



**THE CORPORATION OF THE CITY OF THOROLD
PROCEEDINGS OF COUNCIL MINUTES**

CL 18-2024

Tuesday, October 22, 2024

Council Chamber / Video Conference

City of Thorold, City Hall, 3540 Schmon Parkway, Thorold, ON

Council Members Present in the Council Chamber:	Mayor Ugolini, Councillors D'Angela, De Divitiis, Dekker, DeRose, Handley, Longo, O'Hare, Sentance
Staff Present in the Council Chamber:	N. Debono, City Clerk, M. Dilwaria, Chief Administrative Officer, T. Dixon, Director, Fire & Emergency Services/Fire Chief, S. Dunsmore, Manager, Engineering, G. Holman, Director, Public Works & Community Services, J. Letourneau, Legislative & Municipal Elections Coordinator, S. Shah, Manager of Finance/Deputy Treasurer
Staff Present by Video Conference:	J. Simpson, Director, Development Services
Others Present in the Council Chamber:	Tom Richardson, Counsel, Sullivan Mahoney LLP

1. Call to Order

Mayor Ugolini called the meeting to order at 6:30 p.m.

2. Land Acknowledgement

Councillor O'Hare read the land acknowledgement.

3. **Declarations of Interest**

There were no declarations of interest.

4. **Adoption of the Agenda**

Moved by: Councillor D'Angela

Seconded by: Councillor Dekker

That Council Agenda CL 18-2024, **BE ADOPTED**, as amended, with Consideration Item 12.4, City Policy Respecting Water Invoice Notices to Tenants, referred to Council by the Public Forum Committee on October 22, 2024, being added to the Agenda.

CARRIED

5. **Adoption of the Minutes**

Moved by: Councillor Sentance

Seconded by: Councillor De Divitiis

That the following Minutes **BE APPROVED**, as presented:

- CL 16-2024: Tuesday, October 1, 2024, open and closed session
- CL 17-2024: Tuesday, October 8, 2024 (Special Council Meeting), open and closed session

CARRIED

6. **Mayor's Report**

The Mayor provided an update respecting activities and events throughout the City and region.

7. **Regional Councillor Update**

There was no Regional Councillor Update.

8. **Civic Recognition**

There were no Civic Recognitions.

9. Presentations

9.1 Pathstone Mental Health

Shaun Baylis, CEO, Pathstone Mental Health, presented on the following items:

- Importance of addressing children's mental health;
- Services and programming being offered by Pathstone, including acceptance of mental health referrals, mental health walk-in services, animal-assisted therapy, and research department that studies the efficacy of services being offered

10. Delegations

10.1 CLK-C 16-2024

Update Respecting Upper's Lane Road Construction

10.1.1 Jonathan Cheng

Jonathan Cheng, Associate, Stikeman Elliott LLP, confirmed receipt of the Memorandum of Understanding, and advised that his clients have provided City staff with feedback and are actively engaged in the process. He advised that his clients are open to an entity other than the City constructing the road, but his clients want to ensure that their needs are addressed in the design and construction.

11.1 CLK-C 16-2024

Update respecting Upper's Lane Roadway Extension

Tom Richardson, Counsel, Sullivan Mahoney LLP, provided the following information:

- The Memorandum of Understanding was circulated to developers, and provided to Council

- While the Memorandum of Understanding provided one option for road construction, there are other entities who may be able to construct the road, and this was confirmed in an email to Rolling Meadows

T. Richardson advised that he will continue to engage with developers and stakeholders, including the District School Board of Niagara. He advised that the City is not a party to any land sale agreement between Rolling Meadows and the school board, and that he has received preliminary feedback from the school board, with further feedback expected shortly.

Moved by: Councillor D'Angela
Seconded by: Councillor O'Hare

That Correspondence Item CLK-C 16-2024, being a memorandum from N. Debono, City Clerk, dated October 22, 2024, respecting Update respecting Upper's Lane Roadway Extension, **BE RECEIVED**.

CARRIED

11. Items for Consent

Moved by: Councillor O'Hare
Seconded by: Councillor Dekker

That the following Items for Consent **BE RECEIVED** and the recommendation(s) therein, **BE APPROVED**:

- 11.2 CLK-C 15-2024 – 2025 Thorold City Council Schedule of Regular Meetings
- 11.3 DS 44-2024 – Part Lot Control Exemption Block 59 Towpath and Block 22 Rolling Meadows
- 11.4 DS 45-2024 – Q3 By-law Enforcement Statistics

CARRIED

12. Items for Consideration

12.1 CL-C 41-2024

HAC motion Concerning Turning of the Sod Commemoration Funding

Moved by: Councillor O'Hare

Seconded by: Councillor Sentance

That Correspondence Item CL-C 41-2024, being a memorandum from J. Letourneau, Legislative & Municipal Elections Coordinator, dated October 22, 2024, respecting HAC motion Concerning Turning of the Sod Commemoration Funding, **BE RECEIVED**, and the following recommendations **BE APPROVED**:

1. That \$2,200 from the Planning Department's Heritage LACAC budget **BE ALLOCATED** to fund the Turning of the Sod Commemorative Event; and
2. That the Turning of the Sod Commemorative Event **BE DECLARED** a municipally significant event to allow for a special occasion permit to be obtained.

CARRIED

12.2 CLK 4-2024

eScribe Meeting Management Subscription

N. Debono, City Clerk, advised that because the Subscription Agreement contains confidential proprietary information, it was provided to Council as an attachment in the closed session agenda. He further advised that any questions respecting the information contained in the Subscription Agreement may be discussed in closed session, and noted that if Council has no questions, closed session is not required.

Further to questions from Council, N. Debono advised that there are other meeting management software providers, however, it would take considerable time and effort to transition to a new service provider, and ensure staff are trained on new software. N. Debono confirmed that should Councillors have enquiries respecting eScribe, the Clerk's Department can provide assistance and facilitate with eScribe staff, as needed.

Moved by: Councillor Dekker
Seconded by: Councillor Sentance

That report CLK 4-2024, dated October 22, 2024, respecting eScribe Meeting Management Subscription **BE RECEIVED**, and the following recommendations **BE APPROVED**:

1. That Council **APPROVE** renewal of eScribe Meeting Management Software under the terms established in the Subscription Renewal; and
2. That the Mayor and Clerk **BE AUTHORIZED** to sign necessary agreements.

CARRIED

12.3 DS 39-2024

Residential Rental Licensing Amendments

Moved by: Councillor O'Hare
Seconded by: Councillor Handley

That report DS 39-2024, dated October 22, 2024, respecting Residential Rental Licensing Amendments **BE RECEIVED**, and the following recommendations **BE APPROVED**:

1. That Council **DIRECT** staff to prepare amendments to the Residential Rental Licensing By-law that establish:
 - provisions specific to short-term rental and Bed and Breakfast establishments,
 - a demerit point system for residential rental licences,
 - an administrative fee for non-appearance to scheduled inspections, and
 - a prohibition of advertising a rental unit without a valid Residential Rental Licence, and for Council's consideration at a future meeting.

2. That Council **DIRECT** staff to review the licence application fee for ability to fund expenses associated with enforcement of the Residential Rental Licensing By-law and report back with recommendations;
3. That Council **APPROVE** the creation of one additional By-law Enforcement Clerk position effective January 2, 2025.
4. That Council **APPROVE** a PRE-BUDGET APPROVAL for an operating budget increase of \$85,000 to cover the costs of the additional By-law Enforcement Clerk and a capital budget increase of \$5,000 to cover the purchase of computer and office equipment and supplies for the By-law Enforcement Clerk, funded by residential rental licensing fees and penalties.
5. That Council **APPROVE** the creation of one additional Fire Prevention Officer position effective January 2, 2025.
6. That Council **APPROVE** a PRE-BUDGET APPROVAL for an operating budget increase of \$145,000 to cover the costs of the additional Fire prevention Officer and a capital budget increase of \$80,000 to purchase a vehicle, computer equipment, radio and related equipment for the Fire prevention Officer, funded by residential rental licensing fees and penalties.
7. That Council **APPROVE** an operating budget overrun of \$10,000 to the By-law Enforcement Division's portion of the 2024 operating budget, funded by residential rental licensing application fees and penalties, to accommodate temporary administrative support within the By-law Enforcement Division for the remainder of the 2024 calendar year.
8. That Council **DIRECT** staff to research how boarding, lodging or rooming houses contribute to the housing supply within Thorold and report back to Council with the findings and any recommendations.

Further to questions from Council, J. Simpson, Director, Development Services, provided the following information:

- The Residential Rental Licensing program is a self-funded program, and under the report's proposal, the program would continue to be self-funded
- Staff have been working on proposing an application fee, taking into account the proposed additional staffing required to keep the program running
- Currently, the application fee is \$500.00 for a new license, and \$400.00 for a renewal. Staff have come up with a tentative new application fee of \$550.00, but are reviewing to see whether a decrease is possible
- Further information respecting residential rental license program financials can be provided in a future report
- The proposals would require by-law amendments, and this would follow at a future Council meeting
- The current penalty for renting a property without a license is \$700.00
- Staff have determined that regulation of bed and breakfasts or short term stays would be through amendments to the City's zoning by-law. The ongoing appeal of the zoning by-law has delayed this

Moved by: Councillor Handley

Seconded by: Councillor DeRose

That the following items in the recommendations from report DS 39-2024, dated October 22, 2024, respecting Residential Rental Licensing Amendments **BE REFERRED** to 2025 Budget:

3. That Council **APPROVE** the creation of one additional By-law Enforcement Clerk position effective January 2, 2025.

4. That Council **APPROVE** a PRE-BUDGET APPROVAL for an operating budget increase of \$85,000 to cover the costs of the additional By-law Enforcement Clerk and a capital budget increase of \$5,000 to cover the purchase of computer and office equipment and supplies for the By-law Enforcement Clerk, funded by residential rental licensing fees and penalties.
5. That Council **APPROVE** the creation of one additional Fire Prevention Officer position effective January 2, 2025.
6. That Council **APPROVE** a PRE-BUDGET APPROVAL for an operating budget increase of \$145,000 to cover the costs of the additional Fire prevention Officer and a capital budget increase of \$80,000 to purchase a vehicle, computer equipment, radio and related equipment for the Fire prevention Officer, funded by residential rental licensing fees and penalties.

The following friendly amendment was accepted by the Mayor, and mover and seconder of the motion:

That the Motion **BE AMENDED** to read as follows:

That Staff **BE DIRECTED** to supplement report DS 39-2024, dated October 22, 2024, respecting Residential Rental Licensing Amendments, in order to address feedback from Council, and report back at a future meeting of Council.

The Mayor called a vote on the motion, as amended, and declared it

CARRIED

12.4 City Policy Respecting Water Invoice Notices to Tenants

City Policy Respecting Water Invoice Notices to Tenants

Moved by: Councillor D'Angela

Seconded by: Councillor O'Hare

That Staff **BE DIRECTED** to review options with respect to City Policy Respecting Water Invoice Notices to Tenants, and report back to Council.

The following friendly amendment was accepted by the Mayor, and mover and seconder of the motion:

That the Motion **BE AMENDED** to read as follows:

That Staff **BE DIRECTED** to review options with respect to City Policy Respecting Water Invoice Notices to Tenants, and report back to Council; *and*

That Staff BE DIRECTED to review the water billing system, consult with other municipalities, and report back to Council on potential changes to the City's procedures.

The Mayor called a vote on the motion, as amended, and declared it

CARRIED

13. Notices of Motion

Councillor O'Hare brought forth a notice of motion respecting the feeding of wildlife.

Councillor Dekker brought forth a notice of motion respecting physician recruitment.

Councillor DeRose brought forth a notice of motion respecting:

- Flag burning; and
- Security lights directed towards adjacent properties

14. Motions

There were no motions brought forth.

15. Statement by Councillors

Councillor D'Angela made a Statement by Councillor respecting efforts from By-law enforcement staff to remove commercial signs.

Councillor Handley made a Statement by Councillor respecting a benefit concert on October 27 for Crime Stoppers Niagara, and a Community Care event scheduled for November 16.

16. **Closed Session**

Council did not convene into closed session.

17. **Business Arising from Closed Session**

Council did not convene into closed session.

18. **By-Law(s)**

Moved by: Councillor O'Hare

Seconded by: Councillor Dekker

That the following by-laws **BE NOW READ** and **DO PASS**:

1. Bill 83-2024 – A By-Law to Exempt Block 59, Plan 59R-18174 from Part Lot Control (33, 35, 39, and 41 Whelan Court) – Towpath Estates Subdivision
2. Bill 84-2024 – A By-Law to exempt Block 22, Plan 59R-18140 from Part Lot Control (61 and 65 Elvira Way) – Rolling Meadows Subdivision
3. Bill 85-2024 – A By-law to Adopt, Ratify and Confirm the Actions of City Council at its Meeting held on October 22, 2024

CARRIED

19. **Adjournment**

There being no further business, the meeting adjourned at 8:12 p.m.

Terry Ugolini
Mayor

Nicholas Debono
City Clerk