



**TOWNSHIP OF WEST LINCOLN
PUBLIC WORKS/RECREATION/ARENA COMMITTEE
AGENDA**

MEETING NO. FOUR

Monday, May 16, 2022, 7:30 p.m.

Township Administration Building

318 Canborough Street, Smithville, Ontario

*****NOTE TO MEMBERS OF THE PUBLIC:** All Cell Phones, Pagers and/or PDAs to be turned off. Additionally, for your information, please be advised that we are Audio/Video Recording this meeting.

Pages

1. CHAIR - Councillor Harold Jonker

Prior to commencing with the Public Works/Recreation/ Arena Committee meeting agenda, Chair Jonker will noted the following:

1. Due to efforts to contain the spread of COVID-19 and to protect all individuals, the Council Chamber will not be open to the public to attend Standing Committee and Council meetings until further notice.
2. The public may submit comments for matters that are on the agenda to jscime@westlincoln.ca before 4:30 pm on the day of the meeting. Comments submitted will be considered as public information and read into public record.
3. The meeting will be recorded and available on the Township's website following the meeting.

2. LAND ACKNOWLEDGEMENT STATEMENT

The Township of West Lincoln, being part of Niagara Region is situated on treaty land. This land is steeped in the rich history of the First Nations such as the Hatiwendaronk (Hat-i-wen-DA-ronk), the Haudenosaunee (Hoe-den-no-SHOW-ee), and the Anishinaabe (Ah-nish-ih-NAH-bey), including the Mississaugas of the Credit First Nation. There are many First Nations, Métis, and Inuit people from across Turtle Island that live and work in Niagara today. The Township of West Lincoln, as part of the Regional Municipality of Niagara, stands with all Indigenous people, past and present, in promoting the wise stewardship of the lands on which we live.

3. CHANGE IN ORDER OF ITEMS ON AGENDA

4. **DISCLOSURE OF PECUNIARY INTEREST AND/OR CONFLICT OF INTEREST**

5. **APPOINTMENTS**

There are no appointments/presentations.

6. **REQUEST TO ADDRESS ITEMS ON THE AGENDA**

NOTE: Procedural By-law Section 10.13(5) – General Rules

One (1) hour in total shall be allocated for this section of the agenda and each individual person shall only be provided with **five (5) minutes** to address their issue (some exceptions apply). A response may not be provided and the matter may be referred to staff.

1. The Chair to inquire if the IT Help Desk Analyst was aware if there were any members of the public who were in attendance virtually on the Zoom meeting call who wished to address a specific item on tonight's Public Works/Recreation/Arena Committee agenda, as permitted under Section 6.7 of the Procedural By-law.

2. The Chair to inquire if the Clerk had received any emails or correspondence from a member of the public prior to 4:30 p.m. today who wished to address a specific item on tonight's Public Works/Recreation/Arena agenda, as permitted under Section 6.7 of the Procedural By-law.

7. **CONSENT AGENDA ITEMS**

NOTE: 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 PW16-22**

CONSENT AGENDA ITEMS

RECOMMENDATION:

That the Public Works/Recreation/Arena Committee hereby approves the following Consent Agenda Items:

1. Items 1, 2 and 3 be and are hereby received for information
2. Item X be and is hereby received and the recommendations contained therein be adopted; and,

with the exception of Item #(s)_____

- | | |
|---|----|
| 1. West Lincoln Public Library Board - Minutes of February 11, 2022 | 4 |
| 2. West Lincoln Public Library Board - Minutes of March 11, 2022 | 8 |
| 3. West Lincoln Public Library Board - Minutes of April 8, 2022 | 13 |

8. COMMUNICATIONS

There are no communications.

9. STAFF REPORTS

9.1. ITEM PW-17-22

18

Coordinator of Engineering Services (Jennifer Bernard) & Director of Public Works and Recreation (Mike DiPaola)

Re: Recommendation Report PW-09-2022 - Amendment to Schedule P of By-law 89-2000 – Stop Sign Locations

RECOMMENDATION:

1. That, Recommendation Report PW-09-2022 regarding “Amendment to Schedule P of By-law 89-2000 – Stop Sign Locations”, dated May 16, 2022 be received; and,
2. That, Council pass a by-law (Attachment “A”) to amend Schedule P of By-law 89-2000 as outlined in this report.

9.2. ITEM PW-18-22

22

Project Manager (Ray Vachon) & Director of Public Works and Recreation (Mike DiPaola)

Re: Recommendation Report PW-10-2022 - Wind Project Tree Replacement Program Update

RECOMMENDATION:

THAT, Information Report PW-10-2022; re: Wind Project Tree Replacement Program Update, dated May 16, 2022, be received for information.

10. OTHER BUSINESS

10.1. ITEM PW19-22

Members of Council

Re: Other Business Items of an Informative Nature

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)

12. CONFIDENTIAL MATTERS

There are no confidential matters.

13. ADJOURNMENT

The Chair to declare the meeting adjourned at the hour of [time]



**MINUTES
WEST LINCOLN PUBLIC LIBRARY
BOARD MEETING**

Meeting # 2 Friday, February 11, 2022 10 a.m.
Via Zoom

PRESENT: Board: Julie Adams
Cheryl Ganann
Judi Kelly
Sue Langdon
Pat Nelson
Joan Packham (Chair)
Karen Parker
Wendy Wilson

Staff: Cindy Weir, Interim CEO

ABSENT:

GUESTS:

Call to Order

Chair Packham called the meeting to order, welcomed all and established quorum at 10:01 am.

1. Agenda

Moved by: Cheryl Ganann

Seconded by: Julie Adams

THAT the West Lincoln Public Library Board approves the agenda for Friday February 11, 2022 as presented.

Carried

2. Disclosure of Pecuniary Interest or Conflict of Interest and the General Nature Thereof

There were no disclosures of pecuniary interests or conflict of interests declared by any members of the West Lincoln Public Library Board.

3. Minutes

Moved: Pat Nelson

Seconded by: Judi Kelly

THAT the minutes of the January 14, 2022 West Lincoln Public Library Board meeting be approved as presented.

Carried

4. Correspondence

a) Sent – None.

b) Received – None

5. Financial Matters

a) Operating Variance Monthly Statement

Moved by: Sue Langdon

Seconded by: Wendy Wilson

THAT the Operating Variance Monthly Statement ending January 2022 be accepted for information.

Carried

b) Actual vs Budget Year to Date Report 2021

Answers to some questions regarding funding.

6. Reports

a. Library CEO presented the January 2022 CEO Report both written and verbal.

- The library had 2 Board Members and 3 management staff attend the virtual OLA Super Conference.
- Loraine Drilling, Supervisor Library Programs participated as a panelist and gave an excellent presentation on collaborative projects among local libraries. She spoke in particular of a pen pal program between people in senior's homes and young people. The session title was Small Libraries Together Can Make a Big Impact.
- We have two new staff. Sonya Martin and Kelley Mous. Both are working out well.
- We will be advertising again soon for Public Service Assistant staff and also the Supervisor, Library Administration.
- One Book One Niagara a region wide book club is being organized by a LINC committee. CEO Weir is a member of this committee.
- One e-Read Canada is a national book club. Ontario Library Service will pay the \$.35 charge per download for all Overdrive libraries. This will take place for the month of April.
- The Library Board ad hoc committee has met and will report at the March meeting.

7. Library Business

a) COVID - Update

One staff person off due to close contact with a confirmed case of COVID-19.

Asked by SMT to contact other libraries to determine how they are handling people not wearing masks.

b) Hot Spots

Moved by: Sue Langdon

Seconded by: Cheryl Ganann

That the West Lincoln Public Library Board establish a fine for Hot Spots as a Special Collection,

And that the fine be set at \$10.00 per day due to the cost and nature of the item.

Carried

8. Next Meeting Date: March 11, 2022 at 10:00 a.m.

Meeting will take place via zoom.

9. Closed Session – Not required

10. Announcements

a) Board Roundtable of Announcements

Member Karen Parker informed the Board of a book called My Ice Cream Sundae by a local author John Golub.

b) Newsletter

The Board appreciates all of the work that goes into the newsletter and all of the program/activities being offered.

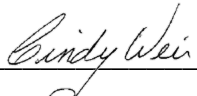
10. Adjournment

Moved by: Pat Nelson

That the February 11, 2022 West Lincoln Public Library Board meeting adjourns at 11:00 am.



JOAN PACKHAM, CHAIR



CINDY WEIR, INTERIM CEO

CEO's Report – January 2022

Recorded Library Uses Jan 2022

E-books: 1596 loans

Circulation: 2278 loans

Social Media and Website:

Twitter

Impressions (times displayed for viewers)	1902
Engagement (any interaction with tweets	22
Number of posts	17
Most Popular Tweet	Book Club

Facebook

People who saw content	12539
People clicking or engaging with content	708
Number of Posts (now including story posts)	32
Most popular post	Teen book bags
Viewers over 1 minute (program attendance)	5 + 4 youtube linked viewers

Instagram

Posts	15
Post interactions	50
Followers	841
Most popular post	LiNC bin sorting

YouTube

Subscribers	2
Views	13

TikTok

Followers	325
Likes	64
Most Popular	put a book back challenge

Website

Page views	2549
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Programs by Pickup: 97

WebEx/Virtual Program Attendance: 728 (605 for Children's Literacy Event)

Outside Program (Story Walk, etc): N/A

Computer Use: 34





**MINUTES
WEST LINCOLN PUBLIC LIBRARY
BOARD MEETING**

Meeting # 3 Friday, March 11, 2022 10 a.m.
Via Zoom

PRESENT: Board: Cheryl Ganann
Sue Langdon
Pat Nelson
Joan Packham (Chair)
Karen Parker
Wendy Wilson

Staff: Cindy Weir, Interim CEO

ABSENT: Julie Adams
Judi Kelly

GUESTS:

Call to Order

Chair Packham called the meeting to order, welcomed all and established quorum at 10:03 am.

1. Agenda

Moved by: Cheryl Ganann

Seconded by: Pat Nelson

THAT the West Lincoln Public Library Board approves the agenda for Friday March 11, 2022 as presented.

Carried

2. Disclosure of Pecuniary Interest or Conflict of Interest and the General Nature Thereof

There were no disclosures of pecuniary interests or conflict of interests declared by any members of the West Lincoln Public Library Board.

3. Minutes

Moved: Karen Parker

Seconded by: Pat Nelson

THAT the minutes of the February 11, 2022 West Lincoln Public Library Board meeting be approved as presented.

Carried

4. Correspondence

- a) Sent - Email - To Vanessa Holm and Soren to wish him a happy first birthday.

- Mail received from board members to be forwarded to P. Madsen was sent.

- b) Received – Thank you from West Lincoln Santa Claus Parade Committee for our participation. (Bookmarks were included in the parade loot bags)

5. Financial Matters

a) Operating Variance Monthly Statement

Financial documents were not available for the meeting as finance is switching over from 2021 to 2022.

b) Budget 2022

Congratulations on an approved budget!

c) T5 Form

The library received a T5 form from an investment.

6. Reports

a. Library CEO presented the February 2022 CEO Report both written and verbal.

- The Lincoln/Pelham library merger will take effect on April 1, 2022. The name will be the Lincoln Pelham Public Library and it will be a union library under the Public Library Act.
- Furniture will start to come out in our branches over the next couple of weeks and the cafes will be available as of April 1.
- Smithville Stitchers will resume their stitching at the library the first week of April.
- Township has a waiver form that we may start to use. It is for those renting their space or attending programs that takes away liability if the person contracts covid from having been at an event on the premises.
- Report done by the Township as part of the modernization grant to standardize and bring to market value our rates and fees. This has been received by Council. The library board will have rates and fees to review before implementation. (Photocopier/printer, room rates)
- Thanks for your help regarding the note cards. We have them safely put away.
- At this point in time we will have to close one branch Thursday night due to lack of staffing.
- Job postings are out for both Public Service Assistants and the Supervisor, Library Administrative Services.

7. Library Business

a) COVID - Update

The EOC will be discussing the Township's face covering policy for both public and staff on Monday March 13. The province is removing the mandate for face coverings in public places on March 21. The Library Board will need to determine how they would like to manage their policies.

The Board will also need to consider the Vaccination policy in light of Board meetings as we have at least one member who is not vaccinated, until then meetings will continue via Zoom.

The library board agreed to give the CEO the authority to follow the direction of the Township with regard to COVID related policies and procedures if decisions need to be made before the next board meeting.

b) In-Person Programs and Proof of Vaccination

Moved by: Pat Nelson

Seconded by: Wendy Wilson

THAT the West Lincoln Public Library Board rescind the motion from December 10, 2021 and now does not require proof of vaccination to attend in-person library programs and meetings at this time, while still following the government regulations and township policies.
DEFERRED (see below)

Moved: Cheryl Ganann

Seconded by: Pat Nelson

THAT the motion as approved at the December 10, 2021 West Lincoln Public Library Board meeting requiring proof of vaccination to attend in-person library programs and meetings be deferred for discussion at the April Board Meeting to address possibly rescinding this motion.
-Carried.

c) Library Hours of Operation

Moved: Cheryl Ganann

Seconded by: Pat Nelson

THAT the West Lincoln Public Library Board approve the new Library Hours of Operation as presented.
Carried

Caistorville	M	T	W	T	F	S	s
new - proposed	closed	5-8	5-8	closed	10-5	10-5	closed
current	closed	2-5	5-8	5-8	10-4	10-4	closed
Smithville							
new - proposed	3-8	10-5	10-5	10-5	3-8	10-5	1-5
current	3-8	10-5	10-5	10-5	3-8	10-5	1-5
Wellandport							
new - proposed	Closed	5-8	10-5	5-8	closed	10-5	closed
current	6-8	6-8	9-4	6-8	closed	9-4	closed

d) Pay Rate – Ad Hoc Committee

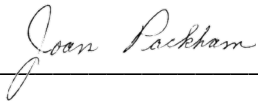
Moved: Pat Nelson

Seconded by: Karen Parker

THAT the West Lincoln Public Library Board approve the graduated pay scale for the part-time Public Service Assistants as amended effective immediately.

Carried

8. **Next Meeting Date:** April 8, 2022 at 10:00 a.m.
Meeting will take place via zoom.
July meeting will need to be the third Friday as data will not be available for reports if held on the second Friday based on how the dates fall.
9. **Closed Session – Not required**
10. **Announcements**
 - a) **Board Roundtable of Announcements**
Wendy Wilson gives her regrets for the next meeting.
No announcements from any other board members.
 - b) **Newsletter**
The Board appreciates all of the work that goes into the newsletter and all of the program/activities being offered.
10. **Adjournment**
Moved by: Wendy Wilson
That the February 11, 2022 West Lincoln Public Library Board meeting adjourns at 11:30 am.



JOAN PACKHAM, CHAIR



CINDY WEIR, INTERIM CEO



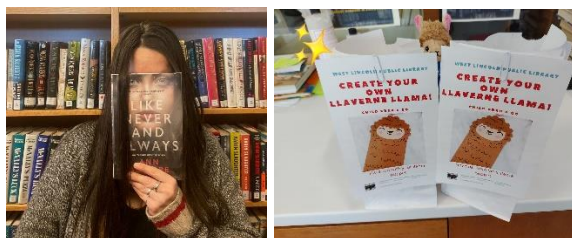
West Lincoln Public Library CEO's Report February 2022

Recorded Library Uses February 2022

E-books: 1192 loans

Circulation: 2907 loans

Social Media and Website:



Twitter

Impressions (times displayed for viewers)	2621
Engagement (any interaction with tweets)	73
Number of posts	25
Most Popular Tweet	Summer games

Facebook

People who saw content	9189
People clicking or engaging with content	436
Number of Posts (now including story posts)	24
Most popular post	Freedom to read week
Viewers over 1 minute (program attendance)	1 + 14 youtube linked viewers

Instagram

Posts	23
Post interactions	153
Followers	845
Most popular post	Lauran book face

YouTube

Subscribers	2
Views	25

TikTok

Followers	328
Likes	50
Most Popular	Black history month

Website

Page views	2191
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Programs by Pickup/Drop In: 217

WebEx/Virtual Program Attendance: 55

Outside Program (Story Walk, etc): N/A

Computer Use: 48



**MINUTES
WEST LINCOLN PUBLIC LIBRARY
BOARD MEETING**

Meeting # 4 Friday, April 8, 2022 10 a.m.
Via Zoom

PRESENT: Board: Julie Adams
Cheryl Ganann
Judi Kelly
Sue Langdon
Pat Nelson
Joan Packham (Chair)
Karen Parker

Staff: Cindy Weir, Interim CEO

ABSENT: Wendy Wilson

GUESTS:

Call to Order

Chair Packham called the meeting to order, welcomed all and established quorum at 10:03 am.

1. Agenda

Moved by: Cheryl Ganann

Seconded by: Sue Langdon

THAT the West Lincoln Public Library Board approves the agenda for Friday April 8, 2022 as amended.

Carried

Additions: Library Business – Hot Spots
Library Business – Elections

2. Disclosure of Pecuniary Interest or Conflict of Interest and the General Nature Thereof

There were no disclosures of pecuniary interests or conflict of interests declared by any members of the West Lincoln Public Library Board.

3. Minutes

Moved: Karen Parker

Seconded by: Cheryl Ganann

THAT the minutes of the March 11, 2022 West Lincoln Public Library Board meeting be approved as presented.

Carried

4. Correspondence

- a) Sent - None
- b) Received - None

5. Financial Matters

a) Operating Variance Monthly Statement

Moved by: Judi Kelly

Seconded by: Pat Nelson

THAT the Actual vs Budget Year to Date report prepared end of March 2022 be accepted for information.

Carried

6. Reports

- a. Library CEO presented the March 2022 CEO Report both written and verbal.
 - Began mailing out invoices for long overdue/presumed lost items as of March 13
 - New library hours launched on April 4, 2022
 - Preparing to launch Public Service Assistant incremental increase following a meeting with the Township Treasurer
 - June 11 is Llaverne the Library Llama launch day
 - Annual Survey preparation is in progress
 - One new Public Service Assistant signed on, one more to sign next week
 - The Smithville Stitchers were back this week
 - Knitters are back too and re-establishing a day and time in Caistorville due to the change in hour.
 - New Cosplay program has started and Comicon planned for September.
 - Increase to room rates for people booking our spaces. This is in keeping with the Township Bylaw 2022-11
 - Ontario Library Service CEO Salary Survey was submitted
 - LiNC Courier has increased by 500%. Cooperative is looking into some other options
 - Connecting Public Library initiative by the province to upgrade high speed internet at approximately 50 public libraries in unserved and underserved communities across the province. A successful RFP has made it possible to upgrade 111 locations instead of 50.

7. Library Business

a) COVID - Update

The EOC has recommended the suspension of the following: both the public and staff face covering policies; the Township of West Lincoln safety plan; online daily screening form (contact tracing)

Decision to suspend rather than rescind was made so that they could be put quickly back into place if the need arose

In light of increase in COVID numbers, staff are being encouraged to: wear a mask; if you are in close contact or have COVID wear a mask for 10 days; and follow the flowcharts and consult with your supervisor to determine if you are to report to work.

b) Board Recruitment Brochure

The board reviewed the sample How to Become a Library Board Member brochure from Springwater Library and provided direction to have one created for their consideration.

c) Board Legacy Document

The board has decided that they will not pursue the creation of a legacy document at this time.

d) Policies

CEO Weir discussed current legislation in light of policies. We are required to have an elections policy and the board used the Township policy POL-ADMIN-01-2018 – Use of Corporate Resources for Election Purposes Policy for 2018. She believes that covers us again for both the provincial and municipal elections this year. There is current legislation requiring a right to disconnect policy but this is for organizations/businesses/libraries/municipalities with 25 or more employees. We are currently well under that number.

e) Hot Spots

Member Karen Parker spoke to her use of the Hot Spots for her election training at the St. Ann's community centre.

f) Elections

On CEO Weir's behalf Lauren Mous attended a virtual meeting presented by elections Ontario staff regarding methods of voting, etc. The library will not be used as a polling station but may be asked to display non-partisan literature regarding the election.

- 8. Next Meeting Date:** May 13, 2022 at 10:00 a.m.
Meeting will take place via zoom.

9. Closed Session – Not required

10. Announcements

a) Board Roundtable of Announcements

Karen Parker asked Cindy to continue with her "Super Hero" status.
No announcements from any other board members.

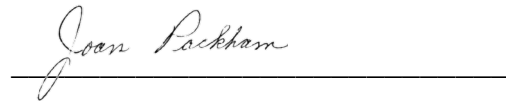
b) Newsletter

The Board appreciates all of the work that goes into the newsletter and all of the program/activities being offered.

10. Adjournment

Moved by: Judi Kelly

That the April 8, 2022 West Lincoln Public Library Board meeting adjourns at 10:59 am.



JOAN PACKHAM, CHAIR



CINDY WEIR, INTERIM CEO



West Lincoln Public Library CEO's Report April 2022

Recorded Library Uses March 2022

E-books: 1374 loans

Circulation: 3757 loans

Computer Use: 100

Reference Questions (All): 198

Programs

- **Smithville:** 14 programs offered, 122 people attended; Most Popular: Knitting Circle
- **Caistorville:** 4 programs offered, 5 people attended; Most Popular: Knitting Circle
- **Wellandport:** 7 programs offered, 25 people attended; Most Popular: Seed Savers Club
- **Virtual (Includes Facebook and Youtube Participants):** 7 programs offered, 38 people attended; Most Popular: What's Your Legacy?
- **New Programs:** Cosplay Club, S.T.E.A.M Saturdays



Social Media and Website:

Twitter

Followers	380
Engagement Ratio (interactions per post)	2.13
Most Popular Tweet	Park Passes

Facebook

Followers	953
Engagement Ratio (interactions per post)	34.11
Most popular post	Fire Fighter Visit

Instagram

Followers	858
Engagement Ratio (interactions per post)	3.57
Most popular post	Fire Fighter Visit

TikTok

Followers	333
Engagement Ratio (interactions per post)	13
Most Popular	New Book Unboxing

YouTube

Subscribers	5
Views	20

Website

Page views	2495
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DATE: May 16, 2022

REPORT NO: PW-09-2022

SUBJECT: **Amendment to Schedule P of By-law 89-2000 – Stop Sign Locations**

CONTACT: J. Bernard, C.E.T., Coordinator of Engineering Services
M. DiPaola, P.Eng., Director of Public Works and Recreation

OVERVIEW:

- Stop signs were installed on Dennis Drive and Brandon Lane in the Old Town Subdivision.
- Schedule P – Stop Sign Locations, of the Township’s Consolidated Traffic By-law 89-2000 needs to be updated to include these stop sign locations.

RECOMMENDATION:

1. That, Recommendation Report PW-09-2022 regarding “Amendment to Schedule P of By-law 89-2000 – Stop Sign Locations”, dated May 16, 2022 be received; and,
2. That, Council pass a by-law (Attachment “A”) to amend Schedule P of By-law 89-2000 as outlined in this report.

ALIGNMENT TO STRATEGIC PLAN:

Theme #1

Strong Transportation Connections

- West Lincoln has transportation infrastructure that is safe for motorists, cyclists, pedestrians, and networks that are well-maintained and connected within our community.

BACKGROUND:

Four stop signs were installed in the Old Town Subdivision on Dennis Drive and Brandon Lane. Accordingly, Schedule P – Stop Sign Locations, of the Township’s Consolidated Traffic By-law 89-2000 needs to be updated to include these stop sign locations.

CURRENT SITUATION:

Staff has reviewed the intersections within the Old Town Subdivision, and in accordance with Ontario Traffic Manual Book 5, has confirmed these are the only stop signs required to be installed. Accordingly, these stop sign locations are to be included in Schedule P of By-law 89-2000 as outlined in Attachment “A” to this report.

FINANCIAL IMPLICATIONS:

The stop signs were installed as part of the Plan of Subdivision with Marz Homes. No costs were incurred by the Township for these signs.

INTER-DEPARTMENTAL COMMENTS:

N/A

CONCLUSION:

In summary, Staff recommends that Council pass a by-law (Attachment “A”) to amend Schedule P of By-law 89-2000.

ATTACHMENTS:

1. Attachment “A” – Draft Amending By-law to Amend Schedule P of By-law 89-2000

Prepared & Submitted by:



Jennifer Bernard, C.E.T.
Coordinator of Engineering Services

Approved by:



Beverly Hendry
Chief Administrative Officer



Mike DiPaola, P.Eng.
Director of Public Works & Recreation

THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN

BY-LAW NO. 2022-XX

A BY-LAW TO AMEND BY-LAW 89-2000 WHICH REGULATES
TRAFFIC AND PARKING ON TOWNSHIP ROADS

WHEREAS the Council of the Corporation of the Township of West Lincoln enacted By-law 89-2000 to regulate traffic and parking on Township roads;

AND WHEREAS the Council of the Corporation of the Township of West Lincoln now deems it expedient to revise Schedule "P" of By-law 89-2000 which provides for Stop Signs on local roads within the Township;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF WEST LINCOLN ENACTS AS FOLLOWS:

1. By-law No. 89-2000 be amended by making the addition to the Stop Sign Locations of Schedule "P" as outlined herein.

**READ A FIRST, SECOND AND THIRD
TIME AND FINALLY PASSED THIS
24th DAY OF MAY, 2022**

MAYOR DAVE BYLSMA

JOANNE SCIME, CLERK

PURPOSE AND EFFECT OF BY-LAW 2022-XX

1. To add the following stop sign locations to Page 19 of Schedule “P” of the Township’s Consolidated Traffic By-law 89-2000:

HIGHWAY	AT	FACING TRAFFIC
Dennis Drive	St. Catharines St	Southbound on Dennis Dr
Dennis Drive	Dennis Dr	Westbound on Dennis Dr
Brandon Lane	Dennis Dr	Eastbound on Brandon Lane
Brandon Lane	Dennis Dr	Westbound on Brandon Lane

DATE: May 16, 2022
REPORT NO: PW-10-2022
SUBJECT: **Wind Project Tree Replacement Program Update**
CONTACT: Ray Vachon, C.E.T. – Project Manager
Mike DiPaola, P. Eng. – Director of Public Works & Recreation

OVERVIEW:

- In 2019, a mutual agreement between the Wind Project proponent and the Township, amended the original Road Use Agreement (circa 2014) which gave the Township a lump sum of \$624,000 to replace trees taken down during the Windfarm Project.
- In 2021, staff issued a pre-qualification/expressions of interest procurement process for tree planting services which resulted in 4 tree farm/contractor consortiums submitting a proposal, and subsequently the work was divided equally amongst the 4 proponents.
- Some planting began in late Fall of 2021, and has now resumed in 2022.

RECOMMENDATION:

THAT, Information Report PW-10-2022; re: Wind Project Tree Replacement Program Update, dated May 16, 2022, be received for information.

ALIGNMENT TO STRATEGIC PLAN:

Theme # 5

Community Health and Safety – Continue to be a safe community where all residents are supported to thrive throughout their lives.

BACKGROUND:

Section 10.3 of the Road Use Agreement (RUA), between the Township of West Lincoln and the Proponent of the Wind Project, dealt with trees that were removed as part of the Wind Project and outlined how the removed trees are to be treated.

Once the Wind Project was completed, an Amendment to the RUA with respect to the Proponent's obligations under Section 10.3 was discussed by both parties. A mutual release and settlement agreement was reached by both parties in December of 2019, in which the Township received \$624,000. These funds are to be used to replant trees that were removed as part of the Wind Project.

Report PW-10-2021, dated April 2021, outlined the Township's protocol/process to implement a tree replacement program that would fairly distribute and compensate the affected property owners for the trees removed on the abutting road allowances, by providing them with the option of having trees planted on their lands.

Report PW-19-2021, dated September 2021, Council approved the "roster list" to complete the tree replacement work. Following Council's approval in September, staff divided the work equitably between the 4 contractors with the intention of starting some tree planting in the Fall of 2021. By the end of November 2021, just under 500 trees had been planted.

CURRENT SITUATION:

Due to the really wet spring, all the contractors had to wait longer than originally planned to restart the planting operations to avoid damaging the various homeowner's property.

As of the end of April 2022, an additional 200 trees have been planted. Staff reviewed monies spent to date and if any overages had occurred, but everything was still within the allotted budget.

Staff then prorated the remaining funds to the upset limited of \$624,000 among those affected from the original Wind Project tree removal, and authorized and divided the work equally between the 4 contractors to finish the planting program this Spring.

The program should be completed in 6 weeks, weather permitting.

FINANCIAL IMPLICATIONS:

There are no financial implications to the Township.

INTER-DEPARTMENTAL COMMENTS:

N/A

CONCLUSION:

The Wind Project Tree Replacement Program report is being provided as and update for information purposes and to inform that the program will be completed as agreed in the amended Road Use Agreement.

Prepared and Submitted by:

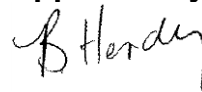


Ray Vachon, C.E.T.
Project Manager



Mike DiPaola, P. Eng.
Director of Public Works & Recreation

Approved by:



Beverly Hendry
Chief Administrative Officer (CAO)