



**City of Port Colborne**  
**Council Meeting Minutes**

**Date:** Tuesday, August 27, 2024  
**Time:** 6:30 pm  
**Location:** Council Chambers, 3rd Floor, City Hall  
66 Charlotte Street, Port Colborne

**Members Present:** M. Aquilina, Councillor  
M. Bagu, Councillor  
R. Bodner, Councillor  
G. Bruno, Councillor  
F. Danch, Councillor  
D. Elliott, Councillor  
T. Hoyle, Councillor  
W. Steele, Mayor (presiding officer)

**Members Absent:** E. Beauregard, Councillor

**Staff Present:** C. Schofield, Acting City Clerk  
B. Boles, Director of Corporate Services/Treasurer  
S. Lawson, Fire Chief  
S. Luey, Chief Administrative Officer  
S. Shypowskyj, Director of Public Works  
J. Beaupre, Deputy Clerk  
G. Long, Director of Development and Government Relations  
G. Zwiep, Manager of Recreation and Tourism  
M. Alcock, Acting Fire Chief  
D. Schulz, Senior Planner  
D. Landry, Chief Planner

**1. Call to Order**

Mayor Steele called the meeting to order at 7:02 PM.

**2. National Anthem**

Everyone stood for the National Anthem.

**3. Land Acknowledgement**

Councillor Aquilina read the Land Acknowledgement:

The Niagara Region is situated on treaty land. This land is steeped in the rich history of the First Nations such as the Hattiwendaronk, the Haudenosaunee, and the Anishinaabe, including the Mississaugas of the Credit First Nation. There are many First Nations, Métis, and Inuit people from across Turtle Island that live and work in Niagara today. The City of Port Colborne stands with all Indigenous people, past and present, in promoting the wise stewardship of the lands on which we live.

**4. Proclamations**

**4.1 Childhood Cancer Awareness Month - September 2024 and Flag Raising, August 30, 2024, Request**

Moved by Councillor R. Bodner  
Seconded by Councillor T. Hoyle

Resolved that September 2024 is hereby proclaimed as “Childhood Cancer Awareness Month” in the City of Port Colborne.

Carried

**5. Adoption of Agenda**

Moved by Councillor G. Bruno  
Seconded by Councillor D. Elliott

Resolved that the agenda dated August 27, 2024, be confirmed, as amended.

Carried

**6. Disclosures of Interest**

**6.1 Councillor T. Hoyle - Recommendation Report for Draft Plan of Subdivision and Zoning By-law Amendment for VL and 563 Killaly Street East, 2024-153**

Live within the City notification zone for the development.

**6.2 Councillor T. Hoyle - Grant Allocation Committee Meeting Minutes - July 29, 2024**

Recused himself from any discussion, debate, decision and vote regarding the application from The Wave, as I serve on its board.

**7. Approval of Minutes**

**7.1 Regular Meeting of Council - July 23, 2024**

**7.2 Public Meeting Minutes - August 6, 2024**

**7.3 Joint Special Council Meeting with Closed Session - August 12, 2024**

Moved by Councillor M. Aquilina

Seconded by Councillor M. Bagu

Resolved that the following minutes be approved:

- Regular Meeting of Council - July 23, 2024
- Public Meeting Minutes - August 6, 2024
- Joint Special Council Meeting with Closed Session - August 12, 2024

Carried

**8. Staff Reports**

Reports 2024-154, 2024-157, 2024-153, 2024-155, and 2024-162 were lifted for separate consideration and were considered under item 16.

**8.1 Northland Estates Municipal Drain Report, 2024-161**

**9. Correspondence Items**

**9.1 Niagara Peninsula Conservation Authority - Report FA-38-24 Re: Watershed Natural Assets Analysis and Valuation**

**9.2 Niagara Peninsula Conservation - Report NO. FA-34-24 Re: Integrated Watershed Monitoring and Reporting**

**9.3 Township of Otonabee-South Monaghan - Re: Regulations for the Importation and Safe Use of Lithium-ion Batteries**

**9.4 Ontario Forest Industries Association - Re: Immediate action Needed to Support Ontario's Forest Sector**

Moved by Councillor F. Danch

Seconded by Councillor T. Hoyle

Resolved that Report 2024-161 be approved; and

1. That items 9.1 - 9.4 be received.

Carried

**10. Presentations**

There were no presentations.

**11. Delegations**

There were no delegations.

**12. Mayor's Report**

**The Mayor** gave a verbal report where he spoke to the following items:

- Local Paralympian, Emma Van Dyk, will be representing Canada at the Paris Paralympic Games in the 100-metre backstroke event.
- He and Scott Luey, CAO, will be a part of the Niagara Region delegation invited to Japan by Asahi Kasei. They will travel alongside representatives from the Niagara Region Economic Development team, Brock University, and Niagara College. The Port Colborne team will also be going to the Canadian Embassy to meet with staff, and they will meet with the leadership of the Canadian Chamber of Commerce in Tokyo.
- He urged folks to obey the speed limit and slow down with back to school approaching.

**13. Regional Councillor's Report**

Regional Councillor Davies was not in attendance.

**14. Staff Remarks**

**Scott Luey, CAO**, introduced and welcomed the new Deputy Clerk, Jessica Beaupre, to the City of Port Colborne. He also explained that the legal team is reviewing the comments received about the lodging by-law, and they are projecting the by-law to come before Council in October.

**Gary Long, Director of Development and Government Relations**, stated he was a part of the City's delegation at the AMO Conference in Ottawa.

**15. Councillors' Remarks**

**Councillor Elliot** stated he attended the AMO Conference where they met with several Ministers and organizations, including Paul Calendra, Minister of

Municipal Affairs and Housing, Deborah Richardson, Deputy Minister of Health, Amarjot Sandhu, Parliamentary Assistant to the Minister of Infrastructure, the Ontario Medical Association, Stan Cho, Minister of Tourism, Culture and Gaming and Ministry of Sport, and Victor Fedeli, Minister of Economic Development, Job Creation and Trade. They also met with His Excellency Kanji Yamanouchi, Ambassador to the Embassy of Japan in Canada. There is a lot of business coming to the Niagara Region and to the City of Port Colborne.

**Councillor Bruno** inquired about the 7000 units of development coming to Port Colborne, and if the Planning department could provide Council with an update on where those are progressing. He also inquired to Steve Shypowskyj, Director of Public Works, about the alarm system notifications coming to their cell phones. Lastly, he inquired to Bryan Boles, Director of Corporate Services / Treasurer, about including Sherkston in the short-term rental by-law and having a conversation with owners about how their fee rates could be adjusted.

**Councillor Bagu** stated he and Councillor Hoyle are on the Environmental Advisory Committee, and that the City will be hosting a tree giveaway on September 14th. There 120 trees still available, and it is one tree per household. The Environmental Advisory Committee is working towards expanding the tree canopy in the City. He also explained that rain barrels are available for sale online through the City's website, and that there is a limit of two per household. He also inquired about communicating with the St. Lawrence Seaway about better signage for bridge closures, as there have been several incidences of closures without adequate signage.

**Councillor Aquilina** thanked Public Works staff for hosting open house on waterfront road end allowances for residents, and she inquired if the public feedback survey was still open.

## **16. Consideration of Items Requiring Separate Discussion**

### **16.1 Investment Policy Update, 2024-154**

Moved by Councillor G. Bruno

Seconded by Councillor M. Bagu

That Corporate Services Department Report 2024-154 be received; and

That the Investment Policy in Appendix A of Corporate Services Report 2024-154 be approved.

That Staff initiate a process to close the identified trust funds in this report and disburse the related funds directly to the intended purposes or related

community group subject to applicable regulation, legislation, and regulatory agencies.

Carried

**16.2 User Fee Update and 2025 Sugarloaf Marina User Fees, 2024-157**

Moved by Councillor D. Elliott  
Seconded by Councillor T. Hoyle

That Corporate Services Department Report 2024-157 be received; and

That the updated Beach User Fees attached as Appendix A be approved effective October 15, 2024; and

That the 2025 Sugarloaf Marina User Fees attached as Appendix C be approved effective September 1, 2024, to provide for early registration discounts.

Carried

**16.3 Recommendation Report for Draft Plan of Subdivision and Zoning By-law Amendment for VL and 563 Killaly Street East, 2024-153**

Councillor T. Hoyle declared a conflict on this item.

Moved by Councillor M. Aquilina  
Seconded by Councillor M. Bagu

That Development and Government Relations Department – Planning Division Report 2024-153 be received; and

That Council approve the Zoning By-law Amendment attached as Appendix A of Planning Division Report 2024-153.

The Council approve the Draft Plan of Subdivision and associated conditions attached as Appendix B of Planning Division Report 2024-153, and set a lapsing date of August 27, 2027.

Carried

**a. Delegation - Kimberly Harrison McMillan on behalf of Design Plan Services Inc. - Applicant**

Kimberly Harrison McMillan delegated on behalf of Design Plan Services Inc. and the Applicant for 563 Killaly Street East.

**16.4 Licensed Child Care, 2024-155**

Moved by Councillor G. Bruno  
Seconded by Councillor M. Bagu

That Corporate Services Department Report 2024-155 be received;

That Council direct staff to jointly apply with the YMCA of Niagara to the Niagara Region for more licensed child care spaces in Port Colborne; and

That, subject to Niagara Region approval for more licensed child care spaces, staff be directed to procure architectural services for a child care centre at the Vale Health and Wellness Centre.

Carried

**16.5 Fire Services Committee Recommendation, 2024-162**

Moved by Councillor T. Hoyle  
Seconded by Councillor M. Bagu

That Chief Administrative Officer Report 2024-162 be received; and

That a Shared Fire Services Management Oversight Committee be created, and the Terms of Reference in Appendix "A" be approved; and

That Councillor Hoyle be appointed to the Shared Fire Services Oversight Committee as the Council representative; and

That Staff be directed to negotiate a Shared Services Agreement for the delivery of fire administration and management services for a term agreeable to both parties; and

That Staff be directed to negotiate and execute employment contracts for the positions of Fire Chief, Deputy Fire Chief of Community Risk Reduction & Administration and recruit a candidate for the position of Deputy Chief of Operations & Training; and

That an annual review of the shared Management team be conducted; and

That a Community Risk Assessment and Master Fire Plan be undertaken by year two of the agreement.

Carried

**a. Delegation - Mike Radzikoski**

Mike Radzikoski delegated on report 2024-162.

**17. Motions**

There were no motions to consider.

**18. Notice of Motions**

Councillor Danch brought forward the following Notice of Motion on Outdoor Lighting:

- That staff be directed to inform Council whether regulating outdoor lighting in residential areas is possible.

**19. Minutes of Boards & Committees**

**19.1 Grant Allocation Committee Meeting Minutes - July 29, 2024**

Councillor T. Hoyle declared a conflict on this item.

Moved by Councillor R. Bodner

Seconded by Councillor F. Danch

Resolved that the Grant Allocation Committee Meeting Minutes, dated July 29, 2024, be received.

Carried

**19.2 Recommendations Arising from Boards and Committees**

**a. Grant Allocation Committee - July 29, 2024**

Moved by Councillor D. Elliott

Seconded by Councillor M. Aquilina

Resolved that Council approve the following recommendation from the Grant Allocation Committee:

That funding requests be approved for a total of \$24,100 for the second and final allocation of 2024 as follows:

- Big Brothers Big Sisters \$4000
- Community Living Port Colborne Wainfleet \$3000
- Habitat for Humanity \$2500
- Port Cares Reach Out Centre \$5000

- Port Colborne and District Conservation Club \$2600
- Port Colborne Operatic Society \$2000
- Royal Canadian Legion Branch 56 \$3000
- Wave Girls Hockey Association \$2000

Carried

## 20. By-laws

**20.1 Being a By-law to Appoint a Deputy Clerk (Jessica Beaupre) and Repeal By-law No. 7150/92/23 (Diana Vasu)**

**20.2 Being a by-law to amend Zoning By-law 6575/30/18 respecting the land legally known as Part of Lots 23 and 24 Concession 1, City of Port Colborne, Regional Municipality of Niagara, municipally known as 563 Killaly Street East and vacant land to the south.**

The Mayor called a recess at 8:34 PM to reconvene the Council in Closed Session meeting. He reconvened the Regular Council meeting at 9:45 PM.

Moved by Councillor G. Bruno  
Seconded by Councillor M. Bagu

Resolved that items 20.1 to 20.2 be enacted and passed, as presented.

Carried

**20.3 By-law to Adopt, Ratify and Confirm the Proceedings of the Council of The Corporation of the City of Port Colborne at its Special and Regular Meetings**

Moved by Councillor T. Hoyle  
Seconded by Councillor M. Aquilina

Resolved that item 20.3 be enacted and passed, as presented.

Carried

## 21. Procedural Motions

There were no procedural motions.

**22. Information items**

There were no information items.

**23. Adjournment**

Mayor Steele adjourned the meeting at approximately 9:46 PM.

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William C. Steele, Mayor

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Carol Schofield, Acting City Clerk