorold

**Barbara Butters**  
Regional Councillor  
Port Colborne

**Leanne Villella**  
Regional Councillor  
Welland

10-130

**HIGHLIGHTS:**

**Application Activity**

**716** received & processed



**Work Orders**

**2,500** issued



**Capital Program**

6 projects ongoing

52 contract orders issued



**Rent Arrears**

= \$35,736.89

or

**2.97%** of the monthly rent charges



**Community Resources & Partnerships**

offered supports to

**328**

new referrals



**46**

partners

**Non-Profit Housing Programs**

**67%** deemed HEALTHY



**Rent Supplement / Housing Allowance**

**1,419** units



**Niagara Renovates**

Inspections for 2019-2020 funding are underway



**Welcome Home Niagara**

2018-2019 funding fully used at end of 2018



**Housing First Project**

**10**

Individuals / families housed



**Appeals**

= **10** 7 upheld  
3 overturned



**New Development**

Carlton - occupancy March 1, 2019

Roach - approximately 35% complete



## *VISION*

That the Niagara community will provide affordable, accessible and quality housing for all residents

## *MISSION*

To expand opportunities that make affordable housing an integral part of building healthy and sustainable communities in Niagara

As the administrator of social housing for Niagara Region, Niagara Regional Housing (NRH) works to fulfill our vision and mission through six main areas of responsibility:

1. Public Housing (NRH Owned Units)
2. Non-Profit Housing Programs
3. Rent Supplement Program
4. Affordable Housing Program
5. Service Manager Responsibilities
6. Housing Access Centre and Centralized Waiting List



**Definitions** can be found in the attached Reference Sheet.

## 1. Public Housing (NRH Owned Units)

### **DAY-TO-DAY MAINTENANCE:**

In Q1, **2,500 work orders** were issued, representing \$820,955.20. \$32,587.37 of this amount was charged back to tenants who were held responsible for damages.

	2018-Q1	2018-Q2	2018-Q3	2018-Q4	2019-Q1
<b># of work orders issued</b>	2,566	2,768	3,216	3,203	2,500

Work order volume for 2019-Q1 is consistent with 2018-Q1.



## Q1 (January 1 to March 31, 2019)

NRH 7-2019  
19-181-2.5.  
May 24, 2019  
Page 3 of 10

### CAPITAL PROGRAM:

The Capital Program is responsible for maintaining the Public Housing (NRH Owned Units) asset and planning for future sustainability.

In Q1, 52 contract orders were issued and purchase orders issued \$2,939,784.92.

The Capital Program was responsible for six capital projects valued at \$ 205,000 including:

- Domestic Hot Water Replacement
- Parking Lot Consulting Design (two locations)
- Booster Pump Replacement Design (two locations)
- Earth Bins - in ground waste collection
- Various RFPs

As of March 31, 2019, \$205,000 of the \$11.7 budgeted (excluding emergency) has been committed and or actually spent (2%).

### TENANT MOVE OUTS:

#### Move Outs By Reason

Health	3	NRH Transfer	11
Long Term Care Facility	4	Moved to Coop or Non-Profit	2
Deceased	14	Bought a House	1
Private Rental	3	Left Without Notice	2
Voluntarily Left Under Notice	2	Other/None Given	7
Eviction – Tribunal	2	Cease to Qualify	0
		<b>TOTAL</b>	<b>51</b>

In Q1, there were **51 move outs**. Two involved eviction orders granted under the Ontario Landlord Tenant Board (LTB) for Disruptive Behavior with one enforced by the Sherriff.

	2018-Q1	2018-Q2	2018-Q3	2018-Q4	2019-Q1
<b># of move outs</b>	67	83	89	65	51

### ARREARS:

NRH Housing Operations actively works to reduce rent arrears and saw a significant decrease from the end of 2018-Q1 to the end of 2019-Q1.

	Mar 31, 2018	Jun 30, 2018	Sept 30, 2018	Dec 31, 2018	Mar 31, 2019
<b>Rent charges for the month</b>	\$1,167,751.69	\$1,136,607.00	\$1,165,765.00	\$1,187,770.00	\$1,203,317.00
<b>Accumulated rent arrears</b>	\$48,660.91	\$35,055.56	\$23,378.86	\$24,135.76	\$35,736.89
<b>Arrears %</b>	4.17%	3.08%	2.01%	2.03%	2.97%



## Q1 (January 1 to March 31, 2019)

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### INSURANCE:

In Q1, there were two property damage claims expected to exceed the \$25,000 deductible and one notice of claims.

### COMMUNITY RESOURCES AND PARTNERSHIPS:

In Q1, we had partnerships with **46 community agencies** across Niagara. As a result of these partnerships, more than 200 support and enrichment activities were offered to tenants at NRH sites. Each partnership contributes to tenant lives and, in turn, the success of the Public Housing community as a whole:

- In addition to numerous community-building events, the Rykert Volunteer Committee (RVC) began hosting resume-building workshops and sewing classes to enhance tenant employability and skills. The Committee has demonstrated a commitment to responding to the needs of the community, while promoting a positive neighbourhood culture.
- A teenage Manchester tenant began working as a "Community Attendant", a paid position contracted by NRH through the RAFT, tasked with delivery of notices, updating notice boards, returning shopping carts etc. Created as part of enhanced community development at Manchester, the position was designed to engage youth and encourage pride in the community, as well as provide a part-time job for a community teen.

Also during Q1, NRH Community Programs Coordinators (CPCs) offered support to **328 new referrals of tenants in need of assistance**. Of those new referrals, **56% were considered medium-high need**. In particular, there was an increase in the number of tenants requesting help with paperwork and social issues.

## 2. Non-Profit Housing Programs

As administrator of social housing for Niagara Region, NRH provides legislative oversight for 60 Non-Profit Housing Programs (non-profit and co-operative). Operational Reviews are conducted to determine the overall health of each.

	2018-Q1	2018-Q2	2018-Q3	2018-Q4	2019-Q1
<b>Healthy</b>	41	41	41	40	40
<b>Routine Monitoring</b>	18	18	18	17	18
<b>Intensive Monitoring</b>	1	1	1	2	0
<b>Pre-PID (Project in Difficulty)</b>	1	1	1	1	1
<b>PID (Project in Difficulty)</b>	1	1	1	1	1
<b>TOTAL</b>	<b>62</b>	<b>62</b>	<b>62</b>	<b>61</b>	<b>60</b>

NRH Housing Programs staff continue to work with Federal Housing Providers as they move toward End of Operating Agreements (EOA).



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## 3. Rent Supplement Program

In Q1, there were **1,419 Rent Supplement/Housing Allowance units** across Niagara. In the Rent Supplement program, tenants pay 30% of their gross monthly income directly to the private landlord and NRH subsidizes the difference up to the market rent for the unit. The Housing Allowance program is a short-term program that provides a set allowance to help applicants on the wait list.

	2018-Q1	2018-Q2	2018-Q3	2018-Q4	2019-Q1
<b>Fort Erie</b>	27	28	28	28	26
<b>Grimsby</b>	26	26	26	26	34
<b>Lincoln (Beamsville)</b>	13	12	12	11	11
<b>Niagara Falls</b>	228	229	230	230	235
<b>Niagara-on-the-Lake</b>	-	-	-	-	4
<b>Pelham</b>	23	23	22	21	20
<b>Port Colborne</b>	51	53	51	53	67
<b>St. Catharines</b>	657	700	719	732	741
<b>Thorold</b>	32	37	54	53	57
<b>Welland</b>	202	201	197	201	209
<b>West Lincoln</b>	14	15	15	15	15
<b>TOTAL</b>	<b>1,273</b>	<b>1,324</b>	<b>1,354</b>	<b>1,370</b>	<b>1,419</b>

Variances in the number of Rent Supplement/Housing Allowance units reflects the general management of the program and required take-up/deletion of units due to End of Operating Agreements (EOA), move out of tenants, and/or new units/landlords. Totals will be increasing in the future as some Non-Profit Housing Programs transition into a Rent Supplement agreement upon expiry of their operating agreement. It is unknown which areas will be affected.

## 4. Affordable Housing Program

### NIAGARA RENOVATES PROGRAM:

Niagara Renovates inspections for 2019-2020 funding are underway. Inspections include all areas inside and outside of the home to ensure compliance with program guidelines. Issues are identified and a detailed Inspection Report is provided to the homeowner.

NRH received \$600,000 through the Investment in Affordable Housing - Extension (IAH-E) program for homeowner and secondary suite repairs and \$311,015 for multi-unit repairs, totaling \$911,015 for the 2019/2020 period.





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### HOMEOWNERSHIP PROGRAM – “WELCOME HOME NIAGARA”:

The Homeownership program assists low-to-moderate income rental households to purchase their first home by providing a down payment loan.

2018-2019 funding was fully used by December 2018. NRH received \$180,000 through the Investment in Affordable Housing - Extension (IAH-E) program for the 2019/2020 period, with \$100,000 of that allocated to Habitat for Humanity Niagara.

	2018-Q1	2018-Q2	2018-Q3	2018-Q4	2019-Q1
<b># of homeowners assisted</b>	5	9	14	19	0

### HOUSING FIRST PROGRAM:

The Housing First program helps people move quickly from homelessness to their own home by providing supports to help difficult to house individuals find and keep housing.

In Q1, **10 individuals/families** were housed through the Housing First program. Since 2012, Housing First has helped 381 individuals/families.

	2018-Q1	2018-Q2	2018-Q3	2018-Q4	2019-Q1
<b># of individuals/families housed</b>	17	14	9	27	10
<b># of Housing First units (at quarter end)</b>	165	170	178	184	189

### RENTAL HOUSING (NEW DEVELOPMENT):

#### NRH New Development

	Amount	Units
<b>Carlton Street, St. Catharines</b>		
Investment in Affordable Housing-Extension (IAH-E), Year 3	\$5,806,000	45
Investment in Affordable Housing-Extension (IAH-E), Year 4	\$2,888,000	23
Social Infrastructure Fund (SIF), Year 1	\$2,387,817	17
<b>Roach Avenue, Welland</b>		
Social Infrastructure Fund (SIF), Year 3	\$1,200,000	8
<b>TOTAL</b>	<b>\$12,281,817</b>	<b>93</b>

At the end of Q1:

#### Carlton Street

- Occupancy March 1, 2019
- Deficiencies are being addressed
- Landscaping and paving outstanding



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### Roach Avenue

- Structural framing and roofing complete
- Mechanical rough-in 5%
- Electrical rough-in 5%
- Drywall delivered to site, window delivery scheduled
- Project schedule – approximately 1 month behind schedule
- Project approximately 35% complete

### Additional New Development

Investment in Affordable Housing-Extension (IAH-E), Year 2 funding has been allocated to three non-profit organizations and will result in the creation of 40 units for seniors and mental health consumers in Niagara:

	Amount	Units
Gateway Residences of Niagara, Huron Street, Niagara Falls	\$720,000	9
Thorold Municipal Non-Profit, Ormond Street, Thorold	\$1,228,912	14
Stamford Kiwanis, Barker Street, Niagara Falls	\$1,089,088	17
<b>TOTAL</b>	<b>\$3,038,000</b>	<b>40</b>

At the end of Q1:

- Gateway Residence of Niagara and Thorold Municipal Non-Profit – complete and operational
- Stamford Kiwanis – finishing trades work in progress, approximately 65% complete. Occupancy and substantial completion expected late fall 2019.

## 5. Service Manager Responsibilities

### APPEALS:

In Q1, **10 appeals** were heard (9 fewer than in 2018-Q1).

- Six related to ongoing RGI eligibility (one for a Rent Supplement tenant)
  - Four for failure to provide information - three were UPHELD; one was OVERTURNED
  - One for failure to report changes and owes former tenancy arrears - UPHELD
  - One regarding illegal occupant - OVERTURNED
- Four for decisions made by Housing Access (urgent status) - three were UPHELD; one was OVERTURNED

	2018-Q1	2018-Q2	2018-Q3	2018-Q4	2019-Q1
<b># of appeals</b>	19	9	15	12	10



## Q1 (January 1 to March 31, 2019)

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### INVESTMENTS:

See Appendix A – Investment Report

## 6. Housing Access Centre & Centralized Waiting List

### APPLICATION ACTIVITY:

# of Applications Received & Processed	716	# of Eligible Applications	693
# of Special Provincial Priority Status Applications	83	# of Ineligible Applications	23
# of Urgent Status Applications	115	# of Cancelled Applications	352
# of Homeless Status Applications	146	# of Applicants Housed	171

In Q1, **352 households were removed** from the Centralized Waiting List because they were no longer eligible, they found alternate housing or we were unable to make contact.

## Q1 (January 1 to March 31, 2019)

### CENTRALIZED WAITING LIST:

		2018- Q1	2018- Q2	2018- Q3	2018- Q4	2019- Q1
		# of households				
<b>A</b>	<b>Rent-Geared-to-Income (RGI) waiting list:</b>					
	Niagara resident RGI waiting list	4,287	4,562	4,642	4,616	4,715
	Applicants from outside of Niagara	639	692	758	761	793
	<b>TOTAL RGI waiting list:</b>	<b>4,926</b>	<b>5,254</b>	<b>5,400</b>	<b>5,377</b>	<b>5,508</b>
	<b>Housing Allowance:</b> a set allowance to help applicants on the waiting list with affordability in the private market until housed in an RGI unit	569	605	618	639	704
<b>A1</b>	<b>RGI waiting list demographics:</b>					
	Seniors	2,064	2,173	2,236	2,218	2,257
	Adults no dependents	1,630	1,727	1,764	1,761	1,805
	Adults with dependents	1,232	1,354	1,400	1,398	1,446
<b>A2</b>	<b>RGI list further segmented (#'s included in A &amp; A1):</b>					
	<b>SPP – Special Provincial Priority (Ministry Priority):</b> helps victims of violence separate permanently from their abuser	122	129	129	131	128
	<b>URG – Urgent (Local Priority):</b> for applicants with mobility barriers and/or extreme hardship where their current accommodation puts them at extreme risk and/or causes hardship	104	120	123	116	117
	<b>HML – Homeless (Local Priority):</b> provides increased opportunity for placement to homeless households	842	894	947	954	971
	<b>SUP – Supportive/Transitional:</b> provides targeted, provisional services to assist individuals to transition beyond basic needs to more permanent housing	17	17	13	13	15
<b>B</b>	<b>In addition, NRH manages:</b>					
	<b>Overhoused:</b> households who are living in subsidized accommodation with more bedrooms than they are eligible for	152	167	171	168	180
	<b>Transfer:</b> households who are currently living in subsidized accommodation and have requested a transfer to another provider	518	525	547	535	564
	<b>TOTAL RGI households on waiting list managed by NRH:</b>	<b>5,596</b>	<b>5,946</b>	<b>6,118</b>	<b>6,080</b>	<b>6,252</b>
<b>C</b>	<b>NRH maintains a waiting list for market rent units (62 Non-Profit Housing Programs):</b>					
	<b>Market:</b> applicants who have applied for a market rent unit in the Non-Profit Housing Programs portfolio	578	597	629	647	667
	<b>TOTAL households on waiting list managed by NRH:</b>	<b>6,174</b>	<b>6,543</b>	<b>6,747</b>	<b>6,727</b>	<b>6,919</b>
	<b>TOTAL individuals on waiting list managed by NRH:</b>	<b>10,380</b>	<b>11,052</b>	<b>11,496</b>	<b>11,488</b>	<b>11,884</b>

**Note:** the above chart includes only those who apply to the Centralized Waiting List and does not capture the full number of those in need of affordable housing in Niagara.



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### ESTIMATED WAIT TIMES:

CITY	SENIORS Age 55 and older		SINGLES Age 16-54		HOUSEHOLDS WITH DEPENDENTS			
	Bachelor	1 Bed	Bachelor	1 Bed	2 Bed	3 Bed	4 Bed	5 Bed
	YEARS							
Fort Erie	-	9	2	8.5	2	1	5	-
Grimsby	-	4	-	-	-	-	-	-
Lincoln	-	4.5	-	12	9	8	-	-
Niagara Falls	4	6	-	16	5	3	7	14
Niagara-on-the-Lake	-	6.5	-	-	-	-	-	-
Pelham	-	3.5	-	-	-	-	-	-
Port Colborne	-	4.5	-	13	3	3	3	-
St. Catharines	-	6.5	9	13	3.5	3	9	12
Thorold	-	6.5	-	10	6	8	-	-
Welland	-	5	6	15	5	2.5	7	2
West Lincoln	-	4	-	-	5.5	7	-	-

- no units of this size available in this community

January 2018

Please note:

- wait time information can fluctuate and is an approximation only
- wait times may not reflect the actual time one may wait for affordable housing

# Quarterly Report on Cash / Investments / Reserves for Period Ending March 31, 2019

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	This Quarter Balance	Last Quarter Balance	Variance \$	Variance %	Comments
<b>BANK ACCOUNTS</b>					
<b>Current Bank Account:</b> Royal Bank account used for day-to-day operations for the owned units. Also to cash flow various short terms programs funded by Prov and Fed gov't usch as development, homeownership and capital repair programs.	\$18,628,610.43	6,693,118.16	11,935,492.27	178.32%	Since the February 2016 transition to PeopleSoft, day-to-day accounts payable transactions are paid by the Region through PeopleSoft. Reconciliation of the due to the Region account will be performed on a regular basis to transfer amounts due to the Region.
<b>Investment Bank Account:</b> Used to hold funds "In Trust" for designated Housing Providers for capital work.					Interest earned at a rate of RBC Prime minus 1.70% on balances in bank and investment accounts.
A CMHA: Reserves held for CMHA Units.	4,592.36	4,592.36	-	0.00%	To be paid back to CMHA May 2019.
B Ganawageh Capital Fund:	97,971.49	97,971.49	-	0.00%	Withdrawals are made in accordance with approved procedures. Current quarter interest.
C Due (From) Current Account	279,813.40	277,719.84	2,093.56	0.75%	
<b>Total Investment Bank Account</b>	<b>382,377.25</b>	<b>380,283.69</b>	<b>2,093.56</b>	<b>0.55%</b>	

# Quarterly Report on Cash / Investments / Reserves for Period Ending March 31, 2019

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	This Quarter Balance	Last Quarter Balance	Variance \$	Variance %	Comments
<b>INVESTMENT VEHICLES - FUND ACCOUNTING</b>					
Various investment vehicles are used to protect and optimize the cash that is held for specified purposes. Investments are both short-term and long-term in nature. These funds are intended to ensure continued growth without capital erosion by inflation.					
Current Instruments:					
2 Year GIC, \$521,565; due date is 05/16/2019; interest rate of 1.26% to 1.63%					
2 Year GIC, \$497,000; due date is 08/15/2019; interest rate of 1.45% to 2.25%					
RBC Investment Savings = \$4,455,298.26					
2 Year GIC, \$188,000; due date is 08/17/2020; interest rate of 2.65% to 2.74%					
2 Year GIC, \$376,000; due date is 08/20/2020; interest rate of 2.60% to 2.65%					
2 Year GIC, \$264,280; due date is 08/21/2020; interest rate of 2.53%					
<b>Total</b>	<b>6,343,057.59</b>	<b>6,315,853.62</b>	<b>27,203.97</b>	<b>0.43%</b>	

# Q1 Report on Reserves as at March 31, 2019

Description	Balances at December 31, 2018	Year-to-date Net Transfers from (to) Operating	Year-to-date Capital Transfers	Balance at March 31, 2019
<b>NRH Owned Units Public/Local Housing 503 Corp:</b>				
Jubilee/Broadoak	215,569	18,000	-	233,569
Fitch Street	261,040	22,250	-	283,290
Carlton	-	52,500	-	52,500
Other Owned Units	3,644,207	152,606	(1,111,870)	2,684,943
<b>NRH Owned Units Public/Local Housing Corp TOTAL</b>	<b>4,120,816</b>	<b>245,356</b>	<b>(1,111,870)</b>	<b>3,254,302</b>
<b>502 Niagara Regional Housing:</b>				
Emergency Capital Funding for Housing Providers	1,924,871	318,599	-	2,243,470
Title Normalization for NRH Owned Units	712,381	-	-	712,381
New Initiatives, other social housing purposes and any new deposits are added to this category	3,403,047	-	(410,415)	2,992,632
<b>502 Niagara Regional Housing TOTAL</b>	<b>6,040,299</b>	<b>318,599</b>	<b>(410,415)</b>	<b>5,948,483</b>
<b>Total NRH Capital Reserves</b>	<b>\$ 10,161,115</b>	<b>\$ 563,955</b>	<b>\$ (1,522,285)</b>	<b>\$ 9,202,785</b>
<b>533 NRH Rent Supplement:</b>	<b>\$ 278,301</b>	<b>\$ (3,000)</b>	<b>\$ -</b>	<b>\$ 275,301</b>
<b>NRH Stabilization Reserves TOTAL</b>	<b>\$ 278,301</b>	<b>\$ (3,000)</b>	<b>\$ -</b>	<b>\$ 275,301</b>
<b>561 NRH Employee Future Benefits:</b>	<b>\$ 792,733</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 792,733</b>
<b>NRH Future Liability Reserves TOTAL</b>	<b>\$ 792,733</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 792,733</b>
<b>Total</b>	<b>\$ 11,232,149</b>	<b>\$ 560,955</b>	<b>\$ (1,522,285)</b>	<b>\$ 10,270,819</b>

Interest no longer applied by approval of Regional Council (CSD 02-2013).

503 NRH Owned Units Public/Local Housing Corp: This reserve was set-up by the Board of Directors as a Reserve Fund in September 2004 for capital expenses related to the NRH owned units. This reserve includes specific reserve balances to support 3 properties (Jubilee/Broadoak, Fitch, Carlton) based on the reserve fund studies completed to ensure sustainable. The balance is for all other owned units.

502 Niagara Regional Housing  
This reserve includes three major elements: (1) Emergency Capital Funding for Housing Providers -intent to support capital repair program for housing providers; surplus from housing programs should be directed to this component of the reserve (2) Title Normalization for NRH Owned Units (3) New Initiatives / New Development - \$2.29M is restricted to future development/intensification in Niagara Falls (see 2017 Year-End Transfer) - expected to cover \$810k - 100% costs related to 2019 NF capital project; remainder unrestricted.



NRH Rent Supplement: This fund was set-up by the Board of Directors in December 2008 (year end) for a new Rent Supplement program. This Rent Supplement program is budgeted annually and withdrawal from the Reserve matches that year's expenditures.

NRH Employee Future Benefits: This fund was set-up by the Board of Directors in 2011 to fund Employee Future Benefits. (retiree benefits, sick leave, vacation, etc.).



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<p><b>A</b></p>	<p><b>AFFORDABLE HOUSING RENTS:</b> Rents are established at 80% market of Canada Mortgage and Housing Corporation (CMHC) Average Market Rent, with no ongoing rental subsidy.</p> <p><b>APPEALS:</b> Social Housing tenants/members can request reviews of decisions related to applicant eligibility, priority status, transfer requests, overhoused status, ongoing Rent-Geared-to-Income (RGI) eligibility and rent calculation issues. The NRH Appeal Committee makes decisions on appeals from applicants and tenants in Public Housing, Social Housing (where they have not established an Appeal Committee) and Rent Supplement units. All appeal decisions are final, per legislation.</p> <p><b>ARREARS:</b> To assist with arrears collection, tenants/members are provided the option of entering into a repayment agreement but are still expected to pay full rent on time.</p>
<p><b>B</b></p>	
<p><b>C</b></p>	<p><b>CAPITAL PROGRAM:</b> Is responsible for maintaining the Public Housing (NRH-owned) asset and planning for future sustainability, as well as issuing tenders for service contracts.</p> <p><b>CENTRALIZED WAITING LIST:</b> Is comprised of almost 200 subsidiary lists of Public Housing, Social Housing and private units through the Rent Supplement program. It is maintained on a modified chronological basis (i.e. in order to ensure that applicants are treated fairly, units are offered based on the date of application). The needs of particularly at-risk populations are addressed through Priority Status groups that are offered units before other applicants on the Centralized Waiting List:</p> <ul style="list-style-type: none"> <li>• Special Provincial Priority (SPP) Status</li> <li>• Urgent Status</li> <li>• Homeless Status</li> </ul> <p>The <i>Housing Services Act, 2011</i> (HSA) requires that the Centralized Waiting List is reviewed on a regular basis. Applicants are asked to confirm their continued interest and to update information annually (# of household members, total household income) so that NRH can verify ongoing eligibility for housing subsidy. If a household is no longer interested or is deemed ineligible the application is cancelled and removed from the list.</p> <p>The Centralized Waiting List includes various types of households (i.e. families, seniors and singles/adults without dependents) from both within and outside Niagara, the priority groups mentioned above, RGI and Market applicants and existing tenants who are overhoused (have more bedrooms than they need).</p> <p><b>COMMUNITY PROGRAMS:</b> NRH's community partners offer events, presentations, activities and programs to help mitigate the effects of poverty by building community pride, offering life skills training and enhancing the lives of the tenants. While NRH does not deliver these services directly to tenants, NRH's Community Resource Unit facilitates partnerships by identifying evolving community and tenant needs, connecting with appropriate programs and supporting their ongoing success.</p>
<p><b>D</b></p>	

*Quarterly Report Reference Sheet*

<b>E</b>	<p><b>END OF OPERATING AGREEMENTS (EAO):</b> EOA refers to the expiry of federally signed operating agreements. NRH is working with these providers to find innovative solutions to maintain the existing number of social housing units in Niagara and protect existing tenants/members from losing subsidy.</p>
	<p><b>END OF MORTGAGE (EOM):</b> Federal/provincial and provincial housing providers (non-profits and co-ops) legislated under the Housing Services Act (HSA) do not have operating agreements that expire when the mortgage matures. The relationship between service manager and housing provider continues with the housing provider still obliged to follow the HSA. The obligation of service manager to pay a mortgage subsidy ends.</p>
	<p><b>EVICTION PREVENTION/SUPPORT:</b> Supports to help NRH tenants stay in their homes through identification of tenant needs and connection with supports and services (ex. Mental health issues, cognitive decline, addiction, family breakdown etc).</p>
<b>F</b>	
<b>G</b>	
	<p><b>HOMEOWNERSHIP PROGRAM – “WELCOME HOME NIAGARA”:</b> The Homeownership program assists low-to-moderate income rental households to purchase their first home by providing a down payment loan. The loan is forgivable after 20 years if the household remains in the home.</p>
	<p><b>HOUSING AND HOMELESSNESS ACTION PLAN (HHAP):</b> Niagara’s 10-year Community Action Plan to help everyone in Niagara have a home.</p>
	<p><b>HOUSING ACCESS CENTRE:</b> Housing Access is the gateway to affordable housing in Niagara. All applications for housing are processed through the Housing Access Centre including initial and ongoing eligibility assessment as well as management of the Centralized Waiting List. Options include accommodation with Non-profit and Co-operative housing providers (Social Housing), NRH owned units (Public Housing and two mixed income communities), or for-profit/private landlord owned buildings (Rent Supplement/Housing Allowance).</p>
	<p><b>HOUSING ALLOWANCE PROGRAM:</b> A variation of the Rent Supplement program that provides a set allowance of up to \$300 per month to private landlords to assist applicants who are on the Centralized Waiting List.</p>
	<p><b>HOUSING FIRST:</b> Helps people move quickly from homelessness to their own home by providing supports to help difficult to house individuals find and keep housing. NRH partners with Niagara Region Community Services and community agencies to provide rent supplement to landlords while agency staff provide a range of personalized supports to encourage successful tenancies and, if the tenant chooses, address personal challenges.</p>
<b>I</b>	<p><b>INVESTMENT IN AFFORDABLE HOUSING PROGRAM – EXTENSION (IAH-E):</b> Provincial and federally funded program designed to improve access to affordable housing that is safe and suitable, while assisting local economies through job creation generated by new development and home repairs/modifications, including:</p> <ul style="list-style-type: none"> <li>• Niagara Renovates</li> </ul>

*Quarterly Report Reference Sheet*

	<ul style="list-style-type: none"> <li>• Homeownership (Welcome Home Niagara)</li> <li>• Rent Supplement/Housing Allowance</li> <li>• Rental Housing (New Development)</li> </ul>
<b>J</b>	
<b>K</b>	
<b>L</b>	<b>LOCAL HOUSING CORPORATION (LHC):</b> Also called "Public Housing", LHC refers to the communities that Niagara Regional Housing owns and manages.
<b>M</b>	
<b>N</b>	<p><b>NIAGARA RENOVATES PROGRAM:</b> Provides assistance to low-to-moderate income homeowners for home repairs, accessibility modifications and the creation of secondary suites in single family homes. Assistance is provided in the form of a forgivable loan, written off over a 10-year period, as long as the homeowner continues to live in the home.</p> <p><b>NON PROFIT HOUSING PROGRAMS (FORMERLY "SOCIAL HOUSING"):</b> Includes Non-Profit and Cooperative Housing Providers, who own and manage their own housing communities and have their own independent Boards. NRH provides legislative oversight to ensure they are in compliance with the <i>Housing Services Act (HSA)</i>. Generally, 25% of these units are designated as market rent units. The remaining 75% of units are offered to households on the Centralized Waiting List that pay RGI.</p>
<b>O</b>	<b>OPERATIONAL REVIEWS:</b> In order to ensure that non-profit housing providers are in compliance with legislation and local policies, NRH investigates overall health by analyzing many factors including finances, vacancy losses, governance issues, condition of buildings etc. NRH then works with them to bring them into compliance and provide recommendations on best business practices.
<b>P</b>	<b>PORTABLE HOUSING ALLOWANCE:</b> Direct financial assistance given to the household (tenant) on the Centralized Waiting List; not tied to a housing unit.
	<p><b>PRIORITY STATUS GROUPS:</b> Priority Status groups are offered units before other applicants on the Centralized Waiting List:</p> <ul style="list-style-type: none"> <li>• <b>Special Provincial Priority (SPP) Status</b> is the only legislated priority and is intended to help victims of violence separate permanently from their abuser</li> <li>• <b>Urgent Status</b> is intended for applicants with (1) Mobility Barriers (i.e. physical limitations that require barrier-free units) and/or (2) Extreme Hardship (i.e. where the applicants' current accommodations puts them at extreme risk and/or causes hardship and relocation would reduce the risks and/or alleviate the hardship)</li> <li>• <b>Homeless Status</b> provides an increased opportunity for placement to households that are homeless (1 in every 10 households offered housing)</li> </ul> <p><b>PUBLIC HOUSING (ALSO CALLED "LOCAL HOUSING CORPORATION"):</b> NRH owns and manages 2,660 units of Public Housing stock in 9 of the 12 Niagara municipalities.</p>

*Quarterly Report Reference Sheet*

	Tenants pay 30% of their income for rent. <i>*Note: NRH owns and manages an additional 91 units that have affordable (80% market) and market rents.</i>
<b>Q</b>	
<b>R</b>	<b>RENT SUPPLEMENT PROGRAM:</b> Tenants pay 30% of their gross monthly income directly to the private landlord and NRH subsidizes the difference up to the agreed market rent for the unit. <i>*See also Housing Allowance Program and Housing First Project.</i>
<b>S</b>	<b>SERVICE MANAGER:</b> As administrator for affordable housing on behalf of Niagara Region, NRH's main responsibilities include: administering Rent Supplement Programs, oversight of Non-Profit and Cooperative Housing Providers, determining RGI eligibility, maintaining Centralized Waiting List, establishing Local Policies etc. <b>SOCIAL HOUSING (FORMERLY "AFFORDABLE HOUSING"):</b> All NRH programs and services, including Public Housing (NRH-owned), Non-Profit Housing Programs, the Rent Supplement Program and the Affordable Housing Program
<b>T</b>	
<b>U</b>	
<b>V</b>	
<b>W</b>	<b>WELCOME HOME NIAGARA:</b> Assists low-to-moderate income rental households to purchase their first home by providing a down payment loan. The loan is forgivable after 20 years if the household remains in the home.
<b>X</b>	
<b>Y</b>	
<b>Z</b>	