



TRANSPORTATION ADVISORY COMMITTEE MEETING MINUTES

Tuesday July 16, 2019
02:00 PM

PRESENT:

Councillor Norm Arsenault, Members: Margaret Louter, Gerry McIlhone, Terry Davis, Greg Dell, David Bell, Walter Konik, William Carson

REGRETS:

Joe Pitushka

STAFF:

Sheldon Randall
Jeff Vyse
Mike Komljenovic
Marci Weston
Bobbie-Jo Talarico

Director of Operations
Manager of Public Works
Supervisor of Engineering
Engineering Technologist
Administrative Assistant

OTHERS:

1. Call to Order

The Chair Gerry McIlhone called the meeting to order at 2:00 p.m.

2. Adoption of Agenda

Moved by Councillor Norm Arsenault that the agenda be adopted with New Business added: Discussion on Concession 6, Initiatives of Sub-Committee's, Capital Budget and Community Safety Zone.

APPROVED.

3. Conflict of Interest

No conflicts of interest were declared at this time.

4. Previous Minutes

The Committee reviewed the Minutes from May 14, 2019.
Moved by Dave Bell that the following be noted:

Noted to add:

7.2 Discussion about Concession 6 from Mewburn Road to Line 3 and that the discussion lead to mention of construction from Mewburn to York in the 2020 budget.

7.3 There was commitment from the committee regarding Sub-Committees and that the discussion would be brought forward at an upcoming meeting.

APPROVED.

5. Business

5.1 Join in the Conversation

Greg Dell advised he met with Terry Davis and they submitted a report to Victoria Steele, the Town's Engagement Coordinator. Greg met with Victoria Steele and Bobbie-Jo Talarico and discussed. The recommendation was that JTC would be utilized when the TMP is engaged and the consultant is hired.

5.2 TMP/RFP update

Staff advised the committee that there is a first draft available. Staff is completing the second draft which will be forwarded to the committee when completed. Staff asked for this committees feedback regarding the scoring system. Staff advised once the comments were received and changes are made they would get it out to consultants mid-August.

Staff advised they are moving ahead with the Traffic investigations.

5.3 Review of Niagara Stone Road Intersection Data

Committee had requested studies/data for Niagara Stone Road from the Niagara Region. Staff advised we have not received anything and that staff would follow up. The committee questioned what the order of consideration of intersections of Highway 55 is. Councillor Norm Arsenault advised he doesn't believe there is a decision but that the Region's focus was Airport Road intersection; Council did mention Line 4 to the Region. Staff will reach out to the Region and get back to the committee.

The committee discussed the data availability on each of the intersections and the priority. Staff advised we couldn't speak on behalf of the Region's list of priorities.

5.4 Safety Committee mandate review

Gerry McIlhone advised he is reaching out to speak with the Safety Committee to make sure the two committees are not overlapping.

5.5 Regional Active Transportation committee

Gerry McIlhone has been appointed to the Niagara Regional Active Transportation Sub-Committee and that he will be able to bring updates to this committee.

6. New Business

6.1 Concession 6

Staff advised the committee that this is a road reconstruction project through the

Municipality. There are zero commitments from either the Niagara Region or the MTO. Staff is designing it to Regional standards. This is a capital roads project. Design will be in the next couple of months, then it will go to Council. The committee had asked that staff lay out the reconstruction of Mewburn road to Line 3. Staff advised the first phase is going to York Road. The second phase is to resurface and widen within the 10 year capital budget in 2023. Capital budget planning is in the works now. There was also a discussion regarding Concession 6 to Line 3.

6.2 Sub-Committees

Chair spoke regarding an Active Transportation and Parking sub-committee. The Committee asked that the committees be formed and working groups start. Chair noted that this item will be added to our next agenda.

6.3 Capital Budget

The committee asked about the budget process as it's part of the TAC mandate and that staff provide a plan to the committee. Staff advised that it's early in the capital budget process. The report is internal and then it goes to Council. Councillor Norm Arsenault advised there is a Council committee formed to deal with the budget process and to put a framework into place. Councillor Norm Arsenault advised that items can be deferred to TAC for recommendations once Council has seen it.

6.4 Community Safety Zone

Greg Dell advised that the Community Safety zone in St. Davids has been approved by Regional Public Works and will hopefully be completed before the school year starts.

7. Next Meeting Date

September 10, 2019 @ 2pm

8. Adjournment

3:00 p.m.

ADJOURNMENT: 03:00 PM



COMMUNITIES IN BLOOM COMMITTEE MEETING MINUTES

Wednesday July 17, 2019
02:00 PM

PRESENT:

Councillor John Wiens Members: Diane Hemmings, Vicky Downes, Bette Ann James, Judith Patey, Rene Bertschi,

REGRETS:

Councillors: Wendy Cheropita, Nicole Cripps, Brenda McArthur

STAFF:

Kevin Turcotte	Manager of Parks and Recreation
J.B. Hopkins	Supervisor of Parks
Bobbie-Jo Talarico	Administrative Assistant - Operations

OTHERS:

1. Call to Order

The Chair Diane Hemmings called the meeting to order at 2:00 p.m.

2. Adoption of Agenda

Moved by Councillor John Wiens that the agenda be adopted as presented with Business and New Business items added: Garden of the Week, Rene update on pictures/videos Adopt-a-Park, Navy Hall Gardens.

APPROVED.

3. Conflict of Interest

No conflicts were declared at this time.

4. Previous Minutes

The committee reviewed the Minutes of June 12, 2019

5. Presentations

5.1 Community Garden

Vicky Downes gave an update on the Garden and showed updated pictures from initial planting. They are in the harvesting stage.

6. Business

6.1 Community Garden

Vicky Downes advised the Library has put up a sign and information has been posted on social media about produce being available. Any produce left will go to the Migrant Communities and Farms within NOTL, Project Share and Woman shelters in the Region. There are 6 volunteers at the garden, they are in need of a longer hose, staff will drop off an extension for use. Vicky inquired about signage at the Garden and the recognition of donors. Staff and the Committee discussed. Press Release should go through our Engagement Coordinator. Kevin will confirm wording for the Library and provide a sample to the committee. The Library is going to be putting in a box for donations. For future growth with the Community Garden the United Mennonite Church are interested in becoming a distribution site or to plant a community garden at their location and use their congregation as volunteers. Staff also suggested for next year to utilize the summer camps with kids to a workshop.

6.2 Sub-Committee updates

Voices of Freedom Education Committee:

The Voices of Freedom mobile walking tour app launch was held on July 9th at 10 am at the park. The Voices of Freedom walking tour can now be downloaded to your phone. The committee has produced an updated rack card to advertise the park and app. They have also developed a brochure that will be placed in the park for those that do not have smart phones. The brochure could only include a very brief description about each location with a map Kevin has also had installed a small plaque onto the “key” in the park which directs visitors to download the walking tour through vofpark.org. Directional signage for the park has been designed by the committee and is now with the Town. Hillary Kerr’s contract as Education Coordinator will be coming to an end by September. She will now be working on a more casual basis to finalize the outreach education program and put together kits that will be used in classrooms. Both school boards have expressed interest in professional development on Black History, so she will be in contact with both the public and catholic school boards at the end of August to schedule these sessions.

7. New Business

7.1 Garden of the Week

Bette Ann gave an update, nominations have been coming in. The publicity in the press has been great.

7.2 Rene - update on pictures and videos he has been taking around the Town. Staff suggested a montage during the judges visit. Staff advised we will go through and have to chose and arrange.

7.3 Adopt-a-Park

Staff is hosting an information open house for the program and how to volunteer,

information brochures are available for interested applicants. Staff created yard signs that say "Adopt-Me" and staff will put in Town parks that are available to be adopted. Staff will have a Town map showing all the parks available.

7.4 Navy Hall Gardens

Committee advised some of the bushes have been removed and was inquiring about the irrigation system. Staff advised the committee they will reach out to Parks Canada.

8. Next Meeting Date

September 4, 2019 @ 2pm

9. Adjournment

ADJOURNMENT: 03:00 PM



HERITAGE TRAIL COMMITTEE MEETING MINUTES

Tuesday July 23, 2019

02:00 PM

PRESENT:

Councillor Al Bisback, Members: Tony Chisholm, Fred Sentineal, Dick Coyne, Cheryl Morris, Rick Meloen

REGRETS:

Members: Fran Boot, Ryan Tregunno

STAFF:

Kevin Turcotte	Manager of Parks and Recreation
Sheldon Randall	Chief Administrative Officer (A)/Director, Operations
Colleen Hutt	Deputy Clerk

OTHERS:

Lord Mayor Betty Disero

1. Call to Order

Chair Rick Meloen called the meeting to order at 2:00 p.m.

2. Adoption of Agenda

The Committee agreed to discuss grant opportunities and the process for donations under New Business.

Moved by Cheryl Morris that the agenda be adopted, as amended.

APPROVED, AS AMENDED.

3. Conflict of Interest

No conflicts of interest were declared at this time.

4. Previous Minutes

The Committee reviewed the minutes of May 28, 2019.

5. Presentations

There were no presentations at this time.

6. Announcements

There were no announcements at this time.

7. Correspondence

There was no correspondence at this time.

8. Business

8.1 Fundraising Sponsorship Levels

(Decisions & Progress)

Tony Chisholm provided a summary for the Committee on fundraising and sponsorship levels to date. He explained that there are three parts to the fundraising model. There is individual fundraising, corporate donations and grants.

Mr. Chisholm explained that the individual method has raised over \$4000.00 from emails and posting on facebook. Corporate donations will be addressed next and Fran Boot will be co-ordinating the grants.

8.2 Fundraising Tracker

(John Street sign)

Kevin Turcotte provided a draft of the sign for the Committee to review and explained the different methods of tracking that could be used. He also stated the signs would be located on John Street and on Charlotte Street. A final draft of the sign will be sent to the Committee to review and the two signs will be constructed.

9. New Business

9.1 Grant Opportunities

Kevin Turcotte provided an update on the the Canadian Experiences Fund (CEF), which is a federal grant, the Town can apply for up to \$500,000.00, which would be a rolling acceptance. He further explained which costs could be applied to this grant along with the different project categories.

Staff will reach out to start the process with CEF and the Committee will provide the expertise to finalize the application. Staff will also will also continue to search for other grant opportunities.

9.2 Process for donations

The Committee discussed the process for incoming donations. When a donation is received a copy will be forwarded to Cheryl Morris. The Committee also discussed electronic fund transfers.

9.3 Update to Municipal Heritage Committee (MHC)

Chair Rick Meloen gave a presentation to the Municipal Heritage Committee on the Trail

and MHC was supported to this committee's work.

Designation of the trail was raised and there is hope that staff will investigate this matter further. Councillor Al Bisback will follow up with the Heritage Planner.

9.4 Archaeological Assessment

Kevin Turcotte stated that quotes were received to conduct an assessment from John Street to Pafford Street for a Phase 1 and 2 and from Charlotte Street to East and West Line. The estimates came in at \$2500.00 each. Further investigate will need to take place on this matter to see if there will be digging involved.

Moved by Dick Coyne that Lord Mayor Betty Disero can participate in the meeting.

APPROVED.

Lord Mayor Betty Disero questioned why is an archaeological assessment would be required. Kevin Turcotte explained that there should be no construction without consultation with staff, but if construction is required a Phase 1 assessment would trigger a Phase 2. There may be required construction digging for stones and clearing, if further work is required a Phase 2 assessment will be required.

Lord Mayor Betty Disero expressed concern that if the trail is dug up it no longer be in it's natural state. Sheldon Randall explained that it may be required to dig for signs and trees. Chair Rick Meloen explained they were unsure if there would be excavation as most work should take place above ground. A small portion of the trail will require excavation.

A question was raised on if the other end of trail (Line 9 Road to York Road) been had been transferred to Town. This will be discussed at the September meeting.

Staff will co-ordinate a walk through with Engineering Staff. The Committee also asked if a graphic illustration could be posted for the public to review.

10. Next Meeting Date

September 26, 2019 at 2 p.m.

11. Adjournment

ADJOURNMENT: 02:36 PM