



The Corporation of the City of St. Catharines
CITY COUNCIL AGENDA
Twenty-Second Meeting, Regular, Monday, October 7, 2013
Council Chambers, City Hall, 6:30 p.m.

His Worship Mayor Brian McMullan takes the Chair and opens the meeting

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- 1. Invocation**
- 2. Opening Remarks, Mayor McMullan**
- 3. Presentations**
- 4. Adoption of the Agendas**
- 5. Declarations of Interest**
- 6. Public Meetings Pursuant to Planning Act (Commencing at 7:30 p.m.)**
 - 6.1 Application for Draft Plan of Condominium Approval at 38 Lincoln Avenue; Applicant: PBG Properties; Agent: PBG Properties; File: 60.46.398 (See General Committee Agenda, September 23, 2013, Item 4.4) (COPY ATTACHED)
- 7. Adoption of the Minutes (Council and General Committee)**
 - 7.1 [Twenty-First Meeting of Council, September 23, 2013](#)
 - 7.2 [Twenty-First Meeting of General Committee, September 23, 2013](#)
- 8. Delegations**
 - 8.1 Greg Wight, Campaign Chair; Re: United Way Campaign Kick Off
 - 8.2 Bill Cung, Ministry of Transportation and Brent Gotts, McCormick Rankin; Re: QEW Garden City Skyway Class Environment Assessment
 - 8.3 Brady Wood, Chief Communications Officer, Susan Kwolek, Vice President Clinical and Sue Matthews, CEO, Niagara Health Systems; Re: Progress Report - New St. Catharines Site (See General Committee Agenda, October 7, 2013, Item 4.2)
 - 8.4 Cindy Upshall, Corporate Communications Officer and Sabrina Maselli, Tourism Marketing Officer, City of St. Catharines; Re: New Municipal Logo (See General Committee Agenda, October 7, 2013, Item 4.3)

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9. Call for Notices of Motion

10. Motions

11. Resolve into General Committee

12. Motion Arising from In-Camera Session

13. Motion to Ratify Forthwith Recommendations

14. By-laws

14 14.1 Reading of By-laws

15. Agencies, Boards, Committee Reports

15 - 30 15.1 Committee Minutes to receive: Clean City Committee, Graffiti Committee (notes), Citizens' Advisory Committee on Community Sustainability, Mayor's Youth Advisory Committee (notes), and St. Catharines Public Library Board

16. Adjournment



Approve on Consent
September 23, 2013
Item 4.4

Corporate Report

Report from Planning and Development Services, Planning Services

Date of Report: September 4, 2013 **Date of Meeting:** September 23, 2013

Report Number: PDS-279-2013 **File:** 60.46.398

Subject: Application for Draft Plan of Condominium Approval at 38 Lincoln Avenue
Applicant: PBG Properties; Agent: PBG Properties

Recommendation

That the report from Planning and Development Services, Planning Services, dated September 4, 2013, regarding an application for draft plan of condominium approval, for lands known municipally as 38 Lincoln Avenue be referred to Council for consideration after the public meeting scheduled for October 7, 2013. FORTHWITH.

Staff Recommendation

That Council grant draft plan of condominium approval for the lands municipally known as 38 Lincoln Avenue, subject to the conditions of draft plan of condominium approval outlined in Appendix "1" of this report; and,

That the City Clerk be directed to make the necessary Notice of Decision required by the Planning Act, R.S.O. 1990, c.P. 13, as amended; and,

That after notice of Council's decision has been given, the Director of Planning and Development Services be authorized to endorse the plan as "draft approved" on the day after the appeal period has expired, in accordance with the Planning Act, provided that no appeals have been lodged; and,

That upon expiration of the appeal period, the City Clerk be directed to forward an application to the Ontario Municipal Board for approval of the draft plan of condominium, if any appeals are received; and,

Further that the City Clerk be directed to make the necessary notifications.

FORTHWITH

Summary

The purpose of the application is to request approval of a draft plan of condominium to convert the 3 storey, 49 dwelling unit apartment building to condominium tenure.

Background

The property contains one apartment building with a total of forty-nine (49) dwelling units. A Site Plan Agreement for the apartment building has recently been registered on title. Development of the site is currently in the final stages of construction and occupancy permits have been granted. The applicant wishes to convert the tenure from rental to condominium for financial purposes.

Report Proposal

The applicant is proposing to convert the recently constructed apartment building to condominium tenure. The proposed draft plan of condominium is included in Appendix "2".

Site Analysis

Location

The subject lands are located on the south side of Lincoln Avenue, west of Loraine Drive (Appendix "3").

Existing Land Use

- i. Site: The site is irregularly shaped with a lot area of 0.8 hectares (1.98 acres) and lot frontage of 84 m (275 feet) on the south side of Lincoln Avenue.
- ii. Neighbourhood:
 - North: Parkland (Garden City Municipal Golf Course)
 - South: Residential and Commercial (single detached dwellings and St. Catharines Flea Market)
 - East: Residential (single detached dwellings)
 - West: Natural Areas and Commercial / Industrial uses

Official Plan

The site is designated as Low Density Residential by the Garden City Plan (GCP) which permits a variety of housing types, including apartment dwellings, subject to a zoning by-law amendment. A zoning by-law amendment to permit the apartment building was approved by Council on September 20, 2011. Compliance with the GCP and specific policies relating to the conversion from rental to condominium tenure are outlined in the Planning Considerations section of this report.

Zoning By-law

The site is zoned Mixed Density Residential (R5) by Zoning By-law 62-86 (Zone 7), as amended by By-law 2011-33 and 2011-139. The R5 zone permits a variety of residential uses, including apartment buildings, subject to the provisions of the zoning by-law. A small portion of land along the south-west

border of the property is zoned Environmental Protection Area. Compliance with the Zoning By-law is addressed in the Planning Considerations section of this report.

Circulation Comments

The application was circulated to all applicable City department and agencies for their comments and/or requirements. Since design requirements were addressed through the Site Plan Approval, no objections or requirements were received. The following detailed comments were offered:

- The Development Division of Planning and Development Services has advised that the applicant will be required to post securities for all of the common elements within this development that are incomplete at the date of registration. These securities will be in addition to the requirements of the Site Plan Agreement. Cost estimates will be required in order to establish the required security amounts such as underground servicing & lighting. This requirement will form part of the required Condominium Assumption Agreement.
- The Traffic Division of Transportation and Environmental Services, and Recreation and Community Services offered no concerns or objections to the proposed Draft Plan of Condominium.
- The Region of Niagara advises that the site does not meet criteria for public waste collection, and private waste collection shall be necessary, and that all prospective purchasers and tenants be advised accordingly.

Planning Considerations

Construction of the existing apartment building is nearing completion. There are a total of forty-nine (49) apartment units.

Provincial Policies

The Provincial Policy Statement (PPS) and Places to Grow Plan for the Greater Golden Horseshoe (Growth Plan) contain policies that direct growth to settlement areas where appropriate levels of services and infrastructure exist. Growth management policies also direct a significant portion of new growth to the built-up areas through intensification. Land use patterns shall be based on densities and a mix of land uses that efficiently use land, resources, infrastructure, and public service facilities which are planned or available. The proposal is in conformity with Provincial policies.

Regional Policy Plan

The site is within the City's Urban Area Boundary, as defined by the Regional Policy Plan (RPP). A full range of residential, commercial and industrial uses are permitted generally within the Urban Area. The RPP promotes the use of land for infilling, intensification and redevelopment to promote a more compact urban form of development. Regional staff has confirmed that the proposal complies with Regional policies.

Garden City Plan

The site is designated Low Density Residential by the Garden City Plan (GCP). The Low Density Residential designation permits a variety of housing types, including apartment dwellings, subject to a zoning by-law amendment. A zoning by-law amendment to permit the apartment building was approved by Council on September 20, 2011. The existing development provides a density of 61 units per hectare, and, as noted in the staff report for the zoning by-law amendment, Section 8.2 of the GCP permits new medium or high density development provided they are located on arterial or collector roads, in close proximity to and accessible to commercial centres, community facilities, parks, natural areas, public transit, and existing medium or high density development. In this regard, Lincoln Avenue is identified by the GCP as a Collector Road (Schedule C Transportation Network). Shopping is available along nearby Hartzel Road. The Garden City Golf Course is across the road on Lincoln Avenue. Eastmount Park and the Merritt Trail system are also in close proximity. Public transit is available along Oakdale Avenue and Hartzel Road. No amendment to the GCP is required.

Conversion from Rental to Condominium

Section 3.2(d) of the City's Official Plan supports the conversion of rental accommodation to condominium ownership only if "the proposal does not adversely affect the supply of affordable rental housing in the municipality." In this regard, staff considers current vacancy rates for affordable rental accommodation to determine adverse effect. The Garden City Plan states, more specifically, that "conversion shall be discouraged where:

- 1) the annual rental vacancy rate by dwelling/structure type, as defined and reported through the Canada Mortgage and Housing Corporation (CMHC) Rental Market Survey, is less than 3% within the municipality; and,
- 2) the ownership housing to be created is not considered to be affordable." (Part D, Section 7.8(iv))

In terms of vacancy rate, the report from CMHC (Fall 2012) indicates vacancy rates are at 4.0% within the region (average of all dwelling types). More specifically, rates are at 5.0% in Central St. Catharines, and 3.7% in the remainder of the municipality. These rates are above the 3% threshold required by the Garden City Plan, and as such the proposal complies with the first criteria. Staff is of the opinion that the new decrease of 49 units under this application will not adversely affect the supply of affordable housing in St. Catharines.

Staff determine affordability in accordance with the Provincial Policy Statement (PSS) definition, being housing for which the purchase price is at least 10% below the average purchase price of a resale unit in the region (regardless of dwelling type). The average

purchase price of all resale units in the region is \$230,000 (CMHC, 2012). Units marketed 10% below this average, \$207,000 or less, are considered affordable.

The applicant has submitted projected resale values for the ownership units indicating an appraised market sale price of \$149,900, well below the affordability threshold outlined above, being \$207,000; therefore, the units are considered to be affordable in accordance with the PPS definition.

The proposal complies with the policies in the Garden City Plan with regard to conversion from rental to condominium tenure.

Council should be aware that condominium conversion is routinely sought for financing purposes. In these instances, the units continue to be rented, notwithstanding they are condominium units. CMHC rental stats do not recognize this scenario.

Zoning By-law

The site is zoned Mixed Density Residential (R5) by Zoning By-law 62-86 (Zone 7), as amended by By-law 2011-33 and 2011-139. The R5 zone permits a variety of residential uses, including apartment buildings, subject to the provisions of the zoning by-law. A small portion of land along the south-west border of the property is zoned Environmental Protection Area.

An amendment to the zoning by-law is not required; however, a minor variance is required to address parking. The zoning by-law requires 1.5 parking spaces per unit for rental unit, and 1.75 spaces per unit for condominium units. There are currently 74 parking spaces provided on the property, 1.5 units per dwelling unit. The zoning by-law requires a ratio of 1.75 parking spaces for condominium units, which equates to 86 spaces. An application for minor variance from the Committee of Adjustment will be required if the draft plan of condominium application is approved by Council. This variance seeks approval of the existing 74 parking spaces provided on site. This requirement is included in Appendix 1 as a condition of draft plan approval.

Council should be aware that the proposed new zoning By-law to be considered by Council in November, proposes a parking requirement of 1.5 spaces per unit, regardless of the tenure of the unit.

Draft Plan of Condominium

The draft plan of condominium (standard condominium) proposes ownership tenure for 49 apartment units. Upon assumption, the condominium corporation will be responsible for Site Plan Agreement.

Section 50.1(24) of the Planning Act guides staff in assessing applications for draft plan of condominium approval and staff are satisfied that the proposal fulfills these criteria.

Site Plan Agreement and Condominium Assumption Agreement

Site plan control applies to all residential development with five or more dwelling units, including this development. The applicant has entered into a site plan agreement with the City. This site plan review and agreement process is the principal tool through which Staff will implement design considerations to maximize compatibility with the surrounding neighbourhood and to ensure long term functionality.

To bind the future condominium corporation to the terms of the site plan agreement, the applicant will be required to enter into a condominium assumption agreement with the City. A clause for inclusion in the assumption agreement is recommended to address the Region's concern that this site is not eligible for public waste collection and that the owner be advised accordingly. Condition 3 outlined in Appendix 1 addresses this concern.

Staff recommends that the requirement to enter into a condominium assumption agreement be included as a condition of draft plan of condominium approval (Appendix "4").

Public Open House

A Public Open House was hosted by staff on August 22, 2013. The purpose of the open house was to present the applicant's proposal and to allow an opportunity for questions to be asked and comments to be received by City staff before decisions are made.

Ten (10) members of the public, as well as the applicant, were in attendance. Questions and concerns related to tenant rights, building maintenance and rent increases.

Tenant Rights

At the public open house, concerns regarding tenant rights and security of tenure were expressed. Prior to the public open house, the property owner notified current tenants of the intent to convert the existing apartment building to condominium tenure. The tenants were advised that tenant rights are regulated under the Residential Tenancies Act, 2006 (RTA). In accordance with Section 51 of the RTA, current tenants at the time of conversion to condominium have their tenure protected. The RTA also grants additional rights to existing tenants, including that the current tenants will be given first opportunity to purchase units, if the landlord decides to sell the units (Section 51(5)). If the tenant chooses not to purchase the unit and it is sold to a third party, the purchaser of the unit must honour the terms of the tenancy of the occupying tenant. As such, the tenancy is secure.

Second Planning Opinion Advisory

Should Council consider not supporting the Staff Recommendation, Council is advised to defer its decision until such time as a second planning opinion from an outside consultant can be obtained. In the event the second planning opinion is supported by Council, and Council makes a decision based on that second planning opinion, and if

and when the matter should be heard before the Ontario Municipal Board, then the planner who has provided the second opinion shall be retained for the purpose of a hearing before the Ontario Municipal Board.

In accordance with established procedures the date for the public meeting is provided in the recommendation and notices for the public meeting have been circulated.

Notice

In accordance with established procedures the date for the public meeting is provided in the recommendation and notices for the public meeting have been circulated.

Financial Implications

Not applicable.

Conclusion

The proposed draft plan of condominium (standard condominium) is consistent with Provincial, Regional and local planning policies. Staff recommends that the application be approved, subject to the conditions outlined in Appendix "1".

Notification

It is in order to notify PBG Properties, 275 Fourth Avenue, Box 30087, St. Catharines, ON, L2S 4A1.

Submitted by:

Judy Pihach, MCIP, RPP
Manager of Planning Services

Prepared by:

Jessica Button, MCIP, RPP
Planner 1

Approved by:

James N. Riddell, MPI, MCIP, RPP
Director of Planning and Development Services

Proposed Conditions of Draft Plan of Condominium

Conditions of Draft Plan of Condominium Approval 38 Lincoln Avenue File No. 60.46.398 Submission No. 26CD-10-13003

General Approval

1. That this approval applies to lands known as Part of Lots 12 and 13, Concession 8 and Part of the Road Allowance between Lots 12 and 13 Concession 8, municipally known as 38 Lincoln Avenue, for 49 apartment dwellings, prepared by Suda & Maleszyk Surveying Inc., dated July 8, 2013.

Zoning

2. That prior to approval of the final condominium plan that the Committee of Adjustment consider an application for a minor variance to the Zoning By-law regarding a parking reduction, pursuant to the provisions of the Planning Act and that the applicant receives approval to reduce the parking standard to 1.5 spaces per unit.

(City of St. Catharines)

Condominium Assumption Agreement

3. That the owner enter into a Condominium Assumption Agreement with the City of St. Catharines, binding the Condominium Corporation to the terms of the registered site plan agreement, to be registered together with the registration of the final plan of condominium. The Assumption Agreement shall include;
 - i. The submission of securities for all common elements that are not fully constructed and inspected, at the time of registration; and,
 - ii. A clause advising that the registered site plan agreement does not include Regional Waste Collection and that private waste collection is required of the owner. Should the owner request Regional Waste Collection in the future, an amendment to the site plan agreement shall be required. The owner shall comply with the Regional Municipality of Niagara's "Collection of Waste By Way of Entry on to Private Property" policy and enter into an indemnity agreement with the Regional Municipality of Niagara. The owner agrees that any offers of purchase, sale or lease include a clause advising that waste collection is the responsibility of the owner and not the Region of Niagara.

(City of St. Catharines)

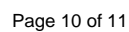
Administration

4. That if final approval is not given to this plan within three years of the approval date and no extension has been granted, draft approval shall lapse. If the owner wished to request an extension to the draft approval period, a written explanation

with reasons why the extension is required must be received by the City prior to lapsing date. An updated review and revision to the conditions of approval may be necessary at that time.

(City of St. Catharines)

Prior to granting approval to the final plan of condominium, the City of St. Catharines shall be satisfied that all conditions have been met satisfactorily.



Location Map



SUBJECT LANDS KNOWN AS
38 LINCOLN AVENUE
FILE: 60.46.398



By-laws to be considered on October 7, 2013

- (a) A By-law to authorize a Lease Extension Agreement with Climate Action Niagara. (Three readings – with respect to lands at Centennial Park, 321 Oakdale Avenue, for the purpose of operating community garden plots. Delegation By-law No. 2004-277, as amended.)
- (b) A By-law to amend By-law No. 2012-335 entitled “A By-law to assume and declare certain lands as highway and to be known as Rockwood Avenue”. (Three readings – with respect to correcting legal description of lands. Delegation By-law No. 2004-277, as amended.)
- (c) A By-law to authorize an Assignment of Lease with Cynthia Jane Baxter to Peter Sutherland Sharpe and Erin Kathleen Sharpe. (Three readings – with respect to Lease of City lands adjacent 24 Colton Avenue. Delegation By-law No. 2004-277, as amended.)
- (d) A By-law to authorize a Memorandum of Understanding with the Toronto 2015 Pan/Parapan American Games and the Canadian Henley Rowing Corporation. (Three readings – with respect to rowing events of the 2015 Pan American and Parapan Games. To be considered by General Committee, October 7, 2013.)
- (e) A By-law to amend By-law No. 89-2000 entitled “A By-law regulating traffic and parking on City Roads”. (Three readings – with respect to parking prohibitions on a section of Caroline Street. To be considered by General Committee, October 7, 2013.)
- (f) A By-law to authorize an Inter-municipal Tax Collection Agreement with The Regional Municipality of Niagara. (Three readings – with respect to adding Provincial Offences Act fines to the City’s tax roll. To be considered by General Committee, October 7, 2013.)
- (g) A By-law to amend By-law No. 2013-190 entitled “A By-law to authorize a contract with O’Hara Trucking & Excavating Inc.” (Three readings – with respect Budget Amendment for Municipal Services Improvements – Plymouth Avenue, under Project No. P12-007. To be considered by General Committee, October 7, 2013.)
- (h) A By-law to confirm the proceedings and decisions of the Council of The Corporation of the City of St. Catharines at its meeting held on the 7th day of October, 2013. (Three readings – with respect to ratification and adoption of City Council Minutes of September 23, 2013, and General Committee Minutes of September 23, 2013.)



**CITY OF ST. CATHARINES
CLEAN CITY COMMITTEE**

**Meeting Minutes
June 11, 2013
Lake Street Service Centre, St Catharines**

1. Call To Order: 6:00 pm by Cheryl
2. Attendance & Regrets
 - Attendees: Cheryl Crawley, Elaine Manocha, Tisha Polocko, Jim Finley
 - Regrets: Councillor Greg Washuta, Councillor Bruce Williamson, Jennifer Bernard (staff), Donna Miotto, Holly Washuta
3. Previous Meeting Minutes – May 14, 2013
 - Adopted by Tisha, 2nd by Cheryl
4. Adoption of Agenda
 - Adopted by Elaine
5. Shoreline Clean-up – September 21, 2013
 - Members will choose a litter collection site and Cheryl/Elaine will register on Shoreline Clean-up website.
 - Members agreed a new banner is needed and will make arrangements for new banner and confirm with staff that location has been booked
6. Storage Room Clean up
 - Members cleaned Lake Street storage room
7. Next Meeting: Tuesday, August 13, 2013, Lake Street Service Centre, 5:45 pm
8. Adjournment: 6:45 pm



**CITY OF ST. CATHARINES
CLEAN CITY COMMITTEE**

**Meeting Minutes
August 13, 2013
Lake Street Service Centre, St Catharines**

1. Call To Order: Not Applicable – this meeting was conducted via email due to members schedules
2. Previous Meeting Minutes – June 11, 2013
 - Approved via email by Elaine, seconded by Tisha
3. Shoreline Clean-up – September 21, 2013
 - Clean-up sites were determined:
 1. Glen Morris Drive - meet at Glen Morris Dr & Towering Heights Blvd
 2. Green Ribbon Trail - meet at the parking lot on Martindale Rd
 3. Mountain Locks Park - meet at the corner of Mountain St & Bradley St
4. Next Meeting: Tuesday, September 17, 2013, Lake Street Service Centre, 5:45 pm



Corporation of the City of St. Catharines
MAYOR'S GRAFFITI COMMITTEE MEETING

Tuesday, Sept 17, 2013

5:00 to 6:00pm

St. Catharines City Hall, 50 Church Street: Committee Room 1

Meeting Notes

Present: Mayor Brian McMullan, Councillor Jeff Burch, Councillor Joe Kushner
Staff: Stacey Wells (Legal), Kristen Sullivan (RCS)
Tisha Polocko, Ben Hannan, Holly Washuta, Kris Akilie, Selby Harris, Milica Kovacevich, Michelle Gagnon

Regrets: Paul Jackson (NRP), John Stainsby (DSBN), Dan Trainor (NCDSB)
Stacey Sheehan, Dave Schulz, Peter Voulgaridis, Daniel Frye, Edmund Bruckner

Welcome and introductions of new members ~ Mayor McMullan

Approval of meeting notes from March 26, 2013

- All in favour
- Carried

1. Joint Mural Task Force ~ Tisha Polocko

Motion, Tisha Polocko

That the Graffiti Committee dedicates \$20,000, over time, from the Graffiti budget toward the Civic Mural Program and that appropriate city sites will be chosen in consultation with RCS staff

- All in favour
- Carried

2. QEW Greening Initiative ~ Kristen Sullivan

- Success is reported with the majority of the plantings which have taken place

Action, RCS staff

RCS to move forward this fall with next phase of planting prioritizing high visibility sites to include sites on the sound barrier within direct sightlines of homes

3. Graffiti stats ~ Kristen Sullivan

- Since Jan, 11 graffiti complaints of graffiti on private property (5 are resolved, 1 unwarranted and 5 are outstanding)
- Since March, 149 work orders issued for graffiti reported to the graffiti hotline
- Only 1 inquiry on the Graffiti Removal Program (no action taken)
- No report from NRP received

Action, Ben Hannan

Ben to make graffiti reports to the Graffiti hotline on sites he has witnessed and RCS will cross reference to reports which have already been reported for review

MAYOR'S GRAFFITI COMMITTEE MEETING

MEETING: Sept 17, 2013

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Action, Kristen Sullivan

Kristen will investigate recurring graffiti (reported by Milica Kovacevich) on private property bordering St Patrick's Park and investigate mitigating measures

4. Interpretation of graffiti on private property ~ Kristen Sullivan

- City has had two instances where graffiti has been reported on private property
- In each instance, the "graffiti" was commissioned and paid for by the homeowner
- City's Nuisance by law defines graffiti as "images or lettering scratched, scrawled, painted or any form of marking on property that does not belong to the artist"
- The City will not enforce any reports of this nature against a private property owner who has given permission to an artist

5. Status of volunteers and city legalities ~ Stacey Wells

- This issue has been referred to the senior management team for their consideration
- HR is concurrently working on a draft policy to be completed within next month
- Waivers will be considered

Action, Stacey Wells

Stacey to report back at next Graffiti meeting

6. Mainstream update ~ Kris Akilie

- Graffiti clean up has gone down in general
- Mainstream has expanded their services to include gum removal, window washing, driveway cleaning to corporate customers
- Goal is to sustain operations and opportunities for Mainstream clients

7. Shoreline Clean up ~ Holly Washuta

- Saturday September 21, 10am to 12pm
- Sites are Green Ribbon Trail, Mountainview Lock Trail, Glen Morris Drive
- All are welcome to help out

Next meeting: January 2014 (date to be determined in December)

Meeting adjourned: 6:00pm

**City of St. Catharines
Citizens' Advisory Committee on Community Sustainability
Wednesday, August 28, 2013
Committee Room, St. Catharines City Hall**

MINUTES

Attendance: Marty Mako (Chair), Bernie Slepko, Sam Mahboob, Erin Britnell, Phil Baranoski, Councillor Mathew Siscoe

Regrets: Councillor Greg Washuta, Dan Romanko, Vanessa Aykroyd

Staff: Erin O'Hoski

1. Chair Mako called the meeting to order at 4:30 p.m.
That the agenda for the August 28 meeting be approved.

Moved by: Phil Baranoski
Seconded by: Erin Britnell
Carried
2. Adoption of Minutes
That the minutes of the July 31, 2013 meeting be approved.

Moved by: Bernie Slepko
Seconded by: Sam Mahboob
Carried
3. Delegations
 - Andrew Spiers, Brock University, spoke to members about a class project planned for the fall term in the Tourism and Environment Department. In the past, the Committee has partnered with the class to develop strategies related to sustainability and community engagement. This year staff are proposing an assignment to engage students in the 2014 municipal election and develop strategies that will increase voter participation. Students will be asked to present their strategies to civic representatives at the end of the term, on November 28. Members suggested additional resources for students such as the Greater Niagara Chamber of Commerce and apathyisboring.com.
4. No Notice of Motion

5. Motions

That Sam Mahboob, Bernie Slepko and Phil Baranoski attend class presentations on November 28 to provide feedback to students on behalf of the committee.

Moved by: Bernie Slepko

Seconded by: Phil Baranoski

Carried

That the Governance Committee be informed of this project and that representatives be requested to attend class presentations on November 28.

Moved by: Bernie Slepko

Seconded by: Sam Mahboob

That review of the committee work plan be designated as the theme for the October 30 meeting.

Moved by: Bernie Slepko

Seconded by: Sam Mahboob

Carried

That the matter of committee promotional cards be referred to the centre of expertise on community engagement in order to advise on engagement objectives and inform the best use of the tool.

Moved by: Erin Britnell

Seconded by: Phil Baranoski

Carried

6. New Business

- Review of committee discussion cards was referred to the center of expertise on community engagement to provide recommendations on the best use of the tool.
- Bernie Slepko provided an update on his participation in the Crowdsourcing Sustainability project. The task force has been developing categories that will enable members of the public to post sustainable sites to an online map.
- Staff indicated that websites and signs associated with the Walk STC project are operational. Erin Britnell is investigating potential to use the Walk STC model at the June 2014 FCM conference in Niagara Falls.

7. The next meeting will be held on Wednesday, September 25, 2013.

8. Adjournment

- That the August 28 meeting be adjourned at 5:45 p.m.

Moved by: Erin Britnell

Carried



Mayor's Youth Advisory Committee MEETING NOTES

Wednesday, September 11, 2013
Russell Avenue Community Centre

1. Call to Order at 4:40 pm

2. Roll Call

Present: Vincent Atallah, Marina Mambella, Adam Vassallo, Ignatiy Kuznyetsov, Lori Mambella (staff liaison)
Regrets: Councilor Stack, Reid Vassallo
Guests: Christina Saleeb, Maria Malik, Justine Mambella

3. Quorum is not established as only 4 voting members present. No motions or official business can be conducted.

4. Announcements

Kiera Robinson has tendered her written resignation as Vice-Chairperson, effective immediately.

Maria Malik and Christina Saleeb have both submitted their volunteer applications and City Council ratification is pending (late October).

5. Previous Minutes

The draft Minutes from the last meeting held June 12th, 2013 could not be approved due to lack of quorum.

6. There were no delegations.

7. Election of Executive Members also deferred due to lack of quorum. Until such time the following members have volunteered to fill the following roles on a temporary basis only:

Acting Chairperson – Vincent Atallah
Acting Vice Chairperson – Adam Vassallo
Acting Treasurer – Ignatiy Kuznyetsov
Acting Secretary – vacant
Acting Public Relations – Marina Mambella

As there is currently no Acting Secretary, Lori Mambella agreed to record the meeting notes.

8. Discussions

a) The MYAC application for the National Bank One for Youth grant was not successful. The application was for \$5,000 cash to host a Youth Forum in April 2014.

b) Lori to follow up with Councilor Stack as to the status of the recruitment letters which are to be sent to all schools.

c) The current balance in the MYAC account is \$1,431.13. If this money is not fully spent by the end of the calendar year then the committee must request a "carry over" from the City's Finance Department. The committee has requested \$2,000 for the 2014 budget year.

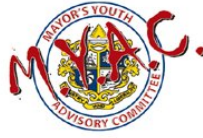
d) The consensus is that MYAC should participate again this year in the upcoming Remembrance Day activities in Port Dalhousie (Sunday, November 3, 2013 from 10:30 am – 12:00 pm).

e) The consensus is that MYAC should also participate again this year in the upcoming 25th Annual Pumpkinville event. MYAC has historically volunteered to run the pony ride station and in exchange keeps 100% of the proceeds from the rides. This was the biggest fundraising event for MYAC in 2012 and generated over \$600 in revenue. The date this year is Saturday, October 19th from 10:00 am – 3:00 pm. Lori also circulated information on the mandatory volunteer training session which takes place 3 days before the event.

f) Lauren Lavery is a co-op student from Niagara College and she will be starting her placement next week. She will be liaising with Lori and will be working exclusively on the Youth Friendly Recognition application process.

9. Next meeting is Wednesday, September 25th at 4:30 pm (Russell Ave. Community Centre).

10. Adjournment at 5:30 pm



Mayor's Youth Advisory Committee MEETING NOTES

Wednesday, September 25, 2013
Russell Avenue Community Centre

1. Call to Order at 4:40 pm

2. Roll Call

Present: Councilor Stack, Vincent Atallah, Adam Vassallo, Ignatiy Kuznyetsov, Lori Mambella (staff liaison)
Regrets: Reid Vassallo, Mia Mambella
Guests: Christina Saleeb

3. Quorum is not established as only 3 voting members present. No motions or official business can be conducted.

4. Announcements

Maria Malik, Christina Saleeb and Alexandria Pozojevic have applications pending for membership on the Mayor's Youth Advisory Committee.

5. Previous Minutes

The draft Minutes from the last meeting held June 12th, 2013 could not be approved due to lack of quorum.

6. Delegations

Lauren Lavery gave an update on her Niagara College co-op placement. She is working on the Youth Friendly Recognition Application

7. Election of Executive Members also deferred due to lack of quorum. Until such time the following members have volunteered to fill the following roles on a temporary basis only:

Acting Chairperson – Vincent Atallah
Acting Vice Chairperson – Adam Vassallo
Acting Treasurer – Ignatiy Kuznyetsov
Acting Secretary – vacant
Acting Public Relations – Marina Mambella

As there is currently no Acting Secretary, Lori Mambella agreed to record the meeting notes.

8. Discussions

- a) The consensus is that MYAC should participate again this year in the upcoming Remembrance Day activities in Port Dalhousie (Sunday, November 3, 2013 from 10:30 am – 12:00 pm). All members of the Committee are invited to attend.
- b) Discussion surrounding the preferred day of the week and time for future MYAC meetings as many members involved in extracurricular school sports after school which creates meeting conflicts.
- c) Discussion regarding the potential location of the proposed Youth Forum in April 2014. Several options were considered. Lori to tentatively book the Market Square location.
- d) The Arthritis Society is requesting volunteers for their annual gift wrapping fundraising season. There are 4 shifts per day at the Fairview Mall commencing November 18, 2013 through to December 24, 2013. MYAC members encouraged to participate if possible. Lori to follow up with organizers to recommend that they reach out to the local school boards also for volunteer recruitment.
- e) MYAC has been successful in receiving a grant for \$250 from the Teen Physical Activity Grant sponsored by ParticipACTION and Coca-Cola Canada. This grant was for the 2013 Skate 4 Eight event. Lori to send final event report and post event photos on the grant website.

9. Next meeting

The next meeting is to be determined.

10. Adjournment at 5:10 pm

35.60.3

ITEM 2.1
REGULAR MEETING
SEPTEMBER 19, 2013

ST. CATHARINES PUBLIC LIBRARY BOARD

54 Church Street, St. Catharines, Ontario L2R 7K2
(905) 688-6103 ~ Fax (905) 688-6292

The St. Catharines Public Library Board is committed to providing all the citizens of St. Catharines with the highest level of library services, materials, and facilities within the resources available to meet their informational, educational, and recreational needs.

MINUTES OF THE REGULAR MEETING

June 20, 2013 – 7:00 p.m.
Board Room

RECEIVED

SEP 24 2013

CITY CLERK'S OFFICE
ST. CATHARINES, ONTARIO

Present: A. Carruthers Councillor B. Phillips
L. McDonald (Chair) A. Rosts
A. Cook Councillor B. Williamson

Regrets: M. Sendzik

Staff: J. Foster L. Stripnieks (Secretary)
D. Muise (Recording Secretary)

The Regular Meeting of the St. Catharines Public Library Board was held on June 20, 2013 at the Central Library. The Chair called the meeting to order at 7:00 p.m.

1. Adoption of Agenda

1.1 Additions/Deletions to the Agenda

There were no additions or deletions to the Agenda.

1.2 Adoption of the Agenda

MOTION: THAT the Library Board adopt the agenda.
2013-46

MOVED BY: Councillor B. Phillips
SECONDED BY: A. Carruthers
MOTION CARRIED.

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St. Catharines Public Library Board
Minutes of Regular Meeting, June 20, 2013
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2. Minutes

2.1 Regular Meeting, May 16, 2013

MOTION: THAT the minutes of the Regular Meeting of May 16, 2013 be approved, a copy having been received by each Trustee.

MOVED BY: Councillor B. Phillips

SECONDED BY: A. Cook

MOTION CARRIED.

3. Business Arising

3.1 Accessibility Updates

The CEO reported that at the Board meeting in May, staff provided an update on the accessibility upgrades for the Central Library. This included the creation of a ramp to access the stage in the Mills Room.

In June, once the construction got underway the CEO and Business Administrator were able to see the actual footprint of: the proposed ramp (4' wide x 16' long); handrails; and the additional step to be added to the existing steps (3' wide). The size of the ramp and step greatly reduces the useable floor space in the room and would limit the types of programs the Library could offer, the events it could hold, and the types of meetings and meeting room set-ups the room could accommodate.

The stage is currently used about twice a year, once for the Fresh Ink Awards. This being the case, staff recommend removing the stage and making the floor all one level. This would make the room accessible, barrier-free and would increase (not decrease) the useable space. The architect has been consulted and has agreed that the stage can be removed. Some of the material for the ramp has been ordered and that which cannot be restocked will be used wherever possible in the redesign.

MOTION: THAT the Board approve the stage in the Mills Room be removed and the floor be one level.

MOVED BY: Councillor B. Phillips

SECONDED BY: A. Carruthers

MOTION CARRIED.

3.2 Board Appointment

The CEO reported that City Council has deferred the motion for appointments to various City boards and that it will be heard at a future Council meeting.

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With the resignation of Shirley Reilly there will be 2 vacancies on the Library Board. Councillor B. Phillips reported that D. Carnegie, Director, Corporate Services at the City has advised that both vacancies will be filled at the same time.

4. **Correspondence**

The Board received correspondence as at June 14, 2013.

A. Rosts requested more information with respect to the correspondence received from M. Stanko. The CEO provided additional information together with an explanation of the Library's policy.

MOTION: THAT the Board supports and reaffirms Library policy
2013-49 regarding selecting, maintaining and deselecting materials from the collection.

MOVED BY: Councillor B. Williamson

SECONDED BY: Councillor B. Phillips

MOTION CARRIED.

5. **Reports**

5.1 **Chairs Report** – L. McDonald

The Chair reported that this month he has consulted with a number of Board members in regards to the CEO evaluation. He has met with the CEO to review the impact of the flood at the Central Library and to review the impact of the ramp in the Mills Room. He has also spoken to S. Reilly regarding her resignation from the Board and has been in contact with the CEO regarding the City's process for filling appointments to the Board.

5.2 **Chief Executive Officer's Report** – L. Stripnieks

The CEO provided a verbal update on the flood. D. Bott was the Manager who was the first responder and he along with Admin staff executed the emergency protocols for this type of incident expeditiously. Library staff whose work areas were affected by the flood were sent home on the first day. Staff and the public were kept informed of any impacts during the clean-up. A report on the flood and on other service initiatives are covered in detail under New Business.

The CEO provided an update on Correspondence Item #4. Of the 7 films requested, 5 have been ordered.

5.3 **Health and Safety Report** – J. Foster

J. Foster reported that regular inspections of the Dr. Huq, Merritt and Port Dalhousie Branches, and the second floor of the Central Library were carried out. A few minor deficiencies were found and all have been corrected.

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5.4 Branch Reports

The Board received the written reports for May, 2013.

5.5 Facilities – J. Foster / L. Stripnieks

The Board received a written report regarding a flood at the Central Library. In response to A. Cook's question regarding the insurance deductible, J. Foster indicated it was \$2,500. J. Foster reported that clean-up is in the final stage and he will be meeting with the insurance adjuster next week. A final report will be provided at the September meeting.

J. Foster reported that window replacement on the second and third floors of the Central Library will be completed next week.

J. Foster also reported that a new accessible circulation desk will be installed at the Port Dalhousie Branch on June 23 and at the Merritt Branch on July 21.

5.6 Finance

5.6(a) Schedule of Accounts – Report 5

MOTION: THAT the fifth report recommending payment of
2013-50 accounts and salaries in the amount of THREE HUNDRED THIRTY-FIVE THOUSAND, SIX HUNDRED FIFTY-ONE & ELEVEN CENTS (\$335,651.11) be received and approved.

MOVED BY: Councillor B. Williamson

SECONDED BY: Councillor B. Phillips

MOTION CARRIED.

5.6(b) Statement of Operating Accounts – as at May 31, 2013

With 42% of the year elapsed the statement shows: revenue received – \$1,922,210; expenditures – \$2,119,958.

5.6(c) Endowment and Trust Fund Statement – as at May 31, 2013

The statement shows a balance of \$848,775 made up as follows: opening balance – \$820,215; donations – \$20,685; interest income – \$7,875; current assets – \$848,775; YTD encumbered – \$261,450; YTD unencumbered – \$587,325.

5.6(d) Report on Short-Term Investments – as at May 31, 2013

The report shows a balance of \$1,069,713 made up as follows: \$456,858 due June 21, 2014 invested with Ontario Savings Bonds; \$338,276 due June 13, 2013, invested with a TD Bank GIC; \$222,579 due June 13, 2013, invested with a TD Bank GIC; and \$52,000 due June 13, 2013, invested with a TD Bank GIC.

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- 5.6(e) Report on Reserve Accounts – as at May 31, 2013
The report shows a balance of \$7,395 in the Visual Materials Insurance account.

5.7 St. Catharines City Council

Councillor B. Williamson reported that the Laura Secord Commemorative Walk will take place on June 22nd, the Tall Ships will visit Port Dalhousie Harbour during the Canada Day long weekend and a fireworks display will take place at Lakeside Park on July 1st.

A. Cook asked the Councillors if they had an update regarding the pylon to be erected at the Kiwanis Aquatic Centre/Dr. Huq Family Library Branch. L. Stripnieks noted that she had spoken with Stewart Green (City of St. Catharines) and he indicated that the pylon is being redesigned and nothing has been submitted to Council. Councillor Phillips will ask the City to provide the Library Board with the new design.

Councillor B. Phillips reported that Bird Construction has been awarded the construction contract for the Performing Arts Centre.

A. Cook asked if there was an update on the acoustic problems in the program room at the Dr. Huq Branch. The CEO noted that Councillor Phillips had met with H. Ensslen and H. Ensslen had forwarded the Acoustic Report of December 21, 2012 to V. Covatta at the City. The CEO will contact V. Covatta to discuss the proposed solutions mentioned in the report and the course of action the city is going to take.

6. New Business

6.1 Zinio Downloadable Magazines – L. Stripnieks

The Board received a written report on the Zinio downloadable digital magazine collection to be launched in July, 2013.

6.2 Online Non-Fiction Book Club – L. Stripnieks

The Board received a written report on the Online Non-fiction Book Club launched in May, 2013.

6.3 Radio Announcements – L. Stripnieks

The Board received a written report regarding announcements to be run by Astral Media on a local radio station (EZ Rock). The announcements will highlight Library services and collections for children, teens and adults. The Library would receive 30 advertisements for the price of 15 at the not-for-profit rate. A. Cook enquired about the funding and CEO indicated the Operating Budget had a public relations account.

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6.4 Business For Next Meeting
No business for next meeting.

6.5 Informational Items
Informational materials were included in the Board package.

7. In-Camera Business
The meeting moved In-Camera at 8:02 p.m.

- 7.1 Motion to Move In-Camera.
- 7.2 Adoption of In-Camera Agenda
 - 7.2(a) Additions/Deletions to the Agenda.
 - 7.2(b) Adoption of In-Camera Agenda.
- 7.3 Minutes (attachment)
 - 7.3(a) In-Camera Meeting – May 16, 2013.
- 7.4 Business Arising.
- 7.5 Correspondence.
- 7.6 New Business.
- 7.7 Return to Open Session.

The meeting returned to Open Session at 9:10 p.m.

8. Business Arising From In-Camera Meeting
No business arising from the In-Camera meeting.

9. Motion to Adjourn

MOTION: THAT the meeting be adjourned.
2013-57

Moved BY: A. Rosts
SECONDED BY: Councillor B. Phillips
MOTION CARRIED.

The meeting adjourned at 9:12 p.m.

10. Date and Time of Next Meeting
September 19, 2012 at 7:00 p.m.