



**The Corporation of the City of St. Catharines**  
**CITY COUNCIL AGENDA**  
**Regular, Monday, April 25, 2022**  
**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, April 25, 2022 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, April 25, 2022 before 9:00 a.m. and attend a test session with City staff on Monday, April 25, 2022 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 [April 11, 2022](#).  
[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.

## 6. Consent Reports

- 6 - 10      6.1      Municipal Works, Operations  
Traffic Accident Cost Recovery and Required By-law Amendments  
*(Approval of Report will set a Public Meeting for May 16)*
- 11 - 36      6.2      Planning and Building Services  
2021 Annual Report on the City's Community Improvement Plan  
(2020CIP)
- 37 - 43      6.3      Financial Management Services  
Insurance Consultant Review – 2022 Insurance Renewal
- 44 - 53      6.4      Financial Management Services  
2022 Property Tax Rates
- 54 - 74      6.5      Legal and Clerks Services  
Correspondence Report

## 7. Public Meetings

- 7.1      Economic Development and Tourism Services  
Application for Exemption to By-Law 95-212 – Reptilia Inc.  
***(Item removed from the agenda. The application has been  
withdrawn by the applicant)***  
[Addenda]

## 8. Presentations

## 9. Discussion Reports

- 75 - 95      9.1      Planning and Building Services  
Welland House Site Clean-Up, Request for Budget Approval, 26-30  
Ontario Street  
***(Item removed from the agenda)***  
[Addenda]
- 9.2      Planning and Building Services  
Demolition Permit for a Designated Heritage Property in the Port  
Dalhousie Heritage Conservation District: 21 Verdun Avenue
- Delegation by Patrick Maloney; Debbie and Rob Inglis; and  
Christienne Uchiyama will precede discussion of the report.

## 10. Motions

### 10.1 Issuance of Debentures

*Councillor Phillips will present the following motion:*

WHEREAS it is deemed desirable to issue debentures in the amount of \$15,000,000 in accordance with the terms of the various authorizing by-laws applicable to such expenditures;

THEREFORE BE IT RESOLVED by the Council of the Corporation of the City of St. Catharines as follows:

That the City Clerk be and is hereby directed to request the Council of the Regional Municipality of Niagara to issue debentures, on behalf of the said City, in the amount of \$15,000,000; and

That the City Clerk and Treasurer be and they are hereby directed to make available to the said Regional Municipality of Niagara certified copies of all By-laws and Orders of the Ontario Municipal Board applicable and all other information required in this connection, to ensure the issue of the said debentures in the amount of \$15,000,000.

### 10.2 100,000 Trees

*Councillor Townsend will present the following motion:*

WHEREAS the federal government has pledged to plant 2 billion trees by 2030; and

WHEREAS the City of St. Catharines has identified a goal of increasing its urban tree canopy to 30 per cent by 2030; and

WHEREAS the environmental stewardship is a key pillar of the City's strategic planning, and a healthy urban canopy delivers benefits including reduced storm water runoff and capturing greenhouse gasses that contribute to climate change; and

WHEREAS the City has declared a climate emergency and has identified tree planting as a sustainable approach to mitigating the causes of climate change, and adapting to the impacts of it;

THEREFORE BE IT RESOLVED that St. Catharines City Council request a staff report on a workplan to plant 100,000 trees over the next

10 years – developed as a Corporate-wide focus for all appropriate departments, with information on financial and staffing resources required, and potential community partnerships and grants to achieve the planting goal.

**10.3 Indigenous Relations Advisor Position**

*Mayor Sendzik will present the following motion:*

WHEREAS the City of St. Catharines has increased its efforts related to Diversity, Equity and Inclusion; and

WHEREAS the City signed a Memorandum of Understanding with the Niagara Regional Native Centre in 2018; and

WHEREAS the MOU provided a foundation to explore future opportunities for collaboration, education and cross-cultural exchange for City staff, elected officials, advisory committees, and the broader community; and

WHEREAS Niagara's history with First Nations, Inuit and Metis is a vital part of our city's cultural fabric, heritage and future; and

WHEREAS municipalities have particular responsibilities to implement the Calls to Action outlined in the Truth and Reconciliation Commission Report and to build, enhance and foster relationships with our Indigenous community partners; and

WHEREAS the City has committed to increasing awareness and further amplifying the voices of our Indigenous allies as we continue on the journey to heal together through collaborative cross-cultural learning and experiences in the spirit of reconciliation;

THEREFORE BE IT RESOLVED that St. Catharines City Council request a staff report by end of the 3rd Quarter of this year on the creation of an Indigenous Relations Advisor position, including a job description developed in collaboration with the Niagara Regional Native Centre, and a potential workplan, and that funding for the position be referred to the 2023 annual operating budget deliberations.

**11. Call for Notices of Motion**

**12. Report Requests**

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

#### 13.1 Minutes to Receive:

- Arts and Culture Advisory Committee, meeting of [March 2, 2022](#)
- Economic Sustainability Committee, meeting of [April 19, 2022](#) (draft)
- Equity and Inclusion Advisory Committee, meeting of [April 12, 2022](#) (draft)
- Heritage Advisory Committee, meeting of [March 10, 2022](#) (draft)
- Public Art Advisory Committee, meeting of [March 1, 2022](#)
- Transportation Advisory Committee, meeting of [April 14, 2022](#) (draft)

[Addenda]

### **14. Closed Session**

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

### **15. Motion Arising from Closed Session**

### **16. By-laws**

96 - 98

#### 16.1 Reading of By-laws

[Addenda]

### **17. Adjournment**



## Corporate Report City Council

**Report from:** Municipal Works, Operations

**Report Date:** April 4, 2022

**Meeting Date:** April 25, 2022

**Report Number:** MW-066-2022

**File:** 10.57.28, 10.53.1

**Subject:** Traffic Accident Cost Recovery and Required By-law Amendments

### Strategic Pillar:

This report aligns with the following St. Catharines Strategic Plan pillars: economic.



### Recommendation

That the Staff Recommendation in Report MW-066-2022, regarding the Traffic Accident Cost Recovery and Required By-law Amendments, be referred to City Council for consideration of the Staff Recommendation after the public meeting scheduled for May 16, 2022, for which notice will be duly given.

### Staff Recommendation

That Council approve the appended amendment to By-law No. 2021-101, 2022 Rates and Fees By-law, to provide for cost recovery of damages to municipal property, as a result of motor vehicle accidents; and

That Council delegate authority to Department Heads and to the Manager of By-law Enforcement to authorize agreements to access the provincial Authorized Requester Information System (ARIS); and

That the City Solicitor be directed to prepare the necessary by-laws.

### Summary

Minor by-law amendments are required in-order for staff to pursue recovery of costs stemming from damage to municipal property caused by third parties, in motor vehicle accidents.

## Background

In March 2021, the Niagara Regional Police Services (NRPS) stopped providing the City with certain specific information pertaining to motor vehicle accidents. This information is needed by and for the city, to pursue reimbursement of costs for repair of damaged infrastructure from a driver's insurer. The reason the NRP cited for this charge in past practice was concern over compliance with privacy legislation.

Alternatively, the City was directed to contact the Ministry of Transportation (MTO) directly, as they maintain a central provincial database that houses all traffic accident incident information, including names, addresses and relevant insurers, that has been provided by various police services across the province. This is known as "ARIS" or the Authorized Requester Information System.

Access to the ARIS network is controlled by a third-party operator / contractor, on behalf of the Ministry of Transportation. Since March 2021, City staff have been attempting to secure designation as an Authorized Requestor; however, we have been unsuccessful.

## Report

While it is clear that pursuant to the Municipal Act, the City is entitled to pursue compensation for damage stemming from motor vehicle accidents, the ARIS Operator that administers access to the system, has specific requirements with regards to municipal legislation that must be fulfilled before they accept a formal application from the City for access to the ARIS system.

At this time, the City has been advised that in-order to finalize the City's "checklist package", staff require a specific Council approved by-law, reaffirming the City's desire to recoup damage expenses for infrastructure repairs, stemming from a motor vehicle accident. This is to take the form of an amendment to our Rates and Fees By-law (Appendix 1). In addition, a proposed Amendment to Delegation of Powers and Duties By-law is required to give staff authority to enter into ARIS agreements (Appendix 2).

## Financial Implications

Numerous motor vehicle accidents occur across the city which result in damage to municipal property. While most accidents result in minor damage to municipal infrastructure, (e.g. guidrails, fire hydrants) some damage can be significant (e.g. melted pavement, broken electrical/traffic signals, etc.). Furthermore, for due diligence, the City must repair most infrastructure damage from traffic accidents immediately.

The City currently has a backlog of expense claims for damages of approximately \$30,000. Access to the ARIS system is necessary for the City to pursue compensation for these damages.

## **Conclusion**

The by-law amendments recommended in this report are minor in nature and will simply allow staff to continue to pursue reimbursement of damages to municipal property resulting from motor vehicle accidents.

### **Prepared by**

John Kukalis  
C.E.T., Manager of Operations

### **Submitted by**

Darrel Smith  
P.Eng., Director of Municipal Works

### **Approved by**

David Oakes,  
Chief Administrative Officer

## **Appendices**

1. Revision to Bylaw No. 2021-10, 2022 Rates & Fees Bylaw
2. Revision to By-law No. 2020-156, Delegation of Powers and Duties



**Appendix 1:**Revision to Bylaw No. 2021-10; 2022 Rates & Fees Bylaw

Fee Title	Unit of Measure	2022		
		Base Fee	Tax	Fee
Recovery costs for repairs to damaged municipal property as result of a motor vehicle collision	Per Event	-	-	10% of total damages (administration fees for recovery of damages) + Damage specific costing

**Appendix 2:**Revision to By-law No. 2020-156, Delegation of Powers and Duties

	Subject Matter	Delegated Authority	Delegate	Conditions and Other Requirements
17.1	ARIS Applications	Agreements between the Ontario Ministry of Transportation (MTO) to receive information through the Authorized Requester Information System (ARIS)	Department Head of the affected department or Manager of By-law Enforcement	Form of document(s) approved by City Lawyer



## Corporate Report City Council

**Report from:** Planning and Building Services, Planning Services

**Report Date:** April 5, 2022

**Meeting Date:** April 25, 2022

**Report Number:** PBS-048-2022

**File:** 60.32.99

**Subject:** 2021 Annual Report on the City's Community Improvement Plan (2020CIP)

### Strategic Pillar:

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



## Recommendation

That Report PBS-048-2022, regarding the 2021 Annual Report on the City's Community Improvement Plan (2020CIP), be received for information; and

That Council adopt the Accessory Dwelling Unit (ADU) Program as part of the City's Community Improvement Plan (2020CIP), as set out in Appendix 2; and

That By-law 2020-156 'A By-law to authorize delegation of certain matters to staff ' be amended to delegate authority to the Director of Planning and Building Services, or designate, to approve grant program applications under the 2020CIP; and

Further that Council direct the City Solicitor to prepare the necessary by-laws.

## Summary

In November 2020, the City adopted a new Community Improvement Plan (2020CIP) and directed that an Annual Report be prepared to address administration, fiscal management and monitoring of the CIP, including project approvals and incentive commitments made under the City's previous CIP's (2004CIP, 2015CIP), as well as those granted under the new 2020CIP. This Annual Report addresses the foregoing, as well as other items subsequently directed by Council, as follows: review of certain components of the weighted evaluation points system used for evaluating tax incentive project approvals; and consideration to approve the Accessory Dwelling Unit (ADU) grant program as part of the 2020CIP. The grant program was originally included as one

of the proposed incentive programs under the 2020CIP. Council did not approve the ADU program as part of the 2020CIP when adopting the Plan in November, 2020.

Staff recommend that the current implementation and administration of the CIP program be maintained, that the ADU Program be adopted, and that requested staff delegated authority be approved.

## Relationship to Strategic Plan

This report supports the Economic Prosperity, Social Well-Being, Environmental Stewardship and Cultural Renaissance pillars of the City's Strategic Plan.

**Economic Prosperity** will be enhanced through:

- Financial incentive programs that stimulate investment, employment opportunities and private sector partnerships to attract, retain, and grow the economy of the City.
- A focus on balanced investment and long-term financial sustainability.

**Social Well-Being** will be enhanced through:

- Evaluation criteria which promote strong, compatible, connected urban design, land use and building typologies that enhance the quality of life and the public realm.

**Environmental Stewardship** will be enhanced through:

- Innovative approaches to responsible community planning and decision-making that balances growth, enhances quality of life, and minimizes the environmental impacts of climate change.

**Cultural Renaissance** will be enhanced through:

- Programs that promote heritage investment and restoration of cultural assets.

## Background

Provincial legislation enables municipalities to adopt a Community Improvement Plan (CIP). A CIP offers financial incentive programs (% annual tax rebates and one-time grants) to the private sector intended to stimulate investment in projects that support local community renewal objectives and strategies. The incentives are intended to help offset a portion of project costs related to redevelopment, reuse and rehabilitation of the built environment, and brownfield remediation.

The City has had a CIP in place since 2004 (2004CIP) and which was revised in 2015 (the 2015CIP). A total of 98 projects have been approved under the 2004CIP and 2015CIP, with a combined total financial incentive commitment by the City of approximately \$20.75 million in support of those approvals. These project approvals represent the generation of 2100 new dwelling units, 280 new jobs, and an increase of approximately \$396 million in annual property tax assessment for the City.

## 2020CIP

Given evolving community renewal goals, objectives and strategies, in 2019 Council put a pause on accepting new 2015CIP applications and directed a full staff review of the City's CIP. This review culminated in the Council adoption of a new CIP in November 2020, the 2020CIP.

## Programs

The 2020CIP provides 3 tax incentive programs and one grant program, as follows:

### Tax Incentive Programs

The Tax Incentive programs are typically for larger scale, longer term projects where the incentive is provided for up to 10 years after project completion.

- Tax Increment Finance (**TIF**): is for redevelopment projects where the incentive given is an annual rebate of 45% of the increase in property tax generated by project completion. The incentive is disbursed annually for a period of 10 years after project completion.
- Brownfield Tax Increment Finance (**BTIF**): is for redevelopment projects requiring remediation, where the incentive given is an annual rebate of 80% of the increase in property tax generated by project completion. The incentive is disbursed annually for a period of 10 years after project completion.
- Brownfield Tax Assistance (**BTA**): is specific only to environmental remediation that is necessary to obtain a Record of Site Condition to facilitate future development on a property. It is not tied to a specific concurrent development proposal.

The incentive is an annual rebate of 100% of annual property taxes paid on the property or eligible project costs incurred, whichever is less, for a period of up to three years. It is a fixed amount annually and based on the property taxes levied the first year.

### Grant Programs

Grant programs are for small scale projects, typically completed within a 9-to-12-month period, and where the incentive given is a one-time grant after project completion. The value of the incentive is much less than that provided by the tax incentive programs identified above.

The 2020CIP currently offers one grant program, as follows:

- Façade Improvement Program (**FIP**): is a one-time grant to help offset project costs for building façade improvements and restoration works. The value of the incentive is up to 50% of eligible project costs, to a maximum of \$10,000 per building façade. An additional \$5,000 in funds is available for projects that include heritage restoration or conservation components. The FIP is only

available to properties within certain neighbourhoods of the City as defined in the 2020CIP.

### **Accessory Dwelling Unit (ADU) program**

The 2020CIP as originally proposed offered a second grant program, the Accessory Dwelling Unit (ADU) program. This program would provide a one-time grant after project completion to help offset the costs of retrofit or construction of an accessory dwelling unit. The value of the grant is up to \$20,000 per unit to a maximum of 70% of eligible costs.

However, the ADU program was not approved as part of Council adoption of the 2020CIP in November 2020. Council directed that the program be brought back for further consideration as part of this Annual Report. This report addresses the ADU program and recommends inclusion within the 2020CIP.

### **Project Approvals under the 2020CIP**

To date, the City has approved two applications under the new 2020CIP, as follows:

- BTIF project: 57A, 61 and 63 Lakeport Road
- BTIF project: 75 Niagara Street

Combined, the amount of CIP incentive approved by the City to support development of these projects is \$3.65 million. Once completed, these projects will represent the generation of 140 new dwelling units, 16 new jobs and represent an increase of approximately \$69.4 million in annual tax assessment for the municipality.

### **Funding Model**

Together with adoption of the 2020CIP, Council approved a CIP funding model to ensure for the long-term financial sustainability of the CIP, and more specifically, to maintain an appropriate budget reserve and provide for a balanced future annual budget allocation, to ensure for the appropriate accommodation of approved incentive commitments previously made under the 2004 and 2015 CIP, together with any new project approvals and incentive commitments that may be given under the new 2020CIP.

### **Affordable Housing Reserve**

In addition to the above, Council also approved the establishment of an Affordable Housing Reserve, whereby any CIP incentive amount for a project approval that is subsequently rescinded due to non-development activity, be re-directed to the reserve for future affordable housing provision considerations by the municipality. To date, \$8,670 has been redirected for this purpose.

### **Annual Report**

At time of adoption of the 2020CIP, Council directed that an Annual Report be prepared to address administration, fiscal management and monitoring of the CIP, including project approvals and incentive commitments made under the City's previous CIP's (2004CIP, 2015CIP), as well as those granted under the new 2020CIP.

This Annual Report addresses the foregoing and also a review of items subsequently directed by Council since adoption of the 2020CIP in November 2020, as follows:

- the minimum points threshold required for consideration of approval of TIF and BTIF applications under the programs Weighted Evaluation Points System;
- the minimum remediation component of projects, as a function of total project costs, necessary to qualify for consideration of approval for the BTIF program;
- consideration to approve the Accessory Dwelling Unit (ADU) grant program as part of the 2020CIP. The ADU was originally included as one of the proposed incentive programs under the 2020CIP, but was not approved by Council at time of adopting the 2020CIP.

This report recommends the following:

- that the approved funding model to support the long-term financial health and sustainability of the 2020CIP be maintained, monitored and brought back for further review as part of the next 2023 Annual Report on the CIP; and
- that delegated authority be granted to the Director of Planning and Building Services for approval of all grant programs under the 2020CIP; and
- that no change be made to the project evaluation system for TIF and BTIF applications as presently constituted; and
- that the Accessory Dwelling Unit (ADU) grant program as set out in Appendix 2 be approved and included as part of the 2020CIP.

## Report

### Fiscal Management

#### 2004CIP, 2015CIP Projects

Under the 2004CIP and 2015CIP, the City has approved 98 applications with a total incentive commitment of approximately \$20.75 million. To date, a total of \$5.89 million has been dispersed to fulfill this commitment. The municipality is committed under previous 2004CIP and 2015CIP project approvals for a remaining \$14.95 million dollars to be disbursed annually until approximately 2035.

Given the longevity of tax incentive approvals (TIF, BTIF), annual payments are still ongoing for most projects approved under the 2004CIP. The City has not yet commenced annual incentive payments for any of the projects approved under the 2015CIP.

Once all projects are completed as approved, they will represent the generation of approximately 2100 new residential dwelling units, 280 permanent new jobs and an estimated increase in property tax assessment of approximately \$396 million.

## 2020CIP Projects

Since adoption of the 2020CIP, the City has approved two BTIF applications with a total incentive commitment of approximately \$3.65 million. Details of the two BTIF Applications approved by Council under the 2020CIP are outlined below:

Address	Program	Proposal	Approval Date	Estimated Total Incentive	Estimated Annual Incentive
57A, 61 and 63 Lakeport Road	BTIF	Environmental remediation, heritage restoration of the former Lincoln Fabrics Building, and development of mixed-use building with public realm components.	Sept. 27, 2021	\$3,567,503	\$356,750
75 Niagara Street	BTIF	Environmental remediation and development of four-storey mixed use building with rental dwelling units.	Oct. 18, 2021	\$88,283	\$8,828
<b>TOTAL</b>				<b>\$3,655,786</b>	<b>\$365,578</b>

Staff have delegated approval authority of TIF and BTIF applications up to a per project approval limit of \$150,000 in annual incentive (\$1,500,000 total per project incentive over 10 years) and a yearly maximum amount that does not impact the CIP funding model. Based on the established parameters of this delegated authority, these applications required Council approval.

The financial incentive commitment of the two 2020CIP approvals will be spread out over the next 10 years after project completion, with annual payments of \$365,578 estimated to begin in 2023 and completed in 2033.

When both projects are completed as approved, they will represent the generation of approximately 140 new residential dwelling units, 16 new jobs and an estimated increase in property tax assessment of approximately \$69.4 million.

## Funding Model for Tax Incentive Programs

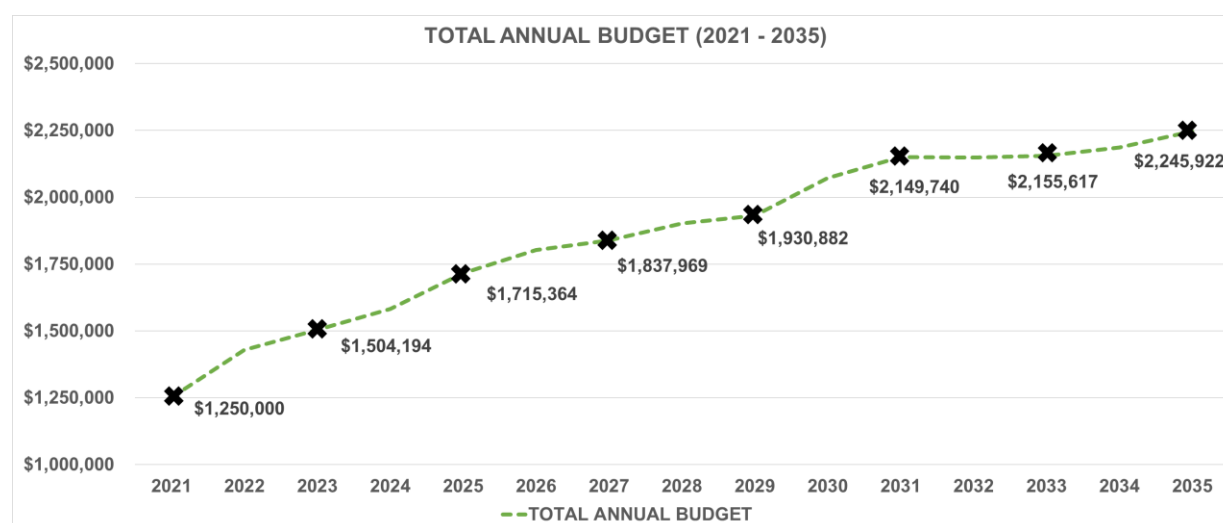
A CIP Reserve was established to fund existing tax incentive (TIF, BTIF, BTA) commitments and estimated new tax incentive approvals. The current CIP Reserve balance is \$7.2 million (as of Dec 31, 2021). To maintain an adequate reserve base and to ensure the long-term financial sustainability of the CIP Program, the City allocates an annual incremental amount to the CIP Reserve. In 2021 and 2022, the City invested \$1.25 million dollars annually to the CIP Program based on the Council approved Annual Operating Budget.



Under the 2020CIP, the City adopted a funding formula to calculate the required annual provision from the operating budget based on existing project approval incentive commitments and estimated new project approval incentives. The funding model estimates \$150,000 of new project incentive approvals each year (with each approval committed annually for 10 years). It also includes an assumption of two large scale project incentive approvals of \$400,000 each (annually for 10 years) in 2025 and 2030.

Staff have delegated approval authority of TIF and BTIF applications up to a per project approval limit of \$150,000 in annual incentive (\$1.5 million total per project incentive over 10 years) and a yearly maximum incentive amount that does not impact the CIP funding model.

The below chart outlines the approved sustainable budget scenario from 2020-2035. The year 2035 is the approximate date to which the City is committed under 2004CIP and 2015CIP incentive approvals. The budget scenario also includes the estimated annual \$150,000 incentive approvals, and the 2 larger scale \$400,000 incentive approvals, under the 2020CIP.



As illustrated by the above graph, budgetary demands are weighted towards the latter years of the Reserve's lifecycle. This is primarily based on estimated project completion and incentive disbursement timelines. The Reserve is responsive to fluctuations in the timing of project completions and associated timing and value of annual incentives disbursed. Since approval of this budget scenario, the estimated timeline for certain project completions has been delayed and the associated incentive disbursement timelines shifted accordingly.

Under the approved funding model, annual contributions to the Reserve are intended to steadily increase, mirroring anticipated budgetary demands. However, due to strategic mitigation measures implemented by the City to reduce the financial impact of the Covid-19 pandemic, the 2022 contribution to the CIP Reserve remained the same as the 2021 contribution at \$1.25 million, whereas the funding model anticipated a 2022

contribution of \$1,428,444. In addition, the annual financial commitment needed to support the two new 2020CIP project approvals exceeded the total yearly maximum amount of \$150,000 for project incentives established in the funding model. These deviations from the funding model will apply pressure on the long-term forecast of the Reserve.

Preliminary estimates indicate an unfavourable reserve balance starting in the year 2031. Financial Management Services staff recommends that the funding model continue to be monitored and reviewed to best evaluate the longer-term financial implications and appropriate course of action, and to be addressed as part of the next 2020CIP Annual Report in 2023.

## **Funding for Grant Programs**

The City's 2022 Operating Budget allocates \$120,000 for 2020CIP grant approvals. \$30,000 of this allocation is funded by the tax levy, and \$75,000 by the CIP reserve. The above budget allocation is intended to fund all grant programs under the 2020CIP.

Currently, the FIP Program is the only grant program included in the 2020CIP adopted by Council in November 2020, and to date, no FIP grants have been approved.

This report recommends that an Accessory Dwelling Unit (ADU) grant program be formally added to the 2020CIP. Grant programs are typically evaluated and processed on a first-come basis. Should Council approve additional grant programs under the 2020CIP, no additional funding allocation in the City's current operating budget is requested or required to fund the grant programs.

## **Evaluation Criteria for TIF & BTIF Projects**

The 2020CIP establishes a weighted Project Evaluation System to evaluate TIF and BTIF applications and is set out in Appendix 1. It functions as a tool for evaluating the merits of an individual project, as well as enabling projects to be ranked against each other.

The Project Evaluation System identifies project components and criteria that reflect and emphasize community renewal objectives and goals aligned with the City's Corporate Strategic Plan, the City's Official Plan, the Housing Action Plan, and other municipal plans, and are as follows:

- Location: emphasis on Downtown, Priority Neighbourhoods and Official Plan Intensification Areas
- Density Generation: people and jobs
- Environmental Remediation
- Affordable Rental Housing
- Heritage Restoration/Conservation
- Mixed Use development: commercial nodes, centres, corridors
- Municipal Financial Benefit: increased assessment, investment
- Value Added: public realm, climate change, sustainability initiatives

Each component, and thresholds within, are assigned a weighted points total. A total of 100 points are available. A TIF or BTIF project must achieve a minimum of 50 points to qualify for consideration of CIP approval.

### **Minimum 50-Point Threshold Requirement**

Council directed staff to review the appropriateness and applicability of the 50-point threshold.

In the opinion of staff, the minimum 50-point threshold to be considered for approval is an effective and competitive standard to assess applications. The minimum 50-point threshold effectively will disqualify most projects that do not have the appropriate locational criteria (Downtown, priority neighbourhoods, intensification areas), significant density generation, and / or significant project components and costs related to environmental remediation, heritage conservation, mixed use development, and affordable housing, or a combination thereof.

To date, only two BTIF project applications have been evaluated and approved under the 2020CIP: 57A, 61, 63 Lakeport Road and 75 Niagara Street. Although the project sample size is small, they reflect the competitive standard set by the minimum points threshold as follows:

- **57A,61,63 Lakeport Road**

The proposed redevelopment project only scored 58 points under the Project Evaluation System despite having significant components and costs related to almost every evaluation component, particularly to environmental remediation, heritage restoration/conservation and mixed-use, and density generation of 280 people and jobs per hectare.

- **75 Niagara Street**

The proposed redevelopment project only scored 52 points under the Project Evaluation System despite being in the Downtown Priority Neighbourhood and having project components and costs related to environmental remediation and mixed-use, and a density generation of 185 people and jobs per hectare.

The 50-point threshold is not easily obtained, and effectively supports and prioritizes projects that contribute to the City's community renewal objectives, goals and growth management strategies.

Staff recommend that the minimum 50-point threshold for consideration of project approval under the Project Evaluation System be maintained.

### **Minimum 1% Remediation Cost Requirement for BTIF Projects**

The BTIF program provides a tax incentive for redevelopment projects that include remediation. To ensure that the program only incentivizes projects with significant remediation works and costs required, the 2020CIP sets out a mandatory minimum

remediation cost threshold to qualify for consideration of approval under the BTIF program, as follows:

- on properties 0.4 hectares or greater in size, remediation costs must be a minimum of \$100,000 or 1% of total project costs, whichever is greater;
- on properties less than 0.4 hectares in size, remediation costs must be a minimum of \$50,000 or 1% of total project costs, whichever is greater

Council directed staff to review whether the minimum 1% remediation cost requirement, as a function of total project costs, should be increased to a minimum 5% in order to qualify for consideration of BTIF approval.

The BTIF applications approved for 57A, 61, 63 Lakeport and 57 Niagara Street both declared remediation costs that were greater than 1% of total project costs, but less than 5% of total project costs.

In the opinion of staff, increasing the minimum 1% requirement to 5% of total project costs may effectively render the BTIF Program inaccessible to many potential and viable brownfield remediation project opportunities in the City. As an example, remediation costs of 1% for a \$30 million dollar redevelopment project would be \$300,000. If a 5% minimum was established, the remediation costs as a component of total project costs would be \$1.5 million to qualify for a BTIF incentive. That cost equivalent for remediation, as a function of total project costs, may not be necessary or applicable to the remediation of many properties, especially smaller properties, that are otherwise viable brownfield redevelopment opportunities.

A key focus of the 2020CIP is to support private sector efforts to remediate and redevelop former industrial and commercial sites. Due to the high costs of remediation, regulatory uncertainty and legal liability implications, sites requiring environmental remediation are commonly uncompetitive in the real estate market and left underutilized, derelict or vacant without an incentive opportunity. While it is important that only projects with significant remediation costs are incentivized, it is equally important that the mandatory minimum remediation cost requirements are not too restrictive to negate brownfield redevelopment opportunities.

It should also be noted that the weighted Project Evaluation System establishes a sliding scale for remediation projects, providing increasing weight, and points, for projects with higher remediation costs, and in excess of 1% of total project costs. Dependent on other evaluation components, this enables projects with significant remediation costs to be ranked higher than projects with relatively lower remediation costs in consideration of prioritizing project approvals.

Staff recommend that the mandatory minimum remediation cost threshold of 1% as a function of total project costs remain unchanged.

## Accessory Dwelling Unit (ADU) Program

As previously noted, the ADU Program was proposed as part of the 2020CIP but was not approved by Council at time of adoption of the 2020CIP in November 2020. At that time, Council directed that further consideration to approve the ADU program be considered through this CIP Annual Report.

The cost to retrofit or construct an accessory dwelling unit may be exorbitant for many property owners, especially with respect to achieving required compliance with Building and Fire Code regulations. The proposed ADU Program is intended to help offset project costs for the retrofit or construction of an interior accessory dwelling unit within an existing primary dwelling unit, or the construction or retrofit of a detached accessory dwelling unit.

The program provides a one-time grant after project completion, and the value of the grant is up to \$20,000 per accessory dwelling unit, and not to exceed a maximum of 70% of eligible costs. Full details of the ADU program are set out in Appendix 2.

Rising housing market values and a low rental vacancy rate is a significant concern in the City of St. Catharines. The ADU Program supports and encourages the development of a greater mix of housing types in the City, and the opportunity to increase the availability of attainable rental housing accommodation.

The ADU program aligns with the City's Official Plan and Zoning By-law which permits interior accessory apartments 'as-of-right' within detached, semi-detached and townhomes. The Zoning By-law establishes regulations to limit the size of accessory dwelling units in order to support accommodation for individuals or small families and dissuade accommodation for groups of people and student housing.

The ADU also aligns with the City's Housing Action Plan approved by Council in 2017. The Housing Action Plan speaks directly to supporting the increased provision of accessory dwelling units and to incentivizing the provision of affordable housing through the City's CIP.

In developing the 2020CIP, staff undertook a review of local and regional municipal CIP's across Ontario. The provision of accessory dwelling unit incentive programs to support affordable housing accommodation was identified as an emerging trend. Notwithstanding, there was wide variation in incentive value offered, percentage of cost recovery and the type of incentive. A grant value of \$20,000 is in the middle range of other municipal and regional programs for ADU's. Many municipalities provide a loan-based incentive provided prior to project completion which can be more risk adverse. The City of St. Catharines's ADU program is a grant-based incentive. The incentive is not disbursed until the project is complete, appropriate documentation submitted, inspection and possible audits conducted.

Staff recommend that the ADU program, as set out in Appendix 2, be approved by Council and included as a grant program in the 2020CIP.

## Staffing and Administration

The administrative oversight and procedures required to successfully operate the City's CIP programs, including existing incentive commitments and new approvals, is significant. It demands resources from a variety of departments including Planning and Building Services, Financial Management Services, and Legal and Clerks Services.

The City's CIP Program is complex. Approved projects vary widely in detail, scope, scale, duration of project completion, as well as the type, amount and timeline of the incentive. Many projects have been completed in phases or where property and project ownership has been re-assigned or divided into multiple components (condominiums).

A full-time Community Improvement Coordinator has been added to the PBS staff compliment to administer previous approvals, review and evaluate new applications, draft legal agreements and amendments, review compliance documentation, distribute incentive payments, and conduct regular program and process monitoring.

Given the scope of work involved, demands on staff resources are expected to remain high despite the addition of the Coordinator position.

## Delegated Approval Authority for Grant Programs

The Director of Planning and Building Services had delegated authority to approve Façade Improvement Program (FIP) applications under the 2015CIP. That authority allowed PBS staff to review and approve applications that meet program eligibility requirements, and within the approved budget allocation for the program.

No change to that authority was recommended, or considered by Council, when the 2020CIP was adopted in November 2020. However, when the most recent Designation By-law 2020 -156 was approved by Council on November 16, 2020, the above-noted staff delegated authority to approve FIP applications was inadvertently omitted from the By-law. Currently, the Director Planning and Building Services does not have the authority to approve FIP applications under the 2020CIP.

Grant programs such as the FIP and ADU are intended to support small-scale, short-term projects. In most cases, expediency in application review and shortened approval timelines are important as unexpected delays can jeopardize a proposed project's viability.

To support efficiency and consistency in implementation of the 2020CIP, staff recommend the following

- Delegation By-law 2020-156 be amended to delegate approval authority for FIP applications under the City's CIP to the Director of Planning and Building Services or designate; and
- That should Council adopt the ADU Program, Delegation By-law 2020-156 be amended to delegate approval authority for ADU applications under the City's CIP to the Director of Planning and Building Services or designate.

## Financial Implications

Preliminary estimates indicate an unfavourable reserve balance for the 2020CIP funding model for the tax incentive programs starting in the year 2031. Staff will continue to review and monitor the financial implications of the funding model and report back to Council with a recommended approach to address this issue through the 2020CIP Annual Report in 2023.

Should the ADU Program be adopted by Council as part of the 2020CIP, additional funding allocation for this grant program will not be required in the City's current operating budget.

## Environmental Sustainability Implications

The 2020CIP supports the redevelopment of underutilized sites and remediation of brownfield properties, contributing to sustainable growth objectives and the efficient use of land and existing service resources.

## Conclusion

The CIP is a valuable tool to support and help implement community renewal objectives, goals and strategies aligned with the City's Corporate Strategic Plan, the Official Plan, Housing Action Plan as well as other related municipal planning initiatives. The 2020CIP will continue to be monitored on an annual basis to ensure the appropriateness of incentive programs and to ensure that the financial sustainability of the CIP is maintained.

### Prepared by

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### Submitted by

Bruce Bellows  
Senior Project Manager

### Approved by

Tami Kitay, MPA, MCIP, RPP  
Director of Planning and Building Services

## Appendices

- Appendix 1: Project Evaluation System for the TIF and BTIF programs
- Appendix 2: Accessory Dwelling Unit (ADU) Program

## **2020CIP: PROJECT EVALUATION SYSTEM FOR TIF AND BTIF APPLICATIONS**

### **Section 1**

TIF and BTIF applications are evaluated on the Project Evaluation System set out in Section 2 below.

The Project Evaluation System establishes project components and criteria, with each component, and thresholds within, assigned a weighted points total. Projects within and outside the Downtown Priority Neighbourhood (Schedule 1) may be subject to different evaluation components and assigned points. Whether in or out of the Downtown Priority Neighbourhood, a total of 100 points are available. A TIF or BTIF project must achieve a minimum of 50 points to qualify for consideration of CIP approval.

Part B, Section 1.6 of the 2020CIP establishes Intake dates for accepting TIF and BTIF complete applications. The weighted points system allows a detailed evaluation of each project, and also enables a priority ranking of all applications submitted at an Intake date for consideration of project approval.

Evaluation system components reflect and emphasize community renewal objectives and goals aligned with the City's Corporate Strategic Plan, the City's Official Plan and other municipal plans, and are as follows:

- Location: emphasis on Downtown, Priority Neighbourhoods, Official Plan Intensification Areas (Schedule 1)
- Density generation: people and jobs
- Environmental *Remediation*
- Affordable Rental Housing
- Heritage Restoration/Conservation
- Mixed Use development: commercial nodes, centres, corridors
- Municipal Financial Benefit: increased assessment, investment
- Value Added: public realm, climate change, sustainability initiatives

### **Section 2**

The Project Evaluation System is set out below.



## St. Catharines Community Improvement Plan (2020CIP)

PROJECT EVALUATION SYSTEM		
<u>Evaluation Components</u>	<u>Points</u>	<u>Eligibility</u>
<b>1. In Downtown Priority Neighbourhood</b>		
<b>a) <u>Remediation</u></b> <ul style="list-style-type: none"> <li>i) less than 3% of total project costs devoted to <i>remediation</i></li> <li>ii) 3% to 5% of total project costs devoted to <i>remediation</i></li> <li>iii) greater than 5% of total project costs devoted to <i>remediation</i></li> </ul>	<ul style="list-style-type: none"> <li>4</li> <li>7</li> <li>13</li> </ul>	<ul style="list-style-type: none"> <li>• minimum requirements to qualify for a BTIF incentive include:               <ul style="list-style-type: none"> <li>- on properties 0.4 Ha or greater in size, <i>remediation</i> costs must be a minimum of \$100,000 or 1% of total project costs, whichever is greater;</li> <li>- on properties less than 0.4 Ha in size, <i>remediation</i> costs must be a minimum of \$50,000 or 1% of total project costs, whichever is greater.</li> </ul> </li> </ul>
<b>b) <u>Core Housing</u></b> <ul style="list-style-type: none"> <li>i) 10% to 20% of total dwelling units are affordable (ARDU)*</li> <li>ii) 21% to 30% of total dwelling units are affordable (ARDU)*</li> <li>iii) greater than 30% of total dwelling units are affordable (ARDU)*</li> </ul>	<ul style="list-style-type: none"> <li>3</li> <li>9</li> <li>11</li> </ul>	<ul style="list-style-type: none"> <li>* (ARDU) means Affordable Rental Dwelling Unit as defined in Schedule 4</li> </ul>

St. Catharines Community Improvement Plan (2020CIP)

<p><b>c) <u>Heritage Restoration/Conservation</u></b></p> <p>i) heritage restoration/conservation and reuse of a historically significant portion of buildings/structures located on non-designated (Ontario Heritage Act) properties</p> <p>ii) heritage restoration/conservation and reuse of entire buildings/structures located on (Ontario Heritage Act) designated Part IV or V properties</p>	<p>3</p> <p>10</p>	<ul style="list-style-type: none"> <li>under i): <ul style="list-style-type: none"> <li>- includes any building/structure, or part thereof, deemed to have built or cultural heritage value or interest by the municipality</li> <li>- subject to Heritage Impact Assessment and/or Conservation Plan</li> </ul> </li> <li>under ii): <ul style="list-style-type: none"> <li>- may include component demolition, alterations</li> <li>- subject to Heritage Permit Approval</li> </ul> </li> </ul>
<p><b>d) <u>Mixed Use Component</u></b></p>	<p>10</p>	<ul style="list-style-type: none"> <li>to be eligible for points, must not have ground floor dwelling units or non-essential residential functions</li> </ul>
<p><b>e) <u>Density Generation (measured in people and jobs /Ha)</u></b></p> <p>i) 50 - 100</p> <p>ii) 101 - 150</p> <p>iii) 151 - 200</p> <p>iv) 201 - 300</p> <p>v) 301 - 400</p> <p>vi) 401 - 500</p> <p>vii) &gt; 500</p>	<p>2</p> <p>4</p> <p>8</p> <p>10</p> <p>12</p> <p>14</p> <p>18</p>	

St. Catharines Community Improvement Plan (2020CIP)

<p><b>f) <u>Investment</u></b></p> <p><b>1. Project Costs (in \$millions)</b></p> <p>i) 2 - 5</p> <p>ii) 5 - 10</p> <p>iii) 10 - 20</p> <p>iv) 20 - 30</p> <p>v) &gt; 30</p> <hr/> <p><b>2. Estimated % Increase in Annual Property Taxes</b></p> <p>i) 25% - 200%</p> <p>ii) 201% - 300%</p> <p>iii) 301% - 400%</p> <p>iv) 401% - 500%</p> <p>v) 501% - 600%</p> <p>vi) &gt; 600%</p>	<p>1</p> <p>2</p> <p>4</p> <p>6</p> <p>8</p> <hr/> <p>2</p> <p>4</p> <p>7</p> <p>10</p> <p>13</p> <p>16</p>	
<p><b>g) <u>Value Added</u></b></p> <p>i) sustainable site design</p> <p>ii) public area / streetscape contribution</p>	<p>7</p> <p>7</p>	<ul style="list-style-type: none"> <li>innovative green technologies /stormwater management, green roofs, solar panels, electric vehicle charging stations, permeable pavement, etc.</li> <li>street furniture/fixtures, public court yard/walkway, enhanced landscaping /greening, transit amenities, connectivity, etc.</li> </ul>
<p>❖ <b>MAXIMUM POINTS AVAILABLE = 100</b></p> <p>❖ <b>MINIMUM POINTS THRESHOLD TO BE ELIGIBLE FOR APPROVAL = 50</b></p>		

## St. Catharines Community Improvement Plan (2020CIP)

<u>Evaluation Components</u>	<u>Points</u>	<u>Eligibility</u>
<b>2. Outside Downtown Priority Neighbourhood</b>		
<b>a) <u>Redevelopment</u></b>  i) within a Priority Neighbourhood* or an Intensification Area*	4	<ul style="list-style-type: none"> <li>if for residential use, must be a minimum 10 dwelling units</li> </ul> <p>* Priority Neighbourhoods and Intensification Areas are set out in Part A, Section 3 and identified on Schedule 1</p>
<b>b) <u>Remediation</u></b>  i) less than 3% of total project costs devoted to <i>remediation</i>  ii) 3% to 5% of total project costs devoted to <i>remediation</i>  iii) greater than 5% of total project costs devoted to <i>remediation</i>	4  7  13	<ul style="list-style-type: none"> <li>minimum requirements to qualify for a BTIF incentive include:               <ul style="list-style-type: none"> <li>on properties 0.4 Ha or greater in size, <i>remediation</i> costs must be a minimum of \$100,000 or 1% of total project costs, whichever is greater;</li> <li>on properties less than 0.4 Ha in size, <i>remediation</i> costs must be a minimum of \$50,000 or 1% of total project costs, whichever is greater.</li> </ul> </li> </ul>
<b>c) <u>Core Housing</u></b>  <b>1. Housing Component</b>  i) 10% to 20% of total dwelling units are affordable (ARDU)*  ii) 21% to 30% of total dwelling units are affordable (ARDU)*  iii) greater than 30% of total dwelling units are affordable (ARDU)*  ----- <b>2. Location Component</b>  a) outside Priority Neighbourhood*, where:	5  12  14  -----  2	<p>* (ARDU) means Affordable Rental Dwelling Unit as defined in Schedule 4</p> <p>* Priority Neighbourhoods and Intensification Areas are set out in Part A, Section 3 and identified on Schedule 1</p>

St. Catharines Community Improvement Plan (2020CIP)

<p>i) located within an Intensification Area*; OR</p> <p>ii) on or close to an Arterial Road with full transit access and within 800 metres of a defined Commercial Centre*; OR</p> <p>iii) within a defined Commercial Centre*</p> <p>b) within a Priority Neighbourhood*</p> <p>c) within a Priority Neighbourhood* where also located within an Intensification Area*</p>	<p>4</p> <p>6</p>	<p>* Commercial Centre is defined in Part D, Section 9.2.1 and 2 of the Official Plan</p>
<p><b>d) <u>Heritage Restoration/Conservation</u></b></p> <p>i) heritage restoration/conservation and reuse of entire buildings/structures located on (Ontario Heritage Act) designated Part IV or V properties</p>	<p>6</p>	<ul style="list-style-type: none"> <li>- may include component demolition, alterations</li> <li>- subject to Heritage Permit Approval</li> </ul>
<p><b>e) <u>Mixed Use Component</u></b></p> <p>i) within a (ZB)* Mixed Use zone</p> <p>ii) residential intensification within a (ZB)* Commercial zone</p>	<p>10</p> <p>10</p>	<ul style="list-style-type: none"> <li>• within a Mixed Use zone, must have a minimum 50% residential gfa component to be eligible for any points</li> <li>• within a Commercial zone, must establish a minimum residential density of 32 units/Ha to be eligible for any points</li> </ul> <p>* (ZB) means the City's Comprehensive Zoning By-law 2013-283</p>

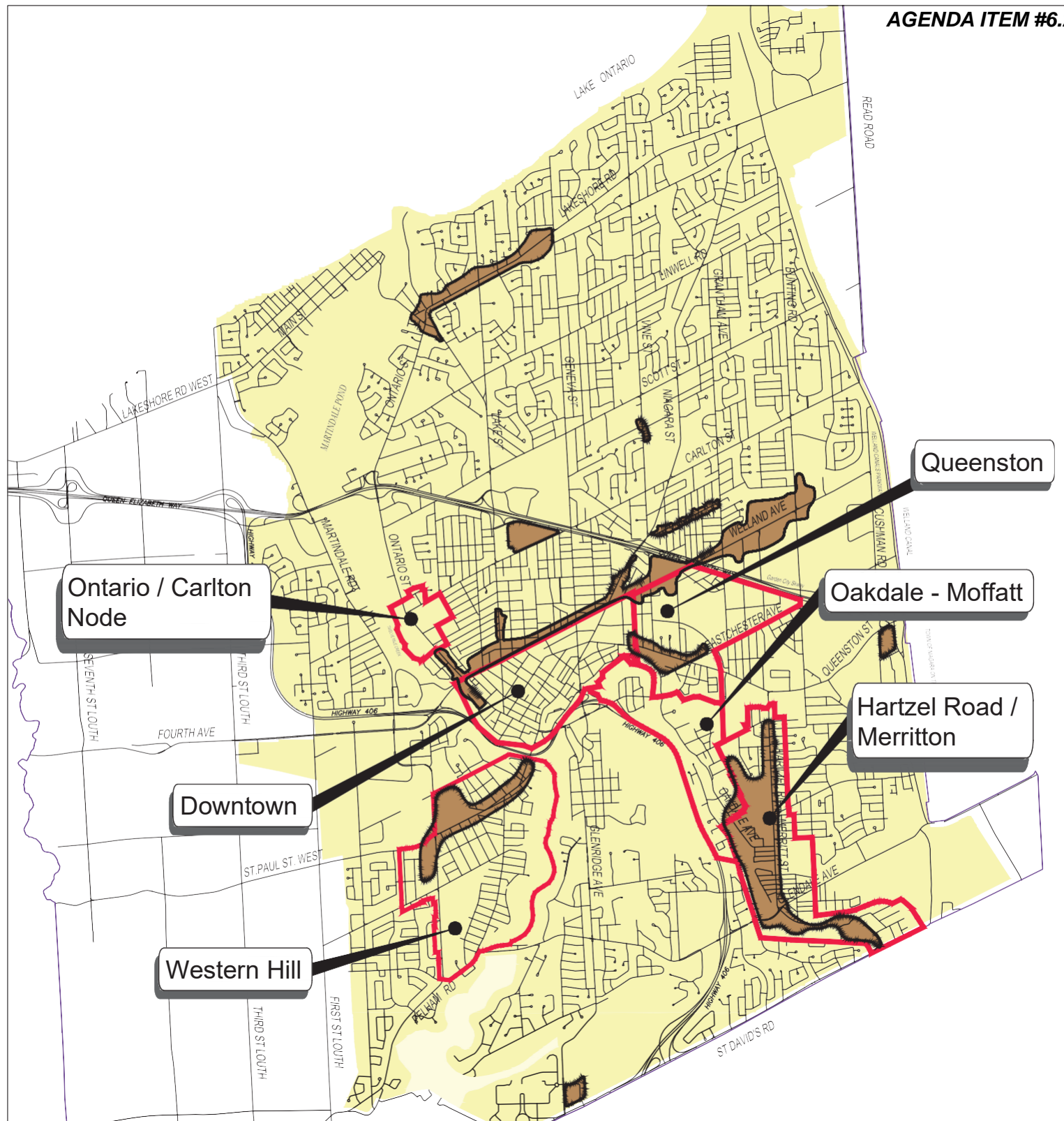
St. Catharines Community Improvement Plan (2020CIP)

<b>f) <u>Density Generation (measured in people and jobs /Ha)</u></b>		
i) 50 - 100	2	
ii) 101 - 150	3	
iii) 151 - 200	4	
iv) 201 - 300	5	
v) 301 - 400	6	
vi) 401 -500	7	
vii) 501 -600	8	
viii) > 600	9	

<b>g) <u>Investment</u></b>		
<b>1. Project Costs (in \$millions)</b>		
i) 2 - 5	1	
ii) 5 - 10	2	
iii) 10 - 20	4	
iv) 20 - 30	6	
v) > 30	8	
-----	-----	-----
<b>2. Estimated % Increase in Annual Property Taxes</b>		
i) 25% - 200%	2	
ii) 201% - 300%	4	
iii) 301% -400%	7	
iv) 401% - 500%	10	
v) 501% - 600%	13	
vi) > 600%	16	

St. Catharines Community Improvement Plan (2020CIP)

<p><b>h) <u>Value Added</u></b></p> <p>i) sustainable site design</p> <p>ii) public area / streetscape contribution</p>	<p>7</p> <p>7</p>	<ul style="list-style-type: none"> <li>innovative green technologies /stormwater management, green roofs, solar panels, electric vehicle charging stations, permeable pavement, etc.</li> <li>street furniture/fixtures, public court yard/walkway, enhanced landscaping /greening, transit amenities, connectivity, etc.</li> </ul>
<p>❖ <b>MAXIMUM POINTS AVAILABLE = 100</b></p> <p>❖ <b>MINIMUM POINTS THRESHOLD TO BE ELIGIBLE FOR APPROVAL = 50</b></p>		



## Community Improvement Plan (2020CIP)

- Urban Area Community Improvement Project Area (Urban Area CIPA)
- Intensification Areas
- Priority Neighbourhoods
- Municipal Boundary

**Downtown**  
**Queenston**  
**Hartzel Road / Merritton**

**Western Hill**  
**Oakdale - Moffat**  
**Ontario - Carlton**





## **Accessory Dwelling Unit Program (ADU)**

**(PLEASE NOTE: The ADU Program was not approved as part of adoption of the 2020CIP and is not in effect.)**

### **1. PURPOSE**

The Accessory Dwelling Unit (ADU) Program provides a one-time grant to help offset project costs for:

- the construction of an (interior) accessory apartment dwelling unit within an existing principal dwelling unit or as an addition thereto;
- the construction of an (exterior) accessory apartment dwelling unit within an existing or new detached accessory structure.

This grant is intended to support a greater mix and size of housing types in the City, and the increased availability of affordable rental housing accommodation.

### **2. ELIGIBILITY**

- a) Only on properties in compliance with the location and regulatory use permissions established in the Official Plan and Zoning By-law for accessory dwelling units;
- b) For the construction of:
  - an accessory apartment unit within, or as an addition to, an existing principal dwelling unit that is 5 years in age or older at time of complete application;
  - an accessory apartment unit within an existing or new detached accessory structure, or for a pre-fabricated accessory dwelling unit placed on the property.
- c) The property owner shall not be in arrears of any property taxes, local improvement charges or any other arrears or charges from the City, Region or the Province.

## St. Catharines Community Improvement Plan (2020CIP)

**3. GRANT VALUE**

- i) After successful completion of the project, the applicant may receive a one-time grant from the City, as follows:
  - the value of the grant is up to 70 % of eligible project costs incurred, to a maximum of \$20,000, for the construction of an interior or exterior accessory dwelling unit.
- ii) Additional financial incentives may be secured for the same project from other government agencies, non-profit groups, or other agencies and associations. The amount, duration and provider of the incentives, including conditional approvals, must be declared to the municipality as a condition of rebate payment.

Where the value of all other incentives, combined with the City incentive, is greater than total project costs incurred, the value of the ADU incentive will be decreased accordingly to ensure that all incentives provided for the project do not exceed total project costs incurred.

**4. ELIGIBLE PROJECT COSTS**

Eligible Project Costs that may be claimed for an ADU grant are set out below.

- Only eligible project costs that are consistent with, and incurred after the Building Permit for the accessory apartment unit has been issued by the Chief Building Official, may be claimed for the ADU grant;
- Eligible Project Costs include building materials, labour costs, and new or upgraded HVAC systems and plumbing where required under the Building Permit to facilitate construction of the accessory dwelling unit;
- Ineligible costs include, but are not limited to, household appliances, decorative amenities, and financing, consulting fees, and fees to prepare building permit plans.

**5. APPLICATION INTAKE/REQUIREMENTS**

- i) Application Intake

A complete ADU application must be made within 30 days of a Building Permit issued by the Chief Building Official for the accessory apartment unit, and are received on a first come basis.

- ii) Minimum Requirements to submit a Complete Application

St. Catharines Community Improvement Plan (2020CIP)

i) Submission Materials

- a copy of the Building Permit plans approved by the Chief Building Official for the construction of the accessory apartment unit.
- Estimated Project Costs: An itemized estimate of total project costs, and component project costs, including proposed service providers.
- Picture documentation of the proposed building area to be retrofitted or constructed for the accessory dwelling unit, taken at time of application.
- Applications for an (exterior) accessory apartment unit must also include a site plan of the property, including all building dimensions and yard setbacks of the applicable detached accessory structure, and other applicable regulations established in the Zoning By-law, and may include the requirement for a grading plan or other plans.

**6. PROJECT APPROVAL/ TIMELINE**

i) Approval Authority

- City Council is the approval authority for ADU applications, except where authority is delegated to municipal staff.
- Complete applications will be processed on a first come basis;
- The ADU Program is subject to a Council approved annual budget allocation. Application approval is contingent on the program budget allocation, and the number of approvals that may have already been granted.

ii) Project Timeline

An approved project must be completed to the satisfaction of the municipality within 12 months from the date of issuance of the applicable Building Permit.

iii) Commencement of Grant payment

To commence the grant payment, the applicant must:

- provide written notice to the municipality within 30 days after project completion requesting to trigger the grant payment; and

## St. Catharines Community Improvement Plan (2020CIP)

- satisfy all requirements of the ADU program, and those set out in Section 7 below.

## 7. **REQUIREMENTS FOR COMMENCEMENT OF GRANT**

Prior to disbursement of the grant payment, the property owner must satisfy all ADU program requirements, and including the following:

- i) That all municipal property taxes levied on the property are paid in full;
- ii) A final inspection has been made, and an occupancy permit has been issued by the municipality for the accessory dwelling unit;
- iii) Picture documentation of the accessory dwelling unit, taken at time of project completion;
- iv) submission of an Eligible Costs Form setting out in itemized detail all project costs incurred by the property owner, and broken down by project components, including but not limited to detailed invoices, contracts, service /material provider, materials supplied, purchase orders, proof of payment;
- v) declaration of any grants or financial incentives that have been secured, or received conditional approval, for the same project from other government agencies, non-profit groups, or other agencies and associations. The amount, duration and provider of the incentives must be set out in the declaration;
- vi) a Municipal Compliance Audit and confirmation of no tax arrears, outstanding work orders, local improvement charges or any other charges of the City or other agencies, property standards compliance, and may include third party review or audit of eligible project costs at the expense of the property owner.



## Corporate Report City Council

**Report from:** Financial Management Services, Property Management

**Report Date:** April 4, 2022

**Meeting Date:** April 25, 2022

**Report Number:** FMS-053-2022

**File:** 10.53.99

**Subject:** Insurance Consultant Review – 2022 Insurance Renewal

### Strategic Pillar:

This report aligns with the following St. Catharines Strategic Plan pillars: Economic



### Recommendation

That staff exercise the option to renew the City's Insurance Program with BFL Canada for a three-year term from July 1, 2022 to June 30, 2025, with financial terms satisfactory to the Director of Financial Management Services / City Treasurer; and

That one year prior to the end of the three-year term staff commence a procurement process for General Insurance Services to secure coverage for the July 1, 2025 to June 30, 2026 policy term.

### Relationship to Strategic Plan

Economic Prosperity Strategic Goal:

Support the City's commitment to building and growing a diverse and resilient economy through fiscal responsibility, urban regeneration and collaborative partnerships.

### Background

BFL Canada has been providing insurance brokerage services to the City since 2016. They were the successful proponent by way of an RFP issued in 2016 and in 2019. Council approved [Report FMS-105-2019](#) on May 27, 2019 which approved BFL providing insurance services to the City for a 36-month term from July 1, 2019 to June 30, 2022 with the option to renew for two additional three-year terms subject to satisfactory performance and service.

On June 14, 2021 Council approved [Report FMS-094-2021](#) which contained the following recommendations:

“That Council authorize the Director of Financial Management Services / City Treasurer to bind insurance coverage up to the premium amount of \$1,773,141 plus applicable taxes as submitted by BFL for the City’s insurance renewal for the policy period of July 1, 2021 to June 30, 2022; and

That staff be directed to retain a consultant to review the City’s insurance program funded by the Litigation / Insurance reserve to an upper limit of \$30,000.”

In December 2021, staff retained Cameron and Associates Insurance Consultants to undertake this review at a cost of \$9,250 plus HST. The consultant study is now complete and the findings and recommendations are detailed in the report section.

The 2021-2022 policy term is the third and final year of the City’s contract with BFL to provide insurance services. The City has the option to renew for two additional three-year terms subject to satisfactory performance and service. Based on the recommendations contained in the consultant report detailed in this report, staff are recommending renewing with our current provider BFL Canada for a further three-year term from July 1, 2022 to June 30, 2025 to secure coverage for the 2022-2023 policy term. With the exception of a direct result of changes found in updated underwriting information provided by the City prior to the next policy renewal date of July 1, 2023, the onus shall be on BFL to validate and rationalize any change in premium in the second year of the renewal agreement.

## Report

Since 2019, the City has been experiencing premium increases and changes to program coverages which were primarily due to a hard insurance market and the impacts of COVID-19. A hard market occurs when there is a high demand for insurance and lower supply of coverage available. There are currently only four insurance brokerages offering municipal insurance programs in Ontario and they are BFL, AON, Marsh / JLT and Intact Public Entities (formerly Frank Cowan Company). Other factors in a hard market include steadily increasing number of claims, more frequent and catastrophic property loss claims in Canada, increasing defense costs, the joint and several liability rule in Ontario, insurers exiting the market and increasing court awards and settlements. This results in increased premiums and stricter limits being placed on coverage by the insurers. As a result of the hard market, municipalities across the province were continuing to experience premium and deductible significantly increasing at renewal. The overall increase to the City’s insurance program coverage for the period of July 1, 2021 to June 30, 2022 was 23.60%.

Staff retained Cameron and Associates Insurance Consultants to undertake a comprehensive review of the City’s existing insurance program, review of the City’s claims history, loss exposure and risk financing as well as existing policies, coverage

and deductible amounts. The consultant was also asked to provide recommendations with respect to methods of securing coverage for the City's July 1, 2022 insurance renewal. This review was undertaken to assist staff in making informed decisions on the City's overall insurance coverage and risk financing program.

The consultant provided a report in March 2022 and the findings and recommendations are summarized below.

## **Adequacy of Coverage**

The consultant reviewed the City's scope of coverage. While municipal insurance programs have a number of similarities, in recent years coverage restrictions have been added that were not in place previously. Specific comments with regard to the following lines of coverage were provided as follows:

### **Municipal Primary and Excess Liability Coverage**

The City currently carries \$10M in primary liability coverage and a \$15M excess liability policy but both policies have aggregate limits. The total \$25M aggregate limit is less than the \$50M limit the consultant sees for other municipalities. While the likelihood of multiple catastrophic liability events occurring during the same policy term is remote the consultant has suggested the City consider the option of removing the aggregate or increasing the limit to \$50M. Staff will review options and premium costs to increase the liability limit to \$50M.

### **Property Coverage**

The City's property insurance provides coverage for over \$550M in City owned property including buildings, contents, structures, leased equipment, machinery and equipment, etc. The full policy limit is available and is not subject to a limit of loss which some programs now include (and the City's did in prior years). For example, despite having a blanket limit of over \$550M, the sum payable could be capped at a lower limit, example \$100M. A loss limit would be problematic in the event of a catastrophic event that impacted multiple City properties.

The consultant advised that in order to mitigate further increases in property insurance premium it is important to insure to value. This involves reviewing the City's extensive property schedule to determine if any owned property that is unlikely to be rebuilt (e.g. 320 Geneva Street, 8 Gale Crescent) is insured for actual cash value and not replacement value. Any property or structure where the value is established under our current deductible of \$50K will be reviewed to see if it can be removed from the schedule. Specific properties will also be reviewed and values compared to the 2022 Altus Group Canadian Construction Cost Guide to determine accuracy. Staff will also continue to gather and obtain improved data with respect to all assets and property locations through formal inspections and loss control reports.

### **Primary Crime and Excess Crime Coverage**

The City has two crime policies whereas the majority of municipalities have one. The excess crime policy was obtained a number of years ago due to a fraudulently induced payment (phishing) incident that occurred however this type of circumstance is now

minimally insured under the excess crime policy. There is phishing coverage under the primary policy therefore the excess crime coverage is now redundant and will not be obtained at this renewal. The cost of the excess crime policy for the 2021-2022 renewal was \$18,155 plus HST.

### **Cyber Liability**

This coverage is becoming very difficult to obtain at reasonable premium even when there have been no claims. The City currently has a \$5M liability limit while many municipalities have a \$1M limit. BFL has advised that it will be very difficult to obtain a \$5M limit at renewal. IT staff have also made many security enhancements to systems over the past year which should assist the City in retaining cyber liability coverage and staff will review liability limits at renewal time. Staff will review cyber liability coverage options once a quotation has been received.

### **Claims Deductible Limits**

The City has for many years had a \$50,000 deductible for liability claims and more recently for property claims also. At our annual renewal the City is often provided with options for increased liability deductible (e.g. \$100K) with a premium discount. Last year the discount was \$225K however without an in-depth review of the City's loss ratio and claims costs staff were not in a position to accept the higher deductible. The consultant undertook a review of the City's loss history, under deductible claims, incurred liability claims, reserve fund practises and loss ratio and insurance costs.

Insurers typically review 10 years of past claims and while the City's loss ratio has improved under the BFL program, based on the long-tail nature of claims, there are still open City claims under the JLT program (2012-2016) which impact the liability premium.

The consultant has advised that with improved claims reporting and reserving protocols and a more efficient claims administration process the City should achieve overall claims cost reduction and will be in a position to accept a higher deductible. FMS and Legal staff have begun a review of all open claims and will continue to work with BFL and the insurance adjuster to review all open claims, develop improved claims reporting and reserving protocols and develop a more efficient claims administration process. While these efforts will require considerable Financial Management Services (FMS) and Legal staff resources to complete, staff are confident these efforts will enable the City to be in a strong position to accept a higher deductible, with associated premium savings.

### **Risk Management**

The consultant advises that formal Risk Management should be considered, that is a professionally executed program that focuses on financial, operational, environmental, technological and legal operations and implements procedures to reduce risk exposure and mitigate future claims. Currently departments, work teams and individuals adopt their own approach to risk management which could result in inconsistent practises and exposure to potential liability. Improving the City's overall risk profile should result in reduced claims costs, strong legal case when defending third party claims, reduced



costs for losses not covered under an insurance program and better premium and coverage results from the insurance marketplace in both hard and soft market cycles.

Over the past year staff have worked with BFL to develop a risk management work plan and this work will continue over the next policy term. BFL has provided webinars / seminars (presented by lawyers) to City staff responsible for building and fire safety inspections and by-law enforcement. IT staff have also benefitted from complimentary security services provided by the City's cyber liability provider (AIG). BFL's Risk Management Leader has also conducted risk inspections of the Port Dalhousie Staircases and the Port Dalhousie Piers, which will assist staff in identifying risk and suggesting mitigation efforts to reduce risk.

## **Insurance Pool**

The consultant indicates that the City's needs are not any different for all 12 of Niagara's area municipalities as well as the Region and suggests a much broader discussion within the Region may achieve better solutions through group effort such as an insurance pool or joint procurement.

As Council is aware an insurance pool is a self-insurance fund suited for organizations who are too small to self-insure their own losses. Members have similar exposures to loss and the pool acts like an insurance company as members of the pool pay a premium to the pool administrator and a reserve fund is created. There are currently two municipal insurance pools in Ontario - Waterloo Region Municipalities Insurance Pool, which includes all eight municipalities within Waterloo Region, and Durham Municipal Insurance Pool, which also includes eight municipalities.

Local Authority Services (LAS) was created in 1992 by the Association of Municipalities of Ontario (AMO) and is a preferred provider of competitively priced and sustainable co-operative business services for Ontario municipalities and the broader public sector. LAS is mandated to work with Ontario municipalities to help realize lower costs, higher revenues and enhanced staff capacity, through co-operative procurement efforts and innovative training, programs, and services. Since December 2020 LAS has had direction to work on municipal risk management and at its December 2021 meeting its staff were directed to investigate a mechanism to establish an insurance pool for municipalities, including cyber. LAS has started feasibility studies to establish a province wide insurance pool and have established a working group to study this issue. The Region of Niagara has a staff representative on this working group.

It is important to note that these types of solutions also require considerable resources including staff time to review, plan and prepare. It will also require coordination, cooperation and collaboration amongst multiple partners in order to implement such solutions. Staff will continue to keep apprised of developments on the LAS - AMO feasibility study and also review alternative municipal insurance options such as an insurance pool or joint procurement with the Region and local area municipalities.

## July 1, 2022 Renewal

Given the current market conditions, the low supply of coverage available, the work required to update the asset and property schedules, review and implementation of updated claims reporting protocols and a more efficient claims management system, the consultant has recommended exercising the City's option to renew the City's program with BFL for an additional three years to secure coverage for the 2022-2023 policy term.

## Next Steps

After reviewing the consultant's report and current market conditions staff are in agreement with the recommendation to negotiate a three-year renewal with BFL to secure coverage for the 2022-2023 policy period. With the exception of a direct result of changes found in updated underwriting information provided by the City prior to the next policy renewal date of July 1, 2023, the onus shall be on BFL to validate and rationalize any change in premium in the second year of the agreement. With regard to the property insurance staff will continue to gather and obtain improved data with respect to assets and property locations through formal inspections and loss control reports.

Financial Management Services staff are also continuing to work with Legal and Clerks Services staff, BFL and the City's insurance adjuster to review all open claims, develop improved claims reporting protocols and developing a more efficient claims administration process which should achieve overall claims cost reduction and allow the City to benefit from premium reductions due to being in a position to accept a higher liability deductible. Reserve, claims and expense management protocols will be reviewed, however staff note implementation of those protocols does require additional in-house claims expertise. A review will be undertaken to determine the feasibility of hiring a full-time Claims Manager to provide this expertise which could also reduce reliance on external claims resources and could assist with other insurance functions such as risk management and the insurance renewal process.

These efforts will require considerable staff resources to complete, however staff are confident that it will place the City in a much better position to negotiate more favourable renewals in the coming years.

Staff have had a pre-renewal meeting with BFL and BFL has advised that we are coming off the hard insurance market and due to the large increases municipalities have experienced over the past few years, insurers have their rate corrections in place and that they expect this year's increases to be no more than 10% (based on 2021 liability limits, coverages and property / asset schedules). While staff continue to review the property and asset schedules and claims processes, there is potential to see an overall reduction in premium if there is a lower overall property insured value and higher deductibles accepted.

## Financial Implications

As the policy term crosses over year end half of the premium will impact the 2022 budget and having anticipated the hard insurance market to continue well into 2022, the

2022 portion of the premium can be accommodated in the 2022 insurance budget. The second half of the premium will impact the 2023 budget.

## **Environmental Sustainability Implications**

There are no environmental implications associated with the receipt of this report.

## **Conclusion**

Staff have reviewed the recommendations contained in a consultant review of the City's insurance program. As the City is in its final year of a three-year term with BFL, staff are recommending that the City exercise the option to renew for a three-year renewal term with BFL to secure coverage for the 2022-2023 policy period. Staff will continue to review the property and asset schedules and claims processes and continue to investigate alternative municipal insurance options with our local area partners and LAS - AMO.

BFL will continue to provide day to day advice on various insurance matters, including client services, claims administration and risk management, with emphasis on the reduction of liability exposure faced by municipalities.

BFL will continue to be an integral part of the Corporation's risk management / loss control program by coordinating and hosting semi-annual claims review meetings to discuss outstanding claims / risk management issues, developing a risk management plan for the City, conducting risk inspections as required, organizing seminars for City staff on risk management and loss control measures as well as providing functional guidance to City managers in the day-to-day situations as they evolve.

### **Prepared by**

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### **Submitted by**

Kristine Douglas  
Director of Financial Management Services / City Treasurer

### **Approved by**

David Oakes  
Chief Administrative Officer



## Corporate Report City Council

**Report from:** Financial Management Services, Director

**Report Date:** March 23, 2022

**Meeting Date:** April 25, 2022

**Report Number:** FMS-058-2022

**File:** 10.57.12

**Subject:** 2022 Property Tax Rates

### Strategic Pillar:

This report aligns with the following St. Catharines Strategic Plan pillars: economic.



## Recommendation

That the 2022 Property Tax Rates as detailed in Appendix 1 be approved: and

That the City Solicitor be directed to prepare the necessary by-law(s).

## Summary

The Regional Municipality of Niagara approved the 2022 Tax ratios at its meeting of March 24, 2022 and passed the appropriate by-laws. On January 18, 2022, the City received notification that the Provincial Government approved the 2022 Education Property Tax Rates. With the City's operating budget approved December 13, 2021 and the Downtown BIA having provided its levy requirements, the City is now in position to finalize the City's 2022 Property Tax Rates.

## Relationship to Strategic Plan

The 2022 Property Tax Rates report would enhance the Economic Pillar by supporting the City's commitment to building and growing a diverse and resilient economy through fiscal responsibility, urban regeneration and collaborative partnerships.

## Background

The total property tax bill is comprised of levies from the City of St. Catharines, Regional Municipality of Niagara and the School Boards. Property taxes are calculated by multiplying the current value assessment (CVA) by the tax rate for that class of property. The CVA is established by the Municipal Property Assessment Corporation (MPAC). The

2022 CVA by property class is identified in Appendix 2. MPAC is a not-for-profit corporation with every municipality in Ontario being a member, which is governed by a Board of Directors comprised of taxpayer, municipal and provincial representatives. MPAC's main responsibility is to classify and value all properties in Ontario for taxation purposes according to the legislation and regulations set by the Provincial Government.

## **Report**

A tax rate is established for each class of property by dividing the tax levy requirement by the weighted assessment. The assessment is weighted by the tax ratios.

There are seven major property classes:

Class 1	Residential
Class 2	Multi-residential
Class 3	Commercial
Class 4	Industrial
Class 5	Pipeline
Class 6	Farmland
Class 7	Managed Forest

In addition to these major classes, the Region has the following:

Class 8	New Multi-residential
Class 9	New Commercial
Class 10	Office Building
Class 11	Shopping Centre
Class 12	Parking Lots and Vacant Land
Class 13	Large Industrial
Class 14	New Industrial
Class 15	New Large Industrial

The tax ratio reflects how a property class's tax rate compares with the residential tax rate. The residential tax ratio is equal to "one."

### **A. Business Improvement Area (BIA) Levy**

The purpose of the Business Improvement Area (BIA) is the improvement, beautification and maintenance of municipally owned land and to promote the area as a business or shopping area. The BIA levy is raised from the commercial and industrial properties in the BIA area.

The City currently has one BIA - St. Catharines Downtown BIA, which was established in 1973 pursuant to the Ontario Municipal Act and operates to revitalize and promote the downtown core of St. Catharines. The St. Catharines Downtown Association, at their General Membership meeting held March 1, 2022, approved its 2022 Budget in the amount of \$384,431 (2021 levy of \$384,431).

**B. Regional General Tax Rate**

The Region approved its general tax rates on March 24, 2022. These rates are detailed in Appendix 1.

**C. Education Rates**

The education rates for 2022 are included in Appendix 1.

The Province of Ontario announced the 2022 uniform residential education tax rate would be unchanged from the 2021 rate as property assessments for the 2022 taxation year will continue to be based on the same valuation date that was in effect for the 2021 taxation year. The 2022 uniform residential education tax rate is set at 0.153 per cent. (0.153 per cent in 2021).

The education tax rates for the commercial and industrial classes have been reduced to 0.88% in 2021. This rate reduction will be maintained in 2022. The Province identified this as a priority as a result of the COVID-19 pandemic specifically indicating that this change will eliminate variations in business education taxes reducing tax inequalities and improve business competitiveness.

The business education tax rates (BET) for certain properties where municipalities are permitted to retain the education portion of payment in lieu of taxes (PILs) will also remain at the rates set for 2021. The Province is aware of municipal concerns that the federal government may no longer make PIL payments at the BET rates prescribed in provincial regulation. The Province continues to encourage the federal government to make its payments at the prescribed rates and has issued a technical bulletin and corresponding amendment to the Education Act that provide the legislative clarity for the federal government to pay at the regulated rates. The Province also continues to support municipalities as they work together to ensure the federal government is fully aware that failure to make payments at the regulated PIL rate would have a very negative financial impact on local Ontario communities.

**D. Regional Waste Management**

The Region has two primary authorities to raise its waste management costs:

- 1) An upper tier levy - special (Section 311 (4) of the Municipal Act 2001).
- 2) Fees and Charges (Section 390 of the Municipal Act 2001).

The Region has decided to levy its waste management cost by a special levy tax rate for 2022. This is consistent with prior years.

**E. Tax Ratios**

Under Provincial Legislation, responsibility for taxation policy (including establishing tax ratios) rests with the Region. The Region, at its March 24, 2022 meeting, established the following tax ratios:

Property Class	2022 Ratio	2021 Ratio
Residential and Farm	1.0000	1.0000
Multi-residential	1.9700	1.9700
Multi-residential - New	1.0000	1.0000
Commercial	1.7349	1.7349
Industrial - Residual	2.6300	2.6300
Large Industrial	2.6300	2.6300
Pipeline	1.7021	1.7021
Farmland	0.2500	0.2500
Farmland Awaiting Development I	1.0000	1.0000
Farmland Awaiting Development II	Class Ratio	Class Ratio

The tax ratios for all property classes remain unchanged from 2021 to 2022. The sub-class reduction for commercial (excess and vacant land) and industrial (excess and vacant land) classes have been further reduced from 22.5% to 15% from 2021 to 2022 (2020: 30%).

#### **Optional Small Business Property Subclass**

The Province announced in the 2020 Ontario Budget that municipalities would be able to provide a property tax reduction for eligible small businesses through the adoption of a new optional small business property subclass, beginning in 2021.

Through collaboration between Regional staff and the local Area Treasurers, the implementation of this subclass was reviewed for opportunities and challenges. A summary of this exercise was reported to Niagara Region Corporate Services Committee on October 13, 2021. Due to the challenges, limited opportunity and no direction from Regional Council to pursue further, the optional small business subclass was not implemented as part of the 2022 Regional Tax Policy.

#### **Optional Small-scale On-Farm Business Subclass**

In 2021, the Province introduced the Optional Small-scale On-Farm business Subclass to promote and support local farms through a tax rate that is 75% lower than the commercial and industrial tax rates that would otherwise apply. The first \$100,000 of CVA attributed to the value of the commercial or industrial operation will qualify for a 75% reduction off the commercial or industrial tax rate and be reallocated to the new subclass. To qualify as a small-scale on-farm business, the value of the commercial or industrial operation must be less than \$1 million.

Regional staff analyzed this option for 2022, which would result in a shift of approximately \$27,000 from qualifying commercial and industrial farms to the residential property class. There was limited benefit overall and similar challenges brought up from the recommendations of the Optional Small Business Subclass as it targets a very small

segment of Niagara's small business and thus was not implemented through the 2022 Regional Tax Policy.

#### **F. City Tax Rates**

The City approved its 2022 Operating Budget at its December 13, 2021 Council meeting, with a net levy requirement of 100,972,582 for general City-wide services and \$13,78,230 for Urban services. The City tax rates for 2022 are included in Appendix 1. The breakdown of the levy amounts between property classes can be found in Appendix 3.

#### **G. Niagara Health System Funding Pre Levy**

City Council, at its May 26, 2008 meeting, approved that a separate tax rate be levied for hospital purposes beginning in 2008 in the amount of \$2,029,605. This levy is intended to accumulate funds to meet the City's commitment with regard to the new hospital. The approved payment schedule indicates the amount of \$2,208,959 be levied in 2022 (2021 levy of \$2,208,959). The hospital pre levy rates are included in Appendix 1.

#### **H. Infrastructure Levy**

City Council, at its March 8, 2016 meeting, approved that a separate infrastructure tax rate be levied to help address the existing infrastructure deficit. An infrastructure levy is a tool that will help address the infrastructure deficit, demonstrate accountability and transparency to the taxpayers about how funds are allocated and for what purpose.

Currently the City of St. Catharines' infrastructure deficit is over \$450 million in areas of crucial infrastructure, such as roads, bridges, water, sanitary sewer, facilities and park amenities. In its continued commitment to reducing the infrastructure deficit, City Council approved a 1.5% Infrastructure Levy be maintained in 2022 to provide funds to address the City's infrastructure deficit. The infrastructure levy rates are included in Appendix 1.

## **Financial Implications**

The confirmation of the City's 2022 property tax rates is the final stage in the annual budget process. The tax rates from all three governments - Regional, Education and City - is necessary to calculate the 2022 property tax rates. These tax rates are then multiplied by the appropriate assessment to calculate the individual homeowner's 2022 tax levy. Details of the impact on the median home are included in Appendix 4.

## **Environmental Sustainability Implications**

There are no environmental implications associated with this report.

## **Conclusion**

This report presents the 2022 property tax rates including City of St. Catharines, Regional Municipality of Niagara and the School Boards for Council's approval.

#### **Prepared and Submitted by**

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**Approved by**

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**Appendices**

1. 2022 Tax Rates
2. 2022 Current Value Assessment
3. 2022 Tax Levy
4. 2021-2022 Tax Comparison for Median Household

**City of St. Catharines**  
**2022 Tax Rates**

**Appendix 1**

Class	Tax Class	Infrastructure					Region		School	Total		Total Urban
		General	City Hospital	Urban	Levy	Total	General	Waste		General	Urban	
Residential	RT	0.565086%	0.012362%	0.078533%	0.009321%	0.665302%	0.603552%	0.072084%	0.153000%	1.415405%	1.493938%	0.078533%
Multi-Residential	MT	1.113219%	0.024353%	0.154710%	0.018362%	1.310644%	1.188997%	0.142005%	0.153000%	2.639936%	2.794646%	0.154710%
New Multi-Residential	NT	0.565086%	0.012362%	0.078533%	0.009321%	0.665302%	0.603552%	0.072084%	0.153000%	1.415405%	1.493938%	0.078533%
Commercial Occupied	CT,XT,CH	0.980368%	0.021447%	0.136247%	0.016171%	1.154233%	1.047102%	0.125059%	0.880000%	3.070147%	3.206394%	0.136247%
Commercial - Excess Land	CU,XU,CK	0.833313%	0.018230%	0.115810%	0.013745%	0.981098%	0.890037%	0.106300%	0.880000%	2.741625%	2.857435%	0.115810%
Commercial Other - Occupied	DT,GT,ST,YT,ZT	0.980368%	0.021447%	0.136247%	0.016171%	1.154233%	1.047102%	0.125059%	0.880000%	3.070147%	3.206394%	0.136247%
Commercial Other Excess Land	DU,SU,ZU	0.833313%	0.018230%	0.115810%	0.013745%	0.981098%	0.890037%	0.106300%	0.880000%	2.741625%	2.857435%	0.115810%
Commercial Vacant Land	CX,CJ	0.833313%	0.018230%	0.115810%	0.013745%	0.981098%	0.890037%	0.106300%	0.880000%	2.741625%	2.857435%	0.115810%
Industrial - Occupied	IT,LT,IH	1.486176%	0.032512%	0.206542%	0.024514%	1.749744%	1.587342%	0.189581%	0.880000%	4.200125%	4.406667%	0.206542%
Industrial - Excess Lands	IU,LU	1.263250%	0.027635%	0.175561%	0.020837%	1.487283%	1.349240%	0.161144%	0.880000%	3.702105%	3.877666%	0.175561%
Industrial - Vacant Lands	IX,IJ	1.263250%	0.027635%	0.175561%	0.020837%	1.487283%	1.349240%	0.161144%	0.880000%	3.702105%	3.877666%	0.175561%
Industrial - New	JT,KT	1.486176%	0.032512%	0.206542%	0.024514%	1.749744%	1.587342%	0.189581%	0.880000%	4.200125%	4.406667%	0.206542%
Industrial - New Excess Lands	JU,KU	1.263250%	0.027635%	0.175561%	0.020837%	1.487283%	1.349240%	0.161144%	0.880000%	3.702105%	3.877666%	0.175561%
Pipelines	PT	0.961833%	0.021041%	0.133671%	0.015865%	1.132410%	1.027306%	0.122694%	0.880000%	3.028739%	3.162410%	0.133671%
Farmlands	FT	0.141272%	0.003091%	0.019633%	0.002330%	0.166326%	0.150888%	0.018021%	0.038250%	0.353852%	0.373485%	0.019633%
Farmlands Awaiting Dev I	R1,C1	0.423815%	0.009272%	0.058900%	0.006991%	0.498978%	0.452664%	0.054063%	0.114750%	1.061555%	1.120455%	0.058900%

Other	Tax Rate
Downtown Association	
Commercial - Occupied	0.280104%
Commercial - Vacant	0.238089%
Payment-in-lieu Business Education Tax Rate (BET)	
Commercial	0.980000%
Industrial	1.250000%
Pipeline	0.980000%
Landfill	1.714649%

## Appendix 2

## City of St. Catharines

## Current Value Assessment - 2022

Property Class	2022	2021	2020	Change \$	%
<b>Taxable Assessment</b>					
<b>General Tax Rates:</b>					
Residential	12,444,203,973	12,356,852,373	12,261,380,202	87,351,600	0.71%
Multi-Residential	677,381,968	678,449,569	683,669,568	-1,067,601	-0.16%
New Multi-Residential	83,232,920	82,197,920	83,316,920	1,035,000	1.26%
Commercial Residual - Low Band	1,249,422,625	1,241,097,885	1,247,102,472	8,324,740	0.67%
Commercial - Residual - Excess Land - Low Band	9,597,100	10,534,700	11,969,054	-937,600	-8.90%
Commercial Other (excluding residual)	710,413,746	748,799,086	746,357,305	-38,385,340	-5.13%
Commercial Other (excluding residual) Excess	2,294,500	2,260,400	1,640,633	34,100	1.51%
Commercial - Vacant Land	18,298,900	17,926,800	16,722,100	372,100	2.08%
Industrial - Occupied	151,891,488	151,553,988	152,153,648	337,500	0.22%
Industrial - New	5,160,100	5,160,100	4,113,700	0	0.00%
Industrial - Excess Lands	4,816,360	4,867,760	5,014,260	-51,400	-1.06%
Industrial - New Excess Lands	57,600	57,600	57,600	0	0.00%
Industrial - Vacant Land	22,528,100	23,327,100	25,209,900	-799,000	-3.43%
Pipelines	31,274,000	31,196,000	31,123,000	78,000	0.25%
Farmlands	137,970,300	135,530,300	137,636,000	2,440,000	1.80%
	<b>\$15,548,543,680</b>	<b>\$15,489,811,581</b>	<b>\$15,407,466,362</b>	<b>58,732,099</b>	<b>0.38%</b>
<b>Urban Service - City</b>					
Residential	12,126,621,073	12,040,461,473	11,955,689,902	86,159,600	0.72%
Multi-Residential	677,381,968	678,449,569	683,669,568	-1,067,601	-0.16%
New Multi-Residential	83,232,920	82,197,920	83,316,920	1,035,000	1.26%
Commercial Occupied	1,753,729,671	1,793,089,771	1,818,565,964	-39,360,100	-2.20%
Commercial - Vacant Units and Excess lands	8,276,000	8,721,200	8,508,500	-445,200	-5.10%
Commercial - Vacant Land	18,288,600	17,916,500	16,711,800	372,100	2.08%
Commercial - New Construction	186,855,500	177,556,000	158,157,513	9,299,500	5.24%
Commercial - New Construction-Vacant land	2,518,900	2,977,200	4,004,487	-458,300	-15.39%
Industrial - Occupied	147,261,888	146,924,388	147,484,748	337,500	0.23%
Industrial - Vacant units and Excess Lands	4,816,360	4,867,760	5,014,260	-51,400	-1.06%
Industrial - Vacant Land	22,475,100	23,274,100	25,156,900	-799,000	-3.43%
Industrial - New Construction	4,056,800	4,056,800	4,113,700	0	0.00%
Industrial - New Construction - Vacant Lands	57,600	57,600	57,600	0	0.00%
Pipelines	31,274,000	31,196,000	31,123,000	78,000	0.25%
Farmlands	7,155,700	7,155,700	7,155,700	0	0.00%
	<b>\$15,074,002,080</b>	<b>\$15,018,901,981</b>	<b>\$14,948,730,562</b>	<b>55,100,099</b>	<b>0.37%</b>
	96.95%	96.96%	97.02%		
<b>Total Assessment</b>					
Taxable Properties	\$15,548,543,680	\$15,489,811,581	\$15,407,466,362	58,732,099	0.38%
YMCA - Education only	12,526,000	12,526,000	12,526,000	0	0.00%
Payment in Lieu	92,010,300	94,325,800	93,018,300	-2,315,500	-2.45%
Exempt Properties	1,218,596,700	1,205,283,800	1,188,082,200	13,312,900	1.10%
	<b>\$16,871,676,680</b>	<b>\$16,801,947,181</b>	<b>\$16,701,092,862</b>	<b>69,729,499</b>	<b>0.42%</b>

Reassessment for 2022, deferred by Province due to global pandemic; therefore the 2020 assessment figures will be used for 2022.  
The 2020 assessment was year four of four year phase-in with valuation date of January 1, 2016.

City of St. Catharines  
2022 Tax Levy

Appendix 3

Tax Levy	City					Region			School	Total Tax Levy
	General	Hospital	Urban	Infrastructure Levy	Total	General	Waste	Total		
Residential	70,320,373	1,538,398	9,523,456	1,159,892	82,542,120	75,107,243	8,970,314	84,077,557	19,058,797	185,678,474
Multi-Residential	7,540,745	164,963	1,047,978	124,380	8,878,065	8,054,051	961,916	9,015,968	1,036,394	18,930,427
New - Multi Residential	470,338	10,289	65,365	7,758	553,750	502,354	59,998	562,352	127,346	1,243,448
Commercial - Occupied	12,248,940	267,964	2,389,404	202,039	15,108,346	13,082,729	1,562,515	14,645,245	10,994,919	40,748,510
Commercial - Excess Land	79,974	1,750	9,584	1,319	92,627	85,418	10,202	95,619	84,454	272,701
Commercial Other - Occupied	6,964,669	152,362	254,585	114,878	7,486,494	7,438,757	888,436	8,327,193	6,251,641	22,065,328
Commercial Other- Excess Land	19,120	418	2,917	315	22,771	20,422	2,439	22,861	20,192	65,824
Commercial - Vacant Land	152,487	3,336	21,180	2,515	179,518	162,867	19,452	182,319	161,030	522,867
Industrial Occupied	2,257,375	49,383	304,158	37,234	2,648,149	2,411,037	287,957	2,698,995	1,336,645	6,683,789
Industrial New	76,688	1,678	8,379	1,265	88,010	81,908	9,783	91,691	45,409	225,110
Industrial - Excess Land	60,843	1,331	8,456	1,004	71,633	64,984	7,761	72,746	42,384	186,762
Industrial - New Construction - Vacant Land	728	16	101	12	857	777	93	870	507	2,234
Industrial Vacant Land	284,586	6,226	39,458	4,694	334,963	303,958	36,303	340,261	198,247	873,472
Pipelines	300,804	6,580	41,804	4,962	354,150	321,280	38,371	359,651	275,211	989,012
Farmlands	194,913	4,265	1,405	3,215	203,798	208,181	24,864	233,044	52,774	489,616
Total	100,972,582	2,208,959	13,718,230	1,665,481	118,565,252	107,845,966	12,880,404	120,726,370	39,685,951	278,977,573

Comparison to 2020	City					Region			School	Total Tax Levy
	General	Hospital	Urban	Infrastructure Levy	Total	General	Waste	Total		
2021 Tax levy	97,678,219	2,208,959	13,353,826	1,627,818	114,868,822	104,739,824	12,311,992	117,051,816	39,824,456	271,745,094
Change - \$	3,294,364	-1	364,404	37,662	3,696,430	3,106,142	568,412	3,674,554	-138,505	7,232,479
Change - %	3.37%	0.00%	2.73%	2.31%	3.22%	2.97%	4.62%	3.14%	-0.35%	2.66%

**City of St. Catharines****Appendix 4****Tax Comparison for Median Household Residential**

	2022	2021	Change Amount	%
<b><u>Tax Rates:</u></b>				
City - General	0.565086%	0.547957%	0.017129%	3.13%
City - Urban	0.078533%	0.076626%	0.001907%	2.49%
City - Hospital	0.012362%	0.012392%	-0.000030%	-0.24%
City - Infrastructure Levy	0.009321%	0.009132%	0.000189%	2.07%
<b>Total City Tax Rate</b>	<b>0.665302%</b>	<b>0.646107%</b>	<b>0.019195%</b>	<b>2.97%</b>
Region - General	0.603552%	0.587571%	0.015981%	2.72%
Region - Waste	0.072084%	0.069068%	0.003016%	4.37%
<b>Total Region Tax Rate</b>	<b>0.675636%</b>	<b>0.656639%</b>	<b>0.018997%</b>	<b>2.89%</b>
<b>School</b>	<b>0.153000%</b>	<b>0.153000%</b>	<b>0.000000%</b>	<b>0.00%</b>
<b>Total Tax Rate</b>	<b>1.493938%</b>	<b>1.455746%</b>	<b>0.038192%</b>	<b>2.62%</b>

**Taxes (Median with Current Value of \$254,000)**

City - General	1,435.32	1,391.81	43.51	3.13%
Region - General	1,533.02	1,492.43	40.59	2.72%
Region - Waste Management	183.09	175.43	7.66	4.37%
Urban - City	199.47	194.63	4.84	2.49%
City - Infrastructure Levy	23.67	23.19	0.48	2.07%
School	388.62	388.62	0.00	0.00%
<b>Total Urban Rate</b>	<b>3,763.19</b>	<b>3,666.11</b>	<b>97.08</b>	<b>2.65%</b>
City - Hospital	31.40	31.48	-0.08	-0.25%
<b>Total Urban Rate with Hospital</b>	<b>\$3,794.59</b>	<b>\$3,697.59</b>	<b>\$97.00</b>	<b>2.62%</b>



## Corporate Report City Council

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

**Report Date:** April 14, 2022

**Meeting Date:** April 25, 2022

**Report Number:** LCS-069-2022

**File:** 10.12.1

**Subject:** Council Correspondence

**Strategic Pillar:**

### Recommendation

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

That Council appoint the individuals outlined in the confidential memorandum from the Deputy Clerk City to the 2029 Historic Welland Canals Task Force; and

That Council receive and file additional correspondence distributed for the meeting held April 25, 2022, 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 April 1, 2022 to April 14, 2022.

The information regarding appointments for vacancies on the 2029 Historic Welland Canals Task Force 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 April 25, 2022. The appointments approved by Council will be published in the meeting minutes.

### Resolutions

1. Municipality of Clarington – re: Comprehensive Zoning By-law Review

### Correspondence

2. Letter from Minister of Municipal Affairs and Housing re: Orders under the Reopening Ontario Act
3. AMO Watchfile – April 7, 2022
4. AMO Watchfile – April 14, 2022

## **Memorandums from Staff**

5. Memorandum from Council and Committee Coordinator – re. Update on Minister's Zoning Order Task Force
6. Memorandum from the CAO and Corporate Executive Administrator- re. Commercial Overnight Beach Parking Permits

## **Reports Requested by Council**

7. Outstanding Reports List – updated April 14, 2022

## **Confidential Memorandums from Staff**

(See SugarSync folder for April 25, 2022)

- Deputy City Clerk re. – appointments for 2029 Historic Welland Canals Task Force

### **Prepared by**

Evan McGinty & Sarah McWilliams  
Council and Committee Coordinators

### **Submitted and Approved by**

Bonnie Nistico-Dunk  
City Clerk



If this information is required in an alternate format, please contact the Accessibility Co-ordinator at 905-623-3379 ext. 2131

April 5, 2022

To All Ontario Municipalities:

**Re:** Correspondence Regarding the Municipality of Clarington's Comprehensive Zoning By-law Review Project, Zone Clarington

**File Number:** PG.25.06

---

At a meeting held on April 4, 2022, the Council of the Municipality of Clarington approved the following Resolution #PD-037-22:

That the correspondence arising from the following Resolution, #C-398-21, passed on December 13, 2021, be forwarded directly to all municipalities in Ontario.

"Whereas rural property owners and farmers in Clarington and across the Province are affected by the natural heritage system mapping;

And Whereas the mapping of natural heritage systems conflicts between the Greenbelt Natural Heritage System, Conservation Authority mapping, official plan mapping, and zoning bylaw mapping;

And Whereas the over-reach of natural heritage system mapping often results in environmental protection designations which are not justified, and are not protecting natural heritage features, and which negatively affects thousands of rural property owners and farmers;

And Whereas municipalities which are engaged in official plan updates and zoning bylaw updates have no clear direction on natural heritage systems mapping from the Province;



April 5, 2022

Page 2


Sub-item 1

And Whereas a thorough investigation into the designated natural heritage systems by the provincial ministries are desperately needed immediately to ensure appropriate mapping is done and the designations are indeed accurate;

Now therefore be it resolved that:

1. The Provincial Government be requested to issue a cease and desist order on all updates to Natural Heritage System designations in official plans and zoning bylaws, thereby pausing the updates until a review of same by the province can be completed.
2. Clarington not proceed further with any revisions to its natural heritage system in its zoning bylaw pending the provincial review.
3. A copy of this resolution be forwarded to:
  - a) The Minister of Municipal Affairs and Housing;
  - b) The Minister of the Environment, Parks and Conservation;
  - c) All Durham MPP's;
  - d) The Region of Durham and all Durham municipalities; and
  - e) AMO for distribution to all rural municipalities."

Yours truly,

  
\_\_\_\_\_  
John Paul Newman  
Deputy Clerk

JPN/lp

- c: R. Windle, Director of Planning and Development Services  
A. Burke, Senior Planner

**Ministry of  
Municipal Affairs  
and Housing**

Office of the Minister  
777 Bay Street, 17<sup>th</sup> Floor  
Toronto ON M7A 2J3  
Tel.: 416 585-7000

**Ministère des  
Affaires municipales  
et du Logement**

Bureau du ministre  
777, rue Bay, 17<sup>e</sup> étage  
Toronto ON M7A 2J3  
Tél. : 416 585-7000



234-2022-1674

April 6, 2022

Dear Head of Council:

For the past two years, you, your council colleagues and municipal staff have been at the forefront of the response to COVID in Ontario. I deeply appreciate your continued collaboration with the province and your inspiring dedication.

With key public health and health system indicators continuing to remain stable or improve, Ontario is cautiously and gradually easing public health and workplace safety measures with [all remaining measures, directives and orders to end by April 27, 2022](#).

Today I am writing to inform you of the status of the emergency orders that were led by my ministry and made in early 2020 under the *Emergency Management and Civil Protection Act*, and later continued under the *Reopening Ontario Act, 2020*, to help municipalities address some of the challenges brought on by the pandemic.

**The Work Deployment Measures for Municipalities Order will end on April 27, 2022**

Since April 16, 2020, [O. Reg. 157/20](#), Work Deployment Measures for Municipalities (order) provided municipalities with the flexibility to deploy certain staff to where they were needed most in response to COVID-19 pressures.

The order was a temporary measure and, in line with the province's lifting of public health measures, it will end on April 27, 2022.

Any deployments your municipality has made using the authority in the order will need to end by April 27, 2022. If your municipality is relying on the order to deploy staff, it is important to work collaboratively and in good faith with your bargaining agents to develop staffing plans beyond April 27, 2022.

**The Patios Order will end on April 27, 2022**

[O. Reg. 345/20](#), Patios, eliminated Planning Act requirements for notice and public meetings and removed the ability to appeal when municipalities passed temporary use by-laws for new or expanded restaurant and bar patios. This allowed municipalities to pass or amend these by-laws quickly to address local circumstances and needs as they evolved.

The order was a temporary measure and, in line with the province's lifting of public health measures, will end on April 27, 2022.

Heads of Council  
Page 2

As the order will end on April 27, 2022, your municipality may wish to consider making any necessary changes to temporary use by-laws for restaurant and bar patios prior to this date. Changes were made as part of Bill 13, the *Supporting People and Businesses Act, 2021* in December 2021 to help streamline the planning system and provide municipal councils broader authority to allow more planning decisions to be made by committees of council or staff. Municipalities can now delegate decisions dealing with minor amendments to zoning by-laws, such as temporary use by-laws, should they choose to (and subject to having appropriate official plan policies in place).

### **Temporary Health or Residential Facilities**

[O. Reg 141/20](#) came into effect on April 9, 2020. It has exempted temporary shelters and health facilities, established to respond to the effects of the pandemic, from the requirement to obtain a building permit or a change of use permit under the Building Code Act, from complying with the technical requirements of the Building Code and with certain by-laws and approvals under the Planning Act, subject to certain conditions related to protecting public health and safety.

This order will also end on April 27, 2022. I understand that some of these temporary facilities are still in use to respond to the effects of the pandemic. I intend to make amendments to the Building Code that would continue to exempt these facilities from the need for a building permit and compliance with the Building Code on a temporary basis, while ensuring they continue to be regularly inspected. Your municipality may wish to consider if any new temporary use or zoning by-laws or amendments to existing temporary use or zoning by-laws may be needed before the order ends on April 27, 2022.

There may be other emergency orders that are ending and may impact your municipality. For the latest information, please visit the government's page on [COVID-19 emergency information](#).

If your municipality has any questions about any of the changes outlined above, we encourage your staff to contact [your local Municipal Services Office](#).

Thank you again for your continued support in protecting the health and well-being of Ontarians while delivering the services they depend upon.

Sincerely,



Steve Clark  
Minister of Municipal Affairs and Housing

C: Chief Administrative Officers  
Municipal Clerks  
Kate Manson Smith, Deputy Minister of Municipal Affairs and Housing  
Brian Rosborough, Executive Director, Association of Municipalities of Ontario

## Sub-item 3



April 7, 2022

### In This Issue

- AMO's guide to running for municipal election.
- Food waste reduction in-kind ads on RPRA website.
- ROMA survey on attainable housing.
- ROMA Zone meetings - Briefing on Board advocacy priorities.
- Community Engagement for IESO Long-Term RFP.
- New Call for Nominations to IESO Stakeholder Advisory Committee.
- AMO 2022 Conference registration launch and hotel Information.
- Jump-start your digital transformation with an e-signature solution.
- Annual energy reporting window is now open.
- Workshops to reduce operating costs in your buildings.
- Improve your assets with LED lighting upgrade.
- Canoe vendor spotlight: Labrie Enviroquip, Toter.
- Canoe procurement update webinar.
- Road & Sidewalk Assessment info session.
- ONE Investment Spring 2022 webinar: Why Proxy Votes Are Important for ESG.
- Ontario Association of Chiefs of Police Ukrainian fund-raiser.
- Attend OMSSA's 2022 Exchange Conference - May 2-4.
- Free webinar on recruitment and retaining staff - April 13.
- Ontario Association of Fire Chiefs AGM - May 5-7.
- Blocked sewer? Call Ontario One Call.
- Careers: TTC, Simcoe, Central Manitoulin, Guelph, Halton, Orangeville and Durham.

### AMO Matters

Lead Where You Live! AMO has assembled an easy-to-use guide that provides all the information you need when preparing to run for council.

A number of municipalities and the Ontario Food Collaborative developed advertising creative and a website to promote food waste reduction to municipal residents through RPRA's In-Kind Advertising Space.

### ROMA Matters

ROMA is asking its members to answer this short survey to direct the work of its Attainable Housing Task Force. The deadline to respond is April 12, 2022 by 4 pm.

The Board has scheduled meetings with each of the ROMA Zones to provide a focused briefing on the Board's action plan, the thinking behind the recommendations

## Sub-item 3

and the strategies and advocacy to move them forward. [Click here](#) for information on the scheduled meetings.

### Provincial Matters

Municipal and Indigenous engagement activities are underway as part of IESO's Long Term RFP for new and expanded facilities to meet Ontario's emerging reliability needs. Details on engagement, including a webinar on April 22, are [available here](#).

A new call for [Stakeholder Advisory Committee](#) nominations is underway to find a member to represent the Ontario communities' constituency, specifically targeting a municipal representative. Nominations are due by April 14. For more information, contact [engagement@ieso.ca](mailto:engagement@ieso.ca).

### Eye on Events

The AMO Conference registration will officially open at 10 am on Monday April 11. [Register here](#) before May 13 for your early bird rates. Haven't booked your room yet? [The AMO conference website](#) contains all the hotel information you need. Questions: contact [events@amo.on.ca](mailto:events@amo.on.ca).

As municipalities move from paper to electronic filing, authentication of these files is a critical challenge. On April 27 at 12 pm ET, join AMO's partner, Notarius, and learn how ConsignO Cloud can greatly reduce the signing time of documents and allow anyone to sign legally reliable documents electronically with a phone, a tablet, or a computer. [Register today](#).

### LAS

The Ministry of Energy is now accepting annual energy reports under [O. Reg. 507/18](#). Reporting is for energy used in 2020 and due by July 1, 2022. Ministry hosted reporting webinars will be from 11 am - 12 pm on [April 12](#), [June 7](#) and [21](#). For questions, email [BPSsupport@ontario.ca](mailto:BPSsupport@ontario.ca).

Check out the [case study](#) of four municipalities that participated in [LAS Energy Training Workshop](#). The savings they uncovered during their energy treasure hunts is worth noting. To learn more or to schedule a custom workshop with treasure hunt, contact [Christian Tham](#) today.

LED lighting contributes to the asset renewal of your facilities. What's more, IESO incentives are available for your these upgrades. Join the host of municipalities who have already participated in the [LAS Facility Lighting Service](#). Contact [Christian Tham](#) for a free budget proposal.

The [Canoe Procurement Group](#) continues to expand! We're pleased to welcome Labrie Enviroquip and Toter to the Mobile Refuse Collection category. Keep your communities clean with the right equipment. [Contact Simon](#) to learn more.

## Sub-item 3

Join us on April 20 for an update from the Canoe Procurement Group legal team. Find out how trade agreements and group purchasing go hand in hand and hear about the latest updates to these agreements. [Register Here](#).

The LAS Road & Sidewalk Assessment Service helps your municipality manage some of their most expensive assets. Learn how high-quality data and the right software can help you save money while improving the quality of your road and sidewalk networks. Join us on April 21 at 10 am - [Register here](#).

#### **ONE Investment**

ONE Investment is hosting a Spring webinar on April 12, collaborating with our external portfolio manager Guardian Capital to discuss “Why Proxy Votes Are Important for ESG Principles (Environmental, Social and Governance).” To register and know what will be covered in the webinar, [click here](#).

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

Ontario Association of Chiefs of Police [fund-raiser for Ukrainian victims and refugees](#) of the war who have come, or may come, to Canada. It is being administered by the Canadian Red Cross.

OMSSA’s conference brings people together to exchange knowledge and find solutions. Hear from experts on topics like child care, hybrid workplaces, mental health, enhancing Indigenous relationships, and more. [Register today](#).

CERIC, IPAC Toronto Region and OMHRA are hosting a keynote address by Lisa Taylor, president of Challenge Factory and the Centre for Career Innovation, on [April 13, 11 am - 12 pm EST via Zoom](#). Focus will be on what is happening right now in workplaces, emerging workforce and career trends and will explain what this means for public sector leaders. Visit the [Retain and Gain playbook](#) to learn more.

The Ontario Association of Fire Chiefs is having its [annual convention and trade show May 5-7, 2022](#) at the International Centre in Mississauga. Elected officials are welcome. For free trade show passes contact the [OAFCC](#).

Before attempting to clear a blocked sewer or septic pipe, it’s important to call Ontario One Call toll free at 1-800-400-2255 for a free sewer safety inspection. In rare cases, underground natural gas pipelines could unintentionally run through sewer or septic pipes - this is called a cross bore. Cross bores can result in a dangerous natural gas leak if equipment used to unclog the pipes damages the natural gas line. Visit [enbridgegas.com/sewersafety](https://enbridgegas.com/sewersafety) for more information and to watch a video on sewer safety.

#### **Careers**

[Associate General Counsel - Toronto Transit Commission \(TTC\)](#). The incumbent

## Sub-item 3

provides expert counsel and advice as to legal considerations involved in various business activities and operations. Apply to [tbhandal@bipocsearch.com](mailto:tbhandal@bipocsearch.com) by April 30.

Site Supervisor - County of Simcoe. Directs and oversees the operation, remediation and development of multiple County waste management facilities. Apply online by April 13.

Chief Administrative Officer/Clerk - Municipality of Central Manitoulin. Responsible for providing effective advise to Council on corporate activities and the business affairs of the Municipality. Apply to [centralm@amtelecom.net](mailto:centralm@amtelecom.net) by April 22.

Associate Solicitor, Litigation and Risk Management - City of Guelph. The role is responsible for providing legal services to City administration, in litigation, liability and municipal powers. Apply online by April 20.

Digital Senior Security Advisor - Halton Region. This position is responsible for the development and delivery of a comprehensive organizational information security program. Apply online by May 2.

General Manager, Infrastructure Services - Town of Orangeville. The role will provide leadership, direction and management to the Infrastructure Services Department. Apply online by April 25.

Senior Economist - The Regional Municipality of Durham. The incumbent will lead, coordinate and conduct complex economic and financial studies, business cases and analysis. Apply online by April 17.

### 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](https://twitter.com/AMOPolicy) on Twitter!

### AMO Contacts

AMO Watchfile Tel: 416.971.9856

Conferences/Events

Policy and Funding Programs

LAS Local Authority Services

MEPCO Municipal Employer Pension Centre of Ontario

ONE Investment

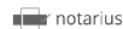
Media Inquiries

Municipal Wire, Career/Employment and Council Resolution Distributions

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AMO's Partners

## Sub-item 3



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## Sub-item 4



April 14, 2022

### In This Issue

- AMO is preparing for elections.
- ROMA Zone meetings – Briefing on Board advocacy priorities.
- AMO Conference registration - early bird available until May 13.
- Sponsorship and exhibitor opportunities for AMO 2022 - Live and in-person.
- Jump-start your digital transformation with an e-signature solution.
- It's time to report your annual energy consumption.
- Canoe vendor spotlight: Bomford Turner, Bush Hog.
- Canoe procurement update webinar.
- Road & Sidewalk Assessment info session.
- Blog: Top Five Inclusive Playground Design Considerations.
- Achieve design excellence in public innovation.
- Careers: Greater Sudbury, New Market and Toronto.

### AMO Matters

Check out the new [AMO On Topic Podcast](#) on AMO's 2022 Provincial Election Strategy and preparations for Municipal elections in October and AMO Board elections in August.

### ROMA Matters

The Board has scheduled meetings with each of the ROMA Zones to provide a focused briefing on the Board's action plan, the thinking behind the recommendations and the strategies and advocacy to move them forward. [Click here](#) for information on the remaining scheduled meetings.

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AMO 2022 is a premier educational event for Ontario's municipal sector. Become a conference sponsor or exhibitor and make face-to-face communications with over 3000 delegates, promoting your products or services. View unparalleled opportunities to support municipalities [here](#).

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## Sub-item 4

critical challenge. On April 27 at 12 pm ET, join AMO's partner, Notarius, and learn how ConsignO Cloud can greatly reduce the signing time of documents and allow anyone to sign legally reliable documents electronically with a phone, a tablet, or a computer. [Register today](#).

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The [Canoe Procurement Group](#) welcomes successful vendors Bomford Turner and Bush Hog to the fold. Both offer a range of equipment to serve your groundskeeping needs. Contact your local retailers to take advantage of special Canoe pricing. [Contact Simon](#) to learn more about these and other vendors.

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There are factors to consider when designing an inclusive playground. [Read our latest guest blog](#) to get the five top tips on how to design these outdoor spaces.

**Municipal Wire\***

The Institute of Public Administration of Canada (IPAC) is delivering a 4-module [virtual training program](#) in partnership with the Danish Design Centre on applying design driven innovation within public institutions.

**Careers**

[Director of Finance/Chief Financial Officer - City of Greater Sudbury](#). Accountable for the corporation's core finance functions. Applicants may email their resumes to [hrjobs@greatersudbury.ca](mailto:hrjobs@greatersudbury.ca) or fax to 705-688-3979. Deadline: 4:30 pm, April 29.

[IT Security & Risk Officer - Town of New Market](#). Responsible for the design, configuration, deployment, enforcement and maintenance of the Town's technical security infrastructure. [Apply online](#) by May 2 quoting file number 22-78.

[Manager Green Lane Landfill Operations - City of Toronto](#). Responsible for the operation of a major municipal landfill, including all planning, development,

Sub-item 4

construction, maintenance, monitoring, contract compliance, environmental, and regulatory compliance. [Apply online](#) quoting Job ID 27123, by May 6.

**About AMO**

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[LAS Local Authority Services](#)

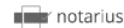
[MEPCO Municipal Employer Pension Centre of Ontario](#)

[ONE Investment](#)

[Media Inquiries](#)

[Municipal Wire, Career/Employment and Council Resolution Distributions](#)

AMO's Partners



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## Memorandum

**To:** Mayor and Members of Council

**Cc:** Department Heads

Bonnie Nistico-Dunk, City Clerk

Kristen Sullivan, Deputy City Clerk

Donna Delvecchio, Deputy City Clerk

Margaret Josipovic, Manager of Planning Services

**From:** Evan McGinty, Council and Committee Coordinator

**Date:** April 14, 2022

**Subject:** Update on Minister's Zoning Order Task Force

---

At the meeting of March 7, 2022, the members of Council approved a motion to form a "Minister's Zoning Order Task Force" to advocate for the designation of the lands at 406 Lakeshore Road as Employment Lands. Here is an excerpt from the motion approved by Council (The entire motion as approved by Council is attached as Appendix 1):

"BE IT RESOLVED THAT if an MZO is not issued by March 15, 2022, a City Task Force be established with three City Councillors and support from the Mayor's office to bring public attention to the lack of action by the Provincial Government in not supporting the unanimous decision by the City and Regional Governments to provide much needed housing including affordable housing and to protect employment lands which are of Provincial and Federal significance;"

On April 7, 2022, City staff were notified that the Ontario Land Tribunal (OLT) dismissed the appeal of the lands at 406 Lakeshore Road.

As the OLT ruled in favour of designating the lands as Employment Lands, a Minister's Zoning Order (MZO) is no longer required.

As a result, the formation of an MZO Task Force is no longer required and no action will be taken by staff on the formation of a task force.

Thank you,

Evan McGinty

Council and Committee Coordinator

## 1

**Minister's Zoning Order Motion from Council Meeting of March 7, 2022**

WHEREAS section 2 of the Planning Act sets out matters of Provincial interest which includes, but are not limited to:

- The adequate provision and efficient use of transportation systems;
- The orderly development of safe and healthy communities;
- The adequate provision of employment opportunities; and
- The appropriate location of growth and development; and

WHEREAS the Province's Places to Grow Growth Plan directs municipalities to protect for population and employment growth targets; and

WHEREAS the City of St. Catharines undertook a land needs assessment to bring the City's Official Plan into conformity with the Province's Growth Plan which culminated in the approval of Official Plan Amendment No. 26 in November 2020; and

WHEREAS Official Plan Amendment No. 26 was approved by Niagara Regional Council in March 2021; and

WHEREAS the entirety of Official Plan Amendment No. 26 was unfairly appealed by a single landowner in April 2021 when instead the landowner had the opportunity to appeal only their property; and

WHEREAS the appeal of the entire Official Plan Amendment No. 26 has resulted in delays to the construction of two long term care facilities and a 55 acre brownfield remediation project in anticipation of a mixed-use residential commercial development; and

WHEREAS in October 2021, the City of St. Catharines requested the application of a Minister's Zoning Order to re-affirm the employment use of 406 Lakeshore Road to support the provision of employment lands and the future expansion of Welland Canal marine and shipping functions; and

WHEREAS to-date the Ontario Land Tribunal has not issued a decision on four motions filed by cooperating parties against the appellant to scope the appeal to the appellant's property only thereby postponing projects that are matters of Provincial interest and strategic importance to the City; and

WHEREAS it as been 15 months since the City of St. Catharines brought their Official Plan into conformity with matters of Provincial interest, including the Growth Plan to protect for and secure population growth, employment, and housing amid a housing and affordability crisis; and

WHEREAS these excessive delays are detrimental to these matters of Provincial interest but are entirely in the control of the Provincial government to expedite;

BE IT RESOLVED THAT if an MZO is not issued by March 15, 2022, a City Task Force be established with three City Councillors and support from the Mayor's office to bring public attention to the lack of action by the Provincial Government in not supporting the unanimous decision by the City and Regional Governments to provide much needed housing including affordable housing and to protect employment lands which are of Provincial and Federal significance; and

BE IT FURTHER RESOLVED that a second phase of the Task Force include a review of the Ontario Land Tribunal including recent motions from Ontario Municipalities calling for the Ontario Land Tribunal to be abolished.

## Memorandum

Sub-item 6

**To:** Mayor and Members of Council**Cc:** Senior Leadership Team; Kristen Sullivan and Donna Delvecchio, Deputy Clerks;**From:** David Oakes, CAO and Trish Sorrenti, Corporate Executive Administrator**Date:** April 14, 2022**Subject:** Deferral of Commercial / Overnight Parking Permit from CAO-044-2022  
April 11, 2022, Council Meeting

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At its meeting of April 11, 2022, Council received [Report CAO-044-2022](#) that proposed amending the Rates and Fees By-law to include Commercial / Overnight parking permits for May to September at Sunset Beach and Lakeside Park at a rate of \$20.00 per 24 hours. Council referred the issue of Commercial / Overnight Parking Permits back to staff for further review particularly the impact on nearby businesses, with specific reference to businesses within the accommodation sector.

The intention of the permit was to manage commercial and business needs in beach lots that would exceed the 3-hour time limit that is imposed on those not eligible for a resident parking permit.

Council asked that this recommendation come back at the April 25, 2022 meeting of Council with information from the CAO.

After the April 11, 2022 meeting, staff discussed what was offered to businesses during the 2021 beach season. In 2021, a total of 100 Lakeside Beach parking permits were provided to 38 businesses in Port Dalhousie at no cost which resulted in low utilization. Although the utilization rate was low, staff recognize the impact the \$20/24 hour fee might have on the accommodation and business sector surrounding the Lakeside Park lot and the short turnaround time these sectors have to prepare for this cost.

Discussions were also had with the existing accommodation sector on the impact of the proposed commercial / overnight fee and what would be a reasonable path forward.

Based the aforementioned discussions, staff will be moving forward with the following:

- Extending the \$15 per vehicle resident parking permit (with a maximum of two permits) to the businesses in Port Dalhousie for the Lakeside Park Parking lot. This is in alignment with what was offered in the 2021 beach season.

- Sub-item 6
- Providing the existing accommodation sector (namely Juniper Inn) with six additional parking permits (one per accommodation room basis) at a rate of \$15 each for the season.

These permits would only be valid for parking at the Lakeside Park Parking lot. Any violations will be the responsibility of the business owner or vehicle owner.

Furthermore, Economic Development and Tourism Services staff will canvas the Port Dalhousie business community to provide notification and direction for the 2022 parking provisions. The communication provided to businesses will include that this accommodation is for the 2022 Beach Season only and that there may be changes to current parking provisions and permits for the 2023 beach season.

Extending the resident beach parking permit program to the Port Dalhousie business sector at \$15 per vehicle, with a two-vehicle maximum, remains fair to the residents who will also pay \$15 to use the beach parking lots and will allow businesses to purchase the parking permits at their discretion if needed. This approach is intended to balance the parking needs of both the residents and the Port Dalhousie business community.

Staff will report back to Council on the outcomes of the 2022 parking strategy prior to year-end; the need for a commercial / overnight 24-hour permit will be reviewed as part of this report.





# City Council Outstanding Reports List

Sub-item 7

## Reports by Strategic Pillar

Cultural	1	Economic	6
Environmental	3	Social	21

Reports Related to Strategic Plan 31

Reports Unrelated to Strategic Plan 3

Updated: April 14, 2022

Relation to Strategic Plan	ORL #	Requested	Requested by	Request	Lead Dept.	Expected Return Date	Comments
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	Q2 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
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	May 30, 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. COVID delayed.
Economic	2021-11	10-May-21	Social Pillar / Garcia	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	Q3 2022	Council approved a complementary motion from Cllr Garcia at the meeting of February 28, 2022. See Council Minutes Item 10.1 from February 28 for full motion
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	Q2 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	Q2 2022	Include information on reimbursement for committee chairs and administrative supports for Councillors at other municipalities. Report went to March Budget Standing Committee Meeting - coming to Council in Q2 2022.
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	Q2 2022	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	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	April 2022	Information will be provided as a memo
Social	2019-12	15-Apr-19	Porter	Review of Citizen Appointments to Boards and Committees Policy	LCS	May 30, 2022	Report postponed due to COVID-19. See Council Minutes of April 15, 2019, Item 8.2, for original motion. Report to include info on a "statement of interest" for future appointments of elected officials to boards and commissions
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
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	Q2 2022	Delayed due to COVID.
Social	2021-02	18-Jan-21	Miller	Repeal / review and update the City's loitering by-laws and report back to Council	MW	Q2 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	Q2 2022	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	Q2 2022	
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	

Relation to Strategic Plan	ORL #	Requested	Requested by	Request	Lead Dept.	Expected Return Date	Comments
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	Q2 2022	Staff report to also include information on finding "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.
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	Q3 2022	Required studies can only be done in the Spring / Summer
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	2022	Consult with the Accessibility Advisory Committee in the creation of the report.
Social	2021-26	15-Nov-21	Social Pillar	Prepare a report regarding the Anti-Racism Advisory Committee's recommendations on a Racist / Hate Incident Response Protocol	CAO	2022	See Social Sustainability Minutes of November 4, 2021, page 45, for the Committee's recommendations on a Racist / Hate Incident Response Protocol.
Social	2021-28	15-Nov-21	Social Pillar	What Council can do to support the initiatives in the motion from the Anti-Racism Advisory Committee, and referred by the Social Sustainability Committee, regarding Calls to Action in the Wake of the London Islamophobic Attack.	CAO	2022	See Social Sustainability Minutes of November 4, 2021, page 40, for the Committee's recommended Calls to Action in the Wake of the London Islamophobic Attack.
Social	2021-30	29-Nov-21	Siscoe	Traffic calming on Dufferin Street East	EFES	Q3 2022	Required studies can only be done in the Spring / Summer
Social	2021-31	29-Nov-21	Dodge	Prepare a report on the suitability of modifying Bylaw 89-2000 to permit vehicles to legally park within the confines of a residential driveway apron subject to specific safety and operational constraints	EFES	Q4 2022	
Social	2022-04	17-Jan-22	Porter	Report back on a policy for warming / cooling centres	CRCS / EFES	Q3 2022	Required studies can only be done in the Spring / Summer
Social	2022-05	07-Mar-22	Littleton	Alternatives to current road configuration on Oakdale Avenue, including crosswalks, traffic calming, traffic humps and bike lanes.	EFES	Q3 2022	Required studies can only be done in the Spring / Summer
Social	2022-07	28-Mar-22	Porter / Garcia	Prepare a report regarding the item of correspondence from the Friends of 12 Mile Creek with information on the questions posed in the item of correspondence.	CAO	Q2 2022	See Council Correspondence Report from March 28, 2022, Sub-Item 6, for the item of Correspondence.
None	2021-27	15-Nov-21	Williamson	Respond to the issues raised in the item of correspondence from Marianne Murray regarding Regional Road 87, including the legal questions raised by Ms. Murray	LCS	2022	Item of correspondence included as additional correspondence from meeting of November 15, 2021
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	2022	
None	2022-06	07-Mar-22	Porter	Information on a lobbyist registry for St. Catharines and the possibility of a fee-for-service agreement with the Niagara Region	LCS	2022	Information will be provided as a memo

### Follow Up Reports

Relation to Strategic Plan	ORL #	Requested	Requested by	Request	Lead Dept.	Expected Return Date	Comments
Economic	2020-16	09-Nov-20	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	April 25, 2022	Follow up report to PBS-154-2020. See General Committee minutes of November 9, 2020. Information will be included in annual CIP report
Economic	2020-17	09-Nov-20	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	April 25, 2022	Follow up report to PBS-154-2020. See General Committee minutes of November 9, 2020. Information will be included in annual CIP report
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	May 30, 2022	
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	Q2 2022	Follow up report. Initial report (PBS-010-2020) approved February 10, 2020. Delayed due to COVID.
Social	2022-03	17-Jan-22	Phillips	That staff report back with additional information on the boat launch	CAO	2022	Follow up report to CAO-004-2022. See Council minutes of January 17, 2022
Social	2022-08	11-Apr-22	Miller	Report back to Council before the 2023 beach season on the success of the 2022 beach strategy, residential beach parking permits and any recommended amendments to the beach strategy including discounted parking passes for seniors and variable pricing for parking	CAO		

Sub-item 7



## Corporate Report City Council

**Report from:** Planning and Building Services, Planning Services

**Report Date:** April 8, 2022

**Meeting Date:** April 25, 2022

**Report Number:** PBS-065-2022

**File:** 22 102098 HERT

**Subject:** Demolition Permit for a Designated Heritage Property in the Port Dalhousie  
Heritage Conservation District: 21 Verdun Avenue

### **Strategic Pillar:**

This report aligns with the following St. Catharines Strategic Plan pillars: Cultural



## **Recommendation**

That Council refuse the Heritage Permit application to demolish the property at 21 Verdun Avenue, a property located within the Port Dalhousie Heritage Conservation District and designated under Part V of the Ontario Heritage Act.

## **Summary**

Staff are recommending the refusal of a demolition permit for the existing residence at 21 Verdun Avenue, a c.1944 residence located in the Port Dalhousie Heritage Conservation District.

Staff concur with the recommendation from the St. Catharines Heritage Permit Advisory Committee (SCHPAC) that the proposed demolition should be refused based on the Guidelines of the Port Dalhousie Heritage Conservation District. The District's Guidelines state that buildings constructed before 1950 are contributing heritage properties within the District and that the demolition of heritage structures should be actively discouraged.

## **Relationship to Strategic Plan**

The recommendation of this report directly supports the Cultural Renaissance Goal in the City's Strategic Plan:

4.1: Addressing Heritage Preservation.

## Background

In December 2003, the Port Dalhousie Heritage Conservation District designation received final approval from the Ontario Municipal Board. The District is one of the largest heritage conservation districts in Ontario. The District has the natural boundaries of Lake Ontario and Martindale Pond and the southwestern boundary runs variously along Corbett Avenue, Johnston Street and Shelley Avenue.

The *Ontario Heritage Act* (OHA) requires that Council approval be obtained for new construction, additions to existing structures and demolition within a Heritage Conservation District. The St. Catharines Heritage Permit Advisory Committee (SCHPAC) was appointed in May 2015 to review applications and provide advice to Council to facilitate this process. The Port Dalhousie Heritage District Advisory Committee (PDHDAC) provided this function from 2004 to early 2015.

By-law 2004-277 delegated the approval of heritage permits to the Director of Planning and Development Services; however, this authorization does not include the approval of demolitions, as is proposed with this application.

In accordance with Section 42(4) of the *Ontario Heritage Act*, when a heritage permit, including demolition, is applied for, Council may give the applicant:

- (a) the permit applied for;
- (b) notice that the Council is refusing the application for the permit; or
- (c) the permit applied for, with terms and conditions attached.

If Council refuses the heritage permit, or approves the application with conditions, the owner may appeal to the Ontario Land Tribunal (OLT). If Council does not take any of the actions specified in Section 42(4) within 90 days after notice of receipt of the application is served on the applicant, Council is deemed to have given the applicant the permit.

## Report

An application has been submitted to demolish the existing residence at 21 Verdun Avenue. Appendix 1 shows an aerial view of the structure proposed for demolition. Appendix 2 provides a written and photographic overview of the property as described in the Cultural Heritage Impact Assessment (CHIA).

## Cultural Heritage Impact Assessment

Section 3.1.5 of the Garden City Plan states that “The City may require a cultural heritage impact assessment where a proposed development / redevelopment or site alteration of lands, or on adjacent lands, has the potential to adversely affect cultural heritage resources.” As such, a Cultural Heritage Impact Assessment (CHIA) was requested by staff as part of the demolition application and submitted by the applicant. The CHIA was prepared by a qualified heritage consultant, LHC (dated March 2022) and was submitted in support of the proposed demolition of the residence at 21 Verdun Avenue.

The CHIA concluded that the structure was a contributing building within the heritage district due to its pre-1950 construction date and that its removal is not consistent with the Heritage District guidelines. The heritage consultant concluded that in their professional opinion, “the removal of the structure and construction of the new one-storey residence is not anticipated to result in an adverse impact on the cultural heritage value of the Property and streetscape – providing the new construction is in keeping with the character of the street and conforms to the applicable Guidelines.” The demolition application was brought forward to allow for the current owners (whose family have lived in the residence since the late-1960s) to build a new one-storey residence that would allow for the owners to “age in place” and permit senior members of their family to live with them with minimal barriers for mobility. The owner’s intention for the replacement residence was to propose a design that the owners and LHC felt was largely consistent with the guidelines of the Heritage District.

However, the proposed replacement structure was not considered as part of the demolition application as the replacement structure has no bearing on the cultural heritage value of the existing property and its contribution to the cultural heritage value of the Port Dalhousie Heritage Conservation District, as discussed below.

### **St. Catharines Heritage Permit Advisory Committee**

The Heritage Planner visited the premises with members of the SCHPAC on March 24, 2022. The purpose of the visit was to be provided with an overview of the property from the owner, heritage consultant and architect and to better understand the constraints that the property owner faces

At the SCHPAC meeting on March 31, 2022, the heritage consultant for the applicant provided an overview of the property’s history, its current condition and some of the issues that the owners face. These issues include a number of interior alterations that have occurred over the years that create challenges for mobility today. These changes have resulted in the creation of different living spaces within the residence that are only accessible by stairs. The owner also provided some context for the Committee members including noting that the family has been on the property since the 1960s and the recent history of flooding and sewage issues. The owner also expressed their desire to “age in place” and stay in the Port Dalhousie community where they are actively involved and are long time members of the community. The SCHPAC took into consideration these issues along with the information provided in the CHIA and ultimately, the District Guidelines.

The discussion resulted in the following motion that was made **and voted against** (by a vote of five to two):

“That the SCHPAC recommends approval of the proposed demolition of 21 Verdun Avenue”

The Committee’s decision was largely based on the Guidelines and the age of the property. The circa 1943-44 construction date is older than the 1950 cut-off for contributing buildings within the Heritage District as defined by the Guidelines. Buildings

that were built before 1950 are considered contributing heritage buildings within the Heritage District and the Committee felt that it could not support the demolition of a contributing heritage building, despite the issues posed by the applicant and their heritage consultant.

## Garden City Plan

The City of St. Catharines Garden City Plan contains policies that guide the City's approach to conserving cultural heritage. A number of general policies within Section 3 can be applied to the proposed demolition application. Most importantly, Section 3.1.4 states that "All development / redevelopment shall have regard for identified cultural heritage resources and shall, wherever feasible, incorporate these resources into any development plan." Given the property is designated under Part V of the Ontario Heritage Act and is regarded as a contributing heritage property within the Heritage District, any redevelopment of the property should incorporate the identified cultural heritage resource, if feasible. The feasibility of retaining the building has been explored with the owner and though it is feasible to make alterations to the residence in the form of additions at the side and rear, these additions would not satisfy the needs of the owner. Due to alterations to the residence over the years, the interior of the house has a series of different levels that are only accessible via stairways, which creates challenges for the owner's specific needs as they relate to mobility and creating a residence that allows for aging in place with limited barriers.

Section 3.2 of the Garden City Plan addresses policies within the City's Heritage Districts. Section 3.2.6 states that "Within a designated district, it is the intent of the City to conserve and enhance its unique heritage character. The City, in consultation with the district committee will encourage property owners to maintain, repair and restore heritage buildings and seek government grants, loans and other incentive programs for eligible conservation work." The SCHPAC has been consulted on this application and through its recommendation of denying the application, has encouraged the property owner to maintain the building on the property.

Furthermore, Section 3.2.7 states that "In reviewing proposals for the construction, demolition, or removal of buildings and structures or the alteration of existing buildings, the City shall be guided by the applicable heritage district plan and the following general principles where there is potential to impact any cultural heritage resources:

- a) Heritage buildings, associated landscape features and archaeological sites including their surroundings shall be protected from any adverse effects of change.
- b) Original building fabric and architectural features should be retained, repaired, or restored rather than replaced wherever possible"

Overall, the Garden City Plan is clear in its guidance that properties that are considered cultural heritage resources should be maintained.

## Port Dalhousie Heritage Conservation District Guidelines for Conservation and Change (The Guidelines)

The Port Dalhousie Heritage Conservation District Guidelines for Conservation and Change provide the guidelines that property owners are expected to conform to within the Heritage District. Section 2.0 of the Guidelines states that “the conservation intent within the Port Dalhousie Heritage Conservation District is to maintain the existing stock of residential, commercial and industrial heritage buildings whether of high style architectural design or of vernacular construction. It is recognized that the heritage building stock is in various states of repair and maintenance. It is not the intent of the Port Dalhousie Heritage Conservation District to force property owners to restore their property. On the contrary, the Port Dalhousie Heritage Conservation District seeks to ensure that when change is considered, heritage buildings and their defining features and / or materials are *protected* (emphasis in Guidelines) as part of the process of change and development.”

The intent of the guidelines are to manage change through working with property owners to address their needs and requirements for their properties through the guidance of the Guidelines. The Guidelines are flexible as they relate to additions and alterations, so long as the proposed work is sympathetic to the building and the district as a whole. Staff have discussed the feasibility of creating a rear or side addition that would allow for the owner to remain in the existing building. In fact, the owner’s original intent was to retain the building and add to it, but through a year-and-a-half of investigations with architects and builders, a barrier-free solution that retains the residence could not be determined due to the layout of the existing residence and the various alterations over the years. Staff have viewed the many iterations of plans that reflect the original desire to retain the building and can confirm that even with additions / alterations, a barrier-free residence is largely unobtainable through alterations / additions. Finally, due to the residence being a raised bungalow, maintaining just the façade and building a new layout behind it would still result in the need for stairs to access the first floor. If the floor were to be lowered to at-grade, significant costs and engineering would be required, including having to dig further down in the basement and underpin appropriately.

While the Guidelines are flexible with regards to the alterations that property owners can make, the age of the building is an important factor in determining what property owners can do with their property. Section 4.1 notes that, “For the purposes of these guidelines a heritage building is considered to be any structure built prior to 1950.” The 1950 cut-off date is an important date with regards to how properties are managed within the Guidelines. Section 5.1 of the Guidelines notes that property owners in Port Dalhousie “are encouraged to work with existing buildings through sensitively adapting and altering them rather than demolishing and constructing new structures...the demolition of existing heritage structures and the creation of new buildings will be actively discouraged.” The historical research contained within the CHIA determined that the property at 21 Verdun Avenue was constructed c.1943-44, which makes the residence a contributing heritage property within the Heritage District. Given the property is regarded as a “heritage structure” according to the pre-1950 construction date, the demolition of the property is discouraged despite the concerns of the owner.

While a new residence was proposed by the applicant, the cultural heritage value of the existing residence needed to be considered first as part of the demolition application brought to the Committee. The consistency of the new residence's design with the Guidelines is not relevant if City Council does not permit for the demolition to occur in the first place.

## **Financial Implications**

There are no direct financial implications associated with this report.

## **Environmental Sustainability Implications**

There are no environmental implications associated with this report.

## **Conclusion**

The *Ontario Heritage Act* requires that the respective Municipal Heritage Committee be consulted prior to Council making a decision on a heritage permit application for demolition within a Heritage Conservation District. In this regard, the SCHPAC has been consulted with respect to the application to demolish the dwelling at 21 Verdun Avenue and recommends that the application be refused. The recommendation being made to Council is consistent with the cultural heritage policies within the Garden City Plan and the guidelines of the Port Dalhousie Heritage Conservation District Guidelines for Conservation and Change.

Planning and Building Services concurs with the recommendation of the SCHPAC based on the policies of the Official Plan and the District Guidelines and recommends the demolition permit be refused.

## **Notifications**

It would be prudent to notify the owner of the property.

### **Prepared by**

James Neilson  
Heritage Planner

### **Submitted by**

Margaret Josipovic  
Manager, Planning Services

### **Approved by**

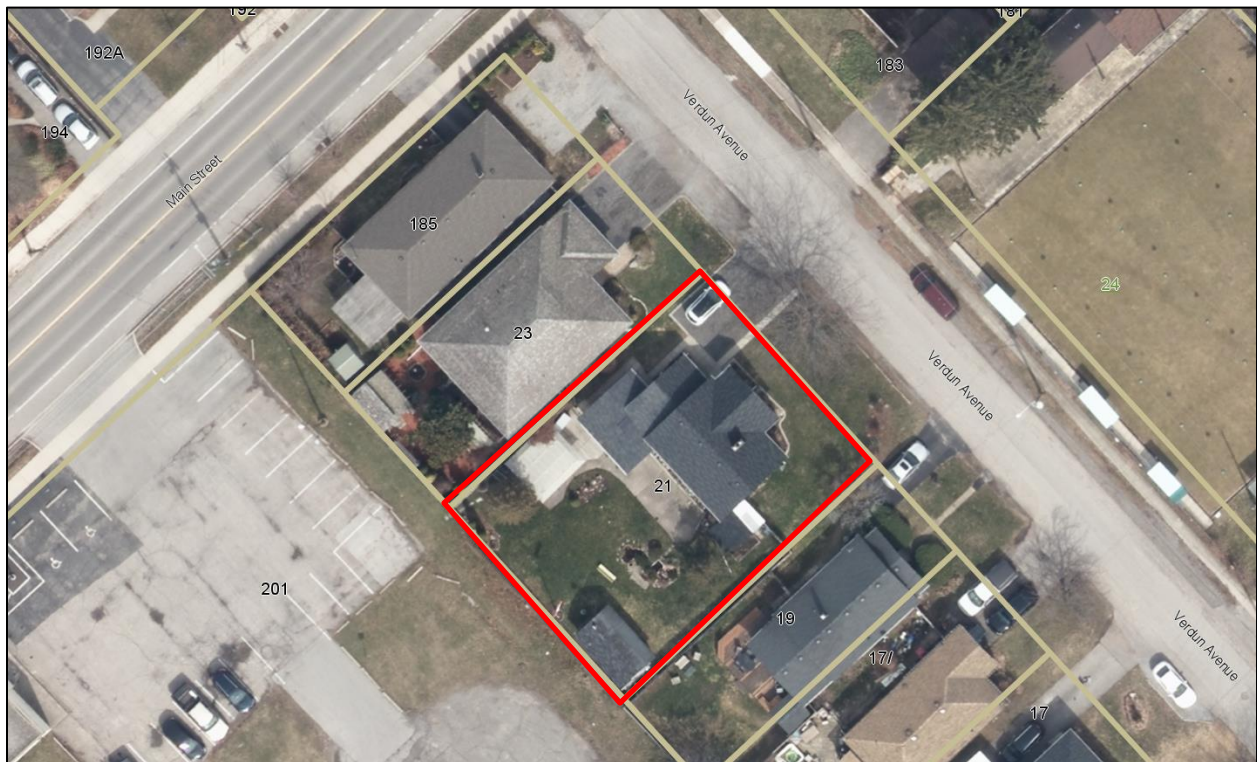
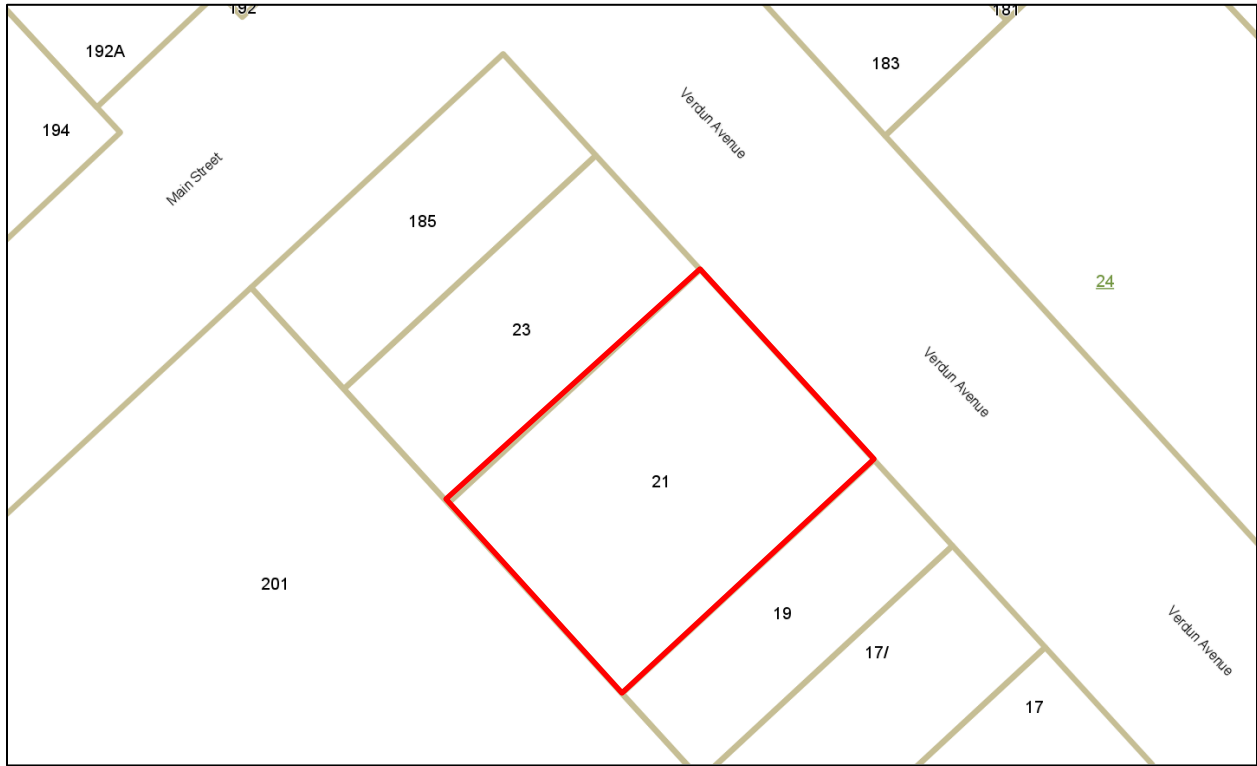
Tami Kitay  
Director, Planning and Building Services

## **Appendices**

1. Location Plan for 21 Verdun Avenue
2. Photos / Description of 21 Verdun Avenue from the CHIA (LHC Consultants)



Location Plan



## 2

### 4.1.1 Exterior

The main structure located on the Property is a one-and-a-half-storey vinyl clad structure with two additions (Figure 15 through Figure 19). The residence fronts onto Verdun Avenue, has a square shaped floor plan and a front gable roof. The roof has asphalt shingles, vinyl soffits and fascia, and overhang eaves. There are two additions, attached to the north elevation of the residence. The additions match the exterior design elements of the residence and can be seen from the northeast elevation (Figure 15). A single stacked, two flues brick chimney can be seen from the southeast elevation (Figure 17 and Figure 18). To the rear of the residence is a concrete walkway which terminates in a wooden deck with wooden canopy (Figure 19 through Figure 22).

There are three entrances into the residence. The main entrance is located on the east elevation (Figure 23). The secondary entrance is located on the north elevation, and the tertiary entrance is via the west elevation. The primary entrance is a simple wooden door behind a metallic screen door with side and main lites. The entry can be accessed via concrete stairs enclosed by a metal ornate fence; forming a covered porch (Figure 24). There are several windows located around the residence. The windows vary in size and configurations, and some have false/decorative shutters. Generally, the windows are vinyl (Figure 25).

In the backyard is a one-storey shed (Figure 26). The shed is made of wood, with a gambrel roof with overhang eaves. The roof has a wooden soffits and fascia. The shed has one entrance, located on the north elevation, and two window openings. The door is made of wood and the windows are vinyl.



Figure 15: View south of northeast elevation of residence





Figure 16: View west of east elevation of residence



Figure 17: View north of southeast elevation of residence





Figure 18: View of chimney and roof detail



Figure 19: View north of southwest elevation of residence





Figure 20: View east of west elevation of residence



Figure 21: View north of rear deck and garden





Figure 22: View east of wooden deck



Figure 23: View south of primary entrance





Figure 24: View south of concrete front porch



Figure 25: View of window hardware





Figure 26: View north of shed and backyard/garden

#### 4.1.2 Interior

The primary entrance provides access to the residence (Figure 27). The entry has a wooden casing with a wooden door and a centralized lite. The lite is divided by muntin and mullion bars but are decorative in nature. The ground floor is comprised of a living room, a dining room, a bathroom, and bedroom. The living room is carpeted with moulded baseboards and dropped ceiling (Figure 28). A newer fireplace is in the living room and is made of brick (Figure 29). The fireplace has a wooden mantel, metallic screen door, ceramic hearth with an ornate metallic fence (Figure 30). The dining room is accessed via a wide open doorless entry from the living room. The dining room has laminate flooring, baseboard heaters, and a dropped ceiling (Figure 31). The ground floor bedroom shares similar designs as the living room, the sole exception is the bedroom has a large sliding closet door and built-in cabinet (Figure 32). The ground floor bathroom has many modern elements, including a sink, vanity, and shower (Figure 33). Overall, the ground floor has many newer features such as laminate flooring, vinyl windows, newer doors, and baseboard heaters.

To the north of the residence is the addition and can be accessed from the secondary entrance. The addition includes a kitchen with modern appliances and kitchen cabinets (Figure 34). Located to the west of the addition are large windows and glass sliding doors, which make up the sunroom. The addition is connected to the main residence via a wooden staircase that descends approximately one metre (Figure 35).



Access to the upper floor is via a carpeted staircase from the living room of the ground floor. The upper floor only includes a bedroom and shares many of the similar architectural elements as the ground floor (Figure 36).

The basement is finished with carpeted floors and drop ceiling (Figure 37). The basement comprises of one large living room, a laundry room, a bedroom (storage room), and bathroom. The living room has a green painted wainscoting, baseboard heating, and pot lights. A fieldstone fireplace is located towards the south elevation (Figure 38). The fireplace consists of a wooden mantle, with a modern tiled raise hearth, and modern firebox screening. To the rear of basement is a bedroom/storage room and bathroom (Figure 39).



Figure 27: View of primary entrance and foyer



Figure 28: View of living room, upon entry into residence



Figure 29: View of newer fireplace in living room





Figure 30: View of fireplace hardware



Figure 31: View of rear dining room





Figure 32: View of ground floor bedroom



Figure 33: View of ground floor bathroom





Figure 34: View of ground floor extension, kitchen and dining room



Figure 35: View of ground floor extension, secondary entry to the left





Figure 36: View of upper floor bedroom



Figure 37: View of finished basement



Figure 38: View of basement fireplace



Figure 39: View of basement bedroom/storage room





## By-laws to be considered Monday, April 25, 2022

- (a) A By-law to amend By-law No. 2014-253 entitled "A By-law to appoint Deputy Clerks for the purpose of the Commissioners for Taking Affidavits Act." (One reading – with respect to change in personnel. Delegation of Powers and Duties By-law No. 2020-156.)
- (b) A By-law to appoint Sandor Csanyi as Acting Director of Legal and Clerks Services/City Solicitor and to repeal By-law No. 2016-280. (One reading – with respect to appointment.)
- (c) A By-law to authorize the construction and issuing of debentures for Council Chambers – IT Hardware for Council Meetings. (One reading - with respect to Implementation of IT equipment for Council Meetings. General Committee, August 22, 2016, Item No. 3.3; and Delegation of Powers and Duties By-law No. 2020-156.)
- (d) A By-law to authorize the construction and issuing of debentures for Merritton Centennial Arena Capital Replacement and Improvements. (One reading – with respect to Project No.'s: P18-160-1/P20-141/P21-137/P21-140. Council, March 5, 2018, Item No. 5.2; Council, October 7, 2019, Item No. 7.1; Council, December 14, 2020, Item No. 6.1; and General Committee, June 14, 2021, Item No. 3.3.)
- (e) A By-law to authorize the construction and issuing of debentures for Glenwood / South Reconstruction. (One reading – with respect to Project No. P17-063. General Committee, October 7, 2019, Item No. 2.1.)
- (f) A By-law to authorize the construction and issuing of debentures for Highland Avenue Reconstruction. (One reading – with respect to Project No. P17-064. Council, March 5, 2018, Item No. 5.2.)
- (g) A By-law to authorize the construction and issuing of debentures for Third Avenue Louth/Glass Avenue Bridge at 15 Mile Creek. (One reading – with respect to Project No. P17-121. Council, January 28, 2019, Item No. 5.4; Council, October 7, 2019, Item No. 7.1; General Committee, May 20, 2020, Item No. 3.2; and Delegation of Powers and Duties By-law No. 2020-156.)
- (h) A By-law to authorize the construction and issuing of debentures for Robertson School Annex and Parking Lot. (One reading – with respect to Project No's. P17-147 and P17-148. Council, March 6, 2017, Item No. 6.1.)
- (i) A By-law to authorize the construction and issuing of debentures for Third Avenue Louth at Richardson Creek. (One reading – with respect to Project No. P18-123. General Committee, May 20, 2020, Item No. 3.2.)





- (j) A By-law to authorize the construction and issuing of debentures for City Hall Brass Doors. (One reading – with respect to Project No. P18-178. Council, July 20, 2015, Item No. 7.1; Council, March 6, 2017, Item No. 6.1; and Delegation of Powers and Duties By-law No. 2020-156.)
- (k) A By-law to authorize the construction and issuing of debentures for Avalon/Bernhardt/Embassy Road and Underground. (One reading – with respect to Project No. P19-020. Delegation of Powers and Duties By-law No. 2020-156.)
- (l) A By-law to authorize the construction and issuing of debentures for Westgate Park Shoreline Protection. (One reading – with respect to Project No. P21-132. General Committee, May 10, 2021, Item No. 2.6.)
- (m) A By-law to authorize the construction and issuing of debentures for Firehall #6 – Scott St. Roofing Replacement. (One reading – with respect to Project No. P21-135. Council, December 14, 2020, Item No. 6.1.)
- (n) A By-law to authorize the construction and issuing of debentures for Payroll System Implementation – additional funding. (One reading – with respect to Businessworld payroll system. Delegation of Powers and Duties By-law No. 2020-156.)
- (o) A By-law to authorize the construction and issuing of debentures for Richardson Creek Floodline Mapping. (One reading – with respect to Project No. ST16-010. General Committee, August 22, 2016, Item No. 3.3.)
- (p) A By-law to authorize the construction and issuing of debentures for Canada Summer Games. (One reading – with respect to Project No. PRC18-01. Council, March 5, 2018, Item No. 5.2; Council, January 28, 2019, Item No. 5.4; Council, December 14, 2020, Item No. 6.1; and General Committee, June 14, 2021, Item No. 3.3.)
- (q) A By-law to amend By-law No. 2021-101 entitled "A By-law to impose certain rates and fees charged by The Corporation of the City of St. Catharines with respect to certain administrative matters." (One reading – with respect to addition of Residential Parking Permits and Non-Resident Seasonal Boat Launch Parking Passes at Sunset Beach and Lakeside Park. Council, April 11, 2022, Item No.7.2.)
- (r) A By-law to amend By-law No. 2020-156 entitled "Delegation of Powers and Duties By-law." (One reading – with respect to grant program applications under the 2020CIP. To be considered by Council, April 25, 2022.)
- (s) A By-law to provide for the setting and levying of rates of taxation for City purposes for the year 2022, and to provide for the payment of taxes after interim



taxes. (One reading – with respect to 2022 Property Tax Rates. To be considered by Council, April 25, 2022.)

- (t) A By-law to amend By-law No. 95-212 entitled "A By-law to regulate the keeping of animals". (One reading – with respect to authorizing Reptilia Inc. to operate at 285 Geneva St. To be considered by Council, April 25, 2022.)
- (u) A By-law to confirm the proceedings of council at its meeting held on the 25<sup>th</sup> day of April 2022. (One reading - with respect to confirming the proceedings of the meeting held on April 25, 2022.)