



COMMITTEE OF THE WHOLE MEETING MINUTES

March 19, 2024, 4:30 p.m.

Council Members Present:	Councillor Tim Balasiuk, Councillor Gary Burroughs, Councillor Wendy Cheropita, Councillor Sandra O'Connor, Councillor Adriana Vizzari, Councillor Erwin Wiens, Lord Mayor Gary Zalepa
Council Members Absent:	Councillor Maria Mavridis, Councillor Nick Ruller
Staff Present:	Shaunna Arenburg - Deputy Clerk, Kirsten McCauley - Director of Community and Development Services, Jay Plato - Fire Chief, Kyle Freeborn - Director of Corporate Services/ Treasurer, Grant Bivol - Town Clerk/Manager of Legislative Services, Bruce Zvaniga, CAO (Interim)

1. CALL TO ORDER

Councillor Burroughs called the meeting to order at 4:30 p.m.

2. ADOPTION OF AGENDA

The following Councillors requested to speak under New Business:

- Councillor O'Connor
- Councillor Wiens
- Councillor Burroughs

Moved by: Lord Mayor Gary Zalepa

That the agenda be adopted as amended.

APPROVED

3. CONFLICT OF INTEREST

Lord Mayor Gary Zalepa - CONFLICT OF INTEREST

As previously declared – has a non-pecuniary conflict with item 4 as he lives within the notification area.

4. CLOSED SESSION

Moved by: Councillor Erwin Wiens

That Council proceed to go into a closed meeting at 4:35 p.m. under Section 239(2)(f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose specifically regarding 144 & 176 John Street East, 200 John Street & 588 Charlotte Street.

APPROVED

Lord Mayor left Closed Session at 5:15 p.m.

Moved by: Councillor Sandra O'Connor

That Council rise from a closed meeting at 5:55 p.m. under Section 239(2)(f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose specifically regarding 144 & 176 John Street East, 200 John Street & 588 Charlotte Street and;

That Staff proceed as directed in Closed Session.

APPROVED

5. DELEGATIONS

Council called for a recess until 6:15 p.m.

Lord Mayor returned to the meeting at 6:15 p.m.

Council resumed at 6:16 p.m.

5.1 Non-Agenda Delegations

5.1.1 Jason Snyder - Crime Stoppers of Niagara - How the Town of Niagara-on-the-Lake can Assist, Support, and Work with Crime Stoppers

Due to an administrative error this delegation was moved to March 26, 2024.

5.2 Agenda Delegations

- 5.2.1 Ronda Cave - Vineyard to Village Horse and Carriage Co. to speak on Item 8.6 - 2024 Caleche Renewal Agreement - CAO-24-013

Ronda Cave presented to Council regarding the renewal of her Caleche renewal agreement.

Ms. Cave answered questions of clarification from Council.

- 5.2.2 Laura Sentineal - Sentineal Carriages Inc. to speak on Item 8.6 - 2024 Caleche Renewal Agreement - CAO-24-013

Laura Sentineal spoke to Council about the renewal of her three Caleche agreements and appealed to Council to grant her the fourth license as opposed to having to sublease it through Queen's Royal Tours.

Ms. Sentineal answered questions of clarification from Council.

6. RESPONSE TO DELEGATIONS

Moved by: Councillor Sandra O'Connor

That item 8.6 - 2024 Caleche Renewal Agreements - CAO-24-013 be lifted for discussion.

APPROVED

2024 Caleche Renewal Agreements - CAO-24-013

CAO Bruce Zvaniga provided background to the report.

Council discussed and asked questions about the report.

Moved by: Councillor Wendy Cheropita

That:

1.1 Three (3) caleche operators be granted Licences to Occupy Town Land (LOTLA) for the 2024 season as follows:

- a) Sentineal Carriages Inc. (Fred and Laura Sentineal)- three (3) licences;
- b) Queens Royal Tours Inc. (Jeff Sentineal) - one (1) licence;
- c) 1000220148 Ontario Inc. (Ronda Cave) - one (1) licence; and

that the space allocation for Queens Royal Tours be allocated to Sentineal Carriages if a Regional Licence is not activated by Queens Royal Tours for 2024, pending discussions with Queens Royal Tours within the next week.

APPROVED

Moved by: Councillor Wendy Cheropita

That:

1.2 The LOTLA fee of \$500 be applicable to each of the five (5) licenses in recognition of exclusive space allocation, lost parking revenue, and administrative costs;

1.3 Staff report back by Q4 2024 on the outstanding request from Council for information about the operational framework for the caleche service; and,

1.4 Staff be authorized to prepare agreements and any other actions necessary to give effect hereto.

APPROVED

7. PRESENTATIONS

7.1 CRBE - Rebecca Godfrey - Niagara-on-the-Lake Tourism Strategy

Councillor Cheropita provided an introduction to Rebecca Godfrey and the Tourism Strategy Committee.

Rebecca Godfrey presented the Niagara-on-the-Lake Tourism Strategy Masterplan and Action Plan.

Council asked questions and discussed the presentation.

Moved by: Lord Mayor Gary Zalepa

That Council receive the Tourism Strategy Presentation and forward to the CAO and Senior Staff for further discussion.

APPROVED

8. CONSENT AGENDA

Councillor Burroughs requested to lift the reports individually.

8.1 2023 Summary Report for the Town's Drinking Water Systems - OPS-24-013

Council discussed the report and asked questions of clarification.

Moved by: Lord Mayor Gary Zalepa

That:

1.1 That Report OPS-24-013 detailing the Town's Drinking Water Compliance and Quality Management Systems be received, and;

1.2 That the Annual DWQMS Management Review Meeting Minutes and Action Items also be received for information as required by Element 20 of the Drinking Water Quality Management Standard.

APPROVED

8.2 Chautauqua Traffic Calming – Shakespeare Avenue, OPS-24-006

Council discussed the report and asked questions of clarification.

Moved by: Councillor Wendy Cheropita

That Council approve the installation of temporary speed humps/bumps (for traffic calming) on Shakespeare Avenue from Addison Avenue to Lakeshore Road (approximately 360m) at a material cost of \$2,500 (excluding HST) to coincide with the 1-year speed reduction pilot in the Chautauqua area.

APPROVED

8.3 Improving Regulation of Heavy Motor Vehicles in Historic Old Town - OPS-23-062

Council discussed the report and asked questions of clarification.

Moved by: Councillor Wendy Cheropita

That:

1.1 Council approve the expansion of 3,000 kg Gross Registered Weight (GRW) restrictions to include all streets in the area bounded by Queen-Picton Streets, Simcoe Street and the Niagara River.

1.2 Council direct the Town Clerk to amend By-Law 5157-19 (Regulating Heavy Motor Vehicles on Town Roads) to modify the definition of a Police Officer to include Municipal Law Enforcement Officers, to add definitions

for “Driving”, “Moving”, Operating”, “Parking”, “Standing” and “Stopping”, to add infill streets in the area described in 1.1 above to Schedule “A”, and to declare enforcement and fines for Sections 3.1.2 and 6.1 subject to the provisions of By-Law 4744-14 (Administrative Penalties).

1.3 Council directs the Town Clerk to amend By-Law 4744-14 (Administrative Penalties) to incorporate the enforcement of Heavy Motor Vehicle parking, standing and stopping infractions defined in By-Law 5157-19 into the Administrative Penalties by-law.

1.4 Council directs once the by-law amendments are complete that the Operations Department erect the necessary 3,000kg GRW signage on infill streets as noted in 1.1 at an estimated cost of \$2,000.

APPROVED

8.4 Improving Regulation of Idling Vehicles in Niagara-on-the-Lake - OPS-24-001

Council discussed the report and asked questions of clarification.

Moved by: Councillor Tim Balasiuk

That:

1.1 Council approve the adoption of Idling Reduction By-Law 2024-0XX, attached as Appendix I and replacing Idling Control By-Law 3145-97;

1.2 Council approves the adoption of amendments to Noise Control By-Law 4588-12 as amended, attached as Appendix II, to align with allowable idling times in proposed Idling Reduction By-Law 2024-0XX;

1.3 Council approves the adoption of amendments to Schedule “I” of the Administrative Monetary Penalties System (Non-Parking) By-Law 5334-21 as amended, attached as Appendix III, to add proposed Idling Reduction By-Law 2024-0XX;

1.4 Council directs Staff to undertake an Idling Reduction communications and public education campaign including installation of signage, at a cost not to exceed \$10,000 funded from Capital Reserve Account 063-0901;

APPROVED

8.5 Niagara-on-the-Lake Fire & Emergency Services Standards of Cover - FES-24-005

Item 9.1 was lifted and discussed in conjunction with this item.

Council discussed the reports and asked questions of clarification.

Moved by: Lord Mayor Gary Zalepa

That:

1.1 Council receive this report regarding the Standards of Cover Document completed by the Fire & Emergency Administrative Staff.

1.2 Council endorse the Department's Standard of Cover Document, including the Community Risk Assessment, baseline and benchmark response times, critical tasking information, fleet replacement schedules, Risk Reduction Inspection

Schedules, and other pertinent information detailed within the document.; and

That item 9.1 - 2023 Year-End Report - FES-24-004 be received.

APPROVED

8.6 2024 Caleche Renewal Agreements - CAO-24-013

This item was lifted and discussed under item 6 - Response to Delegations.

9. INFORMATION PACKAGES

9.1 2023 Year-End Report - FES-24-004

This item was lifted and received under item 8.5 - Niagara-on-the-Lake Fire & Emergency Services Standards of Cover - FES-24-005.

9.2 Hunter Road Watermain Replacement Tender Results - OPS-24-005

Moved by: Lord Mayor Gary Zalepa

That item 9.2 - Hunter Road Watermain Replacement Tender Results - OPS-24-005 be received.

APPROVED

9.3 Temporary Patio Program Review - Next Steps - CDS-24-046

Moved by: Lord Mayor Gary Zalepa

That item 9.3 - Temporary Patio Program Review - Next Steps - CDS-24-046 be received.

APPROVED

9.4 Walker Industries Letter re: Walker South Landfill Phase 2 Environmental Assessment

Lifted for discussion by Councillor O'Connor.

Council discussed the letter.

Moved by: Councillor Sandra O'Connor

That item 9.4 - Walker Industries Letter re: Walker South Landfill Phase 2 Environmental Assessment be received.

APPROVED

10. NOTICE OF MOTION

There were none.

11. NEW BUSINESS

The following items were discussed under New Business:

- Budget Cuts
- Municipal water on East West Line
- Kids programming
- Housing accelerator fund
- Sale of NRBN
- RFPs for building permit review and development charges

12. ADJOURNMENT

Moved by: Councillor Tim Balasiuk

That Council adjourn at 8:24 p.m. to the next Council Meeting of March 26, 2024, and if a special meeting is required, it will be held at the call of the Lord Mayor.

APPROVED