



CITY COUNCIL AGENDA

Thirty-First Meeting, Regular, Monday, November 26, 2012

Council Chambers, City Hall, 6:30 p.m.

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

Page

- 1. Invocation**
- 2. Opening Remarks, Mayor McMullan**
- 3. Declarations of Interest**
- 4. Adoption of the Agendas as Presented**
- 5. Public Meetings Pursuant to the Planning Act (Commencing at 7:30 p.m.)**
- 6. Adoption of the Minutes (Council and General Committee)**
 - a) Thirtieth Meeting of City Council, November 12, 2012
 - b) Twenty-Ninth Meeting of General Committee, November 12, 2012
- 7. Presentations**
- 8. Delegations**
 - a) Patricia Waters, Member of Canadian Federation of University Women, and Mike Lethby, RAFT; Re: Youth Without Secure Housing
 - b) Lynne Cunningham, Municipal Relations Representative, Communications and Public Relations Department, Municipal Property Assessment Corporation (MPAC); Re: Update and Introduction to Property Assessment
 - c) Cindy Dunn; Re: Responsible Pet By-law (See General Committee Agenda, November 26, 2012, Item 3.1)
- 9. Call for Notices of Motion**
- 10. Motions**

10. Motions

a) Re: St. Catharines Hydro Generation Inc., Waterpower Generation Facility

WHEREAS St. Catharines Hydro Generation Inc. (the "Applicant") proposes to construct and operate a waterpower generation facility (the "Project") on the Twelve Mile Creek (south of Fourth Avenue) (the "Lands") in the City of St. Catharines under the Province's FIT Program;

AND WHEREAS the Applicant has requested that Council of the Corporation of the City of St. Catharines indicate by resolution Council's support for the construction and operation of the Project on the Property;

AND WHEREAS, pursuant to the rules governing the FIT Program (the "FIT Rules"), Applications whose Projects receive the formal support of Local Municipalities will be awarded Priority Points, which may result in the Applicant being offered a FIT Contract prior to other persons applying for FIT Contracts;

NOW THEREFORE BE IT RESOLVED THAT Council of the Corporation of the City of St. Catharines supports the construction and operation of the Project on the Lands.

This resolution's sole purpose is to enable the Applicant to receive Priority Points under the FIT Program and may not be used for the purpose of any other form of municipal approval in relation to the Application or Project or any other purpose.

11. Resolve into General Committee

12. Motion Arising from In-Camera Session

13. Motion to Ratify Forthwith Recommendations

14. By-laws

a) Presentation of By-laws

15. Agencies, Boards, Committee Reports, and Extras

a) Committee Minutes to Receive

16. Adjournment

By-laws to be considered on November 26, 2012

- (a) A By-law to amend By-law No. 64-207 entitled “A By-law to establish Zoning Area 9 and to regulate the use of land and the character, location and use of buildings and structures therein”. (Three readings – with respect 320 Vine Street to permit three dwelling units. Council, September 24, 2012, Item No. 383.)
- (b) A By-law to amend By-law No. 64-270 entitled “A By-law to amend Zoning Area No. 4 and to regulate the use of land and the character, location and use of buildings and structures therein.” (Three readings – with respect to rezoning 42 Leeper Street to permit a three unit residential building. General Committee, October 29, 2012, Item No. 3.)
- (c) A By-law to authorize a contract with Ball-Rankin Construction Inc. (Three readings – with respect to Spectator Facility Design-Build Preferred Proponent. General committee, October 29, 2012, Item No 4.3.).
- (d) A By-law to amend By-law No. 62-86 entitled “A By-law to establish Zoning Area No. 7 and to regulate the use of land and the character, location and use of buildings and structures therein.” (Three readings – with respect to removal of the Holding provision for 189 Dieppe Road. TO BE CONSIDERED BY GENERAL COMMITTEE, NOVEMBER 26, 2012.)
- (e) A By-law to amend By-law No. 62-86 entitled “A By-law to establish Zoning Area No. 7 and to regulate the use of land and the character, location and use of buildings and structures therein.” (Three readings – with respect to removing the Holding provision for 527A Glendale Avenue. TO BE CONSIDERED BY GENERAL COMMITTEE, NOVEMBER 26, 2012.)
- (f) A By-law to authorize changes to the Agreement with The Corporation of the City of Niagara Falls and The Corporation of the Town of Niagara-on-the-Lake.. (Three readings – with respect to updates to the agreement governing the Joint Board of Management for the Niagara District Airport. TO BE CONSIDERED BY GENERAL COMMITTEE, NOVEMBER 26, 2012.)
- (g) A By-law to authorize a Site Plan Agreement with Colonial Florists Limited. (Three readings – with respect to 10,260m² expansion to greenhouse at 58 Broadway. Delegation By-law No. 2004-272, as amended.)

- (h) A By-law to authorize a Capital Cost Recovery Agreement with Horizon Utilities Corporation. (Three readings – with respect to pad mount transformer service for the new Fire Hall to be located at 427 Merritt Street. Delegation By-law No. 2004-272, as amended.)
- (i) A By-law to amend By-law No. 2007-311 entitled "A By-law to regulate the proceedings of Council of The Corporation of the City of St. Catharines." (Three readings – with respect to bi-weekly schedule of Council meetings. TO BE CONSIDERED BY GENERAL COMMITTEE, NOVEMBER 26, 2012.
- (j) A By-law to authorize the acceptance of a conveyance of certain lands from Mizel Health Care Services Inc. for the widening of Vine Street. (Three readings – with respect to a condition to increase the road width for 320 Vine Street, as a result of zoning amendment by-law. Delegation By-law No. 2004-272, as amended.)
- (k) A By-law to authorize an Encroachment Agreement with Marcie Mlot and Ryan Styger. (Three readings – with respect to a pool, deck and walkway located at 52 Vansickle Road to encroach onto a City storm sewer. Delegation By-law No. 2004-272, as amended.)
- (l) A By-law to authorize an Encroachment Agreement with Donatelli Productions Limited. (Three readings – with respect to permitting the encroachment of five light standards to encroach onto Hastings Street in conjunction with parking lot at 271 Merritt Street. Delegation By-law No. 2004-272, as amended.)
- (m) A By-law to authorize a contract with 1448042 Ontario Limited o/a Demar Construction. (Three readings – with respect to Municipal Services Improvements – St. Paul Street/Head Street. Project P11-105. Delegation By-law No. 2004-272, as amended.)
- (n) A By-law to assume and declare certain lands as highway and to be known as Rockwood Avenue. (Three readings – with respect to Victoria Meadows Plan of Subdivision Plan 30M-374. Delegation By-law No. 2004-272, as amended.)
- (o) 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 November 26, 2012. (Three readings – with respect to ratification and adoption of City Council Minutes of November 12, 2012, and General Committee Minutes of November 12, 2012.)



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



**Meeting Minutes
October 9, 2012
City of St. Catharines Lake Street Service Centre**

1. Call to Order by Chair at 5:45 pm
2. Attendance:
 - Regrets: Councillor Bruce Williamson, Tisha Polocko, Holly Washuta, Staff: Gord Campbell, Bob Riediger
 - Attendees: Elaine Manocha, Cheryl Crawley, Donna Miotto, Jennifer Bernard
3. Motion to Approve Minutes from previous meeting
 - Approved by Donna, seconded by Cheryl
4. Motion to Adopt Agenda
 - By Cheryl, seconded by Donna
5. Reports – Staff/Council
 - No reports from Staff or Council
6. Correspondence/Email/Voicemail
 - None at this time
7. Budget
 - 2012 & 2013 budgets briefly discussed. Jennifer requested an itemized list of budget proposals for 2013.
8. Cigarette Butt Campaign
 - Deferred to next meeting – will be focus of meeting
9. 2012 Shoreline Clean Up – September 15/12
 - Approx. 14 bags of litter were collected along with several other large items.
10. Grape & Wine Parade – September 29/12
 - Members agreed it was an interesting and valued experience which brought exposure to the public on the CCC. Members agreed to participate in 2013.
11. Other Business
 - None at this time
12. Next Meeting: Tuesday November 13, 2012, Lake Street Service Centre, 5:45 pm
13. Adjournment – motion to adjourn by Cheryl, seconded by Donna.



CITY OF
ST. CATHARINES

Mayor's Advisory Committee for Black History

FOR: 2012 / 7th MEETING of the Mayor's Advisory Committee for Black History

HELD: Thursday, September 20, 2012 – City Hall, Ante Room

PRESENT: John Richmond, Co-Chair; Rochelle Bush; Christiana Fixon-Owoo; Donna Ford; Alan R. McEwen; Wilma Morrison; Richard Ndayizigamiye; Ada Summers

REGRETS: Brian McMullan, Mayor; Jeff Burch, Councillor; Mathew Siscoe, Councillor; Irene Romagnoli, Co-Chair; Karen Moncur; Marjorie Dawson; Carl Kovacs; Rosemary Sadlier

CIRCULATED TO: Dan Carnegie, Director Corporate Support Services

IN ATTENDANCE: Kathleen Powell, Supervisor Historical Services/Curator
Karen Cockerham, Secretary

MINUTES

1. Call to Order

The meeting was called to order at 6:35 pm by the Meeting Chair.

2. Confirmation of Minutes

MOTION: FORD/McEWEN

THAT the minutes of the Meeting held July 12, 2012 be approved.

Carried.

3. Report to Council

- Procedures for Council Reports were reviewed: reports are written by staff; reports are not public documents until formally published in Council Agenda; reports cannot be distributed prior to public release of Council Agenda
- The Supervisor of Historical Services/Curator gave an overview of the draft report
- Deputation to Council: It is recommended that all Committee members attend Council on the evening the report is on the Agenda. The deputation will focus on underlining the importance of the project and supporting the report. All members are requested to

consider what specific points the deputation should make and communicate to the Chair(s) and/or the Committee as a whole by Oct. 4.

ACTION: The Supervisor of Historical Services/Curator will:
(1) inform Committee when Report will go to Council; and
(2) advise Clerk's Department that a Deputation will be present at Council

4. Committee Constituency

- W. Morrison has formally submitted her resignation from the Committee; however, she will continue to support and contribute where possible
- The Committee would like to have the St. Catharines Public Library added to the Membership, with a staff member to represent. This request will be added to the Council Report.
- It was suggested that letters be sent to stakeholder groups which have not had representation at the meetings to determine future involvement

5. Feasibility Study

- A selection of various (past) museum feasibility studies were made available for members to choose from for study and report at the next meeting
- A document outlining the processes and purposes of feasibility studies was distributed. It was noted that a feasibility study can: shape the mission and objectives; assess existing resources; assess existing collections in the community; assess and analyze the market and audience; perform a cost analysis; assess venue options; and provide a business model
- Committee members are requested to read their chosen feasibility study and note what points would be useful and not useful for our purposes
- An RFP (Request For Proposal) will need to be done to find/hire a company to perform the feasibility study; the Committee can assist in the drafting of the RFP

6. Next Meeting Date

Thursday, October 18, 2012, 6:30 pm

7. Adjournment

The meeting was adjourned at 7:35 pm.

Certified Correct (Secretary): _____

Confirmed by (Chair): _____

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.

**REGULAR MEETING
MINUTES**

June 21, 2012

Board Room

Present: A. Carruthers Councillor B. Phillips
A. Cook S. Reilly
A. McEwen A. Rosts
L. McDonald (Chair)

Regrets: M. Sendzik Councillor B. Williamson

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

The Regular Meeting of the St. Catharines Public Library Board was held on June 21, 2012 at the Central Library. The Chair called the meeting to order at 7:05 p.m.

1. Adoption of Agenda

- 1.1 Additions/Deletions to the Agenda
None.

1.2 Adoption of the Agenda

MOTION:
2012-56

THAT the Library Board adopt the agenda.

MOVED BY; Councillor B. Phillips
SECONDED BY: A. Rosts
MOTION CARRIED.

DISTRIBUTION

Staff: Council

Copies to:

TES: _____

PS: _____

LS: _____

HR: _____

FIRE: _____

FMS: _____

EDTS: _____

CAO/MAYOR: _____

RECEIVED

OCT 26 2012

CITY CLERK'S OFFICE
ST. CATHARINES, ONTARIO

2. Minutes

2.1 Minutes of Regular Meeting

MOTION: THAT the minutes of the Regular Meeting of May 17, 2012,
2012-57 be approved, a copy having been received by each Trustee.

MOVED BY; A. Cook
SECONDED BY: Councillor B. Phillips
MOTION CARRIED.

3. Business Arising

3.1 Grantham Branch Update – L. Stripnieks

The C.E.O. reported that the Aquatic Center and new Grantham Branch are tentatively scheduled to open on Saturday, June 30, 2012. The Branch would open for its usual Saturday hours of 9:00 a.m. to 5:00 p.m. It would be closed on Sunday, July 1 and Monday, July 2. The pool would be open as per their usual hours. The official opening of the facilities is tentatively scheduled for July 3, 2012. The C.E.O. provided a draft copy of: the Official Opening Program and media release. The Chair suggested that the opening would provide a good opportunity to for a Board photo. All agreed.

The C.E.O reported that Grantham staff were in the process of moving the collection, assorted files and supplies. Branch staff pack the materials but Maintenance staff do all the lifting and transporting to the new location.

D. Bott, Manager, IT & Networks, is setting up the computers. D. Bott has been assisted in this process by J. Dunn, and T.J. Lawrence.

D. Bott is also co-ordinating the installation of the VoIP telephone system. As previously reported to the Board, the Grantham Branch was to be rolled out first. The VoIP system is up running at Grantham. The Central Library, Merritt and Port Dalhousie Branches will be rolled out after the official opening of the Aquatic Centre. All locations should be completed by August. .

S. Reilly questioned whether the exterior signage been finalized. L. Stripnieks stated this would not be done until the Library had a decision on the sponsorship agreement. Staff hope to have a decision by mid-July and will communicate this to the potential sponsor.

A. Cook asked if Grantham staff hours had been impacted by the move (i.e. decreased). L. Stripnieks reported that all full-time staff were working 'full-time hours', as were part-time staff, for the two-week move period. None of the staff have had hours reduced.

J. Foster informed the Board that the Library lease at the Grantham Plaza terminates July 31, 2012. All materials/equipment/furniture must be out by then. Maintenance staff will perform this task. Some items (e.g. meeting room chairs) will be sent to Central; some items will be sold; items which are in poor condition will be scrapped.

A. Rosts enquired about the Aquatic Centre construction timeline and asked if a report would be received explaining the reason(s) for the frequent extension of the completion date. Councillor B. Phillips provided a verbal update on some of the contributing factors and stated a written report would not follow.

4. Correspondence

The Board received correspondence as at June 4, 2012.

5. Reports

5.1 Chair's Report – L. McDonald

The Chair reported that he had toured the new Grantham Branch and was very impressed with the building and amount of natural sunlight. He also reported that he had met with Colin Briggs, C.A.O. for the City of St. Catharines regarding naming rights for the branch and would discuss the item in-camera.

Councillor B. Phillips noted that since the pool will be open 7 days a week the Library may need to consider increasing Branch hours. Staff stated that it is their intention to review the hours of service, use patterns, and program activities for the pool. Increases in hours of service would impact staffing levels and the operational budget.

Chief Executive Officer's Report – L. Stripnieks

The C.E.O. reported the unveiling of the Niagara Frontiers Exhibit will take place on October 11, 2012 at the Centennial Library, Mills Room. The exhibit includes 60 posters by local artists, covering various aspects of War of 1812. The Honourable David C. Onley, O.Ont., Lieutenant Governor of Ontario will be attending the unveiling.

S. Reilly enquired whether a meeting should be scheduled in July or August to deal with any problems at the new Branch. L. Stripnieks stated that in the past, staff would call the Chair if a meeting was required. Board members agreed to proceed in the usual manner. A meeting might be required in July to discuss naming rights.

5.2 Health and Safety Report – J. Foster

J. Foster reported that the Joint Health & Safety Committee met in June, 2012. The regular inspections of the Port Dalhousie, Grantham and Merritt Branch, and the 1st floor of the Centennial Library were completed. There were a few minor deficiencies, all of which have been corrected.

5.3 Branch Reports

The Board received the written Branch reports for May, 2012.

5.4 Facilities – J. Foster

J. Foster reported that he met with the architect hired to prepare the accessibility improvements design. The architect is preparing a draft design for review by staff.

With respect to the glass replacement program at Central Library, J. Foster reported that approximately 75% of the work has been completed and the job is expected to be finished in the next 2 weeks.

J. Foster also reported that construction of the storage facility in the underground parking garage at Centennial Library is approximately 90% complete. The contractor is waiting for the humidificator unit which is scheduled to arrive June 26, 2012. The unit will take 2 or 3 days to install.

Board members questioned whether there had been any issues with parking at the Centennial Library and J. Foster informed the Board there were no further problems.

5.5 Finance

5.5(a) Schedule of Accounts – Report 5

A. Rosts requested clarification of cheque No. 10191 payable to GPS Distribution Inc. J. Foster explained that this was for newspapers.

**MOTION:
2012-58**

THAT the fifth report recommending payment of accounts and salaries in the amount of TWO HUNDRED NINETY-THREE THOUSAND, EIGHT HUNDRED FORTY-SIX DOLLARS & TWENTY-TWO CENTS (\$293,846.22) be received and approved.

MOVED BY: A. Rosts
SECONDED BY: A. McEwen
MOTION CARRIED.

5.5(b) Statement of Operating Accounts – as at May 31, 2012

With 42% of the year elapsed the statement shows: revenue received – \$1,969,333; expenditures – \$2,177,036.

5.5(c) Endowment and Trust Fund Statement – as at May 31, 2012

The statement shows a balance of \$791,551 made up as follows: opening balance – \$785,874; donations – \$1,887; interest income – \$3,790; current assets – \$791,551; YTD encumbered – \$240,936; YTD unencumbered – \$550,615.

5.5(d) Report on Short-Term Investments – as at May 31, 2012

The report shows a balance of \$1,000,086 made up as follows: \$445,561 due June 21, 2014 invested with Ontario Savings Bonds; \$334,458 due July 16, 2012, invested with a TD Bank GIC; and \$220,067 due July 16, 2012, invested with a TD Bank GIC.

5.5(e) Report on Reserve Accounts – as at May 31, 2012

The report shows a balance of \$7,395 in the Visual Materials Insurance account.

5.6 St. Catharines City Council

Councillor B. Phillips reported that City Council meetings would be moving to Brock University for the summer as renovations are being carried out at City Hall. He also reported that Council has approved a trial for specialty food wagons downtown. On July 8, 2012 a Food Truck extravaganza will take place at the Market Square to give people a chance to see what the vendors will be offering. Restaurants will also be invited to participate. In addition, a request has been received by City Council for a portable ice rink at Montebello Park during the winter.

A. Cook enquired about Westpark Pool and Councillor Phillips reported that once the new Kiwanis Aquatic Centre opens, Westpark Pool will cease operating as a City pool. No decision has been made on allowing anyone to lease and operate the pool privately.

6. New Business

6.1 Business For Next Meeting

No business for next meeting.

6.2 Informational Items

Informational materials were included in the Board package.

7. In-Camera Business

7.1 Motion to Move In-Camera

MOTION: THAT the meeting move In-Camera.
2012-59

MOVED BY: A. Cook

SECONDED BY: A. Carruthers

MOTION CARRIED.

The meeting moved In-Camera at 8:00 p.m.

7.2 Adoption of In-Camera Agenda

7.2(a) Additions/Deletions to the Agenda

None.

7.2(b) Adoption of In-Camera Agenda

MOTION: THAT the Library Board adopt the In-Camera agenda.
2012-60

MOVED BY; A. McEwen

SECONDED BY: Councillor B. Phillips

MOTION CARRIED.

7.3 Business Arising

7.3(a) Potential Donation Update – L. Stripnieks

L. Stripnieks reported on June 4, 2012, a meeting was held to discuss the potential donation for naming rights for the new Branch. Those attending included: L. McDonald, L. Stripnieks, J. Foster, Councillor B. Phillips; Colin Briggs, City Chief Administrative Officer; S. Chemnitz, Director/City Treasurer. It was agreed that that City Solicitor C. Cooper would prepare a Draft Agreement.

L. Stripnieks reported that the Draft Agreement was prepared by the City Solicitor as per the discussions on June 4th. L. Stripnieks, J. Foster and L. McDonald have reviewed the draft agreement. L. Stripnieks emailed the Draft Agreement to the potential donor on June 19, 2012 for their review. A copy of the Draft Agreement was distributed to the Library Board at the meeting.

Staff do not expect to hear back from the potential donor until after July 7th, 2012. Based on their review of the agreement a special meeting may need to be called on July 19th.

7.4 New Business
None.

7.5 Return to Open Session

MOTION: THAT the meeting return to Open Session.
2012-61

MOVED BY; A. Carruthers
SECONDED BY: A. Rosts
MOTION CARRIED.

The meeting returned to Open Session at 8:30 p.m.

8. Business Arising From In-Camera Meeting

A special In-Camera meeting will be held on Thursday, July 19, 2012 regarding a potential donation to the Library.

9. Motion to Adjourn

MOTION: THAT the meeting be adjourned.
2012-62

MOVED BY; Councillor B. Phillips
MOTION CARRIED. A. Carruthers

The meeting adjourned at 8:32 p.m.

10. Date and Time of Next Meeting

Special In-Camera Meeting: July 19, 2012 at noon.

Regular Meeting: September 20, 2012 at 7:00 p.m.

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.

**REGULAR MEETING
MINUTES****RECEIVED**

OCT 26 2012

September 27, 2012
Grantham Branch, Programme Room**CITY CLERK'S OFFICE**
ST. CATHARINES, ONTARIO

Present: A. Carruthers Councillor B. Phillips
A. Cook S. Reilly
A. McEwen Councillor B. Williamson
L. McDonald (Chair)

Regrets: M. Sendzik A. Rosts

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

The Regular Meeting of the St. Catharines Public Library Board was held on September 27, 2012 at the Grantham Branch. The Chair called the meeting to order at 7:05 p.m.

1. Adoption of Agenda**1.1 Additions/Deletions to the Agenda**

- 1.1(a) Item 6.4, Southern Ontario Library Service (SOLS) – L. McDonald
- 1.1(b) Item 6.5, Board Membership – A. McEwen
- 1.1(c) The Chair requested that the Board deal with Item 6.3 immediately following approval of the Minutes.

1.2 Adoption of the Agenda**MOTION:**
2012-63

THAT the Library Board adopt the agenda as amended

MOVED BY:
SECONDED BY:
MOTION CARRIED.A. Carruthers
A. Cook**DISTRIBUTION**Staff: *Council*

Copies to:

TES: _____

PS: _____

LS: _____

HR: _____

FIRE: _____

FMS: _____

EDTS: _____

CAO/MAYOR: _____

2. Minutes

2.1 Minutes of Regular Meeting

MOTION: THAT the minutes of the Regular Meeting of June 21, 2012,
2012-64 be approved, a copy having been received by each Trustee.

MOVED BY; A. McEwen
SECONDED BY: A. Carruthers
MOTION CARRIED.

6. Business Arising

6.3 War of 1812 Bicentennial – Library Activities Update – D. Andrusko

The Board received a written report. D. Andrusko reported that the Library has planned a series of programmes in recognition of the War of 1812 Bicentennial. The programmes are listed in the Library Newsletter and Explore the War pamphlet. Turnout has been very good for all the speakers.

'Explore the War @ the St. Catharines Public Library' posters and bookmarks with images from Fort George have been prepared to promote the Library's resources on the War of 1812. The posters and bookmarks along with an invitation for teachers to bring in their classes for a customized visit will be distributed to elementary schools in St. Catharines. The Board was shown these materials.

3. Business Arising

3.1 Grantham Branch Update – L. Stripnieks

The Board received a written report. The C.E.O. indicated that Library staff has set up a number of meetings with City staff in order to establish protocols for the reporting of problems at the facility including mechanical, electrical and structural and to define the overall lease agreement.

Deficiencies continue to be addressed in the facility including the Library. Councillor B. Phillips and J. Foster stated that as with all new buildings and equipment there is a period of adjustment as systems are balanced and regulated.

A. Carruthers commented on the poor acoustics and echoes in the Programme Room. It was noted that this was not a deficiency. Possible solutions, such as a carpet to mute the echo, were discussed. Councillor B. Phillips will forward concerns to the architects asking for suggestions on how to improve the sound.

The C.E.O. noted that Branch was used heavily in July and August. An electronic gate counter was installed in September. In the 10 days since installation, the Branch is averaging 600 visits/day. If that trend continues annual visits could be up by 25%.

Councillor Phillips stated that he had received compliments about the staff as well as enquiries about extended hours of service.

Discussion took place regarding material security. The CEO stated that an inventory was conducted during the summer to identify missing items. The loss rate was very small compared to the cost of installing a security system. A security system would need to be implemented in all locations, not just Grantham. Staff have investigated and priced security systems. They will update the costs in 2013 for review by the Board.

3.2 Library Board Photo – L. McDonald

It was agreed that a photo would be taken at the November Board meeting.

It was noted that the Fresh Ink Awards Reception was scheduled for the Thursday, October 25th – the day of the Board Meeting. This necessitated that the Board Meeting be rescheduled to Wednesday, October 24, 2012.

4. Correspondence

The Board received correspondence as at September 7, 2012. Board members commented on the very positive risk management inspection report received with the letter of June 28, 2012 from HUB International Ontario Limited and enquired whether the report goes to the City. J. Foster reported it did not. Councillor B. Phillips indicated he will report on this item to City Council.

A. Carruthers enquired about the letter from the Institute of Chartered Accounts dated June 28, 2012 and questioned whether Library staff worked at the tax clinics. The C.E.O. explained that the Library provides the facility and staff only book the appointments.

A question was raised regarding the amount of the donation referred to in the letter dated September 7, 2012. The C.E.O. advised that the donation to the Library was in the amount of \$3,000.

5. Reports

5.1 Chair's Report – L. McDonald

The Chair reported that he, along with other Board members, had attended the grand opening of the Aquatic Centre /Grantham Library on July 3, 2012. Many compliments were received regarding the new facility.

The Chair also reported that he had discussed a number of items with the C.E.O. prior to the meeting including the status of the donation and the Healthy Lifestyle Resource Directory.

5.2 Chief Executive Officer's Report – L. Stripnieks

The Board received a written report. Highlights included the VoIP telephone system, the 2012 Operating Grant application, Central Library Furniture review, computer equipment and system furniture assessment, Fresh Ink Writing Contest, and the City's Culture Plan. The C.E.O. reported that the strategic plan should be available in draft form by year-end.

5.3 Health and Safety Report – J. Foster

J. Foster reported that several inspections of all facilities were completed over the summer months including the Merritt Branch, Port Dalhousie Branch and Centennial Library Basement, 1st Floor and 3rd Floor. All deficiencies were minor and the necessary repairs have been completed.

Sixteen staff members are scheduled to take a 2-day First Aid Training course on October 22 and October 29, 2012. The Joint Health & Safety Committee is scheduled to meet on November 8, 2012.

5.4 Branch Reports

The Board received the written Branch reports for June, July and August, 2012.

A. McEwen indicated the series of Smartphone classes was a good idea as there is a need for this type of information in the community; however, the Library should take precautions to ensure no commercial bias is presented. The C.E.O. advised that the presenter's background information was given to attendees of the classes.

5.5 Facilities – J. Foster

5.5(a) HUB Risk Management Report

The Board received a written report (see Correspondence Item 3 – Received). J. Foster explained that the purpose of the inspection is to identify potential risks that could lead to injury, damage to property or litigation. The company was very thorough, identifying only 1 hazard which was corrected immediately.

5.5(b) Grantham Branch Relocation

The Board received a written report. J. Foster noted that the relocation of the Grantham Branch and cleanup/closure of the former premises went smoothly. Representatives of the landlord inspected the facility, indicated the premises were in good working order and have signed off the property with no liability to the Library.

5.5(c) Window Replacement Programme

The Board received a written report. The Board previously approved an expenditure of \$56,000 on Stage 1 of the Window Replacement Programme, being the first floor windows at Centennial Library. The work has now been completed and costs were significantly below budget with a savings of approximately \$32,000. Accordingly, staff recommend the savings be used to offset Stage 2 window replacement costs.

A. Cook enquired about any warranty on the windows and J. Foster indicated there is a 10 year warranty.

**MOTION:
2012-65**

THAT the Library Board approve the transfer of \$32,000 from the 2012 Facilities and System Enhancement Account to the Window Replacement Reserve Account to finance the second stage of the Window Replacement Programme at the Centennial Library.

**MOVED BY;
SECONDED BY:
MOTION CARRIED.**

Councillor B. Phillips
Councillor B. Williamson

5.5(d) Centennial Parking Garage Storage Facility

The Board received a written report indicating the storage facility is now fully functional. Discussion ensued.

5.5(e) Maintenance – Summer 2012

The Board received a written report. Discussion ensued. J. Foster noted that Maintenance staff spent a significant amount of time dismantling and relocating the Grantham Branch in July.

J. Foster also provided an update on the Facility Accessibility Design Standards (FADS) construction upgrades. The architect has almost completed the design and will be requesting quotes. A report should be available for the Board by November, 2012.

5.6 Finance – as at June 30, July 31 and August 31, 2012

J. Foster reported that the Library is to present its 2013 Operating Budget to City Council on January 7, 2013. The first draft will be submitted to the Board in November, 2012.

It was noted that City has requested consideration be given to extending the hours of operation for the Grantham Branch. Discussion took place. The C.E.O. noted that changes in hours of service would best be done after a system service review in order to establish the best mix of hours across all locations. The Library will complete a service review next year.

The C.E.O and J. Foster indicated that the 2013 Operating Budget will be based on status quo re: operating hours. However, it will also include an addendum that will provide costings for a number of scenarios for extended hours of service.

5.6(a) Schedules of Accounts – Reports 6, 7 and 8

A. McEwen requested clarification of cheque No. 10233 payable to Friends of Fort George, listed in Report 6. J. Foster explained that this was for the purchase of books from the Fort George book store.

A. McEwen requested clarification of cheque No. 10315 payable to Nickerson Electric Ltd., listed in Report 7. J. Foster explained that this was for the purchase of a new fridge and microwave for the Grantham staff room.

A. McEwen requested clarification of cheque No. 10353 payable to HRDownloads, listed in Report 8. J. Foster explained that this was for the purchase of legislation materials. Cheque No. 10362 payable to Monday Report on Retailers was for the purchase of materials for the collection.

MOTION:
2012-66

THAT the sixth report recommending payment of accounts and salaries in the amount of THREE HUNDRED FORTY-ONE THOUSAND, ONE HUNDRED TEN DOLLARS & EIGHTY-SIX CENTS (\$341,110.86) be received and approved.

MOVED BY;
SECONDED BY:
MOTION CARRIED.

Councillor B. Williamson
A. McEwen

MOTION:
2012-67

THAT the seventh report recommending payment of accounts and salaries in the amount of TWO HUNDRED EIGHTY-EIGHT THOUSAND, THREE HUNDRED TWO DOLLARS & NINETY CENTS (\$288,302.90) be received and approved.

MOVED BY;
SECONDED BY:
MOTION CARRIED.

Councillor B. Williamson
A. McEwen

**MOTION:
2012-68**

THAT the eighth report recommending payment of accounts and salaries in the amount of THREE HUNDRED SIXTY-SIX THOUSAND, THREE HUNDRED SIXTY-THREE DOLLARS & TWENTY-ONE CENTS (\$366,363.21) be received and approved.

MOVED BY;

Councillor B. Williamson

SECONDED BY:

A. McEwen

MOTION CARRIED.

5.6(b) Statement of Operating Accounts

J. Foster reported that the Library has not yet received the Provincial grant and probably won't until late October or November.

June 30, 2012: With 50% of the year elapsed the statement shows: revenue received – \$2,334,854; expenditures – \$2,648,432.

July 31, 2012: With 58% of the year elapsed the statement shows: revenue received – \$2,700,275; expenditures – \$3,065,590.

August 31, 2012: With 67% of the year elapsed the statement shows: revenue received – \$3,071,474; expenditures – \$3,448,309.

5.6(c) Endowment and Trust Fund Statement

June 30, 2012: The statement shows a balance of \$806,904 made up as follows: opening balance – \$785,874; donations – \$10,666; interest income – \$10,364; current assets – \$806,904; YTD encumbered – \$241,086; YTD unencumbered – \$565,818.

July 31, 2012: The statement shows a balance of \$814,022 made up as follows: opening balance – \$785,874; donations – \$16,658; interest income – \$11,490; current assets – \$814,022; YTD encumbered – \$240,936; YTD unencumbered – \$573,086.

August 31, 2012: The statement shows a balance of \$810,578 made up as follows: opening balance – \$785,874; donations – \$16,786; interest income – \$11,918; expenditures (\$4,000); current assets – \$810,578; YTD encumbered – \$240,936; YTD unencumbered – \$569,642.

It was noted that a significant donation of \$3,000 was made to the Library and A. Cook wondered whether recognition would be given to the donor. L. Stripnieks and J. Foster will be going to McGee Marking Devices to view various plaques available.

5.6(d) Report on Short-Term Investments

June 30, 2012: The report shows a balance of \$1,000,086 made up as follows: \$445,561 due June 21, 2014 invested with Ontario Savings Bonds; \$334,458 due July 16, 2012, invested with a TD Bank GIC; and \$220,067 due July 16, 2012, invested with a TD Bank GIC.

July 31, 2012: The report shows a balance of \$1,008,592 made up as follows: \$452,200 due June 21, 2014 invested with Ontario Savings Bonds; \$335,584 due October 16, 2012, invested with a TD Bank GIC; and \$220,808 due October 16, 2012, invested with a TD Bank GIC.

August 31, 2012: The report shows a balance of \$1,008,591 made up as follows: \$452,200 due June 21, 2014 invested with Ontario Savings Bonds; \$335,583 due October 16, 2012, invested with a TD Bank GIC; and \$220,808 due July 16, 2012, invested with a TD Bank GIC.

5.6(e) Report on Reserve Accounts

June 30, July 31, August 31: The reports show a balance of \$7,395 in the Visual Materials Insurance account.

5.7 St. Catharines City Council

Councillor B. Phillips reported that Requests for Proposal for the new spectator facility have been received and a decision is expected by mid-October. Initial quotes for the Arts Centre were over budget and so the architects are redesigning the facility.

6. New Business

6.1 Inventory – L. Stripnieks

The Board received a written report. Inventory of the Branches was completed in May, 2012. Inventory of the Central Library began in August and is ongoing.

6.2 Niagara Frontier War of 1812 Touring Exhibit – L. Stripnieks

The Board received a written report. The official launch of the exhibit will take place on October 11, 2012.

6.4 Southern Ontario Library Service (SOLS)

The Chair reported that S. Reilly would like to step down as the Library's representative to SOLS and thanked her for all her hard work. S. Reilly noted that the next SOLS meeting will take place in November and she will obtain the date and advise L. McDonald. Any members interested in taking on this role are to contact the Chair.

6.5 Board Membership

A. McEwen indicated that he may be relocating and if so will need to step down from the Board.

6.6 Business For Next Meeting

No business for next meeting.

6.7 Informational Items

Informational materials were included in the Board package.

7. In-Camera Business

7.1 Motion to Move In-Camera

MOTION: THAT the meeting move In-Camera.
2012-69

MOVED BY: A. Cook
SECONDED BY: A. Carruthers
MOTION CARRIED.

The meeting moved In-Camera at 8:40 p.m.

7.2 Adoption of In-Camera Agenda

7.2(a) Additions/Deletions to the Agenda

There were no additions or deletions to the In-Camera Agenda.

7.2(b) Adoption of In-Camera Agenda

MOTION: THAT the Library Board adopt the In-Camera Agenda.
2012-70

MOVED BY; A. McEwen
SECONDED BY: Councillor B. Phillips
MOTION CARRIED.

7.3 Business Arising

7.3(a) Donation Status Update – L. Stripnieks

L. Stripnieks reported that the donation was still outstanding. Discussion ensued.

MOTION: THAT the Chair contact the prospective donor to determine
2012-71 the status of the donation.

MOVED BY; Councillor B. Phillips
SECONDED BY: A. McEwen
MOTION CARRIED.

7.4 Correspondence

The Board received a written request for reinstatement of Library privileges of a patron who was issued a Trespass Notice on April 8, 2011. Discussion ensued.

MOTION: THAT the Library Board agrees to reinstate the patron's
2012-72 Library privileges.

MOVED BY; A. McEwen
SECONDED BY: Councillor B. Phillips
MOTION CARRIED.

7.5 New Business

None.

7.6 Return to Open Session

MOTION: THAT the meeting return to Open Session.
2012-73

MOVED BY; A. Cook
SECONDED BY: S. Reilly
MOTION CARRIED.

The meeting returned to Open Session at 9:00 p.m.

8. Business Arising From In-Camera Meeting

None.

9. **Motion to Adjourn**

MOTION: THAT the meeting be adjourned.
2012-74

MOVED BY; Councillor B. Phillips
MOTION CARRIED. A. Carruthers

The meeting adjourned at 9:01 p.m.

10. **Date and Time of Next Meeting**

Wednesday, October 24, 2012 at 7:00 p.m.



Corporation of the City of St. Catharines
GREEN COMMITTEE MEETING
Wednesday, August 8, 2012
5:05 to 6:45PM
St. Catharines City Hall, 50 Church Street: Atrium

Meeting Minutes

Present: David Haywood, Matt Holley, Lou Marcantonio, Mark Jemison, John Sheehan, James McWilliam, Tony Di Paulo

Staff: Dan Dillon (TES)

Absent: Mujibar Rahman

The meeting was called to order at 5:05 pm with 7 members in attendance

Review of minutes from July 13, 2012

- All in favour
- Carried

Correspondence

- Upcoming Harvest Festival at Centennial Park on October 13th
- D. Haywood's interview with the St. Catharines Standard
- Refer Dalewood School inquiry to Niagara Peninsula Conservation Authority's Canopy for Kids program

Current Projects

1. Niagara Peninsula Conservation Authority - 2012 Canopy for Kids

- No action, move to idle

2. Climate Action Niagara (CAN) and Centennial Park Planting

- No action, move to idle

3. Niagara West Train Station Revitalization

- Grant application closes in two weeks

4. North Pearson Park Arboretum

- K. Sullivan has completed basic mapping of trees in the park
- Waiting for contact from partners in the fall

5. Trillium Awards

- Two entries received for Green Committee award, ceremony to be held in early October
- Look into how to increase promotion for 2013 awards

6. Geneva/406 Naturalization

- Contractor will replace trees in the fall
- Budget for watering the trees in summer of 2013

2012 Proposed Projects

7. Green Committee Literature

- No update

8. Merritt Trail (From Geneva to Glendale)

- J. McWilliam to assemble budget for project to provide to partners

9. Entrance to City Greening – Thorold and St. Catharines on Merritt Street/Ormond

- L. Marcantonio to contact possible partner
- Rough budget estimate of \$1500

10. Tree Giveaway

- Potentially add a School category for 2013 contest

Idle Committee Projects

11. Port Dalhousie East/West Beautification

- No changes

12. Gateway Project – St. Paul & Louth

- No changes

13. James Street and St. Paul – Russell Lot

- No changes

14. Hartzel Road Beautification

- No changes

15. Hydro One Corridor

- Possible partner with the Life Together Foursquare Church
- Potential project on Church property, 6 fruit trees – requested 50% funding

16. Fruit Tree Planting in Parks/Schools

- No changes

17. Lawn Bowling Park – Merritt and Seymour

- Remove from idle

18. Eco Friendly/Pesticide Free educational Project

- No changes

2012 Projects – New Projects and Suggestions

19. Erion/Martindale Road

- No updates, move to idle

20. Rykert Street Tree Planting

- Visited Niagara Regional Housing at Rykert Street
- Event on September 12 to bring together community, potting of plants with youth
- Proposed 3 native trees to be planted on property, look into partnership opportunities with Niagara Region
- Motion for \$300 for potting/plant material
- Motion carried

Miscellaneous

21. Merritton Labour Day Parade

- No interest from other committees, no parade involvement this year

22. Boulevard Tree Planting and Sustainable Guide

- Encourage council to focus on native, rare trees, encourage suppliers to propagate

Adjournment: 6:45

Next meeting: Wednesday September 12, 2012

5:00pm

Committee Room #1



Corporation of the City of St. Catharines

GREEN COMMITTEE MEETING

September 12, 2012

5:05 to 5:55PM

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

Meeting Minutes

Present: David Haywood, Matt Holley, Lou Marcantonio, Mark Jemison, John Sheehan

Staff: Dan Dillon (TES), Rick Tapp

Regrets: Kristen Sullivan

The meeting was called to order at 5:05 pm with 5 members in attendance

Review of minutes from August, 8 2012

- All in favour
- Carried

Correspondence

- Shoreline Cleanup taking place September 15, with Clean City Committee
- Climate Action Niagara hosting discussions on green topics

Current Projects

1. Niagara West Train Station Revitalization

- Met with ECO Landscaping and RAFT
- Project requires CN work permit to flag and locate fibre optics
- ECO Landscaping to revise budget to accommodate work permit costs
- Possible funding available from Region, CN and local garden centres

2. North Pearson Park Arboretum

- Waiting for contact from partners in the fall

3. Trillium Awards

- Motion for purchase of trophies
 - All in favour
 - Carried

4. Geneva/406 Naturalization

- 100% mortality of trees, all to be replaced in October

5. Sustainable Neighbourhood Project (Rykert Street)

- Project underway, tree planting delayed based on quote

6. Vine Planting on QEW

- Planting completed September 11 at Scott Street

2012 Proposed Projects

7. Green Committee Literature

- No update – to be completed in the winter

8. Merritt Trail (From Geneva to Glendale)

- Move to idle

9. Entrance to City Greening – Thorold and St. Catharines on Merritt Street/Ormond

- L. Marcantonio developing partnership opportunities
- Project will require some form of partnership recognition, possible on the back of a sign

10. Sobey's/Johansen's Bar Section of Merritt Trail

- Pending estimate

Idle Committee Projects

11. Port Dalhousie East/West Beautification

- No changes

12. Gateway Project – St. Paul & Louth

- No changes

13. James Street and St. Paul – Russell Lot

- No changes

14. Hartzel Road Beautification

- Regional money is available
- Added to fall tree planting for the City

15. Hydro One Corridor

- Church is on board with the project pending budget

16. Fruit Tree Planting in Parks/Schools

- No changes

17. Eco Friendly/Pesticide Free educational Project

- No changes

2012 New Projects and Suggestions

18. Erion Road/Martindale Road Entrance

- Move to idle

19. Hospital Entrance Greening

- Possible Maintenance issues

To be further looked into

Miscellaneous

20. NPCA and Canopy for Kids 2012

- Dave Haywood to contact for 2012-2013 involvement

21. Maintenance and improvements to completed projects

- Committee members to visit project sites to evaluate
- Rick Tapp to provide complete list of projects

22. Consolidated budget list

- Request for updated budget

23. Trees on Lake Street

- Trees being removed during Lake Street reconstruction should be replaced, funding available

Adjournment: 5:45

Next meeting: Wednesday October 10, 2012
5:00pm
Committee Room #1



Corporation of the City of St. Catharines

GREEN COMMITTEE MEETING

Wednesday, October 10, 2012

5:03 to 6:45PM

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

Meeting Minutes

Present: David Haywood, Matt Holley, Lou Marcantonio, Mark Jemison, James McWilliam, Tony Di Paulo

Staff: Dan Dillon, Kristen Sullivan, Rick Tapp

The meeting was called to order at 5:03 pm with 6 members in attendance

Review of minutes from September 12, 2012

- Carried

Guest – Rose Walsh, St. Catharines Horticultural Society

- St. Catharines Horticultural Society interested in participating in projects including the Pearson Arboretum and Johanssen's Bar

Correspondence

- NPCA Canopy for Kids Program currently being reviewed by NPCA, and applications have been sent out
- Climate Action Niagara's 5th Annual Eco Fest on October 20th, 2012
 - Motion to spend \$500 on sponsorship of the event
 - Motion Passed
 - Motion to purchase 100 trees
 - Motion Passed (\$200)
- St. Catharines Standard interview with Doug Herod, discussed Sobeys/Johanssen's Bar Project

Current Projects

1. Niagara West Train Station Revitalization

- Report required for Regional funds
- Update for next meeting

2. North Pearson Park Arboretum

- Waiting to hear about interest from St. Catharines Horticultural Society and other partners
- Motion to purchase 7 trees for the arboretum
 - i. Motion passed

3. Trillium Awards

- Awards have been distributed

4. Geneva/406 Naturalization

- Interest in additional butterfly bushes being added to the site
- Motion to spend \$1000 on butterfly bushes
 - i. Motion passed

5. Sustainable Neighbourhood Project (Rykert Street)

- Matt Holley to follow up

6. Tree Give-Away Contest Planting

- Trees have been added to the City contract, and winners will receive larger trees
- Three trees to be planted in the next few weeks
- Winners are interested in publicity

2012 Proposed Projects

7. Green Committee Literature

- No update

8. Sobey's/Johanssen's Bar

- Cost estimate provided, with opportunities to alter the budget
- James McWilliam will work to alter the plan to include historical locations of Welland Canal
- Motion for \$10,000 for the project
 - i. Motion Carried

9. Entrance to the City Greening – Thorold and St. Catharines on Merritt/Ormond St.

- Potential partner interested in donating up to \$500 of the \$1,500 total budget
- Motion to spend \$1000 on the project
 - i. Motion Carried

10. Fruit Trees for Church Project

- Lou Marcantonio to pursue further

Idle Committee Projects

11. Port Dalhousie East/West Beautification

- Can be included in Committee's recommendation to Council

12. Gateway Project – St. Paul & Louth

- No changes

13. James Street and St. Paul – Russell Lot

- No changes

14. Hartzel Road Beautification

- No changes

15. Hydro One Corridor

- No changes

16. Fruit Tree Planting in Parks/Schools

- No changes

2012 Projects – New Project and Suggestions

17. New Hospital Entrance Greening

- Hospital currently spending around \$2,000,000 on greening

18. Revitalizing/Maintenance of past Green Committee Projects

- Rick Tapp will provide updated list of all project properties

Miscellaneous

19. Consolidated Budget List

20. Watering budget for Committee projects

- To be discussed next meeting

21. Application for new Committee member to be distributed to the public next week

22. 88 Queenston –Esquire Hotel

- Being converted into apartments and businesses

23. 62-66 St. Paul Street W

Adjournment: 6:55

Next meeting: Wednesday November 14, 2012
5:00pm