



**The Corporation of the City of St. Catharines**  
**CITY COUNCIL AGENDA**  
**Regular, Monday, November 15, 2021**  
**Council Chambers and Electronic Participation, 6:00 PM**

This Meeting of Council will be held in person at Council Chambers and electronically for the Members of Council. Due to capacity limits due to the COVID-19 pandemic the public can only participate electronically.

This Meeting may be viewed online at [www.stcatharines.ca/youtube](http://www.stcatharines.ca/youtube)

*Public Comments: The public may submit comments regarding agenda matters to the Office of the City Clerk by contacting [clerks@stcatharines.ca](mailto:clerks@stcatharines.ca) by Monday, November 15, 2021 before Noon. Comments submitted will be considered as public information and entered into public record.*

*Electronic Delegations: Those wishing to speak to an item on the agenda must complete the [City's Electronic Delegation Form](#) by Monday, November 15, 2021 before 9:00 a.m. and attend a test session with City staff on Monday, November 15, 2021 at 10:00 a.m.*

*His Worship Mayor Walter Sendzik takes the Chair and opens the meeting with a Land Acknowledgement*

Page

**1. Mayor's Report**

**2. Adoption of the Agenda**

**3. Adoption of the Minutes**

3.1 Regular Council, Minutes of [October 18, 2021](#)

3.2 Regular Council (Budget), Minutes of [October 19, 2021](#)

3.3 Regular Council (Budget), Minutes of [November 3, 2021](#)

[Addenda]

**4. Declarations of Interest**

**5. Motion to Move Consent Reports**

Consent Reports are approved in one motion which approves all of the recommendations contained in each report. Prior to this motion, a councillor may request that one or more of the reports listed under Item 6 be moved to the list of Discussion Reports.

Page

## **6. Consent Reports**

- 8 - 11      6.1      Office of the Chief Administrative Officer  
COVID-19 Update: November 15, 2021  
[Addenda]
- 12 - 16      6.2      Legal and Clerks Services, Office of the City Clerk  
2022 Schedule of Meetings for City Council and Budget Standing  
Committee
- 17 - 18      6.3      Legal and Clerks Services, Office of the City Clerk  
2022 Deputy Mayor Schedule
- 19 - 119      6.4      Legal and Clerks Services, Office of the City Clerk  
Council Correspondence
- 120 - 241      6.5      Financial Management Services  
Updated 2022 Capital Budget and Four-Year Forecast and Asset  
Management Status  
*(Approval of this report will set a Public Meeting for the November 29,  
2021 meeting of Council to discuss the 2022 Capital Budget and Four-  
Year Forecast and Asset Management Status)*  
[Addenda]

## **7. Public Meetings**

## **8. Presentations**

## **9. Discussion Reports**

- 242 - 286      9.1      Legal and Clerks Services, Office of the City Clerk  
2022 Municipal and School Board Election Voting Method  
*(Staff presentation precedes discussion of the report)*
- 287 - 292      9.2      Community, Recreation and Culture Services, Programs and Cultural  
Services  
2029 Historic Welland Canals Task Force Terms of Reference

## **10. Motions**

- 10.1      **Burying Utility Lines on Regional Road 87**  
*Councillor Garcia will present the following motion:*

WHEREAS the Niagara Region is planning a reconstruction of Regional Road 87 which includes Main Street, Lock Street and Lakeport Road in Port Dalhousie; and

WHEREAS the Council-approved Heritage Guidelines for the Port Dalhousie Heritage District identified the existing mature street trees

with large canopies on Main Street as a heritage feature that should be maintained where possible during road reconstruction and/or utility works yet, many of these trees have been cut down since the Heritage District was approved in 2003; and

WHEREAS currently, when a large mature tree requires removal, the Niagara Region will not replant a tree species that will grow to have a large canopy if it is in the same location as overhead utilities; rather they will plant smaller ornamental tree species; and

WHEREAS if the utilities were buried, when other mature trees along Main Street require removal they could be replaced with similar species that will grow to provide a similar canopy and help retain and enhance this heritage attribute; and

WHEREAS once the required Environmental Assessment prior to reconstruction is completed, the Niagara Region will begin transitioning to detailed design and implementation/construction and the Niagara Region and their consultant will need to consult and liaise with the various utility companies to discuss existing infrastructure, potential conflicts and other impacts; and

WHEREAS Port Dalhousie is one of the most visited areas of our city and region and it will be one of the sites for the 2022 Canada Games, the site for the 2024 World Rowing Championships plus the site of annual regattas which attract thousands of visitors;

THEREFORE BE IT RESOLVED that City Council urge the Niagara Region to work with the utilities involved to consider burying the utility lines as part of the reconstruction within the heritage district in order to help beautify Port Dalhousie and preserve and enhance what is left of the tree canopy.

**10.2 National Childcare Program**

*Councillor Porter will present the following motion:*

WHEREAS the province of Ontario has the most expensive childcare in the country, presenting a financial hardship for many families and a barrier for women's full economic participation; and

WHEREAS the \$34 billion early learning and childcare spending commitment announced this year by the federal government will bring transformative change to child care by lowering parent fees and expanding the supply of regulated not-for-profit and public child care in this country; and

WHEREAS the federal government has already reached childcare agreements with BC, Nova Scotia, Manitoba, Saskatchewan, Yukon Territory, PEI, Newfoundland and Labrador and Quebec; and

WHEREAS the provisions of each agreement vary to some degree, but the majority of the jurisdictions have agreed to use the federal funds to:

- a) lower parent fees by 50 per cent by the end of 2022 and to \$10 a day by 2025-26 or sooner;
- b) improve the wages and working conditions of early childhood educators, and
- c) publicly fund the expansion of not-profit and public childcare;

THEREFORE BE IT RESOLVED that the City of St. Catharines request that the provincial government take the necessary steps to work with the federal government on a bilateral agreement to ensure the new national child care program be made available to Ontarians, and that it focuses on increased access, affordability, quality and responsiveness, all of which are essential to the COVID-19 pandemic response; and

BE IT FURTHER RESOLVED that staff actively monitor federal developments and engage in provincial and regional discussions; and

BE IT FURTHER RESOLVED that City Council request the City Clerk circulate Council's decision to other municipalities in Ontario, the Ontario Municipal Social Services Association and the Association of Municipalities of Ontario.

#### 10.3 **Independent Review of OMERS' Investment Performance**

*Councillor Porter will present the following motion:*

That the City of St. Catharines Council call for an immediate, comprehensive and independent third-party expert review of OMERS' investment performance and practices over the past ten years, conducted by the OMERS Pension Plan's sponsors and stakeholders; and

That such a review would, at a minimum:

- Compare OMERS plan-level, and asset class-level performance to other comparable defined benefit pension plans and funds, OMERS internal benchmarks, and market-based benchmarks.
- Examine OMERS decision-making processes around the timing of various investment decisions.
- Assess the risk management policies and protocols that were in place and determine if they were followed and/or if they were sufficient to protect the plan from undue risk.



- Assess whether the disclosures provided to the OMERS Administrative and Sponsorship Boards were sufficient evidence to allow the Boards to respond appropriately and in a timely manner.
- Examine executive compensation, investment fees and investment costs at OMERS in comparison to other major defined benefit pension plans and funds.
- Examine other relevant issues identified by the third-party expert review.
- Make recommendations for changes at OMERS to ensure stronger returns moving forward.
- Issue their final report and recommendations in a timely manner.
- Publicly release its full report and recommendations to ensure that it is available to OMERS sponsors, stakeholders, and plan members; and

That the City of St. Catharines Council further calls on the OMERS Administrative Corporation to:

- Provide all requested data, documentation and information required of the review panel to fulfill its mandate.
- Establish a step-by-step plan, with OMERS sponsors and stakeholders, to implement any recommendations set out in the review report.

## **11. Call for Notices of Motion**

## **12. Report Requests**

## **13. Committee and Task Force Minutes**

### **13.1 Minutes to Receive:**

- Anti-Racism Advisory Committee, meeting of [September 21, 2021](#) and [October 19, 2021](#) (draft)
- Cultural Sustainability Committee, meeting of [October 13, 2021](#) (draft)
- Economic Sustainability Committee, meeting of [October 14, 2021](#) (draft)
- Equitable Recovery Sub-Committee, meeting of [August 16, 2021](#) and [August 23, 2021](#) (draft)
- Fallen Firefighters Memorial Task Force, meeting of [October 5, 2021](#) (draft)
- Museum Advisory Committee, meeting of [August 24, 2021](#) (draft)
- Museum Advisory Committee, meeting of [October 26, 2021](#) (draft)
- Public Art Advisory Committee, meeting of [September 14, 2021](#)
- Recreation Facilities Allocation Policy Sub-Committee, meeting of [March 16, 2021](#); [April 1, 2021](#); [April 14, 2021](#); [May 4, 2021](#); [May 19, 2021](#); [June 9, 2021](#); [June 23, 2021](#); and [July 14, 2021](#)

- Recreation Master Plan Advisory Committee, meeting of [October 5, 2021](#) (draft)
- Social Sustainability Committee, meeting of [November 4, 2021](#) (draft)

**13.2 Amendment to Terms of Reference for the Advisory Committee on Older Adults**

That City Council approve amending the Composition section of the Terms of Reference for the Advisory Committee on Older Adults as follows:

The Committee shall be comprised of up to 12 members as follows:

- Eight citizen members which fall within one or more of the parameters of: older adult, professional, occupational, and/or social interest in the quality of life for older adults.
- One representative from each of the City's three Older Adult Centres (who are interested and applies).
- One representative from the Canadian Association of Retired Persons – Niagara (who are interested and applies).

The Committee Chair, or designate, may be requested to attend the Niagara Age-Friendly Leadership Council meetings.

**13.3 Report Request from Anti-Racism Advisory Committee regarding Calls to Action in the Wake of the London Islamophobic Attack**

That staff report back regarding what Council can do to support the initiatives contained in the motion put forward by the Anti-Racism Advisory Committee, and referred by the Social Sustainability Committee, regarding Calls to Action in the Wake of the London Islamophobic Attack (*These are additional initiatives to the presentation Council received on October 18, 2021*).

- See the [Social Sustainability Minutes of November 4, 2021](#), page 40, for the Anti-Racism Advisory Committee's recommended Calls to Action in the Wake of the London Islamophobic Attack.

**13.4 Report Request from Anti-Racism Advisory Committee regarding Employment Equity**

That staff prepare a report regarding the Anti-Racism Advisory Committee's proposals for an employment equity policy.

- See the [Social Sustainability Minutes of November 4, 2021](#), page 42, for the Anti-Racism Advisory Committee's proposals for an employment equity policy.

**13.5 Report Request from Anti-Racism Advisory Committee regarding Calls to Action from the Truth and Reconciliation Commission and from the National Inquiry into Missing and Murdered Indigenous Women and Girls Murdered Women, Girls, and 2SLGBTQQIA+ People**

That staff prepare a report regarding the Anti-Racism Advisory Committee's recommendations on the Calls to Action from the Truth and Reconciliation Commission and Missing and Murdered Women, Girls, and 2SLGBTQQIA+ People National Action Plan.

- See the [Social Sustainability Minutes of November 4, 2021](#), page 43, for the Anti-Racism Advisory Committee's recommendations on the Calls to Action from the Truth and Reconciliation Commission and Missing and Murdered Women, Girls, and 2SLGBTQQIA+ People National Action Plan.

**13.6 Report Request from Anti-Racism Advisory Committee regarding Racist / Hate Incident Response Protocol**

That staff prepare a report regarding the Anti-Racism Advisory Committee's recommendations on a Racist / Hate Incident Response Protocol.

- See the [Social Sustainability Minutes of November 4, 2021](#), page 45, for the Anti-Racism Advisory Committee's recommendations on a Racist / Hate Incident Response Protocol.

**14. Closed Session**

Council will meet in Closed Session for the following purpose(s):

**15. Motion Arising from Closed Session**

**16. By-laws**

16.1 Reading of By-laws  
[Addenda]

**17. Adjournment**



## Corporate Report City Council

**Report from:** Office of the Chief Administrative Officer

**Report Date:** November 12, 2021

**Meeting Date:** November 15, 2021

**Report Number:** CAO-184-2021

**File:** 10.4.19

**Subject:** COVID-19 Update – November 15, 2021

**Strategic Pillar:** This report aligns with the following St. Catharines Strategic Plan pillars: economic, social, environmental and cultural.



## Recommendation

That Report CAO-184-2021, regarding COVID-19 Update – November 15, 2021, be received for information purposes.

## Summary

The purpose of this report is to provide Council with ongoing updates on the City's Municipal Emergency Control Group's (MECG) planning activities to address the rapidly evolving global COVID-19 pandemic from a strategic and proactive approach.

For the latest information on resurgence and recovery, visit <http://www.EngageSTC.ca> and the City's social media platforms. For more information on City services and facilities, or to report a concern relating to COVID-19, visit [www.stcatharines.ca/COVID19](http://www.stcatharines.ca/COVID19)

## Relationship to Strategic Plan

City staff is responding to the COVID-19 pandemic as it has affected the economic, social, environmental and cultural sustainability of the city. City staff have prioritized their objectives to heavily focus on recovery efforts of COVID-19 to mitigate the impact on the community and support the sustainably pillars through new and innovative ways.

## Background

On March 12, 2020, the City of St. Catharines partially activated its Emergency Operations Centre (EOC), to support the work of the Municipal Emergency Control Group (MECG) in their response to COVID-19 pandemic and the provision of essential services.

Details regarding the MECG's preparedness, response, recovery and future planning can be found in this report.

## Report

The COVID-19 pandemic continues to pose a serious threat to the community as well as the City's ability to provide all levels of service in the same manner as they were previously delivered.

The MECG continues to respond to the pandemic proactively and has been diligently planning for potential future developments. The MECG continues to be dedicated to the safety of staff and the community, while ensuring essential services continue to be delivered without interruption and focusing on recovery and resurgence.

MECG's planning and decisions are guided by their four key objectives:

1. To focus on recovery while continuing to provide essential services;
2. To ensure the health, safety and security of the public and staff during the pandemic and through the recovery process;
3. To continue to be able to support Niagara Health, Public Health, Niagara Region and our other partners; and
4. To ensure the organization remains in a financially stable condition during this pandemic.

## Provincial Vaccine Mandate Update

On September 22, 2021, the Province of Ontario, in consultation with the Chief Medical Officer of Ontario, implemented a requirement for people to be fully vaccinated and provide proof of their vaccination status to access certain businesses and settings.

On October 18, 2021, the Province of Ontario released access to an Enhanced COVID-19 Vaccine Certificate with QR Code and Verify Ontario App to assist businesses with enforcing the vaccine mandate, and to ensure residents have convenient access to show proof of COVID-19 vaccination.

Residents now have access to the electronic version of their vaccine certificate and have the option to present their proof of vaccination electronically with a QR code, or physically via vaccine receipt.

Businesses have been provided with the free Verify Ontario app which makes it quicker and easier to confirm if a resident is fully vaccinated against COVID-19. Verify Ontario will only scan and read official, government issued QR codes, such as Ontario's vaccine certificate and those SMART Health Codes from other provinces including Quebec, British Columbia and Yukon Territory. Furthermore, businesses must still provide the option for an individual to present a physical version of their vaccine receipt.

City staff have implemented Verify Ontario into their facility visitor screening processes and continue to follow guidelines provided by the Province of Ontario.

## **A Plan to Safely Reopen Ontario and Manage COVID-19 for the Long-Term**

In October, the Province of Ontario released *A Plan to Safely Reopen Ontario and Manage COVID-1 for the Long-Term* which outlined Ontario's cautious and gradual approach to lifting remaining public health and workplace safety measures by March 2022.

Starting on October 25, 2021, and over the next six months, the Province will slowly and incrementally lift all remaining public health workplace safety measures, including:

- wearing face coverings in indoor public settings; and
- removing the provincial requirement for proof of vaccination.

This approach will still be contingent on the ongoing assessment and monitoring of key public health and health care indicators.

On October 25, 2021, capacity limits were lifted in the vast majority of settings where proof of vaccination is required, including:

- restaurants, bars, and other food or drink establishments;
- indoor areas of sports and recreational facilities such as gyms and where personal physical fitness trainers provide instruction;
- casinos, bingo halls, and other gaming establishments; and
- indoor meeting and event spaces.

Other settings can lift capacity limits by electing to require proof of vaccination.

The lifting of proof of vaccination and capacity limits in settings where proof of vaccination is not required could begin to be implemented as soon as January 2022.

### **Facility Impact**

As of October 25, 2021, instruction from the Province on the lifting of capacity limits will permit the City to increase capacity across its facilities, including at City Hall and Council Chambers. There are, however, health and staffing implications that must be considered prior to allowing members of the public to attend meetings at City Hall with staff and Council, or increasing capacity limits, including:

- Staff availability to enforce vaccine and mask mandates; and
- Social distancing considerations to ensure the health and safety of the public and staff.

Because of these reasons, staff are recommending that Council (and other meetings traditionally held in person) continue to be offered in a hybrid format or online until additional restrictions – which may include the vaccine and mask mandates – are lifted, and that facility capacity restrictions are reviewed on a case-by-case basis, where increases in capacity can be made safely.

## Vaccine Rollout Update

Niagara Region Public Health (NRPH) and its partners at Niagara Health, Pharmacies, and Local Health Care Providers continue to rollout vaccinations throughout the region. As of November 9, 2021, over 77% of Niagara residents have been vaccinated with the first dose and over 74% of residents have been fully vaccinated. Vaccine clinics continue to be operational, and vaccine pop-up clinics continue to be made available to the public across the region to support walk-ins and the overall vaccine rollout.

Additionally, as of November 6, 2021, the Province of Ontario, in consultation with the Chief Medical Officer of Health, have expanded booster eligibility to additional groups of high-risk individuals. These groups include:

- Individuals aged 70 or over;
- Health care workers and designated essential caregivers in congregate settings;
- Individuals who received a complete series of a viral vector vaccine; and
- First Nation, Inuit and Metis adults and their non-indigenous household members.

Eligible individuals will be able to book their booster dose through the COVID-19 Vaccination Portal or by calling the Provincial Vaccine Contact Centre.

## Financial Implications

The COVID-19 pandemic is continually changing and impacting the City's financial position. City staff will continue to monitor the fluidity of the situation and provide updates to Council as required.

## Environmental Sustainability Implications

There are no environmental implications associated with this report.

## Conclusion

The COVID-19 pandemic continues to evolve and is still a threat to the community. The MCEG will continue to implement proactive responses and plan for potential developments with the safety and well-being of the community and staff at the forefront.

The MCEG will continue to focus on resurgence and recovery for the City of St. Catharines while remaining committed to MCEG's four objectives.

For the latest information on resurgence and recovery, visit <http://www.EngageSTC.ca> and the City's social media platforms. For more information on City services and facilities, or to report a concern relating to COVID-19, visit [www.stcatharines.ca/COVID19](http://www.stcatharines.ca/COVID19).

### Prepared and Submitted by

The City of St. Catharines Municipal Emergency Control Group (MECG)

### Approved by

David Oakes, Chief Administrative Officer



## Corporate Report City Council

**Report from:** Legal and Clerks Services, Office of the City Clerk

**Report Date:** September 21, 2021

**Meeting Date:** November 15, 2021

**Report Number:** LCS-159-2021

**File:** 10.12.35

**Subject:** 2022 Schedule of Meetings for City Council and Budget Standing Committee

**Strategic Pillar:**

### Recommendation

That Council approve the 2022 schedule of meetings for City Council and Budget Standing Committee as outlined in Appendix 1; and

That Council agree to suspend requests for staff reports for the remainder of the term of Council following the Council Meeting of April 25, 2022, save and except for emergency situations to be discussed with the Chief Administrative Officer.

### Relationship to Strategic Plan

This report is administrative in nature and does not relate to the City's Strategic Plan.

### Background

City Council annually approves its meeting schedule. In previous years, the Budget Standing Committee (BSC) has approved its meeting dates; however, the proposed meeting dates are now brought to Council for approval so that the BSC meeting dates can be confirmed prior to the end of the year.

### Report

Attached as Appendix 1 to this report is the proposed 2022 meeting schedule for City Council and Budget Standing Committee.

### 2022 Council Meeting Schedule

The proposed 2022 Council meeting schedule consists of 20 Regular Council meetings – one less than the number of Council meetings scheduled for 2021 – plus an additional meeting held for December 13, 2022, should an extra meeting be required to discuss the 2023 operating and capital budgets. Of the 20 proposed meetings, 17 would be held prior to the 2022 Municipal Election (the same amount held in 2018 prior to the 2018



Municipal Election). Following the election, one meeting will be held for the current term of Council and two meetings will be held for the new term of Council.

The business of Council continues to proceed in a timely manner, primarily on a bi-weekly basis. Staff recommend that Council continue to meet bi-weekly, with the following exceptions:

- February / March 2022 – due to scheduling conflicts with Family Day, there will be back-to-back meetings Monday, February 28 and Monday, March 7.
- March 2022 – due to March Break and scheduling conflicts with Easter Monday, there will be a three-week gap between Council meetings in March.
- May 2021 – due to scheduling conflicts with Victoria Day, there will be a three-week gap between the last Council meeting in April and the first Council meeting in May.
- July 2021 and August 2021 – meetings in July and August will be held every third week. This will result in one meeting in July and two meetings in August.

## **2022 Budget Standing Committee Schedule**

The proposed 2022 Budget Standing Committee schedule consists of six meetings, all held before the 2022 Municipal Election. The proposed schedule follows the same format as 2021, with no meetings scheduled for February, July or August. The last proposed meeting of the Budget Standing Committee is Monday, September 19, 2022.

## **2022 Municipal Election**

The 2022 Municipal Election is Monday, October 24, 2022. The last proposed Council meeting before the election is Monday, September 26, 2022, which is four weeks before the date of the election. This is consistent with the schedule followed for the 2018 Municipal Election.

## **Meetings after the Municipal Election and Inauguration**

Following the 2022 Municipal Election, it is proposed that this term of Council meet on Monday, November 7, 2022. This will be the final meeting for this term of Council.

A recent change to the *Municipal Elections Act* requires that inaugural meetings for municipalities in Ontario be held after November 15, 2022. The City's procedural by-law states that the City's inaugural meeting is to be held on the first Monday of the term. Therefore, based on these requirements, inauguration for the 2022 to 2026 term of council must be held on Monday, November 21, 2022.

With the change to the inauguration date, combined with the need to provide orientation for the new term of council, staff feel it is best to hold only one Council Meeting following the election.

## **Budget Standing Committee**

Following the election, staff propose that in November 2022 either BSC or all of Council meet twice to discuss the 2023 capital and operating budgets. After inauguration, all members of the new term of Council will meet once to discuss the 2023 operating and capital budgets.

Members for the Budget Standing Committee for the term of 2022-2026 will be appointed by Council in either 2022 or 2023.

### **Schedule of Council and BSC Meetings following 2022 Municipal Election**

The table below provides an overview of the proposed meeting schedule following the 2022 Municipal Election.

<b>Term of Council</b>	<b>Meeting Date</b>	<b>Meeting Overview</b>
Current term	Wednesday, November 2	BSC or Council (Budget) Meeting
Current term	Monday, November 7	Last Council meeting of this term
Current term	Wednesday, November 9	BSC or Council (Budget) Meeting
New term	Monday, November 21	Inaugural meeting for new term of Council
New term	Monday, November 28	First Regular Council meeting of the new term
New term	Wednesday, November 30	Council (Budget) Meeting
New term	Monday, December 12	Regular Council meeting. Anticipated to discuss 2023 operating and capital budgets
New term	Tuesday, December 13	Held for second night of budget discussion (if required)

### **Restricted Acts after Nomination Day**

Section 275 of the *Municipal Act*, Restricted Acts after Nomination Day, provides that certain actions are restricted after Nomination Day (August 19, 2022), and potentially after Voting Day (October 24, 2022), if the new Council will include less than three-quarters of the members of the outgoing Council. In the case of St. Catharines, there would have to be less than ten returning members for the restrictions to apply. When the restrictions apply, it is commonly referred to as a 'lame duck' Council.

The determination of whether Council is categorized as 'lame duck' can be made either:

1. After nomination day (August 19, 2022) but before Voting Day (October 24, 2022) based on the nominations and acclamations during that period; or
2. After Voting Day, based on the results of the election and any acclamations.

Staff will report to Council, as required, regarding any restricted acts after Nomination Day.

### **Suspension of Report Requests**

To ensure staff have time to respond to existing requests for information - including the outstanding reports list, the strategic plan and established work plans - staff recommend suspending requests for staff reports following the Council Meeting of April 25, 2022, save and except for emergency situations to be discussed with the Chief Administrative Office. This follows a similar process used in 2018 prior to the 2018 Municipal Election.

The nomination period for the 2022 Municipal Election opens May 2, 2022, which staff believe serves as an appropriate time for the suspension of report requests for the term of Council. The Council Meeting of April 25, 2022 will be the last Council Meeting prior to the start of the nomination period and will be the final meeting for Councillors to bring forward report requests.

## **Financial Implications**

There are no financial implications associated with this report.

## **Environmental Sustainability Implications**

There are no environmental sustainability implications associated with this report.

## **Conclusion**

Staff is seeking Council's approval for the 2022 meeting dates for City Council and Budget Standing Committee, attached as Appendix 1 to this report.

### **Prepared by**

Evan McGinty  
Council and Committee Coordinator

### **Submitted by**

Bonnie Nistico-Dunk  
City Clerk

### **Approved by**

Heather Salter  
Director of Legal and Clerks Services / City Solicitor

## **Appendices**

1. Schedule of 2022 meeting dates for City Council and Budget Standing Committee

## 2022 Schedule for City Council and Budget Standing Committee

January						
S	M	T	W	T	F	S
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30	31					

February						
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27	28					

March						
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May						
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29	30	31				

June						
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July						
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31						

August						
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September						
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October						
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30	31					

November						
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December						
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18	19	20	21	22	23	24
25	26	27	28	29	30	31

### Legend

	Council Meeting
	BSC Meeting
	BSC or Council (Budget) Meeting
	Nomination Day (Lame Duck TBD)
	Municipal Election Voting Day
	Inaugural Council Meeting
	Hold for Council (2 <sup>nd</sup> Budget Night)
	Holiday
	Important Date

### Important Dates

- March 13 to 19 – March Break
- April 25 – Final meeting for approval of report requests
- June 2 – Provincial Election
- June 30 – Last day of school (elementary)
- August 14 to 17 – AMO Conference



## Corporate Report City Council

**Report from:** Legal and Clerks Services, Office of the City Clerk

**Report Date:** October 26, 2021

**Meeting Date:** November 15, 2021

**Report Number:** LCS-176-2021

**File:** 10.12.1

**Subject:** 2022 Deputy Mayor Schedule

**Strategic Pillar:**

### Recommendation

That the following Deputy Mayor schedule for 2022 be approved:

- January 2022 – Councillor Bill Phillips
- February 2022 – Councillor Karrie Porter
- March 2022 – Councillor Kevin Townsend
- April 2022 – Councillor Dawn Dodge
- May 2022 – Councillor Carlos Garcia
- June 2022 – Councillor Matt Harris
- July 2022 – Councillor Joe Kushner
- August 2022 – Councillor Mat Siscoe
- September 2022 – Councillor Lori Littleton
- October 2022 – Councillor Greg Miller
- November 2022 – Councillor Sal Sorrento

### Relationship to Strategic Plan

This is an administrative report and does not relate to the City's Strategic Plan.

### Report

Members of Council were asked to provide input on the months they can and cannot serve as Deputy Mayor in 2022. In accordance with City Council's Procedure By-law (By-law 2021-124), the schedule for deputy mayor in 2022 was created based on assigning the role alphabetically by surname and with consideration for the availability of councillors.

The term for deputy mayor will commence on the first day of the month and conclude on the last day of the month, except for the month of November when the term of the deputy mayor will conclude on November 14 (the last day of this term of council).

Due to the Municipal and School Board Election, and this term of Council ending in November 2022, only 11 of 12 councillors will serve as deputy mayor in 2022. A deputy mayor cannot be assigned for December 2022. Based on the alphabetical assignment of deputy mayor, Councillor Williamson will not be appointed as a deputy mayor in 2022.

## **Financial Implications**

There are no financial implications associated with this report.

## **Environmental Sustainability Implications**

There are no environmental sustainability implications associated with this report.

### **Prepared by**

Evan McGinty  
Council and Committee Coordinator

### **Submitted and Approved by**

Bonnie Nistico-Dunk  
City Clerk



## Corporate Report City Council

**Report from:** Legal and Clerks Services, Office of the City Clerk

**Report Date:** November 5, 2021

**Meeting Date:** November 15, 2021

**Report Number:** LCS-186-2021

**File:** 10.12.1

**Subject:** Council Correspondence

**Strategic Pillar:**

### Recommendation

That Council endorse the resolution from the City of Niagara Falls regarding Scheduling a Professional Development Day on Municipal and School Board Election Day; and

That Council receive and file the items listed within the report; and

That Council appoint the individual outlined in the confidential memorandum from the Deputy Clerk to the Equity and Inclusion Advisory Committee; and

That Council appoint the individuals outlined in the confidential memorandum from the Deputy Clerk to the LGBTQ2+ Advisory Committee; and

Further, that Council receive and file additional correspondence distributed for the meeting held November 15, 2021, which is available upon request.

### Report

The Office of the City Clerk is submitting, for the approval of Council, correspondence received during the period of October 7, 2021 to November 4, 2021.

The information regarding appointments for vacancies on the Equity and Inclusion and LGBTQ2+ advisory committees is being provided through confidential memorandums as discussion of the merits of individual applicants could be considered a personal matter about identifiable individuals. The memorandums will be placed in Council's SugarSync folder prior to the Council meeting of November 15, 2021. The appointments approved by Council will be published in the meeting minutes.

At the meeting of September 13, 2021, City Council approved a motion regarding “Provincial Nursing Shortage.” Attached as Sub-Item #7 is a resolution from the City of Welland endorsing Council’s motion.

## **Resolutions**

1. City of Niagara Falls – re. Scheduling a Professional Development Day on Municipal and School Board Election Day
2. Town of Lincoln – re. Town of Lincoln Proclaims 2022 the Year of the Garden
3. Township of Enniskillen – re. Cannabis Resolution
4. Municipality of Leamington – re. AMO’s recommendations to the Long-Term Care COVID-19 Commission
5. Municipality of Leamington – re. OHIP-insured eye care
6. City of Vaughan – re. Endorsing National Teen Driver Safety Week and Requesting the Ministry of Transportation to Review Measures Impacting Newly Licensed Drivers

## **Responses to Motions from St. Catharines City Council**

7. Support for City Council's Motion – re. Provincial Nursing Shortage (motion passed at Council Meeting of September 13, 2021)

## **Correspondence**

8. Correspondence from CUPE – re. OMERS’ Investment Performance
9. Niagara Peninsula Conversation Authority - Board of Directors Meeting Highlights – September 17, 2021
10. Correspondence from Niagara Cycling Clubs Alliance – re. Municipal Class Environmental Assessment for Regional Road 87
11. Correspondence from Niagara Region – response to item of correspondence from Niagara Cycling Clubs Alliance - Municipal Class Environmental Assessment for Regional Road 87
12. Correspondence from St. Catharines Environmental Alliance - Proposed Development at 239 Lakeshore Road
13. AMO Watchfile – October 7, 2021
14. AMO Watchfile – October 14, 2021
15. AMO Watchfile – October 21, 2021
16. AMO Watchfile – October 28, 2021
17. AMO Watchfile – November 4, 2021
18. Additional Information re. Optional Small Business Tax Subclass. Report CSD 58-2021

## **Reports Requested by Council**

19. Outstanding Reports List – updated November 4, 2021

## **Confidential Memorandums**

**(see SugarSync folder of November 15, 2021)**

- Deputy Clerk – re. Vacancy appointment for the Equity and Inclusion Advisory Committee
- Deputy Clerk – re. Vacancy appointments for the LGBTQ2+ Advisory Committee



**Prepared by**

Evan McGinty  
Council and Committee Coordinator

**Submitted and Approved by**

Bonnie Nistico-Dunk  
City Clerk



# The City of Niagara Falls, Ontario

## Resolution

October 5, 2021

No. 10

**Moved by: Councillor Mike Strange**

**Seconded by: Councillor Chris Dabrowski**

**WHEREAS** Monday, October 24 2022 is Municipal and School Board election day, and municipal clerks who administer Municipal and School Board elections are in the middle of planning for this important democratic event.

**WHEREAS** municipalities have statutory authority to use schools as polling places under section 45 of the Municipal Elections Act, 1996.

**WHEREAS** schools are often the largest, most centrally located and accessible facility in communities which make them ideal locations to host polling stations.

**WHEREAS** many school boards across the Province already work with municipalities to schedule a Professional Development Days (PD Days) on municipal election day every four years.

**WHEREAS** the City Clerk runs the school board elections for the District School Board of Niagara (English Public), Niagara Catholic School Board (English Separate), Conseil Scolaire Viamonde (French Public) and the Conseil Scolaire Catholique MonAvenir (French Separate).

**WHEREAS** in 2018, approximately 25% of school boards agreed to make Municipal and School Board Election Day a PD Day. Approximately another 60% had PD days in October already. Almost 30% of had days within a week of municipal election day and there are a number of school boards that schedule PD Days on Mondays already. And therefore, it is possible to make arrangements for a PD Day to fall on Municipal and School Board Election Day.

**WHEREAS** school boards and municipalities can work together, to increase these rates and make it easier for local voters to cast their ballots while ensuring student safety.

**WHEREAS** partnering with municipalities once every four years to ensure that municipal and school board elections fall on a PD Day has a number of benefits to School boards, schools and the broader community including:

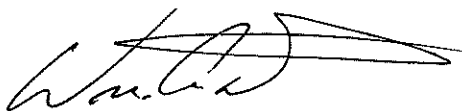
- Easing the facilitation of Election Day so that Clerks can ensure a smooth democratic process which elects school board trustees as well as local council members.
- Ensuring public health promotion and protection through more adequate physical distancing in these larger venues.
- Enhancing the principles of safe schools for both students and teachers by reducing the number of people in the school.
- Providing voters with a large, accessible location to cast their votes for their school board and municipal representatives.

**WHEREAS** school boards are entering into deliberations about the 2022-2023 School year calendar in order to submit their proposed calendars to the Ministry of Education by May 2022.

**THEREFORE BE IT RESOLVED** that the City of Niagara Falls request that the District School Board of Niagara (English Public), Niagara Catholic School Board (English Separate), Conseil Scolaire Viamonde (French Public) and the Conseil Scolaire Catholique MonAvenir (French Separate) schedule a Professional Development Day on Municipal and School Board Election Day, Monday October 24<sup>th</sup> 2022.

**AND THAT** a copy of this resolution be forwarded to Hon. Steve Clark, Minister of Municipal Affairs and Housing, Hon. Stephen Lecce, Minister of Education, the Association of Municipal Managers, Clerks & Treasurers of Ontario (AMCTO) and the Association of Municipalities of Ontario (AMO).

**AND The Seal of the Corporation be hereto affixed. Carried Unanimously**  
**(Councillor Pietrangelo declared a conflict)**



**WILLIAM G. MATSON**  
**CITY CLERK**



**JAMES M. DIODATI**  
**MAYOR**



4800 SOUTH SERVICE RD  
BEAMSVILLE, ON L0R 1B1  
905-563-8205

October 26, 2021

SENT VIA EMAIL: [director@gardencouncil.ca](mailto:director@gardencouncil.ca)

Canadian Garden Council  
Michel Gauthier, Executive Director  
211 Russell Avenue  
Ottawa, ON K1N 7X6

Dear Mr. Gautier,

**RE: TOWN OF LINCOLN PROCLAIMS 2022 THE YEAR OF THE GARDEN**

Please be advised that Council for the Corporation of the Town of Lincoln at its Special Council Meeting held on October 25, 2021, made the following proclamation.

*Whereas the Year of the Garden 2022 celebrates the Centennial of Canada's horticulture sector; and*

*Whereas gardens and gardening contribute to the quality of life of our municipality and create safe and healthy places where people can come together; and*

*Whereas the Year of the Garden 2022 will highlight and celebrate the important contribution of gardeners, our local gardening organizations, horticultural professionals and businesses which contribute to garden culture in our municipality; and*

*Whereas the Town of Lincoln acknowledges the contribution of gardens and gardening to the development of our country and municipality and the lives of our citizens in terms of health, quality of life and environmental challenges; and*

*Whereas gardens and gardening have helped us face the challenges of the COVID pandemic; and*

*Whereas Communities in Bloom in collaboration with the Canadian Garden Council, invites all municipalities to celebrate the Year of the Garden.*

*Whereas the Town of Lincoln is committed to being a Garden Friendly Town, supporting the development of its garden culture and is proud to use water-conscious products such as desert planters and have the involvement of our resilient residents, volunteers, and Garden Club, who assist in the creation of flower displays that are located throughout our community.*

*Now therefore, I, Sandra Easton, Mayor of the Town of Lincoln, do hereby proclaim the year 2022 as the Year of the Garden and Saturday, June 18, 2022, as Garden Day.*

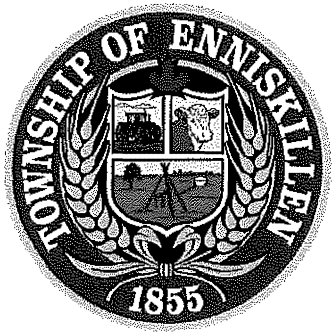
*That all municipalities across Canada be invited to proclaim 2022 to be the Year of the Garden in their respective municipalities, and a copy of this proclamation be provided to the Federation of Canadian Municipalities and local area municipalities.*

Regards,

Julie Kirkelos  
Town Clerk  
[jkirkelos@lincoln.ca](mailto:jkirkelos@lincoln.ca)

JK/dp

cc. Federation of Canadian Municipalities  
Local Area Municipalities



TOWNSHIP OF ENNISKILLEN  
4465 Rokeby Line  
Petrolia, Ontario  
N0N 1R0  
Phone (519) 882-2490  
Fax (519) 882-3335

Duncan McTavish  
Administrator-Clerk/Treasurer  
Mike Cumming  
Road Superintendent

October 5 2021

Hon Lisa Thompson  
Minister of Agriculture, Food & Rural Affairs  
1 Stone Road West  
Guelph ON  
N1G 4YZ

Dear Minister,

Re: Cannabis Resolution-Township of Enniskillen

At the regular meeting of the Council of the Township of Enniskillen of October 4 2021 the following resolution was endorsed:

As the Council of the Corporation of the Township of Enniskillen through a resolution January, 2021 had enacted an Interim Control Bylaw to undertake a review of land use policies related to Cannabis Production & Processing Facilities.

**And Whereas** the Township of Enniskillen is considered rural with several settlement areas and is primarily zoned Agricultural and has endured the placement of a cannabis facility in our township since the inception of the *Cannabis Act* with little or no compliance, enforcement or oversight from Health Canada. Furthermore, dealing with the enforcement of nuisances such as odour, lights and noise on the shoulders of the ratepayers of this municipality, with the only recourse being an appeal to the *Normal Farm Practices Protection Board or LPAT*. These processes are both costly and lengthy and, in the meantime, causes negative impacts on neighbouring homeowners and unsatisfactory living conditions.

**And Whereas** Ministry of Agriculture, Food and Rural Affairs stated Dec 20, 2019 "The ministry recognize the broader concerns raised about the potential for nuisance impacts with the expansion of federally licensed and registered cannabis operations in the province. We also recognize the need for research to inform control measures and effective planning." We are still waiting for this research.

**And Whereas** the Minister also recommended townships have "tools under the Planning Act and Municipal Act to set siting requirements providing the Provincial Policy Statement 2014 is followed." The "tools" as such consist of Official Plans and Zoning Bylaws. Many municipalities have tried to use these tools effectively only to be slammed with appeals to LPAT and NFFPP at huge expense. Many of the surrounding municipalities have allowed cannabis facilities to be situated only in Industrial/Commercial Zones. For those allowing these facilities in Agriculturally zoned, there are required setbacks. However, our experience has shown the setbacks to be too small and of little assistance to neighbours as far as nuisance complaints.

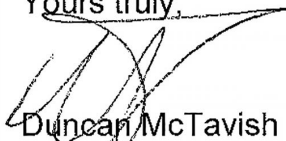
**And Whereas** the Minister of Agriculture, Food and Rural Affairs has stated cannabis is an agricultural product with little regard to the PPS. Provincial Policy Statement must be read in its entirety and make reference to *Part IV: Vision for Ontario's Land Use Planning System* – “The Province’s natural heritage resources, water resources, including the Great Lakes, agricultural resources, mineral resources, and cultural heritage and archaeological resources provide important environmental, economic, and social benefits., The wise use and management of these resources over the long term is

a key provincial interest. The province must ensure that its resources are managed in a sustainable way to conserve biodiversity, protect essential ecological processes and public health and safety, provide for **the production of food, fur and fiber**, minimize environmental and social impacts, provide for recreational opportunities (e.g. fishing, hunting and hiking) and meet its long-term needs.” This statement explicitly identifies **food, fur and fiber** and this reference sets the playing field for Agricultural Resources. Cannabis is neither food, fur nor fiber.

**Now therefore, the Council of the Township of Enniskillen enacts the following:**

- That Minister of Agriculture and Rural Affairs re-evaluate their position that cannabis is **not** an agricultural product such as food, fur and fiber but is in-fact Industrial/Commercial in nature;
- That Minister of Agriculture and Rural Affairs support all Ontario municipalities to be able to determine appropriate setbacks in Zoning Bylaws as appropriate for their municipality for the placement of cannabis facilities within their Official Plan knowing full well that one size does not fit all;
- That copies of this resolution be forwarded to **ALL** Ontario municipalities, and the following:  
 Federal Minister of Agriculture & Rural Affairs – Hon. Marie-Claude Bibeau  
 Provincial Minister of Agriculture & Rural Affairs – Hon. Lisa Thompson  
 Minister of Municipal Affairs & Housing – Hon. Steve Clark  
 Sarnia-Lambton-Kent MP – Marilyn Gladu  
 Sarnia-Lambton-Kent MPP – Bob Bailey  
 London West MPP - Peter Fragiskatos

Yours truly,

  
 Duncan McTavish  
 Clerk



Legislative Services  
111 Erie Street North  
Leamington, ON N8H 2Z9  
519-326-5761  
[clerks@leamington.ca](mailto:clerks@leamington.ca)

October 8, 2021

To Whom it May Concern:

Please be advised that the Council of The Corporation of the Municipality of Leamington, at its meeting held Tuesday, September 14, 2021 enacted the following resolution:

**No. C-279-21**

WHEREAS residents and staff at long-term care (LTC) homes have been disproportionately affected by COVID-19; and

WHEREAS in the first wave of the pandemic (March - July 2020) there were approximately 5,488 resident cases and 2,290 staff cases in Ontario and tragically 1,817 residents and seven staff lost their lives to this disease; and

WHEREAS on 15 April 2020, Premier Ford stated, “we will stop at nothing to protect those who cannot protect themselves. Today we are launching an all-out plan to fight COVID-19 in our long-term care homes. We will fortify the iron ring of protection around our long-term care residents and those who care for them. We’ll go further in our testing, screening, surveillance, targeting the homes facing outbreaks”; and

WHEREAS there have been approximately 9,417 resident cases and 4,217 staff cases in Ontario in the second wave (2 September 2020-16 February 2021) and 1,869 residents and three staff lost their lives, representing an increase of resident deaths from the first to second wave; and

WHEREAS for-profit LTC homes have seen a disproportionate incidence of care failing to meet the standard of the Long-Term Care Act, which states that “...a long-term care home is primarily the home of its residents and is to be operated so that it is a place where they may live with dignity and in security, safety and comfort and have their physical, psychological, social, spiritual and cultural needs adequately met”; and

WHEREAS the Canadian Armed Forces (CAF) report dated 20 May 2020 revealed conditions including inadequate staffing levels and training, limited medical supplies, unsafe medication administration, insufficient procedures to reduce the spread of

[www.leamington.ca](http://www.leamington.ca)



COVID-19, poor infection prevention and control standards of practice, deficiencies in infrastructure and significant concerns about standards of care including seniors calling out for help, rotting food, missed meals, seniors left in soiled diapers and linens and cockroach and bug infestations; and

WHEREAS similar conditions were found in the second wave, including ongoing shortages of qualified, trained staff, ineffective use of PPE to prevent COVID-19 transmission, violation of protocols and practices including one instance in which residents who had tested positive for COVID-19 had their door handles removed, physical distancing and isolation challenges from continuing to house several residents in ward rooms with a shared bathroom and ongoing infection prevention and control standard concerns, all problems that were not fixed after the recommendations of the CAF;

WHEREAS the Provincial Government has launched an independent commission to investigate COVID-19 spread within LTC homes, how residents, staff and families were impacted and the adequacy of measures taken by the province and other parties to prevent, isolate and contain the spread; and

WHEREAS the Association of Municipalities of Ontario (AMO) has provided a Board-approved submission, Improving the Long-Term Care Outbreak Response in Ontario: Submission to the Long-Term Care COVID-19 Commission, on 29 January 2021, outlining recommendations to the Commission on behalf of the municipal governments that operate 100 of the 626 long-term care homes in Ontario; and

WHEREAS AMO's submission puts forward 48 recommendations for action in both public and private long-term care homes across nine themes: Vision for Long-Term Care and Leadership Culture, Public Health and Safety, Planning and Communications, Staffing Measures, Care for Residents, Funding, Inspections - Enforcement and Compliance, and Mental Health and Well-Being; and

WHEREAS one of the key recommendations of the AMO submission is that the Ministry of Long-Term Care and Ministry of Health review the adequacy of infection prevention and control programs under the Long-Term Care Homes Act, 2007 in preventing and managing COVID-19 outbreaks, and to institute higher standards with increased funding to homes to implement these standards; and

WHEREAS the Canada Health Act's aim is to protect, promote and restore the physical and mental well-being of residents of Canada, and that the Federal Government provides health care funding to Provinces and Territories through the Canada Health Transfer; and

WHEREAS the Federal Government does not currently provide funding earmarked to support the LTC home sector, and;

WHEREAS the Federation of Canadian Municipalities (FCM) works with and advocates to the Federal Government to secure new tools and empower municipalities to build stronger communities; and

WHEREAS the operation of LTC homes is a municipal responsibility in Ontario but is of significance to the federal-municipal relationship.

NOW THEREFORE BE IT RESOLVED:

THAT Leamington Municipal Council endorses AMO's recommendations contained in its submission to the Long-Term Care COVID-19 Commission;

THAT Leamington Municipal Council strongly urges the Provincial Government to move forward with implementation of these recommendations, including instituting higher standards with increased funding to homes to implement those standards;

THAT Leamington Municipal Council advocate to the Federal Government to enhance federal health care funding to the Provinces and Territories, specifically dedicating funding to long- term care, and to undertake further efforts to protect, promote and restore the physical and mental well-being of long-term care residents in Canada;

THAT Leamington Municipal Council request the FCM to develop a policy and advocacy position on enhanced federal support for long-term care;

THAT this resolution be sent to the Prime Minister of Canada, the Premier of Ontario, the Federal and Provincial Ministers of Health, and FCM for their immediate action and that a copy be sent to AMO, and Windsor-Essex Members of Parliament and Provincial Parliament for their information;

AND that a copy of this resolution be sent to all Ontario upper-tier and single-tier municipalities for their endorsement.

**Carried**

Dated today, the 8<sup>th</sup> day of October, 2021.

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Brenda Percy, Clerk  
The Corporation of the Municipality of Leamington



Legislative Services  
111 Erie Street North  
Leamington, ON N8H 2Z9  
519-326-5761  
[clerks@leamington.ca](mailto:clerks@leamington.ca)

October 22, 2021

To Whom it May Concern:

Please be advised that the Council of The Corporation of the Municipality of Leamington, at its meeting held Tuesday, October 12, 2021 enacted the following resolution:

**No. C-303-21**

Whereas routine eye care is critical in early detection of eye diseases like glaucoma, cataracts, and macular degeneration, and the health of eyes is critical to overall health and quality of life; and

Whereas conditions that may be detected with an annual eye exam include Diabetes mellitus, Glaucoma, Cataract, Retinal disease, Amblyopia (lazy eye), Visual field defects (loss of part of the usual field of vision), Corneal disease, Strabismus (crosses eyes), Recurrent uveitis (an inflammation of the uvea, the middle layer of the eye that consists of the iris, ciliary body and choroid), Optic pathway disease; and

Whereas payments from OHIP have only increased 9% over the last 30 years, which has not come close to matching inflation of costs (which include rent, staff, utilities, equipment, taxes and supplies); and

Whereas the lack of funding makes it difficult to invest in modern technology, and newer technology means earlier detection of eye disease; and

Whereas the Provincial government's refusal to formally negotiate with Optometrists for more than 30 years has forced the Optometrists to absorb approximately 173 Million dollars annually in the cost to deliver eye care to Ontarians; and

Whereas the 2021 Ontario Budget did not address OHIP-insured eye care, Ontario Optometrists took action and voted to withdraw OHIP services starting September 1, 2021, unless the government agrees to legally-binding negotiations to fund these services at least to the cost of delivery; and

Whereas this job action will jeopardize good eyecare for those who need the care of an optometrist the most and will have the greatest impact on the most vulnerable groups.

[www.leamington.ca](http://www.leamington.ca)

Children, who's lifetime ability to learn and develop depends on good vision and to the elderly, who are at the greatest risk for vision-threatening ocular diseases;

Now Therefore, be it resolved that the Municipality of Chatham-Kent requests that the Provincial government recognize the value that access to quality eye care brings to all Ontarians and act now to protect it; and further

That the Provincial government address the OHIP-insured eye care immediately and enter into legally-binding negotiations with Ontario Optometrists to fund these services at least to the cost of delivery, prior to any job action taking place; and further

That a copy of this resolution be forwarded to Premier Ford, Ontario Minister of Health Christine Elliot, to the Ontario Association of Optometrists, and to all municipalities in Ontario."

**Carried**

Dated today, the 22<sup>nd</sup> day of October, 2021.

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Brenda Percy, Clerk  
The Corporation of the Municipality of Leamington

## CITY OF VAUGHAN

Sub-Item 6

**EXTRACT FROM COUNCIL MEETING MINUTES OF SEPTEMBER 27, 2021**

Item 32, Report No.39, of the Committee of the Whole, which was adopted without amendment by the Council of the City of Vaughan on September 27, 2021.

**32. ENDORSING NATIONAL TEEN DRIVER SAFETY WEEK AND REQUESTING THE MINISTRY OF TRANSPORTATION TO REVIEW MEASURES IMPACTING NEWLY LICENSED DRIVERS**

The Committee of the Whole recommends approval of the recommendations contained in the resolution of Councillor Yeung Racco and Regional Councillor Rosati dated September 14, 2021.

**Member's Resolution**

**Submitted by Councillor Yeung Racco and Regional Councillor Rosati**

**Whereas**, City of Vaughan Council is concerned about the continued occurrence of serious motor vehicle collisions involving newly licensed drivers and drivers under the age of 18; and

**Whereas**, a shocking and tragic collision involving a 16-year old driver occurred on May 16th, 2021 on Athabasca Avenue in the City of Vaughan, resulting in the fatality of two young children; and

**Whereas**, City of Vaughan Council deferred the Resolution titled "Raising the Legal Age for a Licensed Driver from 16 to 18" on June 1, 2021 to a September Committee of the Whole meeting for further review and research; and

**Whereas**, the Province of Ontario has legislative authority over driver licensing, highways, automobile insurance, and the enforcement and prosecution of the federal criminal law; and

**Whereas**, the Ontario Ministry of Transportation administers the Highway Traffic Act, R.S.O. 1990, c. H.8; and

**Whereas**, the Ontario Ministry of Transportation published the "Ontario Road Safety Annual Report 2018", being the most recent report issued, containing statistics that demonstrate that the percentage of young, licensed drivers, ages 17 to 20, that were involved in vehicle collisions is higher than any other age group; and

**Whereas**, York Region published "2020 Traveller Safety Report" which provided that, based on collision data from the York Regional Police motor vehicle accident reports, drivers below the age of 25 have a higher at-fault collision rate and higher fatality rate in collisions than any other age group; and

.../2

## CITY OF VAUGHAN

**EXTRACT FROM COUNCIL MEETING MINUTES OF SEPTEMBER 27, 2021**Item 32, CW Report 39 – Page 2

**Whereas**, the Canadian Council of Motor Transport Administrators published “Canada’s Road Safety Strategy 2025” and identifies drivers that are either under the age of 25 or have less than two years of driving experience as a ‘risk group’ based on several contributing factors, some including distracted driving, impaired driving, speeding, passive safety, and road infrastructure; and

**Whereas**, City of Vaughan Council wishes to see change effected to Ontario’s driving laws under the Highway Traffic Act, R.S.O. 1990, c. H.8, with respect to newly licensed drivers; and

**Whereas**, Parachute, a Canadian charity, has launched a national awareness campaign to help educate Canadians on road safety and increase awareness on preventing serious and fatal injuries caused by motor vehicle accidents; and

**Whereas**, National Teen Driver Safety Week, hosted by Parachute and supported by many other Canadian jurisdictions, is a week dedicated to educating the youth about road safety and raise awareness of risks associated with driving to help prevent youth fatalities on the road across Canada.

**It is therefore recommended:**

1. That City of Vaughan Council request for the Ministry of Transportation of Ontario to undertake a review of the Highway Traffic Act, R.S.O. 1990, c. H.8 with respect to measures impacting newly licensed drivers, such as implementing additional training and penalty provisions, to achieve greater education, and awareness of road safety and increase accountability and responsibility of new and young drivers through the legislative framework; and
2. That City of Vaughan Council unanimously endorse National Teen Driver Safety Week, to be held October 17 to 23, 2021; and
3. That the City Clerk forward a copy of this resolution to the Premier, the Minister of Transportation, the Minister of Municipal Affairs and Housing, all municipalities in Ontario, the York Regional Police, the Ontario Safety League, the Ontario Association of Chiefs of Police, and Parachute.



**City of Welland**  
**Corporate Services**  
Office of the City Clerk  
60 East Main Street, Welland, ON L3B 3X4  
**Phone:** 905-735-1700 Ext. 2159 | **Fax:** 905-732-1919  
**Email:** clerk@welland.ca | www.welland.ca

October 8, 2021

**File No. 21-126**

SENT VIA EMAIL

City of St. Catharines  
P.O. Box 3012  
50 Church Street  
St. Catharines, ON L2R 7C2

Attention: Bonnie Nistico-Dunk, City Clerk

Dear Ms. Nistico-Dunk:

**Re: October 5, 2021 – WELLAND CITY COUNCIL**

At its meeting of October 5, 2021, Welland City Council passed the following motion:

**“THAT THE COUNCIL OF THE CITY OF WELLAND receives for information and supports the correspondence from the City of St. Catharines dated September 15, 2021 regarding Provincial Nursing Shortage.”**

Yours truly,

Tara Stephens,  
City Clerk

TS:cap

c.c.: - Local Area Municipalities, sent via email



80 Commerce Valley Drive E, Suite 1  
Markham, ON L3T 0B2  
Phone: 905-739-9739 • Fax: 905-739-9740  
Web: cupe.on.ca E-mail: info@cupe.on.ca

Dear City of St. Catharines Council:

On behalf of CUPE Ontario's nearly 125,000 active members of the Ontario Municipal Employees Retirement System (OMERS), I am writing today to express our serious concerns with OMERS' investment performance.

In 2020, OMERS posted a net loss 2.7%, representing three billion dollars in losses. This was during a year that comparable defined benefit pension plans and funds in Canada posted substantial investment gains. CUPE Ontario investigated further and tracked investment returns at OMERS for ten years. We found that OMERS has underperformed relative to other large pension plans and funds, as well as relative to its own benchmarks. We also found that OMERS no longer shares this critical information in their annual reporting, making it difficult for plan members to hold their investment managers accountable.

Attached you will find a report detailing OMERS investment underperformance. Also attached, you will find the analysis of a third-party actuary (PBI Actuarial consultants) who confirmed that our reasoning and conclusions were sound.

CUPE Ontario believes plan members and employers have the right to know why OMERS' investments have, over a ten-year period, underperformed other large defined benefit pension plans and funds. If OMERS had performed in line with the average large Canadian public pension plan, it would have a substantial, multi-billion-dollar surplus, versus the deficit it currently faces.

Considering the significant impact such underperformance could have on plan members and on all sponsors who hold the liabilities of the plan, **we are calling on OMERS to cooperate fully with an independent and transparent third-party review of its investment performance** transparent and accountable to plan members, sponsors like CUPE Ontario, other unions, and employers like the City of St. Catharines.

We are hoping that the City of St. Catharines Council will join our call for an independent expert review of OMERS. **We are asking you, and other municipal councils across the province, to debate the following motion or to pass a similar motion calling for a third-party expert review of OMERS.** The terms of such a review would need to be agreed upon by sponsors and they could explore whether reasonable costs could be funded from the plan.

Fred Hahn  
President

PUBLIC SERVICES SAVE LIVES

Candace Rennick  
Secretary-Treasurer



We simply cannot afford another decade of investment returns so far below other pension plans and funds. We know that ensuring strong investment returns is a goal shared by employers like the City of St. Catharines and by unions like CUPE.

CUPE Ontario staff person Liam Bedard is available to answer any questions you may have. He can be reached at [lbedard@cupe.on.ca](mailto:lbedard@cupe.on.ca).

All materials are available in French at [cupe.on.ca/francaisomers](http://cupe.on.ca/francaisomers).

It's time for all of us to work together to #FixOMERS.

Thank you,



Fred Hahn  
President of CUPE Ontario

**Proposed Motion – Independent Review of OMERS’ Investment Performance**

1. The City of St. Catharines Council is calling for an immediate, comprehensive and independent third-party expert review of OMERS’ investment performance and practices over the past ten years, conducted by the OMERS Pension Plan’s sponsors and stakeholders.
2. Such a review would, at a minimum:
  - a. Compare OMERS plan-level, and asset class-level performance to other comparable defined benefit pension plans and funds, OMERS internal benchmarks, and market-based benchmarks.
  - b. Examine OMERS decision-making processes around the timing of various investment decisions.
  - c. Assess the risk management policies and protocols that were in place and determine if they were followed and/or if they were sufficient to protect the plan from undue risk.
  - d. Assess whether the disclosures provided to the OMERS Administrative and Sponsorship Boards were sufficient evidence to allow the Boards to respond appropriately and in a timely manner.
  - e. Examine executive compensation, investment fees and investment costs at OMERS in comparison to other major defined benefit pension plans and funds.
  - f. Examine other relevant issues identified by the third-party expert review.
  - g. Make recommendations for changes at OMERS to ensure stronger returns moving forward.
  - h. Issue their final report and recommendations in a timely manner.
  - i. Publicly release its full report and recommendations to ensure that it is available to OMERS sponsors, stakeholders, and plan members.
3. The City of St. Catharines Council further calls on the OMERS Administrative Corporation to:
  - a. Provide all requested data, documentation and information required of the review panel to fulfill its mandate.
  - b. Establish a step-by-step plan, with OMERS sponsors and stakeholders, to implement any recommendations set out in the review report.



**PBI Actuarial Consultants Ltd.**  
Suite 1070, One Bentall Centre, 505 Burrard Street, Box 42, Vancouver, BC V7X 1M5  
pbi@pbiactuarial.ca T. 604-687-8056 F. 604-687-8074

April 27, 2021

To: Fred Hahn, President CUPE Ontario  
CUPE Ontario

From: Bradley Hough

Subject: **OMERS Performance Review**

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### **Scope of review**

CUPE has asked PBI to review “CUPE Ontario Concerns With OMERS Investment Returns”. PBI has reviewed the performance data, methods, and comparisons of OMERS with peer pension plans and funds in CUPE’s report.

The intention of our review is to determine:

- a) if comparisons made between the pension plans and funds and their respective benchmarks are reasonable; and
- b) if the analysis completed by CUPE supports the conclusions of their report.

We have reviewed the performance comparisons in CUPE’s report by reviewing public information provided by the plans and funds referenced. Statements of investment policies and procedures, actuarial valuation reports, annual reports and other governance documents were reviewed to add as much context around plan performance as possible with the public information available.

### **Summary**

We conclude that the comparisons made by CUPE are reasonable and show that there is a significant gap in performance between OMERS and other comparable public pension plans and funds. In our opinion, public information is unable to fully explain the performance gap. More information is required to truly understand why performance is so different between OMERS and comparable public pension plans and funds.

In our opinion, the comparisons and analysis in the report support CUPE’s request for further review of performance.

### **Review**

#### **Is the choice of peer universe reasonable?**

CUPE has chosen a universe of large public sector defined benefit plans (“plans”), or public sector investment managers managing assets (“funds”) including, but not exclusively, defined benefit pension plans. Scale gives public plans and funds a different opportunity set versus smaller private sector plans as a result of the size of assets and also investment opportunities. We therefore believe that CUPE’s approach of focusing on a limited universe of public sector peers rather than a broader pension plan universe is reasonable and fair.

Of the universe supplied, HOOPP, OTPP, BCMPP and LAPP are easier to directly compare given they are pension plans rather than funds; however, the public sector investment managers referenced by CUPE are still useful



of performance and benchmarking methodology beyond the information made public. In our opinion this adds weight to CUPE's request for a review of performance.

- 5) **OMERS 20-year return is not above its 20-year benchmark.** We were unable to independently verify this point as the performance versus the benchmark was provided verbally to CUPE by OMERS and is not publicly available.

### Conclusions

The comparisons made by CUPE are high level and broad by the nature of information made public. However, we believe the comparisons are reasonable and that CUPE has chosen similar public plans and funds as practically possible. Overall, we believe the analysis is sufficient to conclude that OMERS investment performance in 2020 and longer term is significantly lower than other comparable plans.

PBI would require considerably more information than made public on OMERS' total portfolio management approach, investment strategies, third party managers, asset mix policies, liquidity management approach and derivative positions to interpret performance.

In our opinion, the comparisons made demonstrate that the longer-term performance gap between comparable peers is significant and supports CUPE's request for a further, more detailed review of performance beyond the information made public.

Bradley Hough, FIA, ACIA, CAIA

BH:jh

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# NOT JUST ONE "TOUGH YEAR": THE NEED FOR A REVIEW OF OMERS INVESTMENT PERFORMANCE

May 2021







## Executive Summary

CUPE Ontario represents nearly half of the 289,000 active members of the Ontario Municipal Employees Retirement System (OMERS) – the province's Defined Benefit (DB) pension plan for municipal, school board and certain other public sector workers.

While most pension plans had strong returns in 2020, OMERS recently reported billions of dollars of losses over the year. This has prompted CUPE Ontario to examine how OMERS investments have performed compared to other large pension plans and funds. We have also looked at how OMERS has performed against its own internal benchmarks.

We find that OMERS underperformance is not a new or a short-term problem. Specifically, we find that:

- 1) OMERS longer-term performance has significantly lagged behind other large pension funds and plans, in periods both before and after 2020 results were in.
- 2) OMERS has now fallen behind even some of its own internal longer-term return benchmarks – a troubling fact that, contrary to industry standards, is not disclosed in OMERS Annual Report.

Since investment returns fund the vast majority of pensions paid from the plan, returns are incredibly important to DB plan members. Lower investment returns may lead to members being asked to pay more into the plan, or could result in additional pressure for more benefit cuts.

Despite requests, OMERS has not committed to an independent, transparent review of its investment decisions.

CUPE Ontario feels these issues are so serious that a fully transparent expert review of OMERS investment strategies, returns, and internal performance assessment is urgently needed. This review should be conducted by the plan sponsors and stakeholders themselves (the risk-bearing parties to OMERS) and should be fully independent of OMERS staff, who have a clear conflict of interest in conducting a review of their own performance. We invite the other sponsors of OMERS, including our employer counterparts and the broader community of the plan's organizational stakeholders, to support this proposal and to work with us to conduct this review.



# Introduction

CUPE Ontario represents 125,000 plan members of the Ontario Municipal Employees Retirement System (OMERS). We are the largest sponsor in this defined benefit (DB) pension plan that is – at least in theory – jointly-controlled by plan sponsors like CUPE Ontario and other unions and employers.



**WE CONTINUE  
TO STRONGLY  
BELIEVE THAT  
DB PLANS ARE  
A MODEL WORTH  
NOT ONLY  
DEFENDING,  
BUT EXTENDING  
TO ALL WORKERS.**

CUPE Ontario strongly believes that DB pension plans are the best way to provide a decent and secure retirement for our hard-working members. Large public sector DB plans like OMERS allow for an efficient pooling and sharing of costs and risks between employers and plan members. DB plans allow members to know what their pensions will be in retirement. This security is incredibly important for plan members. However, it is not only retirees who benefit from good, secure pension benefits. DB pension plans have been shown to have positive macroeconomic effects on the economy as a whole.<sup>1</sup> The concerns we raise in this report are not concerns with the DB model itself; we continue to strongly believe that DB plans are a model worth not only defending, but extending to all workers.

For a number of years, we have been concerned with the lower level of OMERS pension fund investment returns in comparison to those of other similar plans. OMERS recently reported that the plan had a very bad year in 2020. This has led CUPE Ontario to perform a more in-depth examination of publicly-available annual reporting documents to determine how, in our view, OMERS is performing compared to the seven other large (\$50 billion+) pension plans and funds in Canada.<sup>2</sup> OMERS themselves refer to this club of large plans and funds as the “eight leading Canadian pension plan investment managers,” and occasionally takes coordinated activity with them.<sup>3</sup>

<sup>1</sup> Conference Board of Canada, “Economic Impact of British Columbia’s Public Sector Pension Plans,” October 2013; Boston Consulting Group, “Measuring Impact of Canadian Pension Funds,” October 2015; Ontario Teachers Pension Plan News Release, “New analysis confirms that defined benefit pensions provide significant benefits to Canadian economy,” October 22, 2013.

<sup>2</sup> Unless otherwise specified, the data in this document has been compiled from publicly-available annual reporting of the respective plans. With the exception of CDPQ, returns are as reported in these documents, and are net. CDPQ results were reported gross of some expenses, and have been reduced by 0.2% to best approximate a net return. Longer-term periods are annualized, and are as reported by the respective plans.

<sup>3</sup> OMERS News Release, “CEOs of Eight Leading Canadian Pension Plan Investment Managers Call on Companies and Investors to Help Drive Sustainable and Inclusive Economic Growth,” November 25, 2020.



**AS BAD AS  
OMERS  
PERFORMANCE  
WAS IN 2020,  
THIS IS NOT A  
NEW OR A SHORT-  
TERM PROBLEM**

Due to their scale, these large pension plans and funds are able to invest in asset classes that are typically not available to smaller investors or individuals. At the same time, we acknowledge that these eight plans are not completely similar: they have their own governance structures, asset mixes, risk appetites, and reporting periods, all of which are described in the public documents of the respective plans. However, we also acknowledge that many of these differences are the result of specific investment decisions made by the respective plans and funds. We therefore believe that there is value in comparing the performance of this small set of large funds, particularly over longer-term periods.

Acronym	Name	Assets Under Management (\$ Billion)	Funded Status in Most Recent Annual Report	Most Recent Annual Reporting Date
<b>CPPIB</b>	Canada Pension Plan Investment Board	410	N/A	March 31, 2020
<b>CDPQ</b>	Caisse de dépôt et placement du Québec	366	108% (RREGOP)	Dec 31, 2020
<b>OTPP</b>	Ontario Teachers Pension Plan	221	103%	Dec 31, 2020
<b>PSP</b>	Public Sector Pension Investment Board	170	111% (Public Service Plan)	March 31, 2020
<b>OMERS</b>	Ontario Municipal Employees Retirement System	105	97%	Dec 31, 2020
<b>HOOPP</b>	Healthcare of Ontario Pension Plan	104	119%	Dec 31, 2020
<b>BC MPP</b>	BC Municipal Pension Plan (investments managed by BCI, the BC Investment Management Corporation)	59 (MPP) 171 (BCI)	105%	Dec 31, 2019 (MPP) March 31, 2020 (BCI)
<b>LAPP</b>	Alberta Local Authorities Pension Plan (investments managed by Alberta Investment Management Corporation)	50 (LAPP) 119 (AIMCO)	119%	Dec 31, 2019

In some cases, the pension funds above manage the investments of several pension plans (CDPQ, PSP, BCI, AIMCO are all such cases). In those cases, we look most closely at the returns at an individual plan level for the respective client plan that most closely compares to OMERS.

We have also looked at how OMERS has performed against its own internal benchmarks.

This review has resulted in some very troubling findings which suggest that, as bad as OMERS performance was in 2020, this is not a new or a short-term problem. We found evidence that OMERS longer-term return performance has significantly lagged behind





HIGHER  
INVESTMENT  
RETURNS WOULD  
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OMERS PLAN  
MEMBERS, AND  
FOR OMERS  
EMPLOYERS.

other large pension funds and plans. We also found that OMERS has now fallen behind even some of its own internal longer-term return benchmarks – a troubling fact that, contrary to industry standards, is not disclosed in OMERS Annual Report.

Investment results are incredibly important to DB plan members because compounded returns typically fund the vast majority of the pensions that are eventually paid. OMERS indicates that investment returns are expected to fund approximately 70% of the pensions paid by the plan.<sup>4</sup> When investment returns are insufficient, it can put upward pressure on required contribution rates for both members and employers. Most other plans have now returned to pension surpluses since the global financial crisis more than a decade ago, but OMERS continues its long climb out of deficit. Contribution levels were a central talking point from OMERS when plan decision-makers removed guaranteed indexation in 2020. And we expect that, in the months to come, OMERS will once again be looking to plan members to bear the burden of plan funding issues that are, in part, a result of these investment returns. Meanwhile other pension plans, who have had better returns, are currently holding significant surpluses, many have lower contribution rates and some are even improving pension benefits.<sup>5</sup> Higher investment returns would have been better for OMERS plan members, and for OMERS employers.

Despite requests<sup>6</sup>, OMERS has not committed to an independent, transparent review of its investment decisions. Any reviews that have taken place have been behind closed doors at OMERS and have not been shared with sponsors or described in any detail. While OMERS has outlined several investment policy changes it plans to make, its overriding message remains: “the fundamentals of our long-term strategy remain sound, and we will continue to advance that strategy.”<sup>7</sup>



A FULLY  
TRANSPARENT  
EXPERT REVIEW  
OF OMERS  
INVESTMENT  
STRATEGIES,  
RETURNS,  
AND INTERNAL  
PERFORMANCE  
ASSESSMENT  
IS URGENTLY  
NEEDED.

**CUPE Ontario feels these issues are so serious that a fully transparent expert review of OMERS investment strategies, returns, and internal performance assessment is urgently needed. This review should be conducted by the plan sponsors and stakeholders themselves (the risk-bearing parties to OMERS) and should be fully independent of OMERS staff, who have a clear conflict of interest in conducting a review of their own performance. We invite the other sponsors of OMERS, including our employer counterparts and the broader community of the plan’s organizational stakeholders, to support this proposal and to work with us to conduct this review.**

<sup>4</sup> OMERS 2020 Annual Report, p. 2.

<sup>5</sup> HOOPP News Release, “HOOPP posts 11.42% return in 2020, surpasses \$100 billion in assets,” March 31, 2021.

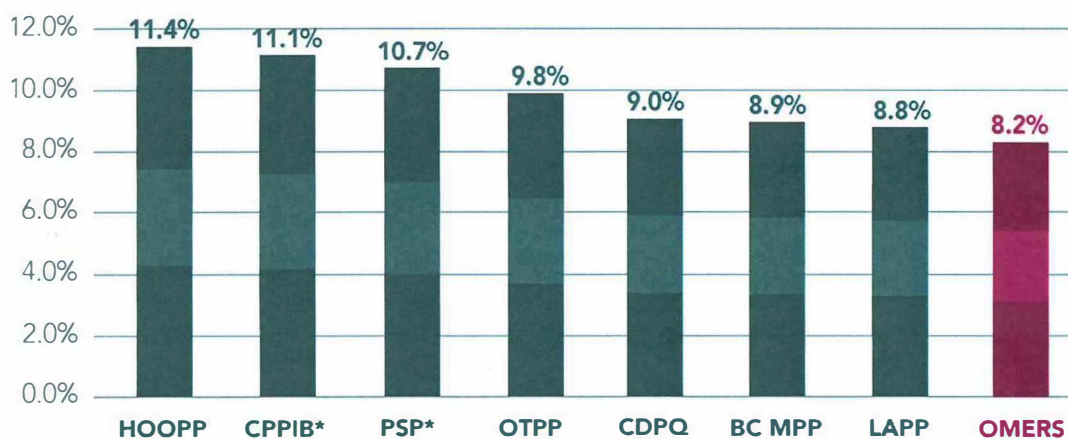
<sup>6</sup> CUPE Ontario Press Release, “We won’t pay for the mistakes of OMERS executives,” February 25, 2021.

<sup>7</sup> OMERS 2020 Annual Report, p. 23.

Our five principal findings are as follows:

- CUPE Ontario's concerns go beyond one "difficult" year in 2020. OMERS 10-year annualized returns trailed those of the other major funds and plans before the COVID crisis hit.**

### 10-Year Annualized Returns at 2019



\*To March 31, 2019, otherwise to Dec 31, 2019

Source: Respective Annual Reports



**THIS WAS  
A HISTORIC  
ANNUAL  
UNDER-  
PERFORMANCE  
COMPARED TO  
BENCHMARKS.**

### 2. OMERS 2020 investment performance was especially poor

OMERS 2020 annual return (-2.7%) fell far short of the plan's own benchmark for the year of +6.9%. This was a historic annual underperformance compared to benchmarks.

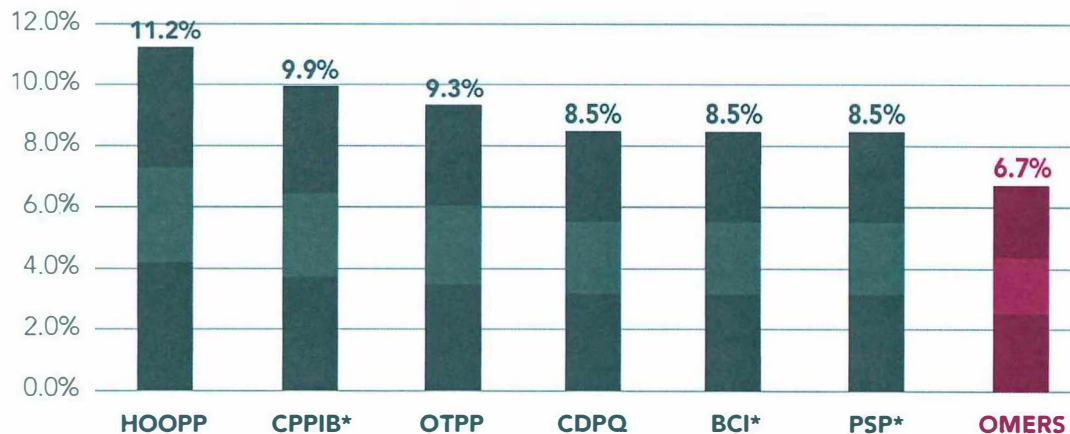
Other plans, however, have reported very strong annual returns for calendar year 2020:

2020 ANNUAL RETURNS	
HOOPP	+ 11.4%
RBC Pension Plan Universe <sup>8</sup>	+ 9.2%
OTPP	+ 8.6%
CDPQ	+ 7.5%
OMERS	- 2.7%

<sup>8</sup> RBC Investor & Treasury Services, "Canadian DB pensions post near-double-digit returns despite historic, turbulent year," January 29, 2021.

This negative result led OMERS 10-year annualized return to fall from 8.2% to 6.7%.

### 10-Year Annualized Returns at 2020



\*To March 31, 2020 otherwise to Dec 31, 2020

The chart above reports the most recent available return information for the respective funds and plans as disclosed in their annual reports. LAPP and BC MPP have yet to report their December 31, 2020 results. AIMCO has also not fully reported its 2020 results. However, BCI (the investment agent for BC MPP and other BC public sector plans) has reported its March 31, 2020 results and has been included here. The chart can be updated as more plans report their 2020 investment returns.



#### OMERS

DOES NOT  
REPORT CLEAR  
COMPARISONS OF  
THE PLAN'S LONG-  
TERM ANNUALIZED  
RETURNS TO ITS  
CORRESPONDING  
LONG-TERM  
BENCHMARKS.

### 3. OMERS does not report comparisons of its annualized long-term returns to its own benchmarks.

Benchmarking is a common practice where an investment *standard or goal* is set, against which *actual plan returns* are compared for ongoing assessment of investment performance. OMERS itself describes a benchmark as "a point of reference against which the performance of an investment is measured."<sup>9</sup> Comparisons of returns vs. benchmarks are typically done on a 1-year basis, but it is very common for long-term annualized comparisons to also be disclosed. Reporting these benchmarks is standard practice for pension plans and third-party investment managers. Even individual investment vehicles like mutual funds and ETFs typically provide details on how their performance compares to both annual and long-term benchmarks.

The OMERS Administration Corporation (AC) sets OMERS benchmarks each year, as described in the "Performance Management" section of the OMERS investment policy document.<sup>10</sup> OMERS Annual Reports describe how these benchmarks are constructed for each asset class. For many years, these reports stated that "Our goal is to earn stable returns that meet or exceed our benchmarks." OMERS Annual Reports compare OMERS single-year returns to the plan's single-year benchmarks. However, in sections describing investment performance, **OMERS does not report clear comparisons of the plan's long-term annualized returns to its corresponding long-term benchmarks.** While the Annual Report does compare performance to the plan's discount rate and a long-term return expectation set by the AC Board, it omits comparisons of the plan's long-term performance against their own long-term benchmarks.

<sup>9</sup> OMERS 2015 Annual Report, p. 131.

<sup>10</sup> OMERS "Statement of Investment Policies and Procedures – Primary Plan," January 1, 2021.





IN THE ABSENCE OF LONGER-TERM COMPARATIVE DATA, STAKEHOLDERS FACE SERIOUS OBSTACLES IN EVALUATING PERFORMANCE

OMERS believes that “paying pensions over decades means a long-term approach.”<sup>11</sup> But in the absence of longer-term comparative data, stakeholders face serious obstacles in evaluating performance. A review of historical Annual Reports shows that OMERS had a longstanding practice of reporting these long-term comparisons, but OMERS stopped this reporting, without explanation, in 2013. **This is dramatically out of step with other pension plans and is, in our view, a serious lack of transparency from OMERS.**

	HOOPP	CPPIB	PSP	OTPP	CDPO	BC MPP	LAPP	OMERS
Does annual report compare annualized longer-term returns to corresponding benchmarks?	YES	YES	YES	YES	YES	YES	YES	NO

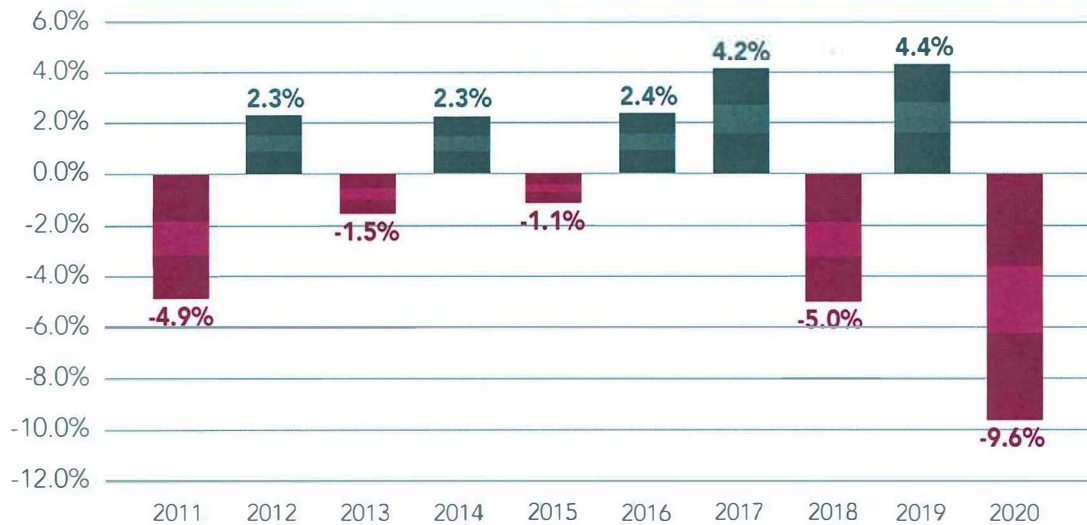


THIS IS DRAMATICALLY OUT OF STEP WITH OTHER PENSION PLANS AND IS, IN OUR VIEW, A SERIOUS LACK OF TRANSPARENCY FROM OMERS.

The OMERS Statement of Investment Policies and Procedures states that “performance reporting is consistent with industry recognized practices.”<sup>12</sup> The OMERS Statement of Investment Beliefs says that “articulating our investment goals and performance measures helps ensure clear accountability.”<sup>13</sup> We do not believe OMERS is meeting these standards of reporting and accountability on this point.

**4. OMERS 5 and 10-Year Returns are now below OMERS own benchmarks for these periods.**

OMERS Annual Returns vs OMERS Annual Benchmark



Source: OMERS 2020 Annual Report, Ten-Year Financial Review, p. 142.

<sup>11</sup> OMERS News Release, “OMERS Reports 2020 Financial Results: paying pensions over decades means a long-term approach,” February 25, 2021.

<sup>12</sup> OMERS “Statement of Investment Policies and Procedures,” January 1, 2021. [www.omers.com/governance-manual-policies-and-guidelines](http://www.omers.com/governance-manual-policies-and-guidelines)

<sup>13</sup> OMERS “Statement of Investment Beliefs,” January 1, 2020. [www.omers.com/governance-manual-policies-and-guidelines](http://www.omers.com/governance-manual-policies-and-guidelines)

	OMERS Return	OMERS Benchmark	Difference
5-Year Annualized	6.5%	7.4%	-0.9%
10-Year Annualized	6.7%	7.3%	-0.6%

Source: Returns from OMERS 2020 Annual Report  
Annualized Long-Term benchmarks not referenced in Annual Report and were reported verbally to CUPE by OMERS on our request.

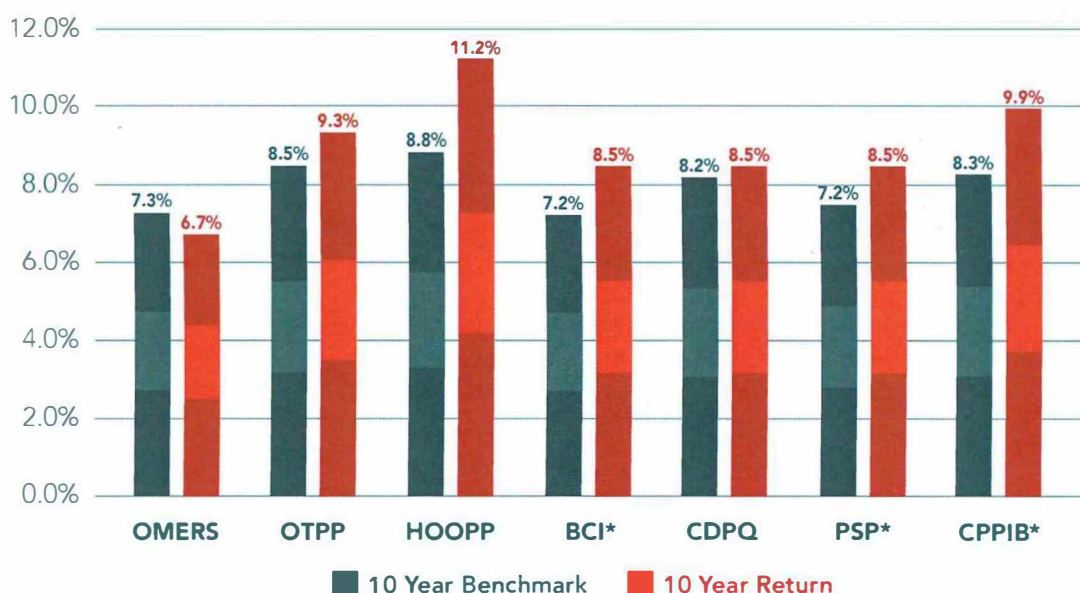
The 5 and 10-year annualized benchmark figures above were not disclosed in the OMERS 2020 Annual Report. OMERS provided these numbers verbally to CUPE Ontario upon our request. Previous OMERS Annual Reports normally included a statement that "Our goal is to earn stable returns that meet or exceed our benchmarks."<sup>14</sup> This statement appears to have been struck from the 2020 Annual Report.

We also note that, OMERS benchmarks are comparatively low over this period when examined alongside other plans. We believe this is due to a different benchmarking methodology for certain investments at OMERS compared to industry standards. The other major plans and funds that have reported 2020 results, however, are all ahead of their 10-year benchmarks as of their most recent annual reports.



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OF THEIR MOST  
RECENT ANNUAL  
REPORTS.

### 10-Year Returns vs 10 Year Benchmarks to 2020



\*To March 31, 2020 otherwise to Dec 31, 2020

<sup>14</sup> 2010 Annual Report p. 27; 2011 Annual Report p. 25; 2012 Annual Report p. 23; 2013 Annual Report p. 22; 2014 Annual Report p. 12; 2015 Annual Report p. 9; 2016 Annual Report p. 33; 2017 Annual Report p. 33; 2018 Annual Report p. 33; 2019 Annual Report p. 42; 2020 Annual Report N/A.



**HAD OMERS  
ACHIEVED  
THESE BETTER  
RESULTS,  
THE PLAN  
WOULD NOW  
HOLD A VERY  
SUBSTANTIAL  
SURPLUS.**

The impact on OMERS of these longer-term below-benchmark returns has been significant. The difference of 0.6% between OMERS actual annualized 10-year investment returns of 6.7% and its benchmark of 7.3% has meant an absolute return outcome that would have been roughly 6% higher after these 10 years (all other factors being equal). Even achieving just this benchmark return on an annualized 10 year basis would have resulted in an asset base of roughly \$6 billion higher current plan assets.<sup>15</sup> This better result would have brought OMERS reported funding level into surplus.

This difference is even greater if we were to compare the impact of OMERS investment performance to that of any of these other large plans. For example, had OMERS achieved the actual 10-year annualized returns of the OTTP of 9.3% (just below the average of the other six plans listed above), the OMERS asset base would now be (all other factors being equal) approximately 27% higher than OMERS actual asset level. In dollar-value terms, this difference represents roughly \$28 billion more in assets after the 10-year period from 2011 to 2020. Had OMERS achieved these better results, the plan would now hold a very substantial surplus.

#### **5. OMERS 20-year return is not above its 20-year benchmark.**

Upon request from CUPE Ontario, OMERS also verbally disclosed that its 20-year return is equal to its 20-year benchmark of 6%. In our view, it is troubling that the plan has not outperformed its benchmark over this long period, and that this comparison is also not disclosed in OMERS annual reporting.

<sup>15</sup> The alternative scenarios for investment performance results outlined in this section are necessarily approximate as they are based on data that is made publicly available by OMERS, and were generated using the reported OMERS asset base as at December 31, 2010 of \$53.3 billion.



## Conclusion

CUPE Ontario has serious concerns with OMERS investment performance, and with what we believe is a troubling lack of transparency about these issues. In our view, these issues cannot be dismissed as a one-year problem.



**THESE ISSUES  
CANNOT BE  
DISMISSED AS  
A ONE-YEAR  
PROBLEM.**

We anticipate that these long-term, below-benchmark investment returns are very likely to lead directly to yet another round of proposals to reduce pension benefits payable to current actives and future retirees. OMERS has already eliminated the guarantee of indexation of pension benefits for service after 2022, and OMERS management has indicated it will be examining further changes in plan design. OMERS has recently stated in writing to CUPE that "the OMERS pension plan has been facing sustainability issues for some time now and the investment results of 2020 have amplified the need to address those issues." At the recent 2021 OMERS AGM, OMERS Sponsors Corporation CEO Michael Rolland stated that "There are no guarantees as to what decisions we will have to make based on our performance...it's a long term performance we need to look at...the results of 2020 did have an impact...and that's why we're taking a look at it."



**WE ANTICIPATE  
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ANOTHER ROUND  
OF PROPOSALS TO  
REDUCE PENSION  
BENEFITS PAYABLE  
TO CURRENT  
ACTIVES AND  
FUTURE RETIREES.**

CUPE Ontario is the largest sponsor representing plan members in OMERS, with over 125,000 active members in the plan. It is true that CUPE Ontario appoints representatives to both the OMERS Administrative Corporation and the OMERS Sponsors Corporation. However, because of restrictive confidentiality rules at both boards, our representatives are unable to keep CUPE Ontario fully-informed about what is really happening at OMERS governing boards, and the decisions that are being made about our members' hard-earned retirement savings. We do not believe this is how well-governed jointly-sponsored pension plans are supposed to function. The result is that we feel that we are a plan sponsor in name only. Our members are not being well-served by a structure that effectively cuts them out of playing the oversight function they should over their pension plan.





WE ARE NOT  
CONFIDENT  
THAT OMERS  
MANAGEMENT  
ITSELF HAS TAKEN,  
OR IS PLANNING  
TO TAKE,  
SUFFICIENT STEPS  
TO CRITICALLY  
EXAMINE ITS OWN  
PERFORMANCE.

These barriers will not stop CUPE Ontario from doing everything we can to ensure these concerns about OMERS investment performance are addressed. Based on their public comments to date, we are not confident that OMERS management itself has taken, or is planning to take, sufficient steps to critically examine its own performance, nor are we confident that plan members or sponsors and organizational stakeholders will receive a transparent reporting of any such review.

Therefore, CUPE Ontario is calling on other plan sponsors from both sides of the table to work with us to commission a fully transparent and independent expert review of the investment program at OMERS. This review should be conducted in the open by the sponsors and stakeholders themselves, and not behind closed doors at OMERS. Ensuring our pension returns are as strong as they can be is not a partisan issue, nor is it an issue that the member and employer side of the table should have a difference of opinion on. We want to work with other OMERS sponsors and stakeholders to address these issues for the good of all OMERS members.



ENSURING OUR  
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SPONSORS AND  
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THESE ISSUES  
FOR THE GOOD  
OF ALL OMERS  
MEMBERS.





## **Board of Directors Meeting Highlights – September 17<sup>th</sup>, 2021**

On Friday September 17<sup>th</sup>, 2021, the Board of Directors of the Niagara Peninsula Conservation Authority (NPCA) held its regular monthly meeting electronically. Highlights from the meeting included:

### **2021 Ducks Unlimited Canada Wetland Restoration Partnership**

The Board of Directors approved the 2021 Memorandum of Agreement between Ducks Unlimited Canada (DUC) and the NPCA. Assistance from DUC will allow the NPCA to leverage funds and organizational capacity for financial efficiencies, collective impact and enhanced outcomes when implementing wetland restoration projects.

The Memorandum of Agreement will include seven (7) proposed wetland restoration projects for 2021 that will restore approximately 2.3 ha of wetlands located within the Niagara Region. DUC will contribute up to \$43,300 to the seven (7) proposed projects and the NPCA will contribute an estimated \$60,000 to the projects.

### **2023 NPCA Wedding Facilities Rates**

The Board approved of the Proposed 2023 Wedding Fee structure and schedule for Ball's Falls Conservation Area, as well as facilities at Binbrook, Chippawa Creek and Long Beach Conservation Areas. The approved changes would enact a minor cost increase in venue rentals and set-up costs at Ball's Falls Conservation Area and for pavilion receptions at Binbrook, Long Beach and Chippawa Creek Conservation Areas.

### **Niagara Peninsula Aspiring Global Geopark Memorandum of Understanding**

The Board of Directors was provided an update on the Niagara Peninsula Aspiring Geopark (NPAGG) and approved of a three-year term Memorandum of Understanding (MOU) between NPAGG and NPCA. The MOU grants an NPCA staff member a seat on the NPAGG board that will encourage active participation and inclusion in geopark planning and operations as well a commitment to collaborative projects. The approval of this MOU and partnership is both timely and appropriate, as the NPCA initiates operations under a new strategic plan with a goal to forge strategic partnerships.

### **COVID-19 Vaccination Policy**

Following suit with resolutions passed by the Regional Municipality of Niagara and the City of Hamilton, the Board of Directors approved of the formation and implementation of an NPCA policy on mandatory vaccinations for NPCA staff. The NPCA COVID-19 Vaccination Policy will enhance our commitments to protecting the health and safety of NPCA staff, board and various stakeholders.

Upon development of a COVID-19 vaccination policy, consultation will be held with relevant stakeholders including the NPCA Joint Occupational Health and Safety Committee and the local Union Leadership. The policy will apply to all staff, regardless of work location and/or role, and all staff will be educated on the policy and procedure.

## **2022 Operating and Capital Budget Assumptions**

The Board of Directors approved the use of 2022 Operating and Capital Budget assumptions for use in the development of the 2022 Draft Budget for consultation and submission to municipal partners. Many factors such as: cost of living adjustments, inflation, operational impact of the COVID-19 pandemic and implications of Bill 229 were considered in the formation of assumptions.

## **Banking Policy and Investment Policy Approvals**

The Board approved a formal Banking Policy to establish procedures and practices that ensure fiscally responsible and sound management of the organization's financial resources. The objective of the policy is to set goals and objectives to ensure appropriate stewardship of NPCA's cash and financial assets.

The Board also established an Investment Policy to govern the management of surplus funds and the investment portfolio of the Niagara Peninsula Conservation Authority (NPCA). This policy applies to the investment activities of the NPCA revenue funds, idle cash, reserves and funds held in trust.

## **Contract Award Update - Binbrook Conservation Area Septic System**

The Board of Directors received an update on the capital contract award to Montague Construction Ltd. for the construction of a septic system at Binbrook Conservation Area in the amount of \$910,000 plus HST. The capital disbursement also included a 10% contingency in the amount of \$91,000, for a total capital project approval of \$1.001M plus HST.

## **Links to Agendas, Minutes and Video:**

<https://npca.ca/administration/board-meetings>



[www.niagaracca.org](http://www.niagaracca.org)

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To: Regional Chair Bradley and Members of Regional Council  
Regional Municipality of Niagara  
C/O Niagara Region Clerk [clerk@niagararegion.ca](mailto:clerk@niagararegion.ca)

Mayor Sendzik and Members of Council  
City of St. Catharines  
C/O City Clerk [bdunk@stcatharines.ca](mailto:bdunk@stcatharines.ca)

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Date: October 22, 2021

From: Niagara Cycling Clubs Alliance (NCCA)

Re: **Notice of Completion, Project File Report  
Municipal Class Environmental Assessment (MCEA) for Regional Road 87  
in Port Dalhousie, City of St. Catharines**

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The Niagara Cycling Clubs Alliance (NCCA) appreciates receiving formal notice that the Project File Report for the Niagara Region has been completed for Regional Road 87 in Port Dalhousie, City of St. Catharines to satisfy the requirements of the MCEA process and **Environmental Assessment Act** (EAA). The Act defines the “environment”, in part, as “the social economic and cultural conditions that influence the life of humans or a community”. Road project impacts on the safety of its many users so surely is an area of concern under the Act,

It is our understanding that the 30 day formal review period for this MCEA ends on October 26, 2021. Thus, the following recommendations, analysis and comments, including our previous submission attached as Appendix 1 dated June 23, 2021, are submitted as part of the formal public record for your consideration and action.

We were disappointed to learn though that our previous submission had not been included in the final Project File Report announced with the Public Notice of Completion on September 16, 2021. We understand that this was an oversight and will be included in the final document.

## **RECOMMENDATIONS**

1. That Niagara Regional Council and the Minister of Environment, Conservation and Parks **not support** the Study Team's recommendation for a preferred "hybrid" solution which would remove existing bicycle lanes along Lakeport Road between Ontario and Lock streets. The "hybrid" solution that **the NCCA does not support** includes:

"A new roadway platform along Lakeport Road including two (2) travel lanes, elevated bike lanes and separate sidewalks on both sides of the roadway where adequate space is available, a combined multi-use path on both sides of the roadway where space is restricted."

In our opinion this is not in keeping with the guidance set out in Ontario Traffic Manual Book 18 (Cycling Facilities) in either of the Province's 2013 or 2021 documents released by MTO.

2. That due to potential major safety concerns, the Minister of Environment, Conservation and Parks **issue a Part II Order requiring a condition for further study** pertaining to the Study Team's preferred "hybrid" solution for Lakeport Road between Ontario St. and Lock St. The purpose of this Order would be to direct the Niagara Region to undertake a more detailed, focused preliminary design work on this segment of roadway to evaluate the necessary roadway alignment, cross-sectional details, associated appurtenances, signage, pavement markings, surface treatment, etc. **This information, and other information deemed necessary, is needed to determine whether or not there is sufficient space to construct a safe, elevated bike lane/cycle track (Alternative 4) in a continuous, uninterrupted fashion from Ontario St. to Lock St. along with other necessary infrastructure identified in the MCEA for this roadway segment.**
3. That **if the above Order by the Minister for further study should confirm that, due to space limitations, it would not be possible** to construct a safe, elevated bike lane/cycle track in **a continuous, uninterrupted fashion** from Ontario St. to Lock St., then the Minister is requested to **direct the Niagara Region to adopt and incorporate other safer infrastructure alternatives** that provide for the complete separation of fast moving cyclists from slow moving, more vulnerable pedestrians. It is the NCCA's recommendation that since **Alternatives 2 (on-road cycle track/buffered bike lanes) or 1 (do nothing, keep existing conventional bike lanes) for this roadway segment best meet this test, either could be constructed in lieu of a hybrid solution. Alternative 2 is preferred** for increased safety.

4. That in order to slow traffic and increase road safety in keeping with Vision Zero principles, the Niagara Region should modify the future width of the Lakeport Road travel lanes from existing and proposed 3.5 metres to no more than 3.25 metres, and should reduce the posted speed limit from 50 km/hr to 40 km/hr.
5. That the NCCA's June 23, 2021 submission providing detailed comments focussing on the proposed removal of bike lanes along Lakeport Road, be included in Appendix F- Public and Stakeholder Comments, as part of the public record on the MCEA for Regional Road 87 in Port Dalhousie.
6. That representatives from the Niagara Cycling Clubs Alliance be given an opportunity to present its case to the Niagara Region Transportation Steering Committee and, if necessary, Regional Public Works Committee and Regional Council.

### **ANALYSIS & COMMENTS**

The NCCA represents 6 Niagara area cycling clubs (on and off-road, recreational, and racing cyclists), with a combined membership of about 1000 cyclists. An integrated, connected network of on-road and off-road cycling infrastructure that is designed safely and properly is of utmost importance not only to cyclists but to all who travel Niagara's roads and pathways whether by car, transit, walking or the many other human powered forms of travel. We strongly support the Region's efforts to build streets and communities that are "Complete", that support all users from 8-80, including those with accessibility challenges, and that are safe in keeping with Vision Zero principles now being championed by the Region.

Members of the NCCA through their respective and various affiliations have actively participated in the Municipal Class EA review process for this project since it began several years ago. The NCCA provided detailed comments in its submission of June 23, 2021 (attached) focussing its concerns on the proposed removal of bike lanes along Lakeport Road, which were the very first bicycle lanes constructed in Niagara in the 1990s. We certainly recognize that the Region's Study Team has listened to stakeholders like the Alliance and have made some positive changes to the recommended roadway alternatives. Thank you! We believe, however, that from a safety perspective more change is needed, including a different Alternative, for this once in a generation opportunity.

#### **1. Our Review:**

The NCCA has evaluated the Study Team's final list of alternatives for Lakeport Road including:

- Alternative 1 (the "do nothing" option i.e. keep existing on-road bike lanes [**Conventional Bicycle Lanes**] and sidewalks);
- Alternative 2 (Separate on-road cycle tracks that are set back and buffered with median striping from traffic [**Buffered Bicycle Lanes**] );
- Alternative 3 (Multi-use, off-road path for all active transportation users [**In Boulevard Multi-use Path**] );
- Alternative 4 (Elevated off-road bike lanes [**Cycle Tracks**] ) and

- A “hybrid” alternative (combination of alternative 3 and 4) described below.

The bicycling facilities identified in the MCEA for Lakeport Road are designed similarly, but named differently than the same facilities identified in OTM Book 18. In [square brackets] and **bold font** above, we have revised the name in each of the 4 alternatives to reflect and provide consistency with their common descriptions found in Table 4.1 of Ontario Traffic Manual (OTM) Book 18 (Cycling Facilities), 2021.

The Study Team initially recommended Alternative 3 but received considerable push back from various AT stakeholders. In recognition of these concerns the Study Team now recommends a “hybrid” solution combining Alternatives 3 and 4 if there are space restrictions. Without further evaluation and more detailed design work at this time the Team is uncertain that an elevated bike lane/cycle track can be constructed in a continuous, uninterrupted manner all along Lakeport Road. This means that elevated bike lanes/cycle tracks may be forced to merge with an in-boulevard multi-use path at various locations, which is still unknown at this point. Cyclists then would need to share space with a potentially high number of other AT users travelling in different directions, at variable speeds and by various modes...a recipe for conflict and collisions.

We are uncertain why Alternative 4 (elevated bike lanes/cycle tracks) or Alternative 2 (on-road cycle tracks/buffered bicycle lanes) simply cannot be constructed in the space that currently is used for the existing conventional bike lane. Due to the possibility at this time that a continuous, uninterrupted bicycle facility cannot be accommodated, the NCCA cannot support a “hybrid” alternative. Assurances should be provided now, by the Region, that another alternative which provides some physical protection will be chosen in the event that a continuous, uninterrupted cycling facility cannot be built.

## **2. Our Primary Concern With the Preferred Alternative:**

The NCCA is extremely disappointed that the Study Team, in its final report, continues to support a “hybrid” alternative for Lakeport Road that may not continue to provide the required separation of incompatible uses needed along the entire stretch of Lakeport Road between Ontario and Lock streets. The existing route profile reflected in Alternative 1 consisting of vehicle travel lanes, on-road bike lanes and sidewalks is both cost effective and adequately provides the necessary safe separation for all modes of travel. In fact, the MCEA document appears to indicate that the current bicycle lanes have been operating with no collision history. Alternative 2 would also provide even greater physical separation between cars and bicycles. On-road bike lanes like this reposition and physically separate fast moving vehicles from vulnerable bikes. To provide added safety mainly on curves near the bridge structure where sight lines are poor, low cost flexible posts/delineators or low concrete barriers could be installed to separate a bike lane or cycle track from the vehicular travel lane. Photos of these types of designs were included in our attached June 23, 2021 submission. In essence this would provide what is termed a “protected bike lane” which is being constructed routinely in busy downtown locations in both Toronto and Ottawa. Alternative 2 (Separate on-road cycle tracks/buffered bicycle lanes), would function in this way to some degree as well.

The Study Team's hybrid solution, on the other hand, will put the public, including a variety of vulnerable active transportation users, at increased risk in our opinion. Other separated, continuous configurations encompassed in Alternatives 2 and 4 would be far better at avoiding situations on multiuse paths or sidewalks that mix vulnerable pedestrians with silent, but high speed modes like regular bikes, e-bikes, e-scooters, e-skateboards, battery powered accessibility scooters and a wide variety of other micro-mobility devices. Even the new personal transporters like Segways now being used in Port Dalhousie (photo below) add another element of potential conflict for pedestrians who may be forced to share space on sidewalks and multiuse paths.



**People use self-balancing personal transporters to take a tour of the Lakeside Park area of Port Dalhousie, October 6, 2021**

### **3. Cycling on Multiuse Trails and Sidewalks is Dangerous!**

Bicycling on multiuse trails and sidewalks shared with other AT users is proven to be dangerous. The exception might be for small children (under 11 years of age) learning to ride. On Lakeport Road there is consistent cycling traffic, and much of it moves at high speeds in the downslope heading into the commercial district of Port. Cyclists riding east to west typically pick up speed to over 35 km / hour cycling to the Henley.

Research from several sources in the USA (Cornell University, University of Washington), as well as one study by the Niagara Regional Police Service in the 1990s, has shown higher crash rates on multiuse trails and sidewalks than on roads with bike lanes. The North Carolina Department of Transportation also cautions that multiuse paths should not be located immediately adjacent to a roadway. This is because of safety considerations at intersections and driveways since cyclists have much more variability in speed and it is unclear who has the right-of-way, a cyclist or vehicle. They found that such parallel pathways are approximately twice as dangerous for bicyclists as riding in traffic with motor vehicles.

When cyclists are travelling on two-way paths (including bike lanes/cycle tracks) opposite to motor vehicle traffic, the injury rate is higher than for one way bike lanes and raised cycle tracks.

The Toronto Centre for Active Transportation's "**BACKGROUND: DESIGNING OFF-ROAD PATHS AND TRAILS FOR PEDESTRIANS AND CYCLISTS**", clearly makes the case that on multi-use trails there are more user conflicts . As an example, the very popular Martin Goodman Trail along Toronto's waterfront has been widened and twinned in numerous areas over time due to demand and user conflicts.

The caution on putting cyclists on off-road multi-use paths or off-road elevated bike lanes/cycle tracks adjacent to roadways is also addressed in the OTM Book 18, Cycling Facilities (2013 and 2021) as part of a bike facility selection process. Lakeport Road has numerous low volume driveways, several unsignalized intersections and access points and two signalized intersections at Lakeshore Road and Lock Street. In this case Book 18 indicates that on-road conventional "Bicycle lanes may be more appropriate than separated facilities since motorists are more likely to be aware of cyclists on the roadway rather than adjacent to the road". This caution is well known by experienced cyclists and established in safe cycling programs such as CAN-Bike.

Caution was also voiced in OTM Book 18 (2021) for multi-use paths as follows:

- **4.3.4 In-Boulevard Multi-use Path (e.g. Alternative 3 in the MCEA)** - Where the volume of path users is high, mixing of pedestrians and cyclists leads to significant conflict between users, creating uncomfortable and potentially hazardous conditions.

In terms of sidewalk riding, most municipalities in Niagara and across the Province have by-laws prohibiting adult cyclists from riding on sidewalks by restricting wheel size, due to the proven dangers, and conflict, with pedestrians. This is especially important in busy urban cores and would apply to the Port Dalhousie commercial district. The CAN-Bike safe cycling program also cautions cyclist using sidewalks; "riding on sidewalks.....is not without risks. Each driveway and doorway is an intersection, each pedestrian a source of possible conflict." The same caution would apply to off-road paths due to the unpredictability of pedestrians and points of conflict at road intersections and driveway crossings. Fast moving cyclists on sidewalks and paths can come up quickly and surprise motorists backing out of driveways leading to unfortunate collisions.

#### **4. Our Concerns With the MCEA Evaluation Matrix for Lakeport Road:**

We have carefully reviewed the evaluation matrix (Table 5-6) that was applied to all 4 alternatives using the Study Team's 5 evaluation criteria. It is interesting to note that the **Team's analysis has not been applied to their recommended preferred solution which is a "hybrid"** model comprising Alternatives 3 and 4. The reason is unclear. Also of interest is the fact that the final scoring for all of the 4 alternatives was very close- a low of 73 points to a high of only 78 points-suggesting that there is not a significant difference when all evaluation criteria are considered.



But from a cycling safety perspective, the NCAA has differences of opinion on how the Alternatives should be weighed and scored particularly against at least 2 of the 5 Transportation criteria used which might give Alternative 3 and/or the “hybrid” solution with Alternative 3 and 4, a lower point score than the others. Our reasons are outlined below:

i. *Transportation Criteria- Safety*

- For the many safety related reasons outlined both in this submission and in our June 23, 2021 letter (attached), we believe that Alternative 3 (Multiuse Path) is far more dangerous than either Alternative 1 (existing on road bike lanes) or Alternative 2 (Separate on-road cycle tracks buffered from vehicles). Yet Alternative 3 is given a higher safety score!
- Alternative 4 (Elevated off-road bike lanes/cycle tracks) scores very high and might be acceptable. However, if it cannot be built in a continuous, uninterrupted fashion from Lock St. to Ontario St., and needs to merge with Alternative 3 (Multiuse Path) as a hybrid approach then this option will be far more unsafe than either Alternatives 1 or 2.

ii. *Transportation Criteria- Active Modes of Transportation*

- For all of the safety reasons outlined in this submission, we strongly disagree that Alternatives 3 and 4 (particularly when combined as a hybrid approach) would provide “a significant opportunity” to improve Active Transportation facilities. While these off-road alternatives provide more separation from vehicular traffic than Alternatives 1 and 2, they do not improve travel safety for all AT users to the extent that the Evaluation Matrix indicates. Also, neither do they provide more opportunity to connect to existing paths and trails in the area nor provide more opportunities for better wayfinding and information signage. Alternatives 1 and 2 can be designed in the same manner as the other alternatives if there is a will to do so. Therefore, in our view Alternative 2 appears to score highest in this regard, but at minimum all 4 alternatives would accommodate all active transportation modes, albeit some more safely than others.

**5. Changes Needed to Road Design and Posted Speed Limits for Lakeport Road:**

Some cyclists have expressed concerns about instances of high vehicle speeds and volumes along Lakeport Road approaching and leaving the very busy tourist commercial district in Port Dalhousie. The design or operating speed for Lakeport Road is 60 km/hr (posted at 50 km/hr) but routinely is exceeded. This is unsafe for all citizens regardless of age, ability, or how they travel; and is incompatible with the goal of creating a vibrant, walkable, safe and healthy community.

Research has shown (2015 conference submission, Canadian Institute of Transportation Engineers, [Narrower Lanes, Safer Streets](#)), that through changes in street design, the slight narrowing of roadway widths will inherently slow vehicle speeds. The wider the roadway platform the faster vehicles tend to travel so the potential for collisions and fatalities increases. The presence of buffered (Alternative 2) or physically protected on-road bike lanes with low curbs and/or flexible delineators also would provide a desirable street calming effect, and could be removed each winter for seasonal snow clearing purposes, if necessary.

Although 3.5 metres historically has become the de facto Regional standard, it is too wide in this location to “influence” or force a slower driving behaviour and is not in keeping with current approaches for building safer streets. Therefore, in order to slow traffic and increase road safety in keeping with the Region’s Vision Zero principles, the Niagara Region should modify the future width of the Lakeport Road travel lanes from proposed 3.5 metres (the current width) to no more than 3.25 metres, and reduce the posted speed limit from 50 km/hr to 40 km/hr.

This suggested lane width narrowing is **similar to the constructed width recently accepted for the very busy new Burgoyne Bridge crossing** over Twelve Mile Creek which by all accounts is functioning well. With 3.25 metre driving lanes, 1.5 metre bike lanes and wide sidewalks all modes of travel are accommodated safely on this “Complete Street”. In addition, proposed lane width reductions on Lakeport Road will provide some additional peripheral space for building wider sidewalks and bicycling facilities that are being supported.

#### 6. Compliance With Ontario Traffic Manual Book 18 (Cycling Facilities):

Book 18 (both 2013 and the updated 2021 versions) was referenced for direction on the type of bike facility to consider for Lakeport Road. The more recent edition of Book 18 has been modified to favour increased separation of cyclists from motorists, lower motor vehicle volume and speed thresholds and a more holistic approach to design that incorporates all ages and abilities (AAA) with an increasing focus on road safety, Vision Zero, Complete Street policies and the mitigation of conflicts.

The bike facility types judged to be appropriate are those either identified as separated bicycle lanes or cycle tracks (e.g. Alternatives 2 and 4 in the MCEA). A number of factors indicated that consideration can be applied for making on-road bike facilities work through the following measures:

- **Available Space** - Localized widening should be undertaken to provide continuous cycling facilities of consistent width through the area.
- **Reconstruction Type** of Roadway Improvement - During reconstruction, additional space may be provided by relocating curbs or reconfiguring lanes.
- **Function of Route** within the Bicycle Network - The facility selection process should encourage continuity of adjacent facility types to create better predictability for users.

Other key points taken from an analysis of OTM Book 18 include:

- In the event that there are bus stop pull over areas, bicycle facilities should be designed to minimize and clearly mark cyclist conflict areas with buses or pedestrians.
- Given that there is a vertical curve and downward slope in the roadway over the bridge structures, sightlines for travel are poor. Therefore, physically separated cycling lanes like Alternative 2, and elevated bicycle lanes/cycle tracks like Alternative 4 are preferred.
- The Project File Report appears to indicate that the existing 1.5m bike lanes have been operating with no collision history. To provide improved cycling operations to meet future traffic volumes this on road facility can be augmented through the addition of buffers (included in Alternative 2) or physical barriers like low curbs and flexible delineators. Elevated bike lanes/cycle tracks (Alternative 4) also would be appropriate. These options are favoured for reasons which would primarily include:
  - Network **integration and continuity** with adjacent bike lane facilities on Lakeshore Road and Lakeport Road south of the study area
  - **Separation of corridor users** (motor vehicles, bicycles, pedestrians) to avoid conflicts
  - Existing pavement widths would allow **narrower lanes**, providing additional space for wider bike lane buffers or cycle tracks
  - Existing bike lanes show no collision history with cyclists indicating on-road users are compliant with a “**share the road**” approach
  - On-road bicycle lanes/cycle tracks would be safer than separated facilities off road, like sidewalks or paths, since **motorists are more likely to be aware of cyclists on the roadway** rather than adjacent to the road
  - Allowance of **continuity of width and design** of the bike facility within the Lakeport Road corridor

In summary, key takeaways for an improved bicycle facility on Lakeport Road are **separation of users, improved safety, continuity of design, and integration with adjacent route network of cycling facilities.**

## **CONCLUSION**

The Niagara Cycling Clubs Alliance continues to have major “safety” concerns with the Study Team’s recommended preferred solution that comprises a hybrid of Alternatives 3 and 4 due to the possibility of insufficient space for a dedicated bicycling facility i.e. an elevated off-road bike lane/cycle track. For myriad reasons set out in this submission, the consultant’s recommendation does not provide the certainty needed at this stage of approval to ensure that there will be the required separation of incompatible uses needed along the entire stretch of roadway in the study area. This potentially would put the public, including a variety of vulnerable AT users at increased risk due to potential conflict. In our opinion this is not in keeping with the guidance set out in Ontario Traffic Manual Book 18 (Cycling Facilities) in either the Province’s 2013 document or the most recent 2021 document just released by MTO.

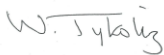
While a continuous, uninterrupted, dedicated off-road raised cycle track (or elevated bike lanes- Alternative 4), separated from both walkers on the sidewalk and vehicles on the roadway, could provide benefit from a safety perspective, there may not be room to provide such a facility. Unless a focussed, preliminary design study is undertaken before a decision is made, the Niagara Region cannot be certain that there will be sufficient space to construct such a facility along with other necessary infrastructure identified in the MCEA for this roadway segment. Regional Council and the Minister of Environment, Conservation and Parks are requested to order such study be undertaken before making a final decision on the MCEA

The NCCA believes that a firm **commitment should be made by the Region at this time.** If the above design review shows that there is insufficient room to construct Alternative 4 (elevated off-road bike lanes/cycle tracks) in a continuous, uninterrupted fashion, the Region should commit in the MCEA document to implement another safer type of alternative (i.e. Alternatives 2 or 1) or a physically protected on-road bike lane that incorporate a continuous, separated, uninterrupted bicycle facility between Lock and Ontario streets. **The NCCA's strong preference is for Alternative 2.**

Finally, changes are recommended in this submission both to narrowing lane widths and reducing posted speed limits for Lakeport Road to make it a safer more pleasant travel corridor for all.

If you have questions or would like to have further discussions please contact our point person on this project, Mr. Ken Forgeron, (905-328-7350) [ken.forgeron@gmail.com](mailto:ken.forgeron@gmail.com) member, Niagara Freewheelers and NCCA.

Sincerely,



Wally Tykoliz, President, NCCA

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 NCCA Board Directors and Alternative Directors

## Appendix 1 - Previous NCCA Submission of June 23, 2021



[www.niagaracca.org](http://www.niagaracca.org)

Wally Tykoliz, President, NCCA  
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To: Regional Chair Bradley and Members of Regional Council  
Regional Municipality of Niagara  
C/O Regional Niagara Clerk [clerk@niagararegion.ca](mailto:clerk@niagararegion.ca)

Mayor Sendzik and Members of Council  
City of St. Catharines  
C/O City Clerk [bdunk@stcatharines.ca](mailto:bdunk@stcatharines.ca)

Date: June 23, 2021

From: Niagara Cycling Clubs Alliance (NCCA)

Re: Municipal Class Environmental Assessment for Regional Road 87 in  
Port Dalhousie, City of St. Catharines

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The NCCA is composed of six cycling clubs all located within the Regional Municipality of Niagara with membership of about 1000 cyclists. Together we market ourselves to the general public of all ages, cycling types and levels, and bike safety has become a focus of our advocacy efforts.

The **purpose of this submission** is to register the Alliance's opposition to the study consultant's recommendation to remove existing bicycle lanes on Lakeport Road between Ontario St. and Lock St. in Port Dalhousie. This proposal **would not provide the required separation** of incompatible uses needed along the **entire stretch** of roadway in the study area; would **put the public, including a variety of active transportation (AT) users at increased risk**; and needlessly **increases future construction costs** for **pathway facilities of questionable value** in this project. While a possible off-road, dedicated, raised cycle track, separated from both walkers on the sidewalk and vehicles on the roadway, might be marginally safer, it is **unlikely it could be built in a continuous fashion** from Ontario St. to Lock St. due to space constraints.

### Overview

This project, we are told, focuses on the application of Complete Streets designs/principles for all modes of transportation and for all ages and abilities. It is recognized that this area has important heritage, commercial, recreational and tourism characteristics. It is a favourite destination for local recreational and touring cycling groups amongst a plethora of other users. Thus, this may be a once in our lifetime opportunity to make substantive changes that support all users from 8-80, including those with accessibility challenges.

Numerous cyclists, including members from clubs comprising the Niagara Cycling Clubs Alliance (NCCA), have actively participated in this Municipal Class Environmental Assessment (MCEA) review process for Regional Road 87. The MCEA focuses on Main Street, Lock Street and Lakeport Road, between Verdun Avenue and Ontario Street in the City of St. Catharines. We understand that a final Project File report will be submitted in the coming months with reconstruction anticipated possibly in 2023.

A variety of comments and suggestions for improvement have been submitted by our members for all phases of this MCEA. However, the primary outstanding concern outlined in this submission from the Alliance pertains to the proposed removal of existing on-road bicycle lanes, the first of its kind in Niagara, for the section of Lakeport Road between Lock St. and Ontario St.

The NCCA certainly supports the primary aim outlined by the consultant that the recommended preferred solutions should:

***“...address operational issues, improve public safety for all modes of transportation, promote active transportation and a walkable neighbourhood, and retain/enhance the heritage characteristics of the Port Dalhousie area.”***

However, we were puzzled and quite dismayed by the consultant’s initial recommendations that existing on-road bike lanes should be removed from the Regional Road 87 realignment due to space restrictions and to minimize the impact to surrounding infrastructure and the Lakeside Park parking lot. This recommendation appears to the Alliance to be made at the expense of public safety for a range of AT users. Many AT representatives are very concerned about the likelihood for conflict of pedestrians, cyclists and others along a proposed new multi-use path (MUP) along Lakeport Road. We were pleased, however, to learn that the study team in the early stages of review would revisit the details of the active transportation facilities along this segment of roadway.

But as it now stands, the consultant continues to recommend that a multi-use path should:

*“...be located behind the curb providing separation between cyclists and vehicular traffic. **Where adequate space is available (emphasis added)**, separated bike and pedestrian facilities will be provided. **Where sufficient space is not available, a combined facility will be provided for cyclists and pedestrians to share (emphasis added)**. Regardless of the type of facility, the preferred solution will incorporate adequate signage and pavement markings to direct users.”*

and

*“...the Region does not anticipate the need to acquire private property to support the design...”*

### Why Are the Existing Dedicated Bicycle Facilities Still Important to Maintain?

It is the position of the NCCA that dedicated, separated bicycle space is essential in this busy tourist corridor due to specific safety issues related to user conflicts. First, bike lanes reposition and physically separate fast moving motorized vehicles from vulnerable bikes. Second, there is consistent cycling traffic, and much of it moves at high speeds in the downslope on Lakeport Road heading into the Port. Cyclists riding east to west typically pick up speed to over 35 km / hour cycling to the Henley. Third, there are a significant number of pedestrians walking in this corridor to the Port on weekends and during events.

Some have argued that it is too dangerous to ride in these bike lanes since the roadway has a long sweeping curve with poor sight lines. Motorized vehicles can wander into the cycling space making it unsafe at times. That can be easily remedied by installing low cost, low profile concrete curbing with reflective, flexible plastic delineators on top that create what is termed a “protected bike lane”. They can easily be removed for winter snow clearing. Repainting the bike lane lines along Lakeport Road also is needed. Protected bike lanes in Toronto and Ottawa are ubiquitous and have helped them achieve Gold level status as Bicycle Friendly Communities.



Delineators can be mounted on low profile concrete curbs also



Existing on-road bike lanes, sidewalk and multi-use path along Sir Issac Brock Parkway



### What are the Concerns Over a Multi-Use Path (MUP) to Serve All Users in This Corridor?

Lakeport Road is not a high speed, multi-lane roadway corridor, where bicycles might typically be redirected to a side path for safety reasons. This is a two lane arterial, with existing bike lanes and sidewalks, where travel speeds should be throttled down before it enters a busy, walkable tourist district. We are extremely concerned about the safety and congestion issues that would most likely result when you start mixing a plethora of vulnerable AT users in a busy tourist area with heavy and often silent riders on regular bikes, including e-bikes, stand-up kick style e-scooters, e-skateboards, battery powered accessibly scooters, etc. Add to the mix in-line skaters, dog walkers, the elderly, and families with small children darting about along a path, etc. and you have a recipe for collisions and serious injury amongst a multitude of multimodal users many of whom will be vulnerable users.

Confusion and conflict are bound to occur regardless of whether or not coloured pavement, posted speed limits or directional signage are provided. This is a common experience in many municipalities across the Province where cycling and other active travel modes flourish. Success comes with challenges also. The Confederation Trail in Hamilton and the trail system along Toronto's waterfront are seeing increased levels of congestion and conflict due to their popularity. The City of Hamilton is in the last stage of an MCEA for Barton St. and Fifty Rd. The EA recommends bike lanes on both sides of the road, continuous wide sidewalk, and a 4.0 m. wide "pedestrian promenade" on one side of the road. The Town of Ajax just recently has considered the need to twin its very popular Waterfront Trail as well. The message taken from these examples is that separation of incompatible uses is essential.

### Perceptions vs. Reality:

In general, there is a **perception** by some members of the public that off-road pathways, and even sidewalks, are safer places to be on your bicycle than riding on a roadway. This is not the case **in reality**. In terms of sidewalk riding, most municipalities in Niagara and across the Province have by-laws prohibiting cyclists from riding on sidewalks due to the proven dangers and conflict with pedestrians.

To prove this point, research has shown that in environments like Port Dalhousie and Lakeport Road, multi-use paths are less safe to ride a bike on than on bike lanes on streets with no parked cars for example. One such safety study conducted in Vancouver and Toronto titled "[Cycling in Cities: Safety and Route Type](#)" found, in part, that:

#### 1. The safest route features were:

- ✓ Bike lanes on major streets with no parked cars,
- ✓ Cycle tracks (also known as separated bike lanes),
- ✓ Residential street bike routes with traffic diversion,
- ✓ Off-street bike paths (dedicated for cyclists), and
- ✓ Vehicle speeds < 30 km/hr at intersections

## 2. The following infrastructure features were the least safe:

- Sidewalks and multi-use paths,
- Major streets with sharrows (shared car-bike lanes), and
- Downhill grades

The authors of the study often heard from the public that multi-use paths were preferred. The data shows however that they are not particularly safe. Also the consultants emphasize that high multi-use path hazards also involve fixed bollards and poor lighting that contribute to fall crashes. In the Niagara context, this certainly has led to some complaints and legal challenges on multi-use trails systems like the Greater Niagara Circle Route.

Finally, people also have raised concerns about winter maintenance responsibilities for a proposed off road multi-use trail or raised cycle track that would still allow utilitarian cyclists to travel in the winter time. It is doubtful that the City and/or the Region would change current practice and commit to snow clearing on trails to allow bicycles (considered to be vehicles under the Highway Traffic Act) to travel through Port Dalhousie as they currently do on a snowplowed Lakeport Road.

### **Consultant's Proposal to Build an Off-Road, Dedicated, Raised Cycle Track along Lakeport Road**

After receiving a considerable number of comments and concerns about the proposal to remove on-road bike lanes in favour of an off-road multi-use path, the consultants then proposed to add in a form of off-road, dedicated, raised cycle track that would separate bikes from cars on the roadway, and bikes from pedestrians on a sidewalk. They admit however, that where sufficient space is not available, one combined facility (Multi-use Path) would have to be provided for all AT users. Needed additional space and higher costs likely are major considerations.

A proposal that would provide dedicated space for cyclists off of the roadway and separated from pedestrians, is only a marginally better alternative from a safety perspective than keeping the existing bike facilities on Lakeport Road. This might be acceptable. However, it is crucial that the raised cycle track must be continuous along the full length of the study area and not merge in with the pedestrian facility at various locations where space is unavailable. One need only drive from Ontario St. to Lock Street to understand that sufficient space to accommodate such an alternative is not available through much the study area.

### **Feasibility of Providing Three Separate Facilities for Motorized Vehicles, Pedestrians, Cyclists and Other Micro Mobility Users**

It is clear that there are significant road right-of-way pinch points along Lakeport Road between Michigan Avenue and Lock St. including the bridge crossings to the hydro facility and to the harbour mouth. In the bridge locations alone it is a certainty that separate space for cyclists, pedestrians and others, cannot be provided in a continuous fashion representing nearly 50% of the distance, thus the need to mix users on one shared side path/sidewalk. Furthermore, if as the consultant indicates that no private land acquisition for widening is anticipated between Ontario St. and Michigan Ave., then again there certainly will be no space for separated facilities on both sides of the roadway.

Why build costly new separated side path facilities when they already exist throughout the study area in the form of continuous sidewalks and on-road bike lanes? This seems to be a waste of tax payers' dollars. The "do nothing" alternative in the EA for this roadway segment seems to be the most sensible option. It achieves the required separation of incompatible uses, improves safety and saves considerably on future construction costs for this project.

### **Other Suggestions to Make Lakeport Road Safer for Everyone**

As most people know, vehicle speeds have been a concern in this very busy tourist area over the years. Certainly as cyclists we have witnessed this. Part of problem is that this stretch of Lakeport Road was designed in such a way that encourages/facilitates driving at higher speeds. The wider the road, the faster vehicles move. To help address this problem we believe that the vehicle lane widths between Lock St. and the bridge crossing before Michigan Ave. should be reduced to 3.1 or 3.2 m from 3.5m in order to slow down speeds. Through narrower roadway design and reductions to the posted speed from 50km/hr to 40km/hr, this would help to slow down traffic approaching the Lock St. "flexible use area" in the commercial district. Research has proved this point as identified in a 2015 conference submission at the Canadian Institute of Transportation Engineers entitled [\*Narrower Lanes, Safer Streets.\*](#)

We were disappointed that the consulting team to date has not supported such traffic calming initiatives that we believe would contribute to the Region's and City's "Vision Zero" road safety strategy. We were disappointed that the consulting team to date has not supported such traffic calming initiatives that we believe would contribute to the Region's and City's "Vision Zero" road safety strategy. A recent Globe and Mail editorial entitled "[\*What if we designed cities for the safety of people, instead of the convenience of cars\*](#)" mentions the need for incorporating many of our suggestions such as "Vision Zero", reduced traffic operating speeds, and the application of street design measures such as narrower traffic lanes and having bike lanes.

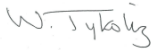
### **Conclusion**

The Niagara Cycling Clubs Alliance and its members continue to have major concerns with any proposal to remove existing bicycle lanes on Lakeport Road between Ontario St. and Lock St. in Port Dalhousie. For myriad reasons set out in this submission, the consultant's recommendation would not continue to provide the required separation of incompatible uses needed along the entire stretch of roadway in the study area, puts the public, including a variety of vulnerable AT users at increased risk, and needlessly increases future construction costs for this project.

While an off-road, dedicated, raised cycle track, separated from both walkers on the sidewalk and vehicles on the roadway could provide marginal benefit from a safety perspective, it is highly unlikely that such a facility could be provided in a continuous fashion from Ontario St. to Lock St. thus, leading to potential conflict and reduced safety.

If you have questions or would like to have further discussions please contact our point person on this project, Mr. Ken Forgeron, (905 328 7350) [ken.forgeron@gmail.com](mailto:ken.forgeron@gmail.com) member, Niagara Freewheelers and NCCA.

Sincerely,



Wally Tykoliz, President, NCCA

Copies to:

Director, Environmental Assessment Branch, Ministry of Environment, Conservation and Parks

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NCCA Board Directors and Alternative Directors

November 4, 2021

Mr. Wally Tykoliz, President  
Niagara Cycling Clubs Alliance  
c/o David Hunt  
59 Berkwood Place  
Fonthill, ON L0S 1E2

Dear Mr. Tykoliz:

**Municipal Class Environmental Assessment for Regional Road 87 in Port Dalhousie, City of St. Catharines**

Niagara Region has received comments provided by the Niagara Cycling Clubs Alliance (NCCA) via letter dated October 22, 2021 with respect to the Project File Report (PFR) prepared for the Municipal Class Environmental Assessment (MCEA) for Regional Road 87 in Port Dalhousie in the City of St. Catharines. The Study Team has reviewed the NCCA submission and provide the following response.

The Study Team understands that the NCCA has concerns with the recommended preferred solution for Lakeport Road, between Lock Street and Ontario Street (RR 42), being a hybrid solution of elevated bike lanes (cycle track) and separate sidewalks on both sides of the roadway where adequate space is available, and a combined multi-use path on both sides of the roadway where space is restricted. However, both types of facilities are in accordance with the Ontario Traffic Manual Book 18 (Cycling Facilities) (MTO, 2021).

In keeping with the Ontario Traffic Manual Book 18 (Cycling Facilities) (MTO, 2021) and with consideration for the posted speed limit of 50km/h and an Annual Average Daily Traffic (AADT) in 2019 of 13,700, and an estimated AADT in 2024 of 15,100, along Lakeport Road, Figure 5.5 *Desirable Cycling Facility Pre-selection Nomograph – Urban/Suburban Context* (Book 18 – MTO, 2021), indicates that a physically separated bikeway is the preferred desirable cycling facility. A separated bikeway consists of either a separated bicycle lane, cycle track, and/or multi-use path. Furthermore, Table 5.3 *Roadway Characteristics Application Heuristics Summary* (Book 18 – MTO, 2021) confirms that a cycle track and/or multi-use path are appropriate facilities for Lakeport Road.

The preferred solution for Lakeport Road, as identified in the PFR, provides physically separated bikeways along Lakeport Road via mountable, or semi-mountable, concrete curb for the elevated bike lanes (i.e. cycle tracks), and barrier curb for the multi-use path – to address safety concerns of potential vehicle-cyclist conflicts. Additionally, considering the many competing interests (roadway users, operations and maintenance, transit, etc.)

and constraints that were considered during the development and evaluation of alternatives as part of the MCEA Study, the preferred solution provides a means of separation for cyclists which aims to balance those interests within the constraints of the project.

As discussed during a meeting held between members of the Study Team and the NCCA on October 21, 2021, several 'pinch points' exist along Lakeport Road for which an elevated bike lane with sidewalk may not be feasible. During the detailed design phase of the project, the Region will work with their engineering consultant to confirm all design requirements and type of active transportation facility that will be incorporated along Lakeport Road. The existing Frank Weir bridge structure has been identified as one of the main restrictions along Lakeport Road. Upon preliminary review, and as identified in the PFR (Figure 5-36), separate bike lanes and sidewalks can be provided across the bridge structures and will require upgrades to the bridge cross-section. The Region is currently completing a condition assessment of both bridge structures on Lakeport Road to analyze existing conditions and will provide recommendations for rehabilitation and/or replacement works (Section 4.1.1 of PFR). Based on the findings of the condition assessment and recommended improvements, details of the bridge cross-section will be confirmed during detailed design.

The preferred solution along Lakeport Road includes a narrowing of the vehicular travel platform (curb to curb width) with the inclusion of physically separated bikeways. As per Niagara Region policy, Lakeport Road will maintain a posted speed limit of 50km/h and lane widths of 3.5m. The proposed reduction in vehicular travel platform, however, will aid in reducing travel speeds and increase safety for all modes of transportation.

Amendments to the *Environmental Assessment Act* has changed the Part II Order appeal process for MCEA projects. The changes now require concerns from stakeholders and members of the public to be addressed to the proponent, in this case Niagara Region, rather than the Ministry of Environment, Conservation and Parks (MECP) unless the objection deals with aboriginal or treaty rights. The Region has reviewed and considered the comments made by the NCCA, various stakeholders and members of the public throughout the Study. As part of finalizing the MCEA the preferred solution for Lakeport Road was re-evaluated due to comments received from NCCA and other stakeholders and members of the public as identified in the PFR (Section 7.1.3). A presentation was also made in August 2021 to the Region's Active Transportation Committee (ATC) providing an overview of the MCEA Study and discussion of the preferred solutions, with members of NCCA residing on the ATC.

The NCCA letter provided June 23, 2021 was reviewed and considered by the Study Team while finalizing the preferred solution for the MCEA study, as discussed above, despite the oversight of not being included in Appendix F *Public and Stakeholder*



Wally Tykoliz  
RR87 Class EA  
November 4, 2021  
Page 3

*Comments* of the PFR. The Region confirms that the NCCA letters of June 23, 2021 and October 22, 2021 along with this response letter will be included in the final Appendix F of the PFR to become part of the public record for the MCEA study.

Finally, Niagara Region is committed to providing safe modes of transportation along Lakeport Road, including separate bicycle facilities in keeping with OTM Book 18 (MTO, 2021) as discussed by the NCCA and within this letter. It is also the Region's intent to continue to liaise with key stakeholders as the project transitions to detailed design and construction. Therefore, the ATC will be kept informed of the project progress and final design details to be implemented.

Thank you again for your interest in the project and providing input into the MCEA study for Regional Road 87. Please contact the undersigned at 905-980-6000 ext. 3249 or [graeme.guthrie@niagararegion.ca](mailto:graeme.guthrie@niagararegion.ca) if you have questions.

Yours truly,



Graeme Guthrie, C.E.T.  
Manager, Capital Projects  
Transportation Engineering

GG/aw

- c: Regional Chair Bradley and Members of Regional Council C/O Niagara Region  
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Page 4

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Ann Street\Correspondence\2021-11-03^LS^NCCA Tykoliz.docx



October 26, 2021

To: His Worship, Mayor Walter Sendzik  
St. Catharines City Council  
Niagara Regional Council

On October 13<sup>th</sup> a virtual Open House was hosted by the City of St. Catharines' Planning Department to inform citizens of a new development proposed at 239 Lakeshore Road. Twelve residents spoke at the Open House, and numerous people submitted questions and comments by email or phone. Many more watched on the City's Youtube Channel.

Many environmental and safety concerns were brought up regarding this development.

We were advised that this Application for Site Plan Approval had not been circulated to the Climate Adaptation Team. We agree wholeheartedly with the City's Climate Adaptation Plan which indicates, "Municipalities are at the front lines of climate change and as a result are also the ideal and potentially best-positioned governments to implement policies to protect communities and property from climate related risks". We therefore ask that this application be referred to the Team for suggestions and comment before site plan approval. We feel that the Climate Adaptation Team should be consulted on every new development. We also support the City's goal to "Re-think how the City addresses climate change" by promoting "updated environmental considerations to developers included in the new Community Improvement Plan."

The City's Climate Adaptation Plan also confirms the financial advantages of adaptive planning, 'If plans and actions are put in place early on however, for "every dollar invested in pre-disaster adaptation actions, up to six dollars can be saved in post-disaster recovery spending (Zerbe 2019)."'

We are not anti-development. We support responsible development. In this instance, diligence would require that a crucial issue be acknowledged before this site plan is approved. Walkers Creek is already under duress from both a quantity and quality of water standpoint. Meticulous planning is essential to avoid worsening already fragile and dangerous conditions.

- Currently during heavy storms, the Creek overflows, causing flooding of private and public property, damage to infrastructure, severe erosion, and debris build-up which causes increased flooding upstream in addition to downstream. Consider this financial cost vs. the cost of prevention.
- There is some question as to whether the peak flows are being controlled to existing levels for the 25 and 100-year storms. We would like to have this clarified.

- Even if the flow rates are controlled, this proposed development will cause the volume of water going into the Creek to increase considerably and run at peak flow for a longer time, prolonging flooding risks.
- Based on the Canadian Water Quality Index, Walkers Creek is currently rated as Poor, which is the worst rating on this Index. The addition of water running from roofs and paving surfaces will increase contaminants going into the Creek.
- In 2019 during a severe storm, over 300 basements in the area were flooded, some with sewage in addition to stormwater. This would indicate that there is a problem with capacity in one or both sewer systems. This needs to be investigated and fixed before more stormwater and sewage are added to these systems.

We kindly request copies of the following:

- The Climate Adaptation Team's comments upon review of the Site Plan Application;
- The Region's comments upon review of the Site Plan Application;
- The NPCA's Comments upon review of the Site Plan Application;
- The MOE's comments, as the water from Walkers Creek flows into Lake Ontario and is a spawning ground for salmon;
- A copy of the Environmental Assessment;
- What low-impact development components were considered in the plan and the outcome of those considerations.

In addition to the environmental concerns, there were a number of safety concerns expressed regarding entry onto Lakeshore Road, both from the private road and the underground parking.

- A number of developments have been added along Lakeshore Road in the past few years. While none of them may trigger a traffic impact study of their own accord, when they are considered in total, a study would almost certainly be necessary.
- Cars exiting the underground parking will be facing uphill and south, into the sun. The distance from the underground garage door to the sidewalk is only 7 meters. This driveway is only steps from where Walkers Creek Trail crosses Lakeshore Road.

Many citizens were concerned about the height of the apartment building. Six stories is well above any other buildings in the area, and will grow considerably higher with the addition of a mechanical unit and screening on the roof. A building of this size includes a significant number of living units, resulting in more impact to the sewer system and traffic issues.

It was indicated in the meeting that Site Plan Agreement may be reached in as early as one month. We request that the citizens' concerns and our request for information kindly be answered before approval of this site plan.

In view of the number of people who have expressed concern and are waiting for replies, we feel that serious consideration should be given to holding a proper in-person Open House. This development is clearly a big concern to many residents.

Thank you for hearing our concerns.

Yours truly,

Daya Lye, Member  
St. Catharines Environmental Alliance



October 7, 2021

### In This Issue

- AMO Youth Fellowship Program accepting applications.
- Municipal Cyber Security Forum.
- Spaces remain for in demand Human Rights & Navigating Conflict Relations training.
- Free asset management on-demand webinar series.
- Energy reporting deadline extended to October 15.
- Workshops available for GHG reductions in municipal buildings.
- Canoe Vendor Spotlight: Xerox, Epson.
- Canoe launching on October 27.
- ONE Investment podcast: Fixed Income Investing & Changing Interest Rates.
- The Municipal Climate Resiliency Grants now accepting applications.
- ESA warns of hazards associated with raising of buildings.
- Careers: McKellar, Markham, Thunder Bay, Simcoe County and Halton Region.

### AMO Matters

AMO is now accepting applications for its second cohort of Youth Fellows. Please view program details and application information [here](#).

### Eye on Events

On October 14, AMO and the Municipal Information Systems Association of Ontario are co-hosting our second virtual Municipal Cyber Security Forum. Learn from leading cyber experts about the shared responsibility of cyber security and how you can build cyber security resiliency across your municipality and organization. \$50 plus HST. [Register today!](#)

AMO has developed [training to support](#) its members in some of the most sensitive and current issues including human rights and equity and developing skills in navigating conflict relationships. A few spaces are still available for fall sessions.

The asset management webinar series will introduce tools and templates piloted with a group of municipalities in partnership with FCM's [Municipal Asset Management Program](#). Second webinar on "Establishing an Asset Hierarchy and Conducting Data Gap Analysis" is on Friday, October 15 at 1:00 p.m. EST. [Click here to Register](#).

**LAS**

Did you miss the O.Reg. 507/18 annual energy reporting deadline? The Ministry of Energy will accept 2019 consumption data up to October 15. Please email [BPSsupport@ontario.ca](mailto:BPSsupport@ontario.ca) if you have any questions about the regulation.

Buildings are estimated to be responsible for about 40% of greenhouse gas emissions in Ontario. You can help change that! LAS works with Stephen Dixon to offer workshops on zero carbon emissions – strategies to reduce GHGs in municipal buildings. Contact Christian Tham to schedule your custom in-person or virtual workshop.

Canoe Procurement Group is pleased to have Epson and Xerox as approved vendors in the technology category. Printers, multi-function devices, large-format, software, and more. Contact Tanner to find out how to take advantage of this opportunity.

The Canoe Procurement Group launched this past spring. On **October 27 from 11am-5pm** join others from across Canada to learn how this valuable buying program helps with procurement and supports Ontario's municipal sector. Register now for the Public Procurement Summit.

#### **ONE Investment**

Podcast: Main Street to Bay Street: Fixed Income Investing and Changing Interest Rates - Listen to ONE Investment team talk about the optimal fixed income strategy during the current low interest rate environment. How can investors position their portfolios in response to the rate changes?

#### **Municipal Wire\***

Municipalities play a critical role in protecting communities from climate change. Intact Public Entities and the Intact Foundation are investing \$1 million in Canadian municipalities to help with resiliency. Visit [intactpublicentities.ca](http://intactpublicentities.ca) for more information.

The Electrical Safety Authority (ESA) has seen an increase in the number of buildings, such as cottages, being raised while the electrical supply to the building remained energized. This practice may endanger the public creating shock and/or fire hazards. Learn more here.

#### **Careers**

Clerk - Administrator - Township of McKellar. Township of McKellar are seeking a highly motivated person who will lead the Senior Management Team and be responsible for the overall administration of the Township as well as support the initiatives of Council and the Community. To submit resumes, email [la@tdobbie.com](mailto:la@tdobbie.com) by October 15, 2021.

Director of Economic Growth, Culture & Entrepreneurship - City of Markham. Reporting to the Commissioner of Development Services, you will act as a strategic partner to the City leadership, playing a key role in the development and

implementation of a vision for Markham's economic strategy and investment attraction program, cultural institutions, programs and partnerships. Submit your application to Phelps at [careers@phelpsgroup.ca](mailto:careers@phelpsgroup.ca), by October 29, 2021.

Manager Indigenous Relations - City of Thunder Bay. Under the general direction of the Director – Corporate Strategic Initiatives & Engagement, and as a special advisor to the City Manager, a primary focus of this position will be to develop and recommend an Indigenous and Anti-Racism model and action/implementation plan for the Corporation of the City of Thunder Bay. Submit application to Human Resources by 11:59 PM on October 20, 2021.

Database Applications Specialist II SAP - County of Simcoe. The Database Applications Specialist provides systems analysis and design support for corporate database systems and web-based applications, including vendor liaison during implementation, programming support, troubleshooting, and operational support for all database and program maintenance functions. Submit your application online at [www.simcoe.ca/jobs](http://www.simcoe.ca/jobs) by October 25, 2021.

Director, Digital Business Solutions and Process Transformation - Halton Region. The Director of Digital Business Solutions and Process Transformation is a key leadership role that will set the vision for our business transformation approach and support the delivery of the Region's Digital Strategy. Apply online [here](#) by October 19, 2021.

## About AMO

AMO is a non-profit organization representing almost all of Ontario's 444 municipal governments. AMO supports strong and effective municipal government in Ontario and promotes the value of municipal government as a vital and essential component of Ontario's and Canada's political system. Follow [@AMOPolicy](#) on Twitter!

## AMO Contacts

AMO Watch File Tel: 416.971.9856

Conferences/Events

Policy and Funding Programs

LAS Local Authority Services

MEPCO Municipal Employer Pension Centre of Ontario

ONE Investment

Media Inquiries Tel: 416.729.5425

Municipal Wire, Career/Employment and Council Resolution Distributions

AMO's Partners





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October 14, 2021

### In This Issue

- AMO Youth Fellowship Program accepting applications.
- Municipal Cyber Security Toolkit.
- Consultation open on 2022 Excess Soil Registry Fees.
- Spaces remain for in demand Human Rights & Navigating Conflict Relations training.
- Free asset management on-demand webinar series.
- ROMA launches its 2022 Virtual Conference.
- Solutions to enhance mental health in the workplace.
- Teeny Tiny Summits: December 1 and March 22, 2022.
- Energy reporting deadline extended to October 15.
- Blog: Streetlights - The End of an Era.
- Canoe Vendor Spotlight: Ventrac/Toro.
- Canoe Keeps it Local.
- Two weeks until (Canoe) launch.
- ONE Investment podcast: Fixed Income Investing & Changing Interest Rates.
- Register for OMSSA's Defining Pathways to Reconciliation Forum.
- The Municipal Climate Resiliency Grants now accepting applications.
- IESO releases Natural Gas Phase Out report.
- Careers: Cambridge, Thunder Bay, Minden Hills, Whitchurch-Stouffville, Casselman.

### AMO Matters

AMO is now accepting applications for its second cohort of Youth Fellows. Please view program details and application information [here](#).

October is Cyber Security Awareness Month - a campaign that raises awareness about the importance of cyber security. To assist members, AMO released a Municipal Cyber Security Toolkit of best practices that will help guide and improve your cyber security readiness. [Read it today.](#)

### Provincial Matters

The Resource Productivity and Recovery Authority (RPRA) is consulting on 2022 Excess Soil Registry Fees. The deadline for feedback is November 12, 2021. More information can be found [here](#).

### Eye on Events

AMO has developed [training to support](#) its members in some of the most sensitive and current issues including human rights and equity and developing skills in navigating conflict relationships. A few spaces are still available for fall sessions.

The asset management [webinar series](#) will introduce tools and templates piloted with a group of municipalities in partnership with FCM's [Municipal Asset Management Program](#). Third webinar on "Understanding Service Levels" is on Friday, October 22 at 1:00 p.m. EST. [Click here to Register](#).

Registration is open for the 2022 virtual Annual Conference and General meeting: [ROMA 2022: Rural Opportunities](#) to be held January 24 - 25. The Early Bird rate is available until November 1.

AMO's digital mental health therapy provider, [MindBeacon](#), has partnered with [Breaking Free](#) and [Togetherall](#) to bring you a one stop solution to support your employee's mental health. Each offer unique solutions that has improved mental health conditions of Canadians. Join us for a free webinar on Wednesday, October 27 at noon to learn more. [Register now](#).

The ROMA sponsored Teeny Tiny Summits are back. Join ROMA and OMAFRA in some compelling discussions on revitalizing Teeny Tiny communities. [Register today](#).

#### **LAS**

Did you miss the [O.Reg. 507/18](#) annual energy reporting deadline? The Ministry of Energy will [accept 2019 consumption data](#) up to October 15. Please email [BPSsupport@ontario.ca](mailto:BPSsupport@ontario.ca) if you have any questions about the regulation.

Since March of 2013 until early this year, the [LAS Streetlight Program](#) helped municipalities across Ontario upgrade their systems to energy efficient LED. Read our blog about how the program helped 190 municipalities save energy and money, while brightening and beautifying their communities.

Canoe Vendor Spotlight: A wide range of Toro products are available under Ventrac through the [Canoe Procurement Group](#). Mowers, snow blowers, grinders, trenchers, and more, all at low prices and without the need to RFP. [Contact Tanner](#) to find out how to take advantage of this opportunity.

Did you know the [Canoe Procurement Group](#) is designed to keep your local businesses involved? In most cases purchases are made through local dealers or retailers, saving time and money while supporting your community.

Get ready! On October 27 from 11 am - 5 pm (EST), join your colleagues from municipalities across Canada to learn how the [Canoe Procurement Group](#) helps with procurement and supports Ontario's municipal sector. [Register now](#) for the Public Procurement Summit.

### ONE Investment

Podcast: Main Street to Bay Street: Fixed Income Investing and Changing Interest Rates - Listen to ONE Investment team talk about the optimal fixed income strategy during the current low interest rate environment. How can investors position their portfolios in response to the rate changes?

### Municipal Wire\*

Join the Ontario Municipal Social Services Association (OMSSA) October 20 - 21 to envision where municipal social services can be in the Reconciliation process ten years from now and track progress towards this vision. Register today.

Municipalities play a critical role in protecting communities from climate change. Intact Public Entities and the Intact Foundation are investing \$1 million in Canadian municipalities to help with resiliency. Visit intactpublicentities.ca for more information.

IESO report released - Decarbonization and Ontario's Electricity System: Assessing the Impacts of Phasing Out Natural Gas Generation by 2030. Visit the study webpage or attend a briefing hosted by the IESO on October 21.

### Careers

Manager of Municipal Building Officials - City of Cambridge. Reporting to the CBO, the Manager of Municipal Building Officials manages and coaches municipal building officials in enforcing the *Building Code Act* and Regulations. To apply for this position visit: www.cambridge.ca/careers. Apply by October 28, 2021.

Planning Technician - City of Thunder Bay. Under the general supervision and direction of the Supervisor and the technical direction and guidance of a Senior Planner, performs duties relative to Development Control or Policy & Long Range. This position closes on October 19, 2021.

Director of Public Works - Township of Minden Hills. Reporting to the Chief Administrative Officer, the Director of Public Works is responsible for the management, leadership and supervision of the Public Works Department. To explore this opportunity please apply via email by October 25th, 2021 or sooner to careers@waterhousesearch.ca quoting project MH-DPW.

Director of Leisure and Community Services - Town of Whitchurch-Stouffville. Reporting to the CAO, the Director is responsible for the planning, administration, operation and maintenance of all Town municipal parks, recreational programming, special events, cultural programming and cultural operations including theatre and Museum services. Apply by October 25, 2021 to careers@waterhousesearch.ca quoting project WS-DLCS.

Planner - Municipality of Casselman. Under the Director of planning and economic

development's authority, the Planner is responsible to assist the planning department and serve as assistance to citizens, promoter and employees. Submit your application by Wednesday October 27, 2021, 3 p.m. in writing to the attention of the human resources.

Bylaw Officer - Municipality of Casselman. Under the authority of the Director of physical services, the bylaw officer is responsible for conducting conformity verifications, follow up on calls from citizens and more. Submit your application by Wednesday October 27, 2021, 3 p.m. in writing to the attention of the human resources.

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October 21, 2021

### In This Issue

- Dress Purple Day 2021 is on October 27.
- Municipal Cyber Security Toolkit.
- Phase I regulations of *Conservation Authorities Act* released.
- Free asset management on-demand webinar series.
- Solutions to enhance mental health in the workplace.
- ROMA 2022: Program insights.
- ROMA 2022: Request for delegation meetings.
- New date added for navigating conflict training.
- Canoe Public Procurement Summit rescheduled to November 17.
- Canoe vendor spotlight: HMI Industries.
- ONE Investment podcast: Fixed Income Investing & Changing Interest Rates.
- Careers: Simcoe County and Office of the Fire Marshal & Emergency Management.

### AMO Matters

AMO supports Ontario Association of Children's Aid Societies' Dress Purple Day to show that municipalities are integral to the safety and well-being of children, youth, and families. Learn how your municipality can get involved [here](#).

October is Cyber Security Awareness Month - a campaign that raises awareness about the importance of cyber security. To assist members, AMO released a Municipal Cyber Security Toolkit of best practices that will help guide and improve your cyber security readiness. [Read it today.](#)

### Provincial Matters

On October 7th Ontario filed three new regulations under the *Conservation Authorities Act*. There are important deadlines to be aware of. Stay tuned for more information and guidance on these changes.

### Eye on Events

The asset management [webinar series](#) will introduce tools and templates piloted with a group of municipalities in partnership with FCM's [Municipal Asset Management Program](#). Next webinar on "Using Risk Assessment to Identify Local Priorities" is on October 29 at 1:00 p.m. EST. [Click here to Register.](#)

AMO's digital mental health therapy provider, [MindBeacon](#), has partnered with [Breaking Free](#) and [Togetherall](#) to bring you a one stop solution to support your

employee's mental health. Each offer unique solutions that has improved mental health conditions of Canadians. Join us for a free webinar on October 27 at noon to learn more. [Register now](#).

ROMA 2022: Rural Opportunities will be a robust two-day conference with keynote addresses, panels, and concurrent sessions on timely and important issues to rural municipalities.

To request delegation meetings as part of your ROMA 2022 Conference experience please visit the [following link](#) for information on how to submit your request. The deadline is November 15, 2021.

AMO's in demand training on skills for elected officials to navigate conflict relations is available for one more session in 2021. Sign up for the December 8 and 9 session [here](#). Limited seats available.

### **LAS**

The Canoe Public Procurement Summit has been moved from October 27 to **Wednesday, November 17, 2021 at 11 am**. Join municipalities across the nation to learn the best strategies for public procurement in Canada and how Ontario municipalities can leverage the buying power of over 5000 public entities. [Register now](#) for this exciting first-ever event!

Canoe Vendor Spotlight: HMI Industries' contract makes commercial level air purification available through the Canoe Procurement Group. Keep your offices safe by removing harmful viruses, bacteria, allergens, airborne chemicals, and more. [Contact Tanner](#) for more information.

### **ONE Investment**

Podcast: Main Street to Bay Street: Fixed Income Investing and Changing Interest Rates - Listen to ONE Investment team talk about the optimal fixed income strategy during the current low interest rate environment. How can investors position their portfolios in response to the rate changes?

### **Careers**

Real Estate Negotiator/Acquisition Specialist - County of Simcoe. The Specialist reports to the Manager, Real Estate and is primarily responsible for providing support to the Manager and client departments with real estate needs including research, site selection, negotiation and appraisal for acquisition, and disposal of real property and property rights. View the job description and submit your application [online](#) by November 1, 2021.

Liaison Officer - Office of the Fire Marshal and Emergency Management. Act as a liaison and advisor in the development, implementation and monitoring of emergency management programs and handling of emergency management issues across



governments and non-government organizations (NGO) with Emergency Management Ontario in the Office of the Fire Marshal and Emergency Management. Please apply online, only, quoting Job ID 170041, by November 9, 2021.

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October 28, 2021

### In This Issue

- AMO releases Conservation Authority fact sheets for municipalities.
- Municipal Cyber Security Toolkit.
- Dams and public safety survey - Due October 31.
- Changes to excess soil regulations are coming January 1, 2022.
- Free asset management on-demand webinar series.
- ROMA 2022: Request for delegation meetings.
- New date added for navigating conflict training.
- The LAS Natural Gas Procurement Program secures a hedge.
- Budgeting for a road needs study.
- Canoe fall webinars: John Deere.
- Canoe Public Procurement Summit happening November 17.
- Canoe vendor spotlight: Deccan International.
- The future looks bright with LAS Facility Lighting.
- Empower your staff to save energy!
- Careers.

### AMO Matters

AMO has released five fact sheets to help municipalities navigate changes to their relationship with conservation authorities as a result of the recently proclaimed subsections of the *Conservation Authorities Act*.

October is Cyber Security Awareness Month - a campaign that raises awareness about the importance of cyber security. To assist members, AMO released a Municipal Cyber Security Toolkit of best practices that will help guide and improve your cyber security readiness. [Read it today.](#)

### Provincial Matters

The Ontario Waterpower Association (OWA) is collecting feedback from dam owners and the dam industry until October 31, 2021 to establish a baseline of information to expand and share knowledge across Ontario's dam community.

The province is hosting webinars throughout October and November on the significant changes to excess soil regulations coming into effect on January 1st, 2022. For information and to register, email [mecp.landpolicy@ontario.ca](mailto:mecp.landpolicy@ontario.ca).

## Eye on Events

The asset management [webinar series](#) will introduce tools and templates piloted with a group of municipalities in partnership with FCM's [Municipal Asset Management Program](#). Last webinar on "Developing Financial Strategy Using Asset Whole Lifecycle Costs" is on November 5 at 1:00 pm EST. [Click here to Register](#).

To request delegation meetings as part of your ROMA 2022 Conference experience please visit the [following link](#) for information on how to submit your request. The deadline is November 15, 2021.

AMO's in demand training on skills for elected officials to navigate conflict relations is available for one more session in 2021. Sign up for the December 8 and 9 session [here](#). Limited seats available.

## LAS

Natural Gas Procurement participants will be pleased to know that we have secured a hedge for the new term at 11.7 cents/m3. Read [our commodity blog](#) to help understand how the pandemic is affecting the natural gas market

Is a road needs study part of your 2022 budget? The [Road & Sidewalk Assessment Service](#) provides high-quality, objective data to help you make smart decisions about your assets. [Contact Tanner](#) for more information or to receive a no-obligation quote.

John Deere supplies a wide range of equipment through the [Canoe Procurement Group](#) under the Agricultural Tractor, Grounds Maintenance Equipment, and Heavy Construction Equipment categories. Join us November 10 at 11 am to hear about products, alternate financing options, and seasonal asset optimization. Don't miss out - [register today](#).

Join municipalities from across the country for the first ever [Canoe Public Procurement Summit](#) on November 17, 2021 at 11 am. Hear from experts on the best strategies for public procurement in Canada and how Ontario municipalities can leverage the buying power of over 5000 public entities. [Register now](#) for this exciting event!

The [Canoe Procurement Group](#) has over 180 vendors. Deccan Public Safety Software provides the powerful tools Fire and EMS leaders need to make the right decisions. Use the Canoe contract to save time and money while improving emergency services in your community. [Contact Tanner](#) to learn more.

The turn-key [LAS Facility Lighting Service](#) recently awarded a new supply contract to Gerrie Electric. This unique program provides choice and value for your municipal lighting projects. Give us a [call today](#) for your free budget proposal including a cost and financial return analysis.

Empower your building operators/maintenance staff in skills to identify energy saving

opportunities in your buildings. Participate in an Energy Workshop & Treasure Hunt today! Contact Christian Tham to book your session for the fall - dates are still available.

### Careers

Chief Administrative Officer - Township of Centre Wellington. Reporting to the Mayor and Council, the CAO is responsible for the strategic leadership and efficient delivery of all the municipality's administrative and operational services. Apply by November 12, 2021 to careers@waterhousesearch.ca quoting project CW-CAO.

Building Plans Examiner - City of Brampton. Reporting to the Supervisor, Plans & Permits this position reviews plans submitted for a building permit to ensure all Ontario Building Code and related standards have been met. Apply online quoting reference # 104131 by November 4, 2021.

Senior Project Manager Solid Waste Management Services - City of Toronto. Reporting to the Project Director, the Manager will be responsible for activities related to planning and implementation of initiatives to transition the City of Toronto's Blue Bin Recycling Program. Apply online, by November 8, 2021.

Public Works Foreman - Town of Kapuskasing. Reporting to the General Manager of Public Works, the role is supervisory in nature and involves planning, coordinating and efficient management of the Public Works Operation. Send your resume, including cover letter to: Administration Office - Town of Kapuskasing, 88 Riverside Dr. P5N 1B3 Fax: 705-337-1741. Deadline is November 10, 2021, 4:30 pm.

Manager of Transportation and Fleet - Municipality of Central Elgin. Reporting to the Director of Infrastructure and Community Services you will manage all aspects of Corporate Fleet and Transportation Services including roads, sidewalks, drainage, bridges and culverts. Apply online by 4:30 pm November 15, 2021.

Associate Lawyer (Municipal) - Cunningham Swan LLP. Varied work on behalf of public and private sector clients on a full range of matters including local governance, by-law enforcement, land use planning, expropriations, and administrative law. Direct inquiries to careers@cswan.com by November 26, 2021.

Program Manager, Housing Stability & Homelessness - Regional Municipality of York. Reporting to the Manager, Community Programs, is responsible for managing and co-ordinating the development, implementation and monitoring of new and ongoing program initiatives. Interested candidates please apply online by November 8, 2021.

Manager, Environmental Services - Town of Georgina. Responsible for managing the operations of the municipal drinking water distribution system, wastewater collection and transmission system, storm water collection and treatment system; and environmental services programs. Apply online by November 12, 2021.

## About AMO

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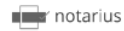
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November 4, 2021

### In This Issue

- AMO Youth Fellowship Program applications due November 8.
- Conservation Ontario/AMO webinar on *Conservation Authorities Act* regulations.
- Updated fire management policy and guideline approved.
- Register for provincial webinars on excess soil regulations.
- Ministry webinars on new *Conservation Authorities Act* regulations.
- Free asset management on-demand webinar series.
- New date added for navigating conflict training.
- A risk management information system for municipalities.
- OHS due diligence challenges for municipalities.
- AMO and MEPCO have confidence in OMERS plan
- Petawawa's pavement priorities - A case study.
- Electric ice resurfacers gaining traction under Canoe.
- Canoe Public Procurement Summit quickly approaching.
- Canoe fall webinar: John Deere.
- Canoe fall webinar: CIMCO Refrigeration.
- ONE Investment fall 2021 webinars - Equity and Fixed Income.
- Long-term care governance and leadership training.
- Help TECHNATION protect municipalities from cyberattacks.
- Careers and RFP: York Region and Goderich.

### AMO Matters

Applications for the second cohort of AMO's Youth Fellowship program are due November 8th. Please view program details and application information [here](#).

Conservation Ontario and AMO will co-host a webinar on November 19 from 12 - 1 pm on Phase 1 regulations of the *Conservation Authorities Act*. [Register](#) in advance today. More information can be found [here](#).

### Provincial Matters

An updated [policy](#) and [guideline](#) has been approved to assist staff in developing fire management direction to guide wildland fire response and prescribed burning in provincial parks and conservation reserves.

The Province is holding webinars on November 10th and 17th on the new *Conservation Authorities Act* regulations. Register by emailing [ca.office@ontario.ca](mailto:ca.office@ontario.ca) with "CAA

Regulations Webinar” as the subject line.

The province is hosting webinars on November 5th, 12th, 19th, 24th and 26th on the upcoming changes to excess soil regulations. Click on the dates to register, or email [mecp.landpolicy@ontario.ca](mailto:mecp.landpolicy@ontario.ca).

### Eye on Events

The webinar series on asset management introduce various tools and templates that help municipalities develop a governance structure, establish asset hierarchy, conduct data gap analysis, identify and track service levels, undertake risk assessment, and develop a financial strategy based on whole lifecycle costing. Last webinar on financial strategy is on November 5 at 1:00 p.m. EST. Webinar recordings and materials are posted here.

AMO's in demand training on skills for elected officials to navigate conflict relations is available for one more session in 2021. Sign up for the December 8 and 9 session here. Limited seats available.

On December 2, join AMO and our latest partner, ClearRisk, to learn more about the latest offering we have competitively procured for members: a risk management information system. With the ClearRisk platform, the data generated can help your municipality track insurance claims while improving your local risk management program. Register today.

On November 23, join AMO's Occupational Health and Safety program partner, 4S Consulting Services Inc., for a webinar on due diligence challenges for directors and officers of municipalities. Register today.

### MEPCO

AMO and MEPCO have confidence in OMERS plan governance and administration. Read more on mid-year results and response to calls for an independent review of the OMERS plan here.

### LAS

Interested in what the LAS Road and Sidewalk Assessment Service looks like in the real world? Check out this case study by program partner Streetscan featuring the Town of Petawawa. Contact Tanner to learn more about the strengths and benefits of this popular program.

Thinking of buying an electric ice resurfacer? Register now to see them in person at the Zamboni Showcase - Nov 17 (The Plex, Saugeen Shores), Nov 18 (Gerry McCrory Countryside Sports Complex, Sudbury), or Nov 14 (Healthy Planet Arena, Peterborough). Learn about batteries, maintenance, and see demonstrations from Zamboni - one of the many approved vendors under the Canoe Procurement Group.



The agenda for the Canoe Public Procurement Summit is now available! Join municipalities from across Canada to learn more about the best practices in cooperative purchasing. Event takes place November 17, 11:00 am to 2:30 pm EST. [Learn more or register here.](#)

Join us in our Canoe Fall webinar series on November 10 to hear from John Deere, one of over 180 vendors available through the [Canoe Procurement Group](#). They supply a range of products in the Agricultural Tractor, Grounds Maintenance Equipment, and Heavy Construction Equipment categories. [Register here.](#)

Gain a powerplay advantage using CIMCO for your arena needs. Join our webinar on November 24 at 11 am to hear how this Canoe contract helps your community keep their stick on the ice. [Register today.](#)

#### **One Investment**

ONE Investment is hosting two live sessions in November, 2021 with our external Portfolio Managers: MFS Investment Management and Guardian Capital. To register and know what will be covered in the webinars, click on these links: [Philosophy, Process and Performance of ONE's Fixed Income Portfolios](#) and [Philosophy, Process and Performance of ONE's Equity Portfolio](#).

#### **Municipal Wire\***

AdvantAge Ontario, the association representing municipal and non-profit long-term care homes, is offering a [three-part webinar series](#) designed for long-term care board and committee of management members.

TECHNATION is looking for staff from municipal governments to complete a [survey](#) by November 25 to finalize a set of [best practices for municipalities](#) to manage cybersecurity risk and attacks.

#### **Careers**

[Program Manager, Housing Stability & Homelessness - Regional Municipality of York.](#) Reporting to the Manager, Community Programs, is responsible for managing and co-ordinating the development, implementation and monitoring of new and ongoing program initiatives. Interested candidates please apply [online](#) by November 10, 2021.

[RFP - Affordable/Attainable Housing Community Improvement Plan - Town of Goderich](#) Seeking the services of a qualified consulting team with extensive experience in Community Improvement planning, providing financial assistance for affordable/attainable housing projects. Submit in PDF format to [afisher@goderich.ca](mailto:afisher@goderich.ca) and copied to [apiskorski@goderich.ca](mailto:apiskorski@goderich.ca) by November 29, 2021 at 12:00 p.m.

## About AMO

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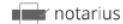
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**Administration**

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Sub-Item 18

October 27, 2021

**CL 20-2021, October 21, 2021**

**CSC 10-2021, October 13, 2021**

**CSD 58-2021, October 13, 2021**

**LOCAL AREA MUNICIPALITIES**

**SENT ELECTRONICALLY**

Additional Information Re: Optional Small Business Tax Subclass

CSD 58-2021

Regional Council, at its meeting held on October 21, 2021, passed the following recommendations of its Corporate Services Committee:

That Report CSD 58-2021, dated October 13, 2021, respecting Additional Information Re: Optional Small Business Tax Subclass, **BE RECEIVED** and **BE CIRCULATED** to Local Area Municipalities.

A copy of CSD 58-2021 is enclosed for your reference.

Yours truly,

A handwritten signature in black ink, appearing to read "Ann-Marie Norio".

Ann-Marie Norio

Regional Clerk

:kl

CLK-C 2021-164

cc: R. Fleming, Senior Tax & Revenue Analyst  
T. Harrison, Commissioner, Corporate Services/Treasurer  
K. Beach, Executive Assistant to the Commissioner, Corporate Services/Treasurer

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**Subject:** Additional Information Re: Optional Small Business Tax Subclass

**Report to:** Corporate Services Committee

**Report date:** Wednesday, October 13, 2021

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## **Recommendations**

1. That Report CSD 58-2021 respecting the Optional Small Business Tax Subclass **BE RECEIVED** as information; and
2. That a copy of Report CSD 58-2021 **BE CIRCULATED** to the Local Area Municipalities.

## **Key Facts**

- The purpose of this report is to provide Committee with an update on the Optional Small Business Tax Subclass that the Province introduced as part of their 2020 Budget and to recommend that the Region not implement the new subclass.
- In February 2021, staff presented Committee with Report CSD 12-2021 – Optional Small Business Tax Subclass Overview which contained the following recommendation:
  - That staff **BE DIRECTED** to monitor the implementation of the Optional Small Business Tax Subclass for consideration in future taxation years starting in 2022.
- In addition to the February report, at the April 2021 Corporate Services Committee, direction for staff was provided as follows:
  - Consider implementation of a small business tax class.
- In May 2021, the Province released the Regulations for the subclass which provide greater insight into program specifics including the subclass reduction range, administrative requirements as well as implementation considerations.
- Region staff have participated in discussions with Area Treasurers, other municipal organizations and the Municipal Property Assessment Corporation (MPAC) and solicited input through a survey from the Area Treasurers during August 2021, after the release of the Regulations for additional input. Based on the responses from the survey, there was limited desire to pursue the subclass at this time noting many of the challenges that were originally identified in Report CSD 12-2021.

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- Based on the challenges that are present and a lack of a clear policy objective for implementation, staff are not recommending that the optional small business subclass be adopted for the Region.

## **Financial Considerations**

Similar to other tax policy decisions, implementation of the small business subclass would not impact the tax revenue generated by the Region, it would however, impact the tax burden experienced by other tax classes most notably Residential which represents 80% of the unweighted assessment base for the Region. Inter-municipal shifts on a Regional basis would also occur as a result of variations in the tax bases across Area Municipalities. These tax shifts may be further exaggerated if different eligibility criteria were to be established for different municipalities across the Region.

If it were Council's direction to implement the subclass, there would be additional administrative costs incurred by the Region or Area Municipalities as required to implement and maintain the subclass depending on any program framework that would need to be established. Expenditures associated with this remain unknown and would likely vary depending on the program administration requirements including Local or Regional administrator, variations in program criteria and level of support from the community which may impact appeals. At a minimum, if the program were to be adopted, the Region would incur estimated one-time implementation expenditures of \$15,000 for consulting and program development. Depending on Region responsibility for administration of the program, an additional annual expenditure of approximately \$100,000 for staffing and administrative resources may be incurred if the subclass administration resides with the Region. Should the Region adopt policy objectives that are different for each Area Municipality, it may be more advantageous for the Area Municipalities to administer independently which may require additional resources at the local level.

## **Analysis**

As announced in the 2020 Ontario Budget, the Province has provided municipalities with the ability to implement an optional small business subclass. In February 2021, staff prepared Report CSD 12-2021 which provided an overview of the subclass to Council and identified some of the opportunities and challenges that may exist with the new subclass.

Subsequent to that report, in May 2021, the Province released amendments to O. Reg. 282/98 under the Assessment Act and O. Reg. 73/03 under the Municipal Act, 2001, which implemented the subclass and provided further details, including requirements for municipal by-laws, administration of the subclass and potential for provincial matching through education property tax reductions. Staff also attended a webinar hosted by the Toronto Region Board of Trade and have engaged the Area Treasurers for input via a survey, all of which has been summarized below for Council's information.

### Overview of Ontario Regulations

As identified in the regulations, municipalities that choose to implement the subclass must consider and enact the following:

- The decision to adopt the subclass by Regional Council including the passing of a Regional by-law.
- Identify if the business subclass tax reduction is to be applied to the commercial and/or industrial property tax classes.
- The reduction percentage; which can range from 0- 35% of the municipal tax rate for the property class.
- Requirements that a property must meet to be included in the subclass.
- Appointing Program Administrator(s) to administer the program, including approving properties for inclusion in the subclass, notifying property owners of decisions and reviewing requests for reconsideration related to a property's eligibility for inclusion in the subclass.
- Appointment of Appellate Authority (or Appellate Authorities) to hear any appeals of the Program Administrator's eligibility decisions.

Through the Regulations it has also been noted that municipalities will have the ability to require landlords to pass the tax reduction to tenants as a condition of eligibility. While this remains an option, staff feel that the enforcement of this would be challenging as it may require staff to engage tenants and landlords which is not typical in the taxation process. One Ontario municipality is considering publishing the addresses of landlords in receipt of the tax reduction in order to place an onus on tenants to pursue the flow through of the tax reduction.

The Province has also noted that there is a requirement to demonstrate how the municipality has engaged the business community before implementing the class which would result in increased lead time for implementation. This process is also not anticipated to provide definitive eligibility guidelines as there is likely much disparity

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across the Region in terms of what may be considered a small business. A small business definition would need to be developed that achieves a policy objective for which staff would need to engage appropriate stakeholders to ensure the policy objective is achieved through the chosen definition.

As noted above, municipalities are responsible for establishing detailed eligibility criteria for the optional small business subclass. This would require the Area Municipality or Region to develop and administer a process to identify or approve eligible properties for inclusion in this subclass. Through the appointment of a Program Administrator, Area Municipal or Regional staff would identify qualifying properties classified in the commercial and/or industrial property classes that meet the eligibility criteria. This could be done either through an application-based process or through a criteria-based methodology. Properties approved for inclusion in the subclass by the Program Administrator must be listed in a publicly accessible registry (details of the registry requirements are found in the Municipal Checklist attached as Appendix 1 to Report CSD 58-2021). The Program Administrator would also be required to establish a process where an owner may make a request for reconsideration.

Municipalities that adopt the subclass are also required to appoint a staff member to act as an Area Municipal or Regional Appellate Authority to hear appeals regarding whether or not a property should be included in the subclass. Appeals of assessed value would continue to be directed to the Assessment Review Board.

Based on the additional information that has been included in the Regulations, staff note that many of the challenges that were expressed through Report CSD 12-2021 are still present, including:

- Determining subclass eligibility across Area Municipalities while considering variations in the local priorities, policy objectives and property characteristics.
- Challenge of ensuring tax benefits are passed on to tenants despite the ability for municipalities to make it mandatory through a by-law.
- Inconsistency in eligibility criteria across Area Municipalities for businesses with multiple locations in the Region.
- Tax shifts onto other properties not included in the subclass and the financial implications, business impacts and ability to pay of other residential, commercial and industrial properties not afforded the discount.

At the time of writing this report, MPAC has also released a draft white paper on the subclass outlining MPAC's potential involvement or assistance with implementation and

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maintenance of the subclass. In the draft white paper, MPAC also noted some of the challenges previously described as well as other implementation considerations that would need to be explored. A section of MPAC's draft paper has been included as Appendix 2 to Report CSD 58-2021. In the section, MPAC has noted some of the policy objectives that this subclass may assist with achieving including:

- Nurture local small business development in one or more sectors of the economy.
- Support Downtown and Main Streets.
- Nurture the development of Innovation Districts, Creativity Zones or Business Parks.
- Support Business Improvement Areas (BIAs).
- Mitigate the impact of shifts in property values between districts for small businesses.
- Mitigate the impact of widespread revenues losses due to circumstances beyond businesses' control.

#### Overview of Toronto Region Board of Trade Webinar

On August 11, 2021, Regional finance staff participated in a small business subclass webinar hosted by the Toronto Region Board of Trade. In attendance at this meeting were finance and economic development representatives from most Ontario Regions as well as the City of Toronto. The webinar was also attended by Municipal Finance Officer Association (MFOA), Association of Municipalities of Ontario (AMO), and business sector representatives.

Much of the comments that staff heard from their municipal finance counterparts aligned with the commentary provided by Regional staff and Area Treasurers and focussed heavily on the increased administrative burden that the subclass would have on their operations especially given the perceived limited benefits that the subclass would generate. Similar comments were also heard from MFOA and AMO representatives. The economic development staff that were in attendance also expressed lack of clarity around the intent of the program and long-term goals especially since the subclass is not intended to be a COVID-19 relief program but a long-term policy decision. Many economic development staff also noted that there may be other opportunities to assist small businesses in ways that are not through tax policy tools including grants or other non-financial assistance (for example, local business registries). The business sector representatives also expressed that their association did not believe it was fair for businesses that would not qualify for the subclass to subsidize the reduction for



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businesses that do qualify. They also noted that inequalities in subclass eligibility may also result in businesses in direct competition with each other being treated differently for property taxation purposes despite being relatively similar in operations.

Through the discussion held at the webinar, only one municipality that was in attendance has initiated the implementation of the subclass, being the City of Toronto. Staff note though that at the time of writing this report, no final decision has been made by the City on implementation. Staff also note that through discussion at a prior Ontario Regional and Single-Tier Treasurers meeting, the City of Ottawa had also expressed a desire to explore implementing the subclass.

#### Overview of Local Area Treasurers Discussions and Survey

Since the introduction of the small business subclass as part of the 2020 Ontario budget, there has been reoccurring discussions regarding the subclass at the Area Treasurers meetings between Regional staff and Area Treasurers. In August, the Region distributed a survey to the Area Treasurers to formalize their comments. The results of the survey, which are reflective of the Area Treasurers opinions only, can be summarized as follows:

- 11 of 12 municipalities completed and returned the survey to the Region.
- 9 of the 11 municipalities were not interested in adopting the new small business subclass with only Welland and Lincoln staff expressing interest.
- Of the 9 municipalities not interested, the following concerns were identified:
  - Potential for inter-class and inter-municipal tax shifts;
  - Lack of fairness in providing relief to only a few businesses that may be eligible despite financial difficulties being experienced by many as a result of COVID-19;
  - Increased administrative challenges including increased levy requirements for program administration;
  - Potential for limited benefit for their municipality;
  - Uncertainty around long-term impacts or objectives of the subclass; and
  - Potential for limited correlation between an eligible small business and their ability to afford property taxes.
- 2 of the 9 municipalities not interested expressed a desire to revisit the subclass in the future.
- For the 2 municipalities that were interested they noted that the following conditions or recommendation need to be in place or considered to proceed:

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- Relief should be targeted to commercial only or both commercial and industrial;
  - Administration of the subclass should be the responsibility of the Region and not the Area Municipalities;
  - Subclass eligibility should be application based; and
  - Subclass eligibility could be based on number of employees and/or annual revenue.
  - Policy objective work would need to be established through further consultation.

### Recommendation

Based on staff research and the above feedback, Regional finance staff are not in support of implementing the subclass. The regional inequalities, tax impacts on remaining property owners, added administrative burden including additional annual expenditures and lack of clear policy objectives are the main considerations for this recommendation.

### **Alternatives Reviewed**

1. Council could direct staff to initiate the implementation process for this new subclass for the 2022 taxation year. If so, staff will need to consider:
  - The checklist requirements as established by the Province which are further detailed on Page 5 of Appendix 1 to Report CSD 58-2021. As a result of the anticipated lead time necessary for implementation and to ensure the Region fully explores the requirements as outlined in the Province's checklist (which include: engaging the business community, designing the program, passing a by-law and assessing impacts)
  - Impact on 2022 budget. Implementation in advance of the 2022 property taxation year would not be possible without additional direct financial impact to the Region and Area Municipalities. Implementation after a roll return for a taxation year would also result in in-year tax write-offs for which the Region and Area Municipalities would need to budget. MPAC's draft white paper has also identified other items that staff would need to explore before implementation in order to ensure the properties are accurately reflected on the tax roll each year.
  - Subclass should be implemented on a Region-wide basis rather than for only the Area Municipalities that expressed an interest. If it was not implemented on a Region-wide basis, it would result in a redistribution of the Region's levy to Area

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Municipalities that have not opted into the new subclass and therefore do not benefit from it.

- Provincial matching requirements. The Province requires program details to be provided to the Province by March 31 of the taxation year for provincial matching of relief on the education tax which would likely not be achievable.
2. Council could direct staff to undertake further public consultation with respect to policy objectives in 2022 and only consider implementation in a future year (i.e., 2023 or later) if compelling enough policy outcomes can be achieved. Implementation would again have to satisfy the same considerations as noted above.

### **Relationship to Council Strategic Priorities**

This report addresses Council's priority of Businesses and Economic Growth.

### **Other Pertinent Reports**

[CSD 12-2021](#) Optional Small Business Tax Subclass Overview

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**Prepared by:**

Rob Fleming, MBA  
Senior Tax & Revenue Analyst  
Corporate Services

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**Recommended by:**

Todd Harrison, CPA, CMA  
Commissioner/Treasurer  
Corporate Services

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**Submitted by:**

Ron Tripp, P.Eng.  
Acting Chief Administrative Officer

This report was prepared in consultation with the Local Area Treasurers and Margaret Murphy, Associate Director, Budget Planning & Strategy, and reviewed by Helen Chamberlain, Director, Financial Management & Planning/Deputy Treasurer

## **Appendices**

- Appendix 1      Provincial Bulletin, Checklist – Small Business Subclass – May 2021
- Appendix 2      DRAFT Municipal Property Assessment Corporation White Paper –  
Policy Drivers Section Excerpt



## **NEW OPTIONAL SMALL BUSINESS PROPERTY SUBCLASS May 2021**

As announced in the *2020 Ontario Budget*, the Province is providing municipalities with the flexibility to target property tax relief to eligible small businesses through the adoption of a new optional small business property subclass. Amendments to O. Reg. 282/98 under the *Assessment Act*, O. Reg. 73/03 under the *Municipal Act, 2001* and O. Reg. 121/07 under the *City of Toronto Act, 2006* were filed on May 7, 2021, which implement the subclass.

This bulletin provides municipalities with an overview of implementation details, including requirements for municipal by-laws, administration of the subclass and provincial matching of municipal property tax reductions with education property tax reductions.

### **IMPLEMENTATION**

#### Municipal By-Law

Municipalities that choose to implement the optional small business property subclass are required to pass a municipal by-law providing the following:

- The decision to adopt the subclass
  - In two-tiered municipalities, the upper-tier municipality must pass a by-law to adopt the subclass.
- The subclass tax reduction to be applied to the commercial and/or industrial class municipal tax rate
  - The reduction can be set up to 35% of the municipal rate for the property class.
- Requirements that the property must meet to be included in the subclass
  - Municipalities have a variety of priorities that may influence the definition of “small business” and, as such, are in the best position to define eligibility criteria that reflect their local priorities and needs.
  - Note that all commercial and industrial properties (except properties that are or would be classified in the large industrial property class or the parking lot and vacant land property class, or vacant or excess land), are eligible to be included in the new small business property subclass.
- Appointment of a Program Administrator to administer the program, including approving properties for inclusion in the subclass, notifying property owners of

decisions and reviewing requests for reconsideration related to a property's eligibility for inclusion in the subclass

- Appointment of an Appellate Authority to hear any appeals of the Program Administrator's eligibility decisions

Municipalities may also choose to require in municipal by-law that landlords pass the tax reduction to tenants as a condition of eligibility in the subclass.

As part of the process of developing a small business property subclass by-law, municipalities are strongly encouraged to consult with their local business stakeholders and other interested parties.

### Program Administration

Municipalities are responsible for establishing detailed eligibility criteria for the optional small business subclass. This would require the municipality to develop and administer a process to identify or approve eligible properties for inclusion in this subclass.

Through the appointment of a Program Administrator, municipal staff would identify qualifying properties classified in the commercial or industrial property classes, or both, that meet the eligibility criteria. This could be done either through an application-based process or through a criteria-based determination process. Properties approved for inclusion in the subclass by the Program Administrator must be listed in a publicly accessible registry (details of the registry requirements are found in the Municipal Checklist below). The Program Administrator would also be required to establish a process where an owner may make a request for reconsideration.

Municipalities can utilize the Ontario Property Tax Analysis (OPTA) system to build scenarios and model tax impacts of adopting the small business subclass.

Municipalities are required to notify the Municipal Property Assessment Corporation (MPAC) of the properties included in the subclass, such that MPAC can classify the property within the small business property subclass for taxation purposes.

Municipalities will also be responsible for monitoring ongoing eligibility, updating the registry of eligible properties and notifying MPAC when properties become eligible or ineligible for the subclass as a result of a municipal determination.

Municipalities are also required to appoint an Appellate Authority to hear appeals about whether or not the property should be included in the subclass.

Appeals of assessed value would continue to be directed to the Assessment Review Board.

### Funding the Subclass

Consistent with other property subclasses, municipalities can fund the small business subclass either by absorbing the cost through a levy decrease or by funding it broadly across all property classes.

Municipalities also have the option of funding the small business subclass within the commercial and/or industrial property class through the adoption of revenue neutral tax ratios, as per section 9 in O. Reg 385/98 under the *Municipal Act, 2001* and section 2.2 in O. Reg. 121/07 under the *City of Toronto Act, 2006*.

The adoption of the subclass, including how the tax reduction is funded, is a municipal decision. As with other tax rate decisions, municipalities are responsible for understanding the potential tax impact on affected taxpayers. Municipalities are strongly encouraged to consult with their local business stakeholders and other interested parties prior to finalizing their decision-making.

### Provincial Matching of Tax Reductions

As announced in the *2020 Budget*, the Province will consider matching municipal property tax reductions with education property tax reductions to provide further support for small businesses. To qualify:

- Municipalities would notify the Minister of Finance of the decision to adopt the subclass and submit a municipal by-law outlining the program requirements as well as estimated total municipal tax relief to small businesses.
- Municipalities would conduct consultations with business stakeholders regarding the small business property subclass.
- The Minister would review each submission and determine whether to match municipal reductions on a case-by-case basis.

Submissions to the Minister of Finance can be sent directly to the Minister, with a copy to [info.propertytax@ontario.ca](mailto:info.propertytax@ontario.ca), prior to **March 31** for the applicable taxation year.

Hon. Peter Bethlenfalvy  
Minister of Finance, and President of the Treasury Board  
Frost Building South, 7th Floor  
7 Queen's Park Cres.  
Toronto, ON M7A 1Y7  
[Minister.fin@ontario.ca](mailto:Minister.fin@ontario.ca)

## Regulations

Regulations implementing the small business property subclass are available on the Government of Ontario's e-laws website at [www.ontario.ca/laws](http://www.ontario.ca/laws). These include:

- O. Reg. 282/98 under the *Assessment Act* is amended by O. Reg. 331/21 establishing the optional small business property subclass
- O. Reg. 73/03 under the *Municipal Act, 2001* is amended by O. Reg. 332/21 setting the municipal reduction factor for the optional small business property subclass
- O. Reg. 121/07 under the *City of Toronto Act, 2006* is amended by O. Reg. 333/21 setting the municipal reduction factor for the optional small business property subclass

## **FURTHER INFORMATION**

Municipalities with any questions regarding the optional small business property subclass may contact the Ministry of Finance at [info.propertytax@ontario.ca](mailto:info.propertytax@ontario.ca).



## OPTIONAL SMALL BUSINESS PROPERTY SUBCLASS – MUNICIPAL CHECKLIST MAY 2021

### PROGRAM DETAILS

- ✓ Have you adopted the subclass through municipal by-law?
- ✓ Have you established eligibility criteria for a small business?
- ✓ For municipalities in a two-tiered system, have you discussed proposed changes with lower-tier municipalities?
- ✓ Have you considered how the subclass would be funded?
- ✓ Have you set a discount applicable to the class?
- ✓ Have you consulted with local business stakeholders and other interested parties?

### IMPLEMENTATION

- ✓ Have you established an application process or established a criteria-based determination process?
- ✓ Have you appointed a Program Administrator?
- ✓ Have you appointed an Appellate Authority?
- ✓ Have you established a publicly accessible registry of eligible properties? The registry may include but is not limited to the following information:
  - Assessment Roll Number
  - Property Address
  - Unit Number (if applicable)
  - Leased Space (if applicable)
- ✓ Have you provided MPAC the list of eligible properties including property details? The list of eligible properties to MPAC would include the following information:
  - Assessment Roll Number
  - Property Address
  - Legal Description
  - Square Footage
  - Floorplan (if applicable)
- ✓ Have you made a submission to the Minister of Finance to request matching the municipal tax reduction with an education tax reduction? Submission would include the following information:
  - By-law adopting the subclass
  - Overview of program requirements
  - Estimated total municipal tax relief to small businesses
  - Confirmation of consultation with the business community

If you have any questions regarding the implementation of the optional small business property subclass, please contact the Ministry of Finance at [info.propertytax@ontario.ca](mailto:info.propertytax@ontario.ca).

## Ontario's Small Business Property Subclass: Considerations for Municipalities

### 2. Municipal Guide to Using the Small Business Property Subclass

#### 2.1. Policy Drivers

A variety of financial and economic development tools already are available to nurture small business development and support their survival. The Subclass adds to this toolbox. Its use should be considered within the broader context of each municipality's characteristics and policy objectives and the combination of tools that best addresses local issues and goals.

The Municipal Working Group identified six potential policy drivers that municipalities where use of the Subclass may align with municipalities' planning or economic development goals. The Survey of Municipalities (the Survey) indicated that all six are of interest to at least a few municipalities. The percentage of Survey respondents who are considering the Subclass or are unsure about using it is provided for each one.<sup>1</sup> The policy drivers are not mutually exclusive nor exhaustive. Some municipalities are interested in achieving several of them:

1. Nurture local small business development in one or more sectors of the economy;
2. Support Downtown and Main Streets;
3. Nurture the development of Innovation Districts, Creativity Zones or Business Parks;
4. Support Business Improvement Areas (BIAs);
5. Mitigate the impact of shifts in property values between districts for small businesses; and/or,
6. Mitigate the impact of widespread revenues losses due to circumstances beyond businesses' control.

#### Nurture Local Small Business Development in one or more Sectors of the Economy

Providing property tax relief by using the Subclass is a tool that municipalities can consider to support small businesses. Property tax is a significant fixed cost, sometimes

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<sup>1</sup> Thirty five Survey respondents (26%) indicated that they did not intend to implement the Subclass and did not answer the questions about the policy objectives they were interested in achieving by using it. They are not included in the calculation of the percentages provided below. The adjusted base is 100 respondents who are considering the Subclass or are unsure about using it.

equalling or exceeding rental levels. The Survey indicated fairly widespread interest in providing broad support to small businesses throughout the municipality (58% of respondents considering the Subclass<sup>2</sup>), while 9% are considering making the support sector specific, all targeting small retailers and some also including arts/culture, manufacturing and commercial offices. Open ended comments included interest in supporting small business development and entrepreneurship to diversify the local economy.

### Support Downtown and Main Streets

Small business support often is synergistic with policies encouraging the revitalization and sustainability of geographic business districts within municipalities. Small commercial businesses tend to predominate in traditional downtowns and main streets, areas which play important community identity, heritage and city-building roles in communities. 11% of the Survey respondents considering the Subclass indicated that downtown or main street support was a policy driver.

### Nurture the Development of Innovation Districts, Creativity Zones or Business Parks

Another example where the tax class may have applicability is to support the clustering of small commercial and industrial businesses and entrepreneurs in “innovation districts” and “creativity zones”. Clustering enables small businesses to build synergies and business-to-business connections among themselves. The zones are sometimes associated with revitalizing industrial and port areas. 5% of the Survey respondents considering the Subclass are interested in targeting “innovation zones”, while 6% are interested in targeting their Central Business Districts.

### Support Business Improvement Areas (BIAs)

The BIA program has shown itself to be an extremely effective self-help tool enabling both commercial and industrial business communities to come together and collectively invest in improvements to municipally owned property as well as promotional and business development activities that strengthen the business district. They fund the investment through a special levy paid by all commercial and industrial property owners within a specific geographic Area.

Many of their activities also benefit the municipality at large, including local residents and other businesses. Examples include festivals, public entertainment, sidewalk amenities and beautification, developing public squares and parkettes, marketing programs that attract more people to the community, etc. Yet the businesses in BIAs pay the total cost, often resulting in their total taxes being significantly higher than property taxes paid by comparable businesses in other districts. The Subclass could be

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<sup>2</sup> As is explained in Footnote 2, the base for this percentage and those that follow is the 100 respondents who either are considering the Subclass or are unsure about implementing it.

used to partially compensate businesses in BIAs for their additional investment. 11% of the Survey respondents considering the Subclass are interested in targeting BIAs.

#### Mitigate the Impact of Shifts in Property Values between Districts for Small Businesses

When a property's CVA increases greater than the average for its tax class, the property owner may experience an increase in property taxes above a general tax levy increase. The increase often is passed through to the business tenants operating in the property (as is further discussed in Section 2.6 below)

This can result in tax shifts between different parts of a municipality.

Examples of situations when shifts in property values between districts may occur include:

- In "Growth Areas", where residential or commercial intensification is permitted by the municipality. CVA may increase in anticipation of the redevelopment of properties to higher densities. Property owners and their business tenants may experience increased property taxes as a result.
- Upgraded infrastructure in a district may lead to higher than average market appreciation leading to higher increases in property values during a reassessment relative to other business areas in the community.

30% of the Survey respondents considering the Subclass indicated that mitigating the impact of high CVA increases on small business was relevant.

#### Mitigate the Impact of Widespread Revenues Losses due to Circumstances Beyond Businesses' Control.

Property tax is a significant fixed cost for most businesses. Therefore, revenue decreases can cause previously sustainable property tax amounts to become less affordable. Small businesses are more vulnerable than larger corporations since they often have limited access to financing or to corporate cash reserves. The Subclass may be a helpful tool for supporting small businesses through such crisis's, especially when the impact is expected to last for several years.

The most recent and dramatic example of widespread business revenue reductions was caused by COVID-19 in 2020 and 2021. Many businesses providing "non-essential" goods and services were required to close or significantly reduce their operations to contain the spread of the pandemic. Impacts for some types of businesses and districts are expected to extend into 2022 and even beyond – especially in sectors and areas dependent on tourism or on employment concentrations where there may be widespread continuation of remote-working. Widespread business support has been provided by the Federal and Provincial governments as well as by many individual municipalities. Specific to property tax stability, the Province continued to use the 2016

CVA for the 2020 and 2021 tax years and reduced the business education tax rate to a maximum of 0.88% throughout the Province.<sup>3</sup> The Subclass provides an additional tool.

Extended construction projects where businesses are impacted by road and sidewalk closures or other significant disruptions are another example. Municipalities could consider using the Subclass to provide property tax relief to small businesses located in districts impacted by multi-year road reconstruction or other major construction projects.

6% of the Survey respondents considering the Subclass indicated that providing post-COVID relief to impacted small businesses was a policy driver, while 1% (one person) added that their municipality was interested in providing assistance to small businesses impacted by major road construction.

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<sup>3</sup> Previously BET rates were variable with businesses in some municipalities paying 1.25%. Reducing all high BET rates to 0.88% resulted in a \$450 million reduction for businesses.



City Council Outstanding Reports List

Reports by Strategic Pillar

Cultural	1	Economic	7
Environmental	4	Social	16

Reports Related to Strategic Plan	28
Reports Unrelated to Strategic Plan	2

Updated: November 5, 2021

Relation to Strategic Plan	ORL #	Requested	Requested by	Request	Lead Dept.	Expected Return Date	Comments
Economic	2019-22	15-Jul-19	Townsend	Amend sign by-law to permit digital signage on City-owned properties and buildings, including the appropriateness and ability to include third-party advertising as part of digital signage on City-owned properties.	PBS / COMMS	Q1 2022	Appeal Information Report - Application for Sign By-law Variance; 142 St. Paul Street; Owner: 2400795 Ontario Inc. was deferred 8-12-19 until ORL #2019-22 is presented to Council. Requested return Q4 2019
Economic	2021-11	10-May-21	Social Pillar	That the diverse supplier policy proposal from the Anti-Racism Advisory Committee, as amended, be sent to City Council to request a report back by the end of Q4 2021 from City staff on the development of a Diverse Supplier Policy.	FMS	Q2 2022	Requested return date of end of Q4 2021
Economic	2021-14	10-May-21	Surplus Lands Dev TF	That staff be directed to prepare a report regarding 2 Facer Street, including condition of the facility and the potential to declare the property surplus with consideration to not displacing the existing tenant.	FMS / EFES	Q1 2022	
Economic	2021-15	14-Jun-21	Miller	Report back on the City's current remuneration formula for members of Council, including how and when the formula was developed, as well as the remuneration for Councillors at comparator municipalities.	FMS	Q1 2022	Include information on reimbursement for committee chairs and administrative supports for Councillors at other municipalities
Environmental	2020-18	16-Nov-20	Townsend / Sorrento	That staff be directed to prepare a report on the costs associated with beautifying the Bunting Road corridor between Scott Street and the Garden City Skyway to include tree planting, grassed boulevards, floral, etc.	EFES	Q4 2021	From Nov. 18, 2020 GC meeting (formerly BSC) - That \$50,000 for a visioning or master streetscape plan to recommend improvements to the Bunting Road corridor be included in the Draft 2022 Operating Budget
Environmental	2020-31	22-Dec-20	Siscoe / Porter	Report back on opportunities to improve the stormwater system in the city.	EFES	Q4 2021	Staff will provide a memo to Council. Anticipated return date Fall 2021
Environmental	2021-24	18-Oct-21	Porter	Prepare a report with information on the following: •Tree management and protection policy, with a focus on construction •Feasibility of a fee for service agreement with the Region to have city take over tree planting and maintenance on Regional Roads •Mandatory tree planting on boulevards	MW		
Social	2019-29	09-Sep-19	Littleton	Report back on the existing street naming process with ways to include more public engagement, perhaps similar to the park naming process	PBS	Q4 2021	
Social	2020-14	19-Oct-20	Kushner	The approval of a Cannabis grow-op at the corner of St. Paul Street West and Vansickle Road	PBS	Q4 2021	Include information on roll of Canada Health, zoning and notification of ward councillors. Will be a memo to Council.
Social	2021-02	18-Jan-21	Miller	Repeal / review and update the City's loitering by-laws and report back to Council	MW	Q1 2022	Staff to provide a memo to Council noting issue will be included in Pilot study with Gateway of Niagara
Social	2021-04	18-Jan-21	Social Pillar	Produce a report on amending Facility and Design Standards (FADS) in the following sections: Section 4.2.7 Universal Washrooms and Section 4.5.2 Outdoor Recreational Facilities – Playground	CRCS / EFES	Q4 2021	See Council Minutes of January 18, 2021 for what is to be included in the report
Social	2021-12	10-May-21	Social Pillar	Amend the current by-law for the erection of signs and other advertising devices to state that no person shall display or cause to be displayed a sign that bears a hate message or a logo, crest or graphic that would convey such a message	PBS / LCS	13-Dec-21	
Social	2021-13	10-May-21	Social Pillar	That staff provide a report by Q4 2021 on the options for improving accessibility of the Carousel to make it more inclusive	CRCS / EFES	Q2 2022	
Social	2021-18	9-Aug-21	Social Pillar	Amend By-law 2007-295 (a By-law to address Public Nuisances) under Section 2 "Prohibitions" to add: "No person shall, in a public place, unnecessarily interfere with another person's use and enjoyment of the Public Place by using abusive or insulting language as a personal invective."	LCS	Q1 2022	Staff report to also include information on adding "aggressive behaviour" to the Public Nuisances by-law
Social	2021-19	30-Aug-21	Phillips	That staff be directed to prepare a report on the possibility of capturing grey water from municipal facilities, such as splash pads and the St. Catharines Kiwanis Aquatics Centre, into cisterns in order to irrigate municipal sports fields and gardens as well as hanging baskets and planters.	EFES / PBS	2022	In the report include information on the timing, locations and costs associated with capturing grey water.



Relation to Strategic Plan	ORL #	Requested	Requested by	Request	Lead Dept.	Expected Return Date	Comments
Social	2021-21	27-Sep-21	Garcia	Review issues with bird feeders and seed		2022	Include what other municipalities are doing
Social	2021-23	18-Oct-21	Siscoe	Stop signs for Coronation Boulevard at Vansickle Road North and options for the creation of a safe crosswalk and other appropriate traffic calming measures in the school zone at the intersection of Dufferin and George Street	EFES		
Social	2021-25	18-Oct-21	Miller	Staff report back with a memo to Council on steps that the City of St. Catharines could take to acknowledge the harmful effects of conversion therapy by banning the practice of it.			
Social	2021-22	4-Oct-21	Miller	Prepare a report exploring options for improving accessibility for those with invisible disabilities, including, but not limited to, providing closed captioning on livestreamed videos and identification options for those with invisible disabilities who are working at or otherwise accessing City facilities	CAO		Consult with the Accessibility Advisory Committee in the creation of the report.
None	2019-47	16-Dec-19	Miller / Mayor Sendzik	That the request for funds to be used to record in-camera meetings be referred to 2020 for a report including the upgrading of screening services for all meetings (open and closed sessions).	LCS		

### Follow Up Reports

Relation to Strategic Plan	ORL #	Requested	Requested by	Request	Lead Dept.	Expected Return Date	Comments
Economic	2020-16	09-Nov-16	Garcia	That staff report back in 2021 on remediation costs for applications that are a minimum of 5% of total past and future project costs.	PBS	Q4 2021	Follow up report to PBS-154-2020. See General Committee minutes of November 9, 2020
Economic	2020-17	09-Nov-16	Mayor Sendzik	That Council bring back the Accessory Dwelling Unit Program in 2022 to come back as part of an update on the overall CIP program annual report.	PBS	Q4 2021	Follow up report to PBS-154-2020. See General Committee minutes of November 9, 2020
Economic	2021-10	10-May-21	Siscoe	That staff report back on removing the owner occupant requirement for rural properties	PBS	Q4 2021	Follow up report to PBS-029-2021. See Council Minutes of May 10, 2021. Will be a memo to Council.
Environmental	2021-16	28-Jun-21	Siscoe	Report back in Q4 2021 on the Ontario Street Secondary Plan launch including scope, preliminary workplan, public engagement strategy, and study partnership options	PBS	Q4 2021	
Social	2020-07	24-Feb-20	Porter	Revised Graffiti Program: Consult with the community, the relevant cultural committees and downtown stakeholder groups to modernize the graffiti program and by-law by 2021.	PBS	Q1 2022	Follow up report. Initial report (PBS-010-2020) approved February 10, 2020
Social	2020-10	26-Apr-21	Phillips	Update report on the City's Beach Strategy	CAO	Q4 2021	Follow up report. Initial report (CAO-058-2021) approved April 26, 2021. See minutes of April 26, 2021 Council Meeting for information on what is to be included in the report
None	2021-01	18-Jan-21	Social Pillar / Siscoe	That staff be directed to prepare a report on the current protections in place to deal with harassment directed at Mayor and members of Council, and the resources it would require to provide further support to Mayor and members of Council who are subjected to harassment, intimidation and threats.	LCS	13-Dec-21	Report Request part of motion arising from Integrity Commissioner report from January 18, 2021. See Council Agenda Item 7.1. Report to go to Equity and Inclusion Committee for feedback prior to going to

### Reports Affected by COVID-19

Relation to Strategic Plan	ORL #	Requested	Requested by	Request	Lead Dept.	Expected Return Date	Comments
Social	2019-12	15-Apr-19	Porter	Review of Citizen Appointments to Boards and Committees Policy	LCS	2022	Report was postponed due to COVID-19. See Council Minutes of April 15, 2019, Item 8.2, for original motion.
Social	2019-23	15-Jul-19	Littleton	Opportunities and strategies for the City to support neighbourhood associations and neighbourhood-based community groups, including best practices and information gathered from the forum	CRCS	Q4 2022	Staff report will come forward following the neighbourhood association forum. Forum was scheduled for March 28, 2020 but was postponed to a later date due to the COVID-19 pandemic
Cultural	2020-15	19-Oct-20	Littleton / Siscoe / Harris	Report back on excluding 101 Oakdale Avenue, 25 Duke Street and 160, 168, 174, 176 St. Paul Street from the register of non-designated cultural heritage properties. Report to include update on the request for the property owners of 101 Oakdale Avenue and 25 Duke Street to attend a Heritage Committee meeting about their request to be excluded. Report to include update on correspondence from 160, 168, 174, 176 St. Paul Street requesting exclusion from the register.	PBS	Q4 2021 / 2022	Follow-up report to PBS-111-2020. See General Committee minutes from October 19, 2020. Due to the effects of the COVID-19 pandemic on downtown businesses, staff will report back to Council once the downtown economic climate strengthens. Staff will report back on 25 Duke Street upon completion of renovations at the property



## Corporate Report City Council

**Report from:** Financial Management Services, Corporate Asset Management

**Report Date:** November 10, 2021

**Meeting Date:** November 15, 2021

**Report Number:** FMS-198-2021

**File:** 10.57.10

**Subject:** Updated 2022 Capital Budget and Four-Year Forecast and Asset Management Status

**Strategic Pillar:** This report aligns with the following St. Catharines Strategic Plan pillars: economic, social and environmental



### Recommendation

That Report FMS-198-2021, regarding the 2022 Capital Budget, and Four-Year Forecast and Asset Management Status, be referred to City Council for consideration of the Staff Recommendation after the public meeting scheduled for November 29, 2021, for which notice will be duly given.

### Staff Recommendation

That Council approve the 2022 Capital Budget and Four-Year Forecast as detailed in Appendix 1, Tab 2, Schedules A to V; and

That Council approve for the 2022 Capital Budget a 5% capital out of revenue funding contribution (which is consistent with the COVID-19 Financial Recovery Plan) rather than the 10% rate stipulated in the Debt Management Strategy; and

That Council approve the use of debt financing to fund vehicle replacements exceeding \$0.3 million in 2022, 2023 and 2025 based on current purchase plan to maintain a sustainable reserve balance; and

That Council approve the funding switches for the specified prior year Capital Budget projects as shown in Appendix 3 and the subsequent application of available funding towards the 2022 Capital Budget; and



That Council approve for the 2022 Capital Budget a forecast 2022 debt ratio of 10.07%, which is marginally higher than the 10% limit stipulated in the Debt Management Strategy; and

That Council approve an additional full-time employee in the operating budget for a Project Manager to be funded through an overhead charge to related capital projects similar to best practices followed by other Ontario municipalities; and

That Council receive for information, as detailed in Appendix 1, the 2021 Asset Management Status, and Schedules W to AE; and

Further, that the City Solicitor be directed to prepare the necessary borrowing by-laws.

## **Summary**

This report provides information on the amendments made to the 2022 draft capital budget and four-year forecast as discussed by Council at its meeting of November 8, 2021.

## **Relationship to Strategic Plan**

The 2022 Capital Budget, Four-Year forecast and Asset Management Status reflects and implements many of the Strategic Plan's goals and actions. Renewal of existing infrastructure and newly constructed infrastructure is critical to a municipality.

## **Background**

The draft 2022 Capital Budget and 2022 Capital Budget and Four-Year Forecast and Asset Management Status was introduced to Council on October 19, 2021 (Report [FMS-163-2021](#)) and then discussed further at the November 8, 2021 Council meeting. At the November 8, 2021 Council meeting, several amendments were passed which have been incorporated in the updated 2022 Capital Budget and Four-Year Forecast, attached as Appendix 1.

The financial components of these amendments are as follows. Amendment numbers refer to the amendment numbers used at the November 8, 2021 meeting.

### **Amendment #2**

That funds for the next step for the realization of a secondary access to Moffatt Street as identified in and supported by the vast majority of participants of the EA process, be included in the 2022 Draft Capital Budget for consideration.

### **Financial Implications**

This amendment adds \$3,500,000 to schedule B.

### **Amendment #3**

That the Fire Hall # 1 be replaced with Fire Hall # 2 in the Draft 2022 Capital Budget; and

That given the associated site issues and opportunity for redevelopment in Geneva/St. Paul/Queenston area, including Garden City Arena property, that Fire Hall # 1 be deferred and that staff report back to Council regarding timing and development opportunities at the appropriate time; and

That prior year funding reserved for the Fire Training Facility be reallocated in 2022 towards the Fire Hall # 2, which will reduce the debt funding requirement for this project.

### **Financial Implications**

This amendment reduces \$500,000 in costs from Schedule O and the project has been changed to Firehall #2.

### **Amendment #6**

That funds allocated for Region Rd 87 be deferred for one year due to Region's decision to defer project until a later date; and

That \$4.1 Million be included in the Draft 2022 Capital Budget for the reconstruction of Ontario St. between Linwell Rd. and Lakeport Rd. in partnership with the Niagara Region for a completion before the start of the World Rowing Championships in 2024.

### **Financial Implications**

This amendment reduces costs in Schedule K by \$3,496,200.

### **Amendment #8**

That the Burgoyne Woods Parking Lot project be removed from the Draft 2022 Capital Budget.

### **Financial Implications**

This amendment reduces projects listed in Schedule M by \$135,000.

The summary of the financial implications of each of these amendments listed above is captured in Appendix 2.

## **Other amendments from November 8, 2021 Council Meeting**

During the November 8, 2021 meeting there were amendments as well as additional components of the amendments already listed above which require further action by staff. These amendments and related comments are provided below. Amendment numbers refer to the amendment numbers used at the November 8, 2021 meeting.

### **Amendment #1**

The following amendment related to the Masfield stairs was referred back to staff for information on risk mitigation on all points of entry and information on accidents / incidents that have happened at the stairs over the years:

That the Draft 2022 Capital Budget include \$200,000 for Option 1 from the staff memo, being the least expensive alternative provided by staff for a single access point with steel stairs from the top of the slope to the top of the revetment, a

small landing at the top of the revetment and concrete stairs in the shoreline protection to access the water.

City staff have searched claim and incident records for the five staircase locations and did not identify any claims for injuries in these areas. Staff from EFES have performed a very high-level visual review on the condition of the steel staircases that access Lake Ontario in the Port Dalhousie area. The results of this review identified that these staircases range between fair to very good physical condition. A more comprehensive review would be required to determine the remaining useful life and long-term feasibility of retaining these stairs and access points. As part of staff's review, clarification with regards to the ownership of the lands upon which these staircases are located is also being conducted.

Staff have also contacted the City's Insurance Broker to have their Risk Manager review these stairway locations and to provide their risk assessment. They have indicated that they should be able to complete this review in early December 2021. Staff will provide an update to Council once this information is available.

### **Amendment #4**

That bike lanes and traffic calming measures be instituted within the parts of the Vansickle Rd. resurfacing project including the following:

- a) Request for installation of speed display signs and speed capture cameras for tickets by the Region of Niagara;
- b) Installation of bike lanes from St. Paul St. West to Rykert St.; and
- c) Installation of speed reduction humps within certain sections of Vansickle Rd.

City staff will need to investigate, plan and communicate the various options for implementing bike lanes while ensuring that it is done in the most efficient and effective way that is supported by the community and coordinated with other asset / utility needs. Funds to carry out the planning, investigation, consultation, and design of the proposed bike lanes and traffic calming measures on Vansickle Road between St. Paul Street West and Rykert Street will be included in the 2022 Capital Budget as part of the unallocated Active Transportation Funding. This work will inform future capital budget needs for the construction / implementation of the bike lanes in coordination with other potential works.

### **Amendment #5**

Regarding Henley Island Drive: That staff be directed to look at ways of improving the existing road to allow for active transportation and vehicular traffic to coincide on the street which could also result in increased traffic calming measures that will reduce speeds on the road.

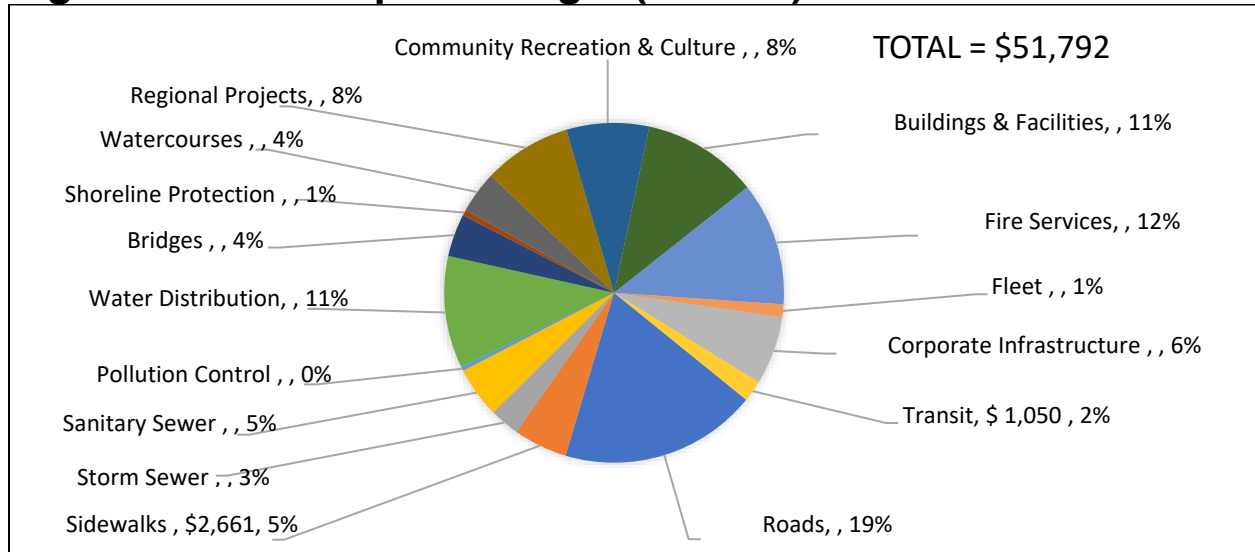
### **Amendment #7**

That prior to the initiating the repairs to the dam at Morningstar Mill, the City engage the Province and the Niagara Peninsula Conservation Authority regarding funding support for the historic dam, and the potential for a new operating model moving forward.

# Report

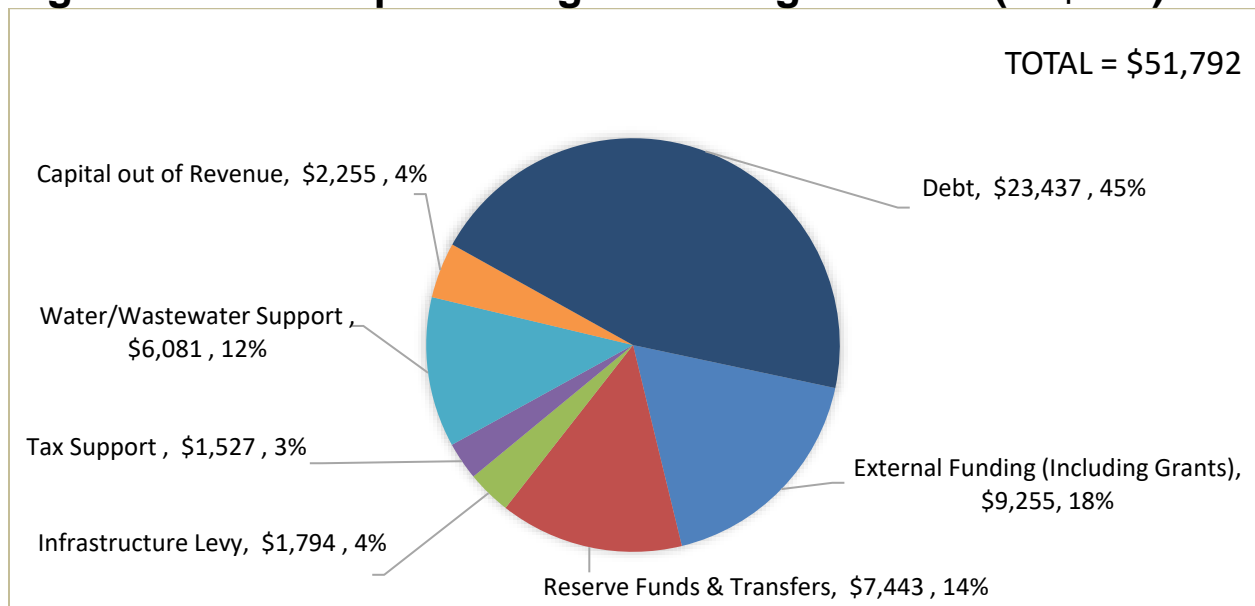
The 2022 Capital Budget provides for a \$51,792,460 investment in the City's infrastructure, spread between the various types of assets shown in Figure 1 below.

**Figure 1 - 2022 Capital Budget (in \$000)**



As shown in Figure 2, the Capital Budget is funded first by available grants, reserves developer contributions, tax support water/wastewater support and finally debt for any remainder. The information provided in Figures 1 and 2 is also available in tabular format in Schedule A of Appendix 1.

**Figure 2 - 2022 Capital Budget Funding Sources (in \$000)**



Debt funding of capital projects is a necessary funding tool for local governments that allows the completion of more projects at one time. The Council approved debt limits set at 10% of own source revenue and the Provincial Annual Repayment Limit (ARL) (Ontario Regulation 403/2) restricts the City's annual debt charges.

While the City has no remaining capacity within its internal debt limit, the City remains well below the ARL limit after including the debenture amount proposed in the 2022 budget and forecast.

Under the ARL the City could increase its debt by a further \$128.9 million based on an interest rate of 7% (used by Ministry of Municipal Affairs for illustrative purposes). Using a lower estimated borrowing rate of 5%, the City's additional debt capacity increased to \$144.1 million.

### Figure 3 - Debt Funding Ratios

	2021	2022	2023	2024	2025	2026
<b>Outstanding Debt (external)</b>	\$123.03m	\$127.0m	\$135.4m	\$152.4m	\$170.7m	\$188.5m
<b>Outstanding debt (internal)</b>	3.5m	2.8m	2.2m	1.5m	0.8m	-
<b>Debt Per Household</b>	2,055	2,121	2,261	2,545	2,850	3,148
<b>Total Annual Debt Servicing</b>	20.4m	21.7m	22.4m	24.3m	26.4m	28.6m
<b>Debt Servicing as % of Own Source Revenues</b>	9.69%	10.07%	10.16%	10.82%	11.51%	12.49%

The forecast debt funding ratios shown in Figure 3 are based on conservative assumptions. Any differences in these assumptions will impact actual results, and consequently actual results will vary from the estimates provided above.

### Updates to the Four-Year Forecast

As shown in Appendix 2, portions of some of the amendments approved by Council on November 8, 2021 also impact the four-year forecast.

Development Charges related to Fire Hall #1 and #2 have also been updated which results in a \$865,000 net decrease in required debt funding split between 2022 and 2024. This change results in \$2 million less required debt funding in 2022. In addition, there were funding switches in 2023 which result in a reduction to required debt issuance by \$1,086,000. These changes have also been included in Appendix 2 for reference.

## Financial Implications

The 2022 Capital Budget includes the City's highest capital priorities. Short and longer-term financial implications are outlined within this report. The required water/wastewater and operating budget support includes capital out of revenue, operating transfers and the 1.5% infrastructure levy within the operating budget. This budget includes contributions from the operating and water/wastewater budgets which Council will address today and in Q1 2022, respectively.

As a result of the Council approved amendments to the 2022 Capital Budget, the Capital Out of Revenue contribution from the Operating budget has increased by \$49,000 to \$1,049,000. This will have an estimated annual impact on the median home of \$0.70 or 0.04%.

The four-year forecast includes significant growth in annual spending to meet the need for infrastructure renewal within many areas of the City, including water/wastewater, buildings and facilities (Fire Halls) and corporate IT systems. Consistent with prior year forecasts, debt servicing ratios are projected to move above 10% in 2022. Debt servicing ratios are projected to range between 10.1% to 12.5% for 2022 to 2026, which will require ongoing monitoring and direction. Differences between the actual results and any of the conservative assumptions utilized to create the debt forecasts will impact the actual results.

## Environmental Sustainability Implications

The 2022 Capital Budget and four-year forecast provides for projects that will support environmental sustainability, such as Shoreline Protection and water courses projects, as well as sanitary and storm sewer management projects. These projects are undertaken in a manner that protects the natural environment and aligns with the City's Climate Adaptation Plan.

## Conclusion

The 2022 Capital Budget of \$51.79 million includes the City's highest capital priorities and has been prepared within the context of the current global pandemic, which is challenging the City's financial and operational resources.

The 2022 Capital Budget provided in appendix 1 has been updated to reflect the amendments approved by Council at the November 8, 2021 meeting.

After including the planned debenture issuances to fund the 2022 Capital Budget, the City continues to comply with the Provincially legislated Annual Repayment Limit (ARL). However, in 2022, the debt charges as a percentage of own source revenues are forecast to move marginally above Council's 10% limit. Future years forecast debt ratio continues to stay above 10% as more debt is utilized to fund future capital projects.

Staff will continue to review the actual debt limits as well as debt strategy, particularly within the context of the forthcoming COVID-19 Financial Recovery Plan to ensure the

City's financial sustainability. For the 2022 Capital Budget, Council is being requested to approve the forecast debt limit above the debt limit within the Debt Management Strategy.

Staff will continue to work in conjunction with the external consultant on the Asset Management Plans that are required to promote sustainability and comply with Provincial legislation (O. Reg. 588/17). As the AMPs are completed, staff will investigate financial options for balancing the needs for financial sustainability and infrastructure sustainability so that the City can continue to deliver services as desired by residents.

## **Notifications**

It is in order to notify the following of Council's decision:

- St. Catharines Transit Commission, General Manager and Manager of Finance & Administration
- ASM Global, General Manager and Manager of Finance & Administration
- FirstOntario Performing Arts Centre, Executive Director and Director of Finance and Administration
- Niagara District Airport, Chief Executive Officer

### **Prepared by**

Anne Tourigny, Corporate Asset Manager

### **Submitted by**

Kristine Douglas, Director of Financial Management Services / City Treasurer  
Anthony Martuccio, Director Engineering, Facilities and Environmental Services

### **Approved by**

David Oakes, Chief Administrative Officer

## **Appendices**

1. 2022 Capital Budget, 2023 – 2026 Forecast and Asset Management Status (Version 2)
2. Amendments and impacts to 2022 Capital Budget and Forecast Years
3. Prior Year Funding Switches for the 2022 Capital Budget



# 2022 CAPITAL BUDGET, 2023-2026 FORECAST

and Asset Management Status

The City of St. Catharines

Version 2



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## 2022 Capital Budget and 2023-2026 Forecast

### Table of Contents

#### **1. Asset Management Status**

#### **2. 2022 Capital Budget Program Details - \$51,792,460**

Schedule A - Capital Budget Summary  
 Schedule B - Roads  
 Schedule C - Sidewalks, Walkways and Multi-Use Pathways  
 Schedule D - Storm Sewer Collection System (Incl. Sewer Separation)  
 Schedule E - Sanitary Sewer Collection System  
 Schedule F - Pollution Control  
 Schedule G - Water Distribution System ( Watermains)  
 Schedule H - Bridges and Major Culverts  
 Schedule I - Shoreline Protection  
 Schedule J - Watercourses  
 Schedule K - Regional Projects  
 Schedule L - Community, Recreation and Culture Services  
 Schedule M - Buildings and Facilities (Including Accessibility)  
 Schedule N - Parking Services  
 Schedule O - Fire Services  
 Schedule P - Fleet  
 Schedule Q - Corporate Infrastructure  
 Schedule R - Transit Services  
 Schedule S - Coordinated Projects

#### **3. Future Capital Budget and Forecast Information**

Schedule T - 2023 Capital Forecast  
 Schedule U - 2022 Capital Budget and Four Year Forecast  
 Schedule V - Other Potential Capital Projects - 2027 and Beyond

#### **4. Funding Our Capital Budget**

Schedule W - Project Funding Details  
 Schedule X - Funding Our Capital Assets  
 Schedule Y - Funding from Canada Community-Building Fund  
 Schedule Z - Debt Management Strategy  
 Schedule AA - Municipal Act Debt Limits  
 Schedule AB - Capital Budget and Debt - Municipal Comparators  
 Schedule AC - Reprioritized Prior Four Year Forecasts

#### **5. 2022 Construction Program - Ward Listing**

Schedule AD - 2022 Construction Program by Ward - Linear  
 Schedule AE - 2022 Construction Program by Ward - Facilities

\*Note: No Requirement for Niagara District Airport

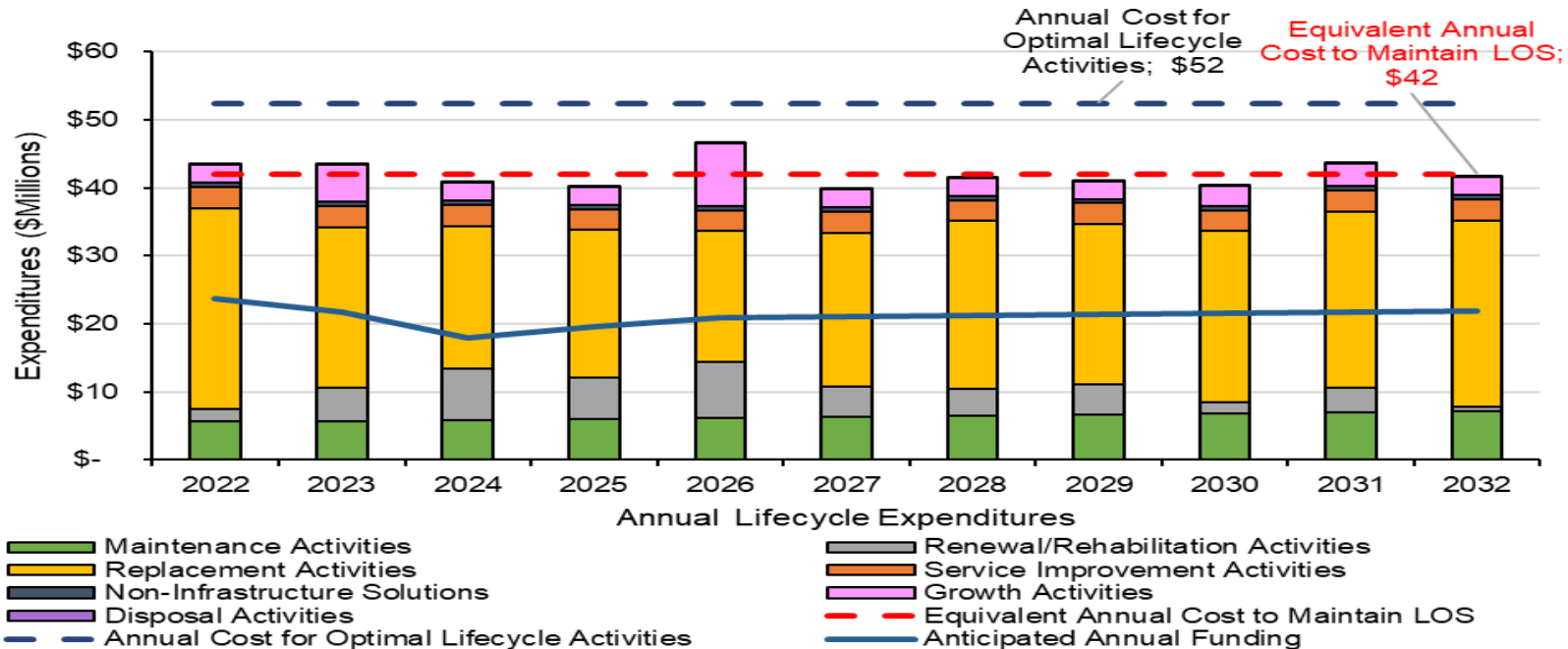
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2022 Asset Management Status

The City is committed to building and growing a diverse and resilient economy through fiscal responsibility, urban regeneration and collaborative partnerships. The 2022 Capital Budget aims to build support strong, inclusive neighbourhoods that provide high quality of life for residents of all ages. Guided by our strategic goals, the 2022 Capital Budget aims to support the provision of quality municipal services that enhance our social fabric, environmental sustainability, cultural vitality; and contribute to the economic prosperity in our community.

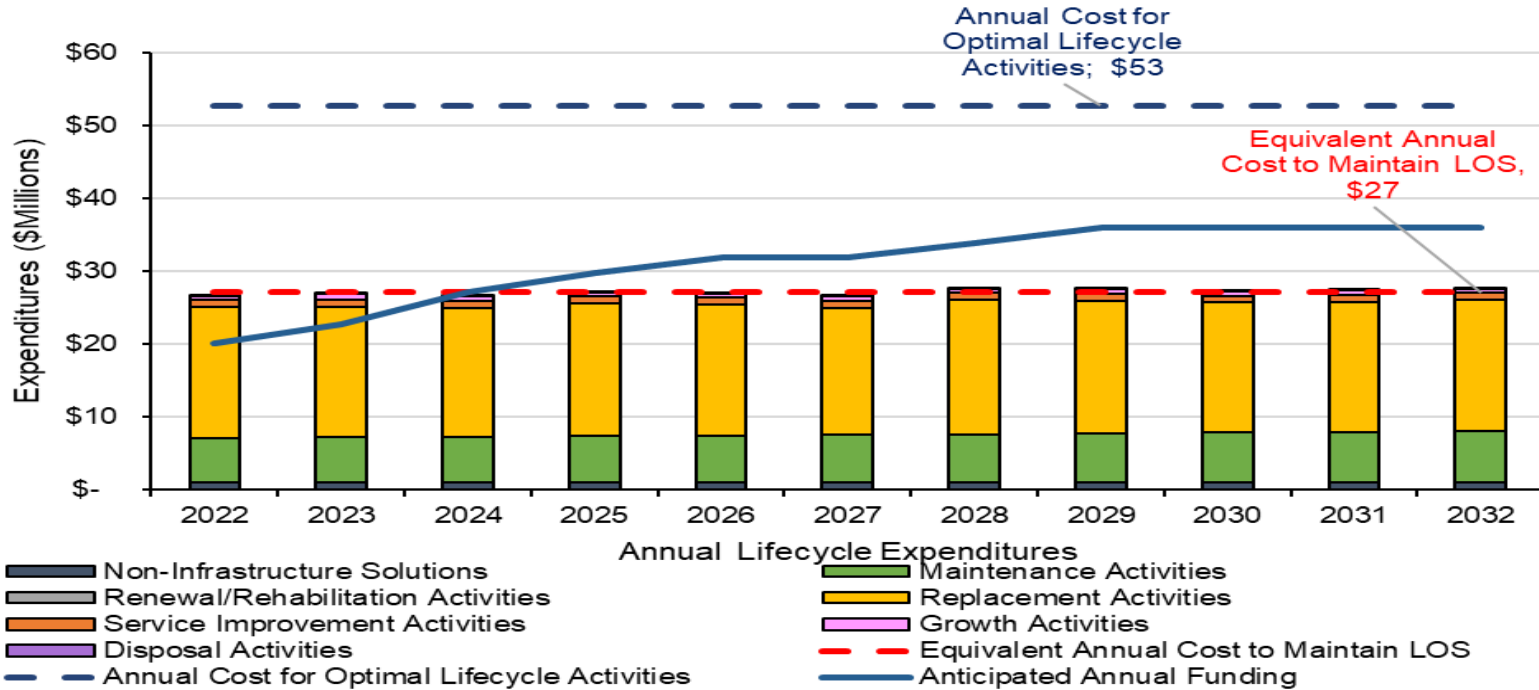
In October 2021 Council endorsed the Asset Management Plan (AMP) for Core assets with an estimated replacement value of over \$5 billion that meets the requirements set out under Ontario Regulation 588/17. The AMP identifies funding levels for our core services ( transportation stormwater management water and wastewater) required to maintain sustainable infrastructure and related services. Based on the known information on age and condition, the City will need to increase funding for asset rehabilitation and replacement of its existing assets, to maintain the existing levels of service to the public. The sustainable funding targets will continue to be refined as data and information on the assets is improved. Figures 1 and 2 below provide the forecast lifecycle requirements for the City’s core services split between tax supported operations and rate supported operations.

Figure 1 - Forecasted Asset Portfolio for Tax Based Expenditures



As shown in Figure 1, the anticipated tax supported annual funding for the City’s related core infrastructure which includes transportation, storm water management systems and related facilities, is insufficient to meet the projected needs. As the assets continue to age, increasing the funding towards their replacement will be critical to maintaining existing levels of service or alternatively targeted levels of service will need to be reduced.

Figure 2 - Forecasted Asset Portfolio for Rate Based, Core Infrastructure Expenditures

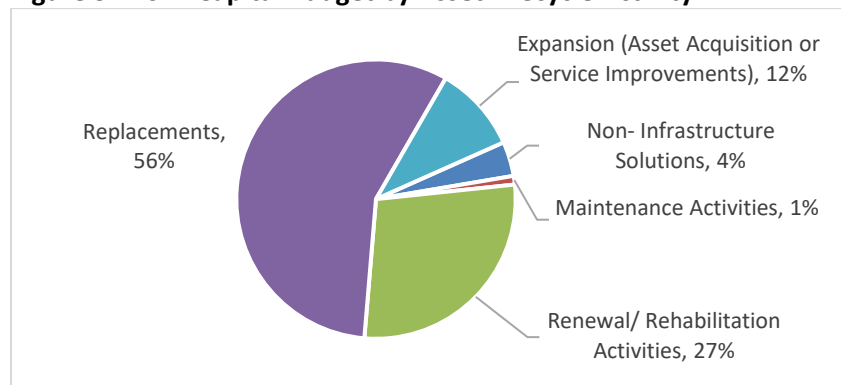


The City’s water and wastewater infrastructure accounts for 58% of the City’s core infrastructure. In 2019 Council approved the 10-year Financial Plan for Water and Wastewater, which included significant increases in the investment in related infrastructure over a ten-year period to assist in closing the funding gap for the Water/Wastewater assets. Even after including the planned deferrals resulting from COVID-19 related financial pressures the anticipated rate-based investments currently planned are sufficient to maintain the current condition and forecast a slight improvement to service. However, the investment is still below the optimal renewals identified.

As shown in Figure 3, the 2022 budget of \$54.92 million is split between major asset lifecycle activities, which are consistent with the activities within the AMP:

- Renewal/Rehabilitation includes the significant repairs to extend the life of the asset, and can defer the need for asset replacement
- Non infrastructure activities are made to improve programs and services or monitor condition of assets to maintain them in a state of good repair and support service delivery
- Replacement activities which are activities that are expected to occur once an asset has reached its end of its useful life and renewal/rehabilitation is no longer an option
- Expansion activities support increasing demands due to population growth and the expansion of existing services to improve the quality of life for our residents
- Disposal activities are associated with disposing of an asset once it has reached the end of its useful life or is no longer needed
- Maintenance activities include regularly scheduled inspection and maintenance and more significant repairs and activities associated with unexpected events

**Figure 3 - 2022 Capital Budget by Asset Lifecycle Activity**



A risk management framework was developed for each of the asset categories in the AMP to assist with the prioritization of work within the forecasts. Moving forward risk will be considered in prioritizing capital expenditures. The consequence of asset failure (based on financial, social and environment impacts) and the likelihood of that event occurring provide the risk score.

Other considerations related to asset renewal are listed below;

- Alignment with core business and the strategic plan
- Renewal of aging infrastructure
- Health and safety
- Compliance with policy standards and legislative requirements
- Sustainability (economic, environment, and social)
- Accommodating population growth
- Providing service improvements

Also, asset renewal and replacement within the road allowance (roads, sidewalks, sewers and watermains) is often co-ordinated to take advantage of economies of scale and to reduce the impact of construction. This co-ordination may impact the timing of asset renewal for some asset categories. Determination of the final construction program is the result of iterative effort by staff in reviewing all the asset categories.

In prior years, Council was provided with data as shown in Figure 4 that highlighted the cumulative infrastructure deficit and reinvestment rates. In the current table, the backlog of work included in the AMP for core assets has been used. The information provided for the assets that will be included in the upcoming AMP for non-core assets may change significantly as a result of this work. Also, it is expected that the AMP for non-core assets will include assets not currently listed in this table including fleet, corporate infrastructure, and green infrastructure.

**Figure 4 Asset Management Information by Service Area (in \$millions)**

Service Area	Inventory Details	Capital Budget Sch.	Asset Replacement Value	Backlog (1)	Forecast Equiv. Annual Cost (2)	Avg Anticip. Funding 2022-32 (3)	2022 Capital Budget Amounts
Water		G,R	\$ 1,367	\$ 249	\$ 16.2	\$ 21.1	\$ 8.3
Water Distribution	594 km						
Wastewater/Pollution Control		E,F,R	1,556	146	10.9	9.9	2.9
Wastewater Collection	569 km						
Storage Facilities	9 ea						
Transportation		B,C,R	1,156	90	35.3	15.8	13.11
Road Network	574 km						
Active Transp. Incl . Sidewalks	578 km						
Structures		H	66	3	1.8	1.1	2.1
Bridges & Culverts (>=3m)	71 ea						
Bridges & Culverts (<3m)	46 ea						
Stormwater		D, R	877	47	5.0	4.3	2.14
Stormwater Collection	404 km						
Treatment & Control (OGS)	31 ea						
Facilities (incl. parking) (4)		M	602	56	Will be available upon completion of upcoming AMP for Non Core Assets		11.78
Buildings and Facilities	174 ea						
Parks and Recreation (4)		L	70				4.08
Pathways within Parks Amenities	65 km 192 ea						
Shoreline Protection (4)		I	70	8.6			0.29
Protected	3.625 km						
Unprotected	1.275 km						
TOTAL			\$ 5,764	\$ 599			\$ 44.70
(1) Backlog is work that should have been completed before 2022 given unlimited funds based on known conditon or age							
(2) Forecast Equivalent Annual Cost (capital & operating)-provided in the City's 2021 Asset Management Plan-Core Assets							
(3) Average Anticipated Funding (capital and operating) based on the 2021 Capital Budget and provided in the 2021 AMP for Core Assets							
(4) Information may change significantly upon completion of the City's AMP for non core assets which will be completed in compliance with O. Reg. 588/27							

In 2022, as well as working on the AMP for its non-core assets, the City will continue to update its asset management practices and work towards implementing the recommendations included within the 2021 AMP.

## Climate Change Considerations

St. Catharines strategic plan identifies climate change as an important issue that will affect St. Catharines. In 2019, Council unanimously declared a Climate Emergency demonstrating the need to prepare and adapt to a changing future.

In May 2021, Council approved a Climate Adaptation Plan which prioritized high risk impacts and produced necessary actions to reduce the projected negative effects of climate change. The data indicates that St. Catharines will experience overall increased temperature, increased precipitation in all seasons except for summer and an increase in extreme events.

Considering demands of a changing climate provides an opportunity for the City to replace aging infrastructure and install new infrastructure with climate resilience in mind.

Examples of projects that will help meet the City's climate objectives include:

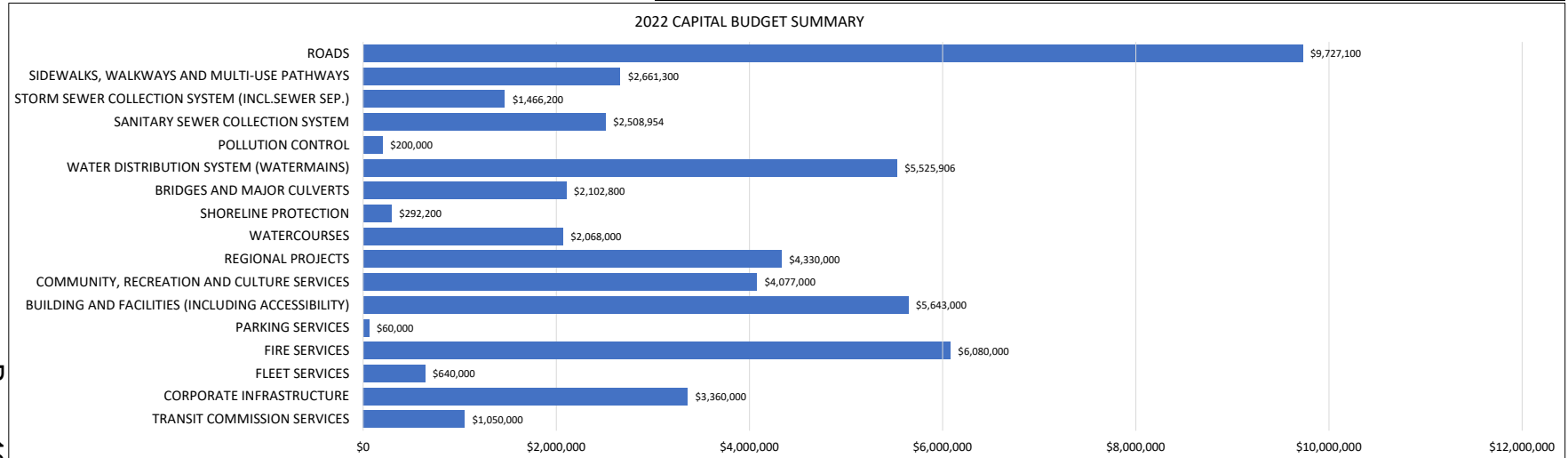
- Active Transportation – the City continues to prioritize active transportation over increased vehicular traffic which shows a commitment to achieving its climate targets and protecting the health and well-being of residents
- Tree planting / Urban Forest
  - Urban Canopy Target of 30% by 2030
- Shoreline protection
- Watercourse erosion and bank stabilization
- Construction of new storm sewers for combined sewer separation to improve capacity
- City facilities
  - Corporate buildings to reach Net zero by 2050



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# CITY OF ST. CATHARINES 2022 CAPITAL BUDGET SUMMARY (SCHEDULE A)

DESCRIPTION	SCHEDULE	GROSS COST	CANADA COMMUNITY BUILDING FUND	OTHER EXTERNAL/ RESERVES	TAX/RATE PAYER	DEBT
ROADS	SCHEDULE B	9,727,100	3,795,765	78,000	1,592,000	4,261,335
SIDEWALKS, WALKWAYS AND MULTI-USE PATHWAYS	SCHEDULE C	2,661,300	1,169,300	1,057,800	434,200	-
STORM SEWER COLLECTION SYSTEM (INCL. SEWER SEP.)	SCHEDULE D	1,466,200	776,800	76,800	174,700	437,900
SANITARY SEWER COLLECTION SYSTEM	SCHEDULE E	2,508,954	1,000,000	-	1,508,954	-
POLLUTION CONTROL	SCHEDULE F	200,000	-	-	200,000	-
WATER DISTRIBUTION SYSTEM (WATERMAINS)	SCHEDULE G	5,525,906	1,352,000	-	3,323,608	850,298
BRIDGES AND MAJOR CULVERTS	SCHEDULE H	2,102,800	949,557	-	122,400	1,030,843
SHORELINE PROTECTION	SCHEDULE I	292,200	-	-	58,500	233,700
WATERCOURSES	SCHEDULE J	2,068,000	-	-	104,000	1,964,000
REGIONAL PROJECTS	SCHEDULE K	4,330,000	-	37,300	2,224,900	2,067,800
COMMUNITY, RECREATION AND CULTURE SERVICES	SCHEDULE L	4,077,000	-	1,286,000	947,000	1,844,000
BUILDING AND FACILITIES (INCLUDING ACCESSIBILITY)	SCHEDULE M	5,643,000	-	755,000	597,600	4,290,400
PARKING SERVICES	SCHEDULE N	60,000	-	60,000	-	-
FIRE SERVICES	SCHEDULE O	6,080,000	-	4,303,000	26,000	1,751,000
FLEET SERVICES	SCHEDULE P	640,000	-	-	32,000	608,000
CORPORATE INFRASTRUCTURE	SCHEDULE Q	3,360,000	-	-	207,000	3,153,000
TRANSIT COMMISSION SERVICES	SCHEDULE R	1,050,000	-	-	105,000	945,000
		\$ 51,792,460	\$ 9,043,422	\$ 7,653,900	\$ 11,657,862	\$ 23,437,276
LESS: CAPITAL BUDGETS COUNCIL PREAPPROVED IN 2021 OR PRIOR YRS		1,830,000	-	105,000	87,000	1,638,000
CAPITAL BUDGET REQUIRING COUNCIL APPROVAL		\$ 49,962,460	\$ 9,043,422	\$ 7,548,900	\$ 11,570,862	\$ 21,799,276





Transportation (Roads, Sidewalks, Walkways and Multi-use Pathways)  
(Schedules B and C)

The City is committed to providing transportation services that strive to provide a safe, efficient, accessible, and sustainable transportation system for all required uses and modes of transportation in accordance with regulatory requirements and community expectations.

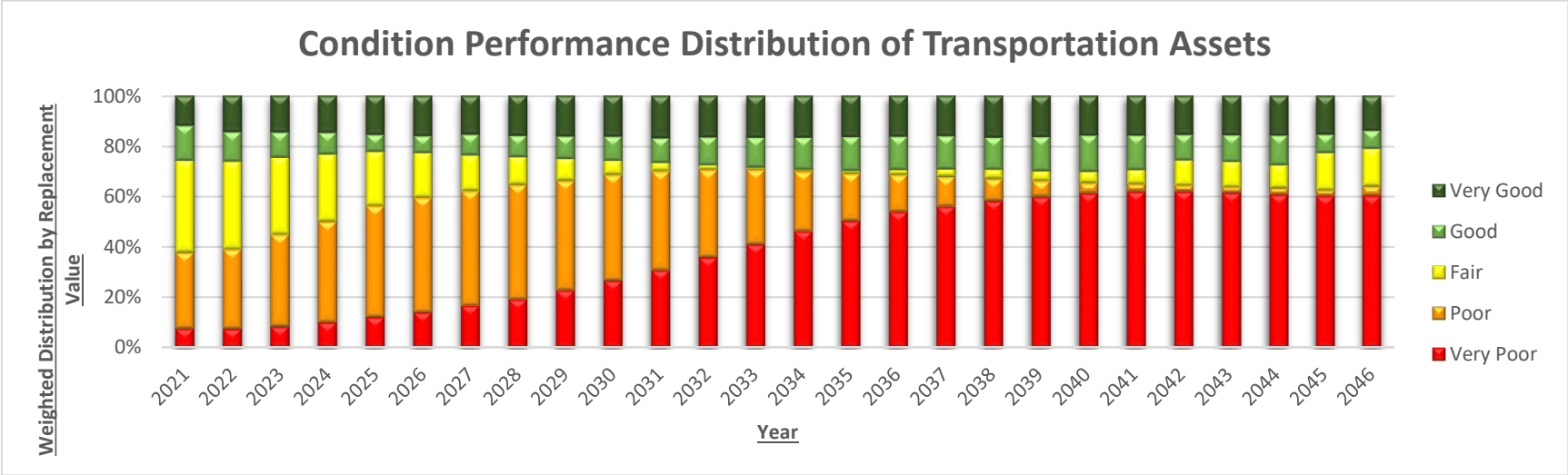
Provided by:

- 574 km of city owned roads or 1168 lane-km
  - 62 km of roads with dedicated bike lanes
  - 8 km of roads with Signed Cycling Route with Sharrows
  - 2 km of roads with Signed Cycling Route without Sharrows
- 578 km of sidewalks and walkways
  - 109 km of off-road trails
  - 54 Signalized Intersections
  - Over 13,000 Streetlights and over 22,000 traffic signs

Value and Condition (As provided in the 2021 Corporate AMP for Core Assets)

Total replacement value: \$1,154 million  
Current backlog of work: \$90 million  
Current average condition: Fair

Projected Condition Distribution Performance with Anticipated Budget



The overall average condition of transportation assets has been deteriorating, indicating the City is not keeping pace in investing in the rehabilitation of its assets. The average Pavement Quality Index (PQI) of City's road network is 47 in 2020 compared to 54 in 2018.

### **Current Strategy**

**Renewal and Replacement:** The City utilizes a pavement management system to guide the road improvement program. The system places the highest priorities for road works on a predicted future road condition using historical experience and the risks of delaying treatments. Generally, this means priority is given to roads with higher traffic volumes and will generally recommend resurfacing rather than more costly reconstruction.

Where appropriate, both the roadway expansion and renewal are co-ordinated with the replacement of other subsurface infrastructure, such as watermains or sanitary and storm sewers. Roads are typically rehabilitated or resurfaced, rather than reconstructed when there is no other subsurface infrastructure that requires replacement. Other considerations, such as the timing of proposed developments, are also incorporated into the decision to replace or rehabilitate a road. The approach for sidewalks and trails is to replace the infrastructure when they are in poor or very poor condition.

**Expansion of Services:** Expansion of the transportation network may be undertaken to support growth and development or to meet user demands. There continues to be increased demand for assets that support active transportation (AT). This is consistent with a recommendation from the City's recently endorsed Transportation Master Plan which recommends additional AT funding of \$18 million over the next 20 years and supports the City's strategic goal to build and support strong, inclusive neighbourhoods that provide high quality of life for residents of all ages. When assets are

renewed, opportunities for the expansion of the AT network are reviewed with the goal to improve accessibility for all users.

**Non-Infrastructure Solutions:** Environmental assessments, geotechnical investigation and design for future road works are undertaken a few years in advance of proposed larger construction projects. Transportation projects can take several months to years and include public consultation and the preparation of finalized designs.

### **2022 Highlights**

- 17% of the 2022 transportation program directly funds improvements to active transportation network
- Resurfacing of approximately 5.8km of roadway and reconstruction of an additional 710m of roadway
- Design and Public Consultation for future works on Parnell Road, James Street and Bunting Road

# 2022 CAPITAL BUDGET ROADS (SCHEDULE B)

Project No.	Project Type	Project Name / Location	From	To	Gross Cost	Details	Notes
<b>Previously Budgeted Projects - Additional Budget Requirements</b>							
P18-062	RP	Lake St. Road and Underground Improvements	Ontario St.	Welland Ave.	\$ 972,700	Road reconstruction and rehabilitation	CP, 4a
P19-066	E	Moffatt St. Secondary Access	Marshall Lane	Abbot St.	\$ 1,000,000	Engineering services for detailed design phase to implement environmental assessment preferred alternative	1a
P21-097	RP	Dunvegan Rd. Traffic Signal Replacement	Approx. 90m east of Hartzel Rd.		151,700	Roadway reconfiguration in conjunction with previously approved traffic signal replacement	1a & 4a
<b>Subtotal</b>					<b>\$ 2,124,400</b>		
<b>New Projects</b>							
P22-061	NI	James St. EA	King St.	Church St.	290,200	EA for reconstruction of James St. and construction of a public multi-use space	CP, 2a
P22-062	RP	Pinecrest Ave. Reconstruction	Glendale Ave.	Bessey St.	304,300	Reconstruction of existing roadway	CP, 1a
P22-063	NI	Parnell Rd. Reconstruction	Niagara St.	Vine St.	237,600	Design for future road reconstruction	CP, 3b
P22-064	RN	Blue Spruce / Huntingwood Blue Spruce Court Huntingwood Gate	Crescentwood Dr. Crescentwood Dr.	Cul-de-sac End	338,700	Replace asphalt road surface in conjunction with watermain replacement	CP, 1a
P22-065	RN	Vansickle Rd. Resurfacing and Intersection Improvements	Pelham Rd.	Mac Turnbull Dr.	2,155,700	Full depth resurfacing with intersection improvements to promote traffic calming	3b
P22-066	NI	Bunting Rd. Visioning	Scott St.	Eastchester Ave.	126,400	Visioning and EA to implement complete street design	4a & 4b
P22-070	NI	Preliminary Design for Future Road Rehabilitation Merritt St.	Townline Rd. E	Glendale Ave.	35,400	Geotechnical investigation and preliminary design for future roadworks	4a

2022 CAPITAL BUDGET  
ROADS (SCHEDULE B)

Project No.	Project Type	Project Name / Location	From	To	Gross Cost	Details	Notes
P22-080	RN	2022 Road Resurfacing Program			\$ 3,573,300		1a
		Brittany Court	Vintage Cres.	End		Spot curb repairs and replace asphalt road surface	
		Carousel Circle	Lafayette Dr.	End			
		Chopin Rd.	Sikorski Ave.	Highfield Ave.			
		Chopin Rd.	Highfield Ave.	Myrtle Ave.			
		Gordon Place	Rosemount Ave.	Strathcona Dr.			
		Highfield Ave.	Grantham Ave.	Chopin Rd.			
		Highfield Ave.	Chopin Rd.	End			
		Myrtle Ave.	Grantham Ave.	End			
		Oakridge Ave.	Belton Blvd.	Glenridge Ave.			
		Vanier Court	Lafayette Dr.	End			
		Keswick St.	Hartzel Rd.	End			
		Windward St.	Promenade Blvd.	Bermuda Dr.			
		Promenade Blvd.	Carlton St.	Leaside Dr.			
		Oakridge Ave.	Riverview Blvd.	Belton Blvd.		Mill and resurface existing semi-urban roadway	
		Henley Island Dr.	Main St. (RR87)	East Limit at bridge		Overlay existing asphalt roadway and reinstate traffic calming cushions	
		Almond Lane	Merritt St.	Bessey St.		Resurfacing of existing semi-urban asphalt laneway	
		Linwell Rd. E	End	Read Rd.		Pulverize road and resurface	
		Other locations to be determined				Annual - priority location(s) to be determined	

2022 CAPITAL BUDGET  
ROADS (SCHEDULE B)

Project No.	Project Type	Project Name / Location	From	To	Gross Cost	Details	Notes
P22-097	RP	Traffic Signals (including pedestrian crossings)		Various Locations	\$ 300,000	Annual - priority location(s) to be determined	
P22-098	RP	Street Lights		Various Locations	100,000	Address various identified deficiencies in existing City street light system	
P22-099	E	CCTV Installation Within Road Right of Way		Various locations	45,000	Project to add 12 new cameras at 6 locations in the City to be utilized by the NRPS to enhance safety. Funded by the City, Province and NRPS	
P22-123	RN	Rockwood Ave Culvert (C117M) Replacement & Road Resurfacing	Carriage Rd.	Woodrow St.	96,100	Mill and resurface roadway in conjunction with culvert replacement	CP,3b
<b>Subtotal</b>					<b>\$ 7,602,700</b>		
					<b>\$ 9,727,100</b>		

NOTES: CP - Co-ordinated projects involving more than one asset group (see Schedule S)  
 As per TMP road classes: 1a. Community Street; 2a. Downtown Corridor; 2b. Downtown Community Street;  
 3a. Collector Mixed -Use Corridor; 3b. Collector Residential Corridor; 3c. Collector Industrial Corridor;  
 4a. Main Mixed-Use Corridor; 4b. Main Residential Corridor; 5a. Rural Corridor; 5b. Rural Community Street



2022 CAPITAL BUDGET  
SIDEWALKS, WALKWAYS AND MULTI-USE PATHWAYS (SCHEDULE C)

Project No.	Project Type	Project Name/Location	From	To	Gross Cost	Details	Notes
<b>Previously Budgeted Sidewalks and Walkways Projects - Additional Budget Requirements</b>							
P18-062		Lake St. Road and Underground Improvements			\$ 180,250		CP, 4a
	E	Lake St.	Ontario St.	Queen St.		Construct new sidewalk for system completion in conjunction with road reconstruction	
	RP	Lake St.	Ontario St.	Welland Ave.		Sidewalk replacement in conjunction with road reconstruction	
<b>Subtotal</b>					<b>\$ 180,250</b>		
<b>New Sidewalks and Walkways Projects</b>							
P22-040	RN	2022 Walkway Improvements			\$ 50,600	Annual walkway capital repair program locations to be determined	
P22-040-1	RP	Concrete Sidewalk Replacement Program			151,950	Replace existing sidewalks with identified deficiencies. Locations to be determined	
P22-041	E	New Sidewalk Installation Program			26,300	Annual - priority location(s) to be determined	
P22-042	E	Dorothy St. New Sidewalk			212,300	New sidewalk to improve network connectivity	1a
			Wolfdale Pl. Approx. 70m east of Joseph	Ernest St. Elma St.			
P22-062	RP	Pinecrest Ave. Reconstruction	Glendale Ave.	Bessey St.	58,100	Sidewalk replacement in conjunction with road reconstruction	CP, 1a
<b>Subtotal</b>					<b>\$ 499,250</b>		

Project Type: RP = Replacement, RN = Renewal, E = Expansion,  
NI = Non-Infrastructure Solutions, M = Maintenance, D = Disposal

2022 CAPITAL BUDGET  
SIDEWALKS, WALKWAYS AND MULTI-USE PATHWAYS (SCHEDULE C)

Project No.	Project Type	Project Name/Location	From	To	Gross Cost	Details	Notes
<b>New Multi-Use Pathways</b>							
P22-068	RN	City-Wide Trail Improvements			\$ 960,600	Signed routes, paved shoulders, bike lane and multi-use trail, scope to be determined from Active Transportation Master Plan	
		Participation Trail	Twelve Mile Creek	Top of bank, approx.		Address identified deficiency in hill section of trail	
		Welland Canal Trail	North of Carlton St.	Linwell Rd.		Resurface existing trail and widen where possible	
		Other Various Locations					
P22-069	E	Active Transportation Priorities			252,800	Annual - priority location(s) to be determined	
P22-169	E	Pathway - Hydro Corridor (P7)	Rykert St.	Pelham Rd.	768,400	Trail development and the construction of a pedestrian pathway and access points to the neighbourhood	
<b>Subtotal</b>					<b>\$ 1,981,800</b>		
					<b>\$ 2,661,300</b>		
Additional budget for Sidewalks within Regional Projects (Schedule K)					<b>\$ 724,000</b>		

NOTES: CP - Co-ordinated projects involving more than one asset group (see Schedule S)  
 As per TMP road classes: 1a. Community Street; 2a. Downtown Corridor; 2b. Downtown Community Street;  
 3a. Collector Mixed -Use Corridor; 3b. Collector Residential Corridor; 3c. Collector Industrial Corridor;  
 4a. Main Mixed-Use Corridor; 4b. Main Residential Corridor; 5a. Rural Corridor; 5b. Rural Community Street

Project Type: RP = Replacement, RN = Renewal, E = Expansion,  
 NI = Non-Infrastructure Solutions, M = Maintenance, D = Disposal

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**Stormwater (Storm Sewer Collection System including Sewer Separation)**  
(Schedule D)

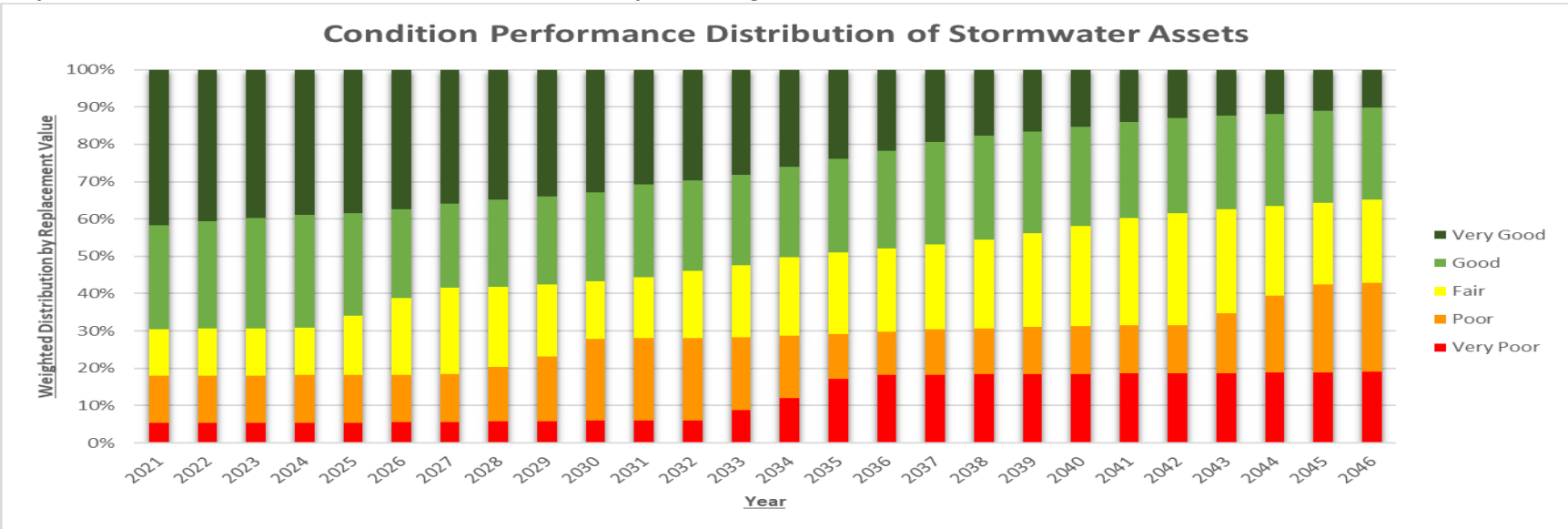
The City of St. Catharines is committed to providing effective, sustainable, and reliable drainage of stormwater to both protect and benefit the community and environment.

Provided by:  
404 km of Storm Sewers  
31 Oil & Grit Separators  
1 constructed wetland and several natural and manmade ponds and open drainage channels

**Value and Condition** (As provided in the 2021 Corporate AMP for Core Assets)

Total replacement value: \$876 million  
Current backlog of work: \$ 46.5 million  
Current average condition: Good

**Projected Condition Distribution Performance with Anticipated Budget**



Unlike sanitary and combined sewers, storm sewers have not been inspected historically and as a result, it has been more difficult to assess their condition. A City-wide zoom camera inspection of all the sewer systems, including storm sewers, started in August 2017 is now complete. Results from the zoom camera inspection have helped develop a baseline of sewer conditions. The zoom camera inspection also has helped in targeting sewer sections for further detailed investigations such as CCTV (Closed Circuit TV) camera inspections. Zoom camera inspections followed by CCTV inspections of sewers guide the decisions to rehabilitate or replace sewers independently or in conjunction with other infrastructure projects.

### **Current Strategy**

**Renewal and Replacement:** Rehabilitation of storm sewers is intended to ensure an adequate level of service and to reduce the likelihood of flooding in areas adjacent to the storm sewers. Deficiencies in the storm sewer system include blockages from damaged pipe sections, silt or debris accumulation and root infiltration. These restrict capacity and may lead to flooding during periods of high flow. Deficiencies also include other physical attributes of the sewers and expected consequences such as a structurally deteriorated sewer section that is still functioning but on the verge of collapsing.

**Non - infrastructure Solutions:** Tools such as zoom camera inspections and CCTV inspections are utilized to gauge the condition of sewers and to implement suitable maintenance, rehabilitation, or replacement strategies at appropriate times. These tools/methods also help in prioritizing needed works to match available budgets. Hydraulic and hydrologic modelling and studies monitor system capacity requirements.

**Expansion of Services:** Expansion of the network may be undertaken to support growth and development or to meet demands of users.

New storm sewers are installed in areas with combined sewers to divert stormwater drainage away from sanitary drainage. This practice is called sewer separation and is recommended in the Pollution Control Plan. Storm water is then conveyed to a storm water outfall for discharge directly into the environment. This reduces the risk of basement flooding by the pre-existing combined sewer, improves environmental outcomes and reduces the volume of flows which are treated at a wastewater treatment plant.

In some cases, additional features such as oil-grit separators or stormwater ponds may be added to storm sewer systems to increase the water quality of stormwater discharges to the environment.

Construction of new assets will have a direct impact on the operation and maintenance budget. The full extent of the impacts will be dependent on the design and level of services provided.

### **Highlights**

- Separation of approx. 1,070m of combined sewers,
- Coordination with Niagara Region for RR87 Main Street / Lock Street / Lakeport Road (see Schedule K)
- Coordination with Thorold for St. David's Road and Townline Road West

2022 CAPITAL BUDGET  
STORM SEWER COLLECTION SYSTEM - INCLUDING SEWER SEPARATION (SCHEDULE D)

Project No.	Project Type	Project Name/Location	From	To	Gross Cost	Details	Notes
<b>Previously Budgeted Projects - Additional Budget Requirements</b>							
P17-067	RP	St. Davids Rd. / Townline Rd. W	Burleigh Hill Dr.	Merritt St.	\$ 556,100	Additional funds for City share of costs for the construction of a new storm sewer	
P18-062	E	Lake St. Road and Underground Improvements	Ontario St.	Welland Ave.	171,900	Construction of storm sewer in conjunction with underground improvements and road reconstruction	CP
<b>Subtotal</b>					<b>\$ 728,000</b>		
<b>New Projects</b>							
P22-001	E	Mitchell / Morgan / Richmond Mitchell St. Morgan St. Richmond Ave.	Eastchester Ave. Mitchell St. Queenston St.	North End Richmond Ave. 140m North of Morgan St.	\$ 116,300	Engineering services for new storm sewer installation in conjunction with watermain replacement and road works	CP
P22-006	RP	Catch Basins and Storm Service Installations		City-Wide	101,100	Installation of catch basins, catch basin leads and storm laterals to alleviate isolated surface flooding	
P22-014	NI	Storm Sewer CCTV Inspections		City-Wide	101,100	CCTV sewer inspections for condition assessment of existing storm sewers including large diameter pipes	
P22-015	NI	Design for Next Year's Projects		City-Wide	50,600	Engineering services for future storm drainage system projects as required	

2022 CAPITAL BUDGET  
STORM SEWER COLLECTION SYSTEM - INCLUDING SEWER SEPARATION (SCHEDULE D)

Project No.	Project Type	Project Name/Location	From	To	Gross Cost	Details	Notes
P22-016	RP	Storm Sewer Spot Repairs		City-Wide	\$ 252,800	Spot repairs of storm sewers at various locations as necessary	
P22-020	E	Maplewood Dr.	Niagara St.	Linwell Rd.	116,300	Engineering services for design of a new storm sewer to alleviate surface flooding issues	
<b>Subtotal</b>					<b>\$ 738,200</b>		
					<b>\$ 1,466,200</b>		
Additional budget for Storm Sewers within Regional Projects (Schedule K)					<u>\$ 670,000</u>		

NOTES: CP - Co-ordinated projects involving more than one asset group (see Schedule S)

Wastewater (Sanitary Sewer Collection System and Pollution Control )  
(Schedules E & F)

The City of St. Catharines is committed to providing sustainable and reliable collection and conveyance of wastewater that avoids basement flooding and environmental impacts.

Provided by:  
563 km of wastewater sewers  
9 Wastewater Storage Facilities  
1 Wastewater Pump Station

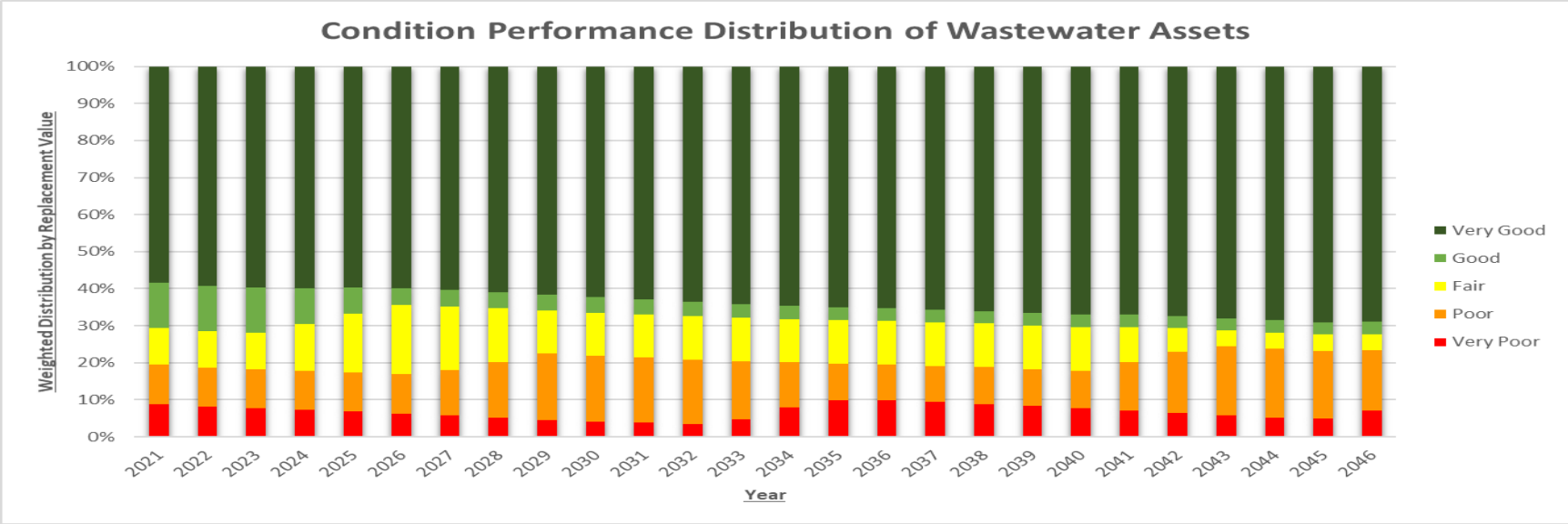
Value and Condition (As provided in the 2021 Corporate AMP for Core Assets)

Total replacement value: \$1.5 billion  
Current backlog of work: \$146 million  
Current average condition: Good

Highlights

- 1,960m of sewer sections budgeted to be replaced.
- Approximately 550m of a sewer along Spring Garden Creek to be re-lined.
- Coordination with Niagara Region for RR87 Main Street / Lock Street / Lakeport Road (see Schedule K).

Projected Condition Distribution Performance with Anticipated Budget





The Wastewater system includes the City’s sanitary sewers, combined sewers and partially separated combined sewers and associated sewage storage facilities. Combined sewers convey both sanitary sewage and storm water within one pipe and are a legacy of pre1960’s construction.

A City-wide zoom camera inspection of the sewer systems started in August 2017 is now complete. Results from the zoom camera inspection have helped develop a baseline of sewer conditions. The zoom camera inspection also has helped in targeting sewer sections for further detailed investigations such as CCTV (Closed Circuit TV) camera inspections. Zoom camera inspections followed by CCTV inspections of sewers guide the decisions to rehabilitate or replace sewers independently or in conjunction with other infrastructure projects.

**Current Strategy**

In 2019, Council approved a 10 - Year Financial Plan for Water and Wastewater (The Water/Wastewater Plan). The Plan includes year over year increases for investment in capital infrastructure, which will reduce the funding gap for this asset class. As a result of the financial and operational challenges facing the City caused by COVID19, the budget and forecast years shown in Table 1 reflect a reallocation of the investment in Sanitary Sewer Collection Systems and Pollution Control. Increases in spending in the years of 2024 through 2026 result in the same net investment in infrastructure, over the next 6 years. A Pollution Control Plan guides the City’s efforts to meet provincial guidelines for the discharge of combined sewage to the natural environment.

**Renewal and Replacement:** Deficiencies in the sewer system include blockages from collapsed pipe sections, grease accumulation and severe root infiltration, which restricts capacity

and may lead to backup during periods of high flow. Deficiencies also include apparent physical condition of the sewers and expected consequences such as a structurally deteriorated sewer section that is still functioning but on the verge of collapsing. Rehabilitation of these sewers is intended to ensure an adequate level of service and to reduce the likelihood of basement flooding in adjacent and upstream areas of the sewer system.

Table 1

Year	Plan (\$000)	Proposed (\$000)	Change (\$000)
2021	\$ 5,362	\$ 4,762	\$ (600)
2022	5,959	2,884	(3,075)
2023	6,562	8,737	2,175
2024	7,173	7,473	300
2025	7,797	8,397	600
2026	8,433	9,033	600
Total	\$ 41,286	\$ 41,286	\$ -

**Non-infrastructure Solutions:** Tools such as zoom camera inspections and CCTV inspections are utilized to gauge the condition of sewers and to implement suitable maintenance, rehabilitation or replacement strategies at appropriate times. These tools/methods also help in prioritizing needed works to match available budgets. Hydraulic studies and modelling in house and by third party consultants are completed to evaluate system capacity.

**Expansion of Services:** Expansion of the network may be undertaken to support growth and development or to meet demands of users. Pollution Control (Schedule F) includes \$200,000 for implementation of recommendations of a pending Pollution Control Plan Update.

2022 CAPITAL BUDGET  
SANITARY SEWER COLLECTION SYSTEM (SCHEDULE E)

Project No.	Project Type	Project Name/Location	From	To	Gross Cost	Details	Notes
<b>New Projects</b>							
P22-001	RP	Mitchell / Morgan / Richmond	Queenston St.	140m North of Morgan St.	\$ 50,000	Engineering services for replacement of sanitary sewer in conjunction with watermain replacement and road works	CP
P22-005	RN	Sanitary Sewer Reaming and Lining Spring Garden Creek Trunk Sewer Various Other Locations	Old Coach Rd.	Duncan Dr.	1,484,954	Sewer lining to address identified deficiencies	
P22-010	NI	Extraneous Flow Elimination		City-Wide	50,000	Study to determine sources of inflow and infiltration into sanitary sewer	
P22-011	M	Sanitary Sewer Spot Repair Program		City-Wide	500,000	Spot repairs for sanitary sewers as required	
P22-012	M	Sanitary Sewer Flushing & Reaming		City-Wide	25,000	Sewer flushing and reaming for physical cleaning of selected sewer sections with operational issues	
P22-014	NI	CCTV Sewer Inspections		City-Wide	300,000	CCTV inspections of existing sewers to identify condition and future works	
P22-015	NI	Design for Next Year's Projects		City-Wide	50,000	Engineering services for future sanitary collection system projects as required	

2022 CAPITAL BUDGET  
SANITARY SEWER COLLECTION SYSTEM (SCHEDULE E)

Project No.	Project Type	Project Name/Location	From	To	Gross Cost	Details	Notes
P22-019	NI	Sewershed Analysis		City-Wide	\$ 10,000	Engineering services for sewershed capacity analysis as required	
P22-061	NI	James St. EA	King St.	Church St.	39,000	EA for reconstruction of James St. and construction of a public multi-use space	CP
<b>Subtotal</b>					<b><u>\$2,508,954</u></b>		
Additional budget for Sanitary Sewers within Regional Projects (Schedule K)					<u>\$ 175,000</u>		

NOTES: CP - Co-ordinated projects involving more than one asset group (see Schedule S)



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Water Distribution System (Watermains)  
(Schedule G)

The City of St. Catharines is committed to providing a sustainable and reliable supply of safe, high quality drinking water in accordance with regulatory requirements.

Provided by:

594 km of Watermains

3,559 Hydrants

5,706 Valves

41,816 Water Meters

1 Booster Pumping Station and 1 Bulk Water Station

Value and Condition (As provided in the 2021 Corporate AMP for Core Assets)

Total replacement value: \$ 1.367 billion

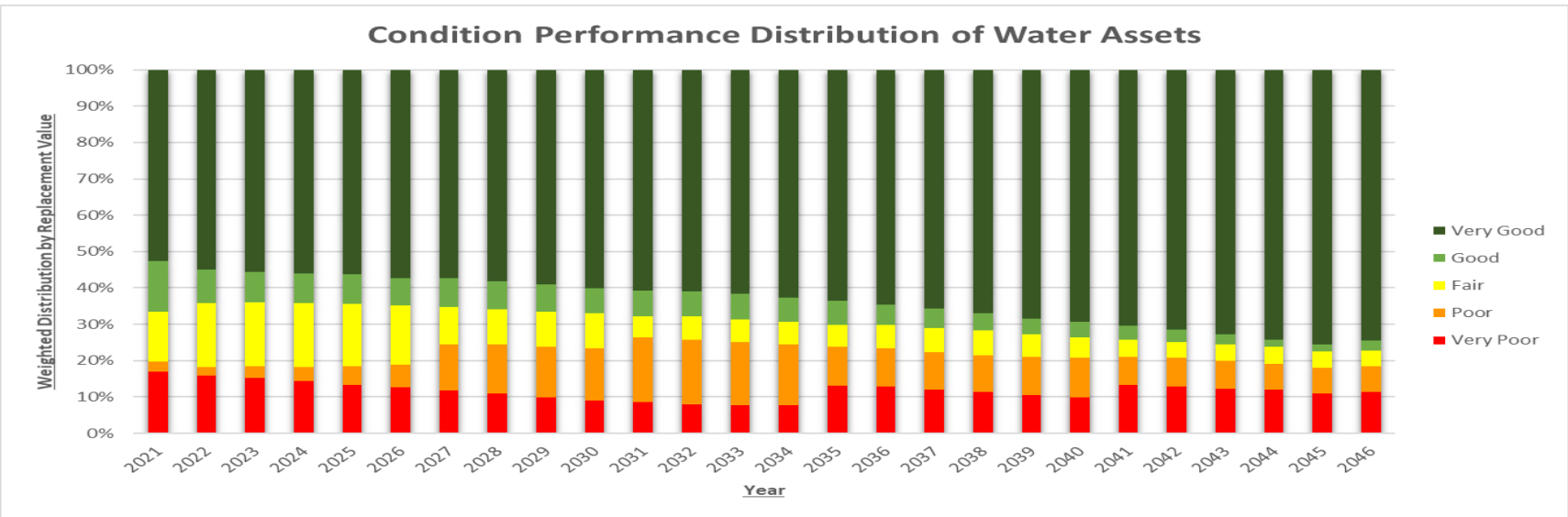
Current backlog of work: \$ 249 million

Current average condition: Good

Highlights

- Construction funding for 5 locations
- Design for 3 projects at 5 locations for future watermain replacement
- 5,060m of cast iron watermains budgeted to be replaced.
- Coordination with Niagara Region for RR87 Main Street / Lock Street / Lakeport Road (see Schedule K)

Projected Condition Distribution Performance with Anticipated Budget



### Current Strategy

Staff continues to monitor the number and location of existing watermain breaks. Figures 1 and 2 present records for the past 15 years and reflect the high variability in the number of annual watermain breaks. Despite the variability in annual watermain breaks, a continuous targeting of watermain with relative high break rates for replacements seems to be gradually reducing the long-term average number of annual watermain breaks. The increasing age of existing watermain makes the watermain more prone to possible failures. A proactive approach is necessary to keep the watermain system in a good and reliable condition which also reduces maintenance costs and the risks of contamination of the system. Despite these mitigation strategies, while capital reinvestment remains under the target levels, break rates could increase again in the future.

In 2019, Council approved a 10 - Year Financial Plan for Water and Wastewater (The Water/Wastewater Plan). The Plan includes year over year increases for investment in capital infrastructure, which will reduce the funding gap for this asset class. As a result of the financial and operational challenges facing the City caused by COVID19, the 2022 budget and 2023-2026 forecast reflects a reallocation of the investment in the water distribution system, as shown in the Table 1. Increases in spending in the years of 2024 through 2026 result in the same net investment in infrastructure, over the next 6 years. However, in the short term, the spending deferrals will continue to contribute to the widening infrastructure gap.

### Renewal and Replacement:

Replacements are prioritized based on watermain break histories, coloured water issues, and in conjunction with other projects. Council directed that each year's water budget should include an allocation of at least \$750,000 for the replacement of deteriorated

cast iron watermain in areas experiencing coloured water problems. Approximately 24% of the City's watermain system is comprised of cast iron watermain. Not all cast iron watermain have reached the end of their useful lives.

Table 1

Year	Plan (\$000)	Proposed (\$000)	(Decrease)/Increase (\$000)
2021	\$ 9,329	\$ 8,129	\$ (1,200)
2022	10,516	8,287	(2,229)
2023	11,726	11,755	29
2024	12,961	13,761	800
2025	14,220	15,420	1,200
2026	15,504	16,904	1,400
Total	\$ 74,256	\$ 74,256	\$ -

**Expansion of Services:** Expansion of a watermain network could be undertaken to support growth and development or to meet existing users' demand. A twinning of an existing watermain on Lakeport Road between Old Lakeshore Road and Lock Street in conjunction with Regional roadworks has been identified for 2022 funding to improve reliability of water supply to the Port Dalhousie area.

**Non-Infrastructure Solutions:** Environmental assessments, geotechnical investigation and design for future waterworks are undertaken in advance of proposed larger construction projects. Watermain projects can take several months to years; and include public consultation and the preparation of finalized designs. Hydraulic modelling and studies are undertaken by third party engineering experts, as required, to understand system capacity.

Figure 1

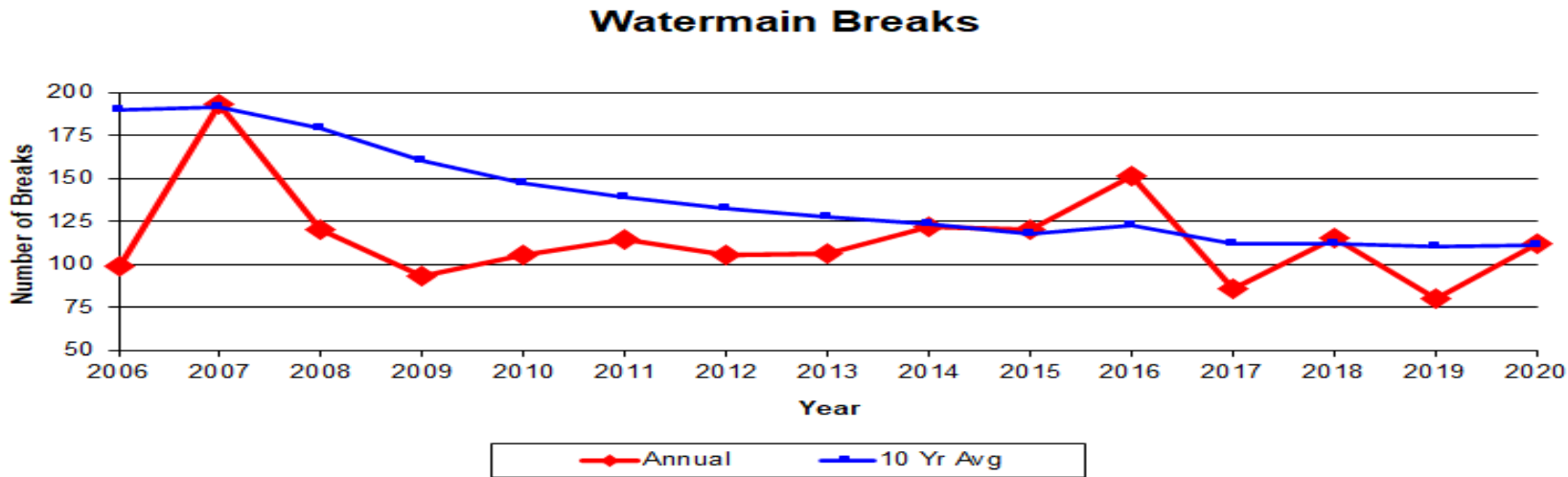
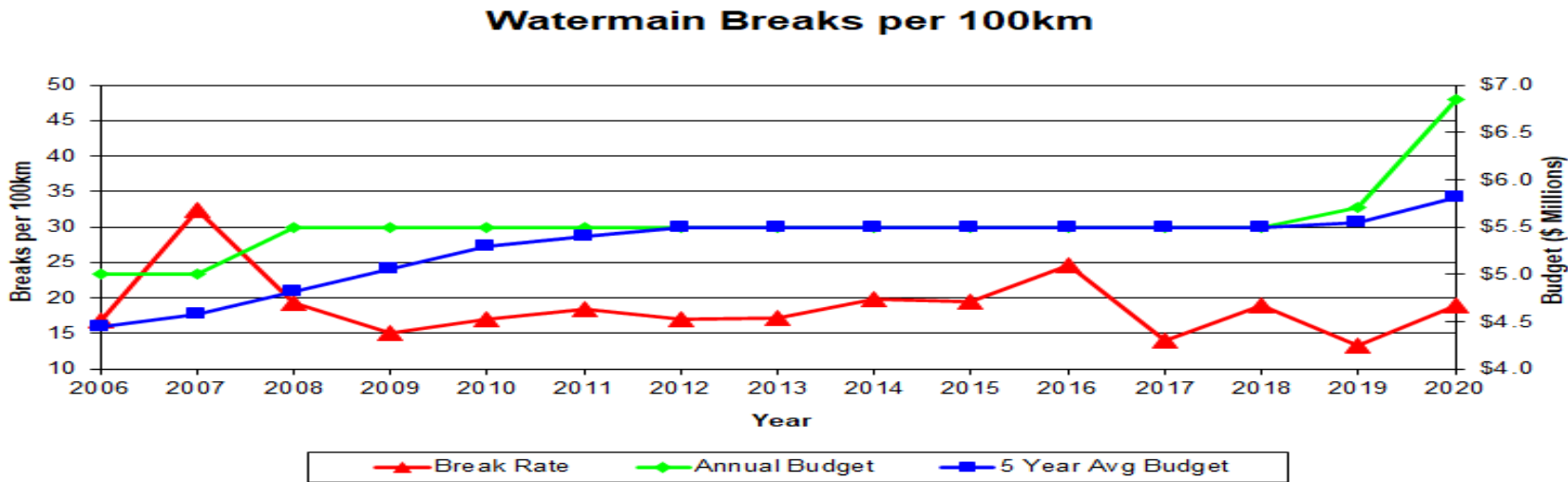


Figure 2





2022 CAPITAL BUDGET  
WATER DISTRIBUTION SYSTEM - WATERMAINS (SCHEDULE G)

Project No.	Project Type	Project Name/Location	From	To	Gross Cost	Details	Notes
<b>Previously Budgeted Projects - Additional Budget Requirements</b>							
P18-062	RP	Lake St. Road and Underground Improvements	Ontario St.	Welland Ave.	\$ 998,756	Construction funds for replacement of existing Cast Iron (C.I.) watermain in conjunction with road reconstruction	CP
P20-102	RP	Lakeshore Rd. at Welland Canal	Broadway	85m west of Broadway	245,000	Additional funds to replace/upgrade existing watermain across Welland Canal on Seaway Bridge	
P20-116	RN	Stortz Hydrant Port Conversions		City-Wide	450,000	Year 3 of 4-year plan for the highest priority conversion of existing hydrants to Stortz type pumper connections	
P21-003	RP	Ontario St. (RR#42) Underground Improvements	Carlton St.	60m North of Hiscott St.	2,700,000	Replacement of existing C.I. watermains in conjunction with sanitary and storm sewer spot repairs	
<b>Subtotal</b>					<b>\$ 4,393,756</b>		

Project Type: RP = Replacement, RN = Renewal, E = Expansion,  
N = Non-Infrastructure Solutions, M = Maintenance, D = Disposal

2022 CAPITAL BUDGET  
WATER DISTRIBUTION SYSTEM - WATERMAINS (SCHEDULE G)

Project No.	Project Type	Project Name/Location	From	To	Gross Cost	Details	Notes
<b>New Projects</b>							
P22-001	RP	Mitchell / Morgan / Richmond Mitchell St. Morgan St. Richmond Ave.	Eastchester Ave. Queenston St. Queenston St.	End Richmond Ave. 240m north of Queenston St.	\$ 100,650	Design for the replacement of existing C.I. watermain in conjunction with storm sewer installation and road works	CP
P22-061	NI	James St. EA	King St.	Church St.	53,000	EA for reconstruction of James St. and construction of a public multi-use space	CP
P22-063	RP	Parnell Rd. Reconstruction	Richelieu Dr. Cartier Dr.	Cartier Dr. Niagara St.	148,500	Engineering services for abandonment of existing C.I. watermain in conjunction with sanitary and storm sewer works and road reconstruction	CP
P22-064	RP	Blue Spruce / Huntingwood  Blue Spruce Court Huntingwood Gate	Crescentwood Dr. Crescentwood Dr.	Cul-de-sac End	255,000	Replacement of existing C.I. watermain in conjunction with road reconstruction	CP
P22-100	RP	Keistan Dr.	Nancy Dr.	Strathcona Dr.	475,000	Replacement of existing C.I. watermain	

2022 CAPITAL BUDGET  
WATER DISTRIBUTION SYSTEM - WATERMAINS (SCHEDULE G)

Project No.	Project Type	Project Name/Location	From	To	Gross Cost	Details	Notes
P22-118	RP	Valves, Hydrants & Services		City-Wide	\$ 50,000	Replacement of existing valves, hydrants and services in conjunction with other works	
P22-119	NI	Design for Next Year's Projects		City-Wide	50,000	Engineering services for future waterworks projects as required	
<b>Subtotal</b>					<b><u>\$ 1,132,150</u></b>		
					<b><u>\$ 5,525,906</u></b>		
Additional budget for Water Distribution within Regional Projects (Schedule K)					<u>\$ 2,761,000</u>		

NOTES: CP - Co-ordinated projects involving more than one asset group (see Schedule S)

**Bridges and Major Culverts (Structures)**  
(Schedule H)

The City of St. Catharines is committed to providing structures that connect transportation routes to provide a safe, efficient, accessible and sustainable transportation system for all required uses and modes of transportation in accordance with regulatory requirements and expectations of the community.

Provided by:

71 Bridges (including culverts with span > 3m)

46 Culverts

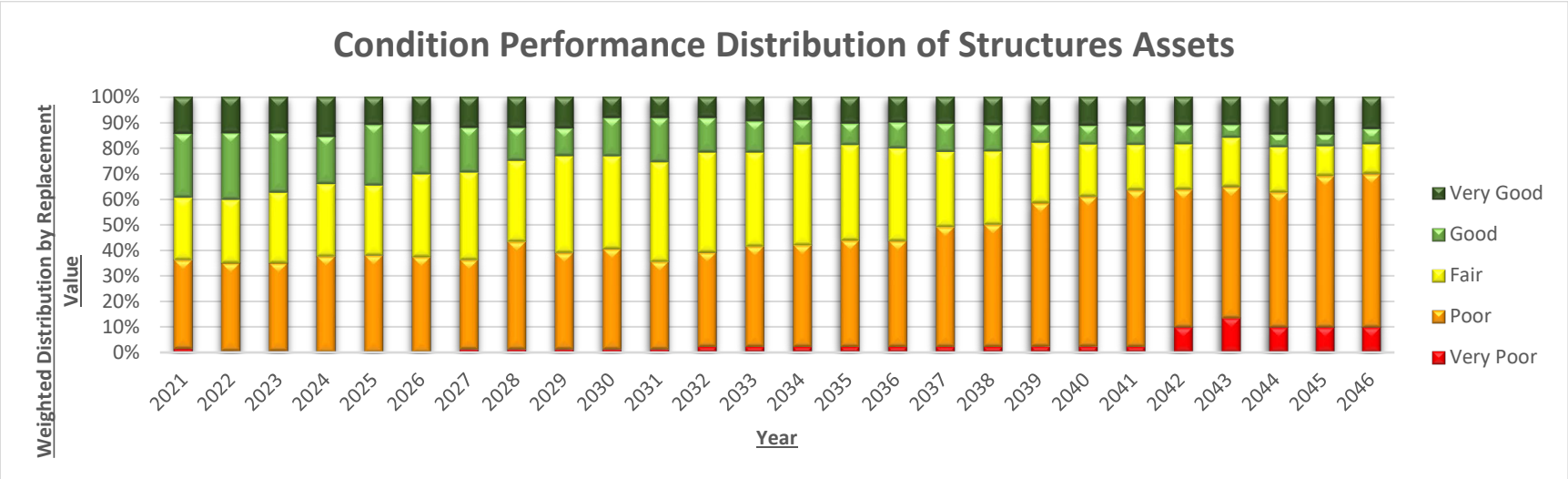
**Value and Condition** (As provided in the 2021 Corporate AMP for Core Assets)

Total replacement value: \$66 million

Current backlog of work: \$ 3 million

Current average condition: Fair

**Projected Condition Distribution Performance with Anticipated Budget**



The City follows the standards and best practices outlined in the Ontario Structure Inspection Manual to determine the condition of the bridges and culverts. Third party consultants, who are experts in the design and assessment of bridges, are engaged to complete these assessments. The inspection of bridges with a span of 3m or greater are legislated to be inspected every two years. All structures were inspected in 2020 and those with a span of 3m or greater will be reinspected in 2022 to meet regulatory requirements.

### **Current Strategy**

**Renewal and Replacement:** Both pedestrian bridges and roadway structures are replaced when they reach the end of their useful life. Rehabilitation is undertaken to prolong the life of the asset. The recommended works are determined through inspections undertaken every two years, or as recommended. Other considerations such as the timing of proposed roadworks and watercourse improvements may advance or delay renewal or replacement of a structure.

**Expansion of Services:** Expansion of the network may be undertaken to support growth and development or to meet demands of users. When bridges are replaced, they are widened where possible to support active transportation or improve accessibility for all users.

**Non- infrastructure Solutions:** Three culverts have been identified as candidates for possible rehabilitation with trenchless solutions. The 2022 budget includes funding for design, which will examine these options compared to open cut replacements.

### **2022 Highlights**

- Replacement of 3 pedestrian bridges that support active transportation
- Replacement of 1 roadway culvert
- Design for the future replacement or rehabilitation of 8 additional structures
- Biannual regulatory City-wide inspection

2022 CAPITAL BUDGET  
BRIDGES AND MAJOR CULVERTS (SCHEDULE H)

Project No.	Project Type	Project Name	Location	Gross Cost	Details	Notes
<b>New Projects</b>						
P22-063	RP	Parnell Rd. Reconstruction		\$ 831,600		CP
		Culvert (C088S)	5m East of Bradman Dr		Design for future culvert replacement in	
		Culvert (C094M)	120m Southwest of Niagara St.		conjunction with road works and underground	
		Culvert (C101M)	Parnell Rd. at Bradmon Dr.		improvements	
		Culvert (C101M)	Parnell Rd. at Bradmon Dr.		Replacement of the structure in conjunction	
					with road works	
P22-121	RP	Niagara St. / Walkers Creek Park Pedestrian Bridges		470,400	Replace existing structure	
		Niagara Street Pedestrian Bridge (P048M)			East side of Niagara St., just North of house No. 700	
		Walkers Creek Pedestrian Bridge (P073S)			Walkers Creek Park access east of Strathcona Dr. at Costen Blvnd.	
		Walkers Creek Pedestrian Bridge (P091S)			Walkers Creek Park access east of Strathcona Dr. at Keistan Dr.	
P22-122	NI	Battersea / Bunting / Melody Trail Culvert Rehabilitation		318,500	Review the feasibility to line the structure	
		Battersea Avenue Culvert (C118M)			versus replacement	
		Bunting Road Culvert (C108M)				
		Melody Trail Culvert (C077S)				
P22-123	RP	Rockwood Ave. Culvert (C117M)	95m East of Carriage Rd.	455,000	Replace existing structure in conjunction with	CP
		Replacement & Road Resurfacing			roadworks	
P22-130	RP	Rosedale Creek / Secord Creek	36m East of Bunting Rd.	27,300	Engineering services for structure replacement	CP
		Environmental Assessment & Design			in conjunction with Creek EA and design	
				<b>\$ 2,102,800</b>		

NOTES: CP - Co-ordinated projects involving more than one asset group (see Schedule S)

Project Type: RP = Replacement, RN = Renewal, E = Expansion,  
NI = Non-Infrastructure Solutions, M = Maintenance, D = Disposal

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**Shoreline Protection**  
(Schedule I)

The City of St. Catharines is committed to providing sustainable and reliable Lake Ontario shoreline protection to prevent the erosion of City owned property and reduce impacts to private property.

Provided by:  
3.625 km of Protected Shoreline  
1.275 km of Unprotected City owned Shoreline

**Value and Condition**

Total replacement value:       \$ 70 million  
Current backlog of work:         \$ 8.6 million

**Highlights**

- Maintenance of 635 metres of existing shoreline protection at two locations
- Design and construction of 10 metres of new shoreline protection
- Design of 50 metres of new shoreline protection

The City is working towards improving the stability of the City -owned Lake Ontario shoreline and installing protection at the high priority locations experiencing significant erosion due to fluctuating lake water levels.

**Current Strategy**

**Renewal and Replacement:**

Over time material within shoreline protection can wash away, creating weak points within the protection. Typically, rehabilitation of the material can be undertaken to prolong the life of the protection, however at times, replacement of the protection is required.

**Non- infrastructure Solutions:** City of St. Catharines engages third party consultants, who are experts in the design and assessment of shoreline protection, to complete reviews of the City owned shoreline. These reviews are completed every 3 to 5 years, dependent on the water levels of Lake Ontario, and provide the City with a list of priority locations for installation of new or replacement/renewal of existing protection.

The last review of the City owned protected and unprotected shoreline was completed in 2019 and the report was finalized in late 2020. The next review is currently planned to be completed in 2023 or 2024.

**Expansion of Services:** Expansion of the shoreline protection may be undertaken to support rising lake levels. The City is working to address known areas of erosion requiring new shoreline protection according to priority level. As additional areas of erosion along the shoreline are identified, the City will review these areas and determine the appropriate remediation actions. Construction of new assets will have a direct impact on the operation and maintenance budget. The full extent of the impacts will be dependent on the design and level of services to be provided.



2022 CAPITAL BUDGET  
SHORELINE PROTECTION (SCHEDULE I)

Project No.	Project Type	Project Name / Location	Gross Cost	Details
<b>New Projects</b>				
P22-132		2022 Shoreline Protection	\$ 245,700	
	RN	Belmont Park		Repair of armour stone revetment deficiencies and placement of additional rip rap along existing shoreline protection
	E	Cherie Road Park		Engineering services and construction of shoreline protection to address deficiencies along Lake Ontario
	RN	Lantana Circle		Placement of additional rip rap along existing shoreline protection
P22-150-1	E	Sunset Beach	46,500	Engineering services for shoreline protection to address deficiencies along Lake Ontario in conjunction with parking lot reconstruction
			<b>\$ 292,200</b>	

## **Watercourses**

### **(Schedule J)**

The City of St. Catharines is committed to maintaining sustainable natural watercourses to prevent the erosion of City owned property and reduce impacts to private property

Provided by:

36.5 km of natural watercourse

2 flood control structures

21 former Welland Canal locks and 1 related feature

### **Value and Condition**

Current backlog of work (watercourse only): \$46.1M based on 2015 Flooding and Erosion Control Priority Study Report

The 2015 study (Watercourse Flooding and Erosion Control Priority Study Report) identified 87 watercourse sites within the urban boundary that are eroded and need rehabilitation. Of those sites not yet addressed, 16 were identified as highest priority based on erosion levels with an estimated \$8.9 million cost for remediation. Based on high level estimates, the total citywide watercourse rehabilitation costs within the urban boundary, excluding Twelve Mile Creek, will be approximately \$46.1 million in 2020 dollars.

In 2018, a Dam Safety Review was completed for the Martindale Pond Weir and Heywood Generating Station on Twelve Mile Creek. These two structures control the water level in Martindale Pond. The review concludes that deficiencies exist in the existing weir and to a much lesser extent at the Heywood Generating Station. Additional studies will be carried out with existing funding to suggest alternatives and recommend a preferred option for the Weir.

In 2018, a detailed inspection program was undertaken on the exposed lock walls constructed for the first three Welland Canals. The report highlighted the need for capital work and translates into an average annual funding level of more than \$170,000 over a 10-year period.

**Current Strategy**

**Renewal and Replacement:** Natural watercourses will meander naturally within their valley bottoms. Rehabilitation is undertaken using natural channel design techniques when possible if a watercourse is negatively impacting public or private infrastructure.

Dam structures and structures associated with the former Welland Canals are rehabilitated as identified to maintain watercourse function.

Coordination with other infrastructure improvements such as bridge and culverts may accelerate or delay watercourse rehabilitation.

**Non- infrastructure Solutions:** City of St. Catharines engages third party consultants, who are experts in the design and assessment of

watercourses, to complete reviews of the City owned watercourses and culverts which have less than 3m spans (ie. are not bridges) in the watercourses. These reviews are completed every 5 to 10 years and provide the City with a list of priority locations for erosion rehabilitation and / or flooding.

**Highlights**

- Martindale Pond Weir – additional funding for detailed design
- Spring Garden Creek - construction funding
- Rosedale Creek and Secord Creek - initial funding to initiate a Class Environment Assessment

2022 CAPITAL BUDGET  
WATERCOURSES (SCHEDULE J)

Project No.	Project Type	Project Name	From	To	Gross Cost	Details	Notes
<b>Previously Budgeted Projects - Additional Budget Requirements</b>							
P17-129	RN	Martindale Pond Weir Replacement	Approx. Lakeport Rd.	Weir	\$ 692,900	Rebudget funds reallocated in 2021. For replacement weir to address identified deficiencies in weir controlling water level in Martindale Pond and in conjunction with Heywood Generating Station improvements	
P21-129	RN	Spring Garden Creek Construction	Old Coach Rd.	Lakeshore Rd.	1,324,500	Construction to address priority items identified by EA	
<b>Subtotal</b>					<b>\$2,017,400</b>		
<b>New Projects</b>							
P22-130	RN	Rosedale Creek / Secord Creek Environmental Assessment & Design			\$ 50,600		
		Rosedale Creek	Secord Creek	Victoria Lawn Cemetery		Engineering Services to address previously identified deficiencies and in conjunction with culvert replacement (C109M)	CP
		Secord Creek	Hartzel Rd.	Secord Woods Park		Engineering Services to address previously identified deficiencies	
<b>Subtotal</b>					<b>\$ 50,600</b>		
					<b><u>\$2,068,000</u></b>		

NOTES: CP - Co-ordinated projects involving more than one asset group (see Schedule S)

Project Type: RP = Replacement, RN = Renewal, E = Expansion,  
N = Non-Infrastructure Solutions, M = Maintenance, D = Disposal

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## Regional Projects (Schedule K)

This schedule includes the City's share of municipal works (such as sewer repairs, watermain replacements, sidewalk replacements and new storm sewer construction) on projects undertaken in cooperation with the Regional Municipality of Niagara. The Region consults with the City, when determining the timing of projects, which are managed by the Region. Coordinating the City's efforts in this way helps to minimize cost and disruption to the affected residents and businesses and provides infrastructure renewal within the City.

For more information on the service areas impacted by these regional projects refer to other sections of this document, Sidewalks, Storm Sewer, Sanitary Sewer and Water Distribution.

For 2022, Niagara Region Transportation Division advised they may proceed with tendering for road reconstruction at one location,

Regional Road 87 consisting of Main Street, Lock Street and Lakeport Road in Port Dalhousie. The 2022 Capital budget includes a City's share of costs for coordinated underground infrastructure and sidewalk improvements.

Also recommended for 2022 is funding of a recently identified additional cast iron watermain replacement which will benefit from being coordinated with the Region's St. Paul Street West bridge replacement project and / or the Region's redevelopment of the St. Catharines train station precinct.

2022 Regional Water and Wastewater Division activities are predominately within Region owned facilities and not anticipated to trigger 2022 coordinated City infrastructure upgrades.

2022 CAPITAL BUDGET  
REGIONAL PROJECTS (SCHEDULE K)

Project No.	Project Type	Project Name	From	To	Gross Cost	Details
<b>Previously Budgeted Projects- Additional Budget Requirements</b>						
<b>Watermains</b>						
RN20-stp	RP	St. Paul Street at CNR Bridge Replacement			\$ 275,000	Additional funds for replacement of existing C.I. watermain in conjunction with Regional bridge replacement project
<b>Subtotal</b>					<b>\$ 275,000</b>	
<b>New Projects</b>						
<b>Sanitary</b>						
RNxx-ONT	RP	Region - Ontario Street (RR42) Reconstruction			\$ 175,000	Capital repairs to existing sewers in conjunction with Region's roadworks
		Ontario St.	Linwell Rd.	Lakeshore Rd.		
<b>Sidewalk</b>						
RNxx-ONT	RP	Region - Ontario Street (RR42) Reconstruction			491,000	Replace deteriorated sidewalks in conjunction with Region's road urbanization
		Ontario St.	Linwell Rd.	Lakeshore Rd.		
RNxx-ONT	E	Region - Ontario Street (RR42) Reconstruction			233,000	Construct new sidewalk for system completion in conjunction with the Region's road reconstruction
		Ontario St.	Linwell Rd.	Lakeshore Rd.		

Project Type: RP = Replacement, RN = Renewal, E = Expansion,  
N = Non-Infrastructure Solutions, M = Maintenance, D = Disposal

2022 CAPITAL BUDGET  
REGIONAL PROJECTS (SCHEDULE K)

Project No.	Project Type	Project Name	From	To	Gross Cost	Details
<b>Storm</b>						
RNxx-ONT		Region - Ontario Street (RR42) Reconstruction			\$ 670,000	
	RN	Ontario St.	Linwell Rd.	Lakeshore Rd.		Rehabilitate existing storm sewers in conjunction with Region's road urbanization
	E	Ontario St.	Linwell Rd.	Fairview Creek		City's share of new storm sewers in conjunction with Region's road urbanization
<b>Watermains</b>						
RNxx-ONT	RP	Region - Ontario Street (RR42) Reconstruction			2,486,000	
		Ontario St.	Linwell Rd.	Lakeshore Rd.		Replace C.I. watermain in conjunction with Region's roadworks
				<b>Subtotal</b>	<b>\$4,055,000</b>	
					<b><u>\$4,330,000</u></b>	



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## Community, Recreation and Culture Services (CRCS)

Non-Facilities Assets (Schedule L)

The City of St. Catharines is committed to being The City Where Everybody Can Play.

### CRCS Spotlight – Parks Renewal Plan

#### Provided by:

72 Playgrounds

15 Tennis courts (3 locations convertible to pickleball)

23 Basketball courts

#### Value and Condition

Total replacement value within the next 5 years: \$12.55 million

Total replacement value within the next 10 years: \$15 million

Current average condition: 67% of the Parks Renewal Plan Assets require replacement within the next five years.

Note: the above information is also available for other areas of CRCS.

### Current Strategy

#### Renewal and Replacement

**The Aquatics Facilities Strategy** provides recommendations on the long-term operating sustainability and health of the City's aquatics system. The 2022 Capital Budget includes \$1 M towards the installation of a splashpad, seasonal washroom facility and sun shelter.

The **Environmental Hanging Basket Program** will transition assets to a more environmentally responsible product. The Environmentally Friendly Hanging Baskets Program will replace baskets each year from 2022-2024. This program is aligned with the City's declaration of a Climate State of Emergency.

**The Memorial Bench Program** will replace 50 benches per year from 2020-2025 with the replacements concluding in 2025. The new benches will be made from composite materials that are expected to last 25-30 years. The City currently has an inventory of wooden benches with many of the benches approaching end of useful life.

The City's **Parks Renewal Plan** prioritizes asset renewal based on asset condition, as well as health and safety considerations, with the assets in the poorest condition being prioritized for replacement. Playground equipment and court renewal as well as upgrades are required to maintain service levels and ongoing safe play spaces.

The City's **Tree Planting Program** helps improve air quality and add economic value, beauty, and shade to its neighborhoods. Trees are planted on public boulevards, road allowances fronting residences, and in circles where trees are currently not planted. This capital program assists in increasing the tree canopy percentage on both public and private property. The 2022 budget will allow the City to hold two tree giveaways intended to assist in reaching the City's 30% tree canopy goal by 2030.

**Restoration of William Hamilton Merritt Statue** includes conservation as the bronze components of the monument have received minimal maintenance since its construction and the lacquer is now failing, causing corrosion. In addition, the granite base has also begun to mal-function and it is evident that the base has been shifting. Many of the joints have opened and the sealant failed creating concern for the monument's structural stability.

**The Pic Leeson Park Ball Diamond** will replace ball diamond assets which are at end of useful life and address asset deficiencies to maintain level of service.

#### **Expansion of Services:**

The goal of the **Parks Legacy Fund** is to match alternative sources of funding such as donations, legacy giving and community projects to renew, and upgrade play assets in City parks. The Parks Legacy Fund will help to mitigate the financial implications of the Parks Renewal Plan by leveraging City funds with matching community donations so that twice as much work can be completed.

See Schedule M and the related narrative for information on Sunset Beach.

#### **Highlights**

- The Parks Renewal Plan will replace 2 playgrounds, 4 basketball courts and 2 tennis courts
- One cultural asset restoration
- Over 55 hanging baskets converted to environmentally friendly
- New ball diamond at Pic Leeson Park
- 50 memorial benches replaced
- New splashpad, seasonal washroom facility and sun shelter
- Two free tree giveaways

2022 CAPITAL BUDGET  
COMMUNITY, RECREATION AND CULTURE SERVICES (SCHEDULE L)

Financial Management Services Updated 2022 Capital Budget and Four-Year ...

Project No.	Project Type	Project Name	Gross Cost	Details	Notes
<b>Previously Budgeted Projects - Additional Budget Requirements</b>					
P21-156	E	Splashpad, Sun Shelter & Washroom	\$ 1,000,000	Installation of a splashpad, seasonal washroom facility and sun shelter as per the Aquatics Facilities Strategy approved by Council in Q3 2021 (CRCS-042-2021)	
PRC21-04	RN	Parks Renewal Plan - Bogart St Park Basketball/Tennis/Pickleball Court & Playground	56,000	Replace basketball/tennis/pickleball assets which are at end of useful life, and maintain level of service	
<b>Subtotal</b>			<b>\$ 1,056,000</b>		
<b>New Projects</b>					
PRC22-01	RP	Memorial Bench Program (Year 3 of 6)	\$ 80,000	Replace assets which are approaching end of useful life and maintain level of service	
PRC22-02	NI	Tree Planting Program	375,000	Address asset deficiencies and move towards achieving Council approved tree canopy goal of 30%	
PRC22-03	RP	Environmentally Friendly Hanging Baskets (Year 1 of 3)	35,000	This project will transition to a more environmentally responsible product, requiring less frequent watering	
PRC22-04	RP	Parks Legacy Fund	250,000	The Parks Legacy Fund will annually leverage and match alternative funding to maintain and enhance parks levels of service. Project(s) still to be determined for 2022 (As approved by Council on October 7, 2019)	

Page 180 of 253

Project Type: RP = Replacement, RN = Renewal, E = Expansion,  
NI = Non-Infrastructure Solutions, M = Maintenance, D = Disposal

2022 CAPITAL BUDGET  
COMMUNITY, RECREATION AND CULTURE SERVICES (SCHEDULE L)

Project No.	Project Type	Project Name	Gross Cost	Details	Notes
PRC22-05	RN	Restoration of William Hamilton Merritt Statue	\$ 135,000	Address structural and maintenance issues and reduce health and safety concerns	
PRC22-06	RN	Relocation of Private Watson Statue	100,000	To remove the Private Watson Monument from City Hall and preserve it to ensure public safety (CRCS-127- 2021)	
P22-061	NI	James St. EA	266,000	EA for construction of a public multi-use space in conjunction with reconstruction of James St.	CP
P22-162	RP	Burgoyne Woods Playground - Parks Renewal Plan	450,000	Replace playground, and add accessible pathway to multi-use courts, curb faced sidewalk in parking lot and sun shelter (CRCS-B017-2021)	PA
P22-163	RP	Clifford's Creek Park Basketball Court - Parks Renewal Plan	120,000	Replace court which is at end of useful life, and maintain level of service as per the Parks Renewal Plan (CRCS-B017-2021)	PA
P22-164	RP	Elma Street Park Multi-Use Court - Parks Renewal Plan	150,000	Replace court which is at end of useful life, and maintain level of service as per the Parks Renewal Plan (CRCS-B017-2021)	PA
P22-165	RP	Valleyview Park Basketball Court, Multi-Use Court & Playground - Parks Renewal Plan	490,000	Replace court which is at end of useful life, and maintain level of service as per the Parks Renewal Plan (CRCS-B017-2021)	PA

2022 CAPITAL BUDGET  
COMMUNITY, RECREATION AND CULTURE SERVICES (SCHEDULE L)

Project No.	Project Type	Project Name	Gross Cost	Details	Notes
P22-166	RP	Louis Avenue Park Basketball Court - Parks Renewal Plan	\$ 90,000	Replace court which is at end of useful life, and maintain level of service as per the Parks Renewal Plan (CRCS-B017-2021)	PA
P22-167	RP	St. Patrick's Park Multi-Use Court - Parks Renewal Plan	200,000	Replace court which is at end of useful life, and maintain level of service as per the Parks Renewal Plan (CRCS-B017-2021)	PA
P22-168	RP	Pic Leeson Park Ball Diamond	280,000	Replace ball diamond assets which are at end of useful life, and address asset deficiencies to maintain level of service (CRCS-B010-2020)	
<b>Subtotal</b>			<b>\$ 3,021,000</b>		
			<b>\$ 4,077,000</b>		
Less:					
	PA	Parks Renewal Plan Projects	\$ 1,500,000	Council approval (CRCS-B017-2021)	
<b>Total budget requiring Council Approval</b>			<b>\$ 2,577,000</b>		

Notes:

PA- Previously approved by Council in 2021

CP - Co-ordinated projects involving more than one asset group (see Schedule S)

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## **Buildings and Facilities (including accessibility)** (Schedules M, N, O)

The City of St. Catharines is committed to providing safe and accessible Buildings and Facilities for all citizens and staff. The focus is to maintain life safety elements, barrier free accessibility, building envelope and interior conditions for all user groups.

Provided by:

174 Buildings and facilities spread across 73 properties

### **Value and Condition**

Estimated total replacement value of City owned buildings and facilities: \$535 million

Current Backlog of work : \$55.5 million

The Arena Strategy was updated in 2019 and highlighted the need to right size the City's arenas (excluding Meridian Centre), to ensure that current levels of service can be delivered at an optimal cost. The 2017 Fire Master Plan confirmed the need for asset renewal at Firehalls, with priority given to renovations at Fire Hall 1, which would allow for the relocation of one of the Aerial Firetrucks. A 2020 Feasibility Study, to determine future needs and capital cost estimates for Fire Hall asset renewal, identified the need to replace three Fire Halls (1, 2, 3) and upgrade Fire Hall 6. These Fire Halls are nearing their end of life and they do not meet operational needs (including Accessibility).

Recent condition assessments and regulatory requirements were also considered in determining the Facilities Capital Budget. The assets included within this section of the capital budget will be addressed within the AMP for non-core assets scheduled for completion prior to July 1, 2024, in compliance with O. Reg.588/17.

### **Current Strategy**

#### **Renewal and Replacement**

The City maintains many buildings differentiated by factors such as usage, (i.e. arenas, fire halls, operations work centres), or third party designation (i.e. Historical buildings). Various components within buildings also receive attention (i.e. roofs, washrooms) as well as overall standards for buildings (i.e. accessibility).

The City undertakes several ongoing key initiatives and programs to maintain and improve City owned facility assets such as structures, buildings and related land improvements.



There are numerous smaller projects which include the renewal and replacement of structural, architectural, mechanical, and electrical components of various City buildings that have reached the end of their service life. These projects are funded from the related reserve.

**Heritage Assets :** The Old Court House, Montebello Park Pavilion and Band Shell, City Hall, the Morningstar Mill, Dalhousie House, and the Old Robertson School at 85 Church Street are examples of City owned buildings which are classified as Heritage Buildings.

Due to the age of the heritage buildings, many of the architectural, structural, mechanical, and electrical components of these structures have well exceeded their useful service life and require regular maintenance and rehabilitation to preserve the integrity of these buildings. There are some components within these structures that do not meet current codes and safety regulations and require retrofits to remain in operation.

**Accessibility:** The City is striving to meet the provincially mandated accessibility standards by the 2025 target as set out by the Accessibility for Ontarians with Disability Act (AODA). To rectify the estimated \$5.750 million in non-compliant items, the City continues to complete accessibility upgrades, including barrier free washrooms and elevators. The 2022 Capital budget for accessibility of \$250,000 provides for upgrades to the washrooms in Buchanan House. It should be noted that the elevator at Buchanan House, as well as the Church Street elevator at City Hall will also be modernized as part of 2022 capital.

Based on 2023-2026 forecast budget levels (with an annual minimum of \$250,000), the highest priority items will be completed, however some portion of the lower priority items will remain unaddressed, at the target date.

**Non-infrastructure Solutions:** The Master Plan for Sunset Beach was also developed in 2019, and the 2022 Capital budget incorporates repairs to the existing boat ramp. Many elements in the plan have been included in future years, either in the 2023-2026 forecast or included in Schedule V - Other potential Capital Projects – 2027 and Beyond.

### Highlights

- The 2022 budget and future year forecasts include \$27.2 million for Fire Hall renewal and upgrades
- Funds for elevator and accessible washroom upgrades at Buchanan House
- Funding for exterior cladding and insulation at the Bill Burgoyne Memorial Arena
- Parking lot and tennis court resurfacing at Port Weller Community Centre
- Additional funding towards the dam replacement and accessible upgrades at Morningstar Mill

2022 CAPITAL BUDGET  
BUILDINGS AND FACILITIES (SCHEDULE M)

Project No.	Project Type	Project Name	Gross Cost	Details
<b>Previously Budgeted Projects- Additional Budget Requirements</b>				
P18-144	E	Buchanan House - Security Implementation	\$ 50,000	Security upgrades (Phase 2)
P18-177	RP	Morningstar Mill - Dam Replacement	1,000,000	Additonal funds towards dam replacement project
P19-166	RP	Bill Burgoyne Arena - Upgrade Life Safety Systems	50,000	Additional funds towards fire alarm panel and replacement of associated devices
P20-145	RP	Seymour Hannah - LED lighting	138,000	Funds replenishment for lighting project
P21-136	RP	Haig Bowl Arena - Roof Replacement	40,000	Additional funds to cover shortfall of lower roof replacement
<b>Subtotal</b>			<b>\$ 1,278,000</b>	
<b>New Projects</b>				
<b>Administrative and Operational Centres</b>				
P22-133	RP	City Hall - Church St. Elevator Modifications	\$ 200,000	Upgrade and modernize existing elevator
P22-134	RN	City Hall - Improvements	50,000	Upgrade Building Automation System control system (phase 3); replacement of drinking fountains with water bottle filling stations
P22-136	RP	Lake Street Service Centre - Site Paving	250,000	Resurface site paving, driveway and parking stalls along the north side of the facility

Project Type: RP = Replacement, RN = Renewal, E = Expansion,  
NI = Non-Infrastructure Solutions, M = Maintenance, D = Disposal

2022 CAPITAL BUDGET  
BUILDINGS AND FACILITIES (SCHEDULE M)

Project No.	Project Type	Project Name	Gross Cost	Details
P22-137	E	Buchanan House - Accessible Washroom Upgrade	\$ 250,000	Renovate washroom and implement accessibility features
P22-137-1	E	Buchanan House - Elevator Upgrade	500,000	Upgrade/modernize existing elevator to meet current codes and accessibility requirements
P22-138	RP	Old Court House - Phase 1 Window Refurbishment	200,000	Replace windows adjacent to fire escape to meet code and refurbishment of all 1st and 2nd floor windows
P22-171	RP	City Hall - Front Steps Replacements	60,000	Repair and replace damaged concrete steps at front entrance to maintain safe access
<b>Administrative and Operational Centres</b>			<b>\$ 1,510,000</b>	
<b>PRCS - Arenas and Recreation Facilities</b>				
P22-139	RN	Bill Burgoyne Arena - Exterior Cladding	\$ 400,000	Installation of exterior cladding and insulation on perimeter walls to improve energy efficiency and to protect exterior block walls
P22-140	RP	Merritton Arena - Capital Equipment Repairs	50,000	Replace boiler, and compressor motors (x 2) which are at the end of serviceable life
P22-142	RP	Seymour Hannah - Capital Equipment Repairs	65,000	Replace brine pump motors (x 4) which are at end of serviceable life
P22-143	RN	Lester B. Pearson Park - KAC Pool Repairs and Lighting	60,000	Repair and regrout stains in leisure pool; replace exterior parking lot lighting fixtures with LEDs

2022 CAPITAL BUDGET  
BUILDINGS AND FACILITIES (SCHEDULE M)

Project No.	Project Type	Project Name	Gross Cost	Details
P22-145	RN	Port Dalhousie Lions Park - Wading Pool Repairs	\$ 25,000	Sandblast and repaint wading pool to prolong service life
P22-151	RN	Port Weller Community Centre - Site Improvements	690,000	Reconstruct north parking lot, resurface south parking lot, tennis courts, and replace exterior lighting
<b>PRCS - Arenas and Recreation Facilities</b>			<b>\$ 1,290,000</b>	
<b>PRCS - Parks Structures and Facilities</b>				
P22-146	RP	Lakeside Park - Grinder Sump Pumps & Controls	\$ 50,000	Replacement of grinder sump pumps in pit adjacent to washroom building to reduce ongoing maintenance issues
P22-147	E	Lakeside Park - East & West Pier Improvements	345,000	Light bollards and timber boat fenders for the west pier and twelve concrete benches for the east pier
P22-148	RP	Berkley Park - Replace Tennis Court Lighting	90,000	Replace existing tennis courts light fixtures with LEDs to reduce utility and maintenance costs
P22-149	RN	Lancaster Park - Bleacher Waterproofing	100,000	Waterproofing of bleachers above diamond 1 washroom
P22-150	RN	Sunset Beach - Boat Ramp Capital Repairs	100,000	Complete necessary capital repairs to prolong the service life of concrete boat ramp
<b>PRCS - Parks Structures and Facilities</b>			<b>\$ 685,000</b>	

Project Type: RP = Replacement, RN = Renewal, E = Expansion,  
N = Non-Infrastructure Solutions, M = Maintenance, D = Disposal

2022 CAPITAL BUDGET  
BUILDINGS AND FACILITIES (SCHEDULE M)

Project No.	Project Type	Project Name	Gross Cost	Details
<b>Other Special Purpose Facilities</b>				
P22-152	RN	Rear Inner Range Lighthouse - Building Envelope Improvements	\$ 50,000	Replace upper windows, paint sills, heads & gables
P22-153	E	Lakeside Park - Carousel Accessibility	100,000	Implement barrier free access to Carousel
P22-154	RN	Morningstar Mill - Structural Repairs	130,000	Waterproofing and structural repairs to Miller's House; structural masonry repairs to Regional Barn
P22-155	RP	Morningstar Mill - Replace Roofing	120,000	Replacement of cedar shingles on roof of Sawmill and Miller's house buildings
P22-156	RN	Performing Arts Centre - Exterior Wall Cladding	75,000	Capital repairs to wall cladding, horizontal bands and parapet flashing to mitigate water infiltration concerns
P22-157	RP	Meridian Centre - Replace Board Glass	110,000	Replacement of acrylic dasher board glass due to end of service life and to meet OHL standards
P22-158	RP	Meridian Centre - Light Replacements	95,000	Replacement of remaining fluorescent light fixtures with LEDs in corridor and concession areas to reduce utility and maintenance costs
P22-159	RP	Replacement of Security Cameras - Phase 1	100,000	Replacements due to end of serviceable life, and improvements in technology at various locations
P22-170	E	Lockhart Point Old Lock 1 - Event Power	100,000	Provide electrical event power, meter and site lighting for Old Lock 1 event stage
<b>Other Special Purpose Facilities</b>			<b>\$ 880,000</b>	
<b>New Projects Subtotal</b>			<b>\$ 4,365,000</b>	
			<b><u>\$ 5,643,000</u></b>	

Project Type: RP = Replacement, RN = Renewal, E = Expansion, NI  
Non-Infrastructure Solutions, M = Maintenance, D = Disposal

2022 CAPITAL BUDGET  
PARKING SERVICES (SCHEDULE N)

Project No.	Project Type	Project Name	Gross Cost	Details
<b>New Projects</b>				
P22-160	RN	Carlisle St. Parking Garage - Replace Entrance Gate	\$ 10,000	Replacement of one (1) entrance gate from the Garden Park side to facilitate larger vehicles
P22-161	RN	Ontario St. Parking Garage - Ceiling Testing Ports	50,000	Necessary upgrades to the the ceiling testing ports to facilitate biennial strand monitoring
			<b><u>\$ 60,000</u></b>	

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2022 CAPITAL BUDGET  
FIRE SERVICES ( SCHEDULE O)

Project No.	Project Type	Project Name	Gross Cost	Details
<b>Previously Budgeted Projects - Additional Budget Requirements</b>				
P22-173	RP	Firehall #2 - Linwell Rd Rebuild Fire Station	\$6,000,000	Design and construction of a replacement Firehall #2, which is past its expected useful life.
<b>Subtotal</b>			<b>\$ 6,000,000</b>	
<b>New Projects</b>				
PFR22-01	RN	Communication Towers Upgrade	\$ 80,000	Total cost for all five (5) links, ancillary equipment and installation for improved communication with our equipment
<b>Subtotal</b>			<b>\$ 80,000</b>	
			<b><u>\$6,080,000</u></b>	



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2022 CAPITAL BUDGET  
FLEET ( SCHEDULE P)

Project No.	Project Type	Project Name	Gross Cost	Details
<b>New Projects</b>				
PFL22-01	RP	Two (2) Single Axle Dump Trucks (Replacement)	\$ 640,000	Replacement of dump trucks with snow and ice equipment, used for Municipal Works road maintenance (summer) and winter control
			<b><u>\$ 640,000</u></b>	

Project Type: RP = Replacement, RN = Renewal, E = Expansion,  
NI = Non-Infrastructure Solutions, M = Maintenance, D = Disposal

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2022 CAPITAL BUDGET  
CORPORATE INFRASTRUCTURE (SCHEDULE Q)

Project No.	Project Type	Project Name	Gross Cost	Details	Notes
<b>Previously Budgeted Projects- Additional Budget Requirements</b>					
PCI17-01	RP	Enterprise Resource Planning (ERP) System Implementation	\$ 1,580,000	Partial budget for implementation of an ERP system that will replace the City's existing financial systems and provide enhanced support for accounts receivable, accounts payable, procurement, commitments and project management	
PCI21-01	RP	Property Tax System Implementation	330,000	Additional budget for implementation of property tax software - CentralSquare and related modules for tax certificates, point-of-sale, and citizen engagement portal. Replaces the City's current systems which are past end of life and receiving very limited vendor support (FMS-122-2021)	PA
PCI21-10	RP	Asset Management - Phase 2- Implementation of AM Solutions	1,300,000	Replacement for Work Manager, GIS system and asset management software	
<b>Subtotal</b>			<b>\$ 3,210,000</b>		
<b>New Projects</b>					
PCI22-01	RP	New Switches at City Hall and Meridian Centre	\$ 110,000	Replace current switches which are at end of useful life	
PCI22-02	E	Excess Soil Management Software	40,000	Software licensing fees and set-up of system to track soil movement as required by Ont. Regulation 406/19	
<b>Subtotal</b>			<b>\$ 150,000</b>		
			<b>\$ 3,360,000</b>		
<b>Less:</b>					
PA		Property Tax System Implementation	330,000	Council Approval FMS-122-2021	
Total budget requiring Council approval			<b>\$ 3,030,000</b>		

Notes:

PA- Previously approved by Council in 2021

Project Type: RP = Replacement, RN = Renewal, E = Expansion,  
NS = Non-Infrastructure Solutions, M = Maintenance, D = Disposal

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2022 CAPITAL BUDGET  
TRANSIT COMMISSION SERVICES (SCHEDULE R)

Project		Project Name	Gross Cost	Details	Notes
Project No.	Type				
TCP22-001	RP	2022 Transit Funding	\$ 1,050,000	City's portion of Transit Commission 2022 Facility Budget	1
			<u>\$ 1,050,000</u>		

NOTE:

- 1 Budget established to provide the City's portion of funding for facility renewal. Upper levels of government provide the largest share of the required funding. Budget will be funded by debt serviced by the Transit Commission and a 10% revenue contribution from the Transit Commission.  
Transit's governance is currently under review by Regional Municipalities, and a decision is expected in the first quarter of 2022.

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**Co-ordinated Projects**

Schedule S

For asset categories within the road allowance (roads, sidewalks, sewers, water mains), coordination with other construction activities is taken into consideration to take advantage of economies of scale and reduce the impact of construction on abutting property owners and the travelling public.

Determination of the final construction program for all the assets for a particular year is the result of an iterative effort by staff in reviewing all the asset categories. Schedule S reports on the new and continuing projects included within the 2022 Capital Budget. For each project in the schedule, each of the asset categories previously reported in Schedule B to J is shown.



2022 CAPITAL BUDGET  
COORDINATED PROJECTS (SCHEDULE S)

PROJECT NO	SCH	DESCRIPTION	GROSS COST	COMMENTS
<b>P18-062</b>		<b>Lake St. Road and Underground Improvements</b>		
	B	Roads	972,700	Reconstruction of road, sidewalk and storm sewer; additional funds for replacement of C.I. watermain
	C	Sidewalks	180,250	
	D	Storm Sewer Collection System	171,900	
	G	Water Distribution System	998,756	
			<b>\$ 2,323,606</b>	
<b>P22-001</b>		<b>Mitchell / Morgan / Richmond</b>		
	D	Storm Sewer Collection System	116,300	Engineering services for new storm and sanitary sewer installations in conjunction with watermain replacement and road works
	E	Sanitary	50,000	
	G	Water Distribution System	100,650	
			<b>\$ 266,950</b>	
<b>P22-061</b>		<b>James St. EA</b>		
	B	Roads	290,200	EA for reconstruction of James St. and construction of a public multi-use space
	E	Sanitary	39,000	
	G	Water Distribution System	53,000	
	L	CRCS	266,000	
			<b>\$ 648,200</b>	
<b>P22-062</b>		<b>Pinecrest Ave. Reconstruction</b>		
	B	Roads	304,300	Roadway reconstruction and sidewalk replacement
	C	Sidewalks	58,100	
			<b>\$ 362,400</b>	
<b>P22-063</b>		<b>Parnell Rd. Reconstruction</b>		
	B	Roads	237,600	Design of future road reconstruction and culvert replacement; engineering services for abandonment of existing C.I. watermain
	G	Water Distribution System	148,500	
	H	Bridges and Major Culverts	831,600	
			<b>\$ 1,217,700</b>	

2022 CAPITAL BUDGET  
COORDINATED PROJECTS (SCHEDULE S)

PROJECT NO	SCH	DESCRIPTION	GROSS COST	COMMENTS
<b>P22-064</b>		<b>Blue Spruce / Huntingwood</b>		
	B	Roads	338,700	Road resurfacing and replacement of existing C.I. watermain
	G	Water Distribution System	255,000	
			<b>\$ 593,700</b>	
<b>P22-123</b>		<b>Rockwood Ave Culvert (C117M) Replacement &amp; Road Resurfacing</b>		
	B	Roads	96,100	Mill and resurface roadway in conjunction with culvert replacement
	H	Bridges and Major Culverts	455,000	
			<b>\$ 551,100</b>	
<b>P22-130</b>		<b>Rosedale Creek / Secord Creek Environmental Assessment &amp; Design</b>		
	H	Bridges and Major Culverts	27,300	Engineering services to identify and replace culvert deficiencies
	J	Watercourses	50,600	
			<b>\$ 77,900</b>	
		<b>Total</b>	<b>\$ 6,041,556</b>	

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CITY OF ST.CATHARINES  
2023 CAPITAL FORECAST (SCHEDULE T)

DESCRIPTION	GROSS COSTS	CANADA COMMUNITY BUILDING FUND	OTHER EXTERNAL/ RESERVES	TAX/RATE PAYER	DEBT
<b>ROADS</b>					
First Street Louth Road Improvements	\$ 3,056,000	\$ -	\$ 3,056,000	\$ -	\$ -
Moffatt St. Secondary Access	500,000			27,500	472,500
2023 Roads Priority Program	7,525,000	689,120	4,800	1,913,700	4,917,380
Street Lights	737,000	-	-	135,000	602,000
Traffic Signals Specific Locations	836,000	-	-	282,000	554,000
	12,654,000	689,120	3,060,800	2,358,200	6,545,880
<b>SIDEWALKS, WALKWAYS AND MULTIUSE PATHS</b>					
Active Transportation	1,098,400	210,000	175,700	39,000	673,700
Sidewalks and Walkways	994,000	-	10,700	495,300	488,000
	2,092,400	210,000	186,400	534,300	1,161,700
<b>STORM SEWER - 2023 PRIORITIES</b>	2,275,168	806,000	694,400	42,000	732,768
<b>SANITARY SEWER - 2023 PRIORITIES</b>	5,087,133	1,000,000	-	2,761,703	1,325,430
<b>POLLUTION CONTROL - 2023 PRIORITIES</b>	1,000,000		-	1,000,000	-
<b>WATERMAINS - 2023 PRIORITIES</b>	8,240,225	1,352,000	469,200	4,953,688	1,465,337
<b>BRIDGES AND MAJOR CULVERTS</b>					
Culvert Replacements	1,480,000	348,131	-	63,000	1,068,869
South Service Road Bridge Removal or replacement (B011S)	805,000	-	-	44,000	761,000
Parnell Road Reconstruction	255,000	-	-	14,000	241,000
	2,540,000	348,131	-	121,000	2,070,869
<b>SHORELINE PROTECTION</b>	284,000	-	-	16,000	268,000
<b>WATERCOURSES</b>					
Francis Creek	2,130,000	-	2,130,000	-	-
Martindale Pond Weir Replacement	4,000,000	-	-	220,000	3,780,000
Other Creek Renewal Projects	700,000	-	-	39,000	661,000
	6,830,000	-	2,130,000	259,000	4,441,000
<b>REGIONAL</b>					
Region RR87 Main St., Lock St. & Lakeport Rd.	7,551,200	\$ -	\$ 4,500	\$ 3,718,076	\$ 3,828,624
Region - Glendale Avenue RR89 Improvements	490,000	-	78,400	23,000	388,600
	8,041,200	-	82,900	3,741,076	4,217,224

CITY OF ST.CATHARINES  
2023 CAPITAL FORECAST (SCHEDULE T)

DESCRIPTION	GROSS COSTS	CANADA COMMUNITY BUILDING FUND	OTHER EXTERNAL/ RESERVES	TAX/RATE PAYER	DEBT
<b>COMMUNITY, RECREATION AND CULTURE SERVICES</b>					
James Street Park	\$ 1,620,000	\$ -	\$ -	\$ 89,000	\$ 1,531,000
Parks Legacy Fund	250,000	-	125,000	125,000	-
Parks Renewal Plan	1,500,000	-	105,100	370,000	1,024,900
Tree Planting, Memorial Benches and Hanging Baskets	490,000	-	-	490,000	-
	3,860,000	-	230,100	1,074,000	2,555,900
<b>BUILDINGS AND FACILITIES</b>					
Administrative and Operational Facilities	870,000	-	100,000	42,000	728,000
Arenas and Recreational Facilities	2,850,000	-	375,000	138,000	2,337,000
Parks Structure and Facilities	1,540,000	-	360,000	65,000	1,115,000
Special Purpose Facilities	823,000	-	348,000	26,000	449,000
	6,083,000	-	1,183,000	271,000	4,629,000
<b>FIRE SERVICE</b>	7,600,000	-	900,000	369,000	6,331,000
<b>FLEET</b>	1,260,000	-	-	69,000	1,191,000
<b>PARKING SERVICE</b>	25,000	-	-	1,000	24,000
<b>CORPORATE INFRASTRUCTURE</b>					
Enterprise Resource Planning System Implementation	2,800,000	-	-	154,000	2,646,000
Backup Data Centre	2,000,000	-	-	110,000	1,890,000
Other Corporate Infrastructure	500,000	-	-	28,000	472,000
	5,300,000	-	-	292,000	5,008,000
<b>TRANSIT COMMISSION SERVICES</b>	1,050,000	-	-	105,000	945,000
<b>TOTAL 2023 CAPITAL FORECAST</b>	<b>\$ 74,222,126</b>	<b>\$ 4,405,251</b>	<b>\$ 8,936,800</b>	<b>\$ 17,967,967</b>	<b>\$ 42,912,108</b>

CITY OF ST.CATHARINES  
2022 CAPITAL BUDGET AND FOUR YEAR FORECAST (SCHEDULE U)

Financial Management Services Updated 2022 Capital Budget and Four-Year ...

Page 206 of 293

	2022	2023	2024	2025	2026
<b>CAPITAL EXPENDITURES</b>					
Roads	9,727,100	12,654,000	10,771,951	8,595,001	9,147,000
Sidewalks, Walkways and Multi-Use Pathways	2,661,300	2,092,400	1,808,663	1,701,663	1,701,663
Storm Sewer Collection System (including Sewer Separation)	1,466,200	2,275,168	3,815,100	3,970,000	4,130,000
Sanitary Sewer Collection System	2,508,954	5,087,133	5,805,376	6,245,844	8,032,781
Pollution Control	200,000	1,000,000	1,000,000	1,000,000	1,000,000
Water Distribution System (Watermain)	5,525,906	8,240,225	13,760,749	12,629,964	16,904,363
Bridges and Major Culverts	2,102,800	2,540,000	1,300,000	-	-
Shoreline Protection	292,200	284,000	140,000	1,693,000	1,481,000
Watercourses	2,068,000	6,830,000	1,800,000	664,000	910,000
Regional Projects	4,330,000	8,041,200	1,862,000	7,492,000	-
Community, Recreation and Culture Services	4,077,000	3,860,000	7,270,000	3,255,000	7,125,000
Buildings and Facilities (including Accessibility)	5,643,000	6,083,000	9,745,000	7,930,000	8,080,000
Parking Services	60,000	25,000	1,050,000	-	60,000
Fire Services	6,080,000	7,600,000	8,186,000	8,000,000	1,797,000
Fleet	640,000	1,260,000	-	310,000	-
Corporate Infrastructure	3,360,000	5,300,000	2,920,000	2,000,000	2,000,000
Transit Commission	1,050,000	1,050,000	1,050,000	1,050,000	1,050,000
	<u>\$ 51,792,460</u>	<u>\$ 74,222,126</u>	<u>\$ 72,284,839</u>	<u>\$ 66,536,472</u>	<u>\$ 63,418,807</u>
<b>SOURCES OF FINANCING</b>					
Canada Community - Building Fund	9,043,422	4,405,251	4,405,251	4,405,251	4,405,251
Other External Funding (including Grants)	211,000	675,000	675,000	675,000	675,000
Reserve Funds (including D.C)	7,442,900	8,261,800	3,972,400	3,869,300	1,575,800
<b>TOTAL GRANTS/ 3rd PARTY/ RESERVES</b>	<u>\$ 16,697,322</u>	<u>\$ 13,342,051</u>	<u>\$ 9,052,651</u>	<u>\$ 8,949,551</u>	<u>\$ 6,656,051</u>
Infrastructure Levy	1,794,000	1,569,000	1,569,000	1,569,000	1,569,000
Tax Support	1,527,400	1,800,000	2,200,000	2,472,000	2,472,000
Water/Wastewater	6,081,332	8,584,119	8,205,747	8,728,981	8,739,462
Capital Out of Revenue (1)	2,255,130	6,014,848	7,749,189	8,904,913	10,484,195
<b>TOTAL TAX/ RATE PAYER</b>	<u>\$ 11,657,862</u>	<u>\$ 17,967,967</u>	<u>\$ 19,723,936</u>	<u>\$ 21,674,894</u>	<u>\$ 23,264,657</u>
<b>DEBENTURE (2)</b>	23,437,276	42,912,108	43,508,252	35,912,027	33,498,099
<b>TOTAL</b>	<u>\$ 51,792,460</u>	<u>\$ 74,222,126</u>	<u>\$ 72,284,839</u>	<u>\$ 66,536,472</u>	<u>\$ 63,418,807</u>

CITY OF ST.CATHARINES  
2022 CAPITAL BUDGET AND FOUR YEAR FORECAST (SCHEDULE U)

	2022	2023	2024	2025	2026
Note (1)					
Capital out of Revenue Allocation					
Tax Supported	1,049,000	2,821,450	2,305,999	2,016,000	1,971,000
Water/Wastewater	1,101,130	3,088,398	5,338,190	6,783,913	8,408,195
Transit Commission	105,000	105,000	105,000	105,000	105,000
Total Capital out of Revenue	\$ 2,255,130	\$ 6,014,848	\$ 7,749,189	\$ 8,904,913	\$ 10,484,195
Note(2)					
Debenture Allocation					
Tax Supported	20,855,878	36,364,341	37,225,062	29,015,113	26,115,612
Water/Wastewater	1,636,398	5,602,767	5,338,190	5,951,914	6,437,487
Transit Commission	945,000	945,000	945,000	945,000	945,000
Total Debenture	\$ 23,437,276	\$ 42,912,108	\$ 43,508,252	\$ 35,912,027	\$ 33,498,099

OTHER POTENTIAL CAPITAL PROJECTS - 2027 and BEYOND  
SCHEDULE V

The intent of the list below is to highlight projects that have been raised to Council or discussed by Council. As these projects have not been included in the forecast at this time they would be considered in years six through ten (2027- 2031). However, some of these items represent underfunding of current programs, and so if funding was available the expenditures could be accelerated. The costs provided are based on high level estimates. Costs are expected to change as the scope is refined and project planning proceeds. This list does not include the regular ongoing annual replacement of linear assets, buildings and facilities that are being accommodated in the annual Capital Budget. Also, sidewalks and Roads underfunding has not included on this list, as they are currently under review.

Project Type	Asset	Facility/location	Description	Estimated Cost (\$000)	Supporting reports plans/strategy	Estimated Year
E	Road/ Bridge	Chestnut St Extension	new roadway from Hastings St. to Brookdale Ave (scope subject to Class Environmental Assessment process)	694	Included in Transportation Master Plan and 2021 DC Study. EA ongoing	2030
E	Road/ Bridge	Ridley & Vansickle signals	New traffic signal	291	Included in the 2021 DC Study	2030-2036
E	Equipment	Various locations	Waterbottle filling stations	459	Included in the 2021 DC Study	2027-2029
E	Land Improvement	Parkland	Parkland Development near GO Station	306	Included in the 2021 DC Study	2027-2030
E	Land Improvement	Parkland & Amenities	Parkland Development/Amenities near Glendale & Welland Canal	306	Included in the 2021 DC Study	2027-2030
E	Land Improvement	Parkland	Parkland Development at former General Motors Site	510	Included in the 2021 DC Study	2031
R	Watercourses	Lock Wall Rehabilitation	Various lock wall locations identified as medium rating to be completed within 1-5 years	590	2018 Lock Wall Inspections	2027
R	Bridges	Bridges	Replacements -Costs over \$500k annual budget	6,500	2018 Bridge and Culvert Inspection	2027-2031
R	Watercourses	Dick's Creek(EB) and Beverly Hills Creek	Erosion control	990	2011 Inspection/2014 Priority Report	2027
R	Watercourses	Dick's Creek(MB), Beverly Hills Creek, beamer Creek, & City wide priority update	Erosion control	2,800	2011 Inspection/2014 Priority Report	2028-2031
R	Shoreline	Lakefront Park	Shoreline Protection construction costs	600	2020 Shoreline Priority Review	2027
E	Arena	Bill Burgoyne Arena	Twin Arena (option 1)	21,800	PRCS-124-2019 - Arena Strategy	2029
R	Heritage facility	Old Courthouse	Address Accessibility / Deficiencies	5,500	2019 Building Condition Assessment, AODA guidelines	2027
R	Park	Jaycee Park	New indoor equipment storage facility	1,000	Operational Needs	2027-2030
R	Facility	To be determined	Aquatics facilities	20,000	Aquatics Facility Strategy	2027
	Pool	Lincoln Park	Lincoln Park Outdoor Pool	4,000	Aquatics Facility Strategy	2027
SI	Park	Sunset Beach	Park Improvements phase 2 & 3	2,504	PRCS-149-2019	2027-2031
R	Playground Replacements - various locations		57 playground replacements as planned from 2020-29	6,925	PRCS-B002-2018 - Parks Renewal Plan & CRCS-B017-2021 (2021 Update)	2027-2031
R	Tennis Court Replacements - various locations		10 tennis court replacements as planned from 2020-29	180		
R	Basketball Courts	Basketball Courts	18 basketball court replace. as planned from 2020 -29	205		
SI	Park	To be determined	Skateboard Park (north of the QEW)	500	Recreation Facility & Programming Master Plan Recommendation #28 / Recreation Master Plan Advisory Committee's highest prioritized recommendation	2027-2030
R	Vehicles	Fire Fleet	Fire Supression Vehicles	6,959	Planned Replacement Schedule	2027-2030
R	Corporate Infrastructure	To be determined	Replacement of servers and equipment at data center	2,000		2027-2030
<b>2027-2031 identified unfunded projects</b>				<b>\$ 85,619</b>		



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2022 CAPITAL BUDGET  
PROJECT FUNDING (SCHEDULE W)

				FUNDING SOURCES								
				GRANTS/DEV.CHRGS/RESERVES			RATE/TAX PAYER SUPPORT					
Sch	Project No.	Facility/Project Name	Gross Cost	Canada Community Building Fund	Other External Funding	Reserves & Dvlpmnt Chrg	Infrastruct. Levy	Tax Support	Water / Wastewater	Capital out of Revenue	Debenture	Notes
B	P18-062	Lake St. Road and Underground Improvements	972,700	876,500	-	-	-	96,200	-	-	-	
B	P19-066	Moffatt St. Secondary Access	1,000,000	-	-	-	-	-	-	50,000	950,000	
B	P21-097	Dunvegan Rd. Traffic Signal Replacement	151,700	106,014	-	-	-	45,686	-	-	-	
B	P22-061	James St. EA	290,200	-	-	-	-	290,200	-	-	-	
B	P22-062	Pinecrest Ave. Reconstruction	304,300	272,651	-	-	-	31,649	-	-	-	
B	P22-063	Parnell Rd. Reconstruction	237,600	214,100	-	-	-	23,500	-	-	-	
B	P22-064	Blue Spruce / Huntingwood	338,700	301,500	-	-	-	37,200	-	-	-	
B	P22-065	Vansickle Rd. Resurfacing and Intersection Improvements	2,155,700	2,025,000	-	-	-	130,700	-	-	-	
B	P22-066	Bunting Rd. Visioning	126,400	-	-	-	-	126,400	-	-	-	
B	P22-070	Preliminary Design for Future Road Rehabilitation	35,400	-	-	-	-	35,400	-	-	-	
B	P22-080	2022 Road Resurfacing Program	3,573,300	-	-	-	-	183,065	-	170,000	3,220,235	
B	P22-097	Traffic Signals (including pedestrian crossings)	300,000	-	-	48,000	252,000	-	-	-	-	6
B	P22-098	Street Lights	100,000	-	-	-	-	100,000	-	-	-	
B	P22-099	CCTV Installation Within Road Right of Way	45,000	-	30,000	-	15,000	-	-	-	-	1, 4
B	P22-123	Rockwood Ave Culvert (C117M) Replacement & Road Resurfacing	96,100	-	-	-	-	-	-	5,000	91,100	
C	P18-062	Lake St. Road and Underground Improvements	180,250	-	-	28,800	9,200	142,250	-	-	-	6
C	P22-040	2022 Walkway Improvements	50,600	-	-	-	42,900	7,700	-	-	-	
C	P22-040-1	Concrete Sidewalk Replacement Program	151,950	-	-	-	-	151,950	-	-	-	
C	P22-041	New Sidewalk Installation Program	26,300	-	-	4,200	22,100	-	-	-	-	6
C	P22-042	Dorothy St. New Sidewalk	212,300	178,300	-	34,000	-	-	-	-	-	6
C	P22-062	Pinecrest Ave. Reconstruction	58,100	-	-	-	-	58,100	-	-	-	
C	P22-068	City-Wide Trail Improvements	960,600	778,600	-	182,000	-	-	-	-	-	6
C	P22-069	Active Transportation Priorities	252,800	212,400	-	40,400	-	-	-	-	-	6
C	P22-169	Pathway-Hydro Corridor (P7) Between Rykert St. to Pelham Rd.	768,400	-	-	768,400	-	-	-	-	-	6
D	P17-067	St. Davids Rd. / Townline Rd. W	556,100	511,600	-	44,500	-	-	-	-	-	6
D	P18-062	Lake St. road and Underground Improvements	171,900	158,200	-	13,700	-	-	-	-	-	6
D	P22-001	Mitchell / Morgan / Richmond	116,300	107,000	-	9,300	-	-	-	-	-	6
D	P22-006	Catch Basins and Storm Service Installations	101,100	-	-	-	-	-	-	5,000	96,100	
D	P22-014	Storm Sewer CCTV Inspections	101,100	-	-	-	101,100	-	-	-	-	
D	P22-015	Design for Next Year's Projects	50,600	-	-	-	50,600	-	-	-	-	
D	P22-016	Storm Sewer Spot Repairs	252,800	-	-	-	-	-	-	13,000	239,800	
D	P22-020	Maplewood Dr.	116,300	-	-	9,300	-	-	-	5,000	102,000	6
E	P22-001	Mitchell / Morgan / Richmond	50,000	-	-	-	-	-	50,000	-	-	
E	P22-005	Sanitary Sewer Reaming and Lining	1,484,954	1,000,000	-	-	-	-	484,954	-	-	

2022 CAPITAL BUDGET  
PROJECT FUNDING (SCHEDULE W)

				FUNDING SOURCES								
				GRANTS/DEV.CHRGS/RESERVES			RATE/TAX PAYER SUPPORT					
Sch	Project No.	Facility/Project Name	Gross Cost	Canada Community Building Fund	Other External Funding	Reserves & Dvlpmnt Chrg	Infrastruct. Levy	Tax Support	Water / Wastewater	Capital out of Revenue	Debenture	Notes
E	P22-010	Extraneous Flow Elimination	50,000	-	-	-	-	-	50,000	-	-	
E	P22-011	Sanitary Sewer Spot Repair Program	500,000	-	-	-	-	-	500,000	-	-	
E	P22-012	Sanitary Sewer Flushing & Reaming	25,000	-	-	-	-	-	25,000	-	-	
E	P22-014	CCTV Sewer Inspections	300,000	-	-	-	-	-	300,000	-	-	
E	P22-015	Design for Next Year's Projects	50,000	-	-	-	-	-	50,000	-	-	
E	P22-019	Sewershed Analysis	10,000	-	-	-	-	-	10,000	-	-	
E	P22-061	James St. EA	39,000	-	-	-	-	-	39,000	-	-	
F	P22-021	Pollution Control Priority Program	200,000	-	-	-	-	-	200000	-	-	
G	P18-062	Lake St. Road and Underground Improvements	998,756	-	-	-	-	-	998,756	-	-	
G	P20-102	Lakeshore Rd. at Welland Canal	245,000	-	-	-	-	-	245,000	-	-	
G	P20-116	Stortz Hydrant Port Conversions	450,000	-	-	-	-	-	450,000	-	-	
G	P21-003	Ontario St. (RR#42) Underground Improvements	2,700,000	1,352,000	-	-	-	-	39,772	457,930	850,298	
G	P22-001	Mitchell / Morgan / Richmond	100,650	-	-	-	-	-	100,650	-	-	
G	P22-061	James St. EA	53,000	-	-	-	-	-	53,000	-	-	
G	P22-063	Parnell Rd. Reconstruction	148,500	-	-	-	-	-	148,500	-	-	
G	P22-064	Blue Spruce / Huntingwood	255,000	-	-	-	-	-	255,000	-	-	
G	P22-100	Keistan Dr.	475,000	-	-	-	-	-	475,000	-	-	
G	P22-118	Valves, Hydrants & Services	50,000	-	-	-	-	-	50,000	-	-	
G	P22-119	Design for Next Year's Projects	50,000	-	-	-	-	-	50,000	-	-	
H	P22-063	Parnell Rd. Culverts Reconstruction	831,600	519,257	-	-	-	-	-	16,000	296,343	
H	P22-121	Niagara St. / Walkers Creek Park Pedestrian Bridges	470,400	430,300	-	-	-	40,100	-	-	-	
H	P22-122	Battersea / Bunting / Melody Trail Culvert Rehabilitation	318,500	-	-	-	-	-	-	16,000	302,500	
H	P22-123	Rockwood Ave. Culvert (C117M) Replacement & Road Resurfacing	455,000	-	-	-	-	-	-	23,000	432,000	
H	P22-130	Rosedale Creek / Secord Creek Environmental Assessment & Design	27,300	-	-	-	-	27,300	-	-	-	
I	P22-132	2022 Shoreline Protection	245,700	-	-	-	-	-	-	12,000	233,700	
I	P22-150-1	Sunset Beach	46,500	-	-	-	46,500	-	-	-	-	
J	P17-129	Martindale Pond Weir Replacement	692,900	-	-	-	-	-	-	35,000	657,900	
J	P21-129	Spring Garden Creek Construction	1,324,500	-	-	-	-	-	-	66,000	1,258,500	
J	P22-130	Rosedale Creek / Secord Creek Environmental Assessment & Design	50,600	-	-	-	-	-	-	3,000	47,600	
K	RN20-stp	St. Paul Street at CNR Bridge Replacement	275,000	-	-	-	-	-	275,000	-	-	

2022 CAPITAL BUDGET  
PROJECT FUNDING (SCHEDULE W)

				FUNDING SOURCES								
				GRANTS/DEV.CHRGS/RESERVES			RATE/TAX PAYER SUPPORT					
Sch	Project No.	Facility/Project Name	Gross Cost	Canada Community Building Fund	Other External Funding	Reserves & Dvlpmnt Chrg	Infrastruct. Levy	Tax Support	Water / Wastewater	Capital out of Revenue	Debenture	Notes
	RNxx-ONT	Region - Ontario Street (RR42) Reconstruction	491,000	-	-	-	-	-	-	27,000	464,000	
	RNxx-ONT	Region - Ontario Street (RR42) Reconstruction	233,000	-	-	37,300	-	-	-	11,000	184,700	6
	RNxx-ONT	Region - Ontario Street (RR42) Reconstruction	670,000	-	-	-	-	-	-	37,000	633,000	
	RNxx-ONT	Region - Ontario Street (RR42) Reconstruction	175,000	-	-	-	-	-	113,000	27,900	34,100	
	RNxx-ONT	Region - Ontario Street (RR42) Reconstruction	2,486,000	-	-	-	-	-	1,118,700	615,300	752,000	
	P21-156	Splashpad, Sun Shelter & Washroom	1,000,000	-	-	1,000,000	-	-	-	-	-	6
	PRC21-04	Bogart St Park Basketball/Tennis/Pickleball Court & Playground	56,000	-	56,000	-	-	-	-	-	-	8
	PRC22-01	Memorial Bench Program (Year 3 of 6)	80,000	-	-	-	80,000	-	-	-	-	
	PRC22-02	Tree Planting Program	375,000	-	-	-	375,000	-	-	-	-	
	PRC22-03	Environmentally Friendly Hanging Baskets (Year 1 of 3)	35,000	-	-	-	35,000	-	-	-	-	
	PRC22-04	Parks Legacy Fund	250,000	-	125,000	-	125,000	-	-	-	-	4
	PRC22-05	Restoration of William Hamilton Merritt Statue	135,000	-	-	-	135,000	-	-	-	-	
	PRC22-06	Relocation of Private Watson Statue	100,000				100,000			-	-	
	P22-061	James St. EA	266,000	-	-	-	-	-	-	13,000	253,000	
	P22-162	Burgoyne Woods Playground - Parks Renewal Plan	450,000	-	-	31,500	-	-	-	21,000	397,500	6, PA
	P22-163	Clifford's Creek Park Basketball Court - Parks Renewal Plan	120,000	-	-	8,400	-	-	-	6,000	105,600	6, PA
	P22-164	Elma Street Park Multi-Use Court - Parks Renewal Plan	150,000	-	-	10,500	-	-	-	7,000	132,500	6, PA
	P22-165	Valleyview Park Basketball Court, Multi-Use Court & Playground - Parks Renewal Plan	490,000	-	-	34,300	-	-	-	23,000	432,700	6, PA
	P22-166	Louis Avenue Park Basketball Court - Parks Renewal Plan	90,000	-	-	6,300	-	-	-	4,000	79,700	6, PA
	P22-167	St. Patrick's Park Multi-Use Court - Parks Renewal Plan	200,000	-	-	14,000	-	-	-	9,000	177,000	6, PA
	P22-168	Pic Leeson Park Ball Diamond	280,000	-	-	-	-	-	-	14,000	266,000	
M	P18-144	Buchanan House - Security Implementation	50,000	-	-	50,000	-	-	-	-	-	5
M	P18-177	Morningstar Mill - Dam Replacement	1,000,000	-	-	-	-	-	-	50,000	950,000	
M	P19-166	Bill Burgoyne Arena - Upgrade Life Safety Systems	50,000	-	-	50,000	-	-	-	-	-	5
M	P20-145	Seymour Hannah - LED lighting	138,000	-	-	-	-	-	-	7,000	131,000	
M	P21-136	Haig Bowl Arena - Roof Replacement	40,000	-	-	40,000	-	-	-	-	-	5
M	P22-133	City Hall - Church St. Elevator Modifications	200,000	-	-	-	-	-	-	10,000	190,000	
M	P22-134	City Hall - Improvements	50,000	-	-	50,000	-	-	-	-	-	5, 6
M	P22-136	Lake Street Service Centre - Site Paving	250,000	-	-	-	-	-	-	13,000	237,000	
M	P22-137	Buchanan House - Accessible Washroom Upgrade	250,000	-	-	-	-	-	-	13,000	237,000	

2022 CAPITAL BUDGET  
PROJECT FUNDING (SCHEDULE W)

agement Services Updated 2022 Capital Budget and Four-Year ..

				FUNDING SOURCES								
				GRANTS/DEV.CHRGS/RESERVES			RATE/TAX PAYER SUPPORT					
Sch	Project No.	Facility/Project Name	Gross Cost	Canada Community Building Fund	Other External Funding	Reserves & Dvlpmnt Chrg	Infrastruct. Levy	Tax Support	Water / Wastewater	Capital out of Revenue	Debenture	Notes
M	P22-137-1	Buchanan House - Elevator Upgrade	500,000	-	-	-	-	-	-	25,000	475,000	
M	P22-138	Old Court House - Phase 1 Window Refurbishment	200,000	-	-	-	-	-	-	10,000	190,000	
M	P22-139	Bill Burgoyne Arena - Exterior Cladding	400,000	-	-	-	-	-	-	20,000	380,000	
M	P22-140	Merritton Arena - Capital Equipment Repairs	50,000	-	-	50,000	-	-	-	-	-	5
M	P22-142	Seymour Hannah - Capital Equipment Repairs	65,000	-	-	65,000	-	-	-	-	-	5
M	P22-143	Lester B. Pearson Park - KAC Pool Repairs and Lighting	60,000	-	-	60,000	-	-	-	-	-	5,7
M	P22-145	Port Dalhousie Lions Park - Wading Pool Repairs	25,000	-	-	25,000	-	-	-	-	-	5
M	P22-151	Port Weller Community Centre - Site Improvements	690,000	-	-	-	37,600	-	-	38,000	614,400	
M	P22-146	Lakeside Park - Grinder Sump Pumps & Controls	50,000	-	-	50,000	-	-	-	-	-	5
M	P22-147	Lakeside Park - East & West Pier Improvements	345,000	-	-	-	42,000	-	-	15,000	288,000	
M	P22-148	Berkley Park - Replace Tennis Court Lighting	90,000	-	-	35,000	55,000	-	-	-	-	7
M	P22-149	Lancaster Park - Bleacher Waterproofing	100,000	-	-	-	-	-	-	5,000	95,000	5
M	P22-150	Sunset Beach - Boat Ramp Capital Repairs	100,000	-	-	-	100,000	-	-	-	-	
M	P22-152	Rear Inner Range Lighthouse - Building Envelope Improvements	50,000	-	-	50,000	-	-	-	-	-	5
M	P22-153	Lakeside Park - Carousel Accessibility	100,000	-	-	-	-	-	-	5,000	95,000	
M	P22-154	Morningstar Mill - Structural Repairs	130,000	-	-	-	130,000	-	-	-	-	
M	P22-155	Morningstar Mill - Replace Roofing	120,000	-	-	-	-	-	-	6,000	114,000	
M	P22-156	Performing Arts Centre - Exterior Wall Cladding	75,000	-	-	75,000	-	-	-	-	-	5
M	P22-157	Meridian Centre - Replace Board Glass	110,000	-	-	-	-	-	-	6,000	104,000	
M	P22-158	Meridian Centre - Light Replacements	95,000	-	-	95,000	-	-	-	-	-	3, 7
M	P22-159	Replacement of Security Cameras - Phase 1	100,000	-	-	-	-	-	-	5,000	95,000	
M	P22-170	Lockhart Point Old Lock 1 - Event Power	100,000	-	-	-	-	-	-	5,000	95,000	
M	P22-171	City Hall - Front Steps Replacements	60,000	-	-	60,000	-	-	-	-	-	5
N	P22-160	Carlisle St. Parking Garage - Replace Entrance Gate	10,000	-	-	10,000	-	-	-	-	-	5
N	P22-161	Ontario St. Parking Garage - Ceiling Testing Ports	50,000	-	-	50,000	-	-	-	-	-	5
O	P22-173	Firehall #2 - Linwell Rd Rebuild Fire Station	6,000,000	-	-	4,303,000	-	-	-	22,000	1,675,000	9
O	PFR22-01	Communication Towers Upgrade	80,000	-	-	-	-	-	-	4,000	76,000	
P	PFL22-01	Two (2) Single Axle Dump Trucks (Replacement)	640,000	-	-	-	-	-	-	32,000	608,000	

2022 CAPITAL BUDGET  
PROJECT FUNDING (SCHEDULE W)

				FUNDING SOURCES								
				GRANTS/DEV.CHRGS/RESERVES			RATE/TAX PAYER SUPPORT					
Sch	Project No.	Facility/Project Name	Gross Cost	Canada Community Building Fund	Other External Funding	Reserves & Dvlpmnt Chrg	Infrastruct. Levy	Tax Support	Water / Wastewater	Capital out of Revenue	Debenture	Notes
Q	PCI17-01	Enterprise Resource Planning (ERP) System Implementation	1,580,000	-	-	-	-	-	-	79,000	1,501,000	
Q	PCI21-01	Property Tax System Implementation	330,000	-	-	-	-	-	-	17,000	313,000	PA
Q	PCI21-10	Asset Management - Phase 2- Implementation of AM Solutions	1,300,000	-	-	-	-	-	-	65,000	1,235,000	
Q	PCI22-01	New Switches at City Hall and Meridian Centre	110,000	-	-	-	-	-	-	6,000	104,000	
Q	PCI22-02	Excess Soil Management Software	40,000	-	-	-	40,000	-	-	-	-	
R	TCP22-001	2022 Transit Funding	1,050,000	-	-	-	-	-	-	105,000	945,000	
TOTAL			\$ 51,792,460	\$ 9,043,422	\$ 211,000	\$ 7,442,900	\$ 1,794,000	\$ 1,527,400	\$ 6,081,332	\$ 2,255,130	\$ 23,437,276	
Less Amounts Previously Approved by Council			\$ 1,830,000	\$ -	\$ -	\$ 105,000	\$ -	\$ -	\$ -	\$ 87,000	\$ 1,638,000	
Capital Budget Requiring Council Approval			\$ 49,962,460	\$ 9,043,422	\$ 211,000	\$ 7,337,900	\$ 1,794,000	\$ 1,527,400	\$ 6,081,332	\$ 2,168,130	\$ 21,799,276	

Notes:

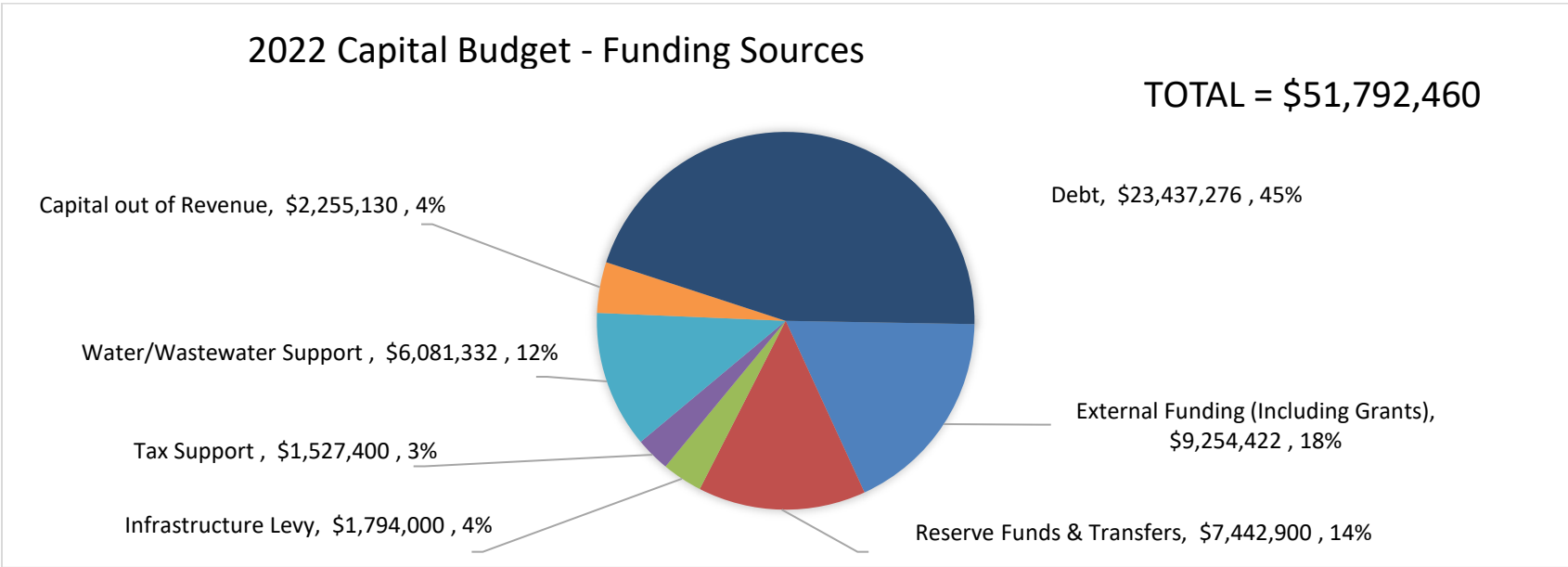
- 1 - Niagara Regional Police Service Funding
- 2 - Provincial Funding
- 3 - Meridian Reserve
- 4 - Donations
- 5 - Building Reserve

- 6 - Development Charges
- 7 - Green Initiatives Reserve
- 8 - Investing in Canada Infrastructure Program (ICIP)
- 9 - Transfer of surplus funding from prior year projects
- PA - Previously Approved by Council

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**Funding Our Capital Assets  
Schedule X**

Seven different sources of funding for the 2022 capital Budget for the City of St. Catharines are shown below:



**External Funding (Including Grants) - \$9,254,422**

Canada Community-Building Fund (CCBF) (formally known as the Federal Gas Tax Program) provides \$9,043,422 which is the largest portion of external funding for capital projects. The City's share of this program includes an additional 2021 one-time payment of \$4,058,439. This is in addition to scheduled annual payment of \$4,221,699 and \$763,284 of surplus funding from projects completed under budget. The CCBF grants fund various linear projects that are discussed in further detail in Schedule Y.

The Parks Legacy Fund projects rely upon donor contributions of \$125,000. Niagara Regional Police Service and the Region are also providing \$30,000 for CCTV cameras within the road right of way. An additional ICIP grant amount of \$56,000 for the Bogart Street Park is also included in this amount.

**Infrastructure Levy - \$1,794,000**

The Infrastructure Levy was established in 2016 to address the infrastructure deficit. The funds are being utilized to fund renewal. Any funds not allocated in the year will be maintained in a reserve



for use in future years for eligible projects. The annual funding has been set at 1.5% of the City’s portion of the prior year tax levy, providing \$1,569,000. For 2022, \$225,000 of available funding resulting from favorable variances in previous projects has been also been utilized. The projects funded by the 2022 infrastructure levy are shown in the graph below.

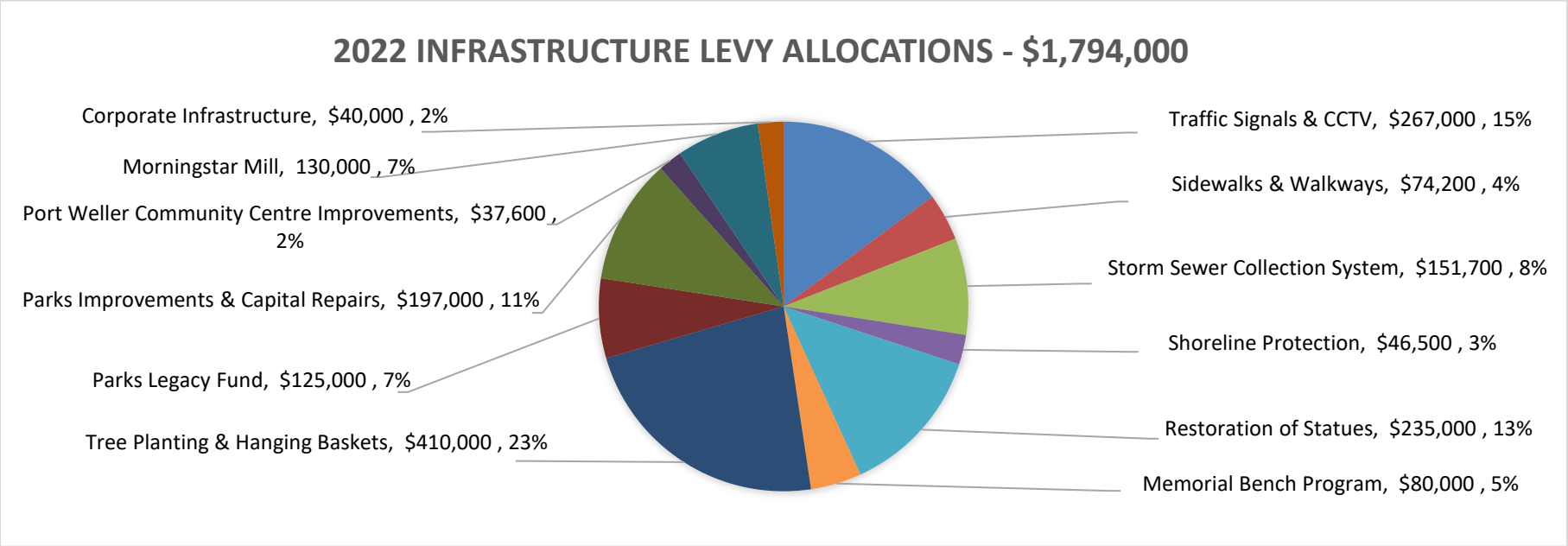
**Reserves and Projects Transfers - \$7,442,900  
(including Development Charges)**

In 2021, the City reintroduced Development Charges to recover growth costs. The 2022 Budget includes \$4,326,700 of funding from this source. The Building Reserve Fund (\$650,000), Green Initiatives Reserve (\$103,200) and the Meridian Centre Capital Reserve (\$60,000) is providing a total of \$813,200 of funding for works

related to building and facilities infrastructure. Also, \$2,303,000 of funds have been transferred from previously approved projects.

**Tax Support - \$1,527,400**

Rehabilitation projects for roads, sidewalks, streetlights, bridges and major culverts, are included in the Capital Budget and funded from the Operating Budget. Recognizing the ongoing financial challenges facing the City as a result of COVID19, the annual funding from the Operating Budget is \$946,000 lower than in 2019 (pre COVID19). This reduction in operating support has been replaced with increased CCBF and debt.



### **Water/Wastewater (Rate) Support - \$6,081,332**

In 2019 Council approved the 10-year Financial Plan for Water and Wastewater (Water/Wastewater Plan) that included a significant increase in capital renewal, funded from rates. The Water/Wastewater Plan includes annual increases of no more than 6.5% on a typical residential household bill. The Water/Wastewater Plan was guided by the following principles (FMS-057-2019):

- 1) to reduce existing funding gaps, and
- 2) moving towards a sustainable replacement level of capital spending year over year.

The capital spending and funding amounts from rates, capital out of revenue, and debt that were included in The Water/Wastewater Plan, have been adjusted in the 2022 budget in response to the financial and operational challenges facing the City caused by COVID19. The 2022 budget and 2023-2026 forecast reflect the reallocation of the investment in Water and Wastewater. Decreased spending in years 2021-2023 is offset by increases in spending in the years 2024 - 2026, resulting in the same net investment in infrastructure over the next 6 years. However, in the short term the spending deferrals will continue to contribute to the widening infrastructure gap.

### **Capital out of Revenue - \$2,255,130**

Capital out of revenue is the portion of the project cost that is funded from the tax or rate budgets. This Council supported strategy, sets the contribution rate at 10% of the project costs funded from debt. The capital out of revenue contribution approximates one year's worth of debenture costs of the project.

For 2022 the capital out of revenue contribution percentage has been reduced to 5% to provide relief to the operating budget,

significantly impacted by COVID19. These funding reductions have been offset by higher CCBF funding and debentures.

Where the City is issuing debt for water, wastewater or Transit Commission, a separate capital out of revenue payment is required from the respective area. The capital out of revenue contribution rates for Water and Wastewater set out in the Water/Wastewater Plan range from 40% to 60%, so as to manage debt levels while increasing investment in capital. For 2022, the capital out of revenue contribution percentage has been reduced to 35% (Water) and 40%(Wastewater) to provide relief to the 2022 Water/Wastewater budget, to assist with the recovery from the impacts of COVID19. These funding reductions have been offset by higher CCBF and debentures.

### **Debt - \$23,437,276**

Debt is the most significant funding source for the annual Capital Budget and is utilized after all other funding has been applied. Debenture financing allows the City to spread the costs of capital over the term of debt, rather than requiring funding in the year of construction. Consistent with council approved debt strategy, debt terms for specific projects have been increased to 30 years. This change results in better alignment between debt repayment terms and expected asset life. Debt Management is necessary to ensure that the City maintains an appropriate debt level. The Council Approved Debt Management Strategy is outlined in schedule AB.

Debenture funding has been utilized to reduce tax and rate supported funding 2022, to respond to the current financial situation. However, at 45%, the debt funding percentage is still comparable to debt funding rates in prior years.

**Funding from Canada Community-Building Fund - \$9,043,422  
Schedule Y**

The Canada Community-Building Fund (CCBF), formally known as the Federal Gas Tax Program (FGT) provides the largest ongoing external funding contribution for capital projects.

Council endorsed a five-year capital investment plan for FGT revenues in 2009 which identified continued funding for combined sewer system upgrades (storm sewer separations) and watermain replacement in conjunction with the combined sewer system upgrade and various road resurfacing projects. Council subsequently shifted focus away from underground infrastructure to include facility energy related initiatives and non-resurfacing roadwork. One of the requirements of the CCBF is that the expenditures are incremental, meaning that the funds cannot be used to displace current capital investment or reduce municipal taxes.

The City's \$9,043,422 of Gas Tax funding includes annual funding of \$4,221,699, an additional 2021 one-time payment of \$4,058,439

and \$763,284 of surplus funding from projects completed under budget. The additional funding has been utilized to reduce the 2022 taxpayer support.

Below is a list of the 2022 capital projects funded by FGT:

B	Road Construction	\$ 3,795,765
C	Multi-Use Pathways	991,000
C	New Sidewalks	178,300
D	Storm Sewer Collection	776,800
E	Sanitary Sewer Collection	1,000,000
G	Water Distribution	1,352,000
H	Bridges and Culverts	949,557
	<b>TOTAL</b>	<b>\$9,043,422</b>

## Debt Management Strategy Schedule Z

The currently established Debt Management Strategy, with Council's ongoing support, has the following criteria:

- 1) **Eligibility:** Not all capital projects are suited for debt financing. The City's strategy is to recommend debt financing only for infrastructure purposes. Large projects that provide assets with well-defined benefits to the community, have long asset lives and the ability to leverage additional financing elsewhere are eligible for debt financing.
- 2) **Sustainable Level of Borrowing:** For debt management purposes, the City shall limit external debt charges to a maximum of 10% of the City's total own source revenues. This guideline ensures that the debt service costs are sustainable within the operating budget. It protects against debt servicing becoming an increasing burden and a larger portion of the City's budget.
- 3) **Capital Out of Revenue Contributions:**  
**Tax Supported Projects** - The City requires a down payment equal to 10% of the tax supported capital costs eligible for debt financing. This down payment reduces the amount to be borrowed and matches the approximate costs of one year's debt service to the year in which project is approved. As a result, Council will raise, through property taxes, an amount which will be equivalent of at least one year's debt charges for each particular tax supported project.

**Water / Wastewater Projects** - The capital from revenue contributions for Water/Wastewater projects include increasing revenue percentages over the next ten (10) years.

Consistent with the Water / Wastewater Financial Plan, targets of at least 40/60 are intended to balance asset renewal and debt levels.

- 4) **Debenture Term considerations and Limitations:** Tax supported debentures may be issued for terms between 5 to 10 years. Debentures funding Water and Wastewater capital assets may be issued for terms up to 30 years. Debentures funding specific large projects, may in consultation with Council be issued for terms up to 30 years. Furthermore, debt terms will be for no more than 75% of the Asset's useful life and the selection of term will consider available interest rates.

The capital out of revenue contributions of 5% for tax supported projects included in the 2022 Capital Budget are outside of the current Debt Management Strategy's guidance. These reduced rates will provide temporary relief to the 2022 Operating Budget. The debt funded projects remain in compliance with criteria 1 listed above.

The debt charges for 2022 are forecast to increase marginally above 10% of the City's own source revenues. In compliance with criteria 2 of the Strategy, the future year forecasts outlined below indicate that the debt charge ratio will move above 10%. These forecasts will be updated and the debt servicing ratios will continue to be monitored and reviewed with Council on a regular basis.

## Debt Management Strategy Schedule Z

The Municipal Act requires that a Municipality have a five-year capital financing forecast. Ontario Regulation 403/02 limits annual debt charges to no more than 25% of the City's own source revenues. Using this guideline, the City could increase its debt (approximately) by a further \$128.9 million based on an interest rate of 7%, which is the rate the Ministry of Municipal Affairs uses for illustrative purposes. (Calculation is provided on Schedule AA).  
Using a lower estimated borrowing rate of 5%, the City's additional debt capacity would be \$144.1 million.

The City Treasurer has updated the Debt Repayment Limit for the City, and the debenture amount proposed in the 2022 Capital Budget will not cause the City to exceed its limit.

In 2020, the City's debt charges were 9.5% of the City's own source revenues. Each year, the Ministry of Municipal Affairs, produces a financial indicator review that states that debt costs between 5% and 10% are considered moderate risk – which is where the City of St Catharines currently resides. Table 1 below reports the estimated impact of increased borrowing activities for the next five years.

Table 1 below shows the total debt charges as a percentage of own source revenues exceeding the 10% upper limit in 2022. There are many assumptions to determine this percentage, including the amount of debt to be issued, timing of the debt issuances and total amount of expenditures. The assumptions made are conservative. The forecasts are also impacted by the reduction in own source revenues in 2020 as a result of COVID-19. This projection assumes that future debt is issued for a 10-year term with an interest rate of 4%, or a 30 year term with an interest rate of 5%. Debt terms are consistent with the Council Approved Capital Financing and Debt Management Strategy. The interest rate on recent debentures issues has been much lower (2021-1.78%, 2020 -1.57%). Any changes made to any of the assumptions – whether that is timing, term or interest rate for debt issuances, or the level of capital spending supported by debt, will have an impact on the debt charges as a percentage of own source revenues, the projected debt balance and future tax levy impacts.

As the City continues to refine its Asset Management Plan and formulate its future debt needs these forecasts will be updated and the debt servicing will continue to be monitored and reviewed on a regular basis, for compliance with Council set limits.

TABLE 1

	2021	2022	2023	2024	2025	2026
<b>Outstanding Debt (external)</b>	\$123.03m	\$127.0m	\$135.4m	\$152.4m	\$170.7m	\$188.5m
<b>Outstanding debt (internal)</b>	3.5m	2.8m	2.2m	1.5m	0.8m	-
<b>Debt Per Household</b>	2,055	2,121	2,261	2,545	2,850	3,148
<b>Total Annual Debt Servicing</b>	20.4m	21.7m	22.4m	24.3m	26.4m	28.6m
<b>Debt Servicing as % of Own Source Revenues</b>	9.69%	10.07%	10.16%	10.82%	11.51%	12.49%

## 2022 CAPITAL BUDGET -MUNICIPAL ACT DEBT LIMITS (SCHEDULE AA)

Calculation of Debt Charges:			(Per 2020 FIR schedule 81 )		
Total Principal				\$	14,456,393
Total Interest					4,266,287
					<u>18,722,680</u>
Payments of Long Term Commitments and Liabilities (SLC42 6010 01)					1,569,866
NET DEBT CHARGES			A	\$	<u><u>20,292,546</u></u>
Calculation of Annual Repayment Limit:					
Total Revenue Fund Revenue (sch10 9910)				\$	236,865,645
<b>Excluded Revenue Amounts</b>					
Tile Drainage and Shoreline Assistance (SLC 12 1850 04)					-
Ontario Grants - incl. Grants for TCAs (SLC 10 0699 01+SLC 10 0810 01+ SLC10 0815 01)					(10,195,281)
Canada Grants - incl. Grants for TCAs (SLC 10 0820 01+SLC 10 0825 01)					(1,478,023)
Deferred Revenue Earned (Provincial Gas Tax) (SLC 10 830 01)					(246,754)
Deferred Revenue Earned (Canada Gas Tax) (SLC 10 831 01)					(1,717,268)
Other Municipalities including revenue for TCA (SLC 10 1098 01+SLC 101099 01)					(7,538,147)
Gain/Loss on sale of land & capital assets (SLC 10 1811 01)					(11,225)
Deferred revenue earned (Development Charges) (SLC 10 1812 01)					-
Deferred revenue earned (Development Charges) (SLC 10 1812 01)					(1,790)
Deferred revenue earned (Recreation Land(the planning act) (SLC 10 1813 01)					(1,053)
Other Deferred revenue earned (SLC 10 1814 01)					(267,451)
Donated Tangible Capital Assets (SLC 53 0610 01)					(16,106,832)
Increase/Decrease in Gov't Business Enterprise equity (SLC 10 1905 01)					(2,189,138)
					<u>(39,752,962)</u>
NET REVENUE FUND REVENUES				\$	<u><u>197,112,683</u></u>
25% OF NET REVENUE FUND REVENUE			B	\$	<u><u>49,278,171</u></u>
Adjustments to Annual Repayment Limit					
ANNUAL REPAYMENT LIMIT UNDER REGULATION			C (B - A)	\$	<u><u>28,985,625</u></u>
Unfinanced prior year capital projects/unissued debt (details in AA-1)				\$	51,222,190
Capitalized Annual Repayment	Years	Rate	Factor		
	10	7.00%	0.1424	D	(7,292,887)
ADJUSTED ANNUAL REPAYMENT LIMIT			(C - D)	\$	<u><u>21,692,738</u></u>
Remaining Debt Capacity					
Capitalized Debt Capacity					152,360,714
2022 Capital Budget					(23,437,276)
REMAINING DEBT CAPACITY					<u><u>128,923,438</u></u>

## 2022 CAPITAL BUDGET - SCHEDULE AA-1

## MUNICIPAL ACT DEBT LIMITS

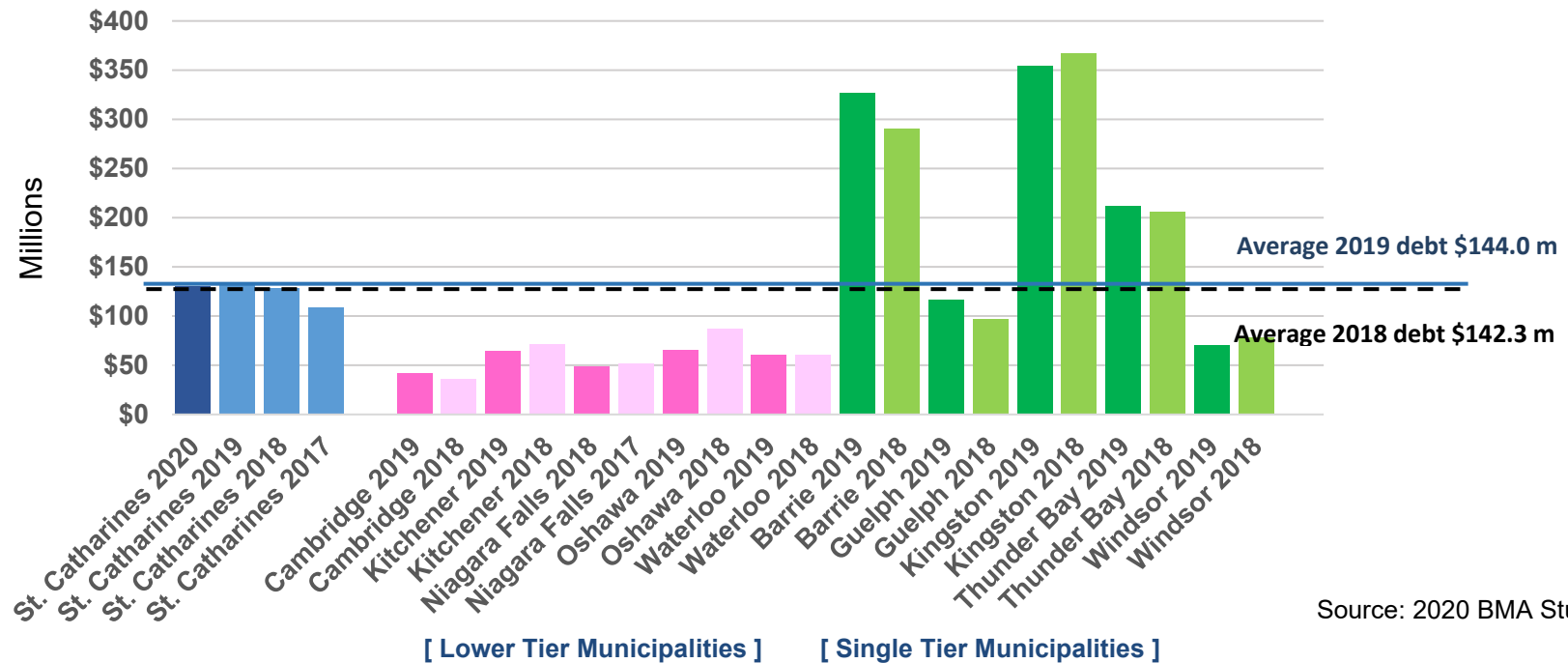
UNFINANCED PRIOR YEAR CAPITAL PROJECTS/UNISSUED DEBT  
(INCLUDES 2021 CAPITAL PROJECTS)

	Debt Amount
Administration & Operational Centres	\$ 1,337,277
Arenas and Recreational Facilities	2,840,260
Bridges and Culverts	1,510,983
Canada Summer Games Commitment	1,164,800
Cemetery	62,000
Corporate Infrastructure	4,041,000
Fire	3,138,000
Other Special Purpose Facilities	3,536,000
Parking Operations	420,972
Parks, Structures and Facilities	2,236,700
Pollution Control Plan	2,255,438
Regional Projects	251,900
Roads	13,237,820
Sanitary Sewer Collection	726,420
Shoreline Protection	67,000
Sidewalks, Walkways & Multi Use Pathways	2,729,400
Sidewalks, Walkways and Multi-Use Pathways	1,333,000
Storm Sewer Collection (incl. Separation)	7,155,200
Water Distribution System	2,483,820
Watercourses	694,200
TOTAL	<u>\$ 51,222,190</u>

**Capital Budget and Debt – Municipal Comparators**  
**Schedule AB**

Unlike Federal and Provincial budgets, municipal budgets are very capital intensive. Borrowing for capital projects provides many economic benefits for the future of the municipality, especially so, as choosing to be debt-free would result in substantially less infrastructure being renewed and available to the public. City Council has identified five single-tier and five lower-tier municipalities with similar characteristics to the City of St. Catharines, which are shown in Graph 1 below.

**Graph 1. Debt levels: Comparator Municipalities**



Source: 2020 BMA Study

Table 2 below shows the City of St. Catharines debt burden for the last four years (including internal debt).

**TABLE 2**

City of St. Catharines Outstanding Debt (\$Millions)	
2017	\$108.9
2018	\$128.5
2019	\$131.1
2020	\$130.1

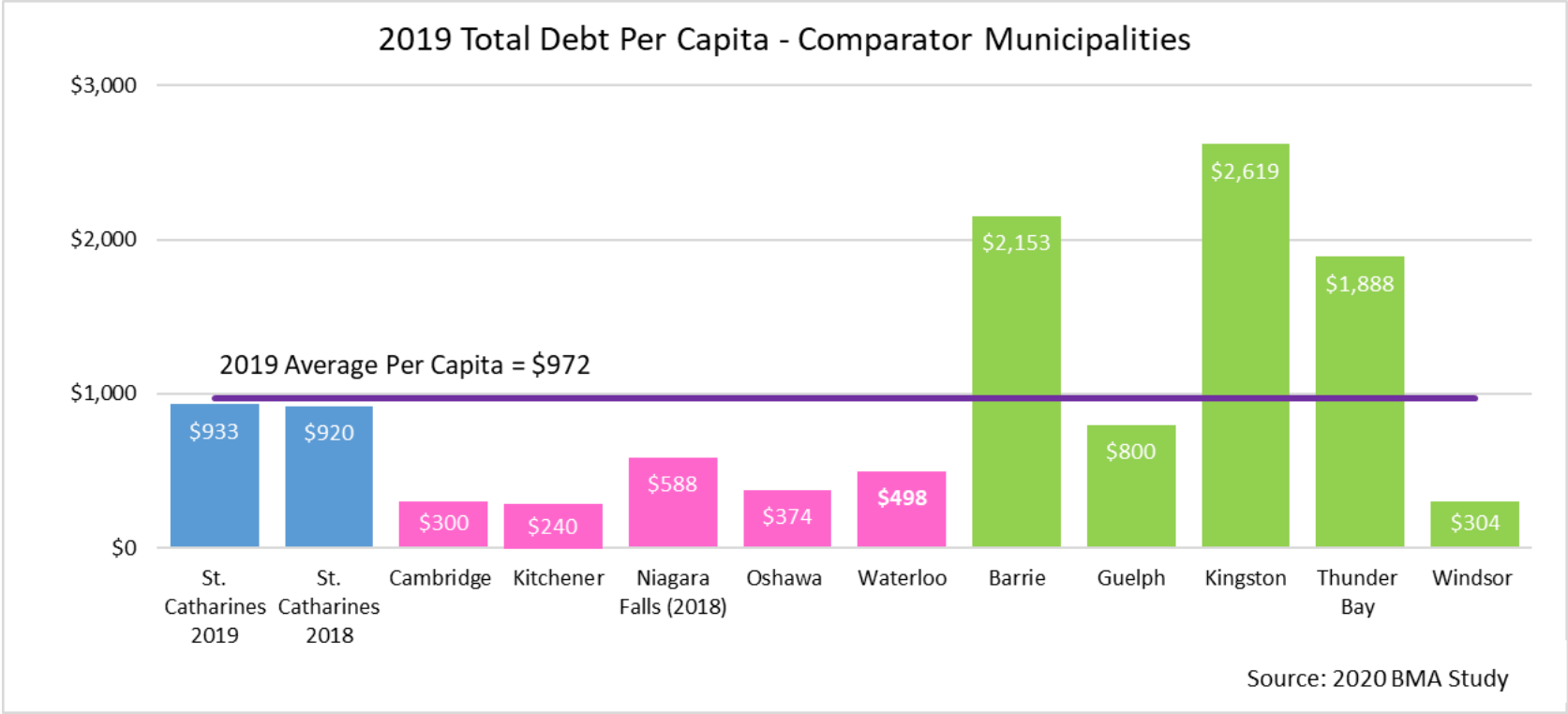


**Capital Budget and Debt – Municipal Comparators**  
**Schedule AB (continued)**

Debt per capita is another common debt ratio. The latest data available from the 2020 BMA Study based on 2019 FIR data is shown in the Graph 2 below. The City of St. Catharines total debt outstanding per capita for 2019 was \$933, which is above the average for all reporting municipalities in the BMA study. The 2019 average for municipalities in the 2020 BMA Study was \$732. Looking amongst our ten comparators the data is a bit different. The eleven comparator municipalities' average for 2019 was \$972.

St. Catharines outstanding debt per capita of \$933 for 2019 (\$920– 2018) is below the average for the Council approved municipal comparators. While St. Catharines' debt is at the higher end of the comparators, it is still at a reasonable level in comparison to other municipalities, particularly older cities with similar aged infrastructure.

**Graph 2.**



2022 CAPITAL BUDGET  
REPRIORITIZED PRIOR FOUR YEAR FORECASTS (SCHEDULE AC)

This summary of capital expenditures compares the projected four year forecast (2022-2025) included in the 2021 Capital Budget with the 2022 capital budget and forecast for the same forecast time period.

	2022			2023			2024			2025		
	2021 Forecast	2022 Forecast	Variance \$	2021 Forecast	2023 Forecast	Variance \$	2021 Forecast	2024 Forecast	Variance \$	2021 Forecast	2025 Forecast	Variance \$
CAPITAL EXPENDITURES												
Roads	7,941,000	9,727,100	1,786,100	11,581,000	12,654,000	1,073,000	7,601,951	10,771,951	3,170,000	8,470,001	8,595,001	125,000
Sidewalks, Walkways and Multi-Use Pathways	2,274,200	2,661,300	387,100	960,000	2,092,400	1,132,400	960,000	1,808,663	848,663	960,000	1,701,663	741,663
Storm Sewer Collection System (Incl. Sewer Sep.)	4,610,800	1,466,200	(3,144,600)	2,375,168	2,275,168	(100,000)	3,815,100	3,815,100	-	3,970,000	3,970,000	-
Sanitary Sewer Collection System	3,903,954	2,508,954	(1,395,000)	3,694,133	5,087,133	1,393,000	6,473,376	5,805,376	(668,000)	7,346,844	6,245,844	(1,101,000)
Pollution Control	800,000	200,000	(600,000)	1,000,000	1,000,000	-	1,000,000	1,000,000	-	1,000,000	1,000,000	-
Water Distribution System (Watermains)	9,165,906	5,525,906	(3,640,000)	4,031,225	8,240,225	4,209,000	13,760,749	13,760,749	-	14,250,964	12,629,964	(1,621,000)
Bridges and Major Culverts	1,707,500	2,102,800	395,300	-	2,540,000	2,540,000	805,000	1,300,000	495,000	517,500	-	(517,500)
Shoreline Protection	11,000	292,200	281,200	489,000	284,000	(205,000)	3,224,000	140,000	(3,084,000)	41,000	1,693,000	1,652,000
Watercourses	1,430,000	2,068,000	638,000	6,730,000	6,830,000	100,000	1,800,000	1,800,000	-	580,000	664,000	84,000
Regional Projects	3,498,000	4,330,000	832,000	10,466,000	8,041,200	(2,424,800)	-	1,862,000	1,862,000	1,962,000	7,492,000	5,530,000
Community Recreation and Culture Services	2,195,000	4,077,000	1,882,000	1,545,000	3,860,000	2,315,000	1,115,000	7,270,000	6,155,000	965,000	3,255,000	2,290,000
Buildings and Facilities (Including Accessibility)	4,060,000	5,643,000	1,583,000	8,410,000	6,083,000	(2,327,000)	7,075,000	9,745,000	2,670,000	5,116,019	7,930,000	2,813,981
Parking Services	55,000	60,000	5,000	200,000	25,000	(175,000)	850,000	1,050,000	200,000	-	-	-
Fire Services	6,500,000	6,080,000	(420,000)	7,720,000	7,600,000	(120,000)	7,292,727	8,186,000	893,273	9,125,509	8,000,000	(1,125,509)
Fleet	-	640,000	640,000	-	1,260,000	1,260,000	-	-	-	-	310,000	310,000
Corporate Infrastructure	5,300,000	3,360,000	(1,940,000)	4,300,000	5,300,000	1,000,000	-	2,920,000	2,920,000	-	2,000,000	2,000,000
Transit Commission	600,000	1,050,000	450,000	600,000	1,050,000	450,000	600,000	1,050,000	450,000	600,000	1,050,000	450,000
	54,052,360	51,792,460	(2,259,900)	64,101,526	74,222,126	10,120,600	56,372,903	72,284,839	15,911,936	54,904,837	66,536,472	11,631,635

Projects Added/Increased			Projects Added/Increased			Projects Added/Increased			Projects Added/Increased		
Moffatt St. Secondary Access Added	1,000,000		Roads Increased	1,073,000		Moffatt St. Secondary Access Added	2,000,000		Roads Increased	125,000	
Roads Increased	786,100		Active Transportation Added	848,400		Added- roads	1,328,000		Active Transportation Added	741,663	
Sidewalks Increased	387,100		Sidewalks Prj. Increased	284,000		Active Transportation Added	741,663		Newport ROW Shoreline Added	1,600,000	
Sanitary Sewer Projects Increased	42,500		Facer Street Sanitary sewer Added	545,000		Sidewalks Prj. Increased	107,000		Shoreline Protection Increased	52,000	
Bridges and Major Culverts Increased	395,300		Forest Hill / Hillcrest San. Sewer Added	892,500		Parnell Road Reconstruction	1,300,000		Watercourses Increased	84,000	
Shoreline Protection Increased	281,200		Forest Hill / Hillcrest Water Dist. Added	348,000		Regional-Niagara Street Added	1,862,000		Regional -Louth St. Recon. Increased	170,000	
Watercourses Increased	638,000		Merritt Street Water Distribution Added	714,000		Lion Dunc Schooley Outdoor Pool Added	5,000,000		Regional - Burleigh Hill Drive Added	2,125,000	
Region - Ontario St. (RR42) Recons. Added	4,055,000		Water Distribution System Increased	3,147,000		Park Renewal Plan Increased	1,120,000		Regional - St Paul St. W Added	2,991,000	
Regional-St. Paul Street Added	275,000		South Service Road Bridge Added	805,000		Hanging Baskets Program Added	35,000		Regional - Ontario Street Added	244,000	
Park Legacy Fund Increased	125,000		Bridges & Major Culverts Other Increased	1,735,000		Building & Facilities Increased	470,000		Park Renewal Plan Increased	1,290,000	
Park Renewal Projects Increased	1,076,000		Watercourses Increased	100,000		Robertson School Projects Added	2,200,000		Port Dalhousie Splash Pad Added	1,000,000	
CRCs Other Increased	681,000		Region RR87 Main St., Lock St. & Lakeport Rd. Added	7,551,200		Ontario St. Parking Garage Prj. Added	200,000		Lakeside Park-Site Parking Lot	2,300,000	
Morningstar Mill- Dam Prj Added	1,000,000		Region - Glendale Ave. RR89 Improvements Added	490,000		Fire Pumper Replacement Added	1,093,273		Sunset Beach - Phase 2 Project Added	300,000	
Buildings and Facilities, Others Increased	583,000		James Street EA Added	1,620,000		Customer Relationship Mgmt. Added	1,500,000		Building & Facilities Increased	213,981	
Parking Services Increased	5,000		CRCs others Increased	695,000		ERP Software	420,000		Fleet Added	310,000	
Fleet Added	640,000		Fleet Added	1,260,000		Water Wastewater System Added	1,000,000		infrastructure Added	2,000,000	
Transit Commission Increased	450,000		Corporate Infrastructure Increased	1,000,000		Transit Commission Increased	450,000		Transit Commission Increased	450,000	
	\$ 12,420,200		Transit Commission Increased	450,000			\$ 20,826,936			\$ 15,996,644	

Less: Projects Decreased/Deferred			Less: Projects Decreased/Deferred			Less: Projects Decreased/Deferred			Less: Projects Deferred/Decreased		
Facer Street Sanitary Sewer Deferred	545,000		Storm Sewer Prj. Decreased	100,000		Sanitary Sewer Decreased	668,000		Sanitary Sewer Decreased	1,101,000	
Forest Hill / Hillcrest Pipe Project Deferred	2,276,300		Sanitary Sewer Prj. Decreased	44,500		Melody Trail Culvert Deferred	805,000		Water Distribution System Decreased	1,621,000	
Gale Crescent Storm Sewer Deferred	901,850		Shoreline Protection Decreased	205,000		Lakefront Park Shoreline Deferred	2,807,500		Rockwood Avenue Culvert Deferred	517,500	
Other Storm Sewer Prj. Decreased	1,572,950		Region - St Paul St. W Recon. Deferred	2,365,000		Shoreline Protection Decreased	276,500		Fire Fleet Deferred	1,125,509	
Pollution Control Decreased	600,000		Region - Main St. Recon. Deferred	4,451,000		Firehall #6 Capital Maint. Deferred	200,000				
Water Distribution Prj. Decreased	2,926,000		Region - Ontario St. (RR42) Recons.	3,650,000		Roads Decreased	158,000				
Regional - Burleigh Hill Dr. Deferred	1,380,000		Buildings and Facilities Decreased	2,327,000							
Regional - Niagara Street Deferred	1,668,000		Parking Services Decreased	175,000							
Regional - Glendale Avenue Deferred	450,000		Fire Services Decreased	120,000							
Fire Services Decreased	420,000										
Corporate Software Deferrals	1,940,000										
	\$ 14,680,100			\$ 13,437,500			\$ 4,915,000			\$ 4,365,009	
	\$ (2,259,900)			\$ 10,120,600			\$ 15,911,936			\$ 11,631,635	

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2022 CAPITAL BUDGET SORTED BY WARD - LINEAR PROJECTS  
(SCHEDULE AD )

Schedule	Project No.	Project Name / Location	Details	WARD
B	P21-097	Dunvegan Rd. Traffic Signal Replacement	Roadway reconfiguration in conjunction with previously approved traffic signal replacement	1
B	P19-066	Moffatt St. Secondary Access	Engineering services for detailed design phase to implement environmental assessment preferred alternative	1
B	P22-070	Preliminary Design for Future Road Rehabilitation	Geotechnical investigation and design for future roadworks	1
B	P22-123	Rockwood Ave Culvert (C117M) Replacement & Road Resurfacing	Mill and resurface roadway in conjunction with culvert replacement	1
C	P22-062	Pinecrest Ave. Reconstruction	Sidewalk replacement in conjunction with road reconstruction	1
D	P17-067	St. Davids Rd. / Townline Rd. W	Additional funds for City share of costs for the construction of new storm sewer	1
D	P22-001	Mitchell / Morgan / Richmond	Engineering services for new storm sewer installation in conjunction with watermain replacement and road works	1
E	P22-001	Mitchell / Morgan / Richmond	Engineering services for replacement of sanitary sewer in conjunction with watermain replacement and road works	1
G	P22-001	Mitchell / Morgan / Richmond	Design for the replacement of existing C.I. watermain in conjunction with stormsewer installation and road works	1
H	P22-122	Battersea / Bunting / Melody Trail Culvert Rehabilitation	Review the feasibility to line the structure versus replacement	1
H	P22-123	Rockwood Ave. Culvert (C117M) Replacement & Road Resurfacing	Replace existing structure in conjunction with roadworks	1
H	P22-130	Rosedale Creek / Secord Creek Environmental Assessment & Design	Engineering services for structure replacement in conjunction with Creek EA and Design	1
J	P22-130	Rosedale Creek / Secord Creek Environmental Assessment & Design	Engineering Services to address previously identified deficiencies and in conjunction with culvert replacement (C109M)	1
B	P22-065	Vansickle Rd. Resurfacing and Intersection Improvements	Full depth resurfacing with intersection improvements to promote traffic calming	2

2022 CAPITAL BUDGET SORTED BY WARD - LINEAR PROJECTS  
(SCHEDULE AD )

Schedule	Project No.	Project Name / Location	Details	WARD
C	P22-169	Pathway-Hydro Corridor (P7) Between Rykert St. to Pelham Rd.	Trail development and the construction of a pedestrian pathway and access points to the neighbourhood. Located on Hydro Corridor between Rykert Street to Pelham Road	2
K	RN20-stp	St. Paul Street at CNR Bridge Replacement	Additional funds for replacement of existing C.I. watermain in conjunction with Regional bridge replacement project	2
B	P22-066	Bunting Rd. Visioning	Visioning and EA to implement complete street design	3
H	P22-121	Niagara St. / Walkers Creek Park Pedestrian Bridges	Replace existing structure	3
B	P18-062	Lake St. Road and Underground Improvements	Road reconstruction and rehabilitation	4
B	P22-061	James St. EA	EA for reconstruction of James St. and construction of a public multi-use space	4
B	P22-062	Pinecrest Ave. Reconstruction	Reconstruction of existing roadway	4
C	P18-062	Lake St. Road and Underground Improvements	Construct new sidewalk for system completion in conjunction with the road reconstruction	4
D	P18-062	Lake St. road and Underground Improvements	Construction of storm sewer in conjunction with underground improvements and road reconstruction	4
E	P22-061	James St. EA	EA for reconstruction of James St. and construction of a public multi-use space	4
G	P18-062	Lake St. Road and Underground Improvements	Construction funds for replacement of existing Cast Iron (C.I.) watermain in conjunction with road reconstruction	4
G	P21-003	Ontario St. (RR#42) Underground Improvements	Replacement of existing C.I. watermain in conjunction with sanitary and storm sewer spot repairs	4
G	P22-061	James St. EA	EA for reconstruction of James St. and construction of a public multi-use space	4

2022 CAPITAL BUDGET SORTED BY WARD - LINEAR PROJECTS  
(SCHEDULE AD )

Schedule	Project No.	Project Name / Location	Details	WARD
L	P22-061	James St. EA	EA for construction of a public multi-use space in conjunction with reconstruction of James St.	4
B	P22-063	Parnell Rd. Reconstruction	Design for future road reconstruction	5
D	P22-020	Maplewood Dr.	Engineering services for design of a new storm sewer to alleviate surface flooding issues	5
G	P20-102	Lakeshore Rd. at Welland Canal	Additional funds to replace/upgrade existing watermain across Welland Canal on Seaway Bridge	5
G	P22-063	Parnell Rd. Reconstruction	Engineering services for abandonment of existing C.I. watermain in conjunction with sanitary and storm sewer works and road reconstruction	5
G	P22-100	Keistan Dr.	Replacement of existing C.I. watermain	5
H	P22-063	Parnell Rd. Culverts Reconstruction	Design for future culvert replacement	5
J	P21-129	Spring Garden Creek Construction	Construction to address priority items identified by EA	5
B	P22-064	Blue Spruce / Huntingwood	Replace asphalt road surface in conjunction with watermain replacement	6
C	P22-042	Dorothy St. New Sidewalk	New sidewalk to improve network connectivity	6
G	P22-064	Blue Spruce / Huntingwood	Replacement of existing C.I. watermain in conjunction with road reconstruction	6
J	P17-129	Martindale Pond Weir Replacement	Rebudget funds reallocated in 2021. For replacement weir to address identified deficiencies in weir controlling water level in Martindale Pond and in conjunction with Heywood Generating Station improvements	6
K	RNxx-ONT	Region - Ontario Street (RR42) Reconstruction	Replace deteriorated sidewalks in conjunction with Region's road urbanization	6
K	RNxx-ONT	Region - Ontario Street (RR42) Reconstruction	Construct new sidewalk for system completion in conjunction with the Region's road reconstruction	6

2022 CAPITAL BUDGET SORTED BY WARD - LINEAR PROJECTS  
(SCHEDULE AD )

Schedule	Project No.	Project Name / Location	Details	WARD
K	RNxx-ONT	Region - Ontario Street (RR42) Reconstruction	Rehabilitate existing storm sewers in conjunction with Region's road urbanization	6
K	RNxx-ONT	Region - Ontario Street (RR42) Reconstruction	City's share of new storm sewers in conjunction with Region's road urbanization	6
K	RNxx-ONT	Region - Ontario Street (RR42) Reconstruction	Capital repairs to existing sewers in conjunction with Region's roadworks	6
K	RNxx-ONT	Region - Ontario Street (RR42) Reconstruction	Replace C.I. watermain in conjunction with Region's roadworks	6
B	P22-080	2022 Road Resurfacing Program	Annual - priority location(s) to be determined	City wide
B	P22-097	Traffic Signals (including pedestrian crossings)	Annual - priority location(s) to be determined	City wide
B	P22-098	Street Lights	Address various identified deficiencies in existing City street light system	City wide
B	P22-099	CCTV Installation Within Road Right of Way	Project to add 12 new cameras at 6 locations in the City to be utilized by the NRPS to enhance safety. Funded by the City, Province and NRPS	City wide
C	P22-040	2022 Walkway Improvements	Annual walkway capital repair program locations to be determined	City wide
C	P22-040-1	Concrete Sidewalk Replacement Program	Replace existing sidewalks with identified deficiencies. Locations to be determined	City wide
C	P22-041	New Sidewalk Installation Program	Annual - priority location(s) to be determined	City wide
C	P22-068	City-Wide Trail Improvements	Participark Trail Connection (Switchback), Welland Canal Trail - Widen & Resurface (Final Improvement), +\$150K AT priorities as a result of Covid-19 (CAO-181-2020); Additional funding for 2021 Active Transportation priorities that became more urgent as a result of Covid-19 (CAO-181-2020) & (EFES-070-2021)	City wide
C	P22-069	Active Transportation Priorities	Annual - priority location(s) to be determined	City wide

2022 CAPITAL BUDGET SORTED BY WARD - LINEAR PROJECTS  
(SCHEDULE AD )

Schedule	Project No.	Project Name / Location	Details	WARD
D	P22-006	Catch Basins and Storm Service Installations	Installation of catch basins, catch basin leads and storm laterals to alleviate isolated surface flooding	City wide
D	P22-014	Storm Sewer CCTV Inspections	CCTV sewer inspections for condition assessment of existing storm sewers including large diameter pipes	City wide
D	P22-015	Design for Next Year's Projects	Engineering services for future storm drainage system projects as required	City wide
D	P22-016	Storm Sewer Spot Repairs	Spot repairs of storm sewers at various locations as necessary	City wide
E	P22-005	Sanitary Sewer Reaming and Lining	Sewer lining to address identified deficiencies	City wide
E	P22-010	Extraneous Flow Elimination	Study to determine sources of inflow and infiltration into sanitary sewer system	City wide
E	P22-011	Sanitary Sewer Spot Repair Program	Spot repairs for sanitary sewers as required	City wide
E	P22-012	Sanitary Sewer Flushing & Reaming	Sewer flushing and reaming for physical cleaning of selected sewer sections with operational issues	City wide
E	P22-014	CCTV Sewer Inspections	CCTV inspections of existing sewers to identify condition and future works	City wide
E	P22-015	Design for Next Year's Projects	Engineering services for future sanitary collection system projects as required	City wide
E	P22-019	Sewershed Analysis	Engineering services for sewershed capacity analysis as required	City wide
G	P20-116	Stortz Hydrant Port Conversions	Year 3 of 4-year plan for the highest priority conversion of existing hydrants to Stortz type pumper connections	City wide
G	P22-118	Valves, Hydrants & Services	Replacement of existing valves, hydrants and services in conjunction with other works	City wide
G	P22-119	Design for Next Year's Projects	Engineering services for future waterworks projects as required	City wide



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2022 CAPITAL BUDGET SORTED BY WARD - FACILITIES PROJECTS  
(SCHEDULE AE )

Schedule	Project No.	Project Name / Location	Details	WARD
L	P22-163	Clifford's Creek Park Basketball Court - Parks Renewal Plan	Replace court which is at end of useful life, and maintain level of service as per the Parks Renewal Plan (CRCS-042-2021)	1
L	P22-165	Valleyview Park Basketball Court, Multi-Use Court & Playground - Parks Renewal Plan	Replace court which is at end of useful life, and maintain level of service as per the Parks Renewal Plan (CRCS-042-2021)	1
T	P22-168	Pic Leeson Park Ball Diamond	Replace ball diamond assets which are at end of useful life & address asset deficiencies to maintain level of service (CRCS-B010-2020)	1
M	P22-140	Merritton Arena - Capital Equipment Repairs	Replace boiler, and compressor motors (x 2) which are at the end of serviceable life	1
L	P22-162	Burgoyne Woods Playground - Parks Renewal Plan	Replace playground, and add accessible pathway to multi-use courts, curb faced sidewalk in parking lot and sun shelter	2
M	P18-177	Morningstar Mill - Dam Replacement	Additional funds towards Dam replacement project	2
M	P22-142	Seymour Hannah - Capital Equipment Repairs	Replace brine pump motors (x 4) which are at end of serviceable life	2
M	P22-154	Morningstar Mill - Structural Repairs	Waterproofing and structural repairs to Miller's House; structural masonry repairs to Regional Barn	2
M	P22-155	Morningstar Mill - Replace Roofing	Replacement of cedar shingles on roof of Sawmill and Miller's house buildings	2
M	P18-144	Buchanan House - Security Implementation	Security upgrades (Phase 2)	3
M	P22-137	Buchanan House - Accessible Washroom Upgrade	Renovate washroom and implement accessibility features	3
M	P22-137-1	Buchanan House - Elevator Upgrade	Upgrade/modernize existing elevator to meet current codes and accessibility requirements	3

2022 CAPITAL BUDGET SORTED BY WARD - FACILITIES PROJECTS  
(SCHEDULE AE )

Schedule	Project No.	Project Name / Location	Details	WARD
M	P22-143	Lester B. Pearson Park - KAC Pool Repairs and Lighting	Repair and regrout stains in leisure pool; replace exterior parking lot lighting fixtures with LEDs	3
M	P22-148	Berkley Park - Replace Tennis Court Lighting	Replace existing tennis courts light fixtures with LEDs to reduce utility and maintenance costs	3
M	P22-149	Lancaster Park - Bleacher Waterproofing	Waterproofing of bleachers above diamond 1 washroom	3
T	PRC22-05	Restoration of William Hamilton Merritt Statue	Address structural and maintenance issues and reduce health and safety concerns	4
T	PRC22-06	Relocation of Private Watson Statue	To remove the Private Watson Monument from City Hall and preserve it to ensure public safety (CRCS-127-2021)	4
L	P22-167	St. Patrick's Park Multi-Use Court - Parks Renewal Plan	Replace court which is at end of useful life, and maintain level of service as per the Parks Renewal Plan (CRCS-042-2021)	4
M	P20-145	Seymour Hannah - LED lighting	Funds replenishment for lighting project	4
M	P21-136	Haig Bowl Arena - Roof Replacement	Additional funds to cover shortfall of lower roof replacement	4
M	P22-133	City Hall - Church St. Elevator Modifications	Upgrade and modernize existing elevator	4
M	P22-134	City Hall - Improvements	Upgrade BAS control system (phase 3); replacement of drinking fountains with water bottle filling stations	4
M	P22-138	Old Court House - Phase 1 Window Refurbishment	Replace windows adjacent to fire escape to meet code. Refurbishment of all 1st and 2nd floor windows	4
M	P22-156	Performing Arts Centre - Exterior Wall Cladding	Capital repairs to wall cladding, horizontal bands and parapet flashing to mitigate water infiltration concerns	4
M	P22-157	Meridian Centre - Replace Board Glass	Replacement of acrylic dasher board glass due to end of service life and to meet OHL standards	4
M	P22-158	Meridian Centre - Light Replacements	Replacement of remaining fluorescent light fixtures with LEDs in corridor and concession areas to reduce utility and maintenance costs	4

2022 CAPITAL BUDGET SORTED BY WARD - FACILITIES PROJECTS  
(SCHEDULE AE )

Schedule	Project No.	Project Name / Location	Details	WARD
M	P22-171	City Hall - Front Steps Replacements	Repair and replace damaged concrete steps at front entrance to maintain safe access	4
N	P22-160	Carlisle St. Parking Garage - Replace Entrance Gate	Replacement of one (1) entrance gate from the Garden Park side to facilitate larger vehicles	4
N	P22-161	Ontario St. Parking Garage - Ceiling Testing Ports	Necessary upgrades to the the ceiling testing ports to facilitate biennial strand monitoring	4
Q	PCI22-01	New Switches at City Hall and Meridian Centre	Replace current switches which are at end of useful life	4
T	P22-166	Louis Avenue Park Basketball Court - Parks Renewal Plan	Replace court which is at end of useful life, and maintain level of service as per the Parks Renewal Plan (CRCS-042-2021)	5
M	P22-151	Port Weller Community Centre - Site Improvements	Reconstruct north parking lot, resurface south parking lot, tennis courts, and replace exterior lighting	5
M	P22-150	Sunset Beach - Boat Ramp Capital Repairs	Complete necessary capital repairs to prolong the service life of concrete boat ramp	5
T	PRC21-04	Basketball/Tennis/Pickleball Court & Playground	Replace basketball/tennis/pickleball assets which are at end of useful life, and maintain level of service	6
L	P22-164	Elma Street Park Multi-Use Court - Parks Renewal Plan	Replace court which is at end of useful life, and maintain level of service as per the Parks Renewal Plan (CRCS-042-2021)	6
M	P19-166	Bill Burgoyne Arena - Upgrade Life Safety Systems	Additional funds towards fire alarm panel and replacement of associated devices	6
M	P22-136	Lake Street Service Centre - Site Paving	Resurface site paving, driveway and parking stalls along the north side of the facility	6
M	P22-139	Bill Burgoyne Arena - Exterior Cladding	Installation of exterior cladding and insulation on perimeter walls to improve energy efficiency and to protect exterior block walls	6
M	P22-145	Port Dalhousie Lions Park - Wading Pool Repairs	Sandblast and repaint wading pool to prolong service life	6
M	P22-146	Lakeside Park - Grinder Sump Pumps & Controls	Replacement of grinder sump pumps in pit adjacent to washroom building to reduce ongoing maintenance issues	6

2022 CAPITAL BUDGET SORTED BY WARD - FACILITIES PROJECTS  
(SCHEDULE AE )

Schedule	Project No.	Project Name / Location	Details	WARD
M	P22-147	Lakeside Park - East & West Pier Improvements	Light bollards and timber boat fenders for the west pier and twelve benches for the east pier	6
M	P22-152	Rear Inner Range Lighthouse - Building Envelope Improvements	Replace upper windows, paint sills, heads & gables	6
M	P22-153	Lakeside Park - Carousel Accessibility	Implement barrier free access to Carousel	6
M	P22-170	Lockhart Point Old Lock 1 - Event Power	Provide electrical event power, meter and site lighting for Old Lock 1 event stage	6
O	P22-173	Firehall #2 - Linwell Rd Rebuild Fire Station	Design and construction of a replacement Firehall #2, which is past its expected useful life.	6
M	P22-159	Replacement of Security Cameras - Phase 1	Replacements due to end of serviceable life, and improvements in technology at various locations	City wide
O	PFR22-01	Communication Towers Upgrade	Total cost for all five (5) links, ancillary equipment and installation for improved communication with our equipment	City wide
L	P21-156	Splashpad, Sun Shelter & Washroom	Installation of a splashpad, seasonal washroom facility and sun shelter as per the Aquatics Facilities Strategy approved by Council in Q3 2021 (CRCS-042-2021)	To be determined

**2022 Capital Budget Proposed Amendments Summary**  
**Adjustments to the budget year**

Adjustments to the budget year		2022-2024	2022	2022					
Amend ment #	Description	Capital Budget Sch #	Total all yrs	Gross Cost	External Grants/ Reserves	Rate Support & COOR	Tax Supported COOR	Debt	Total Funding
	2 Moffatt St Secondary Access	SCH B	3,500,000	1,000,000	-	-	50,000	950,000	1,000,000
	3 Defer Fire Hall #1 & advance Firehall #2	SCH O	(500,000)	(500,000)	2,000,000	-	-	(2,500,000)	(500,000)
	6 Regional Projects Reprioritization	SCH K	-	(3,496,200)	32,800	(1,774,176)	6,000	(1,760,824)	(3,496,200)
	8 Remove Burgoyne Woods Parking Lot (P21-143)	SCH M	(135,000)	(135,000)	-	-	(7,000)	(128,000)	(135,000)
		TOTAL	\$ 2,865,000	\$ (3,131,200)	\$ 2,032,800	\$ (1,774,176)	\$ 49,000	\$ (3,438,824)	\$ (3,131,200)
Additional Funding adjustments									
Firehalls #1&# 2 reallocation of D.C. funding					2,000,000			(2,000,000)	
		TOTAL	\$ 2,865,000	\$ (3,131,200)	\$ 4,032,800	\$ (1,774,176)	\$ 49,000	\$ (5,438,824)	\$ (3,131,200)

2022 Capital Budget Proposed Amendments Summary  
Adjustments to the budget year

Adjustments to the budget year		2023		2023					
Amend ment #	Description	Capital Budget Sch #	Gross Cost	External Grants/ Reserves	Tax Support	Rate Support & COOR	Tax supported COOR	Debt	Total Funding
2	Moffatt St Secondary Access	SCH B	\$ 500,000				\$ 27,500	\$ 472,500	\$ 500,000
3	Defer Fire Hall #1 & advance Firehall #2	SCH O							
6	Regional Projects Reprioritization	SCH K	3,496,200	(32,800)		1,774,176	(6,000)	1,760,824	3,496,200
8	Remove Burgoyne Woods Parking Lot (P21-143)	SCH M							
		TOTAL	\$ 3,996,200	\$ (32,800)	\$ -	\$ 1,774,176	\$ 21,500	\$ 2,233,324	\$ 3,996,200
Additional Funding adjustments									
Fleet & Equipment Reserve Funding				900,000			(50,000)	(850,000)	
Additional Infrastructure Levy				250,000			(14,000)	236,000	
		TOTAL	\$ 3,996,200	\$ 1,117,200	\$ -	\$ 1,774,176	\$ (42,500)	\$ 1,619,324	\$ 3,996,200

2022 Capital Budget Proposed Amendments Summary  
Adjustments to the budget year

Amend ment #	Description	Capital Budget Sch #	2024	External Grants/ Reserves	2024		
			Gross Cost		COOR	Debt	Total Funding
	2 Moffatt St Secondary Access	SCH B	\$ 2,000,000		\$ 120,000	\$ 1,880,000	\$ 2,000,000
	3 Defer Fire Hall #1 & advance Firehall #2	SCH O					
	6 Regional Projects Reprioritization	SCH K					
	8 Remove Burgoyne Woods Parking Lot (P21-143)	SCH M					
		TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -
	Additional Funding adjustments						
	Firehalls #1&# 2 reallocation of D.C. funding			(1,135,000)		1,135,000	
		TOTAL	\$ -	\$ (1,135,000)	\$ -	\$ 1,135,000	\$ -



## Prior Year Funding Switches for the 2022 Capital Budget

2021 Budget Sch	Project Name	2021 Project #	2021 Capital Budget amount	Original Funding replaced			Development Charges Funding Applied
				Capital out of Revenue	Tax suport	infrastructure levy	
Roads	Grantham Rail Trail	P20-068	\$ 340,000	\$ 20,000	\$ -	\$ -	\$ 20,000
Roads	Pelham Rd. (bike lanes)	P21-061	469,000	20,700			20,700
Roads	Traffic Signals (including pedestrian crossings)	P21-097	300,000	-		48,000	48,000
Sidewalks	Hasting St.New Sidewalk	P21-064	126,000	6,600	13,600		20,200
Sidewalks	St. David's/Townline Reconstruction - New North Sidewalk	P17-067	356,000	6,300	50,700		57,000
Sidewalks	Pelham Rd. (bike lanes) Sidewalk	P21-061	104,000	3,800	12,900		16,700
CRCS	Playgrounds	PRC21-02	710,000	-		48,012	48,012
CRCS	Welland Canal Trail Widening	P21-157	700,000	37,288			37,288
CRCS	Design of Additional Splashpad, Sun Shelter and Washroom	P21-156	200,000	12,000			12,000
Buildings & Facilities	Downtown Self Cleaning/Contained Washroom	P21-153	500,000	8,000			8,000
Buildings & Facilities	Sunset Beach Improvements, Expansion of Washroom facility	P20-153	250,800	15,100			15,100
Total Related to Development Charge switches			\$ 4,055,800	\$ 129,788	\$ 77,200	\$ 96,012	\$ 303,000
Funding Transfer from Prior Year Fire Projects							\$ 2,000,000
<b>Total Prior Year Funding Transferred to 2022 Capital Budget</b>							<b>\$ 2,303,000</b>



## Corporate Report City Council

**Report from:** Legal and Clerks Services, Office of the City Clerk

**Report Date:** October 18, 2021

**Meeting Date:** November 15, 2021

**Report Number:** LCS-180-2021

**File:** 10.50.1

**Subject:** 2022 Municipal and School Board Election Voting Method

### Strategic Pillar:

This report aligns with the following St. Catharines Strategic Plan pillars: Social



## Recommendation

That a by-law be adopted to support the use of optical vote scanning tabulators in the 2022 municipal and school board election; and

That a by-law be adopted to support the use of vote-by-mail as an alternative voting method in the 2022 municipal and school board election; and

That Council request the Federal and/or Provincial government(s) develop security standards associated with internet voting, and that the City Clerk notify the Federal and Provincial government(s) of this request; and

That the annual contribution to the election reserve be increased starting in 2023 to accommodate for the potential for internet voting as an alternative voting method in the municipal and school board election in 2026; and

Further that the City Solicitor prepare the necessary by-laws.

## Summary

Further to the August 30, 2021 Council [report](#) that introduced exploring alternative methods of voting, this report provides Council with the results of the community engagement undertaken on the subject matter along with a recommendation of voting method(s) for the 2022 municipal and school board elections. The recommendation is based on the results of the community engagement, as well as, balancing resources, risks, opportunities, and available budget.

The options presented within this report include:

- Traditional paper ballots (i.e. in-person polls)
- Traditional paper ballots (i.e. in-person polls) with vote-by-mail ballots for people who do not want to vote in-person
- Traditional paper ballots (i.e. in-person polls) with internet / telephone voting for the advance voting period only

Based on the analysis presented within this report and the results of the community engagement; staff recommend continuing to offer in-person voting with traditional paper ballots supported by the continued use of optical vote scanning equipment (i.e. vote tabulators) for the 2022 municipal election. Appropriate modifications will be made to voting locations and procedures to ensure that all public health requirements are in place at the time of the election and can be satisfied.

As an alternative voting method, based on the analysis presented and the community engagement staff recommend vote-by-mail as an alternative voting method for the 2022 municipal and school board elections.

## Relationship to Strategic Plan

Social – obtaining community engagement is an inclusive measure and important to the success of the election. Adopting an alternative voting method enhances accessibility and offers a convenience for electors that would otherwise not vote.

## Background

### The Municipal Elections Act

Prior to each municipal election, Section 42(1) of The *Municipal Elections Act* (MEA) requires that:

The council of a local municipality may pass by-laws,

- a) authorizing the use of voting and vote-counting equipment such as voting machines, voting recorders or optical scanning vote tabulators;
- b) authorizing electors to use an alternative voting method, such as vote-by-mail, internet or by telephone, that does not require electors to attend at a voting place in order to vote.

A decision on vote-counting equipment and alternative voting methods was previously required by May 1 in the year before the election. However, Bill 218 adjusted this date and the MEA now requires this decision be made by May 1 in the year of the election. Due to the time required to prepare for the 2022 municipal and school board elections, a Council decision at this time would be beneficial, and would provide staff with an appropriate amount of time to procure any new products, develop procedures, etc.

## Report

### City Clerk's Authority to Make Decisions for the Election

The MEA provides that the City Clerk is responsible for conducting the election and establishing procedures, forms and providing for any matters necessary for conducting the election. Of note, Section 12 of the MEA allows the Clerk to provide for any matter or procedure that is not otherwise provided for in the MEA or a regulation, and that is, in the City Clerk's opinion, "necessary or desirable" for conducting the election.

### Principles of Selecting Voting Methods

The City Clerk, as the Returning Officer for the City of St. Catharines, has several criteria to consider before making a recommendation on vote-counting equipment and alternative voting methods. The most important is whether a particular method upholds the principles of the MEA and its regulations. These principles are generally recognized as:

- a) the secrecy and confidentiality of the individual votes is paramount;
- b) the election must be fair and non-biased;
- c) the election shall be accessible to the electors;
- d) the integrity of the voting process shall be maintained throughout the election;
- e) the results of the elections shall reflect the votes cast;
- f) electors and candidates must be treated fairly and consistently; and
- g) the proper majority vote governs by ensuring the valid votes be counted and invalid votes be rejected so far as reasonable possible.

Other criteria also considered is the ability to effectively deliver and support a voting method (e.g. administration, technology, resources, etc.). To enhance accessibility, by providing greater convenience for the elector and to increase the flexibility for the City in responding to potential public health concerns, staff explored alternative voting methods for 2022. Consideration of the methods that other levels of government are using to conduct their elections during the COVID-19 pandemic was also examined.

### Overview of Alternative Voting Methods

As staff consider improvements to the election process for 2022, it is timely for Council to consider whether an alternative voting method should be provided as an option for St. Catharines. Alternative voting methods allow electors to cast a vote in an election without having to physically attend a polling location. An alternative voting method may be used as a primary voting method, but most often it is used to supplement traditional in-person voting.

Since March 2020, staff have had to re-evaluate service delivery for many municipal functions along with changing public expectations whereby remote service delivery is becoming more prevalent. While alternative voting methods have not been proven to increase elector turnout, the COVID-19 pandemic has emphasized the need for an alternative voting option. There are several benefits to offering an alternative method such as:

- All eligible electors would have the opportunity to cast their own ballot if they choose to. Offering only in-person voting may not meet this goal if electors are
- not be able to visit a poll for a variety of reasons.
- Eligible electors can cast their ballot at their convenience.
- Eligible electors may not be comfortable entering a busy polling location to cast their ballot, especially if they have health concerns.
- Elections Canada and Elections Ontario both offer a mail-in ballot option and a home visit program. A home visit program is not being considered.

Staff recognize that any remote voting method is unsupervised and presents additional considerations associated with maintaining the integrity and security of the election process. The risk is present to different degrees with all voting methods, including in-person voting. Maintaining security and preventing fraudulent voting requires carefully developed and audited processes, as well as, elector responsibility which is addressed in the MEA and will form part of the Clerk's procedures.

### **Impact of alternative voting methods on voter turnout**

Generally, voter turnout for municipal elections is lower than Provincial and Federal elections. In the 2018 municipal election, turnout in St. Catharines was 33.64% which is in line with municipalities of similar size with the Association of Municipal Clerks and Treasurers of Ontario's (AMCTO) 2018 post-election survey reporting an average turnout of 33.95% for municipalities with populations between 100,000 – 299,999.

One would think that providing alternative voting methods, particularly internet voting, will improve voter turnout, especially among the youth vote, however research does not definitively indicate this. While there has been some internet voting elections, for example, where voter turnout has increased, when other factors such as the apparent closeness of the race and interest in particular contests (e.g., a mayoral election without an incumbent) are taken into consideration, research suggests that internet voting does not generally cause non-voters to vote. Instead, alternative voting methods are mostly used as a tool of convenience or accessibility for individuals who have already decided to vote.

### **Use of alternative voting methods in 2018 in other jurisdictions**

Following the 2018 municipal election, AMCTO surveyed 263 municipalities who reported use of the following voting methods (municipalities may have used more than one method):

- Paper ballots: 108 – including St. Catharines
- Internet voting: 107 (may include telephone voting)
- Paper ballots and internet voting: 25
- Vote by mail: 48
- Touch screen: 10

## Impact of COVID-19 on Elections

As the global pandemic, COVID-19, has impacted virtually all aspects of society, and the manner in which government and City services are delivered has also changed and there continues to be uncertainty in the future. It is difficult to predict what public health regulations will be in place during the election, and it is prudent that staff plan for an election that will have different public health considerations than past elections.

Throughout the pandemic there was a Federal election and several municipal by-elections, where processes and procedures have been developed. This includes being prepared to incorporate health and safety precautions to protect the public, candidates, and election workers. Staff will, wherever possible, use best practices to assist when protocols for the 2022 election are being developed.

## Overview of Voting Methods

### a) Traditional In-Person Voting with Vote Tabulators

In 2018, the City hosted 24 polls on election day (four polls per ward), and advance vote-anywhere polls were held in each ward and at Brock University. An advanced poll was also held at City Hall for 14 days that included fully accessible voting equipment. Staff recommend Council continue to offer traditional in-person voting only, with a similar approach in 2022.

The use of paper ballots to cast a vote in-person is the most common approach used in municipal elections and the primary voting method considered in the MEA. Since 2006, the City has used traditional paper ballots and optical vote scanning equipment to record and count votes in municipal and school board elections.

When an elector casts an in-person vote, they attend a poll location where they verify their identity and name on the electors list, receive a paper ballot and go behind a privacy screen to mark their choice(s). The elector places their ballot into a secrecy folder and then proceeds to the vote tabulator where the ballot is inserted into the tabulator and the results are stored on a programmed memory card for downloading at the close of polls on Election Day.

The equipment, software, programming and technical support provided during the previous four elections has been excellent. The support is always available and easily accessed and the equipment is reliable and simple to use with little to no issues reported. The City has established thorough procedures and testing to ensure that vote tabulators are scanning and recording vote counts accurately prior to use at a voting location. Vote tabulators assist in ensuring each vote is counted accurately as the ballot is immediately tabulated at the polling station allowing electors to be notified if there is an error on the ballot such as an over-vote, blank ballot, or an ambiguous mark. This provides electors with the opportunity to cancel their ballot, receive a new ballot, or cast the ballot as originally marked.

In 2017, the City entered into a lease agreement with Dominion Voting for the supply and use of optical vote scanning equipment for both the 2018 and 2022 municipal elections. A multi-election approach reduced the administrative task of entering into a new contract for the 2022 election as well as offering the City a better price per election for the lease of the equipment., The agreement provides for flexibility, including options for the City to add vote-by-mail, internet voting, change the number of tabulators and lease of tabulators through a joint program between Elections Ontario at a substantial cost savings. Since there are few vendors in the marketplace that offer vote tabulators and the City was completely satisfied with the services and products provided in 2018 staff are recommending continuing to use Dominion's products and support for 2022.

Some benefits of using traditional in-person voting with tabulators include:

- Process to cast a paper ballot vote is clear and easy to follow
- Electors are most familiar with this method of voting
- The elector marks the ballot, with assistance if required, and is able to verify the ballot was counted and inserted into the ballot box
- Electors can cast their ballot without the threat of technical issues or power outages

Some challenges of using traditional in-person voting with tabulators include:

- Limits in the use for accessible electors, in that they may not be able to independently cast their vote
- Electors may not be available to attend an in-person voting location due other commitments, etc.
- Presently the accessible voting machines are awkward and not easy to use

## **b) Vote-by-Mail**

Should Council want to implement an alternative voting method, staff would recommend vote-by-mail to supplement traditional in-person paper ballots. This alternative method supports the principles of the legislation and most closely resembles the in-person voting experience.

Vote-by-mail is a method of voting that has been used extensively as the only method of voting in rural municipalities and often used by larger municipalities as the primary alternative method supplementing the paper ballot method. Vote-by-mail is the only remote method that fully upholds all principles of the MEA as paper ballots are used and it most closely resembles the traditional method that provides an audit trail.

Municipalities that held by-elections using vote-by-mail throughout COVID-19 were able to fully adhere to public health protocols while not requiring a significant amount of additional resources or technology. Both the Federal and Provincial governments offer vote-by-mail as their alternative voting method. In September 2021 Federal election, special vote-by-mail was requested by 4,047 electors or 3.62% of St. Catharines' eligible electors.

While the MEA does not provide specific requirements pertaining to vote-by-mail the MEA does require the Clerk to establish procedures and forms for any alternative voting method while ensuring the principles of the MEA are upheld. As this method has been used elsewhere there are established best practices.

As vote-by-mail would be considered an alternative method in addition to in-person voting, electors would be required to request a ballot package prior to a specific date either by contacting City Hall or using a web portal provided. The elector would be verified against the voters' list and be required to provide proof of identity to receive their vote-by-mail ballot package. The package would include:

- Ballot
- Instructions for returning the ballot
- Declaration form that the elector must sign and return
- Blank secrecy envelope for inserting the marked ballot
- Pre-paid envelope for inserting the declaration form and secrecy envelope holding the ballot

The elector would complete the ballot and declaration form at their convenience ensuring it is returned to the City via prepaid mail or by placing it in a drop box location before a set time. Electors requesting a vote-by-mail package would not be eligible to vote at a poll location once the ballot package has been issued.

Once a vote-by-mail package is requested, the elector receives a confirmation code that they can use to track their request. As it moves through the process the program is automatically updated and the elector will be able to see the status of their ballot (ie. submitted, approved, mailed and received).

Vote-by-mail ballots that are returned to the City would be held by the City Clerk in a secure location. The votes would be opened and tabulated by election officials in a location that would be fully accessible to candidates and scrutineers with the results being made available at the close of voting on Election Day. Should a ballot be rejected from the tabulator, it would be reviewed in accordance with the procedures that were established by the City Clerk.

Some benefits of using vote-by-mail include:

- Electors have the ability to mark their ballot from home at their convenience
- Provides increased privacy for electors who are not able to vote independently at a voting location
- Greater accessibility for electors who are unable to attend a voting location
- In the event election staff were unable to enter a retirement home or institution the residents of those facilities would still have the ability to vote
- The cost to administer is charged per requested ballot package
- Environmentally friendly alternative as there would be a reduced need to travel to a polling location



Some challenges of using vote-by-mail include:

- Reliance on the postal system is beyond the City's control and unless an elector drops their ballot at a drop box location, the ballot is subject to mail processing time or could be lost or damaged.
- Elector would be voting unsupervised in a private setting and could be subject to influence in their vote
- Risk of error in marking the ballot as there would be no assistance from an in-person election official
- Reduces transparency with the reduced oversight of the voting process by candidates and scrutineers
- Elector must ensure their ballot is mailed and postmarked or dropped into a secure dropbox prior to the deadline set by the Clerk
- Potential that an elector returns their ballots improperly marked (ie. over voted a race or has placed an auspicious mark on the ballot face) there would not be an opportunity to re-issue a ballot. Or perhaps the elector does not submit the declaration form with the ballot, in this case the ballot would not be counted.

A vote-by-mail vendor would be engaged who has experience with this method. Additional staff resources would be required to process requests for ballot packages; however, no additional equipment would be required. A cost estimate for this method is noted below.

### **c) Internet Voting**

Internet voting has been implemented in several municipalities since 2003. Although internet voting may be appropriate for the City of St. Catharines at some point, staff does not recommend this method of voting for 2022.

Presently the voters' list is delivered by Municipal Property Assessment Corporation (MPAC) and there have been long standing issues associated with the accuracy of the data which is an integral component of running a successful internet voting election. Elections Ontario will be delivering the 2026 voters' list and staff anticipate this will be a positive change that would enhance the reliability of the data on future voters' lists.

Although the Communications Security Establishment (CSE) who assesses threats to municipal elections to be a low level there are still threats to internet voting that do exist from cybercriminals, hackers, etc. Within Canada there are no standards for designing, testing or certifying online voting systems, nor auditing or independently verifying the results they produce. The Federal or Provincial governments also does not provide guidance on the procurement and operation of such systems. Although some municipalities have the resources available to perform security reviews others rely solely on the vendor for cyber-expertise. Staff would recommend that Council advocate to the Federal and Provincial governments to establish standards for internet voting in time for the 2026 municipal election.

The implementation of internet voting would require a third-party testing of the internet voting solution to address any technical risks and the vendor's proof of satisfactory

remediation. In the event the testing is not satisfactory to the Clerk (Returning Officer) the implementation of internet voting would not proceed.

The use of internet voting has grown as it is considered the most accessible remote voting method with internet and telephone voting being able to be offered simultaneously. With this trend, the use of vote-by-mail ballots in 2018 fell by 46% from 2014. TVO reported that in 2018, 194 of 444 municipalities utilized internet voting, and 80 % offered internet voting as the only option. AMCTO found that 91% of municipalities that used internet voting in 2018 would recommend using it again. There are municipalities however, that have reverted back to other methods for subsequent elections following implementation of internet voting.

Vendors who offer internet/telephone voting services offer a suite of programming options, most of which can be customized to support various processes to suit the organization. In an internet voting election, electors can access their online ballot during the voting period from any computer/tablet/smart phone that is connected to the internet and whose browser meets the minimum technical security requirements. Internet voting can be programmed similarly to how a tabulator is programmed such as, the program will identify an over-vote, under-vote, or blank race. Once an elector has completed their ballot, they have an opportunity to review their selections and make changes. When the ballot has been submitted, the voting data is stored on a secured vendor database and is not tabulated until the end of election day. The database encrypts the voting data to ensure there is no way to link the elector with their ballot after the ballot has been submitted.

Internet voting offers two different methods of accessing a ballot should internet voting be considered as an alternative method staff would recommend a two-step process.

In a one-step process a voter notification package is sent to all electors and those interested in voting by internet would use the log-in credentials provided in their elector notification package. Prior to accessing the ballot, the elector is asked to authenticate his or her identity by answering a question based on information contained on the voters' list (e.g. date of birth). If the authentication is not accepted the elector would have to contact City Hall for assistance to proceed.

In a two-step process a voter notification package is sent to all electors and those interested in voting by internet are directed to complete an online registration process. During the registration process, the elector may be asked additional questions to verify their identity in order to establish a personalized access code prior to accessing an online ballot. Following registration, the elector receives an email with instructions on how to receive their PIN. The elector then uses both sets of credentials along with their PIN to validate their identity and access the online ballot during the voting period.

Once an elector has cast their ballot regardless of the method they are struck from the voters' list. This means an elector would not be able to obtain another ballot.

A high-quality voters' list is critical to the success of internet / telephone voting. It is a very manual process to verify the identity of the elector, update the voters' list and issue a new voter information package. Given the volume of issues with the voters' list in past years, this process would be expected to require significant staff resources during the voting period if utilized in 2022.

Some benefits of internet voting include:

- Electors have the ability to mark their ballot from home at their convenience
- Provides increased privacy for electors who are not able to vote independently at a voting location
- Greater accessibility for electors who are unable to attend a voting location
- Supports changing demographics and lifestyles
- Environmentally friendly alternative as there would be a reduced need to travel to a polling location and a decrease in printed ballots and materials

Some challenges of using internet voting include:

- No proof that it increases elector turnout
- Reliance on a system that is beyond the City's control
- Errors or inaccuracies with the voters' list/elector authentication
- Elector would be voting unsupervised in a private setting and could be subject to influence in their vote
- Risk of error in marking the ballot as there would be no assistance from an in-person election official
- Reduces transparency with the reduced oversight of the voting process by candidates and scrutineers
- Offers only a digital audit and recount capability that can only be verified by the vendor. The ability to transparently investigate, audit and verify results is crucial.
- Internet voting providers charge per elector with the assumption every elector would use this method

As noted above, staff does not recommend internet voting at this time. However, should Council approve internet voting as an alternative method for 2022 it would only be made available for approximately a few weeks during the advance voting period. There would be a **reduced** number of in-person advance polls. On Election Day there would be in-person polls only.

### Telephone Voting

Should Council want staff to pursue telephone voting in conjunction with internet voting for a few weeks during the advance voting period this would then be followed by a **reduced** number of in-person advance polls. On Election Day there would be in-person polls only. Staff would respectfully not recommend telephone voting, due the reasons outlined below.

The concerns associated with the voters' list noted above is exactly the same for telephone voting.

In telephone voting, qualified electors receive a voter information package that contains instructions on how to access the telephone voting system should an elector choose this method of voting. Most telephone voting systems rely on the elector to interact with an audio ballot by using their telephone keypad to respond to requests. The information package explains the voting options available along with a PIN number. The elector uses this PIN number to access the system and vote. The elector listens to pre-recorded voice commands to guide them through the voting process for all races. Upon completion of all the races the elector is provided an opportunity to review the full ballot prior to providing final confirmation and casting the ballot. There is still an opportunity to return to the ballot and update their choices before final confirmation. Should the elector be disconnected before final confirmation is provided, the elector's credentials are still valid, and they simply have to re-access the telephone voting system and would begin marking a blank ballot again.

Once ballot confirmation is received, the information is received and stored electronically on a secured vendor database similar to internet voting and not tabulated until the end of election day. The database encrypts the voting data to ensure there is no way to link the elector with their ballot after the ballot is submitted. Once the ballot is verified against programming parameters, the elector is struck off the voters' list and they cannot receive another ballot.

Some common concerns raised by users of telephone voting is the significant amount of time it takes to navigate through and complete an audio ballot, a frustrating user experience could have the elector not completing the voting process. Given the issues with the voters' list in past years, this process would be expected to require significant staff resources during the voting period if telephone voting was to be utilized in 2022.

Some benefits of telephone voting include:

- Electors have the ability to mark their ballot from home at their convenience
- Provides increased privacy for electors who are not able to vote independently at a voting location
- Greater accessibility for electors who are unable to attend a voting location
- Supports changing demographics and lifestyles
- Environmentally friendly alternative as there would be a reduced need to travel to a polling location and a decrease in printed ballots and materials
- Can be configured to meet existing telephone accessibility standards
- Accessible to electors who do not have internet access

Some challenges of telephone voting include:

- Reliance on a system that is beyond the City's control
- Errors or inaccuracies with the voters' list/elector authentication
- Elector would be voting unsupervised in a private setting and could be subject to influence in their vote
- Can take a significant amount of time to navigate and complete a ballot
- Multiple race ballot may confuse electors and cause the elector to not continue voting
- Clean pronunciation of candidate names depends on call quality

- No proof that it increases elector turnout
- Risk of error in marking the ballot as there would be no assistance from an in-person election official
- Reduces transparency with the reduced oversight of the voting process by candidates and scrutineers
- Offers only a digital audit and recount capability that can only be verified by another external party. The ability to transparently investigate, audit and verify results is crucial.
- Vendors who offer telephone voting platform do not recommend also using paper ballots

Telephone voting is a process that allows electors to vote from anywhere during a defined voting period and is most often used in conjunction with internet voting. Telephone voting and internet voting run on the same technical platform. As part of programming, the system can qualify elector intent using controls, for example, the system could be programmed to disallow an elector from proceeding to the next office if they have over-voted in the current office.

Discussions with election vendors, has shown that when telephone voting is offered it is used by less than 5% of eligible electors and some vendors have indicated they will no longer offer telephone voting for the 2022 municipal election.

As telephone voting has not been offered by the City new procedures would need to be created. At the present time there are no municipal comparators who manage this method that could be consulted with to create the procedures.

### **Security of Internet and / or Telephone Voting**

Despite many municipalities across Ontario using internet and / or telephone voting, it is not governed by any Federal or Provincial cybersecurity standard. There are no technical standards that exist in Canada for designing, testing, certifying, auditing or independently verifying the results produced by an online voting system. The MEA does not provide any guidance regarding how to deliver an online election. In fact, the Federal government did consider online voting in 2016 however did not proceed based on cybersecurity grounds. Without a standard in place, a third-party vendor would need to be engaged for assistance related to cybersecurity and testing.

There have been several security concerns expressed with respect to internet / telephone voting and fraudulent activity such as, viruses, website spoofing, trojan horses, etc. Although attempts have been made to compromise internet voting, there are no known controverted elections resulting from the use of an internet voting service. Some concerns have also been raised with respect to elector privacy and use of coercion.

In 2018, approximately 51 municipalities experienced their internet voting website becoming unavailable on election day. For those affected municipalities without a paper ballot option as a back-up, many Clerks made the decision to declare an emergency

and extend the voting period for 24 hours. Should Council want to explore internet voting, it is recommended that it be used only during the advance voting period.

### **Quality of Voters' List**

Currently, the voters' list for the municipal election is prepared from data delivered by MPAC, and unlike the voters' list used for Federal and Provincial elections, the municipal voters' list is derived largely from property tax rolls of a municipality.

Through AMCTO's 2018 post-election survey, nearly 60% of municipalities rated the overall quality of the electors list as poor or very poor. As a result of these inaccuracies, many eligible electors, even those who had voted in the last election in the same municipality, are not included on the voters' list, while many ineligible electors are inaccurately included on the list. As the voters' list is based on the assessment roll, inaccuracies seem to be more prevalent for people who do not own property (e.g. tenants) and those who have moved since the previous municipal election. Issues are also prevalent for young adults who are eligible to vote for the first time, or who have moved out of their parents' homes.

To demonstrate the challenges associated with the voters' list, in 2018 the City of St. Catharines processed thousands of changes to the list.

In 2020, the Provincial government passed legislation that will create a single register of electors for municipal and Provincial elections that is maintained by Elections Ontario. Although this change is expected to significantly improve the quality of the voters' list for future elections, the transition will not occur until after the 2022 municipal election. As a result, staff anticipate that the voters' list for 2022 will contain a similar degree of inaccuracies as in prior years.

### **Accurate voters' list more important with alternative voting methods**

Prior to an election, every eligible elector that is included on the voters' list is mailed a voter notification package (also referred to as voter information package). The package is a valuable communication tool that advises electors of when, where, and how to vote, and improves efficiency of moving the elector through the process at a poll.

Alternative voting methods rely on high quality voters' list data as an individual must receive a voter notification package, and this package must be accurate, in order to cast a ballot by internet, phone, or vote-by-mail. Inaccuracies with the voter notification package can result in a situation where an individual receives a package, but the information used as the secondary identity verification method (e.g. date of birth) is incorrect on the voters' list which will prevent the individual from voting without contacting an election official to have the information verified; this error would not be realized until the elector goes to cast their ballot. If the error cannot be addressed prior to the end of the voting period, they would not be able to cast their ballot.

The changes to the voters' list that are expected to be in place for the 2026 municipal election will likely address most of these concerns, increasing the security and ease of administering alternative voting methods in the future.

## **Alternative Voting Methods and Recounts**

In accordance with the MEA (Section 60), a recount shall be conducted in the same manner as the original count, unless ordered otherwise by a judge who issued an order for a recount if the judge is of the opinion that the manner in which the original count was conducted caused or contributed to the doubtful result.

In the case of a recount for an election with traditional paper ballots that are counted by a vote tabulator, a recount would be conducted using the vote tabulators, unless a judge ordered a manual hand count. Given that vote-by-mail uses paper ballots; the same is true for recounts for elections using this method. Although manual recounts are not commonly ordered, the ability to do so lends to a higher degree of public trust in the validity of the count as concerns brought forward related to the operation of vote tabulating machines can, if ordered by the judge, be verified by manually counting the physical ballots.

A manual audit and recount is not an option with internet and telephone voting, which only provides digital audit and recount capabilities. Although there are no proven instances of an internet voting system being hacked or tampered with, the fact that an audit or recount entirely relies on the voting system and cannot be verified by another external process may impact the level of trust that the public have in the voting system and the outcome of the election. At an in-person voting location with ballots, should a recount be required, the actual physical ballots are once again put through the vote tabulator possibly in the presence of candidates, scrutineers who can observe the process. Should trust in the system be called into question, it would be very difficult to prove otherwise. Despite the reliance on the digital audit and recount, many municipalities have successfully held elections that use internet and/or telephone voting. Staff would undertake a third-party cyber audit to examine the internet voting platform if this is determined to be the preferred alternative method for 2022.

## **Results of Community Engagement**

To prepare for community engagement, advance notification was provided at the meetings of the Accessibility, Anti-Racism, Equity and Inclusion and LGBTQ2+ Advisory Committees. This was followed by a media release on October 4, 2021, several social media posts and communication through the Mayor's Office that a public survey was being launched. On October 4, 2021 the online public survey was launched using engageSTC to seek feedback from electors on the method(s) they would like to see implemented for 2022.

The survey was live for 14 days and generated 123 responses, considering there are over 89,000 eligible electors, the sampling size does not capture a large portion of the electorate. The results of the community engagement is attached as Appendix 1.

## **Financial Implications**

An election reserve fund was established with the intent of distributing the cost of an election over four years, instead of funding the entire cost through the operating budget during the year of the election. In order to accommodate for the potential for internet

voting as an alternative voting method in 2026, an additional \$50,000 contribution to the election reserve will be budgeted starting in 2023.

The use of an alternative voting method will result in additional costs to ensure integrity in the selected method, such as costs for vendors, staff resources, contracted services, communications, third party auditing, insurance, etc.

Note 1: In 2018, the City was part of a lease program through Elections Ontario for tabulators and laptops at a greatly reduced cost. The budget details noted below assume the full cost of services, if the program is once again be offered this will result in savings.

Note 2: A third-party cyber-security audit of internet/telephone software would be required if internet or telephone voting was to be implemented. The estimate noted below assumes a cost-sharing model by joining other municipalities similar to a group that was formed in 2018. Although staff does not recommend internet or telephone voting as an alternative voting method at this time, if Council adopted this method staff would pursue a partnership with other municipalities to share this cost. An estimated cost for a cyber-security audit would add an additional \$250,000 to the cost of internet or telephone voting if the City cannot partner with others.

<b>Voting Method</b>	<b>Estimate</b>	<b>Significant Details / Changes</b>
Traditional Paper Ballots Only (Status Quo)	\$485,000 (Note 1)	- additional staff at each poll location and cleaning supplies based on public health guidance at the time
Traditional Paper Ballots plus Internet or Telephone Voting	\$620,000 (Note 1 and 2)	- internet or telephone voting would be available for approximately 12 days during the advance voting period only - advanced polls would be <u>reduced</u> to five - additional staff at each poll location and cleaning supplies based on public health guidance at the time
Traditional Paper Ballots plus Vote-by-mail upon request	\$520,000 (Note 1)	- assume 4,000 vote-by-mail ballots are requested - - seven advance polls would be offered - additional staff at each poll location and cleaning supplies based on public health guidance at the time



## Conclusion

The research into an alternative voting method was largely driven by the ongoing COVID-19 pandemic. Based on the information and analysis presented in this report balancing risks and opportunities, considering the financial resources available, staff recommend Council continue to offer in-person voting with the use of optical vote scanning tabulators as a primary voting method and vote-by-mail as an alternative voting method.

Staff recognize that Council may be interested in pursuing internet voting in the future and recommend that the additional costs associated for implementing internet voting be allocated annually to the election reserve. There would also be great benefit in the development of security standards being drafted for internet / telephone voting method by the Federal and/or Provincial governments to safely guide this method of voting.

## Environmental Sustainability Implications

Internet or telephone voting methods may realize a reduced number of vehicle trips to a poll location. In the long-term there may be the potential to reduce the number of ballots being printed; however, in the short-term there would be no change on the number of ballots being printed until actual use of internet or telephone voting is realized.

Vote-by-mail voting method may realize a reduced number of vehicle trips to a poll location.

### Prepared by

Donna Delvecchio, Deputy Clerk

### Submitted by

Bonnie Nistico-Dunk, City Clerk

### Approved by

Heather Salter, Director of Legal and Clerks Services / City Solicitor

## Appendices

1. Results of Community Engagement

# Municipal election voting survey

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## SURVEY RESPONSE REPORT

20 December 2018 - 18 October 2021

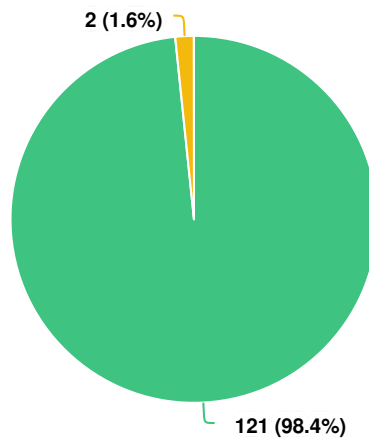
### PROJECT NAME:

Engaging electors: a look at how we vote





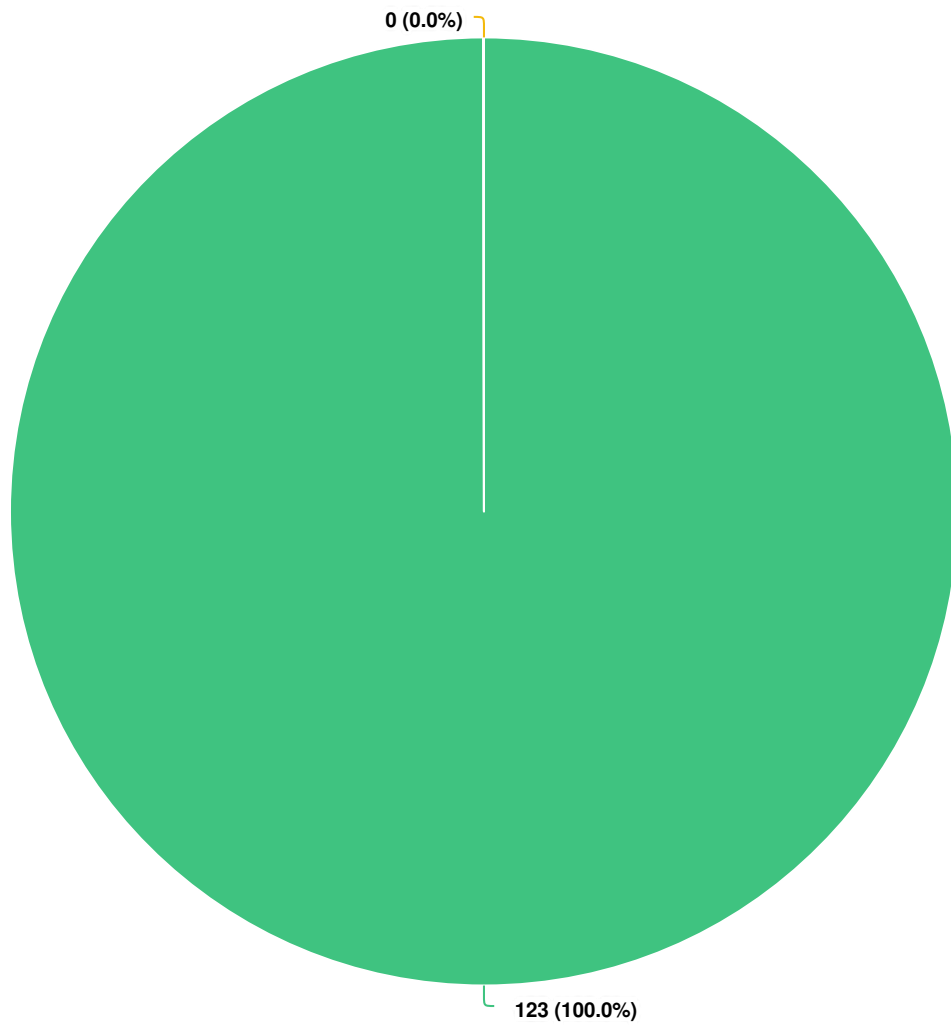
# SURVEY QUESTIONS

**Q1 | Are you a St. Catharines resident****Question options**

● Yes ● No

*Mandatory Question (123 response(s))*  
*Question type: Dropdown Question*

**Q2** Are you aged 18 or older?



**Question options**

☒ Yes
 ☐ No

Mandatory Question (123 response(s))  
 Question type: Dropdown Question

**Q3** | Please rank your preference of the following voting methods from most preferred (one) to least preferred (four)

OPTIONS	AVG. RANK
In-person	2.02
Internet / online	2.05
Mail	2.73
Telephone	3.20

*Mandatory Question (123 response(s))*  
*Question type: Ranking Question*

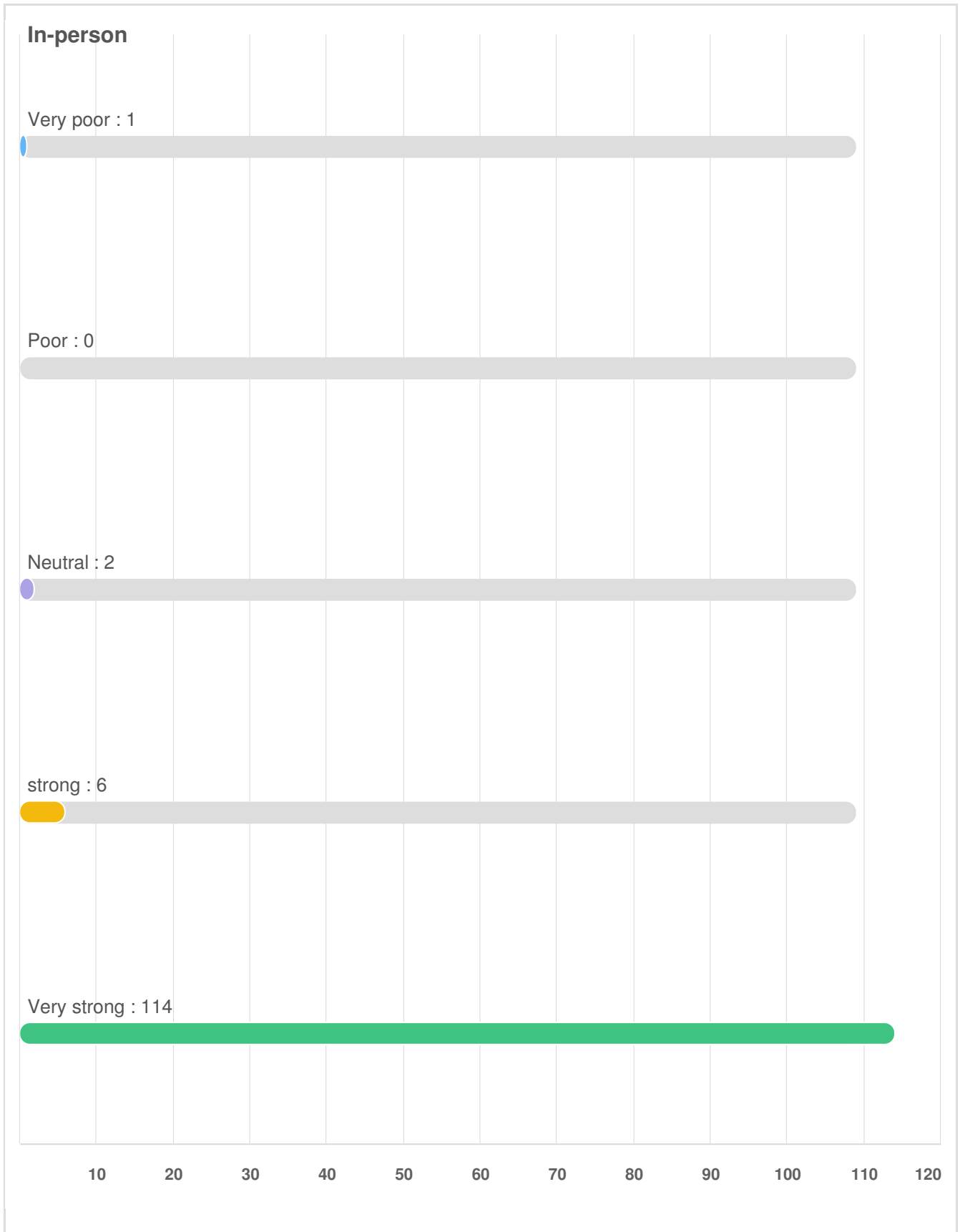
**Q4** How would you rate your understanding of the following voting methods?



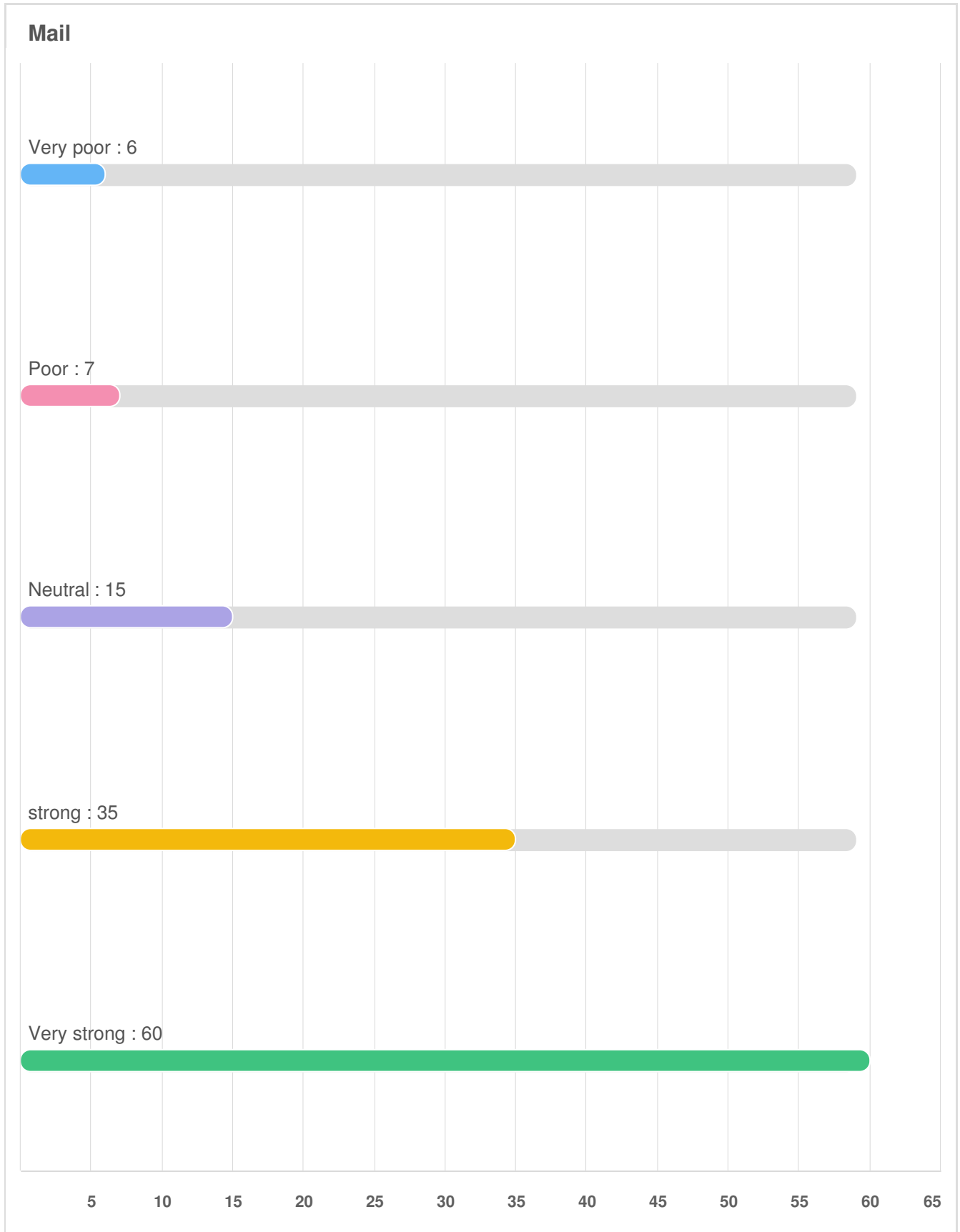
Mandatory Question (123 response(s))

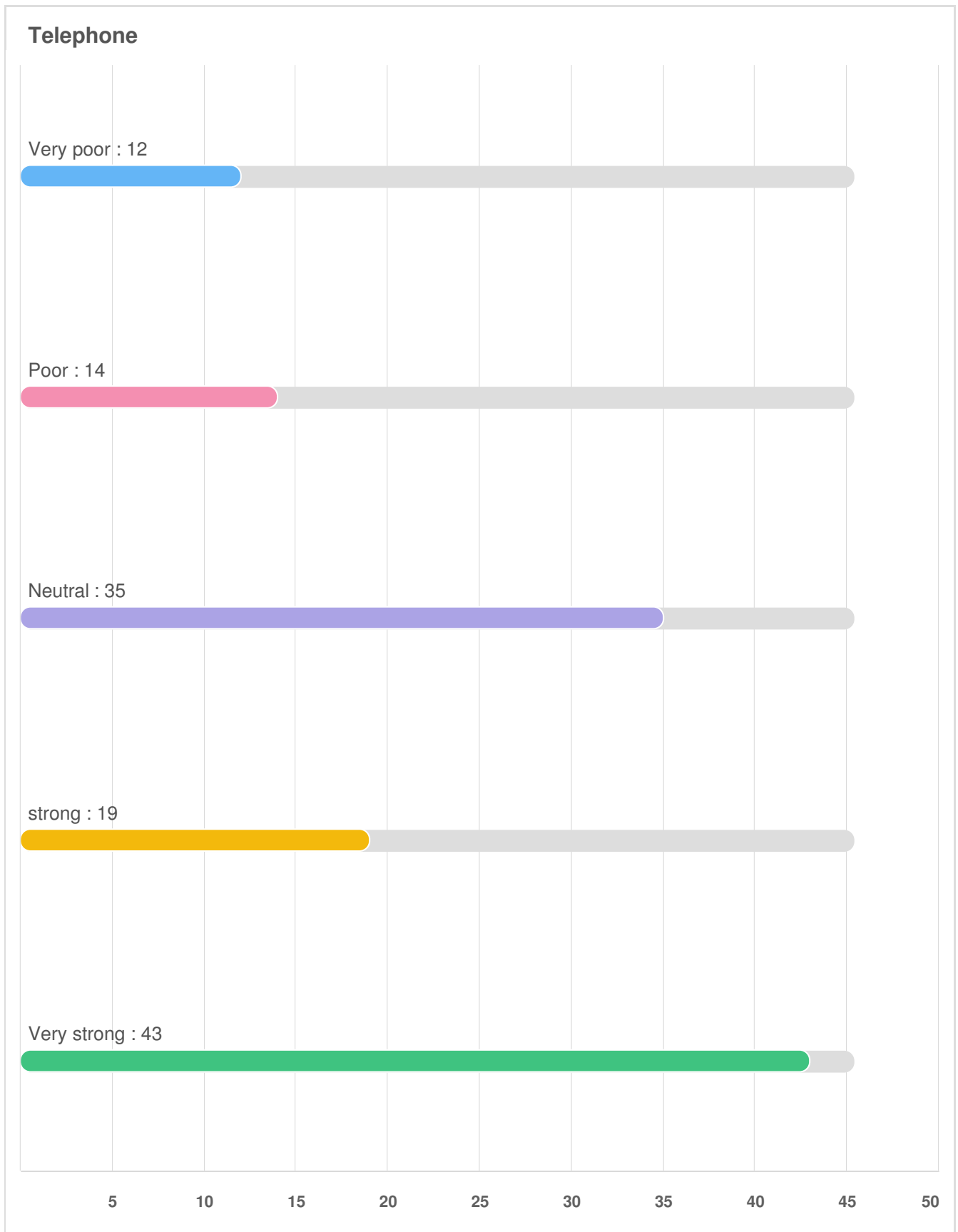
Question type: Likert Question

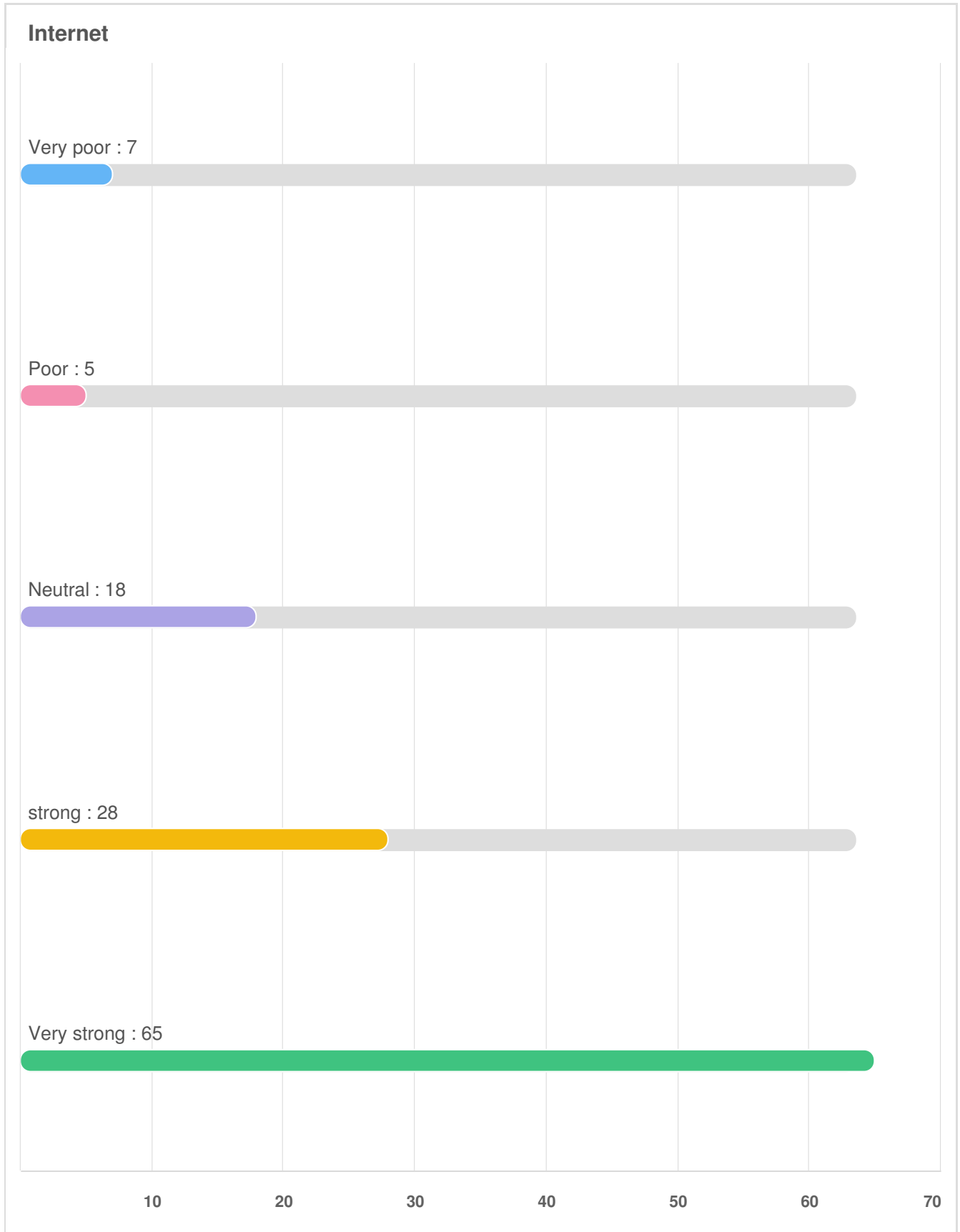
**Q4 | How would you rate your understanding of the following voting methods?**



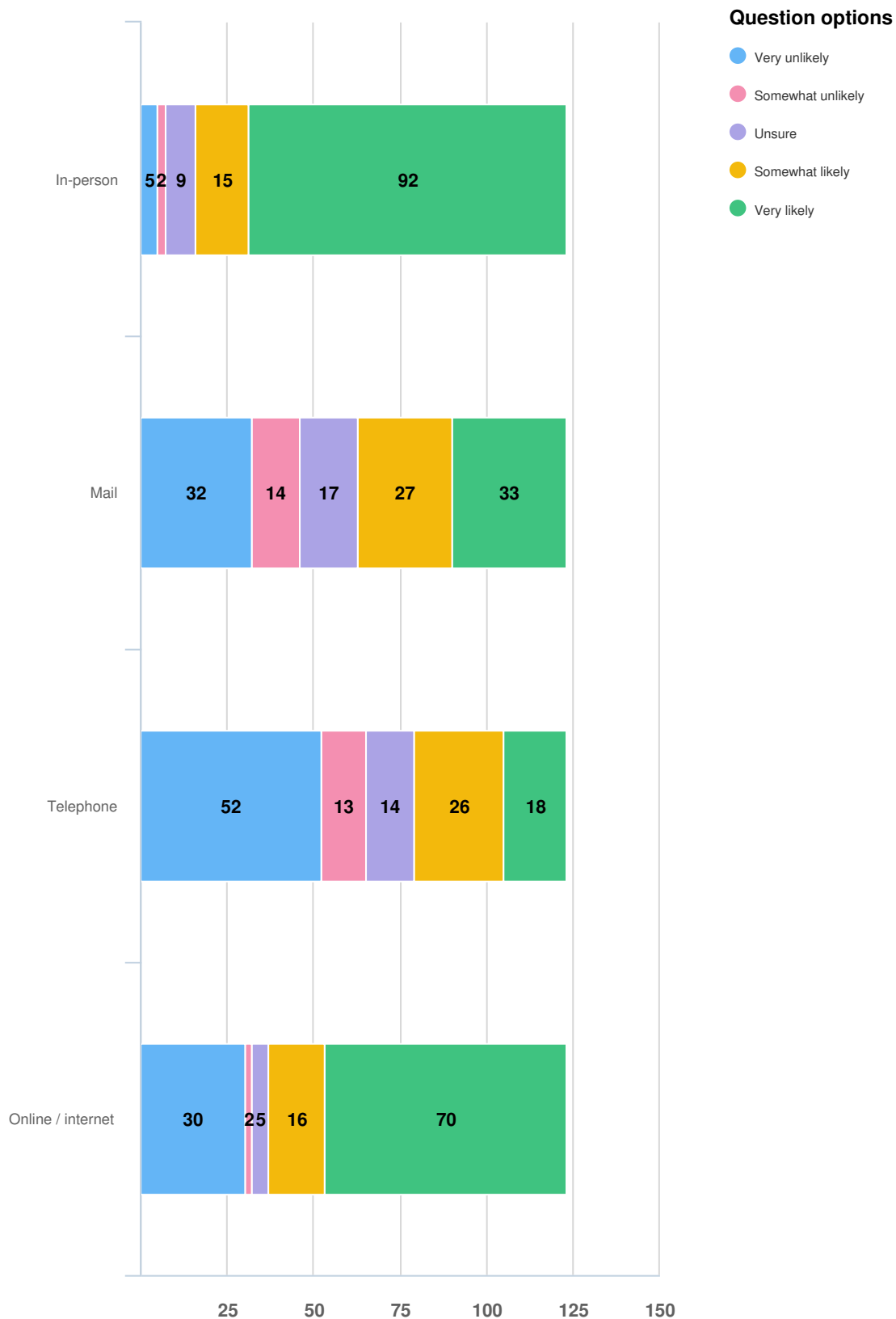








**Q5 How likely are you to use the following voting methods**



Mandatory Question (123 response(s))

Question type: Likert Question

**Q5 | How likely are you to use the following voting methods**

**In-person**

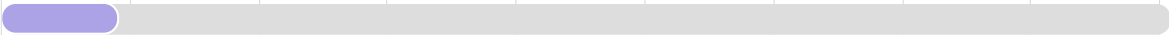
Very unlikely : 5



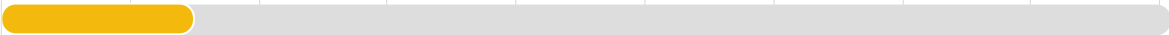
Somewhat unlikely : 2



Unsure : 9



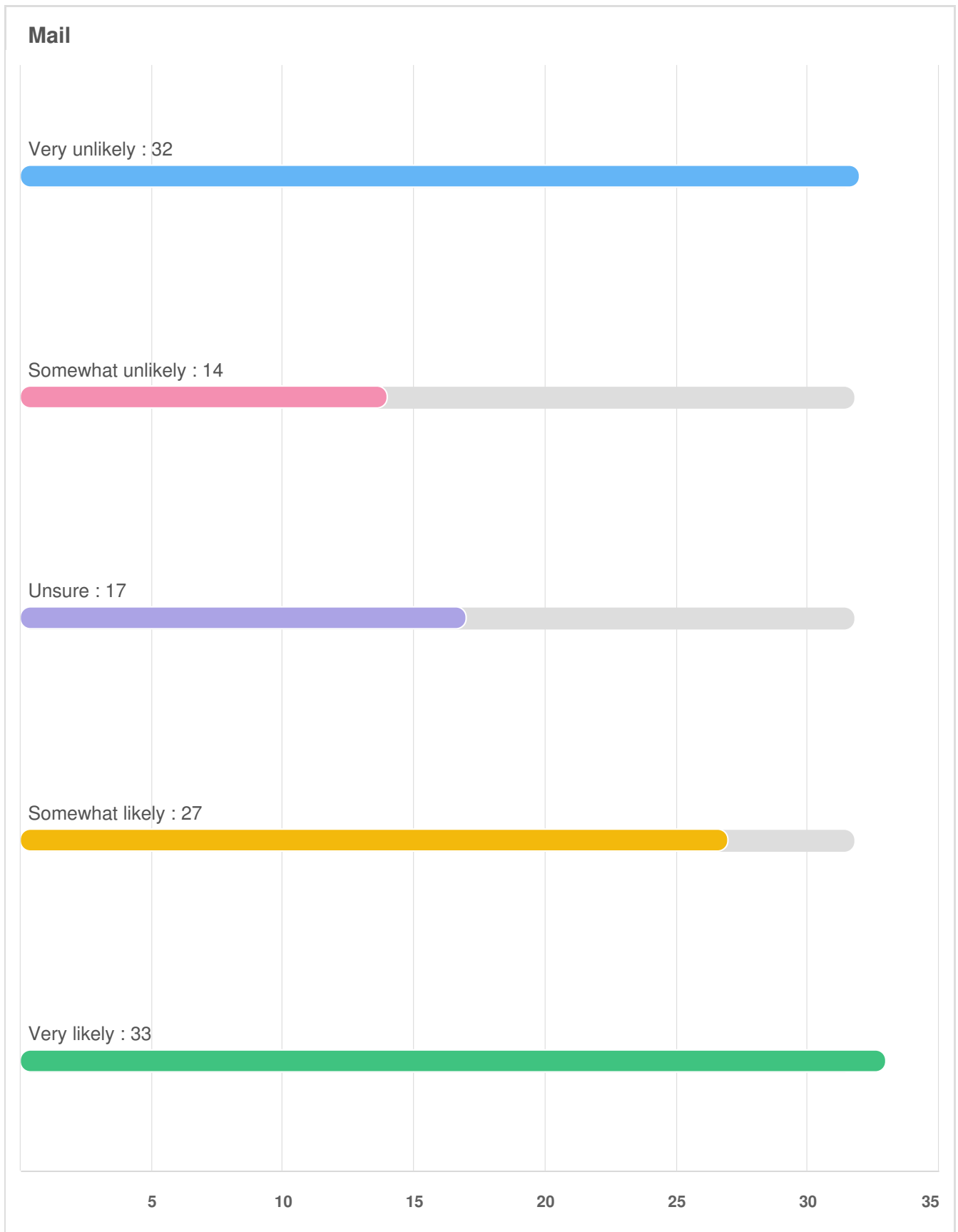
Somewhat likely : 15

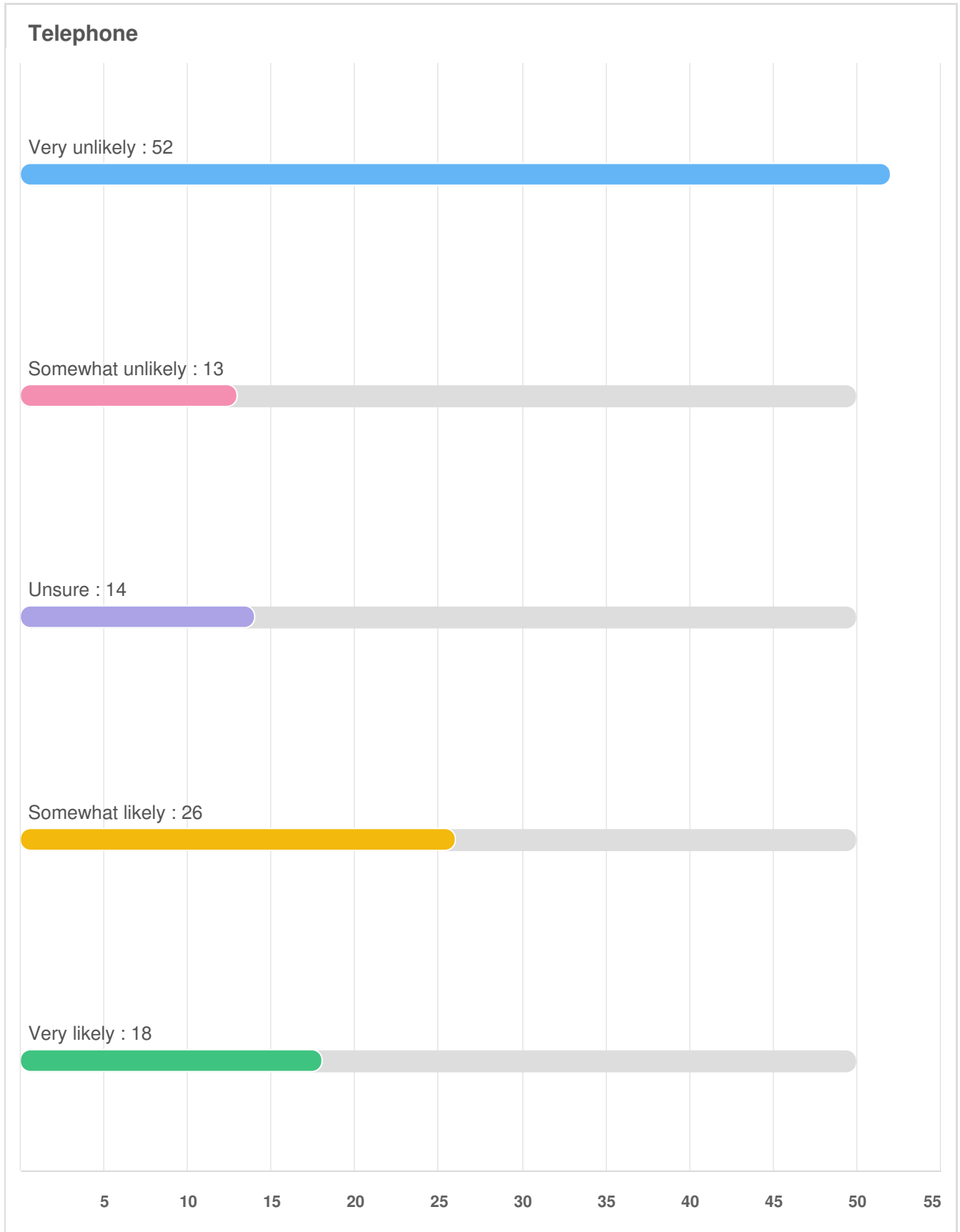


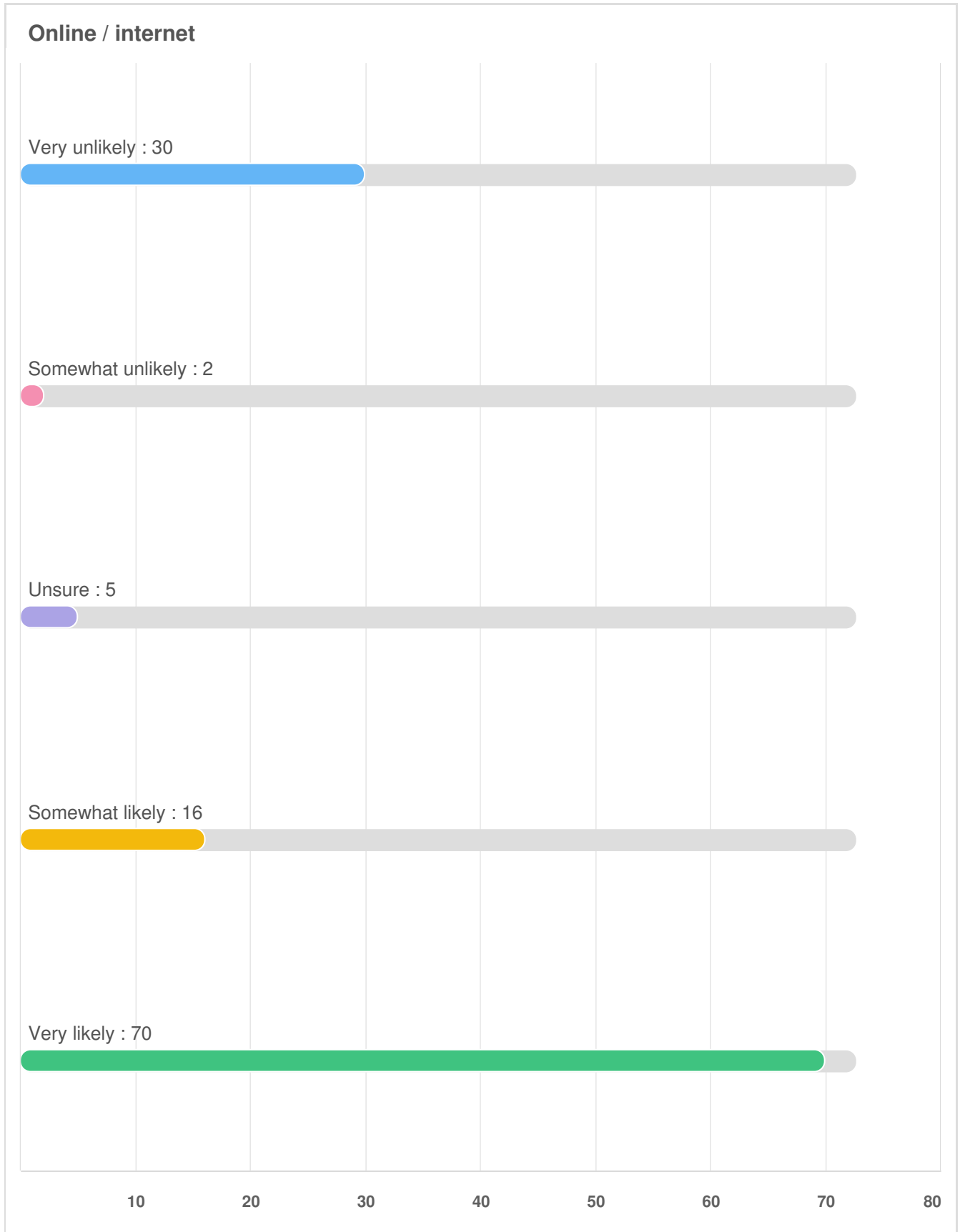
Very likely : 92



10 20 30 40 50 60 70 80 90 100









**Q6 Do you have security concerns with any of the following voting methods?**



Optional question (123 response(s), 0 skipped)

Question type: Likert Question

**Q6 | Do you have security concerns with any of the following voting methods?**

**In person**

Unsure : 1



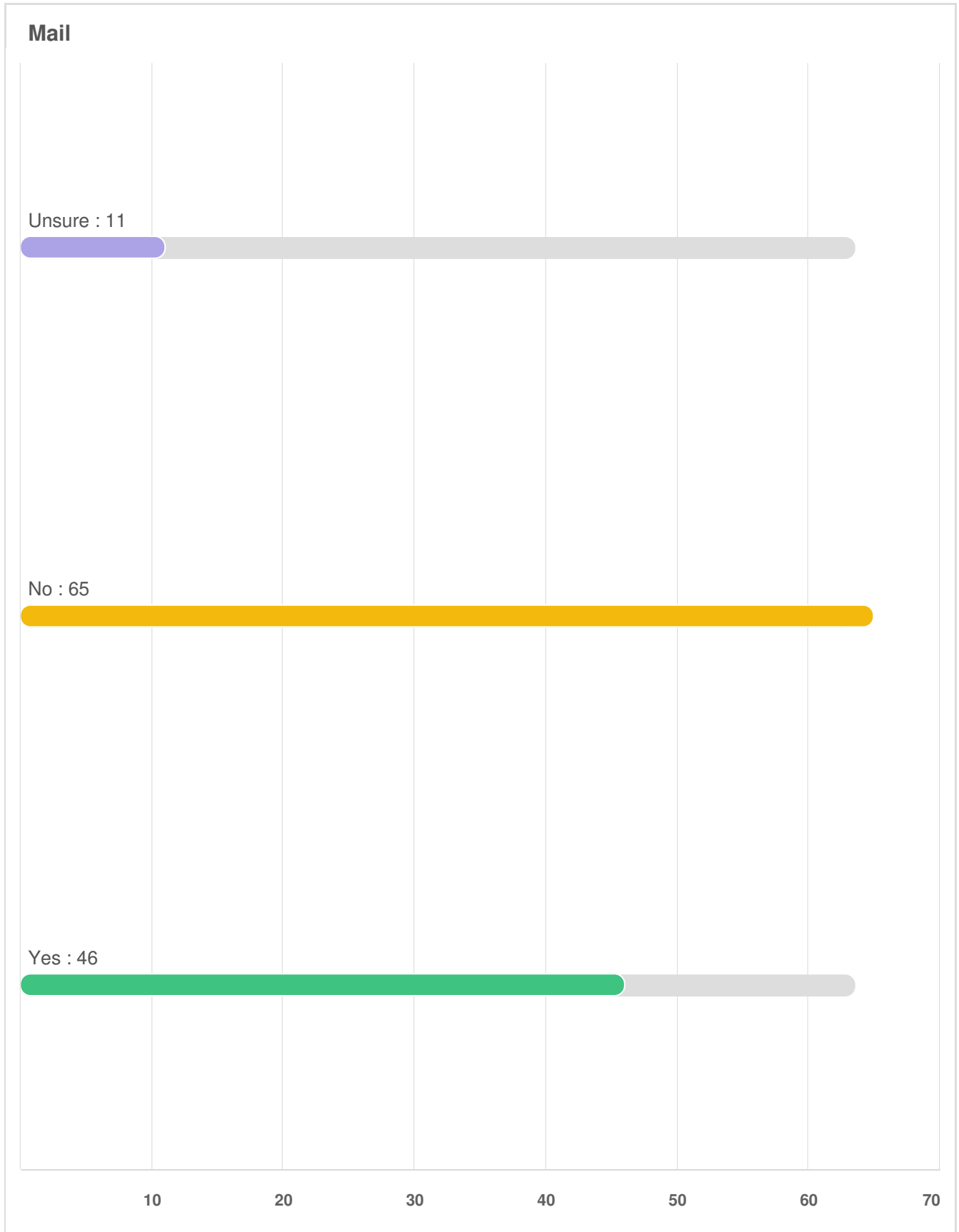
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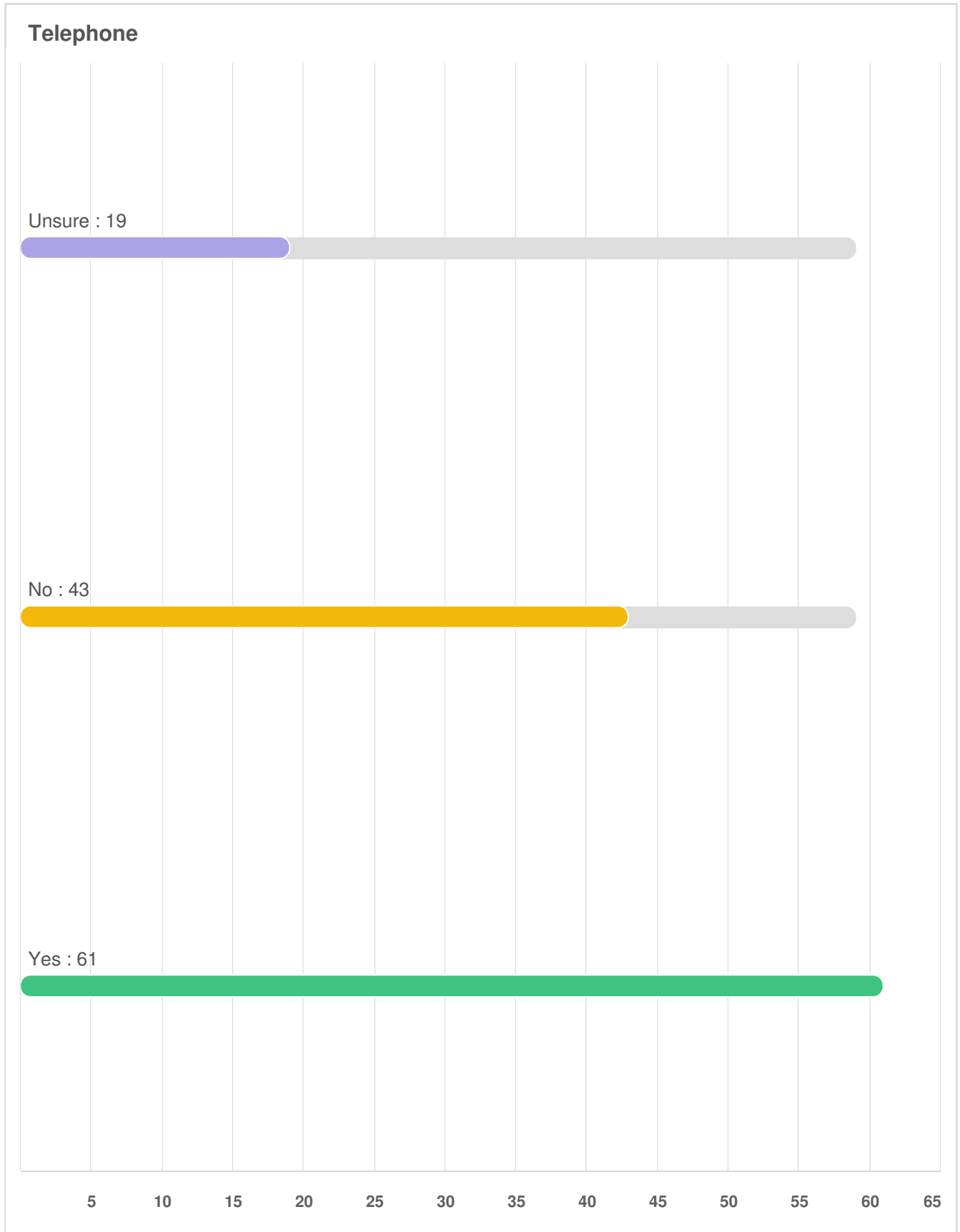


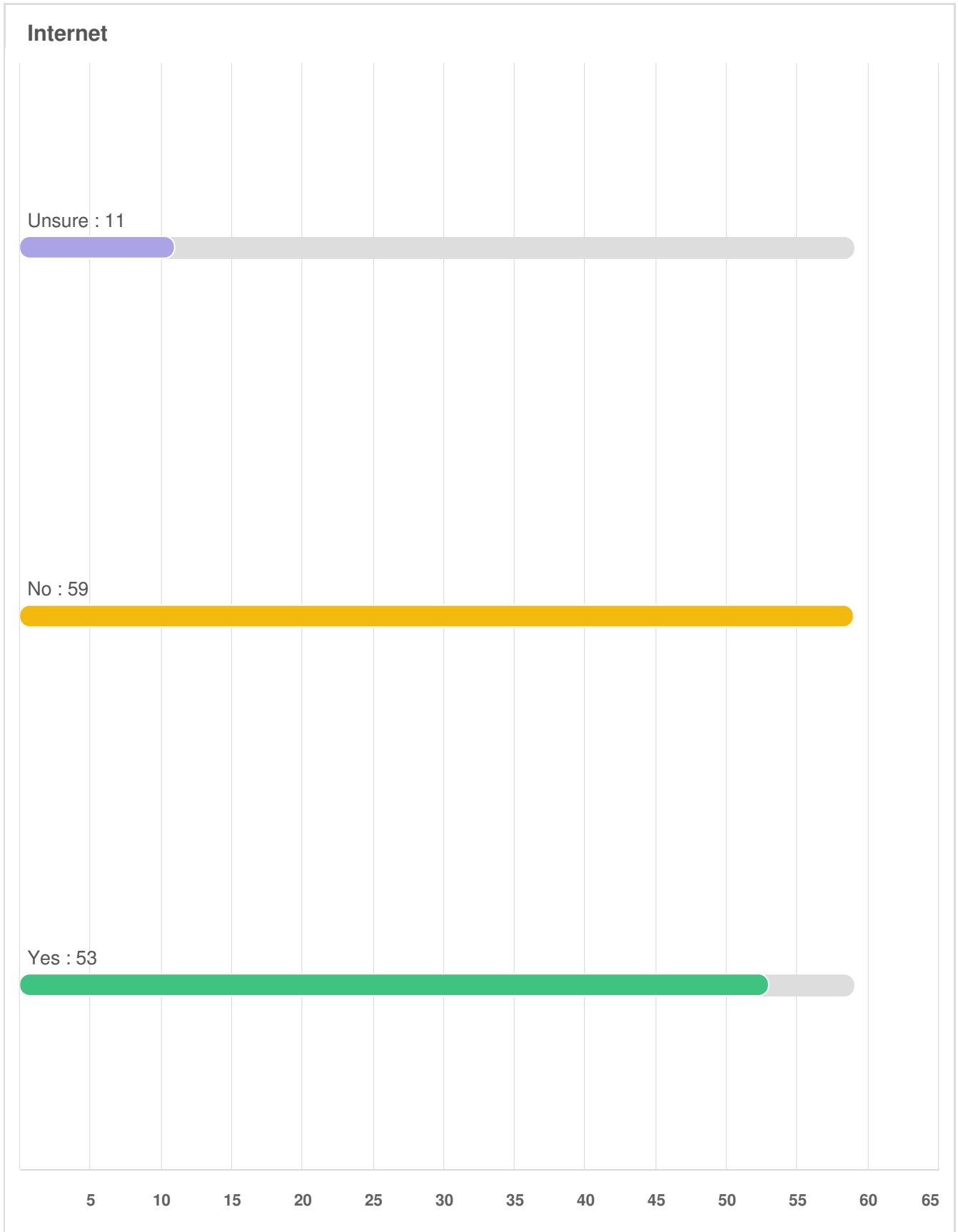
Yes : 2

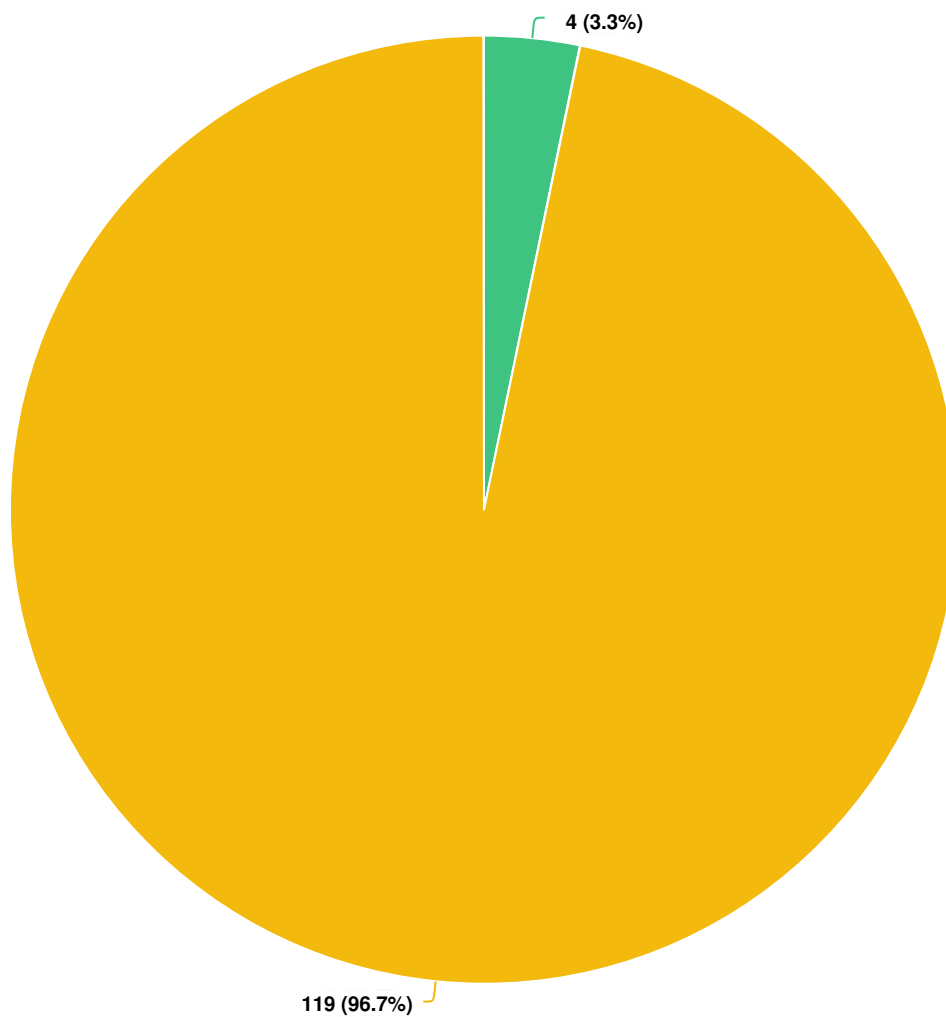


10 20 30 40 50 60 70 80 90 100 110 120 130







**Q7 | Did you experience any challenges or barriers to participating in the 2018 municipal election?****Question options**

● No ● Yes

Optional question (123 response(s), 0 skipped)  
Question type: Dropdown Question

**Q8 What challenges or barriers did you experience?**

10/04/2021 04:31 PM No one knew of anyway to vote except in person, and for some that was not possible

10/05/2021 06:51 AM I work away from home and can not always be home when it is time to vote

10/06/2021 04:39 AM Mobility issues from illness

10/13/2021 07:59 PM As a parent it felt difficult to go to the polling station. It also can be a transportation issue because I do not drive. The in person voting is difficult also-- if there is a more convenient location like the library but you are not allowed to vote there.

**Optional question** (4 response(s), 119 skipped)

**Question type:** Essay Question

**Q9 Please share your suggestions for improvements or changes to the voting process you would like to see during the 2022 municipal election, or share any practices you would like to see continue.**

10/04/2021 01:01 PM I think that we need longer hours for polling stations to be open

10/04/2021 01:23 PM Whatever method(s) are used I think it is important that the results can be determined on election night (not counted days later). E.g. not allowing mail in ballots to just be post marked by election day and counted later.

10/04/2021 01:23 PM No comments

10/04/2021 02:13 PM I would like to see the option of internet, telephone and/or mail-in voting! Thank you.

Municipal election voting survey : Survey Report for 20 December 2018 to 18 October 2021

[REDACTED]

10/04/2021 02:47 PM

As a retired person(s) my wife and myself try and vote at a time which is not very congested----internet option would be great as we would not have to leave our home. We were looking to vote by mail for the last Federal Election (2020) but the instructions and computer skills were above my expertise to satisfy the proof of identity to generate the voting package. We elected to cast our ballot during the early voting options---longer lineups than we had ever experienced---30 min+ process.

[REDACTED]

10/04/2021 03:50 PM

Make it mandatory with possible fines attached. Poor voter turn out is an issue at all levels of government.

[REDACTED]

10/04/2021 04:31 PM

Absentee voting can be done in a safe and accurate way. I so not know how anyone could prove who they were with internet or by phone, so safety would be essential

[REDACTED]

10/04/2021 06:18 PM

Advance polls to provide more than one day for voting. Voting day could/should be on a weekend day (Saturday or Sunday) giving more people an opportunity to vote. 20 day campaign period Late October Election Day date

[REDACTED]

10/04/2021 06:23 PM

Need 100% transparency and a deadline that would have all results available at the same time as inperson. There should be no delay of results as this would shake the trust and integrity of the vote.

[REDACTED]

10/04/2021 07:42 PM

I feel in person voting is the safest and most fair option that limits the possibility of fraud.

[REDACTED]

10/04/2021 08:56 PM

Make it convenient to vote, internet or mail. Extend voting time to off-work hours.

[REDACTED]

10/05/2021 04:23 AM

you MUST show your ID , or how do you prove who you are

[REDACTED]

10/05/2021 05:23 AM

Based upon the last federal elections, polling places needed to have appropriate staffing to ensure the process is swift and frictionless. I saw people at my polling location who were unable to stand for prolonged periods of time leave because it took too long.



Municipal election voting survey : Survey Report for 20 December 2018 to 18 October 2021

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[REDACTED]

10/05/2021 06:51 AM

Extend the early voting period or allow online voting so that those of us who do not work where we live have the opportunity to participate in the election

[REDACTED]

10/05/2021 07:25 AM

It would be naive to assume no security issues with phone and internet voting. There is a faction that will use any/all opportunities to disrupt an election. We need to be able to efficiently and accurately verify results. Phone and Internet voting will not allow that.

[REDACTED]

10/05/2021 07:42 AM

No reason not to have in person voting.

[REDACTED]

10/05/2021 08:34 AM

The community needs a greater understanding of who these people are that are running for positions and what they truly stand for. We need more exposure to the entire campaign process of all local candidates.

[REDACTED]

10/05/2021 09:03 AM

None

[REDACTED]

10/05/2021 09:42 AM

We would need to be convinced that internet voting was going to be secure. If that is done I believe more people will be able to participate, especially those who cannot attend a polling station.

[REDACTED]

10/05/2021 10:28 AM

N/A

[REDACTED]

10/05/2021 12:51 PM

N/A

[REDACTED]

10/05/2021 01:10 PM

I'm open to any kind of voting. However, I have older inlaws with mobility issues. For them, getting to a voting station is a big deal. I would support alternative methods. I feel for their demographic, mail-in or phone-in would be the best alternative as long as their window to vote is lengthy enough. Having said that, I'd prefer internet voting for myself. I think offering various methods would encourage a larger voting turnout.

**Municipal election voting survey : Survey Report for 20 December 2018 to 18 October 2021**

<div></div> <p>10/05/2021 01:57 PM</p>	In person advance
<div></div> <p>10/05/2021 04:31 PM</p>	N/A
<div></div> <p>10/05/2021 04:58 PM</p>	Please avoid internet based voting. Even if it's fair, it is impossible to avoid looking unfair.
<div></div> <p>10/06/2021 04:39 AM</p>	The more options the better
<div></div> <p>10/06/2021 05:22 AM</p>	Can Tax payers afford the cost associated to creating apps or other new technologies ? Telephone & Internet may allow voter fraud and we all ready know some councillors lie
<div></div> <p>10/06/2021 05:35 AM</p>	Regarding question 5, I will vote no matter how we end up voting, but I hope it is by mail or in person.
<div></div> <p>10/07/2021 05:16 AM</p>	None
<div></div> <p>10/07/2021 05:41 AM</p>	Keep it as in person voting only.
<div></div> <p>10/07/2021 08:00 AM</p>	Don't let people get lazy. The people who actually care will find a way to make it in to vote. Convenience doesn't actually care much about real policy
<div></div> <p>10/07/2021 08:10 AM</p>	Security measures are far too strict, voter turn out is already far too low. No one is trying to steal an election at this level or any other level in Canada. Showing your Election Registration Card should be enough with having to show identification and then having the returning officer take notations from your identification. It slows down the process and tries to solve a problem that never existed.
<div></div> <p>10/07/2021 10:42 AM</p>	Voting in person is the most secure way of avoiding possible election fraud. How can anybody securely identify an invisible person sitting behind a computer or telephone? Stolen identity can be a real concern. Even bringing these two options up is extremely

dangerous to our democratic society.

[REDACTED]  
10/07/2021 02:22 PM

Mail in and internet voting guarantees loss of trust. There is no reason to change in person voting and a plethora of reasons to avoid it. Mail in ballots confirm to me corruption. Internet voting is at the mercy of so many external powers it boggles the mind. Please do not do this, I have to trust SOME level of government.

[REDACTED]  
10/07/2021 05:32 PM

Voting should be "In person" only. Please do not try to introduce gimmicks in a democratic process. All the other alternatives are more susceptible to fraud.

[REDACTED]  
10/08/2021 05:05 PM

Any chance to have advanced polling?

[REDACTED]  
10/08/2021 06:42 PM

Internet voting would provide reliable and quick electoral results

[REDACTED]  
10/08/2021 09:29 PM

I used mail in voting for the 2019 federal election and it was so say. I would have used internet voting if it had been available. I think by offering alternatives, more people would vote.

[REDACTED]  
10/09/2021 05:52 AM

I think you're on the right track with your options. We went to a community center for the last federal election and it worked out really well and we felt safe during the pandemic. I worry with mail-ins that it might not get there. Online there was too much uploading of things like a bill with your address on it which I get everything online so if there could be another option to that I'd feel more comfortable with it.

[REDACTED]  
10/09/2021 06:16 AM

There should be strong consideration of ranked ballots

[REDACTED]  
10/09/2021 07:26 AM

Please refrain from locating polling booths inside the premises of faith based organizations that oppose the full and equal participation in society of all citizens. Religious institutions that oppose the human right of citizens to marry whom they choose , regardless of their gender, should not be locations where I am asked to cast my vote. Gay marriage has been legally recognized in Ontario for more than 20 years. To be asked to vote inside

## Municipal election voting survey : Survey Report for 20 December 2018 to 18 October 2021

locations that are run by organizations that oppose the human right of voters to select the spouse of their choice is highly offensive and not a safe space to cast my vote.

10/09/2021 01:25 PM

Polling station in unique area or low turn our areas. Brock, Niagara College, Senior residence, at risk communities etc.

10/09/2021 02:04 PM

I do not understand what "cannot be verified by an external party" means.

10/10/2021 11:55 AM

In person is clearly the most secure and thus preferred. I worry that other methods could be subject to pressure tactics on unsophisticated citizens. While higher rates of participation should be preferred, if it means uninformed people vote, they will likely enhance the incumbent advantage. That is not needed.

10/10/2021 07:33 PM

None.

10/11/2021 02:41 PM

There should only be in person voting. Period. City council continues to think they're in woke California. Council should stick to keeping our taxes low and spend less time participating in the BLM movement, less time virtue signaling by renaming parks and less time making our elections less safe. Th USA election was stolen partly by mail-in ballots and was definitely stolen due to less stringent election security. And council wants to adopt those practices. It leaves this citizen shaking his head. "Everything woke turns to [REDACTED]." Donald J Trump. Good job, Walter!

10/12/2021 06:23 AM

Not cost effective to send out voter cards plus pre-paid envelopes for voters to vote by mail. We should be looking at paperless options.

10/12/2021 01:17 PM

Please bring us into the age of internet. If I can file my taxes on line certainly we can vote on line!

10/13/2021 08:25 AM

More use of the media to promote youth participation.

Municipal election voting survey : Survey Report for 20 December 2018 to 18 October 2021

10/13/2021 01:53 PM

Ranked ballot.

10/13/2021 03:34 PM

Please make all options available.

10/13/2021 03:49 PM

Accessible parking / no dogs except service dogs, please / good to see young children with their parents in the voting location as it sets a good example for civic engagement/ civic responsibility

10/13/2021 06:59 PM

Only in person voting.

10/13/2021 07:59 PM

I would much rather vote online but i do not want to go through any difficult technology requirements to vote or have to fiddle with my phone to upload documents or scan things. It is notable as well that many places to use the computer or scanners such as employment centres are still not open to assist in scanning etc.

10/14/2021 09:35 AM

I'd like to see in-person continue with the potential for mail-in. The mail in can be similar to the Federal election where proof of id be submitted with the application for a special ballot to be sent to them to be mailed in. I think telephone and internet are subject to too many technical difficulties and costs that would be too great for such a small municipality.

10/14/2021 11:11 AM

We need the youth to participate, so telephone and internet voting are required. Life changes. Remember there was a time women were not allowed to vote. We need eveyones voice not just seniors.

10/14/2021 11:20 AM

Ranked or proportional would be better than first past the post. IF LONDON CAN DO IT WE CAN DO IT.

10/15/2021 08:56 AM

more options to vote would hopefully engage more community members.

10/16/2021 01:47 PM

I'd prefer to see internet voting, simple, secure & efficient.. should be cost effective as well

**Optional question** (59 response(s), 64 skipped)

**Question type:** Essay Question



## Corporate Report City Council

**Report from:** Community, Recreation and Culture Services, Programs and Cultural Services

**Report Date:** October 29, 2021

**Meeting Date:** November 15, 2021

**Report Number:** CRCS-179-2021

**File:** 35.65.112

**Subject:** 2029 Historic Welland Canals Task Force Terms of Reference

### Strategic Pillar:

This report aligns with the following St. Catharines Strategic Plan pillars: cultural and social.



## Recommendation

That Council approve the Terms of Reference for the 2029 Historic Welland Canals Task Force, attached as Appendix 1; and

That Councillors \_\_\_\_\_ and \_\_\_\_\_ be appointed to the 2029 Historic Welland Canals Task Force.

## Summary

This report provides a proposed Terms of Reference for the formation of the 2029 Historic Welland Canals Task Force. The purpose of the task force will be to develop an interpretive plan to commemorate the history of the first and second Welland Canals and recognize significant milestones in the construction and operation of the historic first and second Welland Canals.

## Relationship to Strategic Plan

The creation of the 2029 Historic Welland Canals Task Force supports two pillars of the City of St. Catharines Strategic Plan:

- 1) Social Well Being – in support of the goal of building strong, inclusive neighbourhoods that provide high quality of life for residents of all ages.
- 2) Cultural Renaissance – in support of the goal of celebrating the City's rich history, diversity, arts and cultural assets through leadership, promotion and investments that support measurable, sustainable creative growth.

## Background

At its meeting on November 9, 2020, Council approved the following motion:

WHEREAS the First Welland Canal opened for a trial run on Nov. 30, 1829, after five years of construction, which means it will celebrate its 200th anniversary in 2029; and

WHEREAS remnants of the First and Second Welland Canals flow through Merritton and other portions of the city; and WHEREAS the 2019 Capital Budget outlined that the highest priority locations for the First and Second Welland Canals are located in Merritton – namely Locks 6, 7 and 9 in what is currently referred to as “Canal Valley”; and

WHEREAS further work, including identifying the historical value and mapping the ultimate state of the historical assets of the First and Second Welland Canals, could be done in cooperation with various City departments and members of the community; and Page 4 of 8 November 09, 2020 Regular Council

WHEREAS the City of St. Catharines Council declared a Climate Emergency in 2019; and

WHEREAS the COVID-19 pandemic has highlighted the need to be able to be outdoors in order to exercise and experience the city; and

WHEREAS many people, not just those who are environmentally-conscious, are looking for alternative ways to travel around their city other than in automobiles; and

WHEREAS upgrading our trail system present a unique opportunity to make significant, sustainable improvements in the area for generations to come;

THEREFORE BE IT RESOLVED that staff be directed to upgrade the Parks Policy Plan (Trails) by November 30, 2021 in order to create an overarching strategy for trail creation, maintenance and connectivity throughout the entire city PROVIDED THERE IS SUFFICIENT ICIP FUNDING. If not, an alternative funding source -- if needed -- will be considered and brought back to Council for consideration; and

BE IT FURTHER RESOLVED that staff be directed to prepare terms of reference for a Merritt Trail Connectivity Project Task Force, to include a representative of the cycling community, a representative from the City’s Accessibility Advisory Committee, a representative of the Queenston Neighbours or Fitzgerald Neighbours community groups, a representative of the Recreation Master Plan Advisory Committee and a representative from the Transportation Advisory Committee, plus both Merritton Councillors and one other City Councillor, tasked with finding creative ways of connecting the Merritt Trail through the city and potentially raising funds for trail improvements to be matched by the Parks Legacy Project up to \$50,000; and



BE IT FURTHER RESOLVED that staff be directed to prepare terms of reference for a 2029 Welland Canals Project Task Force, consisting of three residents of St. Catharines, a representative of the Heritage Advisory Committee, a local community or noted expert on Welland Canals history, a representative from Brock University who has extensive knowledge about the subject, a representative of the City's Public Art Advisory Committee, both Merritton Councillors and two City Councillors, tasked with creating an overall plan on how to better showcase the old First and Second Welland Canals, including both current exposed and buried locks, wayfinding signs, public art, look out points and liaising with other community groups to be identified and which are currently working to attain national historical status for the First Welland Canal.

## Report

The Welland Canals, both modern and historic, have had a significant impact on the growth and development of our community. The routes of the historic first and second Welland Canals run through the heart of the community from Merritton to Port Dalhousie and remnants of these former transportation routes remain in parks and along existing trails in the city.

The 200<sup>th</sup> anniversary of the beginning of the first Welland Canal is approaching. Significant milestone years related to this anniversary include 1824, the incorporation of the Welland Canal Company and the groundbreaking for the first canal; 1829, the first season where ships transited a portion of the canal from Port Dalhousie to Chippawa; and 1833, when the first Welland Canal opened fully to Gravelly Bay.

These approaching milestone anniversaries of the Welland Canals are an opportunity for the City of St. Catharines to explore ways to showcase the remaining remnants of these historic canals as well as the trails and parks within the City of St. Catharines. This is also an opportunity to find ways to connect the stories of the canals to the community in new and interesting ways.

The 2029 Historic Welland Canals Task Force will be responsible for developing an interpretive plan to commemorate the history of the first and second Welland Canals and recognize significant milestones in the construction and operation of the historic first and second Welland Canals. The task force will be responsible for:

- Work in partnership with the Heritage Advisory Committee, Transportation Advisory Committee and any other related committees to identify opportunities to showcase the historic First and Second Welland Canals in the development of the trail system.
- Create an overall plan on how to better showcase the remains of the historic First and Second Welland Canals, including both current exposed and buried locks, wayfinding signs, public art, look out points, etc.
- Liaise with other community groups, to be identified, which are currently working to attain national historical status for the First Welland Canal.
- Identify the historical value and explore opportunities to map the ultimate state of the historical assets of the First and Second Welland Canals.

- Explore alternate funding opportunities, including but not limited to, sponsorship, fundraising and grants.
- Identify a strategy for the long-term conservation of Canal-related infrastructure to ensure that remnants (both above and below ground) can be enjoyed for future generations.
- Identify policies that may be included in the Official Plan that will allow for the long-term conservation of Canal-related infrastructure.
- Identify opportunities for commemorative events and activities surrounding three distinct historic dates:
  1. 1824 – the signing of the charter to incorporate the Welland Canal Company.
  2. 1829 – the first season ships transited a part of the First Welland Canal.
  3. 1833 – the full opening of the First Welland Canal to Gravelly Bay.

## **Financial Implications**

There are no financial implications for approving the formation of the 2029 Historic Welland Canals Task Force and attached Terms of Reference.

As the task force carries out its work, recommendations of ways to highlight the historic Welland Canals in St. Catharines may require Council funding consideration or the task force to explore alternate funding opportunities, including but not limited to, sponsorship, fundraising and grants due to their financial implications.

## **Environmental Sustainability Implications**

There are no environmental sustainability implications in this report.

## **Conclusion**

The 200<sup>th</sup> anniversary of the beginning of the first Welland Canal in 2029 is an important historic milestone. The formation of the 2029 Historic Welland Canals Task Force to plan and explore ways to commemorate the important events surrounding the first and second Welland Canals and to tell the stories of the canals in meaningful ways will help preserve and showcase an important part of the community's history.

### **Prepared by**

Kathleen Powell  
Supervisor of Historical Services

### **Submitted and approved**

Phil Cristi  
Director, Community, Recreation and Cultural Services

## **Appendices**

1. Terms of Reference – 2029 Historic Welland Canals Task Force

## 2029 Historic Welland Canals Task Force

# Terms of Reference

## Statement of Purpose

The 2029 Historic Welland Canals Task Force will be responsible for developing an interpretive plan to commemorate the history of the first and second Welland Canals and recognize significant milestones in the construction and operation of the historic first and second Welland Canals. The task force will be responsible for:

- Work in partnership with the Heritage Advisory Committee, Transportation Advisory Committee and any other related committees to identify opportunities to showcase the historic First and Second Welland Canals in the development of the trail system.
- Create an overall plan on how to better showcase the remains of the historic First and Second Welland Canals, including both current exposed and buried locks, wayfinding signs, public art, look out points, etc.
- Liaise with other community groups, to be identified, which are currently working to attain national historical status for the First Welland Canal.
- Identify the historical value and explore opportunities to map the ultimate state of the historical assets of the First and Second Welland Canals.
- Explore alternate funding opportunities, including but not limited to, sponsorship, fundraising and grants.
- Identify a strategy for the long-term conservation of Canal-related infrastructure to ensure that remnants (both above and below ground) can be enjoyed for future generations.
- Identify policies that may be included in the Official Plan that will allow for the long-term conservation of Canal-related infrastructure.
- Identify opportunities for commemorative events and activities surrounding three distinct historic dates:
  - 1) 1824 – the signing of the charter to incorporate the Welland Canal Company.
  - 2) 1829 – the first season ships transited a part of the First Welland Canal.
  - 3) 1833 – the full opening of the First Welland Canal to Gravelly Bay.

## **Composition**

The Task Force shall be comprised of up to 11 members as follows:

- Three residents of St. Catharines (3)
- One representative of the Heritage Advisory Committee (1)
- One noted expert on Welland Canal history (1)
- One representative from Brock University with knowledge of the history of the Welland Canal (1)
- One representative of the Public Art Advisory Committee (1)
- Two Merriton City Council members (2)
- Two additional City Council members (2)

## **Term of Appointments**

The 2029 Historic Welland Canals Task Force will operate until the interpretative plan is approved by Council.

## **Reporting Structure**

The Task Force reports directly to the Cultural Sustainability Committee.

Coordination with other advisory bodies may be required, depending on the Task Force recommendations.

Administrative support to the Task Force shall be provided by Community Recreation and Culture Services which shall assign a Secretary to the Committee. Additional staff resources will be provided, as required from time to time.

## **Schedule of Meetings**

The Task Force will meet monthly, or as required, at the discretion of the Chair until the completion of the project.

## **Other**

The Task Force shall conduct its meetings in accordance with and otherwise comply with the City of St. Catharines Simplified Meeting Procedures for advisory bodies.



## By-laws to be considered Monday, November 15, 2021

- (a) A By-law to amend By-law No. 89-2000 entitled "A By-law regulating traffic and parking on City Roads." (One reading – with respect to parking prohibitions at various locations. Delegation of Powers and Duties By-law No. 2020-156.)
- (b) A By-law to amend By-law No. 89-2000 entitled "A By-law regulating traffic and parking on City Roads." (One reading – with respect to adding a stop sign location on Shaver Rd. Delegation of Powers and Duties By-law No. 2020-156.)
- (c) A By-law to amend By-law No. 89-2000 entitled "A By-law regulating traffic and parking on City Roads." (One reading – with respect to heavy vehicle prohibitions at various locations. Delegation of Powers and Duties By-law No. 2020-156.)
- (d) A By-law to authorize a Transfer Payment Agreement with Her Majesty the Queen in right of Ontario as represented by the Minister of Municipal Affairs and Housing. (One reading – with respect to funding for Project No. A34 - Lake Ontario Shoreline Risk and Hazard Assessment under the National Disaster Mitigation Program. Delegation of Powers and Duties By-law No. 2020-156.)
- (e) A By-law to amend By-law No. 2002-81 entitled "A By law to appoint certain employees of the Canadian Corps of Commissionaires (Hamilton) as municipal law enforcement officers." (One reading – with respect to change in personnel. Delegation of Powers and Duties By-law No. 2020-156.)
- (f) A By-law to assume and declare certain lands to be a highway and to be known as Ellis Avenue and Oakdale Avenue. (One reading – with respect to Merritton Mills Subdivision at 26 Oakdale Avenue. Delegation of Powers and Duties By-law No. 2020-156.)
- (g) A By-law to appoint David Upper as Acting Director of Fire Services/Acting Fire Chief and to repeal By-laws No. 2019-208 and 2019-305. (One reading – with respect to appointment. To be considered by Council, November 15, 2021.)
- (h) A By-law to authorize the use of optical scanning vote tabulators and of vote-by-mail alternative voting method at 2022 Municipal and School Board Elections. (One reading – with respect to the voting methods to be used at the 2022 Municipal and School Board Elections. To be considered by Council, November 15, 2021.)
- (i) A By-law to confirm the proceedings of council at its meeting held on the 15th day of November 2021. (One reading - with respect to confirming the proceedings of the meeting held on November 15, 2021.)