



The Municipal Corporation of the Town of Fort Erie Council-in-Committee Meeting Agenda

Monday, May 12, 2025, 6:00 p.m.

Council Chambers

Immediately following the Special Council Meeting at 6:00 pm.

	Pages
1. Call to Order	
2. Land Acknowledgement	5 - 5
3. Roll Call	
4. Announcements/Addenda	
5. Declarations of Pecuniary Interest	
6. Notice of Upcoming Public Meetings and Open Houses	
6.1 Public Meeting - Zoning By-law Amendment - 3957 Rebstock Road Owner: Crystal Ridge Homes (c/o Jeff Davis), Applicant: Quartek Group (c/o Matthew Tendota) - Monday, May 26, 2025, 6:00 pm, Council Chambers, Town Hall	6 - 7
6.2 Open House and Public Meeting - Official Plan Review and New Official Plan Open House - Monday, June 2, 2025, 5:00 pm, Leisureplex Hall, 3 Municipal Centre Drive Public Meeting - Monday, June 9, 2025, 6:00 pm, Town Hall - Council Chambers, 1 Municipal Centre Drive	8 - 9
7. Presentations and Delegations	
7.1 Gloria Damoff, 294 Prospect Point Road South Re: Land Encroachment Request	
8. Public Meetings	
8.1 Public Meeting - Zoning By-law Amendment - 99 Joseph Street	10 - 11

Owner: Mathew Geerts - Applicant: LandPro Planning Solutions (c/o Michael Sullivan)

(To participate residents can attend in person in Council Chambers, Town Hall, OR virtually via audio/video, web or telephone. Send an email to Robyn Shugan, Intermediate Development Planner, at rshugan@forterie.ca or 905-871-1600 ext. 2527 for information on joining the zoom meeting.)

8.2 Public Meeting - Zoning By-law Housekeeping Amendment 12 - 14

Town Initiated

(To participate residents can attend in person in Council Chambers, Town Hall, OR virtually via audio/video, web or telephone. Send an email to Daryl Vander Veen, Intermediate Development Planner, at dvanderveen@forterie.ca or 905-871-1600 ext. 2509 for information on joining the zoom meeting.)

9. Consent Agenda

10. Planning, Building and By-law Services

10.1 Presentations and Delegations

10.2 Reports

10.2.1 PBBS-35-2025 15 - 26

Proposed Zoning By-law Amendment Information and Recommendation Report for 99 Joseph Street

Recommendation:

That: Council approves the amendments to the Town's Zoning By-law 129-90 as detailed in Report PBBS-35-2025 for the lands known as 99 Joseph Street, and further

That: Council directs Staff to prepare the necessary by-law.

10.2.2 PBBS-36-2025 27 - 50

Amendment to Comprehensive Zoning By-law 129-90 Information Report for Housekeeping Amendments

Recommendation:

That: Council receives for information purposes Report PBBS-36-2025 regarding proposed housekeeping amendments to the Town's Comprehensive Zoning By-law 129-90, as amended, as outlined in Report PBBS-36-2025.

10.2.3 PBBS-37-2025 51 - 58

Animal Care and Control Services Award of Contract

Recommendation:

That: Council accepts and approves the proposal by the Lincoln County Humane Society (LCHS) operating as the Humane Society of Greater Niagara (HSGN) for Animal Care and Control Services for the Town of Fort Erie for a period of 3 years with an increase of 4.00% for the first year and 2.39% per year thereafter with an option to extend for an additional two, two-year periods.

That: Council approves the fees and charges proposed in Appendix 1 to Report PBBS-37-2025 and directs staff to prepare a by-law for Council approval.

10.3	New Business/Enquiries	
10.4	Business Status Report	59 - 59
11.	Infrastructure Services	
11.1	Presentations and Delegations	
11.2	Reports	
11.2.1	IS-11-2025	60 - 63
	Short-Term Rentals – Parking in Crystal Beach (Pilot Project)	
	Recommendation:	
	That: Council approve that Short-Term Rental (STR) applicants that do not have on-site parking in the Crystal Beach area, are permitted to apply to rent parking spaces in Municipally managed parking lots in Crystal Beach for an annual fee of \$500 per space, as a Pilot program for 2025, and further	
	That: Council direct staff to update By-law 39-2025 to allow Short-Term Rental parking in the parking lot located on the South side of Erie Road between Oxford Avenue and Oakwood Avenue (April 1 – October 31) and the Erie Road Parking Lot (November 1 – March 31), and further	
	That: Council approve that only up to ten (10) parking spots will be dedicated to Short-Term Rentals in these parking lots, and further	
	That: Council approve Delegated Authority to the Director of Infrastructure Services to approve/deny parking in Municipally managed parking lots, and further	
	That: Council direct staff to update By-law 132-2024 to Establish Fees and Charges for the Town of Fort Erie, as necessary.	
11.3	New Business/Enquiries	

- 11.4 Business Status Report 64 - 64
- 12. **Corporate and Community Services**
 - 12.1 Presentations and Delegations
 - 12.2 Reports
 - 12.2.1 CAO-05-2025 65 - 70
 - Land Committee Meeting Minutes – April 17, 2025
 - Recommendation:
That: Council receives the April 17, 2025, Land Committee meeting minutes attached as Appendix “1”, and further
 - That:** Council authorizes the extension of the agreement with the Regional Municipality of Niagara for the Niagara Regional Police Service Telecommunications Tower, under the same terms and conditions and to increase the rent 15% as outlined in the agreement, and further
 - That:** the request from the owner of 294 Prospect Point Road to enter into an encroachment agreement for the flower beds, brick pillars, garden lighting and wiring located on the Town’s road allowance be denied and that the Applicant be required to remove the encroachments within 30 days.
 - 12.3 New Business/Enquiries
 - 12.4 Business Status Report 71 - 71
- 13. **Closed Session**
 - 13.1 Memorandum - Waterfront Land Matter - Poverty Bay
 - Pursuant to Section 239 (c) of the *Municipal Act, 2001*, a proposed or pending acquisition or disposition of land by the municipality or local board.
- 14. **Back to Open Session**
- 15. **Scheduling of Meetings**
- 16. **Adjournment**

■ Land Acknowledgement



We acknowledge that the land upon which we are gathered is the traditional territory of the Attawandaronk, the Haudenosaunee and the Anishinaabe people. We are the beneficiaries of ancient agreements such as the Dish With One Spoon between the Anishinaabe and the Haudenosaunee, who agreed to share the abundance of the land through peace, friendship and mutual respect; the Two Row Wampum, by which the Haudenosaunee welcomed the settlers and agreed to share the land in mutual respect; and the Treaty of Niagara, considered a fundamental document by First Nations in all future relations and treaties with the British.

We recognize that we have a responsibility to be stewards of the land, in cooperation and collaboration with the Indigenous peoples, not only for one generation but for all generations to come. We understand that we have an obligation to learn the lessons of our history, educate ourselves about the experiences of the Indigenous people and seek opportunities to heal the wounds that will result in reconciliation with our Indigenous sisters and brothers.

Many First Nations, Métis, and Inuit people live and work in Fort Erie. We stand with all Indigenous people, past and present, in promoting the wise stewardship of the lands on which we live. We have the good fortune to live in a land of such abundance, diversity and beauty – let us be vigilant in protecting Turtle Island.

NOTICE OF PUBLIC MEETING

Municipal Address: 3957 Rebstock Road, Fort Erie
Owner: Crystal Ridge Homes (c/o Jeff Davis)
Applicant: Quartek Group (c/o Matthew Trendota)
File Number(s): ZBA-08-2025

The Planning, Building and By-law Services Department received an application for a Zoning By-law Amendment pursuant to Section 34 of the Planning Act, 1990.

The Town's Official Plan designates the subject lands Low Density Residential within the Crystal Beach Secondary Plan Area and zoned Residential 2 (R2) Zone, in accordance with the Town's Comprehensive Zoning By-law 129-90, as amended.



The purpose and effect of the Zoning By-law Amendment application is to rezone the subject lands from Residential 2 (R2) Zone to Residential Multiple 1 (RM1) Zone to permit the construction of 2 blocks of townhouses (8 units in total).

PUBLIC PARTICIPATION

The Town of Fort Erie is seeking your comments on the Application. The Public Meeting is an opportunity for public input prior to Council making a decision.

To participate in the Public Meeting, you may:

1. Attend the Public meeting, as follows:

Date: Monday May 26, 2025

Time: 6:00 PM

Location: Council Chambers, Town Hall, 1 Municipal Centre Drive, Fort Erie

Residents can participate in the Public Meeting in-person in the Town Council Chambers, or virtually by registering with Ashlea Carter, Town Clerk by email (clerk@forterie.ca).

The Public Meeting is also available to view on live stream at youtube.com/townofforterie, or by clicking on the YouTube icon on the Town's website: forterie.ca

2. Submit written comments to Ashlea Carter, Town Clerk by email (clerk@forterie.ca) or regular mail (1 Municipal Centre Drive, Fort Erie, ON L2A 2S6). All written submissions will become part of the public record and will be provided to Council.

If you wish to be notified of Council decision on the proposed Application, you must make a written request to Robin Shugan, Intermediate Development Planner

APPEAL INFORMATION

Only the Minister, the applicant, specified persons, public bodies, and the registered owner of the land to which the by-law would apply, as defined in the *Planning Act*, may appeal the decision of Council to the Ontario Land Tribunal (OLT).

If a person or public body would otherwise have an ability to appeal the decision of Council to the OLT, but the person or public body does not make oral submissions at a public meeting or make written submissions to the Town of Fort Erie before the by-law is passed, the person or public body is not entitled to appeal the decision.

NOTICE OF PUBLIC MEETING

If a person or public body does not make oral submissions at a public meeting or make written submissions to the Town of Fort Erie before the by-law is passed, the person or public body may not be added as a party to the hearing of an appeal before the OLT unless, in the opinion of the OLT, there are reasonable grounds to do so.

MORE INFORMATION

An Information Report accompanying the Public Meeting will be available for review by 5:00 PM on **May 22, 2025** by accessed the Council agenda through the Town's Website:

forterie.ca/en/town-hall/council-meetings.aspx

Application materials are available for review on the Town's website

(forterie.ca/resource/planningApplications.xsp), or by contacting Robin Shugan, Intermediate Development Planner by email. New or revised application materials will be uploaded to the Town's website at the link above as they become available. Please check the Town's website for updates.

CONTACT

Robin Shugan CPT, ACST
Intermediate Development Planner
Planning, Building and By-law Services
rshugan@forterie.ca
905-871-1600 2527

Dated at the Town of Fort Erie on May 5, 2025

Fort Erie Official Plan Review

Statutory Public Open House and Public Meeting

The Town of Fort Erie is holding a Statutory Public Open House and Statutory Public Meeting about the Official Plan Review and the updated Official Plan in accordance with the Planning Act R.S.O. 1990, c. P13. The Official Plan Review and Draft New Official Plan applies to the entirety of the Town of Fort Erie and all lands within its municipal jurisdiction.

Statutory Public Open House

TAKE NOTICE that a Statutory Public Open House will be held on **Monday, June 2, 2025 at 5:00 p.m.** to inform the public about the Official Plan Review and present the updated Draft Official Plan. The Statutory Public Open House will be held in-person at the following location and date:

Where: Leisureplex Hall, 3 Municipal Centre Drive, Fort Erie

When: Monday, June 2, 2025, from 5:00 p.m. to 7:00 p.m.

How to Participate

The in-person Statutory Public Open House will include an introductory presentation, followed by a drop-in style event with opportunities to discuss the draft policies of the updated Official Plan with members of the Project Team. No registration is required to participate.

Statutory Public Meeting

TAKE NOTICE that the Council of the Town of Fort Erie will hold a Statutory Public Meeting on **Monday, June 9, 2025, at 6:00 p.m.** by way of a Council Public Meeting to inform the public about the Official Plan Review and present the updated Official Plan under the authority of the Planning Act, R.S.O. 1990, c. P13. No decision will be made on the adoption of the updated Official Plan at this meeting.

The Statutory Public Meeting will be held in-person at the following location and date:

Where: Town Hall – Council Chambers, 1 Municipal Centre Drive, Fort Erie

When: June 9, 2025 at 6:00 p.m. or as soon as practical thereafter

How to Participate

Attend In-person: At Town Hall – Council Chambers, located at 1 Municipal Centre, Fort Erie ON L2A 2S6

Speak at the Meeting: Anyone wishing to speak may attend the meeting in person or electronically, please contact Ashlea Carter at (905) 871-1600 ext. 2212, or at clerk@forterie.ca for more information. Council Public Meetings will be recorded and made available online

Purpose

The purpose of the Statutory Public Open House and Statutory Public Meeting is to present the Draft Official Plan to Council and the public. This will include an overview of key policy directions and opportunities for Council and the public to provide input that will be taken into consideration of the final Official Plan.

The Draft Official Plan updates the Town's land use planning vision for the future, and ensures consistency with the Provincial Planning Statement, 2024, issued under the Planning Act. The updated Official Plan will replace the Town's existing Official Plan and is a long-range planning document containing goals, objectives and policies to guide land use, development and growth in the Town to 2051. The updated Draft Official Plan promotes the building of a complete community, which furthers the growth and economic development priorities of the Town, helps to protect farmland, and intends to conserve, enhance, or restore the natural environment system. It incorporates policies and mapping related to growth management, housing, economic development, climate change, agriculture, provincial plans, indigenous consultation, and cultural heritage, among others. The updated Draft Official Plan also contains policies to support implementation of the updated land use planning framework.

The new Official Plan will apply to all lands within the municipal boundary and jurisdiction of the Town of Fort Erie. Accordingly, no key map is included in this Notice.

To obtain a copy of the Draft Official Plan, please visit letstalk.forterie.ca/official-plan-review-and-update, or through the contact information below.

For more information or if you have any questions, please contact opreview@forterie.ca.



How to Stay Informed

If you wish to be notified of the future Council decision on the proposed updated Official Plan, you must make a written request to the Town by email or regular mail/courier as listed above. Please note Council will not make a decision at the Public Meeting

Additional Information

Any person may attend the Statutory Public Meeting and make written and/or verbal representation regarding the Draft Town of Fort Erie Official Plan. Additional information is available by contacting the Town at opreview@forterie.ca.

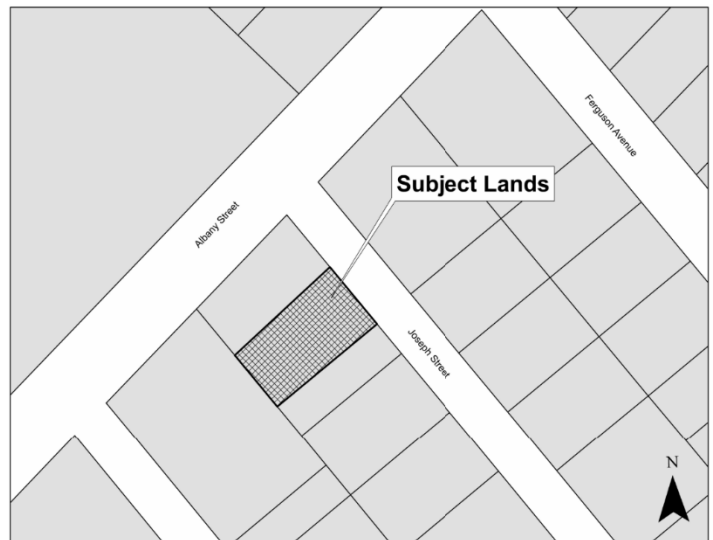
NOTICE OF PUBLIC MEETING

Municipal Address: 99 Joseph Street, Fort Erie
Owner: Mathew Geerts
Applicant: LandPro (c/o Michael Sullivan)
File Number(s): ZBA-03-2024

The Planning, Building and By-law Services Department received application for a Zoning By-law Amendment pursuant to Sections 34, of the Planning Act, 1990.

The subject lands are designated as Urban Residential in the Town's Official Plan, and zoned Residential 2 (R2) Zone, in accordance with the Town's Comprehensive Zoning By-law 129-90, as amended.

The purpose and effect of the Zoning By-law Amendment application is to rezone the subject lands from Residential 2 (R2) Zone to a site-specific Residential 3 (R3) Zone to permit the construction of a semi-detached dwelling. The site-specific provision request is for the reduction of lot area.



PUBLIC PARTICIPATION

The Town of Fort Erie is seeking your comments on the Application. The Public Meeting is an opportunity for public input prior to Council making a decision.

To participate in the Public Meeting, you may:

1. Attend the Public meeting, as follows:

Date: Monday May 12, 2025

Time: 6:00 PM

Location: Council Chambers, Town Hall, 1 Municipal Centre Drive, Fort Erie

Residents can participate in the Public Meeting in-person in the Town Council Chambers, or virtually by registering with Ashlea Carter, Town Clerk by email (clerk@forterie.ca).

The Public Meeting is also available to view on live stream at youtube.com/townofforterie, or by clicking on the YouTube icon on the Town's website: forterie.ca

2. Submit written comments to Ashlea Carter Town Clerk by email (clerk@forterie.ca) or regular mail (1 Municipal Centre Drive, Fort Erie, ON L2A 2S6). All written submissions will become part of the public record and will be provided to Council.

If you wish to be notified of the decision of Council on the proposed Application, you must make a written request to Robin Shugan, Intermediate Development Planner.

APPEAL INFORMATION

Only the Minister, the applicant, specified persons, public bodies, and the registered owner of the land to which the by-law would apply, as defined in the *Planning Act*, may appeal the decision of Council to the Ontario Land Tribunal (OLT).

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NOTICE OF PUBLIC MEETING

may not be added as a party to the hearing of an appeal before the OLT unless, in the opinion of the OLT, there are reasonable grounds to do so.

MORE INFORMATION

An Information and Recommendation Report accompanying the Public Meeting will be available for review by 5:00 PM on **Wednesday May 7, 2025** by accessing the Council agenda through the Town's Website: forterie.ca/en/town-hall/council-meetings.aspx

Application materials are available for review on the Town's website (forterie.ca/resource/planningApplications.xsp), or by contacting Robin Shugan, Intermediate Development Planner by email. New or revised application materials will be uploaded to the Town's website at the link above as they become available. Please check the Town's website for updates.

CONTACT

Robin Shugan CPT, ACST
Intermediate Development Planner
Planning and Development Services
rshugan@forterie.ca
905-871-1600 x. 2527

Dated at the Town of Fort Erie on April 22, 2025

NOTICE OF INFORMATION OPEN HOUSE AND PUBLIC MEETING

Application Type:
Applicant:
File Number(s):

Town-wide Housekeeping Amendments to Zoning By-law 129-90
Town of Fort Erie
ZBA-01-2025

PROPOSED CHANGE

The Town of Fort Erie has initiated a Housekeeping Amendment to the Comprehensive Zoning By-law 129-90. The following table summarizes the contemplated changes to the Zoning By-law:

Zoning By-law Section	Topic	Commentary
5 - Definitions	Duplex and Triplex Dwellings	Review and revise definitions to more clearly differentiate them from dwellings with Accessory Dwelling Units.
5 - Definitions	Floor Area	Revise the definition to exclude the thickness of all exterior walls from floor area to make it consistent with the definition of 5.132 “Floor Area, Net”.
5 - Definitions	Garage	Remove the minimum internal dimension requirements of 6.00 metres by 3.00 metres and height of 2.40 metres for a parking space in a garage from the definition.
5 - Definitions	Lot Coverage	Revise the definition to clarify when at-grade patios are considered towards lot coverage.
5 - Definitions	Patio, New – Definition for Walkway	Revise the definition of patio to clarify the difference between a patio and a walkway. Consider adding a new definition “Walkway” for clarity.
5 - Definitions	Trailer - Recreational Vehicles and Vehicle, Recreational	Revise these definitions to make them consistent with each other or merge them into a single definition for clarity purposes.
6 - General Provisions	6.1 (b)	Modify the provision to permit projection of eaves and gutters on accessory buildings and structures from 0.25 metres to 0.50 metres.
6 - General Provisions	6.13 (a)	Clarify that unless otherwise permitted one main dwelling shall be permitted on one lot.
6 – General Provisions	6.18 (e)	Revise to permit development on existing lots of record with a minimum of 10.00 metres of lot frontage.
6 - General Provisions	6.20	<ul style="list-style-type: none"> Change the wording of the regulation from “should” to “shall” for the provision requiring setbacks from lot lines for gates and barriers on Regional and Provincial roads. Clarify that Electric Vehicle parking spaces count towards required parking. Clarify that parking requirements for Short Term Rentals are in effect in several Core Mixed Use Zones. Update accessible parking ratios.
6 - General Provisions	6.21 (c)	Delete or revise this regulation as it is unclear what the purpose or intent of this regulation is.
6 - General Provisions	6.28, 6.29 and 6.30	Update these subsections to make them compliant with the <i>Planning Act</i> . Case law has established that legal non-conforming buildings and structures may be replaced or reconstructed as-of-right on the same building footprint.

NOTICE OF INFORMATION OPEN HOUSE AND PUBLIC MEETING

Zoning By-law Section	Topic	Commentary
6 - General Provisions	6.35 (a)	Revise the regulations for the location of swimming pools on irregular, corner or through lots for increased flexibility to reduce the need for Minor Variance approvals.
6 - General Provisions	6.38	Revise the section to prohibit the use of any motor vehicles for living, sleeping or eating accommodation.
6 - General Provisions	6.45	Remove the mandatory requirement for development on parcels comprised of two or more contiguous lots to be subject to Site Plan Control.
6 - General Provisions	6.51	Revise section to permit models homes to front on roads that are not yet assumed by the municipality.
6 - General Provisions	6.58	Consider adding provisions to address Short Term Rentals that are impacted by Hazard Areas along the Lake Erie shoreline.
6 - General Provisions	New – Illustration of Lot Frontage on a Lot with a Daylighting Triangle	Add an illustration to General Provisions showing how lot frontage is interpreted on a corner lot with a daylighting triangle for clarity.
Agricultural, Rural, Rural Residential and Waterfront Rural Residential Zones	7.2, 8.2, 9.2, 16A.2	Revise the permitted uses to permit up to three residential dwelling units on one lot. This may consist of up to two dwelling units in the main dwelling and one detached residential dwelling unit in an accessory building on the same parcel, or three dwelling units in the main dwelling.
17 – Neighbourhood Development (ND) Zone	17.1	Add a short description for the ND Zone to Subsection 17.1 that clarifies the intended use and purpose of this zone in accordance with the Town’s Official Plan.
General Provisions for Commercial Zones	18.1 (b) and 18.2 (a)	Revise the text to more clearly state where dwelling units are permitted in commercial zones.
Commercial Zones	21.3, 26B.3, 26D.3, 26E.3, 26F.3	Revise the parking exemption regulation to clarify that it is not applicable to Short Term Rentals.
Various	Numbering, Cross-references and Typos	Various updates will be made to section numbering, incorrect cross-references, typos and grammatical errors as required.

PUBLIC PARTICIPATION

The Town of Fort Erie is seeking your comments on the proposed amendments. The Information Open House Meeting and statutory Public Meeting are opportunities for public input prior to preparing a staff recommendation and Council making a decision.

To participate in the process and provide comments, you may:

1. Attend the Information Open House Meeting in-person, as follows:

Date: Thursday, May 1, 2025
Time: 5:00 PM – 5:30 PM
Location: Atrium, Town Hall, 1 Municipal Centre Drive, Fort Erie

NOTICE OF INFORMATION OPEN HOUSE AND PUBLIC MEETING

2. Attend the Public Meeting in-person in Council Chambers OR virtually as follows:

Date: Monday, May 12, 2025

Time: 6:00 PM

Location: Council Chambers, Town Hall, 1 Municipal Centre Drive, Fort Erie

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3. Submit written comments/questions to Daryl Vander Veen, Intermediate Development Planner by email or regular mail (1 Municipal Centre Drive, Fort Erie, ON L2A 2S6). All written submissions will become part of the public record and will be provided to Council.

If you wish to be notified of Council's decision on the proposed amendments, you must make a written request to Daryl Vander Veen, Intermediate Development Planner.

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If a person or public body does not make oral submissions at a public meeting or make written submissions to the Town of Fort Erie before the by-law is passed, the person or public body may not be added as a party to the hearing of an appeal before the OLT unless, in the opinion of the OLT, there are reasonable grounds to do so.

MORE INFORMATION

A Staff Report accompanying the Public Meeting will be available for review by 5:00 PM on Wednesday, May 7, 2025 by accessing the Council agenda through the Town's Website: forterie.ca/en/town-hall/council-meetings.aspx

Applicable materials are available for review on the Town's website (forterie.ca/resource/planningApplications.xsp), or by contacting Daryl Vander Veen, Intermediate Development Planner by email. New or revised materials will be uploaded to the Town's website at the link above as they become available. Please check the Town's website for updates.

CONTACT

Daryl Vander Veen, Intermediate Development Planner
Planning, Building and By-law Services
dvanderveen@forterie.ca
905-871-1600 x. 2509

Dated at the Town of Fort Erie on Thursday, April 17, 2025.



Planning, Building and By-law Services

Prepared for: Council-in-Committee

Report: PBBS-35-2025

Meeting Date: May 12, 2025

1. Title

Proposed Zoning By-law Amendment
Information and Recommendation Report for 99 Joseph Street

2. Recommendations

That: Council approves the amendments to the Town's Zoning By-law 129-90 as detailed in Report PBBS-35-2025 for the lands known as 99 Joseph Street, and further

That: Council directs Staff to prepare the necessary by-law.

3. Relation to Council's Corporate Strategic Plan

Priority: Sustainable and managed growth

4. List of Stakeholders

Matthew Geerts – Owner

Michael Sullivan (LandPro Planning Solutions) – Agent

Residents and Property Owners in the Town of Fort Erie

5. Purpose of Report

The purpose of this report is to provide information and a recommendation to Council on the proposed Zoning By-law Amendment for the subject lands municipally known as 99 Joseph Street. This application has been submitted by the Agent, Michael Sullivan of LandPro Planning Solutions, on behalf the owner, Matthew Geerts. A location map showing the subject lands is attached as **Appendix 1**.

The applicant is requesting to rezone the subject lands to facilitate the creation of one new lot for the construction of a new semi-detached dwelling. The creation of the new lot would be subject to a future consent application through the Committee of Adjustment.

The subject lands are currently zoned Residential 2 (R2) Zone in accordance with the Town's Comprehensive Zoning By-law No. 129-1900, as amended.

The Zoning By-law Amendment proposes to change the zoning of the subject lands from Residential 2 (R2) Zone to a site-specific Residential 3 (R3) Zone. A site-specific provision is

requested for the reduction in lot area. The retained and severed lots are shown on the Site Plan, attached as **Appendix 2**.

6. Analysis

6.1 Site Context

The subject lands are located inside the Urban Area Boundary on the west side of Joseph Street in the Lakeshore neighbourhood in the Town of Fort Erie. The subject lands have a lot area of approximately 666 square metres and a lot frontage of approximately 20 metres. The subject lands contain an existing single detached dwelling with existing municipal services. The predominate land use in surrounding area is residential comprised of mainly single detached dwellings.

The following summarizes the land uses surrounding the subject lands:

North: Residential (Single detached dwellings)
 East: Residential (Single detached dwellings)
 South: Residential (Single detached dwellings)
 West: Residential (Single detached dwellings)

6.2 Planning Act, R.S.O. 1990, c. P.13

The *Planning Act* provides for a land use planning system led by Provincial policy, integrating provincial interests with municipal decision making, promoting sustainable economic development in a healthy natural environment and encouraging coordination among various interests.

The *Planning Act* identifies matters of Provincial interest that Council must consider in carrying out their legislative responsibilities, such as, but not limited to, the efficient use of sewage and water services, orderly development of safe and healthy communities, adequate provision of a full range of housing, including affordable housing, and the appropriate location of growth and development. Decisions of Council must also be consistent with provincial policy statements and conform with provincial plans and municipal official plans that are in effect.

The application complies with the *Planning Act*, subject to the following analysis.

6.3 Provincial Planning Statement

On October 20, 2024, the Provincial Planning Statement, 2024 (PPS 2024) came into force and effect. The PPS 2024 replaces the Provincial Policy Statement, 2020 and repeals A Place to Grow: Growth Plan for the Greater Golden Horseshoe, 2020. Land use planning decisions are required to be consistent with the PPS 2024.

The subject lands are located within a Settlement Area under the PPS 2024. The PPS 2024 directs growth to settlement areas and requires municipalities to provide an appropriate range and mix of housing options and densities by permitting and facilitating all housing options required to meet the social, health, economic and well-being of current and future residents. Municipalities are also encouraged through the PPS 2024 to build complete communities, support intensification within built up areas, and efficient use of land, resources and

infrastructure.

The proposal is consistent with the PPS 2024 as the development is located within a settlement area and will add to the mix of housing types and efficient use of serviced urban land.

It is the opinion of Planning Staff that the proposed development is consistent with the PPS.

6.3 Niagara Official Plan, 2022

The Niagara Official Plan, 2022 (NOP) identifies the subject lands as being within the Delineated Built-Up Area. The NOP states that within urban areas, forecasted population growth will be accommodated primarily through intensification in built-up areas. Development in urban areas will promote the efficient use of infrastructure, compact built form, and provide a mix of housing types. Furthermore, the NOP establishes a minimum target in Fort Erie that requires 50% of all residential units occurring annually to be constructed within built-up areas.

The proposed development will contribute to the Town of Fort Erie's intensification target of 50% and encourages opportunities for the integration of gentle density. Semi-detached dwellings contribute to a mix of housing options that considers the character of established residential neighbourhoods and is an efficient use of urban and services lands.

The proposal complies with the policies of the NOP and is appropriate and represents an efficient use of urban, serviced lands, as well as introduces another compatible form of housing not currently found in the surrounding area.

6.4 Town of Fort Erie Official Plan, 2021 Consolidation, as amended

The subject lands are located within the Urban Boundary and are designated as Urban Residential according to Schedule A of the Official Plan. The Urban Residential designation supports a variety of housing forms, including single detached dwellings, duplexes, townhouses, multiple unit dwellings, apartments, and semi-detached dwellings.

In line with Section 4.7 of the General Residential policies, the plan promotes residential intensification and infill development within urban areas to efficiently utilize lands that are already serviced by existing infrastructure. The proposed semi-detached dwellings represents a gentle form of intensification, provide for a mix of housing in the area, and will make use of existing municipal services available along Joseph Street. Furthermore, the Consent to Sever policies in Section 13.6 support consents in Urban Areas and encourage infill development that leverages existing infrastructure. The proposal will result in one retained lot and one new lot, each with a semi-detached dwelling, contributing to the housing supply within the Urban Area, and will maintain compatibility to the surrounding neighbourhood. Section 12.7.4 states that dedication of lands for road allowance widening purposes will be required within the designated future road allowance when lands are proposed to be redeveloped and or subdivided. A 2.9 metre road widening will be required as a condition at the future consent application stage.

Schedule B – Mineral Aggregate & Petroleum Resources

Schedule B of the Official Plan illustrates that the subject property is within a petroleum resource area. No petroleum wells are identified within 75 metres of the subject lands, as per the Provincial well records database.

Schedule C – Natural Heritage Features & Schedule C1- Natural Hazards & Fish Habitat

There are no natural heritage features located on the subject lands identified in schedules C and C1.

Schedule D – Cultural Heritage Archaeological Zones of Potential

According to Schedule D of the Official Plan, the subject lands are in an area of archaeological potential. A Stage 1 and 2 Archaeological Assessment was required by Town staff and the Niagara Region. The Archaeological Assessment was prepared by Archaeological Services Inc., dated April 1999, and concluded that there are no archaeologically significant resources on the subject lands and that no further assessment is required. The Archaeological Assessment was submitted to the Ministry of Citizenship and Multiculturalism (MCM) and a Letter of Acknowledgement from the MCM was received and clearance was provided.

It is the opinion of Planning Staff that the proposed development conforms with the Town's Official Plan.

6.5 Comprehensive Zoning By-law No. 129-1990, as amended

The subject lands are currently zoned Residential 2 (R2) Zone in the Town's Comprehensive Zoning By-law. The proposed Zoning By-law Amendment seeks to rezone the subject lands to a site-specific Residential 3 (R3) Zone. The proposed site-specific provisions pertain the minimum lot area.

Table 1: Provisions for the proposed Site Specific R3 Zone compared to the R2 Zone (Section 11.3) and the R3 Zone (Section 13.4)				
Regulation	R2 Zone	R3 Zone	Proposed Site-specific R3 Zone	Comments
Min. Lot Frontage	15 m 17 m for a corner lot	9.5 m 10.5 m for a corner lot	10.3 m (Part 1) 9.5 m (Part 2)	N/A
Min. Lot Area	510 sq m	305 sq m	302.8 sq m (Part 1) 305.3 sq m (Part 2)	The marginal reduction in the lot area for Part 1 will not negatively impact the functionality of the lot and will maintain parking,

				private amenity space, access, drainage patterns and servicing. Lot coverage, landscape open space, setbacks would be maintained.
Min. Front Yard	6 m	6 m to garage 3 metres to dwelling	6 m to garage 3 m to dwelling	N/A
Min. Side Yard	(i) 1.2 m for a one storey dwelling (ii) 1.5 m for two storeys (iii) On interior lot where no attached garage or carport which faces an exterior side lot line shall be located no closer than 6 m to the exterior side yard	1.2 m plus an additional 0.5 m for every storey or part thereof above the ground or carport is provided a side yard of not less than 3 m on one side of such semi-detached is required	>3 m	N/A
Max Lot Coverage	Lot size < 510 sq m – 30% Lot size = 510-700 sq m – 35% Lot size > 700 sq m – 40%	1 storey – 60 % 2 storey – 40%	31.6 %	N/A
Min. Rear Yard	8 m	6 m	> 6 m	N/A
Max. Height	9 m	9 m	TBD	Building plans were not provided to confirm the proposed building height. The building height would be confirmed before a building permit is issued and would need to comply with the

				zoning requirements.
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Planning Services staff are of the opinion that the proposed amendment to permit a semi-detached dwelling and a minor reduction in the lot area for the retained lot is appropriate. This amendment will facilitate the creation of one new lot and one retained lot for residential purposes conforms with the Town's Official Plan.

6.8 Studies

The following studies were submitted with the application:

- [Planning Justification Report](#)
- [Archaeological Assessment](#)

7. Financial, Staffing and Accessibility (AODA) Implications

All costs associated with processing the application and the development of the subject lands are to be borne by the Owner.

The subject lands are required to connect to existing municipal infrastructure (sanitary and water services) along the frontage of Joseph Street. There will not be an additional cost to the Town to service the proposed development.

Development charges will be collected at the time of a building permit application.

Cash-in-lieu of parkland dedication will be required as a condition of consent. Cash-in-lieu of sidewalks may be required as a condition of consent.

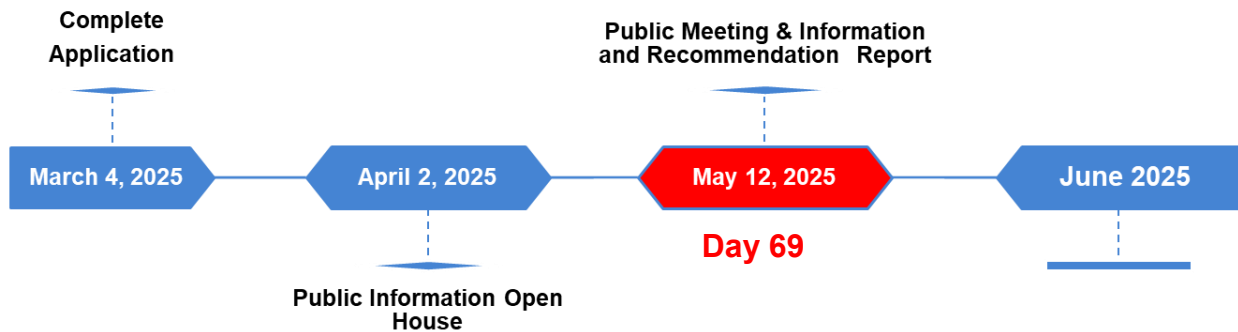
No staffing implications are expected. No impediments to the AODA legislation are expected to be developed through the proposed amendment.

8. Policies Affecting Proposal

The application was submitted on February 5, 2025, and deemed complete on March 4, 2025.

The proposed Zoning By-law Amendment application is subject to a 90-day processing and review timeline. A Council decision will be required for this application by June 2, 2025, to meet the 90-day timeline.

This application is currently on day 69 of the 90-day timeframe as illustrated below:



Land use policies affecting the subject lands are contained in the PPS 2024, the NOP and the Town of Fort Erie Official Plan.

9. Comments from Departments, Community and Corporate Partners

A request for comments regarding the applications was circulated to relevant Departments and Community and Corporate partners. Comments received are summarized below and are attached as **Appendix 3**.

9.1 Agency Comments

No agency comments were received

9.2 Town Staff Comments

Development Engineering

A lot grading and drainage plan will be required at the Consent application stage.

Environmental Planning

The proposal is exempt from the Town's Tree By-law as the pre-consultation was held prior to the passing of By-law 33-2024.

9.3 Public Comments

An Open House meeting for this application was held on April 2, 2025. Notice of Complete Application and Open House was mailed to all property owners within 120 metres of the subject lands. The meeting was attended by Town staff, the Agent, and the Owner. No members of the public were in attendance. Additionally, no written comments regarding the application have been received.

10. Alternatives

Council may decide to deny the Zoning By-law Amendment. Planning Staff do not recommend denial, as the proposal is consistent with Provincial, Regional, and Town planning policies.

11. Communicating Results

If approved, a by-law will be prepared and submitted to Council for passing. Following passing of the by-law, notice of Council's decision will be circulated as required by the *Planning Act*. The application is subject to a 20-day appeal period. If no appeals are received during the appeal period, Council's decision is final.

12. Conclusion

Based on the above analysis, Planning Staff support the proposal as it represents good land-use planning and meets the requirements of the *Planning Act*, is consistent with the PPS 2024, and conforms to the Niagara Official Plan, and the Town Official Plan. The proposal will efficiently use urban lands and existing municipal infrastructure. The proposal provides a mix of housing type and will contribute to the housing supply of the Town.

13. Report Approval

Prepared by:
Robin Shugan, CPT, ACST
Intermediate Development Planner

Reviewed by:
Mark Iamarino, MCIP, RPP
Manager of Development Approvals

Submitted by:
Anamika Dilwaria, MCIP, RPP
Director of Planning and Development Services

Approved by:
Chris McQueen, MBA
Chief Administrative Officer

14. Attachments

Appendix 1 – Location Map
Appendix 2 – Site Plan
Appendix 3- Compiled Comments



0 15 30 60 Meters

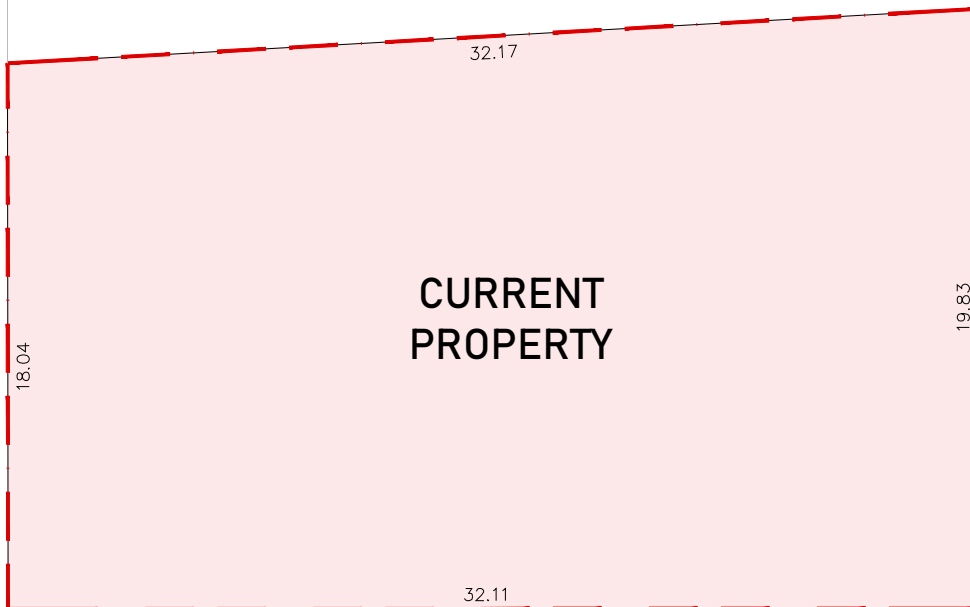
Location Map



Subject land - 99 Joseph Street, Fort Erie



CURRENT BOUNDARY

JOSEPH STREET
(AFTER ROAD WIDENING)SEVERANCE
& ZBA99 JOSEPH STREET,
FORT ERIE

LANDPRO PLANNING
SOLUTIONS INC.

110 James Street, Suite 204
St. Catharines, ON
289-687-3730
info@landproplan.ca



KEY MAP - NTS

PROPOSED SEVERANCE
CURRENTRETAINED 608.10 m² (0.15 ac)

PROPOSED

RETAINED 302.8 m² (0.07 ac)SEVERED 305.3 m² (0.08 ac)TOTAL 608.10 m² (0.15 ac)

R3 ZONING (SEMI-DET)

	REQ	RETAINED
Lot Area	305 m ²	302.8 m ²
Frontage	9.5 m	10.33 m
FY Setb.	3m/6 m	3m/6m
RY Setb.	6 m	6 m+
Int SY Setb.	1.2-3 m	3m+
Lot Cov.	40/60%	31.9%
Height	9 m	TBD
Parking	1	1

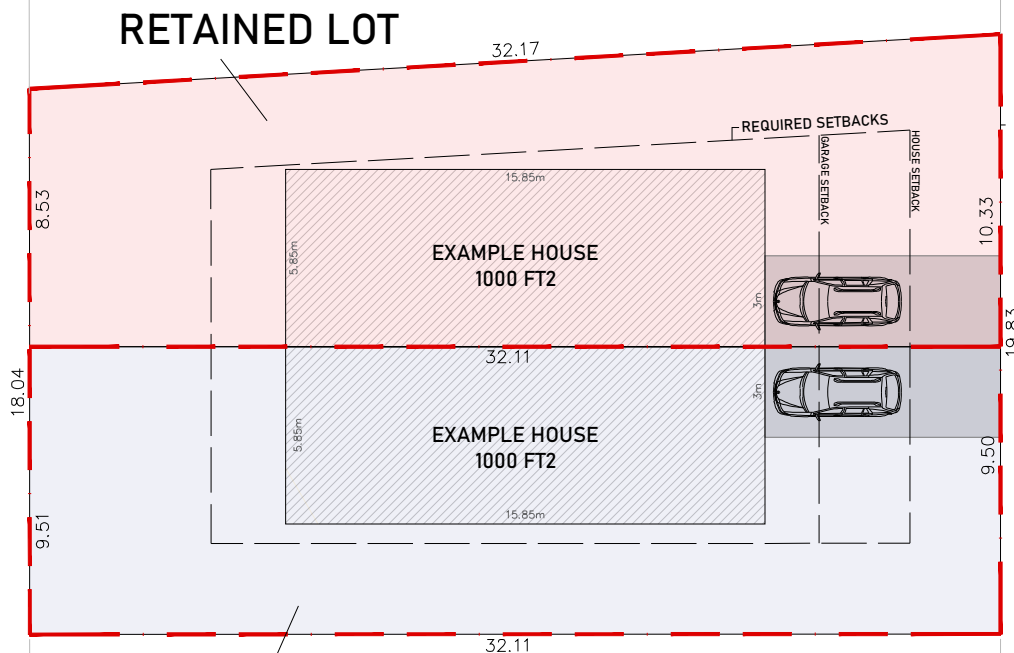
R3 ZONING (SEMI-DET)

	REQ	SEVERED
Lot Area	305 m ²	305.3 m ²
Frontage	9.5 m	9.5 m
FY Setb.	3m/6 m	3m/6m
RY Setb.	6 m	6 m+
Int SY Setb.	1.2-3 m	3m+
Lot Cov.	40/60%	31.6%
Height	9 m	TBD
Parking	1	1

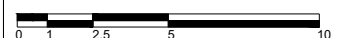
NOTES/VARIANCES REQUIRED:

RELIEF REQUIRED FOR RETAINED LOT
AREA.HOUSE & DRIVEWAY SHOWN FOR
DEMONSTRATION PURPOSES ONLY.
FINAL DESIGN TO BE DETERMINED.

PROPOSED BOUNDARY

JOSEPH STREET
(AFTER ROAD WIDENING)

SEVERED LOT



SCALE: 1:250

DATE: 11-14-2025

DRAWING NO: 1/1
DESIGNED BY: MTPLOT: 3.5x11"
REVIEWED BY: MS



Re: Notice of Complete Application and Open House- Zoning By-law Amendment- 99 Joseph Street

From Taylor Boyle <TBoyle@forterie.ca>

Date Tue 2025-04-08 9:20 PM

To Robin Shugan <RShugan@forterie.ca>

Hi Robin,

Following a review of the application, requirements set out in the Pre-Consultation Agreement and supporting documentation, Development Engineering Staff have deemed the application complete in accordance with Section 41 (3.6) of the Planning Act R.S.O, 1990, as amended.

Please be advised that a Lot Grading and Drainage will need to be submitted to the Town for review and approval as a condition of the upcoming Development Application.

Thank you,

Taylor Boyle, C.Tech., rcsi

Project Manager, Development Engineering
Planning and Development Services, Development Approvals

The Corporation of the Town of Fort Erie
1 Municipal Centre Drive | Fort Erie, ON | L2A 2S6
D: 905-871-1600 ext. 2505
tboyle@forterie.ca | www.forterie.ca

From: Robin Shugan <RShugan@forterie.ca>

Sent: Wednesday, March 19, 2025 9:57 AM

To: Mayor and Council <dgMayorandCouncil@forterie.ca>; aaazouz@csdccc.edu.on.ca <aaazouz@csdccc.edu.on.ca>; Abby LaForme <abby.laforme@mncfn.ca>; adam.laforme@mncfn.ca <adam.laforme@mncfn.ca>; andrew.carrigan@canadapost.postescanada.ca <andrew.carrigan@canadapost.postescanada.ca>; ash.neville@rci.rogers.com <ash.neville@rci.rogers.com>; circulations@wsp.com <circulations@wsp.com>; clerk@niagararegion.ca <clerk@niagararegion.ca>; devtplanningapplications@niagararegion.ca <devtplanningapplications@niagararegion.ca>; executivedirector@fenfc.org <executivedirector@fenfc.org>; john.armstrong@rci.rogers.com <john.armstrong@rci.rogers.com>; karen.singer@bell.ca <karen.singer@bell.ca>; kris.watson@cnpower.com <kris.watson@cnpower.com>; LandUsePlanning@HydroOne.com <LandUsePlanning@HydroOne.com>; michelle.mcphee@dsbn.org <michelle.mcphee@dsbn.org>; Mike.embleton <Mike.embleton@cogeco.com>; mr18enquiry@mpac.ca <mr18enquiry@mpac.ca>; MunicipalPlanning@enbridge.com <MunicipalPlanning@enbridge.com>; neave.constantine@ontario.ca <neave.constantine@ontario.ca>; Paul.shllaku@hydroone.com <Paul.shllaku@hydroone.com>; planification@csdccc.edu.on.ca <planification@csdccc.edu.on.ca>; planning@ncdsb.com <planning@ncdsb.com>; pontdj@hotmail.com <pontdj@hotmail.com>; ppearson@npca.ca <ppearson@npca.ca>; proximity@cn.ca <proximity@cn.ca>; Rachel Adamsky <radamsky@niagaraparks.com>; Mustafa, Sheraz <sheraz.mustafa@cnpower.com>; tlennard@npca.ca

Re: Notice of Complete Application and Open House- Zoning By-law Amendment- 99 Joseph Street

From Zachary George <ZGeorge@forterie.ca>

Date Wed 2025-04-09 10:24 AM

To Robin Shugan <RShugan@forterie.ca>

Hello,

Environmental staff have reviewed the application. As no tree protection plans were requested in 2023, we will not be asking for one at this time. This application is exempt from the tree bylaw, as it was initiated prior to the bylaw's existence.

Sincerely,

Zach George

Junior Environmental Planner

Town of Fort Erie

Planning and Development Services

1 Municipal Centre Drive, Fort Erie, ON L2A 2S6

p: 905-871-1600 ext. 2536

forterie.ca | zgeorge@forterie.ca



From: Robin Shugan <RShugan@forterie.ca>

Sent: Wednesday, March 19, 2025 9:57 AM

To: Mayor and Council <dgMayorandCouncil@forterie.ca>; aaazouz@csdccc.edu.on.ca <aaazouz@csdccc.edu.on.ca>; Abby LaForme <abby.laforme@mncfn.ca>; adam.laforme@mncfn.ca <adam.laforme@mncfn.ca>; andrew.carrigan@canadapost.postescanada.ca <andrew.carrigan@canadapost.postescanada.ca>; ash.neville@rci.rogers.com <ash.neville@rci.rogers.com>; circulations@wsp.com <circulations@wsp.com>; clerk@niagararegion.ca <clerk@niagararegion.ca>; devtplanningapplications@niagararegion.ca <devtplanningapplications@niagararegion.ca>; executivedirector@fenfc.org <executivedirector@fenfc.org>; john.armstrong@rci.rogers.com <john.armstrong@rci.rogers.com>; karen.singer@bell.ca <karen.singer@bell.ca>; kris.watson@cnpower.com <kris.watson@cnpower.com>; LandUsePlanning@HydroOne.com <LandUsePlanning@HydroOne.com>; michelle.mcphee@dsbn.org <michelle.mcphee@dsbn.org>; Mike.embleton <Mike.embleton@cogeco.com>; mr18enquiry@mpac.ca <mr18enquiry@mpac.ca>; MunicipalPlanning@enbridge.com <MunicipalPlanning@enbridge.com>; neave.constantine@ontario.ca <neave.constantine@ontario.ca>;



Planning, Building and By-law Services

Prepared for: Council-in-Committee

Report: PBBS-36-2025

Meeting Date: May 12, 2025

1. Title

Amendment to Comprehensive Zoning By-law 129-90
Information Report for Housekeeping Amendments

2. Recommendations

That: Council receives for information purposes Report PBBS-36-2025 regarding proposed housekeeping amendments to the Town's Comprehensive Zoning By-law 129-90, as amended, as outlined in Report PBBS-36-2025.

3. Relation to Council's Corporate Strategic Plan

Priority: Sustainable and managed growth

4. List of Stakeholders

Residents and Property Owners in the Town of Fort Erie

5. Purpose of Report

The purpose of this report is to provide Council with information on the proposed housekeeping amendments to the Town's Comprehensive Zoning By-law 129-90, as amended, in support of the May 12, 2025, Public Meeting. The housekeeping amendments will update the Zoning By-law to reflect the recently approved 2024 Provincial Planning Statement (PPS) and will include several minor revisions or additions to the Zoning By-law that were requested by Town staff.

Staff monitors the Zoning By-law for opportunities to improve the definitions, regulations and provisions on an ongoing basis. Since 2003, staff have been bringing housekeeping amendments to Council on a regular basis (generally on an annual or semi-annual basis) to keep the Zoning By-law current and relevant. This practice is intended to continue in the future.

Most notably, Section 4.3.2.2 of the 2024 PPS now requires municipalities to permit up to three dwelling units in prime agricultural areas in accordance with provincial policies. The dwelling units can take the form of two dwelling units in a main dwelling with an additional dwelling unit in a detached building.

The proposed housekeeping amendment will also contain minor corrections, updated references and other miscellaneous improvements to the Zoning By-law that were requested by Staff. The proposed changes are outlined in the Analysis section of this report.

6. Analysis

The following table summarizes the changes to the text of the Comprehensive Zoning By-law 129-90 being considered through this housekeeping amendment:

Zoning By-law Section(s)	Subsection(s)	Description
5 - Definitions	5.102 "Dwelling" (e) "Duplex" and (n) "Triplex"	Review and revise these definitions to more clearly differentiate them from dwellings with Accessory Dwelling Units.
5 - Definitions	5.129 "Floor Area"	Revise the definition to exclude the thickness of all exterior walls from floor area to make it consistent with the definition of 5.132 "Floor Area, Net".
5 - Definitions	5.144 "Garage"	Remove the minimum internal dimension requirements of 6.00 metres by 3.00 metres and height of 2.40 metres for a parking space in a garage that is currently embedded in the definition. Parking space dimensions are already specified in Section 42 - Schedule D Geometric Design Standards for Parking.
5 - Definitions	5.195 "Lot Coverage"	Revise the definition to clarify when at-grade patios are considered towards lot coverage.
5 - Definitions	5.254 "Parking Space"	Revise the definition to clarify that EV parking spaces may be counted as a valid parking spaces for the purposes of required parking for a development.
5 - Definitions	5.256 "Patio", New – Definition for "Walkway"	Revise the definition of patio to clarify the difference between a patio and a walkway. Consider adding a new definition "Walkway" for clarity.
5 - Definitions	5.347 "Trailer" (1) Recreational Vehicles and 5.354 (b) "Vehicle, Recreational"	Revise these definitions to make them consistent with each other or merge them into a single definition for clarity purposes.

Zoning By-law Section(s)	Subsection(s)	Description
6 – General Provisions	6.1 Accessory Uses (b)	Modify the provision to permit projection of eaves and gutters on accessory buildings and structures from 0.25 metres to 0.50 metres.
6 – General Provisions	6.13 (a) Dwellings	Clarify that unless otherwise permitted, one main dwelling shall be permitted on one lot.
6 – General Provisions	6.20 Parking Area Regulations (A) (ii)	Revise the section to clarify that parking requirements for Short Term Rentals are applicable in the C2A, CMU2, CMU4, CMU5 and CMU6 Zones. Other commercial uses in these zones will continue to be exempted from parking requirements.
6 – General Provisions	6.20 Parking Area Regulations (d) (viii)	Change the wording of the regulation from “should” to “shall” for the provision requiring setbacks from lot lines for gates and barriers on Regional and Provincial roads.
6 – General Provisions	6.20 Parking Area Regulations (M) Accessible Parking Spaces	Review parking regulations for accessible parking spaces to ensure they are up-to-date with legislative requirements.
6 – General Provisions	6.21 Landscaping and Planting Strips (c) Driveways or Walks	Delete or revise this regulation as it is unclear what the purpose or intent of this regulation is.
6 – General Provisions	6.21 Landscaping and Planting Strips (g) (ii)	Modify wording to clarify that the required landscaping in the front yard, rear yard and overall lot in part (g) are applicable only to single detached, semi-detached and triplex dwellings.
6 – General Provisions	6.28 Replacement of Buildings Other Than Residential Buildings, 6.29 Replacement of Residential Buildings, 6.30 Reconstruction of Agricultural Buildings and Structures	Update these subsections to make them compliant with the <i>Planning Act</i> . Case law has established that legal non-conforming buildings and structures may be imminently replaced or reconstructed as-of-right on the same building footprint.

Zoning By-law Section(s)	Subsection(s)	Description
6 – General Provisions	6.29 Replacement of Residential Buildings (e)	Remove the requirement that replaced or reconstructed non-conforming residential buildings must conform to the maximum height permitted in the applicable zone under the Zoning By-law as this contravenes the <i>Planning Act</i> .
6 – General Provisions	6.35 Swimming Pools (a) Private Open Swimming Pools	Revise the regulations for the location of swimming pools on irregular, corner or through lots for increased flexibility to reduce the need for Minor Variance approvals.
6 – General Provisions	6.38 Travel Trailers, Pick Up Campers, Tent Trailers, Permanently Mounted Campers and Tents (a) All Zones	Revise the section to prohibit the use of any motor vehicles for living, sleeping or eating accommodation.
6 – General Provisions	6.40 Covered or Uncovered Porches, Balconies, Decks and Patios (a) Residential Zones	Revise the wording of this section for clarity purposes. Consider rewording the regulations to indicate permitted setbacks instead of projections.
6 – General Provisions	6.43 Accessory Dwelling Units	<p>Revise/update this section to reflect the proposal to permit additional residential dwelling units in the A, RU, RR and WRR Zones.</p> <p>Further, update this section to reflect regulation changes to Ontario Regulation 299/19 for Additional Dwelling Units that were implemented by Bill 185, the Cutting Red Tape to Build More Homes Act, 2024. Namely, changes to maximum lot coverage, floor area restrictions, minimum lot size and building distance separation.</p>
6 – General Provisions	6.45 Lots Comprised of Two or More Lots	Remove the mandatory requirement for development on parcels comprised of two or more contiguous lots to be subject to Site Plan Control.

Zoning By-law Section(s)	Subsection(s)	Description
6 – General Provisions	6.51 Model Homes in Draft Approved Plans of Subdivision	Revise the regulations to exempt model homes from Subsection 6.5 of the Zoning By-law, which normally requires any building and structure in any zone to front on an improved public street. Staff note that model homes may not front onto an improved public street at the time of permit issuance since the road typically has not yet been assumed by the municipality.
6 – General Provisions	6.58 Short-Term Rentals	Consider adding provisions to address Short Term Rentals that are impacted by Hazard Areas.
6 – General Provisions	New – Non-complying Buildings and Structures Deemed to Conform	Consider implementing a regulation that deems existing non-complying buildings and structures to conform with the Zoning By-law if the situation has existed for 10 years or greater.
6 – General Provisions	New – Illustration of Lot Frontage on a Lot with a Daylighting Triangle	Add an illustration to General Provisions showing how lot frontage is interpreted on a corner lot with a daylighting triangle for clarity.
7 – Agricultural (A) Zone, 8 – Rural (RU) Zone, 9 – Rural Residential (RR) Zone, 16A – Waterfront Rural Residential (WRR) Zone	7.2, 8.2, 9.2, 16A.2	<p>Revise the permitted uses to permit up to three residential dwelling units on one lot in the A Zone to reflect policy in the 2024 Provincial Planning Statement (PPS) that now permits this in prime agricultural areas as-of-right. Planning staff are also proposing to permit the additional residential dwelling units in the RU, RR and WRR Zones as well.</p> <p>The residential dwelling units may consist of up to two dwelling units in the main single detached dwelling and one detached residential dwelling unit in an accessory building on the same parcel.</p>

Zoning By-law Section(s)	Subsection(s)	Description
17 – Neighbourhood Development (ND) Zone	17.1	Add a short description for the ND Zone to Subsection 17.1 that clarifies the intended use and purpose of this zone in accordance with the Town's Official Plan.
18 – General Provisions for Commercial Zones	18.1 (b)	Revise the wording of this regulation to more clearly state that dwelling units are prohibited in a cellar, basement or ground floor of buildings in the ECU, C1, C2, C3, C5, C7, CMU1 and CMU3 Zones.
18 – General Provisions for Commercial Zones	18.2 (a)	Revise the wording of this regulation to more clearly state that dwelling units are prohibited in a cellar or basement of buildings in the C2A, CMU2, CMU4, CMU5 and CMU6 Zones.
21 – Central Business District Commercial (C2A) Zone, 26B – Core Mixed Use 2 (CMU2) Zone, 26D – Core Mixed Use 4 (CMU4) Zone, 26E – Core Mixed Use 5 (CMU5) Zone, 26F – Core Mixed Use 6 (CMU6) Zone	21.3, 26B.3, 26D.3, 26E.3, 26F.3	Revise the parking exemption regulation to clarify that it is not applicable to Short-Term Rentals.
Various	Numbering, cross-references and typos.	Various updates will be made to section numbering, incorrect cross-references, typos and grammatical errors as required.

7. Financial, Staffing and Accessibility (AODA) Implications

The proposed amendments are housekeeping in nature, and all related work will be completed internally by Planning Department staff.

No impediments to the AODA legislation are expected to be developed through the amendments proposed.

8. Policies Affecting Proposal

Policies affecting the recommendations are contained in the Town's Official Plan and applicable Provincial Regulations.

Notification of the proposed application to amend the Zoning By-law was provided in accordance with requirements of the *Planning Act* by placing notice in the April 17, 2025 edition of the Fort Erie Observer newspaper and on the Town of Fort Erie's website.

9. Comments from Departments, Community and Corporate Partners

Details of the proposed Zoning By-law Amendment were circulated to relevant Departments/Community and Corporate Partners on April 17, 2025. Comments received to date are included in **Appendix "2"** and are summarized below.

9.1 External Agency Comments

Cogeco and Enbridge

No objections.

9.2 Public Comments

An information open house meeting was held in the Atrium of Town Hall on May 1, 2025 from 5:00 p.m. to 5:30 p.m with Town staff in attendance. One member of the public attended the meeting and had some general questions. They were not in objection to the proposed housekeeping amendment. As of the writing of this report no additional written comments were received.

10. Alternatives

None.

11. Communicating Results

There are no communication requirements at this time.

12. Conclusion

This report should be received for information purposes. Staff will prepare a recommendation report to Council on the proposed Zoning By-law Amendment that will be scheduled for a future Council meeting.

13. Report Approval

Prepared by:
Daryl Vander Veen
Intermediate Development Planner

Reviewed by:
Mark Iamarino, MCIP, RPP
Manager, Development Approvals

Submitted by:
Anamika Dilwaria, M.PI, MCIP, RPP
Director, Planning, Building and By-law Services

Approved by:
Chris McQueen, MBA
Chief Administrative Officer

14. Attachments

Appendix 1 – Draft Amending By-law

Appendix 2 – Staff and Agency Comments



The Corporation of the Town of Fort Erie By-law XX-2025

Being a By-law to Amend Zoning By-law No. 129-90, as amended Housekeeping Amendment

Whereas By-law No. 129-90, as amended, being the Comprehensive Zoning By-law for the Town of Fort Erie was passed on May 28, 1990; and

Whereas By-law Nos. 48-97, 34-98, 44-98, 03-02, 123-03, 10-04, 90-04, 152-04, 100-05, 57-06, 199-07, 56-08, 120-11, 130-11, 110-12, 38-13, 65-13, 94-2014, 133-2014, 152-2015, 123-2016, 14-2018, 128-2018, 124-2020, 42-2021, 44-2022 and 12-2024 are previous housekeeping amendments to Zoning By-law 129-90, as amended; and

Whereas since that time municipal staff have been compiling a record of proposed improvements to the Zoning By-law; and

Whereas Subsection 34 (1) of the Planning Act, R.S.O. 1990, c.P.13, authorizes the Council of a municipality to regulate the use of lands and the character, location and use of buildings and structures within the municipality; and

Whereas the Council of the Town of Fort Erie at its meeting of January 13, 2025, authorized staff to undertake a housekeeping amendment to Zoning By-law No. 129-90, as amended, through Report No. PBBS-05-2025; and

Whereas Subsection 34 (12) of the Planning Act, R.S.O. 1990, c.P.13, provides that the Council, before the passing of a by-law under this section of the Act, shall ensure that sufficient information is made available to the public to generally understand the zoning proposal, to hold an open house and to hold a public meeting; and

Whereas in accordance with Subsection 34 (12) of the Planning Act, R.S.O. 1990, c. P.13, an Open House was held respecting the proposed housekeeping amendments to Comprehensive Zoning By-law No. 129-90, as amended on May 1, 2025 and notice of such was published in the Fort Erie Observer and the Town of Fort Erie's website on April 17, 2025; and

Whereas in accordance with Subsection 34 (12) of the Planning Act, R.S.O. 1990, c. P.13 a Public Meeting was held respecting the proposed housekeeping amendments to Comprehensive Zoning By-law No. 129-90, as amended, on May 12, 2025 and notice of such was published in the Fort Erie Observer and the Town of Fort Erie's website on April 17, 2025; and

Whereas it is deemed desirable to proceed with the housekeeping amendments to the Comprehensive Zoning By-law No. 129-90, as amended, pursuant to Report PBBS-XX-2025 considered and approved by Council at the Council-in-Committee meeting of TBD, 2025;

Now therefore the Municipal Council of The Corporation of the Town of Fort Erie enacts as follows:

- 1. That** Subsection 5.102 (f) of By-law No. 129-90, as amended, is repealed and replaced with the following:

“(f) **“DWELLING, DUPLEX”** means a dwelling which is divided horizontally into two principal dwelling units, each of which has an independent entrance either directly from a yard or from a common vestibule, but does not contain an Accessory Dwelling Unit. The two principal dwelling units may be equal in floor area.”

2. **That** Subsection 5.102 (k) of By-law No. 129-90, as amended, is repealed and replaced with the following:

“(k) **“DWELLING, SEMI-DETACHED”** means a dwelling that is divided vertically into two principal dwellings units attached by a common wall, each with an independent entrance to the exterior. The two dwelling units may be located on separate lots and may be equal in floor area.”

3. **That** Subsection 5.102 (o) of By-law No. 129-90, as amended, is repealed and replaced with the following:

“(o) **“DWELLING, TRIPLEX”** means a dwelling that is divided vertically and horizontally, or horizontally, into three dwelling units on one lot in which each dwelling unit has an independent entrance to the exterior or through a common vestibule, but does not include a Townhouse Dwelling. The three dwelling units may be equal in floor area.”

4. **That** Subsection 5.129 of By-law No. 129-90, as amended, is repealed and replaced with the following:

“FLOOR AREA” means the area of a floor or floors in a building exclusive of basements, cellars, attics, garages, carports, sunrooms, verandas, or porches excluding the thickness of all exterior walls.”

5. **That** Subsection 5.144 of By-law No. 129-90, as amended, is repealed and replaced with the following:

“GARAGE” means an enclosed or partially enclosed building or structure containing one or more parking spaces for the storage of vehicles but does not include a carport.”

6. **That** Subsection 5.197 of By-law No. 129-90, as amended, is repealed and replaced with the following:

“LOT COVERAGE” means that percentage of the lot area covered by all buildings and structures above ground level; but does not include that portion of the lot area which is occupied by a building, structure or a portion thereof and which building, structure or portion thereof is completely below ground level; and does not include uncovered and unenclosed steps, decks or patios of permeable construction that are less than 2.0 m above grade. For the purpose of this Section, the lot coverage in each zone applies and shall be deemed to apply only to that portion of such lot that is located within said zone.”

7. **That** Subsection 5.254 of By-law No. 129-90, as amended, is repealed and replaced with the following:

“PARKING SPACE” means an area designed in accordance with Schedule “D” to this By-law, for the temporary parking or storage of motor vehicles. Such parking space must be capable of being used for the parking of motor vehicles and shall have access to and from a public highway for the purpose of parking or removing the vehicle. A parking space may include parking for electric vehicles (EVs). EV parking spaces shall count as required parking spaces.”

8. **That** Subsection 5.257 of By-law No. 129-90, as amended, is repealed and replaced with the following:

“PATIO” means a roofless unenclosed area accessory to a dwelling that is intended for use as amenity area, constructed at finished grade, but does not include a Walkway as defined herein.”

9. **That** Subsection 5.351 (2) Non-Recreational Vehicles (b) of By-law No. 129-90, as amended, is repealed and replaced with the following:

“Mobile Home” means a factory-built, detached structure designed to be and capable of being transported after fabrication, on its own chassis and wheel system, to a lot or site, and which is suitable for year-round occupancy in a similar fashion as a dwelling unit, except for minor and

incidental unpacking and assembly operations, placement on defined supporting structures and connection to utilities. A Mobile Home does not include a Recreational Vehicle or a Detached Accessory Dwelling Unit as defined herein.”

10. That Subsection 5.358 of By-law No. 129-90, as amended, is repealed and replaced with the following:

“**“VEHICLE”** means a passenger automobile or other motor vehicle, which is capable of being drawn, propelled or driven by any kind of power, and includes a Vehicle, Commercial and a Vehicle, Recreation as defined below:

(a) **“VEHICLE, COMMERCIAL”** - (See “5.65 COMMERCIAL MOTOR VEHICLE”).

(b) **“VEHICLE, RECREATIONAL”** means a vehicle intended for recreational use such as a boat, all-terrain vehicle, seadoo, snowmobile, motorcycle, or other similar device, and also includes Trailers used for recreational purposes as defined in Section 5.351 Part (1).”

11. That Section 5 – Definitions of Comprehensive Zoning By-law 129-90, as amended, is hereby further amended by adding a definition of “Permeable” as follows:

“5.367 “PERMEABLE” means a surfaced area that is capable of easily absorbing and draining stormwater runoff into the underlying soil and may include pervious concrete, porous asphalt, permeable pavers or stepping stones.”

12. That Section 5 – Definitions of Comprehensive Zoning By-law 129-90, as amended, is hereby further amended by adding a definition of “Walkway” as follows:

“5.367 “WALKWAY” means an uncovered, designated path that is intended for pedestrian traffic on a lot that may be hardscaped or permeable, but does not include a Deck, Patio or Porch as defined herein.”

13. That Subsection 6.1 Accessory Uses (b) of By-law No. 129-90, as amended, is repealed and replaced with the following:

“(b) Except as otherwise provided herein, in a Residential Zone any accessory building or structure which is not part of the main building shall be erected in the rear yard or interior side yard, and shall not be located closer to any rear lot line or side lot line than 1.0m or closer to any street than the required yard therefrom for dwellings, except that a detached garage or carport which faces the exterior side lot line shall be located no closer than 6.0 m to the exterior side lot line. Eaves and gutters may project a maximum of 0.50 m into the required yard except as otherwise provided herein.”

14. That Subsection 6.13 (a) Dwellings of By-law No. 129-90, as amended, is repealed and replaced with the following:

“Except as otherwise provided in this By-law, in general only one main dwelling shall be permitted on one lot. A legal single detached dwelling, semi-detached dwelling, street townhouse dwelling and block townhouse dwelling may have up to two (2) Accessory Dwelling Units that are added onto or contained within the main dwelling. One Detached Accessory Dwelling Unit may be permitted in an accessory building on the same lot provided the main dwelling does not exceed more than one (1) Accessory Dwelling Unit.”

15. That Subsection 6.18 (e) Lot Area and/or Frontage Less than Required of By-law No. 129-90, as amended, is repealed and replaced with the following:

“(e) LOT AREA AND/OR FRONTAGE LESS THAN REQUIRED

Where a lot having a lesser lot area or lot frontage than that required herein

(i) is the same as in a deed registered on or prior to the date of passing of this By-law; or

- (ii) is a consolidation of adjacent lots described in deeds registered on or prior to the date of passing of this by-law, or
- (iii) was subject to a consent approved prior to the date of passing of this By-law, and was subsequently conveyed or is the remnant part of such a lot after such a conveyance and thereafter continuously held in distinct and separate ownership from abutting registered lot; or
- (iv) is a whole lot located within a registered plan of subdivision; and

such parcel complies with relevant regulations made under The Environmental Protection Act, R.S.O. 1990 and all relevant requirements of the Ontario Building Code, and has a minimum lot frontage of 10.00 m; then the said lot shall be deemed to conform to the requirements of this Bylaw with respect to lot area and lot frontage, and the provisions hereof respecting lot area and lot frontage shall not apply to prevent the use of such lot, or the erection, alteration or use of a permitted building or structure thereupon, in accordance with all other provisions hereof.”

16. That Subsection 6.20 Parking Area Regulations (A) (ii) of By-law No. 129-90, as amended, is repealed and replaced with the following:

“ii) This provision shall not apply to commercial uses within the “Central Business District Commercial (C2A) Zone”, “Core Mixed Use 2 (CMU2) Zone”, “Core Mixed Use 4 (CMU4) Zone”, “Core Mixed Use 5 (CMU5) Zone” or “Core Mixed Use 6 (CMU6) Zone” as designated on Schedule “A” attached hereto or shall be exempt from the provision of parking spaces in accordance with an agreement with Council pursuant to Section 39 of The Planning Act, S.O. 1990. Any Short-Term Rentals in the above zones shall be subject to the parking requirements specified in Subsection 6.58 of Section 6 – General Provisions of the Zoning By-law, as amended.”

17. That Subsection 6.20 Parking Area Regulations (D) (viii) of By-law No. 129-90, as amended, is repealed and replaced with the following:

“(viii) Nothing in this By-law shall prevent the obstruction of a driveway by a gate, a temporary barrier or similar obstruction used solely to restrict access to the said driveway and designed to be otherwise opened or removed when necessary to permit passage of a vehicle. On Regional Roads and Provincial Highways, all such gates and barriers shall be set back from the property line to allow the temporary stopping of a vehicle so that the vehicle while stopped is entirely contained within the property limits and does not overhang the public road allowance.”

18. That Subsection 6.20 Parking Area Regulations (M) Accessible Parking Spaces By-law No. 129-90, as amended, is repealed and replaced with the following:

“Parking spaces designated under Section 6.20 (M) shall include Van Accessible (Type A) and Standard (Type B) Parking Spaces.

(i) Type A parking spaces shall:

- a) Where provided outdoors, have a minimum height clearance of 2.75 m
- b) Where provided indoors, have a minimum height clearance of 2.59 m
- c) Be at least 3.40 m wide
- d) Be at least 6.00 m long
- e) Have an adjacent access isle at least 1.50 m wide by 6.00 m long. They must be marked with high tonal contrast diagonal lines, which discourages parking in them, where the surface is asphalt, concrete or some other hard surface.

(ii) Type B parking spaces shall:

- a) Be at least 2.40 m wide
- b) Be at least 6.00 m long
- c) Have an adjacent access isle at least 1.50 m wide by 6.00 m long. They must be marked with high tonal contrast diagonal lines, which discourages parking in them, where the surface is asphalt, concrete or some other hard surface.

(iii) Accessible parking spaces shall be provided as close as possible to principal building entrances.

(iv) Accessible Parking Spaces shall be provided in accordance with the requirements specified hereunder:

Total Number of Parking Spaces	Number of Accessible Parking Spaces
12 or fewer	1 Type A parking space
13 to 100	4% of the total number of parking spaces
101 to 200	1 space + 3% of the total number of parking spaces
201 to 1000	2 spaces + 2% of the total number of parking spaces
1000+	11 spaces + 1% of the total number of parking spaces

(v) Where an even number of accessible parking spaces are required, parking spaces shall be equally divided between Type A and Type B parking spaces. Where an odd number of accessible parking spaces are required, the additional odd numbered parking space may be a Type B parking space.

(vi) Two adjacent parking spaces may share the same access aisle.

(vii) Accessible parking spaces shall be distinctly indicated by erecting an accessible permit parking sign in accordance with section 11 of Regulation 581 of the Revised Regulations of Ontario, 1990 (Accessible Parking for Persons with Disabilities) made under the *Highway Traffic Act*. O. Reg. 413/12, s. 6, or any successors thereto.”

19. That Subsection 6.21 Landscaping and Planting Strips (c) Driveways or Walks of By-law No. 129-90, as amended, is deleted.

20. That Subsection 6.21 Landscaping and Planting Strips (g) (ii) of By-law No. 129-90, as amended, is repealed and replaced with the following:

“(g) MINIMUM LANDSCAPED OPEN SPACE AREA IN A RESIDENTIAL ZONE FOR SINGLE DETACHED, SEMI-DETACHED, DUPLEX AND TRIPLEX DWELLINGS

- i. The minimum required landscaped open space area in the front yard shall be 30%.
- ii. The minimum required landscaped open space area in the rear yard shall be 40%.
- iii. The overall minimum required landscaped open space area on a lot shall be 20%.”

21. That Subsection 6.28 Replacement of Buildings Other Than Residential Buildings of By-law No. 129-90, as amended, is repealed and replaced with the following:

“Nothing in this By-law shall apply to prevent the replacement or reconstruction of any legal non-conforming or conforming non-residential building provided that:

- (a) such destroyed or demolished building was in conformance with this By-law at the date of its demolition;
- (b) for buildings not in conformance with this By-law, the ground floor area and gross floor area of such buildings as replaced does not exceed that existing at the date of its demolition;
- (c) notwithstanding subsections (a) and (b) above, where the building is located in the Hazard Zone, the Niagara Peninsula Conservation Authority regulations shall apply.”

22. That Subsection 6.29 Replacement of Residential Buildings of By-law No. 129-90, as amended, is repealed and replaced with the following:

“Nothing in this By-law shall apply to prevent the replacement or reconstruction of any legal non-conforming or conforming building used exclusively for residential purposes provided that:

- (a) the demolished building was lawfully used at the date of its partial or complete demolition;
- (b) for buildings not in conformance with this By-law, such buildings as replaced or reconstructed shall not contain a greater number of dwelling units than could have lawfully existed in the building at the date of its partial or complete demolition;
- (c) where any yard existing at the date of the partial or complete demolition of such building does not comply with the minimum yard required in the applicable zone under this By-law, then such yard shall not be less than the yard existing at the date of the partial or complete demolition of such building;
- (d) notwithstanding subsections (a), (b), and (c) above, where the building is located in the Hazard Zone, the Niagara Peninsula Conservation Authority regulations shall apply.”

23. That Subsection 6.30 Reconstruction of Agricultural Buildings and Structures of By-law No. 129-90, as amended, is repealed and replaced with the following:

“REPLACEMENT OF AGRICULTURAL BUILDINGS AND STRUCTURES

Nothing in this By-law shall apply to prevent the replacement or reconstruction of any legal nonconforming or conforming agricultural building or structure situated in the Agricultural or Rural Zones in the case of partial or complete demolition provided that:

- (a) such buildings or structures as replaced or reconstructed shall not have in total a greater livestock housing capacity than could have lawfully existed in the destroyed or demolished building or structure at the date of its partial or complete demolition; and
- (b) where any yard existing at the date of the partial or complete destruction or demolition of such building or structure does not comply with the minimum yard or minimum setback required in the Agricultural or Rural Zone, such yard shall not be reduced in size by reason of such reconstruction of such building or structure; or
- (c) if such building or structure is to be replaced or reconstructed so that it provides a greater livestock housing capacity than lawfully existed in the destroyed or demolished building or structure at the date of its partial or complete destruction or demolition, such building or structure shall be replaced or reconstructed in accordance with the provisions of the Agricultural Zone and Rural Zone and shall comply with Provincial Minimum Distance Separation requirements; and

(d) for the purposes of this subsection, "livestock housing capacity" means the number of animal units per year in accordance with Provincial Minimum Distance Separation (MDS) requirements; and

(e) notwithstanding subsections (a), (b), (c), and (d) above, where the building is located in the Hazard Zone, the Niagara Peninsula Conservation Authority regulations shall apply."

24. That Subsection 6.35 Swimming Pools (a) of By-law No. 129-90, as amended, is repealed and replaced with the following:

"(a) PRIVATE OPEN SWIMMING POOLS:

Notwithstanding any other provision of this By-law to the contrary, the following provisions shall apply with respect to the erection or use of any private open swimming pool not enclosed or otherwise located within a building:

- (i) Notwithstanding any other provisions of this By-law, a private open swimming pool shall be permitted in any interior side yard, exterior side yard or rear yard.
- (ii) In the event of an irregular lot, a corner lot, or a through lot where a single detached dwelling fronts towards a street line other than the front lot line, a private open swimming pool may be located in the front yard provided it maintains a minimum 3.00 m setback to the front lot line, is not located in a required daylighting triangle, and is no closer to the street line than the main dwelling is facing than the dwelling itself.
- (iii) No interior wall surface of any open swimming pool, nor any related building or structure other than a fence, shall be located closer than 1.00 m to any interior side or rear lot line. The interior wall surface shall maintain a 3.00 metre setback to an exterior lot line or front lot line, if applicable.
- (iv) Hard surface associated with a swimming pool shall maintain a setback of 0.50 m to the interior side or rear lot lines, or 3.00 m to an exterior lot line or front lot line, if applicable.
- (v) No water circulating or treatment equipment, such as pumps or filters shall be located closer than 3.00 m to any side or front lot lines, if applicable, or 1.00 m to any rear lot line when not enclosed within a structure. Water circulating or treatment equipment shall be setback a minimum of 1.00 m from an interior side lot line when enclosed within a structure."

25. That Subsection 6.38 Travel Trailers, Pick Up Campers, Tent Trailers, Permanently Mounted Campers, Motor Vehicles and Tents (a) of By-law No. 129-90, as amended, is repealed and replaced with the following:

"(a) ALL ZONES

No person shall in any zone, shall locate or use any of the following for living, sleeping or eating accommodations regardless of if they are derelict or mobile:

- travel trailer
- pick up camper
- tent trailer
- permanently mounted camper
- motor vehicle
- tent"

26. That Subsection 6.40 Covered or Uncovered Porches, Balconies, Decks and Patios (a) Residential Zones of By-law No. 129-90, as amended, is repealed and replaced with the following:

(a) Residential Zones

Notwithstanding the yard provisions of this By-law to the contrary, porches, balconies, decks and patios are subject to the following setbacks in residential zones as follows:

Height of Platform			
	0 m to 0.5 m Above grade (uncovered)	Between 0.5 m and 1.5 m (uncovered) or 0 m to 1.5 m above grade (covered)	Above 1.5 m above grade (covered or uncovered)
Minimum setback to exterior side lot line	0.25 m, if permeable and drainage is not adversely impacted; 1.50 m if non- permeable	1.5 m	Required building setback
Minimum setback to interior side lot line	Required building setback	Required building setback	Required building setback
Minimum setback to rear lot line	0.25 m, if permeable and drainage is not adversely impacted; 3 m if non- permeable	3 m	Required building setback
Minimum setback to front lot line	3 m	3 m	Required building setback

27. That Subsection 6.40 Covered or Uncovered Porches, Balconies, Decks and Patios (b) of By-law No. 129-90, as amended, is repealed and replaced with the following:

- “(b) Notwithstanding part (a) above
- i. Porches, balconies, decks and patios are not permitted to encroach into required swales.
 - ii. A Walkway is permitted in an interior side yard, provided a minimum setback of 0.25 metres is maintained to the interior side lot line and the Walkway does not interfere with required swales.”

28. That Subsection 6.43 Accessory Dwelling Units of By-law No. 129-90, as amended, is repealed and replaced with the following:

- “(a) In a Residential Zone in the Urban Boundary that has access to full municipal water and sanitary sewer service, up to two (2) Accessory Dwelling Units shall be permitted in any single detached, semi-detached or rowhouse/townhouse dwelling in addition to the main dwelling unit.
- (b) In a Residential Zone in the Urban Boundary that has access to full municipal water and sanitary sewer service, one (1) Detached Accessory Dwelling Unit shall be permitted on the same lot. Notwithstanding Subsection 6.43 (a), where a lot contains a permitted Detached Accessory Dwelling Unit, only one (1) Accessory Dwelling Unit shall be permitted in any single detached, semi-detached or rowhouse/townhouse dwelling in addition to the main dwelling unit.
- (c) In a Neighbourhood Development (ND) Zone in the Urban Boundary that has access to full municipal water and sanitary sewer service, up to two (2) Accessory Dwelling Units shall be permitted in an existing single detached, semi-detached or rowhouse/townhouse dwelling.
- (d) In a Neighbourhood Development (ND) Zone in the Urban Boundary that has access to full municipal water and sanitary sewer service, one (1) Detached Accessory Dwelling Unit shall be permitted on the same lot. Notwithstanding Subsection 6.43 (c), where a lot contains a permitted Detached Accessory Dwelling Unit, only one (1) Accessory Dwelling Unit shall be permitted in any single detached, semi-detached or rowhouse/townhouse dwelling in addition to the main dwelling unit.

(e) A Detached Accessory Dwelling Unit in the Urban Boundary that is contained within or added onto an Accessory Building that existed prior to By-law 12-2024 being approved on January 29, 2024 shall be subject to the regulations of Subsection 6.1 (b), (d) and (e).

(f) A Detached Accessory Dwelling Unit in the Urban Boundary that is contained within a new Accessory Building shall be subject to the following regulations:

a. Maximum Lot Coverage – 15%

b. Location on Parcel – Shall be located in an interior side yard or the rear yard only

c. Minimum Interior Side Yard:

i. 1 storey – 1.00 m

ii. 1.5 storey – 1.50 m

iii. 2 storey – 2.00 m

d. Minimum Exterior Side Yard – 3.00 m, except that an attached garage or carport which faces the exterior side lot line shall be located no closer than 6.00 m to the exterior side lot line.

e. Maximum Building Height

i. 2 storeys or the same number of storeys as the main dwelling, whichever is less.

ii. The maximum height shall be the same as the main dwelling or 8.00 m, whichever is less.

(g) The maximum floor area for each Accessory Dwelling Unit shall not exceed 40% of the total floor area of the main dwelling or 100 sq m, whichever is lesser. Where a portion of the basement of the dwelling is occupied by an Accessory Dwelling Unit, the occupied floor area of the basement shall be included in the calculation of the total floor area. If located in the basement of the main dwelling the Accessory Dwelling Unit may occupy the entire basement area.

(h) In an Agricultural (A) Zone, a Rural (RU) Zone, a Rural Residential (RR) Zone or a Waterfront Rural Residential (WRR) Zone, up to two (2) Accessory Dwelling Units shall be permitted in a single detached dwelling in addition to the main dwelling unit.

(i) In an Agricultural (A) Zone, a Rural (RU) Zone, a Rural Residential (RR) Zone or a Waterfront Rural Residential (WRR) Zone one (1) Detached Accessory Dwelling Unit shall be permitted on the same lot. Notwithstanding Subsection 6.43 (h), where a lot contains a permitted Detached Accessory Dwelling Unit, only one (1) Accessory Dwelling Unit shall be permitted in a single detached dwelling in addition to the main dwelling unit.

(j) Accessory Dwelling Units located in the Agricultural (A) Zone, Rural (RU) Zone, Rural Residential (RR) Zone or the Waterfront Rural Residential (WRR) Zone are subject to the following regulations:

i. The dwelling units shall comply with Provincial Minimum Distance Separation (MDS) requirements, or any successors thereto;

ii. The dwelling units shall be adequately serviced with private services (private sewage system and water supply);

iii. The dwelling units are subject to the respective regulations for dwellings for the Zone they are in;

- iv. The combined floor area of any Accessory Dwelling Units shall not exceed 40% of the floor area of the main dwelling unit.

(k) Detached Accessory Dwelling Units located in the Agricultural (A) Zone, Rural (RU) Zone, Rural Residential (RR) Zone or Waterfront Rural Residential (WRR) Zone are subject to the following regulations:

- i. The Detached Accessory Dwelling shall comply with Provincial Minimum Distance Separation (MDS) requirements, or any successors thereto;
- ii. The Detached Accessory Dwelling Unit and any other dwelling units shall be adequately serviced with private services (private sewage system and water supply).
- iii. In the Agricultural (A) Zone and Rural (RU) Zone, Detached Accessory Dwelling units are subject to the regulations of 7.6 and 8.6 Regulations for Buildings Accessory to Dwellings respectively. In the Rural Residential (RR) Zone or the Waterfront Rural Residential (WRR) Zone Detached Accessory Dwellings are subject to the regulations of Section 6.43 (f).
- iv. In the Agricultural (A) Zone and Rural (RU) Zone a Detached Accessory Dwelling must be located a maximum distance of 15.00 metres from the main dwelling.
- v. In the Agricultural (A) Zone and Rural (RU) Zone a Detached Accessory Dwelling is not permitted within a building/structure used for any agricultural use.

(l) One parking space must be provided on site for each Accessory Dwelling Unit and Detached Accessory Dwelling Unit. Tandem parking is permitted for Accessory Dwelling Units and Detached Accessory Dwelling Units to the maximum depth of two parking spaces.

(m) If a single detached dwelling, semi-detached dwelling or townhouse dwelling is permitted in a non-Residential Zone by way of site-specific Zoning Exception, Accessory Dwelling Units / a Detached Accessory Dwelling Unit are permitted as per part (a) through (l) above."

29. That Subsection 6.45 Lots Comprised of Two or More Lots of By-law No. 129-90, as amended, is hereby repealed and replaced with the following:

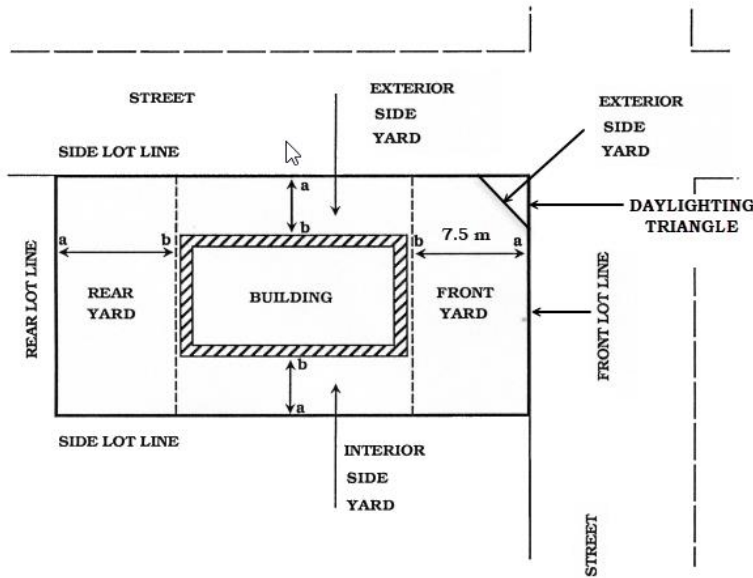
"Nothing in this by-law shall prevent the erection, alteration, extension or enlargement of a building or structure on lands composed of two or more contiguous lots, and such lots may be treated as one lot when calculating lot coverage and yard setback requirements, provided all of the requirements of the appropriate zone are complied with."

30. That Subsection 6.51 Model Homes in Draft Approved Plans of Subdivision of By-law No. 129-90, as amended, is hereby further amended by adding the following:

"(f) Model homes are exempted the regulations of Section 6.5 until such time as the roads and municipal services have been constructed to municipal standards and assumed by the Town."

31. That the Illustrations in Section 6 – General Provisions of By-law No. 129-90 be amended to add the following diagram:

**PARALLEL LOT LINES
YARD DEFINITIONS**



DISTANCE *ab* REPRESENTS THE DEPTH OF THE REQUIRED YARD MEASURED AS LEAST HORIZONTAL DIMENSION BETWEEN LOT LINE AND NEAREST PART OF MAIN BUILDING. DISTANCE *ab* MUST BE THE MINIMUM DISTANCE SPECIFIED IN BY-LAW.

32. That Subsection 6.58 Short Term Rentals (a) General Regulations for Short Term Rentals of By-law No. 129-90, as amended, is hereby further amended by adding the following:

“(v) Short-Term Rentals are permitted in legal non-conforming buildings that are partially or fully impacted by Hazard (H) Zone along the Lake Erie waterfront provided any approvals or requirements from the Niagara Peninsula Conservation Authority are satisfied. The type of Short-Term Rental operation (Dedicated and/or Owner-Occupied) shall comply with the associated zone category that would exist if the Hazard (H) Zone was not in place.”

33. That Section 7.2 (c) of By-law No. 129-90, as amended, is repealed and replaced with the following:

“(b) One (1) single detached dwelling on one lot and up to two (2) Accessory Dwelling Units, or one (1) single detached dwelling on one lot with one (1) Accessory Dwelling Unit and one (1) Detached Accessory Dwelling Unit as per the regulations of Section 6.43.”

34. That Section 8.2 (f) of By-law No. 129-90, as amended, is repealed and replaced with the following:

“(f) One (1) single detached dwelling on one lot and up to two (2) Accessory Dwelling Units, or one (1) single detached dwelling on one lot with one (1) Accessory Dwelling Unit and one (1) Detached Accessory Dwelling Unit as per the regulations of Section 6.43.”

35. That Section 9.2 (a) of By-law No. 129-90, as amended, is repealed and replaced with the following:

“(a) One (1) single detached dwelling on one lot and up to two (2) Accessory Dwelling Units, or one (1) single detached dwelling on one lot with one (1) Accessory Dwelling Unit and one (1) Detached Accessory Dwelling Unit as per the regulations of Section 6.43.”

36. That Section 16A.2 of By-law No. 129-90, as amended, is repealed and replaced with the following:

By-law XX-2025 Page 11 of 14

“(a) One (1) single detached dwelling on one lot and up to two (2) Accessory Dwelling Units, or one (1) single detached dwelling on one lot with one (1) Accessory Dwelling Unit and one (1) Detached Accessory Dwelling Unit as per the regulations of Section 6.43.

(b) Home occupations

(c) Buildings and structures accessory to the above uses”

37. That Section 17.1 of By-law No. 129-90, as amended, is repealed and replaced with the following:

“(a) All regulations for new uses in the Neighbourhood Development (ND) Zone shall be established through a development plan and at minimum a Zoning By-law Amendment.

(b) Subject to the General Provisions of Section 6 and all other applicable requirements of this By-law, the provisions of this Section shall apply in all Neighbourhood Development (ND) Zones for existing uses.”

38. That Section 18.2 (b) of By-law No. 129-90, as amended, is repealed and replaced with the following:

“(b) (i) Location – Dwelling units are permitted in a building with commercial use(s) provided the dwelling units are located on the second floor or above, and may occupy 100% of the floor area of those floors. Dwelling units are prohibited in the basement, cellar or ground floor of a commercial building, except a dwelling unit may be located on the ground floor of a motel, hotel or motor hotel.

(ii) a dwelling unit may not be located in combination with one or more of the following commercial uses:

- car wash
- automobile service station
- public garage
- bingo hall
- taxi establishment
- dry cleaning plants
- motor vehicle sales rooms and car sales lots”

39. That Section 18.3 (a) of By-law No. 129-90, as amended, is repealed and replaced with the following:

“(a) Location – Dwelling units are prohibited to be located on the basement or cellar of a commercial building. Dwelling units shall be permitted to occupy a maximum of 49% of the ground floor area of buildings, provided that no part of such dwelling unit, except for the entranceway, has frontage onto a public street. Dwelling units are also permitted to be located on the second floor or higher where they may occupy up to 100% of the floor area of those floors. Dwelling units may not be located in combination with one or more of the following uses:

- car wash
- automobile service station
- public garage
- bingo hall
- taxi establishment
- dry cleaning plants
- motor vehicle sales rooms and car sales lots”

40. That Section 21.3 Parking Exemptions of By-law No. 129-90, as amended, is repealed and replaced with the following:

"Parking Exceptions	<p>All lands within the C2A Zone shall be exempted from the parking and loading requirements of this By-law with the following exceptions:</p> <ul style="list-style-type: none">(i) buildings containing dwelling units are subject to the provisions of Section 18.2 (d);(ii) buildings containing Short-Term Rentals subject to the provisions of Section 6.58."
41. That Section 26B.3 Parking Exemptions of By-law No. 129-90, as amended, is repealed and replaced with the following:	
"Parking Exceptions	<p>All lands within the CMU2 Zone shall be exempted from the parking and loading requirements of this By-law with the following exceptions:</p> <ul style="list-style-type: none">(i) buildings containing dwelling units are subject to the provisions of Section 18.2 (d);(ii) building containing Short-Term Rentals subject to the provisions of Section 6.58."
42. That Section 26D.3 Parking Exemptions of By-law No. 129-90, as amended, is repealed and replaced with the following:	
"Parking Exceptions	<p>All lands within the CMU4 Zone shall be exempted from the parking and loading requirements of this By-law with the following exceptions:</p> <ul style="list-style-type: none">(i) buildings containing dwelling units are subject to the provisions of Section 18.2 (d);(ii) building containing Short-Term Rentals subject to the provisions of Section 6.58."
43. That Section 26E.3 Parking Exemptions of By-law No. 129-90, as amended, is repealed and replaced with the following:	
"Parking Exceptions	<p>All lands within the CMU5 Zone shall be exempted from the parking and loading requirements of this By-law with the following exceptions:</p> <ul style="list-style-type: none">(i) buildings containing dwelling units are subject to the provisions of Section 18.2 (d);(ii) building containing Short-Term Rentals subject to the provisions of Section 6.58."
44. That Section 26F.3 Parking Exemptions of By-law No. 129-90, as amended, is repealed and replaced with the following:	
"Parking Exceptions	<p>All lands within the CMU6 Zone shall be exempted from the parking and loading requirements of this By-law with the following exceptions:</p> <ul style="list-style-type: none">(iii) buildings containing dwelling units are subject to the provisions of Section 18.2 (d);(iv) building containing Short-Term Rentals subject to the provisions of Section 6.58."

45. That the Clerk of the Town is authorized to affect any minor modifications, corrections or omissions, solely of an administrative, numerical, grammatical, semantical or descriptive nature to this by-law or its schedules after the passage of this by-law.

Read a first, second and third time and finally passed this XX day of XX 2025.

Mayor

Clerk

DRAFT

Appendix 2



Re: Request for comments - proposed Town-initiated Housekeeping Zoning By-law Amendment, Town of Fort Erie (file ZBA-01-2025)

From Mike Embleton <mike.embleton@cogeco.com>

Date Wed 2025-04-23 8:03 AM

To Daryl Vander Veen <DVanderVeen@forterie.ca>

External Email Warning: Do not click on any attachment or links/URL in this email unless the sender is reliable.

Good morning Daryl

Cogeco has no comment on the Town's Zoning By-law amendment.

Thank you,
Mike

Mike Embleton

Network Delivery Coordinator
7170 McLeod Rd, Niagara Falls ON, L2H 3H2
C 905-246-8621



Join the conversation
#cogecommunity



On Thu, Apr 17, 2025 at 3:56 PM Daryl Vander Veen <DVanderVeen@forterie.ca> wrote:

Good afternoon,

The Town of Fort Erie has initiated a housekeeping amendment to the Town's Zoning By-law 129-90.

Please be advised that the Town has scheduled a formal Public Meeting for the housekeeping amendment on May 12th, 2025.

Appendix 2



Outlook

RE: Request for comments - proposed Town-initiated Housekeeping Zoning By-law Amendment, Town of Fort Erie (file ZBA-01-2025)

From Municipal Planning <MunicipalPlanning@enbridge.com>

Date Wed 2025-04-23 2:39 PM

To Daryl Vander Veen <DVanderVeen@forterie.ca>

External Email Warning: Do not click on any attachment or links/URL in this email unless the sender is reliable.

Thank you for your circulation.

Enbridge Gas does not object to the proposed application(s) however, we reserve the right to amend or remove development conditions.

Please continue to forward all municipal circulations and clearance letter requests electronically to MunicipalPlanning@Enbridge.com.

Thank you,

Casey O'Neil (she/her)

Sr Analyst Municipal Planning

Engineering

ENBRIDGE

TEL: 416-495-5180

500 Consumers Rd, North York, ON M2J1P8

enbridge.com

Safety. Integrity. Respect. Inclusion. High Performance.

From: Daryl Vander Veen <DVanderVeen@forterie.ca>

Sent: Thursday, April 17, 2025 3:57 PM

Subject: [External] Request for comments - proposed Town-initiated Housekeeping Zoning By-law Amendment, Town of Fort Erie (file ZBA-01-2025)

CAUTION! EXTERNAL SENDER

Were you expecting this email? TAKE A CLOSER LOOK. Is the sender legitimate?

DO NOT click links or open attachments unless you are 100% sure that the email is safe.

Good afternoon,

The Town of Fort Erie has initiated a housekeeping amendment to the Town's Zoning By-law 129-90.

Please be advised that the Town has scheduled a formal Public Meeting for the housekeeping amendment on May 12th, 2025.



Planning, Building and By-law Services

Prepared for: Council-in-Committee

Report: PBBS-37-2025

Meeting Date: May 12, 2024

1. Title

Animal Care and Control Services Award of Contract

2. Recommendations

That: Council accepts and approves the proposal by the Lincoln County Humane Society (LCHS) operating as the Humane Society of Greater Niagara (HSGN) for Animal Care and Control Services for the Town of Fort Erie for a period of 3 years with an increase of 4.00% for the first year and 2.39% per year thereafter with an option to extend for an additional two, two-year periods.

That: Council approves the fees and charges proposed in Appendix 1 to Report PBBS-37-2025 and directs staff to prepare a by-law for Council approval.

3. Relation to Council's Corporate Strategic Plan

Priority: Not applicable

Initiative: Not applicable

4. List of Stakeholders

Members of the Public

Humane Society of Greater Niagara (formerly the Lincoln County Humane Society)

Town of Fort Erie Property Owners and Rate Payers

Town of Fort Erie SPCA

5. Purpose of Report

The Animal Care and Control Services Agreement between the Town of Fort Erie and the Lincoln County Humane Society, now known as the Greater Humane Society of Niagara (HSGN) is due to expire May 31, 2025. The purpose of this report is to seek Council authorization to award the contract for Animal Care and Control Services to the Humane Society of Greater Niagara. This agreement, if approved, will be for an initial contract period of three years, with an option to extend for an additional two, two-year periods, and will provide for the continuous delivery of Animal Care and Control Services for the Town of Fort Erie.

6. Analysis

A Request for Proposal (RFP) PDS-25P-ANIMAL was issued on February 19th, 2025, pursuant to the Town's Purchasing Policy, for prospective proponents to submit proposals for Animal Care and Control Services.

Two proposals were submitted prior to the 2:00 pm March 12th, 2025, submission deadline. An Evaluation Committee comprised of the Chief Administrative Officer Chris McQueen and three approved representatives from Planning, Building and By-law Services reviewed the proposals. The Manager of Procurement and Finance oversaw the process. The evaluation occurred in four stages:

Stage 1: Proposal submissions were reviewed to determine compliance with the mandatory proposal submission requirements.

Stage 2: Proposals were evaluated based upon the criteria outlined in the Request for Proposal, which considered the proponents team's experience and qualifications, overall clarity and understanding of service requirements, services to be provided, and proposed work plan and schedule.

Stage 3: Financial proposals were considered from all qualified Proponents. This request for proposal was completed as a two-envelope system, which separates the technical proposal from the pricing proposal. Pricing proposals were evaluated independently from the technical evaluation to ensure procurement integrity and reduce the risk of pricing criteria unfairly influencing the evaluation process.

Stage 4: Following Stage 3, all scores from the previous stages were added together to determine the total score for each Proponent. The evaluation committee has recommended the highest ranked Proponent for Council consideration.

The evaluation scores for RFP PDS-22P-ANIMAL are summarized below:

Proponent	Technical Score	Financial Score	Total Score	Rank
Humane Society of Greater Niagara	64.93	9.08	74.00	1st
Fort Erie SPCA	53.86	10.00	63.86	2nd

The Evaluation Committee unanimously recommends that the Humane Society of Greater Niagara continue to provide Animal Care and Control Services for the Town of Fort Erie for an initial costing of \$154,187.28 for the first year with an annual increase of 2.39%, (excluding provisional items) for the following years. The proposal is considered complete, thorough and technically sound. The budget allocated for this contract for 2025 was \$153,000, and the associated costs with the proposal from the HSGN is inline with that amount.

If approved by Council, the Humane Society of Greater Niagara would continue to provide the following Animal Care and Control services to the Town as specifically identified and outlined in Appendix "D", of the Request for Proposal (RFP) PDS-25P-ANIMAL RFP agreement including but not limited to:

- Animal Control Services
- Pound Services
- Humane Services
- Licensing Services

Humane Society of Greater Niagara-

Previously known as the Lincoln County Humane Society (LCHS), the Humane Society of Greater Niagara (HSGN) underwent an organizational name change in 2024 to reflect their growth within the Niagara Region. The Humane Society of Greater Niagara is a locally recognized authority on animal welfare issues and has strived to make a measurable difference in the lives of animals since 1881. The HSGN is an integral part of the community, promoting mutually beneficial human-animal interactions; they are viewed as a trusted and desirable organization for volunteerism and support.

In the Niagara Region, the HSGN has been providing Animal Care and Control Services to the local and surrounding communities for over 50 years. Their goal is to build awareness of the essential role of animals in our lives and to promote humane and respectful treatment of all animals, while strengthening the human-animal bond. The HSGN is committed to assisting animals in need, including homeless cats, dogs and other companion animals that are subjected to cruelty or neglect.

The HSGN also provides pound keeping services to several Municipalities in Niagara. Currently, the HSGN has contracts with the City of St. Catharines, Town of Grimsby, Town of Niagara-on-the-Lake and the City of Thorold. Operation and maintenance of the HSGN and pound are in accordance with the Animals for Research Act, RSO. 1990, c. A.22, as amended and the associated regulations. Oversight regarding their compliance is administered by the Ontario Ministry of Food, Agriculture and Rural Affairs.

The HSGN is overseen by a Board of Directors who provide directional goals and the required resources to the Executive Director, to perform those tasks. The Executive Director carries out the day-to-day functions without hands on direction from the Board. The HSGN is subject to and complies with several pieces of legislation including, but not limited to:

- The Criminal Code,
- The Employment Standards Act,
- The Labour Relations Act,
- The Accessibility for Ontarians with Disabilities Act, including Regulations,
- The Occupational Health and Safety Act,
- The Human Rights Code,
- The Ontario Society for the Prevention of Cruelty to Animals Act,
- The Pounds and the Animals for Research Act, and
- The Dog Owners' Liability Act.

The current facilities for the HSGN are located in St. Catharines and Thorold. The St. Catharines location is situated at 160 Fourth Avenue in the City of St. Catharines, on a two-acre property, that is visited by thousands of community members annually. The current shelter, 15,000 square feet, at capacity can house approximately 125 cats, 96 dogs and 25 small domestic animals with the added ability to utilize over a dozen partnering facilities as necessary, to facilitate care and

housing for additional animals. This facility is set to undergo a nearly \$1.5 million renovation, expanding the facility to accommodate the following: expanded reception and public viewing space, expanded cat adoption facilities, relocated and expanded animal isolation space, retrofitted whelping room (birthing room), upgraded laundry facilities, public grieving space and quiet room, new animal intake space for injured animals and wildlife containment, expanded small animal adoption facilities and a community room. During the time of this renovation, the HSGN Board of Directors approved outfitting of the HSGN's secondary building in Thorold to assist in the shelter operations.

The Thorold facility, situated at 2493 Hwy 20 in the City of Thorold, near the Welland border, was purchased in March 2022. This second location, which is central to Niagara, is an additional location for the HSGN to provide supplementary housing for animals can house approximately 30 cats and 40 dogs. As well, it will provide Animal Control, Humane Services, and adoptions to other Cities and Towns, including the Town of Fort Erie. This facility is set to undergo a nearly \$200,000 investment to transform the facility into a full-service Humane Society and veterinary clinic, increasing service availability across central Niagara.

The St. Catharines HSGN facility houses a fully accredited College of Veterinarians of Ontario Veterinary Clinic, with access to a team consisting of four Veterinarians, five Registered veterinary technicians, four animal care technicians, three booking coordinators and four receptionists. This full-service veterinary clinic is recognized as the first Humane Society-run clinic in Ontario. All injured and sick animals are treated by a veterinarian or under their supervision by a registered veterinary technician. To complement staff, the HSGN has over 200 volunteers within several programs to ensure the highest level of care is provided to all animals within their facilities. In addition to the Veterinary staff, the HSGN employs a dog behaviouralist who assesses the suitability of dogs prior to being placed for adoption. This ensures that dogs are being adopted into homes that will provide a suitable environment which in turn will reduce the likelihood of the dog being returned to the shelter.

The HSGN utilizes their seven animal control officers to investigate by-law complaints, conduct community patrols and respond to calls for animals in distress. Officers are outfitted in identifiable uniforms and are equipped with GPS tracking, two-way radios, animal handling tools, caging equipment and personal protective gear to safely manage a variety of situations. Officers are rigorously trained in animal handling, safety protocols and the enforcement of diverse By-law violations including but not limited to: dangerous dogs, noise, animal care, licensing, exotic animals and fecal removal.

The HSGN Executive Director, Cindy Dunne, started with the HSGN in December 2024. Mrs. Dunne has held several similar management positions with the Toronto Metropolitan University Ted Rogers School of Management; however, she took on the position of Executive Director with the HSGN as she was inspired by the dedication and passion of the staff and the work they do within the organization and the community.

The Evaluation Committee met with Cindy Dunne and Cortnie Welychka, Senior Manager of Operations during the evaluation phase for clarification on several items. Discussions were held surrounding proposed changes to the Animal Care and Control contract to ensure that the contract is mutually beneficial and ensures that residents in the Town of Fort Erie will have their concerns adequately addressed. The HSGN agrees to respond to complainants for humane-wildlife conflicts and provide humane traps to the residents where prevention strategies have been exhausted, not feasible or have been proven to be ineffective. Trapping will comply with all

applicable legislation and align with best practices as outlined by the HSGN. Further to this, the HSGN will continue to provide the “Free Ride Home” program for animals with valid and active license who have been located running at large from Monday-Saturday 8:30am-4:30pm. This program allows for Animal Control Officers to return the licensed animal found at large to the owners on a first offence as this has proven to build relationships within the community.

Animal Control User Fees

Animal control fees were increased in 2016 to coincide with the beginning of the Animal Control contract term and were not increased again until 2024. The Town entered a contract with the Humane Society of Greater Niagara in 2022, for an initial term of 3 years. Towards the end of 2023, staff received a request from the HSGN to increase fees for animal licensing and impound services. Based on information supplied by HSGN, costs had risen significantly from 2017 to 2023. The Town subsidy associated with this contract increased by 2% per year over the initial term and therefore, staff supported a 2% increase in the fees retained by HSGN through this contract for both 2024 and 2025.

When the current 2025 Request for Proposal (“RFP”) was created, proposed user fees were included in the document so that proponents could estimate revenues generated through the contract as part of their bidding process. License fees and impound services do not sufficiently fund operations associated with the contract – they are factored into the overall pricing of the contract when determining the Town subsidy. Staff are now recommending that the proposed user fees be formally amended at the onset of the new agreement (i.e. June 2025) to be in line with the RFP, subject to Council approval.

Minimal changes have been proposed for license fees to avoid increasing financial pressure on pet owners and encourage compliance with licensing. These changes round fees to the nearest dollar, where applicable, and remain in line with those of comparable municipalities in the Region.

Larger changes are proposed for Poundkeeper services to increase cost recovery for services provided to specific users.

7. Financial, Staffing and Accessibility (AODA) Implications

The proposal submitted by the Humane Society of Greater Niagara is recommended for the award of this contract, as the highest ranked proponent and meets all operational specifications of the Animal Care and Control RFP.

The projected costs for providing operations from Thorold with an annual term of June to May are summarized below:

Time Frame	Cost	% Increase
Year 1	\$154,187.28 *	4.00%
Year 2	\$157,872.36 *	2.39%
Year 3	\$161,645.14 *	2.39%
Total Cost	\$473,705.14 *	

(*excluding provisional items)

The Town's solicitation included two provisional items. Provisional items are deliverables

described in the solicitation, which may be considered by the Town at the direction of Council. The two provisional items include;

- 1) A Registered Veterinary Technician be on staff
- 2) A staff member be on site at the facility 24 hours a day and 7 days a week

The costs associated to these provisional items were provided as part of the financial proponent of the HSGN submission as follows,

- 1) If a fulltime registered veterinary technician is required on site at the Thorold facility the cost would be an additional \$62,000.00 per contract year (3 years +2.39% increase per year). Should Council accept the services of a full time veterinary technician working out of the St. Catharines facility there would be no additional cost.
- 2) If Council requires that the Thorold facility be staffed 24/7 the cost would equate to an additional \$214,918.70 per contract year (3 years +2.39% increase per year). Should Council accept the staffing model already in effect at the Thorold facility there would be no additional cost.

8. Policies Affecting Proposal

The Town of Fort Erie Purchasing Policy By-law No. 02-10, identifies the required purchasing method for the tendering of goods, works and services. The Request for Proposal was issued in accordance with the Town of Fort Erie Purchasing By-law No. 02-10.

- The Humane Society of Greater Niagara is in a good position to provide Animal Control Services for the following reasons:
- The HSGN is financially sound, owning their buildings, equipment and vehicles.
- The HSGN continues to upgrade their facilities and equipment with a projected \$1.7 million in scheduled upgrades.
- The HSGN is a well-respected, longstanding organization well established in the Niagara Region with a proven record of success.
- Currently provides Animal Care and Control Services to similar sized communities in the Niagara Region.
- Access to a full-service Veterinary clinic with an experienced, dedicated team of professionals.
- Employs experienced staff, including Animal Care Technicians, Animal Control Officers, Senior Animal Care Technicians and Management Staff with a combined total of 143 years of cumulative experience, assisted by a large team of volunteers.

9. Comments from Departments, Community and Corporate Partners

The Humane Society of Greater Niagara believes in strong community engagement. As part of their proposal a list of Community Partners was made available that endorsed the professionalism, compassion and community mindedness of the HSGN. Submissions included;

- The City of St. Catharines,
- The City of Thorold,
- Community Care,
- Gillian's Place,

- Lancaster Chown and Welch LLP,
- Ottawa Humane Society, Humane Society London and Middlesex, Windsor / Essex County Humane Society, The Humane Society of Kitchener Waterloo Stratford Perth

10. Alternatives

Council could choose to not award the contract to Humane Society of Greater Niagara, but this is not recommended since a proper procurement and RFP process were completed.

11. Communicating Results

A joint community notification of the RFP results would be recommended. Should Council accept staff recommendation, a media campaign will be undertaken by Town staff to communicate to residents the award of this contract and there will be no service delays for Animal Care and Control Services.

12. Conclusion

The Humane Society of Greater Niagara (HSGN) has submitted a proposal to provide Animal Care and Control Services for the Town of Fort Erie that is considered complete, thorough and technically sound. The costs over a three-year term have been identified per year for the duration of the contract (not including provisional costs), which will permit the seamless continuation of Animal Care and Control services. By agreeing to the three-year contract, the Town will also be able to budget for the cost of the contract.

The HSGN has an established operation, facility and a longstanding relationship with the Niagara community. It is governed and licensed by the Ontario SPCA and in good standing. Through a number of initiatives described under the Analysis section the HSGN has undertaken to improve its operations to gain efficiencies and maximize resources. For this reason, it is recommended that the Town Council accepts and approves the recommendation and awards the contract to HSGN for Animal Care and Control Services for the Town of Fort Erie for a period of 3 years with an increase of 4.00% for the first year and 2.39% per year thereafter for the duration of the contract. Should Council choose to award the contract to HSGN, there will be a seamless transition into the new contract, no service delays relating to Animal Care and Control services and no requirement to enter into a bridge financing agreement.

13. Report Approval

Prepared by:
Jensen Cornelius, CPSO
Senior By-law Enforcement Officer

Submitted by:
Anamika Dilwaria, MCIP, RPP
Director, Planning, Building and By-law Services

Approved by:
Chris McQueen, MBA
Chief Administrative Officer

Appendix 1 to the Administrative Report PBBS-37-2025
Proposed 2025 Animal Control User Fees and Charges

Description	2025 Fee Proposed (excl. tax)	2025 Fee as Existing (excl. tax)	Change
Licences - valid on an annual basis			
Spayed or Neutered Licence - per new dog (evidenced by a certificate of veterinarian)	\$32.00	\$31.20	\$ 0.80
Purchased after June 30 (proof that dog was purchased or lawfully acquired after June 30)	\$26.00	\$26.00	\$ -
Unaltered Licence - per new dog	\$42.00	\$41.60	\$ 0.40
Purchased after June 30 (proof that dog was purchased or lawfully acquired after June 30)	\$37.00	\$36.40	\$ 0.60
Cat Licence (voluntary one-time fee)	\$21.00	\$20.80	\$ 0.20
Rescue Foster Dog Licence - Agricultural Property (per year)	\$157.00	\$156.10	\$ 0.90
Rescue Foster Dog Licence - Non-Agricultural Property (per year)	\$52.00	\$52.00	\$ -
Kennel Licence (subject to By-law No. 119-97)	\$157.00	\$156.10	\$ 0.90
Late fee - added to above licence fees (Non-renewal before April 1)	\$21.00	\$20.80	\$ 0.20
Transfer Licence Re-registration	\$6.00	\$5.20	\$ 0.80
Replacement Licence for New Resident to Town of Fort Erie	\$6.00	\$5.20	\$ 0.80
Replacement Tag	\$6.00	\$5.20	\$ 0.80
Poundkeeper			
Impounded Dog Boarding Expenses			
First occurrence (plus costs)	\$30.00	\$20.80	\$ 9.20
Second occurrence (plus costs)	\$40.00	\$26.00	\$ 14.00
Third and subsequent occurrence (plus costs)	\$50.00	\$31.20	\$ 18.80
Cost of Other Pound Services			
First day or part of the day	\$12.50	\$12.50	\$ -
Each day thereafter	\$9.40	\$9.40	\$ -



Business Status Report

Planning and Development Services
Thursday, May 1, 2025

Monday, May 26, 2025

Forecasted Reports and By-laws	Source
Zoning By-law Housekeeping – Recommendation Report	Staff Initiated
OLT Appeal – 1 Burns Place – OPA/ZBA – Closed Session Recommendation Report	Application
Bridgeburg North Secondary Plan - Financial Agreement	Staff Initiated
Memo to Council re Water Windows	Council Directed
<i>By-law – 1931 Norris Avenue Zoning By-law Amendment</i>	Application
<i>By-law – Animal Control By-law</i>	Application
<i>By-law – 3741 Nigh Road</i>	Application

Monday, June 9, 2025

Forecasted Reports and By-laws	Source
4924 Sherkston Road - Zoning By-law Amendment - Public Meeting Information/Recommendation Report	Application
0-8468 Prospect Point Road (Enclave) – Vacant Land Condominium – Recommendation Report	Application
2649 Stevensville Road –Zoning By-law Amendment and Draft Plan of Subdivision – Recommendation Report	Application
Heritage Property Designation – 2584 Ott Road	Legislative
Climate Change Action Plan	Council Directed

Submitted by:
Chris McQueen, MBA
Chief Administrative Officer

Completed by:
Anamika Dilwaria, M.A, M.Pl., MCIP, RPP
Director, Planning and Development Services



Infrastructure Services

Prepared for: Council-in-Committee

Report: IS-11-2025

Meeting Date: May 12, 2025

1. Title

Short-Term Rentals – Parking in Crystal Beach (Pilot Project)

2. Recommendations

That: Council approve that Short-Term Rental (STR) applicants that do not have on-site parking in the Crystal Beach area, are permitted to apply to rent parking spaces in Municipally managed parking lots in Crystal Beach for an annual fee of \$500 per space, as a Pilot program for 2025, and further

That: Council direct staff to update By-law 39-2025 to allow Short-Term Rental parking in the parking lot located on the South side of Erie Road between Oxford Avenue and Oakwood Avenue (April 1 – October 31) and the Erie Road Parking Lot (November 1 – March 31), and further

That: Council approve that only up to ten (10) parking spots will be dedicated to Short-Term Rentals in these parking lots, and further

That: Council approve Delegated Authority to the Director of Infrastructure Services to approve/deny parking in Municipally managed parking lots, and further

That: Council direct staff to update By-law 132-2024 to Establish Fees and Charges for the Town of Fort Erie, as necessary.

3. Relation to Council's Corporate Strategic Plan

Priority: Quality of life and community well-being

4. List of Stakeholders

Mayor and Council of the Town of Fort Erie

Town of Fort Erie Ratepayers

Short Term Rental Applicants

Crystal Beach BIA

5. Purpose of Report

The purpose of this report is to seek Council's direction and approval to update the Parking Lot By-law 39-2025 to allow a pilot project in 2025 for Short-Term Rentals in Crystal Beach. This pilot project provides options for Short-Term Rental applicants that have a property that does not have on-site parking to apply for a minor variance to allow for off-site parking at municipally managed parking lots in Crystal Beach.

6. Analysis

Background

On January 29, 2024, Council approved By-law 01-2024, being a by-law to amend Comprehensive Zoning By-law 129-90, as amended, with respect to the Short-Term Rental Land Use Study for the Town of Fort Erie, and By-law 02-2024, being a by-law to enact an amendment to the Official Plan related to Short-Term Rentals.

As a result of the land use controls, there are new parking requirements that must be met for short-term rentals. Specifically, section 3 of By-law 01-2024 states that:

Short-Term Rental - One (1) parking space for three (3) or more bedrooms in addition to the required parking for the dwelling unit. Tandem parking is permitted.

Staff have received short-term rental applications in Crystal Beach, where applicants are seeking off-site parking options to meet these new requirements. Due to the configuration and size of some lots in Crystal Beach, there are parking limitations that exist with no options to expand or add parking.

Staff are proposing a pilot program that would allocate up to 10 parking spaces in the parking lot located on the South side of Erie Road between Oxford Avenue and Oakwood Avenue for use by short-term rental operators that meet the licencing and zoning requirements. As the parking lot is not maintained during the winter months, parking would shift to the municipal lot on Erie Road from November through March.

In order to meet zoning requirements, short-term rental applicants that do not have sufficient on-site parking will be required to submit a Planning Act application to permit off-site parking.

Staff recommend that the most appropriate application process for this is through a Minor Variance application, which includes:

- A fee of \$1,437
- Approval by the Committee of Adjustment
- An application processing time of approximately 45 days to the Committee decision
- A 60-meter public notice radius

It is important to note that previously Infrastructure Services (IS) was not a reviewer of short-term rental applications; however, both IS and Planning Services will review all new applications to ensure conformity with parking requirements.

7. Financial, Staffing and Accessibility (AODA) Implications

AODA considerations will be reviewed during the initial application and minor variance processes.

When a STR is approved with a minor variance to allow off-site parking, along with the license fee, applicants will also be charged a proposed annual fee of \$500 per parking space for this pilot. Parking pass(es) will be issued to the property owner(s) to place in the visitors' vehicles in order to identify those that will be using the dedicated spaces.

There will be minor costs to the Town to add dedicated parking space signs at both locations and can be managed within the current Operational Budget.

8. Policies Affecting Proposal

By-law 136-2023 adopted Councils 2023-2026 Corporate Strategic Plan for the Town of Fort Erie. The recommendations provided conform to the priorities, goals and initiatives as described herein.

By-law 1-2024 being a by-law to amend Comprehensive Zoning By-law 129-90, as amended, with respect to the Short-Term Rental Land Use Study for the Town of Fort Erie.

By-law 2-2024, being a by-law to enact an amendment to the Official Plan related to Short-Term Rentals.

By-law 39-2025 - Municipal Parking Lot Use and Maintenance Policy.

By-law 132-2024 to Establish Fees and Charges for the Town of Fort Erie.

9. Comments from Departments, Community and Corporate Partners

Comments and considerations from relevant departments have been incorporated into this report.

10. Alternatives

Council can choose not to approve these changes to the Municipal Parking Lots and not allow dedicated parking spaces for STRs in municipally managed lots.

11. Communicating Results

Staff will update the signage in the parking lots.

12. Conclusion

Staff will monitor this pilot project over the 2025 season for usage and gather feedback from the short-term rentals, businesses and residents at the end of the year. Based on feedback, staff can provide Council with an update report and make any necessary recommendations for 2026 and beyond.

13. Report Approval

Prepared by:
Jennifer Pennell-Ajie, BA
EA to the IS Director and Division Coordinator

and

Caralee Grummett, Ec.D.
Manager of Economic Development and Tourism Services

Reviewed by:
Anamika Dilwaria, M.A, M.PI, MCIP, RPP, Dipl.M.M
Director of Planning and Development Services

Submitted by:
Jordan Frost, P.Eng, PTOE
Acting Director of Infrastructure Services

Approved by:
Chris McQueen, MBA
Chief Administrative Officer

14. Attachments

N/A



Business Status Report

Infrastructure Services
Monday, May 12, 2025

Monday, May 26, 2025

Forecasted Reports and By-laws	Source
By-law – Municipal Parking Lot Updates (Short Term Rental Parking)	Operating Budget

Monday, June 9, 2025

Forecasted Reports and By-laws	Source
Townline Road – Municipal Class EA Report	Capital Budget
Non-Revenue Water Report	Operating Budget

Monday, July 7, 2025

Forecasted Reports and By-laws	Source
Gibson Centre Expansion – Tender Award	Capital Budget

Submitted by:
Jordan Frost, P.Eng, PTOE
Acting Director of Infrastructure Services

Approved by:
Chris McQueen, MBA
Chief Administrative Officer



Office of the CAO

Prepared for: Council-in-Committee

Report: CAO-05-2025

Meeting Date: May 12, 2025

1. Title

Land Committee Meeting Minutes – April 17, 2025

2. Recommendations

That: Council receives the April 17, 2025, Land Committee meeting minutes attached as Appendix "1", and further

That: Council authorizes the extension of the agreement with the Regional Municipality of Niagara for the Niagara Regional Police Service Telecommunications Tower, under the same terms and conditions and to increase the rent 15% as outlined in the agreement, and further

That: the request from the owner of 294 Prospect Point Road to enter into an encroachment agreement for the flower beds, brick pillars, garden lighting and wiring located on the Town's road allowance be denied and that the Applicant be required to remove the encroachments within 30 days.

3. Relation to Council's Corporate Strategic Plan

Land Committee Minutes are provided to Council together with recommendations associated with property and land matter requests.

4. List of Stakeholders

Residents, organizations and businesses of Fort Erie as contained in the report.

5. Purpose of Report

The purpose of this report is to ensure that members of Council are provided with current land information and staff's deliberations associated with the land matters discussed at the April 17, 2025, Land Committee meeting.

Land Committee minutes are intended to be presented to Council for approval on a regular basis.

While not all reports will provide recommendations for Council's deliberations, they will provide background information on land matters discussed.

6. Analysis

Attached as Appendix “1” to the Report is a copy of the April 17, 2025, Land Committee meeting minutes.

The Committee passed two recommendations related to:

- 1) The request for an extension of Lease and Licence Agreement with the Regional Municipality of Niagara for a Niagara Regional Police Service (NRPS) Telecommunications Tower located at the Leisureplex; and
- 2) Request to enter into an Encroachment Agreement – 294 Prospect Point Road

The Land Committee also went into Closed Session to discuss a waterfront issue and a Closed Session meeting of Council has been scheduled for May 12, 2025.

Members of the Land Committee will be in attendance during Council’s deliberation to answer any questions arising from the minutes.

7. Financial, Staffing and Accessibility (AODA) Implications

Detailed in the April 17, 2025, Land Committee meeting minutes.

8. Policies Affecting Proposal

By-law No. 168-91, as amended, established and appointed members to the Land Committee. The By-law sets out the role of the Land Committee and defines mandates and responsibilities of the members. The Sale of Land Policy is governed by By-law No. 60-2017. Encroachments are governed by the Town’s Encroachment Policy governed by By-law No. 89-07, as amended.

9. Comments from Departments, Community and Corporate Partners

The Land Committee is represented by the Mayor, the Chief Administrative Officer, the Director of Corporate Services, the Director of Planning and Development Services, the Director of Infrastructure Services and the Manager, Economic Development and Tourism Services. The Executive Director of the Fort Erie Native Friendship Centre also attends the Land Committee meetings, when available.

Other staff members are invited to participate in the Land Committee meetings depending upon their specific duties, responsibilities and specific area of expertise.

10. Alternatives

Council may choose not to approve the recommendations outlined in the report. The Agreement with the NRPS brings in revenue for the Town and while not at the higher rates from other telecommunication providers, the 15% increase every five years is acceptable. With respect to the denial of the encroachment agreement, Council is reminded of similar requests that were denied and the applicant required to remove the encroachments on town property, especially road allowances. The property owner was aware of the Town property line when the new encroachments were placed.

11. Communicating Results

Not applicable.

12. Report Approval

Prepared by:

Bev Bradnam, DPA, CMM III
Manager of Corporate and Community Initiatives

Approved by:
Chris McQueen, MBA
Chief Administrative Officer

13. Attachments

Appendix 1 – Land Committee Meeting Minutes – April 17, 2025



Meeting: Land Committee

Meeting Date, Time, and Location

Thursday, April 17, 2025 at 9:00 a.m. in Conference Room #1

Members

Mayor Wayne Redekop
C. McQueen, Chief Administrative Officer, Chair
J. Janzen, Director of Corporate Services
A. Dilwaria, Director of Planning and Development Services (regrets)
C. Grummett, Manager of Economic Development and Tourism Services
J. Frost, Acting Director of Infrastructure Services (regrets)

Support Staff

E. Terry, Manager of Policy and Community Planning
R. Firenze, Deputy Clerk
J. Nahachewsky, Law Clerk
B. Bradnam, Manager of Corporate and Community Initiatives
M. Iamarino, Manager of Development Approvals

MINUTES

1) New Business

1) Request for an extension of Lease and Licence Agreement with the Regional Municipality of Niagara for a Niagara Regional Police Service (NRPS) Telecommunications Tower

A memorandum from the Law Clerk was reviewed and outlined the NRPS request for an extension of 10 years with only one increase of 15% during the term. The current Lease and Licence Agreement does not expire and renews automatically every 5 years and is in place until 2054. A 15% increase is effective every five years. Land Committee members agreed that the Agreement should continue in five year intervals and the 15% increase applied accordingly.

Recommendation 1:

THAT: Land Committee supports the extension of the agreement with the Regional Municipality of Niagara for the Niagara Regional Police Service Telecommunications Tower, under the same terms and conditions and to increase the rent 15% as outlined in the agreement.

(Carried)
Page 68 of 71

1) New Business, continued

2) 294 Prospect Point Road – Request to Enter into an Encroachment Agreement

The memorandum from the Law Clerk is attached as Appendix “1.2” to the Minutes and provides an overview of the encroachment on Prospect Point Road. It was noted that Council historically does not allow for encroachments on road allowances, both opened and unopened (i.e. Ulster and Munster Lanes). Land Committee members recommend the removal of the tree, vegetation and concrete structures that have been placed on the Town property.

Recommendation 2:

THAT: the Applicant’s request to enter into an encroachment agreement for the flower beds, brick pillars, garden lighting and wiring be denied and that the Applicant be required to remove the encroachments within 30 days.

(Carried)

2) Closed Session

Land Committee moved into Closed Session to discuss a waterfront issue. A memorandum will be forwarded to Council for consideration during a Closed Session meeting of Council. Land Committee then moved back into Open Session.

3) Outstanding Matters

1) Old Ridgeway Public Works Yard

No updates were provided. Remain on outstanding.

2) Property off of Queen Street/Douglas Street

No updates were provided. Remain on outstanding.

3) Coal Docks

The CAO advised that staff are meeting on April 23, 2025, with technical staff from the Niagara Parks Commission and staff from the Peace Bridge Authority to discuss scope and budget for a joint project. Planning staff will build out the scope for the project.

4) Request to Purchase 0-2902 Jarvis Street

The Manager of Economic Development and Tourism Services advised that she followed back up with the real estate agent advising that the Town does not pay commission as per the Town’s Land Sale Policy. No response has been received to date. The Manager will follow-up. Remain on outstanding.

3) Outstanding Matters, continued

5) Potential location of a new elementary school

The CAO advised that he is coordinating dates to meet with both the District School Board of Niagara and the Niagara Catholic District School Board. The Mayor stated that it is imperative for us to provide potential locations in order to help focus the discussion and noted that there is a need for an elementary school at both ends of town. Discussion took place on school sharing between boards, which is happening in other areas of the Province. The Manager of Development Approvals will review the Official Plan and Zoning By-law in relation to permitted development for schools.

4) Other Matters

No other matters were discussed.

5) Next Meeting Dates and Adjournment

The next meeting date has been scheduled for Thursday, June 19, 2025, from 9:00 a.m. to 10:30 a.m. in Conference Room #1 at Town Hall.

(Note – conflict with originally scheduled May 15, 2025 meeting – confirm cancellation).

The April 17, 2025 Land Committee meeting adjourned at 9:37 a.m.

Meeting minutes recorded and prepared by:

Meeting minutes approved by:

Bev Bradnam, DPA, CMM III
Manager of Corporate and Community Initiatives

Chris McQueen, MBA
Chief Administrative Officer



Business Status Report

Corporate Services; Community Services; Legal and Legislative Services; Fire and Emergency Services
Monday, May 12, 2025

Monday, June 9, 2025

Forecasted Reports and By-laws	Source
LLS Report - Updating Guidelines for Business Improvement Areas	Staff Initiated

Prepared by:
Ashlea Carter
Acting Manager of Legislative Services/Town Clerk

Submitted by:
Chris McQueen, MBA
Chief Administrative Officer