



City of Port Colborne
Council Meeting Minutes

Date: Tuesday, December 10, 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
E. Beauregard, Councillor
R. Bodner, Councillor
G. Bruno, Councillor
D. Elliott, Councillor
T. Hoyle, Councillor
W. Steele, Mayor (presiding officer)

Member(s) Absent: F. Danch, Councillor

Staff Present: J. Beaupre, Deputy Clerk
B. Boles, Acting CAO, Director of Corporate Services/Treasurer
G. Long, Director of Development and Government Relations
C. Madden, City Clerk
S. Shypowskyj, Director of Public Works
D. Schulz, Manager of Planning

1. Call to Order

Mayor Steele called the meeting to order at 6:32 PM.

2. National Anthem

The Lakeshore Catholic Highschool choir sang the national anthem.

3. Land Acknowledgement

The Land Acknowledgement was read:

The Niagara Region is situated on treaty land. This land is steeped in the rich history of the First Nations such as the Hatiwendaronk, 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. Adoption of Agenda

The following amendments were made to the agenda:

- Item 17.2 was corrected to include the name of the new Acting Fire Chief.
- Items 17.6 and 17.7 were added to the agenda.

Moved by Councillor R. Bodner

Seconded by Councillor T. Hoyle

That the agenda dated December 10, 2024, be confirmed, as amended.

Carried

5. Disclosures of Interest

5.1 Councillor E. Beauregard - Recommendation for Zoning By-law Amendment and Redline Revision for Northland Estates, 2024-227

Employed by Upper Canada Consultants, an agent for the Owner.

5.2 Councillor E. Beauregard - Rosedale Estates Draft Plan of Subdivision Extension Request, 2024-226

Employed by Upper Canada Consultants, an agent for the Owner.

5.3 Councillor E. Beauregard - Being a by-law to amend Zoning By-law 6575/30/18 respecting lands legally described Part of Lot 31, Concession 2, Geographic Township of Humberstone, now in the City of Port Colborne, Regional Municipality of Niagara.

Employed by Upper Canada Consultants, an agent for the Owner.

5.4 Councillor E. Beauregard - Being a by-law to amend by-law 7050/87/22 being a by-law to set a lapsing date of draft plan approval for Rosedale Subdivision

Employed by Upper Canada Consultants, an agent for the Owner.

6. Proclamations

There were no proclamations.

7. Presentations

7.1 Holiday Choir Performance - Lakeshore Catholic Highschool

The Lakeshore Catholic Highschool Choir performed Christmas carols.

7.2 Framed Christmas Cards Presentation - Child Artists from Port Colborne Elementary Schools

Mayor Steele presented the awards to the junior artists whose cards were selected for the annual Christmas card contest.

7.3 Port Colborne High School Track and Field Champions - Athlete Recognition

Mayor Steele presented the athletes from Port Colborne Highschool with their awards.

8. Delegations

There were no delegations.

9. Mayor's Report

A copy of the Mayor's report is attached.

10. Regional Councillor's Report

The Regional Councillor was absent.

11. Consent Agenda

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

That Council hereby approves the listed consent items on the December 10, 2024, agenda; and

That the consent items be approved on the recommendations as contained therein.

Carried

11.1 Approval of Minutes

11.2 Receipt of Minutes of Boards & Committees

- a. **Museum, Culture and Heritage Board - September 17, 2024**
- b. **Museum, Culture, and Heritage Board - October 15, 2024**
- c. **Port Colborne Public Library Board - November 6, 2024**

11.3 Staff Reports

- a. **Cancellation, Reduction or Refund of Realty Tax, 2024-220**
- c. **Page Street Stop and Close and Surplus Declaration, 2024-190**
- e. **Amending Agreement - Integrity Commissioner Appointment, 2024-229**

11.4 Receipt of Correspondence Items

- a. **City of Niagara Falls - Strengthening Existing System of Mandatory Mental Health Care**
- b. **Tay Valley Township - Public Sector Salary Disclosure**
- c. **Niagara Region - 2025 Water and Wastewater Operating Budget, Rate Setting and Requisition**

12. Items Requiring Separate Discussion

12.1 Recommendation for Zoning By-law Amendment and Redline Revision for Northland Estates, 2024-227

Councillor E. Beauregard declared a conflict on this item and did not participate in the discussion or vote.

Moved by Councillor G. Bruno

Seconded by Councillor R. Bodner

That Development and Government Relations Department – Planning Division Report 2024-227 be received;

That the Zoning By-law Amendment attached as Appendix A to Planning Division Report 2024-227 be approved;

That the Redline Revision to the Draft Plan of Subdivision and associated Draft Plan Conditions attached as Appendix B to Planning Division Report 2024-227 be approved;

That Lot 44, and Blocks 47, 49 and 50 be authorized as a Class 4 designation in accordance with the Noise Study requirements; and

That the City Clerk be directed to issue the Notices of Approval in accordance with the Planning Act.

Carried

12.2 Rosedale Estates Draft Plan of Subdivision Extension Request, 2024-226

Councillor E. Beauregard declared a conflict on this item and did not participate in the discussion or vote.

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

That Development and Government Relations Department – Planning Division Report 2024-226 be received; and

That Council approve a one-year extension to the Rosedale Estates Draft Plan of Subdivision.

Carried

13. Staff Remarks

Charlotte Madden, City Clerk, provided an update to Council regarding the Council Composition and Ward Boundary review; there was an open house on December 9th for the public, and there is a feedback survey located on the City's website that is open until the end of December.

Morgan Alcock, Acting Fire Chief, thanked the City for the opportunity to be Acting Fire Chief. He also noted several issues that require attention, including insufficient staffing, health and safety concerns, and lack of resources. He noted to Council that the development and completion of Community Risk Assessment and the Fire Master Plan need to be prioritized. He also welcomed Stan Double, the new Acting Fire Chief, to the City.

Steve Shypowskyj, Director of Public Works, provided Council with several updates on current capital projects. He explained most construction for the Pleasant Beach Road project will be completed by the end of the year. The Lockview Park project is nearing completion as well. The entrance to Tennessee Avenue has been restored, with minor works being done until the end of the year. He also noted that the City has retained Rankin Construction to complete the storm sewer replacement on Clarence Street, between King Street and West Street, which will involve a road closure of 4 weeks beginning in late January.

The watermain rehabilitation projects are underway; in the case of winter weather, the contractor will perform winter maintenance in those areas throughout the installation period. Lastly, the water team responded to two watermain breaks this week; both of which are in the plan for replacement.

Rachel Tkachuk, Library CEO, provided Council with an update on the roof repair project, which is near completion. She thanked facilities staff for their assistance, and library staff for adapting their work during the construction. She also thanked patrons for their patience during the project, and Council for their support. The library participated in the Touch a Truck and Fire Open House in October, and they compiled the drawings of trucks from this event done by children in the community to create a book, which can now be checked out at the library. This book was nominated for an Ontario Public Library Service Award through the Ministry of Tourism, Culture, and Gaming, and a copy was presented to Minister Stan Cho during his visit to Port Colborne.

Bryan Boles, Acting CAO, thanked everyone for their efforts in 2024. He also recommended to Council that the lease agreements regarding the Port Colborne Hospital be pushed to January 2025 to provide both parties with more time to work on them.

14. Councillors' Remarks

Councillor Aquilina thanked Chief Alcock and his Deputy Chief for his services to the community. She also thanked staff for answering several questions, and recognized Luke and his team from the Recreation department for their work on the Santa Claus Parade. Lastly, she encouraged residents to participate in the Council Composition and Ward Boundary review.

Councillor Bagu noted he received some complaints about the sound system in Council Chambers, and inquired to Bryan Boles, Acting CAO, if this could be reviewed. He also inquired to Steve Shypowskyj, Director of Public Works, about Winter sidewalk cleaning on streets without boulevards and preventing that snow from being pushed onto residents' properties. He also thanked members of the Mayor's Youth Advisory Committee for handing out the candy at the Santa Claus Parade. Lastly, he wished everyone a Merry Christmas and a Happy New Year.

Councillor Bruno inquired about using the monitor in Committee Room 3 for overflow meetings. He also thanked Chief Alcock and his Deputy Chief for their work in the community. He thanked staff for their work this year with Council and the residents, and he wished everyone a Merry Christmas and a Happy New Year.

Councillor Elliot recognized the roads crew for their landscaping work on Clarence Street, and he wished staff and the public a Merry Christmas.

Councillor Hoyle thanked Chief Alcock and his Deputy Chief for their work. He also thanked staff for their assistance this year. He expressed to staff that there are some drainage issues near St. Therese Church. He inquired to Bryan Boles, Acting CAO, if he could bring forward a report in the new year about when the cameras are going up. He thanked those who volunteered and attended the Santa Claus Parade and wished everyone a Merry Christmas and Happy New Year.

Councillor Bodner inquired to Steve Shypowskyj, Director of Public Works, about the installation of snow fencing in Ward 4. He also inquired about the City's snow and ice protocol. He wished everyone a Happy Holiday and Christmas Season.

15. Motions

There were no motions.

16. Notice of Motions

There were no notices of motions.

17. By-laws

Moved by Councillor E. Beauregard

Seconded by Councillor D. Elliott

That the following by-laws be enacted and passed, as presented:

- Item 17.1, Being a By-law to Re-appoint Councillors to the Committee of Adjustment
- Item 17.2, Being a By-law to Repeal By-law No. 7203/25/24 and to Appoint an Acting Fire Chief, as amended.
- Item 17.3, Being a By-law to Designate a Community Management Coordinator
- Item 17.4, Being a By-law to Appoint a Building Inspector (Sulaiman Khan)
- Item 17.5, Being a By-law to Authorize Entering into an Amending Agreement with ADR Chambers Inc. to Provide for Integrity Commissioner Services

Carried

Councillor E. Beauregard declared a conflict on items 17.6 and 17.7 and did not participate in the vote.

Moved by Councillor T. Hoyle

Seconded by Councillor G. Bruno

That the following by-laws be passed and enacted, as presented:

- Item 17.6, Being a by-law to amend Zoning By-law 6575/30/18 respecting lands legally described Part of Lot 31, Concession 2, Geographic Township of Humberstone, now in the City of Port Colborne, Regional Municipality of Niagara.
- Item 17.7, Being a by-law to amend by-law 7050/87/22 being a by-law to set a lapsing date of draft plan approval for Rosedale Subdivision Conflict.

Carried

17.1 Being a By-law to Re-appoint Councillors to the Committee of Adjustment

17.2 Being a By-law to Repeal 7203/25/24 and to Appoint an Acting Fire Chief

17.3 Being a By-law designate a Community Emergency Management Coordinator

17.4 Being a By-law to Appoint a Building Inspector (Sulaiman Khan)

17.5 Being a By-law to Authorize Entering into an Amending Agreement with ADR Chambers Inc. to provide for Integrity Commissioner Services

17.6 Being a by-law to amend Zoning By-law 6575/30/18 respecting lands legally described Part of Lot 31, Concession 2, Geographic Township of Humberstone, now in the City of Port Colborne, Regional Municipality of Niagara.

17.7 Being a by-law to amend by-law 7050/87/22 being a by-law to set a lapsing date of draft plan approval for Rosedale Subdivision

18. Closed Session

Moved by Councillor T. Hoyle

Seconded by Councillor D. Elliott

That Council do now proceed to meet in Closed Session at 8:20 p.m. under:

- Section 239(2)(b) of the *Municipal Act, 2001*, where a closed meeting is held if the subject matter being considered are personal matters about an identifiable individual, including municipal or local board employees.
- Section 239(2)(c) of the *Municipal Act, 2001*, where a closed meeting is held if the subject matter being considered is a proposed or pending acquisition or disposition of land by the municipality or local board.
- Section 239(2)(d) of the *Municipal Act, 2001*, where a closed meeting is held if the subject matter being considered is labour relations or employee negotiations.
- Section 239(2)(f) of the *Municipal Act, 2001*, where a closed meeting is held if the subject matter being considered is advice that is subject to solicitor-client privilege, including communications necessary for that purpose.
- Section 239(2)(i) of the *Municipal Act, 2001*, where a closed meeting is held if the subject matter being considered is trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization.
- Section 239(2)(k) of the *Municipal Act, 2001*, where a closed meeting is held if the subject matter being considered is a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.

Carried

18.1 Approval of Closed Session Minutes

a. Council in Closed Session

- a. April 2, 2024**
- b. April 9, 2024**
- c. April 23, 2024**
- d. April 30, 2024**
- e. May 13, 2024**
- f. May 14, 2024**
- g. May 27, 2024**
- h. May 28, 2024**

- i. **July 23, 2024**
- j. **September 7, 2024**
- k. **September 10, 2024**
- b. **Special Joint Council Meeting - May 13, 2024**

18.2 Presentations

- a. **Confidential Presentation to Council**

18.3 Staff Reports

- a. **Confidential Memorandum to Council**
- b. **Confidential Corporate Services Report - 2024-213**
- c. **Confidential Memorandum to Council**
- d. **Confidential Human Resources (HR) Verbal Report**
- e. **Confidential Human Resources (HR) Employee Matter**

19. Back to Open Session

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

That Council does now rise and reconvene from closed session at 10:48 p.m.
with report:

18.1 Approval of Closed Session Minutes

That the following Closed Session Minutes be approved, as presented:

- April 2, 2024
- April 9, 2024
- April 23, 2024
- April 30, 2024
- May 13, 2024
- May 14, 2024
- May 27, 2024
- May 28, 2024
- July 23, 2024
- September 7, 2024
- September 10, 2024
- Special Joint Council Meeting - May 13, 2024

18.3 Staff Reports

- a. That Council authorizes staff to proceed as directed in Closed Session.
- b. That Confidential Corporate Services Report - 2024-213 be received for information.
- c. That Council authorizes staff to proceed as directed in Closed Session.
- d. That Confidential Human Resources (HR) Verbal Report be received for information.
- e. That Council authorizes staff to proceed as directed in Closed Session.

Carried

20. Procedural Motions

There were no procedural motions.

21. Confirmatory By-law

21.1 By-law to Adopt, Ratify and Confirm the Proceedings of the Council of The Corporation of the City of Port Colborne

Moved by Councillor T. Hoyle

Seconded by Councillor E. Beauregard

That the By-law to Adopt, Ratify and Confirm the Proceedings of the Council of the Corporation of the City of Port Colborne, Dated December 10, 2024, be enacted and passed, as presented.

Carried

22. Adjournment

Mayor Steele adjourned the meeting at 10:50 p.m.

William C. Steele, Mayor

Charlotte Madden, City Clerk



PORT COLBORNE

MAYOR'S REPORT TO COUNCIL

Tuesday, Dec. 10, 2024

BEST PARADE EVER

It was a cold and windy wintry night Saturday, but I'd say all our hearts were warmed by the spirit of the season, and all the brilliant floats in the annual Lighted Santa Claus parade. Every year the parade gets better, with more lights, more creativity, more elaborate designs, and more participants. It was great to have bands perform and march from both high schools: Lakeshore Catholic and Port Colborne High School.

Congratulations to Maple Meadows Farms Event Centre for a fabulous Star Wars-themed float, A Galaxy Far Far Away, for winning the Judges' Award for Best Float in the Business Category. Congratulations to Community Living Port Colborne Wainfleet for winning the Community category. Community Living always does a super job. Three cheers for the Port Colborne Library Pirates – it was first time the library has entered a float, the Holly Jolly Roger, and it won the judges' honourable mention.

I was so happy to see the children walking with the snow plows they painted – a big group from Steele Street School, and two students from DeWitt Carter, Addy and Willow. Great job, kids. Thank you. Residents in those neighborhoods will see the artistically painted plows clear their streets this winter. The People's Choice was that crazy green glowing Grinch in the cage, by Peter's Construction Group! Special thanks to Peters Construction for also bringing a giant lighted red sleigh with 8 live airborne reindeer, and for Santa for joining us on such a special evening.

Councillors Aquilina, Bagu, Beauregard and Hoyle were bundled up with me and Mrs. Mayor to march with the city's Christmas Card Art float, which featured the art of nine talented youngsters here with us tonight. Thank you, staff, especially parade coordinator Luke Rowe, as well as Chase Schryer, Olga Loeffen, Justin Murray, Shianne Stephens

and Curtis Dray for all your efforts leading up to parade day. We thank our team of volunteers who helped in the staging area and on the roads before, during, and after the parade. Thank you to all the organizations, businesses, and schools for making the lighted parade so great. You all do Port Colborne proud.

TUGBOAT SANTA

Speaking of doing Port Colborne proud, we are extremely proud to be the only city where Santa arrives the afternoon of parade day on the bow of a tugboat on the Welland Canal! Special thanks to the Downtown Port Colborne BIA and Captain Craig Workman of the JW Cooper for helping to make this special tradition possible.

CHRISTMAS SEASON IS GIVING SEASON IN PORT COLBORNE

The city's All Hands On Deck holiday collection drive in support of Port Cares and Birchway is still underway. New unwrapped toys or books, non-perishable food, used clean coats and new mittens may be dropped at the fire hall, our engineering and operations centre, the Vale Health & Wellness centre, City Hall or the library:

We thank you in advance for your gifts, contributions, and support.

There are families in our community who need our help.

KEYS TO NEW HABITAT HOME

I look forward to a Home Dedication Ceremony on Mitchell Street Thursday afternoon, as Habitat for Humanity turns over the housekeys to a family who has never owned its own home. What a perfect gift, at this time of year, or any time of year, for a mom and her three children. They are working through to complete 500 hours of community service, as part of the Habitat homeowners' program. It takes the support of an army of donors and volunteers to build a home for Habitat for Humanity. Thanks to every one of them for this Christmas miracle.

FIRE SERVICES UPDATE

Last week, we made an announcement regarding the fire department's administration services in Port Colborne. If you missed it, the update was related to the City's commitment to ensuring emergency services are well equipped and resourced to

respond when our community is in need. After a careful review our community's fire service needs, we have determined that the City of Port Colborne will not move forward with a shared services agreement for emergency fire services with the Township of Wainfleet.

Throughout this process, several residents, firefighters, and community members offered their feedback on the prospect of sharing fire administration services with the Township of Wainfleet. This insight and input were important factors in the City's decision to not move forward. Today we announced that Chief Stan Double will join the Port Colborne Fire Department as our Interim Fire Chief beginning Thursday, December 12, 2024.

Chief Double brings more than three decades of dedicated service with the Hamilton Fire Department, where he began his career in 1990. Progressing through the ranks from Firefighter to Captain and District Chief, he most recently served as Platoon Chief, demonstrating exceptional leadership and expertise in all aspects of fire service operations. Chief Double's accomplishments have been recognized at the highest levels, including being awarded the prestigious International Association of Fire Fighters 2024 Leadership Award. Please join me in welcoming Chief Double to Port Colborne. That concludes my report for this week. Thank you Council, for your attention. Let us now proceed with our regular meeting.