



REGULAR COUNCIL AGENDA

C-12/2024

Wednesday, August 14, 2024

9:00 AM

Town of Pelham Municipal Office - Council Chambers

20 Pelham Town Square, Fonthill

The Town of Pelham is holding hybrid meetings of Council and Committee in accordance with Procedure By-law 4507(2022). Public access to meetings will be provided in-person at the location indicated on the agenda, via Livestream: www.youtube.com/townofpelham/live and subsequent publication to the Town's website at www.pelham.ca.

Pages

- 1. Call to Order and Declaration of Quorum**
- 2. National Anthem**
- 3. Land Recognition Statement**

We begin this meeting by acknowledging the land on which we gather is the traditional territory of the Haudenosaunee and Anishinaabe peoples, many of whom continue to live and work here today. This territory is covered by the Upper Canada Treaties and is within the land protected by the Dish With One Spoon Wampum agreement. Today this gathering place is home to many First Nations, Metis, and Inuit peoples and acknowledging reminds us that our great standard of living is directly related to the resources and friendship of Indigenous people.

- 4. Approval of the Agenda**
- 5. Disclosure of Pecuniary Interests and General Nature Thereof**

6. Hearing of Presentation, Delegations, Regional Report

6.1 Delegations

6.1.1 Dr. Jim Jeffs - Cannabis Odour Unit Threshold 7 - 9

6.1.2 Marc Brule - Odour Control of Cannabis Production 10 - 11
Resident of Welland

7. Resolution to Move In-Camera

BE IT RESOLVED THAT the next portion of the meeting be closed to the public in order to consider a matter under Section 239 (2) of the Municipal Act, as follows:

(f) - advice that is subject to solicitor-client privilege, including communications necessary for that purpose (1 item - Cannabis)

8. Rise from In-Camera

9. Motions and Notices of Motion

9.1 Deputy Mayor Wink - Cannabis Odour Threshold

Mover: Deputy Mayor Wink

Seconder: Councillor Ker

WHEREAS on March 23, 2020, Council enacted an Odourous Industries Nuisance By-law that sets an odour threshold based on known industry standards for acceptable odour levels in the Town of Pelham;

AND WHEREAS the community has expressed its dissatisfaction with odour emissions from local cannabis facilities, indicating that current measures may be inadequate;

AND WHEREAS Town of Pelham Council recognizes the challenge of balancing industrial growth with the quality of life and well-being of the community;

NOW THEREFORE BE IT RESOLVED THAT Council direct staff to prepare a comprehensive report reviewing the current threshold

for odour levels as stipulated in the Odourous Industries Nuisance By-law 4202(2020);

AND THAT the report further examine existing odour testing data and provide recommendations for revised odour limits that align more closely with the community expectations, while respecting industry standards;

AND THAT as part of this review, staff be directed to consult the Town's odour expert to obtain professional insights and recommendations on appropriate odour thresholds;

AND THAT staff present their findings and recommendations to Council on September 18, 2024, for consideration and potential amendment of the By-law.

10. Adoption of Council Minutes

10.1 RC-12/2024 - July 10, 2024 - Regular Council 12 - 18

11. Request(s) to Lift Consent Agenda Item(s) for Separate Consideration

12. Consent Agenda Items to be Considered in Block

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1. PCOW-05/2024 - Public Meeting under the Planning Act - July 17, 2024

12.2 Minutes Approval - Committee of Council

12.2.1 PCOW-05/2024 - Public Meeting under the Planning Act - July 17, 2024 20 - 23

12.3 Staff Reports of a Routine Nature for Information or Action

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12.3.2 Q2 2024 Public Works Quarterly Report, 2024-0159-Public Works 31 - 49

12.3.3 Q2 2024 RCW Quarterly Report, 2024-0143-Recreation 50 - 73

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15.	Unfinished Business	
16.	New Business	
17.	Presentation and Consideration of By-Laws	211 - 243
	1. By-law 52-2024 - Being a By-law to amend Zoning By-law 4481(2022), as amended, for lands on the south side of Canboro Road and north side of Daleview Drive, legally described as Part of Block "U", Plan 717, and Part of Lot 37, Plan 722, in the Town of Pelham, Regional Municipality of Niagara from the Residential Multiple Two (RM2) zone to the R2-165 (Residential 2-165) and RM1-166 (Residential Multiple 1-166) zones. Canboro Estates (82-90 Canboro	

Road). File No. AM-02-2024

2. By-law 53-2024 - Being a By-law to Authorize the Mayor and Clerk to enter into an Agreement with Sterling Realty (Niagara) Inc. for the Refund of Development Charges Relating to the Construction of Station Street from Port Robinson Road to Walker Road.

18. Resolution to Move In Camera

BE IT RESOLVED THAT the next portion of the meeting be closed to the public in order to consider a matter under Section 239 (2) of the Municipal Act, as follows:

(e) - litigation or potential litigation, including matters before administrative tribunals, affecting the municipality (1 item - Cannabis)

19. Rise From In Camera

20. Confirming By-Law

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21. Adjournment

Please fill out and return no later than 12 p.m. noon ten (10) days prior to the Meeting you wish to appear. Completed forms, including presentation materials are to be submitted to the Clerk's department and can be dropped off or emailed to clerks@pelham.ca

Name or Organization or Firm:	
Name and Title of Presenter(s): Jim Jeffs	
Address: [REDACTED]	
Telephone: [REDACTED]	Email: [REDACTED]

Date of Meeting Requested: July 10, 2024

How will you attend Council? In-person Electronically

*The delegate shall notify the Clerk at least five (5) business Days in advance.

Subject matter to be discussed:	Cannabis odour unit threshold and definition of 'adverse effect'.
If not for information, identify the desired action requested:	Reduce the cannabis odour unit threshold to 1 odour unit. Do not qualify the definition of 'adverse effect' by relating it to odour units.

Have you previously spoken on this issue? Yes No

If a group or individual has previously appeared as a delegate, a further delegation from the same group or individual on the same topic will not be permitted, unless there is significant new information to be brought forward.

Do you have presentation material or speaking notes? Yes No

Delegations are required to provide the Clerk's department presentation materials for publication in Council's agenda package. Materials must be provided no later than 12 p.m. noon ten (10) days prior to the Meeting.

I have read and understand the Delegation Protocol attached to this form and understand that the information contained on this form, including any attachments submitted, will become public documents and listed on the Town's meeting agenda and posted to the Town's website. I also understand that as a participant of this meeting, I will be recorded and further understand that this recording will be posted to the Town of Pelham's YouTube Channel.

Signature 

Date June 28, 2024

At the Pelham Council meeting on June 19, Councillor Wink gave Notice of Motion regarding the reduction of the cannabis odour unit threshold. He also mentioned consulting with Phil Girard, the odour expert. The following excerpts from the minutes of the Cannabis Control Committee meetings will show that Phil Girard recommended 1 to 2 odour units, but staff did not agree.

Jan. 8, 2020 - Item 5

"T. Nohara reviewed the amendments and it was noted that input from Phil Girard is being sought regarding frequency that a facility exceeds 2 (two) odour units."

Jan. 15, 2020 - Item 4

"T. Nohara requested staff's comments on the draft Odorous Industries Nuisance By-law in order for the Committee to move forward."

"D. Cribbs noted concerns of staff relate to the definition of adverse effect, definition of vicinity, phase-in of the odour mitigation plan, odour threshold of 2 odour units, enforcement details and some formatting concerns."

Jan. 29, 2020

"D. Cribbs noted concerns with the 'adverse effect' definition."

Note: The Ontario Environmental Protection Act states, "Subject to subsection (2) but despite any other provision of this Act or the regulations, a person shall not discharge a contaminant or cause or permit the discharge of a contaminant into the natural environment, if the discharge causes or may cause an adverse effect. 2005, c. 12, s. 1 (5)".

'Adverse effect' means one or more of items (a) to (h) with (g) being, 'loss of enjoyment of normal use of property'.

Nov. 25, 2020

"Presentations from Phil Girard and Bob Lymburner on the design of the Ambient Odour Monitoring Program."

"P. Girard noted his concerns that 4 and 6 odour units are too high to be protective and need to be lowered."

Jan. 20, 2021 - Item 3 Implementation of the OINB

(a) "P. Girard gave a detailed presentation on the design of the Ambient Odour Monitoring Program that will help the Town implement the Odorous Industries Nuisance By-law. Revisions include odour sampling frequency and location for quality measurements; discussion of receptor impacts and

reporting; and recommendations reducing the odour unit limits to 1 odour unit, as the current ones are not protective. P. Girard noted that complaints are the key to establishing 'adverse impacts'."

(c) "P. Girard and the committee also discussed reducing the odour threshold that By-law is using based on actual experience. P. Girard confirmed that the most important tool is the Town's complaints, and the Ministry of Environment, Conservation and Parks sets 1 odour unit on odorous industries." — — — "It is clear from complaints that Redecan is causing off-property impact."

Feb. 17, 2021

"T. Nohara reviewed the recommendations from P. Girard regarding the final design of the odour monitoring program. These include imposing a 1 odour unit limit at sensitive and proposed sensitive uses, and weekly reporting from the odour sampling contractor to staff."

Please fill out and return no later than 12 p.m. noon ten (10) days prior to the Meeting you wish to appear. Completed forms, including presentation materials are to be submitted to the Clerk's department and can be dropped off or emailed to clerks@pelham.ca

Name or Organization or Firm:	
Name and Title of Presenter(s): Marc Brulé	
Address: [REDACTED]	
Telephone: [REDACTED]	Email: [REDACTED]

Date of Meeting Requested: August 14, 2024

How will you attend Council? In-person Electronically
 *The delegate shall notify the Clerk at least five (5) business Days in advance.

Subject matter to be discussed:	Odour control of Cannabis production
If not for information, identify the desired action requested:	A bylaw changing the minimum measurable cannabis odour to rid the neighbourhood of cannabis odour altogether.

Have you previously spoken on this issue? Yes No
 If a group or individual has previously appeared as a delegate, a further delegation from the same group or individual on the same topic will not be permitted, unless there is significant new information to be brought forward.

Do you have presentation material or speaking notes? Yes No
 Delegations are required to provide the Clerk's department presentation materials for publication in Council's agenda package. Materials must be provided no later than 12 p.m. noon ten (10) days prior to the Meeting.

I have read and understand the Delegation Protocol attached to this form and understand that the information contained on this form, including any attachments submitted, will become public documents and listed on the Town's meeting agenda and posted to the Town's website. I also understand that as a participant of this meeting, I will be recorded and further understand that this recording will be posted to the Town of Pelham's YouTube Channel.



 Signature

July 9, 2024

 Date

Delegation Protocols

The Clerk shall list a maximum of four (4) delegations per meeting. Delegations will be considered on a first come first serve basis, unless prioritized otherwise at the discretion of the Clerk, in consultation with the Chief Administrative Officer.

The purpose of the delegation process is to allow residents to make their views known to Council, based on the requirements of the Town of Pelham Procedural By-law. The views of interested citizens are valued and input is welcome, along with comments and constructive suggestions. Council must consider a large number of issues and concerns at any given time, thus the following protocol is observed:

1. The delegate shall arrive to the meeting by 8:45 am.
2. A presentation by a delegate, who is a member of the public, shall be a maximum of five (5) minutes (whether the Delegation consists of an individual or a group). A presentation by a delegate, who is a member of Town or Regional staff, shall be a maximum of twenty (20) minutes.
3. Where the delegate is a group of persons, a primary speaker is to be assigned to address Council.
4. Discussion topics, other than the subject matter of the written request to appear as a delegation, will not be permitted. Subsequent delegations on the same topic, without significant new information, will not be permitted.
5. A delegate shall not speak disrespectfully, use offensive language and/or disobey the rules of procedure or a decision of the Chair. Remarks or questions concerning topics identified within Section 28.7 of the Procedural By-law shall be immediately ruled out of order. A subsequent offense during the same presentation will result in the speaker forfeiting their right to speak. The Chair reserves the right to immediately end the delegation if the remarks are considered severe.
6. Upon completion of remarks, the speaker(s) will remain in position to allow for any questions from Members. Members may ask questions for clarification purposes. After completion of any questions, the speaker will be asked to be seated or will be placed into the waiting room of the Zoom meeting.
7. Delegations will not be permitted on items that will be the subject of an upcoming or closed public meeting pursuant to the *Planning Act*, unless exceptional circumstances apply, which have been reviewed and approved by Council. Persons should present their concerns and opinions at the scheduled Public Meeting where their comments can be considered along with other submissions.

REGULAR COUNCIL MINUTES

Meeting #: C-12/2024
Date: Wednesday, July 10, 2024
Time: 9:00 AM
Location: Town of Pelham Municipal Office - Council
Chambers
20 Pelham Town Square, Fonthill

Members Present: Mayor Marvin Junkin
Councillor Bob Hildebrandt
Councillor Wayne Olson
Councillor John Wink
Councillor Kevin Ker
Councillor Shellee Niznik
Councillor Brian Eckhardt

Staff Present: David Cribbs
Bob Lymburner
Jason Marr
Teresa Quinlin-Murphy
Jennifer Stirton
Vickie vanRavenswaay
Holly Willford
Sarah Leach
William Tigert
Nicholas Palomba

1. Call to Order and Declaration of Quorum

Noting that a quorum was present, the Mayor called the meeting to order at approximately 9:00am.

2. National Anthem

3. Land Recognition Statement

Deputy Mayor Wink read the land recognition statement into the record.

4. Approval of the Agenda

Moved By Councillor Bob Hildebrandt
Seconded By Councillor Wayne Olson

BE IT RESOLVED THAT the agenda for the July 10th, 2024 Regular meeting of Council be adopted, as circulated.

Carried

5. Disclosure of Pecuniary Interests and General Nature Thereof

There were no pecuniary interests disclosed by any of the members present.

6. Hearing of Presentation, Delegations, Regional Report

7. Adoption of Council Minutes

Moved By Councillor John Wink

Seconded By Councillor Shellee Niznik

BE IT RESOLVED THAT the following minutes be adopted as printed, circulated and read:

1. C-11/2024 - Regular Council Meeting - June 19, 2024

Carried

8. Request(s) to Lift Consent Agenda Item(s) for Separate Consideration

None.

9. Consent Agenda Items to be Considered in Block

Moved By Councillor Kevin Ker

Seconded By Councillor Brian Eckhardt

BE IT RESOLVED THAT the Consent Agenda items as listed on the July 10th, 2024 Council Agenda be received and the recommendations contained therein be approved:

9. Consent Agenda Items to be Considered in Block

9.1 Staff Reports of a Routine Nature for Information or Action

9.1.1 2023 Town of Pelham Annual Report, 2024-0111- Corporate Services

BE IT RESOLVED THAT Council receive Report #2024-0111 Corporate Services – 2023 Town of Pelham Annual Report, for information.

9.1.2 2024 Bridge and Culvert Inspection Program, 2024-0155- Public Works

BE IT RESOLVED THAT Council receive Report # 2024-0155- Public Works – 2024 Bridge and Culvert Inspection Program and Rehabilitation and Replacement Needs Analysis, for information.

9.2 Information Correspondence

9.3 Advisory Committee Minutes for Information

9.3.1 Environmental and Climate Adaptation Advisory Committee Minutes - May 27, 2024

BE IT RESOLVED THAT Council receive the Environmental and Climate Adaption Advisory Committee minutes dated May 27, 2024, for information.

Carried

9.1 Staff Reports of a Routine Nature for Information or Action

9.1.1 2023 Town of Pelham Annual Report, 2024-0111-Corporate Services

BE IT RESOLVED THAT Council receive Report #2024-0111 Corporate Services – 2023 Town of Pelham Annual Report, for information.

9.1.2 2024 Bridge and Culvert Inspection Program , 2024-0155-Public Works

BE IT RESOLVED THAT Council receive Report # 2024-0155-Public Works – 2024 Bridge and Culvert Inspection Program and Rehabilitation and Replacement Needs Analysis, for information.

9.2 Information Correspondence

9.3 Advisory Committee Minutes for Information

9.3.1 Environmental and Climate Adaptation Advisory Committee Minutes - May 27, 2024

BE IT RESOLVED THAT Council receive the Environmental and Climate Adaption Advisory Committee minutes dated May 27, 2024, for information.

10. Consent Agenda Item(s) Lifted for Separate Consideration, if any

11. Presentation and Consideration of Reports

11.1 Members of Council Reports

11.2 Staff Reports Requiring Action

11.2.1 Recommendation Report - Cannabis Zoning By-law Amendment, 2024-0158-Planning

Moved By Councillor Wayne Olson

Seconded By Councillor Bob Hildebrandt

BE IT RESOLVED THAT Council receive Report #2024-0158 Recommendation Report: Cannabis and Industrial Hemp Zoning By-law Amendment, for information;

AND THAT Council approve, in principle, the proposed Cannabis and Industrial Hemp Zoning By-law Amendment, as presented in Appendix A to this report.

Amendment:

Moved By Councillor Bob Hildebrandt

Seconded By Councillor Shellee Niznik

THAT Council direct staff to amend the proposed by-law to:

- **strike "1,976.39" in section 3**

AND THAT the Town Clerk is hereby authorized and directed to make any administrative/clerical amendments as needed

Main Motion as Amended

Moved By Councillor Bob Hildebrandt

Seconded By Councillor Shellee Niznik

BE IT RESOLVED THAT Council receive Report #2024-0158 Recommendation Report: Cannabis and Industrial Hemp Zoning By-law Amendment, for information;

AND THAT Council approve, in principle, the proposed Cannabis and Industrial Hemp Zoning By-law Amendment, as presented in Appendix A, as amended, to this report.

Carried

11.2.2 26T19-02-2021, AM-01-2024 - Recommendation Report - Summersides Village Redline Revision, ZBA, 2024-0141-Planning

Moved By Councillor John Wink

Seconded By Councillor Brian Eckhardt

BE IT RESOLVED THAT Council receive Report #2024-0141 -Recommendation Report – Applications for Revision to Previously Approved Draft Plan of Subdivision & Zoning By-law Amendment – Summersides Village, for information as it pertains to File Nos. 26T19-02-2021 & AM-01-2024;

AND THAT Council directs Planning staff to prepare the necessary Zoning By-law amendment for Council consideration at the next Regular Meeting of Council.

Moved By Councillor John Wink

Seconded By Councillor Brian Eckhardt

BE IT RESOLVED THAT Council defer Report #2024-0141 -Recommendation Report – Applications for Revision until the developer requests the matter return to Council.

Carried

11.2.3 Recommendation Report for Draft Plan of Subdivision and Zoning By-law Amendment - Canboro Estates, 2024-0145-Planning

Moved By Councillor Shellee Niznik

Seconded By Councillor Kevin Ker

BE IT RESOLVED THAT Council receive Report #2024-145 – Recommendation Report – Applications for Draft Plan of Subdivision & Zoning By-law Amendment – Canboro Estates, for information;

AND THAT Council direct Planning staff to prepare the by-law for approval of the Zoning By-law amendment for Council’s consideration;

AND THAT Council approve the Draft Plan of Subdivision, attached as Appendix B, subject to the conditions in Appendix C.

Carried

11.2.4 Fonthill to Fenwick Pedestrian Connection, 2024-0156-Public Works

Moved By Councillor John Wink

Seconded By Councillor Bob Hildebrandt

BE IT RESOLVED THAT Council receive Report # 2024-0156-Public Works – Fonthill to Fenwick Pedestrian Connection, for information;

AND THAT Council direct staff to include a project for a feasibility study to consider options for a pedestrian connection between Fonthill and Fenwick as a part of the 2025 capital budget for consideration.

Carried

12. Unfinished Business

13. New Business

14. Presentation and Consideration of By-Laws

Moved By Councillor Kevin Ker

Seconded By Councillor Wayne Olson

BE IT RESOLVED THAT the Council of the Town of Pelham, having given due consideration to the following By-law do now read a first, second and third time and do pass same, and

THAT the Mayor and Clerk be and are hereby authorized to sign and seal the by-law:

1. By-law 45-2024 - Being a By-law to Authorize the Mayor and Clerk to enter into a Municipal Funding Agreement on the Canada Community-Building Fund with the Association of Municipalities of Ontario.

2. By-law 46-2024 - Being a by-law to amend By-law 13-2023 and 52-2023, confirming various appointments to Advisory Committees of the Town of Pelham for the 2022-2026 Term of Council and to appoint members to the Pelham Cultural Advisory Committee and the Environmental and Climate Adaptation Advisory Committee.

3. By-law 47-2024 - Being a By-law to amend Town of Pelham Zoning By-law No. 4481(2022) to regulate cannabis-related uses and industrial hemp-related uses in the Town of Pelham, as amended. File No. AM-05-2024

4. By-law 48-2024 - Being a By-law to exempt Blocks 137, 138, 141, 142, 143, 159, 161, 162, and 164, 59M-505, municipally known as 62, 64, 68, 70, 80, 82, 84, 86, 100, and 102 Acacia Road, 24, 26, 28, 30, 32, 66, 68, 70, 72, and 74 Samuel Avenue, and 1, 3, 5, 7, 9, 41, 43, 45, 47, and 49 Saffron Way, from Part Lot Control. Saffron Meadows Phase 3 (Mountainview Building Group). File No. PLC-03-2024

5. By-law 49-2024 - Being a By-law to amend Town of Pelham Zoning By-law No. 4481(2022) to consolidate previously approved zoning amendments for various site-specific properties.

6. By-law 50-2024 - Being a By-law to exempt Blocks 171 and 176, 59M-505, municipally known as 186, 188, 190, 192, 194, 196, 198, and 200 Klager Avenue, from Part Lot Control. Saffron Meadows Phase 3 (Rinaldi Homes Niagara Inc.) File No. PLC-04-2024

Carried

15. Motions and Notices of Motion

15.1 Councillor Eckhardt - Installation of Speed Reduction Measures at Port Robinson Road and Klager Avenue

Moved By Councillor Brian Eckhardt

Seconded By Councillor Shellee Niznik

WHEREAS Council for the Town of Pelham recognizes the importance of promoting the safety of both residents and visitors;

AND WHEREAS the introduction of speed reduction measures has the potential to mitigate collisions and enhance overall road and pedestrian safety;

NOW THEREFORE BE IT RESOLVED that Council direct staff to install a 3-way stop sign and crosswalk at the intersection of Port Robinson Road and Klager Avenue as soon as feasibly possible

Carried

16. Resolution to Move In Camera

None.

17. Rise From In Camera

None.

18. Confirming By-Law

Moved By Councillor Bob Hildebrandt
Seconded By Councillor Wayne Olson

BE IT RESOLVED THAT the following By-law be read a first, second and third time and passed:

Being a By-law No. 51-2024 to Adopt, Ratify and Confirm the proceedings of Council of the Town of Pelham at its Regular Meeting held on the 10th day of July, 2024.

Carried

19. Adjournment

The meeting adjourned at 10:24 am.

Moved By Councillor Shellee Niznik
Seconded By Councillor Kevin Ker

BE IT RESOLVED THAT this Regular Meeting of Council be adjourned until the next regular meeting scheduled for August 14th, 2024 at 9:00 am.

Carried

Mayor: Marvin Junkin

Town Clerk: Holly Willford

Recommendations of the Public Meeting under the *Planning Act* held July 17, 2024 – PCOW-05/2024

BE IT RESOLVED THAT COUNCIL HEREBY approves the following Recommendations Resulting from the Public Meeting under the *Planning Act* meeting of July 17, 2024:

- 1. THAT the agenda for the July 17, 2024 Public Meeting Under the Planning Act, Special Meeting of Committee of the Whole, be adopted as circulated.**
- 2. THAT Committee receive Report #2024-0157 for information as it pertains to File Nos. 26T19-02-2024 and AM-04-2024;**

AND THAT Committee direct Planning staff to prepare the Recommendation Report on this topic for Council's consideration.

- 3. THAT Committee receive the applicant's verbal presentation for information.**
- 4. THAT Committee receive the written correspondence received via email on July 17, 2024;**

AND THAT Committee receive the verbal presentations made by the public.

- 5. THAT this Special Committee of the Whole, Public Meeting Under the Planning Act, be adjourned.**

**Committee of the Whole Meeting
Public Meeting under the Planning Act
Minutes**

Meeting #: PCOW-05/2024
Date: Wednesday, July 17, 2024
Time: 5:30 PM
Location: Town of Pelham Municipal Office - Council Chambers
20 Pelham Town Square, Fonthill

Members Present: Mayor Marvin Junkin, Councillor Bob Hildebrandt,
Councillor Wayne Olson, Councillor John Wink, Councillor
Kevin Ker, Councillor Brian Eckhardt, Councillor Shellee
Niznik

Staff Present: Shannon Larocque, Sarah Leach, Andrew Edwards,
Derek Young

1. Call to Order and Declaration of Quorum

Noting that a quorum was present, the Mayor called the meeting to order at approximately 5:30 p.m.

2. Land Recognition Statement

Councillor Eckhardt read the land recognition into the record.

3. Adoption of Agenda

Moved By Councillor Wayne Olson

THAT the agenda for the July 17, 2024, Public Meeting Under the Planning Act, Special Meeting of Committee of the Whole, be adopted as circulated.

Carried

4. Disclosure of Pecuniary Interest and General Nature Thereof

There were no pecuniary interests disclosed by any of the members present.

5. Planning Act Application: 26T19-02-2024 & AM-04-2024 - 729, 735, 743 Quaker Road (Maplewood Estates)

The Deputy Clerk read into the record the Notice Requirements regarding this application.

5.1 Planning Report and Presentation

Andrew Edwards, Town Planner, provided an overview of the application before Council. A copy is available through the Clerk.

5.1.1 26T19-02-2024 and AM-04-2024 - Maplewood Estates - Information Report, 2024-0157-Planning

5.2 Applicant's Presentation

Joe Tomaino, the agent, provided a verbal overview of the property and application before Council.

5.3 Public Input

Danny Kasunic expressed concern about the safety of children, cyclists, and pedestrians given the road location and increased traffic. D. Kasunic suggested an alternative plan that includes adding two additional lots instead of creating a street connection. His proposal also involves converting the road into a court with servicing provided from the south.

Kyle Sager echoed the concerns expressed by D. Kasunic. He indicated that similar road configurations have experienced vehicular accidents. K. Sager agreed with D. Kasunic's proposal to add two additional lots where Street A is proposed.

S. Leach, Deputy Clerk, stated she checked the clerks@pelham.ca email address at 5:57 p.m. and confirmed no e-mails had been received concerning the subject application. Ms. Leach indicated the public comment portion of the application could be closed. The Committee agreed to close the public portion of the meeting and move to Committee input.

5.4 Committee Input

Deputy Mayor Wink asked how the development to the south affects this application, identifying a perceived lack of cooperation between developers. Shannon Larocque, Senior Planner, identified that further discussions are planned between the southern developer and the applicant.

Councillor Eckhardt emphasized the need for cooperation, noting that the land to the south is owned by a different developer. S. Larocque identified that the southern development is part of the secondary plan, and specific details, such as road connections, have not yet been finalized.

Councillor Hildebrandt identified three developments in the area, questioning whether the applications are premature before all plans have been established. S. Larocque clarified that the lands have been within the urban area boundary for some time and did not require conformity to a secondary plan. Councillor Hildebrandt then asked how safety issues would be addressed. S. Larocque responded that staff would investigate these concerns, noting that the road design already considers the developments and aims to enhance safety. She also mentioned that further traffic analysis would be conducted as part of a future secondary plan process. Councillor Hildebrandt emphasized his concern regarding the safety issues raised.

Councillor Niznik suggested aligning the road entering Bauer Landing to eliminate the need for both southern and northern entrances onto Quaker Road. She suggested creating cul-de-sacs which would reduce the number of entrances onto Quaker Road. Councillor Niznik acknowledged the validity of the traffic concerns and supported residents' comments about revising Street A. She praised the housing blend within local developments, which introduces a diverse mix to the area, but expressed concerns about six additional properties exiting onto Quaker Road. Furthermore, Councillor Niznik voiced her displeasure with developers repeatedly seeking adjustments and relief from the Town's Zoning By-law.

Councillor Olson inquired whether cul-de-sacs remain popular, encouraged, or considered best practice. S. Larocque explained that cul-de-sacs are generally discouraged, as grid patterns are preferred for their benefits in accessibility, walkability, servicing, and traffic dispersion.

Councillor Ker acknowledged the public's comments and concurred that cul-de-sacs are not desirable. He emphasized the necessity for a concrete agreement between the developers.

Mayor Junkin identified the nearby eastern development in Welland, which spans approximately 300 acres. He contrasted this with the current, much smaller development and noted that the Region has perfectly timed the urbanizing of the road to accommodate these changes.

Joe Tomaino, the agent, explained that the proposal initially included a cul-de-sac but was revised to enhance connectivity. He indicated that the applicant is willing to work with staff to address any concerns. J. Tomaino noted the challenges of connecting two subdivisions with roads, explaining that connectivity in this development is achieved through a pathway to promote walkability. He clarified that the applicant is not attempting to circumvent the Zoning By-law and stated that the development falls between R1 and R2 zones. J. Tomaino also mentioned that the Region was aware of the proposed developments and that concerns were not raised during pre-consultation meetings. Additionally, he suggested that having more intersections on Quaker Road could serve as a traffic calming measure.

5.5 Presentation of Resolutions

Moved By Councillor Brian Eckhardt

THAT Committee receive Report #2024-0157 for information as it pertains to File Nos. 26T19-02-2024 and AM-04-2024;

AND THAT Committee direct Planning staff to prepare the Recommendation Report on this topic for Council's consideration.

Carried

Moved By Councillor John Wink

THAT Committee receive the applicant's verbal presentation for information.

Carried

Moved By Councillor Kevin Ker

THAT Committee receive the written correspondence received via email on July 17, 2024;

AND THAT Committee receive the verbal presentations made by the public.

Carried

6. Adjournment

The meeting was adjourned at 6:18 p.m.

Moved By Councillor Shellee Niznik

THAT this Special Committee of the Whole, Public Meeting Under the Planning Act, be adjourned.

Carried

Mayor: Marvin Junkin

Deputy Clerk: Sarah Leach

Reporting Period: Clerk's Office Quarterly Report for the period: April, May, June.

Recommendation:

BE IT RESOLVED THAT the Q2/2024-0174 Clerk's Report be received for information.

Department Overview and Statistics:

Year	2022	2023	2024			
Quarter (Year to Date)	Year End	Year End	Q1	Q2	Q3	Q4
Insurance or Small Claims Processed	47	37	5	10		
Pelham Deaths Registered	107	58	23	44		
Deaths Outside of Pelham Registered	79	95	31	48		
Lottery Licences Issued	14	20	8	10		
Council Meetings Attended/Minuted	22	23	6	11		
Special Council Meetings Attended/Minuted	12	1	1	3		
COW Meetings Attended/Minuted	1	7	0	0		
Public Meetings Attended/Minuted	9	10	2	4		
Affidavits Sworn	222	280	59	116		
FOI Requests Received/Processed	16	25	10	23		
Closed Meeting Investigation	0	0	0	0		
Committee of Adjustment - Variances	19	24	9	12		
Committee of Adjustment - Consents	13	14	8	11		
Committee of Adjustment - Hearings	11	12	3	6		
OLT Appeals C of A	1	0	0	0		
Muzzle Order Appeal	0	0	1	1		
By-laws	99	74	21	45		
Itinerant Seller/Vehicle Licenses Issued	8	15	7	21		

Short Term Accommodation Licences Issued	1	2	0	1
Sidewalk Patio/Sidewalk Sale Permits	3	6	1	4
Special Event Permit – Private	3	6	8	8
AMP Review Hearings	13	31	7	8
Marriage Licenses Issued	68	70	13	32
Civil Marriage Ceremonies Officiated	9	20	7	15
Media Releases	16	50	6	18
News Briefs	24	67	14	26

Projects:

Muzzle Order Appeal Process/By-law Review

The Clerk’s Department has provided input to the Town Solicitor to assist with updating the animal care and control by-law, specifically concerning the muzzle order appeal process. This collaboration aims to ensure clarity and fairness throughout the appeal process.

Governance Review

The review of Ward Boundaries, Council Composition, and the Selection Process for Deputy Mayor concluded on May 29, 2024. Council has decided to maintain the practice of selecting the Deputy Mayor from among the Members of Council for a two-year term. Additionally, Council will continue with a six Councillor system, with two Councillors elected from each of the three revised wards, preserving Council's total size of seven members. The ward boundaries have been adjusted slightly to reflect new population densities and will take effect in the 2026 municipal election.

The Town of Pelham was established in 1970 and has operated under a three-ward system since its inception. The last minor adjustments to the ward boundaries were made in 1978.

Special Event Permit and Travelling Vendor By-law(s)

Since the pandemic, there has been a significant increase in demand for outdoor events and a growing popularity of food vending vehicles and refreshment carts. In response, the Clerk’s Department has dedicated time to revamping the Itinerant Seller Licence to better address the current needs and operations of these vendors. Additionally, a new Special Event By-law has been developed to ensure that special events continue to occur safely. This by-law was reviewed by the Agricultural Advisory Committee to assess its impact on farm practices. Both the updated Travelling Vendor Licence By-law (formerly Itinerant Seller Licence By-law) and the

Special Event By-law will be presented to Council in Q3/Q4 of 2024, ahead of the next licensing season.

2026 Municipal Election

The Clerk’s department is proactively preparing for the 2026 municipal election by gathering information and consulting with various municipalities. In Q3 of 2024, Council will be presented with a recommendations report detailing potential voting methods for the upcoming election.

Clean-up Project

The Clerk’s department has intensified its efforts to digitize records. Numerous banker boxes of by-law copies are being cross-examined with the by-law database, which was initially created during a scanning project undertaken by a student several years ago. This initiative aims to ensure that by-law records are accurate and complete, while also providing an opportunity to reduce paper storage.

Staff Updates

Communications Specialist completed Scribe training with Emergency Management Ontario.

Communications Analytics, April to June 2024

Page Views	Views per user	Average Time on Page
109,735	3.14	0:15

Top 5 pages: (Main Page) Meridian Community Centre, Careers, Adult programs, Arena and Skating, Recreation and Leisure.

X (formerly known as Twitter)

Tweets	Engagement	New Followers
317	131	-1

Facebook

Engagement	Page Views	Total Reach
1684	7698	272,320

Instagram

Total Posts	Engagement	Post Video Views
384	1343	2802

Engaging Pelham (Bang the Table)

Total Visitors	New Registrations	Engaged/ Informed Visitors
5043	7	1323/3631

Marketing Projects:

- Recreation General Programming
- Meridian Community Centre Memberships
- Committee Members – Cultural Advisory and Committee of Adjustment
- PD Day Camps
- Niagara College Health Fair
- 55+ Seminar and Social Series
- Babysitting Course
- Summer Camps
- Family Music Day
- LemonAID Day
- June 21
- June 30 for 30 Challenge
- Communities in Bloom
- July 1 – Superhero and Princess Party and parade
- Earth Week community clean-up
- Summer Chill Series
- Hop ON Bike program
- Drum circles

Public Relations Projects:

- Project Storm Drain
- Ward Boundary Review
- 2024 Total Solar Eclipse
- MCC transformer incident
- Oak Wilt
- National Day of Awareness – REDress Day
- Crossing Guard Week
- Fireworks Safety
- Niagara Transit Commission Public Engagement Survey
- Seniors Month flag-raising
- Pride Month flag-raising
- National Indigenous People Day flag-raising
- Cherry Birch tree planting

Grant Applications Submitted:

Grant Name	Funder	Funding Level	Project	Department	Strategic Priority Focus	Amount Requested
David S. Howes Fund	Niagara Community Foundation	Regional	Centennial Park	Public Works	Infrastructure Investment and Renewal	\$24,295.00

			Washroom Replacement			
Accelerated Impact Stream	Invasive Species Centre	Provincial	Forest Health Invasive Species Surveys	Public Works	Environmental and Climate Adaptation	\$6,450.00
Housing Enabling Water Systems Fund	Infrastructure Ontario	Provincial	Drinking water, wastewater, and stormwater infrastructure	Public Works	Infrastructure Investment and Renewal	\$21,170,000.00
Girls at Bat	Jays Care Foundation	Federal	Girls at Bat Summer Camp Programming	Recreation, Culture and Wellness	Community Development and Growth	Outdoor softball/baseball equipment set
Inclusive Communities Grant	Ontario Ministry for Seniors and Accessibility	Provincial	Installation of benches along the trail network	Public Works	Community Development and Growth	\$60,000.00
Jackman Foundation Grants	Jackman Foundation	Provincial	Placemaking features in Pelham	Recreation, Culture and Wellness and Public Works	Community Development and Growth	\$19,420.00
Invasive Phragmites Control Fund	Invasive Species Centre	Provincial	Phragmites Mapping and Treatment	Public Works	Environmental and Climate Adaptation	\$9,650
Reconciliation Action Grant	The Gord Downie & Chanie Wenjack Fund	Federal	National Ribbon Skirt Day programming	Recreation, Culture and Wellness	Community Development and Growth	\$5,000.00
Seed Grants	Ontario Trillium Foundation	Provincial	Culture in the Courtyard Pilot Program	Recreation, Culture and Wellness	Community Development and Growth	\$47,500.00
Shade Structure Program	Canadian Dermatology Association	Federal	Centennial Park Field #1 Shade Structure	Recreation, Culture and Wellness and Public Works	Infrastructure Investment and Renewal	\$7,500.00

\$ 21,349,815.00

Grants Received:

Grant Name	Funder	Funding Level	Project	Department	Strategic Priority Focus	Amount Requested	Amount Received
Summer Experience Opportunity	Ontario Ministry of Tourism, Culture and Sport	Provincial	Summer camp positions	Recreation, Culture and Wellness	Community Development and Growth	\$53,424.00	\$3,816.00
ParticipACTION Community Challenge	ParticipACTION	Federal	Class Pass Subsidy	Recreation, Culture and Wellness	Community Development and Growth	\$1,500.00	\$1,500.00
Celebrate Canada	Canadian Department of Heritage	Federal	Canada Day and National Indigenous Peoples Day programming	Recreation, Culture and Wellness	Community Development and Growth	\$34,230.00	\$10,000.00
Girls at Bat	Jays Care Foundation	Federal	Girls at Bat Summer Camp Programming	Recreation, Culture and Wellness	Community Development and Growth	Outdoor softball/baseball equipment set	Outdoor softball/baseball equipment set
Summer Camps Grant	Niagara Community Foundation	Regional	Summer Camp Subsidies	Recreation, Culture and Wellness	Community Development and Growth	\$2,280.00	\$2,000.00
Canada Summer Jobs	Employment and Social Development Canada	Federal	Seasonal summer jobs including recreation, public works, and by-law	Multiple	Community Development and Growth	\$141,913.20	\$11,592.00
Seniors Community Grant	Ontario Ministry for Seniors and Accessibility	Provincial	Senior social and seminar experiences (55+ PULSE Program)	Recreation, Culture and Wellness	Community Development and Growth	\$25,000.00	\$25,000.00

\$53,908.00

Declined Applications:

Grant Name	Funder	Funding Level	Project	Department	Strategic Priority Focus	Amount Requested
Resilient Greenbelt	Greenbelt Foundation	Provincial	Trail Erosion Control Pilot Program	Public Works	Infrastructure Investment and Renewal	\$615,000.00
Energizing Life Community Fund	Hydro One	Provincial	Youth safe cycling helmet and gear distribution	Recreation, Culture and Wellness	Community Development and Growth	\$24,780.00
Disaster Mitigation and Adaption Fund	Infrastructure Canada	Federal	10-year stormwater managemnt projects	Public Works	Infrastructure Investment and Renewal	\$19,655,376.00
David S. Howes Fund	Niagara Community Foundation	Regional	Centennial Park Washroom Replacement	Public Works	Infrastructure Investment and Renewal	\$24,295.00
My Main Street Community Activator	Canadian Urban Institute and Federal Economic Development Agency for Southern Ontario	Provincial	Peace Park Placemaking Enhancements	Public Works	Infrastructure Investment and Renewal	\$250,000.00
Tourism Growth Program	Federal Economic Development Agency for Southern Ontario	Provincial	Peace Park accessibility enhancements	Public Works	Infrastructure Investment and Renewal	\$98,857.00

Town Communications Department provided assistance with the following independent third-party grant applications:

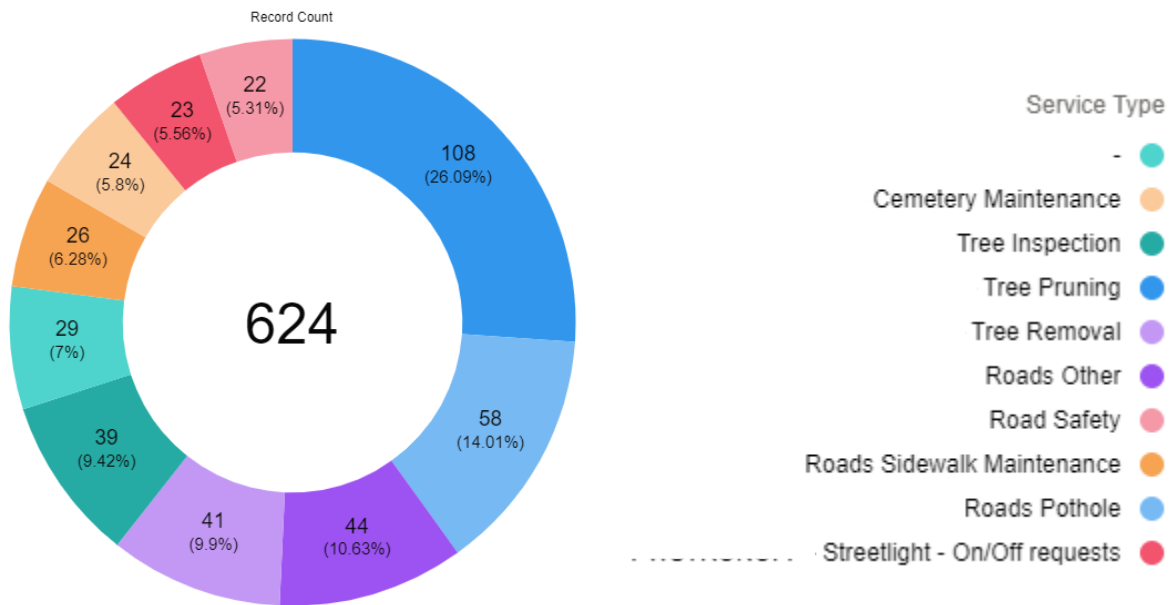
Organization	Grant Name	Funder	Funding Level	Project	Strategic Priority Focus
Wellspring Niagara	Community Fund	Farm Credit Canada	Federal	Nourish Program Freezers	Community Development and Growth

Reporting Period: Public Works Department Quarterly Report for the period: April, May, June, and July 2024

Recommendation:

BE IT RESOLVED THAT the Q2 2024 Public Works Department Report be received for information.

Department Overview and Statistics:



The above image displays our year-to-date cases that have been opened in MuniPaas (Sales Force). For clarification, the light teal colour (the first colour under Service Type) are cases that have been opened by Sales Force for testing the system. In future reports, we hope to have quarterly case numbers to reflect the months captured within the report.

Public Works Operations:

Roads

The primary function of the Roads Staff is to perform maintenance activities identified during routine road patrols as per the Ontario Regulation 239/02; Minimum Maintenance Standards (MMS) for Municipal Highways, passed pursuant to the *Municipal Act, 2001*.

April 1, 2024, marks the end of the 2023-2024 Winter Season. At the end of each winter season the Town of Pelham is required to report the quantity of de-icer used to perform winter maintenance to Environment Canada. The Town of Pelham uses two types of de-icers during winter operations: Salt (Sodium Chloride or NaCl) and treated abrasive (5:1 Sand/Salt mix). During the 2023-2024 winter season the Town of Pelham utilized 64 tonnes of salt, and 1802 tonnes of treated abrasive. The quantity of salt and treated abrasive used was well below the average of 292 tonnes of salt and 2680 tonnes of treated abrasive. While there are a great number of factors that contribute to the quantity of material used during any given season including: air and road surface temperature, accumulation of snow or ice, road condition, flash freeze events, and the individual plow operator, the 2023-2024 season was much milder than the average.

The milder winter temperatures have resulted in savings to the Winter Operations Budget. To date, 71% of the 2024 Winter Operations has been spent, leaving \$221,790, which is adequate for the beginning of the 2024-2025 winter season in November and December of this year. Staff anticipates that there will be an operating surplus in the Winter Operations budget at the end of 2024.

Throughout this quarter, road staff has concentrated their efforts on patching potholes on municipal roads, and other activities including culvert replacement and sign repair. Roads staff installed rubber speed cushions on Haist Street north of Brewerton to conduct a pilot traffic calming project. Once traffic speed data has been collected staff will report the results to Council. Requests for a similar pilot program have been received on Pancake Lane, west of Haist Street. If the speed cushions show an overall reduction in speed, staff recommend their installation on Pancake Lane, west of Haist Street where the road transitions from a rural to an urban road section.

Beautification

Throughout the second quarter, staff continued to respond to tree pruning, inspection, and removal requests. Staff are placing all Oak tree pruning requests on hold until November because oak wilt was detected in the Niagara Region in 2023.

All of the annual beds and 55 hanging baskets have been planted and installed. Staff continues to weed, maintain, and water the beds and baskets. The busy spring mowing season has continued through the end of the second quarter due to the relatively wet and warm start to summer. While some trail surface maintenance has been completed, the focus has been on maintaining turf. The number of property owners declining to maintain the boulevards fronting their properties has been steadily increasing year over year. This is placing greater pressure on the Beautification staff's time and budget.

Beautification Staff have increased the servicing of municipal garbage cans in parks and along trails in response to the higher frequency of use. Municipal cans in parks are being serviced three times a week, including a shift dedicated to emptying garbage cans on the weekends, when usage is the highest.

Cemeteries

In the second quarter, cemetery staff completed 27 interments, 5 of which were traditional (full) burials. The Town has sold 11 graves to families between Hillside and Fonhill Cemeteries, making our year to date plot sales 34.

The Cemeteries Stone Orchard Software Data Transfer project has been awarded to GEI Consultants (formally GM BluePlan) and is well under way with staff having regular progress update meetings.

Water/Wastewater

Water/wastewater maintenance activities continue throughout the year. Operators perform system pressure monitoring, flush water mains to ensure adequate chlorine residual, and respond to customer complaints or concerns.

Staff completed the spring watermain flushing program and have begun the 2024 fire hydrant maintenance program according to the Drinking Water Quality Management System.

Legislatively, the Town of Pelham Distribution System's Drinking Water Works Permit and Municipal Drinking Water License renewals were received

from the Ministry of Environment, Conservation, and Parks. Additionally, the Town of Pelham's Drinking Water Quality Management System underwent a Fullscope Accreditation Audit performed by NSF International. As a result of a successful audit, the Town's Certificate of Accreditation to DWQMS Version 2, has been renewed.

In April, Water/Wastewater staff in conjunction with Beautification, and Engineering staff responded to a report of an exposed sewer main pipe running through an easement between Concord Street and Pancake Lane in Fonthill. A large section of the sewer pipe installed along the bottom of a steeply sloped valley had been exposed by erosion and was in danger of failure. A temporary access path to the site was constructed through Hillcrest Park, allowing staff to haul granular bedding and cover material, as well as geotextile to hold the soil that was pumped to the site from Concord Street utilizing specialized equipment. Rock was then brought in to armor the drainage course and control future erosion.





Public Works Engineering

The following is a summary of the activities and projects that have occurred in the Engineering Department between April and July 2024:

Pelham Street South (Phase 4) – South Spruceside Intersection to Town Limits

The project is substantially complete. The remaining work includes the reconstruction of the traffic signals at the intersection of Pelham Street and Quaker Road, the installation of the PXO lights, and final landscaping and surface works, which are scheduled to be completed in the summer of 2024. The Region is completing a sanitary sewer replacement project on Quaker Road between Pelham Street and Rice Road in 2024. Following the installation and connection of the sanitary sewer, the final asphalt will be installed at the intersection of Pelham Street and Quaker Road. This will mark the completion of the project.

The contractor completed the intersection works with new sidewalks and pavement markings. The Town is waiting on updated estimates for the Solar powered PXO lights. These works are anticipated to be done tentatively in October 2024.



Northbound on Pelham Street towards the intersection of Quaker Road/Welland Road and Pelham Street

Quaker Road Reconstruction Detailed Design

The project includes the full urbanization of the roadway between Pelham Street and Line Avenue with concrete sidewalks on both sides, on-road cycling facilities, a new water main and services, a new storm sewer, and a new sanitary sewer. Niagara Region tendered the project in the summer of 2023, and it has been awarded to Peters Construction Group. The contractor commenced the work in mid-January 2024, starting with sewer installations at the east end of the project (intersection of Rice Road and Quaker Road).

As of July 31st, 2024, the contractor is approximately +/-100m to the boundary of Pelham, working their way out from the City of Welland's right-of-way. It is anticipated that the work on Quaker Road between Line Ave. and Pelham Street will commence in September 2024 and be completed in the summer of 2025.

Pancake Lane Reconstruction Detailed Design

Pancake Lane, from Haist Street to Pelham Street, is to be reconstructed to include urbanization of the cross-section, upgrade the water main and sanitary sewer and a new storm sewer. The Town awarded this project to UEM, who are currently undertaking the detailed design, however, the Niagara Region is

currently in the design stages of the new trunk watermain feed to the new water tower location, which has put a hold on the progress until further details from the Region are forthcoming.

The Region and Town staff have had discussions regarding the proposed route for the new trunk watermain as the Region is proposing to use Pancake Lane instead of the current route along Bigelow Crescent. The Region has requested a partnership with the Town to include the detailed design of the Trunk Watermain into the detailed design of Pancake Lane.

This partnership is similar to the Quaker Road understanding where the Region carries out the full road design, construction costs and Contract Administration, and apportions out the Town's anticipated costs in a cost sharing agreement.

The details are currently being discussed between Town Staff, Regional Staff and UEM.

Canboro Road Reconstruction Detailed Design

Canboro Road from Haist Street to Highway 20 is to be reconstructed to include urbanization of the cross-section and upgrade the water main and sanitary sewer. Kerry T. Howe Engineering is currently undertaking the detailed design; however, in the Niagara region's recent water study, they have requested that the water main be upsized throughout this corridor, which will significantly increase the overall project's cost. The town has notified the region that their request will require cost sharing. This project is scheduled to be constructed in 2025, pending budget approval.

Northwest Fonthill Watermain Replacement

Approximately 1.9 km of non-PVC water mains will be replaced in Northwest Fonthill, complete with trench restoration. Kerry T. Howe Engineering has completed the design portion of this assignment. Cotton Inc. was awarded the tender for the construction portion of this project, which is scheduled to begin in August 2024 and be completed in November 2024.

Reconstruction of Effingham St: Tice Road to 500M South of Metler Road

Effingham St from Tice Rd to 500m south of Metler Rd is to be reconstructed including improvements to the roadway and drainage. Upper Canada Consultants is currently undertaking the design which is planned to be in 2024 construction anticipated in 2027**Effingham Street from Highway 20 to Canboro Road**

Effingham Street from Highway 20 to Canboro Road is to be reconstructed to include improvements to the roadway, a new sidewalk on the east side, and storm drainage. Upper Canada Consultants is currently undertaking the design assignment, with construction anticipated in 2026.

Church Street Culvert Replacement

ELLIS Engineering completed the detailed engineering design for a concrete box culvert to replace the existing structure crossing Church Street, approximately 100m north of Chantler Road. The tender for this project was awarded to Rankin Construction, which has completed the removal of the existing structure. Construction is anticipated to be completed in September 2024.



Bridge Replacement Program – Roland Road

ELLIS Engineering is continuing to work on the Roland Road culvert design, which will be completed in 2024, with replacement anticipated in 2025.

Culvert Replacement Program - Balfour Street

Staff identified a twin culvert crossing Balfour Street as being in need of replacement early in 2024. Staff identified a twin culvert crossing Balfour Street as needing replacement early in 2024. This tender for this project was awarded to County Line Construction, which is currently progressing with the removal of the existing steel multi-plate culverts, which have reached the end of their service life. The replacement of these twin culverts is anticipated to be complete by August 7th, 2024.



Station Street Storm Pond Rehabilitation

This project has been awarded to Duffin Contracting Inc. The commencement of the project has been delayed. This is mainly due to permitting restrictions from the NPCA and permission to enter and gain access over a hydro easement that runs between Station Street and Cataract Road directly adjacent to the stormwater pond outlet. The contractor continues working with the design consultant, Town Staff, and NPCA to get the necessary approvals to access the site and complete the work. Based on failed attempts to access the site via the Hydro One corridor, the Town has now directed the contractor to gain access to the site through the existing storm sewer easement and stormwater management facility. As a result, there will need to be limited tree removal and restoration work on the existing pond. All of this work for the access will be completed on Town property. A portion of the property is on NPCA-regulated lands, and approval for the work has been granted.

The Town and the contractor are discussing the construction timing. Staff will meet with the NPCA to discuss the application process for 2024. Pending authorization by the NPCA and the contractor's schedule, the rehabilitation is anticipated to be completed by the end of 2024.

Church Street Sanitary Sewer Design Upgrades

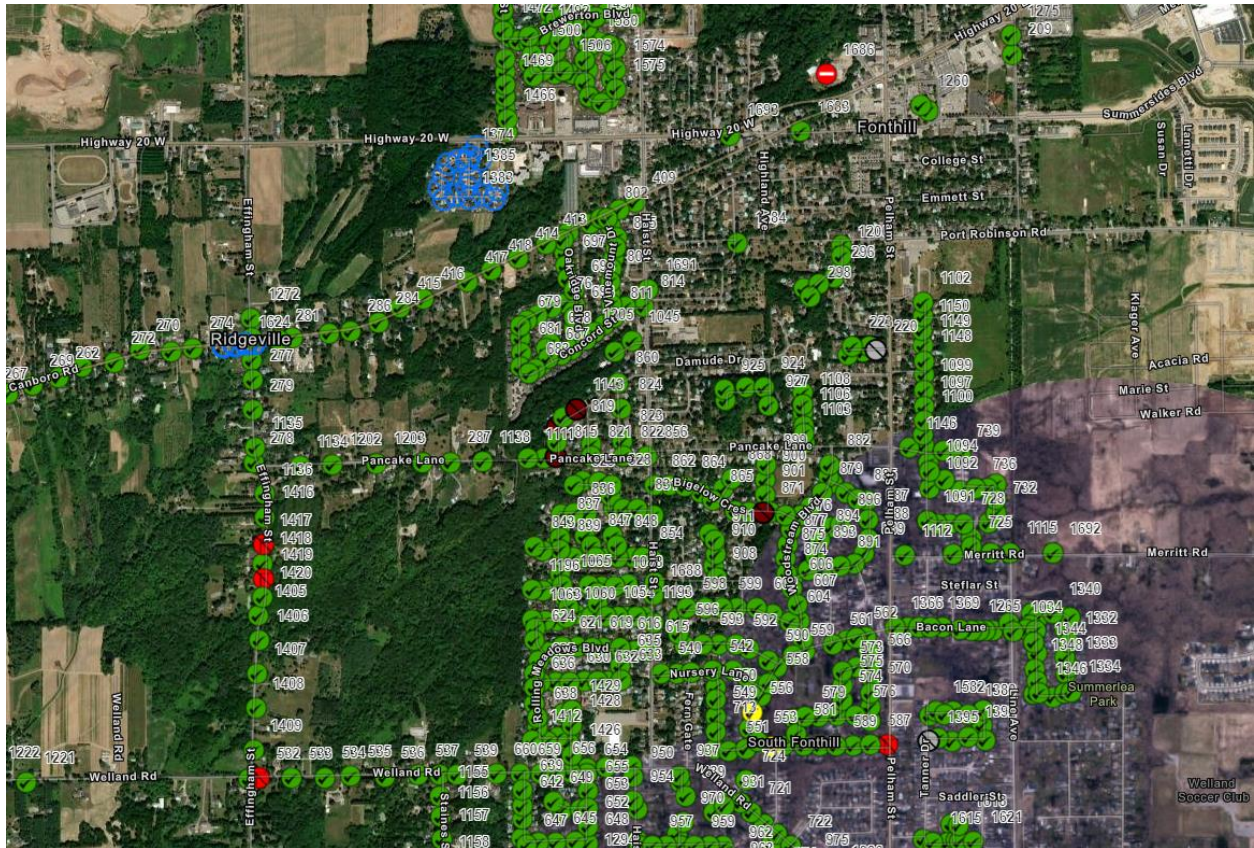
The project was tendered on March 9, 2023, and closed on April 4, 2023. In May 2023, the contract was awarded to Trenchline and Roads. In September, the contractor successfully executed the trenchless crossing of the CP Rail tracks. The contractor has completed all underground works, including Base asphalt and ditch restorations. The final top layer and deficiencies were completed in June 2024. The project is currently in the Maintenance Phase.



Church Street, North of the tracks, southbound approaching crossing.

LED Streetlight Conversion Project (Phase 2)

Phase 1 was completed in February 2023. In early August, along with RealTerm and Transtest, a pre-construction meeting was held to discuss the project's second phase. It was anticipated that the project would be completed by the end of 2023; however, a supply chain issue affected the scheduling for this project. RealTerm and Transtest completed the project in February 2024, except for 31 LED Fixtures. These fixtures require different mounting hardware and will be completed once the contractor receives the mounting arms. It is anticipated that the project will be fully completed in October 2024.



Projected Map for Phase 2

In addition, the town has partnered with neighboring municipalities to maintain the streetlights. The contract was tendered on January 15 and awarded to Beam Power and Utilities LTD on February 16, 2024. The municipal partners are the Township of West Lincoln and the City of Port Colborne.

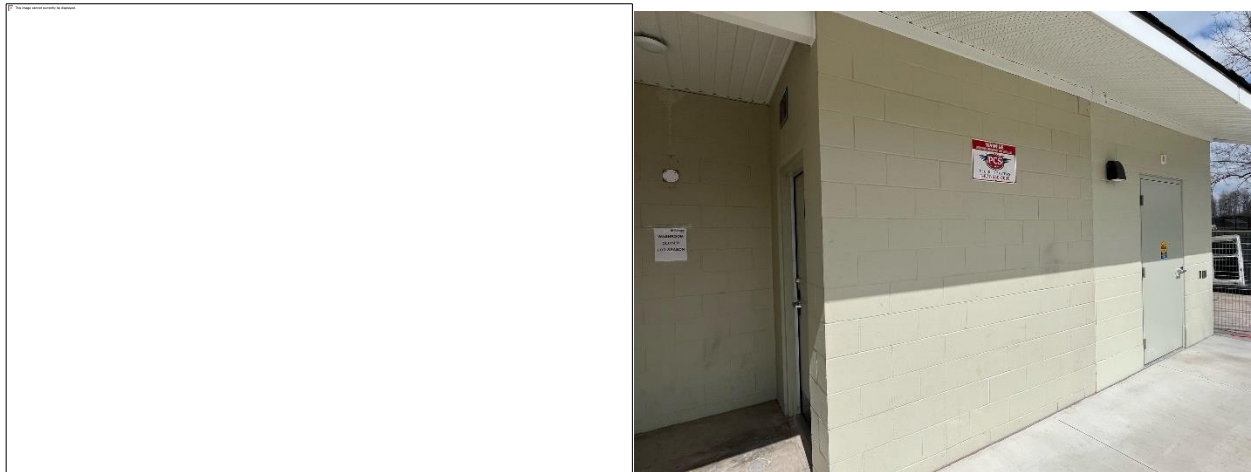
Foss Road Sanitary Sewer Design Upgrades

Staff issued an RFP to complete the detailed design assignment and prepare tender documents (including permits and approvals from regulating approval agencies). The RFP closed on September 28, 2023, and was awarded to Associated Engineering Ltd. It is anticipated that the design will be completed by Q4 of 2024. Construction is scheduled to start in the spring of 2025, pending Council approval of the 2025 Capital Budget.

Staff and a consultant are currently conducting investigation work at the tracks to support the completion of the design in August 2024.

Centennial Park Washroom Upgrades

From January to March, the project progressed steadily, with minor delays due to supply chain issues. The project was substantially completed by March 28th, 2024.



Completed Centennial Park Concession and Washrooms

Roadside Ditching Program (2024)

CRL Campbell was awarded the 2024 tender for the concrete repair and replacement program. Due to the new soil regulations and additional testing requirements, quantities were reduced from previous years to stay within the approved budget. Once soil testing has been completed, the program is anticipated to begin in August and be completed by the end of the calendar year.

Concrete Repair and Replacement Program (2024)

The 2024 concrete replacement tender was a three (3) year program that was awarded to Sacco Construction. The contractor has been working throughout the town in July and is nearing completion of all replacements, with sod reinstatements to follow.

Sidewalk Inspection and Trip Hazard Removal

This tender was awarded to Safe Sidewalks Canada, which completed the sidewalk inspection portion of this contract in May. The inspection results were

used to select replacement locations and locations for trip hazard cutting. Trip hazard removal will be completed by the end of summer 2024.

Fire Station 1 Conceptual Design

Raimondo & Associates Architects Inc. prepared a conceptual design to reconstruct Fire Station 1, located on Highway 20. The conceptual design identified space requirements, a preliminary floor plan design, and a preliminary construction cost estimate. In addition to this assignment, staff requested that the architect complete a cost-benefit study and rehabilitation/replacement analysis to consider alternatives for the council's review. Staff prepared a report for council consideration in June 2024 with respect to different alternatives for rehabilitation and/or replacement of the fire station. At this meeting, Council has endorsed a complete replacement of the existing facility, and staff are currently preparing a companion report that looks at design options and location alternatives.

Following the report, which is expected to be presented in September 2024, staff intends to issue an RFP for architectural services to complete the detailed design for the preferred solution.

2023 Road Rehabilitation Program - Continuation

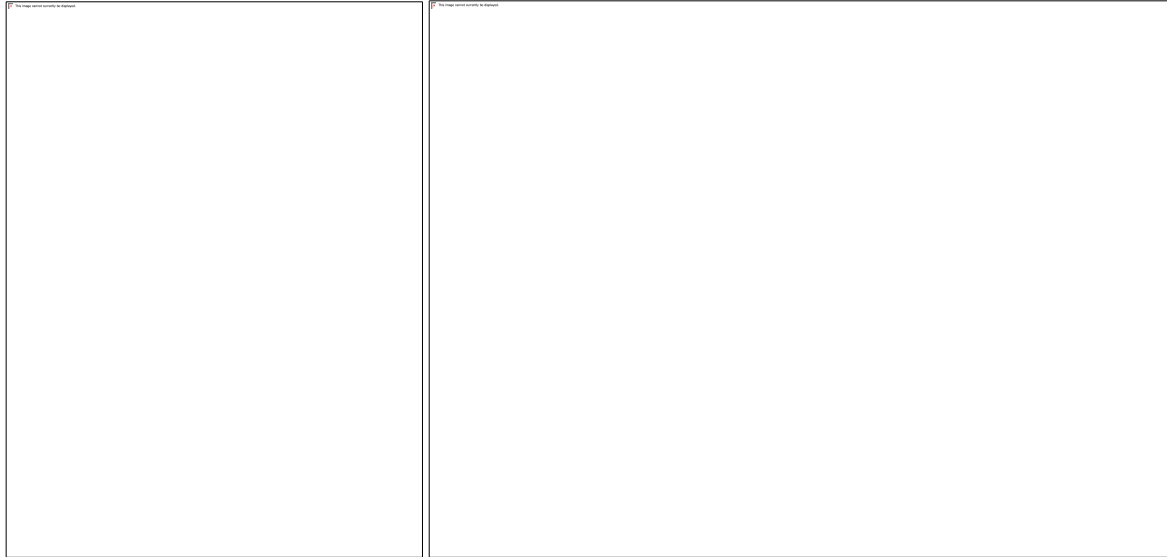
The contract was awarded to Walkers Construction LTD. The Town is working on rehabilitating 8 kilometers of the rural road network for 2023.

In September of 2023, a bonded wearing course (an innovative surfacing technology) was completed and applied to the following locations:

- (1) Maple Street;
- (2) Twenty Road to Sawmill Road;
- (3) Maple Street: Sixteen Road to Kilman Road;
- (4) Maple Street: Kilman Road to Metler Road; and
- (5) Effingham Street: Sumbler Road to Chantler Road.

However, due to surface temperature application constraints with the traditional surface treatment process, the following roads are scheduled to be completed in August of 2024.

Roland Road: Effingham Street to Centre Street
Pihnach Street: Webber Road to Chantler Road
Beamer Street: Twenty Road to Spring Creek Road
Sawmill Road: Moyer Road to Cream Street



Section of Maple Street and Effingham Street with Bonded Wearing coarse application

Based on the 2023 Pavement Index Study completed in May, the overall road network rating went down from 69 to 64. The timely replacement of the town's aging infrastructure benefits the town's infrastructure and is critical to ensuring the Town maintains a safe and efficient transportation network.

2024 Road Rehabilitation Program

The contract for this project was published on March 11, 2024, and closed on April 2, 2024. The project was awarded to Walker Construction LTD. The contract consists of 8 kilometers of rural road network for 2024. The works will commence in June and are anticipated to be completed in September 2024.

In June, the Contractor placed asphalt padding to eliminate surface imperfections. The Final Bonded Wearing Course of the Asphalt will be in place by mid-August 2024.

Bonded wearing course (an innovative surfacing technology) to be applied to the following locations:

Kilman Road: Maple Street to Victoria Avenue
Metler Road: Balfour Street to Victoria Avenue
Wessel Drive: Town Limit to Sawmill Road
Haist Street: Overholt Road to Metler Road
Centre Street: Metler Road to Kilman Road



Kilman Road between Maple Street and Victoria Ave, before and after

Road Base and Patching Repair Program (2024)

The contract was tendered on February 15, 2024, and closed on March 8, 2024. Circle P Paving was awarded the contract on March 9, 2024. This is a 3-year contract.

Circle P Paving started the patching and surface works in May 2024. In addition, the section of Merritt Road from Line Avenue to Rice Road will be rehabilitated as part of this contract. Work is scheduled to be completed August 2024.

Town Of Pelham Slope Stabilization Design

The contract for this project was published on April 30, 2024, and closed on May 23, 2024. The Project has been awarded to Kontzamanis Grauman Smith McMillan Inc (KGS Group). The Proposal is to acquire design services to rehabilitate the areas with slope stabilization issues in the Town of Pelham. The locations noted below have been identified to have slope failures:

- 50 metres north of Centre Street and Roland Road North
- End of Spencer Lane overlooking Marlene Stewart Park
- Between 536 River Road and 531 River Road



Spencer Lane Slope Failure, overlooking Marlene Stewart Park

The designs are anticipated to be completed by Q1 of 2025.

Timber Creek Stormwater Management Facility Rehabilitation (2024)

In 2024, the Council approved a \$300,000 budget to complete maintenance and repair work to the Town's stormwater management facilities. A study completed by Matrix Solutions Inc. in 2024 identified approximately \$3M of

rehabilitation and maintenance work to be completed in the next 10 years. In March, staff issued an RFP for the design portion of the assignment. The RFP closed on April 5th and was awarded to Matrix Solution. Matrix is currently working on the details for the storm pond cleanout.

CLI/ECA Operation Manuals

Following the new legislation surrounding Consolidated Linear Infrastructure and Environmental Compliance Approval regulations, the Town must produce and implement an inspection and maintenance program for sanitary and storm sewer infrastructure. In 2024, the Council approved a \$150,000 budget to complete the operations and maintenance manuals for the Town's storm and sanitary system. In April 2024, the Town awarded GEI Consultants (formally GM BluePlan) in the amount of \$99,288.00. The project kicked off in July, with an estimated completion date of the operations manuals by the end of 2024.

Following the new legislation surrounding Consolidated Linear Infrastructure and Environmental Compliance Approval regulations, the Town must produce and implement an inspection and maintenance program for sanitary and storm sewer infrastructure. In 2024 Council approved a \$150,000 budget to complete the Operations and Maintenance Manuals for the Town's storm and sanitary system. In April 2024, the Town awarded GEI Consultants (formally GM BluePlan) in the amount of \$99,288.00. The project kicked off in July 2024, with an estimated completion date by the end of 2024.

Design of Station Street from Port Robinson Road to Hwy 20

In 2024, Council approved a project for \$100,000 to finalize the detailed design assignment for Station Street between Port Robinson Road and Hwy 20. The project includes the full urbanization of the roadway, including new sanitary and storm sewers, concrete curb and gutter, concrete sidewalks, a multi-use pedestrian path, and upgrades to the intersections at Port Robinson Road and Summersides Blvd. The project also includes coordinating the Station Street extension south of Port Robinson Road to accommodate the Forest Park development and the reconstruction of the intersection of Port Robinson Road and Station Street.

Sulphur Springs Road Slope Stabilization Project

The project was approved by the Council in 2023. It was tendered as a design-build project and awarded to Duffin Contracting in October 2023 for \$437,310.

Duffin is currently in the design and consultation phase of the project, liaising with the NPCA and NEC about permitting. They have retained Maccaferi as their Geotechnical Engineer to assist with the proposed construction design and process.

It is anticipated that construction will begin in the spring of 2025.

Town Hall FOB KEY project

This project aims to improve the security at Town Hall. The RFP was published on February 5th, 2024, and closed on March 5th, 2024. On March 15th, 2024, the project was awarded to Pinder's Security Products. The project commenced in May 2024. Cable runs and device installations were completed at the end of May 2024.

Staff and contractor investigations determined that power shortages and device defects are causing the project delay. To complete it in early August 2024, the contractor will replace the panels and devices at their own cost.

Miscellaneous Topics:

In addition to the current capital projects, Engineering staff continue to review all Planning and Committee of Adjustment applications thoroughly. Reviews entail a site visit and detailed analysis of drawings and reports to ensure Town standards are adhered to. For more complex applications, this process sometimes involves several re-submissions and repeated reviews by staff. Engineering staff also continue to manage requests for the assumption of subdivisions and the reduction of securities at various stages of the development process. In addition, the engineering staff reviews lot grading plans for building permits received through the Planning Department.

Further, Engineering Staff continue to support the Pelham Active Transportation Committee (PATC), Environmental and Climate Adaption Advisory Committee (ECAAC), and the Utility Sustainability working group.

Reporting Period: Recreation, Culture and Wellness Quarterly Report for the period: April – June, 2024.

Recommendation:

BE IT RESOLVED THAT the Q2 – Report 2024 - 143 Recreation, Culture and Wellness Department Report be received for information.

Department Overview and Statistics:

Recreation, Culture, and Wellness seen their winter programming season came to an end once again in the beginning of April. This had staff busy removing the Accipiter ice once again in preparation for the Fonthill Kinsmen Home show, and Pelham Raiders lacrosse. Due to an unforeseen setback the Fonthill Kinsmen Home was cancelled with the failure of the Meridian Community Centre's transformer. The facility doors were only closed to public for a short period of time and ice programming cancellations was minimized to a one-day setback. All Town of Pelham staff united to keep the Meridian Community Centre operational through this obstacle. In April the Meridian Community Centre was also host to many other events such as Earth Day, Canadian Hockey Enterprises Niagara Cup Tournaments, Pelham Minor Hockey Awards ceremony, Niagara Modern Quilt Show and Pelham Basketball OBA Finals. In April of 2024 the Meridian Community Centre seen 42,040 visitors through the doors. This was slightly lower than April 2023's 44,185. One major contributing factor to the reduced numbers was due to the cancellation of the Fonthill Kinsmen Home Show which previously recorded just over 3,000 visitors in 2023. Outside of the Meridian Community Centre our Recreation, Culture, and Wellness staff were busy hosting the Town of Pelham's traditional Easter egg hunt. Once again Centennial Park was extremely busy with families and friends enjoying the festivities. During the month of April when weather permitted, staff were working tirelessly to get the baseball diamonds, soccer fields, batting cage, public washrooms, along with the tennis and pickleball courts ready for use by May.

04/01/2024 - 04/30/2024: Custom period

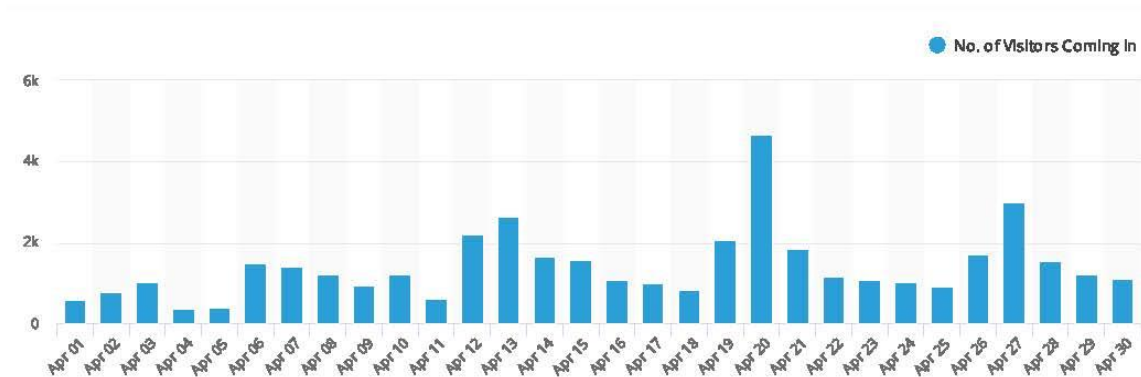
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No. of Visitors Coming In

42 040



No. of Visitors Coming In by Day

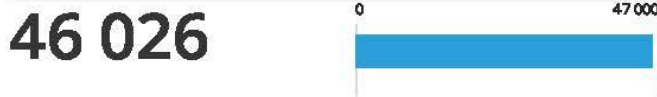


The month of May began on a musical note with the Meridian Community Centre hosting the District School Board of Niagara Musical Monday once again over seeing over 2,859 visitors to participate and view the show. On Mother’s Day weekend the Meridian Community Centre became the setting for many local artists to put their art on display. The Pelham Art Festival seen over 5,600 visitors and customers to make it yet again another successful show on the Accipiter pad. The Meridian Community Centre was a busy destination during the month of May seeing 46,026 visitors through the facility doors for an array sports, events, and programs. This was a 5% increase in visitors through the facility compared to last year our busiest May since opening. The Meridian Community Centre hosted many events such as, The Modern Day Quilt Guild, Royal Canadian Army Cadets, Pelham Art Festival, Myeloma Canada Ride for the Cure, along with our Spring/Summer programming and numerous ice rentals including PMHA, Southern Tier Admirals and Pelham Junior Panthers spring tryouts.

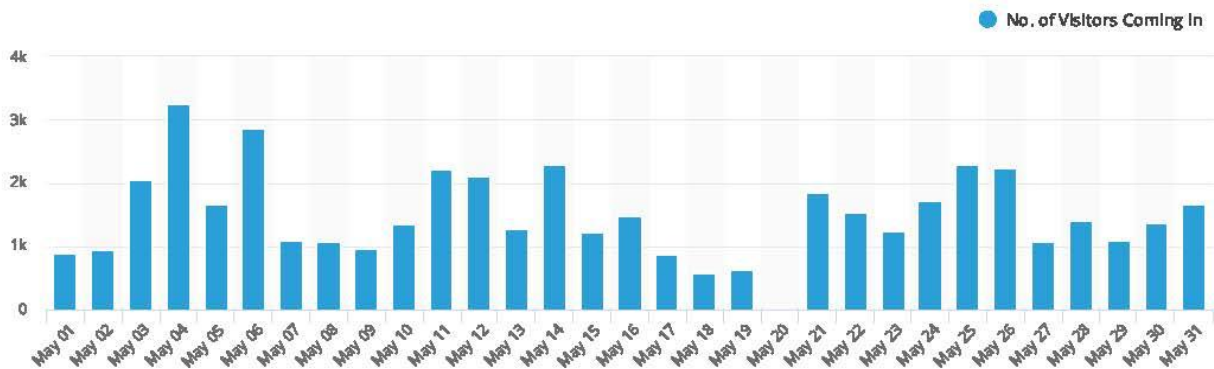
05/01/2024 - 05/31/2024: Custom period

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No. of Visitors Coming In



No. of Visitors Coming In by Day



Outside from the Meridian Community Centre during the month of May, staff were preparing and maintaining our 7 baseball diamonds and 12 soccer fields that were readily used by Pelham Minor Baseball Association, Pelham Soccer Club along with slow-pitch leagues and other local organizations. All outdoor programming was now in full swing including our Tennis and outdoor Pickleball courts. By Victoria Day long weekend staff had both Splash Pads opened for public at Marlene Stewart Streit and Centennial Parks. Town of Pelham’s splash pads were on high demand from our residents and community to get out of the early heat we faced this spring. As we moved into the month of June all Town of Pelham facilities were open and operational. By the beginning of June, the Pelham pool was once again open to the Pelham residents and neighboring communities.



Inside the Meridian Community Centre during the month of June Town staff were busy with many large events, daily rentals, and our spring/summer programming. The Meridian Community Centre was host to the first Tails of the North Dog Rescue event along with Border Purrtrol Cat show, the Glynn. A. Green Graduation, along with a PD Day Camp and the Duliban Insurance Team Building event called Dulicon utilizing the entire facility. During the month June the Meridian Community Centre seen over 32,716 visitors throughout the facility. This was a 3% decrease from 33,925 in June of 2023, mainly due to E.L. Crossley and Notre Dame Graduations using another host venue. These two graduations bring over 2,000 visitors to our facility for their events.



Town of Pelham

06/01/2024 - 06/30/2024: Custom period

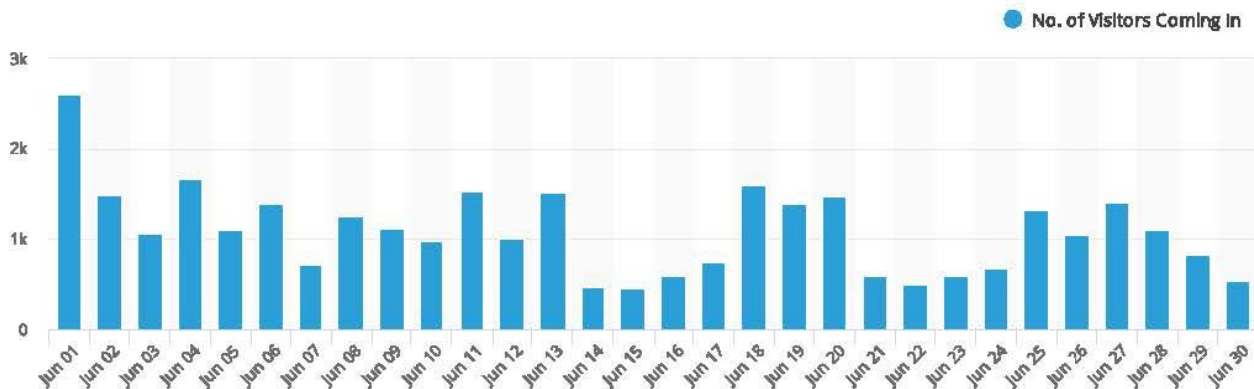
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No. of Visitors Coming In

32 716



No. of Visitors Coming In by Day



Recreation, Culture and Wellness staff continued the trend of happiness accepting new Town of Pelham capital assets. This came in the form of new lights on Centennial baseball diamond 3. Pelham Minor Baseball Association was also thrilled to have these lights on their most preferred diamond for additional games and playoff finals. With the new Capital asset at Centennial Park and over 120,782

visitors through the Meridian Community Centre doors, Recreation, Culture, and Wellness department were proud of the accomplishments for the second quarter of 2024



Town of Pelham

04/01/2024 - 06/30/2024: Custom period

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No. of Visitors Coming In

120 782



No. of Visitors Coming In by Week



National Indigenous Peoples Day and Indigenous Vendors Market

On June 20th, as part of the Summer Chill series, the Town hosted an Indigenous Vendors Market to honour National Indigenous Peoples Day on June 21st. The market was comprised of about 10+ vendor booths/tables where artists, artisans and businesses are featured so attendees can shop local and connect with Indigenous art and culture.



June 21 – National Indigenous Peoples Day

On June 21st, the Town of Pelham recognized and celebrated National Indigenous Peoples Day with a Flag Raising Ceremony at Town Hall where James Doxtador of the lower Cayuga bear clan from Six Nations spoke and provided valuable information for the community in attendance. A drumming workshop with Josephine Lavalley also took place in the Courtyard at the MCC. The celebration brought out many local families and residents to learn more about the culture and participate in drumming, singing and even some dancing led by local Indigenous youth.



Pelham Farmers Market

The 21st season of the Pelham Farmers' Market began May 2 and will run weekly until October 10th. Throughout the last 10 weeks, attendance at the market has been growing steadily as shown in the chart below.

Month	2024	2023	2022
May	140	150	154
June	237	297	332

The Farmers' Market began with 18 seasonal vendors plus a non-profit booth. There have been a couple additional weekly vendors added and the not-for-profit booth has been utilized on the weeks where there is no market programming. The Farmers' Market Committee has come up with some very creative programming this year. Wally the garden rock worm has been placed in the flowerbed where the Farmers market sign is located. The Committee is looking forward to seeing him grow through the season as children have been encouraged to paint rocks at home and bring them back to add onto Wally.

The Committee has created the following programming to help encourage participation within the market.

- **May 2** – Opening night – Burlap cutting ceremony.
- **May 9** – Mother's Day hand out
- **May 23** – The Market Bunch Kids Corner – decorate clay pots and planting seeds (while supplies last) and face painter on site.
- **June 11** – Father's Day hand out
- **June 27** – The Market Bunch Kids Corner –Painted rock (while supplies last)
- **July 25** – The Market Bunch Kids Corner – garden sign (while supplies last)
- **August 8** – The Market Bunch Kids Corner – decorate a canvas bag (while supplies last)
- **September 19** – The Market Bunch Kids Corner – Tye Dye pillowcases (while supplies last)
- **October 10** - Customer appreciation Night – free hot apple cider, apple fritters, pumpkin decorating for kids, face painter.

Summer Chill Supper Market

The annual Thursday Night Summer Chill Series returned to Peace Park on June 13 and will run each Thursday night until September 5. The Summer Chill Series includes the Pelham Supper Market, Farmer’s Market, and the Bandshell Concert Series. The Supper Market features six local food vendors. Local musical talent is featured in the Supper Market each Thursday from 5:30 – 6:45 pm prior to the Bandshell concerts. On June 20, the Supper Market featured an Indigenous Vendor Market in celebration of Indigenous People’s Day. Service Clubs and other non-profit organizations have been helping serve beverages under the sail.

The list of vendors, and entertainers can be seen on the Summer Chill webpage at www.pelham.ca/summerchill. This season has been very successful so far, and overall mother nature has cooperated.

Please see to date comparable attendance from year to year in the chart below (Counters at entrances of Supper Market), once Summer Chill ends a full report will be done on all numbers including bike valet.

Date	# of attendees 2024	# of attendees 2023	# of attendees 2022	# of attendees 2019	# of attendees 2018	# of attendees 2017
Week 1		133*		632*	1471*	743*
week 2	613*	166*	411*	***	1329*	972*
week 3	2978	3661	1941**	1987**	3,603	532*
week 4	5312	2412	2374	2329	2,944	3259
week 5		2310	2879	1838	2592	2809
week 6		7500	2903	1837	3,115	3810
week 7		***	4697	5083	5,611	6289
week 8		2810	2174	1671	1,711	2759
week 9		1710	1406	2393	1,832	2271
week 10		3574	2033	2650	4,342	4406
week 11		1416	2215	2286	2,005	4400
week 12		1676	7195	2596	2,599	610
week 13		2092	3678	2147	2,427	3761
week 14		2788	3601	3546	2056	3988
week 15		407		-	703*	2261
week 16		199		-	-	520*
Totals	8,903	32,854	37,507	30,995	40,623	36,168

* No Bandshell Concert

** Rainy weather

*** Rain cancellation

Big Band

Town of Pelham's Big Band Dance Night, featuring the Jimmy Marando Swing Band takes place every third Tuesday of the month in the Accursi Room at the Meridian Community Centre. It is a night filled with swing, jazz, classical music, and lots of dancing! This event continues to offer free admission with food and beverage available for purchase. This event welcomes those of all ages. Please see the below chart for the average attendance over the past two years.

Quarter	2024	2023	2022
Q1	140	140	No BB due to Covid
Q2	140	160	75
Q3		80 -100	80
Q4		115	115



MCC Art Walls

During Q2 of 2024, art displays were showcased on the Meridian Community Centre art walls. The Pelham Art Festival displayed their art during the month of April in the MCC atrium. Two separate local artists showcased their paintings during the months of May and June in the MCC Atrium. During Q3, EL Crossley's art class have displayed their art in the upper hallway at the Meridian Community Centre. The Welland Museum also set up a display of local artifacts from the Hansler family in Fonthill in the glass display cases in the MCC Atrium.

Staff are currently connecting with local artists to display in the MCC for the remainder of 2024 and into 2025.

Canada Day

Staff are continuing to plan for the July 1st festivities which will kick off with the Grand Parade. There will be entertainment on the stage in the park for the afternoon as well as the Kids Zone organized by the Rotary Club. There will also be a couple food vendors and community booths. The evening will end with spectacular fireworks.

Youth Programming – PD Day Camp

During Q2, the Town of Pelham offered a PD Day Camp on April 8th and June 7th that had a total of 27 children in attendance. The group had guest performances from a local magician and Mad Science.



Youth Programming – Summer Camp

July 2nd marks the first day of summer camp offered by the Town of Pelham. Both speciality camps for children with specific interests (such as biking, art, firefighting, or animals) and regular camp has seen an increase in registration from years prior. 2024 is projected to have a total of 1000 campers throughout the summer. Both junior and senior campers will be travelling to many exciting trips, such as Wild Waterworks, Adventure Village, Aerosports, Cheeky Monkeys and African Lion Safari amongst other locations.

NEW Youth Programming – Family Music Time -

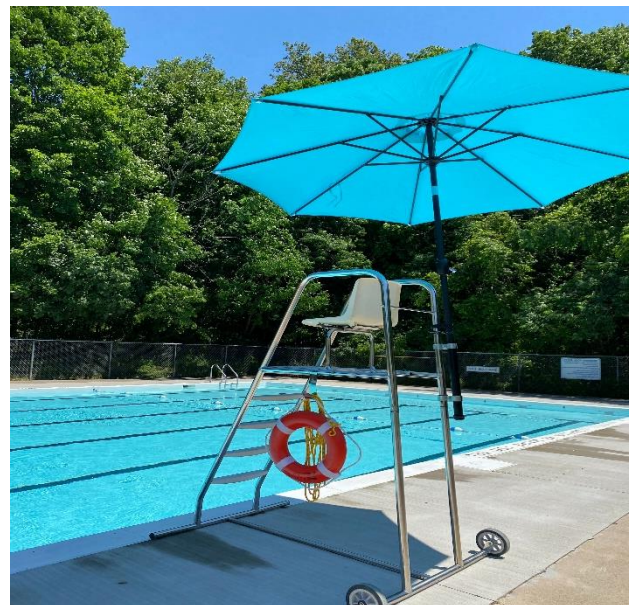
At the start of June, the Meridian Community Center began offering a new drop-in program for youth and their caregivers. Family Music Time provides children ages 0-6 the opportunity to learn about pitch, tempo, and timbre while moving their bodies and using equipment. Family Music Time is currently offered on Monday's at 11:00am and is projected to expand into a registered program in the Fall.

Babysitting Course

The Town offered a babysitting course through St. John's Ambulance on June 22nd that had 20 youth in attendance. This course has not been offered through the Town since October 2023, so there was a large interest from the community. Due to a long waitlist, another babysitting course is set to run on August 3rd.

Pelham Pool

On May 31st, the Pelham Pool successfully passed inspection and opened to the public on June 1st. For the month of June, the pool was open every evening and weekend for public swim! Local residents enjoyed the pool and splash pad during the hot days. Swimming lessons are set to begin on July 1st. The Pelham Swim team will be competing in the NRSSL again this year. There are 55 children on the 2024 team. The team had 38 members in 2023.



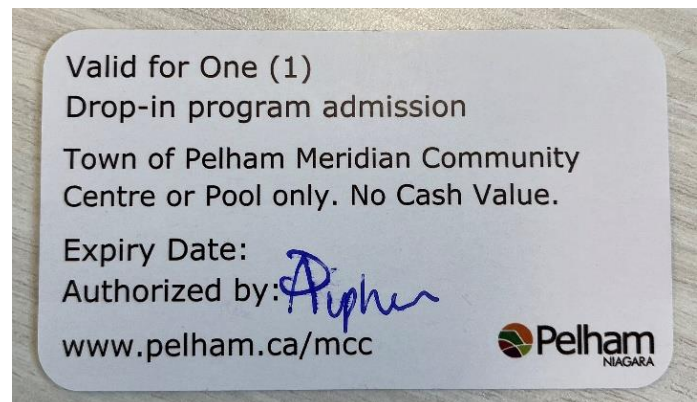
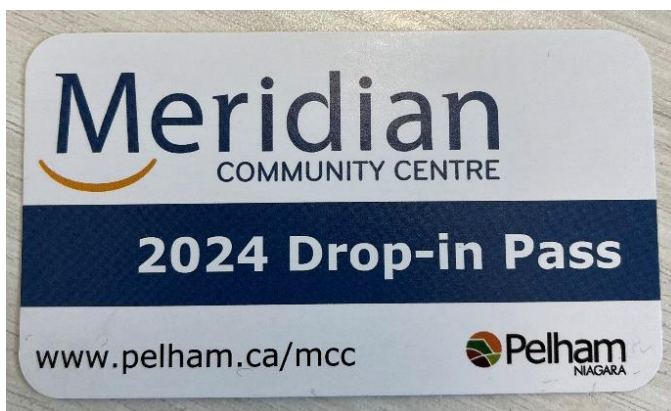
Outdoor Tennis and Pickleball Courts

The Centennial Park outdoor Pickleball and Tennis courts opened to the public on April 15th. Currently, there are 110 individuals with a tennis court membership and 170 individuals with a pickleball court membership. Both numbers have increased from 2023. The courts will remain open until November 1st.



ParticipACTION – June 30 for 30

June was an active month for Pelham residents as we competed for Canada’s most active community! We received the ParticipACTION grant again this spring, which helped the Town remove barriers for residents who are unable to take advantage of our community center due to financial constraint. With the help of Pelham Cares, free drop-in passes were issued to families around the community that could be used for any of our drop-in programs (including public swim!).



Lemonade Stand

In support of Family and Child Services (FACS) Niagara, the Town of Pelham held 2 lemonade stands on Saturday June 8th to raise money that could be used to send children to camp. With one stand at the Meridian Community Center, and another at Centennial Park, we raised over \$150.00. We had the support of local youth who volunteered to help these stands run alongside staff.



Drop-in Program Admissions

2023		2024	
(January - December)		(January - June 11)	
Program	Quantity	Program	Quantity
60+ Shinny	1356	60+ Shinny	614
55+ Aerobics	253	55+ Aerobics	94
Adult/Preschool Skate	289	Adult/Preschool Skate	151
Adult Only Skate	274	Adult Only Skate	510
Adult Public Skate	859	Adult Public Skate	504
Basketball Drop-In	99	Basketball Drop-In	92
Chair Yoga	189	Chair Yoga	174
Family Public Skate	290	Family Music	13
Flexagility	17	Family Public Skate	164
Hatha Yoga	98	Flexagility	10
Mom & Baby Fitness	48	Hatha Yoga	113
Orchestrum	63	Mediation	26
Pickleball Drop-In	1405	Men's Shinny	595
Stick & Puck	2472	Mom & Baby Fitness	51
Student/Senior Public Skate	2716	Orchestrum	30
Ticket Ice	239	Parent & Tot Drop-In	193
Volleyball Drop-In	409	Pickleball Drop-In	1404
Women's Learn to Play Hockey	32	Stick & Puck	746
Women's Shinny	669	Senior/Student Public Skate	1202
Women's Shinny Combo	108	Teen Basketball Drop-In	3
Women's Ringette	79	Teen Volleyball Drop-In	7
Yogalates	206	Ticket Ice	162
Youth Drop-In	193	Volleyball Drop-In	189
Youth Skate Grade 7-12	1	Women's Learn to Play	10
Zumba	301	Women's Shinny Combo	146
Activity Drop-In	57	Women's Shinny	166
	= 12722	Yogalates	117
		Youth Drop-In	91
		Youth Skate Grade 7-12	17
		Zumba	166
		Activity Drop-In	33
			= 7792



Meridian Community Centre – Revenue by Major Customer and Activity Appendix 2
 For the months January through June 2024, compared with 2023.

	2023	2023	2024	2024
	Hours	Amount	Hours	Amount
Arena Revenues				
Pelham Minor Hockey Association (PMHA)	- 640.25	\$98,598.50	- 683.33	\$108,649.47
Niagara Centre Skating Club (NCSC)	- 185	\$28,490	- 224	\$34,496
Pelham Junior Hockey Club	- 108.50	\$16,709.	- 115.92	\$17,851.68
Southern Tier Admirals Hockey (AAA)	- 153.25	\$23,600.50	- 133	\$21,147.00
Pelham Raiders Lacrosse	- 101	\$3,737.00	- 156.50	\$5,790.50
Private Ice Rentals	- 1129.75	\$173,981.50	- 1123.50	\$178,636.50
Recreation & Wellness Programming (Shinny, Stick & Puck etc.)	- 420	\$ 2,520	- 468	\$2,808
Advertising	- 97,992	\$38,983.33	- 153,801	\$49,281.71
Arena Revenues Subtotal		\$389,619.83		\$418,660.86
Multi-Purpose Space Revenue				
Room Rentals	- 1882.75	\$36,095.83	- 2142.50	\$42,961.02
Recreation Programming (Yoga, 55+, drop-in basketball etc.)	- 624	\$3,744	- 636	\$3,816
Activity Memberships	-	\$36,800	-	\$34,020.00
Multi-Purpose Space Revenue Subtotal		\$76,639.83		\$80,797.02
Gymnasium Revenues				
Pelham Panthers Basketball	- 2051.75	\$42,131.00	- 2093.75	\$45,424.00
Private Gym Rentals	- 398.25	11,292.00	- 277.00	\$8,705.50
Gymnasium Revenues Subtotal		\$53,423.00		\$54,129.50
Camp Registrations (Revenues includes registrations into the future)	-	\$117,276.40	-	\$122,869.85
Pool (Revenues includes registrations into the future)	-	\$53,855.17	-	\$50,687.54
Camp and Pool Revenues		\$171,131.57		\$173,557.39
Total Revenues		\$687,814.23		\$727,144.77

Earth Day Eco Expo and Community Clean-up

On Saturday, April 20th from 9:00am – 1:00pm the Town hosted the Earth Day Eco Expo and Community Clean-up with a kickoff at the MCC in the Courtyard, then at various locations around town for clean-up. Partners such as Safe Tree, Rotary Club of Fonthill and PATH were part of the Eco Expo, and over **115** community members and students/teachers at local schools participated in collecting waste around the community.

Total weight of garbage pickup from community volunteers was **265 kg or 584 pounds**.



Art Your Service – Free Virtual Seniors Programming Subscription:

The Town of Pelham partners and subscribes to 'Art Your Service' – free virtual live classes for older adults based on a weekly calendar. With the subscription, Pelham residents can register through the Seniors and Community Services Programmer to join the list and receive free weekly calendars of activities to access from home. Currently at the end of Q2, the Town of Pelham has over **125 subscribers**. The Town of Pelham renewed membership in January 2024 for a full year subscription.

Seniors Programming:

Seniors Social and Seminar Series:

The Town of Pelham was approved for the New Horizons for Seniors Program 2024 grant that will run from April 1st, 2024 – December 31st, 2024.

Pelham Cares was scheduled to provide a workshop and presentation on April 11th, but due to unforeseen circumstances, the workshop was rescheduled for September 25th, 2024.

David Hunt from the Niagara Freewheelers provided a Seniors Bike Safety Workshop on May 15th, with **55** attendees registered.

Shauna Daley (Art & You) led a workshop on Watercolour Blooms painting on June 26th with two sessions: 1:00pm – 2:00pm and 2:30pm – 3:30pm. A total of **53** attendees participated between both sessions.



Upcoming workshops include Meditation and Yoga on July 25th, 55+ Aerobics Workshop and Information Session on August 28th, the Professional Referral Group of Niagara speaking on Seniors thinking of downsizing or making life changes, on September 17th and Pelham Cares on September 25th.

Niagara College Health Fair

On Friday, April 12th from 1:30pm – 3:30pm, in partnership with Niagara College, we hosted the Niagara College Performance Therapy Health Fair. With over 10 booths focusing on different health topics and treatments, students from Niagara College shared their knowledge and studies with local seniors who could attend at the MCC. This was a successful event with over **100** visitors to the fair, light refreshments were also provided.



Pelham Seniors Advisory Committee Survey:

Staying Well, Safe, Connected and Active Survey Results					
Information Survey	1	2	3	4	5
Health, Wellbeing & Education	6	13	39	64	175
Walking & Transit - Safety & Accessibility	34	30	56	29	136
Safe & Affordable Housing & Community Spaces	33	28	46	52	122
Aging in Place and LTC	17	12	31	39	188
Social & Civic Engagement	5	9	42	58	176
Communication & Information	8	4	43	69	167

To continue to meet the needs of seniors in Pelham, we continue to encourage feedback. A survey is provided online, in-person at our seminars, workshops, and

events, as well as in our monthly e-newsletter link to community members who subscribe, that provides opportunity to better understand the needs of the town of Pelham’s 55+ population. Q2 updated results are shown here, with an increase in feedback and participation in the survey since Q1’s results.

Pelham Seniors Advisory Committee Socials (June is Seniors Month)

Pelham Seniors Advisory Committee members hosted 3 Seniors coffee socials in the month of June – June 3rd, June 13th, and June 25th. These were held in the lobby of the MCC as an opportunity for the committee to connect with local seniors and have conversations around what older adults in the community are looking for from the committee and Town. Light refreshments and programming information and resources were provided. Registrants of the fitness programs and gym programs here at the MCC attended and engaged in conversation with the committee.


55+ Seniors Walk-a-thon (June 30 for 30)

On Monday, June 3rd from 7:00am – 1:00pm, Seniors and supporting community members were encouraged to join in on the 55+ Walk-a-thon on the walking track at the MCC to kickoff June 30 for 30. Tracking calendars were created for Seniors to utilize and track their time and steps in the month of June. As part of the walk-a-thon, coffee and refreshments were provided as well as free pedometers as part of June 30 for 30’s challenge to be active in the month of June. This event saw a great turnout of **50+** residents and Seniors coming by to join the walk-a-thon and say hello.



30m JUNE 30 for 30 55+ Walk-a-thon

Community CHALLENGE

SUN	MON	TUE	WED	THU	FRI	SAT	WEEKLY TOTAL
 Scan to track online or fill in the tracking sheet.							1
Minutes: 2	Minutes: 3	Minutes: 4	Minutes: 5	Minutes: 6	Minutes: 7	Minutes: 8	
Steps:	Steps:	Steps:	Steps:	Steps:	Steps:	Steps:	
Minutes: 9	Minutes: 10	Minutes: 11	Minutes: 12	Minutes: 13	Minutes: 14	Minutes: 15	
Steps:	Steps:	Steps:	Steps:	Steps:	Steps:	Steps:	
Minutes: 16	Minutes: 17	Minutes: 18	Minutes: 19	Minutes: 20	Minutes: 21	Minutes: 22	
Steps:	Steps:	Steps:	Steps:	Steps:	Steps:	Steps:	
Minutes: 23	Minutes: 24	Minutes: 25	Minutes: 26	Minutes: 27	Minutes: 28	Minutes: 29 / 30	
Steps:	Steps:	Steps:	Steps:	Steps:	Steps:	Steps:	

Canada  www.pelham.ca/June30for30 (905) 732-7871 Pelham NAGARA 

Pelham Seniors Flag Raising Ceremony



On Monday, June 3rd, the Seniors Flag was raised at the MCC in honour of Seniors Month with members of the public and Pelham Seniors Advisory Committee in attendance for the event.

Pelham Seniors Database Email Newsletter:

The Town of Pelham has put an increased focus on communication and information sharing with the senior community through the monthly Seniors Database email newsletter for the 55+ community.

By the end of Q2, we currently have **764** email subscribers to this newsletter – this number continues to grow monthly based on previous monthly subscription trends. Residents can subscribe through the website and email (online), and through our surveys and feedback forms in-person at events and programs.



Meridian
COMMUNITY CENTRE

Town of Pelham Seniors Database

June 2024 Newsletter



June is here! Check out this month's newsletter with updates on upcoming programs, events, and opportunities for the 55+ community in Pelham.

Upcoming 55+ Seminar and Social Workshop:

Painting Workshop Watercolour Blooms



Brock University MAG (Master of Applied Gerontology) Student Practicums 2024:

The Seniors and Community Services Programmer is now overseeing two MAG Student Practicums from May – August 2024, who have been onboarded to assist with two separate projects while completing their 300 hours for their program.

Student 1, Kiara Kalenuik: Social Prescribing Project and Education Support

Student 2, Ashley Hamilton: Recreation Project and Support

Both positions have started successfully in Q2 on May 6th, with projects being completed with the students until August 15th, 2024.

Communities in Bloom Working Group:

The Communities in Bloom working group continues its planning and outreach in Q2. The group currently has 12 members – 8 staff and 4 resident volunteer members. The group has focused on reviewing past competition results for the Town of Pelham and planning the itinerary and routes for the upcoming judges tour in July 2024 based on the key criteria of evaluation.

We launched the Communities in Bloom and Scotts Miracle-Gro Best Garden Selection that ran from May 6th – June 21st, 2024. A total of **7** applicants applied who received an official "Best Garden" sign and Miracle-Gro products.



The Communities in Bloom working group members volunteered at Summer Chill series on Thursday nights in Peace Park from June 20th to July 4th to promote and spread awareness of the Communities in Bloom program and inform the community of the upcoming Judges Tour of Pelham on July 11 – 13th.

Festivals & Events Update

Summerfest: Staff and the Summerfest Working Group are preparing to hold Pelham Summerfest from July 18 – 21 in Downtown Fonthill. The 4-day event will host 51 local food, artisan, and community vendors, 24 live entertainers, the new Pelham Street Games area, an extended Kids Zone and lots of beverage options both under the arches and at select restaurants on Pelham Street. We have received \$64,500 in sponsorship dollars for Summerfest 2024, which is an increase of \$26,00 from Summerfest 2023. Additionally, we have received \$28,000 dollars from the Ontario Cultural Attractions Fund. This grant money has allowed us to create a new and improved Pelham Summerfest website to enhance the accessibility. All information surrounding Summerfest including entertainment line-up, sponsors, shuttles, etc. can be found at www.pelhamsummerfest.ca



Volunteers

During Q2 of 2024 Staff received twenty-five new volunteer expression of interest forms through the Town's website and the Summerfest website as well. Town Staff continue to advertise volunteer opportunities by emailing the community volunteer database.

One student volunteer is currently assisting with bronze cross and medallion, acting as a victim and bystander as needed, as well as helping with clean up at the end of lessons. This volunteer contributed a total of 21 hours at the outdoor pool.

One Senior VIP (Volunteer in Pelham) has continued to contribute her time to the Meridian Community Centre. During Q2 of 2023, this volunteer contributed a total of 18 hours to assisting with the Orchestrum Music drop-in program on Friday's.

Dedication Program

During Q2 of 2024, there were 2 new inquiries for the bench dedication program. Both inquiries are ongoing. The first inquiry is in the process of being installed next week. This memorial bench will be installed at the entrance of the Steve Bauer Trail.



Employee Updates:

2 Masters of Applied Gerontology Students, Camp Supervisor, Aquatics Supervisor and RCW Intern started for the Summer Season on May 4. The Culture & Community Enhancement Programmer, returned from Maternity Leave on June 24th.

Community Planning and Development Quarterly Report

Wednesday, August 14, 2024

Reporting Period: Community Planning and Development Department Quarterly Report for the period: April – June 2024

Recommendation:

BE IT RESOLVED THAT the Q2/2024 Community Planning and Development Department Report be received for information.

Department Overview and Statistics:

The Planning Department continues to work on the following development applications: 12 Subdivision Applications, 1 Official Plan Amendment applications, 5 Zoning By-Law Amendments, 9 applications for Site Plan Approvals, 7 consent applications, 10 minor variance applications and 2 Niagara Escarpment Development Permit applications.

Public meetings were held with regards to:

- An amendment to the Comprehensive Zoning By-law to incorporate the interim decision of the Ontario Land Tribunal as it relates to the regulation of industrial cannabis and hemp-related production uses.
- Canboro Estates - The requested Zoning By-law Amendment would rezone the additional lands from the RM2 (Residential Multiple Two) zone to the site-specific R2 (Residential Two) and RM1 (Residential Multiple 1) zones to allow the residential uses proposed in the draft plan of subdivision and to recognize the existing fourplex dwelling located at 90 Canboro Road, known as Canboro Estates.
- Summersides Village - The proposed Summersides Village Redline Revision for the Zoning By-law Amendment would rezone the lands from the R2-137 zone to site specific Residential 2 (R2) and Residential Multiple 1 (RM1) zones. The zoning change would permit the use of the lots for single detached dwellings, semi-detached dwellings, street townhouse dwellings, and accessory uses subject to

special regulations. The Revision to the previously approved proposed draft plan of subdivision would create:

- 35 Lots (Lots 1-35) for single detached dwellings;
- 7 Blocks (Blocks 36-42) for 14 semi-detached dwellings;
- 10 Blocks (Blocks 43-52) for 60 street townhouses
- 4 Blocks (Block 53-56) for 0.3-metre reserves;
- 1 Block (Block 57) for a daylight triangle; and,
- 1.075 hectares for future roadways.

Final Site Plan approval was given to:

- 140 Summersides Boulevard for a 5 storey, 66-unit apartment building.
- 105 Welland Road for relocated parking lot for a church.
- 105 Welland Road for 6 storey, 48-unit apartment building.
- 1145 Pelham Street for 5 storey, 47-unit apartment building.
- 1389 Effingham Street for farm winery.
- 1313 Victoria Avenue for and on-farm diversified use.
- 801 Canboro Road for addition to automotive repair business.
- 219 highway 20 East for covered patio addition.
- 1010 Canboro Road for greenhouse addition.

Building:

The Building Department continues to receive incoming permit applications consistent with seasonal trends and remains busy with inspections. The building department conducted a total of 835 inspections since the last quarterly report.

Building Activity Statistics from April 1 – June 30, 2024:

Months	Building Permits	Inspections	Demolitions	Commercial Sq. Ft.	New Dwellings	Value of Construction
April	18	296	0	0	12	\$6,156,800
May	22	290	0	0	9	\$5,252,050
June	7	249	0	0	1	\$ 760,000
Total:	47	835	0	0	22	\$12,168,850

Building Permit Time Frames from April 1 – June 30, 2024:

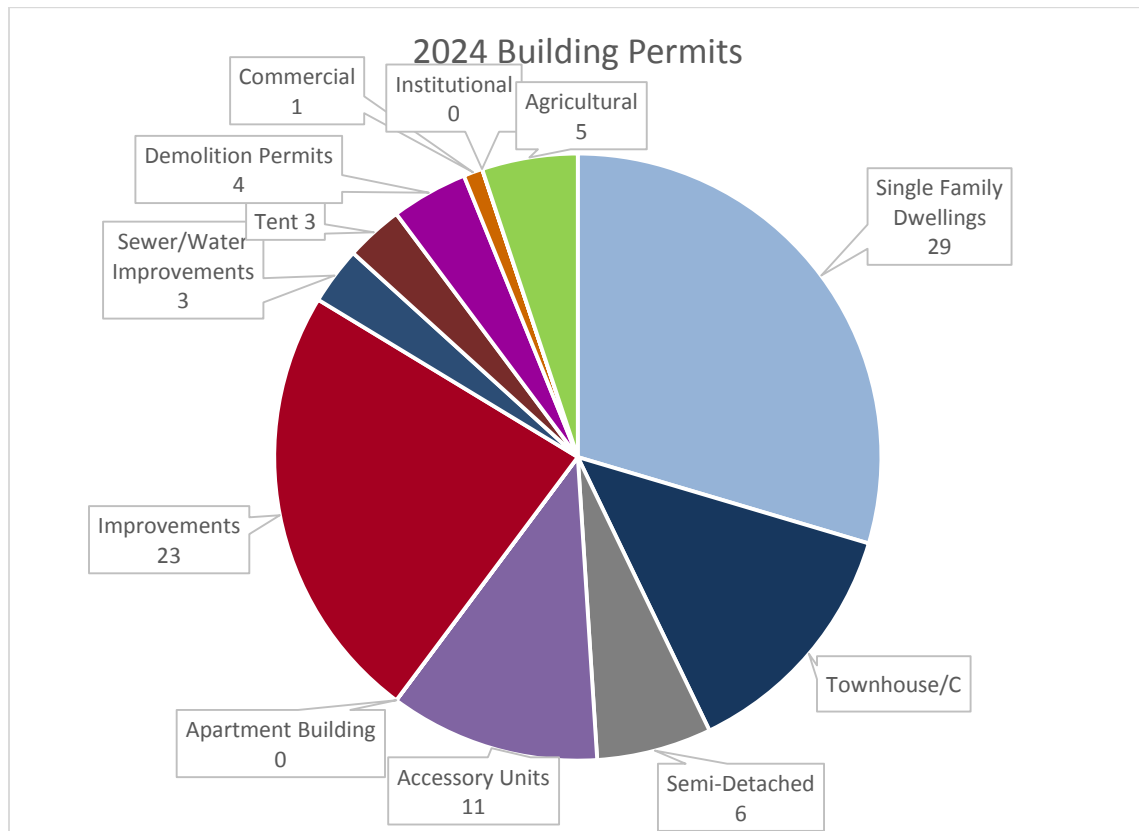
Building Type and Number of required days to issue	Number of Permits Issued	Average Number of Days to Issue Permit
House: 10 days	43	5
Small Building: 15 days	4	9
Large Building: 20 days	0	0
Complex Building: 30 days	0	0
Total:	47	

Major Building Projects Over \$250,000 (excluding single family dwelling units and towns):

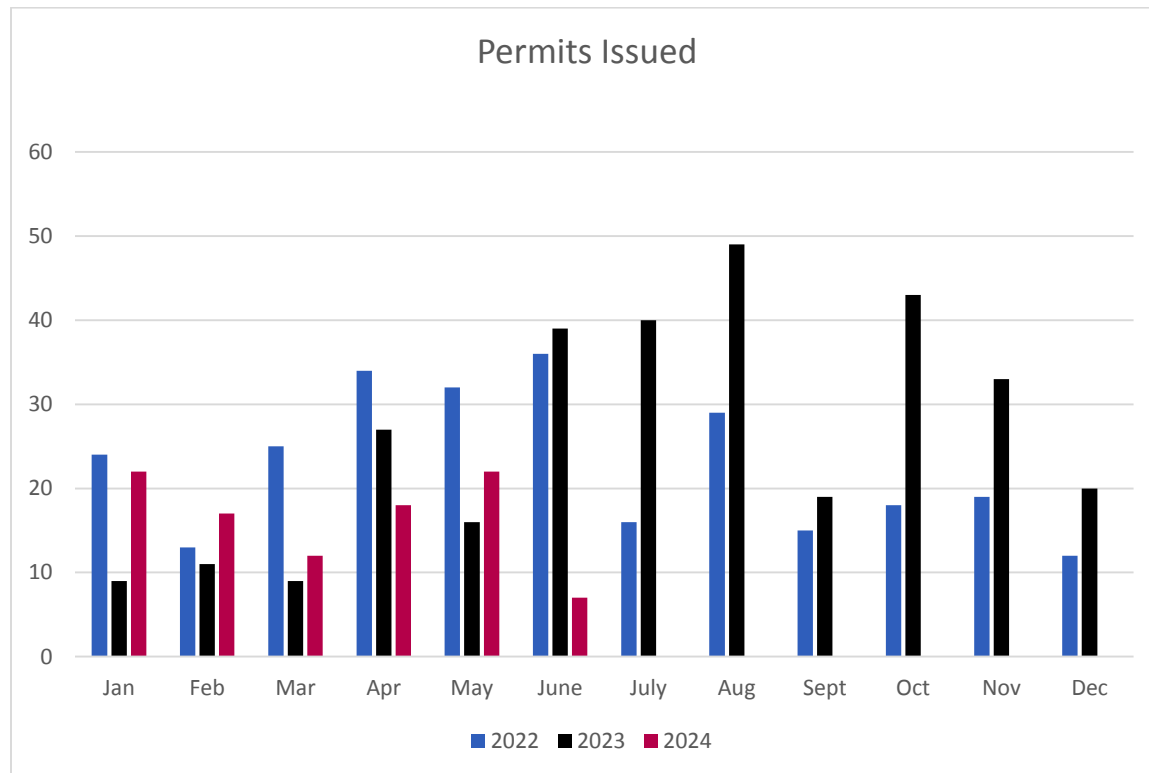
We currently have four projects over \$250,000 that are not single-family dwellings or townhouses. Old Barn for storage \$250,000, Residential Addition - Converting Semi Detached \$500,000, Detached Secondary unit \$350,000, and permit to Build additional greenhouses to an existing greenhouse \$1,200,000.

Town Development Charges collected by the Finance Department at time of building permit approval from April 1 – June 30, 2024 total \$484,270.00

Building Permit Breakdown (Year to Date):



Comparative Building Activity Statistics from 2022-2024:



Projects:

Comprehensive Zoning By-law: The Housekeeping Amendment is still under appeal, but Staff is working with the appellant's legal representative to scope the appeal.

Town Official Plan Review and Update: The Engaging Pelham website 'Picturing Pelham' is live and public comments and feedback can be received at: <https://engagingpelham.ca/town-of-pelham-official-plan>. Agency and stakeholder consultation has been initiated. The Policy Planner is the lead on this project and is available to meet with the public and Council members to discuss issues, concerns and answer questions at any time. It is anticipated that formal public consultation will commence in Q3.

East Fenwick Secondary Plan: The Secondary Plan was approved by Council through By-law 28-2024 on May 1, 2024. There were no appeals to the plan and it is now active.

Pelham Greenbelt Natural Asset Plan: The Plan has been completed. A stakeholder engagement session was held on June 24, 2024. The report is posted on the project's Engaging Pelham page: <https://engagingpelham.ca/mnamp>. Council presentation is anticipated in Q3.

Development Planning and Development Engineering Fees Review and Recreational User Fees Review: Staff have been meeting with the project consultant to map processes and determine level of effort involved in development applications.

MuniPaas Planning Application Portal: Staff have been working with the consultant to build the portal for digital submission and tracking of development applications. Staff are testing the system and identifying improvements. Launch anticipated in Q4.

Constituent Concerns and Issues Arising:

Staff respond to resident inquiries and concerns on as needed basis.

Employee Updates:

Administrative Assistant, Community Planning and Development completed the Map Unit 1, The Association of Municipal Managers, Clerks and Treasurers of Ontario AMCTO course.

Grants, Concerns, RFPs, Agreements:

No new request for proposals, grant applications or consultant agreements were undertaken in Q2.

Meetings:

On-going meetings:

- Committee of Adjustment Meetings
- OBOA Niagara Chapter Meetings
- Pre-Consultation Meetings
- SLT Meetings
- Joint Health & Safety Meetings
- Area Planners Meetings
- Regional Process Improvement Team Meetings
- Agricultural Advisory Committee Meetings

In addition to the various conversations with property owners and consultants regarding potential development applications and site visits, Staff have been involved in meetings regarding the following substantive matters:

- 10-year Capital Budget calibration meetings
- 2025 Capital and Operating Budget meetings

- Emergency Management Committee meeting
- MuniPaas Planning Application Portal meetings
- Procurement Improvement Process meeting
- Natural Asset Management Plan project meetings and stakeholder workshop
- Growth Management meeting
- Regional Urban Design Guidelines Workshop
- Development Planning and Development Engineering Fees Review and Recreational User Fees Review project meetings
- Environmental and Climate Adaptation Committee – Station Street Extension Tree Removal & Enhancement Plan

Reporting Period: Fire and By-law Enforcement Department Quarterly Report for the period: Quarter 2 – April, May, June 2024

Recommendation:

BE IT RESOLVED THAT the Q2/2024-0099 Fire and By-law Enforcement Department Report be received for information.

Department Overview and Statistics:

Fire Prevention

Fire prevention department along with Town Communications Specialist created “Pelham Be Prepared” trifold brochure which was mailed to Pelham residents and is also available at all Town buildings. Outlined are Emergency preparedness plans, risks and how to build and store emergency kits.

Also outlined in the brochure, is the option for residents to call or email to “Schedule free, in-home smoke and carbon monoxide detector checks”. Fire prevention has been consistently assisting residents with checks, resulting in replacing of batteries or replacement of detectors, the detectors are free of charge because of the Community Emergency Preparedness grant.

Although it has been a hot, dry summer thus far, there has been enough precipitation to prevent a ban on burning. The department will continue to monitor conditions throughout the Town.

Residents have been consistent with renewing recreational burn permits.

Fire prevention continues to manage inventories of medical masks, wipes, and hand sanitizers so all employees have adequate safety PPE.

Training

Recruits completed their NFPA 1001 Firefighter level I & II certification testing which consisted of both a written knowledge test and several practical skill tests.

Recruits also completed their NFPA 1072 Hazmat Awareness certification testing.

EMS conducted the annual Defibrillator Train the Trainer sessions at Pelham Station 1 for all Niagara Region Fire Departments.

Driver training was conducted for Town of Pelham seasonal employees.

A NFPA 1072 Hazmat Operations course was completed within the department with 14 members completing the certification written test and practical skills testing.

First Aid course was completed for Town staff.

Annual Flow Testing was completed on all department SCBA packs and masks.

By-law

The bylaw department received 113 complaints in the 2nd quarter of 2024.

16 Cannabis Odour complaints were received for the 2nd quarter of 2024 of which 15 of those complaints were from residents who had previously filed complaints in the past.

Bylaw completed 82 Random Cannabis Odour tests with no violations recorded.

A total of 45 parking infractions were issued for April/May/June 2024.

Emergency Management

Chief Lymburner along with firefighters from all three stations participated in staffing equipment during the solar eclipse event, which occurred on April 8, 2024. Niagara was in the path of totality; large volumes of visitors were expected to travel to Niagara to view this natural phenomenon.

Pelham fire staffed and staged at different locations for the event:

- Pump 1, 4 firefighters staged at the MCC.
- RTV 3, 2 firefighters staged at the MCC.
- Rescue 1, 4 firefighters staged at station one.
- Pump 2, 4 firefighters staged at the airport.
- Rescue 2, 4 firefighters staged at station two.
-

April 2, 3 & 4, Pelham fire department hosted an IMS300 (Incident Management System) course at station 1, taught by Emergency Management Canada. 27

participants from around Niagara Region participated, which included 10 Town of Pelham employees.

Suppression

Incident responses were normal volumes, approximately \$290,000.00 in fire losses this quarter, which involved residences, vehicles and property.

Projects:

Pumper 3 is in production with an expected delivery date of November 2024

Utility / Service 3 is on order with delivery set for July 2024

Rescue 1 was delivered, outfitted and put into service June 18.

Station one repair / replacement is continuing with staff reports regarding council options for the proposed project.

Constituent Concerns and Issues Arising:

Nothing to report.

Employee Updates:

In quarter 2, Pelham fire department celebrated two (2) anniversaries.

- 15 years, lieutenant Joe Kita, from Pelham station 3
- 20 years, firefighter Chris Van Tuyl, from Pelham station 2

Station 1 held practical testing and interviews for two Lieutenant positions. Firefighters Chris MacLeod and Mark Schneider were promoted to position with a start date of June 1.

9 firefighter recruits completed their NFPA 1001 Firefighter level I & II certification testing which consisted of both a written knowledge test and several practical skill tests. Graduation will take place early October.

Grants, Concerns, RFPs, Agreements:

A Community Emergency Preparedness grant for EOC equipment and informational materials was awarded to Pelham fire department this year. As a result, fire department received \$49,998.46 which was used for all three fire stations.

- \$26,694.00 - Capital equipment (3 EOC interactive screens, 3 iPads, 3 laptops)
- \$15,304.46 - Operating equipment (3 chainsaws, 3 leaf blowers, 10 extra batteries, 200 carbon monoxide/smoke alarms, educational materials)
- \$6,500.00 - Services (Direct mailer to residents, magnets, other print materials)

- \$1,500.00 – NFPA 1072 training

Submission was made to Wise Guys Charity Fund, which was not approved.

Meetings:

Regional chiefs

Regional emergency management committee

Eclipse 2024 working group.

Regional fire coordinators

Council

Health and safety committee

SLT

Medical assist committee

2024 FIRE & BY-LAW ADMINISTRATION

FIRE RESPONSES							
	Total	JAN	FEB	MAR	APR	MAY	JUN
BURNING COMPLAINT	3	0	2	0	0	0	1
CO INVESTIGATIONS	9	1	2	1	2	1	2
EMERGENCY ASSISTANCE	10	1	2	0	3	2	2
GRASS / TREE / BUSH FIRE	1	0	0	1	0	0	0
HAZMAT	0	0	0	0	0	0	0
MEDICAL ASSIST	108	19	16	21	15	23	14
MVC	45	7	4	7	6	8	13
NON EMERGENCY ASSIST	4	1	0	0	1	2	0
NON EMERGENCY MEDICAL	7	3	0	0	2	1	1
OTHER FIRE / MUTUAL AID OTHER D	2	1	0	0	0	1	0
PRELIMINARY ASSIGNMENT	3	1	0	1	0	1	0
REMOTE ALARMS	35	6	3	1	5	9	11
RESCUES	0	0	0	0	0	0	0
STRUCTURE FIRE	11	1	3	0	1	3	3
UNKNOWN 911	0	0	0	0	0	0	0
VEHICLE FIRE	5	1	0	0	0	2	2
WATER RESCUE	0	0	0	0	0	0	0
Monthly Totals		42	32	32	35	53	49
Annual Total 2024	243						
Total Responses for 2023	511						

2024 FIRE PREVENTION

INSPECTIONS							
	Total	JAN	FEB	MAR	APR	MAY	JUN
Inspections	35	4	5	7	10	3	6
Town Monthly Building Inspect.	78	13	13	13	13	13	13
Plan reviews	0	0	0	0	0	0	0
Tapp-C	3	2	0	0	1	0	0
Fireworks Permit	5	0	0	1	2	1	1
Open Air Burning Permit	171	15	22	26	29	55	24
Observed fire drill	2	1	0	0	1	0	0
Court appearance	0	0	0	0	0	0	0
Monthly Totals		35	40	47	56	72	44
Annual Total 2024	294						
Total Responses for 2023	474						

MONTHLY COMMITTEE/ASSOCIATION MEETINGS							
	Total	JAN	FEB	MAR	APR	MAY	JUN
OMFPOA	6	1	1	1	1	1	1
Arson Committee	1	0	0	0	0	1	0
TAPP-C	1	0	0	0	1	0	0
Development Coordinator Meeting	10	1	2	3	1	1	2
Town staff meeting	2	0	0	1	0	0	1
Monthly Totals		2	3	5	3	3	4
Annual Total 2024	20						

Total Responses for 2023	101						
FIRE INVESTIGATIONS							
	Total	JAN	FEB	MAR	APR	MAY	JUN
	4	0	1	0	1	0	2
Monthly Totals		0	1	0	1	0	2
Annual Total 2024	4						
Total Responses for 2023	1						
PUBLIC EDUCATION							
	Total	JAN	FEB	MAR	APR	MAY	JUN
Station Visit School	4	0	0	0	1	1	2
Fire Prevention Education Event	8	1	0	2	1	3	1
Child / Children Visit Station	0	0	0	0	0	0	0
Public Education Presentation	4	2	1	0	1	0	0
General inquiries	62	10	8	7	12	14	11
Facebook Public Education Posts	200	28	32	26	33	42	39
Monthly Totals		41	41	35	48	60	53
Annual Total 2024	278						
Total Responses for 2023	397						
OTHER ACTIVITIES							
	Total	JAN	FEB	MAR	APR	MAY	JUN
Compliance Letter	11	2	1	3	1	1	3
Fire safety plan/drill scenario reviews	9	1	1	2	2	2	1
Training for firefighters	18	3	3	3	3	4	2
Monthly Totals		6	5	8	6	7	6
Annual Total 2023	38						
Total Responses for 2023	27						
BY-LAW SERVICES REPORT							
BY-LAW COMPLAINTS RECEIVED							
	TOTAL	JAN	FEB	MAR	APR	MAY	JUN
Complaints Received		13	13	29	24	52	37
Monthly Total		13	13	29	24	52	37
Y-T-D Total 2024	168						
2023 Total	261						
PARKING INFRACTIONS ISSUED							
	TOTAL	JAN	FEB	MAR	APR	MAY	JUN
Tickets Issued		35	8	5	1	19	25
Monthly Total		35	8	5	1	19	25
Y-T-D Total 2024	93						
2023 Total	247						
PARKING WARNINGS ISSUED							
	TOTAL	JAN	FEB	MAR	APR	MAY	JUN

Warnings issued		0	0	0	0	0	0
Y-T-D Total 2024	0						
2023 Total	15						
ENVIRONMENTAL BY-LAW FILL APPLICATIONS RECEIVED							
	TOTAL	JAN	FEB	MAR	APR	MAY	JUN
Received	6	0	0	2	1	2	1
Authorized	3					1	2
Properties Exempt	0						
Denied	2			1			1
Monthly Total		0	0	2	1	2	1
Y-T-D Total 2024	6						
2023 Total	9						
POLICE REPORTS FILED							
	TOTAL	JAN	FEB	MAR	APR	MAY	JUN
Mischief	0	0	0	0	0	0	0
Vandalism	0						
Trespassing	0						
Graffiti	0						
Other	0						
Monthly Total		0	0	0	0	0	0
Y-T-D Total 2024	0						
2023 Total	0						
CANNABIS ODOUR COMPLAINTS RECEIVED							
	TOTAL	JAN	FEB	MAR	APR	MAY	JUN
NEW Complaints	4	0	2	1	0	1	0
REPEAT Complaint	45	6	6	18	5	5	5
Number of Violations		0		0	0	0	0
Nasal Ranger detection	0	0		0	0	0	0
fresh air detection	0	0		0	0	0	0
From PELHAM	24	4		7	4	4	5
From WELLAND	17	2		12	1	2	0
Monthly Total		6	8	19	5	6	5
Y-T-D Total 2024	49						
2023 Total	96						
RANDOM CANNABIS ODOR TESTING							
	TOTAL	JAN	FEB	MAR	APR	MAY	JUN
Tests Completed		25	22	18	19	40	23
Number of Violations		0	0	0	0	0	0
Nasal Ranger detection		1	0	1	0	1	2
fresh air detection		3	5	2	3	10	3
Monthly Total		25	22	18	19	40	23
YTD Total 2024	147						
2023 Total	354						
CANNABIS OPERATIONS LIGHT POLLUTION COMPLAINTS RECEIVED							

	TOTAL	JAN	FEB	MAR	APR	MAY	JUN
NEW Complaints	1	1	0	0	0	0	0
REPEAT Complaints	0						
From PELHAM	0	1					
From WELLAND	0						
Monthly Total		1	0	0	0	0	0
Y-T-D Total 2024	1						
2023 Total	0						
NOISE COMPLAINTS							
	TOTAL	JAN	FEB	MAR	APR	MAY	JUN
NEW Complaints	10	1	1	1	1	3	3
REPEAT Complaints	1	1					
Monthly Total		2	1	1	1	3	3
Y-T-D Total 2024	11						
2023 Total	19						
NON-PARKING AMP CITATIONS ISSUED							
	TOTAL	JAN	FEB	MAR	APR	MAY	JUN
AMPS ISSUED		0	1	1	2	0	0
Y-T-D Total 2024	4						
2023 Total	5						

Reporting Period: Corporate Services Department Quarterly Report for the period: April, May, June 2024

Recommendation:

BE IT RESOLVED THAT the Q2/2024-0162 Corporate Services Department Report be received for information.

Department Overview and Statistics:

The Deputy Treasurer worked on draft 2023 financial statements and preparing for the year-end audit. The 2023 Audit conducted by Deloitte commenced in April and the Deputy Treasurer was the lead contact for auditors. Various staff in Finance were assigned and worked on providing details for audit requests.

The Final draft of financial statements were prepared in May and sent to the Auditors for final review. The Deputy Treasurer also worked on the Financial Information Return (FIR) as required by the Ministry of Municipal Affairs. The Town of Pelham was the first Municipality in Niagara Region and the 15th in the Province to complete the FIR.

The Audited Financial Statements were presented to and approved by Council at the June 19th Council Meeting.

The Deputy Treasurer continued to work with the Senior Leadership Team to review and update the Town's 10-year Capital Forecast. This work started in Q1 with a number of full day working meetings and finished in Q2. Council was provided with a report that included all the updates to the 10-year Capital Plan at their May 15th meeting.

The Treasurer and Deputy Treasurer started planning ahead for the 2025 budget by holding mid-year budget review meetings with all Town departments in June. These meetings are crucial in helping the Town review its priorities for 2025 operating and capital budgets.

The Town of Pelham is in the process of implementing SAP Concur as its new Procurement Management System. Various meetings were held with FH Black Consultants to continue with the project implementation. The meetings were attended by the Deputy Treasurer and other Finance staff as needed. The project is in the final stages of testing and training. Next steps will be the rollout and training of staff outside of finance. This is expected to take place in Q3 of 2024.

Information Technology

The information Technology department commenced the roll out of replacement laptops and mobile devices for staff.

The IT department implemented and configured the Genetec server for the key fob/door access security system.

IT Staff completed the deployment and setup of the upgraded video surveillance system at Marlene Stewart Street Park and removed the previous surveillance system.

The Information Technology department also began the initial startup and discovery sessions with MuniPaaS regarding ITSM (IT Service Management) ticketing system.

Taxes

The Tax department issued the 2024 final tax bills. A total of \$25,517,523.39 was issued to 7,863 properties in Pelham. Bills were sent in the mail on June 7th. Pelham's total number of write-offs is significantly lower than the prior year.

Arrears collections are still going strong, reminder notices are now sent after all installment due dates. Some of our 3+ year accounts are finishing up their original payment agreement sent out last year.

Accounts Payable

AP Clerk continues to diligently work with staff and vendors to process invoices in a timely and accurate manner.

AP is also engaged in several meetings with FH Black and the Implementation Team regarding the integration of SAP Concur for Procurement and AP Invoice Processing

Constituent Concerns and Issues Arising:

None.

Employee Updates:

The Tax Clerk completed the AMTCO Municipal Accounting and Finance Program.

The Payroll Clerk completed Part 2 JHSC Certification All Workplaces Distance Learning

Meetings:

- Council Meeting
- Senior Leadership Team Meeting (in lieu of Treasurer)
- Finance & Audit Committee
- SAP Concur Project meetings
- Operating & Capital Budget meetings

Grants, Concerns, RFPs, Agreements:

Funding Applied For:	Grant	Amount
Niagara Community Foundation	David S. Howes Fund	\$ 24,295.00
Invasive Species Centre	Accelerated Impact Stream	\$ 6,450.00
Infrastructure Ontario	Housing Enabling Water Systems Fund	\$21,170,000.00
Jays Care Foundation	Girls at Bat	Outdoor softball / baseball equipment set

Funding Applied For:	Grant	Amount
Ontario Ministry for Seniors and Accessibility	Inclusive Communities Grant	\$ 60,000.00
Jackman Foundation	Jackman Foundation Grants	\$ 19,420.00
Invasive Species Centre	Invasive Phragmites Control Fund	\$9,650
The Gord Downie & Chanie Wenjack Fund	Reconciliation Action Grant	\$ 5,000.00
Ontario Trillium Foundation	Seed Grants	\$ 47,500.00
Canadian Dermatology Association	Shade Structure Program	\$ 7,500.00

Funding Approved:	Grant	Amount
Summer Experience Opportunity	Ontario Ministry of Tourism, Culture and Sport	\$ 3,816.00
ParticipACTION Community Challenge	ParticipACTION	\$ 1,500.00
Celebrate Canada	Canadian Department of Heritage	\$ 10,000.00
Girls at Bat	Jays Care Foundation	Outdoor softball / baseball equipment set
Summer Camps Grant	Niagara Community Foundation	\$ 2,000.00
Canada Summer Jobs	Employment and Social Development Canada	\$ 11,592.00
Seniors Community Grant	Ontario Ministry for Seniors and Accessibility	\$ 25,000.00

Funding Denied:	Grant	Amount
Greenbelt Foundation	Resilient Greenbelt	\$ 615,000.00
Hydro One	Energizing Life Community Fund	\$ 24,780.00
Infrastructure Canada	Disaster Mitigation and Adaption Fund	\$19,655,376.00
Niagara Community Foundation	David S. Howes Fund	\$ 24,295.00
Canadian Urban Institute and Federal Economic Development Agency for Southern Ontario	My Main Street Community Activator	\$ 250,000.00
Federal Economic Development Agency for Southern Ontario	Tourism Growth Program	\$ 98,857.00

Current Bids and Tenders

Invitation to Bid# 2024-PW-05 RD 07-24 – Road Rehabilitation Program 2024	
<u>Bidders</u>	<u>Amount</u>
Circle P Paving Inc.	\$1,390,142.10
Walker Construction Limited	\$1,172,700.00 (\$1,294,500.00 some provisionals removed)
Award is to <i>Walker Construction Limited</i> with a contract value Awarded \$ 1,172,700.00 (\$1,294,500.00 some provisionals removed).	
Budget: \$ 1,200,000.00.	

Invitation to Bid# 2024-PW-04 – Concrete Repair & Replacement Program

<u>Bidders</u>	<u>Amount</u>
Royal Crown Construction	\$416,239.42
Emmacon Corp.	\$695,175.00
Steed and Evans Limited	\$448,000.00
Vidan Roofing & Contracting Inc.	\$736,761.50
Peters Concrete Inc.	\$325,802.00
Amazing Construction Ltd.	\$455,945.75
Forest Ridge Landscaping Inc.	\$435,870.68
Sikkens Construction Ltd.	\$399,068.79
Sacco Construction	\$96,210.00 Awarded 2024 value (possible 3-year term 2024, 2025, 2026, \$304,776.00)
Shayk Construction Inc.	\$1,088,827.00

Award is to *Sacco Construction* with a contract value of Awarded 2024 value \$ 96,210.00 (possible 3-year term 2024, 2025, 2026 \$304,776.00).

Budget: \$ 110,000.00

Invitation to Bid# 2024-PW-09 RD 12-24- Church Street Culvert Replacement

<u>Bidders</u>	<u>Amount</u>
CRL Campbell Construction & Drainage Ltd.	\$419,520.00
Lancoa Contracting Inc.	\$622,549.00
Rankin Construction Inc.	\$409,870.00
Oakridge Group Inc.	\$447,674.60

Award is to *Rankin Construction Inc.* with a contract value of \$ 409,870.00.

Budget: \$500,000.00.

Gross Procurement Summary

Procurement Policy-Purchasing Goods and Services Policy Number S402-00		
Gross Procurement Budget Summary and Analysis		
	2023 Approved Budget	2024 Approved Budget
Approved Gross Budget Expenditures	\$21,960,804	\$23,950,116
Less Exemptions to Formal Purchase Process (Schedule A)		
Salaries and Wages	6,903,596	7,913,339
Transfers to Reserve	4,610,579	4,809,300
Benefits	2,027,087	2,420,735
Debt Servicing	1,715,578	1,706,027
Utilities & Internet	1,082,680	1,036,060
Library budget	865,962	904,282
Insurance	484,006	601,455
RCW Programming and Special events	481,320	552,600
Software Support	290,600	313,600
Facilities repairs	248,950	324,100
Fire, Cemetery and Health and Safety	244,500	251,160
Professional Development, membership, mileage, travel	203,420	238,960
Legal & Audit and other Professional services	227,500	178,500
Vehicles supplies, maintenance and rentals	178,700	186,200
Fuel for vehicles	177,500	180,500
Taxes Written Off	65,000	65,000
Streetlights Maintenance	50,000	50,000
Council expenses	49,500	43,500
Photocopy, postage, office supplies	49,125	74,825
External Contributions	45,000	49,500
Animal control	39,000	39,000
Bank Charges	30,000	40,000
Airport budget	27,621	31,023
Advisory Committees	27,500	27,500
Licences	20,600	21,400
CP Rail	15,000	15,000
Total Exemptions	20,160,324	22,073,566
Gross Operating Budgeted Expenditures to Align with Procurement By-law	1,800,480	1,876,550
Procurement Process by Type and Value (Purchasing Policy Schedule B)		
Snow Removal	400,000	400,000
Janitorial	155,000	155,000
Beautification- (Tree Maintenance, grass cutting and spongy moth)	514,600	476,600
Roads Maintenance	438,120	478,120
Material and Supplies Roads	70,000	70,000
Sand and Salt supplies	140,000	140,000
Material and supplies (department total for the year under \$30k)	82,760	156,830
Total Procurements aligned with Schdule B of Purchasing Policy	1,800,480	1,876,550
Non Competitive Procurements (Purchasing Policy Schedule H)	\$0	\$0
Total Gross Operating Budget to be Procured	1,800,480	1,876,550

Subject: Updates to the Attendance Policy S600-20

Recommendation:

BE IT RESOLVED THAT Council receive Report #2024-0172 Updates to the Attendance Policy S600-20, for information;

AND THAT Council approve the Attendance Policy S600-20, as amended, effective January 1, 2025.

Background:

As part of the ongoing People Services Departmental policy review process, the Town's Attendance policy was identified as one requiring updates. This policy has not been revised since its creation in 2013. A revised version is attached to this report, with all changes highlighted.

Analysis:

As part of the analysis, the policies of neighbouring municipalities were reviewed to determine the number of sick days provided to their staff. Annual leave entitlements around the Region range from 6 to 18 days, averaging roughly 10 days per calendar year.

It has been determined that the Town could be better served by a new approach to sick leave with tighter timelines. The draft policy amendments establish 12 paid sick days per year. This matches the benefit provided for in the CUPE Local 1287 collective agreement and is consistent with the efforts of Town administration to ensure fairness and consistency between the two groups where possible. It should be noted that this total includes both personal and family sick leave as well as appointment time. Sick leave for part-time, seasonal and casual employees continues to be governed by the *Employment Standards Act*.

The policy does not allow for sick leave to accumulate or carry forward into the new year, ensuring 12 days is the most that can be taken in any given year. It also does not allow for any unused time to be paid out. Other changes to the policy include a timeline triggering the short-term disability program, the ability to request independent medical assessments in certain circumstances, and an increase to the

number of days that must be missed in order to request a medical note and to determine if an employee has abandoned their job.

Understanding that unusual circumstances may arise, an employee requiring additional sick leave greater than the annual cap will be required to use their vacation and/or lieu banks, or unpaid time off.

Should Council approve these policy changes, a January 1, 2025 implementation date allows for a smooth administrative transition as payroll would not have to calculate pro-rated entitlements for the remainder of 2024.

Financial Considerations:

It is difficult to quantify the financial impact of this change as the amount of sick leave taken in any given year varies. Most positions do not need to be backfilled in their absence so essentially a day of productivity is the cost of sick leave, as opposed to incurring direct financial costs.

Alternatives Reviewed:

Although not recommended, Council could opt to leave the existing policy unchanged.

Strategic Plan Relationship: Enhancing Capacity and Future Readiness

Limiting sick leave encourages regular attendance and for employees to manage their health responsibly while maintaining operational continuity. It also helps to control costs related to employee absences. This policy update will better assist with striking a balance between supporting employee wellbeing and ensuring the Town continues to function smoothly.

Consultation:

All members of the Senior Leadership Team were consulted regarding these draft changes.

Other Pertinent Reports/Attachments:

Appendix "A" – Updated Attendance Policy S600-20

Prepared and Submitted by:

Brianna Langohr, CHRL
Manager of People Services

David Cribbs, BA, MA, JD, MPA
Chief Administrative Officer



Policy Name: Attendance	Policy No: S600-20
Committee approval date:	-
Council approval date:	-
Revision date(s):	September 3, 2013
Department/Division:	People Services

1. Purpose

- 1.1. To maintain effective operations through reduced absenteeism and establish a safe and productive work environment for all employees.

2. Policy Statement

- 2.1. Every employee of the Town of Pelham (“the Town”) has an obligation to perform with regularity the functions for which they were hired. It is the policy of the Town to manage employee absenteeism in a fair and consistent manner with the objectives of maximizing service delivery to the public and minimizing absences from work by making every reasonable effort to provide accommodation, assistance and rehabilitation.
- 2.2. To make this program effective, the Town is committed to promoting a healthy workplace and providing guidance and training to management who are responsible for dealing with attendance issues.

3. Definitions

- 3.1. In this policy:

“**Absenteeism**” means a habitual pattern of absence from work without good reason.

“**Eligible Employees**” refers to all full-time non-union employees. Unionized employees annual sick leave entitlement is governed by the applicable provisions of the collective agreement. Part-time, casual and seasonal employees follow entitlements outlined under the *Employment Standards Act*.

“**Family**” means any family member for which the Eligible Employee is the primary caregiver.



“Sick Leave” includes personal and/or family illness, injury or medical appointment time in circumstances for which compensation is not payable by the Workplace Safety and Insurance Board. It is not intended for elective procedures or personal business.

4. General Provisions

4.1. Eligible Employees shall be entitled to twelve (12) days of Sick Leave with standard pay in each calendar year. A day represents seven (7), eight (8), or ten (10) hours, dependent on the normal work week. Eligible Employees who are hired part way through the calendar year will be entitled to a pro-rated amount of Sick Leave.

4.2. Unused Sick Leave cannot be accumulated beyond the current year and will not be paid out under any circumstance.

4.3. If an employee must be absent from work due to illness, injury or other emergency, they must notify their Supervisor as soon as possible. This may be done via phone, email or in person.

4.4. Planned absences from work are to be requested as far in advance as possible. Wherever possible, medical visits are to be made during non-work hours. When this is not possible, employees must try to schedule these appointments near the beginning or end of their shift.

4.5. Any absences due to a medical condition lasting longer than five (5) consecutive days will be referred to the Town’s Short-Term Disability Program. Please see Policy S600-27 for more information.

4.6. Medical documentation may be requested by the Town at any time for all employees out of work in excess of five (5) consecutive days and prior to returning to work.

4.7. The Town may request an independent medical assessment or functional abilities evaluation under certain circumstances in accordance with the Transitional Return to Work Policy S101-12.



4.8. Absences from work will be monitored. Repeated, unexplained or unexcused absences will lead to disciplinary action up to and including termination of employment.

4.9. Where an employee is absent from work for **ten (10)** or more consecutive working days, and where the absenteeism is unauthorized, the employee will be considered to have abandoned their position and it will be recorded as voluntary resignation.

5. Attachments

Short-Term Disability Policy S600-27

Transitional Return to Work Policy S101-12

Subject: Potential Niagara Regional Transit Enhancements

Recommendation:

BE IT RESOLVED THAT Council receive Report #2024-0116 Potential Niagara Regional Transit Enhancements, for information;

AND THAT Council direct this report be circulated to the Niagara Regional Clerk for submission to the Niagara Transit Commission.

Background:

On May 1, 2024, the following motion, moved by Councillor Olson and seconded by Councillor Wink passed unanimously:

WHEREAS accessible and efficient public transportation fosters community connectivity, promotes mobility, and enhances the quality of life of residents;

AND WHEREAS on March 19, 2024, the City of Niagara Falls passed a motion requesting the Niagara Region Transit Commission establish a discounted senior's fare that is competitive with others in the Golden Horseshoe, further seeking endorsement from all local area municipalities in Niagara Region;

AND WHEREAS Council for the Town of Pelham supports the establishment of a discounted seniors fare within the framework of Niagara Regional Transit, acknowledging the importance of affordability and accessibility for senior residents;

AND WHEREAS recognizing the potential for enhancing Niagara Regional Transit, it is imperative to explore additional avenues, including but not limited to building capacity for service reliability, expanded service hours, expanded Saturday and Sunday service, and the introduction of additional varied fare rates;

AND WHEREAS Council acknowledges that the implementation of such service enhancements will directly impact taxpayers;

THEREFORE BE IT RESOLVED THAT Staff be directed to consult the Pelham Seniors Advisory Committee, the Pelham Active

Transportation Committee, the Joint Accessibility Advisory Committee, and the Mayor's Youth Advisory Collective to gather input regarding the potential expansion of Niagara Regional Transit services;

AND THAT staff be directed to prepare an information report for Council's consideration, inclusive of cost estimates, as well as the input gathered from the aforementioned Committees.

Analysis:

The Niagara Transit Commission (NTC) has sought direct public input to shape the future of transit in the Niagara Region. To facilitate this, the NTC launched an online survey from May 23, 2024, to June 7, 2024, inviting feedback from the community.

The survey link was shared directly with members of advisory committees, including the Pelham Seniors Advisory Committee (PSAC), the Pelham Active Transportation Committee (PATC), the Joint Accessibility Advisory Committee (JAAC), and the Mayor's Youth Advisory Collective (MYAC). This approach ensured that input was collected firsthand and submitted to the NTC through their preferred channels.

To further support the NTC's feedback request, the Town leveraged its social media platforms and connected with local media to reach and encourage broader community participation.

Following the passing of this motion, Niagara Regional Transit announced several service enhancements, which Councillor Olson presented at the June 19, 2024, Council meeting. These enhancements include, but are not limited to:

- Extended service hours from Monday to Saturday: 7 a.m. to 11 p.m.
- Seamless inter-municipal connection
- In-house booking and customer service
- Defined travel times for On Demand services

To elicit as much feedback as possible, PSAC, PATC, and MYAC were also consulted for their input on potential enhancements, in person.

Consultation

Mayor's Youth Advisory Collective

MYAC provided no comments or concerns.

Pelham Active Transportation Committee

At the June 26th meeting, the PATC provided valuable input on several key issues. One significant topic was the perceived safety of youth riders, both on buses and terminals. This perception was identified as a potential deterrent for young riders. A Committee member, a former driver, identified the standard \$3.00 fare as reasonable. The member recommended that Niagara Regional Transit adopt a more proactive approach to ensuring the safety of its fleet.

Regarding fare structures, the discussion highlighted that the \$63.00 31-day pass poses a potential financial barrier for those unable to pay the total upfront. This often leads individuals to purchase single tickets, which cumulatively exceed the cost of the monthly pass. The Committee proposed a service enhancement to address this issue, suggesting the introduction of an installment payment plan or free ridership for the remainder of the period once a total of the 31-day pass had been paid.

The Committee also discussed the frequent short rides between the educational institutions and nearby neighbourhoods, which benefit students who have their fees waived. Concerns were raised about the value of this arrangement to taxpayers.

Pelham Seniors Advisory Committee

At the July 10th meeting, the PSAC provided insight on current services and potential enhancements. A key focus was on identifying the most suitable communication methods for seniors. Acknowledging that digital tools like apps may not be ideal, the Committee suggested increasing the availability of print materials, such as fridge magnets or flyers.

The Committee identified the importance of quick and efficient transportation for seniors. They recommended routine, communal pick-ups to attend popular destinations like grocery stores and malls to eliminate the need for individual arrangements. Additionally, the Committee emphasized the need for services like NRT On-Demand to assist seniors with loading merchandise, such as groceries, into vehicles. They also proposed a review of the comfort levels at waiting stations and terminals.

The Committee recognized the potential for partnerships with other transportation related services, such as "Happy in my Home," to enhance the visibility and accessibility of such programs. Overall, the Committee provided positive feedback regarding the current fares and services, while also identifying areas for improvement.

Joint Accessibility Advisory Committee

Given the quarterly meeting schedule, the JAAC received information electronically ahead of an in-person meeting. The NTC survey link, along with pertinent details

about the initiative, was distributed to the Committee for their direct response to the NTC. Staff remain available and will continue to gather and relay feedback to the NTC.

Financial Considerations:

There will likely be costs associated with service enhancements for residential taxpayers and possibly also for users of the system. This is not a direct local government taxation issue and Town administration cannot comment upon the impact, if any, to local taxpayers. Ultimately cost increases will be determined by the Transit Commission and if approved, will be included in the Regional portion of the property tax levy.

Alternatives Reviewed:

No alternatives were reviewed.

Strategic Plan Relationship: Enhancing Capacity and Future Readiness

By seeking feedback from the public and key advisory groups, the community can actively participate in shaping the future of transit, ensuring that service enhancements reflect actual needs and preferences. Service improvements enhance future readiness by providing safe, accessible, and affordable transit options. Additionally, promoting regional connectivity and accommodating diverse schedules will foster greater public transit usage, ultimately contributing to a more efficient and inclusive transportation system.

Consultation:

Communications Specialist
Treasurer

Other Pertinent Reports/Attachments:

NRT Media Release

Prepared and Recommended by:

Sarah Leach, BA
Deputy Clerk

Prepared and Submitted by:

David Cribbs, BA, MA, JD, MPA
Chief Administrative Officer

Media Release

Niagara Transit Commission seeks public input to shape the future of transit in Niagara

NIAGARA REGION, May 27, 2024 – The Niagara Transit Commission (NTC) is excited to invite the public, community organizations, and stakeholders from both public and private sectors to actively participate in shaping the future of transit in the Niagara Region.

The NTC has initiated two pivotal projects aimed at enhancing public transit across the region. The Facilities, Strategic Asset, and Service Network Master Plan, led by consulting firm LTRT Inc. will guide the optimization of infrastructure, service routes, and operational strategies to better meet the needs of our communities.

In addition, the NTC has partnered with HDR Inc., a leading branding and marketing firm to spearhead rebranding and marketing initiatives. This collaboration aims to create a distinctive and enduring brand identity for Niagara Region Transit; one that resonates with the community and promotes greater public engagement with transit services.

The community's input is vital to creating a transit system that truly serves its needs and reflects its values.

Key Engagement Opportunities Include:

Public Pop-Ups:

- St. Catharines Bus Terminal: May 30, 2024, 4 - 5:30 p.m.
- Welland Bus Terminal: May 31, 2024, 8 - 9:30 a.m.
- Niagara Falls Morrison/Dorchester Hub: May 31, 2024, 10:30 a.m. - noon

Public Virtual Open Houses:

- June 5, 2024, 3:30 - 5 p.m.
- June 6, 2024, 6 – 7:30 p.m.

Those interested in participating can do so by visiting <https://nrtransit.ca/about-nrt/roadmap/>.

Online Survey:

<https://nrtransit.ca/TodayTomorrowSurvey> - Available from May 23 to June 7, 2024

Post-Secondary:

- Niagara College Niagara-on-the-Lake Campus: May 30, 2024 – 10-11:30 a.m.
- Brock University: May 30, 2024 - 12:30-2 p.m.

For up-to-date project information and additional engagement opportunities, please visit <https://nrtransit.ca/about-nrt/roadmap/>.

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Contact:

Leah Tracey
Executive Assistant/Communications Advisor
Niagara Transit Commission
Email: leah.tracey@nrtransit.ca
Tel: 1-833-678-5463, ext. 3569

Organization Name: Miranda's Miracles Fund	
Contact Name: Patti Bauer	
Address: _____	
City: _____	Postal Code: _____
Phone: _____	Email Address: _____
Proclamation Requested: To proclaim September as Childhood Cancer Awareness Month	
Date(s) of Proclamation: The Month of Septembe	
Purpose of Proclamation: To bring awareness to Childhood Cancer. To honour those children we have lost to cancer, who are dealing with cancer and who have survived cancer.	
Description of Organization <i>(Please provide a brief description. Additional information may be attached to this form)</i> We are the family of Miranda Bauer and we lost our daughter/sister to childhood cancer at the age of 17 years. We now raise awareness and funds for childhood cancer research and awareness. Our family and friends have raised almost \$200,000.00 for childhood cancer research at Sick Kids in Toronto in memory of Miranda.	
Has the same or a similar proclamation been requested of the Town of Pelham Council in past years? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
You must provide the draft wording for your proclamation in order to receive an official signed proclamation from the Mayor.	
Personal information on this form is collected pursuant to the Municipal Freedom of Information and Protection of Privacy Act and will be used for the purpose of processing your request. Question about this collection should be directed to the Town Clerk, 20 Pelham Town Square, P.O. Box 400, Fonthill, ON, L0S 1E0, 905-892-2607 Ext. 315.	
Please complete and submit your completed form at least two weeks in advance of the occasion.	
Patti Bauer _____ Signature	July 17 2024 _____ Date

Childhood Cancer Awareness Month September 2024

WHEREAS over 800 children under the age of 15 are diagnosed with cancer each year in Canada;

AND WHEREAS 1 in 330 children will be diagnosed with cancer before their 18th birthday;

AND WHEREAS childhood cancer is the #1 cause of death by disease of Canadian Children;

AND WHEREAS there are over 200 types of childhood cancers not including subtypes and mutations;

AND WHEREAS childhood cancer places a tremendous financial burden on families;

AND WHEREAS over 75% of childhood cancer survivors live with at least one chronic health condition and a third of these are severe or life-threatening;

AND WHEREAS little is known about what causes childhood cancer with limits the opportunities for prevention;

AND WHEREAS additional awareness and funding for childhood cancer is needed as only 4-6 cents from every research dollar goes toward childhood cancer research;

AND WHEREAS annually, September is officially recognized as Childhood Cancer Awareness Month by the Province of Ontario.

THEREFORE, BE IT RESOLVED THAT the Corporation of the Town of Pelham does hereby proclaim the month of September 2024 as Childhood Cancer Awareness Month.

DATED AT the Town of Pelham this 14th day of August, 2024.

Mayor Marvin Junkin
Town of Pelham



Mayor Marvin Junkin & Pelham Town Council

20 Pelham Town Square, Fonthill, ON L0S 1E0

e-letter

July 11, 2024

Dear Mayor Junkin and Councillors,

On December 3, 2024, the businesses, charities, landmarks and residents of Niagara and beyond will come together for the 13th time to celebrate *GivingTuesday*.

GivingTuesday is a annual celebration that falls on the Tuesday immediately after the Black Friday/Cyber Monday weekend, and asks a simple question: will the community, after having spent so much during the year's hottest sales, look into their heart at the beginning of the Giving Season, and donate to their community's most vulnerable residents?

The answer is yes. Since 2012, *GivingTuesday*-related events and fundraisers have generated over \$11B for charities worldwide. In Canada, over \$50M was donated to charities on *GivingTuesday* in 2023, and in the Niagara Region, over \$300,000 has been donated by the community to partnered organizations on *GivingTuesday* since NiagaraGives' formation in 2021.

GivingTuesday presents an opportunity to inspire residents to do some good and give to the most vulnerable, and support from mayors and councils like you has been instrumental in that goal.

Mayor Junkin and Councillors, for the reasons above, please consider our request to have the date of December 3rd, 2024 proclaimed as "*GivingTuesday*" in the Town of Pelham.

Yours Sincerely,

Josh Bieuz-Yasyszczuk
Founder and Movement Lead, NiagaraGives
Regional Municipality of Niagara, ON

Organization Name: NiagaraGives (a GivingTuesday Canada movement)	
Contact Name: Josh Bieuz-Yasyszczuk	
Address: [REDACTED]	
City: [REDACTED]	Postal Code: [REDACTED]
Phone: [REDACTED]	Email Address: niagaragives@gmail.com
Proclamation Requested: GivingTuesday	
Date(s) of Proclamation: December 3, 2024	
<p>Purpose of Proclamation: GivingTuesday is an annual celebration of generosity and volunteerism that brings together business, charities, individuals, and even entire municipalities that donate time and money to the most vulnerable in our community. Each year on GivingTuesday, millions are raised across Canada for charities and nonprofits, and since NiagaraGives formed in 2021, over \$300,000 has been generated in our shared Niagara Region.</p> <p>Description of Organization <i>(Please provide a brief description. Additional information may be attached to this form)</i> NiagaraGives is a civic and social movement and the official GivingTuesday Canada community movement representing Niagara Falls and the Niagara Region. NiagaraGives partners with local businesses, charities, nonprofit organizations, and even municipal governments to provide support and resources that helps them maximize their GivingTuesday campaigns.</p>	
<p>Has the same or a similar proclamation been requested of the Town of Pelham Council in past years? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>	
<p>You must provide the draft wording for your proclamation in order to receive an official signed proclamation from the Mayor.</p>	
<p>Personal information on this form is collected pursuant to the Municipal Freedom of Information and Protection of Privacy Act and will be used for the purpose of processing your request. Question about this collection should be directed to the Town Clerk, 20 Pelham Town Square, P.O. Box 400, Fonthill, ON, L0S 1E0, 905-892-2607 Ext. 315.</p>	
<p>Please complete and submit your completed form at least two weeks in advance of the occasion.</p>	
<p>_____ Signature</p>	<p>_____ Date</p>

GivingTuesday December 3, 2024

WHEREAS GivingTuesday is an annual celebration of generosity and volunteerism which is celebrated and recognized in over 180+ countries across the globe;

AND WHEREAS GivingTuesday is a day to kick off the Giving Season and provide for the less fortunate after the frenzy of Black Friday/Cyber Monday sales;

AND WHEREAS since 2012, GivingTuesday has raised billions of dollars for charities and nonprofits across Canada, the US, and the World, and;

AND WHEREAS since forming in 2021, NiagaraGives and GivingTuesday has inspired more than \$300,000 in charitable donations to local Niagara organizations;

AND WHEREAS GivingTuesday brings together businesses, charities, families, and entire communities to tackle real issues and create a better world for all;

AND WHEREAS the Town of Pelham recognizes and celebrates the incredible contributions of individuals and organizations and recognizes the increasing need for their services.

THEREFORE, BE IT RESOLVED THAT the Corporation of the Town of Pelham does hereby proclaim December 3, 2024 as GivingTuesday.

DATED AT the Town of Pelham this 14th day of August, 2024.

Mayor Marvin Junkin
Town of Pelham

Sons & Daughters Winery Ltd.
1389 Effingham Street
Ridgeville, ON
L0S 1M0



Dear Town of Pelham Council,

Sons & Daughters Winery Ltd. is writing you to request a resolution in support of the winery applying for a By-the-Glass Endorsement from the Alcohol and Gaming Commission of Ontario (AGCO) at 1389 Effingham Street, Ridgeville, ON, L0S 1M0.

Holding a By-the-Glass Endorsement from the AGCO allows wineries to begin selling their products on-site in the form of tasting flights and glasses of wine and is a truly essential part of a winery's business. This is a standard endorsement as any winery in Ontario that charges for tastings or wine by-the-glass would have acquired this approval.

In the Site Plan below, you will see a layout of the parts of the property, highlighted in red, in which we would like to request the By-the-Glass Endorsement cover. Until approved by the Building Department, our application to the AGCO will exclude the in-progress winery building and pizza oven gazebo (highlighted in yellow) with the Site Plan being updated to include those items once complete. At this time, the application will include the approved hospitality area in our Site Plan Agreement, as well as areas planted with vines and paths or access points to those parts of the property. The main serving and pouring areas would be in the approved hospitality area and the winery building once complete, with the other areas of the property being used for guided tours and enhanced customers experiences.

We understand that the area on the Site Plan appears large, but the AGCO requests that we include areas that may be used for experiences that would allow customers to tour the property and visit the vineyards with a glass of wine, for example. See below the description of a By-the-Glass Endorsement from the AGCO that specifies one of its functions is to provide enhanced experiences, educate customers, and promote tourism to the area.

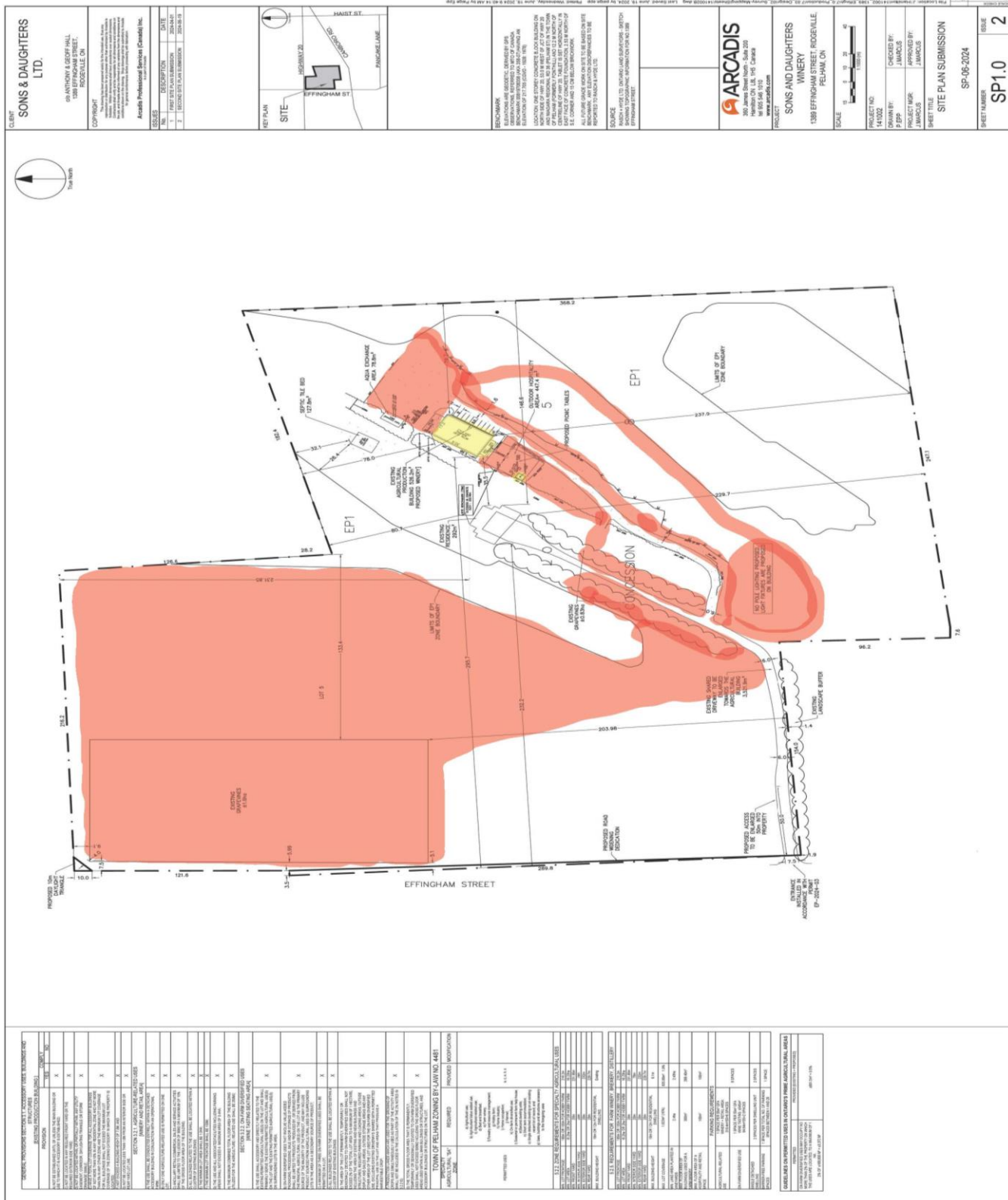
A By-the-Glass Endorsement allows eligible Ontario wineries with a Winery License to sell and serve their products for consumption in areas that are under sole control of licensee that are located on or immediately adjacent to the production site where the sale is primarily aimed at promoting the manufacturer's product and either providing an enhanced tourist experience or fulfilling an educational purpose.

Prior to the building being complete, we would be retailing, serving, and pouring outside and will provide an outdoor washroom for patrons. Currently, we do not have a plan to put up 60 sqm of tent, but we will apply for a building permit if anything changes.

Thank you for your time and consideration.

Sincerely,

Anthony & Geoff Hall
Sons & Daughters Winery Ltd.



June 27, 2024

Association of Municipalities of Ontario
155 University Ave | Suite 800
Toronto, ON M5H 3B7

Sent via email: resolutions@amo.on.ca

**Re: Green Roads Pilot Project
Our File 35.72.3**

To Whom it May Concern,

At its meeting held on June 24, 2024, St. Catharines City Council approved the following motion:

WHEREAS St. Catharines has declared a climate emergency, recognizing the urgent need to address and mitigate the impacts of climate change on our community and environment; and

WHEREAS alternatives to traditional road surfacing materials exist, including green roads technologies that are more sustainable and environmentally friendly; and

WHEREAS bioresin is a natural alternative that can be used to support road surfacing, providing a more sustainable option that reduces our reliance on petrochemical-based products; and

WHEREAS many secondary roads in St. Catharines require resurfacing, presenting an opportunity to explore and implement innovative and sustainable road surfacing solutions; and

WHEREAS Good Roads, the Association of Municipalities of Ontario (AMO), and the Federation of Canadian Municipalities (FCM) have presented alternatives for municipal road restoration that include sustainable and environmentally friendly materials and methods; and

WHEREAS other municipalities, such as Centre Wellington, have entered into a similar pilot project using bioresin and other sustainable materials, demonstrating a commitment to innovation and environmental stewardship; and

WHEREAS implementing pilot projects using bioresin on city roads can provide valuable data and insights into the feasibility, performance, and environmental benefits of this alternative material; and

WHEREAS the Federation of Canadian Municipalities (FCM) has established the Green Municipal Fund which includes new funding for pilot projects to test innovative and ambitious technologies to improve environmental outcomes;

THEREFORE BE IT RESOLVED that St. Catharines City Council directs staff to investigate the feasibility and potential benefits of using bioresin on City road works; and

BE IT FURTHER RESOLVED that staff investigate other alternative construction materials and methods for road works that minimizes the City's carbon footprint and are more environmentally sustainable; and

BE IT FURTHER RESOLVED that staff prepare a report on the findings, no later than Q3 2024, including potential costs, benefits, and environmental impacts of using bioresin or other sustainable construction materials or methods for road works, and if feasible, a list of City streets where a pilot project may be considered in accordance with the City's procurement policy; and

BE IT FURTHER RESOLVED that this resolution be sent to all Ontario municipalities, the Association of Municipalities of Ontario (AMO), and the FCM to encourage the exploration and adoption of sustainable road surfacing alternatives.

If you have any questions, please contact the Office of the City Clerk at extension 1524.



Donna Delvecchio, Acting City Clerk
Legal and Clerks Services, Office of the City Clerk
:sm

cc: all Ontario Municipalities

July 15th, 2024

**Re: Naming Request Submission
Town of Pelham**

To. Clerk of Town of Pelham
CC. Mayor Junkin

My name is Beverly Stirtzinger Lovejoy, and I am a life-long resident of Fonthill. Over the years, I have noticed more and more of the streets & parks of our beautiful village being named for many of our local and historic families, yet none have been named after one of the earliest and influential families of Pelham – **the Stirtzinger Family**.

My ancestor, John Stirtzinger, came to Fonthill in 1826 and received a 200 acre land grant from Queen Victoria to start a farm. He married Julia Slough and had 16 children – many of whom married Haists, Hanslers, and other early settlers. My grandfather (also John Stirtzinger) moved to Fonthill from Ridgeville in 1926, buying the old Hansler house and farm on Canboro Rd, where I grew up.

John L Stirtzinger did many good works in Fonthill including being Chairman of the School Board in the early 1960s and was very instrumental in having Glenn A. Green School built (formerly Thorold- Fonthill High School), so that Fonthill would have its own high school. He was also instrumental in the building of the Fonthill Baptist Church in downtown Fonthill. However, being a Baptist also meant not wishing to be recognized for his good works in name and the family originally declined the naming of the now Glenn A. Green School in his honour.

His son & my father, Cecil Stirtzinger, was a well-known farmer and builder in town. Along with farming 3 fruit farms, he also built many of the homes on Daleview Crescent & Drive. He also built the lovely apartment buildings at the corner of Pancake Lane and South Pelham Street & on Haist Street. He was known as the first quality subdivision builder in Fonthill.

His sister, Marjorie Stirtzinger, was an influential educator in the village and principal of A. K. Wigg School for 19 years. She was also the Organist and Choir Director of over 50 years for the Fonthill Baptist Church and well known and respected in the Town.

My request is that you consider adding the name **Stirtzinger** to your list of naming options for a future street, park, or other options available in our wonderful village of Fonthill.

Thank You

Sincerely,

Beverly Stirtzinger Lovejoy

July 29, 2024

CL 11-2024, July 25, 2024

CSC 7-2024, July 10, 2024

CSD 31-2024, July 10, 2024

LOCAL AREA MUNICIPALITIES

SENT ELECTRONICALLY

Development Charges Act – Exemption for Affordable and Attainable Residential Units
CSD 31-2024

Regional Council, at its meeting held on July 25, 2024, passed the following recommendation of its Corporate Services Committee:

That Report CSD 31-2024, dated July 10, 2024, respecting Development Charges Act – Exemption for Affordable and Attainable Residential Units, **BE RECEIVED** and the following recommendations **BE APPROVED**:

1. That staff **BE DIRECTED** to draft a formal policy and procedures related to the authority and administration of the new affordable residential development charge (DC) exemption established by section 4.1 of the *Development Charges Act, 1997* (DC Act) to be brought forward to Council at a later date;
2. That Regional Council **DELEGATE** temporary authority to the CAO and Commissioner of Corporate Services/Treasurer to execute affordable residential DC exemption agreements and other associated documents, including without limitation, registration of charges and postponements of interest, to secure affordable housing units in accordance with section 4.1 of the DC Act and this report, as an interim measure until such time as a policy is approved; provided that the template Agreements are provided to the Corporate Services Committee for review;
3. That, in the absence of a standard form of agreement established by the Minister of Municipal Affairs and Housing, staff, in consultation with Director of Legal Services, **BE DIRECTED** to prepare a form of agreement securing the requirements of *Section 4.1* of the DC Act and this report; and
4. That a copy of this report **BE FORWARDED** to all Niagara Local Area Municipalities.

A copy of Report CSD 31-2024 is enclosed for your reference.

Yours truly,

A handwritten signature in cursive script, appearing to read "Ann Marie Norio".

Ann-Marie Norio
Regional Clerk

:ab
CLK 2024-081

cc: B. Brens, Associate Director, Budget Planning & Strategy
D. Carnegie, Deputy Chief Administrative Officer/ Commissioner Corporate Services

Subject: Development Charges Act – Exemption for affordable and attainable residential units

Report To: Corporate Services Committee

Report date: Wednesday, July 10, 2024

Recommendations

1. That staff **BE DIRECTED** to draft a formal policy and procedures related to the authority and administration of the new affordable residential development charge (DC) exemption established by section 4.1 of the *Development Charges Act, 1997* (DC Act) to be brought forward to Council at a later date;
2. That Regional Council **DELEGATE** temporary authority to the CAO and Commissioner of Corporate Services/Treasurer to execute affordable residential DC exemption agreements and other associated documents, including without limitation, registration of charges and postponements of interest, to secure affordable housing units in accordance with section 4.1 of the DC Act and this report, as an interim measure until such time as a policy is approved;
3. That, in the absence of a standard form of agreement established by the Minister of Municipal Affairs and Housing, staff, in consultation with Director of Legal Services, **BE DIRECTED** to prepare a form of agreement securing the requirements of *Section 4.1* of the DC Act and this report; and
4. That a copy of this report **BE FORWARDED** to all Niagara Local Area Municipalities.

Key Facts

- The purpose of this report is to seek Council’s approval to provide temporary authority to the CAO and Commissioner of Corporate Services/Treasurer to execute affordable residential DC exemption agreements and other associated documents, including without limitation, registration of charges and postponements of interest, as an interim measure pending completion and Council approval of a formal policy to implement the new affordable residential exemption established under the DC Act.
- Supporting delegated authority for these agreements and other associated documents on a temporary basis allows Regional staff to provide agreements on a more timely basis to developers. Alternatively, without a policy in place Council would be required to provide approval to execute these agreements which would delay the building permit process for developers.

- In April 2024, the Province announced that June 1, 2024 would be named as the date of proclamation for Section 4.1 of the DC Act which puts into effect a full exemption of DCs for affordable and attainable residential units, as both terms are defined in the DC Act. As this exemption exists within the DC Act, implementation is mandatory across all municipalities and regions across the Province.
- DC exemptions for Attainable Units are also included within Section 4.1 of the DC Act, however these exemptions are not currently in effect pending further regulations by the Minister of Municipal Affairs and Housing.
- Staff are consulting with our upper-, lower- and single-tier municipal partners with regard to policy and process of implementing the new statutory DC exemption and the legal mechanisms to ensure the exemption is provided only to qualifying developments. A formal policy will be brought forward to Council at a future date once staff have been able to consider all policy, procedural and legal implications of the new statutory exemption.

Financial Considerations

The full financial considerations associated with this report are unknown at this time. Staff are not able to estimate the number of residential units that will qualify and utilize this DC exemption. This exemption will result in lost DC revenue for the Region that could otherwise be used to pay for increased capital costs associated with increased needs for services arising from development. To support the Region's growth related infrastructure needs this DC exemption will be funded from the general levy in the same manner as other DC grants/incentives. Staff do not expect a significant financial impact as a result of the low affordability thresholds across the Region as established by the bulletin (appendix 1) and the current high costs of construction.

A developer who, but for the exemption, would be required to pay DCs must enter into an agreement with the relevant local area municipality and the Region that requires the residential unit to which the exemption applies to be an affordable residential unit for a period of 25 years. Any such agreement may be registered against the land to which it applies and the local area municipalities and/or the Region are entitled to enforce the provisions of the agreement against the owner and against any and all subsequent owners of the land.

The process of drafting, executing and monitoring legal agreements associated with this affordable DC exemption for the period of 25-years places an administrative burden on regional staff. Due to the administrative costs associated with this process an update to the Region's Fees and Charges By-law may be required to appropriately recover the

administrative costs to the Region. Currently, the Niagara Region's Fees and Charges By-law 2023-90 includes a Development Charge Agreement fee of \$570 per agreement. Staff will need to review this fee to determine if it appropriate captures the staff time required to complete, execute, and monitor these 25-year agreements.

The Region will retain the ability to collect any DCs owing on a project if a residential unit ceases to remain affordable at any time during the statutory 25-year term secured by way of an agreement entered into and registered on title pursuant to subsections 4.1(9) and 4.1(13) of the DC Act. Failure to comply with the terms of the agreement will constitute an event of default rendering any exempt DCs immediately due and payable. Per Section 32(1) of the DC Act the Region is permitted to add any unpaid DCs to the tax roll of the property in the event a developer/owner defaults on their agreement and does not pay any applicable Regional Development Charges. In the case of default there would be additional administrative costs associated with collecting unpaid DC's through the tax roll or exercising the Region's rights under a charge/mortgage.

Analysis

Exemptions for affordable residential units were included in the More Homes Built Faster Act (Bill 23), enacted by the Province on November 28, 2022. While the legislation was enacted in November 2022, municipalities were not able to implement the exemptions pending publication by the Minister of Municipal Affairs and Housing of an "Affordable Residential Units for the Purposes of the *Development Charges Act*, 1997 Bulletin." The purpose of the bulletin is to establish the market-based (i.e., average purchase prices and market rents) and income-based thresholds that are to be used to determine the eligibility of a residential unit for an exemption from DCs. Additionally, at the time of Bill 23 being enacted a date of proclamation was not yet set by the Minister for Section 4.1 of the DC Act which includes details of the exemption for affordable and attainable residential units.

In April 2024, the Province announced June 1, 2024 as the date of proclamation for Section 4.1 of the DC Act and released the Affordable Housing Bulletin which provides the Affordable Unit Prices (ownership and rental) that will be used to determine eligibility for the affordable housing DC exemption. This means that as of June 1, 2024, all lower-, upper- and single-tier municipalities across the Province are required to fully exempt residential units meeting the DC Act's definition of affordable and attainable from the payment of DCs.

It is important for Council to note that while Section 4.1 of the DC Act includes details of a full exemption of DCs for both affordable and attainable residential units that the Minister of Municipal Affairs and Housing has not yet provided details of the prescribed development or class of developments which will be eligible for the attainable residential unit exemption. As a result, this portion of the legislation is currently inoperative until further notice as no units can currently meet the definition of attainable under the DC Act. This report will only be providing commentary and details regarding the affordable residential unit exemption at this time.

For a residential unit to receive a full DC exemption as an affordable residential unit Section 4.1 of the DC Act states that the unit must be intended to be an affordable residential unit for a period of 25-years or more from the time that the unit is first rented or sold. A developer looking to obtain this exemption must enter into an agreement with the Region and local area municipality (LAM) that requires the unit to remain affordable for this 25-year period.

Subsection 4.1(12) of the DC Act states that the Minister of Municipal Affairs and Housing may establish standard forms of agreement that shall be used for the purposes of securing affordable residential unit DC exemptions. At this time the Minister has not established any standard forms of agreement, meaning that the Region and the local area municipalities will have to establish their own forms of agreements including appropriate legal mechanisms to secure the affordability period and recover unpaid DCs in the event of default. If at any time during the affordability period the unit ceases to be affordable as per the Minister's definition, DCs will then become immediately due and payable.

Pursuant to subsection 4.1(13) of the DC Act the agreement may be registered against the land to which it applies and the municipality is entitled to enforce the provisions of the agreement against the owner and, subject to the Registry Act and the Land Titles Act, against any and all subsequent owners of the land.

Pursuant to subsection 4.1(7) affordable residential units must also be sold or rented on an arm's length basis which is to be determined based on section 251 of the Income Tax Act (Canada) with necessary modifications.

For ownership housing, a unit would be considered affordable when the purchase price is at or below the lesser of:

- Income-based purchase price: A purchase price that would result in annual accommodation costs equal to 30% of a household's gross annual income for a

household at the 60th percentile of the income distribution for all households in the local municipality; and

- Market-based purchase price: 90% of the average purchase price of a unit of the same unit type in the local municipality.

For rental housing, a unit would be considered affordable when the rent is at or below the lesser of:

- Income-based rent: Rent that is equal to 30% of gross annual household income for a household at the 60th percentile of the income distribution for renter households in the local municipality; and
- Market-based rent: Average market rent of a unit of the same unit type in the local municipality.

Appendix 1 outlines the affordable ownership and affordable rental housing thresholds for all twelve Area Municipalities in the Niagara Region as provided in the [Bulletin](https://www.ontario.ca/page/municipal-development-and-community-benefits-charges-and-parklands#section-4) (<https://www.ontario.ca/page/municipal-development-and-community-benefits-charges-and-parklands#section-4>).

Throughout the month of May, 2024 the Region hosted three virtual information and discussion sessions to discuss the affordable residential DC exemption. Invitations were sent to representatives from Finance, Planning and Building Departments at all twelve LAMs. These sessions had over 50 attendees with representation from all twelve LAMs. These sessions included brainstorming and idea sharing regarding the policy items that should be considered when drafting standard forms of agreements to mitigate risk to the Region and LAMs. There was consensus during these sessions that to minimize confusion for developers that it would be beneficial for the LAMs and Region to endeavour to share one standard form of agreement. The Region has considered the comments and feedback obtained during these sessions as a part of this report and will continue to work towards the development of a standardized agreement with the LAMs to the extent possible.

It is important to note that there is no requirement under the DC Act for the Region and LAM to have the same form of agreement, therefore each individual LAM must determine the details of what they would like included in their agreements. Since DCs are payable to both the LAM and Region as part of the DC collection process, each level of government must enter into an agreement with a developer for them to obtain this exemption per the DC Act.

Currently, staff are consulting with our internal legal as well as our peer upper tier municipalities across the province to determine how best to protect our financial interests and ensure that units qualifying for this exemption remain affordable for the period of 25-years consistent with the requirement of the legislation. Staff are seeking to create an appropriate balance between risk mitigation, administrative simplicity and market realities so as not deter the development community from accessing the exemption. Staff are recommending that the following policy considerations be included within our agreements with developers. These items are not mandatory under the DC Act but are in staff's opinion necessary to strike an appropriate balance. These policy considerations are as follows:

- That the Region put in place separate standard forms of agreement for affordable ownership and affordable rentals due to the differences in documentation required for the Region to validate continued affordability over the agreement's 25-year duration.
- That as an enforcement mechanism pursuant to the right of the municipality to register these agreements on title; the Region include criteria for postponement within our agreements and charge documents which allows for postponement of the Region's interest only to a bank mortgage in the amount of the loan equal to the value of the unit based on the bank appraisal minus the amount of DCs payable but for the exemption. Postponement means subordination of one's secured interest to a subsequent secured interest. Including criteria for postponement in our agreements is a practical item which will ensure an individual purchasing a property with an agreement registered on title will be able to obtain a mortgage on the property. Without postponement criteria, some banks may deny a mortgage on a property to protect their rights to repayment, this will make this agreement less of a barrier to this exemption being utilized while also protecting the Region's interest. For example, Mortgagee A ranking in priority to Mortgagee B is entitled to have its loan repaid first and Mortgage B is entitled to a repayment of its loan only to the extent of any excess of proceeds of sale after Mortgagee A's loan has been fully repaid.
- That if a unit ceases to meet the affordability thresholds as updated by the Province on an annual basis that prorated DCs based on the amount of time the unit remained affordable will become immediately due payable subject to interest at the Bank of Canada rate (currently 4.75%).
- That at building permit issuance, a developer must show proof of executed and registered section 4.1 Agreement.
- That at occupancy permit, a developer must confirm that the completed units are in fact affordable by providing to the Region sales documents or lease agreements. If

these are not available at the time of occupancy permit the developer has 90 days to provide these documents or DCs will become payable.

- That the Region has the right at any time during the 25-year agreement to conduct an audit of affordability and request documents to evidence the units continued affordability.
- For rentals: that on an annual basis landlords must provide rent rolls/lease information to support continued affordability.
- In instances where a developer is unable to have an agreement executed and registered prior to building permit issuance, due to timing constraints, that DCs may be paid upfront and later be refunded as long as an agreement is entered into within 90 days of building permit issuance.
- That agreements be subject to a development charge agreement fee consistent with the Niagara Region's Fees and Charges By-law (\$570 per 2023-90) related to staff time for implementation and administration of this program.

At this time staff are recommending that a formal policy related to this DC exemption be brought forward to Council at a later date. At the time of this report conversations are ongoing with our peers at other municipalities and Regions regarding their approach to the administration of this new exemption.

Council's approval of the temporary authority as outlined in this report will allow staff to continue working towards a policy and standard form of agreement, while at the same time promptly addressing any incoming requests for this new exemption. Developers looking to access the exemption will be required to have an executed and registered agreement prior to the issuance of a building permit. Without temporary authority as per this report, staff would have to bring forward each application for Council's approval, potentially causing delays to construction timeframes, increasing red tape and in the final analysis delaying the supply of much needed affordable housing to the market.

Alternatives Reviewed

The exemption for affordable residential units is a legislated exemption that the Region must administer. All policy items included within this report have been considered to mitigate risk to the Region.

Staff have considered the alternative of putting a policy forward to Council for approval at this time, however, feel this is premature given the ongoing discussions with comparator municipalities and LAMs regarding approaches to implementation.

An additional alternative is that Council does not grant staff temporary authority to enter into affordable housing DC exemption agreements. This would require each agreement to be brought forward to Council for approval. This alternative is not recommended as it would result in long delays for developers. For a developer to obtain their building permit they must either pay the amount of DCs owing or have an agreement in place for an exemption of DCs. This will result in construction delays of these affordable units being constructed as developers must wait for the next Council meeting to obtain an executed agreement and obtain their building permit.

Relationship to Council Strategic Priorities

This report provides details of legislative changes involving the *Development Charges Act, 1997* which will have an impact on the amount of Regional Development Charges collected to fund growth related infrastructure. This relates to Council's Strategic Properties of Effective and Prosperous Region as Regional Development Charges are a major source of funding for growth projects in the capital budget.

Other Pertinent Reports

CSD 14-2023	Bill 23 Financial Impacts on Regional Development Charges
PDS 17-2024	Overview of Bill 185 (Cutting Red Tape to Build More Housing Act, 2024)
CWCD 2024-102	Thresholds for Affordable Housing for Exemptions and Discounts of Municipal Development-Related Charges

Prepared by:

Blair Hutchings, MBA, CPA
 Manager, Revenue Planning & Strategy
 Corporate Services

Recommended by:

Todd Harrison, CPA, CMA
 Commissioner/Treasurer
 Corporate Services

Submitted by:

Ron Tripp, P.Eng.
 Chief Administrative Officer

This report was prepared in consultation with Roman Ivanov, Legal Counsel, Legal and Court Services, and reviewed by Beth Brens, Associate Director, Budget Planning & Strategy & Donna Gibbs, Director, Legal and Court Services.

Appendices

Appendix 1 Thresholds for Affordable Housing Exemption by Municipality

Thresholds for Affordable Ownership and Rental Residential Units by Municipality

Municipality	Affordable Purchase Price Single Detached House	Affordable Purchase Price Semi-detached house	Affordable Purchase Price Row/Townhouse	Affordable Purchase Price Condominium Apartment	Affordable monthly rent of a bachelor unit	Affordable monthly rent of a 1-bedroom unit	Affordable monthly rent of a 2-bedroom unit	Affordable monthly rent of a 3+ bedroom unit
Fort Erie	\$ 323,400	\$ 323,400	\$ 323,400	\$ 323,400	\$ 949	\$ 977	\$ 1,077	\$ 1,484
Grimsby	\$ 441,900	\$ 441,900	\$ 441,900	\$ 441,900	\$ 949	\$ 1,229	\$ 1,394	\$ 1,484
Lincoln	\$ 431,200	\$ 431,200	\$ 431,200	\$ 423,000	\$ 949	\$ 1,229	\$ 1,394	\$ 1,484
Niagara Falls	\$ 319,800	\$ 319,800	\$ 319,800	\$ 319,800	\$ 732	\$ 1,200	\$ 1,317	\$ 1,460
NOTL	\$ 416,800	\$ 416,800	\$ 416,800	\$ 416,800	\$ 949	\$ 1,229	\$ 1,394	\$ 1,484
Pelham	\$ 463,500	\$ 463,500	\$ 463,500	\$ 405,000	\$ 949	\$ 1,229	\$ 1,394	\$ 1,484
Port Colborne	\$ 309,000	\$ 309,000	\$ 309,000	\$ 309,000	\$ 949	\$ 1,038	\$ 1,161	\$ 1,440
St. Catharines	\$ 309,000	\$ 309,000	\$ 309,000	\$ 309,000	\$ 1,053	\$ 1,338	\$ 1,522	\$ 1,620
Thorold	\$ 355,700	\$ 355,700	\$ 355,700	\$ 355,700	\$ 949	\$ 1,036	\$ 1,369	\$ 1,484
Wainfleet	\$ 402,400	\$ 402,400	\$ 402,400	\$ 402,400	\$ 949	\$ 1,229	\$ 1,394	\$ 1,484
Welland	\$ 305,400	\$ 305,400	\$ 305,400	\$ 305,400	\$ 784	\$ 1,043	\$ 1,299	\$ 1,115
West Lincoln	\$ 441,900	\$ 441,900	\$ 441,900	\$ 441,900	\$ 949	\$ 1,229	\$ 1,394	\$ 1,484

Administration

Office of the Regional Clerk

1815 Sir Isaac Brock Way, PO Box 1042, Thorold, ON L2V 4T7

Telephone: 905-980-6000 Toll-free: 1-800-263-7215 Fax: 905-687-4977

www.niagararegion.ca

July 4, 2024

CL 9-2024, June 27, 2024

PEDC 6-2024, June 12, 2024

PDS 20-2024, June 12, 2024

Distribution List

SENT ELECTRONICALLY

Proposed Amendments to the Niagara Escarpment Planning and Development Act
PDS 20-2024

Regional Council, at its meeting held on June 27, 2024, passed the following recommendation of its Planning and Economic Development Committee:

That Report PW 20-2024, dated June 12, 2024, respecting Proposed Amendments to the Niagara Escarpment Planning and Development Act, **BE RECEIVED** and **BE CIRCULATED** to the Towns of Pelham, Niagara-on-the-Lake, Lincoln and Grimsby, as well as the Cities of St. Catharines, Niagara Falls and Thorold.

A copy of PDS 20-2024 is enclosed for your reference.

Yours truly,



Ann-Marie Norio
Regional Clerk

js

CLK-C 2024-068

cc: E. Acs, Manager, Community Planning
M. Sergi, Commissioner, Growth, Strategy and Economic Development
N. Oakes, Executive Assistant to the Commissioner, Growth, Strategy and Economic Development

Distribution List

- Town of Pelham
- Town of Niagara-on-the-Lake
- Town of Lincoln
- Town of Grimsby
- City of St. Catharines
- City of Niagara Falls
- City of Thorold

Subject: Proposed Amendments to the Niagara Escarpment Planning and Development Act

Report To: Planning and Economic Development Committee

Report date: Wednesday, June 12, 2024

Recommendations

1. That this report **BE RECEIVED** for information; and
2. That this report **BE CIRCULATED** to the Towns of Pelham, Niagara-on-the-Lake, Lincoln and Grimsby, as well as the Cities of St. Catharines, Niagara Falls and Thorold.

Key Facts

- The purpose of this report is to share information with Council related to a Provincial proposal to update the Niagara Escarpment Planning and Development Act (NEPDA).
- On May 3, 2024 a proposal was posted to the Environmental Registry of Ontario (ERO) containing a summary of changes the Province is considering to the NEPDA. The proposal is seeking feedback by June 17th (45 days). Staff comments outlined in this report will be submitted to the Province in response to the ERO posting.
- According to the ERO proposal, the amendment aims to clarify and expand existing exemptions for developments that do not require a development permit under the NEPDA. It would also add additional exemptions for certain activities that are unlikely to have a significant environmental impact, such as building a shed, or swimming pool.
- Ultimately the ERO posting lacks the detail required to fully understand the scope of this proposal. Staff have reached out to the Ministry of Natural Resources and Forestry to request further information in an effort to better understand the proposed changes.

Financial Considerations

Although details are vague with respect to this ERO posting, there is nothing that suggests the processing associated with Niagara Escarpment Development Permit

exemptions or approvals are being downloaded or transitioned to regional or local municipalities.

At this time, there does not appear to be any financial considerations for the Corporation. However, staff will continue to monitor this ERO proposal.

Analysis

The Niagara Escarpment Plan (NEP) was most recently updated in 2017 and had an office consolidation in 2021. During the 2017 update, Regional Council submitted detailed comments on policies, mapping and site-specific changes that were proposed for the plan.

Most development, site alteration and special events within the NEP regulated area requires a permit issued by the Niagara Escarpment Commission (NEC). Attaining a NEP development permit can be a required first step, in advance of local municipal approvals. In an effort to expedite processing times, the Province is proposing to streamline the development permit process by clarifying and expanding exemptions for certain types of development:

“The proposed changes would provide greater certainty and clarity for landowners and businesses within the NEP area on circumstances where a development permit may not be required. Some proposed changes would make it easier for conservation organizations to carry out activities that would benefit the escarpment. Most of the proposed changes are expected to have little or no environmental impact.” (ERO 019-8364)ⁱ

The proposal outlines nine categories where modifications to existing or new exemptions have been suggested, these include:

Accessory structure activities, such as:

- Construction or placement of a temporary or permanent structure accessory to a dwelling.
- Installation of a private sewage disposal system accessory to a dwelling.

Agricultural activities, such as:

- Installation of a farm entrance to an agricultural property from a road.

- No minimum agricultural lot size to convert structures from one type of farming use to another.
- The construction of a structure accessory to agricultural development, other than a dwelling.
- The installation of a single, permanent farm produce structure to sell local products.

Business activities, such as:

- The establishment and operation of certain home occupation or home industry activities.
- Special events that are accessory to a permitted use and which do not constitute a change in land use (e.g., change of residential use to a commercial use).

Construction and decommissioning activities, such as:

- Demolition of all or part of a building or structure.
- Rebuilding or repairing damaged or destroyed land, buildings, or structures.
- Extension of a single dwelling.

Environmental management activities, such as:

- Certain projects carried out by government or non-government conservation organizations (e.g., upgrades to trail systems, construction of boardwalks, stairs).
- Restoration activities carried out by government or non-government conservation organizations.
- Extend timelines from 5 years to 10 years for Niagara Escarpment Parks and Open Spaces System (NEPOSS) agencies to implement exempted development identified in an approved management plan.

Forestry and vegetation management activities, such as:

- Activities related to vegetation management (e.g., pruning, cutting, landscaping) required to facilitate certain work including work under an existing exemption or a development permit application.
- The placement of fill or minor grading required for the construction of exempt structures or landscaping.

Infrastructure activities, such as:

- Activities related to the construction or installation of communications equipment conducted within existing right of way.
- Maintenance and repair road works conducted by public bodies which are approved through other processes such as an environmental assessment.

Private servicing activities, such as:

- Installation, maintenance, or replacement of a culvert to enable vehicular access to an existing lot.
- Installation or decommissioning of a well or cistern supplying potable water.
- Driveway extension to an existing or new exempt structure.
- Activities related to connecting existing services at road to an existing structure.

Other activities, such as:

- A lot addition or lot line adjustment on existing lots outside of prime agricultural areas.
- Construction or extension of structures accessory to an institutional use.
- Revised size and lighting conditions for the construction of an outdoor swimming pool, spa, or hot tub, and a single outdoor sports court.

Staff Comments

Upon review of the proposed exemptions, staff offer the following items for the Province to consider:

1. While the proposal outlines activities that would be exempt, it does introduce some confusion by stating: "Not all exemptions would apply across the entirety of the NEP area. Some exemptions may be limited to only outside of certain environmentally sensitive areas or natural features." (ERO 019-8364)

It is unclear from the detail in the proposal, how a landowner in the NEP would determine if an exemption applies to their situation or not. If the primary objective of this proposal is to expedite processing times, the process to determine applicability of an exemption should be clarified.

2. The proposal does not contain any discussion around residential dwellings. In support of streamlining efforts to build more homes, staff would suggest the Province

review the proposed exemptions with a housing priority lens, especially within the Escarpment Urban Area designation.

The Escarpment Urban Area designation encompasses lands which are also identified in municipal official plans for urban development. Local municipalities remain the final approval authority for construction in these areas.

3. The proposal lists certain agricultural activities (entrances, accessory buildings, building use conversion, and produce stands) as activities that may be exempted. However, there may be further opportunity to exempt additional agricultural activities, where approvals are also required at the local municipal level. Staff would suggest the Province review agricultural activities considered under the Normal Farm Practices Protection Act and determine if opportunities for further exemptions are possible.

Overall, the exemptions listed in the proposal will continue to support the goals and objectives of the NEP. Further details are needed to understand the implementation of these changes and how they can be communicated and understood by the end user.

Staff will continue to monitor this proposal and can report back to council if further details are released on this regulatory change.

Alternatives Reviewed

No alternatives have been reviewed, as this report summarizes and presents staff comments on the proposed changes to the Niagara Escarpment Planning and Development Act.

Relationship to Council Strategic Priorities

This report provides information on proposed changes to provincial policy related to land use planning. This relates to Council's Strategic Priority of Effective Region, Equitable Region, and Prosperous Region through ensuring high quality, efficient, and coordinated core services.

Other Pertinent Reports

None

Prepared by:

Erik Acs, MCIP, RPP
Manager, Community Planning
Growth Strategy and Economic
Development

Recommended by:

Michelle Sergi, MCIP, RPP
Commissioner
Growth Strategy and Economic
Development

Submitted by:

Ron Tripp, P.Eng.
Chief Administrative Officer

This report was prepared in consultation with Angela Stea, MCIP RPP, Director
Corporate Strategy and Community Planning.

ⁱ [Proposed amendments to development permit exemptions under R.R.O. 1990,
Regulation 828 for lands in the Niagara Escarpment Planning Area that is under the
area of development control | Environmental Registry of Ontario](https://ero.ontario.ca/notice/019-8364)
(<https://ero.ontario.ca/notice/019-8364>)

Date: January 31, 2024
Time: 2:00 pm
Location: Committee Meeting Room, Town Hall

Attendance: Councillor Kevin Ker
Dan DeVries
Doug Wilson, Vice Chair
John Langendoen, Regrets
Joyce Sonneveld, Regrets
Louis Damm, Chair
Sherry Rusin
Sandra Frayne

Staff: Barbara Wiens, Director, Community Planning & Development
Lindsay Richardson, Policy Planner

1. Call to Order and Declaration of Quorum

Noting that quorum was present, the Chair called the meeting to order at 2:02 pm.

2. Land Recognition Statement

The Chair recited the land recognition statement.

3. Approval of Agenda

Moved by: Dan DeVries
Seconded by: Sandra Frayne

THAT the agenda for the January 31, 2024, regular meeting of the Agricultural Advisory Committee be adopted.

Carried

4. Declaration of Pecuniary Interest and General Nature

There were no pecuniary interests disclosed by any of the members present.

5. Approval of Meeting Minutes – October 25, 2023

Moved By: Doug Wilson
Seconded By: Dan DeVries

THAT the meeting minutes from October 25, 2023, regular meeting of the Agricultural Advisory Committee be approved.

Carried

6. Regular Business

6.1. Terms of Reference

Staff provided an overview of the Terms of Reference (TOR), which were approved by Council in January 2023. The TOR provides a purpose and mandate for the Committee which can be amended by the Committee if there is desire to do so.

The Committee discussed some of the key items they would like to focus on which including:

- invasive species identification, information and best practices
- endangered species protection/mitigation with agricultural practices
- greater focus on climate change and issues around import and exporting goods (specifically to the US)

The Committee felt that the current mandate is broad enough that they are able to focus on any number of issues that have been identified.

6.2 Dark Sky By-law

Staff provided a brief overview of the proposed Dark Sky By-law, which was deferred by the Committee until 2024 for their review and input. It was noted that in Niagara, municipalities typically handle lighting for commercial uses through site plan control and that lighting for agricultural purposes is generally exempt from this requirement.

The Committee discussed the By-law including new technologies that virtually eliminate the use of white light, curtains and also various growing techniques (i.e. lettuce grows better under blue light, which does not emit

as much light pollution as a standard white light). This item will be brought back to the Committee at a subsequent date, Councillor Ker indicated that he will provide more information and an update at this time.

6.3 Project Status – Official Plan Update

Staff have been preparing the first draft of the Official Plan, policy sections of interest to the Committee include: Section 4: NES/Climate Change and Section 10: Agriculture/Rural policies. Staff indicated that there will be a series of upcoming public meetings that will be open to everyone and the Town will provide multiple options to provide input (engaging pelham etc). Further, the Plan will be reviewed by agencies, Town Staff, Region of Niagara, NPCA, NEC and Town Advisory Committees (Seniors, Climate Change, Active Transportation and Agricultural Advisory Committees)

6.4 Future Topics

- East Fenwick development and water/stormwater impacts of development;
- Oakhaven (west side of Maple Street) – water issues;
- Municipal drain maintenance plans;
- Welland River floodplain area;
- Farr Road development;
- Updated NPCA mapping of the floodplain for Drapers Creek and Coyle Creek;
- Billing structure of drain maintenance;
- Understanding the function of a road side ditch;
- Updating the municipal drain plans, and putting together a maintenance plan for these ditches;
- Solar and wind regulations (climate change);
- Educating the public on what farmers do; and
- New technologies that are coming to farming and how can the municipality adapt and create policy that doesn't limit ability of farmers to embrace new ways of doing things.

7. Next Meeting

The next meeting will take place on March 20, 2024, in Council Chambers at Town Hall at 2:00 pm.

8. Adjournment

Moved by Dan DeVries
Seconded by Sherri Rusin

**THAT this Regular Meeting of the Agricultural Advisory Committee
be adjourned at 3:12 pm.**

Carried



Chair, Louis Damm



Lindsay Richardson, Policy Planner

Date: 24 June 2024
Time: 10:00a.m. – 11:30a.m.
Location: Council Chambers – Meeting Room

Attendance: Jackie Oblak, Committee Chair
Wayne Olson, Ward One Councillor
Mike Hoch, Committee Member
Ryan Taylor, Committee Member
Sydney Van Leeuwen, Administrative Assistant
Gimuel Ledesma, Engineering Technologist
Jason Marr, Director of Public Works
Lindsay Richardson, Policy Planner
Samantha Witkowski, Environmental Coordinator

Regrets: Mike Hoch, Committee Member

1. Call to Order and Declaration of Quorum

Noting that quorum was present, Chair Jackie Oblak called the meeting to order at approximately 10:03 a.m.

2. Land Recognition Statement

Jackie Oblak recited the land recognition statement.

3. Approval of Agenda

Moved by: Mike Jones
Seconded by: Natalie Seniuk

BE IT RESOLVED THAT the agenda for the June 24, 2024, regular meeting of the Environmental and Climate Adaption Advisory Committee be adopted.

Carried

4. Approval of the May 27, 2024, Minutes

Moved by: Ryan Taylor

Seconded by: Mike Jones

BE IT RESOLVED THAT the Minutes for the May 27, 2024, regular meeting of the Environmental and Climate Adaption Advisory Committee be approved.

Carried

5. Declarations of Pecuniary Interest and General Nature Thereof

There were no pecuniary interests disclosed by any of the members present.

6. New Official Plan Update – Lindsay Richardson, Policy Planner

Lindsay spoke to the ECAAC about the Town's new draft Official Plan and how it is almost complete. Staff are actively looking for the best way to incorporate the Climate Adaption Plan into the Official Plan.

Lindsay hopes to have the OP to the public in the next several weeks for public feedback and will then share with the committee. Staff will be requesting feed back from the public at this time.

The Towns new Official Plan is reflective of the Niagara Regions Official Plan. The Official Plan is heavily focused on the environmental side, which the previous Official Plan was not. The Town has incorporated what the Niagara Region as done from an environmental perspective.

Lindsay is looking for feedback from the ECAAC and public on various areas of the environmental section of the Official Plan and the clarity of this area.

The Planning Department is aiming for this new Official Plan to be more easily understood by the public.

Lindsay mention that the Town of Pelham is one of the first municipalities within the Region to get out a new Official Plan since the Niagara Region changed theirs.

The Planning Department is hoping to have a draft Official Plan out to the public this summer and to have the completed plan to Council by the Fall of 2024.

Lindsay spoke to there not being a lot of direction from a provincial perspective, the only direction the Town does have is from the Greenbelt Plan and the Niagara Escarpment Commission (NEC).

Lindsay spoke to the improved mapping in the Towns new Official Plan. The mapping is more specific and detailed in certain areas of Town.

Committee members asked if the Natural Asset Inventory will be apart of the Official Plan. Lindsay mention that parts of the data collection will be apart of the Official Plan.

Action: Staff to send committee the OP once ready for review. Word doc, PDF and hardcopy.

7. Workplan Discussion – Items to Address

Communications – Priority – Natalie to request a meeting with Leah to establish the best way to develop a digital presence on the Town website.

Town Trees (Significant Trees) – have residents become aware of these trees and appreciation around them. Mike Jones will bring this idea up to PATH’s next board meeting. Goal being to have residents’ development an understanding of these trees and how to best protect and preserve them. Ideas of how to get the community involved. PATH is already involving public to participate in events and teach those within Pelham about trees. PATH is currently planning an event that will happen one of the two weekends following the Civic Holiday weekend. Staff mentioned that the Town does have an inventory of all municipally owned urban trees.

Action: Jason to ask Operational staff the forecast for the Town inventorying and mapping rural trees.

Action: Share the Niagara Navigator site with the ECAAC.

Samantha mentioned Tree-O-Code, this is an application that could encourage residents to enter their tree and it will be generated on a map. If there is a way to make resident participation less restrictive, this may help encourage people to use it.

Action: Mike Jones to look up the definition of a Significant Tree. Jackie has been in touch with NCC and NPCA regarding the pathway to the Marlene Stewart St. Park. The NPCA has displayed interest in discussing. The idea would be to have each organization create a plan of management for the site. Jackie has not heard much back about this plan yet, but they are planning on creating one.

The Town is currently working with the NPCA on the feasibility of creating a trail from either the north point of Haist St., where the new NPCA property is or Pelham St N, but this location would be more involved.

Action: Jason to bring in mapping for the potential trail once locations are established.

Adopt a Trail Program – ECAAC requested that staff bring this to the PATC to see if this is something they would be interested in promoting.

8. Review of Pelham By-Laws with an Environmental Lens

Committee member Ryan is doing an analysis of all our current by-laws from an environmental perspective and looking to gain access to all data pertaining to these issues.

Action: Staff to discuss with Clerks about by-law availability and if there is a possibility to provide more by-laws to the committee.

The idea of the analysis is to see if our documents are up to date or if there is room for improvement and additions to our by-laws from an environmental standpoint (Eg. Provincial vs. Municipal).

Ryan also mentioned to the committee that the by-laws are not overly accessible and are often scanned documents, he is converting these

documents during the analysis to make them more accessible. Ryan offered to share these accessible documents.

9. Upcoming Items

Jackie brought to the ECAAC that Kerry Royer has offered to be a liaison for the NPCA. This was confirmed through Clerks, and Kerry will be noted as a guest during meetings. Kerry will not be able to vote, only speak to NPCA matters.

Motion: To invite Kerry Royer as a liaison for the NPCA as a regular guest.

Mover: Mike Jones
Seconded: Ryan Taylor

Carried

Jackie has been in contact with Trout Unlimited and she has invited them to attend as guests.

Motion to extend the meeting by 15 Minutes:

Mover: Ryan Taylor
Seconded: Natalie Seniuk

Carried

Councillor Olson spoke to an NRT update - July 1, 2024, the NRT is starting a new process, now you can go to everywhere in the region except Niagara on the Lake and Stanford Plaza using NRT. This service will be through the NRT On Demand. There will also be Saturday service, and its hours are now 7am-11pm. There have been 11 speciality buses and 19 high efficiency buses within their fleet.

Niagara Geopark – the visit from UNESCO is the second week of July and they will be within Niagara for about 3 days. They will be visiting the Comfort Maple and Shorthill Provincial Park.

10. Adjournment

Moved by: Ryan Taylor
Seconded by: Natalie Seniuk

**THAT this Regular Meeting of the Environmental and Climate
Adaption Advisory Committee be adjourned at 11:45 a.m.**

Next meeting is scheduled for Monday, July 22, 2024.

Carried

Jackie Oblak
Jackie Oblak (Jul 24, 2024 16:41 EDT)

Chair, Jackie Oblak

Sydney Van Leeuwen
Administrative Assistant, Sydney Van Leeuwen

Subject: Joint Accessibility Advisory Committee (JAAC) 2024-2026 Proposal

Recommendation:

BE IT RESOLVED THAT Council receive Report # 2024-0160 -Clerks - Joint Accessibility Advisory Committee (JAAC) – 2024-2026 Proposal;

AND THAT Council approve the 2024-2026 Proposal to coordinate AODA Compliance for 2024-2026 with The Herrington Group Ltd., at a cost of \$10,000 per year;

AND THAT the Town Clerk be directed to prepare the necessary by-law authorizing the Mayor and Clerk to execute the said Agreement for the next Regular Meeting of Council.

Background:

The *Accessibility for Ontarians with Disabilities Act* (AODA) was legislated in 2005. The legislation aims to develop, implement and enforce accessibility standards across Ontario with a view towards completing full accessibility in the Province by 2025.

This legislation mandates that municipalities with populations of 10,000 or more are to establish and maintain an accessibility advisory committee. The Act also allows two or more municipalities to create a joint committee, instead of having their own separate committees. In response to this requirement, the Town of Pelham along with the Town Lincoln, Township of West Lincoln, City of Thorold, Town of Niagara-on-the-Lake, The City of Port Colborne and the Town of Grimsby partnered together and established the Joint Accessibility Advisory Committee (JAAC). Funds are pooled by each municipal partner to contract a consultant with the mandate to establish and coordinate compliance with the AODA for each municipality.

The Town of Pelham continues to be an active member in the Joint Accessibility Advisory Committee (JAAC). Services of The Herrington Group have been continually engaged to ensure compliance with AODA, at a cost of \$10,000 per municipality. This cost has remained unchanged since the inception of the JAAC.

The JAAC is comprised of two representative members from each of the partner municipalities.

Analysis:

The AODA requires that the Council of a municipality prepare an accessibility report each year and adopt an Annual Accessibility Plan and provide accessibility training. In addition to these tasks, the JAAC group also audits and re-audits municipal facilities to address physical barriers ahead of the 2025 legislative deadline, aid staff in AODA interpretation and compliance support and comment on other documents as requested by the municipality. As the Town is a participant in the JAAC, access to the dedicated and knowledgeable committee members affords the opportunity to rely on the JAAC to spearhead requirements to facilitate the Town to remain in compliance with the legislation.

The volunteers, working closely with the Consultant, are dedicated to ensuring compliance and this work greatly reduces the burden on municipal staff in this regard. Without this resource and the variety of insights that each committee member and the Consultant bring, the Town would be left to its own individual resources to ensure compliance with the AODA and would require a dedicated staff person, at least on a part-time basis, to fulfill the requirements. The cost of this would exceed the partnership contribution and is not being recommended.

A copy of the proposal to coordinate the AODA compliance for 2024-2026 by The Herrington Group Ltd. is included as Appendix A.

The cost per municipality has remained unchanged for many years, at \$10,000 annually. In addition to the consultant, The Herrington Group Ltd., the JAAC has been functioning collaboratively with membership from each represented municipality, as above outlined. The Clerks from all partnering municipalities also meet on a regular basis to communicate compliance requirements.

Financial Considerations:

The Town can continue in its partnership with its neighbouring municipalities and contribute \$10,000 a year for the services provided or can consider hiring additional staff, at least on a part time basis, to ensure AODA compliance.

Alternatives Reviewed:

Although Council can direct staff to hire an additional part time staff compliment to ensure AODA compliance this is not recommended as the cost of this would exceed the annual partnership contribution.

Strategic Plan Relationship: Community Development and Growth

Ensuring compliance of the AODA demonstrates the Town of Pelham's commitment to developing an accessible community for all residents and visitors and therefore builds a strong community.

Consultation:

JAAC Area Clerks

Other Pertinent Reports/Attachments:

2024-2026 Proposal to Coordinate AODA Compliance

Prepared and Recommended by:

Holly Willford
Town Clerk

Prepared and Submitted by:

David Cribbs, BA, MA, JD, MPA
Chief Administrative Officer

Subject: Soccer Field Maintenance Report**Recommendation:**

BE IT RESOLVED THAT Council receive Report #2024-0179 Soccer Field Maintenance Report, for information.

Background:

At its regular meeting on June 19, 2024, Council received a delegation from the Pelham Soccer Club regarding the State of Soccer Fields in the Town of Pelham and endorsed the following motion:

BE IT RESOLVED THAT Council receive the delegation from David Hominuk of the Pelham Soccer Club regarding the state of the soccer fields, for information;

AND THAT Council direct staff to prepare a report for August 2024 addressing the feasibility of finding funds from reserve or savings for in-year soccer field repair and maintenance in discussion and in financial partnership with the Pelham Soccer Club.

The Town of Pelham currently operates and maintains three full-size soccer fields, one at Harold Black Park and two at Centennial Park. All three soccer fields are lit for night play. The Public Works Department (PW) maintains the turf, irrigation systems, and lighting fixtures. The Recreation, Culture, and Wellness Department (RCW) is responsible for field rentals, field lining/markings, and sport-related furniture and equipment.

In 2018, the Beautification Team's responsibility, including parks maintenance, horticulture, cemeteries, and forestry, was transferred from the Public Works Facilities Division, under the Manager of Facilities, to the Public Works Operations Division, under the Manager of Public Works. At that time, the maintenance standard for sports fields was one cut per week. Other maintenance items such as rolling, overseeding, and fertilization were not completed consistently or supported by the Beautification Operating Budget.

On November 7, 2022, Council received a delegation from the Pelham Soccer Club requesting items for inclusion in the 2023 budget for consideration (attached). The club identified field conditions as a concern, and the delegation requested an

additional budget for rolling fertilization and weed intervention. In response to the request, staff added rolling to the annual turf maintenance program for sports fields. Staff also completed a review of the 2023-2025 Municipal Grass Cutting and Property Maintenance service contract. Through the reprioritization of contract locations, in 2023, staff were able to provide a second weekly cut of sports fields throughout the season starting on the third week of May.

Analysis:

Sports fields require a range of annual maintenance activities depending on the level of athletic competition, the sport, field usage, and several environmental factors. These include:

Activity	Description	Service Standard	Annual Cost
Aeration	Aeration promotes the vigor and health of turf grass by reducing soil compaction and increasing air exchange and water penetration. Providing good turf growing and soil conditions discourages weed growth without using herbicides.	Once per season (staff)	\$640 per field
Top-Dressing	Top-dressing adds high-quality topsoil spread and leveled over the field. It is intended to smooth the playing surface, promote turf grass growth, and improve the soil's moisture-holding capacity.	As required (staff)	\$9,000 per field
Overseeding	Overseeding contributes to a denser, thicker turf that discourages weed growth, promotes quicker regeneration, and prevents soil loss.	Once per season (staff)	\$720 per field
Fertilization	Fertilization promotes the vigor and health of turf grass and enables it to withstand or discourage stresses such as drought and weed infestation.	Two applications per season (contract)	\$800 per field
Weed Intervention	Through the use of selective herbicide, weed intervention reduces nutrient competition for healthier turf grass. Weed intervention should be used as a last resort only after other turf maintenance activities have failed to produce satisfactory results.	Three applications per season (contract)	\$3400 per field

The costs provided above include staff labour (based on one full-time, and one seasonal employee), specialized equipment rental, material costs and/or the costs

of contracting out the service where it could not be completed more economically through the use of municipal staff. However, these rates do not include the cost associated with utilizing municipally owned fleet.

Increasing the maintenance standard for soccer fields to include aeration, overseeding, and fertilization will require an operating budget increase of \$2,160 per field or \$6,480 for all three. This includes \$1,740 for materials and supplies, \$225 in fleet rental, \$2,400 in contracted services, and \$2,100 in staff labor. Performing these maintenance activities will improve the health and vigor of the turf grass, eliminating the need for more costly weed intervention. Aerating, overseeding, and rolling are generally completed in April through early May, depending on environmental conditions, to allow for seed germination and regeneration of the existing turf. To maintain fields at the level expected by the users, the municipally owned and operated fields must remain closed until staff are allowed sufficient time to prepare them accordingly.

For a typical soccer field, Top-Dressing involves spreading 80 yards of high-quality topsoil over the field's surface to an average thickness of 6.25mm (1/4"). The topsoil is mechanically spread, raked and broomed to smooth out depressions and repair minor field damage and surface inconsistencies. Providing this service requires an operating budget increase of \$9,000 per field, including \$6,200 for material, \$2,200 for specialized equipment rental, and \$600 in staff labour. For adult and youth competitive/recreational league play, top dressing may not be required on each field annually. If approved, this budget line may be utilized on a rotational basis or for smaller turf and sports equipment repairs over multiple fields as required.

Aerating and Top-Dressing activities both require specialized equipment. Staff investigated the costs and availability of renting or purchasing these items. An 18" self-propelled aerator may be rented for \$80-\$100 a day; however, its small size significantly increases the staff time required to complete each field. A 72" Plug Aerator, designed to be pulled by an existing municipally owned tractor, costs \$7,000 to purchase or \$1,800 per week to rent (1 week minimum). This unit could be utilized in all parks, sports fields, and facility grounds to improve turf conditions where the soil is highly compacted. A Top-Dresser can be rented for \$2,200 per week (1-week minimum) or purchased for \$18,000 - \$25,000, depending on the attachments. Due to the infrequency of use and capital expenditure, renting as required is preferred.

On July 24th, 2024, Staff met with a representative from the Pelham Soccer Club at Centennial Park to discuss the current state of the soccer fields, the costs for repair and maintenance, and a potential financial partnership to improve the soccer fields or equipment. Centennial Soccer fields 1 and 2 are both in playable condition. The

Pelham Soccer Club could not commit to a dollar amount or for specific items to be funded through the club at the time of the meeting as it would require support from their Board of Directors. The Public Works Department has committed to making some minor field repairs once the soccer season is over. These repairs can be easily completed within the current operating budget.

Top-Dressing is the only economical method for improving the playing surface of Centennial Soccer Field 1. Although Public Works cannot guarantee the availability of budget savings for field repair in 2024, Top-Dressing is not recommended to be completed in the fall regardless. Weather conditions such as wind, downpours, snow and ice will work to strip the fresh topsoil from the field. To obtain its full benefit, this work should be completed in the spring prior to the soccer season.

Financial Considerations:

As stated above, turf maintenance activities, including aeration, overseeding, and fertilization on all three soccer fields, require an operating budget increase of \$6,480. To provide annual top dressing for one field or other repairs, on multiple fields requires an additional operating budget increase of \$9,000. Staff also recommends the addition of a \$7,000 Capital Fleet Budget Item for a 72" 3-point hitch plug aerator.

Alternatives Reviewed:

This report addresses sports field turf maintenance for the Town of Pelham-owned and operated soccer fields. The Town of Pelham owns and operates five standard/medium size baseball diamonds and two youth diamonds. The cost for maintaining the outfield turf grass of a baseball diamond is essentially the same as a full-size soccer field. Providing the same level of service for turf maintenance to baseball diamonds would require an operating budget increase of \$15,120 for aeration, overseeding, and fertilization. Baseball tends to cause less damage to the outfield grass as the number of players is far fewer, but top-dressing and infield repair material may be required as well.

Council may decide to continue providing the same level of service as is currently provided or any combination of the turf maintenance activities described above for soccer and/or baseball.

Any addition to field maintenance service levels may be recoverable or partially recoverable through increases in field rental rates.

Strategic Plan Relationship: Infrastructure Investment and Renewal

Regular maintenance of sports fields is crucial for ensuring the safety of players, enhancing the quality of the playing surface, and promoting a positive experience for youth and adults alike.

Consultation:

The Supervisor of Beautification and the Public Works Grounds Maintenance Attendant were consulted during the preparation of this report.

Other Pertinent Reports/Attachments:

2022 Pelham Soccer Delegation Presentation

None

Prepared and Recommended by:

Ryan Cook, Dipl.M.M., CRS
Manager of Public Works

Jason Marr, P. Eng.
Director of Public Works

Prepared and Submitted by:

David Cribbs, BA, MA, JD, MPA
Chief Administrative Officer



PELHAM SOCCER CLUB

Town of Pelham Budget Presentation



CLUB INFORMATION



- Largest Youth User group in Pelham
- 2019- 692 players
- 2022 - 916 players on Teams
 - 1 Niagara Regional Soccer Program Team
 - 15 Niagara Travel Teams
 - 13 Interlock House league Teams
 - New for 2022
 - 40 Pelham House league Teams
- Players Ages 2 to 52
- 33% growth in 4 years
- 2022- Over 1150 unique players tried out, trained or played for our club.



FACTORS FOR GROWTH



- Town growth
- Diversity in club offerings- we have adjusted programming to demand and to keep players playing and training longer.
- Part Time Technical Director and Part Time Administrator on staff.
- Strong leadership at Board level
- Dedicated coaches

FIELDS

- Town Fields-
 - Centennial 1 & 2 (2- 11v11 or 9v9 fields)
 - Harold Black Park (1- 9v9 or 2- 5v5)
- DSBN Fields-
 - EL Crossley Turf (1- 11v11 or 2- 9v9)
 - Glynn A Green (4- 7v7)
- Private-
 - Concordia Academy (1- 5v5 and 1- 7v7 (no nets)- Maintained by the TOP
- Over 60 % of our field usage is Schools or private fields



SHORT TERM ISSUES



- Field Conditions- Centennial and Harold Black fields need major up keep. They are uneven and over run with weeds.
 - Currently no seasonal upkeep is budgeted for or performed. No rolling, Weed & Feed etc.
- Cutting- Spring and wet summers- Town fields are often too long. Town promises one cut a week when more is required.
- Lack of Fields- Pelham Arena fields have not been replaced. Concordia Academy field was used as an replacement this season. But is in rough shape, one field had no nets and exposed our players to inappropriate graffiti on the walls.





CONCORDIA ART

IMMEDIATE SOLUTIONS

- Field Conditions- The Beautification department has received a quote to do much needed maintenance on 1 soccer field for next season at a cost of approx \$20,000 for 1 soccer field and 1 baseball diamond. We request you approve this and commit to doing all 3 town soccer fields.
 - We also request that we be able to fund our own contractor to preform lighter maintenance on the other fields. Rolling, Weed and Feed in the spring.
 - We pay for the cutting and up keep at GAG at a cost of \$6,500 for 2022 and it is the nicest grass field we have.
- Cutting- We know there is currently only one mower for all the town fields and this is not enough for the high needs months.
 - We request we be able to contract out a once a week cutting on the current town fields, during the high growth months.



SOLUTIONS CONTINUES

Lack of Fields- The solution for this was Concordia Academy this season and it was a weak substitute for the Pelham Arena fields.

- No nets, No path cut to the back field, graffiti.
- Can another 2 practice fields be placed somewhere?
- This would just bring us up to what we had previously with the Arena fields.



LONG TERM PLANS



- Third Field at Centennial Park
 - We are aware that the current master plan has a place for this. We would like to encourage its development. It is desperately needed.
 - Flexibility on size of field- 11v11 vs 9v9
 - Will require more parking
- Additional Fields when planning Green and Recreational space.
- Shared Use Club House at Centennial Park
 - Change rooms and Meeting room
 - Accessible Bathrooms
 - Willing partner in this project.





Pelham Panthers Soccer Club

**THANK YOU
FOR YOUR
CONSIDERATION**



Subject: LAS Electricity Hedging

Recommendation:

BE IT RESOLVED THAT Council receive Report #2024-0173-Corporate Services, for information;

AND THAT Council approve the Town of Pelham entering into a Electricity Hedging with Local Authority Services (LAS) effective January 1, 2025 after final review from the Town Solicitor;

AND THAT Council approve Option #2 at 50% of all accounts for Electricity Hedging.

Background:

Overview

This report seeks Council's support for participation in the LAS Electricity Program with a chosen hedge percentage. The options presented aim to simplify decision-making while balancing potential savings and risk exposure. The hedge percentages range from 20% to 75%, with three primary options analyzed: 25%, 50%, and 65%.

Background

The majority (70% or 94 municipalities) of LAS program members have opted for a 65% hedge for the year 2024. This preference is influenced by a desire to mitigate risk while still taking advantage of potential market savings. Currently, the 25% hedge option appears to offer the most savings; however, this is subject to change with fluctuating market rates.

Analysis:

Review Methodology

This review estimates yearly results based on the following assumptions:

- Electricity rates are assumed to remain unchanged in 2024.
- The average 2024 figures for Global Adjustment and Weighted Average Hourly Ontario Electricity Price (HOEP) are used.
- Electricity consumption estimates are derived from received bills and accounts with similar usage patterns already enrolled in the LAS Electricity Program.
- Real usage patterns may change, and these estimates provide a projection of potential outcomes.
- The review includes LAS fees and is based on the three most common hedge percentage options used by current program members.

Financial Considerations:

Hedge Options and Estimated Savings

1. **Option 1: LAS HEDGE @ 65% (All accounts)**
 - **Estimated Savings:** \$21,126.34
 - **Savings Percentage:** 4.7%
2. **Option 2: LAS HEDGE @ 50% (All accounts)**
 - **Estimated Savings:** \$22,717.11
 - **Savings Percentage:** 5.1%
3. **Option 3: LAS HEDGE @ 25% (All accounts)**
 - **Estimated Savings:** \$25,368.40
 - **Savings Percentage:** 5.6%

Discussion

Choosing a smaller hedge percentage (25%) may yield higher savings if market rates remain stable, as seen in the current estimates. However, this approach also involves greater exposure to market price fluctuations, which increases risk. Conversely, a higher hedge percentage (65%) offers more stability and less risk but potentially lower savings. The 50% hedge represents a balanced approach between these extremes.

Conclusion and Recommendation

Given the potential for savings and the varying risk levels, it is recommended that Council supports participation in the LAS Electricity Program with a flexible hedge percentage. The final decision should consider our municipality's risk tolerance and financial goal. Staff suggests considering the 50% hedge option as it balances risk and savings effectively.

An indirect but significant benefit to hedging is that the data entry for these accounts is now accomplished by uploads by LAS.

Next Steps

1. **Council Approval:** Seek Council's approval to join the LAS Electricity Program.
2. **Hedge Percentage Selection:** Decide on the preferred hedge percentage (25%, 50%, or 65%).
3. **Implementation:** Work with LAS to implement the chosen hedge percentage and monitor market conditions to adjust strategy as needed.

Alternatives Reviewed:

LAS is supported by Association of Municipalities of Ontario (AMO) which represents the municipalities of Ontario. The program has received positive feedback from other municipalities participating in this program. The Town also has a gas hedging agreement with LAS.

Strategic Plan Relationship: Financial Health

Hedging electricity prices will help to lock in prices and stabilize fluctuations in prices.

Consultation:

Councillor Hildebrant, Member of the Utility Sustainability Working Group
Senior Leadership Group

Other Pertinent Reports/Attachments:

Appendix 1: LAS presentation

Prepared and Recommended by:

Teresa Quinlin-Murphy, FCPA, FCA, MBA
Director of Corporate Services & Treasurer

Prepared and Submitted by:

David Cribbs, BA, MA, JD, MPA
Chief Administrative Officer

Local Authority Services (LAS) Electricity Procurement Program

Electricity Program Summary



Who is LAS?



Part of the AMO family, **Local Authority Services (LAS)** is a provider of competitively-priced and sustainable co-operative business services for Ontario municipalities and the broader public sector.

We offer:

- Administrative
- **Energy (Electricity)**
- *Digital*
- Financial
- Municipal Assets

Purpose of the Electricity program



To provide stable and predictable commodity pricing for your electricity accounts by removing accounts from Time Of Use (TOU) & Regulated Price Plan (RPP) rates, in favour of a hedged purchase price.

- Our program launched in 2007 with 25 municipalities; today there are 143 Ontario public sector participants enrolled
- Annual Hedge of approximately 306,000 MWh - 134 municipalities use this option
- LAS offers 100% Spot Market billing (for Streetlights or any other municipal accounts deemed appropriate) - 11 municipalities use this option

What is a Hedge?



- Hedging is a longer-term commitment that yields predictable commodity costs
- LAS purchases a hedge annually for the subsequent year
- You can ‘fix’ a portion of your municipal electricity commodity costs by purchasing (hedging) up to 75% of your annual electricity usage
- The hedged commodity price is typically locked in for 12 months.

Program benefits



- Predictable electricity commodity costs through managing aggregated purchasing and market exposure
- Turn-key solution and continuous support with data, reporting, and analysis
- Annual consumption and energy charge summaries upon request
- LAS Purchase Summaries - expected commodity costs for the following year, with comparison to RPP and Time-of-Use rates
- Commodity newsletters and webinars keeping you up-to-date with natural gas and electricity market trends



What are the program fees?

- LAS hedge fee is \$1.50 per MWH or \$0.0015 per kWh; this fee is only applied to the portion of consumption that is hedged
- \$6/month per enrolled streetlight account (not per fixture)
- \$10 account/month for any spot-market billed accounts (if a municipality does not have a hedge in place with LAS)
- A small per month/account transaction fee to cover our costs related to your LDC

What is our current (2024) LAS commodity hedge price?

- 5.1 ¢/kWh, inclusive of LAS fees



LAS rates compared to market rates: Hedge

LAS Rates

Hedged Accounts	Price (¢/kWh)	Ratio	Total (¢/kWh)
LAS 2024 Hedge Price (including program fee)	5.021	50%	2.511
Avg. Spot Market - HOEP	3.303	50%	1.652
Global Adjustment	6.262	100%	6.262
Expected Total Commodity Rate (Jan 1 – Dec 31, 2024)			10.425

Time-of-Use Rates (at Nov 2023)

Time-of-Use Price Periods	Time-of-Use Price (¢/kWh)	Ratio	Total (¢/kWh)
Off-Peak	8.7	55%	4.785
Mid-Peak	12.2	22.5%	2.745
On-Peak	18.2	22.5%	4.095
Expected Total Commodity Rate Time-of-Use (Jan 1 – Dec 31, 2024)			11.625



LAS rates compared to market rates: Streetlights

LAS Rates

Streetlight Accounts	Price (¢/kWh)	Ratio	Total (¢/kWh)
Avg. SL Spot Market –HOEP (including program fee)	2.765	100%	2.765
Global Adjustment	6.262	105%	6.262
Expected Total Commodity Rate (Jan 1 – Dec 31, 2024)			9.03

RPP Rates (at Nov 2023)

Tiered Price	Price (¢/kWh)	Ratio	Total (¢/kWh)
Tier 1 (first 750 kWh/monthly)	10.3	50%	5.15
Tier 2 (>750 kWh/monthly)	12.5	50%	6.25
Expected Total Commodity Rate Tired (Jan 1 – Dec 31, 2024)			11.40

What is the Global Adjustment?(GA)



- GA = the difference between the guaranteed price the province pays to energy producers and the Market Price.
(Global Adjustment = Guaranteed Price – Market Price)
- Customers who pay the Hourly Ontario Energy Price (HOEP/SPOT Market) or have signed a retail contract (i.e. LAS), will have a separate line item for the GA on their electricity bill
- GA varies from month-to-month
- GA also helps to cover the cost of building new electricity infrastructure, maintaining the current electricity grid and support conservation and demand programs (CDM)
- **All electricity customers in Ontario pay Global Adjustment. It is built into Time-Of-Use and tiered RPP prices.**

How to Join



- LAS electricity team can evaluate municipality eligibility to join the program – you can enroll mid-year with 100% spot market billing or be part of LAS' next annual hedge purchase
- Provide council resolution or by-law related to program enrollment or provide staff direction to enroll based on a delegated authority by-law/policy.
- LAS will provide customized agreement to municipality for signature
- Municipality provides copies of the electricity utility invoices or a list of accounts with corresponding address for LAS review and enrollment

Subject: Station Street Extension Detailed Design & Development Charges Refund Agreement

Recommendation:

BE IT RESOLVED THAT Council receive Report #2024-175 Station Street Extension Detailed Design & Development Charges Refund Agreement, for information;

AND THAT Council direct the Mayor and Clerk to execute the Development Charges Refund Agreement on behalf of the Town.

Background:

In April 2022, Council granted draft plan approval for the Forest Park subdivision. The subdivision is located south of Port Robinson Road and east of the Steve Bauer Trail in the East Fonthill Secondary Plan area (Figure 1).

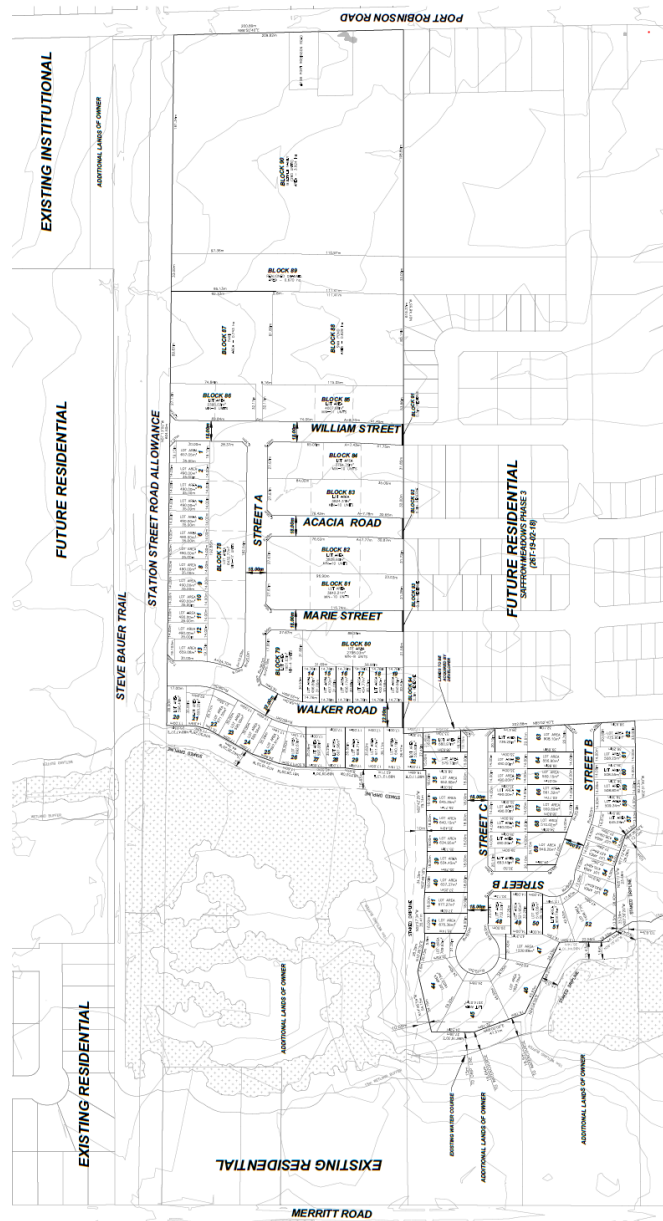
Figure 1: Property Location



The approved draft plan (Figure 2) proposed:

- 77 single detached dwellings
- 9 blocks for 87 street townhouse dwellings
- 1 block for 280 apartment dwellings
- 1 block for a park
- 1 block for a stormwater management pond
- 1 block for the watercourse
- 4 blocks for 0.3 metre reserves
- 2.478 hectares for roadways

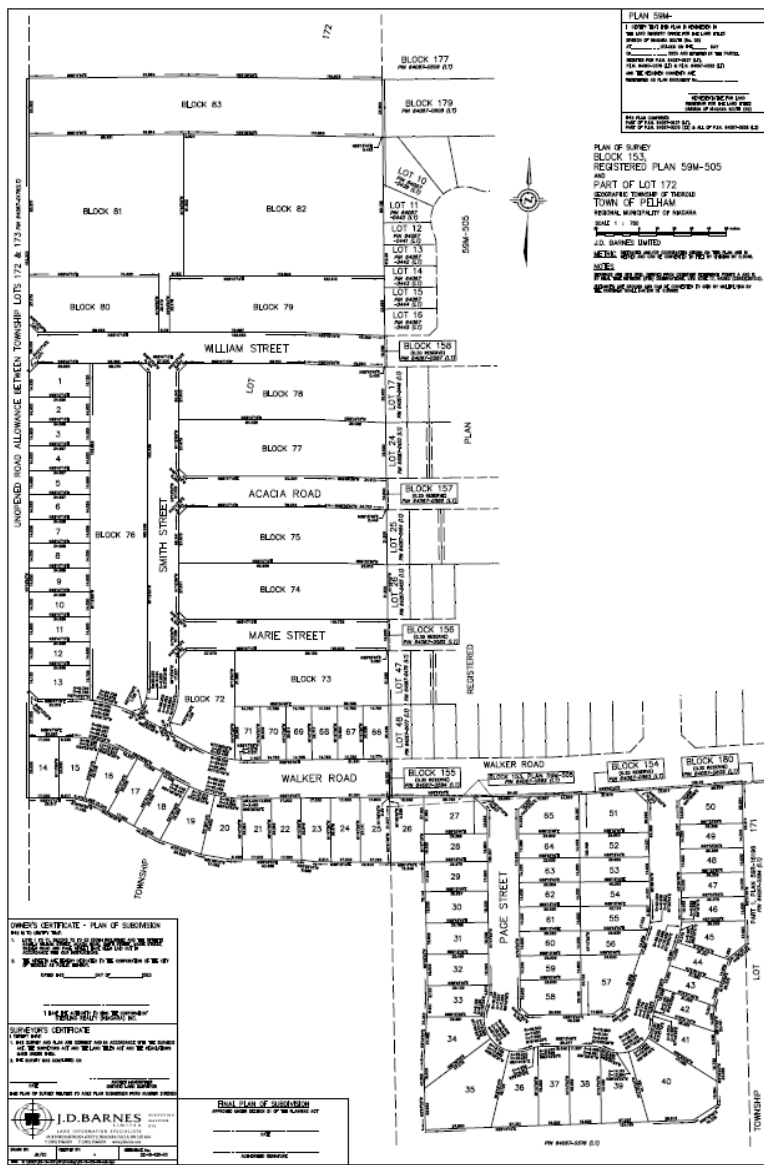
Figure 2: Draft Plan of Subdivision



The Developer would like to construct the subdivision in phases and has completed the detailed engineering design and provided the necessary information in order to obtain final approval for Phase 1 of the subdivision from the Town. Final approval of a draft plan of subdivision is delegated to the Director of Community Planning and Development through By-law 30-2023 subject to final clearance of conditions being received from all agencies and departments.

The final Phase 1 plan of subdivision (Figure 4) is substantially the same as the draft plan of subdivision with a reduction to the number of lots for single detached dwellings from 77 to 71 due to archaeological resources which have been identified for conservation in the southern portion of the subdivision.

Figure 4: Final Phase 1 Plan of Subdivision



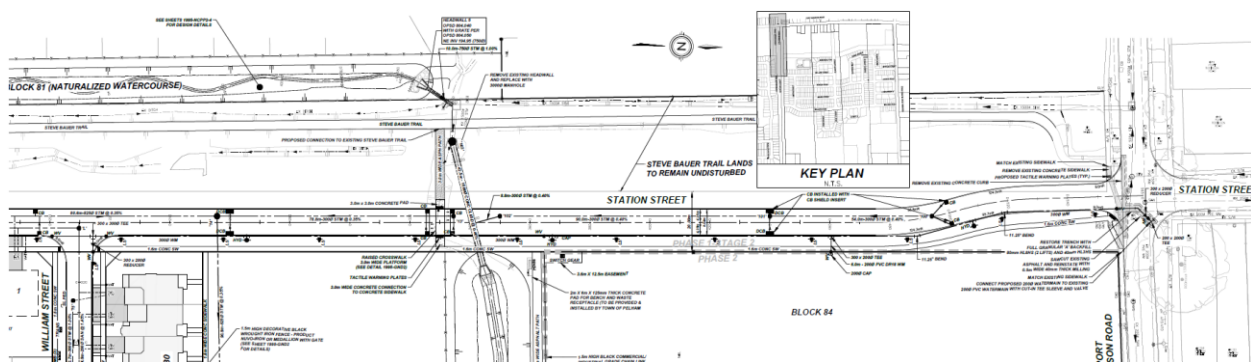
The Forest Park subdivision requires the extension of Station Street south of Port Robinson Road for access and servicing. During the draft plan of subdivision application process, many concerns were received from members of the community and Council regarding the preservation of trees, the trail and the parking area along the Steve Bauer Trail. Conditions of draft plan approval required the developer to complete detailed road and intersection design, complete a tree saving plan, provide landscape/restoration plan and to front end the cost of construction with reimbursement by the Town through the development charges collected.

At the time of draft plan approval, Council directed Town staff to bring the detailed intersection and road design details back to Council prior to final approval of the subdivision.

Analysis:

The detailed road design including the intersection at Station Street (Figure 5) provided for final approval is shown below.

Figure 5: Station Street Extension



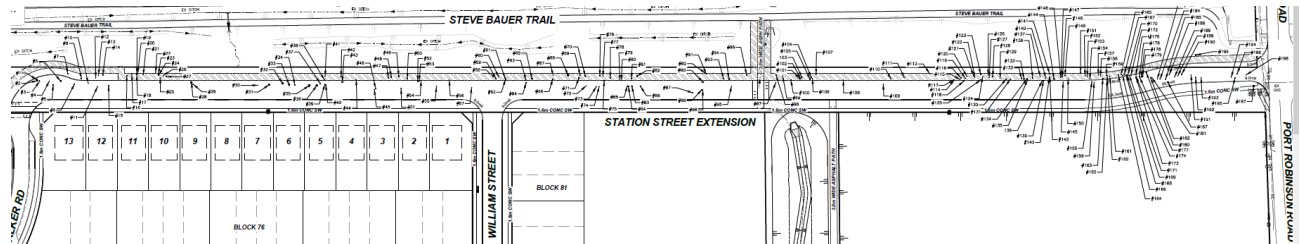
The Port Robinson Road and Station Street intersection will be a four-way stop. Town staff did consider the installation of a roundabout for the intersection, however this would have required significant property acquisition and would have interfered with existing driveway accesses. As a result, the four-way stop was selected. Town staff have requested that a tabletop design be implemented to promote traffic calming and pedestrian safety at the intersection.

The Station Street extension has been designed to swing as far east as possible to avoid the trees along the Steve Bauer Trail. The design also includes a 3.0 metre wide asphalt path connecting the future park in the Forest Park subdivision to the Steve Bauer Trail in the vicinity of the existing culvert.

The Tree Removal and Enhancement Plan shows removal of various diameter breast height (Figure 6) trees. There are both native and non-native varieties. It also proposes replanting with shrub species (gray dogwood, red-osier dogwood, American

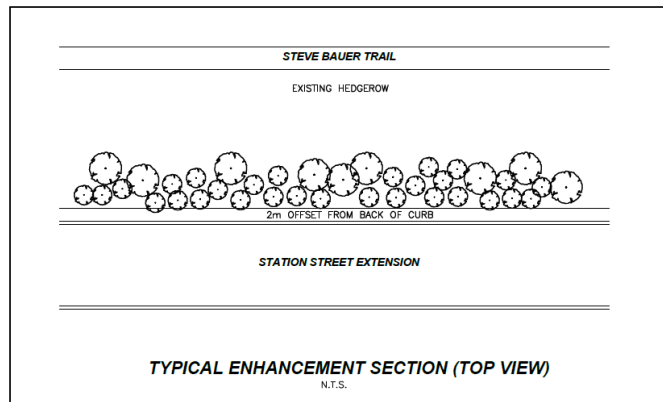
beaked hazel and choke cherry), tree species (white spruce, eastern white cedar, red maple and trembling aspen) and a ground cover of a mix of native grasses. Monitoring of plantings is proposed for 5 years to ensure survival. \$150,000.00 has been budgeted for the enhancement portion of the Station Street extension project.

Figure 6: Tree Removal and Enhancement Plan



TREE #	SPECIES	DBH	TREE #	SPECIES	DBH	TREE #	SPECIES	DBH	TREE #	SPECIES	DBH	TREE #	SPECIES	DBH	TREE #	SPECIES	DBH			
1	POPLAR	2	31	POPLAR	3	61	POPLAR	1	91	POPLAR	1	121	POPLAR	1	151	POPLAR	1	181	NORWAY SPRUCE	1
2	POPLAR	3	32	POPLAR	4	62	POPLAR	2	92	POPLAR	1	122	POPLAR	1	152	POPLAR	1	182	NORWAY SPRUCE	1
3	POPLAR	1	33	POPLAR	3	63	POPLAR	2	93	POPLAR	2	123	POPLAR	1	153	POPLAR	1	183	NORWAY SPRUCE	1
4	POPLAR	1	34	POPLAR	1	64	SASSAFRAS	2	94	AMERICAN ELM	2	124	POPLAR	1	154	POPLAR	1	184	NORWAY SPRUCE	1
5	POPLAR	1	35	POPLAR	4	65	POPLAR	2	95	POPLAR	1	125	LARGE TOOTH ASPEN	1	155	POPLAR	1	185	NORWAY SPRUCE	1
6	POPLAR	2	36	POPLAR	4	66	POPLAR	1	96	BUR OAK	2	126	POPLAR	1	156	POPLAR	1	186	NORWAY SPRUCE	1
7	LARGE TOOTH ASPEN	1	37	POPLAR	1	67	POPLAR	1	97	RED OAK	1	127	LARGE TOOTH ASPEN	1	157	CEDAR	1	187	LARGE TOOTH ASPEN	2
8	POPLAR	1	38	POPLAR	2	68	RED OAK	4	98	RED MAPLE	2	128	LARGE TOOTH ASPEN	1	158	NORWAY SPRUCE	1	188	PIN OAK	1
9	POPLAR	1	39	POPLAR	1	69	POPLAR	2	99	PIN OAK	1	129	POPLAR	1	159	NORWAY SPRUCE	1	189	NORWAY SPRUCE	1
10	POPLAR	1	40	POPLAR	1	70	POPLAR	2	100	LARGE TOOTH ASPEN	2	130	LARGE TOOTH ASPEN	2	160	AMERICAN ELM	1	190	NORWAY SPRUCE	1
11	POPLAR	1	41	WHITE ASH	1	71	POPLAR	2	101	LARGE TOOTH ASPEN	2	131	LARGE TOOTH ASPEN	1	161	NORWAY SPRUCE	1	191	WHITE SPRUCE	1
12	LARGE TOOTH ASPEN	1	42	SHAGBARK HICKORY	2	72	WHITE ASH	1	102	LARGE TOOTH ASPEN	1	132	LARGE TOOTH ASPEN	1	162	LARGE TOOTH ASPEN	2	192	WHITE SPRUCE	1
13	POPLAR	1	43	POPLAR	2	73	WHITE ASH	1	103	LARGE TOOTH ASPEN	2	133	LARGE TOOTH ASPEN	2	163	LARGE TOOTH ASPEN	2	193	WHITE SPRUCE	1
14	POPLAR	2	44	POPLAR	2	74	POPLAR	1	104	LARGE TOOTH ASPEN	2	134	LARGE TOOTH ASPEN	2	164	LARGE TOOTH ASPEN	2	194	WHITE SPRUCE	1
15	POPLAR	1	45	POPLAR	1	75	AMERICAN ELM	2	105	LARGE TOOTH ASPEN	2	135	LARGE TOOTH ASPEN	1	165	NORWAY SPRUCE	1	195	WHITE SPRUCE	1
16	SASSAFRAS	1	46	WHITE ASH	1	76	POPLAR	2	106	WHITE ASH	1	136	LARGE TOOTH ASPEN	1	166	NORWAY SPRUCE	1	196	NORWAY SPRUCE	1
17	SASSAFRAS	1	47	SHAGBARK HICKEYORY	1	77	POPLAR	1	107	LARGE TOOTH ASPEN	1	137	POPLAR	1	167	LARGE TOOTH ASPEN	2	197	MANITOWA MAPLE	4
18	SASSAFRAS	1	48	POPLAR	2	78	POPLAR	1	108	CATALPA	2	138	POPLAR	1	168	NORWAY SPRUCE	1	198	NORWAY SPRUCE	1
19	SASSAFRAS	1	49	RED MAPLE	2	79	RED OAK	1	109	WHITE ASH	1	139	POPLAR	2	169	LARGE TOOTH ASPEN	1	199	WHITE SPRUCE	1
20	SASSAFRAS	1	50	POPLAR	2	80	AMERICAN ELM	1	110	WHITE ASH	1	140	POPLAR	1	170	LARGE TOOTH ASPEN	1	200	WHITE SPRUCE	1
21	SASSAFRAS	1	51	POPLAR	1	81	WHITE ASH	2	111	RED MAPLE	1	141	LARGE TOOTH ASPEN	2	171	NORWAY SPRUCE	1	201	WHITE SPRUCE	1
22	SASSAFRAS	1	52	POPLAR	1	82	POPLAR	2	112	WHITE ASH	1	142	LARGE TOOTH ASPEN	1	172	LARGE TOOTH ASPEN	1	202	WHITE SPRUCE	1
23	SASSAFRAS	1	53	POPLAR	2	83	LARGE TOOTH ASPEN	2	113	LARGE TOOTH ASPEN	1	143	LARGE TOOTH ASPEN	1	173	LARGE TOOTH ASPEN	2	203	WHITE SPRUCE	1
24	SASSAFRAS	2	54	AMERICAN ELM	1	84	LARGE TOOTH ASPEN	2	114	LARGE TOOTH ASPEN	1	144	LARGE TOOTH ASPEN	2	174	LARGE TOOTH ASPEN	1	204	WHITE SPRUCE	1
25	SASSAFRAS	1	55	POPLAR	1	85	POPLAR	1	115	LARGE TOOTH ASPEN	1	145	LARGE TOOTH ASPEN	1	175	LARGE TOOTH ASPEN	1	205	WHITE SPRUCE	1
26	SASSAFRAS	1	56	RED OAK	3	86	WHITE ASH	2	116	LARGE TOOTH ASPEN	1	146	LARGE TOOTH ASPEN	1	176	NORWAY SPRUCE	1	206	WHITE SPRUCE	1
27	SASSAFRAS	1	57	RED OAK	1	87	POPLAR	1	117	POPLAR	1	147	LARGE TOOTH ASPEN	1	177	RED OAK	1	207	WHITE SPRUCE	1
28	POPLAR	4	58	POPLAR	2	88	POPLAR	1	118	POPLAR	1	148	LARGE TOOTH ASPEN	1	178	LARGE TOOTH ASPEN	1	208	WHITE SPRUCE	1
29	WHITE ASH	1	59	POPLAR	1	89	POPLAR	1	119	POPLAR	1	149	POPLAR	1	179	LARGE TOOTH ASPEN	2	209	WHITE SPRUCE	1
30	WHITE ASH	1	60	POPLAR	1	90	POPLAR	2	120	POPLAR	1	150	WHITE ASH	1	180	NORWAY SPRUCE	2	210	WHITE SPRUCE	1

DBH = DIAMETER @ BREAST HEIGHT DBH CATEGORIES: DBH 1 (10-20cm) - DBH 2 (21-30cm) - DBH 3 (31-40cm) - DBH 4 (>40cm)



- STEVE BAUER TRAIL EDGE ENHANCEMENT PLAN**
- UN-VEGETATED GAPS IN THE NEW HEDGEROW EDGE ARE TO BE RE-VEGETATED WITH NATIVE TREES AND SHRUBS.
 - FINAL LOCATIONS OF ENHANCEMENT AREAS TO BE IDENTIFIED AFTER VEGETATION REMOVAL FOR THE STREET EXTENSION WORKS HAS BEEN COMPLETED.
 - THE TYPICAL PLANTING DESIGN PRESENTED WILL REQUIRE FIELD-FITTING BASED ON SITE CONDITIONS. SPACING BETWEEN WOODY PLANTS WILL VARY AND WILL BE FORM-FITTED ON SITE AND WILL VARY BASED ON SITE CONDITIONS AND DIRECTION FROM THE PROJECT LANDSCAPE ARCHITECT.
 - SHRUB SPECIES TO BE PLANTED IS A MIX OF SPECIES INCLUDING; GRAY DOGWOOD, RED-OSIER DOGWOOD, AMERICAN BEAKED HAZEL, AND CHOKE CHERRY.
 - TREE SPECIES TO BE PLANTED IS A MIX OF WHITE SPRUCE, EASTERN WHITE CEDAR, RED MAPLE, AND TREMBLING ASPEN.
 - BARE GROUND IS TO BE HYDRO SEEDED WITH A MIXTURE OF NATIVE GRASSES.
 - PLANTINGS ARE TO BE MONITORED FOR A PERIOD OF 5 YEARS. THE PRIMARY OBJECTIVE OF THE FIVE-YEAR MONITORING PLAN IS TO ASSESS AND DOCUMENT SURVIVAL OF PLANTED TREES AND SHRUBS WITHIN THE PLANTING AREA, AS WELL AS AN OVERALL ASSESSMENT OF THE ESTABLISHMENT OF A NATURALIZED EDGE ALONG STATION STREET.

Planning staff provided the Tree Removal and Enhancement Plan to the Environmental and Climate Adaption Advisory Committee at the May 27, 2024 meeting for comment. The Committee was generally pleased that the road design is shifted to the east to preserve the existing trail entrance, parking area and as many trees as possible. The Committee provided recommendations that tree replacement

be significantly greater than trees removed and that the replanting plan more closely match the Carolinian species being removed which grew successfully in this location before. Consequently, Planning staff have requested the developer to revise the replanting tree species to include sassafras, red oak, pin oak (faster growing), shagbark hickory, poplar (faster growing) in addition to the white spruce and eastern white cedar.

The Director of Public Works and the Manager of Planning are satisfied with the subdivision road and intersection design and the Tree removal and replacement plan subject to the revisions noted above. Further, all other conditions of draft plan approval have been satisfied or will be satisfied subject to registration of the subdivision agreement with the exception of condition 42 which requires the Developer to front-end the cost of construction associated with the extension of Station Street including intersection improvements at Port Robinson Road to be reimbursed through the development charges collected.

In order to clear this condition, the Developer is required to enter into a Development Charges Refund Agreement with the Town. Entering into the agreement requires Council approval. A draft agreement (Appendix A) has been prepared and has been reviewed by the Town Solicitor, Director of Public Works and Treasurer. Council approval to enter into the Development Charges Refund Agreement is required.

Financial Considerations:

The Station Street extension was identified in the 2018 Development Charges Background Study in the amount of \$1 496 000.00 with construction estimated in 2025. The current estimate is for \$1 503 223.91 including HST. The Town receives a rebate on HST and therefore, the anticipated cost is in line with the estimated amount.

Development charges have been and will continue to be collected which will enable the Town to reimburse the developer for the Town's portion of the construction costs.

Alternatives Reviewed:

As noted above, a roundabout was considered for the Station Street and Port Robinson Road intersection, but was ruled out at this time due to required land acquisitions and impacts on existing properties.

Also as noted above, the final road design was modified to address comments from the community and Council for no impacts to the Steve Bauer Trail and removal of as few existing trees as possible.

The Station Street extension has been identified in the Town's Official Plan since 2012 and is necessary to service and access planned development in East Fonthill. The conditions of draft plan approval for Forest Park required the developer to front end the construction with reimbursement by the Town from development charges that have been collected. As such, there are no alternatives with respect to this particular issue at this time.

Strategic Plan Relationship: Community Development and Growth

The Forest Park subdivision will achieve measured growth of the community while protecting the high quality of life presently enjoyed by residents. The intersection / road design and tree removal and enhancement plan have been prepared in an effort to reduce impacts to the Steve Bauer Trail and retain and grow tree canopy. Further, the collection of development charges to reimburse the developer for the Town's portion of the Station Street extension ensures that growth related costs are not borne by the general taxpayer.

Consultation:

Director of Public Works

Town Solicitor

Town Treasurer

Environmental and Climate Adaptation Advisory Committee

Other Pertinent Reports/Attachments:

Appendix A Development Charges Refund Agreement

Report #2022-75 - Recommendation Report for Draft Plan of Subdivision & Zoning By-law Amendment Applications – Forest Park

Prepared and Recommended by:

Shannon Larocque, MCIP, RPP
Manager of Planning

Pamela Duesling, PhD, MAES, BES, MCIP, RPP, Ec.D., CMMIII
Director of Community Planning and Development

Prepared and Submitted by:

David Cribbs, BA, MA, JD, MPA
Chief Administrative Officer

THIS AGREEMENT made on the ___ day of _____, 2024 (“the Agreement”).

B E T W E E N:

THE CORPORATION OF THE TOWN OF PELHAM

(“the Town”)

– and –

STERLING REALTY (NIAGARA) INC.

(“the Developer”)

WHEREAS the Developer is a corporation engaged in the development of lands within the Town of Pelham, including lands in the vicinity of a road municipally known as Station Street (“the Lands”);

AND WHEREAS the development of the Lands requires an extension of Station Street from Port Robinson Road to Walker Road (“the Station Street Extension”);

AND WHEREAS the development charges study undertaken by the Town in 2018 identified a portion of the Station Street Extension as being fundable by development charges;

AND WHEREAS in a subdivision agreement dated [date] and registered on title to the Lands as Instrument No. [number] (“the Subdivision Agreement”), the Town and the Developer agreed that coordinated completion of the Station Street Extension is in their mutual best interests;

AND WHEREAS the Town and the Developer have agreed that the Developer shall complete the Station Street Extension in accordance with the terms and conditions of the Subdivision Agreement and this Agreement;

NOW THEREFORE in consideration of the promises and covenants contained herein and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Town and the Developer (each “a party” and collectively “the parties”) agree as follows:

1. AGREEMENT

- 1.1. The Developer hereby agrees to construct the Station Street Extension, and the Town hereby agrees to reimburse the Developer in part for the cost of constructing the Station Street Extension, in accordance with the provisions of the Subdivision Agreement and upon the terms and conditions set out in this Agreement.
- 1.2. The following Schedules are appended hereto and form part of this Agreement:

Schedule	Description
"A"	Development Charge Credits
"B"	Cost Sharing Estimate

- 1.3. Unless otherwise specified, all references herein to "this Agreement" shall be deemed to include Schedule "A" and Schedule "B".
- 1.4. In the event of conflict or inconsistency between the documents forming this Agreement or conflict or inconsistency between this Agreement and the Subdivision Agreement, the most restrictive provision shall prevail.

2. STATION STREET EXTENSION

- 2.1. The parties acknowledge and agree that all development charge credits payable to the Developer under this Agreement were identified in the Subdivision Agreement and are particularized in Schedule "A" to this Agreement.
- 2.2. The parties further acknowledge and agree that the estimated costs to complete the Station Street Extension and the appropriate allocation of those costs as between the Town and the Developer are particularized in Schedule "B" to this Agreement. For greater certainty, the parties acknowledge and agree that the estimated costs set out in Schedule "B" include the amount of one hundred and fifty thousand dollars (\$150,000.00) for buffer enhancement planting and that this shall be the upset limit for buffer enhancement planting work done by the Developer along the Steve Bauer Trail.
- 2.3. The Developer shall construct the Station Street Extension in accordance with Town-approved engineering plans for the project and to the satisfaction of the Town. Prior to commencing the works, the Developer or its consultant shall provide the Town with a copy of the pricing submission of the successful bidder for reference. Upon completion of the works, the Developer or its consultant shall provide the Town with a copy of the final construction costs for the project for inclusion in the asset management plan of the Town.
- 2.4. Upon approval by the Town of the base course asphalt and underground infrastructure installed by the Developer, there shall be a warranty period, which shall be the same as stated in the Subdivision Agreement, and during which the Developer shall be responsible for correcting any deficiencies at its sole expense.
- 2.5. The Town shall collect development charges in relation to the Station Street Extension and shall reimburse the Developer by way of two (2) equal refund payments totalling the amount set out in Schedule "A". The first refund payment, which shall be fifty percent (50%) of the total amount, shall be made sixty (60) calendar days after primary services have been completed to the satisfaction of the Town. The second refund payment, which shall be the remaining fifty percent (50%) of the total amount, shall be made thirty (30) calendar days after the end of the warranty period described in the Subdivision Agreement and subsection 2.4 of this Agreement.

3. TERM AND TERMINATION

- 3.1. This Agreement comes into effect on the date it is signed by the parties or, if the parties sign on different dates in accordance with subsection 6.15, on the latest date on which a party signs, and shall continue for a period of ten (10) years, unless otherwise terminated in accordance with the terms of this Agreement.
- 3.2. This Agreement may be terminated at any time upon mutual agreement of the parties, which agreement shall be made in writing, signed by the parties, and appended to this Agreement.
- 3.3. If either party is in default of its obligations under this Agreement, the non-defaulting party may terminate this Agreement by providing written notice of the default to the defaulting party and, after such notice, (i) the defaulting party fails to commence efforts to remedy the default within seven (7) calendar days; (ii) the default cannot reasonably be remedied within fourteen (14) calendar days; or (iii) the defaulting party fails to remedy the default within fourteen (14) calendar days.
- 3.4. The Town may terminate this Agreement at any time by written notice to the Developer if the Developer becomes insolvent, winds up or otherwise ceases operation. The Town shall reimburse the Developer in accordance with this Agreement for all work done prior to the date of termination.
- 3.5. Termination of this Agreement is without prejudice to the rights of either party against the other party that may have accrued up to the date of termination.

4. INDEMNITY

- 4.1. The Developer shall indemnify and save harmless the Town and its elected officials, employees, agents and contractors from any and all claims, actions, causes of action, demands, liabilities, damage, costs and expenses of any kind whatsoever arising from or in any way related to this Agreement including but not limited to:
 - a. any dispute arising between the Developer or a previous or subsequent owner of any part of the Lands and the Town as to the availability of, or entitlement to, any credit, refund or development charge in connection with development or building permits for any proposed structure on or in connection with the Lands;
 - b. any failure of the Developer to comply with the provisions of this Agreement; and
 - c. any negligence, fraud or misconduct of the Developer, its officers, employees, agents, subcontractors or any other person for whom it is in law responsible.

5. DISPUTE RESOLUTION

- 5.1. If a dispute arises as to the interpretation, application or execution of this Agreement, including a party's rights or obligations, an allegation of default and/or an allegation of breach of this Agreement, the party that disputes the other party's position or conduct shall immediately provide written notice of the dispute to the other party.
- 5.2. Where a notice of dispute is received in accordance with subsection 5.1, the parties shall attempt to resolve the dispute through negotiation for a period of thirty (30) calendar days from the date on which the notice is delivered. The parties may extend

the negotiation period if they agree that a reasonable extension is likely to resolve the dispute.

- 5.3. If the parties are unable to resolve a dispute through negotiation, the matter shall be mediated and/or arbitrated. If the matter is not resolved through mediation, it shall proceed to, and be resolved by, arbitration before a single arbitrator agreed to by the parties. The decision of the arbitrator shall be final and binding on the parties.
- 5.4. The parties shall bear their own costs associated with the determination of disputes arising under this Agreement, including but not limited to legal and arbitration costs.

6. GENERAL

- 6.1. This Agreement is governed by and shall be construed in accordance with the laws of the Province of Ontario and the laws of Canada applicable therein. The parties agree that any legal action(s) arising out of this Agreement shall be commenced in the Regional Municipality of Niagara in the Province of Ontario.
- 6.2. Nothing in this Agreement shall create or be construed to constitute or create any partnership, agency or employment relationship between the Developer and the Town. Each party acknowledges that it is not and shall not hold itself out as a partner, agent or employee of the other for any purpose whatsoever.
- 6.3. Any notice, direction, request or document required or contemplated by this Agreement shall be considered to have been sufficiently given if delivered by hand, sent by prepaid registered mail or sent by email to the party to which such notice, direction, request or document is directed as set forth below:

If to the Town: The Corporation of the Town of Pelham
P.O. Box 400
20 Pelham Town Square
Fonthill ON L0S 1E0

Attention: Town Clerk
 clerks@pelham.ca

If to the Engineer: Sterling Realty (Niagara) Inc.
17 Dunbar Crescent
St. Catharines ON L2W 1A6

Attention: John De Lisio, Principal
j.delisio@sympatico.ca

or such other address of which either party has notified the other, in writing, and any such notice mailed or delivered shall be deemed good and sufficient notice under the terms of this Agreement.

- 6.4. Notices delivered or sent by prepaid registered mail are deemed to be effective on the date of receipt. Notices sent by email are deemed to be effective on the day the email is sent or, if sent after 4:00 p.m., on the following calendar day.

- 6.5. Time is of the essence for every provision of this Agreement. Any time limits specified in this Agreement may be extended with the consent in writing of both parties, but no such extension of time shall operate or be deemed to operate as an extension of any other time limit, and time shall be deemed to remain of the essence notwithstanding any extension of any time limit.
- 6.6. If either party defaults on its obligations under this Agreement, the other party has available to it all rights and remedies provided by law and by this Agreement.
- 6.7. Waiver by a party of any provision of this Agreement in one instance shall not constitute a waiver in any other instance and any such waiver by a party must be made in writing.
- 6.8. Any delay or failure on the part of either party to exercise or enforce any right, power or remedy conferred by this Agreement shall not constitute a waiver of the right, power or remedy and shall not operate as a bar to exercising or enforcing it at any later time.
- 6.9. Neither party shall be considered in default of its obligations under this Agreement to the extent that a delay or failure to perform those obligations is due to an event beyond the control of the parties, including but not limited to fires, floods, acts of God, strikes, riots, war or hostilities, terrorism, lawful acts of public authorities and other events that cannot be reasonably foreseen or provided against.
- 6.10. This Agreement constitutes the entire agreement between the parties pertaining to its subject matter and supersedes all prior discussions, negotiations, understandings or agreements of the parties, whether oral or written, and there are no warranties, representations or other agreements between the parties in connection with the subject matter of this Agreement.
- 6.11. The invalidity or unenforceability of any particular term of this Agreement shall not limit the validity or enforceability of the remaining terms, each of which is distinct and severable from all other terms of this Agreement.
- 6.12. Neither this Agreement nor the parties' associated rights and obligations may be assigned by a party without the prior written consent of the other party, which may be withheld or delayed without reasons. This Agreement enures the benefit of, and is binding upon, the parties and their respective successors and permitted assigns.
- 6.13. Notwithstanding any other provision of this Agreement, the parties acknowledge and agree that this Agreement shall not in any way fetter the exercise of any discretionary power, duty or authority by the Council of the Town of Pelham.
- 6.14. The Developer acknowledges that it will not obtain any advantageous planning or other consideration or treatment by the Town by reason of having entered into this Agreement or by reason of the existence of this Agreement.
- 6.15. This Agreement may be signed in counterpart, each of which is an original and all of which together constitute a single document. Counterparts may be executed in original or electronic form and may be exchanged by way of mail or PDF file delivered by email or facsimile transmission.

[signature page follows]

IN WITNESS WHEREOF the parties have executed this Agreement and agree to be bound thereby as of the date first written above.

THE CORPORATION OF THE TOWN OF PELHAM

By: _____

Name:

Title:

By: _____

Name:

Title:

I/We have authority to bind the Corporation.

Date: _____

STERLING REALTY (NIAGARA) INC.

By: _____

Name:

Title:

By: _____

Name:

Title:

I/We have authority to bind the Corporation.

Date: _____

Schedule "A"
Development Charge Credits

Project	Development Charge Credits
Construction of Station Street from Port Robinson Road to Walker Road, including 15% Engineering and Contract Administration, excluding HST	\$1,330,286.65

Schedule "B"
Cost Sharing Estimate

**FOREST PARK
PHASE 1 - STAGE 2
PROJECT No. 1995**

COST SHARING - DEVELOPER / SUBDIVISION SECURITIES

**FOREST PARK
PHASE 1 - STAGE 2
PROJECT No. 1995
COST SHARING - TOWN**

February 27, 2024

SUMMARY	TOTAL COST	TOTAL COST
SECTION A - GENERAL	\$21,860.00	
SECTION B - SANITARY SYSTEM	\$539,374.10	
SECTION C - STORM SYSTEM	\$1,601,861.60	\$117,973.00
SECTION D - WATER SYSTEM	\$750,762.50	
SECTION E - BLOCK #83 CHANNEL WORKS	\$135,437.50	
SECTION E.2 - KUNDA PARK CHANNEL	\$165,315.00	
SECTION F - BLOCK #82 - STORMWATER MANAGEMENT FACILITY	\$332,402.80	
SECTION G - PRELIMINARY ROADS	\$627,554.50	
SECTION H - PRELIMINARY ROADS (STATION STREET)		\$585,698.00
SECTION I - FINAL INTERNAL ROADS	\$700,500.00	
SECTION J - FINAL INTERNAL ROADS (STATION STREET)	\$205,025.00	\$226,600.00
STREET LIGHTING - \$178,730.00 + \$76,500.00 (50% of Station Street) = \$255,230.00	\$255,230.00	\$76,500.00
POND CLEANING	\$60,000.00	\$150,000.00
	SUBTOTAL SERVICING COST	\$1,156,771.00
	PLUS 15% ENGINEERING & CONTRACT ADMIN	\$173,515.65
	SUBTOTAL	\$1,330,286.65
	PLUS 13% HST	\$172,937.26
	TOTAL	\$1,503,223.91

FOREST PARK
 PHASE 1 - STAGE 2
 PROJECT No. 1995
 COST SHARING

February 27, 2024

ITEM	DESCRIPTION	EST. QTY	UNIT	UNIT PRICE	TOTAL	QTY DEVELOPER	% DEVELOPER	COST DEVELOPER	QTY TOWN	% TOWN	COST TOWN
<u>SECTION A - GENERAL CLEARING, TOPSOIL STRIPPING AND EARTHWORKS</u>											
1.	Siltation Control Devices										
	a) Silt fence - Envirofence Sediment Control system pre-assembled 0.9m high and 1.2m posts spaced 2.4m apart including toe in.	1406.0	m	\$10.00	\$14,060.00		100.00%	\$14,060.00			
	b) Silt Sacs in all catch basins	65.0	ea	\$120.00	\$7,800.00		100.00%	\$7,800.00			
2	Preconstruction survey	1.0	L.S.	\$3,000.00	\$3,000.00					100.00%	\$3,000.00
TOTAL SECTION A								\$24,860.00			\$3,000.00
GENERAL CLEARING, TOPSOIL STRIPPING AND EARTHWORKS											

**FOREST PARK
PHASE 1 - STAGE 2
PROJECT No. 1995
COST SHARING**

February 27, 2024

ITEM	DESCRIPTION				TOTAL				DEVELOPER				TOWN			
	EST. QTY	UNIT	UNIT PRICE	TOTAL	QTY DEVELOPER	% DEVELOPER	COST DEVELOPER	COST TOWN	QTY TOWN	% TOWN	COST TOWN	COST TOWN				
SECTION B SANITARY SYSTEM																
1.	Sanitary Sewer - Granular 'A' bedding and cover, selected native material backfill.															
	200mm diameter PVC DR35															
	a) MH A to MH B	33.1	m	\$192.00	\$6,355.20			\$6,355.20	100.00%							
	b) MH B to PLUG	29.3	m	\$192.00	\$5,625.60			\$5,625.60	100.00%							
	c) MH I to MH J	28.2	m	\$196.00	\$5,527.20			\$5,527.20	100.00%							
	d) PLUG TO MH J	12.2	m	\$204.50	\$2,494.90			\$2,494.90	100.00%							
	e) MH J to MH K	75.9	m	\$196.00	\$14,876.40			\$14,876.40	100.00%							
	f) MH K to MH L	86.7	m	\$196.00	\$16,993.20			\$16,993.20	100.00%							
	g) MH L to MH M	84.8	m	\$196.00	\$16,620.80			\$16,620.80	100.00%							
	h) MH N to MH O	17.8	m	\$196.00	\$3,488.80			\$3,488.80	100.00%							
	i) MH O to MH P	31.4	m	\$196.00	\$6,154.40			\$6,154.40	100.00%							
	j) MH Q to MH R	32.9	m	\$196.00	\$6,448.40			\$6,448.40	100.00%							
	k) MH R to MH P	90.0	m	\$196.00	\$17,640.00			\$17,640.00	100.00%							
	l) MH P to MH S	82.3	m	\$196.00	\$16,130.80			\$16,130.80	100.00%							
	m) MH T to MH U	21.0	m	\$196.00	\$4,116.00			\$4,116.00	100.00%							
	n) MH U to MH S	98.0	m	\$196.00	\$19,208.00			\$19,208.00	100.00%							
	o) MH S to MH M	82.3	m	\$196.00	\$16,130.80			\$16,130.80	100.00%							
	p) MH M to MH V	82.0	m	\$196.00	\$16,072.00			\$16,072.00	100.00%							
	q) MH V to EX MH - Including connection to EX MH w/ new Kor-n-Seal assembly	46.0	m	\$212.00	\$9,752.00			\$9,752.00	100.00%							
2.	Sanitary Manholes - 1200mm diameter, precast concrete per OPSD 701.010 complete including adjustable frame and cover, parging, benching, Granular 'A' backfill, Kor-n-seal assemblies, moduoloc adjustments and adjustment to base asphalt.															
	a) MH 'A' +/- 3.3m approx. depth	1.0	ea	\$9,230.00	\$9,230.00			\$9,230.00	100.00%							
	b) MH 'B' +/- 3.3m approx. depth	1.0	ea	\$9,500.00	\$9,500.00			\$9,500.00	100.00%							
	c) MH 'T' +/- 3.0m approx. depth	1.0	ea	\$8,890.00	\$8,890.00			\$8,890.00	100.00%							
	d) MH 'J' +/- 3.7m approx. depth	1.0	ea	\$10,730.00	\$10,730.00			\$10,730.00	100.00%							
	e) MH 'K' +/- 3.7m approx. depth	1.0	ea	\$10,460.00	\$10,460.00			\$10,460.00	100.00%							
	f) MH 'L' +/- 4.2m approx. depth	1.0	ea	\$11,315.00	\$11,315.00			\$11,315.00	100.00%							
	g) MH 'M' +/- 3.6m approx. depth	1.0	ea	\$10,500.00	\$10,500.00			\$10,500.00	100.00%							
	h) MH 'N' +/- 3.0m approx. depth	1.0	ea	\$8,900.00	\$8,900.00			\$8,900.00	100.00%							

**FOREST PARK
PHASE 1 - STAGE 2
PROJECT No. 1995
COST SHARING**

February 27, 2024

ITEM	DESCRIPTION	EST. QTY	UNIT	UNIT PRICE	TOTAL	QTY DEVELOPER		% DEVELOPER		COST DEVELOPER	QTY TOWN		% TOWN		COST TOWN
						DEVELOPER	DEVELOPER	DEVELOPER	DEVELOPER		TOWN	TOWN	TOWN	TOWN	
i)	MH 'O' +/- 3.1m approx. depth	1.0	ea	\$9,500.00	\$9,500.00			100.00%		\$9,500.00					
j)	MH 'P' +/- 3.4m approx. depth	1.0	ea	\$10,200.00	\$10,200.00			100.00%		\$10,200.00					
k)	MH 'Q' +/- 3.0m approx. depth	1.0	ea	\$8,900.00	\$8,900.00			100.00%		\$8,900.00					
l)	MH 'R' +/- 3.2m approx. depth	1.0	ea	\$9,615.00	\$9,615.00			100.00%		\$9,615.00					
m)	MH 'S' +/- 2.9m approx. depth	1.0	ea	\$10,200.00	\$10,200.00			100.00%		\$10,200.00					
n)	MH 'T' +/- 2.9m approx. depth	1.0	ea	\$8,810.00	\$8,810.00			100.00%		\$8,810.00					
o)	MH 'U' +/- 3.0m approx. depth	1.0	ea	\$9,200.00	\$9,200.00			100.00%		\$9,200.00					
p)	MH 'V' +/- 4.2m approx. depth	1.0	ea	\$11,315.00	\$11,315.00			100.00%		\$11,315.00					
3.	Sanitary Sewer Services (laterals) - Green - 125mm diameter, PVC DR28 Granular 'A' bedding and cover, selected native material backfill including connection to main sewer tee, risers, expandable plug and marker post and cleanouts.	103.0	ea	\$1,800.00	\$185,400.00			100.00%		\$185,400.00					
4.	Flushing, air test, mandrel and video inspection of the sanitary sewer system immediately upon completion of construction.	933.9	m	\$14.00	\$13,074.60			100.00%		\$13,074.60					
TOTAL SECTION B					\$539,374.10										
SANITARY SYSTEM					\$539,374.10										

**FOREST PARK
PHASE 1 - STAGE 2
PROJECT No. 1995
COST SHARING**

February 27, 2024

ITEM	DESCRIPTION	EST.		UNIT PRICE	TOTAL	QTY DEVELOPER		COST DEVELOPER	QTY TOWN		COST TOWN	
		QTY	UNIT			DEVELOPER	% DEVELOPER		TOWN	% TOWN		
SECTION C STORM SYSTEM												
1.	Storm Sewer - Class 'B' bedding and cover for PVC Ribbed, Class 'B' bedding and selected native material backfill for concrete pipe, type and size of pipe as specified including connection to existing sewers.											
	a) CB to MH1 - 450mm dia. Concrete CL65D	30.2	m	\$310.00	\$9,362.00			\$9,362.00	100.00%			
	b) MH1 to MH2 - 450mm dia. Concrete CL65D	48.0	m	\$310.00	\$14,880.00			\$14,880.00	100.00%			
	c) MH2 to PLUG - 450mm dia. Concrete CL65D	28.6	m	\$306.00	\$8,751.60			\$8,751.60	100.00%			
	d) MH9 to MH10 - 300mm dia. PVC Ribbed	25.6	m	\$227.00	\$5,811.20			\$5,811.20	100.00%			
	e) PLUG to MH10 - 750mm dia. Concrete CL65D	8.2	m	\$810.00	\$6,642.00			\$6,642.00	100.00%			
	f) MH10 to MH11 - 825mm dia. Concrete CL65D	46.1	m	\$805.00	\$37,110.50			\$37,110.50	100.00%			
	g) MH11 to MH12 - 825mm dia. Concrete CL65D	80.6	m	\$805.00	\$64,883.00			\$64,883.00	100.00%			
	h) MH12 to MH14 - 825mm dia. Concrete CL65D	80.6	m	\$805.00	\$64,883.00			\$64,883.00	100.00%			
	i) MH13 to MH14 - 300mm dia. PVC Ribbed	78.8	ea	\$227.00	\$17,887.60			\$17,887.60	100.00%			
	j) MH14 to CBMH27 - 825mm dia. Concrete CL65D	90.8	m	\$805.00	\$73,094.00			\$73,094.00	100.00%			
	k) MH15 to MH16 - 300mm dia. PVC Ribbed	62.7	m	\$227.00	\$14,232.90			\$14,232.90	100.00%			
	l) MH17 to MH18 - 300mm dia. PVC Ribbed	17.0	m	\$227.00	\$3,859.00			\$3,859.00	100.00%			
	m) MH18 to MH19 - 300mm dia. PVC Ribbed	29.1	m	\$227.00	\$6,605.70			\$6,605.70	100.00%			
	n) MH20 to MH21 - 300mm dia. PVC Ribbed	35.3	m	\$223.00	\$7,871.90			\$7,871.90	100.00%			
	o) MH21 to MH19 - 450mm dia. Concrete CL65D	83.3	m	\$310.00	\$25,823.00			\$25,823.00	100.00%			
	p) MH19 to MH22 - 600mm dia. Concrete CL65D	82.3	m	\$442.00	\$36,376.60			\$36,376.60	100.00%			
	q) MH23 to MH24 - 300mm dia. PVC Ribbed	25.4	m	\$222.00	\$5,638.80			\$5,638.80	100.00%			
	r) MH24 to MH22 - 525mm dia. Concrete CL65D	87.9	m	\$386.00	\$33,929.40			\$33,929.40	100.00%			
	s) MH22 to MH16 - 750mm dia. Concrete CL65D	82.3	m	\$720.00	\$59,256.00			\$59,256.00	100.00%			
	t) MH25 to MH26 - 375mm dia. PVC Ribbed	48.7	m	\$260.00	\$12,662.00			\$12,662.00	100.00%			
	u) MH26 to MH16 - 450mm dia. Concrete CL65D	71.2	m	\$310.00	\$22,072.00			\$22,072.00	100.00%			
	v) MH16 to CBMH27 - 825mm dia. Concrete CL65D	49.5	m	\$805.00	\$39,847.50			\$39,847.50	100.00%			
	w) CBMH27 to HW - 1200mm dia. Concrete CL65D	18.1	m	\$1,410.00	\$25,521.00			\$25,521.00	100.00%			
	x) MH100 to MH101 - 300mm dia. PVC Ribbed	54.0	m	\$210.00	\$11,340.00						100.00%	\$11,340.00
	y) MH101 to MH102 - 300mm dia. PVC Ribbed	90.0	m	\$210.00	\$18,900.00						100.00%	\$18,900.00
	z) MH102 to CULVERT - 300mm dia. PVC Ribbed	8.8	m	\$360.00	\$3,168.00						100.00%	\$3,168.00

**FOREST PARK
PHASE 1 - STAGE 2
PROJECT No. 1995
COST SHARING**

February 27, 2024

ITEM	DESCRIPTION	EST. QTY	UNIT	UNIT PRICE	TOTAL	DEVELOPER			TOWN			
						QTY DEVELOPER	% DEVELOPER	COST DEVELOPER	QTY TOWN	% TOWN	COST TOWN	
2.	Storm Manhole - Precast concrete complete including frame and cover, modoloc adjustments, parging, benching, steps, concrete pipe supports and Granular 'A' backfill as specified.											
i)	1200mm diameter (OPSD 701.010)											
	a) MH1 +/- 2.2m approx. depth	1.0	ea	\$8,105.00	\$8,105.00		100.00%	\$8,105.00				
	b) MH2 +/- 2.4m approx. depth	1.0	ea	\$7,930.00	\$7,930.00		100.00%	\$7,930.00				
	c) MH9 +/- 2.6m approx. depth	1.0	ea	\$8,355.00	\$8,355.00		100.00%	\$8,355.00				
	d) MH13 +/- 1.4m approx. depth	1.0	ea	\$7,475.00	\$7,475.00		100.00%	\$7,475.00				
	e) MH15 +/- 2.3m approx. depth	1.0	ea	\$7,845.00	\$7,845.00		100.00%	\$7,845.00				
	f) MH17 +/- 2.6m approx. depth	1.0	ea	\$8,355.00	\$8,355.00		100.00%	\$8,355.00				
	g) MH18 +/- 2.5m approx. depth	1.0	ea	\$8,485.00	\$8,485.00		100.00%	\$8,485.00				
	h) MH20 +/- 2.3m approx. depth	1.0	ea	\$7,845.00	\$7,845.00		100.00%	\$7,845.00				
	i) MH21 +/- 2.4m approx. depth	1.0	ea	\$8,895.00	\$8,895.00		100.00%	\$8,895.00				
	j) MH23 +/- 1.8m approx. depth	1.0	ea	\$7,355.00	\$7,355.00		100.00%	\$7,355.00				
	k) MH24 +/- 1.9m approx. depth	1.0	ea	\$8,555.00	\$8,555.00		100.00%	\$8,555.00				
	l) MH25 +/- 2.1m approx. depth	1.0	ea	\$8,510.00	\$8,510.00		100.00%	\$8,510.00				
	m) MH26 +/- 2.2m approx. depth	1.0	ea	\$8,195.00	\$8,195.00		100.00%	\$8,195.00				
	n) MH100 +/- 2.0m approx. depth	1.0	ea	\$8,205.00	\$8,205.00					100.00%	\$8,205.00	
	o) MH101 +/- 1.4m approx. depth	1.0	ea	\$7,495.00	\$7,495.00					100.00%	\$7,495.00	
	p) MH102 +/- 1.8m approx. depth	1.0	ea	\$6,775.00	\$6,775.00					100.00%	\$6,775.00	
ii)	1500mm diameter - (OPSD 701.011)											
	a) MH11 +/- 3.1m approx. depth	1.0	ea	\$13,220.00	\$13,220.00		100.00%	\$13,220.00				
	b) MH12 +/- 3.5m approx. depth	1.0	ea	\$13,830.00	\$13,830.00		100.00%	\$13,830.00				
	c) MH16 +/- 2.2m approx. depth	1.0	ea	\$11,575.00	\$11,575.00		100.00%	\$11,575.00				
	d) MH19 +/- 2.4m approx. depth	1.0	ea	\$11,705.00	\$11,705.00		100.00%	\$11,705.00				
iii)	1800mm diameter - (OPSD 701.012)											
	a) MH10 +/- 3.1m approx. depth	1.0	ea	\$16,525.00	\$16,525.00		100.00%	\$16,525.00				
	b) MH14 +/- 3.4m approx. depth	1.0	ea	\$17,090.00	\$17,090.00		100.00%	\$17,090.00				
	c) MH22 +/- 2.1m approx. depth	1.0	ea	\$12,885.00	\$12,885.00		100.00%	\$12,885.00				
iv)	2400mm diameter (OPSD 701.013)											
	a) CBMH27 +/- 1.9m approx. depth	1.0	ea	\$20,615.00	\$20,615.00		100.00%	\$20,615.00				
	b) MH103 +/- 4.0m approx. depth	1.0	ea	\$30,705.00	\$30,705.00		100.00%	\$30,705.00				

**FOREST PARK
PHASE 1 - STAGE 2
PROJECT No. 1995
COST SHARING**

February 27, 2024

ITEM	DESCRIPTION	EST.		UNIT PRICE	TOTAL	DEVELOPER		TOWN					
		QTY	UNIT			QTY DEVELOPER	% DEVELOPER	QTY TOWN	% TOWN	COST DEVELOPER	COST TOWN		
3.	Catchbasin - Precast concrete with 600mm sump, Granular 'A' backfill and frame and cover.												
	a) Single roadway (OPSD 705.010)	23.0	ea	\$2,795.00	\$64,285.00	13				10		\$36,335.00	\$27,950.00
	b) Double roadway (OPSD 705.020)	16.0	ea	\$4,750.00	\$76,000.00	10				6		\$47,500.00	\$28,500.00
	c) Rearyard (OPSD 705.010)	16.0	ea	\$3,700.00	\$59,200.00			100.00%				\$59,200.00	
	d) Single Ditch Inlet (OPSD 705.030)	1.0	ea	\$3,845.00	\$3,845.00			100.00%				\$3,845.00	
4.	Catchbasin Leads - Roadway and rear lot, PVC Ribbed, Granular 'A' bedding and cover, selected native material backfill except where noted otherwise.												
	a) Single roadway catchbasins - 200mm dia.	108.0	m	\$235.00	\$25,380.00	92				16		\$21,620.00	\$3,760.00
	b) Double roadway catchbasins - 250mm dia.	65.0	m	\$235.00	\$15,275.00	57				8		\$13,395.00	\$1,880.00
	c) Rearyard catchbasins - 250mm dia. - Includes CB1 (West of Lot 14)	420.0	m	\$235.00	\$98,700.00			100.00%				\$98,700.00	
	d) Rearyard catchbasins - 250mm dia. Including full Granular 'A' Backfill compacted to 100% SPD as noted on the Engineering Plans	182.0	m	\$340.00	\$61,880.00			100.00%				\$61,880.00	
	e) Ditch Inlets - 300mm dia.	15.0	m	\$260.00	\$3,900.00			100.00%				\$3,900.00	
5.	Flushing, and mandrel testing of PVC sewer, video inspection immediately upon completion of construction.	1363.1	m	\$14.00	\$19,083.40			100.00%				\$19,083.40	
6.	Storm Sewer Services (laterals) - White - 100mm diameter, PVC DR28 Granular 'A' bedding and cover, selected native material backfill including connection to main sewer tee, risers, expandable plug and marker post and cleanouts.	103.0	ea	\$1,775.00	\$182,825.00			100.00%				\$182,825.00	
7.	Station Street Works / Steve Bauer Trail												
	a) Headwall #4 OPSD 804.040 including Grate per OPSD 804.050 and Pedestrian Rail per OPSD 980.101	1.0	ea	\$51,385.00	\$51,385.00			100.00%				\$51,385.00	
	b) Headwall #5 OPSD 804.040 including Grate per OPSD 804.050 and Pedestrian Rail per OPSD 980.101	1.0	ea	\$28,805.00	\$28,805.00			100.00%				\$28,805.00	
	c) Storm Sewer Concrete 1500mm dia. Per Conc. CL65D	42.5	m	\$2,165.00	\$92,012.50			100.00%				\$92,012.50	
	d) Storm Sewer Concrete 750mm dia. Per Conc. CL65D	10.0	m	\$840.00	\$8,400.00			100.00%				\$8,400.00	
	e) Connection of 750mm dia. storm sewer to existing manhole structure	1.0	L.S	\$3,845.00	\$3,845.00			100.00%				\$3,845.00	
	f) Connection of Manhole #103 to existing 1500mm dia. Storm sewer including removal and disposal of existing headwall structure and footings	1.0	L.S.	\$4,670.00	\$4,670.00			100.00%				\$4,670.00	

**FOREST PARK
PHASE 1 - STAGE 2
PROJECT No. 1995
COST SHARING**

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ITEM	DESCRIPTION		EST. QTY	UNIT	UNIT PRICE	TOTAL	QTY DEVELOPER	% DEVELOPER	COST DEVELOPER	QTY TOWN	% TOWN	COST TOWN
	g) Remove existing 250mm ditch inlet lead and reconnect existing ditch inlet to 750mm storm sewer		2.0	m	\$730.00	\$1,460.00		100.00%	\$1,460.00			
	h) Regrade, fill and compact to 95% SPD area between Steve Bauer Trail and Station Street Roadway and between headwall #5 and existing storm sewer manhole structure		1.0	L.S.	\$5,470.00	\$5,470.00		100.00%	\$5,470.00			
	i) 150mm topsoil and hydroseed disturbed area East and West of Steve Bauer Trail at storm sewer connection		700.0	m ²	\$9.25	\$6,475.00		100.00%	\$6,475.00			
TOTAL SECTION C						\$1,719,834.60			\$1,601,861.60			\$117,973.00
STORM SYSTEM												

**FOREST PARK
PHASE 1 - STAGE 2
PROJECT No. 1995
COST SHARING**

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ITEM	DESCRIPTION	EST. QTY	UNIT	UNIT PRICE	TOTAL	DEVELOPER			TOWN			
						QTY DEVELOPER	% DEVELOPER	COST DEVELOPER	QTY TOWN	% TOWN	COST TOWN	
SECTION D WATER SYSTEM												
1.	Watermain - Supply and Install PVC DR 18 CL235, Granular 'A' bedding, and cover as per OPSD 802.010, and selected native backfill material except under Port Robinson Road Granular 'A' backfill. Installation to include tracer wire, all connections, bends, tees, crosses, plugs, reducers, thrust blocks, sleeves, supports and cathodic protection.	640.0	m	\$360.00	\$230,400.00							
	a) 300mm diameter				\$230,400.00			100.00%	\$230,400.00			
	b) 200mm diameter	210.0	m	\$245.00	\$51,450.00			100.00%	\$51,450.00			
	c) 150mm diameter	500.0	m	\$195.00	\$97,500.00			100.00%	\$97,500.00			
2.	Valve and valve boxes including cathodic protection											
	a) 300mm diameter	4.0	ea	\$5,575.00	\$22,300.00			100.00%	\$22,300.00			
	b) 200mm diameter	4.0	ea	\$3,200.00	\$12,800.00			100.00%	\$12,800.00			
	c) 150mm diameter	6.0	ea	\$2,450.00	\$14,700.00			100.00%	\$14,700.00			
3.	Fire hydrant complete with anchor tee, 150mm dia. secondary valve, tracer wire to grade with sleeve, cathodic protection and final adjustment if required.	8.0	ea	\$10,705.00	\$85,640.00			100.00%	\$85,640.00			
4.	Water Services - 25mm diameter Type 'K' soft copper, including 25mm diameter main stop and 25mm diameter curb box, cathodic protection, and flow testing	103.0	ea	\$1,820.00	\$187,460.00			100.00%	\$187,460.00			
5.	Watermain Tracer Wire Connectivity Test.	1.0	L.S.	\$500.00	\$500.00			100.00%	\$500.00			
6.	Water Commissioning Plan, including water pressure and quality testing	1.0	L.S.	\$10,700.00	\$10,700.00			100.00%	\$10,700.00			
7.	Connect to existing:											
	a) William Street - 200mm dia.	1.0	L.S.	\$4,300.00	\$4,300.00			100.00%	\$4,300.00			
	b) Acacia Street - 150mm dia.	1.0	L.S.	\$4,075.00	\$4,075.00			100.00%	\$4,075.00			
	c) Marie Street - 150mm dia.	1.0	L.S.	\$4,075.00	\$4,075.00			100.00%	\$4,075.00			
	d) Walker Road - 300mm dia.	1.0	L.S.	\$6,200.00	\$6,200.00			100.00%	\$6,200.00			
	e) Station Street at Port Robinson Road - 300mm dia. Full Granular	1.0	L.S.	\$11,350.00	\$11,350.00			100.00%	\$11,350.00			

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ITEM	DESCRIPTION		EST. QTY	UNIT	UNIT PRICE	TOTAL	QTY DEVELOPER	% DEVELOPER	COST DEVELOPER	QTY TOWN	% TOWN	COST TOWN
8.	a) Port Robinson Road sawcutting and milling of existing asphalt at watermain connection - 0.3m wide by 40mm depth - to include areas disturbed by servicing connections		50.0	m ²	\$56.25	\$2,812.50		100.00%	\$2,812.50			
	b) Asphalt reinstatement Port Robinson Road water connection - to include areas disturbed by servicing connections - 50mm HL3 HS - 120mm HL8 HS (2 lifts)		50.0	m ²	\$90.00	\$4,500.00		100.00%	\$4,500.00			
TOTAL SECTION D						\$750,762.50			\$750,762.50			
WATER SYSTEM												

**FOREST PARK
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PROJECT No. 1995
COST SHARING**

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ITEM	DESCRIPTION	EST. QTY	UNIT	UNIT PRICE	TOTAL	DEVELOPER		TOWN	
						QTY DEVELOPER	% DEVELOPER	QTY TOWN	% TOWN
SECTION E BLOCK #83 CHANNEL WORKS									
1.	Excavating, filling, grading and compacting 95% SPD of existing Channel, as required to match headwall #4 Station Street and existing water course. Works shall include site clean-up upon completion of works	1.0	L.S.	\$29,250.00	\$29,250.00		100.00%	\$29,250.00	
2.	Fine grade and place 150mm topsoil as per landscape plan.	2300.0	m ²	\$4.00	\$9,200.00		100.00%	\$9,200.00	
3.	Riffle within Channel base which includes: - 200-300mm dia. Round river run stone. - 25mm dia. Round river run stone as per detail.	2.0	ea	\$1,725.00	\$3,450.00		100.00%	\$3,450.00	
4.	Seeding of channel area per seed mix on DWG 1541 LS1	2300.0	m ²	\$4.00	\$9,200.00		100.00%	\$9,200.00	
5.	Pathway - 3.0m wide including excavation, 300mm thick Granular 'A' compacted to 95% SPD, and 50mm HL3F asphalt	630.0	m ²	\$65.50	\$41,265.00		100.00%	\$41,265.00	
6.	Erosion control blanket terrafix coir mat 400 or approved equal.	165.0	m ²	\$6.50	\$1,072.50		100.00%	\$1,072.50	
7.	Chainlink Fence - Black 1.5m high with top rail - Commercial/Industrial Grade per OPSD 972.132.	300.0	m	\$130.00	\$39,000.00		100.00%	\$39,000.00	
8.	Removeable Bollards	2.0	ea	\$1,500.00	\$3,000.00		100.00%	\$3,000.00	
TOTAL SECTION E								\$135,437.50	
BLOCK #83 CHANNEL WORKS								\$135,437.50	

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ITEM	DESCRIPTION	EST. QTY	UNIT	UNIT PRICE	TOTAL	DEVELOPER		% DEVELOPER		TOWN		
						QTY	PRICE	DEVELOPER	%	QTY	%	TOWN
SECTION E.2 - KUNDA PARK CHANNEL												
1	Clearing and grubbing, as required for topsoil stripping and excavation and grading of Kunda Park channel	1	L.S.	\$20,350.00	\$20,350.00				100.00%			\$20,350.00
2	Silt Control Fencing	1000	m	\$10.00	\$10,000.00				100.00%			\$10,000.00
3	Topsoil Stripping including stockpiling on Kunda Park Lands +/- 700m ³	1	L.S.	\$5,365.00	\$5,365.00				100.00%			\$5,365.00
4	Excavation and grading of channel including stockpiling of excavated material on-site and matching to existing ground with 3:1 slopes. Channel to be excavated to 150mm below finished grade for topsoil. Estimated volume of excavation, cut and fill compacted to 95% SPD minimum. 1500m ³ excavation and 450m ³ fill, excess material to be stockpiled on-Kunda Park Lands	1	L.S.	\$53,000.00	\$53,000.00				100.00%			\$53,000.00
5	Topsoil and hydroseed with 150mm thick topsoil and seed mix as specified on landscape plan	5500	m2	\$8.00	\$44,000.00				100.00%			\$44,000.00
6	Landscape Plantings	1	L.S.	\$32,600.00	\$32,600.00				100.00%			\$32,600.00
TOTAL SECTION E.2 - KUNDA PARK CHANNEL												\$165,315.00
												\$0.00

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ITEM	DESCRIPTION	EST. QTY	UNIT	UNIT PRICE	TOTAL	QTY DEVELOPER	% DEVELOPER	COST DEVELOPER	QTY TOWN	% TOWN	COST TOWN
SECTION F BLOCK #82 - STORMWATER MANAGEMENT FACILITY											
Note: 24 Month Maintenance Guarantee on Planting and Seeding											
1.	Precast Concrete Headwall										
	a) Headwall 1 - for 1200mm diameter sewer, precast concrete per OPSD 804.040 including pedestrian barricade per OPSD 908.101, grate per OPSD 804.050, and Granular 'A' backfill.	1	ea	\$37,610.00	\$37,610.00		100.00%	\$37,610.00			
	b) Headwall 2 - for 825mm diameter sewer, precast concrete per OPSD 804.030 including pedestrian barricade per OPSD 908.101, grate per OPSD 804.050, and Granular 'A' backfill.	1	ea	\$29,000.00	\$29,000.00		100.00%	\$29,000.00			
	c) Headwall 3 - for 450mm diameter sewer, precast concrete per OPSD 804.030 including pedestrian barricade per OPSD 908.101, grate per OPSD 804.050, and Granular 'A' backfill.	1	ea	\$12,525.00	\$12,525.00		100.00%	\$12,525.00			
2.	Storm Sewer Pipe										
	a) Concrete support to DICB1 - 200mm dia. PVC DR35 (reverse slope)	13.8	m	\$206.00	\$2,842.80		100.00%	\$2,842.80			
	b) DICB1 to Headwall #2 - 450mm dia. CONC CL65D	18.0	m	\$310.00	\$5,580.00		100.00%	\$5,580.00			
	c) Headwall #3 to PWG - 825mm dia. CONC CL65D	18.0	m	\$835.00	\$15,030.00		100.00%	\$15,030.00			
3.	Precast Concrete Ditch Inlet Catchbasin per OPSD 705.030 - including 0.6m x 0.6m orifice plate per DWG 1995-PP10	1	ea	\$4,670.00	\$4,670.00		100.00%	\$4,670.00			
4.	Maintenance/Pathway Access - 3.0m wide, including compaction of subgrade and 300mm thick compacted Granular 'A' and 50mm thick HL3HS asphalt.	280.0	m ²	\$65.50	\$18,340.00		100.00%	\$18,340.00			
5.	Rip-Rap (150-250mm dia, and 450mm thick) including geotextile terrifix 270L or equal per OPSD 810.010.										
	a) Forebay	310	m ²	\$58.00	\$17,980.00		100.00%	\$17,980.00			
	b) Pond Outlet and multit-block outlet to Channel (Block 83)	120	m ²	\$58.00	\$6,960.00		100.00%	\$6,960.00			
	c) Overflow Spillway to Channel (Block 83)	55	m ²	\$58.00	\$3,190.00		100.00%	\$3,190.00			
6.	Concrete Erosion Protection Mats - CableConcrete CC35 or approved equal as Overflow Spillway lining	107	m ²	\$250.00	\$26,750.00		100.00%	\$26,750.00			
7.	Concrete Support for reverse sloped pipe, 400x200mm block including 50x50mm marker sign and T-Bar post per DWG 1995-PP10	1	ea	\$1,420.00	\$1,420.00		100.00%	\$1,420.00			
8.	Fine grade SWM Pond with 150mm topsoil and hydro seed mix per DWG 1995-PLS1	9,300	m ²	\$9.50	\$88,350.00		100.00%	\$88,350.00			
9.	Landscape Plantings - as per Landscape Plan (1995-PLS1)	1	L.S.	\$59,325.00	\$59,325.00		100.00%	\$59,325.00			
10.	Removeable Bollards	2	ea	\$1,415.00	\$2,830.00		100.00%	\$2,830.00			
TOTAL SECTION F								\$332,402.80			
BLOCK #82 STORMWATER MANAGEMENT FACILITY											

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ITEM	DESCRIPTION	EST. QTY	UNIT	UNIT PRICE	TOTAL	QTY DEVELOPER	% DEVELOPER	COST DEVELOPER	QTY TOWN	% TOWN	COST TOWN	
SECTION G PRELIMINARY ROADS												
1.	Roadway and boulevard excavation and grading upon completion of servicing	1.0	L.S.	\$41,450.00	\$41,450.00			\$41,450.00				
2.	Roadway Granular 'A'											
	a) Granular Base Course, Collector Roadway (Walker Road) - Granular 'A' 525mm compacted thickness to 100% S.P.D. including roadway fine grading.	850.0	m ²	\$30.25	\$25,712.50			\$25,712.50				
	b) Granular Base Course, Local Roadways - Granular 'A' 450mm compacted thickness to 100% S.P.D. including roadway fine grading.	6500.0	m ²	\$26.50	\$172,250.00			\$172,250.00				
	c) Granular Base Course (Bike Lane/Path) - Granular 'A' 375mm compacted thickness to 100% S.P.D.	300.0	m ²	\$23.25	\$6,975.00			\$6,975.00				
3.	Subdrain under Curbs - 100mm dia. Perforated with filter sock.	1540.0	m	\$16.50	\$25,410.00			\$25,410.00				
4.	Concrete curb and gutter with 2-10mm rebar											
	a) Concrete barrier curb with standard gutter OPSD 600.040.	1470.0	m	\$79.00	\$116,130.00			\$116,130.00				
	b) Concrete barrier curb with narrow gutter OPSD 600.080.	68.0	m	\$79.00	\$5,372.00			\$5,372.00				
	c) Concrete mountable curb with standard gutter OPSD 600.100.	70.0	m	\$79.00	\$5,530.00			\$5,530.00				
5.	Hot mix asphalt - Base course asphalt compacted thickness including preparation of Granular 'A' base and sawcutting to match existing asphalt. Based on MTO asphalt cement index at time of tender.											
	a) 80mm HL8HS - Collector Roadway (Walker Road)	750.0	m ²	\$31.00	\$23,250.00			\$23,250.00				
	b) 50mm HL8HS - Local Roadways	5800.0	m ²	\$20.50	\$118,900.00			\$118,900.00				
	c) 50mm HL8 - Asphalt Path/Bike Lane	250.0	m ²	\$32.50	\$8,125.00			\$8,125.00				
6.	Temporary asphalt fillets around roadway catchbasins.	23.0	ea	\$150.00	\$3,450.00			\$3,450.00				
7.	Supply & install rearyard swale - 100mm diameter perforated, wrapped subdrain, 20mm clear stone bedding, backfill to swale grade including connection to rearyard catchbasin. Including 3.0m wide 100mm topsoil.	800.0	m	\$44.00	\$35,200.00			\$35,200.00				
8.	Sod rear yard swales	2400.0	m ²	\$14.00	\$33,600.00			\$33,600.00				
9.	Regulatory and Warning Signs											
	a) Stop Sign (OTM Ra-1)	7.0	ea	\$450.00	\$3,150.00			\$3,150.00				
	b) Street Name Signs	10.0	ea	\$305.00	\$3,050.00			\$3,050.00				
TOTAL SECTION G								\$627,554.50			\$627,554.50	

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	February 27, 2024										
ITEM	DESCRIPTION	EST. QTY	UNIT	UNIT PRICE	TOTAL	QTY DEVELOPER	% DEVELOPER	COST DEVELOPER	QTY TOWN	% TOWN	COST TOWN
	PRELIMINARY ROADS										

**FOREST PARK
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ITEM	DESCRIPTION	EST. QTY	UNIT	UNIT PRICE	TOTAL	DEVELOPER		% DEVELOPER		COST DEVELOPER	TOWN		COST TOWN	
						QTY	PRICE	QTY	%		QTY	%		
SECTION H - PRELIMINARY ROADS (STATION STREET)														
1.	Clearing and Grubbing	1.0	L.S.	\$36,150.00	\$36,150.00				100.00%				\$36,150.00	
2.	Topsoil Stripping	1.0	L.S.	\$42,000.00	\$42,000.00				100.00%				\$42,000.00	
3.	Excavating and Grading of roadway and boulevard to subgrade, including compacted to 95% SPD minimum	1.0	L.S.	\$46,000.00	\$46,000.00				100.00%				\$46,000.00	
4.	Remove existing curb and gutter and sidewalk at Port Robinson Road, including disposal off-site, and backfilling of the curb and clean up of road allowance upon completion of the works	1.0	L.S.	\$1,000.00	\$1,000.00				100.00%				\$1,000.00	
5.	Roadway Granular 'A'													
	a) Granular Base Course, (Station Street) - Granular 'A' 525mm compacted thickness to 100% S.P.D. including roadway fine grading.	5700.0	m ²	\$28.50	\$162,450.00				100.00%				\$162,450.00	
	b) Granular Base Course (Path) - Granular 'A' 375mm compacted thickness to 100% S.P.D.	450.0	m ²	\$21.50	\$9,675.00				100.00%				\$9,675.00	
6.	Subdrain under Curbs - 100mm dia. Perforated with filter sock.	1150.0	m	\$15.00	\$17,250.00				100.00%				\$17,250.00	
7.	Concrete curb and gutter with 2-10mm rebar													
	a) Concrete barrier curb with standard gutter OPSD 600.040.	1150.0	m	\$82.50	\$94,875.00				100.00%				\$94,875.00	
8.	Hot mix asphalt - Base course asphalt compacted thickness including preparation of Granular 'A' base and sawcutting to match existing asphalt. Based on MTO asphalt cement index at time of tender.													
	a) 80mm HL8HS - Roadway	5200.0	m ²	\$31.00	\$161,200.00				100.00%				\$161,200.00	
	b) 50mm HL8HS - Asphalt Path/Bike Lane	350.0	m ²	\$20.50	\$7,175.00				100.00%				\$7,175.00	
9.	Temporary asphalt fillets around roadway catchbasins.	16.0	ea	\$145.00	\$2,320.00				100.00%				\$2,320.00	
10.	Regulatory and Warning Signs													
	a) Stop Sign (OTM Ra-1)	4.0	ea	\$365.00	\$1,460.00				100.00%				\$1,460.00	
	b) Ra-4R	4.0	ea	\$285.00	\$1,140.00				100.00%				\$1,140.00	
	c) Wa-74	4.0	ea	\$285.00	\$1,140.00				100.00%				\$1,140.00	
	d) Street Name Signs	6.0	ea	\$310.50	\$1,863.00				100.00%				\$1,863.00	
TOTAL SECTION H											\$585,698.00			
PRELIMINARY ROADS (STATION STREET)														
TOTAL SECTION H											\$585,698.00			

**FOREST PARK
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ITEM	DESCRIPTION	EST. QTY	UNIT	UNIT PRICE	TOTAL	DEVELOPER		TOWN		
						QTY DEVELOPER	% DEVELOPER	QTY TOWN	% TOWN	COST DEVELOPER
SECTION I - FINAL INTERNAL ROADS										
1.	Hot mix asphalt - Top course asphalt 40mm compacted thickness including clearing and sweeping, flushing, removal of fillets, padding and adjustment of manholes, water valves and appurtenances.									
	a) Collector Roadway (Walker Road) - HL3HS	750.0	m ²	\$22.00	\$16,500.00		100.00%			\$16,500.00
	b) Local Roadways - HL3HS	5800.0	m ²	\$22.00	\$127,600.00		100.00%			\$127,600.00
	c) Asphalt Path/Bike Lane - HL3F	250.0	m ²	\$22.00	\$5,500.00		100.00%			\$5,500.00
2.	Concrete sidewalk - 1.6m wide x 125mm thickness Granular 'A' base including wheelchair ramps.	2350.0	m ²	\$75.00	\$176,250.00		100.00%			\$176,250.00
3.	Tactile Warning Strips (0.6m by 0.6m)	24.0	ea	\$700.00	\$16,800.00		100.00%			\$16,800.00
4.	Curb and Gutter at catchbasins or double catchbasins all types approx. 4.0m in length including sawcutting, removal of asphalt and concrete and disposal off site, reinstatement of boulevard with topsoil and sod, reinstatement of driveways, (all types) repairs to base asphalt and adjustment of catchbasins to finished asphalt.	23.0	ea	\$1,200.00	\$27,600.00		100.00%			\$27,600.00
5.	Asphalt Driveway Aprons - 50mm HL3F over 200mm Granular 'A'	90.0	ea	\$1,500.00	\$135,000.00		100.00%			\$135,000.00
6.	Topsoil and Sod Boulevards	2550.0	m ²	\$15.00	\$38,250.00		100.00%			\$38,250.00
7.	Line Painting - Walker Road									
	a) Bike Lane - Bike Symbols, Green Block and Line Painting	1.0	L.S.	\$7,500.00	\$7,500.00		100.00%			\$7,500.00
8.	Chainlink Fence - Black 1.5m high with top rail - Commercial/Industrial Grade per OPSD 972.132.	720.0	m	\$100.00	\$72,000.00		100.00%			\$72,000.00
9.	Decorative Fence - 1.5m high Nuvo Iron or similar including 6 gates	75.0	m	\$300.00	\$22,500.00		100.00%			\$22,500.00
10.	Boulevard Trees	103.0	ea	\$500.00	\$51,500.00		100.00%			\$51,500.00
11.	Concrete Mailbox pads 1.2m wide including 100mm Granular 'A' and 125mm thick concrete	11.0	m ²	\$100.00	\$1,100.00		100.00%			\$1,100.00
12.	Concrete pads for waste bin and bench including 100mm Granular 'A' and 125mm thick concrete (2 pads required - 2.0m wide x 6.0m long)	24.0	m ²	\$100.00	\$2,400.00		100.00%			\$2,400.00

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	February 27, 2024										
ITEM	DESCRIPTION	EST. QTY	UNIT	UNIT PRICE	TOTAL	QTY DEVELOPER	% DEVELOPER	COST DEVELOPER	QTY TOWN	% TOWN	COST TOWN
					\$700,500.00			\$700,500.00			
	TOTAL SECTION I FINAL INTERNAL ROADS										

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COST SHARING**

February 27, 2024

ITEM	DESCRIPTION	EST. QTY	UNIT	UNIT PRICE	TOTAL	QTY DEVELOPER	% DEVELOPER	COST DEVELOPER	QTY TOWN	% TOWN	COST TOWN
SECTION J - FINAL INTERNAL ROADS (STATION STREET)											
1.	Hot mix asphalt - HL3HS top course asphalt 40mm compacted thickness including clearing and sweeping, flushing, removal of fillets, padding and adjustment of manholes, water valves and appurtenances.										
	a) Collector Roadway - HL3HS	5200.0	m ²	\$22.00	\$114,400.00				5200		\$114,400.00
	b) Local Roadway & Asphalt Path - HL3F	350.0	m ²	\$22.00	\$7,700.00		100.00%	\$7,700.00			
2.	Concrete sidewalk - 125mm thickness granular 'A' base including wheelchair ramps.										
	a) 1.6m wide	910.0	m ²	\$75.00	\$68,250.00		100.00%	\$68,250.00			
	b) 3.0m wide	21.0	m ²	\$75.00	\$1,575.00		100.00%	\$1,575.00			
3.	Tactile Warning Strips (0.6m by 0.6m)	20.0	ea	\$700.00	\$14,000.00		100.00%	\$14,000.00			
4.	Curb and Gutter at catchbasins or double catchbasins all types approx. 4.0m in length including sawcutting, removal of asphalt and concrete and disposal off site, reinstatement of boulevard with topsoil and sod, reinstatement of driveways, (all types) repairs to base asphalt and adjustment of catchbasins to finished asphalt.	16.0	ea	\$1,200.00	\$19,200.00				16		\$19,200.00
6.	Asphalt Driveway Aprons - 50mm HL3F over 200mm Granular 'A'	13.0	ea	\$1,500.00	\$19,500.00		100.00%	\$19,500.00			
7.	Topsoil and Sod Boulevards	6000.0	m ²	\$15.00	\$90,000.00	5000.0			1000		\$15,000.00
8.	Line Painting										
	a) Raised Pedestrian Crosswalks	1.0	L.S.	\$3,000.00	\$3,000.00					100.00%	\$3,000.00
9.	Station Street tree repairing and restoration estimated budget (to be determined)	1.0	L.S.	\$75,000.00	\$75,000.00					100.00%	\$75,000.00
10.	Boulevard Trees	38.0	ea	\$500.00	\$19,000.00		100.00%	\$19,000.00			
TOTAL SECTION J								\$205,025.00			\$226,600.00
FINAL ROADS (STATION STREET)											



The Corporation of the Town of Pelham

By-law No. 52-2024

Being a By-law to amend Zoning By-law 4481(2022), as amended, for lands on the south side of Canboro Road and north side of Daleview Drive, legally described as Part of Block "U", Plan 717, and Part of Lot 37, Plan 722, in the Town of Pelham, Regional Municipality of Niagara from the Residential Multiple Two (RM2) zone to the R2-165 (Residential 2-165) and RM1-166 (Residential Multiple 1-166) zones.

Canboro Estates (82-90 Canboro Road)
File No. AM-02-2024

WHEREAS section 34 of the *Planning Act*, RSO 1990, c. P. 13, as amended provides that the governing body of a municipal corporation may pass by-laws to regulate the use of lands and the character, location and use of buildings and structures;

AND WHEREAS the Council of the Town of Pelham has recommended that such a by-law be enacted;

AND WHEREAS the Council of the Town of Pelham has deemed it to be in the public interest that such a by-law be enacted;

NOW THEREFORE the Council of the Corporation of the Town of Pelham enacts as follows:

1. **THAT** Schedule 'C' to Zoning By-law 4481(2022) as amended, is hereby further amended by rezoning the lands identified on Schedule 'A' attached hereto and forming part of this By-law from the Residential Multiple 2 (RM2) Zone to the site specific Residential 2 - 165 (R2-165) and Residential Multiple One -166 (RM1-166) zones.
2. **AND THAT** Section 10 of Zoning By-law 4481(2022) as amended, is hereby amended by adding the following:

R2-165

Notwithstanding the maximum front yard requirement in Section 6.2.2 of the Residential 2 (R2) zone, the following site-specific regulation shall apply:

Section 6.2.2 – Zone Requirements for Single Detached Dwellings

Maximum Front Yard	17 metres
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RM1-166

Notwithstanding Maximum Front Yard and Minimum Rear Yard requirements in Section 6.4.2 of the Residential Multiple 1 (RM1) zone, the following site-specific regulations shall apply:

Section 6.4.2 – Zone Requirements for Residential Multiple One uses

Maximum Front Yard	22.06 metres
Minimum Rear Yard	1.2 metres

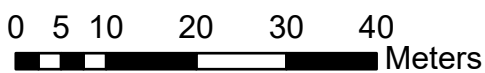
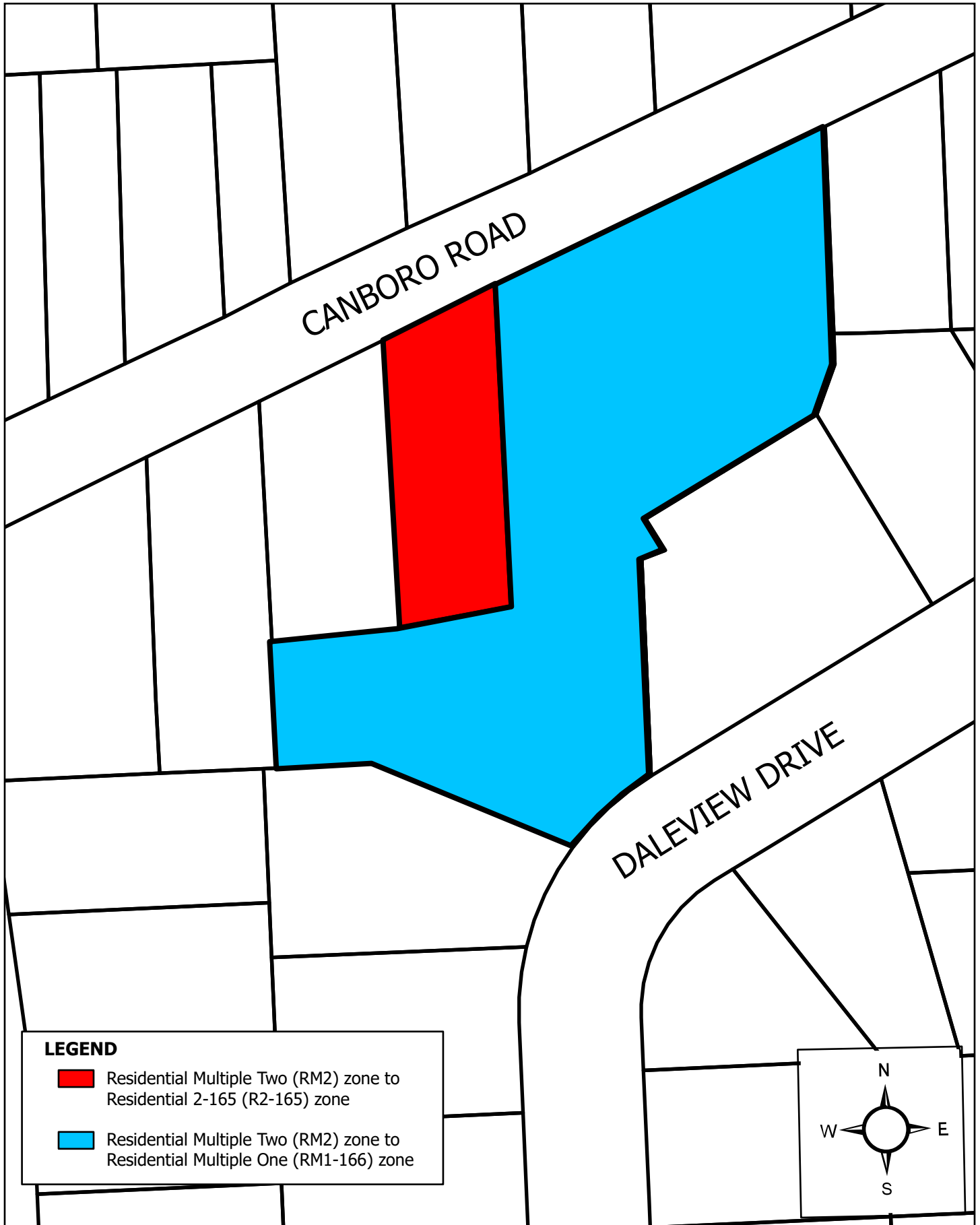
3. **THAT** this Bylaw shall come into effect and force from and after the date of passing thereof, pursuant to Section 34(21) and 34(30) of the *Planning Act, 1990*, as amended.

Read, enacted, signed and sealed this 14th day of August, 2024.

Marvin Junkin, Mayor

Holly Willford, Town Clerk

Schedule 'A'



This is Schedule 'A' to By-law No. 52 (2024) passed the 14th day of August, 2024.

Mayor: Marvin Junkin

Clerk: Holly Willford



The Corporation of the Town of Pelham

By-law No. 53-2024

Being a By-law to Authorize the Mayor and Clerk to enter into an Agreement with Sterling Realty (Niagara) Inc. for the Refund of Development Charges Relating to the Construction of Station Street from Port Robinson Road to Walker Road.

WHEREAS section 8 of the *Municipal Act, 2001*, S.O. 2001, c. 25 (“*Municipal Act, 2001*” or “the statute”) provides that the powers of a municipality under the statute or any other Act shall be interpreted broadly so as to confer broad authority to enable the municipality to govern its affairs as it considers appropriate and to enhance the municipality’s ability to respond to municipal issues;

AND WHEREAS section 9 of the *Municipal Act, 2001* provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under the statute or any other Act;

AND WHEREAS the Developer is a corporation engaged in the development of lands within the Town of Pelham, including lands in the vicinity of a road municipally known as Station Street;

AND WHEREAS the development of the Lands requires an extension of Station Street from Port Robinson Road to Walker Road;

AND WHEREAS the development charges study undertaken by the Town in 2018 identified a portion of the Station Street Extension as being fundable by development charges;

AND WHEREAS the Town and the Developer agree that coordinated completion of the Station Street Extension is in their mutual best interests;

AND WHEREAS the Town and the Developer agree that the Developer shall complete the Station Street Extension in accordance with the terms and conditions of the future Subdivision Agreement and this Agreement;

AND WHEREAS the Council of the Corporation of the Town of Pelham deems it necessary and desirable to enter into the Agreement;

NOW THEREFORE the Council of the Corporation of the Town of Pelham enacts as follows:

- 1. THAT** the Development Charges Refund Agreement attached hereto and made part of this by-law between the Sterling Realty (Niagara) Inc. be and is hereby approved; and
- 2. THAT** the Mayor and Clerk be and are hereby authorized and directed to execute the agreement annexed hereto as Schedule “A” to the by-law and to affix the corporate seal thereto.

3. Effective Date

3.1. This By-law shall come into force on the date that it is passed.

Read, enacted, signed and sealed this 14th day of August, 2024.

Marvin Junkin, Mayor

Holly Willford, Town Clerk

THIS AGREEMENT made on the ___ day of _____, 2024 (“the Agreement”).

B E T W E E N:

THE CORPORATION OF THE TOWN OF PELHAM

(“the Town”)

– and –

STERLING REALTY (NIAGARA) INC.

(“the Developer”)

WHEREAS the Developer is a corporation engaged in the development of lands within the Town of Pelham, including lands in the vicinity of a road municipally known as Station Street (“the Lands”);

AND WHEREAS the development of the Lands requires an extension of Station Street from Port Robinson Road to Walker Road (“the Station Street Extension”);

AND WHEREAS the development charges study undertaken by the Town in 2018 identified a portion of the Station Street Extension as being fundable by development charges;

AND WHEREAS in a subdivision agreement dated [date] and registered on title to the Lands as Instrument No. [number] (“the Subdivision Agreement”), the Town and the Developer agreed that coordinated completion of the Station Street Extension is in their mutual best interests;

AND WHEREAS the Town and the Developer have agreed that the Developer shall complete the Station Street Extension in accordance with the terms and conditions of the Subdivision Agreement and this Agreement;

NOW THEREFORE in consideration of the promises and covenants contained herein and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Town and the Developer (each “a party” and collectively “the parties”) agree as follows:

1. AGREEMENT

- 1.1. The Developer hereby agrees to construct the Station Street Extension, and the Town hereby agrees to reimburse the Developer in part for the cost of constructing the Station Street Extension, in accordance with the provisions of the Subdivision Agreement and upon the terms and conditions set out in this Agreement.
- 1.2. The following Schedules are appended hereto and form part of this Agreement:

Schedule	Description
"A"	Development Charge Credits
"B"	Cost Sharing Estimate

- 1.3. Unless otherwise specified, all references herein to "this Agreement" shall be deemed to include Schedule "A" and Schedule "B".
- 1.4. In the event of conflict or inconsistency between the documents forming this Agreement or conflict or inconsistency between this Agreement and the Subdivision Agreement, the most restrictive provision shall prevail.

2. STATION STREET EXTENSION

- 2.1. The parties acknowledge and agree that all development charge credits payable to the Developer under this Agreement were identified in the Subdivision Agreement and are particularized in Schedule "A" to this Agreement.
- 2.2. The parties further acknowledge and agree that the estimated costs to complete the Station Street Extension and the appropriate allocation of those costs as between the Town and the Developer are particularized in Schedule "B" to this Agreement. For greater certainty, the parties acknowledge and agree that the estimated costs set out in Schedule "B" include the amount of one hundred and fifty thousand dollars (\$150,000.00) for buffer enhancement planting and that this shall be the upset limit for buffer enhancement planting work done by the Developer along the Steve Bauer Trail.
- 2.3. The Developer shall construct the Station Street Extension in accordance with Town-approved engineering plans for the project and to the satisfaction of the Town. Prior to commencing the works, the Developer or its consultant shall provide the Town with a copy of the pricing submission of the successful bidder for reference. Upon completion of the works, the Developer or its consultant shall provide the Town with a copy of the final construction costs for the project for inclusion in the asset management plan of the Town.
- 2.4. Upon approval by the Town of the base course asphalt and underground infrastructure installed by the Developer, there shall be a warranty period, which shall be the same as stated in the Subdivision Agreement, and during which the Developer shall be responsible for correcting any deficiencies at its sole expense.
- 2.5. The Town shall collect development charges in relation to the Station Street Extension and shall reimburse the Developer by way of two (2) equal refund payments totalling the amount set out in Schedule "A". The first refund payment, which shall be fifty percent (50%) of the total amount, shall be made sixty (60) calendar days after primary services have been completed to the satisfaction of the Town. The second refund payment, which shall be the remaining fifty percent (50%) of the total amount, shall be made thirty (30) calendar days after the end of the warranty period described in the Subdivision Agreement and subsection 2.4 of this Agreement.

3. TERM AND TERMINATION

- 3.1. This Agreement comes into effect on the date it is signed by the parties or, if the parties sign on different dates in accordance with subsection 6.15, on the latest date on which a party signs, and shall continue for a period of ten (10) years, unless otherwise terminated in accordance with the terms of this Agreement.
- 3.2. This Agreement may be terminated at any time upon mutual agreement of the parties, which agreement shall be made in writing, signed by the parties, and appended to this Agreement.
- 3.3. If either party is in default of its obligations under this Agreement, the non-defaulting party may terminate this Agreement by providing written notice of the default to the defaulting party and, after such notice, (i) the defaulting party fails to commence efforts to remedy the default within seven (7) calendar days; (ii) the default cannot reasonably be remedied within fourteen (14) calendar days; or (iii) the defaulting party fails to remedy the default within fourteen (14) calendar days.
- 3.4. The Town may terminate this Agreement at any time by written notice to the Developer if the Developer becomes insolvent, winds up or otherwise ceases operation. The Town shall reimburse the Developer in accordance with this Agreement for all work done prior to the date of termination.
- 3.5. Termination of this Agreement is without prejudice to the rights of either party against the other party that may have accrued up to the date of termination.

4. INDEMNITY

- 4.1. The Developer shall indemnify and save harmless the Town and its elected officials, employees, agents and contractors from any and all claims, actions, causes of action, demands, liabilities, damage, costs and expenses of any kind whatsoever arising from or in any way related to this Agreement including but not limited to:
 - a. any dispute arising between the Developer or a previous or subsequent owner of any part of the Lands and the Town as to the availability of, or entitlement to, any credit, refund or development charge in connection with development or building permits for any proposed structure on or in connection with the Lands;
 - b. any failure of the Developer to comply with the provisions of this Agreement; and
 - c. any negligence, fraud or misconduct of the Developer, its officers, employees, agents, subcontractors or any other person for whom it is in law responsible.

5. DISPUTE RESOLUTION

- 5.1. If a dispute arises as to the interpretation, application or execution of this Agreement, including a party's rights or obligations, an allegation of default and/or an allegation of breach of this Agreement, the party that disputes the other party's position or conduct shall immediately provide written notice of the dispute to the other party.
- 5.2. Where a notice of dispute is received in accordance with subsection 5.1, the parties shall attempt to resolve the dispute through negotiation for a period of thirty (30) calendar days from the date on which the notice is delivered. The parties may extend

the negotiation period if they agree that a reasonable extension is likely to resolve the dispute.

- 5.3. If the parties are unable to resolve a dispute through negotiation, the matter shall be mediated and/or arbitrated. If the matter is not resolved through mediation, it shall proceed to, and be resolved by, arbitration before a single arbitrator agreed to by the parties. The decision of the arbitrator shall be final and binding on the parties.
- 5.4. The parties shall bear their own costs associated with the determination of disputes arising under this Agreement, including but not limited to legal and arbitration costs.

6. GENERAL

- 6.1. This Agreement is governed by and shall be construed in accordance with the laws of the Province of Ontario and the laws of Canada applicable therein. The parties agree that any legal action(s) arising out of this Agreement shall be commenced in the Regional Municipality of Niagara in the Province of Ontario.
- 6.2. Nothing in this Agreement shall create or be construed to constitute or create any partnership, agency or employment relationship between the Developer and the Town. Each party acknowledges that it is not and shall not hold itself out as a partner, agent or employee of the other for any purpose whatsoever.
- 6.3. Any notice, direction, request or document required or contemplated by this Agreement shall be considered to have been sufficiently given if delivered by hand, sent by prepaid registered mail or sent by email to the party to which such notice, direction, request or document is directed as set forth below:

If to the Town: The Corporation of the Town of Pelham
P.O. Box 400
20 Pelham Town Square
Fonthill ON L0S 1E0

Attention: Town Clerk
 clerks@pelham.ca

If to the Engineer: Sterling Realty (Niagara) Inc.
17 Dunbar Crescent
St. Catharines ON L2W 1A6

Attention: John De Lisio, Principal
 j.delisio@sympatico.ca

or such other address of which either party has notified the other, in writing, and any such notice mailed or delivered shall be deemed good and sufficient notice under the terms of this Agreement.

- 6.4. Notices delivered or sent by prepaid registered mail are deemed to be effective on the date of receipt. Notices sent by email are deemed to be effective on the day the email is sent or, if sent after 4:00 p.m., on the following calendar day.

- 6.5. Time is of the essence for every provision of this Agreement. Any time limits specified in this Agreement may be extended with the consent in writing of both parties, but no such extension of time shall operate or be deemed to operate as an extension of any other time limit, and time shall be deemed to remain of the essence notwithstanding any extension of any time limit.
- 6.6. If either party defaults on its obligations under this Agreement, the other party has available to it all rights and remedies provided by law and by this Agreement.
- 6.7. Waiver by a party of any provision of this Agreement in one instance shall not constitute a waiver in any other instance and any such waiver by a party must be made in writing.
- 6.8. Any delay or failure on the part of either party to exercise or enforce any right, power or remedy conferred by this Agreement shall not constitute a waiver of the right, power or remedy and shall not operate as a bar to exercising or enforcing it at any later time.
- 6.9. Neither party shall be considered in default of its obligations under this Agreement to the extent that a delay or failure to perform those obligations is due to an event beyond the control of the parties, including but not limited to fires, floods, acts of God, strikes, riots, war or hostilities, terrorism, lawful acts of public authorities and other events that cannot be reasonably foreseen or provided against.
- 6.10. This Agreement constitutes the entire agreement between the parties pertaining to its subject matter and supersedes all prior discussions, negotiations, understandings or agreements of the parties, whether oral or written, and there are no warranties, representations or other agreements between the parties in connection with the subject matter of this Agreement.
- 6.11. The invalidity or unenforceability of any particular term of this Agreement shall not limit the validity or enforceability of the remaining terms, each of which is distinct and severable from all other terms of this Agreement.
- 6.12. Neither this Agreement nor the parties' associated rights and obligations may be assigned by a party without the prior written consent of the other party, which may be withheld or delayed without reasons. This Agreement enures the benefit of, and is binding upon, the parties and their respective successors and permitted assigns.
- 6.13. Notwithstanding any other provision of this Agreement, the parties acknowledge and agree that this Agreement shall not in any way fetter the exercise of any discretionary power, duty or authority by the Council of the Town of Pelham.
- 6.14. The Developer acknowledges that it will not obtain any advantageous planning or other consideration or treatment by the Town by reason of having entered into this Agreement or by reason of the existence of this Agreement.
- 6.15. This Agreement may be signed in counterpart, each of which is an original and all of which together constitute a single document. Counterparts may be executed in original or electronic form and may be exchanged by way of mail or PDF file delivered by email or facsimile transmission.

[signature page follows]

IN WITNESS WHEREOF the parties have executed this Agreement and agree to be bound thereby as of the date first written above.

THE CORPORATION OF THE TOWN OF PELHAM

By: _____
Name:
Title:

By: _____
Name:
Title:

I/We have authority to bind the Corporation.

Date: _____

STERLING REALTY (NIAGARA) INC.

By: _____
Name:
Title:

By: _____
Name:
Title:

I/We have authority to bind the Corporation.

Date: _____

Schedule "A"
Development Charge Credits

Project	Development Charge Credits
Construction of Station Street from Port Robinson Road to Walker Road, including 15% Engineering and Contract Administration, excluding HST	\$1,330,286.65

Schedule "B"
Cost Sharing Estimate

FOREST PARK
 PHASE 1 - STAGE 2
 PROJECT No. 1995

COST SHARING - DEVELOPER / SUBDIVISION SECURITIES

FOREST PARK
 PHASE 1 - STAGE 2
 PROJECT No. 1995
COST SHARING - TOWN

February 27, 2024

<u>SUMMARY</u>	<u>TOTAL COST</u>	<u>SUMMARY</u>	<u>TOTAL COST</u>
SECTION A - GENERAL	\$21,860.00	SECTION A - GENERAL	
SECTION B - SANITARY SYSTEM	\$539,374.10	SECTION B - SANITARY SYSTEM	
SECTION C - STORM SYSTEM	\$1,601,861.60	SECTION C - STORM SYSTEM	\$117,973.00
SECTION D - WATER SYSTEM	\$750,762.50	SECTION D - WATER SYSTEM	
SECTION E - BLOCK #83 CHANNEL WORKS	\$135,437.50	SECTION E - BLOCK #83 CHANNEL WORKS	
SECTION E.2 - KUNDA PARK CHANNEL	\$165,315.00	SECTION E.2 - KUNDA PARK CHANNEL	
SECTION F - BLOCK #82 - STORMWATER MANAGEMENT FACILITY	\$332,402.80	SECTION F - BLOCK #82 - STORMWATER MANAGEMENT FACILITY	
SECTION G - PRELIMINARY ROADS	\$627,554.50	SECTION G - PRELIMINARY ROADS	
SECTION H - PRELIMINARY ROADS (STATION STREET)		SECTION H - PRELIMINARY ROADS (STATION STREET)	\$585,698.00
SECTION I - FINAL INTERNAL ROADS	\$700,500.00	SECTION I - FINAL INTERNAL ROADS	
SECTION J - FINAL INTERNAL ROADS (STATION STREET)	\$205,025.00	SECTION J - FINAL INTERNAL ROADS (STATION STREET)	\$226,600.00
STREET LIGHTING - \$178,730.00 + \$76,500.00 (50% of Station Street) = \$255,230.00	\$255,230.00	STREET LIGHTING - \$76,500.00 (50% of Station Street)	\$76,500.00
POND CLEANING	\$60,000.00	BUFFER ENHANCEMENT PLANTING	\$150,000.00
		SUBTOTAL SERVICING COST	\$1,156,771.00
		PLUS 15% ENGINEERING & CONTRACT ADMIN	\$173,515.65
		SUBTOTAL	\$1,330,286.65
		PLUS 13% HST	\$172,937.26
		TOTAL	\$1,503,223.91

FOREST PARK
 PHASE 1 - STAGE 2
 PROJECT No. 1995
 COST SHARING

February 27, 2024

ITEM	DESCRIPTION	EST. QTY	UNIT	UNIT PRICE	TOTAL	QTY DEVELOPER	% DEVELOPER	COST DEVELOPER	QTY TOWN	% TOWN	COST TOWN
<u>SECTION A - GENERAL CLEARING, TOPSOIL STRIPPING AND EARTHWORKS</u>											
1.	Siltation Control Devices										
	a) Silt fence - Envirofence Sediment Control system pre-assembled 0.9m high and 1.2m posts spaced 2.4m apart including toe in.	1406.0	m	\$10.00	\$14,060.00		100.00%	\$14,060.00			
	b) Silt Sacs in all catch basins	65.0	ea	\$120.00	\$7,800.00		100.00%	\$7,800.00			
2	Preconstruction survey	1.0	L.S.	\$3,000.00	\$3,000.00					100.00%	\$3,000.00
TOTAL SECTION A								\$24,860.00			\$3,000.00
GENERAL CLEARING, TOPSOIL STRIPPING AND EARTHWORKS											

**FOREST PARK
PHASE 1 - STAGE 2
PROJECT No. 1995
COST SHARING**

February 27, 2024

ITEM	DESCRIPTION				TOTAL				DEVELOPER				TOWN			
	EST. QTY	UNIT	UNIT PRICE	TOTAL	QTY DEVELOPER	% DEVELOPER	COST DEVELOPER	COST TOWN	QTY TOWN	% TOWN	COST TOWN	COST TOWN				
SECTION B SANITARY SYSTEM																
1.	Sanitary Sewer - Granular 'A' bedding and cover, selected native material backfill.															
	200mm diameter PVC DR35															
	a) MH A to MH B	33.1	m	\$192.00	\$6,355.20					100.00%	\$6,355.20					
	b) MH B to PLUG	29.3	m	\$192.00	\$5,625.60					100.00%	\$5,625.60					
	c) MH I to MH J	28.2	m	\$196.00	\$5,527.20					100.00%	\$5,527.20					
	d) PLUG TO MH J	12.2	m	\$204.50	\$2,494.90					100.00%	\$2,494.90					
	e) MH J to MH K	75.9	m	\$196.00	\$14,876.40					100.00%	\$14,876.40					
	f) MH K to MH L	86.7	m	\$196.00	\$16,993.20					100.00%	\$16,993.20					
	g) MH L to MH M	84.8	m	\$196.00	\$16,620.80					100.00%	\$16,620.80					
	h) MH N to MH O	17.8	m	\$196.00	\$3,488.80					100.00%	\$3,488.80					
	i) MH O to MH P	31.4	m	\$196.00	\$6,154.40					100.00%	\$6,154.40					
	j) MH Q to MH R	32.9	m	\$196.00	\$6,448.40					100.00%	\$6,448.40					
	k) MH R to MH P	90.0	m	\$196.00	\$17,640.00					100.00%	\$17,640.00					
	l) MH P to MH S	82.3	m	\$196.00	\$16,130.80					100.00%	\$16,130.80					
	m) MH T to MH U	21.0	m	\$196.00	\$4,116.00					100.00%	\$4,116.00					
	n) MH U to MH S	98.0	m	\$196.00	\$19,208.00					100.00%	\$19,208.00					
	o) MH S to MH M	82.3	m	\$196.00	\$16,130.80					100.00%	\$16,130.80					
	p) MH M to MH V	82.0	m	\$196.00	\$16,072.00					100.00%	\$16,072.00					
	q) MH V to EX MH - Including connection to EX MH w/ new Kor-n-Seal assembly	46.0	m	\$212.00	\$9,752.00					100.00%	\$9,752.00					
2.	Sanitary Manholes - 1200mm diameter, precast concrete per OPSD 701.010 complete including adjustable frame and cover, parging, benching, Granular 'A' backfill, Kor-n-seal assemblies, moduoloc adjustments and adjustment to base asphalt.															
	a) MH 'A' +/- 3.3m approx. depth	1.0	ea	\$9,230.00	\$9,230.00					100.00%	\$9,230.00					
	b) MH 'B' +/- 3.3m approx. depth	1.0	ea	\$9,500.00	\$9,500.00					100.00%	\$9,500.00					
	c) MH 'T' +/- 3.0m approx. depth	1.0	ea	\$8,890.00	\$8,890.00					100.00%	\$8,890.00					
	d) MH 'J' +/- 3.7m approx. depth	1.0	ea	\$10,730.00	\$10,730.00					100.00%	\$10,730.00					
	e) MH 'K' +/- 3.7m approx. depth	1.0	ea	\$10,460.00	\$10,460.00					100.00%	\$10,460.00					
	f) MH 'L' +/- 4.2m approx. depth	1.0	ea	\$11,315.00	\$11,315.00					100.00%	\$11,315.00					
	g) MH 'M' +/- 3.6m approx. depth	1.0	ea	\$10,500.00	\$10,500.00					100.00%	\$10,500.00					
	h) MH 'N' +/- 3.0m approx. depth	1.0	ea	\$8,900.00	\$8,900.00					100.00%	\$8,900.00					

**FOREST PARK
PHASE 1 - STAGE 2
PROJECT No. 1995
COST SHARING**

February 27, 2024

ITEM	DESCRIPTION	EST. QTY	UNIT	UNIT PRICE	TOTAL	QTY DEVELOPER		% DEVELOPER		COST DEVELOPER	QTY TOWN		% TOWN		COST TOWN
						DEVELOPER	DEVELOPER	DEVELOPER	DEVELOPER		TOWN	TOWN	TOWN	TOWN	
i)	MH 'O' +/- 3.1m approx. depth	1.0	ea	\$9,500.00	\$9,500.00			100.00%		\$9,500.00					
j)	MH 'P' +/- 3.4m approx. depth	1.0	ea	\$10,200.00	\$10,200.00			100.00%		\$10,200.00					
k)	MH 'Q' +/- 3.0m approx. depth	1.0	ea	\$8,900.00	\$8,900.00			100.00%		\$8,900.00					
l)	MH 'R' +/- 3.2m approx. depth	1.0	ea	\$9,615.00	\$9,615.00			100.00%		\$9,615.00					
m)	MH 'S' +/- 2.9m approx. depth	1.0	ea	\$10,200.00	\$10,200.00			100.00%		\$10,200.00					
n)	MH 'T' +/- 2.9m approx. depth	1.0	ea	\$8,810.00	\$8,810.00			100.00%		\$8,810.00					
o)	MH 'U' +/- 3.0m approx. depth	1.0	ea	\$9,200.00	\$9,200.00			100.00%		\$9,200.00					
p)	MH 'V' +/- 4.2m approx. depth	1.0	ea	\$11,315.00	\$11,315.00			100.00%		\$11,315.00					
3.	Sanitary Sewer Services (laterals) - Green - 125mm diameter, PVC DR28 Granular 'A' bedding and cover, selected native material backfill including connection to main sewer tee, risers, expandable plug and marker post and cleanouts.	103.0	ea	\$1,800.00	\$185,400.00			100.00%		\$185,400.00					
4.	Flushing, air test, mandrel and video inspection of the sanitary sewer system immediately upon completion of construction.	933.9	m	\$14.00	\$13,074.60			100.00%		\$13,074.60					
TOTAL SECTION B					\$539,374.10										
SANITARY SYSTEM					\$539,374.10										

**FOREST PARK
PHASE 1 - STAGE 2
PROJECT No. 1995
COST SHARING**

February 27, 2024

ITEM	DESCRIPTION	EST.		UNIT PRICE	TOTAL	QTY DEVELOPER		COST DEVELOPER	QTY TOWN		COST TOWN	
		QTY	UNIT			DEVELOPER	% DEVELOPER		DEVELOPER	% TOWN		
SECTION C STORM SYSTEM												
1.	Storm Sewer - Class 'B' bedding and cover for PVC Ribbed, Class 'B' bedding and selected native material backfill for concrete pipe, type and size of pipe as specified including connection to existing sewers.											
	a) CB to MH1 - 450mm dia. Concrete CL65D	30.2	m	\$310.00	\$9,362.00			\$9,362.00	100.00%			
	b) MH1 to MH2 - 450mm dia. Concrete CL65D	48.0	m	\$310.00	\$14,880.00			\$14,880.00	100.00%			
	c) MH2 to PLUG - 450mm dia. Concrete CL65D	28.6	m	\$306.00	\$8,751.60			\$8,751.60	100.00%			
	d) MH9 to MH10 - 300mm dia. PVC Ribbed	25.6	m	\$227.00	\$5,811.20			\$5,811.20	100.00%			
	e) PLUG to MH10 - 750mm dia. Concrete CL65D	8.2	m	\$810.00	\$6,642.00			\$6,642.00	100.00%			
	f) MH10 to MH11 - 825mm dia. Concrete CL65D	46.1	m	\$805.00	\$37,110.50			\$37,110.50	100.00%			
	g) MH11 to MH12 - 825mm dia. Concrete CL65D	80.6	m	\$805.00	\$64,883.00			\$64,883.00	100.00%			
	h) MH12 to MH14 - 825mm dia. Concrete CL65D	80.6	m	\$805.00	\$64,883.00			\$64,883.00	100.00%			
	i) MH13 to MH14 - 300mm dia. PVC Ribbed	78.8	ea	\$227.00	\$17,887.60			\$17,887.60	100.00%			
	j) MH14 to CBMH27 - 825mm dia. Concrete CL65D	90.8	m	\$805.00	\$73,094.00			\$73,094.00	100.00%			
	k) MH15 to MH16 - 300mm dia. PVC Ribbed	62.7	m	\$227.00	\$14,232.90			\$14,232.90	100.00%			
	l) MH17 to MH18 - 300mm dia. PVC Ribbed	17.0	m	\$227.00	\$3,859.00			\$3,859.00	100.00%			
	m) MH18 to MH19 - 300mm dia. PVC Ribbed	29.1	m	\$227.00	\$6,605.70			\$6,605.70	100.00%			
	n) MH20 to MH21 - 300mm dia. PVC Ribbed	35.3	m	\$223.00	\$7,871.90			\$7,871.90	100.00%			
	o) MH21 to MH19 - 450mm dia. Concrete CL65D	83.3	m	\$310.00	\$25,823.00			\$25,823.00	100.00%			
	p) MH19 to MH22 - 600mm dia. Concrete CL65D	82.3	m	\$442.00	\$36,376.60			\$36,376.60	100.00%			
	q) MH23 to MH24 - 300mm dia. PVC Ribbed	25.4	m	\$222.00	\$5,638.80			\$5,638.80	100.00%			
	r) MH24 to MH22 - 525mm dia. Concrete CL65D	87.9	m	\$386.00	\$33,929.40			\$33,929.40	100.00%			
	s) MH22 to MH16 - 750mm dia. Concrete CL65D	82.3	m	\$720.00	\$59,256.00			\$59,256.00	100.00%			
	t) MH25 to MH26 - 375mm dia. PVC Ribbed	48.7	m	\$260.00	\$12,662.00			\$12,662.00	100.00%			
	u) MH26 to MH16 - 450mm dia. Concrete CL65D	71.2	m	\$310.00	\$22,072.00			\$22,072.00	100.00%			
	v) MH16 to CBMH27 - 825mm dia. Concrete CL65D	49.5	m	\$805.00	\$39,847.50			\$39,847.50	100.00%			
	w) CBMH27 to HW - 1200mm dia. Concrete CL65D	18.1	m	\$1,410.00	\$25,521.00			\$25,521.00	100.00%			
	x) MH100 to MH101 - 300mm dia. PVC Ribbed	54.0	m	\$210.00	\$11,340.00			\$11,340.00	100.00%			\$11,340.00
	y) MH101 to MH102 - 300mm dia. PVC Ribbed	90.0	m	\$210.00	\$18,900.00			\$18,900.00	100.00%			\$18,900.00
	z) MH102 to CULVERT - 300mm dia. PVC Ribbed	8.8	m	\$360.00	\$3,168.00			\$3,168.00	100.00%			\$3,168.00

**FOREST PARK
PHASE 1 - STAGE 2
PROJECT No. 1995
COST SHARING**

February 27, 2024

ITEM	DESCRIPTION	EST. QTY	UNIT	UNIT PRICE	TOTAL	DEVELOPER			TOWN			
						QTY DEVELOPER	% DEVELOPER	COST DEVELOPER	QTY TOWN	% TOWN	COST TOWN	
2.	Storm Manhole - Precast concrete complete including frame and cover, manhole adjustments, parging, benching, steps, concrete pipe supports and Granular 'A' backfill as specified.											
i)	1200mm diameter (OPSD 701.010)											
	a) MH1 +/- 2.2m approx. depth	1.0	ea	\$8,105.00	\$8,105.00		100.00%	\$8,105.00				
	b) MH2 +/- 2.4m approx. depth	1.0	ea	\$7,930.00	\$7,930.00		100.00%	\$7,930.00				
	c) MH9 +/- 2.6m approx. depth	1.0	ea	\$8,355.00	\$8,355.00		100.00%	\$8,355.00				
	d) MH13 +/- 1.4m approx. depth	1.0	ea	\$7,475.00	\$7,475.00		100.00%	\$7,475.00				
	e) MH15 +/- 2.3m approx. depth	1.0	ea	\$7,845.00	\$7,845.00		100.00%	\$7,845.00				
	f) MH17 +/- 2.6m approx. depth	1.0	ea	\$8,355.00	\$8,355.00		100.00%	\$8,355.00				
	g) MH18 +/- 2.5m approx. depth	1.0	ea	\$8,485.00	\$8,485.00		100.00%	\$8,485.00				
	h) MH20 +/- 2.3m approx. depth	1.0	ea	\$7,845.00	\$7,845.00		100.00%	\$7,845.00				
	i) MH21 +/- 2.4m approx. depth	1.0	ea	\$8,895.00	\$8,895.00		100.00%	\$8,895.00				
	j) MH23 +/- 1.8m approx. depth	1.0	ea	\$7,355.00	\$7,355.00		100.00%	\$7,355.00				
	k) MH24 +/- 1.9m approx. depth	1.0	ea	\$8,555.00	\$8,555.00		100.00%	\$8,555.00				
	l) MH25 +/- 2.1m approx. depth	1.0	ea	\$8,510.00	\$8,510.00		100.00%	\$8,510.00				
	m) MH26 +/- 2.2m approx. depth	1.0	ea	\$8,195.00	\$8,195.00		100.00%	\$8,195.00				
	n) MH100 +/- 2.0m approx. depth	1.0	ea	\$8,205.00	\$8,205.00					100.00%	\$8,205.00	
	o) MH101 +/- 1.4m approx. depth	1.0	ea	\$7,495.00	\$7,495.00					100.00%	\$7,495.00	
	p) MH102 +/- 1.8m approx. depth	1.0	ea	\$6,775.00	\$6,775.00					100.00%	\$6,775.00	
ii)	1500mm diameter - (OPSD 701.011)											
	a) MH11 +/- 3.1m approx. depth	1.0	ea	\$13,220.00	\$13,220.00		100.00%	\$13,220.00				
	b) MH12 +/- 3.5m approx. depth	1.0	ea	\$13,830.00	\$13,830.00		100.00%	\$13,830.00				
	c) MH16 +/- 2.2m approx. depth	1.0	ea	\$11,575.00	\$11,575.00		100.00%	\$11,575.00				
	d) MH19 +/- 2.4m approx. depth	1.0	ea	\$11,705.00	\$11,705.00		100.00%	\$11,705.00				
iii)	1800mm diameter - (OPSD 701.012)											
	a) MH10 +/- 3.1m approx. depth	1.0	ea	\$16,525.00	\$16,525.00		100.00%	\$16,525.00				
	b) MH14 +/- 3.4m approx. depth	1.0	ea	\$17,090.00	\$17,090.00		100.00%	\$17,090.00				
	c) MH22 +/- 2.1m approx. depth	1.0	ea	\$12,885.00	\$12,885.00		100.00%	\$12,885.00				
iv)	2400mm diameter (OPSD 701.013)											
	a) CBMH27 +/- 1.9m approx. depth	1.0	ea	\$20,615.00	\$20,615.00		100.00%	\$20,615.00				
	b) MH103 +/- 4.0m approx. depth	1.0	ea	\$30,705.00	\$30,705.00		100.00%	\$30,705.00				

**FOREST PARK
PHASE 1 - STAGE 2
PROJECT No. 1995
COST SHARING**

February 27, 2024

ITEM	DESCRIPTION	EST. QTY	UNIT	UNIT PRICE	TOTAL	DEVELOPER		TOWN	
						QTY DEVELOPER	% DEVELOPER	QTY TOWN	% TOWN
						COST DEVELOPER		COST TOWN	
3.	Catchbasin - Precast concrete with 600mm sump, Granular 'A' backfill and frame and cover.								
	a) Single roadway (OPSD 705.010)	23.0	ea	\$2,795.00	\$64,285.00	13	\$36,335.00	10	\$27,950.00
	b) Double roadway (OPSD 705.020)	16.0	ea	\$4,750.00	\$76,000.00	10	\$47,500.00	6	\$28,500.00
	c) Rearyard (OPSD 705.010)	16.0	ea	\$3,700.00	\$59,200.00		100.00%		
	d) Single Ditch Inlet (OPSD 705.030)	1.0	ea	\$3,845.00	\$3,845.00		100.00%		
4.	Catchbasin Leads - Roadway and rear lot, PVC Ribbed, Granular 'A' bedding and cover, selected native material backfill except where noted otherwise.								
	a) Single roadway catchbasins - 200mm dia.	108.0	m	\$235.00	\$25,380.00	92	\$21,620.00	16	\$3,760.00
	b) Double roadway catchbasins - 250mm dia.	65.0	m	\$235.00	\$15,275.00	57	\$13,395.00	8	\$1,880.00
	c) Rearyard catchbasins - 250mm dia. - Includes CB1 (West of Lot 14)	420.0	m	\$235.00	\$98,700.00		100.00%		
	d) Rearyard catchbasins - 250mm dia. Including full Granular 'A' Backfill compacted to 100% SPD as noted on the Engineering Plans	182.0	m	\$340.00	\$61,880.00		100.00%		
	e) Ditch Inlets - 300mm dia.	15.0	m	\$260.00	\$3,900.00		100.00%		
5.	Flushing, and mandrel testing of PVC sewer, video inspection immediately upon completion of construction.	1363.1	m	\$14.00	\$19,083.40		100.00%		
6.	Storm Sewer Services (laterals) - White - 100mm diameter, PVC DR28 Granular 'A' bedding and cover, selected native material backfill including connection to main sewer tee, risers, expandable plug and marker post and cleanouts.	103.0	ea	\$1,775.00	\$182,825.00		100.00%		
7.	Station Street Works / Steve Bauer Trail								
	a) Headwall #4 OPSD 804.040 including Grate per OPSD 804.050 and Pedestrian Rail per OPSD 980.101	1.0	ea	\$51,385.00	\$51,385.00		100.00%		
	b) Headwall #5 OPSD 804.040 including Grate per OPSD 804.050 and Pedestrian Rail per OPSD 980.101	1.0	ea	\$28,805.00	\$28,805.00		100.00%		
	c) Storm Sewer Concrete 1500mm dia. Per Conc. CL65D	42.5	m	\$2,165.00	\$92,012.50		100.00%		
	d) Storm Sewer Concrete 750mm dia. Per Conc. CL65D	10.0	m	\$840.00	\$8,400.00		100.00%		
	e) Connection of 750mm dia. storm sewer to existing manhole structure	1.0	L.S	\$3,845.00	\$3,845.00		100.00%		
	f) Connection of Manhole #103 to existing 1500mm dia. Storm sewer including removal and disposal of existing headwall structure and footings	1.0	L.S.	\$4,670.00	\$4,670.00		100.00%		

FOREST PARK
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COST SHARING

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ITEM	DESCRIPTION		EST. QTY	UNIT	UNIT PRICE	TOTAL	QTY DEVELOPER	% DEVELOPER	COST DEVELOPER	QTY TOWN	% TOWN	COST TOWN	
	g)	Remove existing 250mm ditch inlet lead and reconnect existing ditch inlet to 750mm storm sewer	2.0	m	\$730.00	\$1,460.00		100.00%	\$1,460.00				
	h)	Regrade, fill and compact to 95% SPD area between Steve Bauer Trail and Station Street Roadway and between headwall #5 and existing storm sewer manhole structure	1.0	L.S.	\$5,470.00	\$5,470.00		100.00%	\$5,470.00				
	i)	150mm topsoil and hydroseed disturbed area East and West of Steve Bauer Trail at storm sewer connection	700.0	m ²	\$9.25	\$6,475.00		100.00%	\$6,475.00				
	TOTAL SECTION C						\$1,719,834.60			\$1,601,861.60			\$117,973.00
	STORM SYSTEM												

**FOREST PARK
PHASE 1 - STAGE 2
PROJECT No. 1995
COST SHARING**

February 27, 2024

ITEM	DESCRIPTION	EST. QTY	UNIT	UNIT PRICE	TOTAL	DEVELOPER			TOWN			
						QTY	%	COST	QTY	%	COST	
SECTION D WATER SYSTEM												
1.	Watermain - Supply and Install PVC DR 18 CL235, Granular 'A' bedding, and cover as per OPSD 802.010, and selected native backfill material except under Port Robinson Road Granular 'A' backfill. Installation to include tracer wire, all connections, bends, tees, crosses, plugs, reducers, thrust blocks, sleeves, supports and cathodic protection.	640.0	m	\$360.00	\$230,400.00							
	a) 300mm diameter				\$230,400.00			100.00%		\$230,400.00		
	b) 200mm diameter	210.0	m	\$245.00	\$51,450.00			100.00%		\$51,450.00		
	c) 150mm diameter	500.0	m	\$195.00	\$97,500.00			100.00%		\$97,500.00		
2.	Valve and valve boxes including cathodic protection											
	a) 300mm diameter	4.0	ea	\$5,575.00	\$22,300.00			100.00%		\$22,300.00		
	b) 200mm diameter	4.0	ea	\$3,200.00	\$12,800.00			100.00%		\$12,800.00		
	c) 150mm diameter	6.0	ea	\$2,450.00	\$14,700.00			100.00%		\$14,700.00		
3.	Fire hydrant complete with anchor tee, 150mm dia. secondary valve, tracer wire to grade with sleeve, cathodic protection and final adjustment if required.	8.0	ea	\$10,705.00	\$85,640.00			100.00%		\$85,640.00		
4.	Water Services - 25mm diameter Type 'K' soft copper, including 25mm diameter main stop and 25mm diameter curb box, cathodic protection, and flow testing	103.0	ea	\$1,820.00	\$187,460.00			100.00%		\$187,460.00		
5.	Watermain Tracer Wire Connectivity Test.	1.0	L.S.	\$500.00	\$500.00			100.00%		\$500.00		
6.	Water Commissioning Plan, including water pressure and quality testing	1.0	L.S.	\$10,700.00	\$10,700.00			100.00%		\$10,700.00		
7.	Connect to existing:											
	a) William Street - 200mm dia.	1.0	L.S.	\$4,300.00	\$4,300.00			100.00%		\$4,300.00		
	b) Acacia Street - 150mm dia.	1.0	L.S.	\$4,075.00	\$4,075.00			100.00%		\$4,075.00		
	c) Marie Street - 150mm dia.	1.0	L.S.	\$4,075.00	\$4,075.00			100.00%		\$4,075.00		
	d) Walker Road - 300mm dia.	1.0	L.S.	\$6,200.00	\$6,200.00			100.00%		\$6,200.00		
	e) Station Street at Port Robinson Road - 300mm dia. Full Granular	1.0	L.S.	\$11,350.00	\$11,350.00			100.00%		\$11,350.00		

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ITEM	DESCRIPTION	EST. QTY	UNIT	UNIT PRICE	TOTAL	QTY DEVELOPER	% DEVELOPER	COST DEVELOPER	QTY TOWN	% TOWN	COST TOWN
8.	a) Port Robinson Road sawcutting and milling of existing asphalt at watermain connection - 0.3m wide by 40mm depth - to include areas disturbed by servicing connections	50.0	m ²	\$56.25	\$2,812.50		100.00%	\$2,812.50			
	b) Asphalt reinstatement Port Robinson Road water connection - to include areas disturbed by servicing connections - 50mm HL3 HS - 120mm HL8 HS (2 lifts)	50.0	m ²	\$90.00	\$4,500.00		100.00%	\$4,500.00			
TOTAL SECTION D								\$750,762.50			
WATER SYSTEM								\$750,762.50			

**FOREST PARK
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COST SHARING**

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ITEM	DESCRIPTION	EST. QTY	UNIT	UNIT PRICE	TOTAL	DEVELOPER		TOWN		
						QTY DEVELOPER	% DEVELOPER	QTY TOWN	% TOWN	COST DEVELOPER
SECTION E BLOCK #83 CHANNEL WORKS										
1.	Excavating, filling, grading and compacting 95% SPD of existing Channel, as required to match headwall #4 Station Street and existing water course. Works shall include site clean-up upon completion of works	1.0	L.S.	\$29,250.00	\$29,250.00		100.00%			\$29,250.00
2.	Fine grade and place 150mm topsoil as per landscape plan.	2300.0	m ²	\$4.00	\$9,200.00		100.00%			\$9,200.00
3.	Riffle within Channel base which includes: - 200-300mm dia. Round river run stone. - 25mm dia. Round river run stone as per detail.	2.0	ea	\$1,725.00	\$3,450.00		100.00%			\$3,450.00
4.	Seeding of channel area per seed mix on DWG 1541 LS1	2300.0	m ²	\$4.00	\$9,200.00		100.00%			\$9,200.00
5.	Pathway - 3.0m wide including excavation, 300mm thick Granular 'A' compacted to 95% SPD, and 50mm HL3F asphalt	630.0	m ²	\$65.50	\$41,265.00		100.00%			\$41,265.00
6.	Erosion control blanket terrafix coir mat 400 or approved equal.	165.0	m ²	\$6.50	\$1,072.50		100.00%			\$1,072.50
7.	Chainlink Fence - Black 1.5m high with top rail - Commercial/Industrial Grade per OPSD 972.132.	300.0	m	\$130.00	\$39,000.00		100.00%			\$39,000.00
8.	Removeable Bollards	2.0	ea	\$1,500.00	\$3,000.00		100.00%			\$3,000.00
TOTAL SECTION E					\$135,437.50					
BLOCK #83 CHANNEL WORKS										
					\$135,437.50					

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ITEM	DESCRIPTION	EST. QTY	UNIT	UNIT PRICE	TOTAL	DEVELOPER		% DEVELOPER		TOWN		
						QTY DEVELOPER	COST DEVELOPER	DEVELOPER	% DEVELOPER	QTY TOWN	COST TOWN	
SECTION E.2 - KUNDA PARK CHANNEL												
1	Clearing and grubbing, as required for topsoil stripping and excavation and grading of Kunda Park channel	1	L.S.	\$20,350.00	\$20,350.00		\$20,350.00	100.00%				
2	Silt Control Fencing	1000	m	\$10.00	\$10,000.00		\$10,000.00	100.00%				
3	Topsoil Stripping including stockpiling on Kunda Park Lands +/- 700m ³	1	L.S.	\$5,365.00	\$5,365.00		\$5,365.00	100.00%				
4	Excavation and grading of channel including stockpiling of excavated material on-site and matching to existing ground with 3:1 slopes. Channel to be excavated to 150mm below finished grade for topsoil. Estimated volume of excavation, cut and fill compacted to 95% SPD minimum. 1500m ³ excavation and 450m ³ fill, excess material to be stockpiled on-Kunda Park Lands	1	L.S.	\$53,000.00	\$53,000.00		\$53,000.00	100.00%				
5	Topsoil and hydroseed with 150mm thick topsoil and seed mix as specified on landscape plan	5500	m2	\$8.00	\$44,000.00		\$44,000.00	100.00%				
6	Landscape Plantings	1	L.S.	\$32,600.00	\$32,600.00		\$32,600.00	100.00%				
TOTAL SECTION E.2 - KUNDA PARK CHANNEL							\$165,315.00				\$0.00	

**FOREST PARK
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COST SHARING**

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ITEM	DESCRIPTION	EST. QTY	UNIT	UNIT PRICE	TOTAL	DEVELOPER QTY	% DEVELOPER	DEVELOPER COST	TOWN QTY	% TOWN	TOWN COST
SECTION F BLOCK #82 - STORMWATER MANAGEMENT FACILITY											
Note: 24 Month Maintenance Guarantee on Planting and Seeding											
1.	Precast Concrete Headwall										
	a) Headwall 1 - for 1200mm diameter sewer, precast concrete per OPSD 804.040 including pedestrian barricade per OPSD 908.101, grate per OPSD 804.050, and Granular 'A' backfill.	1	ea	\$37,610.00	\$37,610.00		100.00%	\$37,610.00			
	b) Headwall 2 - for 825mm diameter sewer, precast concrete per OPSD 804.030 including pedestrian barricade per OPSD 908.101, grate per OPSD 804.050, and Granular 'A' backfill.	1	ea	\$29,000.00	\$29,000.00		100.00%	\$29,000.00			
	c) Headwall 3 - for 450mm diameter sewer, precast concrete per OPSD 804.030 including pedestrian barricade per OPSD 908.101, grate per OPSD 804.050, and Granular 'A' backfill.	1	ea	\$12,525.00	\$12,525.00		100.00%	\$12,525.00			
2.	Storm Sewer Pipe										
	a) Concrete support to DICB1 - 200mm dia. PVC DR35 (reverse slope)	13.8	m	\$206.00	\$2,842.80		100.00%	\$2,842.80			
	b) DICB1 to Headwall #2 - 450mm dia. CONC CL65D	18.0	m	\$310.00	\$5,580.00		100.00%	\$5,580.00			
	c) Headwall #3 to PWG - 825mm dia. CONC CL65D	18.0	m	\$835.00	\$15,030.00		100.00%	\$15,030.00			
3.	Precast Concrete Ditch Inlet Catchbasin per OPSD 705.030 - including 0.6m x 0.6m orifice plate per DWG 1995-PP10	1	ea	\$4,670.00	\$4,670.00		100.00%	\$4,670.00			
4.	Maintenance/Pathway Access - 3.0m wide, including compaction of subgrade and 300mm thick compacted Granular 'A' and 50mm thick HL3HS asphalt.	280.0	m ²	\$65.50	\$18,340.00		100.00%	\$18,340.00			
5.	Rip-Rap (150-250mm dia, and 450mm thick) including geotextile terrifix 270L or equal per OPSD 810.010.										
	a) Forebay	310	m ²	\$58.00	\$17,980.00		100.00%	\$17,980.00			
	b) Pond Outlet and multit-block outlet to Channel (Block 83)	120	m ²	\$58.00	\$6,960.00		100.00%	\$6,960.00			
	c) Overflow Spillway to Channel (Block 83)	55	m ²	\$58.00	\$3,190.00		100.00%	\$3,190.00			
6.	Concrete Erosion Protection Mats - CableConcrete CC35 or approved equal as Overflow Spillway lining	107	m ²	\$250.00	\$26,750.00		100.00%	\$26,750.00			
7.	Concrete Support for reverse sloped pipe, 400x200mm block including 50x50mm marker sign and T-Bar post per DWG 1995-PP10	1	ea	\$1,420.00	\$1,420.00		100.00%	\$1,420.00			
8.	Fine grade SWM Pond with 150mm topsoil and hydro seed mix per DWG 1995-PLS1	9,300	m ²	\$9.50	\$88,350.00		100.00%	\$88,350.00			
9.	Landscape Plantings - as per Landscape Plan (1995-PLS1)	1	L.S.	\$59,325.00	\$59,325.00		100.00%	\$59,325.00			
10.	Removeable Bollards	2	ea	\$1,415.00	\$2,830.00		100.00%	\$2,830.00			
TOTAL SECTION F								\$332,402.80			
BLOCK #82 STORMWATER MANAGEMENT FACILITY											

**FOREST PARK
PHASE 1 - STAGE 2
PROJECT No. 1995
COST SHARING**

February 27, 2024

ITEM	DESCRIPTION	EST. QTY	UNIT	UNIT PRICE	TOTAL	QTY DEVELOPER	% DEVELOPER	COST DEVELOPER	QTY TOWN	% TOWN	COST TOWN	
SECTION G PRELIMINARY ROADS												
1.	Roadway and boulevard excavation and grading upon completion of servicing	1.0	L.S.	\$41,450.00	\$41,450.00		100.00%	\$41,450.00				
2.	Roadway Granular 'A'											
	a) Granular Base Course, Collector Roadway (Walker Road) - Granular 'A' 525mm compacted thickness to 100% S.P.D. including roadway fine grading.	850.0	m ²	\$30.25	\$25,712.50		100.00%	\$25,712.50				
	b) Granular Base Course, Local Roadways - Granular 'A' 450mm compacted thickness to 100% S.P.D. including roadway fine grading.	6500.0	m ²	\$26.50	\$172,250.00		100.00%	\$172,250.00				
	c) Granular Base Course (Bike Lane/Path) - Granular 'A' 375mm compacted thickness to 100% S.P.D.	300.0	m ²	\$23.25	\$6,975.00		100.00%	\$6,975.00				
3.	Subdrain under Curbs - 100mm dia. Perforated with filter sock.	1540.0	m	\$16.50	\$25,410.00		100.00%	\$25,410.00				
4.	Concrete curb and gutter with 2-10mm rebar											
	a) Concrete barrier curb with standard gutter OPSD 600.040.	1470.0	m	\$79.00	\$116,130.00		100.00%	\$116,130.00				
	b) Concrete barrier curb with narrow gutter OPSD 600.080.	68.0	m	\$79.00	\$5,372.00		100.00%	\$5,372.00				
	c) Concrete mountable curb with standard gutter OPSD 600.100.	70.0	m	\$79.00	\$5,530.00		100.00%	\$5,530.00				
5.	Hot mix asphalt - Base course asphalt compacted thickness including preparation of Granular 'A' base and sawcutting to match existing asphalt. Based on MTO asphalt cement index at time of tender.											
	a) 80mm HL8HS - Collector Roadway (Walker Road)	750.0	m ²	\$31.00	\$23,250.00		100.00%	\$23,250.00				
	b) 50mm HL8HS - Local Roadways	5800.0	m ²	\$20.50	\$118,900.00		100.00%	\$118,900.00				
	c) 50mm HL8 - Asphalt Path/Bike Lane	250.0	m ²	\$32.50	\$8,125.00		100.00%	\$8,125.00				
6.	Temporary asphalt fillets around roadway catchbasins.	23.0	ea	\$150.00	\$3,450.00		100.00%	\$3,450.00				
7.	Supply & install rearyard swale - 100mm diameter perforated, wrapped subdrain, 20mm clear stone bedding, backfill to swale grade including connection to rearyard catchbasin. Including 3.0m wide 100mm topsoil.	800.0	m	\$44.00	\$35,200.00		100.00%	\$35,200.00				
8.	Sod rear yard swales	2400.0	m ²	\$14.00	\$33,600.00		100.00%	\$33,600.00				
9.	Regulatory and Warning Signs											
	a) Stop Sign (OTM Ra-1)	7.0	ea	\$450.00	\$3,150.00		100.00%	\$3,150.00				
	b) Street Name Signs	10.0	ea	\$305.00	\$3,050.00		100.00%	\$3,050.00				
TOTAL SECTION G					\$627,554.50			\$627,554.50				

FOREST PARK
PHASE 1 - STAGE 2
PROJECT No. 1995
COST SHARING

February 27, 2024

ITEM	DESCRIPTION	EST. QTY	UNIT	UNIT PRICE	TOTAL	QTY DEVELOPER	% DEVELOPER	COST DEVELOPER	QTY TOWN	% TOWN	COST TOWN
PRELIMINARY ROADS											

**FOREST PARK
PHASE 1 - STAGE 2
PROJECT No. 1995
COST SHARING**

February 27, 2024

ITEM	DESCRIPTION	EST. QTY	UNIT	UNIT PRICE	TOTAL	DEVELOPER		% DEVELOPER		COST DEVELOPER	TOWN		COST TOWN	
						QTY DEVELOPER	% DEVELOPER	QTY TOWN	% TOWN					
SECTION H - PRELIMINARY ROADS (STATION STREET)														
1.	Clearing and Grubbing	1.0	L.S.	\$36,150.00	\$36,150.00				100.00%				\$36,150.00	
2.	Topsoil Stripping	1.0	L.S.	\$42,000.00	\$42,000.00				100.00%				\$42,000.00	
3.	Excavating and Grading of roadway and boulevard to subgrade, including compacted to 95% SPD minimum	1.0	L.S.	\$46,000.00	\$46,000.00				100.00%				\$46,000.00	
4.	Remove existing curb and gutter and sidewalk at Port Robinson Road, including disposal off-site, and backfilling of the curb and clean up of road allowance upon completion of the works	1.0	L.S.	\$1,000.00	\$1,000.00				100.00%				\$1,000.00	
5.	Roadway Granular 'A'													
	a) Granular Base Course, (Station Street) - Granular 'A' 525mm compacted thickness to 100% S.P.D. including roadway fine grading.	5700.0	m ²	\$28.50	\$162,450.00				100.00%				\$162,450.00	
	b) Granular Base Course (Path) - Granular 'A' 375mm compacted thickness to 100% S.P.D.	450.0	m ²	\$21.50	\$9,675.00				100.00%				\$9,675.00	
6.	Subdrain under Curbs - 100mm dia. Perforated with filter sock.	1150.0	m	\$15.00	\$17,250.00				100.00%				\$17,250.00	
7.	Concrete curb and gutter with 2-10mm rebar													
	a) Concrete barrier curb with standard gutter OPSD 600.040.	1150.0	m	\$82.50	\$94,875.00				100.00%				\$94,875.00	
8.	Hot mix asphalt - Base course asphalt compacted thickness including preparation of Granular 'A' base and sawcutting to match existing asphalt. Based on MTO asphalt cement index at time of tender.													
	a) 80mm HL8HS - Roadway	5200.0	m ²	\$31.00	\$161,200.00				100.00%				\$161,200.00	
	b) 50mm HL8HS - Asphalt Path/Bike Lane	350.0	m ²	\$20.50	\$7,175.00				100.00%				\$7,175.00	
9.	Temporary asphalt fillets around roadway catchbasins.	16.0	ea	\$145.00	\$2,320.00				100.00%				\$2,320.00	
10.	Regulatory and Warning Signs													
	a) Stop Sign (OTM Ra-1)	4.0	ea	\$365.00	\$1,460.00				100.00%				\$1,460.00	
	b) Ra-4R	4.0	ea	\$285.00	\$1,140.00				100.00%				\$1,140.00	
	c) Wa-74	4.0	ea	\$285.00	\$1,140.00				100.00%				\$1,140.00	
	d) Street Name Signs	6.0	ea	\$310.50	\$1,863.00				100.00%				\$1,863.00	
TOTAL SECTION H											\$585,698.00			
PRELIMINARY ROADS (STATION STREET)														
TOTAL SECTION H											\$585,698.00			

**FOREST PARK
PHASE 1 - STAGE 2
PROJECT No. 1995
COST SHARING**

February 27, 2024

ITEM	DESCRIPTION	EST. QTY	UNIT	UNIT PRICE	TOTAL	DEVELOPER		TOWN		
						QTY DEVELOPER	% DEVELOPER	QTY TOWN	% TOWN	COST DEVELOPER
SECTION I - FINAL INTERNAL ROADS										
1.	Hot mix asphalt - Top course asphalt 40mm compacted thickness including clearing and sweeping, flushing, removal of fillets, padding and adjustment of manholes, water valves and appurtenances.									
	a) Collector Roadway (Walker Road) - HL3HS	750.0	m ²	\$22.00	\$16,500.00		100.00%			\$16,500.00
	b) Local Roadways - HL3HS	5800.0	m ²	\$22.00	\$127,600.00		100.00%			\$127,600.00
	c) Asphalt Path/Bike Lane - HL3F	250.0	m ²	\$22.00	\$5,500.00		100.00%			\$5,500.00
2.	Concrete sidewalk - 1.6m wide x 125mm thickness Granular 'A' base including wheelchair ramps.	2350.0	m ²	\$75.00	\$176,250.00		100.00%			\$176,250.00
3.	Tactile Warning Strips (0.6m by 0.6m)	24.0	ea	\$700.00	\$16,800.00		100.00%			\$16,800.00
4.	Curb and Gutter at catchbasins or double catchbasins all types approx. 4.0m in length including sawcutting, removal of asphalt and concrete and disposal off site, reinstatement of boulevard with topsoil and sod, reinstatement of driveways, (all types) repairs to base asphalt and adjustment of catchbasins to finished asphalt.	23.0	ea	\$1,200.00	\$27,600.00		100.00%			\$27,600.00
5.	Asphalt Driveway Aprons - 50mm HL3F over 200mm Granular 'A'	90.0	ea	\$1,500.00	\$135,000.00		100.00%			\$135,000.00
6.	Topsoil and Sod Boulevards	2550.0	m ²	\$15.00	\$38,250.00		100.00%			\$38,250.00
7.	Line Painting - Walker Road									
	a) Bike Lane - Bike Symbols, Green Block and Line Painting	1.0	L.S.	\$7,500.00	\$7,500.00		100.00%			\$7,500.00
8.	Chainlink Fence - Black 1.5m high with top rail - Commercial/Industrial Grade per OPSD 972.132.	720.0	m	\$100.00	\$72,000.00		100.00%			\$72,000.00
9.	Decorative Fence - 1.5m high Nuvo Iron or similar including 6 gates	75.0	m	\$300.00	\$22,500.00		100.00%			\$22,500.00
10.	Boulevard Trees	103.0	ea	\$500.00	\$51,500.00		100.00%			\$51,500.00
11.	Concrete Mailbox pads 1.2m wide including 100mm Granular 'A' and 125mm thick concrete	11.0	m ²	\$100.00	\$1,100.00		100.00%			\$1,100.00
12.	Concrete pads for waste bin and bench including 100mm Granular 'A' and 125mm thick concrete (2 pads required - 2.0m wide x 6.0m long)	24.0	m ²	\$100.00	\$2,400.00		100.00%			\$2,400.00

FOREST PARK
PHASE 1 - STAGE 2
PROJECT No. 1995
COST SHARING

ITEM	DESCRIPTION	EST. QTY	UNIT	UNIT PRICE	TOTAL	QTY DEVELOPER	% DEVELOPER	COST DEVELOPER	QTY TOWN	% TOWN	COST TOWN
	TOTAL SECTION I				\$700,500.00			\$700,500.00			
	FINAL INTERNAL ROADS										

February 27, 2024

**FOREST PARK
PHASE 1 - STAGE 2
PROJECT No. 1995
COST SHARING**

February 27, 2024

ITEM	DESCRIPTION	EST.		UNIT PRICE	TOTAL	DEVELOPER		TOWN		
		QTY	UNIT			QTY DEVELOPER	% DEVELOPER	QTY TOWN	% TOWN	COST DEVELOPER
SECTION J - FINAL INTERNAL ROADS (STATION STREET)										
1.	Hot mix asphalt - HL3HS top course asphalt 40mm compacted thickness including clearing and sweeping, flushing, removal of fillets, padding and adjustment of manholes, water valves and appurtenances.									
	a) Collector Roadway - HL3HS	5200.0	m ²	\$22.00	\$114,400.00					5200
	b) Local Roadway & Asphalt Path - HL3F	350.0	m ²	\$22.00	\$7,700.00		100.00%	\$7,700.00		
2.	Concrete sidewalk - 125mm thickness granular 'A' base including wheelchair ramps.									
	a) 1.6m wide	910.0	m ²	\$75.00	\$68,250.00		100.00%	\$68,250.00		
	b) 3.0m wide	21.0	m ²	\$75.00	\$1,575.00		100.00%	\$1,575.00		
3.	Tactile Warning Strips (0.6m by 0.6m)	20.0	ea	\$700.00	\$14,000.00		100.00%	\$14,000.00		
4.	Curb and Gutter at catchbasins or double catchbasins all types approx. 4.0m in length including sawcutting, removal of asphalt and concrete and disposal off site, reinstatement of boulevard with topsoil and sod, reinstatement of driveways, (all types) repairs to base asphalt and adjustment of catchbasins to finished asphalt.	16.0	ea	\$1,200.00	\$19,200.00					16
6.	Asphalt Driveway Aprons - 50mm HL3F over 200mm Granular 'A'	13.0	ea	\$1,500.00	\$19,500.00		100.00%	\$19,500.00		
7.	Topsoil and Sod Boulevards	6000.0	m ²	\$15.00	\$90,000.00					1000
8.	Line Painting									
	a) Raised Pedestrian Crosswalks	1.0	L.S.	\$3,000.00	\$3,000.00				100.00%	
9.	Station Street tree repairing and restoration estimated budget (to be determined)	1.0	L.S.	\$75,000.00	\$75,000.00				100.00%	
10.	Boulevard Trees	38.0	ea	\$500.00	\$19,000.00		100.00%	\$19,000.00		
TOTAL SECTION J								\$431,625.00		
FINAL ROADS (STATION STREET)								\$205,025.00		\$226,600.00



The Corporation of the Town of Pelham

By-law No. 54-2024

Being a by-law to adopt, ratify and confirm the actions of the Council at its regular meeting held on the 14th day of August 2024.

WHEREAS section 5(3) of the *Municipal Act, 2001*, S.O. 2001, c. 25 ("*Municipal Act, 2001*" or "the statute") provides that, unless otherwise authorized, the powers of Council shall be exercised by by-law;

AND WHEREAS it is deemed desirable and expedient that the actions of the Council as herein set forth be adopted, ratified and confirmed by by-law;

NOW THEREFORE the Council of the Corporation of the Town of Pelham enacts as Follows:

1. (a) The actions of the Council at its meeting held on the 14th day of August, 2024, including all resolutions or motions approved, are hereby adopted, ratified and confirmed as if they were expressly embodied in this by-law.

(b) The above-mentioned actions shall not include:
 - i. any actions required by-law to be taken by resolution; or
 - ii. any actions for which prior Ontario Municipal Board approval is required, until such approval is obtained.
2. The Mayor and proper officials of the Corporation of the Town of Pelham are hereby authorized and directed to do all things necessary to give effect to the above-mentioned actions and to obtain approvals where required.
3. Unless otherwise provided, the Mayor and Clerk are hereby authorized and directed to execute and the Clerk to affix the seal of the Corporation of the Town of Pelham to all documents necessary to give effect to the above-mentioned actions.
4. This By-law shall come into force on the date that it is enacted.

Read, enacted, signed and sealed this 14th day of August 2024.

Marvin Junkin, Mayor

Holly Willford, Town Clerk