

## The Corporation of the Town of Niagara-on-the-Lake

# Information Report to Council

**SUBJECT:** 2022 Hot Mix Asphalt Program

**Date:** March 17, 2022

**Prepared By:** Bryan McMillan

**Department:** Operations

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### BACKGROUND INFORMATION

The purpose of this information report is to inform Council of the Award of Tender for the 2022 Hot Mix Asphalt Program. The tendering of the project was in conformance with By-law No. 4701A-18, Procurement of Goods and Services for the Corporation of the Town of Niagara-on-the-Lake.

This project is included in the 2022 Capital and Operating Budgets and consists of milling and paving of the following:

- Fire Station 4 Parking Lot (5 Dumfries Street, Queenston)
- Regent Street from Mary Street to Centre Street
- Gage Street from Dorchester Street to Mississagua Street
- Concession 6 Road from Queenston Road to York Road
- Top Course Asphalt on Palatine Place
- Top Course the Cannery Trail

Tenders were prepared by the Engineering Department and advertised on the Town of Niagara-on-the-Lake website and on the e-procurement website, Bids and Tenders.

On March 1, 2022, the following tenders for the 2022 Hot Mix Asphalt Program tender were opened and reviewed:

<u>Company</u>	<u>Tender Amount</u> (excluding applicable taxes)
<b>Rankin Construction</b>	<b>\$342,365.00*</b>
Circle P Paving	\$347,106.00
Walker Construction	\$366,649.00
Springside Paving	\$380,087.70*
Brennan Paving	\$385,790.00
Griffin Landscape Management Solutions	\$390,665.18*
PTR Paving	\$480,503.00

\*The tender from Griffin Landscape Management Solutions, Rankin Construction, and Springside Paving contained numerical errors; however, the correction did not affect the outcome.

The total estimated cost of the complete project (excluding applicable taxes) is:

Contract Cost	\$342,365.00
Geotechnical	\$ 5,000.00
<u>Staff Time &amp; Approval Fees</u>	<u>\$ 5,000.00</u>
<b>Total Costs</b>	<b>\$352,365.00</b>

The project funding as per the approved 2022/19 Capital Budgets, is as follows:

C01929 Parking Lot Paving-Fire Station 4	\$ 24,000.00
C01907 Regent Street Resurfacing	\$ 55,000.00
C01908 Gage Street Resurfacing	\$ 55,000.00
C00548 Palatine Place Resurfacing	\$ 20,000.00
C01915 Cannery Trail	\$ 15,000.00
C01909 Concession 6 Road Resurfacing	<u>\$325,000.00</u>
	<b>\$494,000.00</b>

## **NEXT STEP / CONCLUSION**

Based on the above, sufficient funds are available to cover the proposed works. Staff will schedule a pre-construction meeting in the near future to discuss particulars regarding the project. Construction will commence in early May and take approximately 4 to 6 weeks to complete. Affected residents will be notified before the start of construction.

ATTACHMENTS

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## The Corporation of the Town of Niagara-on-the-Lake

# Information Report to Council

**SUBJECT:** 2022 Sidewalk & Curb Repair Tender

**Date:** March 17, 2022

**Prepared By:** Bryan McMillan

**Department:** Operations

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### **BACKGROUND INFORMATION**

The purpose of this information report is to inform Council on the award of tender for the 2022 Sidewalk and Curb repair tender. The tendering of the project was in conformance with By-law No. 4701A-18 (Procurement of Goods and Services for the Corporation of the Town of Niagara-on-the-Lake).

This project is included in the 2022 Operating Budget and consists of repairing sidewalks, curb and/or gutters, including complete removal and restoration. These repairs are part of the Operating budget.

Tenders were prepared by the Engineering Department and advertised on the Town of Niagara-on-the-Lake website, the Niagara and Hamilton/Halton Construction Association offices and the e-procurement website, Bids and Tenders.

On March 9, 2022, the following tenders for the 2022 Sidewalk and Curb repair tender were received and opened:

<b><u>Company</u></b>	<b><u>Tender Amount</u> (excluding applicable taxes)</b>
Sacco Construction	\$ 146,140.00
Steed and Evans Limited	\$ 156,000.00
Stonecast Contracting Limited	\$ 156,150.00
Mastercrete Construction Inc.	\$ 222,600.00
PTR Paving Inc.	\$ 225,000.00
Neptune Security Services Inc.	Disqualified

Neptune Security Services Inc. was disqualified due to failure to follow the Tender Procedure.

The total estimated cost of the complete project (excluding applicable taxes) is:

Contract Cost	\$146,140.00
Staff Time & Approval Fees	\$ 5,000.00
<b>Total Costs</b>	<b>\$151,140.00</b>

The project funding as per the approved 2022 Capital and Operating Budgets is as follows:

Sidewalks (320-3200-41000)	\$105,000.00
Curbs (320-3050-41000)	\$ 20,000.00
	<b>\$125,000.00</b>

### **NEXT STEP / CONCLUSION**

Based on the above, Staff will adjust the contracted quantities to stay within the allocated budget for 2022. Staff will schedule a pre-construction meeting in the near future to discuss particulars regarding the project. Construction will commence in mid to late April and take approximately nine (9) weeks to complete. Before commencing construction, notice will be posted on the Town's website. Notices will also be delivered to the properties directly abutting the works.

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## The Corporation of the Town of Niagara-on-the-Lake Information Report to Council

**SUBJECT:** 2022 Surface Treatment Program

**Date:** March 17, 2022

**Prepared By:** Bryan McMillan

**Department:** Operations

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### BACKGROUND INFORMATION

The purpose of this Information Report is to inform Council on the Award of Tender for the 2022 Surface Treatment Program. The tendering of the project was in conformance with By-law No. 4701A-18, Procurement of Goods and Services for the Corporation of the Town of Niagara-on-the-Lake.

This project is included in the 2022 Roads Operating Budget and consists of applying emulsion and stone to existing roads in need of maintenance. Tenders were prepared by the Engineering Department and advertised on the Town of Niagara-on-the-Lake website, at the Niagara and Hamilton/Halton Construction Association offices, and on the e-procurement website, Bids and Tenders.

On March 1, 2022, the following tenders for the 2022 Surface Treatment Program tender were opened and reviewed:

<u>Company</u>	<u>Tender Amount</u>
<b>Circle P Paving</b>	(excluding applicable taxes) <b>\$151,720.00</b>
Norjohn Contracting	\$163,500.00

The total estimated cost of the complete project (excluding applicable taxes) is:

Contract Cost	\$151,720.00
Staff Time & Approval Fees	<u>\$ 2,000.00</u>
<b>Total Costs</b>	<b>\$153,720.00</b>

The project funding as per the approved 2022 Roads Operating Budget is as follows:

Surface Treatment-320-2500-41000	\$160,000.00
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#### **NEXT STEP / CONCLUSION**

Based on the above, sufficient funds are available to cover the proposed works. Staff will schedule a pre-construction meeting in the near future to discuss particulars regarding the project. Construction will commence in May and take approximately two (2) weeks to complete.

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## The Corporation of the Town of Niagara-on-the-Lake

# Information Report to Council

**SUBJECT:** Queen Street and Mississagua Street Bump-Out

**Date:** March 17, 2022

**Prepared By:** Adam Allcock

**Department:** Operations

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### BACKGROUND INFORMATION

The purpose of this Information Report is to update Council on the status of the Queen Street and Mississagua Street Bump-out and the impacts on the construction of the Entranceway Project at this intersection.

At the July 26, 2021 Council Meeting, Council approved Report No. *OPS-21-021, Queen & Mississagua Project - Status Update and Next Steps*, which outlined a work plan to advance the Queen & Mississagua Entranceway project as well as a community engagement strategy.

At the January 24, 2022 Council meeting, Council received a Staff presentation providing a project status update. At that meeting, Council directed Staff to proceed with the updated work plan, have the tender documents finalized, and issue the Entranceway project for Request for Tender (RFT). The following Motion was approved:

*"Moved by Councillor Wendy Cheropita, seconded by Councillor Norm Arsenault that Council direct staff to have SDG complete the design and tender documents and issue the project for tender (with construction planned for September 2022); and that Council approve single sourcing Dean McClellan Stonework for construction of the dry-stone wall."*

Staff Report No. *OPS-21-015, Status Update Regarding Ryerson Park and Chautauqua Area*, outlined the temporary measures that would be implemented to address traffic flow and signage at this intersection. The measures included:

- Conversion of the intersection to an all-way stop (three-way) and temporary traffic flow changes to encourage vehicular traffic to turn left onto Mississagua Street from Queen Street; and
- Addition of directional wayfinding signage westbound on Queen Street approaching Mississagua Street to direct motorists back to Niagara Stone Road, Lakeshore Road and the QEW.

During the January 24, 2022 Council meeting, Staff advised that they would return in March 2022 to provide Council with an update on the temporary traffic flow and signage measures at this intersection and advise regarding the impact on the Queen & Mississagua Entranceway Project, if any.

### **NEXT STEP / CONCLUSION**

The Transportation Master Plan (TMP), which is currently in draft and being finalized, recommends that the Town conduct traffic counts at this intersection to provide quantitative data that evaluates the extent to which these intersection modifications have successfully mitigated excessive traffic flow into the Chautauqua neighbourhood. The TMP is also recommending that the Town monitor this intersection more generally to ensure that there are no unintended consequences and no additional challenges have unwittingly been created, such as:

- The potential for stopped vehicles to be struck in the event of through-travel in the east/west direction. (*Can be mitigated through flex bollards or a similar solution.*);
- The potential for Chautauqua residents to shift their travel onto other corridors such as Johnson St.; and
- The potential for inattentive drivers to miss the curve and create an unsafe driving condition.

If needed, more drastic infrastructure updates to this intersection will be considered. Such measures might include lane/right-of-way closures with the introduction of additional garden space or the deployment of a mini round-about. Alternatively, if it is deemed that the issues might be adequately solved through signage and wayfinding, the Town might consider reverting to the pre-2021 intersection design.

The approved Capital Project for the Mississagua Street Reconstruction is currently in the Phase 1 design stage, which is focused on the Queen Street to Centre Street section, with Phase 2 encompassing Centre Street to Mary Street. The project is currently at 60% design with the construction of Phase 1 anticipated for 2023, pending budget approval. To date, the consultant on this project has performed a field assessment and will be conducting a quantitative analysis of traffic data to determine the optimal layout for this intersection.

Staff has reviewed with the consultants and do not anticipate any impact on the Queen & Mississagua Entranceway Project. Any future alterations will be incorporated into the Mississagua Street Reconstruction. Likewise, it is not expected that the Entranceway Project will impact the existing temporary bump-out.

## The Corporation of the Town of Niagara-on-the-Lake Information Report to Council

**SUBJECT:** "Circle of Life" Park Proposal

**Date:** March 17, 2022

**Prepared By:** JB Hopkins

**Department:** Operations

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### BACKGROUND INFORMATION

On October 18, 2021, Ms. Pamela Wilson delegated to Town Council to ask Council to consider creating an accessible park on the property behind the Niagara-on-the-Lake Community Centre located at 14 Anderson Lane.

In response to Ms. Wilson's delegation, Council approved the following motion:

*"Moved by Lord Mayor Betty Disero that the presentation by Pamela Wilson for an accessible walking garden at the Community Centre be forwarded to Operations staff and that staff report back to Council in February - March 2022, including annual costs and further that staff connect with the Niagara Committee Garden Network."*

On January 26, 2022, Town Staff met with Ms. Pamela Wilson and Ms. Joanne Young (designer) to review an initial concept for the proposed park.

The park concept can be viewed in **Appendix I: Circle of Life Park Concept**.

During this meeting, Ms. Wilson and Ms. Young outlined the following components:

- Three circular gardens, approximately 1810 square feet each, consisting of shrubs and perennials. The first of the gardens was proposed to be an Indigenous garden, the second to consist of a rain garden including native plants for pollinators, and the third to be a sensory garden;

- A playground in a fourth adjacent circle, with a rubber surface;
- An 18' x 40' pavilion in the centre of the four circles, with picnic tables;
- Two small circular entrance gardens, each approximately 730 square feet, consisting of arbours, shrubs and perennials;
- An eight feet wide accessible pathway, connecting the gardens, playground, and pavilion with the existing fire lane behind the Community Centre;
- A space for lawn games, such as bocce ball and horseshoes; and
- Forty-three (43) trees and fourteen (14) benches, to be available for memorialization.

Following Council's direction, staff determined annual (operating) costs for the park and connected with Erin Riseing, Program Coordinator for the Niagara Community Gardens Network (NCGN). Staff cost calculations were limited by the conceptual nature of the park presented. Based on this and Council's direction, all capital costs, including construction, were excluded.

Ms. Riseing advised that although the NCGN's primary focus is food security, the NCGN may be able to assist with on-site consulting, the provision of seed, and the supply of volunteers.

Staff considered operational costs related to the following components of the proposed park:

- Watering of trees and gardens during establishment;
- Garden irrigation;
- Garden maintenance, including spring clean up, mulching, weeding, and pruning;
- Playground inspections and repair;
- Turf trimming and mowing and keeping paths and the pavilion area clean;
- Litter and waste collection; and
- Administration and installation of the memorial benches and trees program.

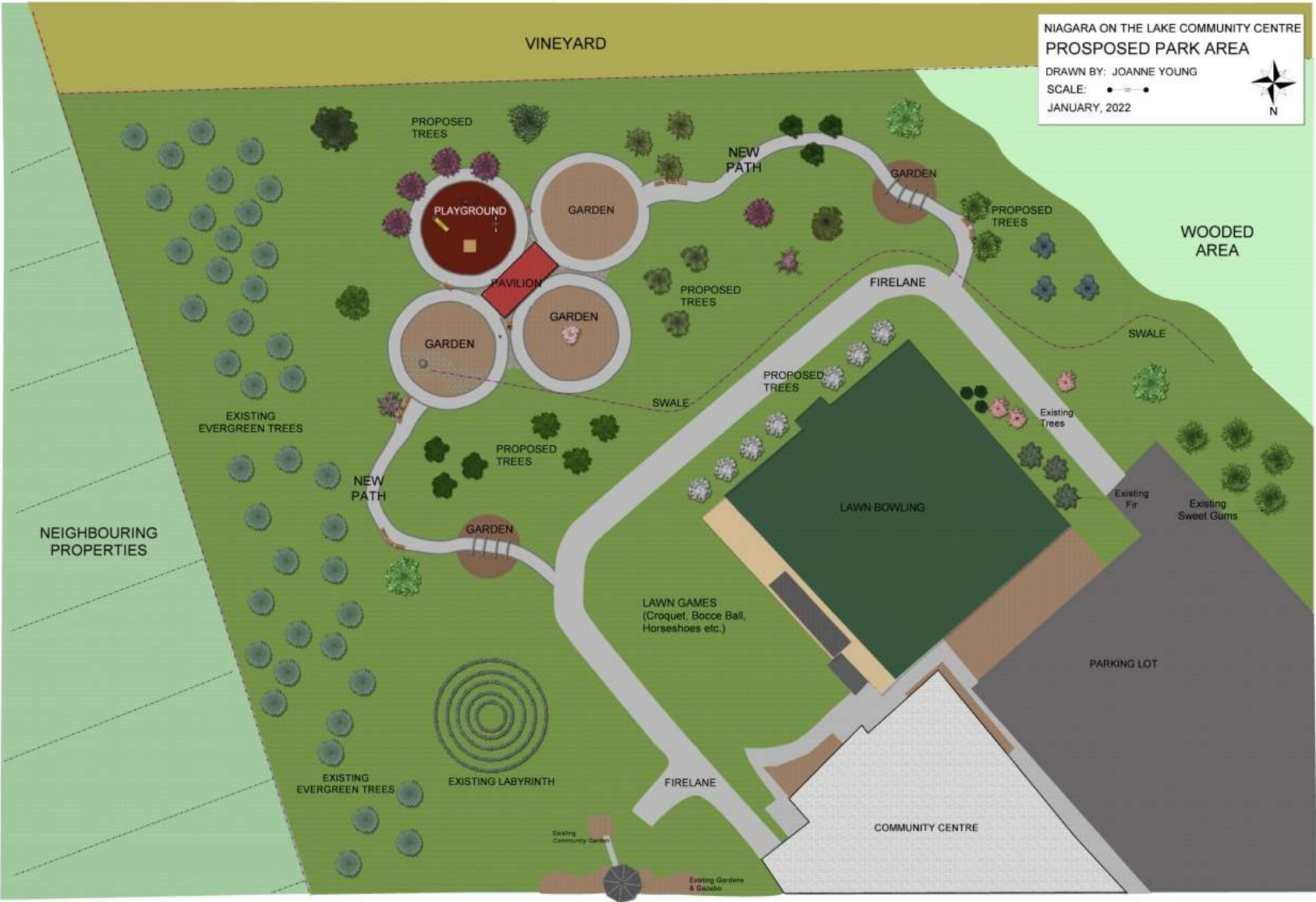
Staff estimates that operational costs for the proposed park would be **\$29,592.50** in the first year. Detailed information can be found in **Appendix II: Circle of Life Park First-Year Operating Costs**.

## **NEXT STEP / CONCLUSION**

Staff has satisfied Council's motion of October 18, 2021. Council direction is required to determine the next steps and whether this project should proceed.

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Appendix I: Circle of Life Park Concept





Item	Hours	Frequency	Total Hours	Total Staff Cost	Supplies
Gardens – Supplementary watering during establishment	1.5	Once a week For 25 weeks	37.5	\$1312.50	\$500
Gardens – mulch purchase					\$1650
Gardens – mulch application	55	Once in spring	55	\$1925	
Gardens – spring clean up	50	Once in spring	50	\$1750	
Gardens – weeding, pruning	40	4 x a season	160	\$5600	
Trees – watering during establishment	5.0	Once a week for 25 weeks	75	\$2625	\$750
Trees – mulch purchase					\$360
Trees – mulch application	30	Once in spring	30	\$1050	
Trees – weeding tree wells	7	2 x a season	14	\$490	
Turf maintenance – additional trimming, mowing, and blowing off paths and under pavilion	1.5	Once a week for 25 weeks	37.5	\$1312.50	\$500
Waste collection (garbage and recycling)	0.5	3 x a week for 30 weeks	45	\$1575	\$1500
		2 x a week for 22 weeks	22	\$770	
Litter collection	0.5	Once a week	26	\$910	
Irrigation for large circular gardens (3) only					
Irrigation – start up	10	Once a year	10	\$350	
Irrigation - winterization	6	Once a year	6	\$210	
Irrigation – monitoring	0.5	Bi-weekly for 25 weeks	12.5	\$437.50	



Irrigation – adjustment and repair	20	As required	20	\$700	
Irrigation - supplies					\$500
Irrigation - water					\$750
Playground - inspections	0.75	Once a month	9	\$315	
Playground – repair, graffiti removal etc.	10		10	\$350	
Memorial bench and tree program – administration and installation	40		40	\$1400	
<b>Totals</b>			<b>659.5 staff hours</b>	<b>\$23082.50 cost of staff hours</b>	<b>\$6510 supplies</b>

## The Corporation of the Town of Niagara-on-the-Lake

# Information Report to Council

**SUBJECT:** Dock Area Update

**Date:** March 17, 2022

**Prepared By:** Kevin Turcotte

**Department:** Operations

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### BACKGROUND INFORMATION

In January 2015, the Town engaged McNaughton, Hermesen, Britton, Clarkson Planning Limited (MHBC) to provide three design concepts for the Dock Area public realm. After input from the public during an initial public meeting in March 2015 and further public input during April, the consultants developed a final Dock Area Master Plan (DAMP) with proposed phasing implementation.

The concept plan lays out a draft phasing implementation plan and envisions the public realm in the Dock Area as a park that provides for limited automobile traffic. When the landscape design is completed, it will integrate roads, park spaces, and pedestrian walkways.

The plan provides conceptual designs and guidelines for:

- accessible and safe access to the waterfront and multi-use trail;
- additional passive open space, screening and viewing areas;
- conservation of significant artifacts and for interpretation of the Dock Area's history;
- and rationalization of transportation routes and traffic flow.

MHBC has developed a flexible concept plan that allows the Town to move forward with a phased detailed design program as time and money permit. The concept provides for better access to the waterfront, improved trail development, additional open space and

screening, conservation and interpretation of the Dock Area's history and culture, and an improved active transportation system that will integrate pedestrian, automobile and bicycle travel through the area.

Since 2015, many successes have been achieved with the DAMP. The plan has also been met with some challenges such as high water in 2017 and 2019. These unanticipated activities had an impact on the funding reserves used to facilitate the activities identified in the DAMP.

The development and implementation of the Dock Area Master Plan has a long history and numerous milestones. With this in mind, through this report, Staff are seeking to provide an update to Council to build understanding regarding what the DAMP includes currently, what has been achieved to date, what remains outstanding how Staff can move forward efficiently and effectively when addressing elements of the DAMP.

**Purpose:**

The purpose of this report is to provide an update to Council regarding the following key areas so Staff and Council can make informed and strategic decisions moving forward.

- 1. Achievements of the Dock Area Master Plan to date**
- 2. Status of Outstanding Council Motions Related to the Dock Area**
- 3. Action Plan**
- 4. Financial Reconciliation**

**1. Achievements of the Dock Area Master Plan:**

The chart below identifies the implementation phasing activities from the DAMP. Refer to attached **Appendix I – Master Plan** to view the concept plan with associated implementation phasing.

<b>Item #</b>	<b>Phase</b>	<b>Activity</b>	<b>% Complete</b>
1	1	Multi-use trail (1.8 m)	100 %
2	1	Interpretive signage – 1-2	0 %
3	1	Archeology at the Engine House	100 %
4	1b	Condition assessment & Conservation of Culvert	100 %
5	2	Waterfront parkland improvements	0%
6	2	New decorative paving at parking lots, River Beach Drive, Lockhart St and Turntable Way	30 %
7	2	Archeology at Turntable	100 %
8	2	New sidewalk linkages	100 %
9	2	Additional street tree planting	0 %
10	3	Interpretive signage 3-4-5	75 %
11	3	Wayfinding signage	0 %
12	3	Boat Exhibit (Teenie H)	50 %

### **Item #1 - Multi-use trail (1.8 m) - Phase 1**

This limestone screening trail was established in 2015. In 2017, high water levels required its removal and replacement with a geogrid/clear stone base 3m trail. This allowed the Town to bring in heavier equipment to address the high water levels. Once the high water receded, the base pathway remained with a limestone screening trail reestablished on top at 1.8m with turf installed on each side to match existing.

### **Item #3 - Archeology at the Engine House - Phase 1**

Town Staff and Council received a delegation (May 10, 2021) from Mr. Ron Simkus with a proposal for interpretation installation at the Engine House. In order to proceed with the installation, a Stage 1-2 Archeological Assessment was undertaken by Detritus Consulting Ltd. The report identified that no significant archeological resources were contained in the soil. In the summer of 2021, railroad ties and rails were installed in the sleepers of the Engine House (See **Appendix II – Engine House Interpretation**). The Archeological Assessment and the railroad ties/rails installation were funded through a generous donation from Mr. Simkus and made possible by the efforts of Mr. Simkus and the local community.

### **Item #4 - Condition Assessment & Conservation of Culvert - Phase 1b**

In 2017, Town Staff successfully secured a grant through the Canada 150 program to rehabilitate the historic culvert. The Town procured the consulting services of Shoalts Engineering to oversee the rehabilitation of the culvert by THOR-Stone Construction. This culvert has been expertly restored and is a historically significant piece of the Dock Area railroad infrastructure. (See **Appendix III – Culvert Restoration**)

### **Item #6 - New decorative paving at parking lots, River Beach Drive, Lockhart St and Turntable Way - Phase 2**

In 2017, Council approved through the budget process (C00380 - \$24,000) to pave the parking lot between River beach Drive and Lockhart Street. Town Staff engaged a contractor to undertake the project. Additional base material was added for the purposes of ensuring a proper parking radius could be achieved. Shortly after the base material was added to the site, resident complaints came to Staff regarding the asphalt surfacing. The matter came before Council for discussion in March 2017.

This project was suspended via a motion approved at Council on March 20, 2017, pending a public consultation process. That motion read:

*Moved by Councillor Betty Disero, seconded by Councillor Jamie King*

*"WHEREAS the Dock Area Public Realm Landscape Design Concept, presented by MHBC Planning Urban Design & Landscape Architecture, was endorsed by Council on July 27, 2015, with the input from the community at a public engagement session on June 11, 2015;*

*AND WHEREAS the Dock Area Public Realm Landscape Design Concept described*

*soft surfaces and decorative paving for the Dock area parking lot and surrounding roads;*

*AND WHEREAS the widening and repaving of the parking lot will take place in Spring 2017;*

*AND WHEREAS the Council approved finish of the parking lot is scheduled to be asphalt.*

***THEREFORE BE IT RESOLVED that the parking lot remain as a gravel lot for 2017 and a public consultation process take place to consider the finishing textures for the lot."***

The public consultation process to consider the finishing textures for the lot has not yet been undertaken. Staff intended to add this item as part of the community engagement for the DAMP update.

Currently, the project has the base material installed only. The capital project has been closed and would require a new request for funding from Council to complete the project. The CAO discussed the opportunity to prepare estimates for different types of materials (including green pavers) to resurface the lot with Staff to understand the potential costs of various options. While this hasn't been completed yet, cost estimates are currently underway.

#### **Item #7 - Archeology at Turntable - Phase 2**

In November of 2021, Town Staff was approached by Mr. Ron Simkus requesting to fund an Archeological Assessment of the Turntable remnant area. In December 2021, Detritus Consulting Ltd conducted a Stage 1-2 Archeological Assessment. The report identified no significant archeological resources were contained in the soil. This item was made possible through a generous donation by Mr. Simkus.

#### **Item #8 - New sidewalk linkages - Phase 2**

In 2015, Council approved a Capital Budget project to construct and repair the sidewalk on Delater Street. This improved the connection from the Dock Area 1.8m limestone screening trail to the sidewalk on King Street.

#### **Item #10 - Interpretive signage 3-4-5 - Phase 3**

In his May 10, 2021 delegation, Mr. Ron Simkus included two interpretive signage plaques. The interpretive locations were at #3 & #4 (See **Appendix I**). The designs have received approval from Municipal Heritage Committee (MHC) and Council (See **Appendix IV – Interpretation site 3 & 4**). The anticipated installation is in the Spring of 2022. These plaques are funded through generous donations coordinated by Mr. Simkus.

#### **Item #12 - Boat Exhibit (Teenie H) - Phase 3**

Town Staff and Mr. Terry Boulton have secured the transfer of ownership of the Tennie

H to the Town of Niagara-on-the-Lake. Mr. Boulton also secured donations to fabricate a cradle for the vessel and arrange transportation to the Town yard. Currently, the Teenie H is on-site adjacent to the Town's Yard C near the side lot at the Meridian Credit Union Arena.

### **2 and 3. Status of Outstanding Dock Area Council Motions and Action Plan:**

The following are motions from Council related to the Dock Area. Some of the items would require public consultation through a DAMP update or other engagement mechanisms. The general public was heavily involved in the creation of the original DAMP in 2015. Some of the more recent direction given by Council differs from the DAMP.

In the following section, Staff has identified the date, the Council motion, Staff Action on the motion, and the outstanding required action.

**Date: September 16, 2019**

#### **Council Motion 1:**

*Moved by Councillor Al Bisback, seconded by Councillor Stuart McCormack,*

*BE IT RESOLVED that the following comments be forwarded to staff for comment and*

*consideration in future review of the Dock Area Master or Secondary Plans:*

*Balls road will not be extended to River Beach drive*

*Lockhart street will not be extended to intersect Ball Street*

*There is to be no "turn around" created at King Street north*

*The path in the River Beach/ Ball Street park is not to be expanded in width, is to remain soft surface, prohibited to motorized vehicles (intended only for pedestrians and bicyclists)*

*No hard surface path from Turntable Road to the park area  
No lighting in the Parkette*

*Two drop off points on Turntable Road to enable unloading of non-motorized water craft for non-commercial, personal use only i.e. canoes, kayaks, paddle boards*

*Redesign of the parking lot adjacent to the ~~condominiums~~ Town houses on River Beach Road Drive at corner of Melville Street and shall consider the following:*

- i) include metered parking,*
- ii) ~~include locations for potential rental space for non-motorized water craft and~~*
- iii) parking lot to be made of porous material*

*No floating or fixed docks in the Parkette area; and that a response be provided by October 31, 2019.*

**APPROVED.**

**Staff Action:**

Staff (Parks & Recreation Division) took Council's direction and reviewed them against the current DAMP. Sections of the motion deviated from the approved DAMP. Staff had excellent community engagement in the formulation of the plan in 2015. The changes proposed in the motion should be presented to the community for feedback.

In preparation for the 2020 Budget process, Staff put forward a \$20,000 Capital Project to update the Dock Area Master Plan. This project was approved and in early 2020, Staff planned the community engagement strategy. This was planned for the summer of 2020, but the engagement was paused with the COVID-19 pandemic (mid-March 2020). Staff had planned for new engagement schedule in the Spring of 2022.

**Outstanding required action:**

All items from this Council motion remain outstanding. Community engagement is recommended to address this Council motion.

**Date: October 2020**

**Council Motion 2:**

*Moved by Councillor Sandra O'Connor, seconded by Councillor Wendy Cheropita*

*BE IT RESOLVED that the Balls Beach loading and parking area be closed for a period of six (6) months;*

*AND FURTHER that staff report on additional options to increase safety and accessibility of the area, while maximizing the green space and natural assets of the park;*

*AND FURTHER temporary parking be permitted along the south side of River Beach Drive to accommodate for loading, and accessibility vehicles;*

*AND FURTHER that signs be posted to identify the municipal parking lot.*

**Staff Action:**

Staff (Engineering Division) engaged a transportation consultant to provide recommendations to achieve Council motion. This resulted in a report OPS-21-020 (Appendix VI – Report OPS-21-020) to Council at the COTW on July 19, 2021

**Outstanding Action:**

This Recommendation Report resulted in a follow-up Council Motion. Refer to the item below.

**Date: July 26, 2021**

**Staff Report Recommendation – OPS-21-020:**

**1. RECOMMENDATION**

It is respectfully recommended that:

- 1.1 Council approve the construction of a "Hammerhead" turning bay turnaround facility at the western terminus of River Beach Drive in the summer of 2021 as a short-term alternative to increase safety and accessibility of the area;
- 1.2 Council approve the implementation of designated parking along the south side of River Beach Drive between Ball Street and Turntable Way as a short-term alternative, as shown in Appendix II;
- 1.3 Council approve the implementation of turnaround parking restrictions and controls at the western terminus of River Beach Drive as a short-term alternative, at the below locations and as shown in Appendix II;

River Beach Drive

- a) The north side of River Beach Drive from the western terminus of River Beach Drive to 20 m east. Ball Street
  - b) The east and west sides of Ball Street south of River Beach Drive to 15 m south.
- 1.4 The Town Clerk be directed to amend "Schedule C – Parking Prohibitions" and "Schedule E - Limited Parking" of Traffic and Parking By-law 4308-09 to provide for the above-noted parking prohibitions and designated parking; and
- 1.5 Council direct staff to include a capital project item for the engineering design of the reconstruction of Ball Street and River Beach Drive, as a long-term alternative, to connect the two roads for Council's consideration as part of the 2022 Capital Budget.

**Council Motion 3:**

*WHEREAS the Ball's Beach Park and River Beach Drive Proposed Traffic Improvements & Parking and Traffic Bylaw Amendments did not consider the environmental impacts in their review;*

*BE IT RESOLVED THAT report OPS-21-020 be referred back to staff for further consideration to address environmental aspects of the review, since the section of the October Council motion stated "while maximizing the green space and natural assets of the park" was not considered;*

*AND FURTHER THAT that the recommended short term design proposal of the "hammerhead" be also reconsidered, since it would likely significantly impact the root system of the very large mature willow tree, and over time lead to its demise (1);*



*AND FURTHER THAT the following points be considered in the review:*

*No reduction of parkland or destruction of natural assets*

- *Drop off space for kayakers, flat boarders, etc. near the park from Turntable Way. (2)*
- *A disability parking spot near the park (2)*
- *Consultation with the public (2)*
- *Indicate how any future proposed solutions for this area are specifically aligned with the Dock Area Secondary Plan, and (2)*
- *Invite the Urban Design Committee to provide comments and make suggestions on potential solutions for this area, to encourage pedestrian use; active transportation; water access; balance vehicle needs; and protect green spaces and environmental features, (2)*
- *Consultation with the public and that a report be back to Council January 2022. (2)*

*AND FURTHER THAT the following be established immediately:*

- *Parking be allowed on one side of Turntable Way (3)*
- *Directional signage be installed at the end of River Beach Road to allow for loading and unloading of Kayaks. (4)*
- *Indicate how any future proposed solutions for this area are specifically aligned with the Dock Area Secondary Plan, and (2)*

*AND FURTHER that staff consider alternative locations where launching of paddle boards and kayaks could take place; (2)*

*AND FURTHER that the following be established immediately:*

- *parking be allowed on one side of Turntable Way (Meeting minutes July 9, 2021) (3)*
- *directional signage be installed at the end of River Beach Road to allow for loading and unloading of kayaks. (4)*

### **Staff Action:**

Due to the extensiveness of this motion, Staff has broken down responses to this motion into separate parts (see # items in **bold** for corresponding responses).

- (1) Replanting trees in the park space would allow for the re-establishment of the tree canopy if the willow tree declines over time and/or requires removal. Currently, there is no funding in the budget for replanting trees in this location. However, this will be considered for the future.
- (2) These sections of the motion could be achieved through a DAMP update, alternative community engagement or through Staff recommendations. Staff recommends that there be community consultation and a holistic approach taken to ensure a comprehensive plan is in place that meets the objectives of the community.

- (3) As per Council's motion, an information report was submitted on September 16, 2021 advising of the by-law amendment to permit parking on one side of Turntable Way. Signage was adjusted in September 2021 to reflect those changes. This item is complete.
- (4) These signs are not stock regulatory type of signs. Signs will need to be created. Staff is currently working on having the signs produced. The Roads Department will need to obtain locates once the sign locations are determined prior to installation. The targeted installation time line is Spring 2022.

**Outstanding Action:**

Some form of consultation and engagement is recommended when completing the following items from Council's motion in order to ensure a comprehensive and holistic approach that meets the needs of the neighbourhood and community:

- Drop off space for kayakers, flat boarders, etc. near the park from Turntable Way. **(2)**
- A disability parking spot near the park **(2)**
- Consultation with the public **(2)**
- Indicate how any future proposed solutions for this area are specifically aligned with the Dock Area Secondary Plan, and **(2)**
- Invite the Urban Design Committee to provide comments and make suggestions on potential solutions for this area, to encourage pedestrian use; active transportation; water access; balance vehicle needs; and protect green spaces and environmental features, **(2)**
- Consultation with the public and that a report be back to Council January 2022. **(2)**
- Indicate how any future proposed solutions for this area are specifically aligned with the Dock Area Secondary Plan, **(2)**
- AND FURTHER that staff consider alternative locations where launching of paddle boards and kayaks could take place; **(2)**

**Date: August 30, 2021**

**Council Motion 4:**

Additional motion based on Delegation:

*Moved by Councillor John Wiens, seconded by Councillor Gary Burroughs that Council refer the issue brought forward by Tim Balasiuk, regarding Paddle Niagara and use of the south end of River Beach Drive, to Operations staff and to be reviewed by the Purchasing Officer; and further that staff be cognizant of surrounding properties.*

**Staff Action:**

Staff (Parks & Recreation Division) took Council's direction and obtained a preliminary estimate for a small kayak/paddleboard accessible launch of \$65,000 + installation and Staff resources.

**Outstanding Staff Action:**

As there could be competing businesses for this proposed new space, staff would advise Council to conduct an open and transparent procurement process that meets the intent of the Town's Purchasing By-law. In order to move forward with the direction from Council, capital funding would also be required to install a docking/launch facility in Riverbeach Park. This would require a funding request from Council for approximately \$65,000.

**Date: February 28, 2022**

**Motion 5:**

At the February 28, 2022 Council meeting the following motion was approved:

*Moved by Lord Mayor Betty Disero that the Dock Area Master Plan funding of \$20,000 allocated for the 2022 consultants be re-purposed towards drainage and other works in the Dock Area from the previous Master Plan be completed instead.*

**Outstanding Action:**

Staff will utilize the current approved budget and the additional \$20,000 to complete outstanding drainage works in the area. Those items include but are not limited to, grading, turf establishment, and cap stone installation on either side of the historic culvert. The time frame for construction is tentatively scheduled for the Spring of 2022.

**4. Financial Reconciliation –**

Council requested a complete accounting of the Dock Area Reserve for the past ten (10) years. Finance Staff has prepared a historical reconciliation from 1995 to 2021 based on existing accounting records. For items before 2011, details are sparse as the information resides in the Town's legacy accounting system which has been decommissioned since the early 2010s. By-laws located for rental periods covering 2002 through to 2012 confirm the amounts presented (these include By-Law No. 3620-02 and No. 4198-08 and can be provided upon request). Further research would need to be completed for agreements pre-dating 2002.

**Appendix V** contains a running total of licensing revenues collected and how they have been dispersed. Beginning in 2011, portions of the licensing revenue began supporting the Town's general revenues in lowering the overall tax burden. Since 1995, \$2,197,986 has been collected in overall licensing revenue, with \$286,914 supporting the Town's operating levy since 2011, and further with \$2,280,693 being committed to various projects over the 27 year period. A breakdown of projects by year is included as **Appendix VI**. Beginning in 2020, additional reserve transfers funded from property taxation revenue were included to support projects in the dock area. For 2020, an additional \$300,000 was included in the operating budget and in 2021, this was reduced to \$100,000. For 2022, \$100,000 remains budgeted to continue to support this reserve

into the future. Licensing revenues ceased flowing in 2020, largely due to the pandemic, as cited by the operator. Further details are provided in the **Appendices V and VI**.

Although the reserve balance was recently provided during the 2022 budgeting process, many reserve figures are not finalized until year-end is completed. It is typical for Finance Staff to complete year-end in mid to late-April with Financial Statements being issued mid-May to June of the following year. The \$40,000 balance presented during the 2022 budget process is expected to be reduced by \$39,570 due to uncollected amounts that are not expected to be collected.

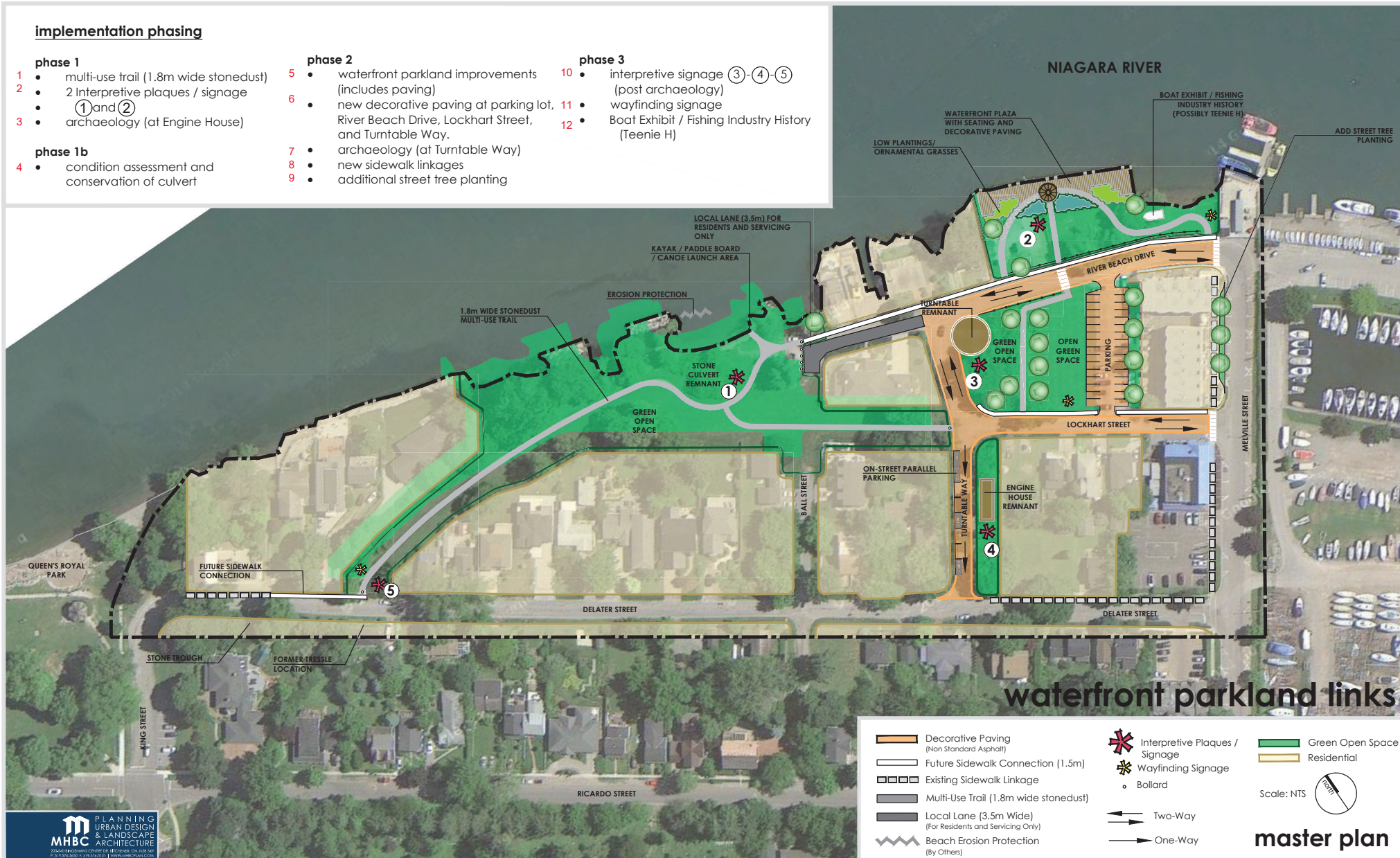
## **CONCLUSION / NEXT STEPS**

The development and implementation of the Dock Area Master Plan has a long history with many milestones. With this in mind, the intent of this report is to provide an update to Council regarding the Dock Area Master Plan concepts and current status, the various dock area related motions of Council and their status, and a financial reconciliation. Staff and Council can then be positioned to make informed and strategic decisions moving forward, so Staff can efficiently and effectively deliver the plans.

Following receipt of this Information Report by Council and further dialogue, Staff will provide a report detailing additional next steps.

ATTACHMENTS

phase 1	phase 2	phase 3
<ul style="list-style-type: none"> <li>multi-use trail (1.8m wide stonedust)</li> <li>2 Interpretive plaques / signage</li> <li>① and ②</li> <li>archaeology (at Engine House)</li> </ul>	<ul style="list-style-type: none"> <li>waterfront parkland improvements (includes paving)</li> <li>new decorative paving at parking lot, River Beach Drive, Lockhart Street, and Turntable Way.</li> <li>archaeology (at Turntable Way)</li> <li>new sidewalk linkages</li> <li>additional street tree planting</li> </ul>	<ul style="list-style-type: none"> <li>interpretive signage ③-④-⑤ (post archaeology)</li> <li>wayfinding signage</li> <li>Boat Exhibit / Fishing Industry History (Teenie H)</li> </ul>
<b>phase 1b</b> <ul style="list-style-type: none"> <li>condition assessment and conservation of culvert</li> </ul>		

















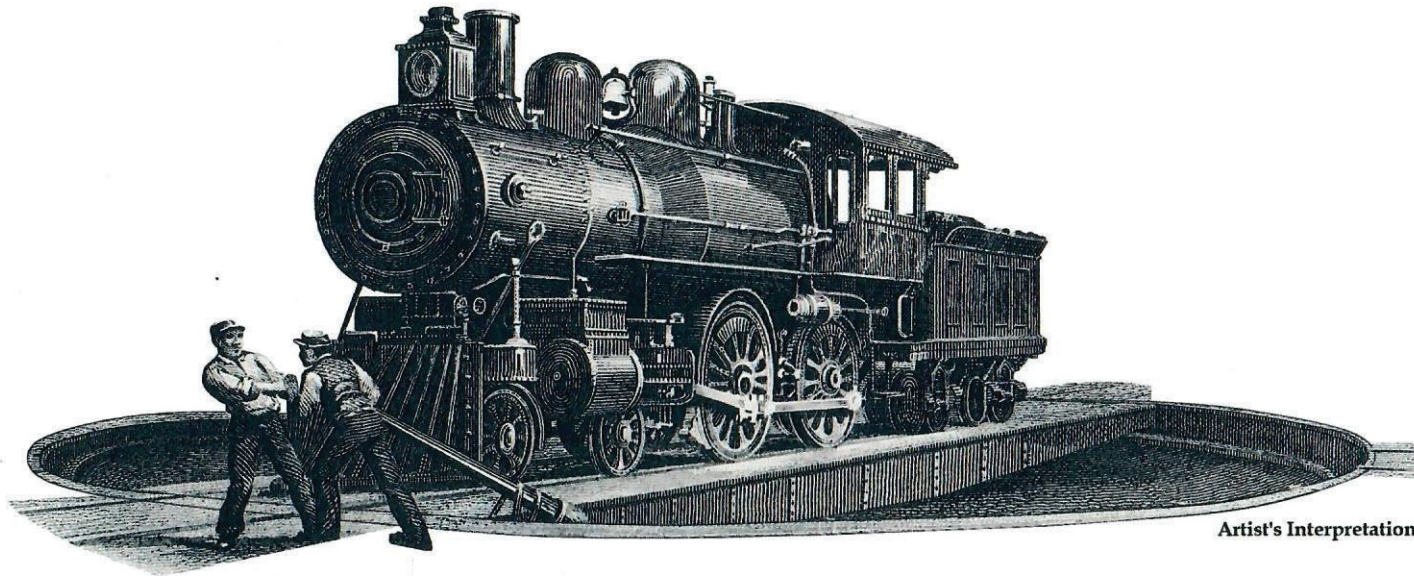


*R. S. L.* MAY 28, 2021

PLAQUE #1

## TURNTABLE HISTORIC SITE

Beginning in 1854, a steam train operated by the Erie and Ontario Railroad would end its northbound journey at the Niagara Dock. Initially it followed a route from Chippawa via Niagara Falls but in 1863 the line was extended south to Fort Erie and then in 1873 to Buffalo, New York. The train met the steamships which arrived from Toronto, carrying passengers, tourists on holiday and soldiers bound for Niagara Camp. In late summer the ships returned home filled with baskets of peaches brought to the dock by the train. Passenger service ended in 1926 but shipment of freight continued until the line closed in 1959.



Artist's Interpretation

The circle of stones here is all that remains of the locomotive turntable. It was 60 feet (18 m) in diameter and contained a manually rotated bridge which allowed the locomotive to be turned around for its return journey. The locomotive could also be moved from the turntable to the engine house located nearby on Turntable Way. Following the removal of the railway tracks and the turntable machinery, the stone circle became derelict and overgrown and was nearly forgotten. In 2007 the turntable surface was reclaimed by a local resident who cleared the debris and created a garden for all to enjoy.

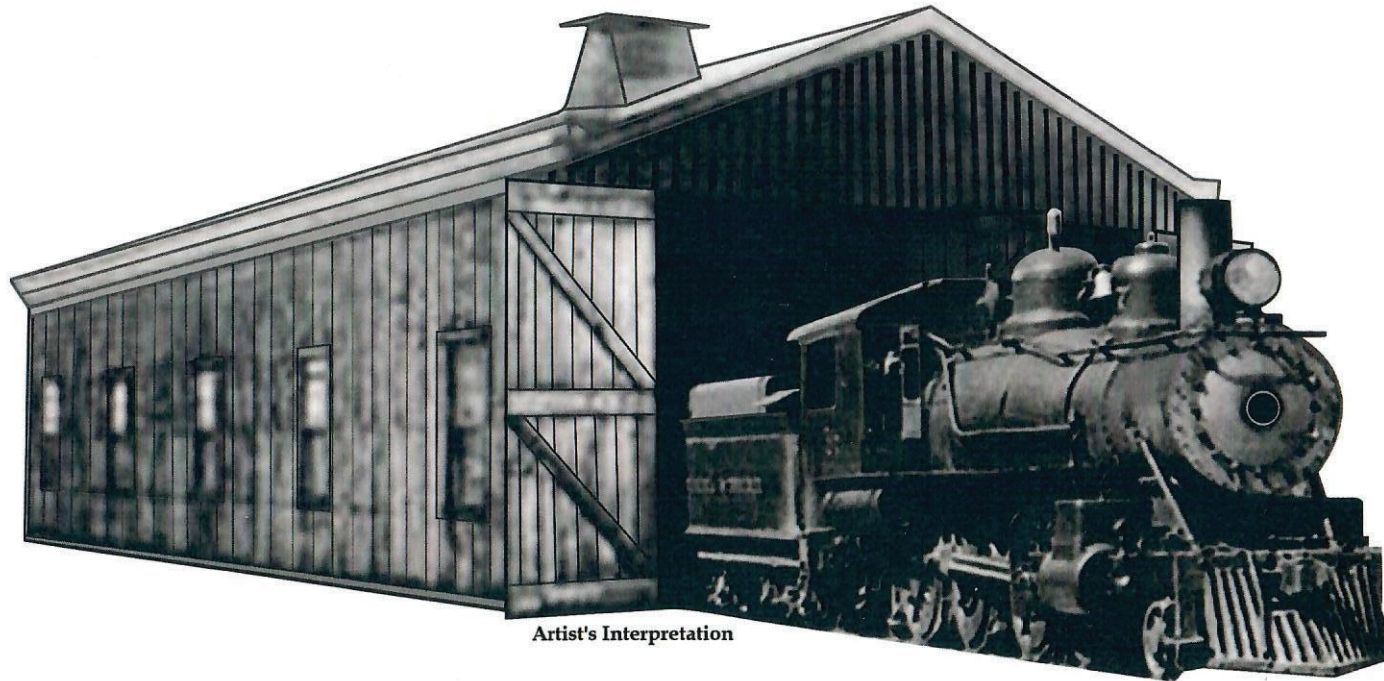
The relics of the former railway have been designated under the Ontario Heritage Act.



*RLL MAY 28, 2021*

## ENGINE HOUSE HISTORIC SITE

On this site stood the engine house built for the Erie and Ontario Railroad when service began in 1854. The engine house was a wooden structure, about 40 feet (12 m) wide and 75 feet (23 m) long. It was wide enough to accommodate two steam locomotives side by side. The entrance to the engine house faced Lockhart Street. Locomotives entered the building on a railway line which ran from the nearby turntable located on Turntable Way.



Artist's Interpretation

Locomotives were parked overnight in the engine house to allow a watchman to tend the fire and maintain sufficient steam pressure in the boiler for the first train out in the morning. All that remains today of the engine house is the concrete foundation of the repair pit, which was about 6 feet (2 m) deep. It provided access to the underside of the locomotive, so that a mechanic could carry out inspections, maintenance and repair work as required. The engine house was demolished in 1926 when passenger service was terminated to Niagara-on-the-Lake.

This is a site of historic interest as designated under the Ontario Heritage Act.

**Dock Area Financial Reconciliation**  
**Allocation of Revenues from 1995-2021**

Year	Licensing Revenue	Town - General Revenues	Transfer to Reserve (+)	Projects (-)	Ending Reserve Balance
1995	27,500.00		27,500.00		27,500.00
1996	27,502.00		27,502.00	9,386.87	45,615.13
1997	27,502.00		27,502.00	-	73,117.13
1998	27,534.00		27,534.00	-	100,651.13
1999	30,450.00		30,450.00	-	131,101.13
2000	33,275.00		33,275.00	-	164,376.13
2001	36,500.00		36,500.00	-	200,876.13
2002	55,000.00		55,000.00	-	255,876.13
2003	55,000.00		55,000.00	-	310,876.13
2004	55,000.00		55,000.00	204,276.62	161,599.51
2005	60,000.00		60,000.00	-	221,599.51
2006	60,000.00		60,000.00	-	281,599.51
2007	65,000.00		65,000.00	160,000.00	186,599.51
2008	100,000.00		100,000.00	52,000.00	234,599.51
2009	107,500.00		107,500.00	319,916.80	22,182.71
2010	115,000.00		115,000.00	-	137,182.71
2011	122,500.00	7,500.00	115,000.00	-	252,182.71
2012	130,000.00	15,000.00	115,000.00	9,235.58	357,947.13
2013	140,000.00	6,260.00	133,740.00	24,060.51	467,626.62
2014	141,824.20	16,824.20	125,000.00	10,105.47	582,521.15
2015	142,526.30	42,526.30	100,000.00	40,972.93	641,548.22
2016	145,091.77	45,091.77	100,000.00	25,811.21	715,737.01
2017	147,123.06	47,123.06	100,000.00	423,802.86	391,934.15
2018	151,566.74	51,566.74	100,000.00	233,713.91	258,220.24
2019	155,022.09	55,022.09	100,000.00	171,278.02	186,942.22
2020	39,569.62	-	350,000.00	365,915.95	171,026.27
2021			100,000.00	230,216.57	40,809.70
2021 YE			(\$39,569.62)		1,240.08
<b>Grand Total</b>	<b>2,197,986.78</b>	<b>286,914.16</b>	<b>2,281,933.38</b>	<b>2,280,693.30</b>	

**Notes**

2020 Additional \$300,000 transfer to reserve was planned in 2020 Operating Budget funded from property taxation revenue (Business Case 2002-33). \$50,000 transferred to reserve made up of received licensing fees and the balance supplemented by safe restart funds.

2021 Transfer to Reserve of \$100,000 funded from property taxation revenue, reduced from \$300,000 during 2021 budget process. Balance quoted during budget deliberations.

2021 YE Writing off balance of uncollectable 2020 amounts to reserve. New ending balance represents uncommitted balance as at the end of 2021. Presentation of reserve balance on financial statements will include unspent commitments below. Balance presented on financial statements subject to year end closure.

**Outstanding Commitments**

Year	Committed	Budget	Spent to end of 2021	Remaining	Description
2020		75,000.00	27,475.67	47,524.33	Feasibility Study (Pumps) (Operating)
2020		20,000.00	-	20,000.00	Dock Area Master Plan Update (DAMP), 2022 motion to repurpose for drainage (Operating)
2019		28,000.00	20,535.66	7,464.34	C01599 - Riverbeach Park Restoration
2018/2020		565,000.00	502,923.65	62,076.35	C01548 - Dock Area Flood Prevention

**Total Outstanding Commitments** **137,065.02**

Project Breakdown - 1995-2021																
Description	1996	2004	2007	2008	2009	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	Grand Total
Shoreline Protection	9,386.87	149,423.26	160,000.00		234,016.80											552,826.93
Dock Area Task Force		54,853.36														54,853.36
113 Riverbeach				52,000.00	5,000.00											57,000.00
Old Town Vision					80,900.00											80,900.00
C00063 - Dock Area Parkette						9,235.58	24,060.51	9,924.49	170.66	20,754.98						64,146.22
MHBC Consulting - Dock Area Update								180.98	18,948.48							19,129.46
C01136 - 105 Riverbeach Demo									21,853.78							21,853.78
C01174 - Dock Area Parkette - 105 Riverbeach										5,056.23						5,056.23
C01294 - Dock Area Enhancements - Culvert, Shoreline Protection											74,645.46	147,525.33				222,170.79
Flood Mitigation - Pump rentals, sandbags, equipment, divers, etc.											349,157.40		60,235.56			409,392.96
C01305 - Archeological Assessments												40,186.41				40,186.41
C01548 - Flood Prevention - Check valves, engineering, Shoreline Protection - Incomplete												46,002.17	60,016.23	351,471.92	107,509.68	565,000.00
C01599 - Riverbeach Park Restoration - Incomplete													39.98	253.73	27,706.89	28,000.60
C01729 - Shoreline Protection - OPS-18-030													50,986.85			50,986.85
Feasibility Study (Pumps) - Incomplete														14,190.30	75,000.00	89,190.30
Dock Area Master Plan Update (DAMP), 2022 motion to repurpose for drainage (Operating) - Incomplete															20,000.00	20,000.00
	9,386.87	204,276.62	160,000.00	52,000.00	319,916.80	9,235.58	24,060.51	10,105.47	40,972.92	25,811.21	423,802.86	233,713.91	171,278.62	365,915.95	230,216.57	2,280,693.89

Projects marked as incomplete have funds committed but not spent