



## Office of the CAO

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**Prepared for: Council-in-Committee**

**Report: CAO-05-2025**

**Meeting Date: May 12, 2025**

### 1. Title

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Land Committee Meeting Minutes – April 17, 2025

### 2. Recommendations

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**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

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

### 4. List of Stakeholders

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

### 5. Purpose of Report

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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**

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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**

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

## **8. Policies Affecting Proposal**

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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**

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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**

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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**

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Not applicable.

### **12. Report Approval**

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Prepared by:

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

Approved by:  
Chris McQueen, MBA  
Chief Administrative Officer

### **13. Attachments**

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