



COUNCIL INFORMATION PACKAGE

SUMMARY

APRIL 3, 2020

1. **C-092-2020**
Correspondence received March 23, 2020 from the Town of Grimsby respecting a motion passed regarding support of the Premier's recommendation to suspend time-of-use electricity billing.
2. **C-093-2020**
Correspondence dated March 20, 2020 from the Alcohol and Gaming Commission of Ontario respecting extension of permitted retail alcohol sale hours.
3. **C-094-2020**
Correspondence received March 25, 2020 from the Association of Municipalities Ontario respecting an updated essential services list and other COVID-19 related items.
4. **C-095-2020**
Correspondence dated March 24, 2020 from the municipality of Chatham-Kent with a motion supporting the Town of Bracebridge's motion respecting ban of single-use disposable wipes.
5. **C-096-2020**
Correspondence dated March 24, 2020 from the municipality of Chatham-Kent with a motion supporting the municipality of West Nipissing's motion respecting support for legislative changes in Bill 132.
6. **C-097-2020**
Correspondence dated April 1, 2020 from the Niagara Region, Community Services respecting social service relief funding to help protect the health and safety of the Province's most vulnerable people during the COVID-19 Pandemic.
7. **C-098-2020**
Correspondence dated April 2, 2020 from the Town of Kingsville to the Hon. Greg Rickford, Minister of Energy, Northern Development and Mines requesting electricity billing relief during Covid-19.
8. **C-099-2020**
Correspondence dated April 2, 2020 from the Municipality of Grey Highlands respecting a motion in support of Ministers to allow for electronic delegations.

9. **C-100-2020**

Correspondence dated April 3, 2020 from the Niagara Region respecting Niagara's Official Plan – Consultation details and revised framework.

10. **C-101-2020**

Correspondence dated April 3, 2020 from the Niagara Region to the City of Niagara Falls respecting consideration of City of Niagara Falls withdrawing from Regional Waste Management Services.

11. **C-102-2020**

Correspondence dated April 3, 2020 from the Niagara Region respecting development applications monitoring report - 2019 year end.

12. **C-103-2020**

Correspondence dated April 3, 2020 from the Niagara Region respecting Niagara Region 2019 employment inventory results report.



**Town of Grimsby
Administration**

Office of the Town Clerk

160 Livingston Avenue, P.O. Box 159, Grimsby, ON L3M 4G3

Phone: 905-945-9634 Ext. 2015 | **Fax:** 905-945-5010

Email: skim@grimsby.ca

SENT VIA EMAIL

RE: Suspend Time-of-Use Electricity Billing

Please be advised that at the Special Council Meeting of March 18th, 2020, The Council of the Town of Grimsby passed the following resolution:

Moved by Councillor Sharpe; Seconded by Councillor Dunstall;

Resolve that during the circumstances of the COVID-19 outbreak, that the Council of the Town of Grimsby supports the Premier's recommendation to suspend time-of-use electricity billing; and,

That the Council of the Town of Grimsby request that the Ontario Energy Board suspend time-of-use electricity billing to support lower electricity bills for residents who may be isolating at home during the day, and to support businesses who continue to operate, via lower power rates during the day-time peak period; and,

That this time-of-use billing suspension take effect immediately until such time that the COVID-19 outbreak has been contained; and,

That this resolution be forwarded to:

- Premier Doug Ford
- MPP Sam Oosterhoff
- Ontario Energy Board OEB
- Ontario Municipalities
- Grimsby Energy Inc.

If you have any questions with regard to the foregoing, please do not hesitate to contact me.

Yours truly,

Sarah Kim
Town Clerk

Alcohol and Gaming
Commission of Ontario

90 Sheppard Avenue East
Suite 200
Toronto ON M2N 0A4

Commission des alcools
et des jeux de l'Ontario

90, avenue Sheppard Est
Bureau 200
Toronto (Ontario) M2N 0A4

Tel./Tél.: 416-326-8700 or/ou 1-800-522-2876 toll free in Ontario/sans frais en Ontario

www.agco.ca



March 20, 2020

To: Authorized grocery stores, Manufacturer's Retail Stores, LCBO stores (including Convenience Outlets), and Brewers Retail Inc. stores (The Beer Store).

Dear Sir/Madam:

Re: Extension of permitted retail alcohol sale hours

During this extraordinary and challenging time, the Alcohol and Gaming Commission of Ontario (AGCO) shares everyone's concerns about the toll the outbreak of this virus is taking on our communities and the businesses, individuals and families that are affected by it. We wish to offer as much guidance and support as we can to all those who rely on the AGCO's services.

We have received a request for extended hours of alcohol sale for retail stores for a limited period during the COVID-19 pandemic.

As you are aware, the permissible hours of alcohol retail sale for retail stores are Monday to Sunday, 9:00 a.m. to 11:00 p.m.

I understand that during the COVID-19 pandemic, many grocery stores are offering special early shopping hours for vulnerable peoples, including seniors, to allow them to shop for essential food items during less crowded times. I applaud this caring and compassionate support for our communities. A temporary extension of retail operating hours for the sale of alcohol would allow these customers to have the same options at grocery stores authorized to sell beer, wine, and cider, during these special, early shopping hours. As well, this temporary extension of hours will provide retail stores greater flexibility to choose their hours of alcohol sale.

As Registrar, I hereby authorize an extension of alcohol sale hours to 7:00 a.m. to 11:00 p.m. until April 30, 2020, provided that such hours of alcohol sale conform to municipal by-laws otherwise in effect.

Individual retail store locations are not required to operate during the extended permissible hours of sale and may choose to shorten their hours of operation.

I appreciate that circumstances continue to evolve during this unprecedented period. We will continue monitoring the situation and will evaluate at a later date whether to continue the temporary extension of hours beyond April 30, 2020.

**Alcohol and Gaming
Commission of Ontario**

90 Sheppard Avenue East
Suite 200
Toronto ON M2N 0A4

**Commission des alcools
et des jeux de l'Ontario**

90, avenue Sheppard Est
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Tel./Tél.: 416-326-8700 or/ou 1-800-522-2876 toll free in Ontario/sans frais en Ontario

www.agco.ca



If you have any questions, please contact Devin Sookdeo, Manager, Liquor Eligibility at Devin.Sookdeo@agco.ca.

Thank you.

Yours truly,

A handwritten signature in black ink, appearing to read "Jean Major".

Jean Major
Registrar

From: AMO Communications [<mailto:Communicate@amo.on.ca>]

Sent: March-25-20 12:28 PM

To: William Kolasa

Subject: COVID-19 Update: Revised Essential Services List and Other New COVID-19 Related Items You Need to Know

AMO Policy Update not displaying correctly? [View the online version](#)
Add Communicate@amo.on.ca to your safe list



POLICY UPDATE

March 25, 2020

COVID-19 Update: Revised Essential Services List and Other New COVID-19 Related Items You Need to Know

The Province has updated its order under the *Emergency Management and Civil Protection Act*, (EMCPA), s. 7.0.2 (4) – Closure of Places of Non-Essential Businesses. This order, Ontario Regulation 82/20, at <https://www.ontario.ca/laws/regulation/r20082>, now has the addition of 1 (5) which provides clarification for municipal governments. This is:

5) Nothing in this order precludes operations or delivery of services by the following in Ontario, regardless of whether or not they are listed in Schedule 2:

1. Any government.

The Province has confirmed that “any government” includes municipal governments and their operations and delivery of services. This inclusion and clarity have been sought by AMO and the municipal sector over the last 48 hours so that municipalities can continue to provide the broad array of essential public services that the public depends upon during this emergency.

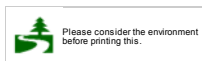
Additionally, the Province has launched a toll-free line **1-888-444-3659** to provide support to Ontario businesses who have questions about the Province's recent emergency order to close at-risk workplaces following recommendations by Ontario's Chief Medical Officer of Health.

COVID-19 Related Proceeding Suspensions

Under EMCPA, the [Information and Privacy Commissioner \(IPC\)](#) has frozen all proceedings; the [Local Planning Appeal Tribunal \(LPAT\)](#) will not have hearings until June 30th and all proceedings are suspended. AMO's [COVID-19 resource page](#) will be adding other proceedings' suspensions as they become known. Further work on clarifying Ontario Regulation 73/20 is continuing.

AMO's COVID-19 Resources page is being updated continually so you can find critical information in one place <http://www.amo.on.ca/AMO-Content/Health/COVID19Resources>. Please send any of your municipally related pandemic questions to covid19@amo.on.ca.

*Disclaimer: The Association of Municipalities of Ontario (AMO) is unable to provide any warranty regarding the accuracy or completeness of third-party submissions. Distribution of these items does not imply an endorsement of the views, information or services mentioned.



Association of Municipalities of Ontario
200 University Ave., Suite 801, Toronto, ON Canada M5H 3C5
To unsubscribe, please [click here](#)

Higher Logic

March 24, 2020

The Corporation of the Town of Bracebridge
1000 Taylor Court
Bracebridge ON P1L 1R6

Re: Support for Ban of Single-Use Disposable Wipes

Please be advised the Council of the Municipality of Chatham-Kent at its regular meeting held on March 23, 2020 considered the aforementioned topic and subsequent to discussion, the following was resolved:

Moved by Councillor Latimer, Seconded by Councillor Finn

That Council send a letter of support with respect to the Town of Bracebridge's Council resolution to support the ban of single-use disposable wipes.

If you have any questions or comments, please contact Judy Smith at 519-360-1998 Ext # 3200.

Sincerely,



Judy Smith, CMO
Director Municipal Governance
Clerk /Freedom of Information Coordinator

C

Right Honourable Prime Minister of Canada;
Honourable Premier of Ontario;
Minister of the Environment, Conservation and Parks;
Minister of Municipal Affairs and Housing;
Association of Municipalities of Ontario (AMO);
Local Members of Provincial Parliament;
All Municipalities in Ontario.

March 24, 2020

Municipality of West Nipissing
101-225, rue Holditch Street
Sturgeon Falls, ON P2B 1T1

Re: Support for Legislative Changes in Bill 132

Please be advised the Council of the Municipality of Chatham-Kent at its regular meeting held on March 23, 2020 considered the aforementioned topic and subsequent to discussion, the following was resolved:

Moved by Councillor Latimer, Seconded by Councillor Finn

That Council send a letter of support respect to the Municipality of West Nipissing's Council resolution to support AMO's position on the Legislative Changes in Bill 132 with respect to the *Aggregate Resources Act* and the *Safe Drinking Water Act*.

If you have any questions or comments, please contact Judy Smith at 519-360-1998 Ext # 3200.

Sincerely,



Judy Smith, CMO
Director Municipal Governance
Clerk /Freedom of Information Coordinator

April 1, 2020

Dear Community Partner,

The government is providing social services relief funding to help protect the health and safety of the province's most vulnerable people. This includes:

1. Expanding access to **Emergency Assistance** for people who are not currently receiving social assistance facing a crisis or emergency situation who have no access to other supports, including those who are waiting for benefits from the federal government- i.e. Employment Insurance (EI) and Canada Emergency Response Benefit (CERB).
2. Increasing access to **Discretionary Benefits** for people who are already receiving social assistance who are in crisis or facing an unexpected emergency due to COVID-19.

How to Apply for Ontario Works / Emergency Assistance:

Ontario Works / Emergency Assistance:

1. Complete the initial assessment through the online application or by telephone:

[Online application](https://www.mcass.gov.on.ca/en/mcass/programs/social/apply_online.aspx)

https://www.mcass.gov.on.ca/en/mcass/programs/social/apply_online.aspx

Or

Telephone - Intake Line

905-641-9230

1-866-627-1110 (West Niagara)

Basic information will be collected and can take up to 30 minutes.

2. A staff member will contact the applicant within 4 business days to complete an eligibility assessment over the telephone.

The Social Assistance & Employment Opportunities (Ontario Works) office has experienced a significant increase in requests for assistance. Every effort is being made to maintain the service levels.

Discretionary Benefits Emergency One-Time COVID-19 Benefit:

Criteria: For people who are already receiving social assistance and require assistance with items such as cleaning supplies, personal protective equipment or access to food which are necessary to maintain the safety or well-being of a person in the household related to COVID-19. The benefit will be provided based on specified needs identified by the client and is a one time issuance of up to \$100 for single benefit unit and up to \$200 per couple/family benefit unit.

How to Apply:

Ontario Works Clients - Contact the Ontario Works Discretionary Team to apply for the emergency one-time benefit at 905-641-9960 ext. 6072 or by email at discretionary@niagararegion.ca. Clients need to provide their name, phone number and reason for their request. Every effort will be made to return calls and emails within 3-5 business days.

Ontario Disability Support Clients - Contact their Ontario Disability Support Program casemanager to request the emergency benefits related to COVID-19.

Telephone: 905-688-3022 or for information online:

<https://www.mcass.gov.on.ca/en/mcass/programs/social/odsp/>

Further information can be found at:

Niagara Region website: www.niagararegion.ca

Please note **ALL** questions related to Employment Insurance and the new Canada Emergency Response Benefit (CERB) should be directed to Service Canada. Phone number 1- 800-622-6232, website: <https://www1.canada.ca/en/esdc/service-canada.html>

Sincerely,



Lori Watson
Director, Social Assistance & Employment Opportunities

S.03_35_Community Partners -April 1-2020 (002)



2021 Division Road North
Kingsville, Ontario N9Y 2Y9
Phone: (519) 733-2305
www.kingsville.ca
kingsvilleworks@kingsville.ca

SENT VIA EMAIL

April 2, 2020

The Honourable Greg Rickford
Minister of Energy, Northern Development and Mines
10th Floor
77 Grenville St.
Toronto, ON M7A 1B3

Dear Minister Rickford:

RE: KINGSVILLE COUNCIL REQUEST FOR ELECTRICITY BILLING RELIEF DURING COVID-19

At its Regular Meeting held on March 23, 2020 Council of the Town of Kingsville passed the following Resolution:

"Res. 256-2020 That Council support sending a letter to the Minister of Energy, Greg Rickford to provide hydro billing relief during the quarantine period as a result of the COVID-19 pandemic. And that this letter be sent to the Ontario Energy Board, the Premier, our local Member of Parliament T. Natyshak, and all Ontario Municipalities."

CARRIED

The billing relief requested is in addition to the government's recent suspension of time-of-use rates. Thank you for your consideration of Council's request at the earliest possible time.

The Town would like to acknowledge and thank the Province for their work that effectively provided for the hydro rate relief on March 24, 2020 that our municipality and many others were seeking during these challenging times.

Yours very truly,

A handwritten signature in blue ink that reads "Sandra Kitchen".

Sandra Kitchen
Deputy Clerk/Council Services
Corporate Services Department

cc: The Hon. Doug Ford, Premier of Ontario
cc: Ontario Energy Board
cc: Taras Natyshak, MPP
cc: All Ontario Municipalities

premier@ontario.ca
ConsumerRelations@oeb.ca
tnatyshak-q@ndp.on.ca



The place for all seasons

April 2, 2020

RE: Support for Ministers to allow for Electronic Delegations

Please be advised that the Council of the Municipality of Grey Highlands, at its meeting held March 4, 2020, passed the following resolution:

2020-192

Moved by Dane Nielsen, Seconded by Cathy Little

That Council receive the resolution from the Township of Puslinch related to support of Electronic Delegations; and

That Grey Highlands sends a letter of support in principle with respect to the Township of Greater Madawaska's Council resolution calling for electronic delegations for small and rural municipalities as this Provincial Government has requested municipalities be respectful of taxpayers' money, and that the technology has improved to a state where this can and should be done; and

**That this letter be circulated to all Ministers of the Provincial and Federal government and all Ontario Municipalities.
CARRIED.**

As per the above resolution, please accept a copy of this correspondence for your information and consideration.

Sincerely,

Jerri-Lynn Levitt
Deputy Clerk
Council and Legislative Services
Municipality of Grey Highlands

The Municipality of Grey Highlands

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Administration

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April 3, 2020

CL 5-2020, March 26, 2020
PEDC 3-2020, March 11, 2020
PDS 9-2020, March 11, 2020

Local Area Municipalities

SENT ELECTRONICALLY

**RE: Niagara Official Plan - Consultation Details and Revised Framework
PDS 9-2020**

Regional Council, at its meeting of March 26, 2020, approved the following recommendation of its Planning and Economic Development Committee:

That Report PDS 9-2020, dated March 11, 2020, respecting Niagara Official Plan - Consultation Details & Revised Framework, **BE RECEIVED** and **BE CIRCULATED** to the Local Area Municipalities.

A copy of Report PDS 9-2020 is enclosed for your information.

Yours truly,

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

Ann-Marie Norio
Regional Clerk
:me

CLK-C 2020-133

Subject: Niagara Official Plan - Consultation Details & Revised Framework

Report to: Planning and Economic Development Committee

Report date: Wednesday, March 11, 2020

Recommendations

1. That Report PDS 9-2020 **BE RECEIVED** for information; and
2. That a copy of Report PDS 9-2020 **BE CIRCULATED** to the Local Area Municipalities.

Key Facts

- This report is a follow up to Report PDS 1-2020 and provides further details on consultation that has occurred to date and additional consultation that will occur and that will contribute to the preparation of draft policy.
- A revised Consultation Timeline Framework is provided which adds local Council workshops, two Public Information Centres (PICs), online surveys and social media engagement.
- Preliminary vision statements and higher level directives, which have been derived from input received to date, have been drafted and will be presented for input as part of the additional consultation outlined above.
- To supplement this report a presentation will be made to the Planning and Economic Development Committee highlighting the contents of the Niagara Official Plan website.

Financial Considerations

Council approved the resources to complete the Niagara Official Plan over a 5 year period as part of the 2017 Budget Process, predominantly funded through Development Charges.

Analysis

This Report follows up on Report PDS 1-2020 which summarized the public/stakeholder consultation gathered to date on the Niagara Official Plan with a focus on the consultation received at the four Public Information Centres in November 2019. At this

meeting the Commissioner of Planning and Development indicated a report would be provided to the Planning and Economic Development Committee highlighting the consultation in further details such as the amount of consultation with Area Planners, local Councils, stakeholder groups and public, as well as provide an overview of the Niagara Official Plan website.

Gathering input from the public and stakeholder groups is an important component of the preparation of the Niagara Official Plan. Another important component is to involve those who will be making recommendations on Plan's adoption and ultimately implementing the Plan. Therefore considerable effort is made to involve Area Planners and local Councils in the process.

Consultation To Date

Consultation details are organized by category in Appendix 1 relative to local Council meetings, meetings with Area Planners, Planning Advisory Committee meetings, workshops with stakeholder groups, indigenous consultation and Public Information Centre (PIC) sessions. However, the following are key consultation detail highlights:

- The key themes that the public identified as being important to address were identified through Imagine Niagara (October 2013 – June 2014). This outreach involved 4,000+ survey responses, 3,700 comments through community events. The results were identified in Appendix 1 of Report PDS 1-2020 and confirmed through much of the Public Information centres carried out in November 2019.
- Throughout 2017, one on one meetings took place with local municipal planners to discuss policy planning issues in general relative to the Regional Official Plan.
- In February 2018, individual meetings took place with local planners to gather input to frame the priority background studies.
- A Special Meeting of Council was also held in July 2018 to hear input on the need for a new Official Plan and what planning matters it could address. A more detailed summary of public comments was provided in Appendix 2 of Report PDS 1-2020.
- Throughout the summer of 2019, there were individual Meetings with local municipal planners and in some cases Economic Development staff to discuss: growth scenarios; urban boundary expansion; and employment land conversion.

- There have been over 15 Area Planners meetings, from 2017 to 2020, where the new Niagara Official Plan, related background studies and related provincial policies have been discussed.
- The Region's Planning Advisory Committee has met six times so far, starting September 2018 providing comments on background work and directives to inform the new Official.
- There have been four meetings with NPCA staff on the Natural Environment Work Program and a presentation to the NPCA Board on September 18, 2019.
- In 2019, eight specific workshop sessions took place with stakeholder groups relative to either the Natural Environment, Housing or Employment Lands Work Plans.
- During 2019 there were two Public information Centre sessions on the Natural Environment Work Program and four on the Official Plan process and background work.
- Staff have travelled to consult with Indigenous groups. There have been eight different meetings in 2019.
- A Climate Change Discussion paper was released in November 2019 for comment. The following groups were contacted to provide input: Climate Change Working Group; Area Planners; stakeholder groups; Indigenous groups; Planning Advisory Committee; subscribers for updates to the Official Plan; Brock University and Niagara Peninsula Conservation Authority.

Refinements to Consultation Timeline Framework

The Consultation Timeline Framework was approved by Council in March 2019. At that time staff indicated that adjustments might be made as the Niagara Official Plan project proceeds. In light of considering the consultation to date, staff have made refinements by adding the following consultation steps during the end of second quarter/beginning of third quarter 2020:

- Workshops with Mayors, Local and Regional Council members to inform on growth allocations, land needs and natural environment options and discuss related issues.

- Two extra PICs to be held at Regional Headquarters on key options, directives/initiatives anticipated to be incorporated in to draft policy.
- Public surveys to gather input on key options, directives/initiatives anticipated to be incorporated in to draft policy. These surveys will be promoted through social media in an attempt to reach people and different demographics who do not attend traditional PICs. Other social media platforms will be explored if the survey responses are not satisfactory.

A revised Consultation timeline framework is attached as Appendix 2.

Preliminary Vision Statements and Higher Level Directives

Planning staff have developed preliminary vision statements and higher level directives for the main sections of the Niagara Official Plan in consideration of all the public input received. Appendix 3 outlines the vision statements and directives relationship to public feedback and Council's Strategic Plan. Planning staff anticipate making these available for public comment during the next public input sessions for the Niagara Official Plan.

New Niagara Official Plan Website

In coordination with the Region's Communications department, a website has been established to support all stages of development of the Niagara Official Plan and provide a platform for staff to share with and gather information from the public and stakeholders. The website is in a constant state of update as work is completed and compiled in support of the Plan's development process. The layout of the website is integrated with the "Making our Mark" branding aesthetic previously developed with the Communications team at the commencement of the project. The website provides a user-friendly platform with options for users to learn about the process of developing the Plan, view materials produced as part of the background work, provide feedback, and subscribe to circulated updates on the Plan's progress.

All submissions made through the website are sent to an email inbox monitored by the Official Plan team members. As Public Information Centres (PICs) are planned, dates and notices are posted at the top of the website homepage. Once the events have occurred, all materials are immediately made available for viewing through the webpage. Additionally, links to topic area specific project pages are also featured on the

website, to allow users to easily find information relevant to certain topic areas such as growth management, rural and natural systems, and archaeology. Contact information is provided on these pages as well.

Alternatives Reviewed

There are no alternatives to this report which provides further consultation details to Report PDS 1-2020 and highlights additional consultation, relative to options and key policy directives, to add to the Consultation Timeline Framework approved by Council in March 2019. Vision statements and high level directives are preliminary and are drafted to receive public input.

Relationship to Council Strategic Priorities

The Niagara Official Plan is important to address Council's priority as a Sustainable Engaging Government. The Plan will address Council's other priorities, being: Supporting Businesses and Economic Growth; Healthy and Vibrant Community; and Responsible Growth and Infrastructure Planning.

Other Pertinent Reports

PDS 1-2020 New Niagara Official Plan-Public Consultation Summary
PDS 33-2019 Growth Management Program Update for New Official Plan
PDS 9-2019 New Official Plan Consultation Timeline Framework
CWCD 421-2019 New Niagara Official Plan Updates

Prepared by:

Dave Heyworth, MCIP, RPP
Official Plan Policy Consultant
Planning and Development Services

Recommended by:

Rino Mostacci, MCIP, RPP
Commissioner of Planning and
Development Services

Submitted by:

Ron Tripp, P.Eng.
Acting Chief Administrative Officer

This report was prepared in consultation with Lindsey Savage, Senior Planner, and Karen Costantini, Planning Analyst and reviewed by Doug Giles, Director of Long Range and Community Planning.

Appendices

Appendix 1	External meetings and consultations	Page 6
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Appendix 3	Alignment of Draft Vision and Directives	Page 13

Appendix 1 –

Niagara Official Plan: External Meetings and Consultations

Meetings with Local Planners: Planning Issues for new Niagara Official Plan

Meeting Date	Municipality
September 15, 2017	Niagara-on-the-Lake
September 28, 2017	Fort Erie
September 29, 2017	Niagara Falls
September 29, 2017	Thorold
October 12, 2017	West Lincoln
October 12, 2017	Pelham
October 16, 2017	Lincoln
October 16, 2017	Grimsby
October 17, 2017	Welland
October 29, 2017	St. Catharines
November 3, 2017	Wainfleet

*September 15, 2017 Greater Niagara Chamber of Commerce

*October 19, 2017 Niagara Peninsula Conservation Authority

Area Planners Meetings

Meeting Date	Official Plan Topic(s)
July 24, 2017	<ul style="list-style-type: none"> • Municipal Comprehensive Review • Niagara Official Plan • Growth Plan – Employment Lands Strategy
August 25, 2017	<ul style="list-style-type: none"> • Provincial Policy • Greater Golden Horseshoe – Agricultural System and Natural Heritage System
October 27, 2017	<ul style="list-style-type: none"> • Niagara Official Plan Update – Employment Areas and Employment Lands Strategy
November 17, 2017	<ul style="list-style-type: none"> • Land Needs Methodology • Growth Plan – Agricultural Impact Assessment and Natural heritage System
January 26, 2018	<ul style="list-style-type: none"> • Land Needs Assessment • Process for Individual Urban Boundary Expansion Requests • Urban Structure • Employment Lands Strategy

Meeting Date	Official Plan Topic(s)
	<ul style="list-style-type: none"> • Housing • Natural Environment • Aggregates • Agriculture • Climate Change
March 16, 2018	<ul style="list-style-type: none"> • Natural Environment Framework • Agriculture Framework • Climate Change Framework • Watershed Planning • MNR Species at Risk
June 22, 2018	<ul style="list-style-type: none"> • Greenbelt Alternative Land Use Analysis • Urban Boundary Expansion Requests
September 28, 2018	<ul style="list-style-type: none"> • Niagara Official Plan – Open Houses • Secondary Plans • 2016 Census Population
January 25, 2019	<ul style="list-style-type: none"> • Regional Official Plan Amendment – Exemptions from Approval • Niagara Official Plan Update • Rural Lots
March 22, 2019	<ul style="list-style-type: none"> • Niagara Official Plan Consultation Strategy • Growth Plan Comments
July 11, 2019	<ul style="list-style-type: none"> • New Growth Plan – Employment Land Conversion and Urban Expansion Criteria
July 26, 2019	<ul style="list-style-type: none"> • Niagara Official Plan Update • Employment Land • Housing • Urban Strategy • Land Needs • Natural Environment • Agriculture • Aggregates • Climate Change
September 27, 2019	<ul style="list-style-type: none"> • Niagara Official Plan – Public Information Centres • Employment Land Strategy and Regional Official Plan Amendment 16 • Provincially Significant Employment Zones

Meeting Date	Official Plan Topic(s)
January 24, 2020	<ul style="list-style-type: none"> • Niagara Official Plan – Update on Consultation • Employment Land Strategy and Regional Official Plan Amendment 16

Meetings with Local Municipal Planners

Meeting Date	Official Plan Topic(s)
February 2018 (Various Dates)	<ul style="list-style-type: none"> • Individual Meetings with Local Municipal Planners to discuss: <ul style="list-style-type: none"> ○ Key Issues Relative to Framing of Background Studies
June 27, 2018	<ul style="list-style-type: none"> • Meeting with Niagara Parks Commission Senior Staff to discuss: <ul style="list-style-type: none"> ○ Background Studies for Official Plan
Summer 2019 (Various Dates)	<ul style="list-style-type: none"> • Individual Meetings with Local Municipal Planners (and in some cases Economic Development) to discuss: <ul style="list-style-type: none"> ○ Growth Scenarios ○ Urban Boundary Expansion ○ Employment Land Conversion

Niagara Peninsula Conservation Authority Meetings

Meeting Date	Official Plan Topic(s)
February 2018	Meeting with NPCA Staff – Natural Environment Work Program
June 6, 2019	Meeting with NPCA Senior Staff – Natural Environment Work Program
June 13, 2019	Meeting with NPCA Technical Staff – Natural Environment Work Program
July 23, 2019	Meeting with NPCA Technical Staff – Natural Environment Work Program
September 18, 2019	Presentation to NPCA Board – Natural Environment Work Program

Local Council Presentations

Meeting Date	Municipality
May 22, 2018	Pelham
May 29, 2018	Wainfleet
June 4, 2018	Niagara-on-the-Lake

Meeting Date	Municipality
June 5, 2018	Thorold
June 12, 2018	Welland
June 18, 2018	Fort Erie
June 19, 2018	Niagara Falls
June 25, 2018	Port Colborne
July 9, 2018	Lincoln
July 23, 2018	West Lincoln
August 13, 2018	St. Catharines
September 11, 2018	Grimsby
April 15, 2019	St. Catharines
April 23, 2019	Fort Erie
May 6, 2019	Grimsby
May 7, 2019	Thorold
May 13, 2019	Niagara-on-the-Lake
May 14, 2019	Niagara Falls
May 27, 2019	Port Colborne
May 28, 2019	Wainfleet
June 3, 2019	Pelham
June 10, 2019	West Lincoln
June 11, 2019	Welland
June 17, 2019	Lincoln

Workshops/Sessions

Meeting Date	Official Plan Topic(s)
March 25 and 26, 2019	Niagara Housing Data Consultation Sessions with Local Municipal Planners
May 3, 2019	Natural Environment Workshop with Development Community, Consultants, and Local Planning Staff
May 16, 2019	Natural Environment Workshop with Agricultural Community
May 16, 2019	Natural Environment Workshop with Environmental Stakeholder Groups
June 6, 2019	Housing Database/Market Analysis and Scenario Development Workshop with Area Planners and Local Municipal Staff
October 8, 2019	Employment Strategy Municipal Workshop with Area Planners
October 10, 2019	Employment Strategy Industry Workshop with Industry Stakeholders

Meeting Date	Official Plan Topic(s)
February 25, 2020	Employment Area Strategy Update and Q/A Session with Industry Stakeholders

Public Information Centres

Meeting Date	Official Plan Topic(s)
May 30, 2019	Natural Environment – Public Information Centre (West Lincoln)
June 6, 2019	Natural Environment – Public Information Centre (Welland)
November 6, 2019	Niagara Official Plan Background Initiatives – Public Information Centre (Thorold)
November 7, 2019	Niagara Official Plan Background Initiatives – Public Information Centre (Niagara Falls)
November 13, 2019	Niagara Official Plan Background Initiatives – Public Information Centre (Grimsby)
November 14, 2019	Niagara Official Plan Background Initiatives – Public Information Centre (Fort Erie)

Planning Advisory Committee Meetings

Meeting Date	Official Plan Topic(s)
September 12, 2018	<ul style="list-style-type: none"> • Welcome and Introductions • Planning Areas of Responsibility • Planning Advisory Committee – Points of Interest • Official Plan Framework and Document Structure • Official Plan Themes – Key Priority Background Studies • Urban Structure
November 14, 2018	<ul style="list-style-type: none"> • Provincial Workshop Overview • Natural Environment • Urban Structure • Secondary Plans – Content and Performance Measures
March 20, 2019	<ul style="list-style-type: none"> • Provincial Planning Policy Restructuring • Update on Employment Lands Strategy • Performance Measures/Urban Structure and Secondary Plans
August 14, 2019	<ul style="list-style-type: none"> • Housing Strategy • Draft Vision and Directives
October 23, 2019	<ul style="list-style-type: none"> • Archaeological Management Plan

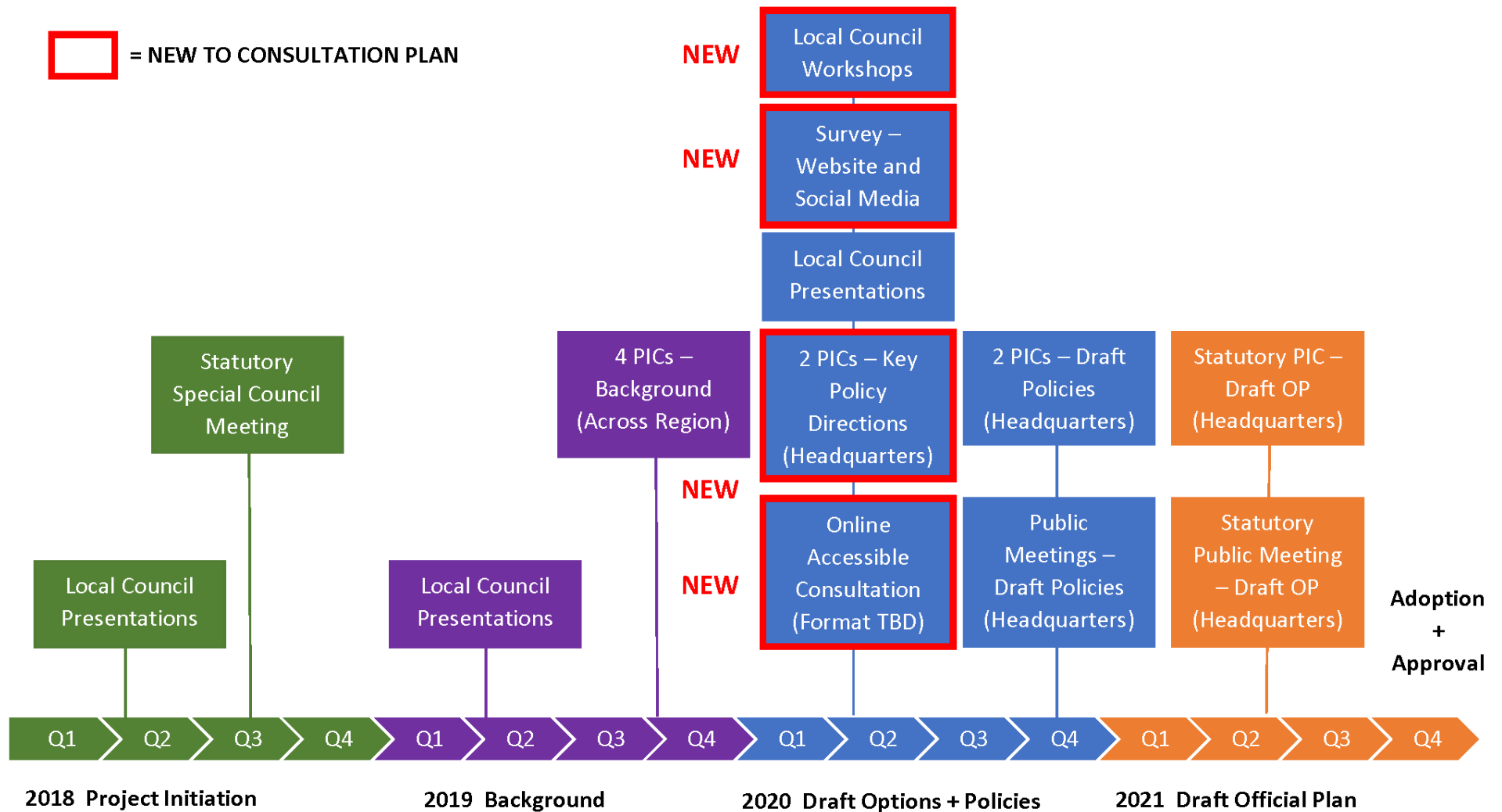
Meeting Date	Official Plan Topic(s)
	<ul style="list-style-type: none"> • Employment Lands Strategy • Vision and Directives • Proposed Provincial Policy Changes
January 15, 2020	<ul style="list-style-type: none"> • Climate Change • Official Plan Consultation Feedback

Meetings with Indigenous Groups

Meeting Date	Indigenous Group and Topic(s)
May 1, 2019	Six Nations Elected Council – Niagara Official Plan
May 1, 2019	Haudenosaunee Development Institute – Niagara Official Plan
May 7, 2019	Fort Erie Friendship Centre – Niagara Official Plan
May 29, 2019	Niagara Region Métis Council – Niagara Official Plan
June 5, 2019	Niagara Regional Native Centre – Niagara Official Plan
June 11, 2019	Mississauga of the Credit First Nation – Niagara Official Plan
August 21, 2019	Mississauga of the Credit First Nation – Regional Archaeological Management Plan
August 21, 2019	Haudenosaunee Development Institute – Regional Archaeological Management Plan

Appendix 2 – Niagara Official Plan – Consultation Timeline

 = NEW TO CONSULTATION PLAN



Engagement with Area Planners, Indigenous Partners and Stakeholders Ongoing

Appendix 3

Alignment of Draft Vision and Directives with Public Consultation Results and Council Strategic Plan

Draft Vision and Directives	Public Consultation Results Public Information Centres – Nov. 2019	Council Strategic Plan 2019-2022
Draft Vision:		
EXCEPTIONAL development and communities	<ul style="list-style-type: none"> Interest in well-planned, high quality development in appropriate locations that improves our communities, while protecting what's valuable 	<ul style="list-style-type: none"> Objective 2.1- enhance community wellbeing
DIVERSE housing types, jobs and population	<ul style="list-style-type: none"> Significant focus on achieving a greater mix of housing types, including affordable housing, for individuals and families living, studying and working in Niagara 	<ul style="list-style-type: none"> Objective 2.3- addressing affordable housing needs
THRIVING agriculture and tourism	<ul style="list-style-type: none"> Interest in leveraging the GO Train to boost tourism and advancing economic opportunities associated with agriculture and nature-based ecotourism 	<ul style="list-style-type: none"> Objective 1.1- economic growth and development Objective 1.4- strategically target industry sectors
RESILIENT urban and natural areas	<ul style="list-style-type: none"> Strong emphasis on the importance of protecting the natural environment and enhancing resilience of urban areas to mitigate and adapt to climate change 	<ul style="list-style-type: none"> Objective 3.2- environmental sustainability and stewardship
Draft Directives:		
GROWING REGION #1 Manage growth strategically and diversify the housing stock to accommodate all ages and incomes	<ul style="list-style-type: none"> Interest in directing growth to appropriate locations supported by infrastructure and servicing, and achieving a greater mix of housing types to support affordability, such as semi-detached dwellings, row housing and apartment buildings 	<ul style="list-style-type: none"> Objective 2.3- addressing affordable housing needs

Draft Vision and Directives	Public Consultation Results Public Information Centres – Nov. 2019	Council Strategic Plan 2019-2022
VIBRANT REGION #2 Elevate the livability and engaging qualities of communities, facilities and attractions	<ul style="list-style-type: none"> Interest in proactive planning and design excellence that improves community livability, while celebrating Niagara's unique features and cultural assets 	<ul style="list-style-type: none"> Objective 2.1- enhance community wellbeing
CONNECTED REGION #3 Provide connections within and between communities and outside of the region	<ul style="list-style-type: none"> Strong emphasis on the importance of infrastructure to support growth, and enhancing public transit and active transportation opportunities 	<ul style="list-style-type: none"> Objective 3.1- advancing regional transit and GO rail service Objective 3.3- maintain existing infrastructure Objective 3.4- facilitating the movement of people and goods
COMPETITIVE REGION #4 Plan and manage growth to position Niagara for economic prosperity	<ul style="list-style-type: none"> Significant interest in managing resource extraction and rehabilitation wisely, as well as protecting employment lands and supporting economic opportunities through investments in transit and tourism 	<ul style="list-style-type: none"> Objective 1.1- economic growth and development Objective 1.4- strategically target industry sectors
SUSTAINABLE REGION #5 Enhance the sustainability and resilience of Niagara's built and natural environment	<ul style="list-style-type: none"> Strong emphasis on protection and enhancement of the natural environment and opportunities within urban areas to both mitigate and adapt to climate change to build resilience 	<ul style="list-style-type: none"> Objective 3.2- environmental sustainability and stewardship



Administration

Office of the Regional Clerk

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April 3, 2020

CL 5-2020, March 26, 2020
PWC 3-2020, March 11, 2020
Minute Item No. 3.2

Bill Matson, City Clerk
City of Niagara Falls
4310 Queen Street
Niagara Falls, Ontario
L2E 6X5

SENT ELECTRONICALLY

RE: Considerations of City of Niagara Falls Withdrawing from Regional Waste Management Services
Minute Item No. 3.2

Regional Council, at its meeting of March 26, 2020, approved the following recommendation of its Public Works Committee:

1. That the engagement of an outside independent waste management consultant **BE APPROVED** to:
 - review the current practices related to garbage collection and recycling/ recycling materials recovery facility; and
 - to make recommendations on how the system can be made more cost effective and efficient for the taxpayer;
2. That staff **BE DIRECTED** to take the results of the review and work with the newly awarded companies and the operators of the material recovery facility to implement the suggestions over the term of the contract subject to Regional Council approval;
3. That a plan to deal with illegal dumping that could arise as a result of bi-weekly pick-up **BE DEVELOPED** and **IMPLEMENTED**;
4. That a plan to deal with public health problems that could arise as a result of moving to bi-weekly pick-up **BE DEVELOPED** and **IMPLEMENTED**;
5. That this motion **BE CIRCULATED** to the City of Niagara Falls for their endorsement;
6. That Report PW 14-2020 respecting Considerations of City of Niagara Falls Withdrawing from Regional Waste Management Services, **BE RECEIVED** for information; and
7. That this motion **BE CIRCULATED** to the Local Area Municipalities.

Yours truly,

A handwritten signature in black ink, appearing to read 'Ann-Marie' followed by a stylized flourish.

Ann-Marie Norio
Regional Clerk
:me

CLK-C 2020-130

cc: Local Area Municipalities



Administration

Office of the Regional Clerk

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April 3, 2020

CL 5-2020, March 26, 2020
PEDC 3-2020, March 11, 2020
PDS 4-2020, March 11, 2020

DISTRIBUTION LIST

SENT ELECTRONICALLY

**RE: Development Applications Monitoring Report - 2019 Year End
PDS 4-2020**

Regional Council, at its meeting of March 26, 2020, approved the following recommendation of its Planning and Economic Development Committee:

That Report PDS 4-2020, dated March 11, 2020, respecting Development Applications Monitoring Report - 2019 Year End, **BE RECEIVED** and **BE CIRCULATED** to Local Area Municipalities, the Niagara Peninsula Conservation Authority, Niagara Home Builders Association, Niagara Industrial Association, local Chambers of Commerce and School Boards.

A copy of Report PDS 4-2020 is enclosed for your information.

Yours truly,

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

Ann-Marie Norio
Regional Clerk

:me

CLK-C 2020-131

Distribution List:

- Local Area Municipalities
- Niagara Peninsula Conservation Authority
- Niagara Home Builders Association
- Niagara Industrial Association
- M. Balsom, President/CEO, Greater Niagara Chamber of Commerce
- D. Fabiano, Executive Director, Niagara Falls Chamber of Commerce, Port Colborne/Wainfleet Chamber of Commerce, Welland/Pelham Chamber of Commerce
- J. Thomson, Niagara-on-the-Lake Chamber of Commerce
- Greater Fort Erie Chamber of Commerce
- G. Willis, President, Grimsby Chamber of Commerce
- D. Potter, Executive Director, West Lincoln Chamber of Commerce
- J. D'Amico, Chair, Niagara Board of Trade and Commerce

S. Mabee, Niagara District School Board
M. Ladouceur, Conseil scolaire Viamonde
S. Whitwell, Niagara Catholic District School Board
A. Aazouz, Conseil Scolaire de District Catholique Centre-Sud
A. Butler, Senior Planner, Planning & Development Services
R. Mostacci, Commissioner, Planning and Development Services
N. Oakes, Executive Assistant to the Commissioner, Planning and Development Services

Subject: Development Applications Monitoring Report - 2019 Year End

Report to: Planning and Economic Development Committee

Report date: Wednesday, March 11, 2020

Recommendations

1. That Report PDS 4-2020 **BE RECEIVED** for information; and,
2. That a copy of Report PDS 4-2020 **BE CIRCULATED** to Local Area Municipalities, the Niagara Peninsula Conservation Authority, Niagara Home Builders Association, Niagara Industrial Association, local Chambers of Commerce and School Boards.

Key Facts

- The purpose of this report is to inform Regional Council of 2019 development application activity in Niagara Region.
- Regional Development Planning and Engineering staff reviewed 629 development applications in 2019.
- Regional Development Planning and Engineering staff provided comments for 613 pre-consultation meetings in 2019.
- The Region received \$879,832 in review fees for development applications in 2019 (19% decrease from 2018 fees).

Financial Considerations

There are no direct financial implications associated with this report.

Analysis

Development Applications

Regional Development Services staff reviewed 629 development applications in 2019, representing a 12% decrease from the 2018 total of 718. Figure 1 illustrates the number of applications considered by Development Planning and Engineering staff from 2013 to 2019. These development applications are circulated to the Region based on Provincial legislation requirements and the existing Memorandum of Understanding (MOU) between the Region and Local Area Municipalities for planning in Niagara. This may be attributed, in part, to uncertainty in the development industry as a result of local interim control by-laws passed by certain municipalities and to the development industry wanting to see the proposed Provincial changes to the Development Charges Act.

Staff expects the total number of development applications to be higher in 2020 than in 2019. It should also be noted that in 2020 and beyond, Planning and Development Services has the ability to waive its review function on certain types of minor development applications in local municipalities. This represents an effort to increase efficiency in the planning review function in Niagara and is a result of recent changes to the Memorandum of Understanding between the Niagara Region and Local Area Municipalities.

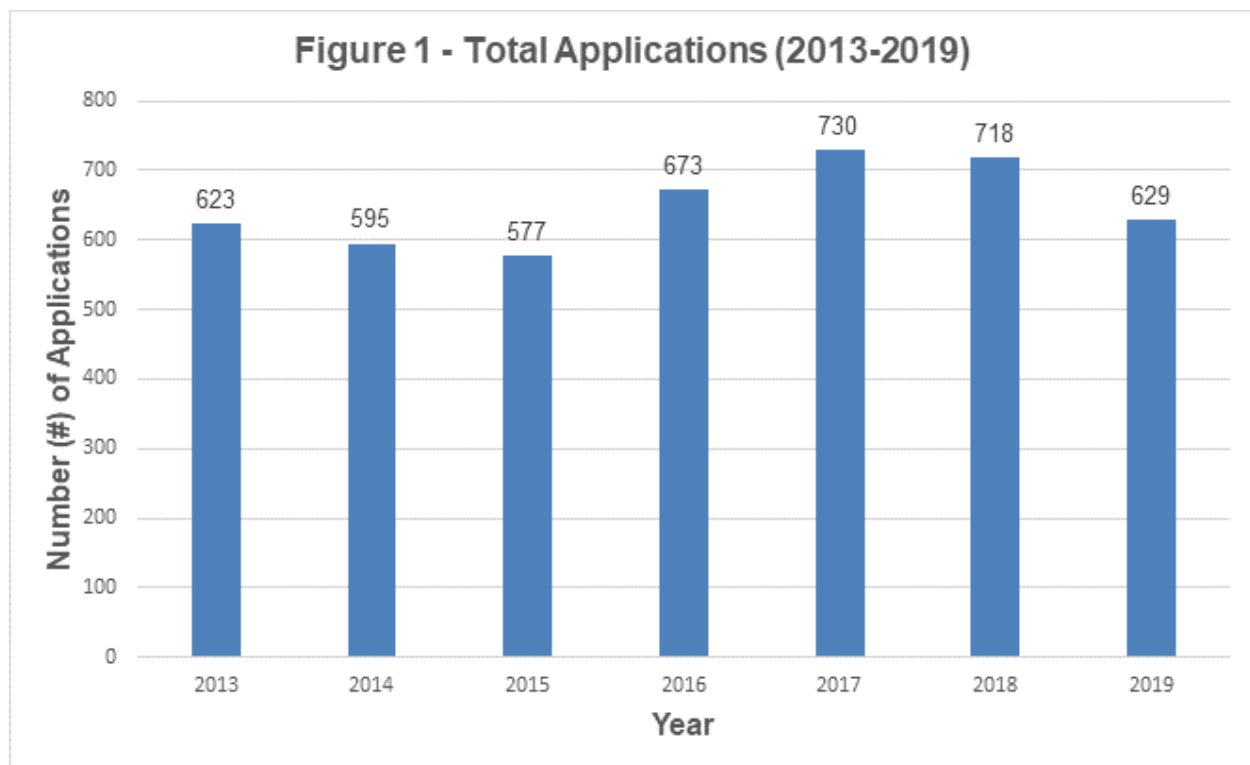


Figure 2 below provides the breakdown of development applications, by type, reviewed by Regional staff in 2019. Some complex development proposals often require multiple planning approvals. As an example, subdivision and condominium applications may also need amendments to the municipal Official Plan and/or Zoning By-law to facilitate the development. The categories with the most applications considered by Regional staff were Zoning By-law Amendments (119), followed by Site Plans (106), Consents (84), and Minor Variances (64).

Figure 2 - Total Applications by Type (2019)

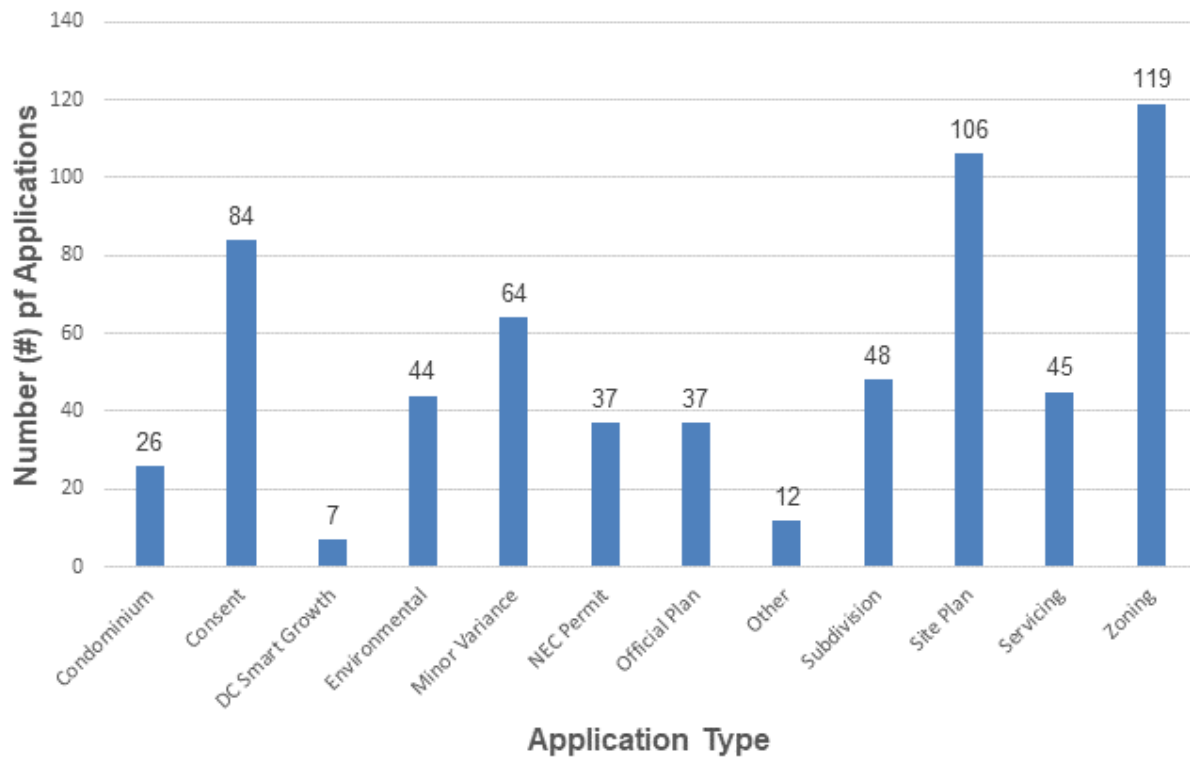
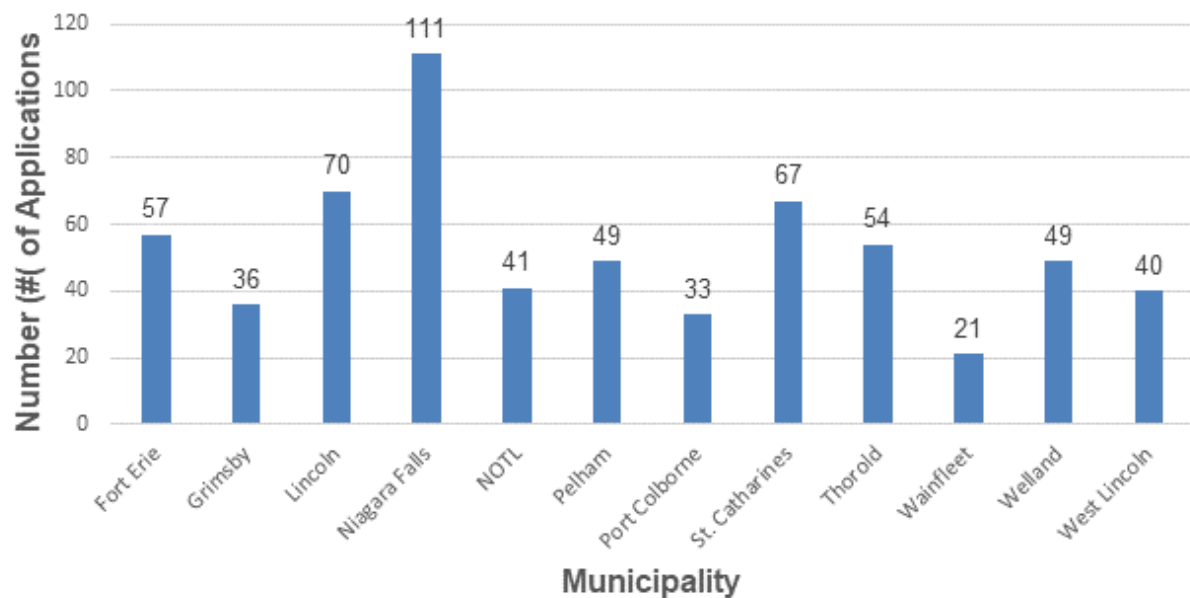


Figure 3 - Total Applications by Municipality (2019)



The distribution of applications circulated to the Region by local municipalities during 2019 is shown on Figure 3. This information indicates relatively high levels of development activity in several communities. The municipalities with the most applications circulated to the Region in the year were Niagara Falls (111), Lincoln (70), St. Catharines (67), Fort Erie (57) and Thorold (54). As stated previously, application volumes were lower in 2019 compared to recent years; few municipalities experienced an increase in volume from 2018 to 2019.

Despite the reduced application volumes, Regional Development Services staff was involved in reviewing several complex development applications, as highlighted later in this report, which often requires more extensive review functions. This can include, among other tasks, internal staff discussions as well as meetings/discussions with the local area municipality, developer and/or consulting team to discuss and resolve issues that can result in the submission and review of revised plans and/or technical studies, and preparation of follow-up Regional comments.

Pre-consultation Meetings

Development Services staff are scheduled to attend regular pre-consultation meeting sessions two days each month in each local municipal office. These meetings are intended to determine complete application submission requirements and assist in the processing of applications. Developers, property owners, local staff and agencies are normally present at pre-consultation meetings. In 2019, Regional staff attended 613 pre-consultation meetings which is a 12% increase from the 2018 total (see Figure 4). Generally, the number of pre-consultation meetings is an indicator of future development applications; accordingly, staff expect development application numbers to increase in 2020 from 2019.

Figure 5 illustrates the number of pre-consultation meetings by municipality in 2019 that involved Regional staff. The municipalities with the highest levels of pre-consultation activity were Fort Erie and (94) and Niagara Falls (93), followed by West Lincoln (64) Welland (63) and Niagara-on-the-Lake (55).

Figure 4 - Preconsultation Meetings (2013-2019)

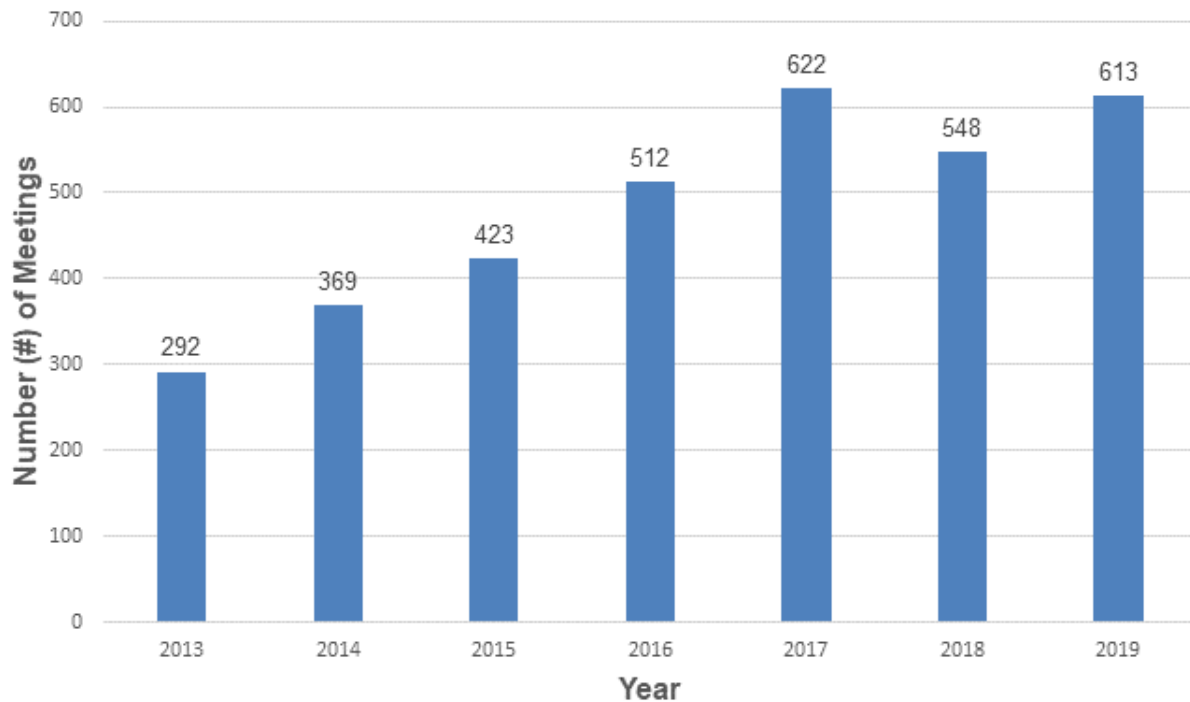
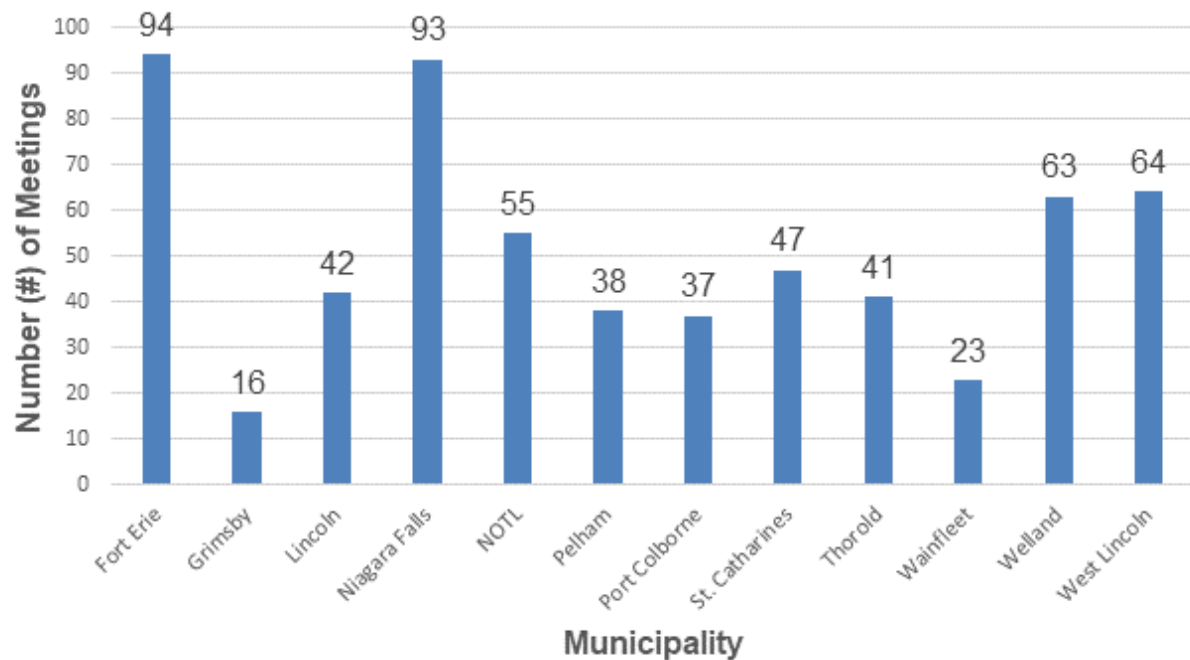
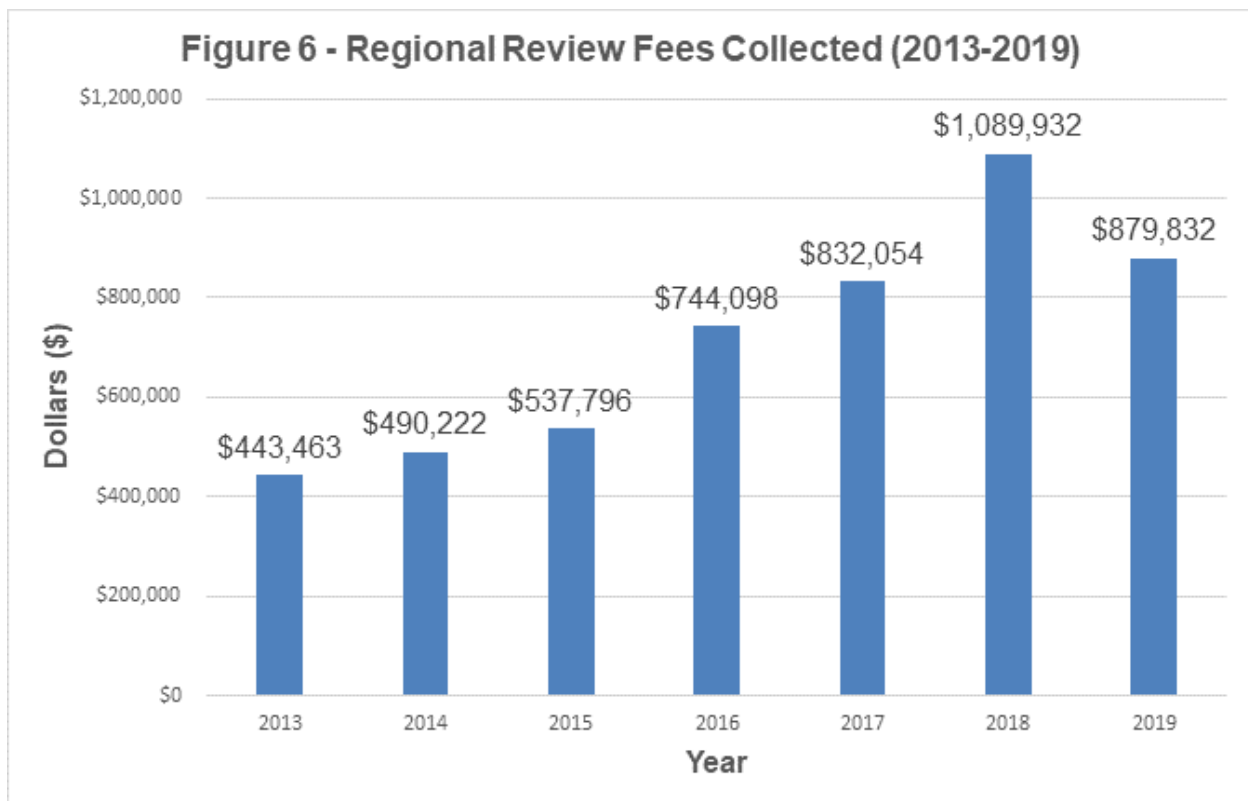


Figure 5 - Preconsultation Meetings by Municipality (2019)



Regional Review Fees

Regional review fees are intended to offset Regional costs for the development review service. Figure 6 summarizes the fees collected between 2013 and 2019 for the Regional review of development applications. The 2019 total of \$879,832 represents a decrease of 19% from 2018, which relates to the decrease in total number of applications. As the total volume of development applications will likely increase from 2019 to 2020, development review fees are also expected to increase, although not to the 2018 level.



Application Review Timelines

Timeline response targets for municipal and agency files vary according to application type (complexity) and are established by Planning Act regulations and the Memorandum of Understanding between the Region and the Local Area Municipalities. The Region consults with municipal staff to establish local priorities and in several cases, extensions were granted to initial comment periods. This arrangement allowed for the resolution of issues, submission of additional information where required and addressed workload demands. Based on this consultation and cooperation with local municipal staff, Regional staff provided review comments satisfying timeline targets for

90% of all Development Planning and Engineering applications with due dates in 2019. Committees of Adjustment applications (i.e., consent and minor variances) represented almost one-third of responses which were past the timeline target. Committee of Adjustment review processes are often condensed and commonly result in delayed comments. In all cases, Regional staff communicate with local staff when timeline targets will not be met.

Current Major Development Applications

Planning and Development Services Staff participated in the review of a number of major development applications in 2019, highlighted in the table below.

Municipality	Application	Developer	Details	Status
Grimsby	Fifth Wheel site redevelopment; Official Plan Amendment, Zoning By-law Amendment and Draft Plan of Subdivision	Losani Homes	6 mixed use buildings with 1,240 residential units and 46,000 ft ² of employment space; 36 townhouse units; 19,500 ft ² of commercial space; 2.25 ha of parkland and open space	In process; Public Meeting held on January 28, 2020
Lincoln	Prudhommes Landing site Redevelopment; Zoning By-law Amendment and Draft Plan of Subdivision	FBH Ontario Inc.	Estimated total of 1,173 residential units; single-detached, semi-detached, townhouse and apartment units; 3.92 ha of open space; 3.88 ha of natural area	Draft Plan of Subdivision Approved

Municipality	Application	Developer	Details	Status
Niagara Falls	Riverfront Residential Community; Zoning By-law Amendment and Draft Plan of Subdivision	GR (CAN) Investments Ltd.	Estimated total of 1,045 residential units; single-detached, semi-detached, townhouse and apartment units; 1.86 ha of parkland and open space; 17 ha of natural area	In process; Public Meeting to be scheduled
Niagara Falls	Splendour Residential Development; Official Plan Amendment, Zoning By-law Amendment and Draft Plan of Subdivision	Cobas Developments Inc.	104 single-detached dwellings; 16 semi-detached; 148 townhouses; 1 block for future school(s) site	Draft Plan of Subdivision Approved
Niagara Falls	New South Niagara Hospital; Campus Plan	Niagara Health System	Campus Planning for new Niagara South Hospital site	Campus Plan finalized in September 2019; incorporated into Ministry of Health Functional Program Submission
Thorold	Canada Summer Games Complex; Site Plan	Games Operations, 2021 Canada Summer Games	Canada Summer Games Building and Playing Fields	Site Plan Approved; site works in progress

Municipality	Application	Developer	Details	Status
Welland	Hunter's Pointe Golf Course Redevelopment; Official Plan Amendment, Zoning By-law Amendment and Draft Plan of Subdivision	2599587 Ontario Ltd.	735 single-detached dwellings; 250 townhouses; 170 residential units and 60,000 ft ² of commercial space within mixed use buildings	In process; Public Meeting to be scheduled

Commissioner Comments

In order to review service delivery and ensure Regional Planning continues to add value to the application review and approval process for local municipalities and developers/investors, an update to the Memorandum of Understanding (MOU) with the Local Area Municipalities was completed in 2019 and is now endorsed by all municipalities and in effect.

The increased level of development in recent years represents a “*new normal*” for the Region. Regional Development Planning has adjusted its approach and practices to be solution oriented and proactive. By providing ongoing support to our local Municipalities, the Region strives to realize complete community planning outcomes that encourage the best possible development throughout the Region. The Urban Design review function within Development Planning is a key component to elevate the quality of development in Niagara and achieve industry leading results, reflecting positively on the Niagara brand.

It is important to keep in mind that the development approval process is not intended to be a substitute for community planning. In the past, some municipalities have only relied on the development approval to achieve their land use objectives, mainly due to resource and staffing constraints. This is not a best practice and undesirable on a go forward basis. Municipalities should anticipate more growth and invest and increase their capacity for proactive planning such as Secondary Plans and Neighbourhood Plans in order to manage that growth, achieve desirable results and meet community expectations. In the coming years, local municipalities will also be challenged to respond to updated Provincial plans and policies as well as the new Regional Official Plan, likely causing even further demand for staffing and resources.

Alternatives Reviewed

None.

Relationship to Council Strategic Priorities

This report provides information on development application activity that contributes to strong economic prosperity throughout the communities within the Niagara Region and supports a sustainable and engaging government through ensuring high quality, efficient and coordinated core services.

Other Pertinent Reports

- PDS 3-2019: Development Applications Monitoring Report - 2018 Year End
- PDS 21-2019: 2018 End of Year Growth Report

Prepared by:

Aaron Butler, MCIP, RPP
Senior Planner
Planning and Development Services

Recommended by:

Rino Mostacci, MCIP, RPP
Commissioner
Planning and Development Services

Submitted by:

Ron Tripp, P.Eng.
Acting Chief Administrative Officer

This report was prepared in consultation with Pat Busnello, MCIP, RPP, Manager, Development Planning and Diana Morreale, MCIP, RPP, Director, Development Approvals.



Administration

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April 3, 2020

CL 5-2020, March 26, 2020
PEDC 3-2020, March 11, 2020
PDS 5-2020, March 11, 2020

DISTRIBUTION LIST

SENT ELECTRONICALLY

RE: Niagara Region 2019 Employment Inventory Results Report
PDS 5-2020

Regional Council, at its meeting of March 26, 2020, approved the following recommendation of its Planning and Economic Development Committee:

That Report PDS 5-2020, dated March 11, 2020, respecting Niagara Region 2019 Employment Inventory Results, **BE RECEIVED** and **BE CIRCULATED** to the Local Area Municipalities, Local Economic Development Offices, Niagara Workforce Planning Board and the Niagara Chambers of Commerce.

A copy of Report PDS 5-2020 is enclosed for your information.

Yours truly,

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

Ann-Marie Norio
Regional Clerk
:me

CLK-C 2020-132

Distribution List:

- Local Area Municipalities
- D. Degazio, Manager, Economic Development, City of Welland
- C. Grummett, General Manager, Fort Erie Economic Development & Tourism Services
- P. Di Ianni, Economic Development, Town of Lincoln
- S. Felicetti, Director, Business Development, City of Niagara Falls
- J. Douglas-Kameka, Economic Development Officer, City of Port Colborne
- B. York, Director, Economic Development & Government Relations - City of St. Catharines
- Niagara Workforce Planning Board
- M. Balsom, President/CEO, Greater Niagara Chamber of Commerce
- D. Fabiano, Executive Director, Niagara Falls Chamber of Commerce, Port Colborne/Wainfleet Chamber of Commerce, Welland/Pelham Chamber of Commerce

J. Thomson, Niagara-on-the-Lake Chamber of Commerce
Greater Fort Erie Chamber of Commerce
G. Willis, President, Grimsby Chamber of Commerce
D. Potter, Executive Director, West Lincoln Chamber of Commerce
J. D'Amico, Chair, Niagara Board of Trade and Commerce
K. Provost, Economic Development Officer, Niagara Region
V. Kuhns, Acting Director, Economic Development, Niagara Region
J. Docker, Planner, Planning & Development Services
R. Mostacci, Commissioner, Planning and Development Services
N. Oakes, Executive Assistant to the Commissioner, Planning and Development Services

Subject: Niagara Region 2019 Employment Inventory Results

Report to: Planning and Economic Development Committee

Report date: Wednesday, March 11, 2020

Recommendations

1. That Report PDS 5-2020 respecting the 2019 Niagara Region Employment Inventory Results report **BE RECEIVED** for information; and
2. That a copy Report PDS 5-2020 **BE CIRCULATED** to the Local Area Municipalities, Local Economic Development Offices, Niagara Workforce Planning Board and the Niagara Chambers of Commerce.

Key Facts

- This report highlights the key performance indicators of the data collected during the 2019 Employment Inventory period.
- The Employment Inventory is an annual primary data collection exercise where a small team of post-secondary students visits all publically accessible (signed) business within Niagara during the summer months.
- In 2019, the Employment Inventory team inventoried a total of 12,016 businesses throughout the urban and rural areas of Niagara and collected the location of 147,959 full and part-time jobs.
- This year's data collection resulted in a 90% full participation rate, which is an increase of over 20% since 2016. This increase is attributed to ongoing support from local municipal partners and other special interest stakeholders.
- Data captured through the Employment Inventory is a key asset for:
 - Internal Regional departments
 - Local area municipalities
 - Local Economic Development offices
 - Niagara Workforce Planning Board
 - Local Employment Ontario agencies

Financial Considerations

The Niagara Employment Inventory was funded through the Council-approved 2019 operating budget and has been included in the approved 2020 Planning & Development Services base budget. The total cost of the project was \$93,700.

Analysis

Niagara Region is among several municipalities in Ontario that collect employment data on an annual basis. Since 2016, Planning and Development Services has worked closely with Regional Economic Development to collect primary data on the types and sizes of businesses operating in Niagara. The data collected has become vital to monitoring the Region's economic health, as well as aiding in decision and policy making.

Each year, the Employment Inventory is conducted by a small team of post-secondary students between the months of May and September. The primary method of data collection is through door-to-door interviews with local business owners, with additional follow-up engagement conducted through email and telephone communication.

In 2019, the Employment Inventory team visited 12,016 businesses and collected the physical location of 147,959 full and part time jobs. Compared to the 2018 results, this is an increase of nearly 300 surveyed businesses and over 5,000 additional jobs identified.

The Employment Inventory is a comprehensive dataset of business information that indicates: number of jobs, business locations, business size, type of business activity, level of foreign investment, and exporting patterns relating to each business. The inventory is a geo-coded, spatially enabled dataset, which facilitates analysis at the street-address level.

The Employment Inventory has become a key dataset for informing a wide variety of Regional policies and service delivery decisions. The dataset is currently being used to help inform the following initiatives:

- Supporting development of ongoing District Plan studies
- Informing Niagara Region Employment Areas Strategy
- Facilitating Economic Development investment inquiries
- Providing up-to-date employer data for the Building Employment Networks Niagara (BENN) application
- Informing Economic Prosperity Dashboard indicators

Participation in the Employment Inventory is voluntary. Despite best efforts, the inventory team is unable to make direct contact with all business owners or, occasionally, a business refuses to participate. Due to these factors, the reported results may not fully align with other surveys conducted by Statistics Canada or other interest groups.

The business questionnaire (included as Appendix 1) was developed based on best practices from other municipalities in the Greater Toronto and Hamilton area as well as through consultation with the following stakeholders:

- Internal Regional departments
- Local area municipalities
- Local Economic Development offices
- Local Employment Ontario agencies
- Niagara Workforce Planning Board

With assistance from local municipal partners and other stakeholders, the inventory response rate continues to steadily grow. In 2019, it was a 90% participation rate.

Each year, the inventory questionnaire features a unique subset of questions that are specifically tailored to gain further insight into the local business community. This year, the Niagara Workforce Planning Board developed a question designed to better understand the recruiting methods used by local businesses. The results of these questions will directly inform the extent to which local employers are hiring through non-public channels.

Results

Table 1 (below) illustrates the proportion of complete and partially complete survey responses from 2016 to 2019. 2019 resulted in a 90% full participation rate, which has increased 22% since 2016. A full participation rate indicates that a business provided responses to all survey questions from beginning to end.

Table 1 – Inventory Response Rate

Year	Complete Survey Response	Partially Complete Survey Response	Refused to Participate
2016	68%	30%	2%
2017	76%	22%	2%
2018	87%	12%	1%
2019	90%	9%	<1%

The steady increase in the completion rate can be attributed to greater familiarity with the survey team, a streamlined data entry methodology, and joint communication outreach conducted by our local Chambers of Commerce and other interest groups. The Employment Inventory continues to see a low refusal rate of less than 1%.

Partially completed responses still capture several key attributes in the survey record. Data points, such as physical location and the associated industry code, are logged by the survey team despite not making direct contact with a business representative. Project staff continually work with local area municipalities and other partners to reduce the number of partially completed responses.

Table 2 (below) illustrates the number of businesses inventoried and the number of jobs reported from respondents over the 4-year survey period.

It is important to note that the totals reported do not reflect an overall increase in the number of business and jobs per year. Rather, the increase is the result of improved inventory participation rate.

Table 2 – Number of Businesses and Jobs Reported

Year	Businesses Inventoried	Full Time Jobs Reported	Part Time Jobs Reported	Total Jobs Reported
2016	10,743	71,899	38,239	110,138
2017	11,202	91,216	39,848	131,144
2018	11,720	98,706	43,478	142,184
2019	12,016	97,829	50,130	147,959

** Home-based and mobile businesses were not inventoried.*

Table 3 (below) illustrates the municipal breakdown of the number of businesses and jobs over the 4-year survey period.

Table 3 – Distribution of Businesses and Jobs by Municipality

	2016		2017		2018		2019	
	Total Businesses	Total Jobs	Total Businesses	Total Jobs	Total Businesses	Total Jobs	Total Businesses	Total Jobs
Fort Erie	709	6,351	719	6,867	763	8,414	775	8,301
Grimsby	443	4,009	455	4,750	465	5,204	479	6,682
Lincoln	440	4,198	543	6,650	564	6,964	571	8,108
Niagara Falls	2,514	22,929	2,553	32,982	2,642	32,687	2,715	33,473
NOTL	456	7,082	513	9,707	560	11,238	596	10,926
Pelham	271	1,743	301	2,275	318	2,677	334	3,202
Port Colborne	461	2,912	465	3,917	468	4,176	478	4,682
St.Catharines	3,657	43,045	3,771	44,254	3,966	48,130	4,051	48,726
Thorold	460	4,980	491	5,307	523	5,674	538	6,693
Wainfleet	43	179	58	402	60	507	61	479
Welland	1,161	11,221	1,158	12,122	1,188	14,149	1,214	14,010
West Lincoln	128	1,489	175	1,911	203	2,364	204	2,677
Niagara Region	10,743	110,138	11,202	131,144	11,720	142,184	12,016	147,959

Other Data Sources

The data collected each year through the Employment Inventory provides detailed local business information that is not available through Statistics Canada data. In most cases, Statistics Canada data is updated once every 5 years, whereas the Employment Inventory is updated on a yearly basis.

Statistics Canada data remains the authoritative data source for performing analysis at regional and municipal level geographies, but lacks the ability to analyze raw business data at the street address level. Collecting annual business data at the street address level allows for micro analysis to be done at custom geographies and time series.

The Employment Inventory results are used in conjunction with Statistics Canada data and other data sources to accurately monitor the Regional economy to better understand where the Region can take action to help facilitate economic growth.

Reliable business data is an integral resource to better understand the Region's employment context. This dataset plays a significant role in supporting decisions related to: population and employment growth, infrastructure investment (including public transit), economic development inquiries, and the ongoing monitoring of economic conditions and trends.

Job Type Results

Table 4 (below) illustrates the number of businesses and jobs captured in 2019 based on the 2-digit North American Industry Classification System (NAICS). NAICS is a standardized industry classification system used to sort business establishments according to type of economic activity or industry.

The top three number of businesses inventoried by NAICS code in 2019 were in the categories of: Retail trade, followed by Accommodation and food services, and finally Other services (such as repair shops, personal care facilities and laundry services). These sectors consist of over half (50.3%) of all the Region's businesses.

If we look at employment numbers, rather than number of businesses, the 2019 top three NAICS code jobs was for Retail trade, Accommodation and food services, and Health care and social assistance. Together, these types of businesses provided jobs for 43.4% of Niagara's workforce.

Table 4 – Number of Businesses and Jobs by NAICS Sector

NAICS Industry Sector (2-Digit)	Number of Businesses 2019	Number of Businesses Proportion of Region	Number of Jobs 2019	Number of Jobs Proportion of Region
Retail trade	2,712	22.6%	23,387	15.8%
Accommodation and food services	1,695	14.1%	20,732	14.0%
Health care and social assistance	1,261	10.5%	20,088	13.6%
Manufacturing	860	7.2%	17,107	11.6%
Educational services	237	2.0%	9,979	6.7%
Arts, entertainment and recreation	389	3.2%	8,649	5.8%
Public administration	212	1.8%	8,148	5.5%
Other services (except public administration)	1,639	13.6%	5,626	3.8%
Construction	385	3.2%	5,428	3.7%
Administrative and support, waste management and remediation services	283	2.4%	5,320	3.6%
Finance and insurance	468	3.9%	4,780	3.2%
Professional, scientific and technical services	737	6.1%	4,286	2.9%
Transportation and warehousing	224	1.9%	3,544	2.4%
Agriculture, forestry, fishing and hunting	141	1.2%	3,480	2.4%
Wholesale trade	263	2.2%	3,350	2.3%
Real estate and rental and leasing	295	2.5%	2,234	1.5%
Information and cultural industries	158	1.3%	1,065	0.7%
Utilities	32	0.3%	589	0.4%
Management of companies and enterprises	10	0.1%	99	0.1%
Mining, quarrying, and oil and gas extraction	8	0.1%	68	0.0%
Undetermined	7	0.1%	0	0.0%
Total	12,016	100%	147,959	100%

Relationship Building

The Employment Inventory also provides a key opportunity for the Region to personally connect with local businesses in order to further develop partnerships and foster an environment for innovation and development within the Niagara business community.

Addressing concerns of business owners is an important step in building and maintaining strong working relationships with the community. In an effort to address concerns raised, the inventory team distributed over 3,000 communication flyers directing businesses to an online directory of available Regional and local business support services. The online directory had over 250 page views since its launch in May 2019.

On occasion, concerns expressed by business owners required immediate action from Regional staff. In 2019, the inventory team received 18 concerns that required immediate follow-up. These concerns ranged from providing assistance for way-finding signage, to seeking help to recruit staff for skilled positions.

Table 5 (below) highlights the responses received when business owners were asked “Is there anything Niagara Region could do to help support your business?”

For reporting purposes, the responses have been categorized into theme only. The raw comments are shared with internal staff and local municipal partners, as needed.

Table 5 - “Is there anything Niagara Region could do to help support your business?”

Response Theme	Responses Received	Proportion 2018	Proportion 2019
Taxes and Utilities	312	15%	18.2%
Business Exposure	281	14.5%	16.4%
Skills and Labour Force	207	10.2%	12.1%
Beautification/Infrastructure/Traffic Issues/Construction	188	14.2%	11.0%
Incentives/Grants/Contracts	128	13.5%	7.5%
Uncategorized	107	3.6%	6.3%
Health and Safety	93	1.9%	5.4%
Parking Issues	91	3.9%	5.3%
Transit	80	5.3%	4.7%
Social Support Programs/Programs	61	4.9%	3.6%
Waste Management	61	3.4%	3.6%
Development Process/Zoning/Land Use	59	2.6%	3.4%
Awareness and Education	29	4.7%	1.7%
Development Charges	11	0.8%	0.6%
Minimum Wage Increase Concerns	5	1.5%	0.3%
Total	1713	100%	100%

In keeping with Niagara Region's corporate values on partnerships and collaboration, this year's inventory featured a question developed by the Niagara Workforce Planning Board (NWPB). The question was designed to determine the extent to which employers are hiring through non-public channels.

The responses to this question will support NWPB's work on sharing job demand data, and the analysis of in-demand skill requirements. It also helps support those employers, who do not hire through public-facing tools, to better understand the labour market and be more successful in their hiring efforts leading to better staffing outcomes.

Table 6 (below) illustrates the responses from businesses from the following question:

"Among the following recruitment methods, which do you find the most effective: word-of-mouth recruitment, online job boards, social media recruitment, or government employment centres/websites"?

Table 6 – Preferred recruitment methods

Method	Number of Businesses	Proportion
Online Job Boards	2,519	39%
Word of Mouth	1,958	30%
Other	1,548	24%
Government of employment centre websites	159	3%
Social Media	154	2%
Direct Recruitment from post-secondary institutions	136	2%
Total	6,474	100%

Open Data

Each year, a subset of the Employment Inventory results are released to the public through the Niagara Region Open Data Portal. Open Data places information in the hands of the public, promoting innovation and fostering greater transparency and accountability.

Since the dataset was initially released to the public in May 2017, it has generated a total of over 1,200 download events. This significant uptake demonstrates the importance of this information as it relates to our general public users.

The following attributes from the Employment Inventory dataset are made available to the public:

- Business Name
- Street Address, Unit #
- Municipality
- Postal Code
- Business Website
- 6-digit North American Industry Classification System (NAICS) code
- Employee Size based on Statistics Canada, Canadian Industry Statistics.
 - Micro 1-4 employees
 - Small 5-99 employees
 - Medium 100-499 employees
 - Large 500 + employees

Alternatives Reviewed

The goal of the Employment Inventory is to update the data on an annual basis to monitor, understand, and track trends over time. With successive years of data collection, historic trends analysis of the data will show how specific businesses, business sectors and geographic areas of employment in Niagara evolve over time as our economy changes.

Continuing to collect this level of data annually provides a baseline to analyze historical trends, forecast employment growth, supplement other employment sources and provide a resource back to the community.

Relationship to Council Strategic Priorities

The Employment Inventory is a key tool that the Niagara Region uses to strengthen its economic competitiveness by better understanding its current employment landscape and workforce composition.

Data collected through the Employment Inventory plays a significant role towards informing future decisions related to population and employment growth, infrastructure investment, public transit planning, economic development, and the ongoing monitoring of economic conditions.

The Niagara Region and Area Municipalities rely on this dataset as a valuable asset when developing robust business cases designed to attract investment, innovation, and entrepreneurship to Niagara and strengthen the Region's position globally.

Other Pertinent Reports

- PDS 13-2016 – Niagara Region Employment Survey
- PDS 1-2017 – Niagara Region Employment Inventory Preliminary Results
- PDS 5-2018 – Niagara Region 2017 Employment Inventory Results
- PDS 6-2019 – Niagara Region 2018 Employment Inventory Results

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Appendices

Appendix 1 2019 Employment Inventory Questionnaire

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2019 Niagara Region Employment Inventory

Niagara Region is conducting an annual inventory of businesses to gather information for planning policy and economic development purposes. Information collected through this inventory will be grouped together and publicly reported to Regional Council in 2019. Information collected through this inventory will also be shared with Niagara's local municipal governments, economic development offices and Employment Ontario agencies. A subset of the information collected will be released publically through Niagara Region's open data program, observing your rights and freedoms outlined in the Municipal Freedom of Information and Protection of Privacy Act. For more information about this initiative please visit www.niagararegion.ca/employmentinventory.

Business Identification

Business Name:			
Business Contact Name:			
Business Street Address:			
Unit/Suite #:	Municipality:	Postal Code:	
Public Business Telephone #:	Business Contact Email:		
Business Website:			
Business Mailing Address: (only if different from above)			

What year did this business open in Niagara?

Is business involved in the tourism sector? Yes ☐ No ☐

Is business engaged in e-commerce activities, i.e. selling online and/or sourcing online? Yes ☐ No ☐

Does business sell goods or services outside Canada? Yes ☐ No ☐

Does business import goods from outside Canada? Yes ☐ No ☐

Does business have foreign or international ownership? Yes ☐ No ☐

If yes, what is the primary country of origin of the foreign ownership?

Provide details about the specific services and/or agricultural activities associated with this business. (e.g. Full-service restaurant, Home furnishing store, Insurance agency, Machine shop, Engineering services, Roofing contractor, Vineyard, Dairy cattle farm, etc).

What is the INDOOR floor size (GFA) of this business?

What is the OUTDOOR operating area of this business (if applicable)?

☐ Feet ☐ Metres ☐ Estimate

☐ Acres ☐ Hectares ☐ Estimate

Please return completed form to Niagara Region, Planning and Development Services at your earliest convenience.

E-mail: employmentinventory@niagararegion.ca Fax: 905-641-5208 Mail: Employment Inventory, 1815 Sir Isaac Brock Way, PO Box 1042, Thorold, ON L2V 4T7

How many people are presently employed (including owners) at THIS location?

	# of Full Time Employees (work more than 30 hours per week)	# of Part Time Employees (work less than 30 hours per week)
PERMANENT		
SEASONAL (between 4-6 months per year)		
CONTRACT		

Do your employees work shift work?
(Work outside the hours of 7:00 am to 6:00 pm)

☐ Yes ☐ No

Do your employees work weekends? ☐ Yes ☐ No

Educational required to work for this business (payroll employees)

Do ALL positions (excluding students) within your business require a minimum grade 12 diploma or equivalency?

☐ Yes ☐ No

Recruitment Methods

Among the following recruitment methods, which do you find the most effective (Select One):

- ☐ Word-of-mouth recruitment
 ☐ Online job boards
 ☐ Social media recruitment
☐ Government employment centres/websites
 ☐ Direct recruitment from post-secondary institutions
 ☐ Other (Please specify below)

Additional Information

Is there anything the Niagara Region could do to help support your business?

Consent

Do you consent to receive email communication from NIAGARA REGION on specific regional programs or services that may be related to your business? Yes ☐ No ☐

Please return completed form to Niagara Region, Planning and Development Services at your earliest convenience.

E-mail: employmentinventory@niagararegion.ca Fax: 905-641-5208 Mail: Employment Inventory, 1815 Sir Isaac Brock Way, PO Box 1042, Thorold, ON L2V 4T7