

THE CORPORATION OF THE TOWN OF NIAGARA-ON-THE-LAKE COMMUNITIES IN BLOOM ORGANIZING COMMITTEE MINUTES

The members of the CIB Committee met on January 6, 2016 at 10:00 am in the Board room at the Community Centre.

PRESENT

Betty Disero (Councillor)	Member
Tony Chisholm	Member
Diane Hemmings	Member

STAFF

Kevin Turcotte	Manager of Parks & Recreation
JB Hopkins	Parks Supervisor
Luanne Kulchar	Administrative Assistant Parks & Recreation

GUEST

None

REGRETS

John Wiens (Councillor)	Member
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DECLARATION OF CONFLICT OF INTEREST

There were no conflicts of interest declared at this time.

1. Approval of Previous Minutes

Minutes were circulated.

APPROVED.

2. Budget Review

a. New Donations letter

K. Turcotte to reformat the letter for the next meeting and have committee members sign the letter.

b. Budget

This item was differed to the next meeting.

3. Community Profile Book

A page should be added regarding the new playground being created at the Community Centre with the help of the Niagara Nursery School. K. Turcotte to look at timing to see if it will be done in time for the judge's visit.

A page should be added regarding New Year's Day levy, T. Chisholm to write and give to B. Disero.

A page should be added regarding the NOTL Newcomers.

A page should be added regarding snowflakes on heritage poles / planters for winter season. This documents our "winter life"

Moved by D. Hemmings that:

1. The a page for the Community Centre park, New Year's Day Levy, NOTL Newcommers, Winter Life be included in the Community Profile Book.

APPROVED.

4. Legacy Gardens update

T. Chisholm proposed a new project to consider. A new patio has been constructed outside Fort George that needs plantings. He suggested the Bicentennial Roses from Palatine Nurseries (approx. 20 @ \$350 + HST + mulch). A soaker hose was also suggested.

Moved by D. Hemmings that:

1. \$500.00 be added to the CIB budget for roses / mulch / fabric at the patio by Fort George.

APPROVED.

Discussion occurred on how to create the legacy garden for the old Lawn Bowling Green. S. Randall will put on the Senior Management Agenda. S. Randall informed committee that most of information back is for a passive park. Still waiting on responses to the RFEI.

We have been given donations of \$500 from the St. Davids Residents and \$500 from the NOTL Lewiston Ratepayers for a project in St. Davids.

5. Global Greeter Program – update

Discussion took place regarding the global greeter program implementation.

T. Chisholm and B. Disero spoke with the NOTL Rotary president Martin Quick. He liked the idea and invited T. Chisholm and B. Disero to present to the executive of the NOTL Rotary on January 18 and on January 19.

6. Signage at the entrances to Town

Discussion was put forth that CIB signage be installed at community entrances located in Virgil, St. Davids and Queenston, East West Line, Lakeshore Road, Glendale Road and Queens Parade. J.B. Hopkins and K. Turcotte will go look at possible sign locations. J.B. Hopkins and K. Turcotte will also price out signage. T. Chisholm will report back to the group regarding design and logo.

7. Communications

T. Chisholm reported from the Communication Sub Committee that all photos should have captions, along with headers on each page.

It was suggested that instead of individual volunteer pages, a head shot of volunteers with first name caption and small comment or info about the volunteer be created.

B. Disero will get names and emails of all volunteers that were presented awards from Town council and forward to T. Chisholm.

Committee to ensure that thank you letters go out to all volunteers. An idea for the drone video is that there could be voiceover comment from volunteers.

B. Disero would like a Survey & Questionnaire box put on the agenda for next meeting. Suggestion box could be put in lobby of NOTL post office labeled "We value your comments". We could use positive quotes throughout the Profile Book and gain valuable community input.

8. Door Hanger programs for Garden of the Week (GOTW)

K. Turcotte has spoken to Marcia Penner at Penner Building Centre regarding sponsoring the door hanger program. This would go on door knobs of the gardens nominated each week. The hanger would have a Home Hardware discount coupon attached. K. Turcotte to look into adding this item to the CIB budget.

9. New Business

Because of the new Wayne Gretzky winery being constructed on Niagara Stone Road in Virgil, the winery will pay for the relocation of the Virgil entrance sign. S. Randall reported that engineering is surveying the new location. St. Michael School has volunteered to help with ground maintenance around the new entrance sign.

T. Chisholm to create poster to advertise CIB as many people do not know what this is. A new brochure needs to be created with updated information.

S. Randall discussed with the committee that the CIB duties were in addition to normal duties for staff. Town staff are already very busy. J. B. Hopkins reported on the 2015 & 2016 Capital Projects for the Parks department.

B. Disero to look into how we fix our inefficiencies where we lost marks. She requested this item be added to the agenda for next meeting.

B. Disero requested J.B. Hopkins investigate cost for 2 planters at the NOTL library. J.B. Hopkins will report back at the next meeting.

10. Next Meeting Date

Friday January 22, 2016, Public Works Board Room 10 am

11. Adjournment

Moved to adjourn at 11:50 am

THE CORPORATION OF THE TOWN OF NIAGARA-ON-THE-LAKE COMMUNITIES IN BLOOM ORGANIZING COMMITTEE MINUTES

The members of the CIB Committee met on January 22, 2016 at 10:00 am in the Public Works Board Room

PRESENT

Betty Disero (Councillor)	Member
Tony Chisholm	Member
Diane Hemmings	Member
John Wiens (Councillor)	Member

STAFF

Kevin Turcotte	Manager of Parks & Recreation
JB Hopkins	Parks Supervisor
Luanne Kulchar	Administrative Assistant Parks & Recreation

GUESTS

None

REGRETS

None

DECLARATION OF CONFLICT OF INTEREST

There were no conflicts of interest declared at this time.

1. APPROVAL OF PREVIOUS MINUTES

Minutes were circulated.

APPROVED.

2. SUBCOMMITTEE UPDATES

a. Communications

Members of the organizing committee discussed and selected three preferred logos. Comments were as follows:



Logo #1 – suitable for hamlet signs and Town vehicles;



Logo #2 – suitable for letterhead;



Logo #3 – suitable for applications where a vertical logo would be preferred.

Business Cards - T. Chisholm indicated he would design business cards with a CIB email address for the committee's approval.

Brochure – A new brochure will be designed for 2016. The purpose of the brochure is to inform the public of the program. T. Chisholm has collected new photos and will work on a new design.

Public engagement – T. Chisholm mentioned a suggestion made by the communications subcommittee that instead of a mailbox at the post office, volunteer greeters in period costume ask people on Queen Street for their comments on NOTL. The committee discussed and agreed with this suggestion, and T. Chisholm and D. Hemmings agreed to accompany the volunteer greeters, and take pictures and record comments. It was discussed that these comments and photos would be included in the community profile book to demonstrate public engagement.

b. Finance

i. Draft Budget – A copy of the budget was handed out to all in attendance. J. Wiens provided a detailed explanation of the committee budget figures. J.B. Hopkins provided a detailed breakdown of the capital ask. K. Turcotte will finalise and submit the capital ask.

ii. Donation Letters

Letters to those who had previously given donations to the program were signed by the committee and mailed out.

c. Events

The NOTL library has informed the committee they will be engaging Frankie Flowers to speak at the library. The committee discussed that this event should be covered and included in the Community Profile Book.

3. COMMUNITY PROFILE BOOK

B. Disero suggested an increased emphasis on wineries incorporating progressive environmental practices, such as Ravine, Frogpond, or Southbrook, in order to improve our score in the environment section of the evaluation.

4. LEGACY GARDENS - UPDATE

- a. Former Lawn Bowling Green – Town Council is yet to determine the preferred use of this site. At this point the majority of interest is in having the site turned into a passive park.
- b. Garden at Fort George – Tony has been in communication with Parks Canada. At this time it appears Parks Canada may have reservations with the project – additional communications to follow.
- c. St. Davids – Town staff have performed research to determine ownership of the parcel of land on the south east corner of the intersection of York and Four Mile Creek Roads. Following the completion of a title search it appears the land is owned by Niagara Region.
- d. Virgil Sign – no discussion at this time.

5. GLOBAL GREETERS PROGRAM

- no discussion at this time.

6. SIGNAGE AT THE ENTRANCES TO TOWN - UPDATE

K. Turcotte and J. B. Hopkins have toured potential locations for CIB signs and determined cost. J. B. Hopkins presented a map of proposed sign locations to the committee. Projected cost is \$500 per sign for 7 signs for a total of \$3500. K. Turcotte/ J.B. Hopkins indicated that they were working with Town staff, who were in communication with Niagara Region regarding the installation of the signs. Town staff have expressed challenges in working through the Regional process. Updates to follow.

7. NEW BUSINESS

- a. Review of CIB Judges evaluation – improvements

B. Disero expressed the importance of the committee concentrating on areas where we lost marks in 2015.

T. Chisholm encouraged committee members to attend the meeting held by Parks Canada on January 28 at Navy Hall, (1:00 pm – 4:00 pm & 6:00 pm – 9:00 pm) to participate in the discussion on the D & D (National Defence) property.

J. B. Hopkins presented information on the cost of two planters at the NOTL Public Library as per the January 6 request of B. Disero. J.B. Hopkins has been able to obtain

two environmentally friendly planters with built in water reservoirs at no cost as a trial. Cost of plant material will be approximately \$100. It was discussed that the library's gardener could perform maintenance of the planters.

8. **Next Meeting** Thursday Feb 18, 2016 10 am Community Centre Board Room

9. **Adjournment** 11:47am

THE CORPORATION OF THE TOWN OF NIAGARA-ON-THE-LAKE COMMUNITIES IN BLOOM ORGANIZING COMMITTEE MINUTES

The members of the CIB Committee met on February 18, 2016 at 10:00 am in the Community Centre Board Room.

PRESENT:

Betty Disero (Councillor)	Member
Tony Chisholm	Member
John Wiens (Councillor)	Member
Diane Hemmings	Member

STAFF:

Kevin Turcotte	Manager of Parks & Recreation
JB Hopkins	Parks Supervisor
Luanne Kulchar	Administrative Assistant Parks & Recreation

GUESTS:

Nicole Cripps, Chamber of Commerce

REGRETS:

none

DECLARATION OF CONFLICT OF INTEREST

There were no conflicts of interest declared at this time.

1. APPROVAL OF PREVIOUS MINUTES

Minutes were circulated - Approved

2. SUBCOMMITTEE UPDATES

a. Communications

TD grant application- (Recap) J. Hopkins has prepared and submitted a grant application to the TD Friends of the Environment Foundation (TD FEF). The request is for \$4144.28 for the purchase and planting of 200 native trees, to be planted in William/Nassau Park, Rye Heritage Park and Newark Park. The committee is encouraging the community and its youth to help with the plantings and B. Disero has confirmed the participation of Royal Oak School and the Chautauqua Residents' Association. The TD FEF will inform the committee of the result of the grant application at the end of April. The planting is scheduled for early May 2016.

b. Finance

Final fundraising letter - No change in the letter of January 27, 2016.
Letter is complete and ready for mailing.

c. Events

Committee is requesting a press release for the CIB launch in May. Suggestion for location to involve tulip garden in St. Davids. Launch to include mention of Garden contest, plans for next year and the CIB brochure.

3. COMMUNITY PROFILE BOOK

Nicole Cripps from the Chamber of Commerce will supply photos of the Candlelight Stroll for the profile book.

D. Hemmings is updating the index for the book.

4. LEGACY GARDEN UPDATES

- a. Former Lawn Bowling Green – John Morley is interested in designing the park. Committee would like to see 2 or 3 conceptual designs by mid May. Suggestions have been submitted from the public on what they would like the park to include. We would like to start the first stage of plantings in June.
- b. Garden at Fort George – T. Chisholm has a meeting with Lisa Curtis to discuss whether this project is going to happen.
- c. St. Davids – 4 corners – K. Turcotte is going to supply a copy of the green design for the dentist at the corner.
- d. Virgil Sign – A notice will be posted on the Town website notifying residents about the removal and reconstruction of the Virgil Sign.

JB. Hopkins will contact Niagara Parks School of Horticulture and inquire if they would like to be involved in designing a new sign and also help to maintain the new sign. The winner of the new design will receive \$250.

5. GLOBAL GREETERS PROGRAM UPDATE

Program will not happen this year. www.globalgreeternetwork.info

B. Diserio will ask around to see if any locals would be interested in helping to set up a website for the program. Funds required \$1000 and would need to be fund raised. Committee has asked Chamber of Commerce that if we get this website up and running if they would consider including a “click” button on their website to direct people to the website.

T. Chisholm will also speak again to the museum to inquire if they would maintain the website.

6. SIGNAGE AT THE ENTRANCES TO TOWN – UPDATE

Committee is waiting to hear from S. Randal regarding progress.

7. NEW BUSINESS

- a. Review of CIB judges' evaluation – improvements – JB Hopkins, D.Kerr, J. Hendriks, and B. Diserio will meet to go over the improvements needed/evaluations.

The newspaper boxes at the corner of Byron and King streets is an eye sore. Suggestions to relocate the boxes. JB Hopkins will look for new locations and submit these locations to Council for approval.

- b. FCC AgriSpirit grant
Projects considered for funding must meet specific criteria and be completed before December 31, 2016. A list of previously funded projects can be found at www.fccagrispiritfund.ca.

Every year, the FCC AgriSpirit Fund awards rural community groups between \$5,000 and \$25,000 for community enhancement initiatives. From purchasing equipment for emergency services and recreation centres to building care homes and playgrounds, funding supports key projects that enhance the community. All projects are based in communities with populations less than 150,000.

- c. Optional article for CIB magazine

JB Hopkins and D. Hemmings will write an article for the “Bloom’n News” publication.

- d. Flags & Banners - updates

VBA (Virgil Business Association) would like 5 banners to be placed on the Virgil poles on Niagara Stone Road commemorating their anniversary of 50 years. It was suggested that 10 be purchased to use in the future or replacement if damaged.

Committee is looking for volunteers to erect flags and maintain in St. Davids. There would be 20 poles with 3 flags per pole. Poles for all areas affected would include 1 of each, Canadian, Town and CIB flag.

There is some concern that the flags on the poles around the Cenotaph on Queen Street would block the view of the Cenotaph. J. Wiens will speak with Legion and B. Diserio will speak with the Chamber regarding the length of time the flags will be up.

K. Turcotte will speak with H. Dowd (Director of Corporate Services) regarding CDS 12-005 on the matter of the 3 flags that are allowed on the concrete poles on Queen Street and regarding the Heritage Flag. The Municipal Heritage Committee (MHC) will also be sent a description of the CIB flag for approval. Committee would like the flag to be flown the week before, of, and after the date when the judges of CIB will be in NOTL.

e. Purchase of CIB flags for resale

The Committee decided not to purchase extra CIB flags for community purchase as the feeling was that no one would want to purchase these flags.

f. Tree Planting – TD grant, NPCA/Scouts project, St. Davids

Expiry date for submissions for the TD Grant is due by the end of April. JB. Hopkins will speak with the Scouts to see if they would help us with tree planting and also speak to the Region regarding if and when they will be replacing the Ash trees that were removed.

Additional Items

Hamlet Signs and Door Knockers

D. Hemmings will work on design of Hamlet signs. The Horticultural Society “Garden of the Week” door knockers are designed and now need to be approved and printed.

Vegetated Buffers and Invasive Species (Phragmites) Workshop

There will be a workshop the public is invited to on Friday March 11 1:00 pm – 4:30 pm & 6:30 pm – 8:30 pm and an open forum on Saturday March 12 at 10:00 am – 1:00 pm at the Community Centre directed by Brett Ruck, Irrigation and Drainage Superintendent, Town of NOTL

Logo

It was suggested that we are consistent with using only one design logo for all items that need a logo if possible. The Committee was receptive to this suggestion.

8. NEW MOTION

T. Chisholm requests that a new motion for discussion on Drone permission be discussed next meeting. There is some concern regarding insurance premiums.

9. NEXT MEETING DATE April 7, 2016 10 am Community Centre Board Room.

10. ADJOURNMENT 11:23 am.

THE CORPORATION OF THE TOWN OF NIAGARA-ON-THE-LAKE COMMUNITIES IN BLOOM ORGANIZING COMMITTEE MINUTES

The members of the CIB Committee met on March 10, 2016 at 10:00 am in the Community Centre Board Room.

PRESENT:

Betty Disero (Councillor)	Member
Tony Chisholm	Member
John Wiens (Councillor)	Member
Diane Hemmings	Member

STAFF:

Kevin Turcotte	Manager of Parks & Recreation
JB Hopkins	Parks Supervisor
Luanne Kulchar	Administrative Assistant Parks & Recreation

GUESTS:

Nicole Cripps, Chamber of Commerce

REGRETS:

none

DECLARATION OF CONFLICT OF INTEREST

There were no conflicts of interest declared at this time.

1. APPROVAL OF PREVIOUS MINUTES

Minutes were circulated - Approved

2. SUBCOMMITTEE UPDATES

a. Communications

TD grant application- J. Hopkins will inform the committee when the result of the Application is received.

b. Finance

Final fundraising letter - No change in the letter of January 27, 2016.
Letter is complete and ready for mailing.

c. Events

A press release will be drafted for the CIB launch in May. Committee discussed potential locations for a news conference. Discussion included potential locations of the tulip garden at William Nassau Park, and the Library Garden/ Community Centre (location for last year's successful news conference). Launch to include mention of garden of the week contest, plans for the year and the CIB brochure.

3. COMMUNITY PROFILE BOOK

Nicole Cripps from the Chamber of Commerce will supply photos of the Candlelight Stroll for the profile book.

D. Hemmings is updating the index for the book.

4. LEGACY GARDEN UPDATES

- a. Former Lawn Bowling Green – Town Council has received submissions from the public regarding future use of the site. It appears there is significant interest in a passive park. Council will provide direction in April. Should the decision be a passive park, committee members expressed an interest in obtaining 2 or 3 conceptual designs by mid May followed by some planting in June if practical.
- b. Garden at Fort George – T. Chisholm will be meeting with Lisa Curtis of Parks Canada to discuss whether this project is going to happen.
- c. St. Davids – 4 corners - – S. Randall in discussion with Niagara Region re permission to use site; K. Turcotte and J. Hopkins to inform committee when a response is received. K. Turcotte will obtain a copy of the Landscape Plan for the new dentist's office situated on the northeast corner.
- d. Virgil Sign – K. Turcotte will post a notice on the Town website informing the public removal and reconstruction of the Virgil Sign.

J. Hopkins will follow up on D. Hemmings' contact with the Niagara Parks School of Horticulture to confirm their interest in participating in a contest to design the garden for the new sign.

5. GLOBAL GREETERS PROGRAM UPDATE

This program may take in the future; it will not take place in 2016.

www.globalgreeternetwork.info

B. Disero will determine if residents are interested in helping to set up a website for the program. Funds required (estimated at \$1000) would need to be obtained through fund raising. The Chamber of Commerce has been informed of the global greeters program and a potential link from the Chamber's website. T. Chisholm indicated he will speak with the museum to inquire if they will maintain the website.

6. SIGNAGE AT THE ENTRANCES TO TOWN – UPDATE

S. Randall in discussion with Niagara Region; K. Turcotte and J. Hopkins will inform committee when a response is received.

7. NEW BUSINESS

- a. Review of CiB judges' evaluation – improvements – JB Hopkins, D.Kerr, J. Hendriks, and B. Disero met on March 3 to discuss the Town response to the CiB judges' comments. Participants to provide requested information to B. Disero for incorporation in the Community Profile Book.

In 2015 the CiB judges specifically identified the newspaper boxes at the intersection of Byron and King as an eyesore. J. Hopkins to work with N. Cripps and Public Works to identify potential alternate locations.

- b. FCC AgriSpirit grant

D. Hemmings to review previous application and draft new application for hamlet signs. Projects considered for funding must meet specific criteria and be completed before December 31, 2016.

- c. Optional article for CiB magazine

J. Hopkins to clarify whether the request for an article as part of the CiB "To-Do" package is the same request for an article received in early 2016. If it is not the same request, J. Hopkins and D. Hemmings will prepare an article on the Town's hanging baskets.

- d. Flags & Banners - updates

K. Turcotte has approached the Virgil Business Association (VBA) regarding banners on Niagara Stone Road. The VBA has expressed interest in the idea and additional discussion is to take place.

B. Disero will be contacting the St. Davids Subcommittee to determine if volunteers will be interested in installation, removal, and maintenance of the proposed flags in St.Davids.

B. Disero informed the committee of concerns expressed by the Legion about flags on Queen Street between King and Regent Streets interfering with views of the Cenotaph.

K. Turcotte will speak with H. Dowd (Director of Corporate Services) regarding CDS 12-005 on the matter of the 3 flags that are allowed on the concrete poles on Queen Street and regarding the Heritage Flag. The

Municipal Heritage Committee (MHC) will also be sent a description of the CIB flag for approval. Committee would like the flag to be flown the week before, of, and after the date when the judges of CIB will be in NOTL.

e. Purchase of CIB flags for resale

The Committee determined that due to the likelihood of limited sales, flags would not be purchased for resale to the public.

f. Tree Planting – TD grant, NPCA/Scouts project, St. Davids

J. Hopkins will confirm details of the St. Davids Scouts' interest in participating in the Newark Park tree planting.

Additional Items

Hamlet Signs and Door Hangers

The Horticultural Society "Garden of the Week" door hangers are designed and now need to be approved and printed. J. Hopkins will obtain a transparent logo for the door hangers and supply it to D. Hemmings. K. Turcotte will work on the door hangers.

Vegetated Buffers and Invasive Species (Phragmites) Workshop

The Town will be holding a public workshop on vegetated buffers and invasive species (Phragmites) on Friday March 11 1:00 pm – 4:30 pm & 6:30 pm – 8:30 pm and an open forum on Saturday March 12 at 10:00 am – 1:00 pm at the Community Centre. Sessions will be directed by Brett Ruck, Irrigation and Drainage Superintendent, Town of NOTL.

Logo

Committee confirmed the desire to have one logo for marketing purposes. The necessity of having a second logo (vertical instead of horizontal) was discussed for use on vertical banners.

Insurance for Drone

T. Chisholm expressed concern that Town insurance requirements for R. Bertschi to fly his drone were unnecessary and would lead to excessive premiums.

Moved by T. Chisholm that:

1. B. Disero draft a memo to S. Randall requesting a reduction in the insurance requirement for T. Bertschi to fly his drone.

APPROVED

8. NEXT MEETING DATE April 7, 2016 10 am Community Centre Board Room.

9. ADJOURNMENT 11:23 am.

THE CORPORATION OF THE TOWN OF NIAGARA-ON-THE-LAKE COMMUNITIES IN BLOOM ORGANIZING COMMITTEE MINUTES

The members of the CIB Committee met on April 7, 2016 at 10:00 am in the Community Centre Board Room.

PRESENT:

Betty Disero (Councillor)	Member
Tony Chisholm	Member
John Wiens (Councillor)	Member
Diane Hemmings	Member

STAFF:

Kevin Turcotte	Manager of Parks & Recreation
JB Hopkins	Parks Supervisor
Luanne Kulchar	Administrative Assistant Parks & Recreation

GUESTS:

Nicole Cripps, Chamber of Commerce
Sheila Hirsh-Kalm, St. Davids Sub-committee for CIB
Dorothy Walker, St. Davids Sub-committee for CIB
Susan Pearson, St. Davids Sub-committee for CIB

REGRETS:

none

DECLARATION OF CONFLICT OF INTEREST

There were no conflicts of interest declared at this time.

1. APPROVAL OF PREVIOUS MINUTES

Minutes were circulated - Approved

2. SUBCOMMITTEE UPDATES

a. Communications

CIB Brochures were distributed to members to hand out. The cost of printing and folding the brochures was \$300.00 (plus HST) which was on target.

b. Finance

i. Budget Update

A revenue/budget report was handed out to all in attendance along with the donation update recap (attachment)

c. Events

- i. D. Hemmings is working on the date for the event to be held at the Horticultural Society's tulip garden in William Nassau Park.
- ii. Tree planting – TD Grant and NPCA/ Scouts
J. Hopkins informed the committee that the TD Friends of the Environment foundation indicated that they would respond by the end of April. Due to the proposed date of the project of early May the committee requested that J. Hopkins contact them for additional information. J. Hopkins also informed the committee that the Scouts had recently been contacted and the committee would be informed when a response was received.
- iii. Schools
D. Hemmings will continue to work with Crossroads School.

3. LEGACY GARDEN UPDATES

- a. Former Lawn Bowling Green
As per direction from S. Randall, B. Disero directed J. Hopkins to contact designer regarding design of parkette. B. Disero informed the committee that soil removed from a section of the Virgil Sports Park would be brought to the site to raise the grade, as the old green is below grade.
- b. St. Davids – 4 corners
B. Disero informed the committee of the St. Davids' Firefighters ideas for a garden located on property owned by Ravine at the northeast corner of the intersection. B. Disero will be speaking with Ravine about permission to have the firefighters' garden in this location.
K. Turcotte distributed copies of the landscape plan for the dentist's building on the corner and informed the committee of additional landscaping that would be taking place to screen utilities on the building.
K. Turcotte informed the committee that S. Randall continues to be in discussion with Niagara Region. Committee expressed the importance of a time line for a response. K. Turcotte to follow up and inform the committee.
- c. Virgil Sign
A press release has been posted on the Town website (www.notl.org) informing the public of the removal and relocation of the sign. K. Turcotte mentioned to the committee that a location for sign had been selected, on the Line 3 road allowance, however the Town had recently been informed of a potentially better location on private property. Committee mentioned the importance of a time line for this project. K. Turcotte to investigate and inform the committee.

4. SIGNAGE AT THE ENTRANCES TO TOWN – UPDATE

K. Turcotte informed the committee that S. Randall continues to be in discussion with Niagara Region. Committee expressed the importance of a time line for a response. K. Turcotte to follow up and inform the committee.

5. NEW BUSINESS

- a. Review of CIB judges' evaluation – improvements &
- b. 2016 evaluation – changes
Committee members received a copy of changes to the evaluation for 2016 compiled by J. Hopkins. Committee discussed several of the changes and suggestions were offered. Item will continue to be on the agenda in order to provide opportunity for additional comment.
- c. FCC AgriSpirit grant
D. Hemmings is preparing the application for the FCC AgriSpirit grant. Committee discussed that D. Hemmings would concentrate her efforts on the gardens at the four corners in St. Davids.
- d. Optional article for CIB magazine
J. Hopkins informed the committee that this has been clarified and the article submitted.
- e. Flags and Banners – updates
K. Turcotte informed the committee the request for funding for flags and banners will be presented to the Committee of the Whole on April 11. B. Disero mentioned that there may be volunteers willing to assist in St. Davids.
- f. Community items

Love your lake cleanup - May 14 – Greener Future will clean up beaches at Queen's Royal and Ryerson Parks.

Bob Howse Trail cleanup – NOTL Kinsmen to clean early May. J. Hopkins to Forward contact information to T. Chisholm.

Niagara on the Green Residents will be performing their annual neighbourhood cleanup on April 30.

J. Hopkins presented information to the committee on the potential labyrinth garden at the NOTL library.

Pollinator gardens – J. Hopkins informed the committee of a NPCA/ Friends of one mile creek pollinator garden to be installed on Town

property at the intersection of John and King Streets. Committee was also informed of a possible pollinator garden to be installed in Queen's Royal Park.

B. Disero informed the committee of some exciting proposed improvements to the former C and C yachts property and suggested that the current property be incorporated in the judges' tour as an excellent example of the reclamation of a former industrial site.

B. Disero requested that J. Hopkins prepare a one page article on the B. Watson property and house on York Road.

6. COMMUNITY PROFILE BOOK

D. Hemmings presented the committee with a revised index. Discussion took place on revisions to the index and cross – referencing. D. Hemmings to continue revising the index and present at the next meeting.

8. NEXT MEETING DATE April 27, 2016 2 pm Mary Snider Room Centennial Arena.

9. ADJOURNMENT 11:40 am.

THE CORPORATION OF THE TOWN OF NIAGARA-ON-THE-LAKE COMMUNITIES IN BLOOM ORGANIZING COMMITTEE MINUTES

The members of the CIB Committee met on April 27, 2016 at 2:00 pm in the Mary Snider Room Centennial Arena

PRESENT:

Betty Disero (Councillor)	Member
Tony Chisholm	Member
John Wiens (Councillor)	Member
Diane Hemmings	Member

STAFF:

Kevin Turcotte	Manager of Parks & Recreation
JB Hopkins	Parks Supervisor
Luanne Kulchar	Administrative Assistant Parks & Recreation

GUESTS:

Nicole Cripps, Chamber of Commerce
Sheila Hirsh-Kalm, St. Davids Sub-committee for CIB
Susan Pearson, St. Davids Sub-committee for CIB
Dorothy Walker, St. Davids Sub-committee for CIB

REGRETS:

none

DECLARATION OF CONFLICT OF INTEREST

There were no conflicts of interest declared at this time.

1. APPROVAL OF PREVIOUS MINUTES

Minutes were circulated - Approved

2. SUBCOMMITTEE UPDATES

a. Communications

T. Chisholm suggested a new video be made with upgrades, interviews of various groups as well as committee members. The first draft of the new video should be ready for review by mid June.

b. Finance

i. Budget Update

Donations are coming in. To date we have \$3800.00.

c. Events

i. 2016 Launch

May 16, 2016 10:00 am. in the library garden on Anderson Lane.
The Horticultural Society will contact guest speakers.

ii. Tree planting – TD Grant and NPCA/ Scouts

J. Hopkins has scheduled the first tree planting, involving the Scouts and Niagara Peninsula Conservation Authority, on May 7. The second tree planting will be May 14 and will involve many community groups and individuals. Trees will be planted in Newark Park, Rye Heritage Park and William Nassau Park.

iii. Schools

The Horticultural Society is giving Crossroads, St. Michael and St. Davids each \$1500.00 to purchase trees and plantings.

D. Hemmings will contact Crossroads School to inquire if they would like to paint trash cans again this year for Memorial Park. All painting would be held at the Centennial Sportspark.

3. COMMUNITY PROFILE BOOK

D. Hemmings and B. Disero will continue to update the profile book.

4. LEGACY GARDEN UPDATES

d. Former Lawn Bowling Green

The property will be graded and sodded in the near future. Timing will be based on removal of the four concrete light standards and staff availability.

e. St. Davids – four corners

JB. Hopkins will send D. Walker of the St. Davids sub-committee plans for the four corners to take to the subcommittee for review.

f. Virgil Sign

The Virgil sign will be installed on the Niagara Stone Road road allowance between the roundabout and St. Michael's School. K. Turcotte is speaking with PCL construction on timing.

5. SIGNAGE AT THE ENTRANCES TO TOWN – UPDATE

The Region has turned down our request for CiB signs beneath the hamlet signs. The committee will consider other possibilities.

6. NEW BUSINESS

- a. Queen Street hoardings
B. Disero has spoken with the owners of 135 Queen St., and they have agreed to cover the costs for production of historic murals. J. Wiens will bring this item to the Municipal Heritage Committee for permission.
- b. Review of CiB judges' evaluation – improvements
Discussion deferred until next meeting
- c. 2016 evaluation - changes
Discussion deferred until next meeting
- d. FCC AgriSpirit grant
D. Hemmings has submitted our application for funding.
- e. Flags and Banners – updates
J. Hopkins showed the committee a completed CiB flag for approval.
Approved.
K. Turcotte will talk to J. Armstrong of the Village of Queenston regarding CiB flags.
- f. CiB Participation Chart
J. Hopkins will check on application timing for participation in outstanding achievement awards.
- g. Bees matter seeds
D. Hemmings will take packages of pollinator garden seeds to the Horticultural Society for distribution.
- g. Walker Industries
J. Hopkins informed the committee that permission to tour of the Walker Industries' composting facility, and any other applicable facilities at the Thorold Landfill, has been granted.

7. NEXT MEETING DATE Wednesday, May 11 , 2016 2:00 PM
Community Centre Board Room

8. ADJOURNMENT 4:03 pm

THE CORPORATION OF THE TOWN OF NIAGARA-ON-THE-LAKE COMMUNITIES IN BLOOM ORGANIZING COMMITTEE MINUTES

The members of the CIB Committee met on May 11, 2016 at 2:00 pm in the Board Room at the Community Centre.

PRESENT:

Betty Disero (Councillor)	Member
Tony Chisholm	Member
John Wiens (Councillor)	Member
Diane Hemmings	Member

STAFF:

Kevin Turcotte	Manager of Parks & Recreation
JB Hopkins	Parks Supervisor

GUESTS:

Nicole Cripps, Chamber of Commerce
Sheila Hirsh-Kalm, St. Davids Sub-committee for CIB
Susan Pearson, St. Davids Sub-committee for CIB
Dorothy Walker, St. Davids Sub-committee for CIB

REGRETS:

Luanne Kulchar	Administrative Assistant Parks & Recreation
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DECLARATION OF CONFLICT OF INTEREST

There were no conflicts of interest declared at this time.

1. APPROVAL OF PREVIOUS MINUTES

Minutes were circulated - Approved

2. SUBCOMMITTEE UPDATES

a. Communications

The committee viewed a draft new video created by Tony and Rene Bertschi. Committee members commented positively on the video and will be anticipating the finished product.

b. Finance

i. Budget Update

J. Wiens presented the committee with a budget update. The current balance is \$4800. Members commented that fundraising is going well. J. Wiens distributed a list of potential donors, and members

agreed to contact specific donors. Members will be informing J. Wiens as they contact donors to avoid duplication.

Committee members discussed the possibility of contacting B. Jackson of Vintage Hotels to determine if Vintage would be willing to cover breakfast with the judges.

c. Events

i. 2016 Launch

May 16, 2016 10:00 am. in the library garden on Anderson Lane.

Committee members discussed that D. Hemmings would contact local schools to have several students present to plant a tree during the launch. J. Hopkins will obtain a tree and ensure that the Vintage Hotels herb garden is clean for the launch.

ii. Tree planting – TD Grant and NPCA/ Scouts

J. Hopkins informed the committee that the first tree planting went very well. The second tree planting will be May 14 and will involve many community groups and individuals. Trees will be planted in Newark Park, Rye Heritage Park and William Nassau Park. J. Hopkins informed the committee that the majority of trees would be planted at Newark and Rye Heritage Parks (approx. 160) with the remainder (approx. 40) to be planted at William Nassau Park.

iii. Schools

Betty informed the committee that additional planting has taken place at St. Michael's school, including trees and vines.

3. COMMUNITY PROFILE BOOK

Nothing new to report.

4. LEGACY GARDEN UPDATES

a. Former Lawn Bowling Green

J. Hopkins informed the committee that with effective innerdepartmental cooperation in Operations, soil has been added to the site and the site has been graded. B. Disero expressed the importance of having the committee informed of any changes to the plan for the former lawn bowling green.

b. St. Davids – four corners

B. Disero informed the committee that the St. Davids subcommittee will be meeting to discuss the potential garden on Thursday at 11 am.

c. Virgil Sign

The Virgil sign will be installed on the Niagara Stone Road road allowance between the roundabout and St. Michael's School. K. Turcotte is speaking with PCL construction on timing.

5. SIGNAGE AT THE ENTRANCES TO TOWN – UPDATE

Based on the Regional denial of our request, committee members discussed this item and determined that the title should be revised to be welcome signs.

6. NEW BUSINESS

- a. Queen Street hoardings
J. Wiens informed the committee that the proposed murals have been approved by the Municipal Heritage Committee. Murals will be installed at two sites, 135 Queen, which will be paid for by Solmar, and 65 Queen, which will be paid for by the committee. In both locations murals will only be on the side of the hoarding facing the street. Discussion took place regarding fund raising for the mural which will be installed at 65 Queen.
- b. Review of CIB judges' evaluation – improvements
Discussion deferred until next meeting
- c. 2016 evaluation - changes
Discussion deferred until next meeting
- d. FCC AgriSpirit grant
D. Hemmings has submitted our application for funding, an answer will be provided in August.
- e. Flags and Banners – updates
J. Hopkins informed the committee that the flags and banners had been ordered, with installation to take place during the Victoria Day weekend. Concern was expressed about the absence of flags on Queen St. K. Turcotte indicated he would be meeting regarding this on Thursday and would respond following the meeting.
- f. J. Hopkins informed the committee of the rescheduling of the Kinsmen cleanup of Niagara Stone Road to May 21, and of the deadline for application for outstanding achievement awards of August 12.

7. NEXT MEETING DATE Wednesday, May 25, 2016 2:00 PM
Community Centre Board Room

8. ADJOURNMENT 3:50 pm



NOTL 150 Committee Meeting Minutes May 10th, 2016

Last motion 02 – 16

1. Welcome

The May 10th meeting of the Niagara-on-the-Lake 150 Committee was called to order at 9:30 a.m. at the NOTL Public Library.

Present: Rick Meloen (Co-Chair), Jim Alexander, Tony Chisholm, Dick Coyne, Pat Darte, Carrie Enns, Terry Flynn, Bill French, Sarah Maloney Kaufman, Peter Martin, John Mather, Cathy Simpson (Secretary)

Guests: Betty Disero & Finn Madsen (UNESCO Committee), Juliet Dunn (Niagara Jazz Festival)

Regrets: Bill Cowie (Co-Chair)

2. April 19th, 2016 Minutes

Motion 03-16: Moved by T. Flynn that the minutes of the April 19th, 2016 meeting be approved. **CARRIED.**

3. Logo

The logo design will be presented at the next committee meeting.

4. Website

C. Enns is arranging web site construction with iCompass Technologies.

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5. Mission Statement

There was a discussion regarding rewording the committee's Statement of Purpose, found in the Terms of Reference, as the mission statement.

Action: R. Meloen to email the committee's Statement of Purpose to all members.

6. Subcommittees

New Year's Eve

- Betty Disero has joined this subcommittee
- Planning will begin in July 2016

Queen Victoria's Proclamation

- To take place at the Niagara Historical Museum
- Educational component will include visits by the museum and library to all local schools

Action: R. Meloen to invite Town of NOTL Heritage Committee to participate in the Queen Victoria's Proclamation event planning.

June 30 to July 3

- Creative & logistics position necessary for planning this weekend
- T. Flynn will work with the logistics person
- Committee and Parks Canada will work with the Friends of Fort George on July 1st events
- Possible events to include:
 - Citizenship ceremony
 - Inter-faith service
 - Costume contest

Doors Open

- S. Kaufman recommends the event run the entire weekend

Action: S. Kaufman to draft Doors Open budget including provincial promotion.

Motion 04-16: Moved by J. Alexander that the Doors Open weekend be approved in principal. **CARRIED.**

Friendship Festival

- 2017 to be inaugural year
- P. Martin to consult with organizers of the Fort Erie/Buffalo Friendship Festival

Living Flag

- Scheduled for Monday, September 19th, 2016
- Parks Canada has given permission to use site at Fort George
- Sponsorships still to be secured
- Old Colony Mennonite school will not participate

Action: R. Meloen to contact Royal Oak and International Elite Academy schools regarding their participation

6. Subcommittees (cont'd)

Legacy

B. Diesero and F. Madsen of the Town of NOTL's UNESCO Committee would like to coordinate federal grant requests for 150 legacy projects from interested groups in town.

Motion 05-16: Moved by J. Alexander that the NOTL 150 Committee support the NOTL UNESCO Committee's legacy proposal. **CARRIED.**

Action: C. Enns to work with C. Simpson and S. Kaufman to research Canada 150 Grant details.

Marketing

The Marketing subcommittee is composed of the following members:

- Bill Cowie
- Amanda Gamble
- Tony Chisholm
- Jim Alexander
- Bill French
- Barb Gelb
- Town of NOTL Communications Coordinator

Motion 05-16: Moved by J. Alexander that the purpose of the Marketing Subcommittee be to promote and inform the public about the Town of Niagara-on-the-Lake's Sesquicentennial celebrations. **CARRIED.**

7. New Business

The following was discussed:

- Canada 150 tulip available September 2016 at Home Hardware
- 150 maple tree planting with possible assistance from Parks Canada and Communities in Bloom Committee
- Neighbourhood BBQs
- Art contest
- SESQUI (official Canada 150 Signature Initiative)

8. Next Meeting

Tuesday, May 31st, 2016, 9:00 a.m. at the NOTL Public Library

May 27, 2016

R. Walton, Regional Clerk
P. Busnello, Regional Development Services
R. Wilson, Senior Planner
C. Mancuso, Public Works Department
K. Sidey, NOTL Hydro
Municipal Planning, Enbridge Gas

Dear Sir/Madam:

**RE: Application for Zoning By-law Amendment
1210 Irvine Road**

The Department of Community & Development Services has received an application for a Zoning By-law Amendment for the above noted property. The proposal is to add the fruit/vegetable shopping and farm supply and uses accessory thereto to Part 1, and to recognize a reduction in lot area, side yard setback and frontage for Part 2, as follows:

- Lot area – 2,070 m²
- Northerly interior side yard setback 1.81 m
- Lot frontage 38.1 m



The subject property is designated "Agricultural" in the Town's Official Plan. The property is zoned "Rural (A)" according to By-law 500A-74. The zoning permits the existing dwelling on the lot, however, there are deficiencies with regard to lot area, the interior side yard setback and lot frontage. There is a concurrent consent application that was submitted (B-19-16), for a boundary adjustment to merge Part 1 with the adjacent property at 1196 Irvine Road. This proposed Zoning By-law Amendment is necessary to recognize a further reduced lot area, as well as the existing interior side yard setback and lot frontage on Part 2. The Zoning By-law Amendment is also necessary to permit the fruit/vegetable shopping and farm supply and uses accessory thereto to occur on Part 1, reflecting existing uses at 1196 Irvine Road.

The following supporting information was submitted by the applicant and is available electronically or by request:

1. Agent Cover Letter
2. Zoning By-law Amendment Application Form
3. Survey Sketch of Property

Please review this material with regard to the plans and activities of your agency and provide us with your comments. If you need additional information or reports please let us know and we will advise the applicant of the requests for further information.

A response by **June 27, 2016** is appreciated. If you have any questions or require additional time to prepare your response, please email your request via email at jauspitz@notl.org.

If your agency prefers future correspondence to be done electronically, please indicate so.

Respectfully,

A handwritten signature in black ink, appearing to read 'Jesse Auspitz', written in a cursive style.

Jesse Auspitz
Planner II

c: Lord Mayor & Council
J. Patrick Maloney

PART OF LOT 84,

CORPORATION PLAN No. 5

GEOGRAPHIC TOWNSHIP OF GRANTHAM

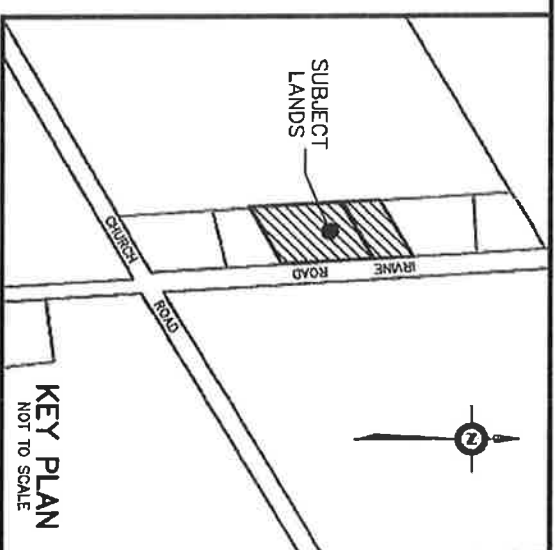
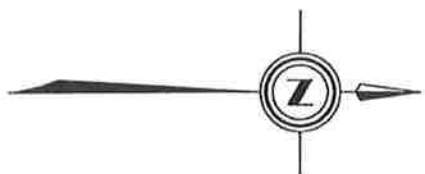
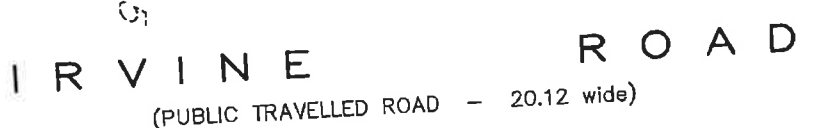
TOWN OF NIAGARA-ON-THE-LAKE

REGIONAL MUNICIPALITY OF NIAGARA

SCALE 1 : 500



ROY S. KIRKUP
ONTARIO LAND SURVEYOR



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METRIC NOTE

DISTANCES SHOWN ON THIS PLAN
ARE IN METRES AND CAN BE CONVERTED
TO FEET BY DIVIDING BY 0.3048

NOTE

THIS SKETCH IS INTENDED FOR USE OF THE COMMITTEE OF ADJUSTMENT ONLY MEASUREMENTS MAY VARY UPON FIELD SURVEY

APRIL 11, 2016

DATE *William A. Mascoe*

WILLIAM A. MASCOE
ONTARIO LAND SURVEYOR

WILLIAM A. MASCOE
ONTARIO LAND SURVEYOR

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TELEPHONE (905) 685-5931 . FAX (905) 641-4424
E-MAIL info@niagarasurveyors.com

JOB No. 07-0067

FILE: 07-0087-11ds



Media Advisory

Town Receives Funds for Stormwater Management Project

For Immediate Release

June 1, 2016

The Town of Niagara-on-the-Lake is in receipt of a \$5,000 grant from the Royal Bank of Canada (RBC) Blue Water Project.

These funds will go towards the Town's Rural and Urban Stormwater Management project to evaluate the water quality of its drainage systems. The Town is also partnering with other educational institutions and local not-for-profit organizations.

Peter DiPaola, RBC Branch Manager, will be in attendance to make a special cheque presentation.

Event Details:

Thursday, June 2, 2016

3:30 p.m.

Queen's Royal Park Gazebo
Front Street, Niagara-on-the-Lake

About RBC Blue Water Project

The RBC Blue Water Project is a historic, wide-ranging, 10-year global commitment to help protect the world's most precious natural resource: fresh water. The centerpiece of the RBC Blue Water Project is a \$50 million charitable commitment to support organizations that are working to protect water in our growing towns and cities. Please visit www.rbc.com/bluewater for further details.

For more information, please contact:

Brett Ruck, Engineering Supervisor / Irrigation & Drainage Superintendent
905-468-3278 or bruck@notl.org



TOWN OF NIAGARA-ON-THE-LAKE

ROAD CLOSURE – NASSAU STREET



The Town of Niagara-on-the-Lake will be replacing the existing water main on Nassau Street, between William Street and Lakeshore Road. The work is scheduled from June 2nd through to July 8th, 2016 (weather permitting).

The section of road will be closed to all through traffic during the duration of the project. There may be times when access is granted at the discretion of the contractor. (Please see above sketch)

A detour route will be provided around the site for traffic. This closure is necessary to facilitate the installation of the water main replacement and minor road resurfacing.

Emergency services have limited access to the road during this closure.

Any inquiries concerning this project may be directed to Rob Andrea,
Engineering Technologist for the Town of Niagara-on-the-Lake.
Your co-operation is appreciated.



Department of Corporate Services
1593 Four Mile Creek Road
P.O. BOX 100, Virgil, ON L0S 1T0
905-468-3266 • FAX: 905-468-2959

www.notl.org

May 27, 2016

Peller Estate Winery
290 John Street East
Niagara-on-the-Lake, ON L0S 1J0

C/O Sarah Hopkins

RE: Wine Country Helicopter Tours Special Event Application

Dear Ms. Hopkins,

It has come to our attention that on May 21, 2016 Peller Estate Winery offered private helicopter tours on the property of 290 John Street East. Town Staff received multiple complaints in response to these operations from residents in the area and were unable to provide information to residents regarding the operations.

Town Staff did not receive notification of the event until a week prior to the event. In the future, it is recommended that operations such as this be included in the original Special Event Application well in advance of the event and should include any other approval from levels of government having authority over this jurisdiction.

It is vital that this information be provided to the Town in order to inform staff about the event as this activity is not a permitted use on the property. Proper documentation must be submitted and distributed to planning staff in order to allow for such an event on the property.

Should you have any questions regarding the policy or procedure for applying for a Special Events Permit, please contact Town Staff in the Corporate Services Department or visit our Town website at notl.org.

Sincerely,

Director of Corporate Services/ Town Clerk



The Corporation of the Town of Niagara-on-the-Lake Urban Design Committee Minutes

The members of the Urban Design Committee met on May 24, 2016, at the Municipal Offices at 5:00 p.m.

PRESENT

David Parker, John Hawley, John Morley, Betty Disero (left 6:50 pm)

REGRETS

Rob MacKenzie

STAFF

Raymond Tung	Urban Design Specialist
Leah Wallace	Senior Planner
Colleen Hutt	Administrative Assistant

OTHERS

MEDIA

CALL TO ORDER

Chair John Morley presided and called the meeting to order at 5:00 p.m.

ADOPTION OF AGENDA

Moved by John Hawley that the agenda be adopted.
APPROVED

CONFLICTS OF INTEREST

MEMBER ANNOUNCEMENTS

NEXT MEETING DATE

June 28, 2016

MINUTES

DELEGATIONS

No delegations

INFORMATION/CORRESPONDENCE

No information items.

BUSINESS**1. UDC-16-007 1627 Niagara Stone Road, Wall's Home Furnishings Redevelopment**

Lou Marcantonio, Architect and Chris Dryer, Owner were present to represent the application. A landscape plan was presented for the Committee's review. Lou Marcantonio gave a brief overview of the application stating that siding will have a cedar type look, the storefronts will be dark brown and the balance of the building will be in stone that has a touch of orange colour in it. Planters will be placed in front of the columns that have a one metre diameter.

The Committee would have liked to have the landscape architect present to answer questions regarding the landscape plan but were overall pleased with the landscaping. They felt that a creative interest with the landscaping had been created between the sidewalk and the building, along Niagara Stone Road, and were pleased to see that the parking area was camouflaged. They Committee felt it was a huge improvement over what was presently on the site.

Moved by David Parker that the recommendations contained in Urban Design Committee Report UDC-16-007 for 1627 Niagara Stone Road, Commercial Redevelopment, Landscape Plan be adopted to include:

- 1.1 the proposed landscape plan be supported; and
- 1.2 any future signage designs be submitted to the Urban Design Committee for design review.

APPROVED

2. UDC-16-008 John, King, Anne and Regent Street, Official Plan and Zoning By-law Amendments

Michael Allen, Architect, Haig Seferian, Landscape Architect and Paul MacIntyre, Representative, were present to discuss the application. Michael Allen and Haig Seferian gave a brief overview of the proposal. They stated they were trying to recreate the Monet Gardens. They were going to improve the paving, sidewalks and parking, providing sidewalks on three sides of the development. They further stated was that landscaping will play a huge role not only on the inside but also on the outside. When the gardens are not in use they will be open to the public. Landscaping of this project will make up approximately 86% of this property.

The garage has been designed to look like a garden fence. There will be two levels that will hold 250 cars, and the parking will be removed from the current John Street parking area.

Further they stated that they have worked with abutting neighbours in regards to the landscaping to screen and buffer noise, and a tree protection plan will be developed for this property. They would also like to purchase Regent Street from the Town and develop it as a pedestrian/ cycling path.

The Committee overall was pleased with the landscape plan, they found it to be impressive. They did have concerns with the entrance across from the hotel, they felt it should not be a solid brick wall but instead an ornate wrought-iron gate should be used to provide a better connection between the hotel and gardens.

The Committee felt the John Street design was good. The design of the interior pond is good but needs to be more informal and made more playful around the pond with the trees not so regimented. The upper storey of the parking garage could be made more attractive with the use of planting containers.

The green area in the foreground which provides access to the tent should be reconsidered regarding the type of turf being used. And the walls around the property should be made more playful with the plantings and trees. It was suggested that a LEED designation be looked into.

Moved by John Hawley that the recommendations contained in Urban Design Committee Report UDC-16-008 for John, King, Anne and Regent Streets, Official Plan and Zoning By-law Amendments be adopted to include:

- 1.1 the Official Plan Amendment be supported by the Urban Design Committee; and
- 1.2 the Zoning By-law Amendment be supported, subject to the following:
 - (i) the proposed massing and setbacks of the raised parking structure be addressed; and
 - (ii) the proposed landscape buffer of the raised parking structure from abutting residential properties be detailed spatially with annotated dimensions in the concept plan, and landscape plan.

APPROVED

3. UDC-16-009 223-227 Mary Street, Official Plan and Zoning By-law Amendments

John Perry, Agent, Michael Allen, Architect and Veronica Balaj, Owner were present to represent the application. John Perry gave a brief overview of the proposal stating where the application was to date with the planning department. John Perry stated that the property was an acre in size and the owner had applied to develop it with a four-storey, 76-unit apartment building, further stated was that the property was too narrow for townhouse units.

The Committee commented that the development was too big and too intense for the property and its location. They were not able to support this application. They further stated that a reasonable massing needed to be realized for the property and that it was premature to be before the Committee. The Committee questioned whether a feasibility study had been done to analyze the market for the proposed apartment units. This development did not provide enough green space and it was not suitable for the area.

Moved by David Parker that the recommendations contained in Urban Design Committee Report UDC-16-009 for 223-227 Mary Street, Official Plan and Zoning By-law Amendments be adopted to include:

- 1.1 the Official Plan Amendment not be supported; and
- 1.2 the Zoning By-law Amendment not be supported.

APPROVED

NEW BUSINESS

ADJOURNMENT: 6:52 p.m.