



**TOWNSHIP OF WEST LINCOLN
PLANNING/BUILDING/ENVIRONMENTAL
COMMITTEE MINUTES**

MEETING NO. SIX

November 9, 2020, 6:30 p.m.

Township Administration Building

318 Canborough Street, Smithville, Ontario

Council: Councillor Cheryl Ganann - Chair
 Councillor Harold Jonker
 Councillor William Reilly
 Councillor Jason Trombetta
 Councillor Mike Rehner
 Mayor Dave Bylsma

Staff: Bev Hendry, CAO
 Brian Treble, Director of Planning and Building
 Gerrit Boerema, Planner II
 Madyson Etzl, Planner II
 Meghan Birbeck, Planner I
 Jessica Dyson, Deputy Clerk
 Joanne Scime, Clerk
 Roberta Keith, IT Manager*

Others: Albert Witteveen, Regional Councillor
 Steve Wever, GSP Group
 Richard Vandezande, GSP Group

1. CHAIR - Councillor Cheryl Ganann

2. DISCLOSURE OF PECUNIARY INTEREST AND/OR CONFLICT OF INTEREST

There were no disclosures of pecuniary interest and/or conflict of interest.

3. PUBLIC MEETING(S)

Public Meeting under the Planning Act will commence at 6:30 p.m.

3.1 Official Plan Amendment

Re: Township of West Lincoln - Draft Official Plan Amendment for Spring Creek Heights Secondary Plan (Draft Amendment No. 57) (Refer to Item P71-20 (2) Technical Report PD-144-2020)

4. CHANGE IN ORDER OF ITEMS ON AGENDA

There were no changes in order of items on the agenda.

5. APPOINTMENTS

5.1 ITEM P69-20

Steve Wever & Richard Vandezande, Urban Boundary Expansion Planning Consultants

Re: Smithville Master Community Plan - Intensification & Greenfield Density Analysis

Mr. Wever reviewed the PowerPoint Presentation regarding the Smithville Master Community Plan Intensification & Greenfield Density Analysis, which can be found on page(s) 7-22 on the November 9th, Planning, Building and Environmental Committee meeting agenda.

In response to Councillor Jonker's question regarding the target of 50 people and jobs per hectare, Mr. Wever stated that in the analysis presented, the 50 people and jobs per hectare seems to be a reasonable target, which is being achieved by the most recent plans of subdivision and developments that are happening in Smithville. Mr. Wever added that with the introduction of a more mixed use plan of development, this will bring the possibility of a potentially higher target.

Mayor Bylsma stated that he is pleased to see the target of 50 to 55 people and jobs per hectare for our community, as opposed to the previous provincial standards of 80 people per hectare, and that the new provincial policy is much more reasonable for our community and the size and shape of our municipality.

The Director of Planning & Building stated that infill intensification is a key piece of the urban boundary analysis and the Province has structured the policy in a way that staff have to look at what can be accommodated within existing Township boundaries before utilizing agricultural land outside the boundaries to include in the Smithville boundary.

5.2 ITEM P70-20

Meghan Birbeck, Planner I

Re: Township of West Lincoln's Plan to Mitigate Environmental Impacts

POWERPOINT PRESENTATION TO BE PROVIDED AT MEETING

(Refer to Item P73-20 - Recommendation Report CAO-08-2020)

The Planner I, Meghan Birbeck reviewed the PowerPoint Presentation regarding Township of West Lincoln's Plan to Mitigate Environmental Impacts, which has been attached as **Schedule A** to the minutes.

Further discussion regarding the Planner I presentation took place during Item P73-20 on the agenda.

6. REQUEST TO ADDRESS ITEMS ON THE AGENDA

There were no requests to address items on the agenda.

7. CONSENT AGENDA ITEMS

All items listed below are considered to be routine and non-controversial and can be approved by one resolution. There will be no separate discussion of these items unless a Council Member requests it, in which case the item will be removed from the consent resolution and considered immediately following adoption of the remaining consent agenda items.

7.1 ITEM P71-20

CONSENT AGENDA ITEMS:

Moved By Councillor William Reilly

Seconded By Mayor Dave Bylsma

That the Planning/Building/Environmental Committee hereby approves the following Consent Agenda items:

1. Items 1 and 2 be and are hereby received for information; and,
2. Item 3 be and is hereby received and the recommendations within be adopted with exception of Item

Carried

1. Information Report No. PD-148-2020 - Infill & Intensification in West Lincoln
2. Technical Report No. PD-144-2020 - DRAFT Official Plan Amendment for Spring Creek Heights Secondary Plan (DRAFT Amendment No. 57)
3. Recommendation Report No. PD-149-2020 - Front Ending Agreement – R.V.L Contracting Inc.

8. COMMUNICATIONS

8.1 ITEM P72-20

Tony Miele, The Smithville Landowners Group

Re: Formal request to the Township of West Lincoln and the Regional Municipality of Niagara to remove the existing By-Pass alignment and its registration on title in the Town of Smithville as it currently exists.

In response to Mayor Bylsma's question regarding the item being referred to December 7th, 2020 meeting, the Director of Planning & Building stated that the reason for this item being referred is because there will be a presentation around the Urban Boundary Expansion that would explain the purpose of this correspondence and therefore fits better in the upcoming meeting.

Moved By Mayor Dave Bylsma

Seconded By Councillor Harold Jonker

1. That, correspondence dated October 15, 2020 regarding "Formal request to the Township of West Lincoln and the Regional Municipality of Niagara to remove the existing By-Pass alignment and its registration on title in the Town of Smithville as it currently exists" be received; and,
2. That, the correspondence noted above be referred to the December 7, 2020 Committee meeting.

Carried

9. STAFF REPORTS

9.1 ITEM P73-20

Planner I (Meghan Birbeck) and CAO (Bev Hendry)

Re: Recommendation Report No. CAO-08-20 – Township of West Lincoln's Plan to Mitigate Environmental Impacts

Councillor Jonker and Councillor Reilly thanked the Planner I, Meghan Birbeck, the CAO and the Green Team for putting together this presentation. In response to Councillor Jonker's comments regarding the Township replacing work vehicles in an efficient and cost effective way, the Planner I stated that the intent of that section in the environmental plan is to replace the Township work vehicles efficiently when the time comes to replace those vehicles.

Councillor Witteveen thanked the Planner I and asked if an urban plan was going to be implemented into the environmental plan that is being

presented. The Planner I stated that in terms of the scope of this environmental plan, the final action plan is to look at agriculture as it is a main component of West Lincoln, however due to the timeframe there was not enough time to look into the specific agricultural aspects of this environmental plan being presented. The Planner I noted that agricultural aspects would be a very interesting and important component to complete in the next reporting of the environmental plan.

In response to Councillor Reilly, the Planner I noted that the word accelerate was incorporated into the environmental plan through the Green Team and that the replacement of the Township work vehicles is something that is already being done. The Planner I stated that staff is working towards replacing the Township's older vehicles first to put in more fuel efficient and higher performance vehicles, not just for the environment.

The Planner I stated that once she has received all comments and feedback from Council, that an amendment to the Plan to Mitigate Environmental Impacts will be completed and circulated accordingly.

Moved By Councillor William Reilly

Seconded By Mayor Dave Bylsma

1. That, report CAO-08-2020, dated November 9, 2020 regarding the Township of West Lincoln's "Plan to Mitigate Environmental Impacts," be received; and,
2. That, the "Plan to Mitigate Environmental Impacts" for 2020-2025 be endorsed by Council; and,
3. That, Council direct Staff to publish, make available to the public and implement the Township's Plan to Mitigate Environmental Impacts, 2020-2025.

Carried

9.2 ITEM P74-20

Director of Planning & Building (Brian Treble)

Re: Recommendation Report No. PD-143-2020 - Establishment of "No Parking" Zone on Gateway Avenue

The Director of Planning & Building reviewed report PD-143-2020 as requested by Councillor Ganann, stating that the Township has received complaints in regards to maneuverability at the intersection of South Grimsby 6 and Gateway Avenue, due to the parking of cars on both sides of the street. The Director of Planning & Building stated that in

conversation with some of the property owners that expressed concern, staff have suggested making the south side of Gateway Avenue between South Grimsby Road 6 and Creekview Drive a “No Parking” Zone. The Director of Planning & Building stated that Public Works staff has no objections to this proposal, and that staff will monitor the situation for any further concerns.

Moved By Councillor William Reilly

Seconded By Councillor Harold Jonker

1. That, Report PD-143-2020, regarding “Recommendation Report, Establishment of “No Parking” Zone on Gateway Avenue”, dated November 9th, 2020, be RECEIVED; and,
2. That, a by-law be passed to create a “No Parking” Zone on the South side of Gateway Avenue between South Grimsby Road 6 and Creekview Drive and that “No Parking” Signage be installed to enforce this by-law amendment.

Carried

9.3 ITEM P75-20

Director of Planning & Building (Brian Treble)

Re: Recommendation Report No. PD-142-20 – Naming of Regional Road 14 from Canborough Street, Smithville, to the Intersection next to the former Mobros Horse Farm

In response to Councillor Rehner’s question regarding the Township’s recommendation to rename part of Regional Road 14, the Director of Planning & Building stated that the Niagara Region has indicated that there is a gap in street naming in the Township and for staff to improve and clarify the street names in the event that a first responder has been called. The Director of Planning & Building stated that first responders should be able to get to the address as quickly as possible without the confusion of street names. The Director of Planning & Building stated that, although Regional Road 14 is the correct term for this road, the Niagara Region has requested a name to the road segment as well as the number, and that the name of the road is to be used most frequently.

Moved By Mayor Dave Bylsma

Seconded By Councillor Harold Jonker

1. That, Report PD-142-2020, regarding “Recommendation Report, Naming of Regional Road 14 from Canborough Street, Smithville, to

the Intersection next to the former Mobros Horse Farm”, dated November 9th, 2020, be RECEIVED; and,

2. That, Staff be authorized to start the consultation process with residents along this segment of road.

Carried

9.4 ITEM P76-20

Director of Planning & Building (Brian Treble)

Re: Recommendation Report PD-145-2020 - Naming of Regional Road 9 – York Road/Street 911 PERS Naming Process

Moved By Councillor Harold Jonker

Seconded By Mayor Dave Bylsma

1. That, Report PD-145-2020, regarding “Recommendation Report, Recommendation Report, Naming of Regional Road 9 – York Road/Street, 911 PERS Naming Process”, dated November 9th, 2020, be RECEIVED; and,
2. That, Staff be authorized to commence the public consultation process on the preferred suffix of either, York Street or York Road.

Carried

10. OTHER BUSINESS

10.1 ITEM P77-20

Director of Planning & Building (Brian Treble)

Re: Memorandum - Appointment of Meghan Birbeck as Secretary-Treasurer of Committee of Adjustment
RECEIVED FOR INFORMATION

10.2 ITEM P78-20

Members of Committee

Re: Other Business Matters of an Informative Nature

- (i) Mayor Bylsma
Re: Remembrance Day
Mayor Bylsma started off by reminding everyone that Wednesday is Remembrance Day and that it is very important to commemorate the freedom that we have. Mayor Bylsma also shared that there are several virtual Remembrance Day services that are being held through the Legion and Cadet's sites.
- (ii) Councillor Jonker

Re: Toonies for Tots

Councillor Jonker shared that Toonies for Tots will be starting shortly with the jars being delivered to businesses on Thursday November 12th. In response to Councillor Reilly, Councillor Jonker stated that Toonies for Tots unfortunately does not take online donations; however, he suggests that if you cannot get your Toonies in that people can contact Community Care to make a donation that way.

11. NEW BUSINESS

NOTE: Only for items that require immediate attention/direction and must first approve a motion to introduce a new item of business (Motion Required).

11.1 ITEM P82-20

Councillor Harold Jonker

Re: Smithville Lagoon Property

Moved By Councillor Harold Jonker

Seconded By Mayor Dave Bylsma

That a new item of business be introduced being an expression of interest relating to the Smithville Lagoon Property.

Carried

Councillor Jonker expressed that the Smithville Lagoon Property would be a great opportunity for the Township to acquire, if it were to come available, in order to preserve the land and use the property for potential future trail expansion.

There was much discussion among Members of Committee with respect to the new item of business, being the Smithville Lagoon Property, which has been referred to a future committee meeting for more information and further discussion.

Moved By Councillor Harold Jonker

Seconded By Mayor Dave Bylsma

That, Township Staff be directed to reach out to the Niagara Region to indicate the Township's interest in the Smithville Lagoon Property.

Carried

Moved By Mayor Dave Bylsma

Seconded By Councillor William Reilly

That, the new business matter relating to the Smithville Lagoon Property be referred to a future Planning/Building/Environmental Committee Meeting for discussion.

Carried

12. CONFIDENTIAL MATTERS

That, the next portion of this meeting be closed to the public to consider the following pursuant to Section 239(2) of the Municipal Act 2001:

Moved By Councillor William Reilly

Seconded By Councillor Mike Rehner

That, the next portion of this meeting be closed to the public to consider the following pursuant to Section 239(2) of the Municipal Act 2001:

12.1 Township Solicitor (Tom Richardson) and Director of Planning & Building (Brian Treble)

Re: Legal/Enforcement Matter - Natural Severance - Caistor Centre

VERBAL UPDATE

UNDER SEPARATE COVER

Applicable closed session exemption(s):

- litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;
- advice that is subject to Solicitor-client privilege, including communications necessary for that purpose

12.2 Township Solicitor (Tom Richardson) and Director of Planning & Building (Brian Treble)

Re: Legal/Solicitor-Client Privilege - Helen Kszan LPAT

VERBAL UPDATE

UNDER SEPARATE COVER

Applicable closed session exemption(s):

- litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;
- advice that is subject to Solicitor-client privilege, including communications necessary for that purpose

12.3 Director of Planning & Building (Brian Treble)

Re: Legal/Solicitor-Client Privilege - Confidential Recommendation Report No. PD-147-20 - Building Demolition John Street, Caistorville

UNDER SEPARATE COVER

Applicable closed session exemption(s):

- litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;
- advice that is subject to Solicitor-client privilege, including communications necessary for that purpose

Carried

All members of Committee noted as present as well as the CAO, Clerk, Deputy Clerk, and Director of Planning and Building were in attendance during discussion of the closed session items. The Township Solicitor was present for Item P79-20 and P80-20.

Moved By Councillor Mike Rehner

Seconded By Councillor William Reilly

That, this Committee meeting does now resume in open session at the hour of 9:45 p.m.

Carried

12.1 ITEM P79-20

Township Solicitor (Tom Richardson) and Director of Planning & Building (Brian Treble)

Re: Legal/By-law Enforcement Matter - Natural Severance - Caistor Centre

Moved By Councillor Mike Rehner

Seconded By Councillor Harold Jonker

That, Township staff and legal counsel be and are hereby authorized to proceed as directed in closed session regarding Legal/Enforcement Matter - Natural Severance - Caistor Centre

Carried

12.2 ITEM P80-20

Township Solicitor (Tom Richardson) and Director of Planning & Building (Brian Treble)

Re: Legal/Solicitor-Client Privilege - Helen Kszan LPAT

Moved By Mayor Dave Bylsma

Seconded By Councillor Harold Jonker

That, Township staff and legal counsel be and are hereby authorized to proceed as directed in closed session regarding Legal/Solicitor-Client Privilege - Helen Kszan LPAT, prior to ratification of Council due to the required timeline of the Township's Legal Counsel response.

Carried

12.3 ITEM P81-20

Re: Legal/Solicitor-Client Privilege - Confidential Recommendation Report No. PD-147-20 - Building Demolition John Street, Caistorville

Moved By Councillor William Reilly

Seconded By Councillor Mike Rehner

1. That, Report PD-147-20, regarding "CONFIDENTIAL Recommendation Report, Building Demolition - John Street, Caistorville", dated November 9th, 2020, be RECEIVED; and,
2. That, staff be and are hereby authorized to proceed as directed in closed session.
3. That, staff report back with updates on this project, as required.

Carried

13. ADJOURNMENT

The Chair declared the meeting adjourned at the hour of 9.49 p.m.

JESSICA DYSON, DEPUTY CLERK

COUNCILLOR CHERYL GANANN, CHAIR

Plan to Mitigate Environmental Impacts

Meghan Birbeck
Planner I

Major Topics

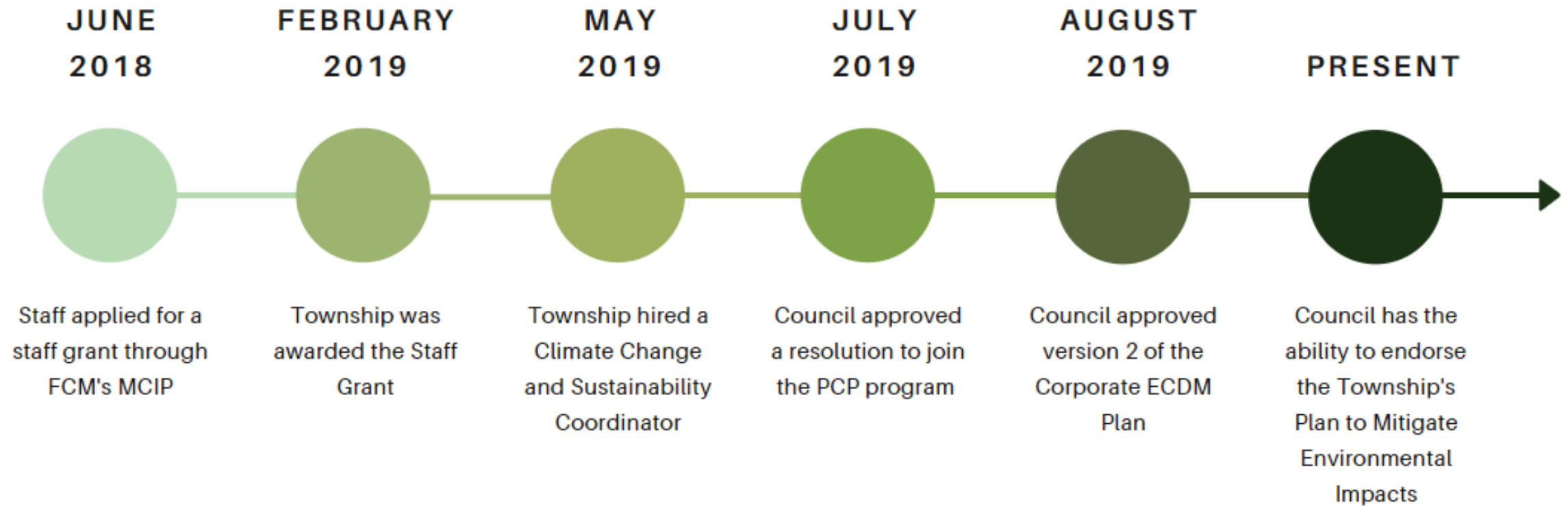


- Recommendation
- Timeline
- Community Data
- Corporate Data
- Next Steps
- Financial Implications
- Questions

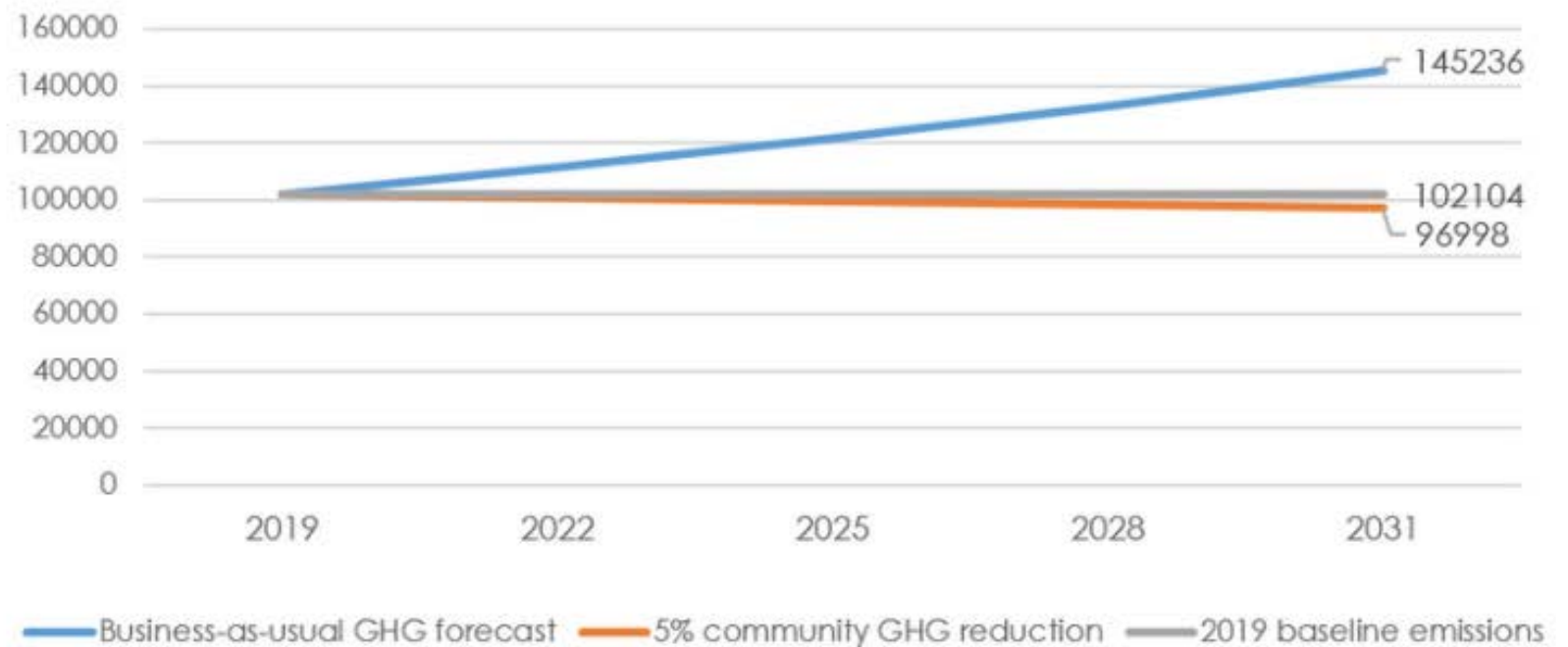
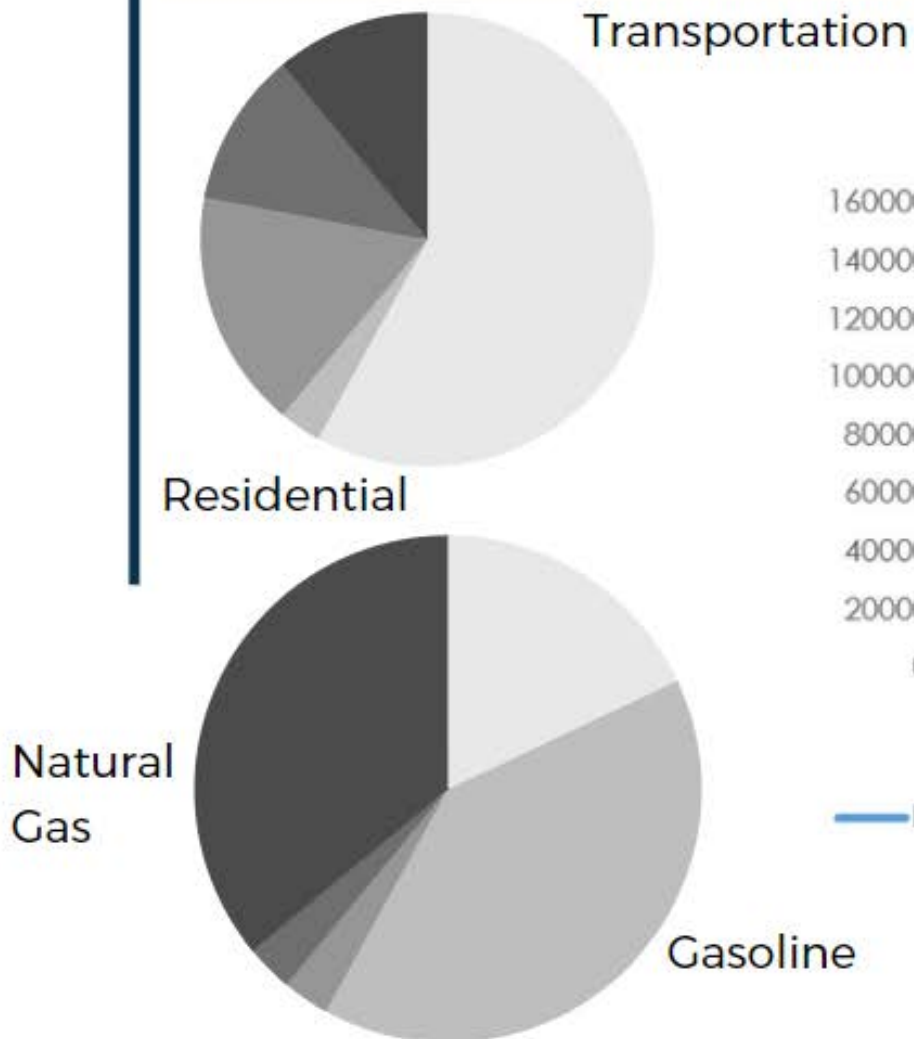
Recommendation

1. That, the report in discussion be received; and,
2. That, the report in discussion be endorsed by Council;
and,
3. That, Council direct Staff to make available to the public
and implement the report in discussion.

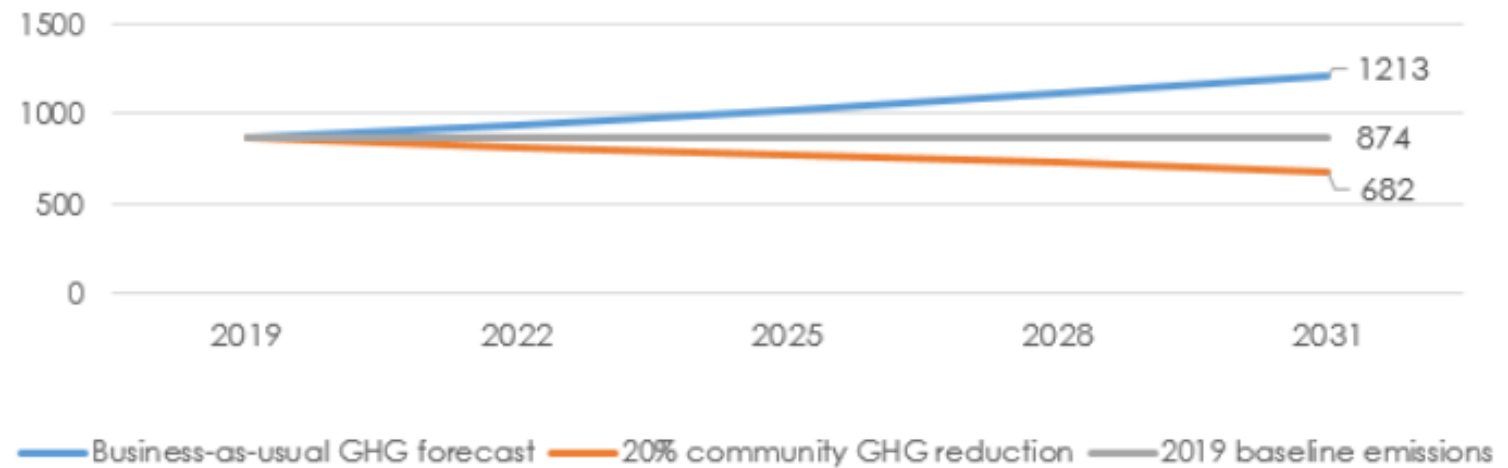
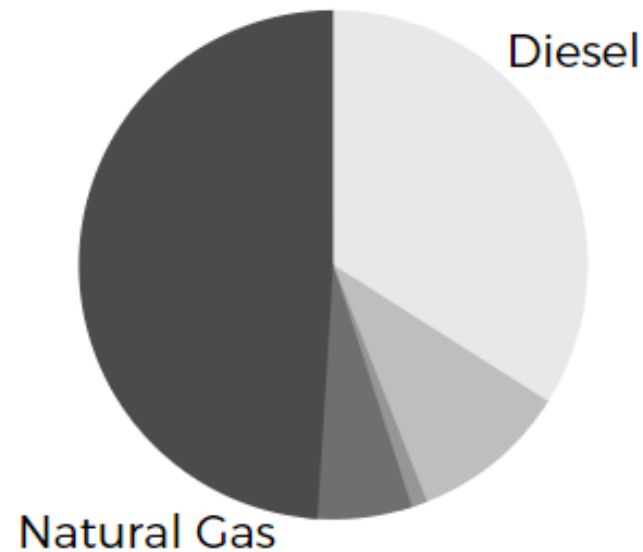
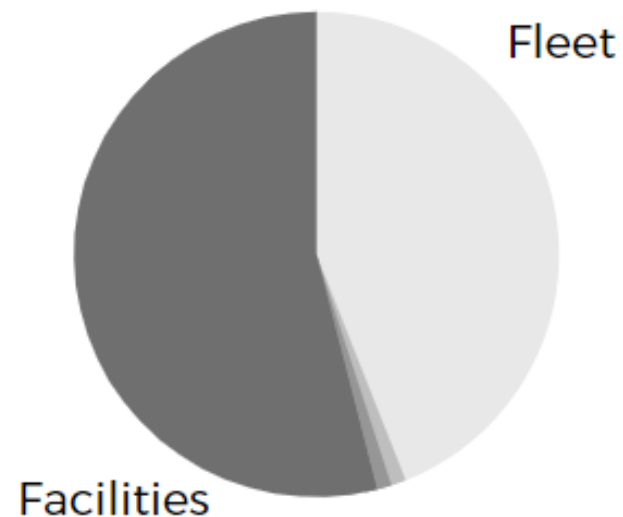
Timeline



Community Data



Corporate Data



Next Steps

- 14 Objectives focusing on:
 - Staff (4)
 - 1. Endorsing a plan
 - Facility (3)
 - 2. Implementing actions
 - Transportation (3)
 - 3. Monitoring progress
 - Waste (3)
 - 4. Reporting progress
 - Agriculture (1)

Financial Implications

1. Status Quo

- Township's misses opportunities to:
 - save money in municipal operations;
 - lower energy costs; and
 - increase investment in local economy.

2. Other options

- Provide feedback;
- Provide Suggestions; and/or
- Endorse current plan as is.

Questions?

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