

## MEMORANDUM

**TO:** Council

**FROM:** Bruce Zvaniga, Chief Administrative Officer (Interim)

**DATE:** 2024-12-10

**SUBJECT:** Ontario Land Tribunal Matter OLT-24-000900 187 Queen Street (CAO-24-055)

The Town of Niagara-on-the-Lake was served with notice of a hearing on its refusal of ZBA-05-2024 and Consent B-09/24.

At its meeting on November 12, 2024, Council had before it report CAO-24-047 "Ontario Land Tribunal Matter OLT-24-000900 187 Queen Street". Council directed the Town's legal counsel to engage in mediation to reach a negotiated settlement with the appellant (applicant). Legal Counsel has draft Minutes of Settlement for Council's consideration.

The Ontario Municipal Act states in S.239(2)(e) that matters may be discussed in closed session if the discussion is about litigation or potential litigation, including matters before administrative tribunals affecting the municipality.

It is appropriate to go into closed session to confidentially discuss the terms of the settlement with the applicant in this OLT matter.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Bruce Zvaniga'.

Bruce Zvaniga  
Chief Administrative Officer (Interim)