

Town of Pelham Council Report

Wednesday, February 19, 2025

Subject: 2024 Memorandum of Understanding for Engineering Function and Review in Niagara

Prepared By: Jason Marr, P.Eng., Derek Young, Manager of Engineering

Department: Public Works

Recommendation:

BE IT RESOLVED THAT Council receive report 2025-0056 “MOU Engineering Function 2024,” for information;

AND THAT Council direct the Chief Administrative Officer to take all necessary steps to formalize the proposed Memorandum of Understanding.

Background:

The prior Memorandum of Understanding (MOU) between Pelham and the Niagara Region included both planning and engineering review services. This document outlined the roles and responsibilities of the Niagara Region and Local Area Municipalities with respect to planning application reviews under the *Planning Act*. The removal of the Land Use Planning Review function of the Niagara Region as of March 31, 2025, has brought forward the need for revisions to the MOU for engineering reviews.

Town staff and regional staff have concluded the negotiations of this document. This report seeks to inform Council of the outcome and ratification of the proposed MOU.

Analysis:

The proposed MOU clarifies the respective engineering roles and responsibilities of the parties and functions as an instrument for continuously improving service and relationship management. The revised MOU sets the foundation for the future and confirms the framework within which the Parties will function and provide engineering services and reviews.

The MOU applies to those lands within the Regional Municipality of Niagara, where water and wastewater servicing and transportation networks are operated under a two-tier system. Regional engineering reviews will be limited to the review of regional

infrastructure and capacities available in regional infrastructure. In essence this MOU does not change the Region's or the Town's responsibilities with respect to engineering reviews on regional infrastructure.

The MOU Working Group collaboratively developed this agreement, which the Public Works Officials and Niagara Area Planners have reviewed, refined, and endorsed.

Financial Considerations:

There are no Financial Implications related to the MOU.

The Region's review fees will be the Applicant's responsibility.

Alternatives Reviewed:

None.

Strategic Plan Relationship: Enhancing Capacity and Future Readiness

The 2024 Memorandum of Understanding for Engineering Function and Review in Niagara Report has been finalized for endorsement by Local Area Municipalities.

Consultation:

Consultation was undertaken with Niagara Region Planning and Development staff and the Town's Solicitor in the preparation of this report.

Other Pertinent Reports/Attachments:

The 2024 Memorandum of Understanding for Engineering Function and Review in Niagara Report.

Approved and Submitted by:

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