

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

SUBJECT: Summary from the Senior Management Team (SMT) Meeting October 4, 2017
and Outstanding Items from Council

Date: October 12, 2017

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Department: Corporate Services

The following is a summary from the October 4th, 2017 Senior Management Team Meetings:

MATTERS ARISING FROM COMMITTEE/COUNCIL MEETING

- (a) 15 Queen Street – Heritage
Permit

SMT discussed concerns raised during Monday's meeting by the delegation surrounding the installation of a fence in the rear parking lot. P. Todd to mail a letter to the property owner advising of the regulations for short term rentals.

- (b) Stormwater Management
Pond - St. Davids

Direction was provided to the residents at the meeting to direct their concerns through the

developer and a meeting will be arranged if necessary.

(c) Indoor Pool Committee

P. Todd to make amendments to the terms of reference and prepare advertisements for appointments following Council approval.

(d) Operating Budget – Direction to Staff

SMT reviewed the direction provided to staff following as a result of the decision made in the Finance Advisory Committee. F. Freeborn to report to the Committee in November including any areas requested for investigation.

(e) Regional Road Grass Cutting

S. Randall to provide information to Council regarding the frequency of lawn cutting along Regional Roads.

(f) QEW Construction

Council requested information regarding staffs comments to the Province regarding any concerns related to the project. S. Randall to provide information to Councillors.

OTHER BUSINESS/ITEMS FOR DISCUSSION

(a) 92 Queen Street – Washroom Agreement

S. Randall to consult with the Chamber regarding use of the washroom.

(b) Canada Post – Meeting

H. Dowd provided an update to SMT regarding a recent meeting between herself and the Lord Mayor with representatives from Canada Post. Canada Post will be forwarding a written response as to the motivation behind returning mail as well as updated mailing information to cross reference our addresses.

(c) Capital Budget

H. Dowd and K. Freeborn to schedule meetings with staff regarding the Capital Budget.

ATTACHMENTS



Outstanding Council Issues.pdf

OUTSTANDING COUNCIL ISSUES			
Meeting		Department	Action
Jan 10/17 2011	Development Permit System (From Dec 10/10 Council	CDS	Staff Report - Part of Official Plan Review 2017
	Storm Water Ponds	OPS	Director of Operations to prepare a staff report outlining budget implications no later than March 2016 regarding the maintenance of the areas around the storm water ponds - first quarter (Fall 2017)
Dec 14/21 2015	Building Height Regulations	CDS	CDS to assess the impacts of current "as of right" height regulations when applied to new house construction, both for existing development lots and potential new lot creation in the Established Residential areas across NOTL; and staff report back to Council either in conjunction with the OP review or through initiation of a separate zoning review of height regulations and lot size in these Established Residential areas
	Incomplete builds, site plan agreements	CDS	staff to prepare a report of incomplete builds, site plan agreements with lapsed time frame, can we force people to continue to build, what are Council's obligations, staff report back in first quarter 2017- information report
May 9/16 16			
	Fund Niagara Community Foundation	CS & LM	that the motion regarding a fund being set up through the Niagara Community Foundation be referred to staff for comment
Oct 24/16	Report CAO-16-003	CAO	council approve the phased continuation for the remaining positions of an internal pay equity review (Grades 1-11) for 2017 and that this be completed prior to the 2018 budget deliberations; Council approve an external pay comparison review with comparator municipalities both inside and outside the Region in 2018; and the Public Library Staff be included in the Pay Equity review for 2017
Nov 14 / 21 2016	removal of leaves	OPS	staff investigate the benefits and costs of adding a leaf removal service from the side of the road allowance for NOTL residents and report back in time for possible inclusion in the 2018 budget - S. Randall follow up 1st quarter 2017
	NOTL Tax Relief / Heritage Program	CDS and CS	Report CDS-16-061 and CS-16-033, both dealing with Heritage Program were deferred at the November 21, 2016 Council for a future COTW, perhaps February 2017
	Dock Area parking lot	OPS	OPS and CDS staff will work together to organize a public consultation process, presenting the different finishing textures for the parking lot
	176 Wellington Street	CAO	staff will review report back to council on a process for a public consultation on 176 Wellington Street following EA study being completed
April 3 / 10 2017	Survey deferred - parking	OPS	OPS-17-025 survey deferred to workshop, the process recommended for the workshop would be that a facilitator be hired, with funds coming from Corporate Expenses 100-9010-40900. Staff will obtain quotes whereby the facilitator would engage the public of each community, and report back with costs and timing
	Sidewalks	OPS	OPS staff to prepare a list of main arteries where it may be advisable to install off road fitness trail connectors rather than traditional sidewalk solutions, and provide to NOTL Active Transportation to review
June 5/12, 2017	Tree By-law and Consultation process	CDS	report CDS-17-037 was amended, public consultation process begin as well reachin gout to solicitor on legal advice on amending tree by-law
	West Nile Virus	OPS	S. Randall will connect with the Region regarding West Nile Virus and the treatment being used in the storm sewers and provide information to Council
	Protecting existing trees during construction	OPS & CDS	C. Larmour and S. Randall will prepare a policy to be adopted by Council - to implement a process to protect existing trees on municipal property while construction is taking place as part of the building permit process requirement
	Chautauqua Residents Association Tree Plan	CS & CDS	P. Todd to request the Association's Tree Plan, and this document be referenced for future planning discussions. Waiting for complete plan
	Pedestrian Mall	SMT	Pedestrian Mall on Queen Street - Chamber of Commerce to make a presentation to Council, and then staff will report back to Council on costs, etc. - see motion
	Safety issues - intersections	OPS	M. Weston to prepare an information first quarter of each year following the annual review of reviewing intersections for safety purposes
	Boulevards	OPS	S. Randall will meet with C. Shedden to discuss how to deal with residents encroaching on Town Boulevards and possibility of creating a policy on process to correct the situation.
	Snow removal workshop	OPS	a workshop on our snow removal policy for sidewalks and roads, be held in September or October 2017